

**Minutes of a Regular Meeting of the
Port Sheldon Township Board
January 11, 2023 – 5:30 P.M.**

1. Call to order
2. Roll Call

Present: Teresa De Graaf, Rachel Frantom, Michael Sabatino and Gerald Smith.

Absent: Bill Monhollon

Also present: Attorney, Ron Bultje, Fire Chief, Brad Dirkse, Zoning Official, Ryan Capson, Consumers Energy representative, Rich Houtteman and two township residents.

3. Pledge of allegiance.
4. Invocation

Gerald Smith offered the invocation.

5. Additions to Agenda: 2023 Young Bucs License and Township Phone System Upgrade quotes.

6. Approval of Agenda.

Motion by Smith to approve the agenda with additions and move Additions to the Agenda to item 12 and move Public Comment down the agenda to item 13. Supported by Frantom and carried.

7. Consent Agenda Approval

- a. Approve Minutes

- December 14, 2022 Regular Board Meeting

- b. Approve Financial Report

- c. Approve Correspondence: Salvation Army and Johnston Boiler Company thank you letters to our Fire Department. Gerald Smith resignation letter.

- d. Approve Committee Reports

- Building & Zoning – December – seven permits issued with one new house start.
- Fire Department – December report – twenty-five calls and three meetings. 2022 full year report totaled a record two hundred eighty-eight calls. Last month the fire department responded to two separate calls where CPR was performed and their actions saved the lives of both individuals before paramedics arrived. Fire Chief Dirkse received notice from Matt Carini that he is resigning as Captain and intends to remain at the department as firefighter.
- Code Enforcement – Year-to-date report. Twenty-five total enforcements for the year with seventeen complaints resolved.
- Planning Commission – Annual Report submitted to the board by the chair of the commission.

- e. Approve payment of Bills

Motion by De Graaf to accept Matt Carini’s resignation as Fire Captain. Supported by Frantom and carried.

Motion by Frantom to accept the resignation of Trustee Gerald Smith with regrets. Supported by De Graaf and carried.

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

8. Public Comment

Rich Houtteman of Consumers Energy gave an update of operations and activities. Plant morale with the upcoming closure is good. Dredging is likely in 2023. Conversations with the State of Michigan are occurring regarding the jetties. The company is exploring current boardwalk options.

9. Budget Amendment.

Motion by De Graaf to increase the Accounting/Audit Fees budget line item in the amount of \$2,500 to \$12,500. Supported by Frantom and carried with four yes roll call votes. Ayes: De Graaf, Frantom, Sabatino and Smith. Nays: None. Absent: Monhollon.

10. Resolution Ed Bader.

Motion by Smith to adopt a resolution recognizing Ed Bader's years of service on the Board of Review. Supported by Frantom and carried with four yes roll call votes. Ayes: De Graaf, Frantom, Sabatino and Smith. Nays: None. Absent: Monhollon.

11. 2023 Poverty Exemption Guidelines Resolution.

Motion by Frantom to adopt the 2023 Poverty Exemption Guidelines Resolution. Supported by Smith and carried with four yes roll call votes. Ayes: De Graaf, Frantom, Sabatino and Smith. Nays: None. Absent: Monhollon.

12. Additions to the Agenda:

a. 2023 Young Bucs license.

Motion by Frantom to approve the 2023 Young Bucs license and authorize Supervisor and Clerk to sign. Supported by Smith and carried.

b. Phone System Upgrade.

Our current phone system has three lines and with the increase in call volume and to better serve our residents, the need exists for additional lines and services. An additional quote was received in addition to the quote reviewed at the December 14, 2022 board meeting.

Motion by De Graaf to accept the quote from Konica Minolta/Kraft Business Systems dated November 21, 2022 for the installation and service of a new phone system. Supported by Frantom and carried with four yes roll call votes. Ayes: De Graaf, Frantom, Sabatino and Smith. Nays: none. Absent: Monhollon.

13. Public Comment:

The Community Action food box will stay in the township office for donations on an on-going basis.

The township's recently created FaceBook page is seeing an increase in traffic.

Fire Department will be posting the Fire Captain position.

An inquiry into wind turbines was discussed.

14. Adjourn

Motion by Smith to adjourn. Supported by Frantom and carried.

The meeting adjourned at 6:16 p.m.

Teresa De Graaf, Clerk