

APPROVED MINUTES

EVERETT TOWNSHIP
REGULAR MEETING
December 20, 2016

1. **Call to Order:** Supervisor Judy Maike called the meeting to order at 1:05 p.m.
2. **Roll call:** Present: Judy Maike, Supervisor; Brandy Fleming, Treasurer; Curt Chaffee, Trustee. Richard Long, Trustee; Pamela Chaffee, Clerk. Also Attending: Jim Maike, County Commissioner; Jeffrey Craigmyle, Transfer Station Officer; Deputy Ray Lundeen, Newaygo County Sheriff's Department
3. **Pledge of Allegiance.**
4. **Agenda Approval:** Motion by Trustee Curt Chaffee to accept agenda with the following additions:
Unfinished Business: E. Don Clary – Recognize his service. 2nd by Trustee Richard Long, all ayes. Motion carried.
5. **Approval of Board Minutes of November 15 & 28, 2016:** Motion by Trustee Richard Long to accept the November 15 & 28 minutes with the correction of two typos. Second by Treasurer Brandy Fleming. Ayes all. Motion carried.
6. **Public Comment:** none.
7. **Bills & Financial Transactions**
 - A. **Treasurer's Financial Report** – Treasurer Brandy Fleming reported on the General Checking \$274,867.48 & Tax Account \$1897.83, report accepted and filed.
 - B. **Clerk presents Township Bills** – Clerk Pamela Chaffee presented bills and payroll totaling: \$13,102.29 for the Board's approval. Motion by Trustee Richard Long supported by Treasurer Brandy Fleming to approve payment of the December 2016 bills, all ayes. Motion carried.
 - C. **Budget Review:** Clerk Pamela Chaffee thanked the Board for their patience and asked them to wait another month to address the budget concerns. The members of the Board agreed to wait one or two months for the new clerk to get a better handle on the accounts of the Township before we make any budget adjustments.
8. **Unfinished Business:**
 - A. **Fund Number for Building Authority.** The clerk informed the board that the fund number for additional payments on Everett Township's portion of the bond debt of the White Cloud Area Fire District Building Authority is 101-279-965. Trustee Chaffee asked the Board to consider paying an extra amount on the bond loan to save taxpayer dollars in interest over the life of the bond debt. The clerk offered to contact Lora Kalkofen, Chairperson of the WCAFDBA to ask if we could make the payment directly to the bond holder, Choice One bank, thus avoiding any delay that may occur should we make the payment through the Building Authority. Tabled until next regular meeting.
 - B. **Hall Cleaning:** The Board agreed to continue as we are. To be reviewed if any changes need to be made.
 - C. **Regular Township Hours:** After a short discussion, it was decided to revisit this at a Spring meeting.
 - D. **Response to Ad – Applicants for Planning Com and Board of Review:** Supervisor Maike supplied the Board with a chart of the vacancies currently needing to be filled which included not only the Planning Commission and the Board of Review, but also the COLA Board and the Zoning Board of Appeals. The Board asked that current applicants to the Planning Commission, as well as

any other residents that may be interested, be asked to attend the next (January) Board meeting. Supervisor Judy Maike had received two applicants for the two positions on the COLA Board, both of which are Everett Township residents. Supervisor Maike made the motion to appoint James Breinling and Duane Witter to represent Everett Township on the COLA Board with Supervisor Maike and Trustee Long as alternates. Support by Clerk Pamela Chaffee. Ayes all. Motion passed. There is still one vacancy on both the Board of Review and the Zoning Board of Appeals. After a short discussion it was decided that, as there is no meeting of either board in the very near future, we would continue to seek applicants and bring this up again at the January Township Board meeting.

E. **Don Clary:** Trustee Curt Chaffee will either purchase or compose an appropriate Thank-You card to recognize Don's many years of service to our township.

9. **New Business**

- A. **Memo from Dale Twing, Drain Commissioner re: Solid Waste Planning:** Supervisor Judy Maike made the motion to approve amending the Solid Waste Management Plan to allow the export of solid waste from Newaygo County to Wayne County. Second by Richard Long. Ayes all. Motion passed. Clerk Chaffee will notify Drain Commissioner Twing.
- B. **Zoning Administrator's resignation – rescind?:** Supervisor Maike had been in contact with Bob Hall who agreed to continue to work for our township as Zoning Administrator under the terms agreed to at the last Board meeting. Trustee Curt Chaffee made the motion to rescind the acceptance of Bob Hall's resignation as it had been presented at our last meeting. Support by Clerk Pamela Chaffee. Ayes all, motion passed. Also, as part of our terms agreed to at our last Board meeting, the motion was made by Supervisor Maike with support by Trustee Chaffee to hire Mike Mohr as "Deputy Zoning Administrator" to assist Bob Hall as an enforcement officer while training as Zoning Administrator as Bob Hall has very limited time to provide his services to our township. Ayes all, motion passed. Supervisor Maike will compose an official letter to Mike Mohr.
- C. **Planning & Zoning News \$185 per year:** Supervisor Judy Maike made the motion to continue to subscribe to the Planning and Zoning News, supported by Clerk Pamela Chaffee. Ayes all, motion passed.
- D. **Township Standard Operating Procedures – Hearings and Public Meetings:** Supervisor Judy Maike shared a printed suggestion of Township SOPs – to be discussed next month.

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 January meeting. (update: there were not enough days to provide the required public notice prior to the meeting, so this will be scheduled for the February meeting).
- b. **County Commissioner:** Commissioner Jim Maike Jr reported that there are changes to the County Board of Commissioners. Larry Lethorn, who had much valuable knowledge and has had a positive influence on the County, is being replaced by Vern Willett. Steve Johnson will be replaced by Brian Kolk. The county parks are closed for the season, but are running in the black. Health care is still an issue for the County but they are hopeful that the problem will be solved with the changes coming with our new POTUS.
- c. **Transfer Station:** Jeffrey Craigmyle reported that the transfer station is going well but we only filled two dumpsters last week-end. Fees were discussed and Supervisor Maike suggested removing one of the dumpsters to reduce costs while our use is down.

- d. **Supervisor:** Supervisor Judy Maike asked the board members to have something ready at the next meeting to submit to the newsletter. She also updated the board on the new agreement made with AT&T that should save our township some expense. The new plan will cost us \$25 a line for a monthly total of under \$100, AND we may get some credit from AT&T for past payments. We will have to ask them to review our plan again in September of 2017. Supervisor Maike asked the Clerk to watch for the next bill to check that the changes are in place. She also asked that the Board review a new Joint Fire Board Ordinance and that it be added to next month's agenda. Ralph Zimmerman and Supervisor Judy Maike are the Everett Township's current representatives on the Fire Board. Supervisor Maike made the motion to accept Trustee Richard Long as our alternate to that Board. Supported by Clerk Pamela Chaffee. Ayes all, passed.
- e. **Clerk:** The new Everett Township Clerk, Pamela Chaffee, thanked the Board for their patience and especially Treasurer Brandy Fleming for her help. She handed out copies of the Newaygo County Directory that will need to be changed to reflect the new Board members and asked that everyone add or change any information to what they would like printed in that public directory and get the copy back to her.
- f. **Treasurer:** Treasurer Brandy Fleming told the Board that we had received a bill from the Drain Commissioner that had gone to her attention which was not for collected taxes but is literally a bill to the township. She said that bill should have come to the clerk's attention to be paid.
- g. **Trustees:** Welcome new Trustee Richard Long.

11. **Public Comment:** none

12. Adjournment was made at 2:35 p.m.

Minutes respectfully submitted by Pam Chaffee, Clerk
01/15/2017