

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

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
December 19, 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, Fire Chief Glotzbach, Accounting Director Joslyn, Firefighters Walters, Westbrook and 3 guests. (Commissioner S. Hughes)

This meeting was recorded and labeled the December 19, 2016 regular board meeting.

C. APPROVAL OF AGENDA - It was moved by Treasurer Wood and second by Clerk Oakes to approve the agenda with two changes: G. New Business. #2 and #17 will be reversed and the numbering of agenda items from 9-17 to 8 -16 to reflect the correct number sequence. **Motion Carried**

D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY – None

E. CONSENT AGENDA

1. Approval of Regular Board Meeting Minutes – December 5, 2016
2. Planning Commission Meeting Minutes – November 14, 2016
3. Police Department Monthly Report – November 2016

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

F. UNFINISHED BUSINESS - None

G. NEW BUSINESS:

1. Weekly Check Runs and Total of all Checks – \$ 142,106.29

It was moved by Trustee Kemp and second by Trustee Hernandez to approve payment of the weekly and semi-weekly bills of \$ 142,106.29 from the appropriate accounts.

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

0 – Nays

Absent: None

Motion Carried

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G. NEW BUSINESS continued:

2. Consideration to Revoke SU-15-08 - Eric Cunningham/All Pro Towing – 3289 Apple Ave. – Towing Company

It was moved by Treasurer Wood and second by Supervisor Kieft to revoke SU -15-08 for non-compliance to the conditions of the Special Use. Supervisor Kieft gave Mr. Cunningham and Attorney Kevin Wistrom an opportunity to speak to this issue. Mr. Cunningham stated that he wants the record to show that he is in compliance with all requirements of the Special Use. Attorney Wistrom stated the Township is arbitrarily discriminating against Mr. Cunningham; there are other establishments in the Township with the same type of surface. Supervisor Kieft stated that rules do change. Treasurer Wood stated that the special use required asphalt or concrete surface, impervious material. Township Building Official and Trustee John Hughes have looked at the surface at your business and both say the surface you had installed do not meet these requirements. The Planning Commission and the Township Board have given Mr. Cunningham enough time to get in compliance with the special use requirements..

5 – Yeas: Oakes, Wood, Kemp, Hughes, Kieft

2 – Nays: Hernandez, Ream

Absent: None

Motion Carried

3. Consideration of Mechanical Code Services Contract with Fruitland Township

It was moved by Treasurer Wood and second by Trustee Hughes to extend the contract, with the addition of the automatic renewal language, as presented.

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

0- Nays

Absent: None

Motion Carried

4. Consideration of Electrical Code Services Contract with Fruitland Township

It was moved by Treasurer Wood and second by Trustee Kemp to approve extending the contract as presented in the Board packet.

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

0 – Nays:

Absent: None

Motion Carried

5. Consideration of Proposal for Road Repair and Preservation

It was moved by Treasurer Wood and second by Trustee Hernandez to approve the three (3) year road repair and preservation proposal from Muskegon County Road Commission (MCRC). This is a recommendation from the DPW Committee

Note: The additional funds needed for this proposal are reflected in the 2017

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G. NEW BUSINESS continued:

budget. Supervisor Kieft thanked the DPW Committee for working with MCRC to get this proposal completed.

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

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

6. Approval of Final Budget Amendments for Year Ended 12/31/2016

It was moved by Trustee Hernandez and second by Trustee Kemp to approve the 2016 final budget amendments as presented.

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

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

7. Resolution No. 16-37 – Adoption of Ordinance No. 16-10 - Provide Regulations for Defining Blight

It was moved by Trustee Hughes and second by Treasurer Wood to approve Resolution No. 16-37, the adoption of Ordinance No. 16-10.

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

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

8. Resolution No. 16-45 – Adopt Poverty Exemption Income Guidelines and Asset Test

It was moved by Trustee Kemp and second by Trustee Hernandez to approve Resolution No. 16-45.

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

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

9. Resolution No. 16-46 – Allocation of Fund Balance Per GASB No. 54

It was moved by Trustee Hernandez and second by Trustee Kemp to approve Resolution No. 16-46.

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

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

10. Resolution No. 16-47 – General Appropriations for 2017 Budget

It was moved by Treasurer Wood and second by Trustee Kemp to approve Resolution No. 16-47. Treasurer Wood noted that the Board is aware of the deficit in this budget and the need to use fund balance dollars to balance the

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G. NEW BUSINESS continued:

Budget. The Board has already begun to look at other revenue sources and we will be discussing further in January 2017.

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

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

11. Resolution No. 16-48 – Supervisor Salary for 2017

It was moved by Trustee Hughes and second by Treasurer Wood to approve Resolution No. 16-48.

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

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

12. Resolution No. 16-49 – Treasurer Salary for 2017

It was moved by Clerk Oakes and second by Supervisor Kieft to approve Resolution No. 16-49.

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

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

13. Resolution No. 16-50 – Clerk Salary for 2017

It was moved by Trustee Hughes and second by Trustee Hernandez to approve Resolution No. 16-50.

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

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

14. Resolution No. 16-51 – Trustee Salary for 2017

It was moved by Treasurer Wood and second by Supervisor Kieft to approve Resolution No. 16-51.

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

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

15. Approval of 2017 Salaries for Non-Union Employees

It was moved by Clerk Oakes and second by Trustee Hughes to approve the 2017 Non-union employee's salaries as presented in the Board packet. Trustees Ream and Hernandez commented regarding Trustee Kemp's proposed pay change as a good idea but not sure how to implement it. Trustee Hughes, Clerk Oakes commented that they see it as unfair. Treasurer Wood stated that he welcomed new ideas and ways to look at pay compensation but if it is a concern, maybe we should look at all the salaries.

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

1 – Nay: Kemp Absent: None **Motion Carried**

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G. NEW BUSINESS continued:

16. Approval of 2017 Meeting Dates

It was moved by Clerk Oakes and second by Trustee Hughes to approve the 2017 meeting dates as presented.

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

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

H. PUBLIC COMMENTS:

1) Commissioner Susie Hughes 2425 Safari Lane –

a) Special after Christmas event, at the Frauenthal, December 27, with special activities for children.

b) Swearing in ceremony for County Sheriff elect, Michael Poulin at 4 pm at the County Board of Commissioners meeting December 20, 2016

c) Swearing in of all elected county officials January 4, 2017 at 4:30 in the County Commissioners Board Room.

d) Breakfast with Supervisor Kieft and Commissioner Hughes- 8 am, January 3, 2017 at Mr. B's.

I. ANNOUNCEMENTS: Supervisor Kieft wished everyone a Merry Christmas and Happy New Year.

J. ADJOURNMENT: It was moved by Treasurer Wood and second by Trustee Kemp to adjourn the meeting at 7:44 pm. **Motion Carried**

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