

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

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
October 2, 2023**

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

**B. PLEDGE OF ALLEGIANCE:** Led by Trustee Kemp

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

**Excused Absent:** None

**Also Present:** Police Chief Thielbar, Fire Chief Ambrose, Deputy Chief Dornbush, DPW Director Smith and 27 guests.

Meeting was recorded and labeled the October 2, 2023 regular Board meeting.

**C. APPROVAL OF AGENDA:** October 2, 2023

It was moved by Trustee Grabinski and second by Treasurer Theile to approve the agenda with the removal of items number 5 and 8 under New Business.

**Motion Carried**

**D. BADGE PINNING AND OATH OF OFFICE – Fire Chief Matt Ambrose**

Clerk Westbrook gave the oath of office to Chief Ambrose and his wife, Tori Ambrose, pinned his badge on him.

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

**F. CONSENT AGENDA**

It was moved by Clerk Westbrook and second by Trustee Grabinski to approve the consent agenda with changing the date under the Announcements for MTA to September 25, 2023.

**Motion Carried**

**G. UNFINISHED BUSINESS**

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

It was moved by Trustee Grabinski and second by Trustee Kemp to postpone indefinitely due to legal opinion and further discussion amongst the Board.

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

1 – Nays: Hughes

Absent: None

**Motion Carried**

**NEW BUSINESS**

**1. Weekly Check Runs and Total of all Checks \$834,751.70**

It was moved by Treasurer Theile and second by Clerk Westbrook to approve payment of weekly and bi-weekly bills of \$834,751.70 from appropriate accounts.

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

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

**2. Resolution No. 23-33 Adoption of Ordinance No. 23-10 Zone Changes**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve Resolution 23-33 and to adopt Ordinance 23-10.

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

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

**3. Resolution No. 23-32 Approval of Uniform Water Rate Amendment**

It was moved by Trustee Kemp and second by Clerk Westbrook to approve Resolution 23-32.

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

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

**4. Consideration of Early Voting Site Agreement**

It was moved by Treasurer Theile and second by Trustee Ream to approve the Early Voting Site Agreement with Muskegon County.

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

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

~~**5. Resolution No. 23-34 Adoption of Muskegon County Early Voting Site**~~

**6. Approval of LOA regarding 48/96 Schedule Rotation**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve the LOA with IAFF Local 4132 starting on January 21, 2024.

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

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

**7. Approval of Recommendation for Purchase of iPad Pros for Trustees**

It was moved by Clerk Westbrook and second by Treasurer Theile to approve purchasing four iPad Pros from Amazon not to exceed \$5,000.00.

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

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

~~**8. Consideration of Change Order for DPW Ford F-150.**~~

**I. PUBLIC COMMENT**

Susie Hughes – she stated that it’s nice that we have our work session before our meetings because it makes them run so smoothly.

**J. ANNOUNCEMENTS:** None

**K. AJOURNMENT**

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

Reviewed by: \_\_\_\_\_  
Jennifer Hodges, Supervisor

Recorded by: \_\_\_\_\_  
Carrie Westbrook, Clerk