

Approved Minutes

EVERETT TOWNSHIP
BOARD MEETING
February 20, 2024

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:15 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Treasurer Fleming, Clerk Chaffee, Trustee Chaffee. Absent: Trustee Long. Also present was County Commissioner/Planning Commission Chair Jim Maike & Transfer Station Attendant Jeffrey Craigmyle.
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Curt Chaffee with support by Brandy Fleming to approve the agenda with the additions of (New Business) I. Resolution for Par Plan. Ayes all. Motion passed.
5. **Approval of Board Minutes of 1/16/24** – Curt Chaffee with support by Brandy Fleming moved to approve the minutes as presented. Ayes all. Minutes approved.
6. **Public Comment (limited to 3 minutes on agenda topics)** – none
7. **Bills & Financials:**
 - A. **Treasurer’s Report** – Reconciled Bank Balances as of 1/31/24 – General Account \$1,204,209.60, Tax Account \$181,264.65.
 - B. **Bank Reconciliation 1/31/24** - \$1,204,209.60 total in the general checking account (General Fund \$639,680.20; Roads \$307,910.29; Fire \$34,248.23; Cemetery \$5,702.65; Building Dept. \$2,875.80; ARPA \$194,939.57; outstanding checks \$18,852.56)
 - C. **Township Bills-** Amount: \$37,734.57 (cks 12684 – 12710 & E744 – E749). A motion by Trustee Chaffee with support by Treasurer Fleming was made to approve the payments. Ayes all. So moved
 - D. **Budget Review:** February is **92%** of FY 23/24.
 - a. **Budget Resolutions 2024-01 2024-02, 2024-03, 2024-04** - Treasurer Fleming moved to approve all four resolutions as presented. Support was offered by Trustee Chaffee. Roll Call Vote: Ayes all, Absent Trustee Long. Resolutions 2024-01 through 2024-04 were declared adopted.
8. **Unfinished Business:**
 - A. **White Cloud/Sherman Utilities** – update.
 - B. **Pavilion**– update
 - C. **Fire Board Updated Contract** – Supervisor Maike has spoken with Mayor Miller and we should receive the updated contract soon.
 - D. **Fire Board Budget** – The Board attempted to compare the budget to prior years available but found the information very lacking. None the less, Supervisor Maike moved to approve the proposed budget as presented by the Fire Board WITH RESERVATIONS. Clerk Chaffee seconded the motion, also WITH RESERVATIONS. Roll Call Vote: Yes; J. Maike, P. Chaffee, & B. Fleming. No; C. Chaffee. Absent; R. Long. The motion to approve the Fire Board Budget WITH RESERVATIONS was declared adopted.
9. **New Business:**
 - A. **BOR Resolution 2024-05** – Motion by Judy Maike with support by Curt Chaffee to adopt the Federal poverty guidelines as the Everett Township Poverty Exemption Guidelines. Ayes: J. Maike, C. Chaffee, B. Fleming, and P. Chaffee, Absent: R. Long. Resolution 2024-05 passed.

- B. **Clerk's Salary** – See Budget.
- C. **Proposals** – No new proposals in August. We will seek renewals of the 3 current proposals at the rates reduced because of Headlee. A Public Safety Proposal may be needed in November.
- D. **Equalization Contract** – Supervisor J. Maike with the support of Treasurer B. Fleming moved to approve the contract as presented by Equalization to prepare tax bills, etc. All ayes, so moved
- E. **Road Repairs** – The Road Commission will make suggestions on needed road repairs. Trustee Chaffee will also drive the Everett Township roads and give his opinion at no expense.
- F. **Goose Round-up Resolution 2024-06** – Trustee Chaffee with support by Treasurer Fleming moved to approve a goose round-up (as approved by the DNR) to control the Canadian Goose population in Everett Township to be in effect for 5 years. Ayes: C. Chaffee, J. Maike, B. Fleming, P. Chaffee. Absent: R. Long. Resolution 2024-06 was declared adopted.
- G. **Budget** – The Board went through the Budget line by line and made decisions about the Fiscal Year 2024-2025 budget. The Clerk will create the budget as the board proposed, have the proposed budget available for residents to view, advertise the Budget Hearing to be held at 12:45 on March 19th, and prepare all necessary resolutions to adopt the new budget as required.
- H. **Meeting Dates FY 2024/2025**- Clerk Chaffee had the proposed meeting dates ready to be viewed as the dates must be published prior to our first meeting in the new fiscal year. She will also get input from the Planning Commission and the Cemetery Board before publication.
- I. **Resolution 2024-07** – Trustee Chaffee supported by Clerk Chaffee moved to adopt Resolution 2024-07 to reappoint Supervisor Judy Maike as representative to the Michigan Township Participating Plan. Ayes: J. Maike, P. Chaffee, B. Fleming, C. Chaffee. Absent: R. Long. Resolution 2024-07 was declared adopted. (Documentation mailed 2/21/24)

10. Officer's Reports

- a. **Zoning Official/Planning Co/ZBA** – Zoning Reports were included in packets. Zoning Administrator Chaffee he has made a formal request to forgive the lien on the M-37 property.. He is working with the Brownfield Board. Planning Commission Chair Maike said that the area close to White Cloud would be the best place to increase housing in Everett Township and the Planning Commission will be considering making that area medium density housing.
- b. **County Commissioner** – Commissioner Maike reported that two other broadband companies will be coming into Everett Township.
- c. **Transfer Station** – Transfer Station Attendant Craigmyle reported that there are no problems.
- d. **Supervisor** – Supervisor Maike reported on Fleis & VandenBrink's park proposals, property near the flowing well that should belong to Everett Township, ongoing training for the BOR, and the Par Plan Booklet that she recommends.
- e. **Clerk** – Clerk Chaffee reported that she has contacted Congressman Moolenaar's office to ask about acquiring the federal property next to the transfer station – no news yet. The nine-day early voting started at the County Offices on February 17th as per our contract.
- f. **Treasurer** – nothing.
- g. **Trustees** – nothing

11. **Public Comment** – (limited to 3 minutes per person on any topic) - none.

12. **Adjournment** – The meeting was adjourned at 3:40 pm.

Respectfully submitted by Clerk Pam Chaffee