

Minutes
Robinson Township Board of Trustees
Regular Meeting, March 13 at 7:30 pm
12010 120th Ave, Grand Haven, MI 49417

Present: Supervisor Kathryn Kuck, Treasurer Bonnie Hayward, Clerk Christine Saddler, Trustee Bernice Berens
Absent with notice: Trustee Travis Vugteveen
Also present: Attorney Ron Bultje and seven members of the public

Berens gave the invocation which was followed by the Pledge of Allegiance.

Kuck made a motion supported by Hayward to approve the minutes of the February 13, 2019 Regular Board meeting with a correction to the month of the MTA conference and adding the amount of the repair to the fire truck. Motion carried.

Berens made a motion supported by Hayward to approve the agenda. Motion carried.

Opening remarks of the Supervisor. Supervisor stated the repair to the truss in the township hall had been made, the school is still working on a solution for their PFAS situation and there is information available about a Soil Conservation tree sale.

Commissioner Greg DeJong shared more information about PFAS, a visit by the Lieutenant Governor, the fight against and increase in the gas tax, the purchase of additional park land in Robinson Township, the approval at County for a Director's position for the new Inclusion and Diversity Department, the retirement of several department directors and the upcoming Police Week May 12-18.

Public comment: Concern that the Consumers right-of-way was being blocked with brush by a resident.

After a reading of the Library Week Proclamation, Berens made a motion supported by Hayward to approve the signing of the proclamation. Motion carried.

Berens made a motion supported by Hayward to approve the wage schedule starting April 1, 2019 with changes being: Assessor-\$31,850/yr, Zoning Administrator-\$27,500/yr, Fire Chief-\$17,500/yr, Deputy Clerk, Deputy Treasurer and Groundskeeper raised to \$15.50/hr and Township Maintenance \$16.50/hr. Roll call vote was held with all members present voting yes. Vugteveen absent. Motion carried.

Berens made a motion supported by Kuck to approve General Fund Budget Resolution 2019-03-07 increasing 101-371-00000 by \$15,000, 101-400-00000 by \$5,000 and 101-445-00000 by \$1,000. Decreasing 101-265-00000 by \$21,000. Roll call vote was held with all members present voting yes. Vugteveen absent. Motion carried.

Discussion was held regarding building permits fees and how they are paid to IMS and the problems that are occurring when permits have been closed without having a final inspection. Kuck made a motion supported by Hayward to have Attorney Bultje review the contract with IMS to determine how payment should be made. Motion carried.

Berens made a motion supported by Kuck to untable the end of year wage adjustment for the fire department. Motion carried.

Saddler made a motion supported by Berens to establish an end of year wage adjustment based on years of service. This will be for active members (on 12/31) of the Fire Department who have reached five years of seniority as of 12/31. Payment will be calculated at a rate of \$25/year in 5-year increments with levels of 5, 10, 20 and 30 years with a cap of 30 years. This will start 12/31/19. Roll call vote was held with all members present voting yes. Vugteveen absent. Motion carried.

Kuck made a motion supported by Berens to untable the cell phone policy discussion. Motion carried.

Kuck made a motion supported by Berens to table the cell phone discussion until more information is gathered. Motion carried.

Hayward made a motion supported by Berens to untable the maintenance position discussion. Motion carried.

After a review of job descriptions, Hayward made a motion supported by Kuck to approve the Maintenance worker job description which sets the position hours at up to 8 hours/week April 1-November 30 and up to 4 hours/week December 1-March 31 and the Groundskeeper job description and to post the maintenance position per personnel policy. Motion carried.

Kuck made a motion supported by Berens to void the previous motion to transfer the surplus of revenue over expenditures from a fiscal year back into that year in the amount of 60% to roads, 10% to water and 5% to park and in the future make a decision after the audit is complete of what amounts to transfer into those funds into the current fiscal year not the completed one. Roll call vote was held with all members present voting yes. Vugteveen absent. Motion carried.

Kuck made a motion supported by Berens to transfer the budgeted "transfer to road fund" amount now rather than wait until after the audit as in the past. Roll call vote was held with all members present voting yes. Vugteveen absent. Motion carried.

Berens made a motion supported by Kuck to freeze the spending of any monies outside of normal operating expenses without review to ensure accounts do not go over budget. Roll call vote was held with all members present voting yes. Vugteveen absent. Motion carried.

Fire Chief VanVelzen informed the board about a change in protocol for NOCH ambulance where all patients are taken to NOCH. The Fire Chief's are not in favor of this change and will be meeting with the hospital.

Hayward made a motion supported by Berens to add a per diem payment for members of the Election Commission for meetings starting April 1, 2019. Roll call vote was held with all members present voting yes. Vugteveen absent. Motion carried.

Kuck made a motion supported by Berens to designate that those who help with dump day be paid at the groundskeeper wage. Roll call vote was held with all members present voting yes. Vugteveen absent. Motion carried.

Berens made a motion supported by Hayward to pay the bills. Motion carried.

Reports:

Treasurer's report on file

Park Board waiting for school re: Earth Day

Ambulance Oversight report

Zoning report

Fire Department annual and monthly report

Berens made a motion supported by Hayward to adjourn the meeting at 9:53 p.m. Motion carried.

Respectfully submitted,

Christine Saddler
Robinson Township Clerk