

**DRAFT MINUTES**  
**EVERETT TOWNSHIP**  
**Regular Meeting**  
**June 17, 2014, 7:00 p.m.**

1. CALL TO ORDER- Supervisor Maike called the meeting to order at 7:00 p.m.
2. ROLL CALL – Members Present: Supervisor- Judy Maike, Clerk- Roshelle Wright, Treasurer- Brandy Fleming, Trustee- Donald Clary & Trustee- Curtis Chaffee.  
Members Absent: none.
3. PLEDGE OF ALLEGIANCE.
4. PUBLIC COMMENT – none.
5. AGENDA APPROVAL – Motion by Wright, 2<sup>nd</sup> by Maike to accept the Agenda with the addition of Master Plan to Planning Commission Report. All ayes, motion carried.
6. MINUTES APPROVAL - Approval of Regular Meeting Minutes of May 20, 2014. Motion by Wright, 2<sup>nd</sup> by Clary to approve said minutes as written. All ayes, motion carried. Approval of Special Meeting Minutes of June 4, 2014. Motion by Wright, 2<sup>nd</sup> by Clary to approve said minutes as written. All ayes, motion carried.
7. UNFINISHED BUSINESS
  - A. Road Project Estimates – Maike presented members with a quote from the Road Commission to grub, grade, gravel and pave Sylvan Drive going south of 40<sup>th</sup> Street. Sylvan Drive tabled. Maike will request a list of more suggestions from Kelly at the Road Commission.
  - B. Monthly Public Notice for Hall Rental/Transfer Station Usage – Maike proposed running monthly ads in the Hi-Lites advertising the Hall available for rent and the Transfer Station hours and that it is now open to the public. Motion by Chaffee, 2<sup>nd</sup> by Clary to run the Hall and Transfer Station ads in the Hi-Lites for 3 months, at a cost of no more than \$60.00 a month for both ads. All ayes, motion carried. Chaffee also informed members the hall needs to have the room capacity legally posted and noted the fire marshal needs to be contacted for that.
  - C. Resolution 2014-4 Amend Budget – Motion by Wright, 2<sup>nd</sup> by Chaffee to approve Resolution 2014-4 Amending Budget. Upon roll call vote the following voted aye: Fleming, Wright, Maike, Chaffee, Clary. Nay: none. Absent: none. Motion carried.
8. NEW BUSINESS
  - A. None.
9. BILLS & FINANCIAL TRANSACTIONS
  - A. Clerk presents Township Bills – Motion by Wright, 2<sup>nd</sup> by Fleming to pay bills totaling \$9,242.91. Aye: Maike, Fleming, Clary, Wright; Nay: Chaffee. Motion carried.
  - B. Treasurer’s Financial Report – Balances as of June 17, 2014: General Fund: \$19,490.08; Road Fund: \$213,397.67; Trust & Agency: \$0; Tax Account: \$0; Fifth Third CD (2621): \$36,846.43. Motion by Maike, 2<sup>nd</sup> by Clary to accept Treasurer’s Financial Report. Aye: Maike, Fleming, Clary, Wright; Nay: Chaffee. Motion carried.

10. OFFICER'S REPORTS

- A. Zoning Official – written report submitted.
  - B. County Commissioner – none.
  - C. Transfer Station- Jeff Craigmyle attended the meeting and reported Ron Thorne has removed all the scrap metal from the transfer station and is keeping it at his home until the price goes up.
  - D. Building Maintenance – Judy Maike reported Jim Maike will be holding off on any repairs until after the audit. The board will revisit the front entrance door issue in July. Chaffee suggested looking into an insurance claim on the door.
  - E. Library Board – Pam Chaffee reported there is an open Library Budget Meeting at the Library tomorrow at 8:45am.
  - F. Fire Board – Clary reported the Fire Board meets tomorrow. Maike informed members the Fire Board Building Authority will also meet tomorrow before the Fire Board meeting. Maike spoke with Ron Larson, Everett Township Representative to the Fire Board Building Authority, and he will be at the Regular July meeting to report.
  - G. Planning Commission – Pam Chaffee reported the Master Plan is ready for review by the board. Pam noted the strikeouts are included and the Index will change after the strikeouts are removed.
  - H. ZBA – none.
  - I. Supervisor –Maike informed members she would still like to have the tower contract reviewed by an attorney after the audit is complete. Maike handed out a letter from Judy Lindberg requesting to have the township database put online by BS&A; there would be no cost to the township only to the individual who is seeking the information. Motion by Maike, 2<sup>nd</sup> by Wright to allow BS&A to put the township database online at no cost to the township. Aye: Wright, Maike, Fleming. Nay: Chaffee, Clary. Motion carried.
  - J. Clerk – Wright informed members Joe from Gabridge & Company will be here July 1<sup>st</sup> to work on the audit.
  - K. Treasurer – Fleming reported being contacted by COLA's Accounting firm requesting a copy of moneys owed the township for outstanding loans to COLA.
  - L. Trustees – Chaffee wanted clarification on the audit time frame. It was his understanding the audit will be last fiscal year to date. Chaffee read and submitted his written Trustees report to be added to the meeting minutes.
  - M. Other Committee reports – none.
11. PUBLIC COMMENT – none.
12. MEETING ADJOURNED at 9:10 p.m.

Submitted by Melissa Johnson – Deputy Clerk