

**Minutes of a Regular Meeting of the
Port Sheldon Township Board
December 8, 2021 – 5:30 P.M.**

1. Call to order
2. Roll Call

Present: Howard Baumann, Teresa De Graaf and Rachel Frantom. Bill Monhollon joined at 5:40 p.m.

Absent: Gerald Smith

Also present: Attorney, Ron Bultje, Fire Chief, Brad Dirkse, House candidate, Mick Bricker, and three township residents.

3. Pledge of allegiance.
4. Invocation

Teresa De Graaf offered the invocation.

5. Additions to Agenda: Trash Ordinance/Acceptance of Howard Baumann resignation
6. Approval of Agenda.

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

7. Consent Agenda Approval

- a. Approve Minutes- November 10, 2021 Regular Meeting.
- b. Approve Financial Report – Cari Costello is the new deputy Treasurer.
- c. Approve Correspondence: None
- d. Approve Committee Reports
 - Building – November report – thirteen permits issued with five new house starts.
 - Fire Department – November report – twenty-four calls and two meetings.
- e. Approve payment of Bills

Motion by Frantom to approve the consent agenda. Supported by Baumann and carried.

8. Consider Resolution to Establish Special Assessment District for Pigeon Lake weed control.

Motion by De Graaf to adopt the resolution on file at the township office to set January 12, 2022 for a public hearing to determine necessity and hear any objections to the petition for a S.A.D. for Pigeon Lake. Supported by Frantom and carried with four yes roll call votes. Ayes: Baumann, De Graaf, Frantom and Monhollon. Nays: None.

9. Consider contract with Michigan Department of Health and Human Services, Ottawa County Community Action Agency and Port Sheldon Township re: low income household water assistance program.

Motion by De Graaf to authorize the Township Supervisor to execute the Memorandum of Understanding Number 01 between the State of Michigan, Michigan Department of Health and Human Services, the Ottawa County Community Action Agency, and the Township, for participation in the Low Income Household Water Assistance Program. Supported by Monhollon and carried.

10. Consider Cemetery Fee Schedule amendment.

Increase cremains burials fees to:

\$125.00 for Monday – Friday before 4:00 p.m.

\$250.00 after 4:00 p.m. Monday – Friday and Saturday before 4:00 p.m.

\$250.00 for cremains disinterment

Motion by Frantom to adopt a resolution for the Schedule A Cemetery Fees as discussed with an effective date of January 1, 2022. Supported by Monhollon and carried with four yes roll call votes. Ayes: Baumann, De Graaf, Frantom and Monhollon. Nays: None.

11. Quote – relocation of retaining wall – Lakeshore Drive/Forest Lake Drive Private
Motion by De Graaf to accept the estimate from Complete Lawn and Landscape Services, LLC in the amount of \$6,675.00 for the relocation of the retaining wall Lakeshore Drive/Forest Lake Drive Private. Supported by Frantom and carried with four yes roll call votes. Ayes: Baumann, De Graaf, Frantom and Monhollon. Nays: None.
12. Discussion – Parks.
Ottawa County Parks Commission board is interested in pursuing further discussion with the township regarding possible partnership for the operation of the township beach parks.
13. Treasurer – Recommendation to add First National Bank of Michigan for financial institutions.
Motion by Frantom to add First National Bank of Michigan to the Township’s financial institutions. Supported by De Graaf and carried.
14. Authorization – State of Michigan Unclaimed Property.
Motion by Monhollon to approve Teresa De Graaf as the authorized person to claim State of Michigan Unclaimed Property funds held in the township’s name. Supported by Frantom and carried.
15. Additions to the Agenda – Trash Ordinance/Acceptance of Howard Baumann resignation.
 - a. Trash Ordinance. Discussed the recent incident regarding large amounts of trash being deposited without the use of approved township bags. Further discussion around trash at the township parks and abuse of the trash receptacles.
Motion by De Graaf to authorize township attorney to draft a Trash Ordinance. Supported by Frantom and carried.
 - b. Acceptance - Howard Baumann resignation.
Motion by Monhollon to accept, with regrets, the resignation of Howard Baumann effective May 1, 2022. Supported by Frantom and carried.
16. Public Comment.
City of Wyoming water main line construction was discussed concerning fire protection and the ability of fire trucks to navigate through the construction site in the event of an emergency. Fire hydrant installation along the water main route was also discussed. This possibility should be addressed during the engineering phase of the project.
Mick Bricker, House representative candidate discussed redistricting maps and his recent endorsement.
17. Adjourn
Motion by Monhollon to adjourn. Supported by Frantom and carried.
The meeting adjourned at 6:29 p.m.

Teresa De Graaf, Clerk