

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

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
November 1, 2021**

A. CALL TO ORDER: Supervisor Hodges called the meeting to order at 7:00 pm.

B. PLEDGE OF ALLEGIANCE: Led by Supervisor Hodges

Present: Hughes, Ream, Westbrook, Theile, Kemp, Grabinski, Hodges

Absent: None

Also Present: Police Chief Thielbar, Fire Chief Glotzbach, DPW Director Sanders, Zoning Administrator Werschem, Deputy Fire Chief Dornbush, Rental Inspector Fredericksen and 10 guests.

Meeting was recorded and labeled the November 1, 2021 regular Board meeting.

C. APPROVAL OF AGENDA: November 1, 2021

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

D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY: None

E. CONSENT AGENDA

1. Regular Board Meeting Minutes – October 18, 2021

2. Police Department Quarterly Evidence Statistics – July 2021 – September 2021

3. Police Department Monthly Report

4. 3rd Quarter Revenue and Expenditure Report

5. 3rd Quarter Cash & Investment Summary

It was moved by Trustee Kemp and second by Treasurer Theile to approve the consent agenda.

F. UNFINISHED BUSINESS: None

G. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks - \$937,959.66

It was moved by Trustee Hughes and second by Trustee Grabinski to approve payment of weekly and bi-weekly bills of \$937,959.66 from the appropriate accounts.

7 – Yeas: Hughes, Ream, Westbrook, Theile, Kemp, Grabinski, Hodges

0 – Nays:

Absent: None

Motion Carried

NEW BUSINESS: *continued*

2. Resolution No. 21-20 Second Reading and Consideration for Ordinance No. 21-4 Rezone V/L on Walker to R3

It was moved by Trustee Grabinski and second by Trustee Hughes to adopt Resolution No. 21-20 and adopt Ordinance No. 21-4.

7 – Yeas: Ream, Westbrook, Theile, Kemp, Grabinski, Hughes, Hodges

0 – Nays: Absent: None **Motion Carried**

3. Resolution No. 21-22 Special Use Permit for Planned Unit Development

It was moved by Trustee Kemp and second by Clerk Westbrook to adopt Resolution No. 21-22.

7 – Yeas: Westbrook, Theile, Kemp, Grabinski, Hughes, Ream, Hodges

0 – Nays: Absent: None **Motion Carried**

4. Resolution No. 21-23 Preliminary Development Plan for PUD

It was moved by Treasurer Theile and second by Trustee Grabinski to adopt Resolution No. 21-23.

7 – Yeas: Theile, Kemp, Grabinski, Hughes, Ream, Westbrook, Hodges

0 – Nays: Absent: None **Motion Carried**

5. Approval to Hire Full Time Clerical in Rental Department

It was moved by Clerk Westbrook and second by Trustee Grabinski to approve the hiring of Shae Pendell for the Rental Department effective on November 15, 2021 with pay rate starting at \$17.17 per hour.

7 – Yeas: Kemp, Grabinski, Hughes, Ream, Westbrook, Theile, Hodges

0 – Nays: Absent: None **Motion Carried**

6. Consideration of Rental Inspection Services Agreement with Muskegon Heights

It was moved by Trustee Grabinski and second by Trustee Kemp to not enter into agreement with Muskegon Heights.

7 – Yeas: Grabinski, Hughes, Ream, Westbrook, Theile, Kemp, Hodges

0 – Nays: Absent: None **Motion Carried**

7. Local Government Retirement and Benefits Act Application

It was moved by Treasurer Theile and second by Trustee Hughes to approve the application.

7 – Yeas: Hughes, Ream, Westbrook, Theile, Kemp, Grabinski, Hodges

0 – Nays: Absent: None **Motion Carried**

8. Consideration of Committee Appointments

It was moved by Trustee Hughes and second by Trustee Grabinski to approve the committee appointments.

Voice Vote **Motion Carried**

NEW BUSINESS: *continued*

9. Approval to Add Special Assessments to Tax Roll

It was moved by Trustee Kemp and second by Clerk Westbrook to approve special assessments to the tax roll.

7 – Yeas: Ream, Westbrook, Theile, Kemp, Grabinski, Hughes, Hodges

0 – Nays: Absent: None **Motion Carried**

10. Approval to Hire Full Time 2nd Lieutenant

It was moved by Clerk Westbrook and second by Trustee Grabinski to approve the hiring of Adam Medema for full-time 2nd Lt. effective on November 14, 2021 with a starting salary of \$50,190.28 plus benefits.

7 – Yeas: Westbrook, Theile, Kemp, Grabinski, Hughes, Ream, Hodges

0 – Nays: Absent: None **Motion Carried**

11. Approval to Promote Part Time Fire Fighter

It was moved by Trustee Grabinski and second by Trustee Kemp to promote Tom Helms to part-time firefighter.

7 – Yeas: Theile, Kemp, Grabinski, Hughes, Ream, Westbrook, Hodges

0 – Nays: Absent: None **Motion Carried**

PUBLIC COMMENT

Bob Skeels – 1390 Sauter – He asked if Mill Iron Rd was completely done by the MCRC because stones were still coming up while driving on it. He stated that he drove his car down Mill Iron and stones chipped the paint on his car.

Christina Achterhoff – Clerk for Laketon Twp. – She stated that she is the District Representative for State Senator Jon Bumstead and she would be our contact person for him. She stated that she is looking forward to serving her community here and in Lansing.

I. ANNOUNCEMENTS

Trustee Hughes stated his concerns about the 15-18 vehicles on the property at the corner of Dangle and Evanston. He was informed that it is a lengthy process to have these vehicles removed.

Treasurer Theile stated that the trick or treat event held at Township Hall had around 100 children attend. She stated that the children and staff had fun and that residents asked about doing it again.

J. ADJOURNMENT: It was moved by Treasurer Theile and second by Trustee Kemp to adjourn the meeting at 7:21pm. **Motion Carried**

Reviewed by: _____
Jennifer Hodges, Supervisor

Recorded by: _____
Carrie Westbrook, Clerk