



Public Hearing & Board Meeting Minutes

March 03, 2025

6:00 pm

1. Public Hearing called to order at 6:01 pm by Richard Raffaelli, Township Supervisor
2. Pledge of Allegiance recited
3. Roll call: Becky Griffin – present, Cathy Anderson – present, Scott Meyers – present, Richard Raffaelli – present, Cindy Rapes – absent. Four members of the public were present.
4. Agenda Items:
 - A) Scott Meyers made a motion to accept Resolution # 250303-1 (General Appropriations Act) as amended, Cathy Anderson supports the motion, discussion followed. Roll call vote; Scott Meyers- yes, Cathy Anderson - yes, Becky Griffin – yes, Richard Raffaelli – yes, Cindy Rapes – absent.
 - B) Scott Meyers made a motion to accept Resolution # 250303-2, as amended motion supported by Becky Griffin, discussion followed. Roll call vote; Scott Meyers – yes, Becky Griffin – yes, Cathy Anderson – yes, Richard Raffaelli – yes, Cindy Rapes – absent.
5. Public Comment: None
6. Meeting adjourned at 6:28 pm by Richard Raffaelli, Township Supervisor.
7. 6:28 pm monthly board meeting called to order by Richard Raffaelli, Township Supervisor
8. Roll call; Becky Griffin – present, Cathy Anderson – present, Scott Meyers – present, Richard Raffaelli – present, Cindy Rapes – absent. Four members of the public were also present.
9. Public Comments: Phil Morse, Village of Shelby Administrator stated The Village of Shelby is circulating a survey for the 5 year Master Plan update, via Facebook and email, help in getting the survey circulated is appreciated. The Village recently approved a rate increase for employees and approved a remodel/update to the Village Hall. The Village of Shelby also has a major project slated for Spring 2026, to repair the South portion of Michigan Ave.
10. Approve Agenda: Scott Meyers made a motion to approve the agenda as written, supported by Cathy Anderson, discussion followed, 4 ayes, 0 nays and 1 absent, motion carried.
11. Cathy Anderson made a motion to approve minutes from the 02/03/2025 Regular Board Meeting and minutes from the 02/19/2025 Special Board Meeting, motion supported by Becky Griffin, discussion followed, 4 ayes, 0 nays, 1 absent, motion carried.
12. Fire Board Report: Shelby – Benona Fire Department responded to 27 calls in the month of January 2025, 20 of these calls were medical in nature. The survey for the rear of the station project is complete and the Fire Chief has been speaking with the Village regarding the particulars of the easement. End of year fiscal budget amendments were approved, and the budget has been balanced as required.
13. Planning Commission: Chair, Matt Koppel, informed the Shelby Township Board that resolution # 250211-1 was adopted at the 02/11/2025 meeting and recommends the Township Board to proceed with adopting the draft Master Plan. Matt also informed the Board that he was re-elected as Planning Commission Chair and Sean Carey was re-elected as the Co-Chair.
Zoning Administrator: No update to provide.



14. Old Business:

A) Code of Conduct and Ethics Policy for Shelby Township: Review of Policy and discussion regarding changes to be made; Cathy Anderson made a motion to accept the Code of Conduct and Ethics policy with changes as discussed, Becky Griffin supported the motion, additional discussion, roll call vote; Cathy Anderson – yes, Becky Griffin – yes, Scott Meyers – yes, Richard Raffaelli – yes, Cindy Rapes – absent.

15. A) Resolution # 250303-3 (Household Hazardous Waste) Becky Griffin made a motion to approve resolution # 250303-3, supported by Scott Meyers, discussion followed, roll call vote; Becky Griffin – yes, Scott Meyers – yes, Cathy Anderson – yes, Richard Raffaelli – yes, Cindy Rapes – absent.

B) 2025 Brine Contract: Need additional information, roll item over to April 2025 agenda.

16. Board Member Comments: Trustee, Scott Meyers, asking which roads the County are responsible for and how is this determined? Per Township Supervisor, regarding Township Roads, the Road Commission pays to maintain and repair ditches, fix potholes, etc. The Road Commission maintains primary roads and must register these with the State of MI. Local roads are also to be kept up by the Road Commission, their responsibility is to return, no less than 25% of revenue collected must be put back into local roads.

17. Treasurer Report: Discussion regarding budget and amendments to be made, new budget to be presented at the 03/24/2025 meeting.

18. Clerk Report: Scott Meyers made a motion to pay bills amounting to \$95,369.26, supported by Becky Griffin, discussion followed, roll call vote; Scott Meyers – yes, Becky Griffin – yes, Cathy Anderson – yes, Richard Raffaelli – yes, Cindy Rapes – absent, motion carried.

19. Additional Public Comments: None

20. Meeting adjourned by the Township Supervisor at 7:24 pm.

Respectfully submitted by,

Cathy Anderson,
Clerk