

Approved Minutes

EVERETT TOWNSHIP
BOARD MEETING
September 19, 2017

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:15 pm
2. **Roll call:** All Board Members present. Also present: Visitors from Woods & Waters Condo Assoc: Roger Waldo, William Bayer, Transfer Station Attendant Jeffery Craigmyle, Zoning Administrator Mike Mohr.
3. **Pledge of Allegiance**
4. **Agenda Approval:** Trustee Richard Long made the motion to approve the agenda, supported by Trustee Curt Chaffee. Ayes all. Motion passed.
5. **Approval of Board Minutes of August 15, 2017:** Supervisor Judy Maike made the motion to approve the 8/15/17 meeting minutes with the correction of 2 typos. Motion supported by Clerk Pam Chaffee. Ayes all. Passed.
6. **Public Comment** (limit to 3 minutes per person): Visitors Roger Waldo and William Bayer from the Woods & Waters Condo Association were welcomed to comment. The gentlemen declined and chose to observe the meeting.
7. **Bills & Financials:**
 - A. **Treasurer's Financial Report:** \$311,755.89 total in the general bank account and \$51,572.44 in the tax account. The Treasurer's cash balances perfectly with the bank balances and the Clerk's books.
 - B. **Clerk Presents Township Bills:** Amount \$21,537.41 from 8/16/17 thru 9/19/17. Addendum: The updated amount to be approved for the August bills after the corrections for the Board of Review is \$19,325.87. **(Documentation included).** The correction saved the Township \$120.86.
 - C. **Budget Review:** Reports distributed. 50% of the year – we still look to be on track.

Clerk Pam Chaffee made the motion to approve the payment of the township bills as presented. The motion was supported by Trustee Richard Long. Ayes all. Motion passed.
8. **Unfinished Business:**
 - A. **North Country Inspection Service (NCIS) Contract Renewal:** Duane Cruzan from North Country Inspection Service (NCIS) had dropped off a proposed new contract for the Board's approval. The new contract contains a one year automatic approval clause. After a short discussion, Trustee Curt Chaffee made the motion that we approve the NCIS contract. Support by Trustee Richard Long. Ayes all. Passed. *(Aside) In response to concern expressed by Supervisor Judy Maike that our Board has not known where copies of permits issued are stored, Clerk Pam Chaffee made the Board aware that the NCIS file is located in the top drawer down at the far left front in the lateral file cabinet in her office.*
 - B. **Proposed Zoning Ordinance: Section 4, Article 8: Dangerous and Dilapidated Buildings and Recreational Vehicles.** As Clerk Pam Chaffee is still learning the publishing requirements for ordinance changes, and had missed the 15 day publishing requirement for the newly approved ordinance, the Board again considered this ordinance. After Trustee Curt Chaffee informed the Board that the ordinance should be passed by Resolution, Trustee Richard Long made the motion to approve the proposed ordinance by Resolution 2017-16. Support by Clerk Pam Chaffee. Roll Call Vote – ayes all. Passed. Clerk Pam Chaffee will get the ad placed for the following week's publication.

9. New Business

A. **Blue Water Trail Resolution:** Per a request by the White Cloud Mayor, Charles Chandler, the Board reviewed and discussed a proposed Blue Water Trail Resolution. It was decided to table this item until next month's meeting.

B. **Michigan Cable Partners Inc. Franchise Agreement:** We had received a renewal of our current agreement with Michigan Cable Partners who supply cable coverage to a portion of our township. Trustee Curt Chaffee made the motion to renew the contract as presented. Support by Clerk Pam Chaffee. Ayes All, Motion passed. Trustee Curt Chaffee will also contact Michigan Cable Partners to ask about cable internet service and if it could be expanded to all of our residents.

10. Officer's Reports

a. **Zoning Official/Planning Co/ZBA** – Zoning Administrator Mike Mohr spoke about this month's Zoning report, commenting that he had issued quite a few permits and had followed up on many complaints.

b. **County Commissioner** (absent)

c. **Transfer Station** – Jeffrey Craigmyle reported that use of the transfer station is up a bit with 65 customers on Saturday and 28 on Wednesday. The Board discussed having a Fall clean-up day. Clerk Pam Chaffee made the motion to have a Next-to-Free Day on Saturday, October 21, which was supported by Trustee Richard Long and passed after a unanimous vote. It was decided to have 4 workers plus Jeffrey work that Saturday.

d. **Supervisor** – Supervisor Judy Maike has contacted Kelly Smith from the Road Commission in response to a call from a concerned resident that there is too much brush along Poplar between 8th and 12th Streets. She has contacted Attorney Cliff Bloom's office to inform him that our Board had voted to recognize him as Everett Township's attorney. She spoke of Recycling of Newaygo County's survey, saying that she had given them the information they requested. Supervisor Maike has received an estimate to survey the M-37 property from Chuck Fricke in the amount of \$1700. She also received a \$2,750 bid from Lakeshore Signs for a 4' by 7' post and panel sign in full color to be put in front of the Township Hall. Trustee Curt Chaffee would like to see a proto-type prior to making any decision. She had received one response to our ad for bids to resurface the Hall's parking lot which Clerk Pam Chaffee opened. (We would like to receive more bids before making a decision). Last, Supervisor Maike let the Board members know that any submissions to the December newsletter should be furnished to her prior to November 1.

e. **Clerk** – no news.

f. **Treasurer** – Treasurer Brandy Fleming would like to see Zoning Applications and Ordinances on the Township's website. She was assured that those things are being worked on. She would also like to have the flag pole fixed and the gaping hole above the front door fixed. (*Note: The flag pole was fixed by Steve Redman on September 27. Supervisor Maike will ask Jim Maike to repair the hole above the front door).

g. **Trustees** - nothing

h. **Fire Board/dry hydrants** – Trustee Richard Long, who is our representative on the Fire Board, said that the Fire Board wants Everett Township and Brooks Township to share the \$3,000 cost of installing a dry hydrant at Sylvan Lake. The Fire Board informed Trustee Long that they flush and clean-out all dry hydrants twice a year and supply/replace any missing/broken brass caps but they maintain that it is the responsibility of the Townships to bear the expense of installation and repairs to any dry hydrants. They said that we are supposed to have signs on the dry hydrants in our township.

They have no maps of the location of dry hydrants. Supervisor Maike stated that we need a map per the MAVIS agreement in place. Trustee Long will ask the Fire Board what their requirements are for a private road being considered for the Woods & Waters Condo Association.

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

12. **Adjournment** - The meeting was adjourned at 2:20 pm. Next regular meeting scheduled for Oct 9.

Respectfully submitted on 9/28/2017 by Clerk Pam Chaffee