

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

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
May 16, 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, Kemp, Hernandez, Kieft; Absent: None
Also present: Legal Counsel D. Hughes, Staff: Planning/Zoning/Development Director L. Grabinski, DPW Director Sanders, Accountant Director Joslyn, Fire Chief Glotzbach, Police Chief Sanford, Police Officers Smutz, Peterson, Narowitz, Benedict IV and 26 guests. (Commissioner Susie Hughes and Drain Commissioner Brenda Moore)

This meeting was recorded and labeled the May 16, 2016 regular board meeting.

C. APPROVAL OF AGENDA - It was moved by Treasurer Wood and second by Trustee Kemp to approve the agenda with the addition of one New Business agenda item, 8. Consideration to Sale 1983 Ford L-8000 DPW truck. **Motion Carried**

D. PRESENTATION BY MUSKEGON COUNTY SENIOR WELLNESS COMMITTEE - SENIOR MILLAGE PROPOSAL

Mr. Bob Carter presented an overview of the Senior Millage proposal that will appear on the Primary Election Ballot, August 2, 2016. He emphasized that this millage is to benefit only seniors 60 years and older. He stated that the proposal, is asking the voters to approve .50 mills, (\$.50 per \$1,000 of taxable value) for 8 years. Mr. Carter provided literature for the Township and thanked the Board for this time to present. Supervisor Kieft thanked Mr. Carter for the presentation.

E. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY - None

F. CONSENT AGENDA

1. Approval of Regular Board Meeting Minutes – May 2 , 2016
2. Parks and Recreation Committee Meeting Minutes – March 7, 2016
3. Planning Commission Meeting Minutes – April 11, 2016
4. Department of Public Works Committee Meeting Minutes – April 19, 2016

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F. CONSENT AGENDA continued:

5. Police Department Monthly Report – April 2016
6. Fire Department Monthly Report – April 2016
7. Revenue and Expenditure Report 1st Quarter 2016

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

G. UNFINISHED BUSINESS

Supervisor Kieft asked Brenda Moore, Muskegon County Drain Commissioner to speak to these Resolutions. She stated that she did revise the Resolutions as requested by the Township Board and hope they are clarified. She explained the urgency of both drains being fixed. The condition of the drains were brought to her attention by the residents. A few Board members gave remarks, Supervisor Kieft thanked Drain Commissioner Moore for her coming to address the Board regarding this issue. The vote was called.

1. Resolution No. 16-14 – To Support Maintenance of the Holland Drain

It was moved by Clerk Oakes and second by Trustee Hernandez to approve Resolution No. 16-14.

2 - Yeas: Hughes, Oakes

5 – Nays Ream, Wood, Kemp, Hernandez, Kieft Absent: None

Motion Denied

2. Resolution No. 16-15 – To Support Maintenance of the Round Marsh Drain

It was moved by Clerk Oakes and second by Trustee Hughes to approve Resolution No. 16-15.

2 – Yeas: Hughes, Oakes

5 – Nays: Hernandez, Ream, Wood, Kemp, Kieft Absent: None

Motion Denied

H. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks – \$ 568,011.47

It was moved by Trustee Kemp and second by Trustee Hernandez to approve payment of the weekly and semi-weekly bills of \$ 568,011.47 from the appropriate accounts.

7 – Yeas: Hughes, Ream, Oakes, Wood, Kemp, Hernandez, Kieft

0 – Nays Absent: None

Motion Carried

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H. NEW BUSINESS continued:

2. Approval to Purchase Slag Material at DPW Yard Waste Area

It was moved by Trustee Hughes and second by Trustee Hernandez to approve the purchase of up to ten (10) fifty-five (55) Ton loads of Slag material from Verplank Trucking for the DPW yard waste area for a total cost not to exceed \$6,600, as presented in the Board Packet. This is a recommendation from the DPW Committee.

7 – Yeas: Ream, Oakes, Wood, Kemp, Hernandez, Hughes, Kieft

0 – Nays

Absent: None

Motion Carried

3. Approval to Hire Part-Time Police Officers – Oath of Office

It was moved by Trustee Kemp and second by Treasurer Wood to hire, Paul Smutz, Tiffany Peterson, Nikki Narowitz and Arthur Benedick IV as part-time police officers, contingent upon passing their physical examination and drug screen; start date effective immediately. This is a recommendation from the Police Committee.

7 – Yeas: Oakes, Wood, Kemp, Hernandez, Hughes, Ream, Kieft

0 – Nays

Absent: None

Motion Carried

Chief Sanford thanked the Twp. Board for their continual support. He administered the Oath of Office to the Police Officers and provided each with a Police badge. They were welcomed by the Board and a round of applause from the audience.

4. Consideration of Donation of Sick Time

It was moved by Treasurer Wood and second by Supervisor Kieft to postpone action on this agenda item to provide time to write and approve a policy addressing this matter.

7 – Yeas: Wood, Kemp, Hernandez, Hughes, Ream, Oakes, Kieft

0 – Nays

Absent: None

Motion Carried

5. Consideration to Provide Code Enforcement Services to Roosevelt Park

It was moved by Treasurer Wood and second by Trustee Kemp to approve a Code Enforcement Contract with Roosevelt Park for property maintenance services, annually or seasonal depending on their request. Treasurer Wood noted that the amount of the contract will be prorated depending on the date of approval.

7 – Yeas: Kemp, Hernandez, Hughes, Ream, Oakes, Wood, Kieft

0 – Nays

Absent: None

Motion Carried

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H. NEW BUSINESS continued:

Clerk Oakes thanked Treasurer Wood and Rental Supervisor Fredericksen for the quick response to this opportunity after becoming aware of this request for services. Supervisor Kieft also commended both of them for a great job.

6. Consideration of Annual Parks & Recreation Meetings

It was moved by Trustee Hernandez and second by Supervisor Kieft to approve the Parks and Recreation Committee to meet annually as presented in the Board Packet. This is a recommendation from the Parks and Recreation Committee.

Motion Carried

7. Resolution No. 16-17 – Amend Chapter 46 of the Code of Ordinances by Removal of Reference to Pine Grove Manor, Park Woods and Arbor Crossing

It was moved by Clerk Oakes and second by Trustee Hernandez to approve Resolution No. 16-17, the introduction to Amend Chapter 46 of the Code of Ordinances. Supervisor Kieft thanked Treasurer Wood for the work he did to change over these properties and the oversight of all the paper work involved in monitoring them over the years. Treasurer Wood gave a brief overview of why the language must be removed from the ordinance. He also noted that all three properties are now back on the tax rolls as ad valorem taxes.

7 – Yeas: Hernandez, Hughes, Ream, Oakes, Wood, Kemp, Kieft

0 – Nays

Absent: None

Motion Carried

8. Consideration to Sale the 1983 L-8000 DPW Truck

It was moved by Trustee Hughes and second by Clerk Oakes to authorize DPW Director Sanders to sell the DPW Truck, "As Is", for a total cost of \$4,500.

7 – Yeas: Hughes, Ream, Oakes, Wood, Kemp, Hernandez, Kieft

0 – Nays:

Absent: None

Motion Carried

I. PUBLIC COMMENTS:

1. Commissioner Susie Hughes, 2425 Safari Lane –

a) June 11, 2016, 9 am – 1 pm - Project Fresh Fun Day sponsored by the Health Department. b) A special thanks to Rosemary O'Rourke for celebrating Police Week, at the Township on Saturday. Thanks to all the Officers and Police Chief Sanford who attended. We would like to do more next year. c) Thanks to DPW Director Jerry for taking care of the Parks.

2. Sandy Clarke – From Lake County and Mrs. Lyles were present to announce her candidacy for 100th District State Representative.

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I. PUBLIC COMMENTS continued:

3. Matthew Kahlo – 2045 Lakewood Road – representing Great Lakes Ford was present to apologize to the Board for the past experiences that Muskegon Charter Township has experienced with the Company. Matt wants a neighborly relationship between the Township and Great Lakes Ford. He appreciated the letter sent to the Company and wanted the Twp. to know that he is their new contact person. He hopes we can rebuild our relationship. Supervisor Kieft thanked him for coming in and talking with him and the Board. Supervisor Kieft expressed a strong concern for Mark not responding to any of his messages. Matt, apologized. Matt restated that he will be communicating with the Township and trying his best to rebuild the relationship.

J. ANNOUNCEMENTS: 1. a) Clerk Oakes – Veteran Memorial Committee will meet this Thursday May 19, at Township Hall - Senior Room 11:00 am and 5:30 pm to finalize the site plan all are welcome to attend. We will be contacting those who left contact information. b) Clerk Oakes will be absent from the June 6th Board meeting to hand out Muskegon Community College Scholarships to Reeths-Puffer Class of 2016.

2. The Planning Commission and the Township Board are planning a joint meeting on Monday July 25th regarding the Sign Ordinance.

3. Supervisor Kieft – a) Board kudos to Clerk Oakes and Deputy Clerk McKenna for achieving their Certified Michigan Municipal Clerk designation. b) Supervisor Kieft highly commended Inspection Clerk, Kim Barry for an exceptional job at scheduling for Plumbing and Mechanical Inspections during this time of being short an employee. Supervisor Kieft also commented that we appreciate Jim Callender and the extra help he is providing to the Township during this time.

K. ADJOURNMENT: It was moved by Treasurer Wood and second by Clerk Oakes to adjourn the meeting at 7:55 pm. **Motion Carried**

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