

**Minutes of a Regular Meeting of the  
Port Sheldon Township Board  
March 11, 2026 – 5:30 P.M.**

1. Call to order
2. Roll Call

Present: Michael Sabatino, Meredith Hemmeke, Rachel Frantom, and Luke DeVries.

Absent: Bill Monhollon

Also present: Attorney Ron Bultje, Assistant Fire Chief Tom Prince, Lieutenant Darien Black, Ottawa County Commissioner Jim Barry, Consumers Energy Representative Rich Houtteman and 34 residents/guests.

3. Pledge of allegiance.
4. Invocation

Luke DeVries 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:

- Supervisor Remarks- Supervisor Sabatino explained that the proposed Battery Energy Storage System (BESS) ordinance is being considered to preserve the Township's and residents' ability to have a voice in the siting of renewable energy installations following recent changes in state law.
- Two Residents made public comment and a guest, Commissioner Jim Barry gave an update from the County.

8. Consent Agenda Approval

- a. Approve Minutes-

- i. February 11, 2026 Regular Meeting.
- ii. February 23, 2026 Special Budget Work Session

- b. Approve Financial Report

- c. Approve Correspondence:

- d. Approve Committee Reports

- i. Building – 12 Building permits & 8 Zoning Permits issued with three new home starts.
- ii. Fire Department – Ten calls and two meetings.

- e. Approve payment of Bills

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

9. Budget Public Hearing

Supervisor Sabatino opened the Budget Public Hearing at 5:47 p.m.

**Public Comment-**

Donna Ryzenga, resident on Whitetail Ct commented that she would like to see bike path and something happen for the elderly.

*The millage rates are as follow, these are the previously voter approved millage rates.: .15 mills for the Library Fund, .55 mills for the Fire Department Operating Fund and .65 mills for the Fire*

*Department Equipment/Apparatus Fund.*

**Motion** by DeVries to close the Budget Public Hearing. Supported by Hemmeke and carried. Budget Public Hearing closed at 5:50 p.m.

10. General Appropriations Act Resolution for fiscal year 2026-2027.

**Motion** by Hemmeke to adopt the General Appropriations Act Resolution 2026-08 for the 2026-2027 fiscal year. Supported by DeVries and carried with four yes roll call votes. Yes: DeVries, Sabatino, Hemmeke, and Frantom. Nays: None

11. 2026-2027 Regular Board of Trustees meeting dates.

**Motion** by Frantom to adopt a resolution 2026-09 setting forth regular township board meetings. Supported by Hemmeke and carried with four yes roll call votes. Ayes: Frantom, Hemmeke, Sabatino, and DeVries. Nays: None.

12. Budget Amendments.

**Motion** by Hemmeke to amend the Zoning budget increasing it by \$28,000 in the permits line item and the supplies expense line item and amend the Fire budget increasing budget items salary, payroll taxes and pension contributions by \$45,500.00. Supported by Frantom and carried with four yes roll call votes. Ayes: DeVries, Sabatino, Hemmeke, and Frantom. Nays: None.

13. Clerk Continuing Education Conference Approval

**Motion** by DeVries to approve the Township Clerk's attendance at the Year 2 Institute hosted by the Michigan Association of Municipal Clerks and to approve the attendance of the Township Clerk and Deputy Clerk at the Summer Conference hosted by the Michigan Association of Municipal Clerks, scheduled for June 15–19, 2026, in Kalamazoo, to be paid from the Clerk's training and professional development budget. Supported by Frantom and carried with four yes roll call votes. Ayes: Frantom, Hemmeke, Sabatino, and DeVries. Nays: None.

14. Consider- Planning Commission Approved Zoning Ordinance Amendment-Battery Storage

**Motion** by Sabatino to table the Zoning Ordinance Amendment for Battery Storage until a future date for further review from the attorney. Supported by DeVries and carried.

15. Consider- Planning Commission Approved Zoning Ordinance Amendment-Rezoning Ordinance Parcel 70-11-01-300-020

**Motion** by DeVries accept the Planning commission's recommended ordinance amendment regarding Z2026-01 for rezoning parcel 70-11-01-300-020. Supported by Hemmeke and carried with four yes roll call votes. Ayes: DeVries, Sabatino, Hemmeke, and Frantom. Nays: None.

16. Public Hearing Dates for PUD-Rezoning Ordinance Amendment for Parcel 70-11-01-300-020

**Motion** by Frantom to set the PUD Public Hearing for April 15, 2026 at 5:30 p.m. during the scheduled board meeting. Supported by DeVries and carried.

17. Siegfried/Crandall Annual Audit-Letter of Engagement.

**Motion** by Frantom to approve the services of Siegfried Crandall for the Fiscal year ending March 31, 2026 Annual Audit dated February 23, 2026 and authorize supervisor to sign. Supported by Hemmeke and carried with four yes roll call votes. Yes: DeVries, Sabatino, Hemmeke, and Frantom. Nays: None.

18. Additions to Agenda: None

19. Public Comment.

- Consumers Energy Representative Rich Houtteman, spoke about an upcoming meeting giving an update for residents that live in the area that has been losing power, postcards will go out to those residents.
- Three Residents gave public comment.

20. Adjourn

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

The meeting adjourned at 6:16 pm.

Respectfully submitted  
Meredith Hemmeke, Clerk