

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

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

A. CALL TO ORDER: Supervisor Kieft called the meeting to order at 7:10 pm immediately following the work session and led the pledge of allegiance.

B. INVOCATION: Given by Clerk Oakes

Present: Ream, Oakes, Wood, Kemp, Hernandez, Kieft; Excused - Hughes
Also present: Staff: Planning/Zoning/Development Director L. Grabinski, DPW Director Sanders, Police Chief Sanford, Accounting Director Joslyn, and 3 guest. (Commissioner S. Hughes)

This meeting was recorded and labeled the November 7, 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 removal of agenda item D. The Presentation. **Motion Carried**

~~**D. PRESENTATION ON MEDICAL MARIJUANA LAW CHANGES FROM PROSECUTOR DJ HILSON**~~

E. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY – None

F. CONSENT AGENDA

1. Approval of Regular Board Meeting Minutes – October 17, 2016
2. Approval of Special Board Meeting Minutes – October 25, 2016
3. Dept. of Public Works Committee Meeting Minutes – October 18, 2016

It was moved by Trustee Hernandez and second by Trustee Kemp to approve the consent agenda with the two typo corrections on the Special Budget Work Session Minutes **Motion Carried**

G. UNFINISHED BUSINESS - None

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H. NEW BUSINESS:

1. Weekly Check Runs and Total of all Checks – \$ 1,085,582.24

It was moved by Trustee Kemp and second by Trustee Hernandez to approve payment of the weekly and semi-weekly bills of \$ 1,085,582.24 from the appropriate accounts.

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

0 – Nays

Absent: Hughes

Motion Carried

2. Approval to Replace Doors at DPW and Wesley Park

It was moved by Treasurer Wood and second by Trustee Hernandez to approve Hughes Builders Inc. to replace doors at DPW and Wesley Park, (a total of three doors) for a cost of \$795/door as presented in the Board packet.

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

0 – Nay

Absent: Hughes

Motion Carried

3. Approval to Purchase Aggregate for Recycling Area

It was moved by Treasurer Wood and second by Supervisor Kieft to approve the purchase of up to 7 loads of aggregate (cost not to exceed \$8,000) from Verplank for the recycling area at DPW as presented in the Board packet.

6- Yeas: Oakes, Wood, Kemp, Hernandez, Ream, Kieft

0- Nays

Absent: Hughes

Motion Carried

4. Approval for Electrical Service Hook Up for Yard Waste Operation

It was moved by Trustee Hernandez and second by Trustee Kemp to award the bid for electrical service hook up for the Yard Waste Operation to CNC for a total cost of \$4,000.

6 - Yeas: Wood, Kemp, Hernandez, Ream, Oakes, Kieft

0 – Nay

Absent: Hughes

Motion Carried

5. Approval to Add Special Assessments to Tax Roll

It was moved by Treasurer Wood and second by Trustee Kemp to add Special assessments to the Tax Roll as listed in the Board Packet.

6 - Yeas: Kemp, Hernandez, Ream, Oakes, Wood, Kieft

0 – Nay

Absent: Hughes

Motion Carried

6. Resolution No. 16-33 – Adoption of Ordinance No. 16-09 – Amend Chapter 58 “Zoning” of the Code of Ordinances Pertaining to Signs

It was moved by Clerk Oakes and second by Treasurer Wood to approve Resolution No. 16-33 the adoption of Ordinance No. 16-09.

6 - Yeas: Hernandez, Ream, Oakes, Wood, Kemp, Kieft

0 – Nay

Absent: Hughes

Motion Carried

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H. NEW BUSINESS continued:

7. Consideration of Agreement with City of Roosevelt Park for Property Maintenance Code Enforcement Services

It was moved by Trustee Kemp and second by Trustee Ream to approve this three year agreement with City of Roosevelt Park as presented in the Board packet. Trustee Hernandez and Supervisor Kieft commended Rental Supervisor Toby Fredericksen on the quality of services he has provided over the past year to the City of Roosevelt and the contribution that he made in helping us get a new three year agreement. Also Supervisor Kieft commended Treasurer Wood for writing the agreement.

6 - Yeas: Ream, Oakes, Wood, Kemp, Hernandez, Kieft

0 – Nay

Absent: Hughes

Motion Carried

8. Approval of MERS Amortization Change

It was moved by Treasurer Wood and second by Trustee Kemp to approve the change in amortization schedule to an alternate one year Amortization plan, presented to the Board, and referred to as Option C. Option C applies to all four divisions (General, Police, Fire, and Clerical DPW).

6 - Yeas: Ream, Oakes, Wood, Kemp, Hernandez, Kieft

0 – Nay

Absent: Hughes

Motion Carried

9. Approval to Send RFP for Financial Audit

It was moved by Treasurer Wood and second by Supervisor Kieft to authorize staff to send out at least three requests for proposals for Financial Audit.

6 - Yeas: Oakes, Wood, Kemp, Hernandez, Ream, Kieft

0 – Nay

Absent: Hughes

Motion Carried

I. PUBLIC COMMENTS:

(1) Commissioner Susie Hughes 2425 Safari Ln. –

a) Water Policy Board Meeting is cancelled for November. Next meeting will be in December.

b) The Tire Collection event that has been sponsored by the five Townships will be sponsored by the County in 2017. It will be a County wide event.

c) Commissioner Susie is working with Chief Glotzbach and the Emergency Manager Group to provide Emergency Management Guide Books for all emergency vehicles.

(2) Lorraine Grabinski – On behalf of Rosemary O'Rourke, requested to have a can good donation box (small Christmas sleigh) in the front lobby for the Veterans. After a brief discussion, there being no objections from the Board, Supervisor Kieft stated it was ok.

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J. ANNOUNCEMENTS: None

K. CLOSED SESSION: To Discuss Pending Litigation/Attorney Opinion

It was moved by Treasurer Wood and second by Trustee Kemp to go into closed session at 7:32 pm for the purpose as stated above.

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

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

It was moved by Clerk Oakes and second by Trustee Hernandez to return to open session at 8:25 pm.

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

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

It was moved by Treasurer Wood and second by Trustee Hernandez to authorize Scholten Fant to pursue litigation against any and all appropriate parties, to recover legal fees paid out of the pooled account or any other fees we may be entitled to.

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

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

Supervisor Kieft commended Attorney Springer on the excellent job he did in defending this case. Attorney Springer thanked the Executive committee for their diligence in providing documents and their assistance.

L. ADJOURNMENT: It was moved by Treasurer Wood and second by Trustee Kemp to adjourn the meeting at 8:29 pm. **Motion Carried**

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