

**BIG RAPIDS CHARTER TOWNSHIP BOARD
SPECIAL MEETING – TUESDAY AUGUST 30, 2016 AT 7 P.M.
HELD AT BIG RAPIDS TOWNSHIP OFFICES
APPROVED**

CALL TO ORDER: 6:30 p.m.

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

A motion to appoint Dave Hamelund as Moderator for the meeting was made by Currie. Seconded by Zimmerman. Motion carried.

THE PURPOSE OF THIS SPECIAL MEETING IS UNFINISHED AND NEW BUSINESS REGARDING REQUEST FOR PAY INCREASES AND ADJUSTMENTS, REVIEW OF TOWNSHIP POLICY REGARDING PERSONNEL ADMINISTRATIONS 5.1 : SUPERVISORS AUTHORITY / 5.2 : PERSONNEL OFFICER'S DUTIES / 5.8 EMPLOYEE SECTION – WHEN FILLING A VACANT POSITION COMMITTEE RECOMMENDATION AND WEIGHT OF RECOMMENDATION AS IT PERTAINS TO TOWNSHIP POLICY. ADDITION OF “AGREEMENT OF EMPLOYMENT” , BEGIN REVIEW OF THE TOWNSHIP PROJECTED 2017 BUDGET BY LINE ITEM / AND OR SCHEDULE ADDITIONAL MEETING TO DO SO.

PUBLIC COMMENT: Bill Shriver –would like discussion and added to the agenda for the next meeting that the authority for the zoning be taken from Bill Stanek and Brent Mason for failure to do what had been promised. Wayne O’Neil – questioned why it was necessary to add the zoning authority discussion to the next meeting agenda.

- 1) UNFINISHED AND NEW BUSINESS REGARDING REQUEST FOR PAY INCREASES AND ADJUSTMENTS.** The board decided to put the continuation of an Assistant Zoning Administrator on the Agenda for the September 6, 2016 Regular meeting.

A motion to leave the Zoning Administrator salary for 2016 at \$8,000 was made by Currie. Seconded by Zimmerman. Motion carried unanimously.

A motion if the township board deems to increase the current Zoning Administrators salary from \$4,000 that those funds come from the Supervisor’s line item 101-401-702.000 was made by Currie. Seconded by Zimmerman. Motion carried unanimously.

A motion the township adopt a resolution for each elected official each year was made by Currie. Seconded by Fountain. Motion carried unanimously.

A motion the board approve the Treasurer's formal request for a \$2,184.00 increase in the Treasurer's salary was made by Currie. Motion died for lack of support. Pay increase for the Treasurer will be added to the September 6, 2016 agenda.

2) REVIEW OF TOWNSHIP POLICY REGARDING PERSONNEL ADMINISTRATIONS 5.1 : SUPERVISORS AUTHORITY / 5.2 : PERSONNEL OFFICER'S DUTIES / 5.8 EMPLOYEE SECTION – WHEN FILLING A VACANT POSITION COMMITTEE RECOMMENDATION AND WEIGHT OF RECOMMENDATION AS IT PERTAINS TO TOWNSHIP POLICY.

ADDITION OF “AGREEMENT OF EMPLOYMENT” . The following items will be added to the agenda for the September 6, 2016 Regular meeting: Changes in Personnel Administration Policy 5.1, the Employment Agreement, Changes in Filling a Vacant Position 5.8, Supervisor's HR responsibilities.

3) BEGIN REVIEW OF THE TOWNSHIP PROJECTED 2017 BUDGET BY LINE ITEM / AND OR SCHEDULE ADDITIONAL MEETING TO DO SO.

The board decided to hold a special meeting on September 6, 2016 at 6 p.m.. to review the projected 2017 budget by line item.

PUBLIC COMMENT: Chris Vodry – Homework for next meeting, Township member audit of elected officers duties, Expectations for Administrative Assistant, Monies on reserve for sick leave/vacation carry-over. John Emmons – Special Meeting, Public comment published in the Pioneer. Bill Shriver – Ability to comment during the meeting.

ADJOURNMENT: 8:55 p.m.