

Board Work Session at 6:30 pm, prior to the regular Board meeting.

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
February 6, 2023**

**A. CALL TO ORDER:** Supervisor Hodges called the meeting to order at 7:00 pm.

**B. PLEDGE OF ALLEGIANCE:** Led by Supervisor Hodges

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

**Excused Absent:** Kemp, Grabinski

**Also Present:** Police Chief Thielbar, Fire Chief Glotzbach, Planning/Zoning Administrator Werschem, Detective Swanson, Building Inspector Sheldon and 7 guest. Meeting was recorded and labeled the February 6, 2023 regular Board meeting.

**C. APPROVAL OF AGENDA:** February 6, 2023

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

**D. PRESENTATION – SAFE SENIORS**

Kris Collee, Executive Director at Age Well, stated to the Board that the Safe Senior Task Force is making a significant difference to the seniors in our County. They provide services such as door-to-door, non-emergency medical transportation with the majority of the rides being to dialysis. They provide Meals on Wheels and there has been a 17% increase to that service since 2020. They also help to advocate and seek justice for adult victims of crimes including abuse and financial exploitation, which is one of the top crimes. There are detectives from Muskegon Charter Township, Norton Shores and the Muskegon County Sheriff's Department that work closely with the Prosecutor, Police Departments throughout Muskegon, Ottawa and Oceana counties and Adult Protective Services.

**E. PUBLIC HEARING – IDD**

Supervisor Hodges opened the hearing at 7:12pm. Mark Hoofman was present from Bauer Sheet Metal to answer any questions. Trustee Ream asked how many employees they have right now and how many will they hire for the new location. Mr. Hoofman stated that there are 60 employees right now and they are estimating hiring 10 new employees. Supervisor Hodges closed the hearing at 7:14pm.

**F. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY:** None

**G. CONSENT AGENDA**

1. Regular Board Meeting Minutes – January 17, 2023
2. DPW Committee Minutes – January 11, 2023
3. Police Department Monthly Report – January 2023

**CONSENT AGENDA: *continued***

**4. Police Department 2022 Year-End Narrative Report**

**5. 2022 Construction Projects**

**6. Fire Department – Monthly Incident Report (January 2022 – December 2022)**

It was moved by Treasurer Theile and second by Clerk Westbrook to approve the consent agenda. **Motion Carried**

**H. UNFINISHED BUSINESS:**

Trustee Ream asked about receiving a map showing Township's boundaries. Supervisor Hodges stated that she will look into it.

**I. NEW BUSINESS**

**1. Weekly Check Runs and Total of all Checks \$555,031.56**

It was moved by Treasurer Theile and second by Trustee Ream to approve payment of weekly and bi-weekly bills of \$555,031.56 from the appropriate accounts.

5 – Yeas: Hughes, Ream, Westbrook, Theile, Hodges

0 – Nays: Absent: Kemp, Grabinski

**Motion Carried**

**2. MDOT Grant Summary & Agreement for Whitehall Rd**

It was moved by Treasurer Theile and second by Clerk Westbrook to approve the grant summary and agreement contingent on legal council's approval.

5 – Yeas: Ream, Westbrook, Theile, Hughes, Hodges

0 – Nays: Absent: Kemp, Grabinski

**Motion Carried**

**3. Consideration of Resolution No. 23-3 Adoption of Ordinance 23-1 Rezone 3811 Evanston to R1**

It was moved by Treasurer Theile and second by Trustee Hughes to approve Resolution No. 23-3 and adopt Ordinance 23-1. The Planning Commission voted unanimously to approve.

5 – Yeas: Westbrook, Theile, Hughes, Ream, Hodges

0 – Nays: Absent: Kemp, Grabinski

**Motion Carried**

**4. Consideration of Resolution No. 23-5 Adoption of Ordinance 23-2 Rezone 1616 and 1642 Marquette to R2**

It was moved by Treasurer Theile and second by Trustee Hughes to approve Resolution No. 23-5 and adopt Ordinance 23-2. The Planning Commission voted unanimously to approve.

5 – Yeas: Theile, Hughes, Ream, Westbrook, Hodges

0 – Nays: Absent: Kemp, Grabinski

**Motion Carried**

**5. Consideration of Resolution No. 23-06 IDD for Bauer Sheet Metal**

It was moved by Trustee Hughes and second by Trustee Ream to approve Resolution No. 23-06 with the correction made during the work session that were recommendations from our legal counsel.

5 – Yeas: Hughes, Ream, Westbrook, Theile, Hodges

0 – Nays: Absent: Kemp, Grabinski

**Motion Carried**

**NEW BUSINESS: *continued***

**6. Committee Appointments**

It was moved by Treasurer Theile and second by Clerk Westbrook to approve the committee appointments with adding Patti D'Avignon to the Parks and Recreation Committee.

Unanimous Voice Vote

**Motion Carried**

**7. Approval of RFP for Lighting at Softball World**

It was moved by Treasurer Theile and second by Trustee Hughes to approve the RFP for Softball World.

Unanimous Voice Vote

**Motion Carried**

**J. PUBLIC COMMENT**

Rich Houtteman – Consumers Energy – stated that Consumers Energy is busy in Muskegon Township trimming trees. He said that they have seen less outages in 2022. He suggests doing a whole Township walk through to see if everything is working well and if anything needs to be replaced.

**K. ANNOUNCEMENTS**

Treasurer Theile stated that she has put information out on social media concerning the Vendor and Craft show. She said they already have about a dozen people signed up. Supervisor Hodges wanted to remind everyone that the next Board meeting will be held on Tuesday, February 21<sup>st</sup> because Monday, February 20<sup>th</sup> is President's Day.

**L. ADJOURNMENT:** It was moved by Treasurer Theile and second by Trustee Ream to adjourn the meeting at 7:25pm.

**Motion Carried**

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

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