

Board Work Session at 5:45 pm, prior to the regular Board meeting.

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
January 6, 2025**

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

B. PLEDGE OF ALLEGIANCE: Led by Clerk Westbrook

Present: Grabinski, Jurecki, Westbrook, Theile, Bowen, Browers, Hodges

Excused Absent: None

Also Present: Fire Chief Ambrose, DPW Director Smith, Planning/Zoning Administrator Werschem, Building Inspector Reister, and 9 guests.

Meeting was recorded and labeled the January 6, 2025 regular Board meeting.

C. APPROVAL OF AGENDA – January 6, 2025 – Regular Meeting

It was moved by Clerk Westbrook and second by Treasurer Theile to approve the agenda with moving the second Public Comment to between #5 and #6 under New Business. **Motion Carried**

D. PUBLIC HEARING – Establishment of Industrial Development District for Component Repair Management

Supervisor Hodges opened the public hearing at 6:01 pm.

James Schmidt spoke on behalf of CRM. He stated that they are an FAA approved repair station. They have 13 employees and 5 tech students. A resident asked if there would be noise or smell from the building. Mr. Schmidt stated that the only noise would be from their vacuum system and that there would be no smell. Their hours of operation is 7:00 am – 3:00 pm Monday through Friday.

Supervisor Hodges closed the public hearing at 6:04 pm.

E. CONSENT AGENDA

1. Regular Board Meeting Minutes – December 16, 2024

2. Police Dept. November Monthly Stats

It was moved by Trustee Grabinski and second by Trustee Bowen 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 \$665,090.70

It was moved by Treasurer Theile and second by Trustee Grabinski to approve payment of weekly and bi-weekly bills of \$665,090.70 from the appropriate accounts.

7 – Yeas: Grabinski, Jurecki, Westbrook, Theile, Bowen, Browers, Hodges

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

NEW BUSINESS: *continued*

2. Consideration of Resolution No. 25-01 Establishing IDD for Repair Mgmt.

It was moved by Clerk Westbrook and second by Trustee Bowen to approve Resolution 25-01 for the IDD for Component Repair Management.

7 – Yeas: Jurecki, Westbrook, Theile, Bowen, Browsers, Grabinski, Hodges

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

3. Consideration of Green Development Ventures, Kristen Ct.

It was moved by Trustee Grabinski and second by Trustee Jurecki to approve the Green Development Ventures, LLC site condominium project.

7 – Yeas: Westbrook, Theile, Bowers, Browsers, Grabinski, Jurecki, Hodges

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

4. Approval of Board of Review Appointments

It was moved by Treasurer Theile and second by Trustee Jurecki to approve John Morano, Travis Frank and Tim Koens to the Board of Review appointments.

Unanimous Voice Vote **Motion Carried**

5. Consideration of Resolution No. 25-02 Designation of Depositories 2025

It was moved by Clerk Westbrook and second by Trustee Browsers to approve Resolution 25-02.

7 – Yeas: Theile, Bowers, Browsers, Grabinski, Jurecki, Westbrook, Hodges

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

H. PUBLIC COMMENT

Christina Acterhoff – She stated that she was here on behalf of Senator Bumstead’s office. She wanted to say welcome to the new board members and to please reach out to her if we would like to speak with the senator.

Robert Skeels – He stated that he has concerns regarding the condominium project. He said that the problem he sees is if it’s a private road then we could have problems with maintaining it like what happened with Graham Street. Supervisor Hodges stated that it is in the agreement about the maintenance and upkeep.

NEW BUSINESS: *continued*

6. Closed Session Pursuant to MCL 15.268(a) Building Official Personnel Evaluation

It was moved by Clerk Westbrook and second by Treasurer Theile to go into closed session at 6:16 pm.

Unanimous Voice Vote

The board discussed the building official evaluation.

It was moved by Trustee Grabinski and second by Treasurer Theile to go out of closed session at 7:01 pm.

7 – Yeas: Bowen, Browsers, Grabinski, Jurecki, Westbrook, Theile, Hodges

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

NEW BUSINESS: *continued*

7. Consideration of Building Official Personnel Evaluation

It was moved by Treasurer Theile and second by Trustee Grabinski to accept Jeremy Reister's resignation as our fulltime building official on January 17, 2025. He will become our parttime, as needed, building official starting on January 18, 2025 with an hourly rate of \$36.00 per hour while we post and hire for this position.

7 – Yeas: Browers, Grabinski, Jurecki, Westbrook, Theile, Bowen, Hodges

0 – Nays:

Absent: None

Motion Carried

Second Motion #7

It was moved by Treasurer Theile and second by Trustee Jurecki to approve adding the salary range of \$67,000 to \$80,000 for the Building Official position.

7 – Yeas: Grabinski, Jurecki, Westbrook, Theile, Bowen, Browers, Hodges

0 – Nays:

Absent: None

Motion Carried

I. ANNOUNCEMENTS

Supervisor Hodges stated the MTA registration is now open for their annual conference and let the board know to let Clerk Westbrook know if they are planning on attending.

J. ADJOURNMENT

It was moved by Trustee Grabinski and second by Treasurer Theile to adjourn the meeting at 7:11 pm.

Reviewed by: _____
Jennifer Hodges, Supervisor

Recorded by: _____
Carrie Westbrook, Clerk