

Board Work Session at 6:15 pm, prior to the regular Board meeting.

**NOTE: The meetings are being held remotely as allowed by Governor Whitmer's Executive Order 2020-15.**

To access this WEBEX meeting: call; 1-408-418-9388 Access code: 793-567-704 Pin: 1990

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
May 4, 2020**

NOTE: No Board member can use the Chat feature during the Work Session or the Board Meeting; it is a violation of the Open Meetings Act. Meeting is being recorded.

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**A. CALL TO ORDER:** Supervisor Hodges called the meeting to order at 7:00 pm and led the pledge of allegiance.

**B. INVOCATION:** Given by Clerk Oakes

**C. ATTENDANCE: Roll Call** - Hughes, Ream, Oakes, Theile, Kemp, Grabinski, Hodges

**Absent:** None

**Also present:** Staff – Police Chief Thielbar, DPW Director Sanders, Fire Chief Glotzbach, Building Official Sheldon, Planning/Zoning Community Development Administrator Werschem, Rental Supervisor Fredericksen, Clerical Muskovin and 2 guests. (Commissioner Susie Hughes)

Meeting was recorded and labeled the May 4, 2020 regular Board meeting.

**D. APPROVAL OF AGENDA:** May 4, 2020

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

7 – Yeas: Hughes, Ream, Oakes, Theile, Kemp, Grabinski, Hodges

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

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

**F. CONSENT AGENDA:**

1. Regular Board Meeting Minutes – April 20, 2020
2. DPW Committee Minutes – April 21, 2020
3. Police Department Monthly Report – April 2020
4. Quarterly Investment Balance Report – Jan. 2020 – March 2020
5. Quarterly Revenue and Expenditure Report – Jan 2020 – March 2020

It was moved by Trustee Kemp and second by Trustee Hughes to approve the consent agenda.

7 – Yeas: Hughes, Ream, Oakes, Theile, Kemp, Grabinski, Hodges

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

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**G. UNFINISHED BUSINESS:** None

**H. NEW BUSINESS:**

**1. Weekly Check Runs and Total of all Checks - \$ 254,104.02**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve payment of the weekly and semi-weekly bills of, \$ 254,104.02 from the appropriate accounts.

7 - Yeas: Hughes, Ream, Oakes, Theile, Kemp, Grabinski, Hodges

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

**2. Consideration to Approve Purchase of Front End Loader – DPW**

It was moved by Trustee Hughes and second by Trustee Grabinski to purchase a 2020 Doosan DL 300-5 front end loader from Carleton Equipment Co. for a total cost of \$228,291.00. This is a recommendation from the DPW Committee.

7 – Yeas: Ream, Oakes, Theile, Kemp, Grabinski, Hughes, Hodges

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

**3. Consideration to Approve Purchase of Wildland/Vehicle Extrication PPE – Fire Dept.**

It was moved by Trustee Kemp and second by Clerk Oakes to purchase Extrication PPE (30 sets) as detailed in the Board packet, from Phoenix Safety Outfitters for a total cost of \$15,913.50. This is a recommendation from the Fire Committee.

7 - Yeas: Oakes, Theile, Kemp, Grabinski, Hughes, Ream, Hodges

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

**4. Consideration to Approve Special Use Permit for Hughes Builders LLC**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve the Special Use Permit - Outdoor storage at 3239 E. Laketon Ave for Hughes Builders LLC to include the two conditions stated in the Board packet by the Township Planning Commission.

6 - Yeas: Theile, Kemp, Grabinski, Ream, Oakes, Hodges

1 – Abstain: Hughes

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

**5. Consideration to Approve Special Use Permit for Pound Buddies**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve a Special Use Permit - Inside kennels at 3279 E. Laketon Ave for Pound Buddies as presented in the Board packet. This is a recommendation from the Planning Commission. Supervisor Hodges recognized that Jan Jacobs, representative for Pound Buddies was present. Several Board members had questions. Jan responded as follows: a) the State sets the number of dogs (140) and cats (25) we can house. b) We reduce shelter stress by the way kennels are designed and positioned next to each other and by allowing potential owners to meet the dog individually rather than walking

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**H. NEW BUSINESS continued:**

through the entire kennel. We have found that these things also reduce barking. c) The State also sets guidelines for dogs to exercise. We may have from 4-7 dogs outside at one time. We also take dogs out in groups as we assess how they get along with other dogs. If a dog passes away, we have a built in cooler where they are placed until picked up for burial. No on site burial or crematory. Moving from our present location to Laketon depends on our fund raising. We are dependent upon philanthropic donations to complete the project. There being no more questions, Trustee Kemp stated this is a win win opportunity for both parties. This will be a state of the art facility and a much better place for the animals than both the Evanston and Keating shelters.

6 - Yeas: Theille, Kemp, Grabinski, Ream, Oakes, Hodges

1 – Abstain: Hughes

0 – Nays

Absent: None

**Motion Carried**

**I. PUBLIC COMMENTS:**

1. Commissioner Susie Hughes, 2425 Safari Lane - a) Clerk Oakes will forward email to Township Board. b) Muskegon Community College Board voted to permanently close the Lakeshore Fitness Center effective May 1, 2020. c) Judges Hicks and Kostrzewa ordered everyone entering the courtrooms must wear a mask. d) Pound Buddies facility shelters the dogs that are taken when arrests are made for dog fighting rings until case is resolved. e) May 5<sup>th</sup>, 3:30 pm Zoom Meeting for 3 County Committees: Ways and Means, Public Transportation and Courts and Public Safety.

2. Kip Smith – a) Thanks to Supervisor Hodges and DPW Director Sanders for resolving the issue at the landfill site this morning. b) May 17<sup>th</sup>, Food Distribution – Food Truck will be at the Huntington Bank parking lot downtown Muskegon.\

**J. ANNOUNCEMENTS:**

1. Trustee Kemp - a) Reminder, Veterans in need of assistance contact Mike Baauw at (231) 724-7143. b) The weather here is 97 degrees and forecast over 100 degrees for the next few days!

2. Trustee Grabinski – a) Commended painters at the Township - walls look good.

3. Supervisor Hodges – a) Encouraged everyone to complete the Census. b) **Yard Waste/Leaves site open until 7 pm, Beginning the second Monday in May (11<sup>th</sup>) and continuing each second Monday in June, July, August, September and October for our residents.** There will also be a fall curbside pick-up date to follow.

c) Township buildings are still closed to the public.

4. Clerk Oakes – a) Reminder Voting: May 5<sup>th</sup> no election for the Township, only for a small section of Township residents who live in the Muskegon School District. The Clerk's Office has to make voting available to them. They have access at the Township Hall. We are following all guidelines of the Governor, CDC and our Township.

b) Workers needed, 2020 Census, Pay \$14-\$16.50/hr., contact:

[www.2020census.gov/jobs](http://www.2020census.gov/jobs)

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**K. ADJOURNMENT:** It was moved by Trustee Grabinski and second by Trustee Kemp to adjourn the meeting at 7:32 pm. **Motion Carried**

Reviewed by \_\_\_\_\_ Recorded by: \_\_\_\_\_  
Jennifer Hodges, Supervisor Ann D. Oakes, CMC, Clerk