

Approved Minutes

EVERETT TOWNSHIP
BOARD MEETING
February 21, 2023

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:12 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Treasurer Fleming, Clerk Chaffee & Trustee Chaffee. Absent: Trustee Long. Also in attendance Jeffrey Craigmyle & Jim Maike.
3. **Pledge of Allegiance**
4. **Agenda Approval:** Motion by Trustee Chaffee with support by Treasurer Fleming to approve the agenda as presented. Ayes all. Motion passed.
5. **Approval of Board Minutes of 1/17/22–** Trustee Chaffee with support by Clerk Chaffee moved to approve the minutes as presented. Ayes all. So moved.
6. **Public Comment:** none.
7. **Bills & Financials:**
 - A. **Treasurer’s Report** – General Checking \$846,593.35, Tax Account \$32,219.30.
 - B. **Bank Reconciliation 1/31/23** - \$846,593.35 total in the general checking account (General Fund \$466,051.52; Roads \$137,335.81; Fire \$34,222.92; Cemetery \$5698.03; Building Dept. \$7,373.20; ARPA \$194,939.57)
 - C. **Township Bills-** Amount: \$17,690.22 (cks 12378 – 12393 & E657 – E663).). Motion by Trustee Chaffee with support by Treasurer Fleming to approve the payments. Ayes all. So moved.
 - D. **Budget Review:** Reports distributed and reviewed. February is 92% of FY 22/23.
 - E. **Budget Resolutions 2023-02,2023-03,2023-04, 2023-05** – Trustee Chaffee with support by Supervisor Maike moved to approve the Budget Resolutions as presented. Roll Call Vote: Ayes all. Absent: Trustee Long. Budget Resolutions 2023-02 thru 2023-05 were declared adopted.
8. **Unfinished Business:**
 - A. **Road Estimates FY 23/24** – Tabled
 - B. **Natural Water Hydrant on Pine between Baseline & 1 Mile** – Information that the Road Commission is repairing. Everett Township was responsible for paying for parts.
 - C. **Phone for the Treasurer** – Treasurer Fleming asked for approval to purchase a cell phone for Treasurer Office Business. Supervisor Maike with support by Clerk Chaffee moved to approve the purchase of a cell phone for up to \$300 and use Straight Talk as the Treasurer requested. Roll Call vote: Ayes all. Absent: Trustee Long. So moved.
9. **New Business:**
 - A. **Fire Board Budget** – Supervisor Maike with support by Treasurer Fleming moved to approve the Fire Board Budget as presented. Ayes: J Maike, B Fleming, & P Chaffee. No: C Chaffee. Absent: R Long. The Fire Board Budget was approved. The Clerk will request more detail
 - B. **Medical First Responder Start-up** – Tabled

C. FY 23/24 Budget – The Board went through the proposed budget line by line and made adjustments. The Clerk will complete the changes, publish the Budget meeting to be held at the next Board meeting, and have the proposed FY 23/24 Budget available for review.

D. FY 23/24 Meeting Dates – The Clerk will have the meeting dates as approved by the Board published.

E. Resolution 2023-06 – Treasurer Fleming moved to approve Resolution 2023-06 as the Planning Commission recommended which will increase the allowable size of attached accessory buildings from 650 square feet to 700 square feet if built to ADA standards. The motion was supported by Supervisor Maike. Ayes: JM, CC, BF, PC. Absent: R Long. Resolution 2023-06 was declared adopted. The clerk will have the required ad published.

10. Officer's Reports

a. Zoning Official/Planning Co/ZBA – Planning Commission/ZBA Secretary/Trustee Chaffee has completed updates to the Zoning Ordinance and it will soon be published. The Board will contact Jerry Tuin to ask if he is interested in taking the position of Deputy Zoning Administrator with the goal of eventually promoting him to the position of Zoning Administrator. The position was budgeted for the upcoming fiscal year.

b. County Commissioner – Commissioner Maike gave a report on how the County has been wisely using ARPA funds. There will be a Commissioner's Summit in April.

c. Transfer Station – Transfer Station Attendant Jeffrey Craigmyle informed the Board things are going smoothly.

d. Supervisor Catholic Charities "One Township at a Time" will hold a meeting at the COA on 2/14/23. They are expecting 85 – 100 people to attend. Lincoln, Big Prairie, and Norwich Townships are also interested in their program. Road Commission Manager, Derek Wawczyk, will be speaking at the next NCTOA meeting on April 5th. Building the pavilion here will cost more than the one that is at Rotary Park which was \$32.55 per square foot. Frisbie Contracting has agreed to pull any permits required. Trustee Chaffee volunteered to compare the pavilion at Rotary Park to what we have envisioned and make a size recommendation.

e. Clerk – nothing.

f. Treasurer – nothing.

g. Trustees – Trustee Chaffee will travel the Township's roads again this year after the Road Commission makes their recommendations.

11. Public Comment – none.

12. Adjournment – The meeting was adjourned at 3:40 pm.

Respectfully submitted by Clerk Pam Chaffee