

Approved Minutes

EVERETT TOWNSHIP
BOARD MEETING
November 21, 2023

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:05 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Treasurer Fleming, Clerk Chaffee, Trustee Chaffee & Trustee Long. Absent: -0-. Also in attendance Transfer Station Attendant Jeffrey Craigmyle & Deputy Peacock.
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 10/17/23** – Curt Chaffee with support by Richard Long moved to approve the minutes as presented. Ayes all. Minutes approved.
6. **Public Comment (limited to 3 minutes on agenda topics)** – Deputy Peacock spoke and answered questions.
7. **Bills & Financials:**
 - A. **Treasurer’s Report** – Reconciled Bank Balances as of 10/31/23 – General Account \$1,033,957.48, Tax Account 8,549.18.
 - B. **Bank Reconciliation 10/31/23** - \$1,033,957.48total in the general checking account (General Fund \$588,766.23; Roads \$239,408.82; Fire -0-; Cemetery -0-; Building Dept. \$8,403.60; ARPA \$194,939.57; outstanding receipt \$2,439.26)
 - C. **Township Bills-** Amount: \$36,116.00 (cks 12611 – 12641 & E24 – E729). Motion by Treasurer Fleming with support by Trustee Long to approve the payments. Ayes all. So moved
 - D. **Budget Review:** Reports distributed and reviewed. November is 67% of FY 23/24.
8. **Unfinished Business:**
 - A. **White Cloud/Sherman Utilities** – Motion by Clerk Chaffee with support by Supervisor Maike to retain Attorney George Davis to review the contract for us. Roll Call Vote: Ayes all.
 - B. **Pavilion**– update
 - C. **Update on Proposals** – August Ballot Renewals, November public safety addition.
9. **New Business:**
 - A. **Planning Commission/ZBA Member Appointment** – As we are required to have a member of our Board serve on the Planning Commission (and Trustee Chaffee can no longer serve in that capacity as he is now also serving as Zoning Administrator) and a member of the Planning Commission serve on the ZBA, Supervisor Maike moved to appoint Clerk Chaffee to the Planning Commission. Supported by Treasurer Fleming. Ayes all. Planning Commission Chairman, Jim Maike, will be asked to appoint a member of the Planning Commission to the ZBA.
 - B. **Alternate to Fire Board** – Clerk Chaffee with support by Treasurer Fleming moved to appoint Jim Maike as alternate representative to the Fire Board. Ayes all, so moved. Supervisor Maike will inform Jim Maike of the decision.
 - C. **Summer Ave. Bid** – Trustee Long with support by Trustee Chaffee moved approve the estimate provided by the Road Commission to improve Summer Ave. Roll Call Vote: ayes all.

- D. Recycling Fee for Services** – Supervisor Maike moved to approve supporting the recycling services in the amount of \$1,000 if an ARPA approved expenditure or \$500 if not. Support by Trustee Long. Roll Call Vote: Ayes all. So moved.
- E. Buy-Out Offer on Cell Tower** – Supervisor Maike moved to NOT accept an offer received to buy out the cell tower on the township’s property. Support by Clerk Chaffee. Ayes all, so moved.

10. Officer’s Reports

- a. Zoning Official/Planning Co/ZBA** – Zoning Reports were included in packets. Trustee Chaffee reported that a hearing was held for a pond. Trustee Chaffee is also currently taking some zoning training as he is also serving as Zoning Administrator.
- b. County Commissioner** – Commissioner Maike was absent.
- c. Transfer Station** – Traffic has been consistent.
- d. Supervisor** – NCTOA scheduled for December 6th at Sherman Township – pizza about 7 pm – a representative from the Road Commission will speak.
- e. Clerk** – Clerk Chaffee asked the Board for a pay increase for Election Inspectors and then made the motion to increase Election Inspector wages by \$1 per hour (\$15 per hour / Chair to \$17). Support by Trustee Long. Roll Call vote: Ayes all. So moved.
- f. Treasurer** – Winter tax collection will begin on December first.
- g. Trustees** – Trustee Long provided updates on the Fire Board.

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

12. Adjournment – The meeting was adjourned at 2:30 pm.

Respectfully submitted by Clerk Pam Chaffee