

Approved Minutes

EVERETT TOWNSHIP
BOARD MEETING
June 20, 2023

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Treasurer Fleming, Clerk Chaffee, Trustee Chaffee & Trustee Long. Absent: none. Also in attendance Jeffrey Craigmyle, Adam Chiles, & Brooke Sergant. (**note – Treasurer Fleming left the meeting just before “New Business”).
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Curt Chaffee with support by Richard Long to approve the agenda as presented. Ayes all. Motion passed.
5. **Approval of Board Minutes of 5/16/23** – Curt Chaffee with support by Richard Long moved to approve the minutes as presented. Ayes all. Minutes approved.
6. **Bills & Financials:**
 - A. **Treasurer’s Report** – General Checking \$965,806.89, Tax Account \$34,735.09.
 - B. **Bank Reconciliation 5/31/23** - \$964,450.73 total in the general checking account (General Fund \$548,984.98; Roads \$212,745.28; Fire -0-; Cemetery -0-; Building Dept. \$7,780.90; ARPA \$194,939.57)
 - C. **Township Bills-** Amount: \$23,794.75 (cks 12481 – 12509 & E690 – E696). Motion by Trustee Long with support by Treasurer Fleming to approve the payments. Ayes all. So moved.
 - D. **Budget Review:** Reports distributed and reviewed. June is 25% of FY 23/24.
8. **Unfinished Business:**
 - A. **Road Estimates FY 23/24** – No construction this year.
 - B. **Pavilion** – Tabled.
9. **New Business:**
 - A. **Adam Chiles, MFR Program moving forward/billing** – Adam Chiles and Brooke Sergant spoke to the Board about how the Medical First Responder Program is moving forward. The billing options will be either billed to the client, or billed to the township. Everett Township’s portion of the start-up fee will be \$12,604. The Fire Department would like to have the program in place by September 1, 2023, with an anticipated start date of January 2024. After the presentation, the topic was tabled.
 - B. **New Copy Machine** – Tabled.
 - C. **City of WC Sewer Service Agreement** – copies were distributed. The topic was tabled.
 - D. **Offer on Silver Property** – Supervisor Maike with support by Trustee Chaffee moved that we not entertain any land contract offers. Ayes all. So moved.
 - E. **MTA Dues/Training** – Trustee Long with support by Trustee Chaffee moved to approve including the “Plus” Training Package with our dues and to reject contributing to the legal defense fund. Ayes all, so moved.
 - F. **Tax Reverted Land 1023 S. Poplar** – Trustee Chaffee with support by Trustee Long moved to not exercise the Township’s option of purchasing the property. Ayes all, so moved. The Clerk will relate the decision to the County Treasurer.
 - G. **Applications/Appointments** – The Board moved to a closed session after the regular meeting at 2:05 pm after the motion was made by Supervisor Maike, supported by Trustee Long, and approved by all present. Clerk Chaffee with support by Supervisor Maike moved to appoint

applicant Sandra DeBlake to the open seats on the Planning Commission and the Board of Review. Ayes all, so moved. Clerk Chaffee will contact Sandra DeBlake. The application from Terri Blake for the Assessor position was tabled until Supervisor Maike can negotiate wages/salary with Terri Blake. At 2:25 pm, Supervisor Maike moved to return to the open meeting and adjourn. The motion was supported by Trustee Chaffee. Ayes all, so moved.

10. Officer's Reports

- a. Zoning Official/Planning Co/ZBA** – Planning Commission/ZBA Secretary/Trustee Chaffee reported that the ZBA hearing was decided in favor of the applicant. The Planning Commission is discussing saw mills.
- b. County Commissioner** – Commissioner Maike was greatly missed.
- c. Transfer Station** – Things have been busy at the Transfer Station. Fall Clean-Up Day will be held on October 7th.
- d. Supervisor** – A copy of the newsletter was passed around. The Board of Review is scheduled for 7/18, the same date as our July Board meeting, we will have to be cleared out by 3:30.
- e. Clerk** – Clerk Chaffee shared that she cannot guarantee payroll requests received after the 9th of the month will be processed that month (as agreed to in a previous Board Resolution). She is working on an Insurance Audit, an Accident Work Comp Audit, and preparing for our semi-annual State required audit.
- f. Treasurer** – had left.
- g. Trustees** – Trustee Long will attend the Fire Board meeting on 6/21/23.

11. Public Comment – none.

12. Adjournment – The meeting was adjourned at 2:25 pm.

Respectfully submitted by Clerk Pam Chaffee