

**RICHLAND TOWNSHIP  
REGULAR BOARD MEETING  
JULY 9, 2007**

\*\*\*\*\*

Supervisor Bussema called the meeting to order. The Pledge of Allegiance followed.

Those present: Supervisor Alan Bussema  
Clerk Jackie Light  
Treasurer Wanda Hinklin  
Trustee Teresa Stafford  
Trustee Joseph Kaywood

Also present were several firefighters, Attorney Kenneth Sparks, interested citizens and representatives from Allen Edwin Homes.

**CONSENT AGENDA**

Hinklin/Kaywood moved approval of minutes of the June meetings, June Financial Statements, as sent and the paying of July bills. **MOTION CARRIED.**

**REPORTS**

Reports were distributed to members throughout the month. Park Director Maiers added that the Youth Football people would like to set up an AED training date on Saturday August 18. Fire Captain Smit suggested that perhaps some of the Township office staff might also like to participate since the AED might be moved to the office during the winter.

**NEW BUSINESS**

**SWIMMING POOL ORDINANCE AMENDMENT**

Bussema said he had a call from Phillip Goodall who has been dealing for several years with a neighbor and an abandoned swimming pool. The pool has rank water sitting in the cover and seems to be a mosquito hatching ground. The neighbor has promised to clean it up, but has made little progress. The current ordinance says that pools can't be left to collect stagnant water and become breeding grounds for mosquitoes.

Attorney Sparks brought examples of some other swimming pool ordinances.

Kaywood/Stafford moved to instruct Attorney Sparks to prepare a draft of an ordinance to create a General Police Power Ordinance with more specific restrictions and remove our current ordinance from the Zoning Ordinances. **MOTION CARRIED.**

**AMEND FIRE DEPARTMENT BUDGET**

The Fire Department received \$1480 in the form of memorial contributions for Bob Robinson. That money has been used toward the purchase of another AED. Stafford/Light moved to increase the Fire Department Medical Equipment Expense line by the \$1480 to offset the cost of the AED. **MOTION CARRIED.**

**STEP 1 APPROVAL OF GILMORE FARMS SITE CONDOMINIUMS**

Scott Sanderson, representing Allen Edwin Homes, presented conceptual drawings of the development they want to establish on the southern portion of Gilmore Farms. They are only ready for Step 1 at this time. They need to complete more engineering and further drawings and will be back for Step 2 as soon as possible. Hinklin/Kaywood moved to approve Step One of all phases of the Planned Unit Development for Gilmore Farms. **MOTION CARRIED**

## **UNFINISHED BUSINESS**

### **FIRE DEPARTMENT JOB DESCRIPTIONS**

#### **FIRE CHIEF**

With some changes: #9: "hold regular staff, department..."; #12: eliminate the second sentence. Bussema/Stafford moved to adopt the Fire Chief Job Description. **MOTION CARRIED.**

#### **ASSISTANT CHIEF**

There were several changes in wording suggested by Board members, but, in principle, the job description was acceptable. Stafford/Light moved to accept the Assistant Fire Chief Job Description. **MOTION CARRIED.**

#### **CAPTAINS**

Other than wishing to emphasize that all Captains are on the same level, the description was satisfactory. Stafford/Bussema moved to accept the Captains Job Description. **MOTION CARRIED.**

#### **FIREFIGHTER**

Kaywood/Stafford moved to accept the Firefighter, Paid on Call Job Description. **MOTION CARRIED.**

#### **FIRE APPARATUS OPERATOR/DRIVER**

Kaywood/Stafford moved to table any action on this description until further discussion with the Fire Chief. **MOTION CARRIED.**

#### **DISCIPLINE POLICY**

Hinklin/Kaywood moved to table the Discipline Policy to rework it and provide definitions and clarifications for some of the terms. **MOTION CARRIED.**

#### **JOB QUALIFICATIONS**

Bussema/Stafford moved to table a decision on the Job Qualifications until they can be further clarified. **MOTION CARRIED.**

### **MEMBER TIME**

Stafford suggested sending a letter to the County Road Commission about the intersection of 34<sup>th</sup> Street and East DE Avenue. Since the Commission is scheduled to meet with the Board in August, it might be best to meet at the site before the meeting so we can all discuss the issues with that intersection.

Stafford also said that we should try to get back on schedule with our semi-annual meetings with the Village. The next regular date would be Wednesday October 24.

Kaywood asked about the possibility of increasing the training sessions for which firefighters are paid. Currently they are limited to 24 per year. Kaywood reported that they are now supposed to do three training sessions at each school in the Township each year. That would be 12 additional sessions. Kaywood also requested that the limit on the number of firefighters be raised to 30 so that the department can add more members. They especially need daytime firefighters.

Kaywood asked that the September Board meeting date be moved from the first Tuesday. Stafford/Bussema moved to change the September meeting to Monday September 10, at 7:00 p.m. **MOTION CARRIED.**

Kaywood also requested that the Budget Workshop meeting in February be scheduled in the same week as the Board meeting so that he can come back for both. Light said the Legislature still has not set the date for the Presidential Primary, so the meeting date can not be set, as yet.

**ADJOURNMENT**

The Supervisor adjourned the meeting at 9:25 p.m.