Minutes of a Regular Meeting of the
Port Sheldon Township Board
June 8, 2022 – 5:30 P.M.

1. Call to order
2. Roll Call
   Present: Teresa De Graaf, Rachel Frantom, Bill Monhollon, Michael Sabatino and Gerald Smith.
   Absent: None
   Also present: Attorney, Ron Bultje, Fire Chief, Brad Dirkse, Ottawa County Sheriff, Steve Kempker, Building and Zoning Administrator, Ryan Capson and five township residents and guests.
3. Pledge of allegiance.
4. Invocation
   Teresa De Graaf offered the invocation.
5. Additions to Agenda: Port Sheldon Party Store paving request. JDRF event modifications.
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 11, 2022 Regular Meeting.
   b. Approve Financial Report
   c. Approve Correspondence: None
   d. Approve Committee Reports
      • Building – May – seventeen permits issued with three new house starts.
      • Fire Department – May report – twenty-eight calls and two meetings. Recommendation to hire Drew Black as a Probationary Firefighter.
      • Ordinance Enforcement – Quarterly report – six complaints with five resolved.
   e. Approve payment of Bills
   Motion by De Graaf to approve the consent agenda. Supported by Smith and carried.
8. Sheriff's Report.
   Ottawa County Sheriff, Steve Kempker, presented the 2021 Annual Sheriff's report, summarized the township's activity, presented an overview of the department and key implementation projects and answered questions.
9. Ventura Shores, Phase 2, Step II and final approval.
   Motion by Smith to grant approval of Ventura Shores Site Condominium Phase 2, Step II Preliminary Plan and approval for Ventura Shores Site Condominium Phase 2 Final Plan. Supported by Monhollon and carried.
10. Park Regulation Amendment Ordinance.
    Motion by De Graaf to amend Park Regulation Ordinance Number 3. Supported by Smith and carried with five yes roll call votes. Ayes: De Graaf, Frantom, Monhollon, Sabatino and Smith. Nays: None.
11. Social Media Policy.
    Motion by Frantom to approve the Social Media Policy. Supported by Smith and carried.
12. Cost Recovery Fee Schedule.
    Motion by Monhollon to update the Cost Recovery Ordinance Fee Schedule to modify equipment and increase fees effective June 8, 2022. Supported by Smith and carried.
13. Advanced Sealing and Paving estimate.
    Motion by Monhollon to approve the estimate from Advanced Sealing and Paving for Township Hall

front and rear parking lots sealing and striping. Supported by Smith and carried.

14. Probationary Firefighter recommendation.
   Motion by Smith to accept the Fire Chief's recommendation and appoint Drew Black as a Probationary Firefighter. Supported by Frantom and carried.

15. Liquor Inspector discussion.
   Discussed the Liquor Inspector vacancy and the time frame for appointment. Recommendation will be brought to the board at the July, 2022 meeting.

16. Additions to the Agenda:
   a. Port Sheldon Party Store request for township assistance for paving bike path portion of parking lot approach.
      Motion by Monhollon to approve an expenditure not to exceed $2,200.00 toward the paving of the bike path portion of Port Sheldon Party Store's parking lot approach. Support by Frantom and carried.
   b. JDRF request to modify the conditions of the June 11, 2022 use of Windsnest Park. JDRF representative, Andy Grow, explained the changes made to the process and the board was satisfied with the changes to Andy's initial request.

17. Public Comment.
   Paul Kraus, candidate for Ottawa County Circuit Judge, introduced himself and his credentials.
   Concern was voiced over target practice near school buildings.
   Supervisor Sabatino gave an update regarding the need for stair re-construction at both township parks. Bids are needed before construction can begin.
   The disposition of the old fire truck was discussed. No decision has been made.

18. Adjourn
   Motion by Smith to adjourn. Supported by Monhollon and carried.
   The meeting adjourned at 6:39 p.m.

<div align="right">Teresa De Graaf, Clerk</div>