

**MINUTES OF THE REGULAR BOARD MEETING
LAKETON TOWNSHIP BOARD OF TRUSTEES**

March 20, 2025

6:00 p.m.

Laketon Township Hall

CALL TO ORDER

The Supervisor called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Mrs. Zaagman led in the Pledge of Allegiance to the Flag.

ROLL CALL

Members Present: Anderson, Zaagman, Arter, West, Achterhoff

Members Absent: None

MINUTES

- **Proposed Minutes of the Regular Board Meeting-Feb 20, 2025**

A motion to the approve minutes was made by Mr. Anderson and supported by Mrs. Zaagman.

Motion Approved. Minutes Placed on File.

REPORTS

- Permit Report – Feb 2025
- Treasurer's Report – Feb 2025
- Ordinance/Zoning Enforcement Report Open Complaints as of Mar 17, 2025
- Muskegon County Sheriff's Dept- Feb 2025
- Muskegon Charter Twp Fire Dept- Feb 2025
- MISS DIG Ticket – Feb 2025

A motion to approve the reports was made by Mr. Anderson and supported by Mrs. West.

Motion Approved. Reports Placed on File.

PRESENTATIONS – None

COMMUNICATIONS- None

PUBLIC COMMENT (On Agenda Item) - NONE

UNFINISHED BUSINESS – None

NEW BUSINESS:

**Item 25-10 Propose Resolution Authorizing Congressional Directed Spending/
Community Funding Application and Desigantion of Applicant**

A motion to approve was made by Achterhoff and supported by Zaagman.

Page 2
Laketon Township Board Meeting
March 20, 2025

ROLL CALL:

Ayes: West, Arter, Zaagman, Anderson, Achterhoff
Nays: None

Motion Carries. Resolution Approved.

Item 25-11 Proposed updated Laketon Township MCL 211.u Property Tax Poverty Exemption Policy. A motion to approve policy was made by Achterhoff and supported by West.

ROLL CALL

Ayes: Anderson, Zaagman, Arter, West, Achterhoff
Nays: None

Motion Carries. Proposal Approved.

Item 25-12 Proposed update to the Employee Handbook for the Sick Pay Policy. A motion to approve policy was made by Anderson and supported by Zaagman.

ROLL CALL

Ayes: Anderson, Zaagman, Arter, West, Achterhoff
Nays: None

Motion Carries. Proposal Approved.

Item 25-13 Proposal to accept the new hire recommendation for the open Administrative Assistant position. A motion to approve the new hire recommendation starting at \$16 per hour was made by Achterhoff and supported by Zaagman.

ROLL CALL

Ayes: West, Arter, Zaagman, Anderson, Achterhoff
Nays: None

Motion Carries. Proposal Approved.

PAYMENT OF BILLS

A motion to pay the bills was made by Zaagman and supported by West. **Motion Carries.**

PUBLIC COMMENTS – None

BOARD COMMENTS

- Supervisor Arter reminded the board of the Yard Waste Card Day being held at the township this Friday, March 21.

Page 3
Laketon Township Board Meeting
March 20, 2025

ADJOURNMENT

A motion to adjourn the meeting at 6:16 p.m. was made by Achterhoff and supported by West. **Motion Carries.**

Respectfully Submitted,

Christina Achterhoff, Clerk
Laketon Township

Approved: April 17, 2025