

WHITEFORD TOWNSHIP BOARD OF TRUSTEES

November 19, 2019

Call to Order: Supervisor Walter Ruhl called the meeting to order and led the Pledge of Allegiance at 7:30 p.m. in the Whiteford Township Offices. Present were Donald Sahloff, Tim Hill, Angela Christensen, Bernice Heidelberg, Walter Ruhl, Alex Drescher, Township Attorney, and approximately 13 guests.

Approve Agenda: Motion to approve the agenda of November 19, 2019 made by Tim Hill, second by Bernice Heidelberg. Motion passed 5-0.

Approve Minutes: Motion to approve the minutes of October 15, 2019 made by Bernice Heidelberg, second by Angela Christensen. Motion passed 5-0.

Check Registers: Motion to approve the November 19, 2019 General Government check register with disbursements totaling \$109,041.57 made by Tim Hill, second by Donald Sahloff. Motion passed 5-0. Motion to approve the November 19, 2019 Utilities Operations check register with disbursements totaling \$37,642.78 made by Donald Sahloff, second by Tim Hill. Motion passed 5-0.

Treasurer's Financial Report: Motion to approve the November 19, 2019 Treasurer's Financial Report as presented made by Donald Sahloff, second by Bernice Heidelberg. Motion passed 5-0.

General Fund Budget Adjustments: Motion to amend the General Fund budget by adding \$20.00 to 101-253-852.000 Treasurer Software, \$90.00 to 101-373-955.100 Plumbing/Mechanical Education and Training, \$175.00 to 101-537-930.000 Community Well Repair and Maintenance, \$925.00 to 101-537-931.000 Community Well Operation and Maintenance, \$3,100.00 to 101-751-732.000 Park Land Improvement, \$1,000.00 to 101-751-930.000 Park Repairs and Maintenance, \$500.00 to 101-800-960.000 Bank Service Charges from fund balance made by Tim Hill, second by Bernice Heidelberg. Motion passed 5-0.

Roads Budget Adjustments: Motion to amend the Roads budget by adding \$249,500.00 to 201-446-810.000 Monroe County Road Commission, and \$4,500.00 to 201-446-930.000 Road Maintenance from fund balance made by Tim Hill second by Angela Christensen. Motion passed 5-0.

Water Operations Budget Adjustments: Motion to amend the Water Operations budget by adding \$6,000.00 to 591-541-754.001 Water Supplies – Other Chemicals, \$5,000.00 to 591-541-801.000 Water Engineer, \$2,000.00 to 591-541-850.000 Water Telephone, \$2,000.00 to 591-541-852.000 Water Software, \$2,000.00 to 591-541-861.000 Water Mileage from fund balance made by Bernice Heidelberg, second by Tim Hill. Motion passed 5-0.

2018 – 2019 Audit Report: Deb Sabo, CPA, of Cooley Hehl Sabo & Calkins, P.L.L.C. addressed the board with her audit findings and reported Whiteford Township had a good clean audit with unmodified opinion for 2018 – 2019. Motion to accept the audit as presented made by Tim Hill, second by Angela Christensen. Motion passed 5-0.

Cooley Hehl Sabo & Calkins , P.L.L.C. Audit Invoice: Motion to approve payment of \$18,950 to Cooley Hehl Sabo & Calkins, P.L.L.C. for their 2018 – 2019 audit services made by Bernice Heidelberg, second by Angela Christensen. Motion passed 5-0.

2020 Poverty Exemptions Resolution: Motion to adopt the 2020 Poverty Exemption Resolution within the purview of Whiteford Township as it applies to real property made by Bernice Heidelberg, second by Tim Hill. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Angela Christensen, yes, Walter Ruhl, yes. Motion passed 5-0.

Fire Millage Fund Transfer: Walter Ruhl brought back discussion from the table of the May 21, 2019 board meeting regarding \$30,629.56 transferred from General Fund to the Fire Millage Fund in 2014-2015. After discussion, motion to approve transfer of \$30,629.56 from Fire Millage Fund back to General Fund made by Donald Sahloff, second by Tim Hill. Motion passed 5-0.

TMACOG Dues: Motion to approve annual membership dues to TMACOG in the amount of \$1,145.00 made by Donald Sahloff, second by Bernice Heidelberg. Motion passed 5-0.

Facebook Live: Walter Ruhl reported there has been a request to have the Township Board meetings on Facebook Live and asked the board to think about it.

Water Plant Mowing: Walter Ruhl brought back to the table mowing at the Water Plant. Discussion was held on how much should be mowed weekly, should the land further out be mowed monthly, or should some land not be mowed at all. Motion to table discussion of Water Plant Mowing until spring made by Tim Hill, second by Bernice Heidelberg. Motion passed 5-0.

Treasurer and Deputy Supervisor Printers: Tim Hill and Walter Ruhl presented information on printers from both IT Right and Amazon. Motion to approve purchase of the HP LaserJet Pro M49fdw printer for the Treasurer through IT Right in the amount of \$460.50 made by Bernice Heidelberg, second by Angela Christensen. Motion passed 5-0. No decision was made on the Deputy Supervisor printer at this time.

Resolution To Amend The Whiteford Township Fixed Asset Capitalization Policy: Walter Ruhl explained the need to increase the fixed asset capitalization amount from \$2,000 to \$5,000. Motion to approve the Resolution to Amend the Whiteford Township Fixed Asset Capitalization Policy of September 18, 2012 by replacing all references of fixed asset amounts of \$2,000 to \$5,000 made by Angela Christensen, second by Bernice Heidelberg. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Angela Christensen, yes, Walter Ruhl, yes. Motion passed 5-0.

Resolution To Establish Water Rates, Fees And Charges: Motion to amend Resolution To Establish Water Rates, Fees And Charges as presented with rates effective January 1, 2020 made by Tim Hill, second by Donald Sahloff. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Angela Christensen, yes, Walter Ruhl, yes. Motion passed 5-0.

Resolution To Establish Sewer Rates, Fees And Charges: Motion to amend Resolution To Establish Sewer Rates, Fees And Charges as presented with rates effective January 1, 2020 made by Donald Sahloff, second by Bernice Heidelberg. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Angela Christensen, yes, Walter Ruhl, yes. Motion passed 5-0.

Monroe County Planning Commission Correspondence: Walter Ruhl informed the board of the resolution by Monroe County to dissolve the Monroe County Planning Commission.

Fire Report: Motion to approve payment of \$7,811.38 to Ron's Diesel Service for repair of Ottawa Lake Fire Department's 2001 Peterbuilt Fire Truck made by Donald Sahloff, second by Bernice Heidelberg. Motion passed. Ottawa Lake Fire Department reported 8 calls for the month of October 2019. Whiteford Center Fire Department reported 23 calls for the month of October 2019.

Water Report: No report.

Park Report: Walter Ruhl and Ernie Sasse presented the board with suggested park rental fees and a Baseball Field Lease Agreement. Motion to approve the Baseball Field Lease Agreement as presented made by Donald Sahloff, second by Bernice Heidelberg. Motion passed 5-0.

Public Comment: Rex Crigger, 8663 Whiteford Center Road, favors Facebook Live, suggested a podium for resident comments, and requested the fire departments not send their rescue units for parades as it endangers our residents in the event of an emergency call. Justin Billau, 7010 Whiteford Center, asked for a timeline on the sewer study along Whiteford Center Road and inquired on township engineering costs for the feasibility study. Andrew Gill, 6777 Sylvania-Petersburg Road, asked Walter Ruhl who at EGLE he spoke to regarding sewer to Bedford Meadows apartments, then read a letter he received from EGLE.

Adjourn: Meeting adjourned at 8:50 p.m. after completion of the agenda.

Angela Christensen

Whiteford Township Clerk