

Board Work Session at 5:45 pm, prior to the regular Board meeting.

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
August 7, 2023**

A. CALL TO ORDER: Supervisor Hodges called the meeting to order at 6:00 pm.

B. PLEDGE OF ALLEGIANCE: Led by Supervisor Hodges

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

Excused Absent:

Also Present: Police Chief Thielbar, Fire Chief Glotzbach, Deputy Fire Chief Dornbush, DPW Director Smith, Building Inspector Sheldon, County Commissioner Nash, and 5 guest.

Meeting was recorded and labeled the August 7, 2023 regular Board meeting.

C. APPROVAL OF AGENDA: July 17, 2023

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

Motion Carried

D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY: None

E. CONSENT AGENDA

1. Regular Board Meeting Minutes – July 17, 2023

2. 2nd Quarter Investment Summary Report

3. 2nd Quarter Revenue & Expenditure Report

4. Monthly Police Report for June

5. Closed Session Minutes – July 17, 2023

It was moved by Clerk Westbrook and second by Treasurer Theile to approve the consent agenda as presented.

Motion Carried

F. UNFINISHED BUSINESS

Trustee Kemp asked if we are still accepting applications for the Fire Chief's position.

Supervisor Hodges explained that the time to turn in applications is closed for this position.

G. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks \$597,876.73

It was moved by Trustee Grabinski and second by Trustee Kemp to approve payment of weekly and bi-weekly bills of \$597,876.73 from the appropriate accounts.

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

0 – Nays:

Absent: None

Motion Carried

NEW BUSINESS: *continued*

2. Consideration of Wage Increase – Paid on Call and Part Time Fire

It was moved by Trustee Kemp and second by Treasurer Theile to approve the wage increase of 5% and to be retroactive to January 1, 2023.

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

1 – Nays: Ream

Absent: None

Motion Carried

3. Approval of Fire Protection Agreement with Cedar Creek Twp

It was moved by Treasurer Theile and second by Trustee Hughes to approve the Fire Protection Agreement with Cedar Creek Township.

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

0 – Nays:

Absent: None

Motion Carried

4. Approval of Corrective Action Plan – Retiree Health Benefits

It was moved by Treasurer Theile and second by Trustee Hughes to approve the Corrective Action Plan for retiree health benefits.

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

0 – Nays:

Absent: None

Motion Carried

5. Unpaid Leave of Absence Extension Request

It was moved by Trustee Grabinski and second by Treasurer Theile to approve the extension of unpaid leave of absence for Officer Flowers until September 30, 2023 unless the position is filled before that date.

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

0 – Nays:

Absent: None

Motion Carried

6. Approval to Hire Clerical Secretary

It was moved by Trustee Grabinski and second by Treasurer Theile to approve hiring Amy Vos for the clerical position in the Clerk's department, effective August 28, 2023 starting her at the 1 year step wage of \$18.49 per hour. It was also moved to approve increasing Shae Pendell to the 2 year step wage of \$19.47 starting August 28, 2023 to maintain an appropriate wage gap.

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

0 – Nays:

Absent: None

Motion Carried

H. PUBLIC COMMENT

Fire Chief Glotzbach stated that the reason the paid on call and part time fire fighters wage increase was separate from the IAFF Local 4132 union contract is that they are not part of the negotiations with the full time fire fighters and it has been that way since 1986.

I. ANNOUNCEMENTS

Treasurer Theile stated that there is a large card for Chief Glotzbach in the community room for his retirement and it's open for the public to sign. She also spoke about the next Movie in the Park which will be held on August 19, 2023 at Wesley Park. Orchard View approved the Meet Up & Eat Up for this event. Dinner will be free for 18 years old and under and a small fee for adults.

Trustee Grabinski stated that he has been asked if he was going to run for Supervisor in 2024. He is not running for Supervisor but he intends to run for Trustee again in 2024. Supervisor Hodges stated that the interviews for the Fire Chief position was held and that they have one applicant they would like to bring to the Board. She will be inviting the Board to a special meeting next week for the Board to interview him.

J. ADJOURNMENT

It was moved by Trustee Ream and second by Trustee Grabinski to adjourn the meeting at 6:12 pm.

Reviewed by: _____
Jennifer Hodges, Supervisor

Recorded by: _____
Carrie Westbrook, Clerk