

VOLINIA TOWNSHIP  
CASS COUNTY, MICHIGIAN  
Minutes of Special Meeting  
Thursday, June 20, 2024  
6:30 PM

The meeting was called to order by Supervisor Larry Davis at 6:38pm. Members present: Supervisor Larry Davis, Trustee Denny Grice, Trustee Nick Seelye, Treasurer Alex Williams and Clerk Annette Peters. Members absent: None.

Others present: None.

Prayer was given by Denny Grice.

Pledge of Allegiance was given by Larry Davis.

**Interview**

***Rich McGrew***

Rich did not provide a resume for the interview. Rich said that his full time job is at SAFEbuilt as a Building Official, Inspector and Plan Reviewer and Diamond Handyman LLC which is his company. He currently works with Marcellus Township, Vandalia, Breedsville and Village of Mattawan

Denny Grice asked where Rich lives. He lives in Penn Township by the COA. He also said that he worked for the county until 2017. He also worked for the Sheriffs office from 1999 to 2022.

Larry Davis asked if Rich has a High School diploma. He does have a high school diploma and attended college.

Denny asked if he has any other employees. Yes he has 2 other inspectors and one more that is close to becoming a building inspector.

Annette Peters asked if Rich knew this interview was for the Zoning Administrator position and not building inspector since everything he is promoting about himself is related to building inspector and not zoning administrator.

Rich will have to look at his past contract with Porter Township for zoning Administrator but it should be a flat fee of \$235 per month and \$50 per zoning permit.

Denny asked how hard it is for someone to get a hold of him. Rich said that he has 2 cell phones that are always on.

Larry asked if Rich would be able to handle out Blight also. Rich said that he has experience with Blight.

Rich asked how far along the gravel pit is. Annette said that they have just resubmitted the special land use application.

Larry asked if Rich has time to take on our township. Rich said yes, he's right down the road, and with this full time job there are times that he's done and home by noon so he has plenty of time to take care of the Township. Through SAFEbuilt he has 4 permit imputers, 3 zoning and 1 blight employee.

Larry said if hired, would like to see at quarterly meetings and receive monthly reports. Rich said that would not be a problem.

Alex Williams asked if Rich is currently a zoning administrator. Rich said no, but he was in Porter Township for 9 years and Texas Township for 2 years. Alex asked why he currently didn't have a zoning administrator position. Rich said that Texas Township hired someone else and he was doing everything at Porter Township and it got to be too much.

Larry asked what would be able to expect as a normal response time for an inquiry. Rich said 1-2 hours unless he's in the middle of an inspection (he will no answer his phone during an inspection), but the same day for sure.

Nick asked if we reported a blight complaint how long would it take for him to investigate. Rich said that it would be the same day.

Denny asked what would be the terms of the contract. Rich said anything; he would be willing to do 6 months, a year or even month to month.

Rich did say that it's not really worth doing the zoning administrator position and not doing the building inspector position.

Nick asked when the contract is up with Kevin Harris. Annette said that she thought we just renewed it for one year. Alex said the thought it was renewed in April.

Larry asked if Rich knows Joe Wickey. Rich said yes or knows of. He used to send him stuff all the time.

Nick asked if we called about a barn with no permit what would happen. Rich said that it would red tagged. Larry asked then what. Rich said then a demo permit.

Nick asked if a building it put up with electric and plumbing and is too close to the property line, what he would do. Rich said he would take it to court; they will have to jack up the building, and move the building to meeting the zoning requirements.

Nick said there are multiple buildings with expired permits and nothing is being done. Rich said that Joe is out the area and that makes it hard.

Larry asked if Rich drives in Volinia Township. Rich said that he never drives the same way home ever. He always sees stuff when he's driving.

Larry asked if variances are different in the country and on lake property. Rich said that depends on your zoning and what's in your book.

Nick asked if we do hire, would Rich pick up where Beth left off, or start off fresh. Rich said yes he could still go back on complaints if not on assessments.

Alex said that we are just interested in zoning administrator for right now, since that's all we are prepared for, would that be something Rich would be willing to do. Rich said yes.

Denny asked when the Zoning Solutions contract is up. Annette said that the contract just says August.

Nick said that Larry stated at the last meeting that Beth breeched her contract. Larry said he didn't remember saying that. Rich said that happens when you take on too much.

Denny said the he thinks we should let the current contract burn out then bring someone in for a short term trial basis.

Alex asked Rich if he could provide a copy of his resume and references. Rich said yes he would have to update it and will email it.

Larry asked if Rich is going to over stretch himself. Rich said no, he's getting a new route at his full time job next week and will just be handing New Buffalo and Chikaming Township.

Larry asked if we decide to hire, would he get the paperwork from Zoning Solutions. Rich said yes he would do that.

Larry asked if Rich has an office. Rich said the he works out of his house.

Denny said now what. Annette said that she wants to see a resume and references. Alex said that he wants to interview more possibilities.

### **Williams & Works Invoice**

We received the May Invoice from Williams & Works regarding High Grade Materials Application. Nick asked if they charged to come down for the May 29<sup>th</sup> meeting. Annette said that this invoice does not say that. Nick said that we need to imply to Beth Pompey that she cost the township money.

Larry Davis made a motion to pay invoice 98545 from Williams & Works; Alex Williams seconded the motion; all in favor; motion carried. Larry Davis requested a roll call vote:

Grice – Yes

Peters – Yes  
Davis – Yes  
Williams – Yes  
Seelye – Yes

The board approved to pay the Williams & Works invoice 98545.

### **Board of Review Resolution (July & December)**

The Township Board received a request from Assessor Harris to have the July and December statutory Board of Review dates adjusted. Annette Peters made a motion to approved the request to adjust the July Board of Review dates from meeting the Tuesday following the third Monday in July to meeting on the third Monday in July and adjusting the December Board of Review dates from meeting the Tuesday following the second Monday in December to the second Monday in December; Nick Seelye seconded the motion; all in favor; motion carried. Larry Davis requested a roll call vote:

Grice – Yes  
Peters – Yes  
Davis – Yes  
Williams – Yes  
Seelye – Yes

The board approved to adjust the July Board of Review Dates and the December Board of Review dates.

### **Board**

Denny said that he's interested in Rich McGrew's experience and willingness to do a short term contract, but Rich may not be interested if we don't offer the building administrator too. Nick said that Rich is closer and would have a faster turnaround time. Denny said that it would be good to have synergies. Nick said that Rich asked about the building position when he contacted him for the zoning interview. Denny asked how we feel about the building inspector. Annette said that seems to be the one inspector that she doesn't hear complaints on. Larry said that Joe doesn't return calls, not up to date on things but he did red tag the barn by the cemetery. Nick asked if our lake zoning is different. Larry said that he has to look in the book. Nick asked what the number and square footage limits are. Larry said that both Joe and Beth told him that no permits were pulled for that barn. Denny said talking that way makes sense to have one person do both jobs. Alex asked when the contract with Joe Wickey expires. Annette said that she would have to look. Larry said that it hasn't renewed since he's been on the board. Alex said that it may be an agreement without terms then. Nick said that he as a friend on the Porter Township and will give them a call and see about getting a referral or reference. Alex said that we should wait for his references. Annette said that we need to do our due diligence. Nick asked about putting another desk in the basement for a zoning administrator. Annette said that would be hard, she already has a hard time fitting the elections down here with what's here now.

### **Public Comment**

None.

**Adjournment**

Larry Davis made a motion to adjourn the meeting; Nick Seelye seconded the motion; all in favor; the meeting was adjourned at 7:41pm.

Respectfully submitted,  
Annette Peters  
Volinia Township Clerk