

**Muskegon Charter Township (MCT)  
Board Meeting Minutes  
April 20, 2026**

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

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

**Present:** Bowen, Kieft, Westbrook, Theile, Bouwman, Grabinski, Hodges

**Excused Absent:** None

**Also Present:** Police Chief VanDommelen, Fire Chief Attig, Deputy Fire Chief Grabinski, Deputy Supervisor/Director of Code Compliance Fredericksen, DPW Director Parker, Building Official Kempf and 4 guests.

Meeting was recorded and labeled the April 20, 2026 regular Board meeting.

**C. APPROVAL OF AGENDA:** April 6, 2026

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

Unanimous Voice Vote

**Motion Carried**

**D. PUBLIC COMMENT:** None

**E. CONSENT AGENDA**

**1. Regular Board Meeting Minutes – April 6, 2026**

**2. Closed Session Board Meeting Minutes – April 6, 2026**

**3. Election Committee Meeting Minutes – April 6, 2026**

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

Unanimous Voice Vote

**Motion Carried**

**F. UNFINISHED BUSINESS:** None

**G. NEW BUSINESS**

**1. Weekly Check Runs and Total of all Checks \$277,665.16**

It was moved by Trustee Bouwman and second by Trustee Grabinski to approve payment of weekly and bi-weekly bills of \$277,665.16 from the appropriate accounts.

7 – Yeas: Bowen, Kieft, Westbrook, Theile, Bouwman, Grabinski, Hodges

0 – Nays:

Absent: None

**Motion Carried**

**2. Request to Approve MCRC 2026 Brine Contract**

It was moved by Trustee Kieft and second by Trustee Bowen to approve option#1 and 2 for the MCRC 2026 Brine Contract.

7 – Yeas: Kieft, Westbrook, Theile, Bouwman, Grabinski, Bowen, Hodges

0 – Nays:

Absent: None

**Motion Carried**

**NEW BUSINESS: *continued***

**3. Request to Hire Brandon Minzey, DPW**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve hiring Brandon Minzey starting at the 2<sup>nd</sup> step in the DPW/Clerical union at \$25.92 per hour and a start date of April 21, 2026.

7 – Yeas: Westbrook, Theile, Bouwman, Grabinski, Bowen, Kieft, Hodges

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

**4. Request to Purchase Sanitation Truck, DPW**

It was moved by Treasurer Theile and second by Trustee Bowen to approve purchasing a 2026 Freightliner M2 106 from Frederickson Supply.

7 – Yeas: Theile, Bouwman, Grabinski, Bowen, Kieft, Westbrook, Hodges

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

**5. Request to Hire Seasonal DPW Employees**

It was moved by Trustee Kieft and second by Trustee Bouwman to approve hiring Richard Kevern and Dave Baker starting at \$15.00 per hour.

7 – Yeas: Bouwman, Grabinski, Bowen, Kieft, Westbrook, Theile, Hodges

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

**6. Appointment to Planning Commission**

It was moved by Trustee Bouwman and second by Trustee Bowen to approve appointing Kevin Wright to finish the remainder of the 3-year term of Greg Bouwman on the Planning Commission which ends on December 31, 2027.

7 – Yeas: Grabinski, Bowen, Kieft, Westbrook, Theile, Bouwman, Hodges

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

**7. Establishment of Advisory Committee**

It was moved by Trustee Bouwman and second by Treasurer Theile to establish the Advisory Committee and with adding Ron Hower to the committee.

Unanimous Voice Vote **Motion Carried**

**8. Committee and Board Assignments**

It was moved by Trustee Kieft and second by Trustee Bouwman to approve the committee and board assignments until 12/31/2028.

Unanimous Voice Voter **Motion Carried**

**9. Approval to Hire Anthony Workman as a Paid Recruit, PD**

It was moved by Trustee Bowen and second by Treasurer Theile to approve hiring Anthony Workman as a paid recruit and entering the GVSU Police Academy in August and a wage of \$20.00 while in academy.

7 – Yeas: Bowen, Kieft, Westbrook, Theile, Bouwman, Grabinski, Hodges

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

**NEW BUSINESS: *continued***

**10. Request for Additional Funding to Purchase Coltri Cascade System, FD**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve the purchase of the Coltri Cascade system.

6 – Yeas: Kieft, Westbrook, Theile, Bouwman, Grabinski, Bowen

1 – Nays: Hodges

Absent: None

**Motion Carried**

**11. Request to Amend Ordinance Chapter 4 Animals**

It was moved by Trustee Grabinski and second by Trustee Kieft to approve amending Ordinance Chapter 4 – Animals.

**Chapter 4 ANIMALS**

**Sec. 4-1. Dangerous animals defined.**

The term "dangerous animals" means and includes the following:

A dog or other animal that bites or attacks a person, or a dog that bites or attacks and causes serious injury or death to another dog while the other dog is on the property of, or under the control, of its owner. However, a dangerous animal does not include any of the following:

- (i) An animal that bites or attacks a person who is trespassing on the property of the animal's owner.
- (ii) An animal that bites or attacks a person who provokes or torments the animal.
- (iii) An animal that is responding in a manner that an ordinary and reasonable person would conclude was designed to protect a person if that person is engaged in a lawful activity and is the subject of an assault.

(Ord. No. 10-1, § 3, 2-1-10)

**Sec. 4-2. Exceptions.**

Any person or organization which falls into one of the following categories shall be permitted to own, harbor or have charge, custody, control or possession of any animal described in section 4-1:

- (1) The keeping of such animals in zoos, bona fide educational or medical institutions, museums or any other place where they are kept as live specimens for the public to view, or for the purpose of instruction or study;
- (2) The keeping of such animals for exhibition to the public of such animals by a circus, carnival or other exhibit or show;
- (3) The keeping of such animals in a bona fide, licensed veterinary hospital for treatment;
- (4) Commercial establishments possessing such animals for the purpose of sale or display; or
- (5) The keeping of such animals, the purpose or use of which is intended to provide security for commercial or business premises. Commercial establishments possessing such animals shall keep them muzzled by a device as described in section 4-3(1) or confined as described in 4-3(2) during business hours.

(Ord. No. 10-1, § 3, 2-1-10; Ord. No. 13-14, § 2, 10-21-13 )

### **Sec. 4-3. Keeping of dangerous animals.**

The keeping of a dangerous animal as defined in section 4-1 shall be subject to the following mandatory requirements of this section:

- (a) *Leash and muzzle.* No person shall permit a dangerous animal to go outside its kennel or pen unless such dangerous animal is securely leashed with a leash no longer than four feet in length. No person shall permit a dangerous animal to be kept on a chain, rope or other type of leash outside its kennel or pen unless a person is in physical control of the leash. Such dangerous animals may not be leashed to inanimate objects such as trees, posts, buildings, etc. In addition, all dangerous animals on a leash outside the animal's kennel must be muzzled by a muzzling device sufficient to prevent such dangerous animals from biting persons or other animals.
- (b) *Confinement.* All dangerous animals shall be securely confined indoors or in a securely enclosed and locked pen or kennel, except when leashed and muzzled as provided in subsection (a) of this section. Such pen, kennel or structure must have secure sides and a secure top attached to the sides. All structures used to confine dangerous animals must be locked with a key or combination lock when such animals are within the structure. Such structures must have a secure bottom or floor attached to the sides of the pen or the sides of the pen must be embedded in the ground no less than two feet. All such structures must be adequately lighted and ventilated and kept in a clean and sanitary condition.
- (c) *Confinement indoors.* No dangerous animal may be kept on a porch, patio or in any part of a house or structure that would allow the dangerous animal to exit such building on its own volition. In addition, no such animal may be kept in a house or structure when the windows or screen doors are the only obstacle preventing the dangerous animal from exiting the structure.
- (d) *Signs.* All owners, keepers or harborers of dangerous animals within the township shall display in a prominent place on their premises, within ten days of the effective date of the ordinance from which this article is derived, a sign easily readable by the public using the words "Beware of Dangerous Animal." In addition, a similar sign is required to be posted on the kennel or pen of such animal.
- (e) *Insurance.* All owners, keepers or harborers of dangerous animals must provide proof to the township clerk of public liability insurance in a single-incident amount of \$50,000.00 for bodily injury to or death of any person or for damage to property owned by any persons which may result from the ownership, keeping or maintenance of such animal. At the time of initial registration, the owner, keeper or harborer must present proof to the township clerk of the required insurance. At the time of subsequent registration, the owner, keeper or harborer must show proof of insurance for the present registration period and proof that there was insurance coverage throughout the period of the prior registration year. In the event the liability insurance is canceled or lapses, or for any other reason becomes nonenforceable, the owner, keeper or harborer shall be in violation of the provisions of this article and subject to the penalties provided herein.
- (f) *Identification photographs.* All owners, keepers or harborers of dangerous animals must provide to the township clerk, at registration or within ten days of the effective date of the ordinance from which this article is derived, two color photographs of the animals clearly showing the color and approximate size of the animal.
- (g) *Reporting requirements.* All owners, keepers or harborers of dangerous animals must report the following information in writing to the township clerk, within ten days of one of the following incidents:
  - (1) The removal from the township or death of a registered dangerous animal;
  - (2) The birth of offspring of a registered dangerous animal; or
  - (3) The new address of the dangerous animal owner should the owner move.

- (h) *Animals born of registered dangerous animals.* All offspring born of dangerous animals registered with the township must be registered with the township within eight weeks of the birth of such animal.
- (i) *Failure to comply.* Any person, owner, keeper or harbinger of a dangerous animal located within the township who fails to comply with the requirements and conditions set forth in this Chapter shall be Responsible of a civil infraction punishable by a fine as described in the civil infraction ordinance. Each day that a violation is permitted to exist shall constitute a separate offense. Any dangerous animal found to be the subject of a violation of this article shall be subject to immediate seizure and impoundment. In addition, failure to comply with the requirements and conditions set forth in this article shall result in the revocation of the approved registration and authorization to possess such animal, resulting in the immediate removal of the animal from the township.

(Ord. No. 10-1, § 3, 2-1-10; Ord. No. 13-07, § 2, 7-15-13 ; Ord. No. 13-14, § 2, 10-21-13 )

#### **Sec. 4-4. Exemptions.**

The provisions of this article shall not apply to the transportation of such animals through this township, when such transporter has taken adequate safeguards to protect the public and has notified the local enforcement agency of the proposed route of transportation and the time therefor.

(Ord. No. 10-1, § 3, 2-1-10)

#### **Sec. 4-5. Notice of keeping dangerous animals.**

Upon the written complaint of any person that a person owns or is keeping or harboring a dangerous animal in violation of Section 4-3 in the township, the police department or its authorized deputy shall forthwith cause the matter to be investigated; and if after investigation the facts indicate that such person named in the complaint is in fact the owner or is keeping or harboring a dangerous animal in the township without complying with the requirements in Section 4-3, they shall forthwith send written notice to the person, requiring such person to safely remove the animal from the township within five days of the date of the notice. Notice as herein provided shall not be required where such dangerous animal has previously caused serious physical harm or death to any person or has escaped and is at large, in which case the police department shall cause the animal to be immediately seized and impounded according to the provisions of section 4-6, or killed if seizure and impoundment are not possible without risk or serious physical harm or death to any person.

(Ord. No. 10-1, § 3, 2-1-10)

#### **Sec. 4-6. Seizure and impounding of dangerous animals.**

- (a) The police department or its authorized deputy shall forthwith cause to be seized and impounded any dangerous animal, where the person owning, keeping or harboring such animal has failed to comply with the notice sent pursuant to section 4-5. Upon seizure and impoundment, the animal shall be delivered to a place of confinement, which may be with any organization which is authorized by law to accept, own, keep or harbor such animals.
- (b) If, during the course of seizing and impounding any such animal, the animal poses a risk of serious physical harm or death to any person, such person authorized by the police department may render the animal immobile by means of tranquilizers or other safe drugs; or, if that is not safely possible, then the animal may be killed.

(Ord. No. 10-1, § 3, 2-1-10)

**Sec. 4-7. Nuisance.**

- (a) Any dangerous animal or any animal which barks, howls or yelps with such frequency and at such times as to disturb and irritate persons residing in the neighborhood in which it is kept Shall be found responsible of a civil infraction
- (b) No person shall keep an animal in the township in such a manner as to permit such animal to become a nuisance.

(Ord. No. 10-1, § 3, 2-1-10)

7 – Yeas: Westbrook, Theile, Bouwman, Grabinski, Bowen, Kieft, Hodges

0 – Nays:

Absent: None

**Motion Carried**

**12. Request to Amend Uniform Rate Ordinance**

It was moved by Trustee Kieft and second by Treasurer Theile to approve amending Ordinance 26-01.

**MUSKEGON CHARTER TOWNSHIP**

**ORDINANCE NO. 26-01**

At a meeting of the Muskegon Charter Township Board, Muskegon County, Michigan, held at the Township Hall on April 20, 2026, at 6:00 p.m., Board Member Kieft moved to adopt the following ordinance, which motion was seconded by Board Member Theile.

AN ORDINANCE TO AMEND THE UNIFORM WATER RATE ORDINANCE FOR THE MUSKEGON COUNTY REGIONAL WATER SYSTEM TO BILL CUSTOMERS BASED ON METER SIZE RATHER THAN RESIDENTIAL EQUIVALENT UNITS

**THE TOWNSHIP OF MUSKEGON ORDAINS:**

Section 1. Amendment. The Uniform Water Rate Ordinance and all its related appendices are hereby amended to read in their entirety as provided in the attached document.

Section 2. Codification. The Township Clerk is authorized to take all appropriate actions to incorporate these amendments to the Uniform Water Rate Ordinance into the Township Code of Ordinances (the “Code”, including renumbering the sections therein and replacing the existing text within Chapter 54 of the Code.

Section 3. Effective Date. This ordinance shall take effect immediately upon publication as provided by law following adoption by the Township Board.

Yeas: Board member: Theile, Bouwman, Grabinski, Bowen, Kieft, Westbrook, Hodges

Nays: Board member: None

Abstain: Board member: None

Absent: Board member: None

**NEW BUSINESS: *continued***

**13. Request to Amend Section 50-238 Prohibit Parking and Parking and Storage**

It was moved by Trustee Bouwman and second by Trustee Grabinski to approve amending Ordinance 26-03.

**MUSKEGON CHARTER TOWNSHIP  
COUNTY OF MUSKEGON  
STATE OF MICHIGAN**

AN ORDINANCE TO AMEND THE MUSKEGON CHARTER TOWNSHIP CODE OF ORDINANCES AT CHAPTER 50, TRAFFIC AND VEHICLES, ARTICLE VI, PROHIBITED PARKING AND PARKING AND STORAGE, BY ADDING A PENALTY PROVISION

Ordinance No. 26-03

THE CHARTER TOWNSHIP OF MUSKEGON ORDAINS:

Section 1. New Section. That Article VI, captioned “Prohibited Parking and Parking and Storage”, of Chapter 50, captioned “Traffic and Vehicles”, of the Muskegon Charter Township Code of Ordinances be amended by adding the following new section as Section 50-238:

A violation of this article shall be a municipal civil infraction. Each day that a violation continues to exist constitutes a separate offense. Penalties shall be imposed in accordance with the municipal civil infraction ordinance.

Section 2. Severability. Should any part of this ordinance be declared by a court of competent jurisdiction to be invalid, the remaining parts shall be severable and shall continue in full force and effect.

Section 3. Repeal of Conflicting Ordinances. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed on the effective date of this ordinance.

Section 4. Effective Date. This ordinance shall be effective immediately upon its publication.

7 – Yeas: Bouwman, Grabinski, Bowen, Kieft, Westbrook, Theile, Hodges

0 – Nays:

Absent: None

**Motion Carried**

**14. Request to Rezone 1889 N Getty**

It was moved by Trustee Grabinski and second by Trustee Bouwman to approve Resolution No 26-05, intro Ordinance 26-02.

**NEW BUSINESS: *continued***

**MUSKEGON CHARTER TOWNSHIP**

**RESOLUTION NO. 26-05**

**ZONING ORDINANCE RESOLUTION**

**WHEREAS**, the Muskegon Charter Township zoning maps show parcel #61-10-005-200-0012-00, commonly known as 1889 N. Getty, 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 parcel #61-10-005-200-0012-00, commonly known as 1889 N. Getty, and

**WHEREAS**, the proposed zone changes to R1, Single Family Residential, zoning at parcel #61-10-005-200-0012-00, commonly known as 1889 N. Getty is consistent with the current uses, and

**WHEREAS**, the proposed zone changes to R1, Single Family Residential, zoning at parcel #61-10-005-200-0012-00, commonly known as 1889 N. Getty is consistent with the Township Master Plan, and

**WHEREAS**, the Planning Commission held a public hearing on April 13, 2026 regarding R1, Single Family Residential zoning for parcel #61-10-005-200-0012-00, commonly known as 1889 N. Getty, and recommends approval,

**NOW THEREFORE, BE IT RESOLVED THAT**, the Muskegon Charter Township Board hereby approves introduction of Ordinance 26-02, an amendment to Zoning Ordinance 58.102.

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE**

**MUSKEGON CHARTER TOWNSHIP**

**Ordinance No. 26-02**

**SHORT TITLE:** Rezone 1889 N Getty to Single Family Residential (R1)

**AN ORDINANCE TO AMEND CHAPTER 58**

**THE CHARTER TOWNSHIP OF MUSKEGON ORDAINS:**

Section 1. The purpose of this ordinance is to amend Ordinance 58.102 related to the Zoning Map.

Section 2: Muskegon Charter Township Zoning Map is hereby amended and changed to rezone 1889 N Getty, parcel 61-10-005-200-0012-00 from Neighborhood Commercial (C1), to Single Family Residential (R1).

Section 3: Severability. The provisions of this Ordinance are declared to be severable, and the holding of any court of competent jurisdiction that any section hereof is invalid shall not impair or invalidate any other section.

Section 4: Repeal of Conflicting Ordinances. All Ordinances in conflict with this Ordinance to the extent of such conflict are hereby repealed.

Section 5: Effective Date. This ordinance shall be effective ten (10) days following publication.

7 – Yeas: Grabinski, Bowen, Kieft, Westbrook, Theile, Bouwman, Hodges

0 – Nays:

Absent: None

**Motion Carried**

#### **H. PUBLIC COMMENT**

Sue Manor – She wanted to introduce herself as the new Manager for the Muskegon Area District Library.

Joann Betts – She stated that the R.P.N.I.A. are selling tickets for May 1<sup>st</sup> for \$25.00 and the guest speaker will be Zaneta Adams.

Ron Hower – He stated the Dave Kieft Jr. and Greg Bouwman are excellent additions to the Township Board.

#### **I. ANNOUNCEMENTS**

Treasurer Theile stated that the spring newsletter has been sent out and 7 of the 30 reflective signs have been claimed.

Trustee Kieft stated that he appreciates the Board's support.

#### **K. ADJOURNMENT**

It was moved by Trustee Grabinski and second by Treasurer Theile to adjourn the meeting at 6:20 pm.

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

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