

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

June 26, 2025

6:00 p.m.

Laketon Township Hall

CALL TO ORDER

The Supervisor called the meeting to order at 6:01 p.m.

PLEDGE OF ALLEGIANCE

Trustee 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, May 15, 2025.**

A motion to approve the minutes and place them on file was made by Zaagman and supported by Anderson. **Motion Approved. Minutes Placed on File.**

REPORTS

- Permit Report – May 2025
- Treasurer's Report – May 2025
- Ordinance/Zoning Enforcement Report Open Complaints as of 6/23/25
- Muskegon County Sheriff's – May 2025
- Muskegon Charter Twp Fire Dept – May 2025
- MISS Dig Tickets – May 2025

A motion to approve the reports was made by West and supported Zaagman. **Motion Approved. Reports Placed on File.**

PRESENTATIONS- None

COMMUNICATIONS – Letter from US Dept of Homeland Security - FEMA

PUBLIC COMMENT (On an Agenda Item) - None

UNFINISHED BUSINESS – None

UNFINISHED BUSINESS

Item 25-21 Proposed request to transition a full-time maintenance staff member to part-time. A motion to remove this item was made by Achterhoff and supported by Anderson. **Motion Carries. Proposal Approved.**

Item 25-23 Proposed HR Employee Handbook Clarification. A motion to change heading in employee handbook from PTO to Vacation and to re-visit this item in December 2025 was made by Achterhoff and supported by Zaagman. **Motion Carries. Proposal Approved.**

NEW BUSINESS

Item 25-24 Proposed Anti-Noise Ordinance. A motion to approve ordinance with noted grammar corrections was made by Achterhoff and supported by Anderson.

ROLL CALL

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

Motion Carries. Proposal Approved.

Item 25-25 Proposed recommendation from the Planning Commission of Zone Change Parcel #61-09-001-400-0083-00. A motion to approve zone change was made by Achterhoff and supported by West.

ROLL CALL

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

Motion Carries. Proposal Approved.

Item 25-26 Proposed Foreclosed Properties. A motion to remove proposal was made by West and supported by Achterhoff. **Motion Carries. Proposal Removed.**

Item 25-27 Proposed CNC quote to replace Township Hall lights with LED Fixtures. A motion to TABLE this item in order to obtain additional quotes was made by Anderson and supported by Zaagman. **Motion Carries. Item TABLED.**

Item 25-28 Proposed Anti-Blight Ordinance. A motion to approve ordinance was made by Achterhoff and supported by West.

ROLL CALL

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

Motion Carries. Proposal Approved.

Page 3
Laketon Township Board Meeting
June 26, 2025

PAYMENT OF BILLS

A motion to approve the payment of bills was made by Zaagman and supported by Achterhoff. **Motion Carries.**

CITIZEN COMMENTS – None

BOARD COMMENTS – Yard sale proposed ordinance.

ADJOURNMENT

A motion to adjourn the meeting at 6:48 p.m. was made by Achterhoff and supported by West. **Motion Carries.**

Respectfully Submitted,

Christina Achterhoff, Clerk
Laketon Township

Approved: July 17, 2025