

Approved Minutes

EVERETT TOWNSHIP

BOARD MEETING

August 19, 2025

1. **Call to Order:** Supervisor Judy Maike called the regular Board meeting to order at 1:03 pm
2. **Roll call:** Board Members Present: Supervisor Maike, Clerk Chaffee, Trustee Chaffee, Treasurer Fleming & Trustee Long. Also present was Transfer Station Attendant Jeffrey Craigmyle, and Adam Chiles from the WC Fire Department.
3. **Pledge of Allegiance**
4. **Approve Agenda** – Trustee Chaffee moved to approve the agenda as presented, second by Trustee Long. All ayes, agenda approved.
5. **Approve 7/15/25 Minutes** – Motion to approve the minutes as presented made by C. Chaffee with support by Treasurer Fleming. Ayes all, so moved.
6. **Public Comment** – Deputy Chief Adam Chiles spoke about the situation that the Fire Department was faced with while getting through Adventure Bound to fight a fire. The Board will seek our attorney's advice.
7. **Bills & Financials:**
 - A. **Treasurer's Report** – Reconciled Bank Balances as of 7/31/25 ; General Checking \$1,259,832.45, Tax Account \$133,271.81.
 - B. **Bank Reconciliation** - General Checking 7/31/25 – Bank balance & Book Balance \$1,259,832.45. Motion to accept both Bank Reconciliations made by C. Chaffee with support R. Long. Ayes all, so moved.
 - C. **Township Bills-** Amount: \$20,452.40 (cks 13167 – 13191 & E873 – E879). A motion by C. Chaffee supported by R. Long to approve the payments. Ayes all. So moved.
 - D. Budget Review – July is 34% - August is 42% of FY 25/26
 - a. FY 24/25 Budget Resolution 2025-12 (because of late Equalization invoice) – C. Chaffee with support by R. Long to adopt Resolution 2025-12 as presented. Roll Call Vote: Ayes all. Adopted.
8. **Unfinished Business:**
 - A. **Transfer Station Fence & Security Cameras** – C. Chaffee volunteered to stake the lines where the new fence will be installed. Clerk Chaffee will seek bids when the dimensions are available.
 - B. **Brush/Trees at Transfer Station** – The Clerk will attempt to get the brush sprayed and the trees removed.
9. **New Business:**
 - A. **ADA Website Requirements** – The Clerk distributed information – changes due April 2027.
 - B. **Computer Upgrade Options** – Computers running 2010 Windows will have automatic security upgrades discontinued in October of this year. – Tabled for upgrade estimates.

10. Officer's Reports

- a. Zoning Official/Planning Co/ZBA** – Reports given.
- b. County Commissioner** – Absent and missed.
- c. Transfer Station** – Attendant Craigmyle reported. Wednesday business is picking up. October 4th will be the Fall Clean-up date.
- d. Supervisor** – Supervisor Maike reported.
- e. Clerk** – Reported.
- f. Treasurer** – had left.
- g. Trustees** – Trustee Long reported that the Fire Board will be having a meeting at 5 pm regarding funding options.

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

12. Adjournment – Motion to adjourn by Supervisor Maike, support by Trustee Long. All ayes. The meeting was adjourned at 2:38 pm.

Respectfully submitted by Clerk Pam Chaffee