

CORRECTED MINUTES
EVERETT TOWNSHIP
Regular Meeting
April 15, 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 – The board welcomed new Treasurer Brandy Fleming.
5. AGENDA APPROVAL – Motion by Clary, 2nd by Maike to accept the Agenda as presented.
All ayes, motion carried.
6. MINUTES APPROVAL - Approval of Regular Meeting Minutes of March 18, 2014. Motion by Chaffee, 2nd by Clary to approve said minutes with corrections to 2.Maikes' absence last month listed as due to illness; 7.C. clarify by adding Resident fee as well and change D. Maintenance report from none to absent. All ayes, motion carried. Approval of Budget Adoption Meeting Minutes of March 18, 2014. Motion by Clary, 2nd by Wright to approve said minutes as written. All ayes, motion carried. Motion by Wright, 2nd by Chaffee to Correct February 18, 2014 meeting minutes 7.B change Shirley Smith to Sharon Noggle and 10.C strike last sentence and ad Clerk will provide transfer station report. All ayes, motion carried.
7. UNFINISHED BUSINESS
 - A. Fireboard Resolution – Motion by Wright, 2nd by Chaffee to rescind Resolution 2014-1 to renew fire millage. All ayes, motion carried. Note the fire resolution has been rescinded due to not being able to put it on the 2014 ballot as the current resolution is still in effect until 2015.
 - B. Insurance Estimates – two bids were discussed, Berends Insurance \$6419/year and Triton Insurance \$4281/year. Motion by Wright, 2nd by Clary to accept Berends Insurance bid for \$6419/year. Upon roll call vote the following voted Aye: Maike, Wright, Clary, Fleming; Nay: Chaffee. Motion carried.
 - C. Berends Insurance coverage adjustments – Cemetery was removed off insurance policy.
 - D. Loan Payment of \$18,038.06 – tabled. Pam Chaffee will look into discrepancy, from 15,000 to 18,000 a 3,000 difference.
8. NEW BUSINESS
 - A. CD – (revenue share is July 2014) – tabled.
 - B. Amendment – tabled.
 - C. Road Estimate for project – tabled.
 - D. Training for Treasurer/deputy – postponed for now.
 - E. Planning Commission Meetings, Quarterly – it was decided to allow the Planning Commission to continue to meet monthly.

- F. Revenue Sharing – On July 1, 2014 \$24,000 in revenue sharing will be received.
- G. Newsletter deadline – Clerk Wright needs board member inserts by May 1, 2014.

9. **BILLS & FINANCIAL TRANSACTIONS**

- A. Clerk presents Township Bills – Motion by Wright, 2nd by Maike to pay bills totaling \$25,008.37. Ayes: Maike, Fleming, Clary, Wright; Nays: Chaffee. Motion carried.
- B. Treasurer’s Financial Report – Balances as of March 31, 2014: General Fund: \$65,690.97; Trust & Agency: \$50,216.05; Tax Account: \$544.11; Fifth Third CD (2621): \$36,846.43. Motion by Fleming, 2nd by Clary to accept Treasurer’s report. Ayes: Maike, Fleming, Clary, Wright; Nays: Chaffee. Motion carried.

10. **OFFICER’S REPORTS**

- A. Zoning Official – absent; Chaffee reported Hall will be creating a new monthly report for informational purposes.
- B. County Commissioner – Jim Maike reported on Map Covers; New maps designed and Civil Infractions 101 will be addressed at the next county officials meeting. Township needs to join Michigan Lakes & Stream Association.
- C. Transfer Station- Jeff Craigmyle attended the meeting and reported transfer station has been busy. Judy Maike reported she made up a questionnaire to hand out to customers at the transfer station. The Board decided to eliminate non-resident fees at the transfer station. Jim has made room for two more dumpsters. Ron Thorne still has keys for the transfer station that need to be returned. Ron Thorne also has scrap metal at his house. It was decided that the clean-up day this year will not be free but instead will be almost free. Eliminating the compactor garbage trucks on clean-up day and replacing them with additional dumpsters will help save money. Motion by Chaffee, 2nd by Clary for Supervisor Maike and Clerk Wright to put together and publish Clean-up Day Ad. All ayes, motion carried. Great Lakes requires their own padlock at the transfer station, Judy will have them contact Jim Maike to set this up.
- D. Building Maintenance –Jim Maike has been working with Jeff at the transfer station moving dumpsters. Jim is going to remove and burn Georgia Burns’ shed from behind the hall as it is falling apart.
- E. Library Board – Judy Maike reported library is working on severe weather policies and there will be a community luncheon on May 5, 2014.
- F. Fire Board – Clary had nothing new to report.
- G. Planning Commission – Jim Maike reported Pam Chaffee is typing the changes to the master plan. Compact disks will be made of the master plan when completed. Zoning is also being redone as well.
- H. ZBA – none.
- I. Supervisor – Judy Maike has been talking with Great Lakes regarding ~~pesticide herbicide~~ spraying. ~~The board will decline the herbicide.~~
- J. Clerk – Wright informed the board the budget report is in their packets; Clerk reflected on communication.
- K. Treasurer – ~~needs to change the road fund and cash fund account balances. Clerk located errors and fixed her end of the funds. Treasurer still needs to do the same. Errors were from the tax accounts, missing receipts and checks from the Treasurer to~~

~~Clerk from tax accounts that the prior Treasurer did not share, creating a fund imbalance on Clerks end. Clerk and Treasurer balance with each other and the bank as of March 31, 2014. Treasurer reported.~~

- L. Trustees – Chaffee submitted a written report that will be attached to the minutes. Clerk agrees mini audit should be scheduled for July 2014.
- M. Other Committee reports – none.
- 11. PUBLIC COMMENT – time was allowed. Jim Maike observed not knowing where funds are is the concern and stated communication is key for this board.
- 12. MEETING ADJOURNED at 9:55 p.m.

Submitted by Melissa Johnson – Deputy Clerk