

# Approved Minutes

EVERETT TOWNSHIP  
BOARD MEETING  
February 18, 2025

1. **Call to Order:** Supervisor Judy Maike called the regular Board meeting to order at 1:05 pm (a Budget Workshop had been held from 12:30 pm until this meeting began)
2. **Roll call:** Board Members Present: Supervisor Maike, Clerk Chaffee, Treasurer Fleming, Trustee Long, and Trustee Chaffee. Absent: none. Also present were County Commissioner Jim Maike, Transfer Station Attendant Jeffrey Craigmyle, and Linda Kilmer
3. **Pledge of Allegiance**
4. **Approve Agenda** – The agenda was approved as presented.
5. **Approve 1/21/25 Minutes** – Motion to approve as presented made by C. Chaffee. Second by R. Long. Ayes all. Minutes approved.
6. **Public Comment** – **Linda Kilmer** introduced herself to the Board and expressed an interest in serving in the vacant Planning Commission seat as well as on the Board of Review. P. Chaffee moved to recommend that the Supervisor appoint Linda Kilmer to both vacancies. Second by J. Maike. Ayes all.
7. **Bills & Financials:**
  - A. **Treasurer’s Report** – Reconciled Bank Balances as of 1/31/25 – General Account \$1,066,453.17, Tax Account \$251,260.44.
  - B. **Bank Reconciliation 1/31/25** – Statement balance \$1,066,531.67 less outstanding check (\$78.50) equals book balance of \$1,064,942.54 plus outstanding receipt of \$1051.63.
  - C. **Township Bills-** Amount: \$16,547.23 (cks 13012 – 13035 & E830 – E835). A motion by Trustee Long supported by Treasurer Fleming was made to approve all of the payments. Ayes all. So moved.
  - D. **Budget Review:** February is 92% of FY 24/25.
8. **Unfinished Business:**
  - A. **FY 25/26 Budget** – We will meet on March 12<sup>th</sup> at 2pm for a final budget workshop.
9. **New Business:**
  - A. **WCAFD Budget** – Clerk Chaffee with support by Trustee Long moved to approve the WCAFD Budget as presented. Ayes all, so moved.
  - B. **Resolution 2025-01 2025 Poverty Exemption Guidelines** – Judy Maike with support by Richard Long moved to adopt the Federal Poverty Standards to be used by the Board of Review. Ayes all, so moved.
  - C. **FY 25/26 Meeting Dates** – Checked as presented. The Clerk will submit for publishing.

## **10. Officer's Reports**

- a. Zoning Official/Planning Co/ZBA** – Zoning Administrator Chaffee reports that there is a conflict in the Zoning Ordinance as it relates to Wind Towers. The Planning Commission continues to work on updating the Master Plan.
- b. County Commissioner** - County Commissioner Jim Maike reported that they are looking for a new Parks Department Administrator. A new Brownfield housing development is going up in Newwaygo.
- c. Transfer Station** – As usual, business is slower this time of year. We need to find out what the breaker box on the power pole in the middle of the parking lot is for as it has become a nuisance.
- d. Supervisor** – There is no Library Board meeting this month. The NCTOA meeting will be held on March 5<sup>th</sup>, 7 pm., at Lincoln Township. Sherriff Mendham will speak as well as Jen Burfield from the Newwaygo Conservation Office.
- e. Clerk** – The Clerk asked the Board when they would like to have the public hearing for the new budget as the information must be published before the new budget can be approved. It was decided to hold the public hearing at our March Board Meeting. The Clerk will run the required ad. We will meet for a work session on March 12<sup>th</sup> at 2 pm.
- f. Treasurer** – nothing.
- g. Trustees** nothing.

**11. Public Comment** – (limited to 3 minutes per person on any topic) – none

**12. Adjournment** – The meeting was adjourned at 1:55 pm.

Respectfully submitted by Clerk Pam Chaffee