

**Minutes of a Regular Meeting of the
Port Sheldon Township Board
December 11, 2024 – 5:30 P.M.**

1. Call to order
2. Roll Call
Present: Michael Sabatino, Meredith Hemmeke, Rachel Frantom, and Bill Monhollon.
Absent: Lucas DeVries
Also present: Fire Chief Brad Dirkse, and 7 residents and guests.
3. Pledge of allegiance.
4. Invocation
Meredith Hemmeke offered the invocation.
5. Additions to Agenda:
 - Discussion on Verizon correspondence.
 - Consider- Adoption of revised version of the 2024 Water Supply System Improvement Agreement.
 - Consider Request for Information on Digital Sign for the Township.
6. Approval of Agenda with additions.
Motion by Meredith Hemmeke approve the agenda with additions. Supported by Rachel Frantom and carried.
7. Consent Agenda Approval
 - a. Approve Minutes- November 13, 2024 Regular Meeting.
 - b. Approve Financial Report
 - c. Approve Correspondence:
 - Email from Resident on snow removal situation in her neighborhood.
 - Verizon Email on potential purchase of cell site, moved to Additions to agenda
 - d. Approve Committee Reports
 - Building – Eleven permits issued with two new house starts and ten multi-family unit starts.
 - Fire Department – twenty-four calls and two meetings.
 - e. Approve payment of Bills**Motion** by Bill Monhollon to approve the consent agenda. Supported by Rachel Frantom and carried.
8. Presentation -MACC Multi-Use Path Assessment Results
Jason Latham and Eric Dykstra from the MACC presented the results from a multi-use path study they conducted to members of the MACC, for the township paths.
9. Presentation- McKenna Group, Master Plan Progress Update
Danielle Bouchard presented an overview on the progress of the Master Plan.
10. Appointments- Board of Review
Motion by Rachel Frantom to accept the Board’s re-appointment of Lori Buursma to the Board of Review for two-year terms expiring January 1, 2027. Supported by Meredith Hemmeke and carried.
11. Appointments- Board of Review
Motion by Meredith Hemmeke to accept the Board’s re-appointment of Bob Carini to the Board of Review for two-year terms expiring January 1, 2027. Supported by Bill Monhollon and carried.
12. Appointments- Board of Review

Motion by Mike Sabatino to accept the Board's re-appointment of Melissa Steenwyk to the Board of Review for two-year terms expiring January 1, 2027. Supported by Meredith Hemmeke and carried.

13. Appointment Committee Members

Motion by Rachel Frantom to approve Board's appointments of Ben Randle, Donna Kober, Kim Gallup, Melissa Steenwyk, Jeff Balgoyen, Don Sheill, And Ben Mannies to the Parks and Recreation Committee for two-year terms expiring January 1, 2027. Supported by Bill Monhollon and carried.

Motion by Meredith Hemmeke to approve Board's appointments of Jim Kober, Roy Harris, and Paige Prins to the Trash Services Committee for two-year terms expiring January 1, 2027. Supported by Rachel Frantom and carried.

Motion by Rachel Frantom to approve Board's appointments of Meredith Hemmeke and Kathleen Robbins to the Wage and Compensation Committee for two-year terms expiring January 1, 2027. Supported by Bill Monhollon and carried.

14. Additions to Agenda

- Discussion on Verizon Correspondence

Discussed if this is the best avenue for the township.

Motion by Rachel Frantom to direct supervisor to research the age and life expectancy of Verizon cell tower, taxes, revenue and potential loss of revenue. Supported by Meredith Hemmeke and carried.

- Consider- Adoption of revised version of the 2024 Water Supply System Improvement Agreement

- **Motion** by Bill Monhollon to approve revised 2024 Water Supply Improvements Contract dated 12-4-2024 and authorizes the supervisor and clerk to sign. Supported by Rachel Frantom and carried with four yes roll call votes. Ayes: Rachel Frantom, Bill Monhollon, Meredith Hemmeke and Mike Sabatino. Nays: None.

- Discussion on cost benefit of LED sign for Township.

15. Public Comment.

- Resident spoke in favor of the LED sign for the township.

16. Adjourn

Motion by Bill Monhollon to adjourn. Supported by Meredith Hemmeke and carried.

The meeting adjourned at 6:25 pm.

Meredith Hemmeke, Clerk