

Approved Minutes

EVERETT TOWNSHIP
BOARD MEETING
September 20, 2022

1. **Call to Order:** Clerk Chaffee called the meeting to order at 1:02 pm
2. **Roll call:** Board Members Present: Treasurer Fleming, Clerk Chaffee, Trustee Long & Trustee Chaffee. Absent: Supervisor Maike. Also in attendance Jeffrey Craigmyle, Matt Biolette, Milo & Sharon Nerad.
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Trustee Chaffee with support by Clerk Chaffee to approve the agenda as written. Ayes all. Motion passed.
5. **Approval of Board Minutes of 8/16/22** – Trustee Chaffee with support by Treasurer Fleming moved to approve the 8/16/22 minutes as presented. Ayes all. So moved.
6. **Public Comment:** Matt Biolette from Fleis & Vandenbrink spoke about the need for a Park and Rec Plan if we are to become eligible for any grants that are coming up soon. The Park & Rec Plan must be updated every 5 years.
7. **Bills & Financials:**
 - A. **Treasurer's Report** – General Checking \$742,703.66 Tax Account \$88,782.91.
 - B. **Bank Reconciliation 8/31/22** - \$742,703.66 total in the general checking account (General Fund \$402,339.34; Roads \$138,011.90; Cemetery -0-; Building Dept. \$6978.90; ARPA \$194,939.57)
 - C. **Clerk Presents Township Bills** -\$31,092.45 (cks 12223 – 12262 & E624 – E631). Motion by Trustee Long with support by Treasurer Fleming to approve the payments. Ayes all. So moved.
 - D. **Budget Review:** Reports distributed and reviewed. September is 50% of FY 22/23.
8. **Unfinished Business:**
 - A. **Parks & Rec Proposal (Fleis & Vandenbrink)** – Clerk Chaffee with support by Treasurer Fleming moved to approved the proposal as submitted. Roll Call Vote: Ayes: Trustee Long, Treasurer Fleming, Trustee Chaffee, & Clerk Chaffee. Absent: Supervisor Maike. The motion was declared passed.
 - B. **Recycling Program Contribution** – Trustee Chaffee with support by Trustee Long moved that we appropriate \$500 to support the recycling program. Roll Call Vote: Ayes: Trustee Long, Treasurer Fleming, Trustee Chaffee, & Clerk Chaffee. Absent: Supervisor Maike. The motion was declared passed.
9. **New Business:**
 - A. **747 S. Silver Property** – Tabled for more information.
 - B. **Wilson's Property Complaints** – Tabled.
10. **Officer's Reports**
 - a. **Zoning Official/Planning Co/ZBA** – Planning Commission/ZBA Secretary/Trustee Chaffee is continuing to work on updates to the Ordinance. They are considering amendments to the size of homes to include tiny homes. Duane Cruzan will be contacted to discuss qualifications. Trustee Chaffee has been working as our Zoning Administrator and it has been going well.

- b. County Commissioner** – Commissioner Maike was absent and missed.
- c. Transfer Station** – Transfer Station Attendant Jeffrey Craigmyle reported that business is good.
- d. Supervisor** – absent and missed.
- e. Clerk** – The Clerk has hired a new Deputy – Jennifer Williams.
- f. Treasurer** – Will reprint the reconciliation report.
- g. Trustees** – Trustee Long reported on the Fire Board.

11. Public Comment: none

12. Adjournment – The meeting was adjourned at 2:05 pm.

Respectfully submitted by Clerk Pam Chaffee