

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

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
October 1, 2018**

A. CALL TO ORDER: Supervisor Hernandez 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, Grabinski, Hernandez

Absent: None

Also present: Staff: Assessor Good, Police Chief Wypa, DPW Director Sanders, Accountant Joslyn, Planning/Zoning Administrator Werschem and 15 guests. (Commissioner S. Hughes)

Meeting was recorded and labeled the October 1, 2018 regular Board meeting.

C. PRESENTATION – Oath of Office Part-time Police Officer

Supervisor Hernandez asked Police Chief Wypa to come and do the presentation. He gave a brief background of Officer Buckingham. Chief Wypa stated, Officer Buckingham is a graduate of Fruitport High School, Muskegon Community College and Westshore Police Academy. He will be working for us part-time. Chief Wypa administered the Oath of Office to Officer Austin Buckingham, the audience applauded and the Board welcomed him to the Township.

D. APPROVAL OF AGENDA – October 1, 2018

It was moved by Treasurer Wood and second by Trustee Grabinski to approve the agenda as presented. **Motion Carried**

E. PUBLIC HEARING – Lenore Avenue Paving Project – SP-45

Supervisor Hernandez opened the public hearing for the paving of Lenore Avenue. The estimate for the paving of Lenore exceeded the original estimate greater than ten percent (10%), therefore by law we must hold another public hearing Treasurer Wood added that this hearing gives the property owner an opportunity to question if the amount of their assessment is calculated correctly and if they question the amount of the assessment written objection before the meeting or during the public hearing, you have a right to appeal to the tax tribunal. If a property owner doesn't object before or during this public hearing, they waive their right to appeal to the tax tribunal. Supervisor Hernandez asked if anyone wanted to speak regarding this project; 1) Scott Hardenburgh 3067 Lenore - stated, the estimate cost to have Lenore paved came in higher than the

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E. PUBLIC HEARING – Lenore Avenue Paving Project – SP-45 continued:

first estimate. What is my assessment now? Treasure Wood responded, \$6,402.64. What can you tell us about the specs for construction of Lenore? Treasure Wood stated, we do not get the specs. You can contact the Road Commission. Trustee Hughes added, contact Paul Bouman, the engineer for the Road Commission. Supervisor Hernandez will provide Scott with the phone number. 2) A person from the audience asked if she could remove her name from the petition. Clerk Oakes respond, no. She also stated, Treasurer Wood did a comparison of the two estimates. He found that the increase was primarily due to four areas: cost to bring the equipment to the site, cost to remove trees, cost of asphalt and cost of materials. There being no further comments, Supervisor Hernandez closed the public hearing on the paving of Lenore Avenue.

F. PUBLIC HEARING – Mildred Street Paving Project – SP-46

Supervisor Hernandez opened the public hearing on the paving of Mildred Street. She asked if anyone wanted to speak to this project. 1) Alvin Charles, 115 Buel Avenue - He stated that he had come to the Township earlier and spoke with Treasurer Wood. Alvin wanted to express to the full Board that he did not agree with the calculation of his property. It is on the corner of Buel and Mildred. He is being assessed the full amount for the side of his property that is on Mildred. He asked if he could opt out. Clerk Oakes responded, no. Once a petition gets at least 50.01 % signatures of front footage property owners who want the paving all the other property owners have to pay. Treasurer Wood added that the property owner has 15 years to pay the assessment. Although all goes on the property taxes, a person may pay all during the year on the assessment. There being no further comments, Supervisor Hernandez closed the public hearing on the paving of Mildred.

G. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY: None

H. CONSENT AGENDA

1. Approval of Regular Board Meeting Minutes – September 17, 2018
2. Approval of Special Board Meeting Minutes – September 27, 2018
3. Maintenance/Inspection-Planning/Zoning Committee Meeting Minutes – September 18, 2018
4. Department of Public Works Committee Meeting Minutes – September 18, 2018

It was moved by Trustee Kemp and second by Treasurer Wood to approve the consent agenda with the following corrections to the Regular Board meeting minutes: New Business 4. add -This will be paid out of the Veterans Memorial donated funds, 5. Truth and in Taxation and typo page 2, 3. Motion Carried

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I. UNFINISHED BUSINESS - None

J. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks - \$ 243,944.68

It was moved by Trustee Hughes and second by Trustee Kemp to approve payment of the weekly and semi-weekly bills of - \$ 243,944.68 from the appropriate accounts.

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

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

2. Consideration of Offer to Purchase 2004 GMC Pickup

It was moved by Trustee Grabinski and second by Trustee Ream to sell the 2004 GMC pickup truck to Ty Cole for \$5,200.

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

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

3. Approval of Agreement for Contract Services for Township Planning with Fresh Coast Planning

It was moved by Clerk Oakes and second by Trustee Hughes to approve the contract as presented in the board packet.

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

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

4. Approval to Hire Planning/Zoning and Economic Development Administrator

It was moved by Trustee Grabinski and second by Treasurer Wood to hire Brian Werschem to the part-time Planning/Zoning and Economic Development Administrator as detailed in the board packet. Trustee Ream stated, he did not agree with a part-time employee receiving benefits that full time employee receives. It was stated, at our last Board meeting the Board discussed this when we approved the amendment to the employee handbook.

6 - Yeas: Wood, Kemp, Grabinski, Hughes, Oakes, Hernandez

1– Nays: Ream Absent: None **Motion Carried**

5. Resolution No. 18-16 – Consideration of Right-of-Way Telecommunications Permit Application of Mobilitie, LLC

It was moved by Trustee Grabinski and second by Treasurer Wood to deny Resolution No. 18-16, Right-of-Way Telecommunications Permit Application.

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

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

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J. NEW BUSINESS continued:

6. Resolution No. 18-21 – Consideration of Approval of Bond Refunding Contract

It was moved by Treasurer Wood and second by Trustee Kemp to approve Resolution No. 18-21. Treasurer Wood stated, this resolution authorizes the County to refund the water system bonds and refinance them at a lower interest rate.

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

7. Approval to Install Verizon Wireless Service at DPW

It was moved by Treasurer Wood and second by Trustee Grabinski to install Verizon wireless services to be installed at DPW. This is a DPW Committee recommendation.

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

8. Approval to Repair V-box Stainless Sander/Salter

It was moved by Trustee Hughes and second by Trustee Grabinski to have Fredrickson Supply repair the V-Box stainless sander/salter and authorize DPW Director Sanders to spend up to \$7,000 for the repair. This is a DPW Committee recommendation.

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

9. Approval to Purchase Attachments for Kubota Tractor

It was moved by Trustee Grabinski and second by Treasurer Wood to purchase attachment for the DPW Kubota tractor as presented in the Board packet. Total cost of \$10,350. This is a DPW Committee recommendation.

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

10. Approval of Local Road Project Contract – Lenore Avenue and Mildred Street

It was moved by Treasurer Wood and second by Trustee Kemp to approve the local road project contract with Muskegon County Road Commission for Lenore Avenue and Mildred Street as presented in the Board packet.

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

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J. NEW BUSINESS continued:

11. Resolution No. 18-23 – Lenore Avenue Paving District No. SP-45

It was moved by Trustee Grabinski and second by Trustee Kemp to adopt Resolution No.18-23. This resolution sets the special assessment roll for the Special Assessment District SP-45, Lenore Avenue Paving District.

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

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

12. Resolution No. 18-24 – Mildred Street Paving District No. SP-46

It was moved by Treasurer Wood and second by Trustee Grabinski to adopt Resolution No. 18-24. This resolution sets the special assessment roll for the Special Assessment District SP-46, Mildred Street Paving District.

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

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

K. PUBLIC COMMENTS:

1. Brian Werschem: Thanked the Board for hiring him. He looks forward to working with the economic development and growth of the Township.
- 2, Lenore Avenue Property Owner – was very disgusted with the increase in the cost of the total project for the paving of Lenore.

L. ANNOUNCEMENTS: None

M. ADJOURNMENT: It was moved by Treasurer Wood and second by Trustee Kemp to adjourn the meeting at 7:38 pm. **Motion Carried**

Reviewed by _____ Recorded by: _____

Jennifer Hernandez, Supervisor Ann D. Oakes, Clerk CMC, CMMC