

Approved Minutes

EVERETT TOWNSHIP

BOARD MEETING

July 16, 2024

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:06 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Treasurer Fleming, Clerk Chaffee, Trustee Chaffee. Absent: Trustee Long. Also present was Transfer Station Attendant Jeffrey Craigmyle and Travis Mund.
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Curt Chaffee with support by Pam Chaffee to approve the agenda as presented. Ayes all. Agenda approved.
5. **Approval of Board Minutes 6/18/24** – Curt Chaffee with support by Brandy Fleming moved to approve the minutes as presented. Ayes all. Minutes approved.
6. **Public Comment** – none
7. **Bills & Financials:**
 - A. **Treasurer’s Report** – Reconciled Bank Balances as of 6/30/24 – General Account \$1,138,336.37, Tax Account \$134.19.
 - B. **Bank Reconciliation 6/30/24** - \$1,138,336.37 total in the general checking account (General Fund \$715,695.33; Roads \$278,495.18; Fire \$7,819.04; Cemetery \$1,809.20; Building Dept. \$3,304.10; ARPA \$131,791.52; outstanding checks -0-; outstanding bank receipts \$578.00)
 - a. **Current Balances:** General Fund \$733,275.77; Roads \$285,495.18; Fire \$7,819.04; Cemetery \$1,809.20; Bldg Dept \$3,425.10; ARPA \$104,155.54.
 - C. **Township Bills-** Amount: \$48,763.37 (cks 12827 – 12857 & E780 – E787). A motion by Treasurer Fleming with support by Trustee Chaffee was made to approve the payments. Ayes all. So moved
 - D. **Budget Review:** July is 33% of FY 23/24.
8. **Unfinished Business:**
 - A. **White Cloud/Sherman Utilities** – update.
 - B. **Summer Avenue** – update
 - C. **Pavilion** - update
9. **New Business:**
 - A. **Zoning Administrator Certification** – Zoning Administrator Chaffee has training scheduled to become certified.
 - B. **Appoint ZBA Member** – Pat Hedlund has graciously agreed to serve on the Zoning Board of Appeals. Motion by Supervisor Maike with support by Trustee Chaffee to approve appointment of Pat Hedlund to the ZBA. Roll call vote: Ayes all. The Clerk will get Pat Hedlund sworn in. Supervisor Maike asked that we consider who might be a good fit for the alternate position on the ZBA for the next meeting.
 - C. **Lien Release on M37 Property** – update
 - D. **Fence for Pavilion** – Table (maybe consider security cameras instead)
 - E. **Gabridge Contract** – The Supervisor and the Clerk signed the contract (as agreed to at the last audit) to have Gabridge & Company prepare and submit the F-65 and Qualifying Statement.

10. Officer's Reports

- a. Zoning Official/Planning Co/ZBA** – The Planning Commission will begin reviewing the Master Plan soon. Zoning Report included.
- b. County Commissioner** absent and missed.
- c. Transfer Station** – Transfer Station Attendant Craigmyle we are staying very busy. The Clerk will attempt to find someone in need of community service hours to help with cleaning up the site.
- d. Supervisor** – The Supervisor said that we will need a new member for the Planning Commission after August as Ralph Zimmerman has submitted his resignation. She also shared a pamphlet of picnic tables to consider for the new pavilion.
- e. Clerk** – Clerk Chaffee reported that election time is gearing up to be extra busy. She has arranged to receive the Fire Board minutes monthly to be filed.
- f. Treasurer** – TAX SEASON!!. Treasurer Fleming is encountering many bad addresses that she believes should have been revised by Equalization prior to tax bills being mailed.
- g. Trustees** – nothing.

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

12. Adjournment – The meeting was adjourned at 1:51 pm.

Respectfully submitted by Clerk Pam Chaffee