

# Approved Minutes

EVERETT TOWNSHIP

BOARD MEETING

April 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 – Renee Gavin, Deputy Director, Newaygo County Emergency Services; Jeffrey Craigmyle, Transfer Station; and Jim Maike Jr, Newaygo County Commissioner.
3. **Pledge of Allegiance**
4. **Agenda Approval:** No changes - Motion made by Trustee Curt Chaffee with support by Trustee Richard Long. Ayes all. Motion passed.
5. **Approval of Board Minutes of April 3, 2018:** No changes - Motion made by Trustee Curt Chaffee with support by Trustee Richard Long. Ayes all. Motion passed.
6. **Public Comment** (limit to 3 minutes per person) – Newaygo County Emergency Services representative, Renee Gavin presented an argument to approve their suggested resolution to adopt NIMS (National Incident Management System) and ICS (Incident Command System). Ms Gavin explained that the township would not be REQUIRED to do anything to comply with NIMS or ICS (although it is suggested that Board Members complete online training) and that participation via resolution would make Federal funds available to us if an emergency did arise. Supervisor Judy Maike made the motion to adopt the Resolution as presented with support by Clerk Pam Chaffee. Ayes all. So moved.
7. **Bills & Financials:**
  - A. **Treasurer’s Financial Report:** \$305,073.40 total in the general checking account and \$356.16 in the tax account for a total in Bank Accounts of \$305,429.56 as of 3/30/18. The Treasurer balances perfectly with the bank statement balance.
  - B. **Clerk Presents Township Bills:** Amount \$7,743.19 from 3/21/18 thru 4/17/18. Check numbers presented E255 – E2457 & ck# 10833 – 10847. Trustee Curt Chaffee made the motion to pay the Township’s bills as presented, supported by Trustee Richard Long, ayes all, motion passed.
  - C. **Budget Review:** Reports distributed and reviewed. 9% of the fiscal year has passed.
  - D. **Old Year Budget:** The Clerk will have the remainder of the old year invoices paid and Fiscal Year End Budget Resolutions ready for approval at the May Board Meeting
8. **Unfinished Business:** none on the agenda
9. **New Business:** (none on the agenda but the Board heard from Jim Maike about the Township Website): Jim Maike had not charged Everett Township anything for building and maintaining the website for the last 7 years. He is asking for \$600 to build a new website (April) which includes “GoDaddy” fees and is to be maintained at a cost of \$50 per month beginning with the following month (May). Trustee Richard Long made the motion to approve the quote as presented. Support by Clerk Pam Chaffee. **Approved by a vote of 4 “ayes” to 1 “no”.** (The no vote was cast by Trustee Curt Chaffee as he had been unable to view the written proposal prior to the vote).
10. **Officer’s Reports:**
  - a. **Zoning Official/Planning Co/ZBA** – discussion.
  - b. **County Commissioner** – discussion
  - c. **Transfer Station** – Jeffrey Craigmyle reported. May 19<sup>th</sup> will be the Spring Clean-up Day.

d. **Supervisor** – Supervisor Judy Maike brought a new contract from Charter Communications which was discussed. Trustee Curt Chaffee made the motion to approve the contract including increasing the franchise fee collected for the township to 5% of Charter bills to township residents. Support by Trustee Richard Long. Ayes all, motion passed. Supervisor Maike also spoke to the Board about complaints she has received about the condition of the one mile stretch of Poplar from 8<sup>th</sup> to 12<sup>th</sup>. She has an \$50,445 estimate from the Road Commission to resurface that mile with dolomite. Tabled. Supervisor Maike would like to attend training on June 26<sup>th</sup> for Fundamental of Assessing and Taxation at a cost of \$89. Clerk Pam Chaffee made the motion to approve the cost of the training as presented, supported by Treasurer Brandy Fleming. Ayes all. Passed

e. **Clerk** - nothing.

f. **Treasurer** – nothing

g. **Trustees** – Trustee Richard Long distributed Fire Board Reports which were discussed.

**11. Public Comment** (limit to 3 minutes per person) – none present

**12. Adjournment** – Trustee Chaffee made a motion to adjourn with support by Supervisor Maike. Ayes all. So moved at 3:07 pm

Next regular meeting scheduled for May 15, 2018, at 1 pm.

Respectfully submitted on 5/8/2018 by Clerk Pam Chaffee