

Approved Minutes

EVERETT TOWNSHIP
BOARD MEETING
November 15, 2022

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:10 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Treasurer Fleming, Clerk Chaffee, Trustee Long & Trustee Chaffee. Absent: none. Also in attendance Jeffrey Craigmyle, Craig & Judy Grunow, and Sheila Reed.
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Trustee Chaffee with support by Treasurer Fleming to approve the agenda with the additions under New Business of D. Everett Township Employee Christmas Party December 16th at 5 pm & E. NCTOA Christmas Party on Dec 6 at 7 pm. Ayes all. Motion passed.
5. **Approval of Board Minutes of 10/18/22–** Trustee Chaffee with support by Supervisor Maike moved to approve all the minutes as presented. Ayes all. So moved.
6. **Public Comment:** The Grunow’s and Sheila Reed spoke.
7. **Bills & Financials:**
 - A. **Treasurer’s Report** – General Checking \$684,462.46, Tax Account \$11,590.81.
 - B. **Bank Reconciliation 10/31/22** - \$683,893.57 total in the general checking account (General Fund \$412,836.52; Roads \$68,862.58; Cemetery \$-34.60; Building Dept. \$7,289.50; ARPA \$194,939.57)
 - C. **Township Bills-** Amount: \$16,491.89 (cks 12289 – 12317 & E638 – E643).). Motion by Trustee Chaffee with support by Trustee Long to approve the payments. Ayes all. So moved.
 - D. **Budget Review:** Reports distributed and reviewed. November is 67% of FY 22/23.
8. **Unfinished Business:**
 - A. **Parks & Rec Proposal** – The corrected contract was signed.
 - B. **Allocation to The Right Place** – Trustee Long with support by Trustee Chaffee moved to allocate \$500 to The Right Place. Roll call vote: all ayes, so moved.
9. **New Business:**
 - A. **Hall Rental** – Treasurer Fleming moved to raise the rent for the Hall to \$65 for up to 4 hours and \$125 for over 4 hours with the payment for cleaning/scheduling etc raised to \$25 all to become effective for any new rentals after January 1, 2023. The motion was supported by Trustee Long. Roll Call Vote: All ayes. So moved.
 - B. **Private Roads (recommended update by attorney)** – Tabled
 - C. **History of Cemetery (FYI thanks to Ralph)** – distributed to all Board Members.
 - D. **Everett Township Employee Christmas Party** – Supervisor Maike volunteered to coordinate a Christmas Party (potluck) to be held for all employees and spouses/significant others on Friday, December 16th at 5 pm. The Supervisor will bring ham. Each person should bring a \$5 wrapped gift to participate in a game.
 - E. **NCTOA Christmas Party will be held on December 6th at 7 pm.** – Food will be provided.

10. Officer's Reports

- a. Zoning Official/Planning Co/ZBA** – Planning Commission/ZBA Secretary/Trustee Chaffee is continuing to work on updates to the Ordinance and will likely have them completed soon. The Planning Commission will hold a public hearing next Monday prior to changing required sizes of hunting cabins.
- b. County Commissioner** – Commissioner Maike was absent and missed.
- c. Transfer Station** – Transfer Station Attendant Jeffrey Craigmyle informed the Board things are going smoothly. It was suggested that we may want to look into a motion activated security camera for the Transfer Station.
- d. Supervisor** – The Silver property is looking great. We may want to look into hydromulch. Affordable housing may be a great use of the M37 property. The newsletter was sent to the printer yesterday.
- e. Clerk** – Shared some information from old files that are being purged.
- f. Treasurer** – Tax collection hours for winter taxes will be Thursdays from 5:30 to 7:30 or by appointment.
- g. Trustees** – Stan Opal requested a copy of the current Fire Department contract.

11. Public Comment: none

12. Adjournment – The meeting was adjourned at 2:23 pm.

Respectfully submitted by Clerk Pam Chaffee