

**Minutes of a Regular Meeting and Public Hearing of the  
Port Sheldon Township Board  
June 12, 2024 – 5:30 P.M.**

1. Call to order
2. Roll Call  
Present: Michael Sabatino, Meredith Hemmeke, Rachel Frantom, Bill Monhollon and Lucas DeVries.  
Absent: None  
Also present: Attorney Ron Bultje, Assistance Fire Chief Tom Prince, and 7 residents and/or guests.
3. Pledge of allegiance.
4. Invocation  
Luke DeVries offered the invocation.
5. Additions to Agenda:
  - MACC Fireworks Invoice
  - Port Sheldon Township Statement Regarding Political Signs
6. Approval of Agenda with additions.  
**Motion** by Luke DeVries to approve the agenda. Supported by Bill Monhollon and carried.
7. Consent Agenda Approval
  - a. Approve Minutes- May 8, 2024 Regular Meeting.
  - b. Approve Minutes-June 3, 2024 Special Fee Schedule Workshop
  - b. Approve Financial Report
  - c. Approve Correspondence: Two letters from township residents thanking the township for the Centennial Celebration, Jeremy and Julie Shoemaker email No Wake letter and petition, and an email and pictures from Tom and Jan DeVries about a request to look into No Parking signage on the road by Olive Shores.
  - d. Approve Committee Reports
    - Building – May – nineteen permits issued with one new house start.
    - Fire Department – May report – seventeen calls and two meetings.
  - e. Approve payment of Bills  
**Motion** by Luke DeVries to approve the consent agenda. Supported by Rachel Frantom and carried.
8. Centennial Celebration – Recap and Thank you to Committee and Volunteers  
Supervisor gave a report on the Centennial Celebration. He recognized all the hard work that went into making our 100<sup>th</sup> anniversary celebration a success. Special thanks to the committee members, Melissa Steenwyk, Marge Chapdelaine, Jeff Balgoyen, Howard and Sylvia Atsma, & Tatjcha Lambers, additionally, other volunteers helped in serving, and various other tasks for the event.
9. Discussion- Emergency Service Call -Township Hall Well Pump Failure  
Supervisor informed the board that the well pump for the township hall failed during the last hour of the Friday Centennial Celebration event, and we had to have an emergency service call to replace it.
10. Discussion- Township Hall Park Naming Results  
The board discussed the results of the park name submissions received by residents, and noted the ones one with the most staff picks from an informal poll.
11. Consider Amended Fee Schedule Effective Date  
**Motion** by Rachel Frantom to approve the Amended Fee Schedule Effective date of July 12, 2024.

Supported by Luke DeVries and carried.

12. Discussion- West Michigan Regional Airport Support Request.

A Port Sheldon Township Resident presented a personal request for support from the Township for the West Michigan Regional Airport.

13. Discussion- Township Hall Park repair and updates.

Township board directed the Supervisor to gather proposals with quotes to repair and update the Township hall Park amenities.

14. Discussion- Township Hall, Flooring and paint updates.

Township board directed the Supervisor to gather proposals with quotes to update the Township Hall, flooring and paint.

15. Discussion- Windsnest Parking lot Expansion.

The board discussed various options and preliminary budgetary findings gathered by the Supervisor for increasing the parking capacity at Windsnest to match the park capacity.

16. Additions to the Agenda:

- Fireworks MACC

**Motion** by Bill Monhollon to approve the request from the Macatawa Area Coordinating Council in the amount of \$1,548.47 in support of the 2024 area fireworks. Supported by Luke DeVries and carried five yes roll call votes. Ayes: Luke DeVries, Meredith Hemmeke, Rachel Frantom, Mike Sabatino, and Bill Monhollon

- Discussion on Statement Regarding Political Signs.

Township Board discussed the direction and statement given by the township attorney on display of political signs within the Township.

17. Public Comment.

Township Resident commented that someone came to his home purportedly as a township official, and did not identify themselves as to what organization they were with, he asked that we look into this interaction. He also commented that some intersections are overgrown and blocking views for traffic safety. – Resident was advised we will reach out to the Ottawa County Road Commission.

Township Resident spoke to the “No Wake” zone and the direction that he thought it should go.

Aaron from the West Michigan Regional Airport discussed that the request for support that was presented earlier was not a formal request from the board of West Michigan Regional Airport and distributed pamphlets to the board.

Rachel Frantom spoke about the “No Parking”

18. Adjourn

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

The meeting adjourned at 6:25 pm.

Meredith Hemmeke, Clerk