

# Approved Minutes

EVERETT TOWNSHIP  
SPECIAL BUDGET MEETING, BUDGET PUBLIC HEARING,  
& BOARD MEETING  
March 17, 2020

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 12:12
2. **Roll call:** Board Members Present: Supervisor Maike, Treasurer Fleming, Clerk Chaffee, Trustee Chaffee, and Trustee Long. Also in attendance (at 1 p.m.) Transfer Station Attendant Jeffrey Craigmyle.
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Clerk Chaffee with support by Trustee Long to approve the agenda with the addition of “Unfinished Business, C. Right Place Donation”.  
Ayes all. Motion passed.
5. **Public Comment** – none present.
6. **Budget Meeting – Resolutions 2020-08 thru 2020-13** – The Clerk presented the Preliminary FY 2020/21 Budget with all of the changes pointed out. Trustee Chaffee made the motion to approve the FY 2020/21 Budget as presented. Trustee Long supported the motion. Roll Call vote. All ayes. The FY 2020/21 Budget is declared approved. The Clerk presented Resolutions 2020-08 thru 2020-13 for approval. A motion was made to approve each Resolution individually by Trustee Chaffee and was supported by Trustee Long. Roll Call votes were all ayes. All Resolutions were declared adopted.
7. **Public Budget Hearing** - Motion by Trustee Chaffee with support by Supervisor Maike to open the Public Budget Hearing. Ayes all. The Public Budget Hearing was declared open at 1:52 pm. As there was no one other than the Board present, Trustee Chaffee with support by Trustee Long moved to close the Public Budget Hearing. Ayes all. The Public Budget Hearing was declared closed at 1:53 pm.
8. **Approval of Board Minutes (2) of 2/18/20:** Trustee Long with support by Trustee Chaffee moved to approve the minutes as presented. Ayes all. Minutes approved.
9. **Public Comments (limited to 3 minutes each regarding items on the agenda)** - none
10. **Bills & Financials:**
  - A. **Treasurer’s Financial Report** - \$419,890.58 total in the general checking account and \$255,191.01 in the tax account for a total in Bank Accounts of \$675,081.59 as of 2/28/20.
  - B. **Clerk Presents Township Bills:** The Clerk presented bill payments totaling \$84,630.99 (ck #11440 – 11477 & E419 – E424). Treasurer Fleming made the motion to pay the Township’s bills as presented - supported by Trustee Chaffee. Ayes all, motion passed.
  - C. **Budget Review:** Reports distributed and reviewed. March is 100% of our fiscal year. The clerk requested one more meeting before the end of the month to tie up loose ends, approve one last payroll, and approve FY 19/20 Budget Resolutions. The Board will meet at 1 pm on March 31<sup>st</sup>.
11. **Unfinished Business:**
  - A. **Road Projects:** Derek Wawsczyk from the Road Commission will be invited to attend the next Board meeting. There was concern expressed about 28<sup>th</sup> Street east of Oak as there is considerably more traffic – the Board will attempt to keep an eye on it.
  - B. **Dangerous & Dilapidated Buildings** – Zoning Administrator Mike Mohr has supplied the Board with a list of the first 10 properties that meet the definition of ‘Dangerous or Dilapidated’. Trustee Chaffee will ask Mike Mohr to fashion a form letter to be sent to the owners along with the related Ordinance and a request for response within 30 days.

Zoning Administrator Mohr should run that form letter past our attorney prior to mailing. The Board will appreciate a copy.

**C. Right Place Donation** – After an opinion by Ryan Coffey-Hoag that it is not prohibited to do so, and in support of the work done by The Right Place, Supervisor Maike with support by Clerk Chaffee moved to donate \$500 to The Right Place. Ayes all. The Clerk will prepare the check.

**12. New Business:**

**A. Brine Bids** – The Clerk has received 2 bids. Clerk Chaffee moved to accept the bid from D&B Brine. The motion was supported by Trustee Long. Roll Call vote: ayes all.

**B. Waive Fees for Hall Rental to Government Entities (not individuals)** – Supervisor Maike with support by Trustee Long moved to waive fees for Government Entities on a case by case basis. Ayes all. So moved. MDOT has requested use of the Hall on May 4<sup>th</sup> & May 5<sup>th</sup>. Fees will be waived.

**C. Key for Jennifer Rainy (Assistant Assessor)** – Judy Lindberg has asked that her assistant Jennifer Rainy be issued a key to the Building/Assessor's office. Supervisor Maike with support by Trustee Long moved to approve that request. Ayes all. The clerk will ask Jim Maike for a key to issue to Jennifer Rainy.

**D. MTPP Nomination (Resolution 2020-14)** – The Michigan Township Participating Plan will be electing Zone Representatives to serve on the Par Plan Board of Directors. Supervisor Maike agreed to be our designee. Trustee Long moved that we appoint Supervisor Judy Maike to serve as our Member Representative. Support was offered by Trustee Chaffee. Roll Call Vote – Ayes all. Resolution 2020-14 declared adopted. Clerk Chaffee will submit the paperwork.

**10. Officer's Reports**

**a. Zoning Official/Planning Co/ZBA** – Update by Planning Commission Secretary Curt Chaffee: The review/update of the Master Plan is finished. The Planning Commission is planning to get together in April with adjoining townships to discuss the M-20 corridor. The Zoning Administrator's monthly report was distributed with each Board member's packet.

**b. County Commissioner** – The Count was absent and missed.

**c. Transfer Station** – Attendant Craigmyle reported that all is running quite smoothly. Three dumpsters were filled again last week. The Board asked that the scrap metal be removed before May 16<sup>th</sup> which will be the Spring Clean-up date

**d. Supervisor** – The Cemetery Board is scheduled to meet here at pm on March 19th. 23 people came before the BOR with 13 being veterans.

**e. Clerk** – The yearly meeting schedule will run in the Times Indicator the first week of April. The March 10<sup>th</sup> election went smoothly.

**f. Treasurer** – There were obsolete checks found in the Treasurer's office. The Board agreed that it was prudent to shred those checks.

**g. Trustees** – Trustee Long shared the Fire Board meeting for March 18<sup>th</sup> has been canceled.

**11. Public Comment:** none

**12. Adjournment:** Supervisor Maike with support by Clerk Chaffee moved to adjourn at 2:05 pm. Meeting Adjourned.

Respectfully submitted by Clerk Pam Chaffee