

Board Work Session at 6:30 pm, prior to the regular board meeting.

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

This meeting was recorded and labeled the September 19, 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 following change: G.4, vehicle to vehicles and the addition of G. 5. Consideration to Relax Enforcement of Grand Opening Signage and G. 6 – Approval to Purchase 8 (eight) Pagers for the Fire Department. **Motion Carried**

D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY – Item G. 2.
1. Roger Scanlon – a small group of business owners have volunteered to serve on a committee. I believe the information has been passed on to the Board.
2. Eloy Martinez – When will this committee start? Supervisor Kieft responded the Board has to approve the creation of the committee first and then once approved the committee will decide when they will start. Lorraine has all the contact information.

E. CONSENT AGENDA

1. Approval of Regular Board Meeting Minutes – September 6, 2016
2. Police Committee Meeting Minutes – August 15, 2016
3. Planning Commission Meeting Minutes – August 8, 2016
4. Fire Department Monthly Report – August 2016
5. Police Department Monthly Report – August 2016

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

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F. UNFINISHED BUSINESS - None

G. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks – \$ 157,183.55

It was moved by Trustee Kemp and second by Trustee Ream to approve payment of the weekly and semi-weekly bills of \$ 157,183.55 from the appropriate accounts.

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

0 – Nays

Absent: Hernandez

Motion Carried

2. Consideration of Creating a Committee Consisting of Business Owners, Planning Commissioners and Township Board Members to Create an Amendment for Sign Ordinance

It was moved by Trustee Kemp and second by Supervisor Kieft to create a Committee. The committee will create an amendment for Township sign ordinance. This is a recommendation from the Planning Commission.

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

0 – Nay

Absent: Hernandez

Motion Carried

Township Board members, Trustees Joe Kemp, Bill Ream and John Hughes volunteered to serve on this committee. **Board approved** (Note volunteers from the Planning Commission are Commissioners Ron Hower and Greg Bouwman and Business Owner volunteers: Roger Scanlon, Bryan Mathis, Kris Lear, Rick Fisher, Eloy Martinez, Tom Carr and Denny Dyer. Staff appointed to the committee is Planning/Zoning/Community Development Director Lorraine Grabinski)

3. Resolution No. 16-31- Adoption of Ordinance No. 16-08 – Amend Chapter 58 “Zoning” of the Code of Ordinances Pertaining to Private Roads

It was moved by Clerk Oakes and second by Treasurer Wood to approve Resolution No.16-31 adoption of Ordinance No. 16-08. Treasurer Wood noted that the language in the current ordinance restricted the number of private roads on new developments and this amendment will lift that restriction.

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

0- Nays

Absent: Hernandez

Motion Carried

4. Consideration to Sell Retired Township Vehicle Vehicles

It was moved by Treasurer Wood and second by Trustee Kemp to sell the 2004 Explorer for \$500/offer received and sell the 2006 Explorer for \$500 also.

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

0 – Nay

Absent: Hernandez

Motion Carried

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G. NEW BUSINESS continued:

5. Consideration to Relax Enforcement of Grand Opening Signage

It was moved by Clerk Oakes and second by Supervisor Kieft to relax enforcement of Grand Opening Signage.

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

0 – Nay

Absent: Hernandez

Motion Carried

6. Approval to Purchase 8 (eight) pagers for the Fire Department

It was moved by Treasurer Wood and second by Trustee Kemp to approve the purchase of 8 (eight) pagers from EMRE, LLC for a cost of \$2,520.00. (Must be ordered prior to September 30, 2016 to receive this price). This is a Fire Committee recommendation. Several Board members thanked Chief Glotzbach for his efforts to save the Township money.

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

0 – Nay

Absent: Hernandez

Motion Carried

H. PUBLIC COMMENTS

1. Commissioner Susie Hughes – 2425 Safari Lane – a) Speaker Tim Ryan, 2p-5p at Folkert Community Hub 640 Seminole Rd. b) Picnic with a Purpose, September 23 at the Muskegon Farmers Market, 11 am -1pm. c) Date change – Muskegon Lake Watershed Partnership public meeting – September 29, 12 noon at GVSU Annis Water Resources Institute, d) visit on-line, the Muskegon County Calendar presented by Muskegon County Convention and Visitors Bureau.
2. Fire Chief Glotzbach – The Annual Joint Fire Departments (N. Muskegon and Muskegon Charter Twp.) Open House will be this Thursday, September 22, 2016, 6p – 8p, N. Muskegon Fire Department on Ruddiman Dr.

I. ANNOUNCEMENTS –

- 1) Clerk Oakes - Veterans Memorial Groundbreaking Ceremony will be this Saturday, September 24, 2016, 2p – 4p; Veterans Memorial Committee will meet Thursday, September 22 at 5p.
- 2) Supervisor Kieft – Berry Junction Trail is out for bids! We are hoping that this process will be completed in time to begin removing some of the trees this fall.
- 3) Treasurer Wood – Invited all to visit our Facebook page.

J. ADJOURNMENT: It was moved by Treasurer Wood and second by Clerk Oakes to adjourn the meeting at 7:34 pm. **Motion Carried**

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