



Shelby Township Board Minutes  
December 02, 2024  
@ 6:00 pm

1. Regular meeting called to order by Richard Raffaelli
2. Pledge of Allegiance recited.
3. Roll call: Cindy Rapes – present, Cathy Anderson – present, Becky Griffin – present, Scott Meyers – present, Richard Raffaelli – present.
4. Oath of Office given to Bill Glover, Cindy Rapes, and Scott Meyers. Roll call post oath: Cindy Rapes – present, Cathy Anderson – present, Becky Griffin – present, Scott Meyers – present, Richard Raffaelli – present.
5. Public Comments: 4 members of the public present.
6. Motion to accept agenda as written, made by Scott Meyers, supported by Cindy Rapes, discussion followed, all in favor, motion carried.
7. Motion made by Scott Meyers to accept minutes from 11/04/2024 regular board meeting, supported by Cindy Rapes, discussion followed, all in favor, motion carried.
8. Fire Board Report: 38 calls in the month of October, 2024, 16 of these were medical. The Fire Board adopted the pre-approved 2025 budget, the meeting Calendar and re-elected current officers and recording secretary. Lieutenant interviews were held November 19<sup>th</sup>, additionally there is a Captain position available as one Captain is stepping down and returning to firefighter status. The collective grant application for new SCBA's was rejected, a new application is in the works and will be ready to submit for next year.
9. Planning Commission: Planning Commission Chair provided an update regarding the application received for a resort-style campground with permanent cabin fixtures. The committee held a Special Site Plan Review on November 25<sup>th</sup> and strongly feel a text amendment is needed for the ordinance. Planning Commission Chair reached out to Danielle, the Principal Planner who works with McKenna Group and she will have language for the text amendment for review by December 10<sup>th</sup>, the Planning Commission will then reconvene on December 17<sup>th</sup> for another Site Plan Review.  
Zoning:
10. Old Business:
  - A) Resolution # 241202-1 (Reappoint Eli Poulin to the Planning Commission) Motion made by Scott Meyers to accept resolution # 241202-1, supported by Cathy Anderson, discussion followed, all in favor, motion carried.
  - B) Resolution # 241202-2 (Reduce Planning Commission members to a 7 person board) Motion made by Scott Meyers to accept resolution # 241202-2, supported by Cathy Anderson, discussion followed, roll call vote; Scott Meyers – yes, Cathy Anderson – yes, Cindy Rapes – yes, Becky Griffin – yes, Richard Raffaelli – yes, motion carried.
  - C) Resolution # 241202-3 (Re-appoint Board of Review Members Sandy Schultz, and Denny Payne, to serve 3-year term) Motion made by Becky Griffin to accept resolution # 241202-3, supported



- D) by Scott Meyers, discussion followed, all in favor, motion carried.
- E) Discuss Road Wish List: 102<sup>nd</sup> Avenue, 104<sup>th</sup> Avenue, 96<sup>th</sup> Avenue (finish the second half of road), ¼ mile section of Baseline Road, small section of west Buchanan Road (Shelby Township Supervisor spoke with Hart Township regarding the rest of Buchanan Road in Hart Township), South 80<sup>th</sup> Avenue, 80<sup>th</sup> Avenue before it turns into Sessions Road, chip and seal on Grant Road and East Garfield Road.
11. New Business:
- A) Presentation from Regional Outreach Coordinator, unable to attend, no presentation given.
- B) Resolution # 241202-4 (Appoint Sandy Griffin, to Board of Review, 3 year term) Motion made by Scott Meyers to accept resolution 241202-4, supported by Becky Griffin, discussion followed, roll call vote; Scott Meyers – yes, Becky Griffin – yes, Cindy Rapes – yes, Cathy Anderson – yes, Richard Raffaelli – yes, motion carried.
- C) Resolution #241202-5 (Purchase of a new rooftop furnace/ac unit) Scott Meyers made a motion to approve and accept the quote from Adams Heating and Cooling in the amount of \$10,901, not to exceed the amount of \$12,000, supported by Cindy Rapes, discussion followed, roll call vote; Scott Meyers – yes, Cindy Rapes – yes, Cathy Anderson – yes, Becky Griffin – yes, Richard Raffaelli – yes, motion carried.
- D) Office Cleaning: inform current cleaner that this position is being eliminated.
- E) Resolution 241202-6 (Resolution to appoint Sean Carey to Trustee for Shelby Area Library) Becky Griffin made a motion to accept resolution 241202-6, supported by Cathy Anderson, discussion followed, roll call vote; Becky Griffin – yes, Cathy Anderson – yes, Scott Meyers – yes, Cindy Rapes – yes, Richard Raffaelli – abstain due to conflict of interest, motion carried.
12. Board Comments: What is happening with the old canning company that was bought by Purdue Foods? Will let the Village Administrator address when we get to additional public comments. Township and Village will hold a joint press release to highlight action items and solar streetlights.
13. Treasurer Report
14. Clerk Report: Scott Meyers made a motion to pay bills totaling \$832,994.23, supported by Cindy Rapes, discussion followed, roll call vote; Scott Meyers – yes, Cindy Rapes – yes, Becky Griffin – yes, Cathy Anderson – yes, Richard Raffaelli – yes, motion carried.
15. Additional Public Comments: Village Administrator stated the Village of Shelby is taking the appropriate steps to become a Certified Redevelopment Committee. Update about Purdue Foods; they are looking to make the Shelby location their main plant, utilizing robotic equipment, which will offer higher paying jobs. 1.5 – 2 years for equipment to be delivered, hoping to be up and running by 2026. A Holiday Evening in the Village on December 7<sup>th</sup>, able to view You Tube video at Shelby Village's U-Tube channel.
16. Meeting adjourned by Richard Raffaelli at 7:30pm.

Respectfully submitted by,

Cathy Anderson,  
Clerk

SHELBY TOWNSHIP | OCEANA COUNTY  
204 N. Michigan Avenue | P.O. Box 215 | Shelby, MI | 49455  
Office (231) 861-5853 | Fax (231) 861-6608  
info@shelbytownshipoceana.com  
www.shelbytownshipoceana.com