

Minutes of a Regular Meeting of the Port Sheldon Township Board

May 14, 2025 – 5:30 P.M.

1. Call to order
2. Roll Call

Present: Michael Sabatino, Meredith Hemmeke, Rachel Frantom, Luke DeVries and Bill Monhollon.
Absent: None

Also present: Attorney Ron Bultje, Fire Chief Brad Dirkse, Assistant Fire Chief Tom Prince, Jason Shamblin, Ottawa County Parks and Recreation, Jim Barry, Ottawa County District 1 Commissioner, Rich Houteman, Consumers Energy Representative, and 29 Residents/guests.

3. Pledge of allegiance.

4. Invocation

Meredith Hemmeke offered the invocation.

5. Additions to Agenda: None

6. Approval of Agenda.

7. Public Comment: None

8. Consent Agenda Approval

- a. Approve Minutes- April 9, 2025 Regular Meeting.

- b. Approve Financial Report

- c. Approve Correspondence: None

- d. Approve Committee Reports

- i. Building – Fourteen permits issued with three new house starts.

- ii. Fire Department – Nineteen calls, plus two meetings. Fire Chief Dirkse received notice from Olivia Ohlman that she is resigning as a firefighter. Supervisor thanked the fire department for their work and also the voters for approving the fire operating millage.

- e. Approve payment of Bills

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

Motion by DeVries to accept Firefighter Olivia Ohlman's resignation with regrets. Supported by Hemmeke and carried.

9. Presentation- Commissioner Jim Barry

Commissioner Jim Barry, gave a presentation on where the county is in the process of hiring of a County Administrator.

10. Presentation-Consumer's Energy Representative

Rich Houteman, Consumer's Energy Representative, presented that Consumer' Energy will be hosting a public open house on June 12th at Port Sheldon Township Hall, that the public access to the pier is open and gave the township an update on the JH Campbell plant closure on May 31, 2025. He thanked the Fire Department, Port Sheldon Township and the County for the support.

11. Receive/Discuss -Economic Resiliency Response Plan.

Consultant has completed the financial and economic deep dive looking into the impact of the JH Campbell Plant Closure. The plan has been delivered to the board of trustees for review.

12. Consider- Planning Commission Recommendation for distribution of Draft Master Plan.

Timeline for the Master Plan process is located on the website.

Motion made by Monhollon to authorize the distribution of the draft Master Plan. Motion supported by Frantom and carried with five yes roll call votes. Yes: Sabatino, Hemmeke, Frantom, DeVries and

Monhollon. Nays: None

13. Consider -Easement Request for Parcel 70-11-21-193-001.

Motion by DeVries to approve the easement request for parcel 70-11-21-193-001 and authorize the supervisor and clerk to sign. Supported by Frantom and carried with five yes roll call votes. Ayes: Frantom, DeVries, Sabatino, Monhollon, and Hemmeke. Nays: None.

14. Consider- Resolution for Participating in Tax Foreclosure Avoidance Program.

Motion by Monhollon to adopt Resolution 2025-11 stating the township will participate in the Tax Foreclosure Avoidance Payment Reduction Program. Supported by DeVries and carried with five yes roll call votes. Yes: Sabatino, Hemmeke, Frantom, Monhollon and DeVries. Nays: None

15. Consider- Resolution Recognizing National Law Enforcement Week, May 11-17, 2025

Motion by Hemmeke to adopt a resolution recognizing May 11-17, 2025 as National Law Enforcement Week and Ottawa County Sheriff's Department in particular. Supported by DeVries and carried with five yes roll call votes. Ayes: Sabatino, Hemmeke, Frantom, Monhollon and DeVries. Nays: None

16. Discussion-New Office Hours

The treasurer explained the information on how and why the office hours are being expanded. This change is to better serve our customers and residents of Port Sheldon Township. New hours begin June 16th. Hours will be posted on the Township website and on the door.

17. Additions to Agenda: None

18. Public Comment:

Comment were received from five township residents/guests.

- Dave Brink, Port Sheldon
- Robert Hogikyan, Port Sheldon
- Amy Hamman, Port Sheldon
- Jan O'Connell, guest
- Josh Hamman, Port Sheldon

19. Adjourn

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

The meeting adjourned at 6:17 pm.

Meredith Hemmeke, Clerk