

Approved Minutes

EVERETT TOWNSHIP
BOARD MEETING
March 20, 2018

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:10 pm
2. **Roll call:** All Board Members present. Also in attendance – Jason Vanderstelt, Newaygo County Clerk; Jeffrey Craigmyle, Transfer Station; and Jim Maike Jr, Newaygo County Commissioner.
3. **Pledge of Allegiance**
4. **Agenda Approval:** Trustee Curt Chaffee made the motion to approve the agenda with one change – removing “A. Newaygo County Emergency Services Resolution from New Business, supported by Trustee Richard Long. Ayes all. Motion passed.
5. **Approval of Board Minutes of February 20, 2018:** Trustee Curt Chaffee made the motion to approve the 2/20/18 meeting minutes as presented. Motion supported by Trustee Richard Long. Ayes all. Passed.
6. **Public Comment** (limit to 3 minutes per person) – Newaygo County Clerk, Jason Vanderstelt, addressed the Board about several topics including the Election Reporting that is available in real time at the County Clerk’s website. Past election results back to 1999 will soon be available. He also volunteered to notify us when the US Flag should be lowered and raised.
7. **Bills & Financials:**
 - A. **Treasurer’s Financial Report:** \$332,643.44 total in the general checking account and \$376,540.36 in the tax account for a total in Bank Accounts of \$709,183.80 as of 2/28/18. The Treasurer balances perfectly with the bank balances and the Clerk’s books.
 - B. **Clerk Presents Township Bills:** Amount \$69,418.48 from 2/21/18 thru 03/20/2018. Check numbers presented E239 – E246 & ck# 10786 – 10812. Including \$100 voided check #10771. Trustee Richard Long made the motion to pay the Township’s bills as presented, supported by Trustee Curt Chaffee, ayes all, motion passed.
 - C. **Budget Review:** Reports distributed and reviewed. 100% of the fiscal year has passed and we appear to be in good shape with just a couple areas recognized as being in need of final resolutions which will be presented in April if the remaining 17/18 expenditures are paid.
 - D. **Preliminary 2018/19 Budget:** The 2018/2019 Budget had been approved prior to this Board Meeting
8. **Unfinished Business:**
 - A. **Newaygo County Emergency Services - Tabled.**
 - B. **US Flag Finials:** Information distributed.
 - C. **Dry Hydrants Update:** The Newaygo County Road Commission has agreed to repair the dry hydrant on 28th Street. Repair of the Sylvan Lake dry hydrant was tabled.
 - D. **Proposals for Bids on Closing up of the M-37 property:** Trustee Curt Chaffee will prepare bid requirements so that the Clerk can advertise for bids.
9. **New Business:**
 - A. **Proposed FY 2018/2019 Board Meeting Dates:** Approved as presented.
 - B. **Opening on Par Plan Board:** Clerk Pam Chaffee made the motion to nominate Supervisor Judy Maike to serve on the Par Plan Board. (Resolution 2018-10). Support by Treasurer Brandy Fleming. Ayes all. No’s none. Passed. The Clerk and the Supervisor will get the required paperwork filed by the May 4th deadline.

10. Officer's Reports:

a. **Zoning Official/Planning Co/ZBA** – The Board was brought up to date on the Planning Commission's is discussing an ordinance to require street signs for drives to multiple building sites. Commissioner Maike is getting a price for street signs from the Road Commission. The Planning Commission is also currently considering requirements for "tiny" houses.

b. **County Commissioner** County Commissioner Jim Maike Jr informed the Board that County budget is looking good. The County has also ordered 4 more cabins from the Voc Center to be installed at County Parks. The Sheriff's Department is looking for a millage increase.

c. **Transfer Station** – Jeffrey Craigmyle reported that business at the Transfer Station has been steady.

d. **Supervisor** – Supervisor Judy Maike informed the Board that the banners for the Transfer Station have been ordered. She distributed copies of the Par Plan News. The Board of Review met last week and gave 11 VA Exemptions and will review the requests for Poverty Exemptions in December. Supervisor Maike shared that Robbins Carpet Cleaning has agreed to clean the Hall Great Room, 3 offices, and the four runners from the lobby for \$312 – with a \$25 deduction for prompt payment. Motion by Supervisor Judy Maike to hire Robbins Carpet Cleaning as discussed. Support by Trustee Curt Chaffee. Ayes all, motion passed. Clerk Pam Chaffee will contact Robbins Carpet Cleaning.

e. **Clerk** - Clerk Pam Chaffee shared an updated spreadsheet for payments to the White Cloud Area Fire Department Building Authority. We have, so far, saved over \$29,000 in interest. As it appears that the Building Authority has never given Everett Township credit for the first \$5k principle payment, the Clerk asked if anyone would volunteer to hand deliver the current payment along with the spreadsheet and documentation. Supervisor Judy Maike volunteered. The Treasurer believes that we are required to finalize the current budget and suggests that we meet after the April Board meeting to accomplish that. The Clerk will check with the Treasury website information on budgets to verify that we are required to officially finalize a budget from a prior fiscal year.

f. **Treasurer** – nothing

g. **Trustees** – nothing

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

12. Adjournment – Supervisor Judy Maike made a motion to adjourn with support by Trustee Curt Chaffee. Ayes all. So moved at 2:30 pm

Special Year-End Meeting scheduled for April 3, 2018, at 1 pm.

Next regular meeting scheduled for April 17, 2018, at 1 pm.

Respectfully submitted by Clerk Pam Chaffee