

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

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
December 19, 2022**

**A. CALL TO ORDER:** Supervisor Hodges called the meeting to order at 7:00 pm.

**B. PLEDGE OF ALLEGIANCE:** Led by Supervisor Hodges

**Present:** Hughes, Ream, Westbrook, Theile, Kemp, Grabinski, Hodges

**Excused Absent:** None

**Also Present:** Police Chief Thielbar, Fire Chief Glotzbach, Deputy Chief Dornbush, DPW Director Saxon, Planning/Zoning Administrator Werschem and 4 guests.

Meeting was recorded and labeled the December 19, 2022 regular Board meeting.

**C. APPROVAL OF AGENDA:** December 19, 2022

It was moved by Trustee Grabinski and second by Trustee Kemp to approve the agenda as presented.

**Motion Carried**

**D. PUBLIC HEARING – Parks & Recreation Master Plan**

Supervisor Hodges opened the public hearing at 7:01 p.m. Treasurer Theile spoke briefly on a couple of items that are at the top of the list to work on including refurbishing equipment and updating the restrooms. Zoning/Planning Administrator Werschem stated that having the Master Plan will make us eligible for grants. Supervisor Hodges closed the public hearing at 7:04 p.m.

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

**F. CONSENT AGENDA**

**1. Regular Board Meeting Minutes – December 5, 2022**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve the consent agenda.

**Motion Carried**

**G. UNFINISHED BUSINESS:** None

**H. NEW BUSINESS**

**1. Weekly Check Runs and Total of all Checks \$159,920.35**

It was moved by Trustee Hughes and second by Trustee Ream to approve payment of weekly and bi-weekly bills of \$159,920.35 from the appropriate accounts.

7 – Yeas: Hughes, Ream, Westbrook, Theile, Kemp, Grabinski, Hodges

0 – Nays:

Absent: None

**Motion Carried**

**NEW BUSINESS: *continued***

**2. Approval to Engage in Lease Negotiations for Softball World**

It was moved by Trustee Grabinski and second by Trustee Kemp to approve moving forward with lease negotiations for Softball World.

Unanimous Voice Vote

**Motion Carried**

**3. Resolution No. 22-34 Adoption of Ordinance 22-9 to Amend Chapter 54 Sections 29 and 30 of the MCT Code of Ordinances**

It was moved by Trustee Kemp and second by Trustee Grabinski to approve Resolution No. 22-34 and adopt Ordinance 22-9.

7 – Yeas: Ream, Westbrook, Theile, Kemp, Grabinski, Hughes, Hodges

0 – Nays:

Absent: None

**Motion Carried**

**4. Approval of Scheduled Board Meetings for 2023**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve the board meetings for 2023.

Unanimous Voice Vote

**Motion Carried**

**5. Approval of MCT Committee Assignments for 2023/2024**

It was moved by Clerk Westbrook and second by Treasurer Theile to approve the committee assignments for 2023/2024.

Unanimous Voice Vote

**Motion Carried**

**6. Resolution No. 22-35 Adoption of 2023-2027 Parks and Recreation Plan**

It was moved by Trustee Grabinski and second by Trustee Kemp to approve Resolution No. 22-35 for the 2023-2027 parks and recreation plan with amending the county to Muskegon County.

7 – Yeas: Westbrook, Theile, Kemp, Grabinski, Hughes, Ream, Hodges

0 – Nays:

Absent: None

**Motion Carried**

**7. Resolution No. 22-40 MCT General Appropriations for 2023**

It was moved by Trustee Hughes and second by Trustee Kemp to approve Resolution No. 22-40.

7 – Yeas: Theile, Kemp, Grabinski, Hughes, Ream, Westbrook, Hodges

0 – Nays:

Absent: None

**Motion Carried**

**8. Resolution No. 22-36 Trustee Salary**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve Resolution No. 22-36.

6 – Yeas: Kemp, Grabinski, Hughes, Westbrook, Theile, Hodges

1 – Nays: Ream

Absent: None

**Motion Carried**

**NEW BUSINESS: *continued***

**9. Resolution No. 22-37 Treasurer Salary**

It was moved by Trustee Grabinski and second by Clerk Westbrook to approve Resolution No. 22-37.

6 – Yeas: Grabinski, Hughes, Westbrook, Theile, Kemp, Hodges  
1 – Nays: Ream                                      Absent: None                                      **Motion Carried**

**10. Resolution No. 22-38 Clerk Salary**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve Resolution No. 22-38.

6 – Yeas: Hughes, Westbrook, Theile, Kemp, Grabinski, Hodges  
1 – Nays: Ream                                      Absent: None                                      **Motion Carried**

**11. Resolution No. 22-39 Supervisor Salary**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve Resolution No. 22-39.

6 – Yeas: Westbrook, Theile, Kemp, Grabinski, Hughes, Hodges  
1 – Nays: Ream                                      Absent: None                                      **Motion Carried**

**12. Resolution No. 22-41 Allocation of Fund Balance**

It was moved by Trustee Hughes and second by Treasurer Theile to approve Resolution No. 22-41.

7 – Yeas: Westbrook, Theile, Kemp, Grabinski, Hughes, Ream, Hodges  
0 – Nays:    Absent: None                                      **Motion Carried**

**13. 2023 Salary Approval for Non Union Employees**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve the 2023 nonunion employees' salaries.

7 – Yeas: Theile, Kemp, Grabinski, Hughes, Ream, Westbrook, Hodges  
0 – Nays:    Absent: None                                      **Motion Carried**

**14. 2022 Year End Budget Amendments**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve the 2022 budget amendments with amending Elections line item #101-262-740 to \$14,000.00.

7 – Yeas: Kemp, Grabinski, Hughes, Ream, Westbrook, Theile, Hodges  
0 – Nays:    Absent: None                                      **Motion Carried**

**15. Consideration of Special Use Permit 1277 Walker Flag Lot**

It was moved by Trustee Kemp and second by Clerk Westbrook to approve the special use permit for 1277 Walker flag lot.

7 – Yeas: Grabinski, Hughes, Ream, Westbrook, Theile, Kemp, Hodges  
0 – Nays:    Absent: None                                      **Motion Carried**

**NEW BUSINESS: *continued***

**16. Consideration of Special Use Permit Grand Rapids Gravel**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve the special use permit for Grand Rapids Gravel with the agreement from the company that they will give a 10 day notice to Muskegon Charter Township before they begin crushing concrete.

7 – Yeas: Hughes, Ream, Westbrook, Theile, Kemp, Grabinski, Hodges

0 – Nays:

Absent: None

**Motion Carried**

**I. PUBLIC COMMENT**

Christina Achterhoff, District Representative for Senator Bumstead, stated to please contact Senator Bumstead's office in Lansing if you need to speak with him. He wants to help his district.

Trustee Kemp stated that he wants Senator Bumstead to bring the Veteran's bill back to the Senate.

James Dykema, Business Analyst for Grand Rapids Gravel, stated that he appreciates Muskegon Township and Brian Werschem for making the special use permit an easy process. He also stated that the Planning Commission needs to be commended.

**J. ANNOUNCEMENTS**

Trustee Grabinski stated that Coneyland held a contest to provide 4 families a complete Christmas dinner. They decided to raise the number of dinners to 6 due to requests.

The owners of Coneyland received 28 requests for Christmas dinners and they filled all 28 requests! We are very fortunate to have a business like this in our community.

Supervisor Hodges stated that Muskegon Township has adopted both Christian Care Senior Living and Christian Care Nursing Home along with one family for Christmas this year. The gifts will be delivered tomorrow.

**K. ADJOURNMENT:** It was moved by Treasurer Theile and second by Trustee Grabinski to adjourn the meeting at 7:23pm.

**Motion**

**Carried**

Reviewed by: \_\_\_\_\_

Jennifer Hodges, Supervisor

Recorded by: \_\_\_\_\_

Carrie Westbrook, Clerk