

Board Work Session at 5:15 pm, prior to the regular Board meeting.

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
September 18, 2023**

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

B. PLEDGE OF ALLEGIANCE: Led by Trustee Grabinski

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

Excused Absent: Hughes

Also Present: Police Chief Thielbar, Planning/Zoning Administrator Werschem, DPW Director Smith and 12 guests.

Meeting was recorded and labeled the September 18, 2023 regular Board meeting.

C. APPROVAL OF AGENDA: September 18, 2023

It was moved by Trustee Grabinski and second by Treasurer Theile to approve the agenda with the addition of item # 9.

Motion Carried

D. PUBLIC HEARING

Supervisor Hodges opened the public hearing at 6:01 pm. There were no comments made. Supervisor Hodges closed the public hearing at 6:01 pm.

E. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY

Michael Shannahan – he spoke on item# 2. He stated that 95% of the neighborhood opposes Township issuing HGA Supportive Services a special use permit. He stated that when we review the information available to us it will show that they do not qualify.

Donna Beluzar – she seconded what Mr. Shannahan stated. She believes it would cause a lot of issues in their neighborhood.

Kelly Sluyter – she spoke on behalf of the donated leave for Deasha Hill. She thanked the board for bringing it back to be voted on. She stated that Dee saved her time and never took advantage of it. She is a very private person and didn't want everyone to know how sick she really is. She stated that all employees have earned their time and want to be able to use it to help one of our own because we are all family.

F. CONSENT AGENDA

1. Regular Board Meeting Minutes – September 5, 2023

2. DPW Committee Meeting Minutes – August 8, 2023

3. Monthly Stat Report – Police Department – August 23, 2023

4. Fire Monthly Report – Fire Department – August 2023

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

Motion Carried

G. UNFINISHED BUSINESS: None

H. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks \$213,936.77

It was moved by Trustee Kemp and second by Trustee Ream to approve to payment of weekly and bi-weekly bills of \$213,936.77 from the appropriate accounts.

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

0 – Nays:

Absent: Hughes

Motion Carried

2. HGA Supportive Services Special Use Permit for Institution for Human Care, Adult Care Facility

It was moved by Trustee Grabinski and second by Treasurer Theile to postpone this agenda item until the next meeting on Monday, October 2, 2023.

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

0 – Nays:

Absent: Hughes

Motion Carried

3. Resolution No. 23-31, Introduction of Ordinance No. 23-10 Zone Changes

It was moved by Trustee Grabinski and second by Treasurer Theile to approve Resolution No. 23-31 and intro of Ordinance No. 23-10.

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

0 – Nays:

Absent: Hughes

Motion Carried

4. Resolution No. 23-30, Approval of Proposed Additional Millage Rate

It was moved by Treasurer Theile and second by Trustee Grabinski to approve Resolution No. 23-30.

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

0 – Nays:

Absent: Hughes

Motion Carried

5. Approval of Fire Chief Employment Agreement Amendment

It was moved by Trustee Grabinski and second by Clerk Westbrook to approve the employment agreement for Matt Ambrose for fire chief.

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

0 – Nays:

Absent: Hughes

Motion Carried

6. Consideration of Donated Leave Policy Exception

It was moved by Clerk Westbrook and second by Treasurer Theile to approve sick time usage for donated leave for Deasha Hill due to her illness starting before the change in the donated leave policy removing sick time for what could be donated. It was also moved that anyone that donated vacation or personal time prior to this board meeting would be able to change it to sick time and receive their vacation or personal time back in the banks and extending the deadline for donation to Friday, September 22, 2023.

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

0 – Nays:

Absent: Hughes

Motion Carried

NEW BUSINESS: *continued*

7. Approval of Central Dispatch Alternate Appointment

It was moved by Treasurer Theile and second by Trustee Kemp to approve Police Chief Tim Thielbar be appointed the alternate for central dispatch.

Unanimous Voice Vote Absent: Hughes **Motion Carried**

8. Approval of LOA Regarding the Continuation of Four Day Work Week

It was moved by Trustee Grabinski and second by Clerk Westbrook to approve the LOA with the DPW/Clerical union for the continuation of the four-day work week to the end of their contract in 2025.

6 – Yeas: Ream, Westbrook, Theile, Kemp, Grabinski, Hodges
0 – Nays: Absent: Hughes **Motion Carried**

9. Painting at Wesley Park

It was moved by Trustee Grabinski and second by Trustee Kemp to approve painting #2 from the OV InnOVative Learning Center drawings for up to \$1,000.00.

6 – Yeas: Westbrook, Theile, Kemp, Grabinski, Ream, Hodges
0 – Nays: Absent: Hughes **Motion Carried**

I. PUBLIC COMMENT: None

J. ANNOUNCEMENTS

Treasurer Theile stated that the flyer is out for the Trick or Treating at Township Hall on Monday, October 30th and we're accepting donations until October 20th. She also spoke on the Parks and Recreation Committee working on Senior Citizens Food Give Away with items being purchased from Meijer, Sam's Club and Dollar Tree. The bags will be stuffed by students from OV and RP and the give away in be in the Board Room on Wednesday, October 27th.

Supervisor Hodges stated that on Monday, September 25th MTA will be holding their meeting at Muskegon Township Hall starting at 6:00 pm. She also stated that she would like to recognize Fire Chief Glotzbach and his retirement. He has been on MTFD for over 30 years total and he has been a very good chief and is leaving a great legacy. There is a card upstairs if anyone would like to sign it.

K. ADJOURNMENT

It was moved by Treasurer Theile and second by Trustee Grabinski to adjourn the meeting at 6:20 pm.

Reviewed by: _____
Jennifer Hodges, Supervisor

Recorded by: _____
Carrie Westbrook, Clerk