

Board Work Session at 5:30 pm, prior to the regular Board meeting.

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
October 7, 2024**

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

**B. PLEDGE OF ALLEGIANCE:** Led by All

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

**Excused Absent:** None

**Also Present:** Police Chief Thielbar, Fire Chief Ambrose, DPW Director Smith, Building Inspector Reister, Planning/Zoning Administrator, County Commissioner Nash and 6 guest.

Meeting was recorded and labeled the October 7, 2024 regular Board meeting.

**C. APPROVAL OF AGENDA – October 7, 2024 – Regular Meeting**

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

**D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY:**

David Kieft – He wants to know what item #5 consists of due to closing Township Hall.

Chief Thielbar – He wants to comment on item #7 regarding the Deputy Fire Chief position and stated that he has known Butch Attig for many years and has a good working relationship with him.

Brad Walters – He spoke on behalf of the Local 4132 Union as their president and stated that the majority of the union strongly disagrees with the lack of a hiring process for the Deputy Chief position and to just hire Butch Attig.

**E. CONSENT AGENDA**

**1. Regular Board Meeting Minutes – September 16, 2024**

**2. Police Dept. August Monthly Stats**

It was moved by Treasurer Theile 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 \$390,329.21**

It was moved by Trustee Kemp and second by Clerk Westbrook to approve payment of weekly and bi-weekly bills of \$390,329.21 from the appropriate accounts.

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

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

**G. NEW BUSINESS: *continued***

**2. Approval of Station 1 Bathroom Repair**

It was moved by Treasurer Theile and second by Trustee Ream to approve using Vanderberg Construction to repair the bathroom at Fire Station 1 in the amount of \$15,637.12.

7 – Yeas: Ream, Westbrook, Theile, Kemp, Grabinski, Hughes, Hodges  
0 – Nays: Absent: None **Motion Carried**

**3. Consideration of Police Department Evidence Manager**

It was moved by Trustee Kemp and second by Trustee Ream to approve temporarily hiring Brian Harris as our Evidence Manager on a part time basis at the rate of \$18.76 per hour to help while Amy Gerard is out.

7 – Yeas: Westbrook, Theile, Kemp, Grabinski, Hughes, Ream, Hodges  
0 – Nays: Absent: None **Motion Carried**

**4. Consideration of Waiving Late Fee for Sewer**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve waiving the \$9.35 late fee from Mr. Fetterhoff's bill and crediting it to his sewer account.

7 – Yeas: Theile, Kemp, Grabinski, Hughes, Ream, Westbrook, Hodges  
0 – Nays: Absent: None **Motion Carried**

**5. Consideration of Resolution No. 24-19 Township Hall Staff Inservice**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve Resolution No. 24-19 and to allow funds up to \$200.00 for a meal for staff.

7 – Yeas: Kemp, Grabinski, Hughes, Ream, Westbrook, Theile, Hodges  
0 – Nays: Absent: None **Motion Carried**

**6. Consideration of Engagement Letter**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve signing the engagement letter with Bendzinski & Co after our legal counsel reviews the letter and to use ARPA funds for it.

7 – Yeas: Grabinski, Hughes, Ream, Westbrook, Theile, Kemp, Hodges  
0 – Nays: Absent: None **Motion Carried**

**7. Consideration of Deputy Fire Chief**

It was moved by Trustee Grabinski and second by Trustee Kemp to not appoint Francis "Butch" Attig as the Deputy Fire Chief and to move forward with the process of posting the position.

2 – Yeas: Kemp, Grabinski  
5 – Nays: Hughes, Ream, Westbrook, Theile, Hodges Absent: None **Motion Carried**

It was moved to open for discussion by Trustee Grabinski and there being no second the motion failed.

**G. NEW BUSINESS: *continued***

**7. Consideration of Deputy Fire Chief: *continued***

It was moved by Treasurer Theile and second by Trustee Ream to appoint Francis Attig as Deputy Fire Chief contingent on passing a physical and background check along with salary negotiations.

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

1 – Nays: Grabinski

Absent: None

**Motion Carried**

**H. PUBLIC COMMENT:**

Commissioner Nash – He stated that Muskegon County has hired a new airline and their first day will be November 1, 2024. The County is also hiring a new Housing Coordinator. Treasurer Theile has been approved to be on the Land Bank Committee.

Susie Hughes – She stated that Mike Dowdy lost his business to a fire. She stated that one of our fire officers stood with him during the fire.

Carrie Uthe – MAMDP Co-Chair – She stated that they will be holding a medication and sharps collection on Saturday, October 26<sup>th</sup> at Fire Station 1. She stated that since they started this program, they have collected almost 55,000 lbs. of medication and 26,000 lbs. of sharps.

Francis Attig – He stated his appreciation to the board for their questions and for giving him an opportunity to be here. He also stated that he is looking forward to speaking with Trustee Grabinski for any questions that might come up.

**I. ANNOUNCEMENTS: None**

**J. ADJOURNMENT**

It was moved by Treasurer Theile and second by Trustee Grabinski to adjourn the meeting at 6:51 pm.

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

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