PORT SHELDON TOWNSHIP
16201 Port Sheldon Street, West Olive, MI 49460
Telephone 616-399-6121 Fax 616-399-7173
www.portsheldontwp.org | info@portsheldontwp.org

BOARD MEETING

AGENDA

Wednesday – July 8, 2026

5:30 P.M.

1. Call to order
2. Roll Call
3. Pledge of allegiance
4. Invocation
5. Additions to Agenda
6. Approval of Agenda
7. Public Comment
8. Consent Agenda Approval
    a. Approve Minutes – Regular meeting – June 10, 2026 *
    b. Approve Minutes – Special Board Meeting June 24, 2026*
    c. Approve Financial Report
    c. Approve Correspondence*
    d. Approve Committee Reports
    e. Approve payment of Bills
9. Consider – Planning Commission Ordinance amendments*
10. Discuss – Attorney's Review of Planning Commission's recommended Ordinance to regulate Battery Energy Storage installations
11. Discuss – Estimate for failing retaining wall RE: Long term capital improvement plan*
12. Discuss – Asset Management/Capital improvement planning proposal*
13. Consider – Bike Path Repair Estimate (multiple locations) *
14. Consider – Adding United Bank as a new depository
15. Consider – Verizon Contract*
16. Additions to Agenda
17. Public Comment
18. Adjourn

*** Information included in packet**

Next Meeting – August 12, 2026

Minutes of a Regular Meeting of the
Port Sheldon Township Board
June 10, 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, Mary Jane Evink, Grand Haven Township Public Schools, Jim Barry, District 1 County Commissioner and 7 residents/guests.
3. Pledge of allegiance.
4. Invocation
   Luke DeVries offered the invocation.
5. Public Comment:
   - 4 residents/guests gave public comment.
6. Additions to Agenda:
   - Floor Scrubber Purchase and Quotes.
   - Volunteer Discussion for the Bike Path Sweeping
7. Approval of Agenda with additions.
   Motion by Monhollon to approve the agenda with additions. Supported by DeVries and carried.
8. Consent Agenda Approval
   a. Approve Minutes- May 13, 2026 Regular Meeting.
   b. Approve Financial Report
   c. Approve Correspondence: None
   d. Approve Committee Reports
      i. Building – Thirty-Four Total Permits, Eighteen Building permits & Sixteen Zoning Permits issued with Two new home starts.
      ii. Fire Department – Twenty-three calls plus two meetings.
   e. Approve payment of Bills

   Motion by DeVries to approve the consent agenda. Supported by Frantom and carried.
9. Sally Bareman Resolution.
   The Township Board thanks Sally Bareman for her 30 years of service working in elections.
   Motion by Frantom to adopt Resolution 2026-13 recognizing Sally Bareman's 30 years of service working in elections. Supported by Hemmeke and carried with five yes roll call votes. Yes: Monhollon, DeVries, Sabatino, Hemmeke, and Frantom. Nays: None.
10. Grand Haven Public Schools Presentation
    Mary Jane Evink, Grand Haven Public Schools gave an update on the bond proposal that they will be possibly requesting on the November 2026 ballot.
11. NORA/Township Pickleball Tournament Proposal.
    No action taken.
12. Lake Avenue Paving Agreement.
    Motion by Monhollon to approve the paving of Lake Avenue project according to the policy and contingent upon the receipt of funds from Port Sheldon Beach Association and authorize the clerk to sign. Supported by DeVries and carried with five yes roll call votes. Yes: Frantom, Hemmeke, Sabatino, DeVries and Monhollon. Nays: None

DRAFT

13. Verizon Contract
    Motion by Hemmeke to table until the documents are received. Supported by Frantom and carried.
14. County Assessor Contract
    Motion by Hemmeke to approve the Interlocal Agreement for Ottawa County to Approve the Designated Assessor for the period beginning January 1, 2027, with addendum A and B and authorize the supervisor to sign. Supported by DeVries and carried with 5 yes roll call votes. Yes: Frantom, Hemmeke, Sabatino, DeVries, and Monhollon. Nays: None
15. CLS Estimate- Landscaping Project
    Motion by Monhollon to approve the CLS Estimate #4897 for updating the Landscaping at the Township Hall. Supported by Hemmeke and carried with five yes roll call votes. Yes: Monhollon, DeVries, Sabatino, Hemmeke and Frantom. Nays: None.
16. Concrete for Picnic Pads, Bike Rack/Drop Box-Township Hall.
    Motion by Monhollon to approve the Elite Concrete Solutions Estimate #3482 Cement Pads for the Township Hall. Supported by DeVries and carried with five yes roll call votes. Yes: Frantom, Hemmeke, Sabatino, DeVries, and Monhollon. Nays: None.
17. Planning Commission request to review shooting ranges.
    The board discussed this at length. No action taken.
18. Additions to Agenda:
    1. Floor Scrubber Purchase and/or Quotes.
       Motion by Monhollon to approve Arnold Sales Quote #1481076 to replace the floor scrubber for the Township contingent on review of maintenance plan. Supported by DeVries and carried with five yes roll call votes. Yes: Frantom, Hemmeke, Sabatino, DeVries, and Monhollon. Nays: None.
    2. Volunteer Discussion for the Bike Path Sweeping
       Board discussed. No action taken.
19. Public Comment.
    - One Resident gave public comment.
20. Adjourn
    Motion by Monhollon to adjourn. Supported by DeVries and carried.
    The meeting adjourned at 6:48 pm.

Respectfully submitted
Meredith Hemmeke, Clerk

DRAFT

Minutes of a Special Meeting of the Port Sheldon Township Board

June 24, 2026 – 12:00 P.M.

1. Call to order
2. Roll Call
   Present: Mike Sabatino, Meredith Hemmeke, Rachel Frantom, Bill Monhollon and Luke DeVries.
   Absent: None
   Also present: None
3. Public Comment: None
4. Additions to Agenda: None
5. Approval of Agenda
   Motion by Frantom to approve the agenda. Supported by Monhollon and carried.
6. **Motion** by Monhollon to approve waiving the fee for the township hall for a community beach and water safety seminar on Thursday, July 2nd 2026 at 9 am. Supported by DeVries and carried with five yes roll call votes. Yes: DeVries, Frantom, Sabatino, Monhollon and Hemmeke. Nays: None
7. Adjourn
   Motion by Monhollon to adjourn. Supported by Frantom and carried.
   The meeting adjourned at 12:10 p.m.

Meredith Hemmeke, Clerk

DRAFT

From: Judi De Jonge
To: Meredith Hemmeke
Subject: Purchasing a bench in memory of husband to be place at windnest beach
Date: Thursday, June 11, 2026 9:00:16 AM

Meredith,

Mike Sabatino told me a bench does not already exist and I would need to email the clerk or board of trustees.

Ottawa county parks have benches dedicated to the memory of loved ones. My husband loved “Beach 7” as he called it.

Would the township be open to doing something similar to Ottawa County? What are the steps? And how much would it cost?

Thank you,

Judi DeJonge

ORDINANCE NO. ____

ZONING TEXT AMENDMENT ORDINANCE

AN ORDINANCE TO AMEND THE PORT SHELDON TOWNSHIP ZONING ORDINANCE; TO AMEND SECTION 4.27 RELATED TO ROAD AND HIGHWAY SETBACKS; TO AMEND SECTION 4.28 RELATED TO YARD ENCROACHMENTS; TO AMEND SECTION 4.37 RELATED TO FENCES' AND TO AMEND SECTION 20.04 RELATED TO PRIVATE STREETS.

THE TOWNSHIP OF PORT SHELDON, COUNTY OF OTTAWA, STATE OF MICHIGAN, ORDAINS:

Section 1. Road and Highway Setbacks. Section 4.27 of the Port Sheldon Township Zoning Ordinance (the "Zoning Ordinance") is deleted in its entirety and marked "Reserved" as follows:

Section 4.27 Reserved

Section 2. Yard Encroachments. Section 4.28.6 of the Zoning Ordinance shall be revised to state in its entirety as follows.

6. Uncovered walks, patios and driveways, and Parking Areas; landscaping; Fences; retaining walls; uncovered stairs providing direct access to the Lake Michigan shoreline; and similar customary and incidental Yard uses and Structures may be located in any required Yard.

Section 3. Fences. Section 4.37 of the Zoning Ordinance shall be revised to state in its entirety as follows.

Section 4.37 Fences

1. The following regulations shall apply to all Fences Erected, constructed or modified in Township:

   A. No Fence shall be Erected or constructed prior to the issuance of a Zoning Compliance Permit. In order to obtain such a permit, evidence of a survey, and evidence of Existing property stakes must be furnished to the Zoning Administrator. If deemed appropriate by the Zoning Administrator, survey stakes placed by a registered land surveyor may be required when the property line cannot be visually determined using Existing property stakes. This may be required to avoid future conflicts on the location of the proposed Fence.

B. Aboveground Fences shall not contain barbed wire, electric current, or charge of electricity except when used as part of a Farm operation.

C. No Fences in the Township shall be located outside or beyond the property or Lot Lines of the Lot for which said improvement is placed.

D. No Fence in the Township shall be Erected, constructed, located, or maintained which constitutes a traffic hazard because of obstruction of visibility.

E. No Fences in the Township shall be Erected in any public Right-of-Way.

F. All Fences in the Township shall be maintained to retain their original appearance, shape, and configuration. Elements of a Fence that are missing, damaged, destroyed, or deteriorated shall be replaced and repaired to maintain conformity with the original Fence appearance and design.

G. Except as permitted or required elsewhere in this Ordinance, a Fence may not be Erected, constructed, located or maintained in a waterside Front Yard or a Side Yard of a Waterfront Lot.

H. In all zoning districts, due to the design or construction of a Fence, one side of the Fence has a more finished appearance than the other, the side of the Fence with the more finished appearance shall face the exterior of the Lot. The Zoning Administrator shall determine the finished side of the Fence based on the situation and the type of Fence. If an adjoining property owner or resident disputes what the finished side is, they may file an appeal with the Zoning Board of Appeals to review the decision.

I. A privacy Fence or obscuring Fence may be Erected in any zoning district not to exceed a height of six (6) feet to enclose a Swimming Pool or hot tub, provided the location of the Fence meets the Setback requirements applicable to the area to be enclosed. The privacy Fence may be a solid Fence and all other provisions of this Section shall apply.

J. A Fence may be Erected in the AG-1 district only, not to exceed a height of ten (10) feet, to enclose a sports court such as a tennis court, basketball court, or pickleball court. Such Fence shall not be located in a Front Yard unless it is setback at least one hundred (100) feet from the Front Lot Line.

K. A Fence used on a seasonal basis, such as a snow Fence, may be Erected in any zoning district no earlier than November 1 and shall be removed no later than April 15 of the immediately following year. Any temporary open wire Fence less than thirty (30) inches in height such as a garden Fence, may be Erected without a permit provided it complies with the above regulations.

L. An existing nonconforming Fence shall be maintained in a safe condition.

2. The follow regulations shall apply to all Fences Erected, constructed, or modified in the R-1

or LSR districts:

A. No Fence in excess of six (6) feet in height shall be Erected, constructed, located or maintained in the Rear or Side Yards of any zoning district, unless otherwise allowed by this Ordinance.

B. No Fence in excess of forty-eight (48) inches in height and more than fifty (50) percent opacity shall be Erected, constructed, located, or maintained in a Front Yard.

C. The height of a Fence shall be measured from the average grade elevation within thirty (30) inches of each side of the proposed Fence.

Section 4. Private Streets. Section 20.04.1 of the Zoning Ordinance shall be revised to state in its entirety as follows:

1. A Private Street shall be located within a Private Street easement and shall be situated such that the shoulder shall be at least ten (10) feet from the edge of the Private Street easement.. Such easement shall not be less than sixty-six (66) feet in width. At any dead-end of such easement, the easement shall widen such that there is a minimum radius of sixty (60) feet.

Section 5. Effective Date. The foregoing amendment to the Port Sheldon Township Zoning Ordinance was approved and adopted by the Township Board of Port Sheldon Township, Ottawa County, Michigan on _____, 2026 after a public hearing as required pursuant to Michigan Act 110 of 2006, as amended. This Ordinance shall be effective on _____, 2024, which date is eight days after publication of the Ordinance as is required by Section 401 of Act 110, as amended, provided that this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110, as amended.

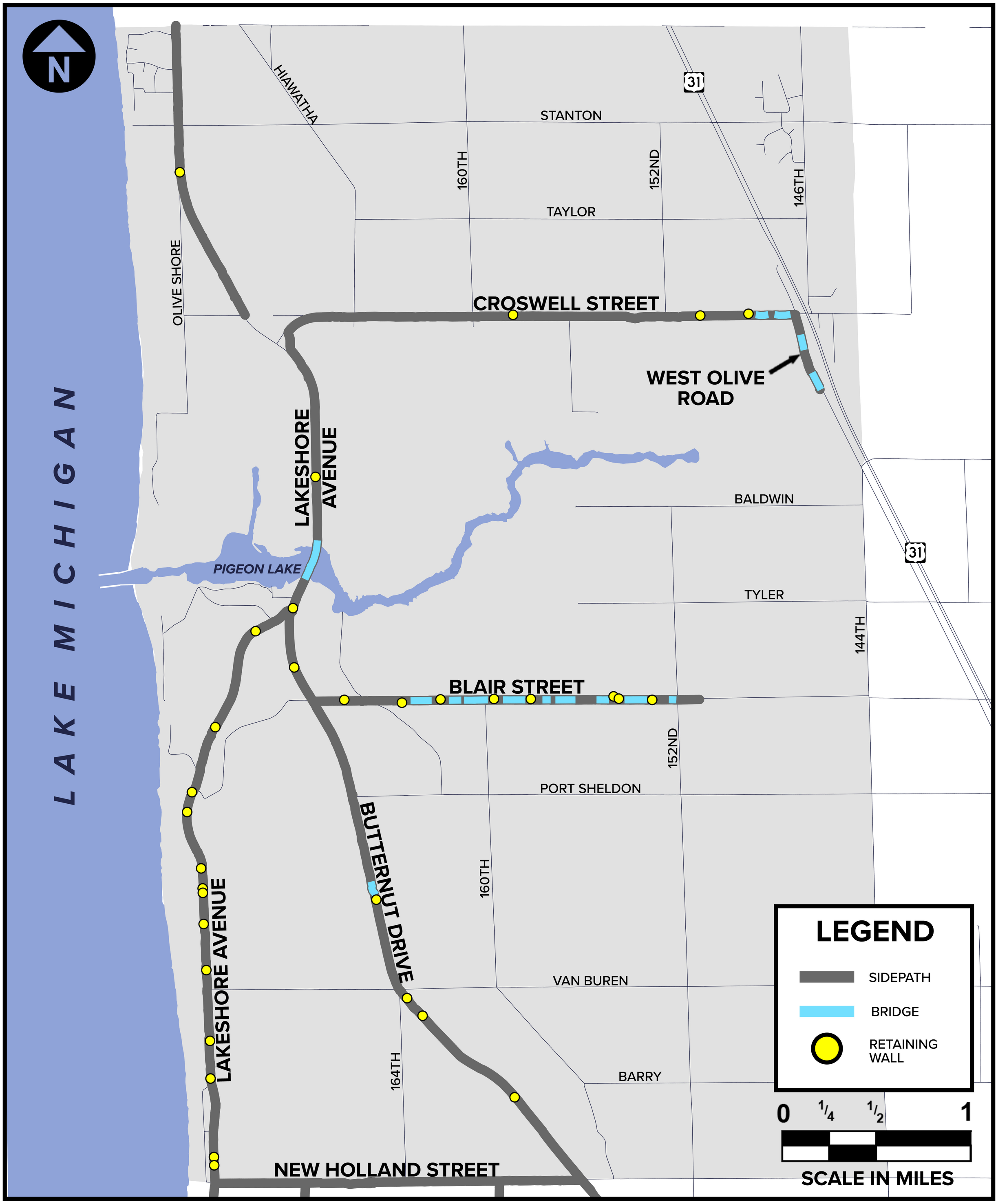
_____	_____
Michael Sabatino, Township Supervisor	Meredith Hemmeke, Township Clerk

PC recommended 6-24-26

CERTIFICATE

I, Meredith Hemmeke, the Clerk for the Township of Port Sheldon, Ottawa County, Michigan, certify that the foregoing Port Sheldon Township Zoning Text Amendment Ordinance was adopted at a regular meeting of the Township Board held on _____, 2026. The following members of the Township Board were present at that meeting: _____ _____. The following members of the Township Board were absent: _____. The Ordinance was adopted by the Township Board with members of the Board: _____ voting in favor and members of the Board: _____ voting in opposition. The Ordinance or a summary of the Ordinance was published in the _____ on_____, 2026.

_____
Meredith Hemmeke, Clerk
Port Sheldon Township



BRIDGES AND RETAINING WALLS OF

PORT SHELDON TOWNSHIP

ESTIMATE

Complete Lawn & Landscaping Services
6707 Holly Dr.
West Olive, MI 49460

connor@clslawnservice.com
+1 (616) 510-3076
www.clslawnservice.com

CLS Complete Lawn & Landscaping Services

Port Sheldon Township

Bill to
Port Shledon Township
16201 Port Sheldon St.
West Olive, MI 49424

Ship to
Port Shledon Township
16201 Port Sheldon St.
West Olive, MI 49424

Estimate details
Estimate no.: 4915
Estimate date: 06/03/2026

P.O. Number: 5749 Lakeshore retaining wall

Date	Product or service	Description	Qty	Rate	Amount
	Retaining Wall Block	Redi-Rock Blocks	340	$152.00	$51,680.00
	Crushed Stone	Aggregates for footings & drainage system	130	$85.00	$11,050.00
	Drainage Materials	Drainage Materials	1	$900.00	$900.00
	Other	Filter Cloth & Geo-Grid	1	$1,200.00	$1,200.00
	Dump Charge	Disposal of exesting wall	1	$2,000.00	$2,000.00
	sub labor	New Asphalt for bike path	1	$8,900.00	$8,900.00
	Crushed Concrete	Sub Grade aggregates for bike path	65	$40.00	$2,600.00
	Other	Right of way permitting fees & traffic control	1	$4,500.00	$4,500.00
	Labor	Labor -Remove & recycle existing bike path -Remove existing retaining wall & dispose -Excavate & install approx. 260LF of new redi-rock retaining wall -backfill with proper drainage system & geo grid -pre-pair new subgrade for bike path -remediate all adjacent land	1	$55,000.00	$55,000.00

Total **$137,830.00**

Accepted date

Accepted by

Prein&Newhof
Engineers ▪ Surveyors ▪ Environmental ▪ Laboratory

February 25, 2026

Mr. Michael Sabatino, Supervisor
Port Sheldon Township
16201 Port Sheldon Street
West Olive, MI 49460

RE: Pathway Asset Management Plan

Dear Mr. Sabatino,

In response to the Township's request, we are pleased to submit this proposal to develop a comprehensive Asset Management Plan for the Township's pathway network. The purpose of this plan is to evaluate current conditions, identify anticipated maintenance and rehabilitation needs, and provide a structured strategy to support long-term planning and budgeting.
The assessment will utilize the MDOT approved SCAN analysis methodology (attached) to ensure consistency with state standards and best practices.

Scope of Services

Pathway Inventory
- Conduct field evaluations and provide pathway condition ratings
- Inventory and map additional features (retaining walls, fencing, signage, etc.)

GIS Map Update
- Integrate pathway condition ratings into GIS system
- Map locations & conditions of pathway features

Financial Plan
- Prepare a 5-Year Capital Improvement Plan
- Develop a 20-Year expense forecast to support asset sustainability

Asset Management Report
- Summarize data collection findings and system conditions
- Provide maintenance and rehabilitation recommendations, including project cost estimates.

Billings for the above scope of work will be invoiced monthly on a time and material basis, with a not-to-exceed fee of $13,000.

If approval is given by the March 11, 2026 Township Board meeting we anticipate work can be completed by July 2026.

We appreciate the opportunity to assist the Township with this Asset Management project.

Please feel free to contact us with any questions or to discuss this proposal further.

Sincerely,

Prein&Newhof

Kevin S. Kieft, P.E.
Team Leader

Jonathan T. Nelson, P.E.
Project Manager

KSK/stp/ct

Enclosure: MDOT SCAN Analysis Rating Scale

cc: Ken Bosma, Prein&Newhof
Carlee Thompson, Prein&Newhof

Rating	General Condition and Visible Distress	Treatment Measures
5 **Very Good**	The pavement is new construction or recent overlay. There is little to no maintenance required. • No cracking. • Slight oxidization.	• Fog seal
4 **Good**	The pavement is showing first signs of aging and still in sound structural condition. Maintain with crack sealing and pavement sealing. • Occasional transverse cracks (10 feet or more apart). Open one-quarter inch or less. • Occasional longitudinal cracks. Open one-quarter inch or less. • Very slight or no crack heaving (from vegetation) or crack cupping. • Very slight or no raveling. • Good drainage.	• Route and seal cracks (flush fill) • Fog seal • Micro-surface
3 **Fair**	The pavement is showing signs of surface aging and is in sound structural condition. Maintain with crack sealing and pavement sealing. Vegetation management should be reviewed. • Transverse cracks (some spaced less than 10 feet apart). Open one-half inch or less. • Occasional longitudinal cracks. Open one-half inch or less. • Moderate crack heaving (from vegetation) or crack cupping less than 1 inch. (Note isolated sites of greater depth.) • Uneven profile of less than one-half inch. Note isolated sites of greater depth. • Low to moderate raveling. • Very slight or no vegetative encroachment. • Note isolated sites of poor drainage.	• Route and seal cracks (flush fill) • Mastic • Remove and replace crack heaving/crack cupping locations • Micro-surface • Clear encroaching vegetation • Improve isolated sites of poor drainage
2 **Poor**	The pavement is showing significant aging. Pavement repairs and patching will be needed prior to an overlay. Vegetation management and drainage should be reviewed. • Closely spaced longitudinal and transverse cracks. • Block cracking up to 50 percent of surface. • Some alligator cracking (less than 25 percent of surface). • Moderate uneven profile of one-half to 2 inches. • Severe crack heaving (from vegetation) or crack cupping greater than 1 inch. • Occasional potholes. • Vegetative encroachment on pavement greater than 4 inches. • Poor drainage.	• Remove and replace crack heaving/crack cupping locations • Mastic • Remove and replace crack heaving/crack cupping locations • Micro-surface • Clear encroaching vegetation • Drainage improvements
1 **Very Poor**	The pavement is showing severe deterioration. Needs reconstruction. Review soil conditions for any stabilization. Vegetation management and drainage should also be reviewed. • Severe block cracking (greater than 50 percent of the surface). • Severe alligator cracking (over 25 percent of the surface). • Severe uneven profile of 2 inches or more. • Severe crack heaving (from vegetation) or crack cupping greater than 1 inch. • Potholes. • Vegetative encroachment on pavement greater than 6 inches. • Poor drainage.	• Reconstruction • Vegetation removal • Drainage improvements

Advanced Sealing & Paving, Inc.
6652 160th Ave
West Olive, MI 49460 USA
+1 6163999105
www.advancedsealingandpaving.com

Estimate

ADDRESS
PORT SHELDON TWP. 16201 Port Sheldon Street WEST OLIVE, MI 49460

ESTIMATE #	DATE	
1145	06/25/2026	

	DESCRIPTION	AMOUNT
PATCHWORK	MILL AS NEEDED TO DAMAGED ASPHALT TO MAKE READY FOR AN ASPHALT PATCHING, MILL ROOTS, LEVEL AREAS AREAS TO BE PATCHED ARE MARKED IN PAINT ALONG PATHWAYS, PATCHES WILL BE MADE WITH 5EML HOT MIX ASPHALT ROLLED AND COMPACTED 6 AREAS ALONG CROSSWELL 3 AREAS LAKESHORE DR NORTH OF POWER PLANT 7 AREAS LAKESHORE DR FROM BUTTERNUT TO NEW HOLLAND	24,300.00

1% SERVICE FEE WITH BANK TRANSFER
3% CREDIT CARD SERVICE FEE
COMPANY AND PERSONAL CHECKS ACCEPTED WITH NO FEES.
SERVING WEST MICHIGAN SINCE 1984

TOTAL **$24,300.00**

Accepted By

Accepted Date

Does not include any permits, Not responsible for grass damage, sprinkler heads, chipped concrete, puddles in asphalt with less then 2% slope, hidden structures, any electrical or water lines not marked by miss dig, edge dressing not included

To: Township Board Members
From: Meredith Hemmeke, Township Clerk
Date: July 1, 2026
Subject: Request for Approval – Verizon Contract

Township Board Members,

I respectfully request the Board's approval to renew the Verizon contract for the two township-issued cell phone plans assigned to the Township Clerk and the Building/Zoning Administrator.

Under our current plan, the cost is **$63.45 per phone per month**, for a total monthly cost of **$126.90** before taxes and fees. The current plan does not include mobile hotspot capability, which would be beneficial in situations where the township office loses internet service.

The proposed Verizon plan would reduce the cost to **$36.99 per phone per month**, for a total monthly cost of **$73.98** before taxes and fees. This represents a monthly savings of **$52.92** for the township while also adding mobile hotspot capability at no additional cost.

I appreciate your consideration of this request and respectfully ask for your approval to proceed with the new Verizon contract. I would be happy to answer any questions or provide additional information as needed.

Respectfully,

Meredith Hemmeke
Township Clerk

NASPO ValuePoint

PARTICIPATING ADDENDUM

WIRELESS, DATA, VOICE AND ACCESSORIES

Led by the state of Utah

Master Agreement #: MA152

Contractor: **CELLCO PARTNERSHIP, D/B/A VERIZON WIRELESS**

Participating Entity: Port Sheldon Township

1. Scope: Verizon Wireless ("Contractor") and the State of Utah, for itself and on behalf of the NASPO ValuePoint ("NASPO ValuePoint" and/or "Customer"), have entered into a Master Agreement #MA152 with an effective date of August 12, 2019, which together with any and all amendments and/or addenda thereto constitute the "Master Agreement". This Participating Addendum applies to the purchase and use of Products (e.g. wireless service, software and other services) by state agencies and other eligible entities authorized by a state's statutes to purchase under state/entity contracts. All capitalized terms not defined in this Participating Addendum will have the same meaning provided in the Master Agreement.

2. Participation: Use of specific NASPO ValuePoint cooperative contracts by agencies, political subdivisions and other entities (including cooperatives and non-profits) authorized by an individual state's statutes to use state/entity contracts may be subject to the acknowledgement of the respective State Chief Procurement Official. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official. Pursuant to NASPO ValuePoint rules and policies, entities in those states without a State Participating Addendum to the Master Agreement are eligible to participate in the Master Agreement to the extent not prohibited by their state and local procurement laws and regulations. It will be the responsibility of the Purchasing Entity to comply with any legal or regulatory provisions applicable to the Purchasing Entity. By signing and entering into this Participating Addendum, the Participating Entity certifies that they have obtained all of the acknowledgements and approvals required by state or local law or regulation. Purchasing Entity will immediately notify Contractor of any change in its eligibility to purchase under this Participating Addendum. Contractor reserves the right to terminate this Participating Addendum if at any time it is determined that Purchasing Entity is not eligible to purchase under this Participating Addendum.

3. Purchase Order Instructions: All Purchase Orders and any other ordering documents under this Participating Addendum will be governed by the terms and conditions of this Participating Addendum and the Master Agreement including, without limitation, the obligation to pay Contractor for Products provided. Contractor and the Participating Entity (together the "Parties") acknowledge and agree that orders submitted to Contractor from a Purchasing Entity through the Purchasing Entity's Business Procurement Card are authorized Purchase Orders under the Master Agreement.

All Purchase Orders issued by Purchasing Entities under this Participating Addendum shall include a reference to this Participating Addendum and the Master Agreement, number MA152.

4. Individual Customer: Except to the extent modified by this Participating Addendum, the Participating Entity and each Purchasing Entity will be responsible for compliance with the terms and conditions of the Master Agreement, and will have the same rights and responsibilities for their

purchases as the Lead State has in the Master Agreement, including the same rights to any indemnity or to recover any costs. Each Purchasing Entity will be responsible for its own taxes, charges, fees, and liabilities. The Contractor will apply the charges to each Purchasing Entity individually.

All Participating Entities and Purchasing Entities agree to the terms and conditions of the Master Agreement, and to the extent the Purchasing Entity purchases any Verizon's Smart Communities products, services and solutions, those purchases are governed by the supplemental terms set forth at https://enterprise.verizon.com/solutions/public-sector/state-local/contracts/naspo/ (except to the extent modified by this Participating Addendum) including the disclosure of limited account information as part of the contractual reporting requirements to NASPO ValuePoint and/or the Participating Entity for purposes of monitoring the Master Agreement and this Participating Addendum, and calculating the administrative fees.

5. Primary Contacts: The primary contact individuals for this Participating Addendum are as follows (or their named successors):

Lead State

Name:	Brett Whitelaw, State Contract Analyst
Address:	4315 S. 2700 W FL 3, Taylorsville, UT 84129-2128
Telephone:	(801) 957-7149
Email:	bwhitelaw@utah.gov

Contractor

Name:	Brittanie Fleming, Program Manager
Address:	10170 Junction Dr., Annapolis Junction, MD, 20701
Telephone:	(240) 280-3414
Email:	brittanie.cooper@verizonwireless.com

Participating Entity

Entity Name:	Port Sheldon Township
Address:	16201 Port Sheldon St
City, State, Zip:	West Olive, MI 49460
Telephone:	616-399-6121
Email:	meredith@portsheldontwp.org

6. Entire Agreement: This Participating Addendum, and the Master Agreement (number MA152 administered by the State of Utah) together with its exhibits, set forth the entire agreement between the Parties regarding the subject matter contained herein, and supersedes any and all previous communications, representations or agreements, whether oral or written. Terms and conditions inconsistent with, contrary or in addition to the terms and conditions of this Participating Addendum and the Master Agreement, together with its exhibits, shall not be added to or incorporated into this Participating Addendum or the Master Agreement and its exhibits, by-any subsequent purchase order or otherwise (except by duly-executed written amendment), and any such attempts to add or incorporate such terms and conditions are hereby rejected and shall be deemed null and void.

The undersigned represents and warrants that he/she has the power and authority to execute this Participating Addendum, bind the respective Participating Entity, and that the execution and performance of this Participating Addendum has been duly authorized by all necessary Parties

The Parties have executed this Participating Addendum as of the date of final execution below.

Participating Entity: Port Sheldon Township	Contractor: Cellco Partnership d/b/a Verizon Wireless
Signature:	Signature:
Printed Name: Meredith Hemmeke	Printed Name: Clifton Miller, Jr.
Title: Township Clerk	Title: Sr. Dir - Contract Management
Date: 05/19/2026	Date:

[Additional signatures may be added if required by the Participating Entity]

NASPO ValuePoint

PARTICIPATING ADDENDUM

WIRELESS, DATA, VOICE AND ACCESSORIES

Led by the state of Utah

For questions on the Participating Addendum or NASPO ValuePoint cooperative contracting process, please contact the NASPO ValuePoint Cooperative Contract Coordinator assigned to this Portfolio, as provided on this Portfolio's webpage at www.naspovaluepoint.org or the NASPO ValuePoint team at ccc@naspovaluepoint.org.

*****Attach Exhibit 1 if necessary – Participating Entity Modifications or Additions*****

Contractor - email a fully executed PDF copy of this document to:

PA@naspovaluepoint.org

To support documentation of participation and posting in appropriate databases

PORT SHELDON TOWNSHIP
16201 Port Sheldon Street, West Olive, MI 49460
Telephone 616-399-6121 Fax 616-399-7173
www.portsheldontwp.org | info@portsheldontwp.org

May 19, 2026

Verizon Authorization Personnel

To Whom It May Concern:

Port Sheldon Township will be obtaining wireless services pursuant to Contract Requirements.

Listed below are the authorized personnel responsible for managing our wireless services:

Meredith Hemmeke
Township Clerk
Port Sheldon Township
16201 Port Sheldon St
West Olive, MI 49460
616.399.6121 office
616.239.8505 cell
meredith@portsheldontwp.org

Further, I certify the email addresses here are for business purposes, as we do not have an agency domain.
ONLY USE THS STATEMENT IF NEEDED.

Sincerely,

Meredith Hemmeke, Clerk
Port Sheldon Township
616.399.6121 phone
meredith@portsheldontwp.org