

**Muskegon Charter Township (MCT)
Board Meeting Minutes
September 2, 2025**

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

B. PLEDGE OF ALLEGIANCE: Led by Trustee Grabinski

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

Excused Absent: None

Also Present: Police Chief VanDommelen, Deputy Fire Chief Attig, Deputy Supervisor/Director of Code Enforcement Fredericksen, DPW Director Smith, Finance Director Joslyn, Planning/Zoning Administrator and 14 guests.

Meeting was recorded and labeled the September 2, 2025 regular Board meeting.

C. APPROVAL OF AGENDA: September 2, 2025

It was moved by Trustee Grabinski and second by Trustee Bowen to approve the agenda as presented.

Motion Carried

D. PUBLIC COMMENT:

Brad Walters – Captain on MTFD spoke in support of Deputy Chief Attig becoming Chief and he strongly disagrees with having an Interim Chief.

Bryan Fethke – Captain on MTFD spoke in support of Deputy Chief Attig becoming Chief. He also stated the DC Attig knows this department and their needs.

E. CONSENT AGENDA

1. Regular Board Meeting Minutes – August 18, 2025

It was moved by Trustee Jurecki seconded by Trustee Bowen to approve the consent agenda as presented.

Motion Carried

F. UNFINISHED BUSINESS:

Trustee Grabinski asked where we are with the North Muskegon Sports Complex.

Deputy Supervisor Fredericksen stated that there was a stop work order issued. He also stated that both Fire Inspector Wydeck and Building Official Kempf had meetings with N.M. to go over what needs to be corrected for the new site plan.

G. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks \$115,106.54

It was moved by Trustee Grabinski and seconded by Treasurer Theile to approve payment of weekly and bi-weekly bills of \$115,106.54 from the appropriate accounts.

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

0 – Nays:

Absent: None

Motion Carried

NEW BUSINESS: *continued*

2. Contract Amendment Request – Safe Routes to School

It was moved by Supervisor Hodges and seconded by Trustee Bowen to approve the contract amendment with DLZ in the amount of \$1,787.00.

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

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

3. Consideration to Approve Amendment to Poverty Guidelines & Asset Test for 2025

It was moved by Treasurer Theile and seconded by Trustee Grabinski to approve the poverty guidelines and asset test amendment with the change for each additional person add \$5,380 instead of \$5.380.

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

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

4. Consideration to Approve Fee Schedule for Vacant Building Ordinance

It was moved by Trustee Jurecki and seconded by Trustee Grabinski to approve the fee schedule for the vacant building ordinance.

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

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

5. Approval of Resolution No. 25-19 – Zoning Ordinance Resolution

It was moved by Clerk Westbrook and seconded by Treasurer Theile to approve Resolution 25-19 and adoption of Ordinance 25-01.

MUSKEGON CHARTER TOWNSHIP

RESOLUTION NO. 25-19

ZONING ORDINANCE RESOLUTION

WHEREAS, the Muskegon Charter Township zoning maps show parcels #61-10-007-100-0016-00, #61-10-007-100-0025-00 and #61-10-007-100-0015-00, to be zoned C1, Neighborhood Commercial, and

WHEREAS, Muskegon Charter Township has received a zone change application to change the zoning from C1, Neighborhood Commercial, to R1, Single Family Residential, for parcels #61-10-007-100-0016-00, #61-10-007-100-0025-00 and #61-10-007-100-0015-00, and

WHEREAS, the proposed zone changes to R1, Single Family Residential, zoning at parcels #61-10-007-100-0016-00, #61-10-007-100-0025-00 and #61-10-007-100-0015-00 is consistent with current uses, and

WHEREAS, the Planning Commission held a public hearing on August 11, 2025 regarding R1, Single Family Residential zoning for parcels #61-10-007-100-0016-00, #61-10-007-100-0025-00 and #61-10-007-100-0015-00, and recommends approval,

NEW BUSINESS: *continued*

7. Consideration of Approval to Hire Part Time Police Officer Candidate

It was moved by Clerk Westbrook and seconded by Trustee Grabinski to approve the hiring of Jon Gale with a starting date of September 3, 2025, at a starting wage of \$20.00 per hour. In addition, to approve rescinding Muskegon Township's coverage of Police Recruit Wagner's police academy expenses, while continuing to pay him \$20.00 per hour during his time in the academy.

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

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

8. Consideration of Approval to Hire Part Time Firefighter Candidates

It was moved by Treasurer Theile and seconded by Trustee Bowen to approve hiring Anthony Grant and Justin Beesley as part time firefighters. They will attend fire academy starting in January.

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

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

9. Approval of Fire Chief Recruitment Announcement & Posting Approval

It was moved by Clerk Westbrook and seconded by Treasurer Theile to approve posting the Fire Chief position beginning tomorrow until October 2, 2025, to make DC Attig Interim Chief and to increase his pay rate to \$79,595.00 per year effective September 1, 2025.

5 – Yeas: Westbrook, Theile, Bowen, Browsers, Hodges

2 – Nays: Grabinski, Jurecki Absent: None **Motion Carried**

10. Consideration of Approval for Vacation Leave Payout

It was moved by Clerk Westbrook and seconded by Trustee Jurecki to approve vacation leave payout for former Fire Chief Matt Ambrose totaling 125.22 hours which equates to \$5,352.55.

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

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

11. Discussion of Land and Boundary Adjustment with City of Muskegon

There was discussion between all trustees on moving forward.

H. PUBLIC COMMENT: None

I. ANNOUNCEMENTS

Supervisor Hodges stated that the Movies at the Park will be playing Minecraft and will be held at Riverside Park at dusk on September 5, 2025.

ADJOURNMENT

It was moved by Trustee Jurecki and second by Treasurer Theile to adjourn the meeting at 6:56 pm.

Reviewed by: _____
Jennifer Hodges, Supervisor

Recorded by: _____
Carrie Westbrook, Clerk