

**Minutes of a Public Hearing and Regular Meeting of the
Port Sheldon Township Board
June 14, 2023 – 5:30 P.M.**

1. Call to order

2. Roll Call

Present: Teresa De Graaf, Lucas DeVries, Rachel Frantom, Bill Monhollon and Michael Sabatino.

Absent: None

Also present: Attorney Ron Bultje, Fire Chief Brad Dirkse, Assistant Chief Tom Prince, Ottawa County Sheriff Steve Kempker, Undersheriff Valerie Weiss, Sgt Ryan DeVries, Deputy Junior Pedroza and nine township residents and guests.

3. Pledge of allegiance.

4. Invocation

Lucas DeVries offered the invocation.

5. Additions to Agenda: New Fire Truck Discussion

6. Approval of Agenda.

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

7. Consent Agenda Approval

a. Approve Minutes

- May 10, 2023 Regular Board Meeting and May 23, 2023 Special Board Meeting.

b. Approve Financial Report

c. Approve Correspondence: Patrick Kelderhouse resignation letter – Zoning Board of Appeals.

d. Approve Committee Reports

- Building & Zoning – May – fourteen permits issued with two new house starts.
- Fire Department – May – twenty-two calls and two meetings. Probationary firefighter, Drew Black graduated from Fire Academy and has completed all his required training. Chief Dirkse recommends promoting him to full firefighter status.

Motion by De Graaf to accept Chief Dirkse's recommendation and promote Drew Black to full firefighter status. Supported by Frantom and carried.

e. Approve payment of Bills

Motion by Monhollon to approve the consent agenda. Supported by DeVries and carried.

8. Sheriff's Report.

Sheriff Kempker presented the 2022 Annual Report and answered board questions. He also thanked Port Sheldon Township's Fire Department for their dedication and professionalism as they work alongside the Sheriff's Office. Undersheriff Valerie Weiss introduced our new Port Sheldon Township deputy, Junior Pedrosa.

9. Sheriff's Department Contract Approval.

Motion by Frantom to approve the Ottawa County Sheriff's Department deputy contract effective October 1, 2023. Supported by DeVries and carried with five yes roll call votes. Ayes: De Graaf, DeVries, Frantom, Monhollon and Sabatino. Nays: None.

10. Reach for Recovery Appropriations Agreement Request.

Motion by Frantom to approve Reach for Recovery's Appropriations agreement in the amount of \$1,500.00 and authorize the Supervisor and Clerk to sign. Supported by De Graaf and carried with five yes roll call votes. Ayes: De Graaf, DeVries, Frantom, Monhollon and Sabatino. Nays: None.

11. Blood Drive Request.

Versiti Blood Center (previously Michigan Blood) contacted the township about the possibility of the township hosting a blood drive. The need is critical during the summer months. The board needs to approve this special use of the town hall as required by policy.

Motion by De Graaf to approve the use of the town hall for the purpose of conducting blood drives for Versiti Blood Center during the summer months of 2023 subject to hall availability with dates to be determined and with no rental fee charged. Supported by DeVries and carried.

12. Public Hearing – Solar Ordinance.

Supervisor Sabatino opened the Public Hearing at 6:12 p.m.

Public Comment:

<u>Name</u>	<u>Address</u>	<u>Comment/Concern</u>
Dan Zimmer	8180 156 th Avenue	Supports solar, concerned for personal use and sale
Jan O’Connell	Sierra Club	Supports solar

Motion by DeVries to close the Public Hearing at 6:21 p.m. Supported by Frantom and carried.

13. Consideration of Planning Commission’s Solar Ordinance Recommendation.

The board discussed the Ordinance as written. Protections for farmers and their ability to use solar both for agricultural use and for utility scale is needed. Prohibiting utility scale solar to industrial-zoned property is problematic in the boards’ view.

Motion by Frantom to send the Solar Ordinance back to the Planning Commission for consideration of the following changes: (1) that a special land use for AG to exceed 10,000 square foot still be considered small scale for farm use, and (2) that a special land use for AG to have utility-scale solar farm and still be in the AG district. Supported by DeVries and carried.

14. Township Playground Repair/Replace Discussion.

The township hall playground is showing its age and is in a state of disrepair. Quotes from GameTime/Sinclair Recreation for replacement parts were discussed as well as a quote for a new playground structure.

Motion by Sabatino to table decision and seek additional bids for a new playground structure. Supported by Monhollon and carried.

15. Master Plan Discussion.

Motion by Sabatino to authorize the Supervisor to seek requests for proposals for the development of a new township Master Plan. Supported by Frantom and carried.

Motion by DeVries to authorize the Supervisor to seek financial assistance from Consumers Energy for a new Master Plan, given the complexities of the area due to Consumers Energy’s accelerated closure. Supported by De Graaf and carried.

Motion by Sabatino to authorize the Supervisor to pursue grants available to coal-impacted communities with the support of Lakeshore Advantage. Supported by Frantom and carried.

16. Additions to Agenda – Fire Truck Discussion

This agenda item was moved from item #19, due to the Fire Chief’s time constraints.

Fire Truck Discussion.

Chief Dirkse has been in contact with the vendor for new fire trucks and the build wait time has increased to three to four years out. To facilitate a timely replacement of the current twenty-two-year-old truck, he recommends having the Fire Truck Committee begin working out the details for a new engine/pumper truck.

Motion by De Graaf to request the Fire Truck Committee begin the build process for a new fire truck. Supported by Frantom and carried.

17. Statutory/Auxiliary Wage Discussion.

Port Sheldon Township's small staff currently tasks each elected position with additional responsibilities. For future consideration, statutory wages should be budgeted and paid separately from the auxiliary duties of each elected official for consistency and transparency.

Motion by DeVries to pursue the separation of statutory/auxiliary wages for the Supervisor, Clerk and Treasurer. Supported by Frantom and carried.

18. Remaining ARPA funds – Allocation Discussion.

The original ARPA funds received was \$495,283.13. In the fiscal year 2022-2023, \$345,353.00 was allocated. The remaining balance is \$149,930.13. As in the prior fiscal year, the allocation of funds to cover a portion of General Fund budgeted wages and compensation will reduce reporting 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 De Graaf to use the remaining ARPA funds to cover \$149,930.13 of 2023-2024 General Fund budgeted wages and compensation. Supported by Monhollon and carried with five yes roll call votes. Ayes: De Graaf, DeVries, Frantom, Monhollon and Sabatino. Nays: None.

19. Sale of Surplus Items Discussion.

A plethora of items, including office chairs, office equipment, lawn equipment, gates and other miscellaneous items are no longer needed and ready for disposal. The items have useful life left and a surplus sale is being considered.

Motion by Monhollon to authorize the sale of surplus township items at a date to be determined. Supported by DeVries and carried.

20. Public Comment:

A Muskegon County resident spoke in favor of solar use and encouraged the board to seek out resources before an ordinance is adopted to support farmland preservation.

A member of the League of Women Voters spoke as a community advocate and thanked the board for its ability to work together and voice opinions in a respectful way.

21. Adjourn

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

The meeting adjourned at 7:19 p.m.

Teresa De Graaf, Clerk