

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

**Muskegon Charter Township (MCT)
Regular Board Meeting Minutes
February 5, 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: Legal Counsel D. Hughes, Staff – Clerical Barry, McKenna, Assessor Good, Police Chief Wypa, Fire Chief Glotzbach, DPW Director Sanders, Accounting Director Joslyn and 14 guests (Commissioner Susie Hughes).

Meeting was recorded and labeled the February 5, 2018 regular Board meeting.

C. APPROVAL OF AGENDA – February 5, 2018 – Regular Meeting

It was moved by Treasurer Wood and second by Trustee Hernandez to approve the agenda with two changes: change the lettering of the agenda to reflect the addition of the second Public Comments and remove invocation by Grace Baptist Church. **Motion Carried**

D. PUBLIC COMMENTS FOR ITEMS ON AGENDA ONLY - None

E. CONSENT AGENDA:

1. Approval of Regular Board Meeting Minutes – January 16, 2018
2. Maintenance & Inspection/Plan. & Zoning Com. Mtg. Min. –Jan. 16, 2018
3. Police Department Monthly Report – January 2018
4. Inspection Department Annual Report 2017

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

F. UNFINISHED BUSINESS: None

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G. NEW BUSINESS

1. Weekly Check Runs and Total of all Checks - \$410,683.88

It was moved by Trustee Kemp and second by Clerk Oakes to approve payment of the weekly and semi-weekly bills of - \$410,683.88 from the appropriate accounts.

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

2. Consideration of Offer on 2002 Crane Carrier Side Load Vehicle

It was moved by Trustee Hughes and second by Trustee Hernandez to sell the side load vehicle to Frederickson Supply of Grand Rapids for \$17,500.

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

3. Approval to Retain Larabee's Lawn Service for Lawn Mowing/Cleaning for Code Enforcement

It was moved by Trustee Kemp and second by Treasurer Wood to retain Larabee's Lawn Service as detailed in the Board packet. This is a recommendation from the Inspection Committee.

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

4. Consideration of MERS Amortization Extension

It was moved by Treasurer Wood and second by Trustee Hughes to approve MERS amortization extension per contract agreement in the Board packet.

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

5. Consideration of Amendment to Employee Handbook for Retirement Benefits

It was moved by Clerk Oakes and second by Trustee Hughes to approve the amendment to the handbook for retirement benefits as presented in the board packet.

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

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G. NEW BUSINESS continued:

6. Consideration of Policy Change for Retiree Health Care Coverage Opt Out

It was moved by Treasurer Wood and second by Trustee Hernandez as presented in the Board packet.

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

7. Consideration of Township Supervisor Resignation and Replacement

7a. Consideration of Township Supervisor Resignation

It was moved by Trustee Hughes and second by Trustee Ream to accept the resignation letter of Supervisor David A. Kieft as presented in the Board packet.

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

7b. Consideration of Township Supervisor Replacement

It was moved by Treasurer Wood and second by Trustee Kemp to appoint Jennifer Hernandez to be the Township Supervisor effective February 18, 2018.

5 - Yeas: Wood, Kemp, Hernandez, Hughes, Ream
1 - Nay: Oakes Absent: None **Motion Carried**

8. Approval of Board & Committee Appointments

It was moved by Trustee Hernandez and second by Clerk Oakes to approve the committee appointments as presented in the Board packet. This is a recommendation from Supervisor Kieft.

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

H. PUBLIC COMMENTS:

1. Bobby Williams 1931 Mildred stated that he has retired from the military and would like to serve his community in the Township or County. Supervisor Kieft asked Clerk Oakes to provide him with a copy of the Boards and Commissions in the Township.

2. Commissioner Susie Hughes 2425 Safari Lane – a) gave a detailed overview of the disbursements of the Senior Millage dollars collected, b) Breakfast tomorrow at Mr. B's, 8am with her and Supervisor Kieft and looking forward to having breakfast with Jennifer the new Supervisor. Supervisor Kieft asked what are the options for Brookhaven? Commissioner stated that they are uncertain at this time but requested that the County do something that would put the property back on the tax roll.

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I. ANNOUNCEMENTS: 1. Treasurer Wood – There will be an Open House on Thursday February 15th from 2 - 4 pm to meet Supervisor Hernandez and say goodbye to Supervisor Kieft.

J. ADJOURNMENT: It was moved by Treasurer Wood and second by Trustee Hernandez to adjourn the meeting at 7:50 pm. **Motion Carried**

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