

# Approved Minutes

EVERETT TOWNSHIP  
PUBLIC BUDGET HEARING & BOARD MEETING  
March 19, 2024

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 12:50 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Clerk Chaffee, Trustee Chaffee & Trustee Long. Absent: Treasurer Fleming (arrived during Unfinished Business) . Also present was County Commissioner/Planning Commission Chair Jim Maike, Transfer Station Attendant Jeffrey Craigmyle, April Pickard, Brian Miller, & Travis Mund.
3. **Pledge of Allegiance**
4. **PUBLIC BUDGET HEARING:** Questions and answers about the budget. Trustee Chaffee supported by Supervisor Maike moved to close the Public Hearing and move to the regular Board Meeting at 1:05. Ayes all. So moved.
5. **Agenda Approval:** Motion by Curt Chaffee with support by Richard Long to approve the agenda as presented. Ayes all. Motion passed.
6. **Approval of Board Minutes of 2/20/24** – Richard Long supported by Curt Chaffee moved to approve the minutes as presented. Ayes all. Minutes approved.
7. **Public Comment** –April Pickard introduced herself and her vision for the County Clerk’s office. Travis Mund introduced himself.
8. **Bills & Financials:**
  - A. **Treasurer’s Report** – Reconciled Bank Balances as of 2/29/24 – General Account \$1,267,569.55, Tax Account \$650,092.86.
  - B. **Bank Reconciliation 2/29/24** – General Checking: \$1,267,569.55. (General Fund \$648491.84; Roads \$357,664.03; Fire \$58,279.57; Cemetery \$9,844.85; Building Dept. \$2,974.80; ARPA \$194,939.57; outstanding checks \$530.77; less bank receipt \$5,155.88)
  - C. **Township Bills-** Amount: \$116,850.18 (cks 12711 – 12743 & E750 – E756). A motion by Trustee Chaffee with support by Trustee Long was made to approve the payments. Ayes all. So moved
  - D. **Budget Review:** March is **100%** of FY 23/24.
    - a. **Budget Resolutions 2024-08 2024-08A, 2024-09, 2024-10 & 2024-18** - Trustee Long moved to approve all five resolutions as presented. Support was offered by Trustee Chaffee. Roll Call Vote: Ayes all, Absent Treasurer Fleming. Resolutions were declared adopted.
9. **Unfinished Business:**
  - A. **White Cloud/Sherman Utilities** – update.
  - B. **Fire Board Updated Ordinance & Merger Agreements** – Brian Miller spoke of two changes that had been made to the updated contracts. Questions were asked and answered. Richard Long made the motion to approve both the updated Ordinance and Merger Agreement as presented and support was offered by Judy Maike. Roll Call vote: Ayes – J. Maike, R. Long, C. Chaffee, P. Chaffee. Absent: B. Fleming. Both the Ordinance and Merger Agreement were approved and signed.
  - C. **Proposals** – We will seek renewals of all three proposals at the amounts reduced by Headlee.   
\*\*(Treasurer Fleming arrived)\*\*
  - D. **New Tables Quote** – Clerk Chaffee had researched prices on Lifetime 6 x 30” Commercial grade tables. Quotes for both white and almond were presented. Clerk Chaffee moved to approve the purchase of 34 Almond Tables at the quoted price of \$3,297.67 and was supported by Treasurer Fleming. Roll Call vote: Ayes – J. Maike, P. Chaffee, B. Fleming, R. Long. No- C. Chaffee. The tables will be purchased.

**E. Summer Avenue Update** - Clerk Chaffee has contacted the Road Commission. Work should begin soon.

**10. New Business:**

- A. **FY 2024-2025 Budget Approval** – Motion by Curt Chaffee with support by Richard Long to adopt the FY 2024/2025 Budget as proposed. Roll Call Vote: Ayes – J. Maike, P. Chaffee, B. Fleming, R. Long, & C. Chaffee. The proposed FY24/25 Budget was declared adopted.
- B. **FY 24/25 Budget Resolutions 2024-11, 12, 13, 14, 15, 16,& 17** – The normal proposed yearly budget appropriation and salary resolutions were presented. Curt Chaffee moved to approve all 7 Resolutions as presented and the motion was supported by Richard Long. Roll Call Vote: Ayes - J. Maike, P. Chaffee, B. Fleming, R. Long, & C. Chaffee. The FY 24/25 Budget Resolutions were declared adopted.
- C. **Proposals** – No new proposals in August. We will seek renewals of the 3 current proposals at the rates reduced because of Headlee. Sample proposals were shared. We are waiting on information from Equalization before the final drafts can be prepared.
- D. **Appointments/Board Replacements** – We are aware of upcoming vacancies on at least two boards in the coming year. Resident in attendance Travis Mund was given an application.

**11. Officer's Reports**

- a. **Zoning Official/Planning Co/ZBA** – Zoning Reports were included in packets. Zoning Administrator Chaffee he has made a formal request to forgive the lien on the M-37 property.. He is working with the Brownfield Board. Planning Commission Chair Maike said that the Planning Commission will be considering making that area north of 8<sup>th</sup> Street from Centerline to Spruce medium density housing.
- b. **County Commissioner** – Commissioner Maike reported that Consumer's Power is accepting bids for the 3 dams in our area. The road over Hardy Dam will be repaired/replaced which is anticipated to be a 3 year project – a new larger spillway is already in the works. There are 3 new legislative proposals regarding short term rentals.
- c. **Transfer Station** – Transfer Station Attendant Craigmyle reported that there are no problems. Supervisor Maike informed the Board that the Transfer Station is in need of a fire extinguisher. Clerk Chaffee will purchase one. Jim Maike suggested downloading the price list for the Muskegon Dump to give to people who attempt to bring items we cannot allow to our Transfer Station.
- d. **Supervisor** – Supervisor Maike reported that she and Jim Maike had attended the Fire Board Appreciation Dinner. The Library Board meeting will be held on March 28<sup>th</sup>. Flies & VandenBrink will attend next month's meeting. Supervisor Maike will be attending the MTA Training at no expense to the Township as she is on the Par Plan Board. MTA will be offering online training in April for Blight Control and another on Public Use of Hall Facilities. The NCTOA will meet on Wednesday, April 3, at 7 pm at the Merrill Township Hall.
- e. **Clerk** – Clerk Chaffee reported that she had already taken up too much of the Board's time prior to her appointed time to speak **but** did add that deadline for filings for the August election would be due in April.
- f. **Treasurer** – Treasurer Fleming reported that the winter tax collection season is over! There are 2 unnamed businesses that have not paid their personal property taxes.
- g. **Trustees** – Richard Log gave updates on the Fire Board.

**12. Public Comment – (limited to 3 minutes per person on any topic) - none.**

**13. Adjournment** – The meeting was adjourned at 3:10 pm.

Respectfully submitted by Clerk Pam Chaffee