

Approved Minutes

EVERETT TOWNSHIP
SPECIAL BOARD MEETING
September 25, 2019

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 5:17 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Treasurer Fleming, Clerk Chaffee, and Trustee Chaffee. Board Member Absent: Trustee Long. Also in attendance – none
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Trustee Chaffee with support by Supervisor Maike to approve the agenda with the addition of AMAR Report as “B” under New Business. Ayes all. Motion passed.
5. **Public Comment** (limit to 3 minutes each regarding agenda items): none
6. **Unfinished Business:**
 - A. **AT&T** – Supervisor Maike has negotiated with AT&T to switch to a VOIP system which will combine our phone service with our internet service for a total of \$110 per month (plus applicable fees/taxes). This move will save our township over \$300 per month compared to the increased bills we have been getting. AT&T will be her to install copper wires on 10/1/19 between 8 & noon to make the changes & add copper wires which should also double the internet speed.
 - B. **M37 Property Bids** – We have only received two bids which were opened. There was a large difference in the bid amounts for the same service to be provided. The bid from M&R Construction was the lower at \$2,700. Clerk Chaffee made the motion to award the bid to M&R contingent upon the work being completed before winter. Support by Supervisor Maike. Roll Call vote: ayes all. Motion passed. Supervisor Maike will contact M&R to make arrangements for them to start after they have verified that they are licensed & insured.
7. **New Business:**
 - A. **New Deputy Treasurer, Amber Fleming** – Treasurer Fleming will be left without a Deputy soon as Corinna Cathcart will be unable to work for some months. Trustee Chaffee with support from Treasurer Fleming moved to approve swearing Amber Fleming in as new Deputy Treasurer. Ayes all. Motion passed. Clerk Chaffee will administer the Oath of Office for Deputy Treasurer. Treasurer Fleming will take care of adding Amber as signatory on the bank accounts.
 - B. **AMAR Report** – The report had two items flagged that have now been corrected. Supervisor Maike has submitted a Corrective Plan. (copies included with Clerk’s official minutes for filing).
8. **Officer’s Reports**
 - a. **Zoning Official/Planning Co/ZBA** – Update by Trustee Chaffee that there has been an application for a ZBA meeting
 - b. **County Commissioner** – Absent.
 - c. **Transfer Station** – Absent.
 - d. **Supervisor** – none
 - e. **Clerk** – Andrew Fleming backed up the Clerk’s entire failing computer system and reinstalled it on her new system. There was some confusion as to the agreed upon charge as the Clerk understood that the cost would be \$50 per hour and Andrew Fleming thought that

we were to pay \$50 for the entire job. Supervisor Maike made the motion to pay Andrew \$50 per hour for a total of \$150 as the Clerk had understood. Support by Trustee Chaffee. Treasurer Fleming abstained from voting. All three of the other members present voted aye. Motion passed.

f. Treasurer – Corinna should be back in January.

g. Trustees – none

9. Public Comment: none

10. Adjournment: at 5:33 pm. (close to a new record!)

Respectfully submitted by Clerk Pam Chaffee