



Shelby Township Board Meeting
July 07, 2025
7:00 pm

1. Meeting called to order at 6:57 pm by Richard Raffaelli, Township Supervisor.
2. Pledge of Allegiance recited
3. Roll Call: Cathy Anderson – present, Becky Griffin – present, Cindy Rapes – present, Scott Meyers – present, Richard Raffaelli – present.
4. Public Comments: Tiffany Haight with Shelby Public Library provided the following updates: Fridays are Free Book Friday's and children receive a book, to keep, for free. Shelby Library was awarded a \$10,000 grant, the Library Board will determine how to disperse this to various projects, including additional ADA accessibility. Free book give away happening August 22, and 23, donations in the form of gently used books, accepted starting August 4th. On November 17th the Library is transformed into a winter wonderland, please bring your children and/or grandchildren to experience this amazing transformation.
5. Approve Agenda: Cathy Anderson made a motion to amend the agenda under New Business to add item C, discussion on Air B-N-B's, motion supported by Scott Meyers, discussion followed, 5 ayes, 0 nays, motion carried. Cathy Anderson rescinded her motion to amend the agenda, support for motion rescinded by Scott Meyers. Motion made by Cathy Anderson, to add section C discussion about Air B-N-B rentals, and section D, resolution 250707-2, allowing Executive Assistant to collect cash, check, money order or any legal tender in the absence of the Treasurer and Deputy Treasurer, motion supported by Becky Griffin.
6. Scott Meyers made a motion to approve meeting minutes from 06/02/2025 as written, motion supported by Becky Griffin, discussion followed, 5 ayes, 0 nays, motion carried.
7. Fire Board Report provided by John Hendrixon; 27 calls were received in the month of June, 15 of these were of a medical nature. Chief White and Deputy Chief Rodriguez met with Lakeshore Community Association (Little Point Sauble) regarding fire protection for their community. Discussion included the minimum amount of time for a fire truck to arrive, which is 23 minutes. Another part of this discussion was the need to remove a substantial number of trees, making the roads more accessible for fire equipment, but the Association pushed back on the removal of many of those trees. Many of the roads inside this association do not connect, forcing you to turn around and go back out to the main road, to get to the next road. Chief White requested the association consider joining some of the roads making it easier to access all homes. Noah Cherney has completed his training, and the board passed a motion to move him to full Firefighter status. The fire department has budgeted for 3 sets of turn out gear but need 8 sets total. The sets are about \$3,500 per set. Chief White also spoke of the need to replace the radios used, as they have become obsolete and you can no longer order parts for them.



8. Planning Commission updates – N/A

Zoning Administrator provided updates on how many permits have been issued, and the parcel they were issued to. New zoning application form presented, and board informed that a PDF writable copy was posted to the website.

9. Old Business:

- a) **Pricing for Pet Cemetery:** Discussion regarding pricing, size of plots and duration of time in between plot turnover at the pet cemetery. Scott Meyers made a motion to accept the turnover length of 30 years per pet plot and to prorate, forever length, at the current pricing, motion supported by Cindy Rapes. Roll call: Scott Meyers – yes, Cindy Rapes – yes, Becky Griffin – yes, Cathy Anderson – yes, and Richard Raffaelli – yes. Motion carried. Becky Griffin made a motion to approve the rate sheet presented and the 30-year duration of plots, motion supported by Scott Meyers. Roll call Becky Griffin – yes, Scott Meyers – yes, Cindy Rapes – yes, Cathy Anderson – yes, Richard Raffaelli – yes. Motion carried.

10. New Business:

- a) **Resolution 250707-1 for Property Tax Administration Fee (PTAF),** motion made by Cathy Anderson to accept resolution 250707-1 motion supported by Cindy Rapes. Discussion followed, roll call vote; Cathy Anderson – yes, Cindy Rapes – yes, Becky Griffin – yes, Scott Meyers – yes, Richard Raffaelli – yes, motion carried.
- b) **Motion made by Becky Griffin to approve the millage request rate on the 2025 tax rate/millage request,** motion supported by Scott Meyers. Discussion followed, roll call vote; Becky Griffin – yes, Scott Meyers – yes, Cindy Rapes – yes, Cathy Anderson – yes, Richard Raffaelli – yes, motion carried.
- c) **Discussion about Air B-N-B style rentals.** Question is “Do we ask the Planning Commission to pursue ordinances pertaining to Air B-N-B style rentals?” Discussion held, Township Board unanimously agrees not to pursue at this time.
- d) **Resolution 250707-2, bond approval for Administrative Assistant.** Cathy Anderson made a motion to provide bond approval for Administrative Assistant to collect, cash, check, money order, or any form of legal tender, in the absence of the Treasurer and Deputy Treasurer, motion supported by Cindy Rapes, all in favor, roll call vote; Cathy Anderson – yes, Cindy Rapes – yes, Becky Griffin – yes, Scott Meyers – yes, Richard Raffaelli – yes, motion carried.

- 11. Board Member Comments:** Becky Griffin stated there was one more part to the bond needed for both Beth Schultz, and Jo Gowell, and she would obtain it on her next day in the office. Richard Raffaelli stated that the TACC Facility is coming along nicely. Richard also spoke regarding the passing of Cindy Lewis and stated Shelby Township will be naming the M20 Tunnel in honor of Cindy. All the cemeteries look great, and Shelby Township received a complement specifically for the work done in the New Era Cemetery.



12. Treasurer Report provided by Becky Griffin. Next month Treasurer will print a balance sheet or consolidate the income statement for the meeting in August of 2025. Possibly just running a report by department may condense and be simpler to review.
13. Clerk Report presented by Cathy Anderson. Scott Meyers made a motion to pay the bills presented in the amount of \$1,947,539.11, support offered by Cindy Rapes. Roll call vote; Scott Meyers – yes, Cindy Rapes – yes, Cathy Anderson – yes, Becky Griffin – yes, Richard Raffaelli – yes, motion carried.
14. Additional public comments: If property is being rented out, does that disqualify someone from having a PRE? Send over the parcel number or home address and Shelby Township will pass onto the assessor to determine if property is being utilized appropriately. Tree removal and brush spraying are needed in Oceana County. Response from the Supervisor was that he will inform the Oceana County Road Commission of the feedback received at our meeting. Resident concerned about invasion of privacy with the FLOCK 90-day trial.
15. Meeting adjourned at 8:08 pm, by Richard Raffaelli, Township Supervisor.

Respectfully submitted by,

Cathy Anderson,
Clerk