



Shelby Township Board Meeting Minutes  
December 7, 2020  
7:30pm

Teleconference meeting

1. Meeting called to order by Richard Raffaelli at 7:30pm

2. Roll call: Marilyn Glover, Shelby  
Bill Glover, Shelby  
Scott Meyers, New Era  
Cindy Rapes, New Era  
Richard Raffaelli, Shelby  
Becky Griffin, Shelby

Visitor: John Hendrixon, Shelby

3. Pledge of Allegiance recited by all

4. Motion to approve November 2, 2020 minutes made by Marilyn Glover, seconded by Cindy Rapes  
Roll call vote: Marilyn—yes, Cindy—yes, Scott—yes, Richard—yes, Becky—yes. Motion carried unanimously.

5. Additions to agenda: Planning Commission—Caleb Coulter and Board of Review

6. Public comments: Fire Board report from John Hendrixon. Month of October saw 14 fire runs with an average of 5.4 firefighters per run. Three new applications, and three applications returned.

Interviews were held in the last week of November. Fire Chief Jack White is in the process of getting a Fire Book printed for students at area schools. Money for this project coming from fire budget. \$500 for design and \$500 for printing. Budget is only at 44% for payroll so there is extra money in budget to cover the cost of the project.

7. Supervisor Raffaelli reports that he is talking to Community leaders in the county to get input on upcoming projects

8. Shelby State Bank loan with a low-interest rate of 2-2¼ % to accelerate road work. County Road Commission is putting together a proposal based on engineers reports. Public hearings will be scheduled to get input from Township residents on which roads will be included. Supervisor and Treasurer will get proposals from at least 3 different road construction companies to present to the board and bank in future meetings. Scott Meyers ran numbers and said this was a good financial move. Becky Griffin commented that we needed to make sure contractors could get job done in a timely manner. Other comments were to make sure we share the information with other townships and cities in County. John Hendrixon said it was a good idea and a good way to get it done quicker.

Motion by Scott Meyers for Richard and Becky to get proposals from 3 banks and 3 road construction companies, seconded by Marilyn Glover. Roll call vote: Scott--yes, Marilyn—yes, Cindy—yes, Becky—yes, Richard—yes. Motion carried unanimously.

9. Shelby Township Community Park committee. Scott Meyers was asked and accepted invitation to be on the STCP committee. Township purchased 30 acres and money for purchase has been received. Closing on property to be held on Thursday December 10, 2020. Public hearings and notices to be issued by next Board meeting. Resolution from County needs correction on date on the Certificate. Will call Amy Anderson and get it corrected.



10. A motion by Marilyn Glover to reinstate to the Planning Commission for a 3-year term, Trish Varney, Peter Kelly, and Duane Vannett, and to install Caleb Coulter to replace Richard Raffaelli to finish out Richard's term ending December 31, 2021, seconded by Cindy Rapes. Roll call vote: Marilyn—yes, Cindy—yes, Scott—yes, Becky—yes, Richard—yes. Motion carried unanimously.

11. Cemetery beautification ideas to pursue: paint storage building, small pole barn to store equipment.

Pet Cemetery ideas: Potential source of income. No other pet cemeteries in a 250-mile radius. MTA has an advisor to guide us with ideas and information. Need to form a Cemetery committee to investigate these ideas.

12. Signage committee to be formed to apply for USDA grants for welcome signs coming into township possible name for committee was David Payne from Shelby Floral

13. Website revamp and Facebook account. Grant Boring estimate was well within reason for getting a new website and Facebook page up and running. Everyone agreed that this was a good idea and would make us more accessible to public with information about members of the Township Board. Motion to proceed with website and Facebook page with Grant Boring was made by Becky Griffin, seconded by Scott Meyers. Roll call vote: Becky—yes, Scott—yes, Marilyn—yes, Cindy—yes, Richard—yes. Motion carried unanimously.

14. Facelift for Township Hall. Becky Griffin asked to be on committee and accepted. Reorganize offices to make more visitor friendly, clean out old papers and equipment no longer being used. Possible grants to update front of outside of office, such as flag, paint, awnings. Make more visible from the street so we do not blend in. New Township Logo to be used on everything. All Board members agree.

15. Office open 5 days a week with hours of 9am-4:30pm starting January 1, 2021. Motion made by Cindy Rapes, seconded by Scott Meyers. Roll call vote: Cindy—yes, Scott—yes, Marilyn—yes, Becky—yes, Richard—yes. Motion carried unanimously.

16. Treasurer reports given by Becky Griffin, going forth at future board meetings will be showing YTD totals and a CD grid with maturity dates. Also, in 2021 reports will show variance in the budget numbers YTD and monthly to see where budget may be + / - Start working on next years budget in January so that we can discuss at March 2021 board meeting.

17. Becky Griffin appointed Jo Gowell as her Deputy Treasurer. Motion by Marilyn Glover, seconded by Cindy Rapes to approve Becky's appointment of Jo Gowell with the previously approved rate of pay and budgeted hours. Roll call vote: Marilyn—yes, Cindy—yes, Scott—yes, Becky—yes, Richard—yes. Motion carried unanimously.

18. No old business.

19. New business: Letter received from Tiffany Haight from Shelby Public Library asking for us to appoint Margaret Clune from Shelby to the Library Board. Motion made by Cindy Raped, seconded by Scott Meyers to accept this appointment. Roll call vote: Cindy—yes, Scott—yes, Marilyn—yes, Becky—yes, Richard—yes. Motion carried unanimously.

Property split for William Hayes. Motion to approve Property split as presented made by Marilyn Glover, seconded by Becky Griffin. Roll call vote: Marilyn—yes, Becky—yes, Scott—yes, Cindy—yes, Richard—yes. Motion carried unanimously.



Board of Review: Floyd Strandberg, Denny Payne, and Sandy Schultz appointed to 2021 Board of Review. Reminder that oath needs to be taken. Motion made to accept this recommendation made by Cindy Rapes, seconded by Marilyn Glover. Roll call vote: Cindy—yes, Marilyn—yes, Becky—yes, Scott—yes, Richard—yes. Motion carried unanimously.

20. Township manager position. Richard Raffaelli appointed Bill Glover the position of Deputy Supervisor/Manager. Mr. Glover's pay will come from the wages usually paid to the Supervisor. Mr. Raffaelli has declined payment. Bill's duties would include day to day operations, phone calls from township residents, representing Shelby Township at Road Commission meetings, and mail. He will have no voting powers. Motion to approve Richard's appointment of Bill Glover made by Scott Meyers, seconded by Cindy Rapes. Roll call vote: Scott—yes, Cindy—yes, Becky—yes, Marilyn—yes, Richard—yes. Motion carried unanimously.

21. No public comments

22. Clerk's report: Motion to approve paying bills as presented in the amount of \$51,615.27, with next months report to show a memo line with what each bill is paying for. Motion made by Cindy Rapes, seconded by Scott Meyers. Roll call vote: Cindy—yes, Scott—yes, Becky—yes, Marilyn—yes, Richard—yes. Motion carried unanimously.

Correction to the 12/7/20 minutes:

Acknowledgement was made to outgoing Supervisor John Hendrixon and long-time Trustee Kenneth Near. The Board is very appreciative of their time and service to Shelby Township.

Also, our deepest sympathy was expressed to the family of Roger Gowell, whose passing was too soon and left a deep void in our office. We will deeply miss his presence in the office.

Meeting adjourned by Richard Raffaelli at 9:19pm

Respectfully submitted by

Marilyn Glover  
Clerk