



## **Regular Board Meeting**

November 03, 2025, at 6:00 pm

Location: 204 N. Michigan Ave  
Shelby, MI, 49455

1. Board meeting called to order by Clerk, Cathy Anderson, at 6:04pm.
2. Pledge of Allegiance recited
3. Roll Call: Scott Meyers – present, Becky Griffin – present, Cathy Anderson – present, Scott Beishuizen – present, Richard Raffaelli – Virtual. 6 Members of the public in attendance.
4. Public Comments: Rich Houtteman with Consumers Energy, just stopped into the meeting to introduce himself and inform residents that he is the community affairs representative for our area. Consumer's Energy wants to let residents know they are accessible and present within the Community. One option Consumer's Energy offers, is to run an energy efficiency audit.
5. Approve Agenda: Scott Meyers made a motion to approve the agenda as written, support offered by Scott Beishuizen, voice vote; 4 ayes, 0 nays.
6. Approve Minutes: Scott Beishuizen moved to approve minutes, as written, from 10/09/2025 regular Board Meeting, support for the motion offered by Scott Meyers. Voice vote; 4 ayes, 0 nays.
7. Fire Board Report: John Hendrixon provided an overview of the Fire Board Report for the month of September, the Shelby-Benona Fire Department received 27 calls, 18 of these were medical in nature. The department also provided mutual aid on 3 separate occasions. Training mannequin was not ordered due to price increase. Approved funds for the Deputy Chief to attend a 5-day officer training workshop in Bay City, MI.
8. Update Planning and Zoning: Zoning Administrator provided update 5 zoning permits were issued in the month of October, \$500 was collected. Letter sent to Riemer Eyecare for modifying their sign on Shelby Rd. without pulling a permit. Zoning Board of Appeals approved a variance for parcel # 64-012-015-100-04. The Planning Commission has completed the necessary public hearing on the Zoning Ordinance rewrite and has made a recommendation for the adoption by the Township Board. Notice has been sent to the Oceana County Planning Commission, giving them 30 days to review and comment. Zoning Administrator will provide a resolution for adoption by the Township Board at the December 04 board meeting.
9. Old Business:
  - A) Review of Zoning Fees: Discussed the 2025 Analysis of Zoning Fees for Shelby Township and surrounding Townships, provided by the Zoning Administrator.
  - B) Follow up on 2026 budget for Shelby-Benona Fire Department by Chief White, overview of accounts, costs and millage plans provided.



10. New Business:

- A) Logging Proposal for select cutting of Township Property. Justin Brabon: Michigan Qualified Forester # 4564 has submitted a proposal to Shelby Township for select cutting. Discussion about proposal received, board is open to the idea of select cutting the properties sited in the bid. An advertisement will go out to the local paper noticing the job and informing of how, when and where qualified personnel can submit their bids.

11. Treasurer Report: Review of report, no questions, proceed with agenda.

12. Clerk Report/Pay Invoices: Becky Griffin made a motion to pay invoices for the month of October in the amount of \$359,678.53, support for the motion offered by Scott Beishuizen. Roll call vote; Becky Griffin – yes, Scott Beishuizen – yes, Scott Meyers – yes, Cathy Anderson – yes, Richard Raffaelli – virtual.

13. Board Member Comments: Township Supervisor provided update for the Enclosed Sports Center (TACC), week of November 10<sup>th</sup> the second ½ of the turf area will be poured. Outside is almost finished, be wrapping up with outside very soon. Parking lot areas will be getting poured over the next couple of weeks. RFP Letter has generated some interest, Supervisor is currently in negotiations with a 3<sup>rd</sup> party company.

14. Additional public comments: None

15. Meeting adjourned by Township Clerk, Cathy Anderson at 6:45 pm.

Respectfully submitted by,

Cathy Anderson,  
Township Clerk