

**Minutes of a Special Meeting of the  
Port Sheldon Township Board  
May 23, 2023 – 11:00 A.M.**

1. Call to order

2. Roll Call

Present: Teresa De Graaf, Lucas DeVries, Rachel Frantom and Mike Sabatino.

Absent: Bill Monhollon

Also present: None

3. Additions to the agenda – None

4. **Motion** by Frantom to approve the agenda. Supported by DeVries and carried.

5. Township Parking Ordinance.

Congestion around Windsnest Park was the key driver for a township parking ordinance.

**Motion** by De Graaf to adopt Parking Ordinance 2023-01. Supported by Frantom and carried with four yes roll call votes. Ayes: De Graaf, De Vries, Frantom and Monhollon. Nays: None

6. Windsnest No Parking Areas Resolution.

Traffic congestion and beach goer safety concerns necessitate the need for No Parking Areas around the roads surrounding Windsnest Park. It is recommended to limit all parked vehicles to only those with valid annual permits during seasonal hours and in designated areas. Parking signs and road edge beach sand were also discussed.

**Motion** by De Graaf to adopt Windsnest No Parking Areas Resolution 2023-12. Supported by DeVries and carried with four yes roll call votes. Ayes: De Graaf, De Vries, Frantom and Monhollon. Nays: None

7. Windsnest Park Sealed Bid Opening

Four contractors were contacted and surveyed the work area. Of the four contractors, two submitted sealed bids for the reconstruction of Windsnest Park decking and stairs. Bids were opened and received from Bill Monhollon Builders and Dune Restoration Services.

8. Windsnest Park Deck and Stair Reconstruction Bid Acceptance.

**Motion** by Frantom to accept the low bid from Bill Monhollon Builders, dated May 22, 2023 for the reconstruction of Windsnest Park deck and stairs. Supported by DeVries and carried with four yes roll call votes.

Ayes: De Graaf, De Vries, Frantom and Monhollon. Nays: None

9. Public Comment:

None

10. Adjournment

**Motion** by Sabatino to adjourn. Supported by DeVries and carried.

The meeting adjourned at 11:43 a.m.

Teresa De Graaf, Clerk