

# APPROVED MINUTES

EVERETT TOWNSHIP

REGULAR MEETING

August 16, 2016

1. Call to Order: The meeting was called to order by Supervisor Judy Maike at 1:00 p.m.
2. Roll call: Present: Roshelle Wright, Judy Maike, Don Clary, Curt Chaffee. Absent: Brandy Fleming. (Deputy Treasurer Tia Turco present)
3. Pledge of Allegiance was led.
4. Agenda Approval: Roshelle Wright made a motion to accept agenda as written, 2<sup>nd</sup> by Don Clary. All ayes, motion carried.
5. Approval of Board Minutes of July 19, 2016: Don Clary made a motion to accept minutes as written, 2<sup>nd</sup> by Judy Maike. All ayes, motion carried.
6. Public Comment: none.
7. Bills & Financial Transactions
  - A. Treasurer's Financial Report – Tia Turco reported for Absent Brandy Fleming: General Checking total \$260,182.59; Tax account total \$81,949.45.
  - B. Clerk presents Township Bills - Amount: \$14,802.17. July 2016 financials were closed out, Clerk Roshelle Wright explained the difference between her reports and Treasurer Brandy Fleming, with the difference of \$685.00 that wasn't there before the audit, the auditor is looking into this figure.

Roshelle Wright made a motion to pay August 2016 financials, during this time, Supervisor Judy Maike presented a last minute bill that needed an approval and to be added into August 2016 bills to be paid, Schuiteman & Salacina, PLC invoice #3158 was added totaling \$2000.00. New August 2016 total: \$16,802.17. Clerk Roshelle Wright asked where this invoice came from and Judy Maike stated: "per Michigan Township Association recommended opinion on Clerk Roshelle Wright Residency case". Trustee Curt Chaffee suggests a "new attorney because "he didn't have a valued opinion for the money spent". Don Clary 2<sup>nd</sup> the motion to pay August 2016 bills, all ayes. Motion carried. (Clerk Roshelle Wright has added in this discussion per advice). Judy Maike will also call Consumers Energy to request why our check sent to them was not accepted and will inform clerk of how to go about paying this invoice.
  - C. Budget Review: Planning Commission Member filed complaint of underpaid for training per diems. Resolution 2016-14 referenced the prior adoption of pay rates, per diems were discussed and meeting/training per diems have not changed. Clerk Roshelle Wright will have the auditor look into the \$685.00 total that was not there prior to the audit, as well as the 101-870-803 Unemployment fund. Resolution 2016-18 was adopted. See resolution.
8. Unfinished Business:
  - A. Pension Audit: Curt Chaffee would like to perform his own audit on the pension funds, he will obtain reports needed from the clerk.
  - B. Improvement funds for M-37 property: Judy Maike will look into grant funds for projects.
9. New Business: none.
10. Officer's Reports
  - a. Zoning Official/Planning Co./ZBA: Curt Chaffee reported nothing new for zoning, planning commission is revising ordinance problematic areas in township, ordinance with changes

has not been printed yet and Zoning administrator Bob Hall did not leave a report for the board this month.

- b. County Commissioner: none.
  - c. Transfer Station: Jeff Craigmyle reported the transfer station has been slow lately, Clerk Roshelle Wright asked Jeff Craigmyle to please insert another voucher for his monthly phone reimbursement check. Scrap metal was discussed and Motion by Judy Maike for a classified ad for scrap metal bids to remove from Transfer Station, sealed bids sent to Everett Township clerk to bring to the next or following meeting for discussion, 2<sup>nd</sup> by Roshelle Wright. All ayes, motion carried.
  - d. Supervisor Judy Maike reported on a letter she received from Newaygo County Recycling asking for a donation. Everett Township used to donate \$500.00 a year but hasn't participated in a few years. DTE customers can fill out an application for furnace tune ups. Fire board Ordinance from 2006 needs review.
  - e. Clerk – Clerk Roshelle Wright will contact our accounting department to obtain information on how to add the previous roll over budget amount can reflect into our new budget totals.
  - f. Treasurer: none.
  - g. Trustees: Pension audit for Curt Chaffee will be going back six years from 2009 for review.
11. Public Comment: Curt Chaffee is working on the pathway project and how to seek road project funding.
12. Adjournment was at 2:15 p.m.

Minutes prepared by Clerk Roshelle Wright