

**Minutes of a Regular Meeting of the
Port Sheldon Township Board
October 8, 2025 – 5:30 P.M.**

1. Call to order
2. Roll Call

Present: Michael Sabatino, Meredith Hemmeke, Rachel Frantom, and Bill Monhollon.

Absent: Luke DeVries

Also present: Attorney Ron Bultje, Amanda Murray from Lakeshore Advantage, Grace Maiullo from Lakeshore Advantage, and 3 residents/guests.

3. Pledge of allegiance.
4. Invocation

Mike Sabatino offered the invocation.

5. Additions to Agenda: None
6. Approval of Agenda.

Motion by Hemmeke to approve the agenda. Supported by Frantom and carried.

7. Public Comment:

Public Comment was received from one resident.

8. Consent Agenda Approval

- a. Approve Minutes with correction.

1. September 10, 2025, Regular Meeting.

- b. Approve Financial Report

- c. Approve Correspondence:

- i. Letter from Sheldon Dunes Well Water Committee.

- d. Approve Committee Reports

- i. Building – Thirty-eight permits issued with seven new home starts and fourteen multi-family unit starts.

- ii. Fire Department – Twenty-three calls, plus two meetings.

- e. Approve payment of Bills

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

9. Presentation- Lakeshore Advantage Annual Update.

Amanda Murray from Lakeshore Advantage gave an annual update.

Motion by Hemmeke to enter into an agreement with Lakeshore Advantage for up to \$2500.00 for economic development services as a community partner and authorize Supervisor to sign. Supported by Frantom and carried with four yes roll call votes. Ayes: Monhollon, Sabatino, Hemmeke, and Frantom. Nays: None.

10. Consider- Planning Commission recommendation to approve the Master Plan.

Motion by Frantom to adopt resolution 2025-20 adopting and approving the Port Sheldon Township Proposed Master Plan as recommended by the planning commission incorporating the board's updates. Supported by Hemmeke and carried with four yes roll call votes. Ayes: Monhollon, Sabatino, Hemmeke, and Frantom. Nays: None.

11. Discussion- Scheduling Sheldon Dunes Water System Informational Meeting.

The supervisor proposed scheduling an informational meeting with Sheldon Dunes water system customers to present updated options, address misconceptions, and answer community questions. The board consensus was to proceed with organizing the informational meeting; no date was set during

this session.

12. Supervisor's Report

Supervisor updated the board on coordination with Consumers Energy and Ottawa County Parks Department regarding parking options. Reported minor damage to the Kouw Park pavilion, with repairs being arranged. Noted repair to the trash area camera, now protected with PVC conduit. Provided updates on Wyoming transmission main project and clarified well testing communications. Final report and payment request for the EDA grant submitted. Summarized discussions with HOAs on township initiatives—including road paving and well system updates. Ongoing work on long-term asset management and capital improvement plans for township infrastructure.

13. Additions to Agenda: None

14. Public Comment:

Public Comment was received from two residents.

15. Adjourn

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

The meeting adjourned at 6:16 pm.

Meredith Hemmeke, Clerk