



Shelby Township Board Meeting
April 07, 2025
6:00 pm

1. 6:00 pm meeting called to order by Richard Raffaelli, Township Supervisor
2. Pledge of Allegiance recited
3. Roll Call: Scott Meyers – present, Becky Griffin – present, Cathy Anderson – present, Richard Raffaelli – present, Cindy Rapes – absent.
4. Public Comments: No public comment. Two members of the public are present.
5. Scott Meyers made a motion to approve the agenda as written, supported by Becky Griffin, 4 ayes, 0 nays, motion carried.
6. Scott Meyers made a motion to accept the Public Hearing Minutes from 03-03-2025, motion supported by Becky Griffin, 4 ayes, 0 nays, discussion followed, motion carried. Scott Meyers made a motion to accept Public Hearing Minutes from 03-24-2025, supported by Becky Griffin, 4 ayes, 0 nays, discussion followed, motion carried. Scott Meyers made a motion to approve the Special Meeting Minutes from 03-24-2025, supported by Cathy Anderson, 4 ayes, 0 nays, discussion followed, motion carried.
7. Fire Board report provided by John Hendrixon, 31 calls in the month of February. 21 of these calls were medical. Joe Rodriguez was appointed as Deputy Chief, Brian Hintz is Captain in charge of training, and Jose Anzaldua is Captain in charge of apparatus and equipment. These promotions were approved by the Board and became effective March 01, 2025.
8. Planning Commission:
Zoning Administrator:
9. Old Business:
 - A) Resolution 250407-3 (Adopt Master Plan) Becky Griffin made a motion to adopt the Shelby Township Master Plan as presented to the Township Board, by the Planning Commission, Scott Meyers supports the motion, discussion followed, roll call vote; Becky Griffin – yes, Scott Meyers – yes, Cathy Anderson – yes, Richard Raffaelli – yes, Cindy Rapes – absent, motion carried.
 - B) Resolution 250407-4 (Code of Ethics) Scott Meyers made a motion to adopt the Code of Ethics as written, motion supported by Cathy Anderson, discussion followed, roll call vote; Scott Meyers – yes, Cathy Anderson – yes, Becky Griffin – yes, Richard Raffaelli – yes, Cindy Rapes – absent, motion carried.
10. New Business:
 - A) Resolution 250407-1 (Equal Representation of Residents & Visitors) Becky Griffin made a motion to adopt the resolution for Equal Representation of Residents and Visitors, support offered by Cathy Anderson, discussion followed, roll call vote; Becky Griffin – yes, Cathy Anderson – yes, Scott Meyers – yes, Richard Raffaelli – yes, Cindy Rapes – absent, motion carried.



- B) Resolution 250407-2 (Quote from Brickley DeLong for Fiscal Years Ending March 31, 2025, 2026, 2027, & 2028) Scott Meyers made a motion to approve and accept the quote from Brickley DeLong for fiscal years ending March 31, 2025, 2026, 2027 & 2028, 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, motion carried.
- C) FLOCK LPR System 90-day free trial in collaboration with Oceana County Sheriff's Dept. Cathy Anderson made a motion to approve and accept the 90-day free trial, with the understanding that Shelby Township has the right to refuse the FLOCK system after the 90-day trial, motion supported by Scott Meyers, discussion followed, roll call vote; Cathy Anderson – yes, Scott Meyers – yes, Becky Griffin – yes, Richard Raffaelli – yes, Cindy Rapes – absent, motion carried.
11. Board Member Comments: Township Supervisor, the TACC building should be completed in about 11 months, the building has been engineered, and the steel/metal has been ordered. Application for DNR Grant submitted for Swimming Pool, was informed we are the only Township in 8 years to apply for a swimming pool grant. Spark Grant was awarded for the TACC building. 1 million dollars in road appropriations has been slated for Shelby Township. 1 million dollars in appropriations for a swimming pool. A private donor has pledged \$700 thousand for the swimming pool project. The TACC building will have wood basketball courts on one half. Turf and track purchases are still coming. TACC will tie into the Village Water system, have received the building permit and the septic permit. Scott Meyers stated the Shelby & New Era Chamber had their first meeting since combining and it was very refreshing. Update on the Lewis Farms Tunnel, soil borings took place early April, 2025 and the project will go out to bid around the 21st of April, 2025. Project is set to begin in Spring of 2026.
12. Treasurer Report
13. Clerk Report, discuss pay schedule and hours for cemetery, hours 7am – 4pm Monday thru Friday.
- A) Becky Griffin made a motion to amend the payroll schedule as of 04-01-2025 increasing the rate of pay for grave openings from \$350 to \$400. The opening must take place outside of Township time, foundations work will be performed during Township time, Scott Meyers supported the motion, discussion followed, roll call vote; Becky Griffin – yes, Scott Meyers – yes, Cathy Anderson – yes, Richard Raffaelli – yes, Cindy Rapes – absent, motion carried.
- B) Becky Griffin made a motion to increase our charges to the funeral home by \$50 to reflect the new grave opening cost, motion supported by Scott Meyers, discussion followed, roll call vote; Becky Griffin – yes, Scott Meyers – yes, Cathy Anderson – yes, Richard Raffaelli – yes, Cindy Rapes – absent, motion carried.
- C) Becky Griffin made a motion increase the rate of pay for Tony Campagna from \$15.00 per hour to \$19.00 per hour, supported by Scott Meyers, discussion followed, roll call vote; Becky Griffin – yes, Scott Meyers – yes, Cathy Anderson – yes, Richard Raffaelli – yes, Cindy Rapes – absent, motion carried.



D) Scott Meyers made a motion to pay invoices in the amount of \$79,795.20, 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, motion carried.

14. Additional Public Comments: None

15. Meeting adjourned at 6:49 pm by Township Supervisor, Richard Raffaelli.

Respectfully submitted by,

Cathy Anderson,
Clerk