

**BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, DECEMBER 7, 2021
BIG RAPIDS TOWNSHIP OFFICES, 14212 NORTHLAND DR.
BIG RAPIDS, MI 49307
7:00 PM
APPROVED**

PLEDGE OF ALLEGIANCE.

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

PUBLIC COMMENT:

CONSENT AGENDA

- 1. November 2, 2021 Meeting Minutes:**
- 2. October Treasurers Report:**
- 3. November Financial Report:**
- 4. Building Department Report:**
- 5. Cemetery and Grounds Report:**
- 6. Fire Department Report:**
- 7. Sewer Department Report:**
- 8. Water Department Report:**
- 9. Fire Committee Minutes:**
- 10. Roads Committee Minutes:**
- 11. Supervisor's Report:**

A motion was made by Everett to approve of the consent agenda. Supported by Geib. Motion passed unanimously.

UNFINISHED BUSINESS:

- 1. Resolution 2021-07 Appropriations:** A motion was made by Everett to approve of Resolution 2021-07 Appropriations for 2022. Supported by Currie. Motion passed unanimously on a roll call vote.

NEW BUSINESS:

- 1. 2022 User charge:** A motion was made by Currie to approve of the User Charge methodology per unit fee of \$5.33 for 2022. Supported by Everett. Motion passed unanimously on a roll call vote.
- 2. 2021 Budget Adjustments:** A motion was made by Currie to approve of the budget amendment recommendation. Supported by Teceno. Motion passed unanimously.
- 3. Resolution # 2021-08 Meeting Dates for 2022:** A motion was made by Saez to approve of Resolution 2021-08 setting meeting dates for 2022 and forming a committee of the whole. Supported by Teceno. Motion passed unanimously.
- 4. Resolution # 2021-09 Depositories:** A motion was made by Currie to approve of Resolution 2021-09 Depositories and the addition of Horizon Bank to the list. Supported by Geib. Motion passed unanimously.
- 5. Resolution # 2021-10 22 wages:** A motion was made by Geib to approve of Resolution 2021-10 Wages for 2022 as printed. Supported by Saez. Motion passed unanimously.
- 6. Request to allow above ground Crypts in cemetery:** No action taken. To be discussed with Cemetery committee.
- 7. Request from Roads Committee for road work in 2022:** A motion was made by Everett to approve of the Roads Estimates/recommendations from the road committee for 2022. Motion passed 4-2. Ayes: Teceno, Saez, Everett, Stanek. Nays: Currie, Geib.
- 8. Request from Fire Department and Committee to purchase 6 sets of gear for \$19,757.10:** A motion was made by Geib to approve of the Fire Department purchasing 6 sets of turnout gear not to exceed \$20,000. Supported by Teceno. Motion passed unanimously on a roll call vote.
- 9. Copy machine contract renewal:** A motion was made by Saez to accept proposal 3 from MOS for a 60 month lease in the amount of \$452.73 monthly. Supported by Currie. Motion passed unanimously on a roll call vote.
- 10. Discussion on Web Site:** A motion was made by Currie to approve of Saez acting as the representative with Schumaker Technology Group on website updates. Supported by Geib. Motion passed unanimously.
- 11. Other:**

Financial

- 1. Payroll:** A motion was made by Geib to approve Payroll in the amount of \$19,867.32 along with a redone check for \$199.55. Supported by Currie. Motion passed unanimously.
- 2. Accounts Payable:** A motion was made by Geib to approve of Accounts payables in the amount of \$86,752.93. Seconded by Currie. Motion passed unanimously on a roll call vote.

PUBLIC COMMENT: None.

ADJOURNMENT: 8:31 p.m.

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.

RESOLUTION NUMBER 2021-07

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, 2022, AND ENDING ON THE LAST DAY OF DECEMBER, 2022.

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 7, 2021 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 26, 2021 and a public hearing on the proposed budget was held on November 2, 2021";

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 2022 fiscal year budget by cost centers. Estimated township revenues for fiscal year 2022, 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.

Ayes: 6 Nays: 0 Abstain: 0 Absent: 1

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 7, 2021, 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 7th day of December, 2021.

Hannah Saez, Clerk
Charter Township of Big Rapids

**CHARTER TOWNSHIP OF BIG RAPIDS
RESOLUTION TO SET BOARD MEETING DATES FOR 2022**

RESOLUTION NO 2021-08

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 4, 2022
- *Tuesday, January 11, 2022 (Joint meeting with the Planning Commission held at the Fire Hall)
- Tuesday, February 1, 2022
- *Thursday, February 17, 2022 – Committee of the Whole
- Tuesday, March 1, 2022
- Tuesday, April 5, 2022
- *Thursday, April 21, 2022 - Committee of the Whole
- Tuesday, May 3, 2022
- Tuesday, June 7, 2022
- *Thursday, June 16, 2022 - Committee of the Whole
- Tuesday, July 5, 2022
- Tuesday, August 2, 2022
- *Thursday, August 18, 2022 - Committee of the Whole
- Tuesday, September 6, 2022
- Tuesday, October 4, 2022
- *Thursday, October 20, 2022 - Committee of the Whole
- Tuesday, November 1, 2022
- Tuesday, December 6, 2022
- *Thursday, December 15, 2022 - Committee of the Whole

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

Ayes: 6 Nays: 0 Abstain: 0 Absent: 1

RESOLUTION DECLARED Adopted.

Hannah Saez, Township Clerk

STATE OF MICHIGAN)
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IN WITNESS WHEREOF, I have hereto affixed by official signature on this 7th day of December, 2021.

Hannah Saez, Township Clerk

**CHARTER TOWNSHIP OF BIG RAPIDS
RESOLUTION TO NAME BANK DEPOSITORIES FOR 2022**

RESOLUTION NO 2021-09

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: Isabella Bank, Huntington Bank, Lake Osceola Bank, Fifth Third Bank, Horizon 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.

Ayes: 6 Nays: 0 Absent: 1

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 7th day of December, 2021.

Hannah Saez, Clerk
Charter Township of Big Rapids

**BIG RAPIDS TOWNSHIP
RESOLUTION NUMBER 2021-10
RESOLUTION TO APPROVE WAGES FOR 2022**

WHEREAS, the proposed 2022 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 2022 Wages
2. The Township Supervisor and Clerk are hereby authorized and directed to execute the 2022 Wages and to deliver the same on behalf of the Township with such immaterial additions and deletions to the 2022 Wages.
3. All resolutions or parts of resolutions in conflict herewith shall be in the same are hereby rescinded.

Supervisor	\$39,200.00
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	\$50.00 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
Tim Kleinheksel	\$18.75 per hour
Marc Veldman	\$19.50 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	\$22.00 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

Ayes: 6 Nays: 0 Absent: 1

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 7, 2021 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 7th day of December, 2021.

Hannah Saez, Clerk
Big Rapids Township