

**Minutes of a Regular Meeting of the  
Port Sheldon Township Board  
November 9, 2022 – 5:30 P.M.**

1. Call to order
2. Roll Call  
Present: Teresa De Graaf (arrived late at 6:20 p.m.), Rachel Frantom, Bill Monhollon, Michael Sabatino and Gerald Smith.  
Absent: None  
Also present: Attorney, Ron Bultje, Fire Chief, Brad Dirkse, and three township residents.
3. Pledge of allegiance.
4. Invocation  
Gerald Smith offered the invocation.
5. Additions to Agenda: Bank addition request – Consumers Credit Union
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
    - October 12, 2022 Regular Board Meeting
    - November 2, 2022 Special Board Meeting
  - b. Approve Financial Report
  - c. Approve Correspondence: None
  - d. Approve Committee Reports
    - Building & Zoning – October – seventeen permits issued with three new house starts.
    - Fire Department – October report – nineteen calls and two meetings. Fire Chief, Brad Dirkse recommends hiring Noah Roelofs as probationary firefighter.
  - e. Approve payment of Bills  
**Motion** by Smith to approve the consent agenda. Supported by Monhollon and carried.  
**Motion** by Smith to accept the Fire Chief’s recommendation and hire Noah Roelofs as probationary firefighter. Supported by Frantom and carried.
8. Public Comment  
Public comment section is too early in the board meeting.  
Motorized vehicle prohibited sign relocation is appreciated.
9. JH Campbell Plant Decommissioning Committee Formation Discussion.  
After discussion, action tabled.
10. State High Water Infrastructure Grant Program Application Discussion  
**Motion** by Monhollon to authorize Supervisor to apply for the State High Water Infrastructure Grant. Supported by Smith and carried with four yes roll call votes. Ayes: Frantom, Monhollon, Sabatino and Smith. Nays: None. Absent: De Graaf
11. Zoning Board Appointment Consideration.  
**Motion** by Frantom to accept the Supervisor’s recommendation and appoint Patrick Kelderhouse to the Zoning Board of appeals. Supported by Smith and carried.

12. Township Hall Access Control Quote Consideration.  
Quote approval is tabled for further investigation and discussion.
13. Fire Station Plowing Contract Consideration.  
Motion by Monhollon to approve the Complete Lawn and Landscaping Services LLC Estimate #2273 for 2022-2023 Fire Station snow plowing services. Supported by Smith and carried with four yes roll call votes.  
Ayes: Frantom, Monhollon, Sabatino and Smith. Nays: None. Absent: De Graaf
14. Pigeon Lake Weed Control Discussion and PLM 2023 Contract Consideration.  
**Motion** by Frantom to approve a one-year contract with PLM Lake & Land Management per the October 6, 2022 Renewal Acceptance Letter for the 2023 weed control treatment of Pigeon Lake. Supported by Monhollon and carried with four yes roll call votes. Ayes: Frantom, Monhollon, Sabatino and Smith. Nays: None. Absent: De Graaf
15. Planning Commission Re-Zoning Recommendation.  
Rezoning from AG-1 to R-1 is consistent with the Township's Master Plan.  
**Motion** by Frantom to accept the Planning Commission's recommendation to rezone the parcel 70-11-01-300-021 (PART OF NE 1/4 OF SW 1/4 COM S 0D 59M 49S E 433.05 FT FROM CEN 1/4 COR, TH CONT S 0D 59M 49S E 516.87 FT, S 89D 58M 42S W 270 FT, TH N 25D 10M 02S W 835.57 FT, TH N 193.58 FT TO E&W 1/4 LI, TH S 89D 34M 15S E 401.83 FT, S 0D 59M 49S E 149.16 FT, S 44D 0M 11S W 40.42 FT, S 0D 59M 49S E 53.7 FT, S 45D 59M 49S E 40.42 FT, S 0D 59M 49S E 173.02 FT, TH S 89D 34M 15S E 201.02 FT TO BEG. SEC 1 T6N R16W 8.25 AC) from AG-1 to R-1, and adopt the Zoning Map Amendment Ordinance.  
Supported by Monhollon and carried with four yes roll call votes. Ayes: Frantom, Monhollon, Smith and Monhollon. Nays: None. Absent: De Graaf
16. Ottawa County Parks Management Proposal Discussion.  
Discussed the Ottawa County Parks proposal. Clarification is needed before action can be taken.
17. Additions to the Agenda: Consider adding Consumers Credit Union to our banking partners.  
**Motion** by Monhollon to add Consumers Credit Union to our banking partners. Supported by Smith and carried.
18. Adjourn  
**Motion** by Smith to adjourn. Supported by Monhollon and carried.  
The meeting adjourned at 6:32 p.m.

Minutes recorded by Rachel Frantom, reviewed by Teresa De Graaf, Clerk