

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

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
June 17, 2019**

**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, Theile, Kemp, Grabinski, Hernandez

**Absent:** None

**Also present:** Staff – Fire Chief Glotzbach, Assessor Good, DPW Director Sanders, Planning/Zoning/Community Development Administrator Werschem, Deputy Clerk Jones and 4 guests.

Meeting was recorded and labeled the June 17, 2019 regular Board meeting.

**C. APPROVAL OF AGENDA, June 17, 2019:**

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

**D. PUBLIC HEARING – SYLVAN AVENUE PAVING PROJECT SP-47**

Supervisor Hernandez opened the Public hearing for anyone to speak on the paving of Sylvan Avenue. Clerk Oakes stated Assessor Good has a copy of the special assessment tax roll available for anyone who would like to review.

1. Laurel Brown – 2905 Sylvan Avenue – a) She stated she has been unsuccessful in getting a response from the Road Commission, Ken Hulka, regarding the cost to asphalt the 13 feet section of her driveway. Supervisor Hernandez stated she will follow up with Ken. Laurel if you hear from him please let the Supervisor know. b) She also was concerned about the no truck signs. Supervisor Hernandez stated, the signs are here and DPW put the first sign up today on Morningside. DPW Director Sanders showed her a picture of the sign and she was very pleased.

**E. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY:** None

**F. CONSENT AGENDA:**

**1. Approval of Regular Board Meeting Minutes – June 3, 2019**

**2. Police Department Monthly Report April 2019 & May 2019**

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

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**G. UNFINISHED BUSINESS:**

**H. NEW BUSINESS:**

**1. Weekly Check Runs and Total of all Checks - \$305,049.29**

It was moved by Trustee Hughes and second by Treasurer Theile to approve payment of the weekly and semi-weekly bills of - \$ 305,049.29 from the appropriate accounts.

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

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

**2. Resolution No.19-11 the Adoption of Ordinance No. 19-3, Ordinance to rezone 48 Neighborhood Commercial (C1) parcels with residential homes upon them to Single Family Residential (R1).**

It was moved by Trustee Grabinski and second by Clerk Oakes to adopt Resolution No. 19-11, the adoption of Ordinance No. 19-3.

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

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

**3. Resolution No. 19-13 the Adoption of Ordinance No. 19-1, to amend Section 58-63 “Kennels”.**

It was moved by Supervisor Hernandez and second by Trustee Ream to adopt Resolution No. 19-13, the adoption of Ordinance No. 19-1.

7 – Yeas: Oakes, Theile, Kemp, Grabinski, Hughes, Ream, Hernandez

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

**4. Resolution No. 19-15 the Adoption of Ordinance No. 19-4 to amend section 58-08(e), 58-08(h), 58-8(i), 58-9(a) and 58-11(a) non-conforming land, buildings, structures.**

It was moved by Trustee Hughes and second by Trustee Grabinski to adopt Resolution No. 19-15, the adoption of Ordinance No. 19-4.

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

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

**5. Resolution No. 19-17 the Adoption of Ordinance No. 19-5 to amend Section VII (D) Land Division Ordinance 4/97-01.**

It was moved by Trustee Kemp and second by Trustee Grabinski to adopt Resolution No. 19-17, the adoption of Ordinance No. 19-5.

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

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

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**H. NEW BUSINESS continued:**

**6. Resolution No. 19-23 Sylvan Avenue Paving Project SP-47**

It was moved by Trustee Grabinski and second by Treasurer Theile to adopt Resolution No. 19-23, which sets the interest rate for the special assessment roll at 4.50% and the property owner have 15 years to pay their special assessment. This is effective October 1, 2019.

7 – Yeas: Grabinski, Hughes, Ream, Oakes, Theile, Kemp, Hernandez

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

**7. Resolution No. 19-24 Sylvan Avenue Paving Project SP-47 Financing**

It was moved by Trustee Hughes and second by Trustee Kemp to adopt Resolution No. 19-24, which finances the Sylvan Avenue paving from the Township enterprise fund (sewer) at an interest rate of 3.50%.

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

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

**8. Approval to Contract for Social Media**

It was moved by Trustee Grabinski and second by Clerk Oakes to contract with Archive Social to archive Township social media at a cost of \$1,194, beginning July 1, 2019 thru December 31, 2019.

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

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

**9. Resolution No. 19-25 Extension of Trailer Occupancy Time 2590  
MacArthur**

It was moved by Supervisor Hernandez and second by Trustee Ream to adopt Resolution No. 19-25.

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

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

**I. PUBLIC COMMENTS:**

1. Planning/Zoning/Community Development Administrator Werschem – we are still in the process of reviewing the ordinance regarding keeping of monkeys and other exotic animals.

**J. ANNOUNCEMENTS:**

1. Clerk Oakes – Anyone interested in working the 2020 Census, minimum requirements, 18 years old and transportation. Job available starting August 2019 – August 2020. Starting pay \$14/hr. For more information, contact the following website. [www.2020census.gov/jobs](http://www.2020census.gov/jobs).

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**J. ANNOUNCEMENTS continued:**

2. Supervisor Hernandez – a) will be getting married June 22, 2019 and will be out of the office June 21, 2019. Also she will be in and out of the office the week of June 24, 2019. She will attend the July 1, 2019 board meeting and will be unavailable (Honeymoon) for a couple of weeks. b) She received a compliment from a resident regarding road work that was completed by DPW. Thank you, DPW Director Sanders and staff. c) We have received the truck signs and the first one was put up today on Morningside. Thanks again to DPW Director Sanders. d) The Police Department (Police Chief Wypa) will have an FBI Security Audit tomorrow. The department will be semi closed from 1-4 pm. e) We have received our new plow truck and sanitation truck. f) Veteran Memorial - the sprinkling system is complete and grass seeds will be planted this week.

**K. ADJOURNMENT:** It was moved by Trustee Grabinski and second by Trustee Kemp to adjourn the meeting at 7:27 pm. **Motion Carried**

Reviewed by \_\_\_\_\_ Recorded by: \_\_\_\_\_  
Jennifer Hernandez, Supervisor Ann D. Oakes, Clerk CMC