

Board Work Session at 6:15 pm, prior to the regular board meeting.

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
September 5, 2017**

A. CALL TO ORDER: Supervisor Kieft called the meeting to order at 7:05 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 – Enrika McGahan, Staff: DPW Director Sanders, Assessor Good, Fire Chief Glotzbach, Planning Zoning Development Director Werschem and 2 guests.

Meeting was recorded and labeled the September 5, 2017 regular board meeting.

C. APPROVAL OF AGENDA - It was moved by Trustee Kemp and second by Treasurer Wood to approve the agenda with the removal of Agenda Item #7 under G. New Business. **Motion Carried**

D. CONSENT AGENDA

1. Approval of Regular Board Meeting Minutes – August 21, 2017
2. Fire Committee Meeting Minutes – August 21,

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

E. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY None

F. UNFINISHED BUSINESS: None

G. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks - \$ 201,131.09

It was moved by Treasurer Wood and second by Trustee Hernandez to approve payment of the weekly and semi-weekly bills of \$ 201,131.09 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. Resolution No. 17-32 – Introduction of Ordinance No. 17-12 – Amend Chapter 58 Section 318 to Remove Improper Language from Special Uses in the Parks and Conservancy District

It was moved by Clerk Oakes and seconded by Trustee Hughes to approve Resolution No. 17-32 the introduction of Ordinance No. 17-12.

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

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

3. Resolution No. 17-34 – Introduction of Ordinance No. 17-13 – Amend Chapter 58 Section 26 of Division 1 to Add Language to Permit Detached Accessory Building to be Located in Side Yards and to Add Language to Define Construction Quality for Detached Accessory Buildings

It was moved by Treasurer Wood and second by Trustee Kemp to approve Resolution No. 17-34 the introduction of Ordinance No. 17-13. After a lengthy discussion, Supervisor Kieft called for the vote.

4 - Yeas: Wood, Kemp, Hughes, Kieft

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

4. Resolution No. 17-36 – Introduction of Ordinance No. 17-15 – Amend Chapter 58 Section 102 (Zoning Map) to Rezone Parcel located at 601 W. Giles Rd. from R-3 Fourplex and Townhouse Residential, to R-1 Single Family Residential

It was moved by Trustee Hernandez and second by Trustee Hughes to approve Resolution No. 17-36 the introduction of Ordinance No. 17-15.

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

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

5. Consider Approval to Sealcoat Fire Station Parking Lots

It was moved by Treasurer Wood and second by Clerk Oakes to award the bid to Pittman Asphalt Maintenance for a total cost of \$8,969.00. Treasurer Wood noted that this project will be done next year and will be an expenditure from the 2018 Budget. .

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

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

6. Consideration of Pay Raise for Fire Department Secretary

It was moved by Clerk Oakes and second by Trustee Kemp to approve a pay raise for Noreen Whiteman from \$10.00/hour to \$10.50/hour; effective September 10, 2017. This is a Fire Committee recommendation.

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

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

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G. NEW BUSINESS continued:

7. ~~Approval to Hire Paid On Call Fire Fighter~~

8. Approval to Contract for Electrical Inspections

It was moved by Trustee Hughes and second by Treasurer Wood to contract with Gene Lowder for electrical inspections at a rate of \$45/inspection and to finalize a written contract to include a cost for doing plan reviews. A copy of the contract will be given to the Board.

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

H. PUBLIC COMMENTS: None

I. ANNOUNCEMENTS: 1. Trustee Hughes stated that Commissioner Susie Hughes is absent tonight. She was not feeling well. 2. Treasurer Wood announced that we have begun to work on the 2018 Budget. All Department Heads have received their Budget spreadsheet(s) for completion.

J. ADJOURNMENT: It was moved by Treasurer Wood and second by Trustee Kemp to adjourn the meeting at 7:40 pm. **Motion Carried**

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