

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

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
February 18, 2025**

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

B. PLEDGE OF ALLEGIANCE: Led by Trustee Bowen

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

Excused Absent: None

Also Present: Fire Chief Ambrose, Deputy Fire Chief Attig, Rental Inspector Frederickson, Accounting Director Joslyn, Sergeant VanDommelen, 5 guests.

Meeting was recorded and labeled the February 18, 2025 regular Board meeting.

C. APPROVAL OF AGENDA – February 18, 2025 – Regular Meeting

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

Motion Carried

D. PUBLIC COMMENT FOR ITEMS ON AGENDA ONLY:

Supervisor Hodges read a letter from the Police Union thanking Chief Thielbar for his years of service with Muskegon Township Police Department and that they are unanimously in favor of promoting Sergeant VanDommelen as the next Police Chief.

E. CONSENT AGENDA

1. Regular Board Meeting Minutes – February 3, 2025

2. DPW Committee Meeting Minutes – February 10, 2025

3. Fire Department Run Report – January 2025

4. Police Department Stat Report – January 2025

5. Police Department Stat Report – 2024

6. Police Department – Health West Cases 2024

7. Police Department 5 Year Dashboard Stat Report 2024

It was moved by Trustee Grabinski and second by Trustee Bowen to approve the consent agenda with the correction of the spelling of business in the Fire Dept report.

Motion Carried

F. UNFINISHED BUSINESS: None

G. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks \$390,943.42

It was moved by Treasurer Theile and second by Trustee Bowen to approve payment of weekly and bi-weekly bills of \$390, 943.42 from the appropriate accounts.

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

0 – Nays:

Absent: None

Motion Carried

NEW BUSINESS: *continued*

2. Approval of Station 1 Emergency Generator Repair Invoice

It was moved by Clerk Westbrook and second by Trustee Jurecki to approve the repair cost for the emergency generator at Fire Station #1.

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

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

3. Consideration of Police Chief Retirement

It was moved by Clerk Westbrook and second by Trustee Grabinski to accept Chief Thielbar's retirement and to promote Sergeant VanDommelen to Chief of Police starting on March 29, 2025. Wage and benefits will be brought to the Board on March 3, 2025.

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

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

4. Consideration of Resolution No. 25-09 Authorizing Meal Expenditures for Professional Services

It was moved by Trustee Grabinski and second by Trustee Jurecki to approve Resolution No 25-09.

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

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

5. Consideration or SRTS Grant Assistance Services with DLZ

It was moved by Trustee Grabinski and second by Trustee Bowen to approve the payment of \$6,200 to DLZ for both Orchard View and Reeths-Puffer Schools.

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

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

6. Consideration of Purchase of New Fire Dept. Special Services Vehicle

It was moved by Trustee Jurecki and second by Trustee Bowen to approve the purchase of a 2024 Chevy Tahoe and to outfit it at Emergency Services for up to \$60,000.

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

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

7. Consideration of Price Adjustment of Leaf Site Pass & Dumpster Rentals

It was moved by Treasurer Theile and second by Clerk Westbrook to approve the price adjustment of the leaf site pass and dumpster rentals going into effective on March 1, 2025.

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

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

8. Approval of DPW Cityworks Program Invoice

It was moved by Trustee Grabinski and second by Clerk Westbrook to approve the Cityworks invoice.

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

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

NEW BUSINESS: *continued*

9. Approval of Building Inspections Agreement

It was moved by Trustee Grabinski and second by Trustee Jurecki to approve the Building Inspections Agreement with the City of Norton Shores until June 21, 2025.

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

0 – Nays:

Absent: None

Motion Carried

10. Consideration of Salary Changes

It was moved by Treasurer Theile and second by Clerk Westbrook to approve the salary changes of Erik Joslyn, Director of Finance and Benefits to \$83,364 and Toby Fredericksen, Director of Code Compliance to \$73,923 and to approve the \$10,000 annual salary for Deputy Supervisor, effective on February 19, 2025.

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

0 – Nays:

Absent: None

Motion Carried

11. Approval of Board Appointments

It was moved by Trustee Grabinski and second by Treasurer Theile to approve the board appointments for boards the Supervisor sits on with the switch of DPW Director Smith as the primary and Director of Finance and Benefits Joslyn as the alternate on the Water System Policy Board and to take the word “County” out of Muskegon County Central Dispatch.

Unanimous Voice Vote

Motion Carried

H. PUBLIC COMMENT

Chief Ambrose thanked the Board for the support of the Fire and Police Departments.

I. ANNOUNCEMENTS

Supervisor Hodges stated that North Muskegon’s attorney and Township’s attorney need to talk and the North Muskegon City Manager will not make a decision on moving forward with legal action until March.

J. ADJOURNMENT

It was moved by Treasurer Theile and second by Trustee Jurecki to adjourn the meeting at 6:14 pm.

Reviewed by: _____
Jennifer Hodges, Supervisor

Recorded by: _____
Carrie Westbrook, Clerk