

Board Work Session at 6:45 pm, prior to the regular board meeting.

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
July 5, 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, Kieft; Excused - Hernandez  
**Also present:** Staff: Planning/Zoning/Development Director L. Grabinski, Police Chief Sanford and 3 guests. (Commissioner S. Hughes)

This meeting was recorded and labeled the July 5, 2016 regular board meeting.

**C. APPROVAL OF AGENDA** - It was moved by Trustee Kemp and second by Treasurer Wood to approve the agenda as presented. **Motion Carried**

**D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY** - None

**E. CONSENT AGENDA**

1. Approval of Regular Board Meeting Minutes – June 20, 2016  
It was moved by Treasurer Wood and second by Trustee Kemp to approve the consent agenda as presented. **Motion Carried**

**F. UNFINISHED BUSINESS**

**1. Approval of Veterans Memorial Final Site Plan**

It was moved by Trustee Kemp and supported by Trustee Hughes to approve the site plan as presented July 5, 2016 for the Veterans Memorial Project. Clerk Oakes thanked Township Planning/Zoning/Development Director L. Grabinski and Stephen Parker P.E. for the assistance given to get the site plan ready to present to the Board. Trustee Hughes provided pictures of the Egelston Township Memorial. Trustee Ream asked if the funds collected by the Committee is insufficient to cover the cost what can the Township do. Treasurer Wood stated that the Township has \$5,000 that could be used to help with the project. We are aware that sometimes there are additional cost that may occur.

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

0 – Nays

Absent: Hernandez

**Motion Carried**

**Page 2: Muskegon Charter Township Regular Board Meeting Minutes  
July 5, 2016**

**G. NEW BUSINESS**

**1. Weekly Check Runs and Total of all Checks – \$ 262,141.75**

It was moved by Trustee Hughes and second by Clerk Oakes to approve payment of the weekly and semi-weekly bills of \$ 262,141.75 from the appropriate accounts.

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

0 – Nays

Absent: Hernandez

**Motion Carried**

**2. Approval to Spray Buel Park – Mosquito Control**

It was moved by Treasurer Wood and second by Trustee Ream to approve Bayer CropScience pest control contractor to spray Buel Park at no cost to the township. Clerk Oakes requested that the Township send a thank you letter to Bayer CropScience for their donation.

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

0 – Nays

Absent: Hernandez

**Motion Carried**

**H. PUBLIC COMMENTS**

1. Michael Poulin – 624 Lake Dr. N. Muskegon - Candidate for Muskegon County Sheriff. He gave a brief background of his work at the Sheriff's department; noting that in his 27 years working for the department, he has worked all areas of the department except one. He is now retired and has worked to one day be the Sheriff for Muskegon County. He is very active in his community. Michael is married and has two children. He asked if there were any questions. There being none, he thanked the Board for the time to present.

2. Commissioner Susie Hughes 2425 Safari Lane -

a) Lunch, Fun and games summer program – visited by Commissioner Hughes stated that it is going good and lots of little children are attending.

b) Police Free Fishing Day with the youth – Commissioner stopped in early and there were many youth already there waiting for the event to begin. She was unable to stay due to a scheduled meeting but did take pictures.

c) Economic Development – There are funds available for businesses who would like to do business in the Muskegon County Area. Commissioner Hughes is the County Economic Development Committee Chairperson.

d) The County has been discussing a County Brownfield Authority. She would like to discuss with Treasurer Wood regarding the pros and cons of this idea. Supervisor Kieft stated that he would like to be included in the discussion to learn more about the Brownfield Authority.

e) Land Bank Authority – She would like to see a rotation of members among both the County Commissioners and the Municipalities.

3) Jeff Schoonbeck – 2219 Norman, Norton Shores - Board appointing a Project Manager for the Veterans Memorial. He asked when the Committee meets will the Committee appoint a Project Manager. Clerk Oakes responded no. The Committee will make at least 3 recommendations to the board, noting if their services will be on a volunteer bases or for a fee. Also, he asked if he could make a suggestion.

**Page 3: Muskegon Charter Township Regular Board Meeting Minutes  
July 5, 2016**

**H. PUBLIC COMMENTS continued**

Clerk Oakes stated that anyone could make a suggestion and the Committee will submit all names to the Township Board.

**I. ANNOUNCEMENTS**

1. Supervisor Kieft – The joint meeting of the Township Board and Planning Commission will be July 28, 2016 at 6pm here in the Board room. The purpose of the meeting is to discuss the Sign Ordinance. Mrs. Grabinski has notified by letter, all businesses that have inquired about the ordinance, of the date and time of the meeting. Trustee Hughes asked her to send a reminder email before the meeting. Clerk Oakes is unable to be present at the joint meeting. The Clerk’s Office will post the meeting.

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

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