

**Minutes of a Regular Meeting and Public Hearing of the
Port Sheldon Township Board
September 11, 2024 – 5:30 P.M.**

1. Call to order
2. Roll Call
Present: Michael Sabatino, Meredith Hemmeke, Rachel Frantom, Bill Monhollon and Lucas DeVries.
Absent: None
Also present: Attorney Ron Bultje, Mandy Cooper from Lakeshore Advantage, Danielle Bouchard from McKenna Group, and 7 residents/guests.
3. Pledge of allegiance.
4. Invocation
Meredith Hemmeke offered the invocation.
5. Additions to Agenda:
 - Consider quote for trimming and removal of trees at the Township Hall and Sheldon Dunes.
6. Approval of Agenda with additions.
Motion by Luke DeVries to approve the agenda. Supported by Rachel Frantom and carried.
7. Consent Agenda Approval
 - a. Approve Minutes- August 14, 2024 Regular Meeting.
 - b. Approve Financial Report
 - c. Approve Correspondence:
 - Received a letter from Resident in favor of the Pigeon Lake Boardwalk-Walkway
 - Received 2 Email Correspondence from Joseph McCarter about JH Campbell plant. Both are included in the board packet.
 - d. Approve Committee Reports
 - Building – July – Twelve permits issued with one new house start.
 - Fire Department – July report – twenty-four calls and two meetings.
 - e. Approve payment of Bills
Motion by Bill Monhollon to approve the consent agenda. Supported by Luke DeVries and carried.
8. Presentation -Lakeshore Advantage Annual
Lakeshore Advantage Vice-President of Strategic Initiatives Mandy Cooper gave an update on recent activity in our area.
9. Consider-Lakeshore Advantage 2024/25 Invoice #50243
Motion by Rachel Frantom to approve Invoice #50243 from Lakeshore Advantage. Supported by Luke DeVries and carried with five yes roll call votes. Ayes: Bill Monhollon, Luke DeVries, Mike Sabatino, Meredith Hemmeke, and Rachel Frantom. Nays: None.
10. Discussion -EGLE Special Exception Permit- 0 Trillium Ridge, Parcel No. 70-11-21-192-008
Motion by Bill Monhollon to waive the opportunity to oppose the continuation of the application for the EGLE Special Exception Permit for Parcel No. 70-11-21-192-008. Supported by Luke DeVries and carried.
11. Consider- Authorizing Clerk to sign awarded grant documents
The Clerk applied for a grant for Elections, grant was awarded and discussion about using the funds for election security cages, updating locking file cabinets, purchasing additional storage for drop box camera footage and other capital improvements to bolster election integrity for the township.
Motion by Rachel Frantom to authorize the clerk to sign awarded grant documents. Supported by Luke

DeVries and carried with five yes roll call votes. Ayes: Bill Monhollon, Luke DeVries, Mike Sabatino, Meredith Hemmeke, and Rachel Frantom. Nays: None.

12. Consider- Approve quote(s) – Township Office Hall Repainting (exterior/gym interior)

Motion by Bill Monhollon to approve quote from Dimension Four Painting dated 11-15-2023 to repaint exterior of the Township Office/hall and quote dated 11-14-2023 for the gym interior. Supported by Rachel Frantom and carried with five yes roll call votes. Ayes: Bill Monhollon, Luke DeVries, Mike Sabatino, Meredith Hemmeke, and Rachel Frantom. Nays: None.

13. Consider- Approve Snow Plowing Contracts

Motion by Meredith Hemmeke to approve estimate #2897, #2896 and #2898 to contract for snow plowing of Cemetery, Office/Hall and Garbage Transfer Site and authorizing the Supervisor to sign the two-year contract. Supported by Luke DeVries and carried with five yes roll call votes. Ayes: Bill Monhollon, Luke DeVries, Mike Sabatino, Meredith Hemmeke, and Rachel Frantom. Nays: None.

14. Presentation -McKenna Group- Master Plan Progress update.

Danielle Bouchard of the McKenna group gave an update on the progress of the Master Plan. She stated that the updates for the Master Plan are available on the website. She also stated that they will have an public open house on November 21, 2024. At this time the public will have an opportunity to comment on the draft concepts. There will also be a time for public review of the draft materials and comments during the required 63-day comment period and public hearing. The tentative plan is to have the Master Plan completed and adopted March/April 2025.

15. Additions to the Agenda:

- Consider quote for trimming and removal of trees threatening to damage township property at the Township Hall and Sheldon Dunes wood lot.

Motion by Luke DeVries to approve the estimate dated 9-9-2024 for removal and trimming of trees at the Township Hall and Sheldon Dunes wood lot. Supported by Meredith Hemmeke and carried with 5 roll call votes. Ayes: Bill Monhollon, Luke DeVries, Mike Sabatino, Meredith Hemmeke, and Rachel Frantom. Nays: None.

16. Public Comment.

Suggestion was made that the packet be made available on the website.

Supervisor thanked the community for all the help from residents that showed up for the Pigeon River Clean-up day, hosted by Outdoor Discovery Center/Macatawa Area Coordinating Council.

17. Adjourn

Motion by Bill Monhollon to adjourn. Supported by Rachel Frantom and carried.

The meeting adjourned at 6:13 pm.

Meredith Hemmeke, Clerk