

**BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, October 1, 2024
BIG RAPIDS TOWNSHIP HALL, 14230 NORTHLAND DR.
BIG RAPIDS, MI 49307
7:00 PM
UNAPPROVED**

PLEDGE OF ALLEGIANCE.

CALL TO ORDER: 7:00 p.m. ROLL CALL: Bean, Saez, Marek, Teceno, Everett, Geib, Bechaz present.

PUBLIC COMMENT:

CORRESPONDENCE: Deshano Development Corp. - noted and presented to the board, waiting for an official response from our attorney Eric Williams in regards to our next steps regarding moving forward with this PILOT request.

CONSENT AGENDA

1. September 3, 2024 Meeting Minutes:
2. September 18, Special Meeting Minutes:
3. September 25, Election Commission Minutes:
4. August Financial Report:
5. Sheriff's Report:
6. Building Department Report:
7. Planning Commission Minutes:
8. Fall Clean up Summary:
5. Cemetery and Grounds Report:
6. Fire Department Report:
7. Sewer Department Report:
8. Water Department Report:

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

UNFINISHED BUSINESS:

1. Sidewalk Revision/Bid Packet: Update from Bechaz on potential bids: Bechaz reached out to a few vendors, found that they were interested a couple of years ago. Needs more specific bid information to proceed. Saez would like Bruce to inquire about meeting with Ferris, to see if they would consider partnering with Township to replace entire Northland sidewalk up to Ferris for students.
2. Electric Gate for Highbanks: Ordinance Review update from Bean: Bean checked to see if we are no longer gate and lock the park it would require an ordinance change. That would mean a public hearing and draft change from the Planning Commission. A motion was made by Teceno to ask the Planning Commission to draft an ordinance change on the ability to leave the park open. Supported by Bechaz. Motion passed unanimously.
3. Other:

NEW BUSINESS:

1. Office Cleaning Company, Hope Network closure: Marek and Saez currently pursuing options to find a new cleaning service for the offices and hall.
2. Pictometry Flyover collaboration with City: Saez to get a more final quote from Dan Kirwin to proceed.
3. Zoning Administrator/Administrative Assistant discussion: Current zoning admin moving to part time on 10/1. A motion was made by Teceno to approve of hiring a part time Administrative Assistant with a pay rate between \$17.50-\$18.00/hour based on experience. Supported by Marek. Motion passed unanimously on a roll call vote.
4. Grounds Position -full time - A motion was made by Teceno to approve of the Grounds full time position that Brett Phillips is currently filling at the rate discussed at the prior meeting, effective 10/2/24. Supported by Saez. Motion passed unanimously on a roll call vote.
5. FD bid for hoses: Chief Schroeder presented specifications for the Fire Department Hoses that need to be replaced. A motion was made by Everett to approve of getting the hose bids. Supported by Saez. Motion passed unanimously. Bean - sealed bids will be opened in a board meeting.
6. Marek Comments: Increasingly aware of Fraud happening with peoples' accounts. Concerned about fraud. Service Huntington offers ranging from \$25-\$45 to verify checks actually came from us. Oftentimes, fraudulent checks are gone and out of the country before being caught. Would like to move forward with the \$25 option for the tax account and \$45 option for the general fund. It will take a little more time to process but we will be more protected.

Video shown on conducting elections prepared by Bruce and Hannah.

Financial

1. **Payroll:** A motion was made by Marek to approve of Payroll in the amount of \$39,418.93. Supported by Teceno. Motion passed unanimously on a roll call vote.
2. **Accounts Payable:** A motion was made by Marek to approve of Accounts Payables in the amount of \$374,650.20. Supported by Everett. Motion passed unanimously on a roll call vote.

PUBLIC COMMENT:

Amy Bowling - maybe mention straight ticket voting options? Saez - originally included, different elections and different ways to vote became too confusing for a shorter video.

Tim Hahn - Video is fantastic but recommend not using candidates running. Questioned Bean if Schroeder was doing the inspection of hoses.

Bean - Will have a full report by the next meeting.

Hahn - Spoke with some people, unsure what the plan was and confused to comment when unsure. Moving forward, what will the timeline look like?

Bean - We will have at least one more special meeting/open forum, depending on information received between now and then.

Roughly 5% of the hoses were current, most were pre-1987.

Wyma - There is a recommended standard for hoses, they are still serviceable but past the recommended lifetime.

Hahn - ISO ratings?

Bean - Yes, recommend checking with insurance carriers. Not all use ISO ratings.

Hahn - Who's responsible for inspections?

Bean - Safety officer and Chief, which would have been Tubbs.

Sean Wethington - The City has a meeting on 10/7 during a study session to discuss, and answer questions. Should begin around 6:30pm. For the sidewalk, there isn't one on the West side, no safe way for students to cross and that should be considered.

ADJOURNMENT: 8:10pm

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.