

Board Work Session at 6:00 pm, prior to the regular Board meeting.

Due to the COVID-19 pandemic the September 21, 2020 regular board meeting for Muskegon Charter Township will be conducted remotely as allowed under Executive Order 2020-154.

The meeting can be accessed via WEBEX

Meeting number (access code): 132-291-9061

Meeting password: 1990

To call in for this meeting dial 1-408-418-9388 and enter meeting number 132 291 9061

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
September 21, 2020**

A. CALL TO ORDER and PLEDGE OF ALLEGIANCE: Supervisor Hodges called the meeting to order at 7:00 pm and led the pledge of allegiance.

B. INVOCATION: Given by Clerk Oakes

C. ATTENDANCE: Roll Call

Ream, Oakes, Theile, Kemp, Grabinski, Hodges

Absent excused: Hughes

Also present: Staff – Police Chief Thielbar, DPW Director Sanders, Planning/Zoning Community Development Administrator Werschem and 6 guests. (County Commissioner Susie Hughes)

Meeting was recorded and labeled the September 21, 2020 regular Board meeting.

D. APPROVAL OF AGENDA: September 21, 2020

It was moved by Trustee Grabinski and second by Trustee Kemp to approve the agenda as presented.

6 – Yeas: Ream, Oakes, Theile, Kemp, Grabinski, Hodges

0 – Nays Absent: Hughes **Motion Carried**

E. PUBLIC COMMENTS FOR ITEMS ON AGENDA Only:

Agenda item #3

Joe Breen - He had concerns regarding the contingencies on the Special Use that the Planning Commission recommend to the Township Board. 1. Unplated vehicles, (Contingency #1). 2. The 45 day deadline to remove vehicles. (Contingency #4) Supervisor Hodges thanked Joe for explaining his concerns to the Board. The Board will discuss under New Business.

F. CONSENT AGENDA:

1. Election Commission Meeting Minutes
2. Special Board Meeting Minutes
3. Regular Board Meeting Minutes

**Page 2 of 4: Muskegon Charter Township Regular Board Meeting Minutes
September 21, 2020**

F. CONSENT AGENDA continued:

4. Fire Department Monthly Report

5. Maintenance and Inspection Planning/Zoning Committee Minutes

It was moved by Clerk Oakes and second by Trustee Grabinski to approve the consent agenda.

6 – Yeas: Ream, Oakes, Theile, Kemp, Grabinski, Hodges

0 – Nays Absent: Hughes **Motion Carried**

G. UNFINISHED BUSINESS:

1. Finalizing Relocation of Polling Place – Precinct # 3

After a lengthy discussion, it was moved by Trustee Grabinski and second by Trustee Ream to approve the relocation of Precinct 3, Reeths-Puffer Intermediate School to the building at 1600 N. Getty for the November 3, 2020 General Election.

6 – Yeas: Ream, Oakes, Theile, Kemp, Grabinski, Hodges

0 – Nays Absent: Hughes **Motion Carried**

H. NEW BUSINESS:

1. Weekly Check Runs and Total of all Checks - \$63,671.01

It was moved by Trustee Kemp and second by Trustee Grabinski to approve payment of the weekly and semi-weekly bills of, \$ 63,671.01 from the appropriate accounts.

6 - Yeas: Ream, Oakes, Theile, Kemp, Grabinski, Hodges

0 – Nays: Absent: Hughes **Motion Carried**

2. Consideration of Resolution No. 20-23 Approving Comprehensive Financial Plan and Authorizing Notice of Intent.

It was moved by Clerk Oakes and second by Trustee Grabinski to adopt Resolution No. 20-23.

6 – Yeas: Ream, Oakes, Theile, Kemp, Grabinski, Hodges

0 – Nays: Absent: Hughes **Motion Carried**

3. Consideration to Approve Special Use for 3189 E. Apple Ave.

It was moved by Trustee Ream and second by Trustee Kemp to approve the Special Use permit with changes to contingences #1 and #4.

After a lengthy discussion Trustee Kemp rescinded his second therefore the motion was left with no second. **Motion dies.**

It was moved by Clerk Oakes and second by Trustee Ream to table this agenda item until October 5, 2020 Board meeting to have a meeting with Joe Breen,

**Page 3 of 4: Muskegon Charter Township Regular Board Meeting Minutes
September 21, 2020**

H. NEW BUSINESS continued:

Brian Werschem and Supervisor Hodges to jointly review the contingences that were recommended by the Planning Commission for this Special Use Permit.

6 – Yeas: Oakes, Theile, Kemp, Grabinski, Ream, Hodges

0 – Nays Absent: Hughes **Motion Carried**

4. Consideration to Approve New Cleaning Contract

It was moved by Trustee Grabinski and second by Treasurer Theile to award the bid to PBS/Norton Shores, 3 days a week/\$975 to clean the Muskegon Township Hall. This is a three year contract and a recommendation from the Inspection Committee.

6 – Yeas: Theile, Kemp, Grabinski, Ream, Oakes, Hodges

0 – Nays Absent: Hughes **Motion Carried**

5. Consideration to Approve School Contracts for Liaison Officer

It was moved by Trustee Kemp and second by Clerk Oakes to approve the school (Orchard View and Reeths Puffer) contracts as detailed in the board package. Special thanks was given to Police Chief Thielbar all for the work devoted to attain these contracts. This is a recommendation from the Police Committee.

6 – Yeas: Kemp, Grabinski, Ream, Oakes, Theile, Hodges

0 – Nays Absent: Hughes **Motion Carried**

6. Consideration to Hire Full Time Police Officer

It was moved by Trustee Kemp and second by Trustee Ream to hire a full-time Police officer as detailed in the Board packet. This is a recommendation from the Police Committee. This is a Police Committee Recommendation.

6 – Yeas: Grabinski, Ream, Oakes, Theile, Kemp, Hodges

0 – Nays Absent: Hughes **Motion Carried**

7. Consideration to Approve Pay Raise for Evidence Officer

It was moved by Trustee Grabinski and second by Clerk Oakes to increase the Evidence Officer Amy Anderson from \$14.00 to \$17.00. This is a Police Committee recommendation.

6 – Yeas: Ream, Oakes, Theile, Kemp, Grabinski, Hodges

0 – Nays Absent: Hughes **Motion Carried**

8. Consideration of Master Plan Options

It was moved by Clerk Oakes and no second to keep the contract with Fresh Coast Planning to do the Master Plan. **Motion Dies.**

**Page 4 of 4: Muskegon Charter Township Regular Board Meeting Minutes
September 21, 2020**

It was moved by Trustee Grabinski and second by Treasurer Theile to terminate the contract with Fresh Coast Planning and seek request proposals to do the Master Plan.

6 – Yeas: Oakes, Theile, Kemp, Grabinski, Ream, Hodges

0 – Nays Absent: Hughes **Motion Carried**

I. PUBLIC COMMENTS:

1. Trustee Kemp, he asked Commissioner Hughes if there were any funds available for those residents who were affected by the flooding this year. She responded, she believes there are low interest rate loans. Supervisor Hodges stated she has this information and will forward it to the Township Board.

2. Brian Werschem stated he is super busy in planning /zoning department. He will keep the board updated. Supervisor Hodges recommended that he email the Planning Commission minutes to the Township Board.

3. Commissioner Susie Hughes, 2425 Safari Lane – a) She commended Supervisor Hodges for the time she spends at each Planning Commission meeting. b) The County Commissioners will meet this week. 3) North Ottawa and Newaygo Counties will be sprayed for mosquitos.

J. ANNOUNCEMENTS:

1. Supervisor Hodges – please see Township Website under Parks and Recreation regarding Virtual Halloween event at the Township Parks. Parks@twp.org

2. Clerk Oakes – we will be sending out absentee ballots this Friday. The Clerk office is very busy.

K. ADJOURNMENT: It was moved by Treasurer Theile and second by Trustee Kemp to adjourn the meeting at 7:58 pm. **Motion Carried**

Reviewed by _____ Recorded by: _____
Jennifer Hodges, Supervisor Ann D. Oakes, CMC, MiPMC, Clerk