



Regular Board Meeting
December 04, 2025 @ 6:00 pm
204 N. Michigan Ave Shelby, MI

1. Meeting called to order at 6:08 pm on Thursday, December 04, 2025
2. Pledge of Allegiance recited
3. Roll Call: Cathy Anderson – present, Becky Griffin – present, Scott Meyers – present, Scott Beishuizen – present, Richard Raffaelli – present.
4. Public Comments: Saturday 12/06/2025 Shelby Village is hosting, Christmas in the Village. Tuesday, December 09, 2025, at 6:30 pm, The Village of Shelby, will hold a meeting at the Ladder for Public Feedback and to view the renderings of the “proposed facelift” for downtown Shelby.
5. Scott Meyers made a motion to approve the agenda as written, support for the motion offered by Scott Beishuizen, discussion followed, voice vote; 5 ayes, 0 nays, motion carried.
6. Motion made by Scott Meyers to approve minutes from the Public Closeout Hearing for the CDBG Grant held on 11/03/2025, motion supported by Becky Griffin, discussion followed, voice vote; 5 ayes, 0 nays, motion carried.
7. Fire Board Report: Shelby – Benona Fire Department responded to 34 calls in the month of October, 24 of those were medical calls. The Chief is working on a DNR Grant application to help cover the cost of replacing air packs for the firefighters. Firefighters have had a busy year with their community outreach efforts this year.
8. Planning Commission: Matt Koppel informed the board that all has been quiet for the Planning Commission recently.
Zoning Administrator: Sara Bizon provided an update; 1 permit has been issued for the month of November.
9. Old Business:
 - A) Cemetery Management Platform: Cathy Anderson made a motion to hire Wayfinder GIS for an annual amount, not to exceed \$1,900.00, as our Cemetery Management Platform, support for the motion offered by Becky Griffin, discussion followed, roll call vote: Cathy Anderson – yes, Becky Griffin – yes, Scott Meyers – yes, Scott Beishuizen – yes, Richard Raffaelli – yes, motion carried.
 - B) Lewis Farms Annexation/425 Agreement: Motion made by Scott Meyers to approve moving forward with the annexation process for Lewis Farms property in Grant Township, parcel # 017-006-200-10, support for the motion offered by Cathy Anderson, roll call vote; Scott Meyers – yes, Cathy Anderson – yes, Becky Griffin – yes, Scott Beishuizen – yes, Richard Raffaelli – yes, motion carried.
 - C) Resolution 251204-1 (Reappoint Planning Commission Members for 3-year term): Scott Meyers made a motion to accept resolution # 251204-1, reappointing Matt Koppel, Sean Carey, and Cathy Anderson to the Planning Commission Board for a 3-year term, expiring in December of 2028, motion supported by Scott Beishuizen. Voice vote, 5 ayes, 0 nays, motion carried.
 - D) Resolution 251204-2 (Reappoint Library Board Member, Amanda Mazur, for 3-year term): Scott Beishuizen made a motion to accept resolution 251204-2; reappointing Amanda Mazur to the position of Trustee for Shelby Area District Library, for a 3-year term, expiring

December 31, 2025, support for the motion offered by Scott Meyers. Voice vote; 5 ayes, 0 nays, motion carried.

- E) Board Meeting Schedule for 2026; January 5, 2026 @ 6pm, February 2, 2026 @ 6pm, March 2, 2026 @ 6pm, April 6, 2026 @ 6pm, May 4, 2026 @ 7pm, June 1, 2026 @ 7pm, July 6, 2026 @ 7pm, August 3, 2026 @ 7pm, September 8, 2026 @ 7pm, October 5, 2026 @ 6pm, November 2, 2026 @ 6pm and December 7, 2026 @ 6pm.
- F) Ordinance Number 12042025-1 (An ordinance to repeal and replace an ordinance entitled "Shelby Community Zoning Ordinance" adopted March 2006, as amended to maintain the document and adopt specific language in 2009, 2013, 2015, and 2016.)
Motion to approve the adoption of Ordinance 12042025-1 made by Scott Beishuizen, support for the motion offered by Scott Meyers, roll call vote; Scott Beishuizen – yes, Scott Meyers – yes, Becky Griffin – yes, Cathy Anderson – yes, Richard Raffaelli – yes, motion carried.

10. New Business:

- A) Resolution 251204-3 Impose 3% late penalty fee on delinquent property tax payments.
Motion made by Becky Griffin to approve resolution 251204-3, support offered by Cathy Anderson; roll call vote, Becky Griffin – yes, Cathy Anderson – yes, Scott Beishuizen – yes,
- B) Resolution 251204-4 Open Bank Account for payments associated with Shelby Township Community Park and Tiger Athletic Community Center, motion made by Becky Griffin support offered by Cathy Anderson, roll call vote; Becky Griffin – yes, Cathy Anderson – yes, Scott Meyers – yes, Scott Beishuizen – yes, Richard Raffaelli – yes, motion carried.

11. Board Member Comments: Township Supervisor stated that the TACC is enclosed and the 1st grind has taken place on the main floor concrete, that will be the indoor turf and indoor court. Both parking lots have been poured. The HVAC is staged and all electrical conduit has been run. Electric car charging stations are scheduled to go in the week of December 7th.

12. Treasurer's Report: Treasurer informed the Board that amendments are coming due to the grants we have been receiving.

13. Clerk Report: Motion made by Scott Beishuizen, to pay the bills for Shelby Township in the amount of \$828,366.08 support offered by Cathy Anderson, discussion followed, roll call vote; Scott Beishuizen – yes, Cathy Anderson – yes, Becky Griffin – yes, Scott Meyers – yes, Richard Raffaelli – yes, motion carried.

14. Meeting adjourned at 7:25 pm by Richard Raffaelli, Township Supervisor.

Respectfully submitted by,



Cathy Anderson,
Clerk