

Board Work Session at 6:00 pm, prior to the regular Board meeting.  
**NOTE: The meetings are being held remotely as allowed by Governor Whitmer's Executive Order 2020-15.**

**To access this WEBEX meeting:  
call; 1-408-418-9388 Access code: 132-435-3301 Pin: 1990**

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
June 1, 2020**

NOTE: No Board member can use the Chat feature during the Work Session or the Board Meeting; it is a violation of the Open Meetings Act.

**A. CALL TO ORDER:** 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** - Hughes, Ream, Oakes, Theile, Kemp, Grabinski, Hodges

**Absent:** None

**Also present:** Staff – Police Chief Thielbar, DPW Director Sanders, Fire Chief Glotzbach, Building Official Sheldon, Planning/Zoning Administrator Werschem, Clerical Bunker, Muskovin, Sluyter, Deputy Clerk Jones and 7 guests. (County Commissioner Susie Hughes)

Meeting was recorded and labeled the June 1, 2020 regular Board meeting.

**D. APPROVAL OF AGENDA:** June 1, 2020

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

**E. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY:**

Agenda item #5

1. Kip Smith 3130 MacArthur – Regarding the LOU with the Clerical staff, would like the Board to consider a 4 (four) day work week for the furlough period.

**F. CONSENT AGENDA:**

**1. Regular Board Meeting Minutes – May 18, 2020**

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

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

0 – Nays

Absent: None

**Motion Carried**

**G. UNFINISHED BUSINESS:** None

Page 1 of 4

**Page 2 of 4: Muskegon Charter Township Regular Board Meeting Minutes  
June 1, 2020**

**H. NEW BUSINESS:**

**1. Weekly Check Runs and Total of all Checks - \$497,340.48**

It was moved by Trustee Hughes and second by Trustee Grabinski to approve payment of the weekly and semi-weekly bills of, \$497,340.48 from the appropriate accounts.

7 - Yeas: Hughes, Ream, Oakes, Theile, Kemp, Grabinski, Hodges

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

**2. Consideration of Lease Addendum #1 with LHR Properties, Inc.**

It was moved by Trustee Grabinski and second by Supervisor Hodges to approve the extended lease agreement with LHR Properties Inc. per Lease Addendum #1 as presented in the Board packet.

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

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

**3. Consideration of Special Use Permit for 1945 Stebbins Rd**

It was moved by Trustee Kemp and second by Clerk Oakes to approve the Special Use permit for 1945 Stebbins Rd. as detailed in the Board packet. Supervisor Hodges allowed comments: Werschem – This is a great project that is a collaborative effort with several entities. Good to have this in Muskegon Charter Township. Gary Post – Thank you Brian Werschem, the Planning Commission and Township Board. This is an exciting project. You will see activity soon. Special thanks to Township staff with paperwork and working through with Steve. Supervisor Hodges noted, a few weeks ago it was a press release that this project was with the City of Muskegon. It has since been corrected that it is with the Township. Thank you for this correction.

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

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

**4. Consideration of Participation in Michigan Work Share Program**

It was moved by Trustee Grabinski and second by Trustee Hughes to participate in the Work Share Program beginning May 31 – July 31, 2020 as detailed in the Board packet.

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

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

**5. Consideration of LOU with DPW/Clerical (AFSCME)**

It was moved by Trustee Kemp and second by Clerk Oakes to approve the Letter of Understanding (LOU) with the DPW/Clerical union as presented in the Board packet.

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

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

**Page 3 of 4: Muskegon Charter Township Regular Board Meeting Minutes  
June 1, 2020**

**H. NEW BUSINESS continued:**

**6. Consideration of LOU with Police (POLC)**

It was moved by Trustee Grabinski and second by Trustee Hughes to approve the Letter of Understanding (LOU) with the Police Union as presented in the Board packet.

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

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

**7. Consideration of LOU with Fire (IAFF)**

It was moved by Clerk Oakes and second by Treasurer Theile to approve the Letter of Understanding (LOU) with the Fire Fighters Union as presented in the Board packet.

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

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

**8. Consideration of Temporary Office Hours**

It was moved by Trustee Grabinski and second by Clerk Oakes to approve temporary office hours for Township Hall as follows: Effective June 1-July 31, 2020, open 8 am – 5 pm Monday – Thursday, closed Thursday July 2 and the Board will review this in approximately 8 (eight) weeks.

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

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

**I. PUBLIC COMMENTS:**

1. Commissioner Susie Hughes 2425 Safari Lane – a) Want to commend all who attended the rally on Sunday May 31<sup>st</sup> for a very peaceful wonderful event; also Sheriff Poulin for his words and how his department managed the crowd. b) Water Policy Board Zoom meeting, Wednesday June 3<sup>rd</sup>, 10 am. c) County will be closed on Fridays through July 31<sup>st</sup>.

2. Kip Smith, 3130 MacArthur - a) He also commended the way the protest event was handled on May 31<sup>st</sup>. Sheriff Poulin did a great job. It was a beautiful event that began at Hackley Park with a time of prayer and words from some of the local clergy and the event ended peacefully at the County building. b) Special meeting on June 11, 3:30 pm to listen to comments regarding the MATS. It will be held at the Louis McMurray building in Muskegon Heights.

3. Neda Bunker – Thanks to the Board/Jen for all the support you have giving me during the pandemic.

4. Brian Werschem – Commended the Township Board for how well ran their Webex meetings have been handled. The Planning Commission has also handled their remote meetings very successful.

**J. ANNOUNCEMENTS:**

1. Trustee Grabinski – a) Administration, staff, department heads all work together and are doing a great job.

**Page 4 of 4: Muskegon Charter Township Regular Board Meeting Minutes  
June 1, 2020**

**J. ANNOUNCEMENTS continued:**

2. Clerk Oakes – a) Election August 3<sup>rd</sup>, Andria has sent out all permanent registered voter applications to vote by absentee ballot (1645), of these, we have already received back 674, the State will send all other registered voters applications to vote by absentee ballot (11,874), at this time we are not sure if the precincts will be open for the August election b) I commend Supervisor Hodges, she has done an awesome job. c) Workers needed, 2020 Census, Pay \$14-\$16.50/hr., contact: [www.2020census.gov/jobs](http://www.2020census.gov/jobs)

3. Supervisor Hodges – a) She thanked everyone for a great job. This has been a collaborative effort.

**K. ADJOURNMENT:** It was moved by Trustee Grabinski and second by Trustee Kemp to adjourn the meeting at 7:31 pm. **Motion Carried**

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