

# Approved Minutes

EVERETT TOWNSHIP  
BOARD MEETING  
December 17, 2019

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:07 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Treasurer Fleming, Clerk Chaffee, and Trustee Chaffee. Board Member Absent: Trustee Long. Also in attendance – Jeffrey Craigmyle, Transfer Station; Jason VanderStelt, Newaygo County Clerk; Duane Cruzan, Newaygo County Inspection Service
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Trustee Chaffee with support by Supervisor Maike to approve the agenda as presented. Ayes all. Motion passed.
5. **Approval of Board Minutes of 11/13/19 & 11/19/19** - Motion by Trustee Chaffee with support by Treasurer Fleming to approve all of the minutes as presented. Ayes all. So passed.
6. **Public Comment:** First, Jason VanderStelt, Newaygo County Clerk, updated the Board on many topics. Second, Duane Cruzan presented the Board with an updated contract as the current contract had been in effect since 2007. The Board reviewed the proposed changes then Trustee Chaffee made a motion to approve the new contract/fee schedule as presented effective January 1, 2020. The motion was supported by Clerk Chaffee. All ayes, motion passed.
7. **Bills & Financials:**
  - A. **Treasurer's Financial Report** - \$294,865.50 total in the general checking account and \$3,397.78 in the tax account for a total in Bank Accounts of \$298,263.28 as of 11/29/19. The Treasurer balances perfectly with the bank statement balance and the Clerk's books.
  - B. **Clerk Presents Township Bills:** The Clerk presented bill payments totaling \$17,261.54 (ck #11369 – 11392 & E399 – E404). The clerk has received \$1,065.87 in bills since the checks were printed that should be paid in the current month. Supervisor Maike made the motion to pay the Township's bills as presented plus the added amount of \$1,065.87, supported by Treasurer Fleming. Ayes all, motion passed.
  - C. **Budget Review:** Reports distributed and reviewed. December is 75% of our fiscal year. Clerk Chaffee presented the Board with Budget Resolutions 2019-20 to adjust expenditures as previously budgeted up to date with actual expenditures. Supervisor Judy Maike made the motion to adopt the resolution and was supported by Trustee Curt Chaffee. Roll Call Vote: Ayes all. Trustee Long absent. The Resolution was adopted.
8. **Unfinished Business:**
  - A. **ZBA Secretary Per Diem** –Tabled.
  - B. **Notice of Airport Approach Plan Filing** – The clerk will sign and return.
  - C. **Heater Popping at Transfer Station** – the popping has quit.
9. **New Business:**
  - A. **Fee Increase for NCIS** – see above under “Public Comment”
  - B. **Cleaning Fee for Hall Rental** - tabled.
10. **Officer's Reports**
  - a. **Zoning Official/Planning Co/ZBA** – Update by Trustee Chaffee regarding the planned changes to zoning of the M-37 corridor and some areas of M-20.
  - b. **County Commissioner** – absent.

- c. **Transfer Station** – Attendant Craigmyle reported that we are still getting 20 to 25 people using the Transfer Station on Wednesdays. We are able to use just 3 dumpsters now. We will adjust the fee schedule not to take large items during the winter months.
- d. **Supervisor** – Supervisor Maike shared that the Road Commission would like to know which if any roads we will be improving in the upcoming season. 32<sup>nd</sup> Street and 28<sup>th</sup> Street were both briefly discussed.
- e. **Clerk** – Clerk Chaffee continues to look into updated phone systems.
- f. **Treasurer** – absent –( left the meeting after Bills and Financials).
- g. **Trustees** – none

11. **Public Comment:** none

12. **Adjournment:** at 2:10 pm.

Respectfully submitted by Clerk Pam Chaffee