

# Approved Minutes

EVERETT TOWNSHIP  
BOARD MEETING  
February 20, 2018

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:07 pm
2. **Roll call:** All Board Members present. Also in attendance – Jeffrey Craigmyle, Transfer Station, and (toward the end) Jim Maike Jr, County Commissioner.
3. **Pledge of Allegiance** (After the pledge, a concern was expressed that the eagle on the US flag was supposed to be gold – the Clerk will research flag etiquette).
4. **Agenda Approval:** Trustee Curt Chaffee made the motion to approve the agenda, supported by Trustee Richard Long. Ayes all. Motion passed.
5. **Approval of Board Minutes of January 16, 2018:** Trustee Curt Chaffee made the motion to approve the 1/16/18 meeting minutes as presented. Motion supported by Trustee Richard Long. Ayes all. Passed.
6. **Public Comment** (limit to 3 minutes per person) – none present
7. **Bills & Financials:**
  - A. **Treasurer’s Financial Report:** \$340,966.94 total in the general checking account and \$115,859.01 in the tax account for a total in Bank Accounts of \$456,825.95 as of 1/31/18. The Treasurer balances perfectly with the bank balances and the Clerk’s books.
  - B. **Clerk Presents Township Bills:** Amount \$51,966.82 from 1/17/18 thru 02/20/2018. Check numbers presented E229-E238 & ck# 10764 – 10785. Trustee Curt Chaffee made the motion to pay the Township’s bills as presented, supported by Trustee Richard Long, ayes all, motion passed.
  - C. **Budget Review:** Reports distributed and reviewed. 92% of the fiscal year has passed and we appear to be in good shape with just a couple areas recognized as being in need of final resolutions.
  - D. **Preliminary 2018/19 Budget:** The Budget meeting on Feb 13<sup>th</sup> went well. The Board decided to advertise/publish our intent to hold the Public Budget Meeting at 12:30 on March 20 at 12:30 pm just prior to the regular Board Meeting.
8. **Unfinished Business:**
  - A. **Section 218 follow-up by the Clerk:** IRS information is made available to the Board Members which indicate that the pension contributions would not interfere with Social Security.
  - B. **Bids for Cleaning up the M37 Site:** Trustee Curt Chaffee is working on obtaining bids for repairing/closing-up the building and cleaning up the site from the building to the road.
9. **New Business:**
  - A. **Transfer Station Reports – Originals can be given to the Clerk instead of the Supervisor:** After a very short discussion the Board decided to quit making so many copies as the Supervisor has no need for the Transfer Station Reports and the Clerk does. Transfer Station Attendant Jeffery Craigmyle agreed to put the amount collected on the calendar so the information was available.
  - B. **Wasp Nest on NE Corner of the Building:** The Board is grateful that the nest has already been removed by awesome Jim Maike Jr. – so this is already a non-issue.
  - C. **Newaygo County Emergency Services – information passed out for a possible resolution at the March meeting** – Clerk Pam Chaffee had attempted to do some research on the topic of the proposed resolution and informed the Board that the amount of information suggested to be ready by the NCES was more than could be reasonably printed for distribution. It was recommended that

each Board member take the time to research the information if they are interested in passing this resolution. It was also suggested that Renee Gavin of NCES be invited to our next meeting. Tabled

#### **10. Officer's Reports:**

a. **Zoning Official/Planning Co/ZBA** – The Board was brought up to date on the Planning Commission's push to get the Zoning Ordinance complete and on the Township website. Ryan Coffey is currently unable to attend a meeting.

b. **County Commissioner** County Commissioner Jim Maike Jr informed the Board that the hiring for County Parks has been completed already. He also updated the Board on the morgue: there are now 7 counties participating and the morgue has hired its own doctor.

c. **Transfer Station** – Jeffrey Craigmyle reported that two dumpsters were filled in the last two weeks with receipts totaling \$259 and \$289. He expects business to pick up in March or April as the weather warms up. Jeffrey had some questions/concerns about when/if he should help to unload trash. After listening to his concerns, Clerk Pam Chaffee made the motion to spend up to \$100 for a sign stating that customers are responsible for unloading their own trash. The motion was supported by Trustee Richard Long. Role Call vote, Ayes all. Supervisor Judy Maike will order the sign.

d. **Supervisor** – Supervisor Judy Maike will contact Great Lakes regarding a People Fund grant for cleaning up the M37 site. She has signed up for a recycling seminar. The Supervisor has contacted Kelley at the Road Commission regarding the two dry hydrants in need of repairs. Kelley will check the two sites and give us an estimate.

e. **Clerk** - Clerk Pam Chaffee shared an updated spreadsheet for payments to the White Cloud Area Fire Department Building Authority. We have, so far, saved over \$29,000 in interest. As it appears that the Building Authority has never given Everett Township credit for the first \$5k principle payment, the Clerk asked if anyone would volunteer to hand deliver the current payment along with the spreadsheet and documentation. Supervisor Judy Maike volunteered. The Treasurer believes that we are required to finalize the current budget and suggests that we meet after the April Board meeting to accomplish that. The Clerk will check with the Treasury website information on budgets to verify that we are required to officially finalize a budget from a prior fiscal year.

f. **Treasurer** – nothing

g. **Trustees** – Trustee Richard Long has supplied the Board with copies of the Fire Board Budget. He commented that the Fire Board can hold funds for the clean-up of burned buildings.

**11. Public Comment** (limit to 3 minutes per person) – none present

**12. Adjournment** - The meeting was adjourned at 2:20 pm.

Next regular meeting scheduled for March 20, 2018, at 1 pm.

Public Budget Meeting scheduled for March 20, 2018, at 12:30 pm.

Respectfully submitted on 3/14/2018 by Clerk Pam Chaffee