

**BIG RAPIDS CHARTER TOWNSHIP BOARD  
REGULAR VIRTUAL MEETING TUESDAY, DECEMBER 15, 2020  
APPROVED**

**CALL TO ORDER: 7:00 p.m. ROLL CALL: Stanek, Saez, Currie, Bean, Everett, Geib, Merendino present.**

**PUBLIC COMMENT:** None.

**ADDITIONS TO AGENDA:** None.

**SPECIAL APPERANCE:** Jackie Holmes

**CONSENT AGENDA**

1. **November 3, Meeting Minutes:**
2. **November 11, Meeting Minutes:**
3. **November Financial Report:**
4. **Treasure's report-October:**
2. **Building Department Report:**
3. **Cemetery and Grounds Report:**
4. **Fire Department Report:**
5. **Sewer Department Report:**
6. **Water Department Report:**
7. **Planning Commission Minutes:**
10. **Supervisor's Report:**

A motion was made by Merendino to approve of the Consent Agenda. Seconded by Geib. Motion passed unanimously.

**UNFINISHED BUSINESS:**

1. **Resolution 2020-2 2021 Wages:** A motion was made by Merendino to approve of Resolution 2020-2 2021 Wages. Seconded by Geib. Motion passed unanimously on a roll call vote.

**BIG RAPIDS TOWNSHIP  
RESOLUTION NUMBER 2020-2  
RESOLUTION TO APPROVE 2021 WAGES**

**WHEREAS**, the proposed 2021 Wages by and between Charter Township of Big Rapids (the "Township") have been submitted to the Township Board; and

**NOW, THEREFORE, IT IS HEREBY RESOLVED THAT:**

1. The 2021 Wages
2. The Township Supervisor and Clerk are hereby authorized and directed to execute the 2021 Wages and to deliver the same on behalf of the Township with such immaterial additions and deletions to the 2021 Wages.
3. All resolutions or parts of resolutions in conflict herewith shall be in the same are hereby rescinded.

Supervisor	\$35,000.00
Clerk	\$39,200.00
Treasurer	\$39,200.00
Trustees	\$1,750.00
Deputy Clerk	\$16.00 per hour
Deputy Treasurer	\$16.00 per hour
Deputy Supervisor	\$16.00 per hour
Planning Commission/ZBA/BBA	\$42.00 per meeting
Board of Review Chairperson	\$16.00 per hour

Board of Review Members \$15.00 per hour

Election Chairperson \$16.00 per hour

Election Workers \$15.00 per hour

Jami Haner \$15.00 per hour

Tim Kleinheksel \$18.75 per hour

Marc Veldman \$19.50 per hour

Scott Winget \$13.50 per hour

Parks opening/closing \$3,000.00 per season

Fire Department

Chief \$12,500.00

Assistant Chief \$10,300.00

Fire Fighters

Point system

Building Inspector \$26.00 per hour

Plan reviews \$100.00 per hour

Electrical Inspector

60% of charge

Plan reviews \$100 per hour

Plumbing/Mechanical Inspector

60% of charge

Plan reviews \$100 per hour

The foregoing resolution was offered by Merendino and Supported by Geib.

Ayes: Stanek, Saez, Currie, Bean, Everett, Geib, Merendino. Nays: 0

RESOLUTION DECLARED ADOPTED.

Hannah Saez, Township Clerk

STATE OF MICHIGAN )  
 ) SS  
COUNTY OF MECOSTA )

I, the undersigned, the duly qualified and acting Clerk of Big Rapids Township, Mecosta County, Michigan do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board at a Regular Board meeting on December 15, 2020 of which the original of which is on file in my office. Public notice of said meeting was given pursuant to and in full compliance with Act No 267, Public Acts of Michigan, 1976 as amended, including in the case of a special or rescheduled meeting, notice by posting at least eighteen(18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereto affixed by official signature on this 16th day of December, 2020.

Hannah Saez, Clerk

Big Rapids Township

**2. Resolution 2020-3 Appropriations:** A motion was made by Geib to approve of Resolution 2020-3 Appropriations. Seconded by Saez. Motion passed unanimously on a roll call vote.

**RESOLUTION NUMBER 2020-3**

**A RESOLUTION ADOPTING A GENERAL APPROPRIATIONS ACT (BUDGET) FOR THE BIG RAPIDS CHARTER TOWNSHIP, BIG RAPIDS, MICHIGAN, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2021, AND ENDING ON THE LAST DAY OF DECEMBER, 2021.**

**WHEREAS**, the duty of the Township Supervisor of Big Rapids Charter Township is to prepare and submit a proposed budget to the Big Rapids Board of Trustees at the proper time; and

**WHEREAS**, the Township Supervisor has submitted a proposed budget to the Board of Trustees on September 1, 2020 for its consideration, and;

**WHEREAS**, "Pursuant to MCLA 141.412, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on October 4, 2020 and a public hearing on the proposed budget was held on November 3, 2020";

**WHEREAS**, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

**NOW, THEREFORE, BE IT RESOLVED BY THE** Board of Trustees of Big Rapids Charter Township, that they hereby approve and adopt the 2021 fiscal year budget by cost centers. Estimated township revenues for fiscal year 2021, include an allocated millage of 1.25 mills for general fund, 1.50 mills for fire fund, 1.50 mills for township roads and .20 mills for library services.

The foregoing resolution was offered by Geib and supported by Saez.  
Ayes: Stanek, Saez, Currie, Bean, Everett, Geib, Merendino. Nays: 0

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Hannah Saez, Township Clerk

STATE OF MICHIGAN     )  
  ) SS  
COUNTY OF MECOSTA    )

I, the undersigned, the duly qualified and acting Clerk of Charter Township of Big Rapids, Mecosta County, Michigan do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board at a regular meeting on December 15, 2020, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in full compliance with Act No 267, Public Acts of Michigan, 1976 as amended, including in the case of a special or rescheduled meeting, notice by posting at least eighteen(18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereto affixed by official signature on this 16th day of December, 2020

\_\_\_\_\_  
Hannah Saez, Clerk  
Charter Township of Big Rapids

**4. Mower Quote:** A motion was made by Currie to approve of the purchase of the Pro-Turn 600 from State Street Hardware for \$12,086.31. Seconded by Bean. Motion passed unanimously on a roll call vote.

**Other:**

**NEW BUSINESS:**

**1. Resolution 2020-4 2021 meeting dates:** A motion was made by Bean to approve of Resolution 2020-4 2021 meeting dates. Seconded by Saez. Motion passed unanimously.

**CHARTER TOWNSHIP OF BIG RAPIDS  
RESOLUTION TO SET BOARD MEETING DATES FOR 2021**

**RESOLUTION NO 2020-4**

WHEREAS, Public Act 267 of 1976 requires a resolution setting meeting dates.

NOW THEREFORE BE IT RESOLVED, that the regular meeting dates for Big Rapids Charter Township be as follows for the year 2021:

- Tuesday, January 5, 2021
- Tuesday, January 12, 2021 (this will be a joint meeting with the Planning Commission held at the Fire Hall)
- Tuesday, February 2, 2021
- Tuesday, March 2, 2021
- Tuesday, April 6, 2021
- Monday, May 3, 2021
- Tuesday, June 1, 2021
- Tuesday, July 6, 2021
- Monday, August 2, 2021
- Tuesday, September 7, 2021
- Tuesday, October 5, 2021
- Monday, November 1, 2021
- Tuesday, December 7, 2021

All meetings will start at 7:00 p.m. and will be held at the township office 14212 Northland Drive, Big Rapids, MI 49307.

The foregoing resolution was offered by Bean and supported by Saez.

Ayes: Stanek, Saez, Currie, Bean, Everett, Geib, Merendino. Nays: 0

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Hannah Saez, Township Clerk

STATE OF MICHIGAN    )

) SS

COUNTY OF MECOSTA    )

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IN WITNESS WHEREOF, I have hereto affixed by official signature on this 16th day of December, 2020

\_\_\_\_\_  
Hannah Saez, Clerk  
Charter Township of Big Rapids

**2. Resolution 2020-5 Depositories:** A motion was made by Merendino to approve of Resolution 2020-5 Depositories. Seconded by Geib. Motion passed unanimously.

**CHARTER TOWNSHIP OF BIG RAPIDS  
RESOLUTION TO NAME BANK DEPOSITORIES FOR 2021**

**RESOLUTION NO 2020-5**

WHEREAS, the Board of Big Rapids Charter Township, Mecosta County, in exercising its fiduciary responsibilities desires to safeguard the funds of the Township that may be invested from time to time, and,

WHEREAS, Public Act 77 of 1989, MCL 41.77, requires that the Township Board designate the banks or depositories for the money belonging to the Township, in accordance with the Townships Comprehensive Version of Township Investment and Depository Designation Policy.

THEREFORE BE IT RESOLVED that the Board approves the following financial institutions as depositories of township funds: TCF Bank, Isabella Bank, Huntington Bank, Lake Osceola Bank, Fifth Third Bank and Independent Bank.

BE IT FURTHER RESOLVED, That the Township will comply with all applicable statutes related to public fund investments. Any provisions of this resolution in conflict with applicable statutes is void.

The foregoing resolution was offered by Merendino and supported by Geib.

Ayes: Stanek, Saez, Currie, Bean, Everett, Geib, Merendino. Nays: 0

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Hannah Saez, Township Clerk

STATE OF MICHIGAN     )

) SS

COUNTY OF MECOSTA

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IN WITNESS WHEREOF, I have hereto affixed by official signature on this 16th day of December, 2020

\_\_\_\_\_  
Hannah Saez, Clerk  
Charter Township of Big Rapids

**3. Resolution 2020-6 Health Insurance:** A motion was made by Geib to approve of the Resolution 2020-6 Health Insurance beginning January 1, 2021. Seconded by Bean. Motion passed 6:1. Merendino-yes, Saez-yes, Currie-yes, Bean-yes, Geib-yes. Everett-yes. Stanek, no.

**BIG RAPIDS TOWNSHIP  
FORMAL RECORD OF ACTION  
RESOLUTION NUMBER 2020-6**

The following is a formal record of action taken by the Big Rapids Township Board.

With respect to the amendment and restatement of the Big Rapids Township Insurance Plan (the "Plan") the following resolutions are hereby adopted:

**RESOLVED:** That the Ordinance 32.09 be amended and restated in the form attached hereto, which Ordinance 32.30 is hereby adopted and approved;

**RESOLVED FURTHER:** That the appropriate officers of Big Rapids Township are hereby, authorized and directed to execute the Plan on behalf of Big Rapids Township;

**RESOLVED FURTHER:** That the officers of Big Rapids Township hereby are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports, documents or other information as may be required under applicable law.

**32.30 TOWNSHIP CONTRIBUTION FOR THOSE EMPLOYED AFTER APRIL 30, 2012.**

Effective January 1, 2021 newly elected/appointed officers/hourly employees shall be responsible for 20% of the premium costs for themselves and their dependents. This charge shall be deducted from their pay by the Township Clerk. Current elected officials that are reelected shall be accepted.

Dated this 15th day of December 2020.

The foregoing resolution was offered by Geib and supported by Bean.  
Ayes: Saez, Currie, Bean, Everett, Geib, Merendino. Nays: Stanek.

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN     )  
  ) SS  
COUNTY OF MECOSTA    )

\_\_\_\_\_  
Hannah Saez, Township Clerk

I, the undersigned, the duly qualified and acting Clerk of Big Rapids Township, Mecosta County, Michigan do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board at a regular meeting on December 15, 2020 of which the original of which is on file in my office. Public notice of said meeting was given pursuant to and in full compliance with Act No 267, Public Acts of Michigan, 1976 as amended, including in the case of a special or rescheduled meeting, notice by posting at least eighteen(18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereto affixed by official signature on this 16th day of December 2020.

\_\_\_\_\_  
Hannah Saez, Clerk  
Big Rapids Township

**4. Statutory appointments for 2021:** A motion was made by Currie to approve of the Statutory appointments for 2021. Seconded by Bean. Motion passed unanimously.

**5. 2020 budget adjustments:** A motion was made by Currie to approve of the 2020 budget adjustments. Seconded by Everett. Motion passed unanimously.

**6. Other:**

**Financial**

1. **Payroll:** A motion was made by Currie to approve of Payroll in the amount of \$22,380.31. Seconded by Merendino. Motion passed unanimously on a roll call vote.
2. **Accounts Payable & December mid-month Payables:** A motion was made by Currie to approve of Accounts Payables in the amount of \$14,782.83. Seconded by Everett. Motion passed unanimously on a roll call vote.

**PUBLIC COMMENT:**

**ADJOURNMENT: 7:34pm**

**Big Rapids Charter Township will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material, if individuals with disabilities, upon five business days notice to the township. Individuals requiring auxiliary aids or services should contact Hannah Saez, Big Rapids Charter Township Clerk, 14212 Northland Drive, Big Rapids, Mi 49307- call 231 796 3603 or fax request to 231 796 2533. For this zoom meeting please call the office at 2361 796 3603 for log in information.**