

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

Due to the COVID-19 pandemic the October 5, 2020 regular board meeting for Muskegon Charter Township will be conducted remotely as allowed under Executive Order 2020-154.

The meeting can be accessed via WEBEX

Meeting number (access code): 132-513-3770

Meeting password: 1990

To call in for this meeting dial 1-408-418-9388 and enter meeting number 132 513 3770

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
October 5, 2020**

**A. CALL TO ORDER and PLEDGE OF ALLEGIANCE:** 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, Planning/Zoning Community Development Administrator Werschem, Fire Chief Glotzbach, Building Official Sheldon and 3 guests.

Meeting was recorded and labeled the October 5, 2020 regular Board meeting.

**D. APPROVAL OF AGENDA:** October 5, 2020

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

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

0 – Nays

Absent: None

**Motion Carried**

**E. TRUTH IN TAXATION HEARING:**

Supervisor Hodges opened the Truth in Taxation Hearing at 7:03 pm. She asked if anyone had any questions or comments. There being none, she closed the Hearing at 7:03 pm.

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

**G. CONSENT AGENDA:**

1. Regular Board Meeting Minutes – September 21, 2020

~~2. Current Polling Place Agreement with Grace Christian Reform Church~~

It was moved by Trustee Grabinski and second by Trustee Kemp to approve the consent agenda with the noted corrections to the regular board meeting minutes (Brian Brian, Newage Newwaygo) and with the removal of consent agenda item 2. Current

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**G. CONSENT AGENDA continued:**

Polling Place Agreement with Grace Christian Reform Church and add it to the Board packet as, for information only.

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

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

**H. UNFINISHED BUSINESS:**

1. Consideration to Approve Special Use Permit for 3189 E. Apple Ave

As directed by the Board a meeting was held, including Supervisor Hodges, Planning Zoning Community Development Administrator Werschem and applicant Joe Breen (Virginia). All parties have agreed to the following contingencies:

1. Cannibalization of vehicles shall be prohibited.

2. All vehicles in for service must be kept in the designated parking spaces.

3. No outdoor storage of parts, fluids, junk vehicles, and the like other than in for short term service.

4. No vehicles in for service may be kept onsite for a period greater than 45 days.

Trustee Ream confirmed with Joe Breen that these contingencies would work for him. Joe Breen replied, yes.

It was moved by Trustee Ream and second by Clerk Oakes to approve the Special Use Permit as recommended from the Planning Commission with the above change to the language to the contingencies for this Special Use Permit.

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

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

**H. NEW BUSINESS:**

**1. Weekly Check Runs and Total of all Checks - ~~\$452,696.07~~ \$455,471.50**

It was moved by Trustee Kemp and second by Clerk Oakes to approve payment of the weekly and semi-weekly bills of, \$ 455,471.50 from the appropriate accounts.

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

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

**2. Resolution No. 20-23 Resolution to Approve Proposed Additional Millage Rate**

It was moved by Trustee Grabinski and second by Treasurer Theile to adopt Resolution No. 20-23.

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

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

**3. Consideration to Approve Full Time Police Officer Position**

It was moved by Trustee Kemp and second by Treasurer Theile to hire Officer Russell Swanson to the full-time police officer position, starting pay of \$27.49/hour, effective November 1, 2020 contingent upon successful completion of the pre-employment

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**H. NEW BUSINESS continued:**

**3. Consideration to Approve Full Time Police Officer Position continued:**

physical and required tests. This is a recommendation from the Police Committee. Supervisor Hodges commented that it speaks highly of the Township Police Department when other police officers desire to work for our Township. We commend the Police Department for the great job you are doing.

7 – Yeas: Oakes, Theile, Kemp, Grabinski, Hughes, Ream, Hodges  
0 – Nays                      Absent: None                      **Motion Carried**

**4. Consideration to Approve Polling Place Contract with First Baptist Church**

It was moved by Trustee Grabinski and second by Trustee Ream to approve the Contract with First Baptist Church as presented with the following changes: 1) The start date of the contract, November 3 2, 2020; 2) The church will give Township a 60 150 day notice of request for increase in rental fee. Clerk Oakes is to include in the cover letter, Board approval of a one-time \$50 (fifty dollar) increase to the rental fee per precinct for the November 3, 2020 election only. (\$200/precinct for this election).

7 – Yeas: Theile, Kemp, Grabinski, Hughes, Ream, Oakes, Hodges  
0 – Nays                      Absent: None                      **Motion Carried**

**5. Consideration to Approve Polling Place Contract with Unity United Methodist Church (formerly known as)**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve the Contract with Unity United Methodist Church as presented with the one typo correction to the ending date, November 44 4, 2020.

7 – Yeas: Kemp, Grabinski, Hughes, Ream, Oakes, Theile, Hodges  
0 – Nays                      Absent: None                      **Motion Carried**

**I. PUBLIC COMMENTS:**

1. DPW Director Jerry Sanders: He expressed with much excitement as he shared about the Township's first ever Fall clean-up last week. It was a great success! The public was very pleased. They made many positive comments. Treasurer Theile stated, that there were good comments on social media also. The Fall clean-up was very beneficial. The DPW guys were very helpful.

**J. ANNOUNCEMENTS:**

1. Supervisor Hodges – a) The Clerk's Department has been awarded a grant in the amount of \$9,464 from Center for Tech and Civic Life. Thanks to Andria Muskovin for the added work she did to get this grant.

**K. ADJOURNMENT:** It was moved by Trustee Kemp and second by Trustee Grabinski to adjourn the meeting at 7:23 pm. **Motion Carried**

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