

APPROVED MINUTES

EVERETT TOWNSHIP

REGULAR MEETING

January 17, 2017

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:10 p.m.
2. **Roll call:** Present: Judy Maike, Supervisor; Brandy Fleming, Treasurer; Curt Chaffee, Trustee. Richard Long, Trustee; Pamela Chaffee, Clerk. Also Attending: Jeffrey Craigmyle, Transfer Station Officer; Wayne Bumstead; Dan Bailey; Ray Rothenthaler
3. **Pledge of Allegiance.**
4. **Agenda Approval:** Motion by Trustee Richard Long to accept agenda with the addition of one item 9E New Business – Hall Rentals waived for funeral functions, 2nd by Supervisor Judy Maike, all ayes. Motion carried.
5. **Approval of Board Minutes of December 20, 2016:** Motion by Supervisor Judy Maike to accept the December minutes, 2nd by Trustee Richard Long. Ayes all. Motion carried.
6. **Public Comment:** Mr. Wayne Bumstead spoke to the Board on behalf of his son, State Representative Jon Bumstead. He informed the Board that Representative Bumstead's term is almost up but he is still available at the Lansing office if anyone is in need of his assistance. Mr. Bumstead senior shared that Representative Bumstead is likely going to run for Senate in two years. He also proudly reminded us that Representative Bumstead has counted aiding in the reopening of the prison in Baldwin and increasing help for local veterans as accomplishments. Included in his comments were kudos for local township governments and the announcement that children from the Newaygo schools will be traveling to Washington DC to witness the inauguration of the newly elected POTUS. Mr. Bumstead also delivered flyers from the office of Representative Jon Bumstead to be available to our residents.

The Board then unanimously decided to hear agenda item 9A "Ray Rothenthaler to speak re: easements" so as not to keep Mr. Rothenthaler waiting to speak until after the normal and routine business of the Board.

The Board gave the floor to Mr. Ray Rothenthaler. He is seeking relief from problems he is experiencing with a neighbor on Sylvan Lake. Mr. Rothenthaler brought documentation including copies of Everett Township's Zoning Ordinance 3.24 which relates to fences, copies of his deed for an easement to his property, copies of a survey of property on Sylvan Lake which included the easement as well as platted alleys and streets, and a picture of a fence that blocks the platted alley. He also informed the Board that his complaints regarding a garage that has been built blocking the easement were brought to Zoning Administrator Hall last year but they have not been answered. He described the fence that had been built in April 2016. He asked that Supervisor Judy Maike contact Newaygo County Drain Commissioner Dale Twing as that right-of-way is also blocked. He stated that the right-of-way is also to be available to COLA. Mr. Rothenthaler asked that the Everett Township Board enforce ordinance 3.24. The Board had a short discussion, asked Mr. Rothenthaler for his contact information, and suggested that he bring his concerns to the Planning Commission.

7. Bills & Financial Transactions

- A. **Treasurer's Financial Report** – Treasurer Brandy Fleming reported on the balances of the General Checking \$274,175.54 & Tax Account \$186,356.44 as of the December 30th bank statement. The report was accepted and filed. Treasurer Fleming asked if she needed the

approval of the Board to pay monies collected on behalf of various entities. The Board agreed that she did not.

B. **Clerk presents Township Bills** – Clerk Pamela Chaffee presented bills and payroll totaling: \$9,181.15 for the Board’s approval. Trustee Curt Chaffee questioned why we had received and paid for two invoices from North Country Inspections. He also asked for accounting changes for two payments: first to Michigan Fire and second for ads placed seeking applicants to the Planning Commission and Board of Review. Motion by Supervisor Judy Maike supported by Trustee Curtis Chaffee to approve payment of the January 2017 bills, all ayes. Motion carried.

C. **Budget Review:** After close review of the budget, the Board decided that the clerk would make necessary adjustments to the budget and bring that documentation as well as the completed written resolution to the February board meeting for their final approval. The clerk was reminded to watch for an invoice for the software used by the Treasurer as the amount for the yearly charge is still available.

8. **Unfinished Business:**

A. **Applicants to Board of Review/Planning Commission.** The Board heard Mr. Dan Bailey who was attending to apply for a position on the Planning Commission. Mr. Bailey stated that he has experience with meetings as a Union Steward for the White Cloud School bus garage as well as serving on the Union Board. He is strongly endorsed for a seat on the Planning Commission by Planning Commission member Ralph Zimmerman. Mr. Bailey also commented that he agrees with the gentleman from Sylvan Lake who had just addressed the Board. Supervisor Judy Maike made the motion to appoint Dan Bailey to the Planning Commission Board. The motion was supported by Trustee Curt Chaffee. Ayes all. Motion passed.

Cair Tuin, who has applied for a seat on the Board of Review, was unable to attend today’s meeting due to the weather.

B. **Recognition of Don Clary’s Service:** Tabled

C. **Everett Township Standard Operating Procedures:** Tabled

D. **Newsletter submissions:** Tabled

9. **New Business**

A. **Ray Rothenthaler to speak re easements:** Mr. Rothenthaler was invited to voice his concerns during public comment and did so. (See page 1 of these minutes).

B. **Snowplow Bid Acceptance:** The only bid we had received for snowplowing was from T&J’s Lawn Sprinkling Co which is the same company that we have used in past years. Clerk Pamela Chaffee informed the Board that we have been receiving invoices bi-weekly and she had asked the owner to please submit one invoice prior to the monthly Board meeting. Supervisor Judy Maike made the motion to accept the bid (subject to the once a month submission of invoices), supported by Trustee Richard Long. Ayes all. Motion passed. We also discussed the icing of the Transfer Station parking lot. Supervisor Judy Maike informed the Board that in prior years we had barrels of a salt/sand mixture available at the Transfer Station but our barrels are empty. Clerk Pamela Chaffee volunteered to contact the Road Commission to inquire about the cost and procedure for acquiring more.

C. **Training for Deputy Zoning Administrator:** After a short discussion, Supervisor Judy Maike made the motion to approve training for Mike Mohr scheduled for February 15th and 16th to include the cost of the training, mileage, and per diem. Supported by Trustee Richard Long. Ayes all, motion passed.

- D. **Padlocks:** The padlocks at the Transfer Station are wearing out/rusting/freezing. After a very short discussion, Supervisor Judy Maike made the motion to spend up to \$200 on new/good padlocks – supported by Clerk Pamela Chaffee. Ayes all. Motion passed.
- E. **Hall Rentals Waived for Funeral Functions:** The Board discussed waiving the fees for renting the township hall to residents that are in need of the space for funerals. We all agree that it would be generally appropriate but that the deposit would still be needed. Supervisor Judy Maike made the motion that we offer this service on a case-by-case basis. Supported by Trustee Richard Long. Ayes all. Motion passed.
10. **Officer's Reports**
- a. **Zoning Official/Planning Co/ZBA:** The Planning Commission is ready to publish the ad to update the zoning for Salvage/Junk Yards. That hearing is scheduled to take place at the February meeting
 - b. **County Commissioner:** no report
 - c. **Transfer Station:** Jeffrey Craigmyle reported that the transfer station is going well. He said that the padlocks had been his biggest problem. Supervisor Judy Maike informed the Board that she has contacted A-Waste about removing one of the dumpsters. They will give us a price adjustment on our next bill, but may not need to physically remove the dumpster. She also said that the Township's M-37 property should be surveyed so that we can eventually move the Transfer Station to that location. She will contact a surveyor for a price quote.
 - d. **Supervisor:** Supervisor Judy Maike again asked the board members to have something ready at the next meeting to submit to the newsletter. She said that it is time to look into resurfacing the parking lot and will seek bids. After a very short discussion about the Merger Agreement for the Fire Board, Supervisor Maike made the motion to approve the agreement, second by Richard Long. Ayes all. Motion passed. Clerk Pamela Chaffee will check with Lora Kalkofen regarding extra payments on the Fire Building. Supervisor Maike also updated the Board on changes on the COLA Board.
 - e. **Clerk:** Township Clerk, Pamela Chaffee, informed the board members that she is still digging out but is making headway.
 - f. **Treasurer:** Treasurer Brandy Fleming had no news.
 - g. **Trustees:** Trustee Richard Long commented on upcoming MTA training in April that he would like to attend. Supervisor Maike commented that it was good training and the cost is about \$1,000. There was no motion to approve the expenditure.

11. **Public Comment:** none

12. Adjournment at 3 p.m.

Respectfully submitted by Pam Chaffee, Clerk
02/15/2017