

Board Work Session at 5:00 pm, prior to the regular Board meeting.

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
December 18, 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, Theile, Kemp, Grabinski, Hodges

Excused Absent: Westbrook

It was moved by Treasurer Theile and second by Trustee Ream to appoint Trustee Grabinski as Clerk Pro-Tem.

Unanimous Voice Vote

Motion Carried

Also Present: Police Chief Thielbar, Fire Chief Ambrose, Deputy Chief Dornbush, DPW Director Smith, Planning Administrator Werschem and 4 guests.

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

C. APPROVAL OF AGENDA: December 18, 2023

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

Motion Carried

D. PUBLIC COMMENT FOR ITEMS ON AGENDA ONLY: None

E. CONSENT AGENDA

1. Regular Board Meeting Minutes – December 4, 2023

2. Election Commission Meeting Minutes – December 7, 2023

3. Election Commission Meeting Minutes – December 13, 2023

4. Police Department Monthly Stat Report – November 2023

It was moved by Trustee Kemp and second by Treasurer Theile 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 \$324,352.46

It was moved by Treasurer Theile and second by Trustee Kemp to approve payment of weekly and bi-weekly bills of \$324,352.46 from the appropriate accounts.

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

0 – Nays:

Absent: Westbrook

Motion Carried

NEW BUSINESS: *continued*

2. Approval to Renew Wrecker Contracts with Ramos & Stafford's Towing for 2024

It was moved by Treasurer Theile and second by Trustee Kemp to approve the wrecker contracts with Ramos and Stafford's Towing for 2024.

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

0 – Nays: Absent: Westbrook

Motion Carried

3. Approval to Submit for Reimbursement through the MI Fire Equipment Grant Fund for Products Not Received

It was moved by Treasurer Theile and second by Trustee Kemp to make payment on products not received and to submit for reimbursement from the MI Fire Equipment Grant.

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

0 – Nays: Absent: Westbrook

Motion Carried

4. Approval of Hiring Full-Time Firefighter/2nd Lieutenant

It was moved by Trustee Grabinski and second by Treasurer Theile to approve hiring Bronson Swan with a start date of January 8, 2024 upon successful completion of pre-employment physical and background check.

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

0 – Nays: Absent: Westbrook

Motion Carried

5. Approval of LOA Regarding Hiring of Bronson Swan

It was moved by Treasurer Theile and second by Trustee Grabinski to approve the LOA between the IAFF Local 4132 and Muskegon Township regarding the hiring of Bronson Swan.

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

0 – Nays: Absent: Westbrook

Motion Carried

6. Approval of Special Use Permit for Storage & Warehousing at 2651 Kregel

It was moved by Trustee Kemp and second by Treasurer Theile to approve the special use permit at 2651 Kregel.

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

0 – Nays: Absent: Westbrook

Motion Carried

7. Approval of Special Use Permit for Refueling and Outdoor Storage of Propane Tanks at 1231 Holton

It was moved by Trustee Grabinski and second by Trustee Hughes to approve the special use permit at 1231 Holton.

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

0 – Nays: Absent: Westbrook

Motion Carried

NEW BUSINESS: *continued*

8. Approval of Scheduled Board Meeting for 2024

It was moved by Treasurer Theile and second by Trustee Kemp to approve the board meeting schedule for 2024.

Unanimous Voice Vote

Motion Carried

9. Approval to Deposit Higher Amounts into Employees HSA's

It was moved by Treasurer Theile and second by Trustee Grabinski to approve higher amounts being deposited into employees HSA accounts to match their deductible.

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

0 – Nays

Absent: Westbrook

Motion Carried

10. Resolution No. 23-42 MCT General Appropriations for 2024

It was moved by Treasurer Theile and second by Trustee Hughes to approve Resolution No 23-42.

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

0 – Nays:

Absent: Westbrook

Motion Carried

11. Resolution No. 23-43 Trustees Salary

It was moved by Treasurer Theile and second by Supervisor Hodges to approve Resolution No 23-43 with correcting bi-weekly to monthly.

5 – Yeas: Grabinski, Hughes, Theile, Kemp, Hodges

1 – Nays: Ream

Absent: Westbrook

Motion Carried

12. Resolution No. 23-44 Treasurer Salary

It was moved by Trustee Grabinski and second by Trustee Kemp to approve Resolution No 23-44.

5 – Yeas: Hughes, Theile, Kemp, Grabinski, Hodges

1 – Nays: Ream

Absent: Westbrook

Motion Carried

13. Resolution No. 23-45 Clerk Salary

It was moved by Treasurer Theile and second by Trustee Grabinski to approve Resolution No 23-45.

5 – Yeas: Theile, Kemp, Grabinski, Hughes, Hodges

1 – Nays: Ream

Absent: Westbrook

Motion Carried

14. Resolution No. 23-46 Supervisor Salary

It was moved by Treasurer Theile and second by Trustee Grabinski to approve Resolution No 23-46.

5 – Yeas: Theile, Kemp, Grabinski, Hughes, Hodges

1 – Nays: Ream

Absent: Westbrook

Motion Carried

NEW BUSINESS: *continued*

15. 2024 Salary Approval for Non-Union Employees

It was moved by Treasurer Theile and second by Trustee Kemp to approve the non-union employees 2024 salaries.

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

0 – Nays: Absent: Westbrook

Motion Carried

16. 2023 Year End Budget Amendments

It was moved by Treasurer Theile and second by Trustee Grabinski to approve the 2023 year end budget amendments.

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

0 – Nays: Absent: Westbrook

Motion Carried

17. Nominations of Final Names for Snowplow Naming Contest

It was moved by Treasurer Theile and second by Trustee Kemp to open it up for discussion.

After discussing the names, it was moved by Trustee Grabinski and second by Treasurer Theile to approve Fast & Flurryous, Blizzard Wizard, Taylor Drift, Mailbox Crusher, Edgar Allen Snow, Old Yeller, and Salt Shaker as the final names for the snowplow naming contest.

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

0 – Nays: Absent: Westbrook

Motion Carried

H. PUBLIC COMMENT

Fire Chief Ambrose congratulating Bronson Swan on being hired as a 2nd Lt for Muskegon Township Fire Department.

I. ANNOUNCEMENTS

Trustee Kemp will be absent at our next board meeting.

Supervisor Hodges stated there will be limited holiday hours for the next two weeks.

The police department is collecting donations for Deasha Hill and all contributions are welcome. Supervisor Hodges received a call informing her that she was appointed to the Board of Directors for Michigan Township Association.

K. ADJOURNMENT

It was moved by Treasurer Theile and second by Trustee Grabinski to adjourn the meeting at 6:18 pm.

Reviewed by: _____
Jennifer Hodges, Supervisor

Recorded by: _____
Carrie Westbrook, Clerk