

## Minutes

The regular meeting of the Port Sheldon Township Board was held on Thursday, September 13, 2018 at 6:00 p.m. **PRESENT:** Rachel Frantom, Teresa De Graaf, Howard Baumann, Bill Monhollon and Gerald Smith. Also present: Attorney, Ron Bultje, Fire Chief, Brad Dirkse, three representatives from Wolverine Pipeline, Chelsea Van Kamp of Marketing Solutions, two representatives from Arborwoods and one township resident.

Gerald Smith offered an invocation.

Motion by Smith **to approve the agenda.** Supported by Monhollon and carried.

Consent agenda:

To approve the minutes of the August 9, 2018 regular meeting.

Financial report: None

To pay the bills.

Correspondence: None

Committee Report:

- Building: July report – nine permits issued with three new house starts.  
August report – fifteen permits issued with five new house starts.
- Fire Department: Aug report: twenty-eight calls with two meetings.

Motion by Monhollon **to approve the consent agenda,** supported by Smith and carried.

Dan Larabel gave a review of Arborwoods Phase 2, preliminary Plat Step II.

Motion by Smith **to approve the Arborwoods, Phase 2, Preliminary Plat Step II.** Supported by Frantom and carried.

Supervisor Baumann presented documents in consideration for entering into an Inter Service Level Agreement with Ottawa County IT for IT support services.

Motion by Smith **to enter into the Agreement for Information Technology Services, including Exhibit A, with Ottawa County IT for IT support services.** Supported by Frantom and carried with five yes roll call votes.

Louis Kraus, representative from Wolverine Pipeline, presented information regarding lowering the 144<sup>th</sup> Avenue pipeline including street closure information, timing and procedure.

Supervisor Baumann explained the need for the opening of a TD Ameritrade account for the purpose of receiving a charitable donation.

Motion by De Graaf **to adopt a resolution opening a TD Ameritrade brokerage account for the receipt and handling of securities.** Supported by Monhollon and carried with five yes roll call votes.

Consideration given to extend Property Use Agreement with MDEQ until December 31, 2019 for the Sulfur Dioxide Air Monitoring Station located on township property.

Motion by Monhollon **to approve and authorize the execution of the Property Use Addendum agreement with MDEQ until December 31, 2019 for the Sulfur Dioxide Air Monitoring Station located at 8578 Hiawatha Drive.** Supported by Smith and carried.

Discussed recent township office events and the need for a security system.

Motion by Monhollon **to approve \$3,000 toward the installation of security system, including re-keying existing door locks.** Supported by Frantom and carried.

Discussed MACC bylaws and member agreement revisions.

Motion by De Graaf **to adopt the re-stated Macatawa Area Coordinating Council's bylaws and revised member agreement.** Supported by Smith and carried with five yes roll call votes.

Discussed snow removal services for the 2018/2019 winter season.

Motion by Smith **to approve Diemer Property Services as contractor, providing snow removal service for all township properties.** Supported by Frantom and carried.

Discussed Board of Appeals vacancy.

Supervisor Baumann shared details regarding the October 17, 2018 MTA Regional Meeting.

Motion by Frantom **to approve an expenditure for attendance at the MTA Regional Meeting in Kalamazoo on October 17, 2018.** Supported by Smith and carried.

Motion by Smith **to adopt a resolution recognizing Esther Van Slooten's years of service as**

**Port Sheldon Township Treasurer.** Supported by De Graaf and carried with five yes roll call votes.

Public Comment: Discussion regarding township investment options.

Motion by Smith **to adjourn.** Supported by Monhollon and carried.

Meeting adjourned 6:59 p.m.

Teresa De Graaf, Clerk