

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

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
August 19, 2024**

A. CALL TO ORDER: Treasurer Theile called the meeting to order at 6:00 pm.

B. PLEDGE OF ALLEGIANCE: Led by Trustee Kemp

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

Excused Absent: Hodges

Also Present: Police Chief Thielbar, Accounting Director Joslyn, Fire Chief Ambrose, DPW Director Smith, Building Inspector Reister, County Commissioner Nash and 16 guests.

Meeting was recorded and labeled the August 19, 2024 regular Board meeting.

C. ELECT SUPERVISOR PRO-TEM

It was moved by Trustee Kemp and second by Clerk Westbrook to elect Trustee Grabinski as Supervisor Pro-Tem for the August 19, 2024 board meeting.

Unanimous Voice Vote

Motion Carried

D. APPROVAL OF AGENDA – August 19, 2024 – Regular Meeting

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

Motion Carried

E. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY

John Szucs – He wants to know if his sanitation refund is approved at tonight’s meeting, will he be able to use it for the down payment for water connection.

F. CONSENT AGENDA

1. August 5, 2024 Regular Board Meeting Minutes

2. Police Department – July Monthly Report

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

Motion Carried

G. UNFINISHED BUSINESS

1. Consideration of Sanitation Refund Request

It was moved by Treasurer Theile and second by Trustee Kemp to approve the refund in the amount of \$1,722.40 for paid sanitation and no refund on the sewer bill.

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

0 – Nays:

Absent: Hodges

Motion Carried

NEW BUSINESS

1. Weekly Check Runs and Total of all Checks \$186,585.27

It was moved by Trustee Kemp and second by Trustee Ream to approve payment of weekly and bi-weekly bills of \$186,585.27 from the appropriate accounts.

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

0 – Nays: Absent: Hodges

Motion Carried

2. Approval of LEAD Program MOU with Health West

It was moved by Clerk Westbrook and second by Treasurer Theile to approve the MOU with Health West regarding the LEAD program.

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

0 – Nays: Absent: Hodges

Motion Carried

3. Consideration of Sanitation Late Fee Refund – 1371 Spencer Woods

It was moved by Trustee Grabinski and second by Treasurer Theile to approve waiving the late fee.

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

0 – Nays: Absent: Hodges

Motion Carried

4. Approval of Engagement Letter

It was moved by Treasurer Theile and second by Trustee Kemp to approve the engagement letter with Fahey Schultz for contract discussion with Laketon Township regarding the sewer system.

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

0 – Nays: Absent: Hodges

Motion Carried

5. Consideration of Picnic Table Refund Request

It was moved by Trustee Grabinski and second by Treasurer Theile to approve refunding 50% of the picnic table rental cost in the amount of \$75.00 to RPNIA.

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

0 – Nays: Absent: Hodges

Motion Carried

6. Consideration of Compensation for Intern

It was moved by Clerk Westbrook and second by Treasurer Theile to approve compensation for Jacob Piper in the amount of \$2,500.00 for everything he did as an intern at Township Hall for the summer.

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

0 – Nays: Absent: Hodges

Motion Carried

NEW BUSINESS: *continued*

7. Consideration of Compensation for Election Assistance

It was moved by Treasurer Theile and second by Trustee Kemp to approve compensation for Erik Joslyn in the amount of \$850.00 for his extra hours and help during the August Primary Election.

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

0 – Nays: Absent: Hodges

Motion Carried

8. Approval of Orchard View Schools Park and Recreation Payment

It was moved by Treasurer Theile and second by Trustee Kemp to approve the final payment of \$3,250.00.

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

0 – Nays: Absent: Hodges

Motion Carried

9. Consideration of Purchasing Picnic Tables

It was moved by Treasurer Theile and second by Trustee Kemp to approve purchasing up to \$5,000.00 for picnic tables from Uline from the summer parks and recreation budget. This is a committee recommendation.

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

0 – Nays: Absent: Hodges

Motion Carried

10. Consideration of Construction Manager At Risk

It was moved by Clerk Westbrook and second by Treasurer Theile to approve hiring Clifford Buck Construction as the CMAR for the Township Hall renovations.

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

0 – Nays: Absent: Hodges

Motion Carried

11. Approval of Clerk Secretary Position

It was moved by Treasurer Theile and second by Trustee Kemp to hire Amanda Johnson for the Clerk's office with the start rate at \$18.04 per hour with a \$5,000.00 per year Deputy Clerk stipend and with the start date of September 9, 2024.

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

0 – Nays: Absent: Hodges

Motion Carried

12. Resolution No. 24-16 Notice of Intent Resolution (Capital Improvement Bonds)

It was moved by Treasurer Theile and second by Trustee Grabinski to approve Resolution No. 24-16.

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

0 – Nays: Absent: Hodges

Motion Carried

I. PUBLIC COMMENT

Linda Traylor – She stated that she appreciated the \$75.00 for the picnic tables. She said that the bathrooms at Buel Park and not in good condition. The toilets are fine but everything else isn't nice.

Priscilla Hyde – She stated her concern is the park is unsafe. The building should be updated and the paint is chipping. She stated that the park is an embarrassment.

Commissioner Nash – stated that the county is posting for a housing manager position. He also stated that the new VA clinic on Apple Ave has approval for transportation going through the Go2 bus but that it's only if you are in the agreement with MATS.

Kylee Lenseigne – stated that she wants to fix the ordinance for mini pigs. She moved here in 2018 and has never had a problem and that the pig is just like having a dog. This is their pet.

Robert Skeels – stated that there needs to be better communications between the township and the county. He called four different places trying to figure out who was going to shut off his water. He said the county told him he should've been contacted by the company doing the work.

J. ANNOUNCEMENTS: None

K. ADJOURNMENT

It was moved by Treasurer Theile and second by Trustee Kemp to adjourn the meeting at 6:33 pm.

Reviewed by: _____
Robert Grabinski, Supervisor Pro-Tem

Recorded by: _____
Carrie Westbrook, Clerk