

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

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
September 5, 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: None

Also Present: Police Chief Thielbar, Planning/Zoning Administrator, Accounting Director Joslyn and 5 guests.

Meeting was recorded and labeled the September 5, 2023 regular Board meeting.

C. APPROVAL OF AGENDA: September 5, 2023

It was moved by Trustee Grabinski and second by Trustee Kemp to approve the agenda with the addition of the total of all checks in the amount of \$215,606.88 to item number 1.

Motion Carried

D. PUBLIC COMMENT FOR ITEMS ON AGENDA ONLY

Police Chief Thielbar stated his appreciation for Kelly Sluyter and Shae Pendell for their help covering the police department's front desk and for the rest of the clerical staff for covering for Kelly and Shae. He stated that both of them caught on very quickly, they're both smart as whips and they are a great asset to the Township.

E. CONSENT AGENDA

1. Regular Board Meeting Minutes – August 21, 2023

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

Motion Carried

F. UNFINISHED BUSINESS: None

G. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks \$215,606.88

It was moved by Trustee Hughes and second by Trustee Ream to approve payment of weekly and bi-weekly bills of \$215,606.88 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 Professional Building Services Cleaning Contract

It was moved by Trustee Grabinski and second by Clerk Westbrook to approve the contract with Professional Building Services in the amount of \$1,192.00.

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

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

3. Approval to Hire Officer

It was moved by Treasurer Theile and second by Clerk Westbrook to approve hiring Katie Scott to the police department with a start date of October 27, 2023 and at the first step in the Police Union Contract upon successful completion of pre-employment physical and background check.

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

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

4. Approval of Unpaid Leave Extension

It was moved by Trustee Grabinski and second by Trustee Kemp to approve the extension of unpaid leave for Officer Richard Flowers up to November 6, 2023 pending approval from his physician and Muskegon Township’s physician.

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

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

5. Consideration of Floating Clerical Position

It was moved by Trustee Grabinski and second by Clerk Westbrook to post for a new hire clerical position.

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

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

6. Resolution No. 23-29 Adoption of Ordinance 23-09, Rezone 1410 S. Quarterline

It was moved by Trustee Kemp and second by Clerk Westbrook to approve Resolution No. 23-29 and adopt Ordinance 23-09.

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

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

H. PUBLIC COMMENT

Kelly Slutyer – stated that she would like to comment on donated leave for Deasha Hill. We have always been able to donate sick leave until recently and although she understands why there has been a change to the Donated Leave Policy, she believes that all employees of Muskegon Township should be able to donate their sick time for Deasha since she was ill before the change. She stated that Deasha didn’t abuse her time off and that she is very ill and she deserves our help.

PUBLIC COMMENT: *continued*

Robert Skeels – stated that Deasha Hill has been here for 20 years and she deserves our help. He stated that our health is not something you can pick and choice and asked how we would feel if it were us in her situation.

Brenda Neidlinger – stated that she would like to echo Kelly and Robert and the comments they made regarding Deasha Hill and donated leave. She also stated that the DPW/Clerical Union is backing sick time being able to be donated for this request.

ANNOUNCEMENTS

Clerk Westbrook stated that on September 12, 2023 there will be a County Commissioners full board meeting and they will be discussing the County holding the 9 days early voting that is mandatory starting in 2024.

Treasurer Theile stated that the Wesley property has sold and the property will be transferred on October 1, 2023. The new owner will have to start the eviction process then. She also stated that the final Movies in the Park movie will be held at Riverside Park on September 16, 2023 at dusk and we are promoting Trick or Treating at Township Hall on our Facebook page.

Supervisor Hodges stated that former Clerk Ann Oakes mother passed away last week. Supervisor Hodges stated that the MTA county chapter meeting will be held at Township Hall on Monday, September 25, 2023.

K. ADJOURNMENT

It was moved by Clerk Westbrook and second by Trustee Grabinski to adjourn the meeting at 6:27 pm.

Reviewed by: _____
Jennifer Hodges, Supervisor

Recorded by: _____
Carrie Westbrook, Clerk