

APPROVED MINUTES
EVERETT TOWNSHIP
SPECIAL MEETING
November 28, 2016

1. Call to Order: Supervisor Judy Maike called the meeting to order at 10:10 a.m.
2. Roll call: Supervisor Judy Maike, Trustees Curt Chaffee and Richard Long, Treasurer Brandy Fleming, Clerk Pam Chaffee
3. Pledge of Allegiance
4. Brief Public Comments – none
5. Agenda Approval – Motion by Supervisor Maike to approve the agenda with the following changes: 5. Approval of Nov 15 Board Minutes to be tabled; 8A. Curt Chaffee’s resignation from the Planning Commission; 9A. COLA; 9B. County Officers Meeting; 9C. NCEDO; 9D. Board of Review Appointment; 9E. Hall Rental. Seconded by Richard Long. Ayes all – passed.
6. Public Comment – none
7. Consider applications for Zoning Administrator position. After little discussion it was decided that it would be in the Township’s best interest if Supervisor Maike would approach Bob Hall with an offer of an hourly raise up to \$15 per hour as well as hiring Mike Mohr as an assistant/enforcement officer with a wage of \$12 per hour. Trustee Curt Chaffee made that motion which was supported by Trustee Richard Long. Ayes all. Passed
8. A. Trustee Curt Chaffee submitted his resignation for his seat on the Planning Commission. The Board had a brief discussion about the various vacancies, both on boards and appointed positions, that need to be filled (including two on the Planning Commission as Curt Chaffee and Mike Mohr will be leaving their seats) At 10:40 Trustee Curt Chaffee asked that the Board go into closed session. Support by Supervisor Judy Maike. Ayes all, so moved. At 10:50 the closed session was ended. It was decided that Supervisor Maike will place an ad in both the Times Indicator and the Hi-Lites for people interested in serving on a Township Board.
 - B. Supervisor Judy Maike told the Board about the upcoming County Officers Meeting to be held in the County Commissioner’s Room on Dec 7. She stated that the meetings are held every two months.
 - C. NCEDO – tabled.
 - D. An opening on the Board of Review will be included in the ad to be placed (see 8A above).
 - E. Treasurer Brandy Fleming informed the Board that someone had inquired about renting the Hall on Jan 14, 2017. The discussion that followed included making sure the Hall was clean before it was rented, that the information needs to be added to the calendar on the bulletin board when the hall is reserved, that the agreement goes to the Clerk and the deposited funds go to the Treasurer. The clerk is responsible for checking the Hall before and after the rental (before the cleaning deposit is returned).
 - F. The Clerk had received a bill from A-Waste for the dumpsters used at the Clean-Up Day that had a due date prior to the next meeting. Supervisor Judy Maike made the motion that the bill be approved to be paid prior to the next meeting, supported by Richard Long. Ayes all. Passed.

We decided to add two items to our next regular meeting: a) whether we need to fill the cleaning position and b) if we can work out some regular hours for the Hall to be open and then include that information in our next newsletter.

Respectfully Submitted by Clerk Pam Chaffee