

Board Work Session at 6:00 pm, prior to the regular Board meeting.

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
June 6, 2022**

**A. CALL TO ORDER:** Supervisor Hodges called the meeting to order at 7:00 pm.

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

**Present:** Hughes, Ream, Westbrook, Theile, Kemp, Grabinski, Hodges

**Absent:** None

**Also Present:** Police Chief Thielbar, Deputy Fire Chief Dornbush, Fire Chief Glotzbach, DPW Director Sanders, DPW Director Smith, Rental Inspector Fredericksen and 5 guests.

Meeting was recorded and labeled the June 6, 2022 regular Board meeting.

**C. APPROVAL OF AGENDA:** June 6, 2022

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

**Motion Carried**

**D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY:**

Robert Skeels – 1390 Sauter – Asked if number 12 on the agenda meets the new master plan. He was informed by the board that it does.

**E. CONSENT AGENDA**

**1. Regular Board Meeting Minutes – June 6, 2022**

**2. Fire Committee Minutes – June 1, 2022**

It was moved by Trustee Grabinski and second by Clerk Westbrook to approve the consent agenda.

**Motion Carried**

**F. UNFINISHED BUSINESS:** None

**G. NEW BUSINESS**

**1. Weekly Check Runs and Total of all Checks \$434,880.68**

It was moved by Trustee Hughes and second by Treasurer Theile to approve payment of weekly and bi-weekly bills of \$434,880.68 from the appropriate accounts.

6 – Yeas: Hughes, Ream, Westbrook, Theile, Kemp, Grabinski, Hodges

0 – Nays:

Absent: None

**Motion Carried**

**NEW BUSINESS: *continued***

**2. Consideration of Parks and Recreation Master Plan**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve hiring McKenna and forgoing the RFP process due to McKenna working on our Master Plan for the township.

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

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

**3. Consideration of Painting Skate Park at Parslow Park**

It was moved by Trustee Grabinski and second by Trustee Kemp to approve hiring Bucket O Paint to do the painting and use ARPA funds to cover the costs.

7 – Yeas: Westbrook, Theile, Kemp, Grabinski, Hodges, Ream, Hodges

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

**4. Consideration of Painting Buel Park**

It was moved by Trustee Grabinski and second by Trustee Hughes to approve hiring Bucket O Paint to sandblast and paint Buel Park and use ARPA funds to cover the costs.

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

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

**5. Approval to Hirer Part Time Secretary at Fire Department**

It was moved by Trustee Grabinski and second by Treasurer Theile to hire Amie Price at \$13.00 per hour pending her background check and completion of physical.

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

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

**6. Approval to Repair/Replace Station 2 HVAC Units**

It was moved by Trustee Grabinski and second by Trustee Hughes to approve the purchase of two HVAC units from Bishop Heat and AC in the amount of \$20,368.00 and to adjust the budget accordingly.

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

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

**7. Approval of Code Enforcement Contract with City of North Muskegon**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve the contract with City of North Muskegon.

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

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

**8. Approval of Code Enforcement Contract with Fruitland Township**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve the contract with Fruitland Township and cancel the other contract with them pending approval of their board.

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

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

**NEW BUSINESS: *continued***

**9. Approval of Rental Inspection Contract with City of Whitehall**

It was moved by Treasurer Theile and second by Trustee Grabinski to approve the contract with the City of Whitehall and cancel the other contract with them.

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

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

**10. Consideration of Rental Housing/Code Enforcement Inspector Position**

It was moved by Trustee Grabinski and Trustee Kemp to approve hiring an inspector starting at \$22.00 per hour.

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

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

**11. Consideration of Saxon Smith Vacation Hours**

It was moved by Trustee Grabinski and second by Treasurer Theile to approve Saxon Smith to start under township’s 6-12 years of service per the Employee Handbook.

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

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

**12. Resolution No. 22-15 Consideration of Support for MDOT Grant**

It was moved by Clerk Westbrook and second by Treasurer Theile to adopt Resolution No. 22-15 with the addition of the business name by the next board meeting.

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

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

**H. PUBLIC COMMENT**

Jenny McNeil – She is running for 14<sup>th</sup> Circuit Judge. She has worked in civil cases over \$25,000, criminal cases and family cases. This is her 5<sup>th</sup> year as a family court referee. She has been a part of Legal Aid of West Michigan, Mona Shores Schools, and Irish Festival to name a few.

Kendrah Robinson – She is running for 14<sup>th</sup> Circuit Judge. She wanted to put a face with the name. She has done her entire practice in Muskegon County. She has worked in the Muskegon Public Defenders office since 2009. She has a passion and love for her community. She is a wife and mother of three.

Al Swanson – He is running for the new 14<sup>th</sup> District Judge position. He’s worked criminal defense, custody, and divorce cases. He is retired military.

Trustee Hughes – He stated that Susie Hughes’s application for County Commissioner wasn’t completed correctly and she will be retiring after this term.

**I. ANNOUNCEMENTS**

Supervisor Hodges reminded everyone that the Muskegon Township Parks and Recreation Arts and Crafts show is this coming Saturday at Softball World.

**L. ADJOURNMENT:** It was moved by Treasurer Theile and second by Trustee Grabinski to adjourn the meeting at 7:22pm. **Motion Carried**

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

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