

# Approved Minutes

EVERETT TOWNSHIP  
BOARD MEETING  
March 16, 2021

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Clerk Chaffee, Trustee Chaffee, Trustee Long, & Treasurer Fleming. Absent: none. Also in attendance: Transfer Station Attendant Jeffrey Craigmyle, County Commissioner Jim Maike, Diane Schindlbeck representative from Senator Jon Bumstead's office and Craig Grunow.
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 Budget and Board Minutes of 2/16/21** –Trustee Long with support by Trustee Chaffee moved to approve the minutes as presented. Ayes all. So moved.
6. **Public Comment:** Diane Schindlbeck gave an update from Senator Bumstead's office. Craig Grunow spoke of problems on Beechwood Lane.
7. **Bills & Financials:**
  - A. **Treasurer's Financial Report** - \$516,323.80 total in the general checking account and \$303,477.08 in the tax account for a total in Bank Accounts of \$819,800.88 as of 2/26/21.
  - B. **Clerk Presents Township Bills:** The Clerk presented bill payments totaling \$59,964.32 (cks #11733 – 11753 & E501 – E507). Trustee Long made the motion to pay the Township's bills as presented and was supported by Trustee Chaffee. Ayes all, motion passed
  - C. **Budget Review:** Reports distributed and reviewed. March is 100% of our fiscal year.
8. **Unfinished Business:**
  - A. **Road Commission approved 50% Carry-over for the Larch Project** – FYI.
  - B. **WC Fire Board Budget** – Copies of the proposed budget for the WC Fire Board were available. Trustee Chaffee with support by Trustee Long moved to approve said budget as presented. Roll Call vote: Ayes all. So moved.
9. **New Business:**
  - A. **Microwave**– As the current microwave is 25 years old and needs to be replaced, Supervisor Maike moved to approve up to \$150 for the purchase of a replacement. Support was given by Trustee Long. Roll Call Vote – ayes all. Motion was approved.
  - B. **Septic Tank/Drain Vent** – Supervisor Maike moved to have the septic tank pumped by Schultz as we experience a horrid odor in the hall every winter. The motion was supported by Trustee Chaffee. Ayes all. So moved. Trustee Chaffee will excavate to the cover of the tank so that it may be pumped. The Clerk will contact Schultz to get it completed.
  - C. **Tablets for the Planning Commission** – Some members of the Planning Commission would like a tablet to use for reviewing the Master Plan and the Zoning Ordinance. Supervisor Maike moved to authorize up to \$150 each for tablets for those members that would use one. Support by Trustee Long. So moved. The Clerk will order/purchase the tablets for those PC members that request one.

- D. Laptop for Zoning Administrator** – table (missed)
- E. Meeting Dates for FY 2021/22** – The dates as suggested by the Clerk were agreed to and will be published.
- F. Fee Schedule** – table for more information. The Supervisor will research other local fees.
- G. Very Old and Unverifiable Personal Property Tax** – The Treasurer has been carrying delinquent personal property taxes from 2009 which she cannot verify are still due or who they would be due from. Clerk Chaffee made the motion to allow Treasurer Fleming to contact our Attorney (or any attorney familiar with the process) to proceed to strike that amount from the roll. Support was offered by Supervisor Maike. Ayes all. So moved.
- H. Cleaning for Hall Rentals** – The Clerk asked to be compensated for cleaning/disinfecting the Hall prior to and after it is rented. Supervisor Maike make the motion to pay the Clerk \$20 per rental. The motion was supported by Treasurer Fleming. Ayes; JM, BF, RL, CC. Abstain: PC. So moved.
- I. End of Fiscal Year Meeting March 31** – The Board will meet on March 31, 2021, at 3 pm for the purpose of approving FY 2020/21 payments. The Clerk will post the meeting on the door.
- J. Street Sign for Ramsey Lane** – The Board has previously approved payment for the Road Commission to order & install street signs for those roads that were created as the County wide effort to identify residences in cases of emergencies. Ramsey Lane is one that has been missed. The Road Commission will be contacted to install the sign and any others that can be identified as missed. Jim Maike will get applications to the Clerk.

## 10. Officer's Reports

- a. Zoning Official/Planning Co/ZBA** – Update by Planning Commission Secretary Chaffee. This coming Thursday the Planning Commission will hold a site plan review for the proposed new gravel pit on 8<sup>th</sup> Street.
- b. County Commissioner** – Commissioner Maike reported that the County has fared well considering the Covid19 restrictions. The County Parks have set a record for reservations! There may be Federal funds coming to aid local governments with expenses.
- c. Transfer Station** – Attendant Jeffrey Craigmyle reported that the transfer station is doing well. He expects to be busier now that Daylight Savings time has ended. Spring Clean-up is scheduled for May 15<sup>th</sup>.
- d. Supervisor** – Supervisor Maike will contact the resident that has recently submitted an application to serve on the COLA Board.
- e. Clerk** – The Clerk has received a nomination form from the Par Plan. Supervisor Maike will look into it to see if we need to nominate anyone as she is already serving.
- f. Treasurer** – no report.
- g. Trustees** – no report.

11. **Public Comment:** none.

12. **Adjournment:** Meeting declared adjourned at 2:30 pm.

Respectfully submitted by Clerk Pam Chaffee