

# Approved Minutes

EVERETT TOWNSHIP

BOARD MEETING

July 17, 2018

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:07 pm
2. **Roll call:** All Board Members present. Also in attendance – Jeffrey Craigmyle, Transfer Station; Melissa Dykman, candidate for Probate Court Judge
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Trustee Long with support by Trustee Chaffee to approve the agenda as presented. Ayes all. Motion passed.
5. **Approval of Board Minutes of May 15 & June 19, 2018** – Motion by Trustee Long with support by Trustee Chaffee to approve both the May & June minutes as presented. Ayes all, motion passed.
6. **Public Comment** (limit to 3 minutes per person): Melissa Dykman spoke to the Board about her qualifications and experience with the Probate Court. Her name will be on the November ballot.
7. **Bills & Financials:**
  - A. **Treasurer's Financial Report:** \$317,723.23 total in the general checking account and \$469.90 in the tax account for a total in Bank Accounts of \$318,195.13 as of 6/29/18. The Treasurer balances perfectly with the bank statement balance.
  - B. **Clerk Presents Township Bills:** Amount \$16,974.08 total payments. Check numbers presented E274 – E281 & cks# 10894 – 10922. Supervisor 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. 33% of the fiscal year has passed.
8. **Unfinished Business:**
  - A. **Audit** – The Clerk recommends that the firm of Gabridge & Gabridge be contracted to complete the State required F-65 and the Qualifying Statement as well as to give guidance to year end entries as needed in lieu of an audit for the 2017/18 fiscal year. Trustee Chaffee made the motion to approve up to \$2,000 for the proposed work. The motion was supported by Trustee Long. Ayes all, motion passed.
  - B. Responsibility for Border Roads – tabled for more information from the Road Commission.
9. **New Business:**
  - A. **Maintenance List: (front door, hole above entryway, etc.)** - Trustee Chaffee volunteered to fix the light for the flag. Supervisor Maike will bring our concerns to Jim Maike.
  - B. **Strip/Seal floors** - Trustee Chaffee will check on the price to rent a floor stripper.
  - C. **Cancellations of Hall Rentals** – Tabled to allow Clerk Chaffee and Treasurer Fleming to update the rental agreement.
10. **Officer's Reports**
  - a. **Zoning Official/Planning Co/ZBA** – updated current topics discussed the need for new ZBA members. Accolades for the Zoning Administrator's reports as filed by Mike Mohr.
  - b. **County Commissioner** – not in attendance
  - c. **Transfer Station** – Attendant Jeffrey Craigmyle gave an update and informed the Board that the scrap metal has been removed and sold for \$169. Trustee Chaffee made the motion to give the proceeds to Attendant Craigmyle and his cousin who helped him remove the scrap. The motion was supported by Trustee Long. Ayes all, motion passed.
  - d. **Supervisor** – Supervisor Maike presented the Board with an update on the COLA tax bills.

**e. Clerk** – no news.

**f. Treasurer** - no news.

**g. Trustees** – Trustee Long said that the Fire Board will eventually need \$29,000 to purchase a new air pump.

**11. Public Comment:** none

**12. Adjournment:** Clerk Chaffee moved to adjourn at 2:13 pm with support by Trustee Chaffee. Ayes all. So moved.

The next meeting will be August 21 at 1 pm.

August 20, 2018, by Clerk Pam Chaffee