

Approved Minutes

EVERETT TOWNSHIP
BOARD MEETING
September 18, 2018

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:05 pm
2. **Roll call:** All Board Members present. Also in attendance – Jeffrey Craigmyle, Transfer Station; Jim Maike, County Commissioner
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Trustee Chaffee with support by Trustee Long to approve the agenda as presented. Ayes all. Motion passed.
5. **Approval of Board Minutes of August 21, 2018** – Motion by Trustee Chaffee with support by Supervisor Maike to approve the August 21, 2018, minutes as presented. Ayes all, motion passed.
6. **Public Comment** (limit to 3 minutes per person): none present
7. **Bills & Financials:**
 - A. **Treasurer's Financial Report:** 277,472.77 total in the general checking account and \$59,544.85 in the tax account for a total in Bank Accounts of \$337,017.62 as of 8/31/18. The Treasurer balances perfectly with the bank statement balance.
 - B. **Clerk Presents Township Bills:** Amount \$12,364.21 total payments. Check numbers presented E289 – E296 & cks# 10959 – 10983. Trustee Chaffee made the motion to pay the Township's bills as presented, supported by Trustee Long. Ayes all, motion passed
 - C. **Budget Review:** Reports distributed and reviewed. 50% of the fiscal year has passed. Some specific line items are a bit over but the departments are all well within their budgets. The clerk will attempt to correct those line items prior to the October meeting.
8. **Unfinished Business:**
 - A. **Maintenance List** – The door is the one major problem left on the list as it does not close completely, allowing insects and weather in, and is very difficult to latch making locking up a constant challenge. Added to the list were LED lights at the Transfer Station (as Great Lakes STILL has not removed their last street light there) and an antenna for the Hall. Trustee Chaffee made the motion to pay up to \$1,000 to purchase and install a new pre-hung front door for the Hall, two new LED lights for the Transfer Station, and an antenna for the Hall. Support by Trustee Long. Roll Call vote, ayes all, motion passed
 - B. **Hall Rental Agreement update** – Trustee Chaffee, with support by Trustee Long, made the motion to adopt the agreement as presented was approved with minor changes (Updated copy attached to minutes). Ayes all. Adopted.
 - C. **Strip/Seal Floors** – Trustee Long volunteered his machine that can be used to strip/buff the floors at the Hall. Both he and Trustee Chaffee are willing to do the work. After a short discussion it was decided to get an estimate on new flooring as the existing floor appears beyond saving. The Clerk will seek an estimate from River Valley Carpet and Flooring. Tabled.
 - D. **Web Site Update-** Jim Maike said that the new website is ready to go. The Clerk will forward any missing minutes to Jim so that they may be uploaded. Jim informed the Board that he will be taking pictures for the new site at the October board meeting.

9. New Business:

- A. ZBA Alternate** – The ZBA is in need of an alternate member. The Board reviewed the application of William Koch. Clerk Chaffee made the motion to appoint William Koch as the Alternate member of the ZBA. Support by Trustee Long. Ayes all, motion passed.
- B. Fall Clean-up Day** – October 13th was scheduled to be the Everett Township Fall Clean-Up Day with the normal Clean-Up Day hours of 9 am to 4 pm or until the dumpsters are full. The fees will be “half-price or less”. Workers will be Jim Maike and backhoe (\$200 for the day), Transfer Station Attendant Jeffrey Craigmyle, Trustee Chaffee, Trustee Long, Treasurer Fleming, and Clerk Chaffee. Andrew Fleming will be available if another person is not available. (October 20th will be scheduled as a make-up date if the weather is too bad on the 13th).

10. Officer’s Reports

- a. Zoning Official/Planning Co/ZBA** – Trustee Chaffee requested approval to print 20 copies of the current Zoning Ordinance with all of the updates. Motion by Trustee Chaffee with support by Trustee Long to authorize the printing of 20 copies of the Zoning Ordinance. Ayes all, so approved.
- b. County Commissioner** – Information on DNR roads opening to ORVs, and a recent tour of the Ludington electric generation plant.
- c. Transfer Station** – Attendant Craigmyle reported that at least two dumpsters are being filled each week. The boat and truck topper that have been sitting since the last Clean-Up day will be cut up and disposed of at the Fall Clean-Up day.
- d. Supervisor** – Supervisor Maike will be meeting with Steven from the West Michigan Shoreline Development on Wednesday, September 19, to talk about trails along the railroad tracks between 8th Street and 40th Street. She invited anyone to attend. She said there is a bit of a situation on Sylvan Lake concerning a property address that should be changed from 4794 S. Lakeshore to 4800 S. Lakeshore. The parcel overlaps the line between Brooks Township and Everett Township. The Supervisor also has a meeting scheduled with Julie Burrell concerning Harbison Walker – the Clerk will provide copies of the last tax abatement request as available.
- e. Clerk** – Updated the Board on the extensive time/attorney fees/concerns that the latest FOIA has cost all across the State.
- f. Treasurer** – none
- g. Trustees** – Trustee Chaffee has the spotlights fixed on the east side of the Hall so that the flag is now lighted at night. He would like the Board to consider allowing him to plant a small garden at the base of the flag pole at no expense to the township.

11. Public Comment: none

12. Adjournment: at 3:05 pm.

The next meeting will be October 16th at 1 pm.

Respectfully submitted October 15th, 2018, by Clerk Pam Chaffee