

APPROVED MINUTES

EVERETT TOWNSHIP
REGULAR MEETING
December 17, 2013

1. Call to Order: Supervisor Judy Maike called the meeting to order at 7:00 p.m.
2. Roll call: All present. Don Clary, Curt Chaffee, Roshelle Wright, Judy Maike, Gloria Reyes.
3. Pledge of Allegiance was led.
4. Brief Public Comments – 3 min. max. Time allowed.
5. Agenda Approval: Motion made by Don Clary to approve agenda as written, 2nd by Curt Chaffee, all ayes, motion carried.
6. Approval of Board Minutes of November 19, 2013. Motion made by Curt Chaffee to approve minutes as written except for 9B. Type error of the word clark to clerk, 2nd by Don Clary. All ayes, motion carried. (The minutes were discussed before approval, due to Supervisor elaborating on the wording of the minute's and wanting the clerk to change the minutes the way they were written to elaborate more on each topic, the clerk informed the township board that the minutes were supported by motions, and to keep minutes short, touching base on the topics and important discussion. Minutes were approved as written.)
7. Unfinished Business
 - A. Pathways Project: Curt Chaffee reported on the Pathway project and where to put the path in our township if we choose to participate in this project. Curt Chaffee discussed where a path could be located in our township as well as the project be projected from our road funds, Oak St. & 40th St. were discussed as a possible placement for the pathways project, Curt will keep the board updated on the pathway project meetings that are quarterly.
8. New Business: none.
9. Bills & Financial Transactions
 - A. Clerk presents Township Bills - Amount: \$13,780.11, motion made by clerk Roshelle Wright to pay the months financials, 2nd by Curt Chaffee, all ayes, motion carried.
 - B. Treasurer's Financial Report – \$4,740.00 check was received from the Cemetery Board for insurance premiums for the years of 2009, 2010, 2011 and 2013, regarding past insurance invoices paid from the cemetery fund instead of the Big Prairie fund, the cemetery returned the monies for those years that were due to our township. Treasurer informed the board that her and the clerk were still working on balancing our numbers and will report back when it is completed. Roshelle Wright made a motion to accept Gloria Reyes reports, 2nd by Curt Chaffee, all ayes, motion carried.
10. Officer's Reports
 - A. Zoning Official – Robert Hall our zoning administrator reported on November 2013 permits, Bob is working with the assessors assistant Judy Lindberg on collaborating and merging files, the master plan is still being worked on, final maps are in place, the ZBA met for expansion of the business Midway Towing and that for the planning minutes, ZBA minutes all needed to be elaborate and explaining in detail. Robert Hall will be out of the office on December 24, 2013 and Robert Hall will be attending the MTA conference, fee of \$113. 55 already submitted and paid for, as well as the six new dwelling permits in our township.
 - B. County Commissioner was not present.

- C. Transfer Station- Ron Thorne, our new employee for the transfer station submitted a proposal for the board to review on the discard of metal at the transfer station. Ron Thorne second proposal #2 was discussed involving any items dropped off, Ron Thorne would cleanup and sell online and Everett Township receive 30% of any items sold. Ron Thorne's proposal for discarding metals involved him cleaning metal, separating metal, pictures taken and submitted to the Everett township board before taking metal in for fee and a 30% return for Everett Township on all metal he submits, Everett Township will review both his proposals 1&2 before the January meeting and items will be placed on the agenda for the next meeting on January 15, 2014, for now both proposals are tabled until next month's meeting. Transfer station details were again discussed, including purchasing tickets, scrap metal, which is 7 cents a pound, Granger's behavior on last day as an Everett Township employee, unhappy residents with new attendants being hired, few issues with new prices. Also, refrigerators and free-on was discussed. Clerk informed both Ron Thorne and Jeff Craigmyle, both new transfer station attendants that when submitting any cash to Everett Township, both their signatures were required on any paperwork for liability purposes. Any supplies needed for the transfer station, an attendee will contact Everett Township for any supplies needed and the supplies will be brought out to them. Cash box now holds \$60.00 in cash to start the Saturday trash day, a cash box was delivered there for usage. Ken Granger & Georgia Burns need to be removed from Rosenberg's account, and update account information, the clerk will take care of this letter and submit to Rosenberg's for update.
- D. Building Maintenance – the thermostat in the new addition is broken, Everett Township maintenance will be contacted, no immediate need to rush on the fix.
- E. Library Board – Judy Maike reported on Library board, Pam Chaffee will be attending the Library Board meeting set for December 18, 2013 and will have report for next month. Supervisor could not attend this meeting.
- F. Fire Board – Don Clary reported on Fire board, not much going on there except the ground break and start of the new fire station will start after the new year.
- G. Planning Commission – Curt Chaffee reported on the planning commission updates, digital copies of comprehensive plan/master plan were located from prior Robert Toland's consultant who had copies are being worked on by Pam Chaffee, Pam will submit for review from the board once finished with any changes.
- H. ZBA – the ZBA met this month for Midway towing review.
- I. Supervisor – Supervisor Judy Maike reported on letter from Unison regarding tower contract. After the new fiscal year, our attorney will review and give opinion on any letters of interest pertaining to the tower contracts we obtain. Everett Townships portion of the new fire station payment is paid once a year in a lump sum of \$19,000, our cd's were discussed as possible payment. Veteran's Disabled Exemption was discussed, our township has five so far who are eligible. Everett townships taxes received will be reduced due to these five exemptions. Hubbard letter, submitted was discussed and the upcoming court date on January 8, 2014 regarding our court cases. Letter submitted and enclosed for review.
- J. Clerk – Roshelle Wright reported on balances of general fund and street fund, discussed the look of the new reports submitted to board members, clerk will now make reports reflect the prior month when submitted to match the month of the treasurers reports submitted, so the months match. Roshelle Wright discussed line item deficits and no need to amend budget unless the whole fund is in the negative.
- K. Treasurer – none.

- L. Trustees – none.
- M. Other Committee Reports – none.
- 11. Public Comment – time was allowed.
- 12. Adjournment was called at 8:30.

Minutes prepared by clerk Roshelle Wright