

DRAFT MINUTES

EVERETT TOWNSHIP

REGULAR MEETING

August 18, 2015

1. Call to Order: The meeting was called to order by Supervisor Judy Maike at 7:00 p.m.
2. Roll call: Full board present: Roshelle Wright, Brandy Fleming, Judy Maike, Don Clary, Curt Chaffee
3. Pledge of Allegiance was led.
4. Agenda Approval: The clerk made the following changes: Move 9A & 9B agenda item to 7 line item so our visitors could speak before the financials, motion by Judy Maike to accept agenda as written, 2nd by Curt Chaffee, all ayes, motion carried.
5. Approval of Board Minutes of July 21, 2015; Roshelle Wright made a motion to accept minutes as written, 2nd by Curt Chaffee, all ayes, motion carried.
6. Public Comment: time allowed.
7. New Business
 - A. Deb Berger, David Wright, Deanna Lowry-Jensen from the building department gave the board a summary of benefits for the building department doing Everett Township building permits instead of having a contract with an employee, discussion took place, questions were asked, the board agreed that Duane Crusan needs to turn over all copies of any permits and files he has in his possession for the board to keep in the Everett Township building, there is also no cost to the township, no liability, all documents are sent the Everett Township Assessor to collaborate information for tax purposes. Everett township tabled the Building permit discussion until the next meeting in September to review and make a decision on what is best fit for Everett Township and building permit processing.
 - B. Wolverine Company presented their contract, along with verbiage discussed that needed changed per the planning commission, as well as the approval from the planning board to allow the new contract to be put into place by motion to accept. Everett Township board made a motion to accept the Wolverine upgrade on the power lines, in Everett Township, behind our facility. A motion was made by Curt Chaffee, 2nd by Judy Maike to allow Supervisor Judy Maike to accept and sign the right of way contract, all ayes, motion carried.
 - C. Holiday Pay for any Everett Township Employee: Judy Maike made a motion to pay Jeff Craigmyle \$18.00 for 4 hours for working July 4, 2015, 2nd by Curt Chaffee. All ayes, motion carried. All holiday pay will be reviewed, discussed on individual basis.
8. Bills & Financial Transactions
 - A. Treasurer's Financial Report – Treasurer Brandy Fleming presented the treasurer financials with accounts for July 2015: General fund: \$97,685.72, Road fund: \$298,666.33, cash checking total: \$396,352.05. Tax account total \$27,509.56.
 - B. Clerk presents Township Bills - Amount: Clerk Roshelle Wright closed out July 2015 financials with a total of General Cash Checking: \$98,987.72, Road fund: \$298,666.33, Building Fund: \$-1302. For a total account fund balance of \$396,352.05, reports accepted and filed. August financials total: \$10,461.29, Roshelle Wright made a motion to pay August 2015 financials, 2nd by Curt Chaffee, all ayes, motion carried. Discussion took place on the D&B Brine bill total for \$330.00, Supervisor Judy Maike will call and review details of this bill and has been tabled until September 2015 meeting.

C. Budget Review: The board reviewed the Standard budget report for August 2015 and no adjustments were needed.

9. Unfinished Business

A. A-Waste Bid: A motion was made to accept A Waste's bid for the Transfer Station waste removal, 2nd by Curt Chaffee, all ayes, motion carried. The new bins are comparable and the A Waste bid was accepted, Judy Maike will call Republic and cancel their contract, get keys returned as well as call A Waste to set up waste removal details. Also, Transfer station accepting shingles was discussed and the Transfer Station will no longer be accepting any shingles.

10. Officer's Reports

- a. Zoning Official: Robert Hall submitted his monthly report, accepted and filed. Discussion took place about cell towers and zoning, Verizon filled out a permit application, the MTA training for August 25, 2015 Robert Hall asked for a reimbursement fee of \$20.25 for the training fee, Bob's log book has been started for review and Curt Chaffee wanted to address replying to any complaints, phone calls, these items are to be noted in the new log book and the Supervisor will give Bob Hall new details of log book submissions and complaints. David Wright spoke about an enforcement position being put in place and a zoning coordinator.
- b. County Commissioner: none.
- c. Transfer Station: none.
- d. Building Maintenance: The board asked if the parts were ordered for the new front door, the clerk asked that this be in place before the November election.
- e. Library Board: Judy Maike reported that the library has installed a camera system.
- f. Fire Board: Judy Maike reported the fire board is working on a grant for a flashing light, also the clerk asked for the Supervisor to mention at their next meeting if the Fire board could discuss the project of re installing the tornado warning.
- g. Planning Commission: Curt Chaffee reported on combining ordinances for residential districts, a public hearing is set for September 2015 for input for changing the ordinance sections 6, 7, 9.
- h. ZBA: none.
- i. Supervisor: A. A motion made by Judy Maike, 2nd by Curt Chaffee for permission to send insert for publication to the hi-lites for the Transfer Station and Hall rentals, all ayes, motion carried. The clerk will look into if the fee for the hall rental is the same for non-residents and residents and report back to the board members. B. A folder will be made for the website for anything that is needed for Jim Maike to put onto the website. This folder will be in the clerk's office to review. C. The printer for Bob Hall that was previously approved has been purchased. D. Supervisors retreat for MTA was discussed for the professional development, totaling \$633.00; the board felt the Supervisor did not need to attend this time. E. The lady bird act was discussed, the property on M37 that the township owns deed was looked into and discussed, the deed information was submitted and filed and the information for a possible new transfer station site on M37 is still being reviewed. F. The Michigan Par Plan with policies were reviewed and tabled until September 2015 meeting. G. Supervisor has ordered the last brine for August 2015.
- j. Clerk: A. A copy of the Sherman Township resolution regarding a special assessment for the Fire Authority payment they have in place was reviewed and tabled until more information

and correct figures can be gathered. Dave Wright has a special assessment book he will lend the township board to review to gather needed information.

B. The clerk presented a trial balance report for the board members to review and gain understanding of this report on, the clerk will be adding in this report on a monthly basis into the board packets for review.

C. The Planning Commission Chair position, a three (3) year term is up for renewal, Roshelle Wright made a motion to renew Jim Maike as Chairman, position 1 for a 3 year term ending in August, 2018, 2nd by Curt Chaffee, all ayes, motion carried.

D. North Country Inspection was again discussed by clerk, invoices and receipts, the fund, building permits, the county using BS&A which correlates with our tax assessor's information. The board called Tax Assessor assistant Judy Lindberg during our board meeting to ask her questions regarding data base, monthly reporting, export/input county methods. This will be tabled until further notice.

k. Treasurer: Brandy Fleming reported on 2009 database, history of parcels, three (3) certified mail sent for delinquent taxes owed to the township, personal property taxes owed.

l. Trustees: none.

m. Other Committee Reports: none.

11. Public Comment: none.

12. Adjournment: Brandy Fleming made a motion to adjourn at 9:10 p.m., 2nd by Judy Maike, all ayes, motion carried.

Minutes prepared by Clerk Roshelle Wright