

**Minutes of a Regular Meeting of the  
Port Sheldon Township Board  
April 15, 2026 – 5:30 P.M.**

1. Call to order
2. Roll Call  
Present: Michael Sabatino, Meredith Hemmeke, Rachel Frantom, Bill Monhollon and Luke DeVries.  
Absent: None  
Also present: Attorney Ron Bultje, Ottawa County Deputy Lieutenant Nicholas Knott, Building and Zoning Administrator Ryan Capson and eight residents/guests.
3. Pledge of allegiance.
4. Invocation  
Meredith Hemmeke offered the invocation.
5. Additions to Agenda:
  - Discuss Proposal for engineering for Windsnest Additional Parking Concept.
  - Discuss Ambulance Services Agreement.
  - Budget Amendments for the Fiscal Year 2025-2026 to Zoning and General due to the increase in hours for staff.
6. Approval of Agenda with additions.  
**Motion** by Monhollon to approve the agenda with additions. Supported by Frantom and carried.
7. Public Comment:  
One resident made public comment.
8. Consent Agenda Approval
  - a. Approve Minutes- March 11, 2026 Regular Meeting.
  - b. Approve Financial Report
  - c. Approve Correspondence: None
  - d. Approve Committee Reports
    - i. Building – Thirteen Building permits & Thirteen Zoning Permits issued with Zero new home starts.
    - ii. Fire Department – Thirty-three calls plus two meetings.
  - e. Approve payment of Bills**Motion** by DeVries to approve the consent agenda. Supported by Hemmeke and carried.
9. Redstone Planned Unit Development (PUD) Public Hearing  
Supervisor Sabatino opened the Public Hearing at 5:38 p.m.  
**Public Comment- None**  
**Motion** by Frantom to close the Budget Public Hearing. Supported by Monhollon and carried.  
Public Hearing closed at 5:39 p.m.
10. Planning Commission Recommendation for Planned Unit Development (PUD) approval.  
**Motion** by DeVries to approve the Planning Commission’s Recommendation for the Redstone Planned Unit Development. Supported by Monhollon and carried with five yes roll call votes. Yes: Monhollon, DeVries, Sabatino, Hemmeke, and Frantom. Nays: None.
11. Resolution in opposition to State Bills seeking to eliminate local control of lot sizes.  
**Motion** by Frantom to adopt Resolution 2026-10 opposing Michigan State House Bills HB 4583, HB 4584, HB 5529, HB 5530, HB 5531 and HB 5532. Supported by DeVries and carried with five

- yes roll call votes. Yes: Frantom, Hemmeke, Sabatino, DeVries, and Monhollon. Nays: None.
12. Ottawa Road Commission partial right of way abandonment of Lake Ave /Quit Claim Deed  
**Motion** by DeVries to approve the abandonment of the right of way and direct township attorney to draft a quitclaim deed to convey the partially abandoned Lake Avenue right-of-way to the Atherton estate and include a requirement that the small parcel be merged/absorbed into adjacent parcel(s) so it complies with zoning and to authorize township officials to sign and execute the documents. Supported by Frantom and carried with five yes roll call votes. Yes: Monhollon, DeVries, Sabatino, Hemmeke, Frantom, and Monhollon. Nays: None.
13. ELAN Credit Card Signup (Macatawa Bank)  
**Motion** by Monhollon to approve adding a new credit card through ELAN Credit Card. Supported by DeVries and carried with five yes roll call votes. Yes: Frantom, Hemmeke, Sabatino, DeVries and Monhollon. Nays: None.
14. Michigan Legislature changes to Land Division Act- Discussion  
The Supervisor discussed the changes to the Michigan Land Division Act, which goes into effect on March 24, 2027.
15. Additions to Agenda:
1. Discuss Proposal for engineering for Windsnest Additional Parking Concept.  
**Motion** by Monhollon to approve to authorize additional work, not to exceed the \$13,800 for engineering for Windsnest Park Additional Parking. Supported by Frantom and carried with five yes roll call votes. Yes: Monhollon, DeVries, Sabatino, Hemmeke and Frantom. Nays: None.
  2. Discuss Ambulance Services Agreement.  
**Motion** by Frantom to approve the Ambulance Services Agreement version #3494953 and authorize the supervisor to execute the agreement. Supported by DeVries and carried with five yes roll call votes. Yes: Frantom, Hemmeke, Sabatino, DeVries, and Monhollon. Nays: None.
  3. Budget Amendments for the Fiscal Year 2025-2026 to Zoning and General due to the increase in hours for staff.  
**Motion** by Frantom to amend the Zoning 2025-2026 budget increasing it by \$1,500 in the salary line item and amend the General 2025-2026 budget increasing budget it by \$1600.00 in the salary line item. Supported by DeVries and carried with five yes roll call votes. Ayes: Monhollon, DeVries, Sabatino, Hemmeke, and Frantom. Nays: None.
  4. **Motion** by Sabatino to accept the opportunity to make public comments and officially request the EPA hold a public hearing for the benefit of the residents and surrounding area. Supported by Frantom and carried.
16. Public Comment.
- One Resident gave public comment.
17. Adjourn  
**Motion** by Monhollon to adjourn. Supported by DeVries and carried.  
The meeting adjourned at 6:21 pm.

Respectfully submitted  
Meredith Hemmeke, Clerk