

**GRAND RAPIDS CHARTER TOWNSHIP
REGULAR TOWNSHIP BOARD MEETING
MAY 7, 2008**

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, Treasurer Chris Afendoulis, Clerk Janice Hulbert and Trustees Edward Robinette, James Saalfeld and Lee VanPopering. Trustee Rusty Merchant was absent. There were 3 people in the audience.

1. PLEDGE OF ALLEGIANCE.

2. BRIEF PUBLIC COMMENT.

Public comments were accepted.

Michael DeVries requested permission to add an item to this meeting agenda: Road closure request for a neighborhood get-together on Calais Court cul-de-sac. Chris Afendoulis, seconded by Lee VanPopering, moved to approve the request for this item to be added to the May 7, 2008 agenda. Motion passed unanimously.

3. APPROVE MINUTES OF THE REGULAR TOWNSHIP BOARD MEETING, APRIL 15, 2008.

Lee VanPopering, seconded by Edward Robinette, moved to approve the minutes of the Township Board meeting on April 15, 2008 as presented. Motion passed unanimously.

4. APPROVE MINUTES OF THE SPECIAL TOWNSHIP ELECTION COMMISSION MEETING, APRIL 15, 2008.

Edward Robinette, seconded by Chris Afendoulis, moved to approve the minutes of the Township Election Commission meeting on April 15, 2008 as presented. Motion passed unanimously.

5. ROAD CLOSURE REQUEST FOR A NEIGHBORHOOD GET-TOGETHER ON CALAIS COURT CUL-DE-SAC.

James Saalfeld, seconded by Chris Afendoulis, moved to approve the temporary street closing for Calais Court on June 14, 2008 and send that request to the Kent County Road Commission for their approval. Motion passed unanimously.

6. CONSIDER BILLS TO BE PAID.

Lee VanPopering, seconded by Edward Robinette, moved to approve the bills to be paid as presented. Motion passed unanimously.

7. CONSIDER CASH DISBURSEMENTS.

Edward Robinette, seconded by Lee VanPopering, moved to approve the cash disbursements for April 2008 as presented. Motion passed unanimously.

8. CONSIDER APPOINTMENT OF AMANDA WALL AS ASSESSING ADMINISTRATIVE ASSISTANT.

A letter was received from Robin Rothley, Grand Rapids Township Deputy Assessor, regarding the permanent hiring of Amanda Wall as a part-time Assessing Administrative Assistant.

Amanda is currently working in the Assessing Department as a temporary employee.

Michael DeVries explained that this department is working with a plan to rearrange duties and responsibilities. Amanda Wall would fit in with that plan along with the proposed budget for that department and his recommendation for pay rate of \$8.50 per hour.

Edward Robinette, seconded by Lee VanPopering, moved to hire Amanda Wall as a part-time Assessing Administrative Assistant at the hourly rate of \$8.50 per hour. Motion passed unanimously.

9. CONSIDER COMPUTER PURCHASE – DEPUTY FIRE CHIEF.

A letter was received from Robert Versluys, Grand Rapids Township Deputy Chief, explaining problems with his computer. Estimates for repair were \$500 and replacement \$668. His recommendation is to purchase a new computer.

Chris Afendoulis, seconded by Edward Robinette, moved to approve the request for computer purchase, not-to-exceed \$700. Motion passed unanimously.

10. CONSIDER SOFTWARE AND NOTEBOOK COMPUTER PURCHASE – FIRE INSPECTIONS.

A letter was received from Robert Radakovitz, Grand Rapids Township Director of Public Safety, requesting purchase of a new computer and software.

Mr. Radakovitz explained that the Grand Rapids Township Fire Inspector is responsible for Grand Rapids Township inspections and also Cascade Township inspections by contract with Cascade Township.

The computer and software would make the process of reporting more efficient.

The cost of the computer would be less than \$2,500 and the software would be less than \$1,900.

Chris Afendoulis, seconded by Edward Robinette, moved to approve the request for the purchase of equipment and software as presented, not-to-exceed the proposed costs of \$2,500 and \$1,900. Motion passed unanimously.

11. CONSIDER OUTDOOR ASSEMBLY PERMIT FOR THE SOUTHEAST YMCA.

A request was received from the Southeast YMCA requesting an Outdoor Assembly Permit.

Michael DeVries informed the Board that all of the requirements for an Outdoor Assembly Permit have been met. The date of the event is June 13, 2008, 5 pm – 10 pm, with a maximum attendance of 350.

Lee VanPopering, seconded by James Saalfeld, moved to approve an Outdoor Assembly Permit to the Southeast YMCA for June 13, 2008. Motion passed unanimously.

12. CONSIDER APPROVAL OF ROAD CLOSURE FOR REEDS LAKE TRIATHLON.

A letter was received from the City of East Grand Rapids requesting the annual road closure permit for the Reeds Lake Triathlon on September 6, 2008.

Edward Robinette, seconded by Lee VanPopering, moved to approve a resolution authorizing application to the Kent County Road Commission and Michigan Department of Transportation for the necessary permits for the Reeds Lake Triathlon on September 6, 2008. Motion passed unanimously.

Board Comments:

Michael DeVries reminded the Board about the plan for road repairs in Grand Rapids Township. Each year, expenses are budgeted to continue the plan for required repairs in areas such as Whispering Pines and Forest Hills plats. The Kent County Road Commission has budgeted money for repairs on Dean Lake Ave NE. Mr. DeVries is working on a proposal to the Board for additional funds to be contributed to the Kent County Road Commission for a more permanent repair on Dean Lake, rather than a temporary repair.

Chris Afendoulis informed the Board that the Treasurer's Department has received 23 applications for the Administrative Assistant position. Those applications will be reviewed and interviews will be scheduled.

The meeting adjourned at 7:10 pm.

Janice K. Hulbert, Clerk
GRAND RAPIDS CHARTER TOWNSHIP