

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

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
November 18, 2024**

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

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

**Present:**, Theile, Kemp, Grabinski, Hodges

**Excused Absent:** Hughes, Ream, Westbrook

**Also Present:** Police Chief Thielbar, Building Inspector Reister, Trustee Elects Bowen, Browsers, & Jurecki and 3 guests.

Meeting was recorded and labeled the November 18, 2024 regular Board meeting.

**ELECT CLERK PRO-TEM:**

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

**Motion Carried**

**C. APPROVAL OF AGENDA – November 18, 2024 – Regular Meeting**

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

**Motion Carried**

**D. PUBLIC HEARING – CYTIVA AMENDED APPLICATION FOR IFT**

Supervisor Hodges declared the public hearing open at 6:01 pm

Spencer Donohue, CBRE, representing Cytiva provided an overview of the project thus far and answered questions from the board and thanked the board for consideration.

Greg King, Greater Muskegon Economic Development, explained the reasoning for the amended application and what was changed and thanked the board for consideration.

Supervisor Hodges closed the public hearing at 6:04 m

**E. PUBLIC COMMENT:** None

**F. CONSENT AGENDA**

**1. Regular Board Meeting Minutes – November 4, 2024**

**2. Police Dept. Monthly Stats- October, 2024**

It was moved by Trustee Grabinski and second by Trustee Kemp 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 \$205,592.42**

It was moved by Trustee Kemp and second by Treasurer Theile to approve payment of weekly and bi-weekly bills of \$205,592 from the appropriate accounts.

4 – Yeas: Theile, Kemp, Grabinski, Hodges

0 – Nays: Absent: Hughes, Ream, Westbrook

**Motion Carried**

### **2. Resolution 24-24 Approval of PA 198 Amended Application for Cytiva IFT**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve Resolution 24-24 Approval of PA 198 Amended Application for Cytiva IFT.

4 – Yeas: Kemp, Grabinski, Theile, Hodges

0 – Nays: Absent: Hughes, Ream, Westbrook

**Motion Carried**

### **3. Resolution 24-25 Approval of Metro Act Application for Surf Wireless**

It was moved by Trustee Kemp and second by Treasurer Theile to approve Resolution 24-25 Approval of Metro Act Application for Surf Wireless.

4 – Yeas: Grabinski, Theile, Kemp, Hodges

0 – Nays: Absent: Hughes Ream, Westbrook

**Motion Carried**

### **4. Approval to Purchase Less than Lethal Pepper Ball Gun for Police**

It was moved by Trustee Grabinski and second by Trustee Kemp to approve the purchase of the Less than Lethal Pepper Ball Gun for the Police Department as presented in the packet.

4 – Yeas: Theile, Kemp, Grabinski, Hodges

0 – Nays: Absent: Hughes, Ream, Westbrook

**Motion Carried**

### **5. Approval of 2025 Regular Board Meeting Schedule**

It was moved by Treasurer Theile and supported by Trustee Grabinski to approve the 2025 Regular Board Meeting Schedule.

Unanimous Voice Vote

**Motion Carried**

### **6. Resolution 24-20 Commercial Marihuana License Renewals**

It was moved by Trustee Grabinski and second by Trustee Kemp to approve Resolution 24-20 Commercial Marihuana License Renewals

4 – Yeas: Kemp, Grabinski, Theile, Hodges

0 – Nays: Absent: Hughes, Ream, Westbrook

**Motion Carried**

### **7. Resolution 24-21 Introduction of Ordinance 24-05 Vacant Building Ordinance**

It was moved by Trustee Kemp and second by Treasurer Theile to approve Resolution 24-21 Introduction of Ordinance 24-05 Vacant Building Ordinance.

4 – Yeas: Grabinski, Theile, Kemp, Hodges

0 – Nays: Absent: Hughes Ream, Westbrook

**Motion Carried**

**NEW BUSINESS: continued**

**8. Resolution 24-22 Introduction of Ordinance 24-06 Amend Property Maintenance Code**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve Resolution 24-22 Introduction of Ordinance 24-06 Amend Property Maintenance Code with the recommended changes from Legal Counsel.

4 – Yeas: Theile, Kemp, Grabinski, Hodges

0 – Nays: Absent: Hughes, Ream, Westbrook

**Motion Carried**

**9. Resolution 24-23 Introduction of Ordinance 24-07 Amend Youth Smoking Ordinance**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve Resolution 24-23 Introduction of Ordinance 24-07 Amend Youth Smoking Ordinance.

4 – Yeas: Kemp, Grabinski, Theile, Hodges

0 – Nays: Absent: Hughes, Ream, Westbrook

**Motion Carried**

**10. Approval To Hire Amie Price as Full Time Clerical for Fire Department**

It was moved by Trustee Grabinski and second by Trustee Kemp to approve hiring Amie Price as Full Time Clerical for the Fire Department effective December 2, 2024 as presented in the packet.

4 – Yeas: Grabinski, Theile, Kemp, Hodges

0 – Nays: Absent: Hughes Ream, Westbrook

**Motion Carried**

**11. Federal Procurement Conflict of Interest Policy**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve the Federal Procurement Conflict of Interest Policy.

Unanimous Voice Vote

**Motion Carried**

**I. PUBLIC COMMENT**

Chief Thielbar thank Trustee Kemp for his dedication and support of the Police Department during his tenure as Trustee.

**J. ANNOUNCEMENTS**

Trustee Kemp stated it was an honor to serve with the board members as Trustee for Muskegon Charter Township for the past 16 years and he thanked all of the Department Heads for their hard work.

Trustee Grabinski thanked Trustee Kemp for his time as Trustee and he enjoyed sitting next to him during board meetings over the past 6 plus years.

Treasurer Theile thanked Trustee Kemp for serving as Trustee and working together for the past 5 years.

Supervisor Hodges thanked Trustee Kemp for all of his support during their tenure together over the past 12 years and noted with appreciation how reasonable he was as a fellow board member and that she will miss him being on the board.

***ANNOUNCEMENTS: continued***

Treasurer Theile stated that the Tree Lighting ceremony will be on November 25<sup>th</sup> starting at 6:00pm with the tree lighting at 6:30pm.

**K. ADJOURNMENT**

It was moved by Trustee Kemp and second by Trustee Grabinski to adjourn the meeting at 6:27 pm.

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

Recorded by: \_\_\_\_\_  
Robert Grabinski, Clerk Pro-Tem