



Shelby Township Board Meeting
June 02, 2025
7:00 pm

1. Meeting called to order at 7:00 pm by Richard Raffaelli, Township Supervisor
2. Pledge of Allegiance recited
3. Roll call: Becky Griffin – present, Cathy Anderson – present, Cindy Rapes – present, Richard Raffaelli – present, Scott Meyers – absent. Five members of the public present.
4. Public Comments: Steve Dykstra recently acquired 100 acres near Shelby Township Community Park and is looking at the possibility of building a housing development, in the early stages of talks but wanted to make Shelby Township aware of his intentions.
Phil Morse stated the Village is working on enforcing the existing codes. The first step is to educate the property owner, the next step is to work with them on compliance and the third step is to write a citation if the property owner fails to comply. Shelby Village is working to spruce up the downtown space. Mrs. Fields stated the Township website is missing the meeting minutes for April 2025.
5. Becky Griffin made a motion to add agenda item, 425 agreement and site development, to the agenda as a new item, motion supported by Cathy Anderson, discussion followed, all in favor, motion carried.
6. Becky Griffin made a motion to approve the minutes as written from the 05/05/2025 board meeting, motion supported by Cathy Anderson, all in favor, motion carried.
7. Fire Board Report provided by John Hendrixon; 31 calls were received in the month of April, 12 of these were of a medical nature. Jacoby Hammerle was approved by the Fire Board as a probationary firefighter. Lieutenant interviews are completed and resulted in Scott Doleman, and Matt Gilland, being elevated to lieutenant based on interviews and test scores. The Fire Board approved the opening of a CD for \$100,000.00 of the new half mil tax collection. When delinquent taxes are available a second CD will be opened for the balance.
8. Planning Commission Update: An upcoming site plan review is scheduled for 6/17/2025 at 7pm regarding parcel # 64-012-009-200-06. The Planning Commission is also working to update and adopt a more streamlined Zoning Ordinance, for Shelby Township.
Zoning Update: New Zoning Administrator, Sara Bizon, will begin work on Tuesday, June 10, 2025. Please see the acceptance letter signed, dated, and returned to Shelby Township on 5/27/2025, accepting the position.
9. Old Business:
 - a) 480 Sq Ft Vacation Cabins/Hunting Cabins: The Township Supervisor informed the Board, that he has tasked the Planning Commission to come up with language allowing smaller vacation homes.
 - b) Audit Update: Audit went well, Shelby Township should have the report from Brickley DeLong by September of 2025



10. New Business:

- a) Meeting rate for Zoning Administrator: Cathy Anderson made a motion to increase the rate of pay per meeting from \$50 a meeting, to \$72 per meeting, motion supported by Cindy Rapes, discussion followed, motion carried.
- b) 425 agreement and site development: Developer, Steve Dykstra, would like to gauge interest with the Shelby Township Board, regarding the possibility of developing the 100-acre parcel that he recently purchased, along with extending the watermain infrastructure to the site. Cathy Anderson made a motion in favor of developing the area proposed by Steve Dykstra, support was offered by Cindy Rapes. Roll call vote; Cathy Anderson – yes, Cindy Rapes – yes, Becky Griffin – yes, Richard Raffaelli – yes, Scott Meyers – absent.

- 11. Board Comments: Met with DNR to discuss a gun club off M20. Applied for grants from the Meijer Foundation, and the Gerber Foundation. Applied for \$1.2 million in road appropriations. Applied for an additional \$500,000 for the M20, Lewis Farms, Tunnel Project. Sent application in on a \$7 million grant for the gun club. Currently, Shelby Township, Oceana County, is ranked 91st in the State of Michigan, for the condition of our roads. Trinity Health System will have health stops on the walking track at the TACC with a Blood Pressure machine at the end for people to utilize.
- 12. Treasurer Report: The last invoice to the Village was sent and discounted for the 6th Street Wall Project.
- 13. Clerk Report: Motion made by Becky Griffin to pay Shelby Township bills in the amount of \$224,176.62, motion supported by Cindy Rapes. Roll call vote; Becky Griffin – yes, Cindy Rapes – yes, Cathy Anderson – yes, Richard Raffaelli – yes, Scott Meyers – absent.
- 14. Additional Public Comments: One member of the public stated they hope the planning commission sets some very specific language around 480 sq ft hunting/vacation cabins.
- 15. Meeting adjourned by Township Supervisor, Richard Raffaelli at 8:07 pm.

Respectfully submitted by

Cathy Anderson,
Clerk