

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

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
March 7, 2016**

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

B. INVOCATION: Given by Clerk Oakes

Present: Hughes, Ream, Oakes, Wood, Hernandez, Kieft; Excused – Kemp
Also present: Legal Counsel: Attorney D. Hughes, Attorney Z. Adams,
Staff: Planning/Zoning/Development Director L. Grabinski, DPW Director Sanders, Fire Chief Glotzbach and 2 guests. (County Commissioner Susie Hughes)

This meeting was recorded and labeled the March 7, 2016 regular board meeting.

C. APPROVAL OF AGENDA - It was moved by Treasurer Wood and supported by Trustee Hernandez to approve the agenda as presented.

D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY – None

E. CONSENT AGENDA

1. Approval of Regular Board Meeting Minutes – February 16, 2016
2. Fire Committee Meeting Minutes – February 16, 2016
3. Maintenance/Inspection/Planning/Zoning Committee Min. – Feb. 23, 2016
4. Department of Public Works Committee Meeting Min. – Feb. 23, 2016
5. Veterans Memorial Committee Meeting Minutes – February 18, 2016
6. Fire Department Monthly Report – February 2016

It was moved by Trustee Hernandez and supported by Treasurer Wood to approve the Consent Agenda. **Motion Carried**

F. UNFINISHED BUSINESS – None

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G. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks – \$ 216,394.20

It was moved by Trustee Hughes and supported by Treasurer Wood to approve payment of the weekly and semi-weekly bills of \$ 216,394.20 from the appropriate accounts.

6 – Yeas: Hughes, Ream, Oakes, Wood, Hernandez, Kieft

0 – Nays

Absent: Kemp

Motion Carried

2. Allocation of Fund Balance for Financial Contingencies

It was moved by Supervisor Kieft and supported by Trustee Hernandez to approve the allocation of fund balance for financial contingencies as presented in the board packet.

6 – Yeas: Ream, Oakes, Wood, Hernandez, Hughes, Kieft

0 – Nays:

Absent: Kemp

Motion Carried

3. Approval to Purchase Equipment for Parks

It was moved by Clerk Oakes and supported by Trustee Hughes to purchase new equipment for the Parks as presented in the Board packet. This is a recommendation from the DPW Committee.

6 – Yeas: Oakes, Wood, Hernandez, Hughes, Ream, Kieft

0 – Nays

Absent: Kemp

Motion Carried

4. Approval to Purchase Mobile Generator for Lift Stations

It was moved by Trustee Hughes and supported by Trustee Hernandez to purchase a mobile generator from Frederickson for a total cost of \$31,650. This is a recommendation from the DPW Committee.

5 – Yeas: Wood, Hernandez, Hughes, Kieft

1 – Nay: Ream

Absent: Kemp

Motion Carried

5. Approval to Purchase New Gate for DPW

It was moved by Treasurer Wood and supported by Supervisor Kieft to purchase a new gate for DPW as quoted in the Board packet; DPW Committee recommendation.

6 – Yeas: Hernandez, Hughes, Ream, Oakes, Wood, Kieft

0 – Nays

Absent: Kemp

Motion Carried

6. Approval for Electric Service Connection for New DPW Gate

It was moved by Treasurer Wood and supported by Trustee Hernandez to Award the bid for the electric service connection to C-N-C Electric for a cost not to exceed \$1,350.

6 – Yeas: Hernandez, Hughes, Ream, Oakes, Wood, Kieft

0 – Nays

Absent: Kemp

Motion Carried

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G. NEW BUSINESS continued:

7. Approval for Rich Laubach and Ian Picard to Attend the Wastewater Operations Course

It was moved by Clerk Oakes and supported by Trustee Hughes to approve Rich Laubach and Ian Picard to attend the Wastewater Operations Course for a cost of \$255 each. (Total cost - \$510)

6 – Yeas: Hernandez, Hughes, Ream, Oakes, Wood, Kieft

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

8. Consideration of Pay Increase for DPW Part-time Sewer Employee

It was moved by Trustee Hernandez and supported by Trustee Ream to approve the pay increase for DPW part-time Sewer Employee to \$9.50/hr. Effective date, March 14, 2016. This is a recommendation from the DPW Committee.

6 – Yeas: Hughes, Ream, Oakes, Wood, Hernandez, Kieft

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

9. Approval to Hire Full-time DPW Employee

It was moved by Trustee Hernandez and supported by Trustee Hughes to hire Jesse Ward to the full-time DPW employee position contingent upon passing his physical. Effective date, March 14, 2016.

6 – Yeas: Ream, Oakes, Wood, Hernandez, Hughes, Kieft

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

10. Approval to Purchase Computers

It was moved by Clerk Oakes and supported by Supervisor Kieft to purchase four (4) computers as presented in the board packet. (\$929 ea.) Total cost of \$3,716.

6 – Yeas: Oakes, Wood, Hernandez, Hughes, Ream, Kieft

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

11. Approval to Set Minimum Bid for 1986 Fire Engine and Appoint Ranger Bid as the Appointment Agent

It was moved by Treasurer Wood and supported by Clerk Oakes to sell the 1986 fire engine, set the minimum bid at \$10,000 and appoint Ranger Bid as the Appointment of Agent for a cost \$250.

6 – Yeas: Wood, Hernandez, Hughes, Ream, Oakes, Kieft

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

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G. New Business continued:

12. Consideration of Local Road Project Contract – North Getty Street

It was moved by Trustee Hughes and supported by Supervisor Kieft to contract with Muskegon County Road Commission for local road project – North Getty Street as presented in the Board packet.

6 – Yeas: Wood, Hernandez, Hughes, Ream, Oakes, Kieft

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

13. Resolution No. 16-08 – Adoption of Ordinance No. 16-02- Amend Chapter 50 of the Code of Ordinances Pertaining to Regulations of Motor Vehicles Prohibited and Declared Nuisances

It was moved by Treasurer Wood and supported by Trustee Hernandez to approve Resolution No. 16-08 the adoption of Ordinance No. 16-02 with the renumbering correction.

6 – Yeas: Wood, Hernandez, Hughes, Ream, Oakes, Kieft

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

14. Resolution No. 16-11 – Adopt a Policy for Public Inspections of Records

It was moved by Clerk Oakes and supported by Supervisor Kieft to approve Resolution No. 16-11.

6 – Yeas: Hernandez, Hughes, Ream, Oakes, Wood, Kieft

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

H. PUBLIC COMMENTS:

1. Commissioner Susie Hughes - 2425 Safari Lane:

a) St. Patrick day parade, 7th street and Clay – Downtown Muskegon

b) 7th Annual Veterans Dinner – at the Silversides Museum, Paula Tillman will receive the Robert E. Garrison Award

c) Board of Public Works meeting –Thursday, March 10th, 3:00 pm

d) Water Policy Board meeting – Tuesday, March 15th, 2:00 pm

e) Supervisor Kieft – Thanks for handling the breakfast on March 1st at Mr. B's

I. ANNOUNCEMENTS: (1) Supervisor Kieft - Recreation Authority meeting March 24th, 7 pm Muskegon Charter Township Board room. (2) Clerk Oakes - RPNIA Annual dinner – April 22, 5:30 pm Reeths-Puffer High School – to get tickets or place an ad see Clerk Oakes (3) Trustee Ream thanked Township employees, Chief Glotzbach, Captain Goltz, Officer Bartolameolli and Chief Sanford who attended the Muskegon Heights basketball game at the request

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I. ANNOUNCEMENTS continued:

of Muskegon County Prosecuting Attorney D. J. Hilson. (4) Attorney Hughes introduced Attorney Zaneta Adams as the newest member of his firm. She was welcomed by all present.

J. ADJOURNMENT: It was moved by Treasurer Wood and supported by Trustee Hernandez to adjourn the meeting at 7:26 pm. **Motion Carried**

Reviewed _____ Recorded by _____
David A. Kieft Jr. Supervisor Clerk - Ann D. Oakes, CMC