

**Minutes of a Regular Meeting of the
Port Sheldon Township Board
October 12, 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, Building/Zoning Administrator, Ryan Capson and nine township residents and guests.
3. Pledge of allegiance.
4. Invocation
Gerald Smith offered the invocation.
5. Additions to Agenda: None
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
 - September 14, 2022 Regular Board Meeting
 - b. Approve Financial Report
 - c. Approve Correspondence: None
 - d. Approve Committee Reports
 - Building & Zoning – September – thirty-one permits issued with five new house starts.
 - Fire Department – September report – twenty calls and two meetings.
 - e. Approve payment of Bills
Motion by Monhollon to approve the consent agenda. Supported by Smith and carried.
8. Public Comment
Motorized vehicles on the bike paths. Resident appreciative of signs installed.
Short-term rental property – residents asked the board to pursue an ordinance regarding short term rentals. Another resident questioned whether property taxes are paid equitably. Another questioned whether short term rentals fit the Zoning Ordinance’s motel definition.
9. Irv Boersen Resolution
Motion by to De Graaf to adopt a resolution recognizing Irv Boersen’s service on the Planning Commission. Supported by Smith and carried with five yes roll call votes. Ayes: De Graaf, Frantom, Monhollon, Sabatino and Smith. Nays: None.
10. Diemer’s Property Services LLC Contract
Motion by Frantom to approve Diemer’s Property Services LLC’s Estimates #2239-Township Hall, 2240-Cemetery & 2241-Garbage Site snow removal services for a two-year contract. Supported by Smith and carried.
11. Bike Path Plowing Discussion.
Board discussed this annual request and concurred that no action will be taken as the benefit is limited to few residents.
12. Kouw Park Stair Project discussion.

Stair restoration project is stalled due to permitting from EGLE. The process could begin immediately if the step width was narrowed to five feet.

Motion by Monhollon to accept the revised contract from Dune Restoration Services dated 10/12/2022 at the reduced cost of \$63,500. Supported by Frantom and carried with five yes roll call votes. Ayes: De Graaf, Frantom, Monhollon, Sabatino and Smith. Nays: None.

13. Ottawa County Parks Management Discussion.

Talks continue. No new update to report.

14. Consideration of Planning Commission PUD Zoning Amendment.

Motion by De Graaf to accept the Planning Commission's recommendation and adopt Zoning Ordinance Amendment Z2022-02. Supported by Monhollon and carried with five yes roll call votes. Ayes: De Graaf, Frantom, Monhollon, Sabatino and Smith. Nays: None.

15. Short Term Rental Discussion.

The board discussed concerns from Sheldon Dunes residents and reviewed House Bill No. 4722. Bordering townships have ordinances and it's unknown what action the state legislature may take in the coming months.

Motion by Smith to refer the matter to the Planning Commission for investigation, comparisons and recommendations. Supported by Frantom and carried.

16. Forest Lake Drive Retaining Wall Proposal.

Motion by Frantom to accept Complete Lawn & Landscaping Estimate #2197 for the lowering of retaining wall at Forest Lake Road contingent on abutting property owner's consent. Supported by De Graaf and carried.

17. ARPA Funds Utilization Discussion.

Transparency in the use of funds is of utmost importance to the board. If the funds are used to cover budgeted wages and compensation, reporting is reduced and the funds will be available to use where needed. The Township is NOT using the ARPA funds to pay employees or officials extra wages. The Township will be using the ARPA funds to pay wages that have already been approved, and would be paid regardless, and to thereby free up other Township dollars to use for Township projects and expenses. The advantage to the Township doing this process is to use the ARPA funds legally and efficiently, with the required federal reporting on the ARPA funds being satisfied but kept to a minimum.

Motion by Monhollon to use ARPA funds to cover budgeted wages and compensation. Supported by Smith and carried with five yes roll call votes. Ayes: De Graaf, Frantom, Monhollon, Sabatino and Smith. Nays: None.

18. Ventura Shore Phase 2 Streetlighting.

Further research indicates this contract has already been executed.

19. Additions to the Agenda:

None

20. Adjourn

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

The meeting adjourned at 6:32 p.m.

Teresa De Graaf, Clerk