

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

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
March 20, 2017**

A. CALL TO ORDER: Supervisor Kieft called the meeting to order at 7:01 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: Staff: Fire Chief Glotzbach, Planning/Zoning/ Development Director Grabinski, DPW Director Sanders and 4 guests. (Commissioner S. Hughes)

Meeting was recorded and labeled the March 20, 2017 regular board meeting.

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

D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY – None

E. CONSENT AGENDA

1. Approval of Regular Board Meeting Minutes – March 6, 2017
2. Parks and Recreation Committee Meeting Minutes – May 2, 2016
3. Planning Commission Meeting Minutes – February 13, 2017
4. Fire Department Monthly Report – February 2017
5. Police Department Monthly Report – February 2017

It was moved by Trustee Kemp and second by Trustee Hernandez to approve the consent agenda with the one correction to the Parks and Recreation Committee Meeting minutes. **Motion Carried**

F. UNFINISHED BUSINESS - None

G. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks – \$ 234,595.95

It was moved by Trustee Hernandez and second by Treasurer Wood to approve payment of the weekly and semi-weekly bills of \$ 234,595.95 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. Approval for Tree Removing/Trimming in Parks

It was moved by Treasurer Wood and second by Trustee Kemp to table this agenda item to get additional quotes and identify the work to be done in each park.

7 – Yeas: Ream, Oakes, Wood, Kemp, Hernandez, Hughes, Kieft
0 – Nays: Absent: None **Motion Carried**

3. Resolution No. 17-07 – Adoption of Ordinance No. 17-03 – Provide Regulations for Business License Renewals and Penalties

It was moved by Trustee Ream and seconded by Trustee Hernandez to table this agenda item. After a brief discussion Trustee Ream rescinded his motion. It was then moved by Trustee Hughes and second by Treasurer Wood to approve Resolution No.17-07, the adoption of Ordinance No. 17-03 with the change of the word process to procedure in the heading line of Sec. 10-5.

6 - Yeas: Wood, Kemp, Hernandez, Hughes, Ream, Kieft
1- Nay: Oakes Absent: None **Motion Carried**

4. Resolution No. 17-12 – Adoption of Ordinance No. 17-05 – Adopt the 2015 International Fire Code

It was moved by Trustee Hughes and second by Clerk Oakes to approve Resolution No. 17-12 the adoption of Ordinance No. 17-05.

7 – Yeas: Wood, Kemp, Hernandez, Hughes, Ream, Oakes, Kieft
0 – Nays: Absent: None **Motion Carried**

5. Resolution No. 17-14 – Amend the Fee Schedule

It was moved by Treasurer Wood and second by Supervisor Kieft to amend the fee schedule for business license renewal cost after May 1 to \$125. (One penalty if not paid by May 1)

6 -Yeas: Kemp, Hernandez, Hughes, Ream, Wood, Kieft
1 – Oakes Absent: None **Motion Carried**

6. Award Bid for Demolition of 542 West St.

It was moved by Trustee Hughes and second by Trustee Ream to award the bid to Press’s LLC for a cost of \$4,800.00 as presented in the Board packet.

7 -Yeas: Hernandez, Hughes, Ream, Oakes, Wood, Kemp, Hernandez, Kieft
0 – Nays: Absent: None **Motion Carried**

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G. NEW BUSINESS continued:

7. Consideration of Contract Authorizing Transportation Services with American Red Cross

It was moved by Clerk Oakes and second by Trustee Kemp to approve the contract with American Red Cross as presented in the Board packet. Trustee Hernandez commented, "Working in health care I see the benefits of this service on a daily basis."

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

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

H. PUBLIC COMMENTS:

County Commissioner S. Hughes –

1. a) Commissioner Hughes had met with the County Drain Commissioner, Brenda Moore regarding an issue at Brooks Rd. and Apple Ave. b) Water Policy Board meeting tomorrow March 21st, 2 pm. at the County Building in the Commissioners Board room, 4th floor. c) 2017 County directories were distributed to Board members and Lorraine has copies for the office; Commissioner will provide the Clerk with a link to the County to check for any updates to the directory since printing. d) Commissioner will be attending a meeting tonight Merrick Center, 9 pm – 11 pm, regarding social justice.

e) Countywide tire clean-up and recycling event - April 22nd, flyer to follow.

2. Fire Chief Glotzbach thanked the Board for adopting the latest International Fire Code. This helps our Fire Department to stay updated and also helps us when we investigate the causes of fires; such as the one the other week in the Port City Industrial Park.

I. ANNOUNCEMENTS - 1) Treasurer Wood stated that we have an opportunity to save some dollars by participating in an energy savings program thru Consumers Energy. Additional information will be provided.

2) Trustee Hughes, Board appointed Construction Manager for the Veteran's Memorial project, asked about the status of the Township building project. Treasurer Wood stated that the Security Building Committee is not recommending to move forward with any other plans for building, therefore Trustee Hughes could move forward with the Veteran's Memorial project at the planned site.

J. ADJOURNMENT: It was moved by Clerk Oakes and second by Trustee Hernandez 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