

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

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
June 20, 2022**

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

**B. PLEDGE OF ALLEGIANCE:** Led by Trustee Kemp

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

**Absent:** None

**Also Present:** Police Chief Thielbar, Deputy Fire Chief Dornbush, Fire Chief Glotzbach, DPW Director Sanders, DPW Director Smith, Rental Inspector Fredericksen, Zoning Administrator Werschem and 7 guests.

Meeting was recorded and labeled the June 20, 2022 regular Board meeting.

**C. APPROVAL OF AGENDA:** June 20, 2022

It was moved by Trustee Grabinski and second by Trustee Kemp to approve the agenda with the removal of No. 11.

**Motion Carried**

**D. AUDIT PRESENTATION**

Matt Holland from Gabridge & Company, PLC presented the board with Muskegon Charter Township's annual financial report year ended December 31, 2021.

**E. PUBLIC COMMENT:** None

**F. CONSENT AGENDA**

**1. Regular Board Meeting Minutes – June 20, 2022**

**2. Monthly Incident Report – Fire Dept. January 2022 – May 2022**

**3. Parks and Recreation Committee Minutes March 31, 2022**

It was moved by Trustee Kemp and second by Trustee Grabinski to approve the consent agenda with verifying the June 20, 2022 board minutes.

**Motion Carried**

**G. UNFINISHED BUSINESS:** None

**H. NEW BUSINESS**

**1. Weekly Check Runs and Total of all Checks \$71,738.87**

It was moved by Trustee Hughes and second by Trustee Grabinski to approve payment of weekly and bi-weekly bills of \$71,738.87 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. 22-16 Approving Deficit Elimination Plan for Capital Projects**

It was moved by Trustee Grabinski and second by Trustee Ream to adopt Resolution No. 22-16.

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

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

**3. Resolution No. 22-17 Introduction of Ordinance 22-6 Zone Change on River Rd**

It was moved by Trustee Kemp and second by Treasurer Theile to adopt Resolution No. 22-17 and introduction of Ordinance 22-6.

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

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

**4. Resolution No. 22-19 Introduction of Ordinance 22-7 Zone Change 1600 N. Getty to C1 Neighborhood Commercial**

It was moved by Trustee Grabinski and second by Treasurer Theile to adopt Resolution No. 22-19 and introduction of Ordinance 22-7

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

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

**5. Consideration to Hire Paid on Call Firefighters**

It was moved by Trustee Kemp and second by Trustee Grabinski to approve the hiring of Dakota Howell, Jordan Dykman, Zayn Hatcher and Wesley Wade pending physical examination.

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

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

**6. Consideration to Purchase Aluminum Bleacher for Parks**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve the purchase of a 5 row aluminum bleacher at a price not to exceed \$8,000.00. This is a committee recommendation.

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

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

**7. Consideration to Purchase Regulatory Road Signs – DPW**

It was moved by Treasurer Theile and second by Trustee Hughes to approve the purchase of signs and barricades used for road closures and repair work.

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

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

**8. Consideration to Purchase Heavy Duty Trailer for DPW**

It was moved by Trustee Grabinski and second by Trustee Kemp to approve the purchase of a trailer from Van Kam's in the amount of \$9,301.50. This is a committee recommendation.

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

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

**NEW BUSINESS: *continued***

**9. Approval of Code Enforcement/Rental Inspector**

It was moved by Treasurer Theile and second by Clerk Westbrook to approve the hiring of Brad Courter as presented in the board packet.

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

0 – Nays:

Absent: None

**Motion Carried**

**10. Approval to Change Fee Schedule for FOIA's**

It was moved by Treasurer Theile and second by Trustee Hughes to approving the price change to \$0.10 per photo and \$1.00 per CD.

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

0 – Nays:

Absent: None

**Motion Carried**

**I. PUBLIC COMMENT**

Fire Chief Glotzbach introduced paid on call recruit Dakota Howell to the board.

Zoning Administrator Werschem thanked Treasurer Theile for doing a great job at the Arts & Craft show.

**J. ANNOUNCEMENTS:** None

**K. ADJOURNMENT:** It was moved by Trustee Ream and second by Trustee Grabinski to adjourn the meeting at 7:18pm. **Motion Carried**

Reviewed by: \_\_\_\_\_  
Jennifer Hodges, Supervisor

Recorded by: \_\_\_\_\_  
Carrie Westbrook, Clerk