

**BIG RAPIDS CHARTER TOWNSHIP BOARD  
REGULAR MEETING TUESDAY, OCTOBER 4, 2016  
APPROVED**

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

**ROLL CALL:** Stanek, Fountain, Jensen, Hamelund, Toogood, Zimmerman present. Currie absent.

**PUBLIC COMMENT:** John Emmons - Annexation

**GO OVER BUDGET LINE BY LINE:** The board requested the Fire Department Fund amount in Advance from fund balance be reduced to zero and the amount in Capital Outlay be reduced to \$30,000.

**CEMETERY COMMITTEE REQUEST:** No action.

**MOTION TO APPROVE FOR PUBLIC HEARING AT THE NOVEMBER 1<sup>ST</sup> MEETING:** A motion to hold a Public Hearing on November 1, 2016 at the regular board meeting for the 2017 Draft Budget and Truth in Taxation in the amount of Operating at 1.25 Mills, Fire Dept at 1.5 Mills, Road Mileage at 1.5 Mills and Library Mileage at .2 Mills was made by Fountain. Seconded by Zimmerman. Motion carried unanimously.

**APPROVAL OF SEPTEMBER 6TH MEETING MINUTES:**

**APPROVAL OF SEPTEMBER 6TH, 2016 SPECIAL MEETING MINUTES:** A motion to approve the September 6, 2016 Special Meeting Minutes and the September 6, 2016 Regular Meeting Minutes was made by Zimmerman. Seconded by Fountain. Motion carried unanimously.

**FINANCIAL**

**REVENUE & EXPENDITURE REPORT:** A motion to approve the Revenue and Expenditure Report was made by Fountain. Seconded by Toogood. Motion carried unanimously.

**APPROVAL OF BILLS:**

- 1. Sidewalk draw Number 4:** A motion to approve the Sidewalk draw Number 4 in the amount of \$85,313.60 was made by Toogood. Seconded by Zimmerman. Motion carried unanimously on a roll call vote.
- 2. Accounts Payable:**
- 3. Payroll:** A motion to approve Accounts Payable in the amount of \$160,204.45 and Payroll in the amount of \$25,071.93 was made by Jensen. Seconded by Hamelund. Motion carried unanimously on a roll call vote.

**MONTHLY REPORTS:**

- 1. Building Department:**
- 2. Cemetery and Grounds:**
- 3. Fire Department :**
- 4. Sewer Department:**
- 5. Water Department:**
- 6. Cemetery Committee:**
- 7. Fall Clean up:**
- 8. Industrial Park Committee:**
- 9. Planning Commission:**
- 10. Sidewalk progress meeting September 9:**
- 11. Sidewalk progress meeting September 27:**
- 12. Zoning report on Woodward situation:** A motion to have Brent Mason enforce the ordinance and the letters he has written to the property owners on Woodward was made by Hamelund. Seconded by Toogood. Motion carried on a roll call vote with Stanek voting no
- 13. Supervisor:**  
Approved as printed.

**UNFINISHED BUSINESS:**

1. **Setting pay rate for next year-supervisor Resolution # 2016-07:** A motion to approve Resolution #2016-07 setting the rate of pay for the Supervisor starting January 1, 2017 in the amount of \$14,000 was made by Jensen. Seconded by Hamelund. Motion fails on a roll call vote Jensen – yes Hamelund – no, Zimmerman – no, Toogood – no, Fountain – yes, Stanek – yes.
2. **Setting pay rate for next year-clerk-Resolution # 2016-08:** A motion to approve Resolution #2016-08 setting the rate of pay for the Clerk starting January 1, 2017 in the amount of \$25,335.40 was made by Toogood. Seconded by Zimmerman. Motion carried unanimously on a roll call vote.
3. **Setting pay rate for next year-treasurer-Resolution # 2016-09:** A motion to approve Resolution #2016-09 setting the rate of pay for the Treasurer starting January 1, 2017 in the amount of \$19,400.00 was made by Hamelund. Seconded by Zimmerman. Motion fails on a roll call vote Hamelund – no, Zimmerman – no, Toogood – no, Jensen – yes, Fountain – yes, Stanek – yes.
4. **Setting pay rate for next year-trustees-Resolution # 2016-10:** A motion to approve Resolution #2016-10 setting the rate of pay for Trustee starting January 1, 2017 in the amount of \$1,748.21 was made by Zimmerman. Seconded by Toogood. Motion carried unanimously on a roll call vote
5. **Motion to set pay rate for other wages for next year:** A motion to approve wages for non-elected employees as follows:

Supervisor			
Cemetery	\$1,522.68		101-171-702.040
Management	\$4,000.00		101-171-702.015
Clerk			
Cemetery	\$6,334.00		101-215-702.040
Treasurer			
Utilities	\$7,900.00		590 -000-702-000
Brent Mason			
		19.71/ hr	
township board	\$24,500.00		101-101-702.020
building	\$11,500.00		249-000-702.020
zoning	\$ 5,000.00		101-410-702.000
		\$41,000.00	
Brandon Maneke	with 200 hr overtime	16.00/hr	\$38,080.00
Breakdown			
Cemetery	\$27,800.00	73%	101-278-702.015
Clerical	\$4,565.00	12%	101-278-702.016
Snowplowing	\$381.00	1%	101-278-933.000
Parks	\$762.00	2%	101-751-702.015
Utilities			
Snowplowing	\$1,143.00	3%	590-000-702.200
Township Hall	\$762.00	2%	101-265-702-000
Snowplowing	\$762.00	2%	101-265-933.000
Fire Hall Snowplowing	\$1,905.00	5%	206-000-702.200
Scott Winget			
	\$11.75 hrs/600 hrs		
Cemetery	\$7,050.00		101-278-702.000
Parks opening/closing	\$2,500.00		101-751-702.070
Deputies All			
	\$13.60/hr		

Election Chairperson	\$13.60/hr	101-191-810.000
Election Inspector	\$12.50/hr	101-191-810.000
Board of Review Chairperson	\$13.60/hr	101-247-702.000
Board of Review Members	\$12.50/hr	101-247-702.000
Planning Commission/ZBA/BBA	\$32.00 per meeting	100-410-702.030
Building Inspector	\$23.87/hr	
Hourly wage including travel time and schooling		249-000-702.000
Plan reviews	\$100/hr	249-000-705.000
Electrical Inspector		
	60% of charge	249-000-703.000
Plan reviews	\$100 /hr	249-000-705.000
Plumbing/Mechanical Inspector		
	60% of charge	249-000-704.000
Plan reviews	\$100/hr	249-000-705.000
Fire Department		
Chief	\$7,200.00	206-000-702-080
	Plus calls and reports	
Assistant Chief	\$4,500.00	206-000-702.085
	Plus calls and reports	
Fire Fighters	\$15.00 per hour w/1 hour minimum	206-000-702.000
First Responders	\$9.00 per hour w/ and extra \$.50/hour for certification	
	And an additional \$.50/hour after 1 <sup>st</sup> year	206-000-702-050
Pre Incident Surveys	\$75.00 per survey	206-000-801.030
Reports	\$3.00 per report	206-000-702.000

was made by Zimmerman. Seconded by Toogood. Motion carried on a roll call vote with Hamelund voting no.

6. **Request from city for annexation:** No action.
7. **Information on SAW Grant:** No action.
8. **New computer for Clerk's Office:** A motion to purchase a new computer for \$1,169.00 for the clerk was made by Jensen. Seconded by Zimmerman. Motion passed unanimously on a roll call vote.
9. **Gate at Fair Grounds:** Zimmerman reported that Mike Brown will pick up the gate and bill the township for the gate.
10. **Other:** Stanek reported that Consumers Power will pay to repair the wires that were cut at the generator at the Hills of Mitchell Creek. Stanek will put up No Hunting signs at the Industrial Park.

#### **NEW BUSINESS:**

1. **Approval to go out for bids for our next audit:** A motion to go out for bids for the 2016 Audit was made by Hamelund. Seconded by Zimmerman. Motion carried unanimously.
2. **Motion to add Ethan Van Sickle, David Hyde, Steven New Jr, Brandon Maki, Nathaniel Yehle. Ron McAlister to Fire roster: and Dryden Hauger as a junior member.** A motion to add Ethan VanSickle, David Hyde, Steven New Jr., Brandon Maki, and Nathaniel Yehle to the Fire Department Roster with Ron McAlister added after interview with Stanek and Dryden Hauger as a junior member was made by Jensen. Seconded by Zimmerman. Motion carried unanimously.

**PUBLIC COMMENT:** Wayne O'Neil - Pioneer reporting, John Emmons – Contingency Fund, Grease Traps, Salary and Fringe benefits, 425 Agreement.

**ADJOURNMENT:** 7:58 p.m.