



Board Meeting Minutes  
November 6, 2023  
6pm

1. Call to Order at 6 pm
2. Pledge of Allegiance recited.
3. Roll call: Becky Griffin, Marilyn Glover, Scott Meyers, Cindy Rapes, Richard Raffaelli  
Others present: Bill Glover, Cathy Anderson, John Hendrixon, Phil Morse, Paulette Zoulek, Tiffany Haight.
4. Public Comments: Tiffany Haight, Shelby Public Library presented updates on Library happenings. Phil Morse updated on his various committees.
5. Approve/amend agenda: Amend agenda to add to New Business, item E. County Hazmat Plan Motion to approve with amendment made by Scott Meyers, seconded by Marilyn Glover. Discussion followed. All in favor, motion carried.
6. Approve minutes: Motion to approve minutes of 10/2/2023 Board Minutes made by Scott Meyers, seconded by Cindy Rapes. Discussion followed. All in favor, motion carried.
7. Fire Board Report: 30 fire calls in September. The Republic Fire Department was thankful for the donation of fire extraction tools donated. SBFDD has spent more than 130 on prevention programs since the beginning of September. Waiting for Village approval for drain location for driveway project. The open house had over 250 attendees.
8. Planning/Zoning: TenBrink Land Division, Parcel #012-030-200-08, motion to approve the land division with the following conditions: Split parcel must be combined with the new parcel as soon as possible after sale of parcel, motion made by Scott Meyers, seconded by Marilyn Glover. Discussion followed. All in favor, motion carried.
9. Old Business: A. Update Poverty Exemption Resolution #231106-1. Motion to update the Poverty Exemption Resolution was made by Marilyn Glover, seconded by Cindy Rapes. Discussion followed. Roll call vote: Marilyn—yes, Cindy—yes, Becky—yes, Scott—yes, Richard—yes. Motion carried.  
B. PTAF money usage: Money can be used for operations involving tax collection. Some uses suggested: Assessor wages, Deputy Treasurer wages. Treasurer will research more options.  
C. IGA between School/Township: Motion to approve the IGA as presented made by Marilyn Glover, seconded by Scott Meyers. Discussion followed. Roll call vote: Marilyn—yes, Scott—yes, Becky—yes, Cindy—yes, Richard—yes. Motion carried.  
D. New Planning Commission member: Motion to appoint Eli Poulin to the Shelby Township Planning Commission was made by Richard Raffaelli, seconded by Cindy Rapes. Discussion followed. Roll call vote: Richard—yes, Cindy—yes, Marilyn—yes, Becky—yes, Scott—yes. Motion carried.
10. New Business: A. Resolution to Oppose the Statewide Septic Code #231106-2. Motion made by



Marilyn Glover seconded by Scott Meyers to approve Resolution #231106-2. Discussion followed. Roll call vote: Marilyn—yes, Scott—yes, Becky—yes, Cindy—yes, Richard—yes. Motion carried.

B. Resolution to update Township Street lights to Solar #231106-3. Motion by Scott Meyers, seconded by Becky Griffin to approve Resolution #231106-3. Discussion followed. Roll call vote: Scott—yes, Becky—yes, Marilyn—yes, Cindy—yes, Richard—yes. Motion carried.

C. Termination of New Era Cemetery Employee. Motion made by Cindy Rapes, seconded by Scott Meyers, to send a termination letter to the employee of New Era Cemetery, terminating their employment effective immediately. Discussion followed. Roll call vote: Cindy—yes, Scott—yes, Becky—yes, Marilyn—abstain, Richard—yes. Motion carried.

D. Potential Clerk Retirement: Due to the upcoming retirement of the Clerk, the Township will need to hire an administrative assistant to cover the front office. Motion to allow the Township to proceed with placing an ad, and holding interviews for the position with Richard, Becky, Marilyn and Cathy conducting the interview. The position payrate would not exceed the current rate. Motion made by Becky Griffin, seconded by Scott Meyers. Discussion followed. Roll call vote: Becky—yes, Scott—yes, Marilyn—yes, Cindy—yes, Richard—yes. Motion carried.

E. Hazmat Plan. The Hazmat Plan outlines the procedures taken in the event of a disaster. Each Township needs to approve the County Hazmat Plan then it goes to FEMA for approval, then back to the County. The Township will then need to make a resolution to agree to the plan.

11. Board member comments: Richard—Any member of Township Board can serve on Planning Commission.

12. Treasurer Report: ARPA reconciliation: \$38,247.06 left in ARPA funds. Use the rest of ARPA money for Pet Cemetery. Motion to give \$500 to Shelby Public Library made by Cindy Rapes, seconded by Scott Meyers. Discussion followed. Roll call vote: Cindy—yes, Scott—yes, Marilyn—yes, Becky—yes, Richard—yes. Motion carried.

13. Clerk Report: Invoices totaling \$93,622.18 were presented for payment. Motion made by Scott Meyers, seconded by Marilyn Glover to pay invoices as presented. Discussion followed. Roll call vote: Scott—yes, Marilyn—yes, Becky—yes, Cindy—yes, Richard—yes. Motion carried.

14. Public Comments: John Hendrixon—reminder to put on December agenda appointing a new Fire Board member. Paulette Zoulek—moderator of a class Biblical Citizenship, going to various government meetings and observing. Tiffany Haight—Thank you for your generous donation.

15. Adjourn meeting: Motion to adjourn made by Scott, seconded by Becky. Meeting adjourned at 7:45pm.

Respectfully submitted,

Marilyn Glover  
Clerk