

# APPROVED MINUTES

## EVERETT TOWNSHIP REGULAR MEETING

April 19, 2016

1. Call to Order: The meeting was called to order by Supervisor Judy Maike at 1:05 p.m.
2. Roll call: Present: Roshelle Wright, Brandy Fleming, Judy Maike, Curt Chaffee. Absent: Don Clary.
3. Pledge of Allegiance was led.
4. Agenda Approval with additions of 8A, 9A, 9B. Motion to approve agenda with additions made by Roshelle Wright, 2<sup>nd</sup> by Brandy Fleming, all ayes, motion carried.
5. Approval of Board Minutes of March 15, 2016: Motion to approve said minutes March 15, 2016 as written by Roshelle Wright, 2<sup>nd</sup> by Judy Maike, all ayes. Motion carried. March 31, 2016: Motion to approve said minutes by Roshelle Wright, 2<sup>nd</sup> by Curt Chaffee, all ayes. Motion carried. April 13, 2016: Motion to approve said minutes by Roshelle Wright, 2<sup>nd</sup> by Curt Chaffee, all ayes. Motion carried.
6. Public Comment: Jim Maike reported on the new county administrator, discussed adding a visitor's guide into the Hi-Lites newspaper. Richard Long, candidate of Everett Township came to introduce himself to the board members.
7. Bills & Financial Transactions
  - A. Treasurer's Financial Report – Total for General account \$278,444.87; Tax Account \$184.20. Inserts for the newsletter to go out in the tax bill deadline is May 17, 2016.
  - B. Clerk presents Township Bills - Amount: \$212,810.93. Clerk Roshelle Wright made a motion to pay the bills, 2<sup>nd</sup> by Judy Maike, all ayes. Motion carried. Clerk Roshelle Wright closed out prior month finances and the board discussed the fund balances of the reports, Clerk & Treasurer match with the bank.
  - C. Budget Review: Amend Resolution # 2016-11, Roshelle Wright made a motion to approve the transfer of funds, resolution 2016-11, Roll call vote: Roshelle Wright; yes, Brandy Fleming; yes, Judy Maike; yes, Curt Chaffee; yes. (4) Yes, (1) absent. Motion carried. 2016-12, Roshelle Wright made a motion to adopt Resolution 2016-12 to amend year end budget figures, roll call vote: Roshelle Wright; yes, Brandy Fleming; yes, Judy Maike; yes, Curt Chaffee; yes. (4) Yes, Don Clary Absent. Motion carried.
8. Unfinished Business:
  - A. Audit – June 9-10 Clerk Roshelle Wright reported that Gabridge Company requested contract be signed again and returned and the 2016 audit is scheduled for June 9 & 10.
9. New Business
  - A. Road Co. Estimate/items – tabled. Judy Maike made a motion to accept request from County Road commission on Abandonment portion of Thornapple Ave. South of E. Baseline, 2<sup>nd</sup> by Roshelle Wright. Roll call vote: Roshelle Wright; yes, Brandy Fleming; yes, Judy Maike; yes, Curt Chaffee; yes. (4) Yes, (1) absent; Don Clary. Motion carried.
  - B. Brine Bid: Roshelle Wright made a motion to accept & renew our contract with D&B Brine in White Cloud, 2<sup>nd</sup> by Curt Chaffee, all ayes. Motion carried.
10. Officer's Reports
  - a. Zoning Official/Planning/ZBA: Robert Hall reflected on modifying the Everett Township Ordinance, continuing issues on Sylvan Lake, Citizens Training for Bob Hall and another

planning commission member. This training is set for 1 day a week, 3 hour classes for 7 weeks at a cost of \$300.00. Curt Chaffee will contact the Par Plan to see if they possibly reimburse a portion of the training fee. Curt Chaffee made a motion to send 2 people from the planning commission to the citizen planning training in Fremont, per diem \$65.00 each per training for 7 classes, 2<sup>nd</sup> by Roshelle Wright, all ayes. Motion carried.

- b. Transfer Station: Jeff Craigmyle reported that the transfer station is running great.
  - c. Supervisor: Judy Maike reported on spending \$200.00 for signage for the Transfer Station, Supervisor already had prior approval.
  - d. Clerk: reported on Insurance of Terrorism Coverage not needed, all 3 millages for August election have been submitted to the county, Transfer Station clean-up day is set for May 21, 2016, 9 - 4 p.m.. Roshelle Wright made a motion to approve 4 workers for clean-up day at \$10.00 per hour, 2<sup>nd</sup> by Curt Chaffee, all ayes. Motion carried.
  - e. Treasurer: reported on 2015 payable taxes have been collected.
  - f. Trustees: admin fee – tabled.
11. Public Comment: time allowed.
12. Adjournment: Supervisor called adjournment at 2:55 p.m.

Minutes prepared by Clerk Roshelle Wright