

Approved Minutes

EVERETT TOWNSHIP

BOARD MEETING

August 18, 2020

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Clerk Chaffee, Trustee Long, and Trustee Chaffee. Absent: Treasurer Fleming. Also in attendance: Deputy Treasurer Corinna Cathcart, Jim Maike, Jill & Keith Leslie, Wayne Berndt
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. **Public Hearing for Approval of Updated Master Plan:** Supervisor Maike opened the Public Hearing at 1:02 pm. The Board offered public appreciation to the Planning Commission for the fine work that was done on the updated Master Plan. There being no public comments, Trustee Chaffee moved to close the Public Hearing and reopen the Board Meeting. Support was offered by Trustee Long. Ayes all. The Supervisor declared the Public Hearing Closed at 1:04 pm.
6. **Approval of Board Minutes of 7/21/20 -** Motion by Trustee Chaffee with support by Trustee Long to approve the minutes as presented. Ayes all. So passed.
7. **Public Comment:** None.
8. **Bills & Financials:**
 - A. **Treasurer's Financial Report** - \$408,169.34 total in the general checking account and \$56,340.61 in the tax account for a total in Bank Accounts of \$464,509.95 as of 7/31/20.
 - B. **Clerk Presents Township Bills:** The Clerk presented bill payments totaling \$23,164.04 (ck #11573 – 11601 & E451 – E457). Trustee Long made the motion to pay the Township's bills as presented and was supported by Trustee Chaffee. Ayes all, motion passed
 - C. **Budget Review:** Reports distributed and reviewed. August is 42% of our fiscal year. The Auditor payment, for an amount which was preapproved by the Board, caused a shortfall in that account. Trustee Chaffee with support by Trustee Long moved to approve Budget Resolution 2020-16 to bring the budget back into balance. Roll call vote – Ayes: Supervisor Maike, Clerk Chaffee, Trustee Long, Trustee Chaffee. Nays: none. Absent: Treasurer Fleming. Budget Resolution 2020-16 was declared adopted.
8. **Unfinished Business:**
 - A. **Resolution 2020-17 to move forward with the Master Plan** - As the Public Hearing has been properly held and the Board has had opportunity to review the proposed Master Plan, Trustee Long moved to approve the distribution of the revised Master Plan. The motion was seconded by Clerk Chaffee. Roll Call Vote – ayes: Supervisor Maike, Clerk Chaffee, Trustee Long, and Trustee Chaffee. Nays: none. Absent: Treasurer Fleming. Resolution 2020-17 was declared adopted.
 - B. **Transfer Station Rates** – After a short discussion Trustee Chaffee moved to change the rates charged for the Transfer Station to reflect the extra costs of accepting large items and disallow any building materials. The rates for trash bags remain the same. The motion was supported by Trustee Long. Ayes all with the exception of Treasurer Fleming who was absent. New rates are to become effective immediately. (Copy attached)

9. New Business:

- A. Planning Commission member Dan Bailey has resigned** – The Board will attempt to fill the vacancy with the applications on file. Table for next month's meeting.
- B. Election Certificates CONGRATULATIONS TO OUR BOARD** – Clerk Chaffee distributed Election Certificates to all Board members present. Our entire Board will run unopposed on the November ballot!
- C. Library Board Term** – Clerk Chaffee, with support by Treasurer Fleming, moved to reappoint Supervisor Maike to the Library Board for another four year term. Ayes: Clerk Chaffee, Treasurer Fleming, Trustee Chaffee, & Trustee Long. Abstain: Supervisor Maike. Motion Passed.

10. Officer's Reports

- a. Zoning Official/Planning Co/ZBA** – Update by Planning Commission Secretary Curt Chaffee. A copy of the Zoning Administrator's report is included in the monthly
- b. County Commissioner** – Commissioner Maike updated the Board on topics from the County budget to the opening of a portion of the Dragon Trail. He informed the Board that a portion of what he believes to be the propane line is above ground in the back of the hall. The Clerk will contact Excel to have it looked at.
- c. Transfer Station/Roll off for furniture until Clean-up Day** – The roll off for large items is almost full. If it becomes filled the clerk will have another delivered so that any large items will not accumulate at the Transfer Station. Supervisor Maike said that high temperatures at the Transfer Station have become a health risk for Attendant Craigmyle and asked the Board to consider allowing for a portable air conditioner in the next budget. Cleaning up the broken glass etc. that has accumulated around the dumpsters was briefly discussed and tabled for the next meeting
- d. Supervisor** – Supervisor Maike shared that the Recreation Plan needs updating and should include consideration of the new Dragon Trail. She also said that W.C. Library Director Nancy Harper will be retiring at the end of this year therefore, the Library Board will be advertising for a new Director per Library Bylaws. The Supervisor asked if anyone knew what the rules were for memorial bricks at the cemetery. (the topic was brought up at the Cemetery Board meeting on August 20th – the requirements are that the deceased veteran be interred at the Big Prairie/Everett Cemetery).
- e. Clerk** – As a result of the Worker's Compensation Audit, Everett Township will receive a \$235 refund of the paid premium.
- f. Treasurer** – absent.
- g. Trustees** – Trustee Chaffee commented that the road projects are looking good. A community garden was mentioned as a possibility for using part of the property the Hall sits on. Trustee Long is working on getting a copy of a specific plan in place by the Fire Board in the case of a fire at a marijuana facility. Trustee Long needs a copy of approved minutes of the 7/21/20 minutes for the Fire Board.

11. Public Comment: none

12. Adjournment: Meeting declared adjourned at 2:12 pm.

Respectfully submitted by Clerk Pam Chaffee