

Approved Minutes

EVERETT TOWNSHIP
BOARD MEETING
January 16, 2024

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:08 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Treasurer Fleming, Clerk Chaffee, Trustee Chaffee & Trustee Long. Absent: none. Also present was County Commissioner/Planning Commission Chair Jim Maike & Representative Joseph Fox.
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Curt Chaffee with support by Richard Long to approve the agenda with the additions of (New Business) D. MTA BOR Training & E. New Tables. Ayes all. Motion passed.
5. **Approval of Board Minutes of 12/19/23** – 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)** – Representative Joseph Fox spoke about happenings at the State House. He also shared publications with us and left some for distribution
7. **Bills & Financials:**
 - A. **Treasurer’s Report** – Reconciled Bank Balances as of 12/31/23 – General Account \$1,095,434.30, Tax Account \$152,523.76.
 - B. **Bank Reconciliation 11/30/23** - \$1,056,465.14 total in the general checking account (General Fund \$655,347.18; Roads \$239,693.36; Fire \$141.16; Cemetery \$23.51; Building Dept. \$2,807.50; ARPA \$194,939.57; outstanding receipts \$34,701.47; outstanding checks \$250.29)
 - C. **Township Bills-** Amount: \$16,117.49 (cks 12663 – 12683 & E737 – E43). A motion by Trustee Chaffee with support by Trustee Long was made to approve the payments. Ayes all. So moved
So moved
 - D. **Budget Review:** January is **83%** of FY 23/24.
8. **Unfinished Business:**
 - A. **White Cloud/Sherman Utilities** – update.
 - B. **Pavilion**– update
9. **New Business:**
 - A. **Appoint/Hire Zoning Administrator** – Trustee Richard Long with the support of Treasurer Brandy Fleming moved to hire Curt Chaffee as Zoning Administrator. Ayes: J. Maike, P. Chaffee, B. Fleming, R. Long. Abstain: C. Chaffee. So moved.
 - B. **Clerk’s Salary** – Tabled until budget time.
 - C. **Brine Bid** – Clerk Pam Chaffee with support by Trustee Richard Long moved to again contract with D&B Brine for the upcoming season. Ayes all. So moved. Clerk Chaffee will contact D&B Brine to schedule the first brining for before Memorial Day with the second to be determined.
 - D. **MTA Training for BOR** – Supervisor J. Maike with the support of Clerk P. Chaffee moved to purchase MTA BOR training for BOR members T. Kehr and S. DeBlake as they both need it. Ayes all. So moved. Clerk Chaffee will send in the registration and payment. (completed 1/17)
 - E. **New Tables** – Non-foldable “Lifetime” tables will be priced.
10. **Officer’s Reports**

- a. **Zoning Official/Planning Co/ZBA** – Zoning Reports were included in packets. Zoning Administrator Chaffee reported that 49 zoning permits were issued in 2023 and 1 so far in 2024. He is concentrating on clean-up complaints. He will be meeting with the Brownfield Board about the M37 property and will likely prepare a 20 minute presentation about possibilities for that property to fulfill the requirement to get his Master Planner Certificate.
 - b. **County Commissioner** – Commissioner Maike reported on the county budget and the housing that is being built in cooperation with the FACF.
 - c. **Transfer Station** – The first time in 10 years that the Transfer Station was closed due to weather was last Saturday. Trustee R. Long with support by Clerk P. Chaffee moved to allow our Transfer Station Attendant to make up the lost time by working the hours cleaning up. Ayes all. So moved.
 - d. **Supervisor** – Supervisor Maike reported that the Road Commission’s public hearing regarding Summer Avenue will be held tomorrow morning at 8 am.
 - e. **Clerk** – Clerk Chaffee reported on the upcoming election and reminded the Board that we must begin work next fiscal year’s budget in February.
 - f. **Treasurer** – nothing.
 - g. **Trustees** – Trustee Long provided updates on the Fire Board. He provided the Fire Board’s proposed budget for next fiscal year which will have to be approved before Feb. 24th. Fireman’s Appreciation Dinner will be held on February 24th. (5 pm social hour, 6 pm dinner).
- 11. Public Comment – (limited to 3 minutes per person on any topic) - none.**
- 12. Adjournment** – The meeting was adjourned at 2:18 pm.

Respectfully submitted by Clerk Pam Chaffee