

Everett Township Board  
Regular Meeting

February 19, 2013, 7:00p.m.  
Township Hall  
1516 E. 8<sup>th</sup> Street, White Cloud, MI 49349

MINUTES

1. CALL TO ORDER – Supervisor Judy Maike called the meeting to order at 7:00 p.m.
2. ROLL CALL – Members Present: Supervisor Judy Maike, Treasurer Gloria Reyes, Clerk Roshelle Wright, Trustee Donald Clary and Trustee Curtis Chaffee.  
Members Absent: none.  
Staff Present: Building Maintenance Jim Maike and Deputy Clerk Melissa Johnson.
3. PLEDGE OF ALLEGIANCE.
4. PUBLIC COMMENT – none.
5. AGENDA APPROVAL – Motion by Wright, 2<sup>nd</sup> by Chaffee to accept the Agenda as presented. All ayes, motion carried.
6. MINUTES APPROVAL - Approval of Regular Meeting Minutes of January 15, 2013. Motion by Wright, 2<sup>nd</sup> by Reyes to approve said minutes with one correction in 8.C to change wording from Trustee Reyes to Treasurer Reyes. All ayes, motion carried.
7. UNFINISHED BUSINESS
  - A. Free Cleanup day – Free township cleanup day will be on Saturday, May 11, 2013 from 8am-4pm; the date will corrected on the flyers; the tires section will be removed and the Supervisors cell phone number will be added for contact purposes.
  - B. Open House - It was decided to hold the Township Open House on Saturday, May 18, 2013 from 1pm-3pm. Supervisor Maike would like to have an Open House flyer made and distributed at the free cleanup day. Board members are expected to attend both the free cleanup day and the Open House.
8. NEW BUSINESS
  - A. Kelly Smith, NC Road Commission – Smith spoke with the Board regarding the upcoming road projects. He agreed if the Board were entertaining the thought of moving the township transfer station it would be a good idea to put the Spruce project on hold for the time being. Smith said his hopes were that the Board would still use the roads funds to preserve other existing roads. Per Board of Trustee consensus road projects 988.15.11 & 988.15.12(section 21 &28) will be put on hold until further notice. Smith expressed his interest was not to have an opinion either way; but wants to keep the Board informed about current township road conditions and work with the board to stay within its road budget. Both Smith and the Board of Trustees agreed to look over township roads before the next meeting and note trouble areas. Smith invited the Board to the Road Commission Open House scheduled for March 26, 2013 for an informative session and a tour of the facility.
  - B. Board Member Salary – Motion by Wright, 2<sup>nd</sup> by Reyes to correct the wording of 8.B.b. of the March 30, 2012 Special Meeting Minutes changing “Elected officials who keep their

positions' salaries stay the same" to "The Clerk and Treasurers salary will remain the same at \$1350.00 per month". All ayes, motion carried.

- C. Pontem Accrual Training – Motion by Wright, 2<sup>nd</sup> by Chaffee to approve up to \$200.00 for the Clerk and her Deputy to get the Pontem Accrual Training. All ayes, motion carried.

9. **BILLS & FINANCIAL TRANSACTIONS**

- A. Clerk presents Township Bills – Motion by Reyes, 2<sup>nd</sup> by Clary to pay bills totaling \$14,876.00. All ayes, motion carried.
- B. Treasurer presents Township Financial Report – report accepted and filed.

10. **OFFICER'S REPORTS**

- A. Zoning Official – Hall reported he attended the MTA Annual Education Conference; participated in a free online training related to recent changes in FOIA/OMA, noting that websites that are updated regularly need to contain Public Notices; informed members that Ryan Coffee will be holding a training at the next Planning Commission Meeting on March 11, 2013 focusing on the roles and responsibilities of Planning and Zoning, Board Members are encouraged to attend.
- B. County Commissioner – Jim Maike reported: three new commissioners working out; he stated he was glad to see Kelly Smith from the road commission here working with the board; informed members road commission is working well with the County Board and County Parks as well.
- C. Transfer Station Manager – none.
- D. Building Maintenance – Jim Maike reported he found the problem with the sewer smell in the hall, the 2" vent pipe is freezing from condensation and needs to be replaced with a 3" vent pipe to bring it up to code; the cold air return has been finished in the meeting room; needs only a few things for the township website: the Master Plan, Cemetery information and a Township Mission statement from the Board of Trustees; reported the Hall has been rekeyed and keys have be distributed to officials and employees.
- E. Library Board – Supervisor Maike informed members the library board has been meeting with NCEDO weekly regarding the information gathered in the community survey; next library board meeting is February 20, 2013 at 9:00a.m.
- F. Fire Board – Clary informed members the next meeting is tomorrow night at 7:00p.m. at the fire barn. Supervisor Maike presented the Fire Board Building Authority meeting minutes to the Clerk.
- G. Planning Commission – Jim Maike reported they have finished outdoor storage and events; reminded members that the next PC meeting is the planning and zoning training with Ryan Coffee.
- H. ZBA – none.
- I. Supervisor – reported that she received a call from Mike Goldston expressing his interest to remain on the Board of Review; Chaffee resigned from the BOR due to conflict of interest with his trustee position; Al Winchel will remain on the BOR taking Chaffee's seat. Board of Review members are reappointed every odd numbered year for two years. Maike got a quote from Lakeshore Signs for a two sided outside township sign with raised name, built but not mounted for \$500; Maike informed members the township is not currently on any phone plan therefore we pay the highest billable rate with at&t, currently the township pays \$129.90/month for two phone lines plus .30/each for local calls. Maike obtained a quote for

\$74.40/month for two phone lines and that includes local calls. Motion by Wright, 2<sup>nd</sup> by Chaffee for Supervisor Maike to sign a contract with AT&T to bundle phone lines and internet service at a much better rate. All ayes, motion carried. Maike reported she looked into the township street lights and all are with Great Lakes noting the township does not have any street lights with Consumers. Maike has been attending Cola Board and Staff meetings. Tax bills have been sent out for the two duplexes on Echo Drive, who apparently haven't been billed due to an oversight. Maike reported she is looking into the abandoned railroad property on Deer Rd., she would like to see it cleaned out and made into a right of way for the snowmobile trail.

- J. Clerk – some discussion was held concerning half day hall rental. Motion by Wright, 2<sup>nd</sup> by Reyes to change the rental contract to allow for a 1- 3 hour rental for \$50. All ayes, motion carried. Clerk reminded members Cemetery books return to the township on April 1, 2013. Open house flyer was discussed, Supervisor will create one. Wright informed the Board she faxed the free trash day correction to the paper.
  - K. Treasurer – Reyes reported lots of tax money coming in, taxes are due February 28, 2013; and the settlement with the county is March 6<sup>th</sup>.
  - L. Trustees – Chaffee stated he would like to be more informed regarding changes in township meetings.
- 11. PUBLIC COMMENT – none
  - 12. MEETING ADJOURNED at 8:55 p.m.

Submitted by Melissa Johnson – Deputy Clerk