

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

Due to the COVID-19 pandemic the December 7, 2020 regular board meeting for Muskegon Charter Township will be conducted remotely as allowed under Senate Bill 1108 (2020).

The meeting can be accessed via WEBEX

Meeting number (access code): 132 064 1176

Meeting password: 1990

To call in for this meeting dial 1-408-418-9388 and enter meeting number 132 064 1176

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
December 7, 2020**

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

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

**C. ATTENDANCE: Roll Call**

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

**Absent excused:** None

Also present: Staff – Police Chief Thielbar, DPW Director Sanders, Deputy Clerk Andria Muskovin, Fire Chief Dave Glotzbach, Accounting Director Eric Joslyn, and 3 guests.

Meeting was recorded and labeled the December 7, 2020 regular Board meeting.

**D. APPROVAL OF AGENDA:** December 7, 2020

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

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

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

**E. PUBLIC HEARING:** 2021 Budget

Supervisor Hodges opened the Public Hearing at 7:02 pm for any questions or comments regarding the 2021 budget for Muskegon Charter Township. There being no questions or comments, Supervisor Hodges closed the Public Hearing at 7:02 pm.

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

**Agenda Item 10**

1. Ann Oakes 601 E. River Rd Muskegon, MI 49445 – Ann Oakes states that she would like each election worker from the November 3, 2020 General Election to receive a check for \$100.00.

**G. CONSENT AGENDA:**

1. Regular Board Meeting Minutes - November 16, 2020
2. DPW Committee Meeting Minutes - November 17, 2020
3. Fire Department Monthly Report - January 2020 - October 2020
4. Police Department Monthly Report - November 2020

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

7 - Yeas: Hughes, Ream, Westbrook, Theile, Kemp, Grabinski, Hodges  
0 - Nays:                      Absent: None                      **Motion Carried**

**H. UNFINISHED BUSINESS:** None

**I. NEW BUSINESS:**

**1. Weekly Check Runs and Total of all Checks – \$267,077.76**

It was moved by Trustee Hughes and second by Trustee Grabinski to approve payment of the weekly and semi-weekly bills of, \$267,077.76 from the appropriate accounts.

7 – Yeas: Ream, Westbrook, Theile, Kemp, Grabinski, Hughes, Hodges  
0 – Nays:                      Absent: None                      **Motion Carried**

**2. Consideration of Resolution No. 20-30 Increase Sewer Rates & Charges.**

It was reluctantly moved by Trustee Grabinski and reluctantly second by Trustee Hughes to approve the increase in sewer rates and charges. Trustee Kemp stated the Muskegon Township has one of the lowest rates in the county.

7 – Yeas: Westbrook, Theile, Kemp, Grabinski, Hughes, Ream, Hodges  
0 – Nays:                      Absent: None                      **Motion Carried**

**3. Consideration of MERS Addendum**

It was moved by Trustee Kemp and second by Treasurer Theile to approve the 8 MERS addendums with the change to the Plan Eligibility on pg. 54 to include an official appointed to a voter-elected office.

7 – Yeas: Theile, Kemp, Grabinski, Hughes, Ream, Westbrook, Hodges  
0 – Nays:                      Absent: None                      **Motion Carried**

**4. Consideration of Bids for Demolition of 1989 Woodward**

It was moved by Trustee Grabinski and second by Trustee Hughes to hire Press's LLC for the demolition of 1989 Woodward in the amount of \$ 5,260.00.

7 – Yeas: Kemp, Grabinski, Hughes, Ream, Westbrook, Theile, Hodges  
0 – Nays:                      Absent: None                      **Motion Carried**

**NEW BUSINESS *continued*:**

**5. Consideration of Lease of Premises with Reeths Puffer Schools**

It was moved by Trustee Grabinski and second by Treasurer Theile to renew the lease with Reeths Puffer Schools for Buel Park.

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

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

**6. Consideration of Contract Agreement for Electrical Contractor – Robert Lowder**

It was moved by Trustee Hughes and second by Treasurer Theile to update Mr. Lowder's contract stating, as of December 31, 2020, Robert "Gene" Lowder will no longer be able to provide electrical inspections for Muskegon Charter Township due to Covid, but will continue doing plan reviews.

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

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

**7. Consideration of Contract Agreement for Electrical Contractor – Jeff Johnson**

It was moved by Trustee Kemp and second by Trustee Hughes to sign a contract agreement with Jeff Johnson to provide electrical inspection services and building plan reviews to Muskegon Charter Township.

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

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

**8. Consideration to Approve Wrecker Contracts – Police Department**

It was moved by Trustee Grabinski and second by Trustee Kemp to renew the 2021 wrecker contracts for ASAP Towing for the south end of Muskegon Township and Stafford's Towing for the north end of Muskegon Township.

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

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

**9. Consideration to Approve the Selling of DPW vehicles**

It was moved by Trustee Grabinski and second by Clerk Westbrook to sell vehicles #1-6 on Muskegon Charter Township's website for one week and then place on Craigslist for the minimum bid or best offer. Vehicle #7 will be sold by sealed bid.

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

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

**10. Consideration of Grant Allocation Money**

It was moved by Trustee Hughes and second by Trustee Grabinski to give each election worker a check for \$50.00 and make the proper budget amendment.

6 – Yeas: Grabinski, Hughes, Westbrook, Theile, Kemp, Hodges

1 – Nays: Ream Absent: None **Motion Carried**

**NEW BUSINESS *continued*:**

**11. Consideration of Employment Termination**

It was moved by Trustee Hughes and second by Trustee Grabinski to give DPW Director Jerry Sanders authority to terminate Dallas Fox. Trustee Hughes stated he was given more than enough chances over the years and Supervisor Hodges stated the union for Mr. Fox agreed with termination. Trustee Grabinski stated this decision weighs heavy on all of us.

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

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

**12. Consideration of Sanitation Route Change**

It was moved by Trustee Grabinski and second by Trustee Hughes to move approximately 74 customers from Monday's route and add them to Tuesday's route starting April 5, 2021 and April 6, 2021.

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

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

**13. Consideration of Streetlight Installation for North Port Villages and Resolution 20-31**

It was moved by Trustee Kemp and second by Trustee Grabinski to approve the installing of light poles at the cost of Lucky Girls LLC.

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

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

**J. PUBLIC COMMENTS:**

1. Trustee Kemp, who is on the Muskegon County Veterans Advisory Committee, stated that they are working on the north side of Veterans Park to try and get the water flow like the south side of the park. He expressed that North Muskegon and the County are in favor.
2. Trustee Grabinski thanked Trustee Kemp for keeping up the Veterans Park.
3. Trustee Grabinski reflected that it is the 79<sup>th</sup> Anniversary of Pearl Harbor, stating that we came together as a nation then and hoping it happens again soon.

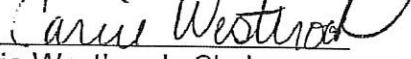
**K. ANNOUNCEMENTS:**

Treasurer Theile stated the Muskegon Charter Township employees have adopted the residents at both Christian Care Nursing Home and Christian Care Assisted Living. We are taking donations of blankets, socks, shampoo, and body wash for 101 females and 28 males. Financial donations are also being accepted and township employees will shop for items, no checks please.

Trustee Kemp said he is a member of the VFW 8846 and they would like to donate one box of socks (100 pair).

**L. ADJOURNMENT:** It was moved by Trustee Grabinski and second by Clerk Westbrook to adjourn the meeting at 7:39 pm. **Motion Carried**

Reviewed by:   
Jennifer Hodges, Supervisor

Recorded by:   
Carrie Westbrook, Clerk