



Shelby Township Board Minutes
August 04, 2025
7:00 pm

1. Meeting called to order by Clerk, Cathy Anderson, at 7:02 pm
2. Pledge of Allegiance recited
3. Roll Call: Cathy Anderson – present, Becky Griffin – present, Scott Meyers – present, Cindy Rapes – absent, Richard Raffaelli – remote. Seven members of the public present.
4. Public Comments: Phil Morse from Village of Shelby provided update, Shelby Chainsaw Carving Festival was a success, proceeds from the auction were good. The Village of Shelby has been awarded a grant from MEDC to revamp the downtown area. Roadwork is currently taking place and will continue into the fall.
5. Approve Agenda: Scott Meyers made a motion to approve the agenda as written, motion supported by Becky Griffin, 3 ayes, 0 nays, motion carried.
6. Review Minutes from 07/07/2025: Scott Meyers made a motion to approve the minutes, as written, from the 07/07/2025 board meeting, motion supported by Becky Griffin, 3 ayes, 0 nays, motion carried.
7. Fire Board Report: 48 calls were received in the month of June. 36 of these calls were of a medical nature. Call volume has continued to increase, and the fire department is exploring the option of hiring a couple of full-time firefighters. Historically the department has received 300 – 350 calls per year. Currently the Fire Department is on track to receive 600 + calls annually. Part of this increase is due to the Fire Department accepting priority 2 & 3 medical calls. Higher interest rate was discussed with Shelby State Bank, who responded they would need to increase their balance to receive a higher interest rate.
8. Planning Commission Chair provided update; the proposed zoning map was approved and the Zoning Ordinance will be delivered to the Planning Commission by August 22nd 2025 for review, per McKenna Group. Public Hearing date to be determined.
Zoning Administrator provided update; 3 Zoning Permits have been issued since the meeting on July 07, 2025. Zoning Ordinance will need to be recommended to Board by way of Resolution. Currently have a Zoning Board of Appeals meeting scheduled for 8/13/2025, for a front yard variance. Currently we have a 3-member Zoning Board of Appeals, Zoning Administrator would like to suggest adding 2 alternates or upping the member base to a 5-member board. Scott Meyers made a motion to approve adding 2 alternates to the Zoning Board of Appeals, motion supported by Becky Griffin, 3 ayes, 0 nays, motion carried.
9. Old Business: N/A
10. New Business:
 - A) Trimview Estates – no thru traffic, road is not private but acts as a private road. Road is currently



Controlled and maintained by Oceana County Road Commission. Shelby Township is paying for the chip and seal taking place this year, the cost is about \$11,000. In approximately 5 years the road will need to be redone, Shelby Township Supervisor suggests preparing an assessment for the property owners of Trimview Estates, take out a bond and each property owner, depending on the amount of property they own, pay a portion. Note that 51% of the residents of Trimview Estate would need to agree to pay, before the Township could proceed. Scott Meyers made a motion to pursue discussions with residents of Trimview Estates regarding an assessment and bond, to replace the road in approximately 5 years, Becky Griffin supports this motion. Discussion followed, roll call vote; Scott Meyers – yes, Becky Griffin – yes, Cathy Anderson – yes, Cindy Rapes – Absent, Richard Raffaelli – remote, motion carried.

B) Update on 2025 Grants: DNR Grant \$400,000 for potential swimming pool, will know more in a couple of months. MSHDA \$400,000. \$1 million in appropriations for maintenance and upkeep of roads. \$500,000 for tunnel on M20. 90% of the cost is being paid for by the State of MI, Lewis Farms is paying for 10%. \$1 million in federal money for TACC. Senator Bumstead and 8 others are working on a 2 year fundraising campaign for the proposed Training Range.

11. Board Member Comments: Looking forward, Zoning Administrator is addressing the Blight Ordinance and issue. TACC roof is being installed, rough grade of parking lot, electrical and water will be ran in September of 2025. The Village of Shelby approved water hookup for the TACC. Park is doing well receiving a lot of foot traffic, roughly 1000-1100 per month utilize the park and its facilities. Outgoing letters to residents, are they well received or should we stop sending out? Suggestion made to send out annually instead of twice a year.

12. Treasurer Report:

13. Clerk Report: Scott Meyers made a motion to pay the bills for Shelby Township, support offered by Becky Griffin. Roll call vote: Scott Meyers – yes, Becky Griffin – yes, Cathy Anderson – yes, Cindy Rapes – absent, Richard Raffaelli – remote, motion carried.

14. Additional Public Comments: Village Administrator stated that they have made progress on cleaning up the blight and are continuing to work with residents. Resident commented that she really enjoys the news letters and hopes they continue.

15. Meeting adjourned by Clerk, Cathy Anderson at 7:40 pm.

Respectfully Submitted By,

Cathy Anderson,
Clerk