

**GRAND RAPIDS CHARTER TOWNSHIP
REGULAR TOWNSHIP MEETING
1836 EAST BELTLINE N.E.**

**December 19, 2017
7:00 p.m.**

AGENDA

1. Pledge of Allegiance.
2. Brief Public Comment. (Brief 2-3 minutes per person relating to agenda items).
- *3. Approve minutes of the regular Township Board meeting of December 5, 2017.
- *4. Consider bills to be paid.
- *5. Consider approval of 2017 Grand Rapids Township Budget Amendments.
- *6. Consider appointment of Erin Haney, as an alternate, to the Grand Rapids Township Board of Review.
7. Board Comments.
8. Public Comments. (Please limit comments to less than 5 minutes and state your name and address for the recording secretary)
9. Adjournment.

**GRAND RAPIDS CHARTER TOWNSHIP
REGULAR TOWNSHIP BOARD MEETING
December 5, 2017**

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 David Van Dyke joined the meeting at 7:02 pm, and Trustees Vas Christopoulos, David Pierangeli, Lee Van Popering, and Philip Yeiter. There was one person in the audience.

1. PLEDGE OF ALLEGIANCE.

2. BRIEF PUBLIC COMMENT. There were none.

3. APPROVE MINUTES OF THE REGULAR TOWNSHIP BOARD MEETING OF NOVEMBER 21, 2017.

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

4. CONSIDER CASH DISBURSEMENTS.

Lee Van Popering, seconded by David Pierangeli, moved approval of the cash disbursements as presented.

5. CONSIDER BILLS TO BE PAID.

Lee Van Popering, seconded by Philip Yeiter, moved approval of the bills as presented. The motion passed unanimously.

6. CONSIDER APPROVAL OF PERSONNEL POLICY AMENDMENT – re: WORKER COMPENSATION, MIOSHA NOTIFICATION REQUIREMENTS.

Lee Van Popering, seconded by David Pierangeli, moved approval of the policy amendment as requested. The motion passed unanimously.

7. CONSIDER APPROVAL OF AMENDMENT TO DISPATCH AGREEMENT WITH KENT COUNTY.

Lee Van Popering, seconded by Philip Yeiter, moved approval of the amendment as presented. The motion passed unanimously.

8. CONSIDER APPROVAL OF BOARD OF REVIEW POVERTY EXEMPTION POLICY AMENDMENT.

Lee Van Popering, seconded by David Pierangeli, moved approval of the Resolution to amend the Poverty Exemption Policy as presented. A roll call vote was taken.

AYES: Robinette, Van Dyke, Van Popering, Yeiter, Christopoulos, DeVries, Pierangeli.

NAYS: None

The Resolution is declared adopted.

9. CONSIDER APPROVAL OF 2018 FUND BALANCE POLICY ALLOCATION.

Lee Van Popering, seconded by David Pierangeli, moved approval of the 2018 Fund Balance Allocation as presented. The motion passed unanimously.

10. CONSIDER APPROVAL OF THE PURCHASE AGREEMENT RESOLUTION FOR THE SALE OF 50 CRAHEN AVE.

Lee Van Popering, seconded by David Pierangeli, moved approval of the resolution as presented. A roll call vote was taken.

AYES: Van Dyke, Van Popering, Yeiter, Christopoulos, DeVries, Pierangeli, Robinette

NAYS: None

The Purchase Agreement Resolution is declared adopted.

11. BOARD COMMENTS. There were none.

12. PUBLIC COMMENTS. There were none.

13. ADJOURNMENT. The meeting was adjourned at 8:25 pm.

Edward J. Robinette, Clerk
GRAND RAPIDS CHARTER TOWNSHIP

BD

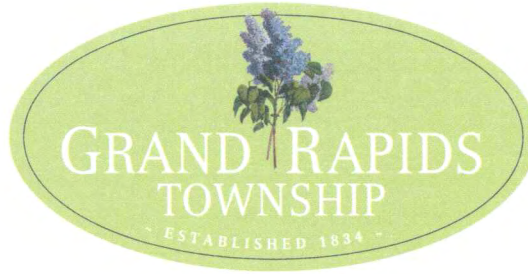
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ABSOPURE WATER CO	60.00		
2. APPLIED IMAGING	7,064.60		
3. CADY, SUE	76.51		
4. CARDMEMBER SERVICE	1,289.56		
5. CASH - CADY	500.00		
6. COMCAST	10.63		
7. CONSUMERS ENERGY	7,621.73		
8. CONSUMERS LIFE INSURANCE COMPANY	504.12		
9. DESIGN EDGE	5,812.50		
10. DINGES FIRE COMPANY	128.11		
11. DTE ENERGY	675.32		
12. FLEET SERVICES - WEX BANK	374.20		
13. GRAND RAPIDS CHARTER TWP	5.45		
14. GRAND RAPIDS CITY-WTR SYS	214.95		
15. IAFC MEMBERSHIP	209.00		
16. KENT COUNTY HEALTH DEPT	16.00		
17. KENT COUNTY ROAD COMMISSION	2,998.47		
18. LOWE'S	58.85		
19. MARATHON FLEET - WEX BANK	434.62		
20. NYE UNIFORM COMPANY	109.98		
21. OFFICE DEPOT	27.88		
22. ORKIN INC	81.60		
23. SCHOLTENS ELECTRIC	51,595.00		
24. SPENCER MANUFACTURING INC	210.00		
25. SUPERIOR BUSINESS SOLUTIO	577.47		
TOTAL ALL CLAIMS	80,656.55		

MICHAEL J. DeVRIES
SUPERVISOR

EDWARD J. ROBINETTE
CLERK

DAVID A. VAN DYKE
TREASURER



LEE VANPOPERING
TRUSTEE
DAVID M. PIERANGELI
TRUSTEE
BEVERLY S. WALL
TRUSTEE
PHILIP D. YEITER
TRUSTEE

Item # 5

December 19, 2017

TO: Grand Rapids Charter Township Board of Trustees
FROM: Michael J. DeVries
Township Supervisor
RE: 2017 Budget Amendments

RECOMMENDATION

Consider approval of the 2017 General Fund, Endowment Fund and Improvement Revolving Fund Budget Amendments.

BACKGROUND

See attached.

**-2017-
Budget Amendments**

GENERAL FUND

	Revenues	BUDGET	CHANGE	AMENDED BUDGET
000	101-000-673 Sale of Assets	162,000	702,000	864,000
	<i>Total REVENUES</i>	<i>162,000</i>	<i>702,000</i>	<i>864,000</i>

	Expenditures	BUDGET	CHANGE	AMENDED BUDGET
257	101-257-701 Assessors Wage	56,992	4,000	60,992
	101-257-705 Deputy Assessors Wage	45,840	3,000	48,840
	<i>Total Department-ASSESSING</i>	<i>102,832</i>	<i>7,000</i>	<i>109,832</i>
260	101-260-980 Computer Support	15,000	20,000	35,000
	<i>Total Department-GENERAL OFFICE</i>	<i>15,000</i>	<i>20,000</i>	<i>35,000</i>
265	101-265-958 Contractual	90,000	(20,000)	70,000
	<i>Total Department-BUILDING</i>	<i>90,000</i>	<i>(20,000)</i>	<i>70,000</i>
336	101-336-970 Capital Outlay	475,000	(225,000)	250,000
	101-336-701 Fire Dept Wages	265,000	(30,000)	235,000
	<i>Total Department-FIRE DEPARTMENT</i>	<i>740,000</i>	<i>(255,000)</i>	<i>485,000</i>
721	101-721-701 Planning Board Wages	3,800	10,000	13,800
	101-721-705 Planner Wages	32,000	7,000	39,000
	<i>Total Department-PLANNING</i>	<i>35,800</i>	<i>17,000</i>	<i>52,800</i>
756	101-756-974 Crahen Valley Park	25,000	60,000	85,000
	<i>Total Department-CVP</i>	<i>25,000</i>	<i>60,000</i>	<i>85,000</i>
996	101-996-999 Transfer Out	360,000	1,140,000	1,500,000
	<i>Total Department-TRANSFER OUT</i>	<i>360,000</i>	<i>1,140,000</i>	<i>1,500,000</i>

ENDOWMENT FUNDS

- PARKS FUND -

	Revenue	BUDGET	CHANGE	AMENDED BUDGET
000	115-000-699 Transfer In	100,000	100,000	200,000
	<i>Total REVENUE</i>	<i>100,000</i>	<i>100,000</i>	<i>200,000</i>

- TRAILS FUND -

	Revenue	BUDGET	CHANGE	AMENDED BUDGET
000	110-000-699 Transfer In	100,000	200,000	300,000
	<i>Total REVENUE</i>	<i>100,000</i>	<i>200,000</i>	<i>300,000</i>

IMPROVEMENT REVOLVING FUND

	Revenue	BUDGET	CHANGE	AMENDED BUDGET
000	246-000-998 Transfer In	0	1,000,000	1,000,000
536	246-536-970 Capital Outlay	0	230,000	230,000
	<i>Total REVENUE</i>	<i>0</i>	<i>1,230,000</i>	<i>1,230,000</i>

SPECIAL ASSESSMENTS

	Expenditures	BUDGET	CHANGE	AMENDED BUDGET
448	219-448-926 Street Lights	80,000	10,000	90,000
428	220-428-956 Hidden Lake	3,062	4,798	7,860
	<i>Total EXPENDITURE</i>	<i>83,062</i>	<i>14,798</i>	<i>97,860</i>

MICHAEL J. DeVRIES
SUPERVISOR

EDWARD J. ROBINETTE
CLERK

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Item # 6

December 19, 2017

TO: Grand Rapids Charter Township Board of Trustees
FROM: Michael J. DeVries
Township Supervisor
RE: Board of Review appointment

RECOMMENDATION

Consider approval to appoint Erin Haney to the Grand Rapids Township Board of Review as an alternate.

BACKGROUND

See attached.

November 18, 2017

Mike DeVries, Supervisor
Grand Rapids Charter Township
1836 East Beltline NE
Grand Rapids, MI 49525

Mr. DeVries:

Please accept this letter expressing my interest in serving on the Grand Rapids Charter Township Property Tax Board of Review. I met with Robin Rothley in October to discuss my qualifications and the Township's anticipated needs regarding the Board. I remain interested in a position on the Board, and it would be my privilege to serve the Township in this capacity. I have enclosed a current resume for your reference. Please feel free to contact me if you require additional information. I look forward to the opportunity to work with you.

Sincerely,

A handwritten signature in black ink that reads "Erin M. Haney". The signature is written in a cursive style with a large, looped 'E' and a trailing flourish at the end.

Erin M. Haney

Erin Healy Haney, JD, CPA

4280 Downing St. SE, Grand Rapids, MI 49546

(616) 446-3609 emh1121@gmail.com

EDUCATION

Western Michigan University Thomas M. Cooley Law School, Grand Rapids, MI

Juris Doctor, *Magna Cum Laude*, December 2015

Honors: WMU Cooley Law Review, *Preemption and Screening Editor*, May 2014 - April 2015
Full-Tuition Honors Scholarship Recipient

Certificates of Merit: Contracts I & II; Crim. Law; Crim. Procedure; Civil Procedure I; Property II; Constitutional Law I; Wills, Estates & Trusts; Research & Writing; Advanced Writing; Secured Trans.; Tax

Grand Valley State University, Allendale, MI

Bachelor of Business Administration in Accounting, *Magna Cum Laude*, May 2008

Bachelor of Arts in English, *Magna Cum Laude*, August 2008

Honors: Honors College Graduate
Outstanding Accounting Student Award

EXPERIENCE

Varnum LLP, Grand Rapids, MI

Associate (April 2016 - present)

- Conduct legal research related to general corporate and tax matters, communicate with regulatory agencies, and draft legal documents and advisory memoranda. Support tax controversy proceedings including litigation. Analyze complex legal questions and communicate conclusions to partners, clients, and other business advisors.

Michigan Department of Treasury, Tax Compliance Bureau, Grand Rapids, MI

Senior Auditor (June 2013 - March 2016), *Auditor* (May 2010 - May 2013)

- Completed use tax, Single Business Tax, and Michigan Business Tax audits of large and mid-size companies. Performed detailed technical research and drafted documentation regarding internal procedural and policy matters.

Special Assignments:

- *Interim Litigation Specialist* (August 2013 - April 2014): Served as primary liaison between audit staff and Assistant Attorney Generals representing Treasury in audit controversy litigation.
- *Executive Office Pilot Program* (October 2011 - August 2013): Selected by management to assist in implementation of a taxpayer-service initiative overseen by the Executive Office.
- *Technical Issues Resolution Group* (January - September 2012): Performed in-depth research and drafting of memoranda for internal and external users. Assisted in preparation of auditor training.

The Honorable Robert J. Jonker, U.S. District Court, Western District of Michigan, Grand Rapids, MI

Judicial Intern (May - August 2014)

- Conducted legal research and composed legal memoranda and draft opinions regarding a variety of procedural and substantive issues. Observed local, state, and federal judicial proceedings.

Deloitte Tax LLP, Grand Rapids, MI

Tax Consultant (August 2008 - May 2010), *Intern* (June - August 2008)

- Prepared tax returns for corporations, partnerships, individuals, and tax-exempt organizations. Calculated extension and estimate payments and assisted with consulting projects. Served as primary Grand Rapids contact for Form 990 and 990-PF preparation and review.

CERTIFICATIONS

State Bar of Michigan, Member (June 2016 - present)

Certified Public Accountant, Michigan (September 2009 - present)