



Shelby Township Board Minutes  
9/5/2023  
7pm

1. Meeting called to order at 7:01pm
2. Pledge of Allegiance recited
3. Roll Call: Board Members: Marilyn Glover, Becky Griffin, Cindy Rapes, Richard Raffaelli. Absent: Scott Meyers. Others present: Bill Glover, John Hendrixon, Leonard and Diane Bratsburg, Cathy Anderson. Zoom: Erik VonDop
4. Public Comments: None
5. Approve/amend agenda: Motion to approve the agenda as presented made by Marilyn Glover, seconded by Cindy Rapes. Discussion followed. All in favor, motion carried.
6. Motion to approve the minutes of the 8-7-2023 Board Meeting made by Becky Griffin, seconded by Marilyn Glover. Discussion followed. All in favor, motion carried.
7. Fire Board report: 40 calls for the month of July. The board added two probationary firefighters both with fire training. Firefighters worked on collecting donations of school supplies and were successful. The gas meter is on order for a cost of \$1000. The Chief has decided that only 2 new pagers are needed instead of 3. Hose testing is done, 5 failed, but 3 can be recoupled to correct the leakage then will pass testing. The proposal for new fire reporting software is about \$2700 and would have an immediate savings of \$2400. A new proposal for improving access to the back of the building was estimated to be \$14,530.
8. Planning & Zoning: Next planning commission meeting will have a lot on its agenda.
9. Old Business: A. Pet Cemetery Discussion followed.  
B. Cemetery Mapping: Met with Jamie Way from West Michigan Shoreline Regional Development on cost, after adjusting proposal to better meet our needs and to reduce cost. With changes the proposal should be no more than \$30,000. Motion to go with the amended proposal not to exceed \$30,000 was made by Becky Griffin, seconded by Marilyn Glover. Discussion followed. Roll call vote: Becky—yes, Marilyn—yes, Cindy—yes, Richard—yes. Motion carried.
10. New Business: A. Zoom meeting with Eric VonDop with Brickley DeLong. Eric presented the 2022/2023 Audit findings. Motion to accept the audit as presented made by Becky Griffin, seconded by Marilyn Glover. Discussion followed. All in favor, motion carried.  
B. SET payment Resolution #230905-2 motion to accept the resolution as written made by Marilyn Glover, seconded by Cindy Rapes. Discussion followed. Roll call vote: Marilyn—yes, Cindy—yes, Richard—yes, Becky—Abstain. Motion carried.



- C. Williams & Works Resolution #230905-1, motion to accept the resolution as written made by Marilyn Glover, seconded by Becky Griffin. Discussion followed. Roll call vote: Marilyn—yes, Becky—yes, Cindy—yes, Richard—yes. Motion carried.
- D. Fair Housing Ordinance #09052023-2: Motion to accept Ordinance as presented made by Marilyn Glover, seconded by Cindy Rapes. Discussion followed. Roll call vote: Marilyn—yes, Cindy—yes, Becky—yes, Richard—yes. Motion carried.
- E. Policy #10 Contractor/Worker Solicitation Record: Motion to accept Policy #10 made by Marilyn Glover, seconded by Cindy Rapes. Discussion followed. All in favor. Motion carried.
- F. Policy #11 Contractor Plan 9-B3: Motion to accept Policy #11 made by Marilyn Glover, seconded by Cindy Rapes. Discussion followed. All in favor. Motion carried.
11. Board Member Comments: Richard is applying for another grant for the Community Park. Also new welcome signs will be made for Shelby Road and M20.
12. Treasurer Report: ARPA update and Monthly report given.
13. Clerk Report: Invoices totaling \$84,602.93 were presented for payment. Motion by Cindy Rapes, seconded by Becky Griffin to approve the invoices. Discussion followed. Roll call vote: Cindy—yes, Becky—yes, Marilyn—yes, Richard—yes. Motion carried.
14. Public Comments: Leonard and Diane Bratsburg presented some issues with the New Era Cemetery and resolutions to the issues were discussed.
15. Adjournment: Motion to adjourn made by Marilyn Glover, all in favor. Meeting adjourned at 8:40pm

Respectfully submitted,

Marilyn Glover  
Clerk