

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

**Muskegon Charter Township (MCT)  
Regular Board Meeting Minutes  
January 16, 2018**

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

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

**Present:** Hughes, Ream, Oakes, Wood, Kemp, Hernandez, Kieft, Absent – None

**Also present:** Staff – Police Chief Wypa, Fire Chief Glotzbach, Building Official Sheldon, Planning Zoning Development Administrator Werschem and 7 guests (Commissioner Susie Hughes).

Meeting was recorded and labeled the January 16, 2018 regular Board meeting.

**C. APPROVAL OF AGENDA – January 16, 2018 – Regular Meeting**

It was moved by Trustee Hernandez and second by Treasurer Wood to approve the agenda as presented. **Motion Carried**

**D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY - None**

**E. CONSENT AGENDA:**

1. Approval of Regular Board Meeting Minutes – January 3, 2018
2. Police Department Monthly Report – November 2017
3. Police Department Monthly Report – December 2017
4. Fire Department Monthly Report – December 2017
5. Planning Commission Meeting Minutes – December 11, 2017
6. Annual Treasurer's Report – Year Ending December 31, 2017

Supervisor Kieft commended Treasurer Wood for the annual report.

It was moved by Trustee Kemp and second by Treasurer Wood to approve the consent agenda. **Motion Carried**

**F. UNFINISHED BUSINESS:** None

**G. NEW BUSINESS**

1. Weekly Check Runs and Total of all Checks - \$ 217,152.60

It was moved by Clerk Oakes and second by Trustee Ream to approve payment of the weekly and semi-weekly bills of - \$ 217,152.60 from the appropriate accounts,

7 - Yeas: Hughes, Ream, Oakes, Wood, Kemp, Hernandez, Kieft

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

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**G. NEW BUSINESS continued:**

**2. Resolution No. 17-56 – Adoption of Ordinance No. 17-14 - Amend Chapter 58-26 (a)(3) to Allow Larger Properties to Construct Larger Accessory Structures**

It was moved by Trustee Kemp and second by Treasurer Wood to approve Resolution No. 17-56 – the adoption of Ordinance No. 17-14. This is a recommendation from the Planning Commission.

7 - Yeas: Ream, Oakes, Wood, Kemp, Hernandez, Hughes, Kieft  
0 – Nays:                      Absent: None                      **Motion Carried**

**3. Resolution No. 17-43 – Adoption of Ordinance No. 17-17 - Correct Section 58-417(g) to Circuit Court rather than District Court**

It was moved by Trustee Hernandez and second by Trustee Kemp to approve Resolution No. 17-43 – Adoption of Ordinance No. 17-17. This is a recommendation from the Planning Commission.

7 - Yeas: Oakes, Wood, Kemp, Hernandez, Ream, Hughes, Kieft  
0 – Nays:                      Absent: None                      **Motion Carried**

**4. Resolution No. 18-01 – Adopt Poverty Exemption Income Guidelines and Asset Test**

It was moved by Treasurer Wood and second by Trustee Hernandez to adopt Resolution No. 18-01.

7 - Yeas: Wood, Kemp, Hernandez, Hughes, Oakes, Ream, Kieft  
0 – Nays:                      Absent: None                      **Motion Carried**

**5. Consideration of Special Use Permit – 3440 E. Laketon Avenue – Request from Scherdel Sales & Technology Inc. to Amend Their Existing Approved Special Use Permit to add a Nitriding Manufacturing Process Utilizing Hazardous Materials**

It was moved by Clerk Oakes and second by Trustee Hughes to approve the request to the existing Special Use Permit at 3440 E. Laketon Avenue, from Scherdel, This is a recommendation from the Planning Commission. Margaret Eastley and Jan Bednarz responded to the Board's questions. This new technique is exclusive to the part. The project will add six new employees and it is a \$1.5 million investment by the company.

7 - Yeas: Kemp, Hernandez, Hughes, Oakes, Ream, Wood, Kieft  
0 – Nays:                      Absent: None                      **Motion Carried**

**6. Approval of GASB 45 Actuarial Valuation – OPEB**

It was moved by Treasurer Wood and second by Trustee Kemp to contract with CBIZ Retirement Plan Services to complete the actuarial valuation for the Township as required by GASB 45. Total cost is \$3,500.

7 - Yeas: Hernandez, Hughes, Oakes, Ream, Wood, Kemp, Kieft  
0 – Nays:                      Absent: None                      **Motion Carried**

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**I. PUBLIC COMMENTS:**

1. Commissioner Susie Hughes 2425 Safari Lane – a) Senior Millage Meeting will be at Tanglewood Park Training Rooms A&B, Thursday January 25<sup>th</sup> 10 am to 12 noon. Almost \$900,000 have been granted to approved proposals
- b) Brookhaven – placement of patients is still in process and going well
- c) County DPW meeting is Thursday January 18<sup>th</sup>, 4pm. 4<sup>th</sup> floor county building
- d) Drain Commissioner – There is much discussion regarding the letter she sent about the drains.
- e) Senior Resources
- f) Dave Kieft you will really be missed, I have learned a lot from you.

**J. ANNOUNCEMENTS:**

1. Supervisor Kieft and Treasurer Wood commented that the Board has 45 days to appoint a Supervisor after Supervisor Kieft gives his resignation. Trustee Hernandez asked what would one have to do if they were interested in the position. Treasurer Wood stated if there is someone interested they could send an email to the Board members stating their interest and why.

**K. ADJOURNMENT:** It was moved by Treasurer Wood and second by Trustee Hernandez to adjourn the meeting at 7:25 pm. **Motion Carried**

Reviewed by \_\_\_\_\_ Recorded \_\_\_\_\_  
David A. Kieft Jr, Supervisor      Ann D. Oakes, Clerk CMC, CMMC