

**Minutes of a Regular Meeting of the
Port Sheldon Township Board
June 13, 2019 – 6:00 P.M.**

1. Call to order

2. Roll Call

Present: Howard Baumann, Teresa De Graaf, Rachel Frantom, Gerald Smith

Absent: Bill Monhollon

Also present: Ron Bultje, Township Attorney, Brad Dirkse, Fire Chief and five township residents

3. Pledge of allegiance

4. Invocation

Teresa De Graaf offered the invocation.

5. Additions to Agenda – A resolution to authorize Consumers Energy Company to make changes in the lighting system covered by the existing Standard Lighting Contract. Consider Fire Captain appointment.

6. Approval of Agenda

Motion by Smith to approve the agenda with additions. Supported by Frantom and carried.

7. Consent Agenda Approval

a. Approve Minutes- May 9, 2019

b. Approve Financial Report

c. Approve Correspondence – OCRC email. Lisa & Willi Homik email.

d. Approve Committee Reports

- Building – May report - eighteen permits issued with five new house starts.
- Fire Department – May report - fifteen calls and two meetings. Jamey France resigned May 31, 2019.

e. Approve payment of Bills

Motion by De Graaf to approve the consent agenda. Supported by Smith and carried.

8. Bike path repair estimate- 6910 Lakeshore Drive

Jack and Beth Petroelje addressed the board with their concern regarding persistent water puddling on the bike path at 6910 Lakeshore Drive. They provided photos, letters from neighboring property owners, and several repair quotes. Supervisor Baumann shared contractor quote, Ottawa County Road Commission cooperation, and township photos that support drainage by asphalt spillway.

Motion by Smith to contact OCRC for grading area between Lakeshore Drive roadway and bike path and to approve estimate from Advanced Sealing and Paving. Supported by Frantom and carried.

9. Consider Policy regarding cancelled Building Permits

Motion by De Graaf to adopt a policy to retain 50% of the Building Permit Fee if the application is canceled after document review has been performed. Supported by Frantom and carried.

10. Request from Loutit District Library to collect 2019 Summer Tax levy

Motion by Frantom to approve the request from Loutit District Library to collect 2019 Summer Tax Levy. Supported by Smith and carried.

11. Township Website update

Discussed the future overhaul or possible new website to allow for ease of use and the ability to process online tax payments.

12. Zoning Ordinance update

Zoning Administrator is meeting with Planner to implement changes.

13. Discussion- Vandenberg property – board to consider future possibilities.

14. Windsnest Park update

Bathhouse/Playground possible completion date of July 31st with total completion anticipated October 1st.

15. a. Amend Streetlighting Agreement with Consumers Energy

Motion by Frantom to adopt a resolution authorizing Consumers Energy Company to make changes in the lighting service covered by the existing Standard Lighting Contract. Supported by Smith and carried with four yes roll call votes.

b. Consider Fire Captain appointment.

Motion by Smith to accept, with regrets, the resignation of Fire Captain, Jamey France. Supported by Frantom and carried.

Motion by Frantom to accept the recommendation of Fire Chief, Bradley Dirkse, and appoint Matt Carini to the position of Captain 1692, effective immediately. Supported by De Graaf and carried.

16. Public Comment:

Fire department openings, Consumer's Energy boardwalk seasonal openings, Wuskowan Golf driveway safety, Windsnest after hours security, burn permits, security cameras, Windsnest memorial and safety signage.

17. Adjourn

Motion by Smith to adjourn. Supported by De Graaf and carried.

The meeting adjourned at 7:34 p.m.