

**APPROVED MINUTES
EVERETT TOWNSHIP
Regular Meeting
February 18, 2014, 7:00 p.m.**

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, Trustee- Donald Clary & Trustee- Curtis Chaffee.
Members Absent: Clerk- Roshelle Wright.
3. PLEDGE OF ALLEGIANCE.
4. PUBLIC COMMENT – time was allowed: no public comments.
5. AGENDA APPROVAL – Motion by Clary, 2nd by Reyes to accept the Agenda with the addition of Melissa Swims-Skiendziel BHS Insurance as the first item on unfinished business. All ayes, motion carried.
6. MINUTES APPROVAL - Approval of Regular Meeting Minutes of January 21, 2014. Motion by Chaffee, 2nd by Clary to approve said minutes with corrections to 7. A. stating the supervisor has authority to make the call to close the transfer station in unexpected situations and 10. B. adding Congressman Huizenga and State Representative Jon to Bumstead in Jim Maikes report. All ayes, motion carried.
7. UNFINISHED BUSINESS
 - A. Melissa Swims-Skiendziel BHS Insurance – presented the board with a Commercial Insurance/Risk Management Proposal and answered members’ questions.
 - B. Fireboard Resolution – Tom Worden and Shirley Smith were present and answered any questions the board had. Motion by Chaffee, 2nd by Clary to table Fireboard Resolution until March 2014 meeting pending date corrections. All ayes, motion carried.
8. NEW BUSINESS
 - A. Budget Workshop Dates – It was decided to meet on Tuesday February 25th at 10:00 a.m.
 - B. Budget Adopt March 18, 2014 – post ad in Times Indicator and run for two weeks.
 - C. Fire Building payment – after much discussion, motion by Chaffee, 2nd by Clary to cash in Fifth Third cd retain \$15,500 for the Fireboard Building Authority payment and roll the remaining funds over into a new cd. Upon roll call vote the following voted- Aye: Reyes, Chaffee, Maike, Clary; Nay: none; Absent: Wright; Abstain: none. Motion carried.
9. BILLS & FINANCIAL TRANSACTIONS
 - A. Clerk presents Township Bills – Motion by Reyes, 2nd by Chaffee to pay bills totaling \$10,584.41. All ayes, motion carried.
 - B. Treasurer’s Financial Report – Balances as of January 31, 2014: General Fund: \$170,037.34; Trust & Agency: \$21,803.52; Tax Account: \$178,921.92; Fifth Third CD (2621): \$36,736.11. Treasurer’s report received.
10. OFFICER’S REPORTS

- A. Zoning Official – February 2014 zoning report received and filed.
 - B. County Commissioner – none.
 - C. Transfer Station- Jeff Craigmyle attended the meeting and reported things are running smoothly at the transfer station. Judy Maike informed the board that she filled in at the transfer station in the absence of Ron Thorne last week. Maike asked the board for volunteers to work at the transfer station in the future when the employees are absent. Chaffee stated he would be willing to help if needed. Judy Maike noted the township cleanup day is usually the second Saturday in May. Chaffee requested regular quarterly expense/revenue reports pertaining to the transfer station. Judy Maike informed Chaffee she would have that report for him next month.
 - D. Building Maintenance – none. The sewer smell at the hall was discussed; Judy Maike will have Jim Maike look into it.
 - E. Library Board – Judy Maike reported its business as usual at the library; and mentioned the possible new proposal regarding the library using the fire station building.
 - F. Fire Board – Clary reported the fire barn construction is running behind due to the weather.
 - G. Planning Commission – Chaffee informed members they are still working on the master plan. They are looking for anything that needs to be updated or changed. Chaffee said the planning commission hopes to have the projected rough draft ready for board review in April or May.
 - H. ZBA – none.
 - I. Supervisor – Maike expressed her concern regarding current budget numbers in regards to working on the new budget.
 - J. Clerk – none.
 - K. Treasurer – Gloria Reyes read her letter of resignation to the board effective March 15, 2014. Chaffee requested Reyes stay on through the budget process. Reyes agreed to stay on through March 18, 2014. Motion by Clary, 2nd by Chaffee to accept Gloria Reyes resignation and thank her for her services. Ayes: Maike, Chaffee, Clary; Nay: none; Abstain: Reyes; Absent: Wright. Motion carried.
 - L. Trustees – nothing.
 - M. Other Committee reports – Pam Chaffee reported work on the Equestrian Trail is continuing to move forward, they have their Federal EIN and are in the process of their Articles of Incorporation.
11. PUBLIC COMMENT – time was allowed.
 12. MEETING ADJOURNED at 9:07 p.m.

Submitted by Melissa Johnson – Deputy Clerk