

# DRAFT MINUTES

EVERETT TOWNSHIP

REGULAR MEETING

September 15, 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: Motion made by Curt Chaffee to accept agenda as presented, 2<sup>nd</sup> Don Clary, all ayes, motion carried.
5. Approval of Board Minutes of August 18, 2015: Motion made by Don Clary, 2<sup>nd</sup> by Curt Chaffee to adopt August 18, 2015 minutes with the following changes: 10JC; Scratch both “chairman” words and change to commissioner, in the first and second line. All ayes, motion carried.
6. Public Comment: time was allowed. Wayne Bumstead presented maps/literature on ~~John~~ Jon Bumstead’s behalf.
7. Bills & Financial Transactions
  - A. Treasurer’s Financial Report – report filed. Brandy Fleming reported on General checking account total of \$390,445.80 and Tax Account total \$43,587.76.
  - B. Clerk presents Township Bills - Amount: \$172,967.47 for September 2015. Clerk Roshelle Wright closed out the August 2015 reconciliation reports matching Brandy Fleming and the checking accounts. The September bills reflect the general checking bills of \$27,227.11 and the road project bills total of \$145,740.36. Motion made by Roshelle Wright, 2<sup>nd</sup> by Curt Chaffee to pay the September 2015 bills due, all ayes, motion carried.
  - C. Budget Review: Resolution 2015-14 presented by Clerk Roshelle Wright to transfer funds as follows: ~~debit \$101-265-963 from Misc. funds and credit \$100.00 to 101-721-955 Planning Training, 101-253-703 Brandy Fleming extra meetings, \$100.00 to 101-215-703 Roshelle Wright extra meetings, Act. # 101-262-727 of \$100.00 for election postage~~, Board members to attend needed training when available. Roll call vote: Roshelle Wright, yes, Brandy Fleming, yes, Judy Maike, yes, Don Clary, yes, Curt Chaffee, yes, (5) yes, motion carried.
8. Unfinished Business:
  - A. North Country Inspections: Duane Cruzan joined our meeting to present any answers the township board had for him regarding permits and our contract that Everett Township holds with him. Curt Chaffee explained we needed records from him for the township to keep for invoices purposes. Brandy Fleming receives reports monthly from Duane Cruzan with documentation matching permit amounts. Discussion took place regarding the county taking any and all permits Everett Township receives instead of having a contract with North Country. Clerk asked for Duane Cruzan to turn in the invoice sooner to be added into the months bills, instead of being late and the clerk adding to the bills at the meeting and after all reports were already done. Duane touched base on the new “employee” status changes Judy Lindberg, our assessor assistant also receives documentation so she can collaborate information. Tabled for October 2015 board meeting.
9. New Business: none.
10. Officer’s Reports
  - a. Zoning Official: Curt Chaffee read Robert Hall’s monthly report. Report accepted and filed.
  - b. County Commissioner: none. Absent.

- c. Transfer Station: Jeff Craigmyle reported on the transfer station, Judy Maike is in contact with Republic and discontinuing services and changing our service to A Waste. Judy Maike needs prices for signage at the transfer station, Tabled until October 2015 board meeting. Transfer station attendee's will now pay extra for shingles.
  - d. Building Maintenance: the front door will be installed soon.
  - e. Library Board: Pam Chaffee & Judy Maike reported that security cameras were installed inside the library and the library is preparing for the "trail town celebration" coming up.
  - f. Fire Board: Ralph Zimmerman reported that the fire station is replacing a brush truck, price is \$33,044.35 for the new truck purchase. The old truck will be put up for sale and the funds will go back into the capital fund when sold. Judy Maike made a motion for Everett Township to agree to the purchase of the new brush truck, 2<sup>nd</sup> by Curt Chaffee, all ayes, motion carried.
  - g. Planning Commission: Curt Chaffee reported on site plan review for Verizon, changes in the zoning ordinance regarding cell towers, a public meeting next month regarding ordinance, training for the planning webinar and inviting other area townships to join, a projector borrowed from county will allow all those who join to view here at the township hall, Curt Chaffee made a motion to add \$55.00 per diem a total of \$900.00 for planning and zoning officials to attend set for October 15, 2015, roll call vote; Roshelle Wright, yes, Brandy Fleming, yes, Don Clary, yes, Judy Maike, yes, Curt Chaffee, yes, (5) yes, motion carried,
  - h. ZBA: none.
  - i. Supervisor: Supervisor Judy Maike included a written report, accepted and filed. Judy Maike reported on a ranger district meeting held on September 21, 2015 at 1:00 p.m. for an open house on the new building, reported on cell tower rights, June 2018 contract is up, also, her report reflected on cola meeting, officers meeting.
  - j. Clerk: Clerk Roshelle Wright reported on the 1 move ballot sent electronically before deadline; sending out absent ballot applications soon; F65 was submitted electronically; Planning Commission per diems will be added to next month's bills for the September meeting; and lastly, for the board to take into consideration for any other board member to be allowed to take training that comes up, when available.
  - k. Treasurer: Treasurer Brandy Fleming reported on Summer tax season being over with. ~~tax collection being over with.~~
  - l. Trustees: none.
  - m. Other Committee Reports: none.
11. Public Comment: time allowed.
12. Adjournment: Supervisor called adjournment at 8:50 pm.

Minutes prepared by Clerk Roshelle Wright