

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

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
August 1, 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- E. McGahan, Staff: Planning/Zoning/Development Director L. Grabinski, Police Chief Sanford, DPW Director Sanders, Assessor Good, Clerical Barry, Bunker, Dobben, Sluyter, Accountant Director Joslyn, Fire Chief Glotzbach, Sgt. Thielbar, Officer Narowitz and 17 guests. (Commissioner S. Hughes)

This meeting was recorded and labeled the August 1, 2016 regular board meeting.

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

D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY –

Agenda Item G. New Business 2. – Review Special Use Permit

The following were present to have comments on this matter: Attorney Kevin Wistrom/Erik Cunningham – Attorney Wistrom stated that there are three grounds as to why this Special Use Permit should not be revoked. (1) No sales are taking place by this business therefore not applicable, (2) the fence has been up since fall of 2015; note that a portion was down because a tree fell on it but has since been repaired, (3) the area where a non-porous (asphalt/concrete) surface was required, Mr. Cunningham hired a contractor to asphalt that area.

E. CONSENT AGENDA

1. Approval of Regular Board Meeting Minutes – July 18, 2016
2. Police Committee Meeting Minutes – July 18, 2016
3. Department of Public Works Committee Meeting Minutes – July 19, 2016
4. Election Commission Meeting Minutes – July 15, 2016
5. Zoning Board of Appeals Meeting Minutes – March 17, 2016
6. Zoning Board of Appeals Meeting Minutes – July 13, 2016

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

F. UNFINISHED BUSINESS - None

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G. NEW BUSINESS continued:

6. Approval to Change Status of Inspection Department Clerical from Part-time to Full-time

It was moved by Supervisor Kieft and second by Trustee Hughes to approve changing the status of Inspection Department Clerical from part-time to full-time. A brief discussion from the Board followed. Supervisor Kieft was asked by Clerical employee Alice Dobben to speak to the Board. He asked for a vote to relax the rules to allow comments from the audience. It was moved by Trustee Hernandez and second by Supervisor Kieft.

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

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

Alice spoke in favor of the change and also Lorraine Grabinski Planning/Zoning, Community Development Director and Clerical Kim Barry, expressing a need for additional help, Kelly being a fast learner, and how well she fits in and works together with all staff in the department.

The vote was called.

4 – Yeas: Hernandez, Hughes, Kemp, Kieft

3 – Nays: Ream, Oakes, Wood Absent: None **Motion Carried**

7. Approval to Hire Part-time Clerical for Inspections Department

It was moved by Supervisor Kieft and second by Trustee Hernandez to remove this agenda item.

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

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

8. Consideration of Change in Pay Period Ending Date

It was moved by Treasurer Wood and second by Supervisor Kieft to approve a change in the Township pay period as presented in the board packet. Noting that the adjustment is as follows: In September, our pay period will begin on Wednesday September 14 and end on Saturday September 24, 2016. Pay day is the following Friday September 30, 2016. Treasurer Wood noted that this proposal allows an employee, with available leave time, to use it to cover the difference in hours for this one-time pay restructuring.

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

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

9. Resolution No. 16-27 – Amendment of Acceptance of Michigan Department of Natural Resources Trust Fund Grant

It was moved by Clerk Oakes and second by Trustee Hernandez to approve Resolution No. 16-27. Supervisor Kieft thanked Planning/Zoning/Community Development Director L. Grabinski and Commissioner S. Hughes for their support.

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

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

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G. NEW BUSINESS continued:

10. Resolution No. 16-28 – Introduction of Ordinance No. 16-07 – Amend Chapter 30 of the Code or Ordinances to Include Prohibitions Pertaining to the Ignition, Discharge and use of Fireworks

It was moved by Treasurer Wood and second by Supervisor Kieft to approve Resolution No. 16-28, the introduction to Ordinance No. 16-07.

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

0 – Nays

Absent: None

Motion Carried

11. Consideration of Road Abandonment Request

It was moved by Trustee Hughes and second by Trustee Hernandez to approve the abandonment of Road(s) Alley in the Plat of Home Gardens/Muskegon Township as requested per letter received from Muskegon County Road Commission (MCRC) dated July 27, 2016. (Petition No. R.A. 2016-001) Treasurer Wood stated that we need to obtain a utility right of way.

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

0 – Nays

Absent: None

Motion Carried

H. PUBLIC COMMENTS

1. Commissioner Susie Hughes 2425 Safari Lane – (1) Breakfast tomorrow with Supervisor Kieft at Mr. B's, 8am, (2) Commissioner Hughes will be at the Zephyr site tomorrow morning - tour with teachers, (3) Follow-up with MCRC complaints regarding the chip seal on recently asphalted roads – Why chip seal so soon? Asphalt material oxidizes quickly and if chip sealed within 2 years after the application of asphalt, it will increase the life of the road.
2. Kelly Sluyter – Thanked the Board for approving her to full time status and compassionately stated she will prove herself.
3. DPW Director Jerry Sanders – announced that the Transfer station is currently down and material will be transported to the County. Wanted to know who pays for this. It was stated to bill Waste Management.

I. ANNOUNCEMENTS – (1) Treasurer Wood reminded everyone to vote tomorrow, August 2. He would like the support for the current Board. We have a good Board. We can agree and disagree and still work together.

J. ADJOURNMENT: It was moved by Treasurer Wood and second by Trustee Kemp to adjourn the meeting at 7:45 pm. **Motion Carried**

Reviewed by _____

David A. Kieft Jr. Supervisor

Recorded by _____

Clerk - Ann D. Oakes, CMC, CMMC