

**Minutes of a Regular Meeting of the  
Port Sheldon Township Board  
July 14, 2021 – 5:30 P.M.**

1. Call to order
2. Roll Call

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

Absent: None

Also present: Attorney, Ron Bultje, Fire Captain, Shane Cole, Ottawa County Public Utilities Director, Pat Staskiewicz, Ottawa County Conservation Representative, Frank Schroyer, 89<sup>th</sup> District candidate, Mick Bricker and one township resident.

3. Pledge of allegiance.
4. Invocation

Gerald Smith offered the invocation.

5. Additions to Agenda: Scrap Tire Presentation, Frank Shroyer, OCCD, inserted at agenda line 9 and Confirmation of Application for ARPA funds.

6. Approval of Agenda

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

7. Consent Agenda Approval

- a. Approve Minutes- June 9, 2021 Regular Meeting.
- b. Approve Financial Report
- c. Approve Correspondence: Firefighter Daniel Garcia resignation letter.
- d. Approve Committee Reports

- Building – June report – thirty permits issued with five new house starts.
- Fire Department – June report – twenty-three calls and two meetings.  
Daniel Garcia resigned, Blake Veltema and Olivia Ohlman to be taken off probation.  
Grant received from SEMCO Energy.

- e. Approve payment of Bills

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

**Motion** by Frantom to accept Firefighter Daniel Garcia's resignation with regrets. Supported by Smith and carried.

**Motion** by De Graaf to accept the Fire Chief's recommendation and promote Blake Veltema and Olivia Ohlman to full Firefighter status. Supported by Frantom and carried.

8. Pat Staskiewicz, Ottawa County Public Utilities Director. Bond issue, Wyoming Water System.

**Motion** by De Graaf to adopt a resolution authorizing Ottawa County Public Utilities refunding and new funding of bonds and approving the 2021 Water Supply System Improvements Contract to be dated July 1, 2021. Supported by Smith and carried with five yes roll call votes. Ayes: Baumann, De Graaf, Frantom, Monhollon and Smith. Nays: None

9. Frank Schroyer – Ottawa County Conservation District. Tire Recycling overview.

10. Consider Planning Commission recommendation to amend Zoning Ordinance Article XVII – Planned Unit Developments (PUDs). Section 17.04 (4-7).

**Motion** by Smith to accept the Planning Commission's recommendation and amend Zoning Ordinance Article XVII – Planned Unit Developments (PUDs). Section 17.04 (4-7) with recommended revisions. Supported by Frantom and carried with five yes roll call votes. Ayes: Baumann, De Graaf, Frantom, Monhollon and Smith. Nays: None.

11. Consider Planning Commission recommendation to amend Zoning Ordinance Article XVIII – Special Land Uses, Section 18.29 (4).  
**Motion** by Frantom to accept the Planning Commission’s recommendation and amend Zoning Ordinance Article XVIII – Special Land Uses, Section 18.29 (4) with recommended revisions. Supported by Smith and carried with five yes roll call votes. Ayes: Baumann, De Graaf, Frantom, Monhollon and Smith. Nays: None.
12. Consider amendment to Site Condominium Ordinance, Sections 3.1 and 4.2 (2).  
**Motion** by Smith to amend Site Condominium Ordinance, Sections 3.1 and 4.2 (2) with recommended revisions. Supported by De Graaf and carried with five yes roll call votes. Ayes: Baumann, De Graaf, Frantom, Monhollon and Smith. Nays: None
13. Request – Bike Path visibility concern at Lakeshore Drive/Forest Lake Drive.  
Supervisor Baumann will investigate fiber optic source and costs to relocate.
14. Cost Share Request Kouw Park Rock Revetment– Ron Duthler  
**Motion** by De Graaf to accept receipt of Ron Duthler’s letter and take no further action at this time. Supported by Smith and carried.
15. Consider adoption of “Principles of Governance.”  
**Motion** by Frantom to adopt the Port Sheldon Township Principles of Governance. Supported by Smith and carried.
16. Policy Reviews – Section 1-4.  
Sections 1-4 of the Policy Book were reviewed and no necessary changes were noted.
17. Parks.  
Discussed events and general problematic issues at Windsnest, Kouw and the Township Hall parks.
18. Additions to the Agenda –  
Insertion of OCCD Scrap Tire event was made at line 9.  
American Rescue Plan Act application.  
**Motion** by De Graaf to confirm the application for ARPA funds. Supported by Monhollon and carried.
19. Public Comment.  
Consumers Energy announcement discussed.  
Township resident questioned the water/sewer fee and the possibility of implementing changes.  
Mick Bricker, candidate for 89<sup>th</sup> District, introduced himself.
20. Adjourn  
**Motion** by Monhollon to adjourn. Supported by Smith and carried.  
The meeting adjourned at 6:35 p.m.

Teresa De Graaf, Clerk