

**BIG RAPIDS CHARTER TOWNSHIP BOARD  
REGULAR MEETING TUESDAY, JANUARY 8, 2019  
APPROVED**

**CALL TO ORDER:** 7:00 p.m.

**ROLL CALL:** Stanek, Fountain, Currie, Bean, Everett, Geib, Merendino present.  
All lead in the pledge of Allegiance.

**PUBLIC COMMENT:** Brandon Maneke – Employee Handbook

**SPECIAL APPEARANCE:** Dave Cushway Superintendent of the City of Big Rapids Wastewater Treatment Plant discussed the modifications to the DEQ permit.

**ADDITIONS TO AGENDA:** Website discussion item 8 under new business.

**CORRESPONDENCE: Letter from Auditor:** So noted and filed.

**APPROVAL OF: December 4th meeting minutes:** A motion to approve the December 4, 2018 minutes was made by Currie. Seconded by Everett. Motion passed unanimously.

**FINANCIAL**

1. **November Treasurer Report:** Approved as printed.
2. **Financial Report:** Approved as printed.

**APPROVAL OF BILLS:**

1. **Accounts Payable:** A motion to approve accounts payable in the amount of \$141,647.00 checks #31371-31420, 4 EFTs, and HRA checks #1158-1162 was made by Currie. Seconded by Bean. Motion passed unanimously on a roll call vote.
2. **Payroll:** A motion to approve payroll in the amount of \$19,870.50 checks #11458-#11498 and stub 12 and check #11499 voided due to printing error was made by Currie. Seconded by Bean. Motion passed unanimously on a roll call vote.

**MONTHLY REPORTS:**

1. **Building/Planning Department:**
2. **Cemetery and Grounds:**
3. **Fire Department:**
4. **Sewer Department:**
5. **Water Department:**
6. **Board of Review:**
7. **Fire Committee:**
8. **Planning Commission:**
9. **Supervisor:**  
Approved as printed.

**UNFINISHED BUSINESS:**

1. **Zoning Ordinance Amendment:** A motion to accept language changed recommended by the Planning Commission to the Zoning Ordinance as submitted was made by Everett. Seconded by Bean. Motion passed unanimously.

**NEW BUSINESS:**

1. **Changes and addition of (Prohibition of Weapons) to Employee manual:** A motion to make changes to the Employee Handbook:
  - Adding wording "When the holiday falls on a Saturday the holiday will be the Friday before. When the holiday fall on a Sunday the holiday will be the Monday after." under **Holidays**.
  - Adding prohibition of Weapons after bullet points under **Employee Conduct and Work Rules**.
  - Clarification of pay day month under **Pay Day**.
  - Add Day after Thanksgiving under paid Holiday.
  - Change earning and use of sick leave and vacation from days to hours.was made by Currie. Seconded by Bean. Motion passed unanimously on a roll call vote.
2. **Set annual mileage rate: IRS rate is \$0.58.** A motion to set the mileage rate at \$0.58 for 2019 was made by Geib. Seconded by Currie. Motion passed unanimously.
3. **Recommendation from Roads committee for 2020 major work:** A motion to tentatively approve the road committee recommendation for 2020 was made by Everett. Seconded by Fountain. Motion passed with Currie voting no.
4. **Water Operator Contract renewal:** A motion to renew the Water Treatment Facility Contract with Kevin Cushway in the amount of \$12,500 was made by Fountain. Seconded by Bean. Motion passed unanimously on a roll call vote.

5. **2018 Budget Adjustment recommendation:** A motion to approve Budget Adjustments:
- |        |                 |   |            |
|--------|-----------------|---|------------|
| Deduct | 101-171-702-010 | Supervisor Deputy                         | \$2,500.00 |
| Add    | 101-101-975.000 | Township Board-capital outlay             | \$ 400.00  |
| Add    | 101-721-801.000 | Planning Commission-Professional Services | \$4,000.00 |
- was made by Currie. Seconded by Geib. Motion passed unanimously.
6. **Request from fire committee to borrow \$75,000 from revolving loan fund.** No action.
7. **Recommendation from fire committee to purchase a new chassis and have current tank remounted:** No action.

**PUBLIC COMMENT:** Brandon Maneke – Employees, Bob Maguire - Roads

**ADJOURNMENT:** 8:28 p.m.