

**GRAND RAPIDS CHARTER TOWNSHIP
REGULAR TOWNSHIP BOARD MEETING
November 6, 2013**

A meeting of the Grand Rapids Charter Township Board was called to order at 7:00 pm by Supervisor Michael DeVries. The meeting was held in the Township Hall. The following were present: Supervisor Michael DeVries, Clerk Edward Robinette, Treasurer Chris Afendoulis, and Trustees Rusty Merchant, Robert Roth, David Van Dyke, and Lee Van Popering. There were two people in the audience.

1. PLEDGE OF ALLEGIANCE.

2. BRIEF PUBLIC COMMENT.

There was no public comment.

2a. CONSIDER REQUEST BY THE CLERK TO AMEND THE AGENDA AND APPROVE PAYMENT OF ELECTION INSPECTORS FOR THE NOVEMBER 5 ELECTION.

Chris Afendoulis, seconded by Robert Roth, moved to amend the agenda and approve the payment of Election Inspectors in the amount of \$6920.00. The motion passed unanimously.

3. APPROVE MINUTES OF THE REGULAR TOWNSHIP BOARD MEETING OF OCTOBER 15, 2013.

Lee Van Popering, seconded by Robert Roth, moved approval of the minutes as presented. The motion passed unanimously.

4. CONSIDER CASH DISBURSEMENTS.

Rusty Merchant, seconded by Lee Van Popering, moved approval of the cash disbursements as presented. The motion passed unanimously.

5. CONSIDER BILLS TO BE PAID.

Lee Van Popering, seconded by Rusty Merchant, moved payment of the bills as presented. The motion passed unanimously.

6. REPORT AND CONSIDERATION FROM THE PERSONNEL COMMITTEE.

Committee Chair Robert Roth presented the report and recommendations of the Personnel Committee as follows:

- a. Job Descriptions for the Township Office positions have been revised to reflect current practice and are now in a uniform format across all departments.
- b. The committee recommends the compensation for the Receptionist/Administrative Assistant be adjusted to \$12.25/hr. for the year 2014
- c. The committee recommends that the Township no longer fund cell phone use by employees and further recommends a one-time payment of \$250.00 to both the Director of Public Safety and the Deputy Fire Chief to facilitate the transition.
- d. The committee recommends the payment of a bonus for the year 2013 for Sue Cady, Robin Rothley, and Kara Hammond, equating to approximately \$500.00 each using their respective hourly rates.

Rusty Merchant, seconded by Lee Van Popering, moved approval of the Personnel Committee recommendations as presented. The motion passed unanimously.

7. CONSIDER AUTHORIZATION OF \$250.00 TRAIL ENHANCEMENT COST.

Lee Van Popering, seconded by Robert Roth, moved to authorize the expenditure of \$250.00 for replacement plantings as presented. The motion passed unanimously.

8. CONSIDER APPROVAL OF THE 2013 SERVICE RECOGNITION GIFT CERTIFICATES FOR:

Don Fehsenfeld, FD	15 years
Kara Hammond, AA	5 years
Ron Hall, ZBA	30 years
George Orphan, ZBA	20 years

Lee Van Popering, seconded by Rusty Merchant, moved approval of the gifts as presented. The motion passed unanimously.

9. CONSIDER APPROVAL OF THE 2014 PAY RATE CYCLE.

Rusty Merchant, seconded by Lee Van Popering, moved to begin the 2014 Grand Rapids Township pay rate cycle on December 23, 2013. The motion passed unanimously.

10. CONSIDER APPROVAL TO AUTHORIZE PAYMENT OF INVOICES AS THEY ARE RECEIVED DURING DECEMBER 2013.

Lee Van Popering, seconded by Robert Roth, moved to authorize payments as presented. The motion passed unanimously.

BOARD COMMENTS: There were none.

PUBLIC COMMENTS: There were none.

The meeting adjourned at 7:10 pm.

Edward J. Robinette, Clerk
GRAND RAPIDS CHARTER TOWNSHIP