

## WHITEFORD TOWNSHIP BOARD OF TRUSTEES

July 19, 2022

**Call to Order:** Supervisor Walter Ruhl called the meeting to order and led the Pledge of Allegiance at 7:30 p.m. Present were Donald Sahloff, Tim Hill, Bernice Heidelberg, Angela Christensen, Walter Ruhl, and Township Attorney, Alex Drescher. There were also 4 guests attending.

**Approve Agenda:** Motion to approve the agenda of July 19, 2022 as amended by adding Water Neptune Software made by Bernice Heidelberg, second by Donald Sahloff. Motion passed 5-0.

**Approve Minutes:** Motion to approve the minutes of June 21, 2022 made by Donald Sahloff, second by Angela Christensen. Motion passed 5-0.

**Check Registers:** Motion to approve the July 19, 2022 General Government check register with disbursements totaling \$127,640.80, minus check #28418 for Michigan Township Association, made by Bernice Heidelberg, second by Tim Hill. Motion passed 5-0. Motion to approve the July 19, 2022 Utilities Operations check register with disbursements totaling \$117,576.92 made by Donald Sahloff, second by Bernice Heidelberg. Motion passed 5-0.

**Treasurer's Financial Report:** Motion to approve the July 19, 2022 Treasurer's Financial Report as presented made by Donald Sahloff, second by Bernice Heidelberg. Motion passed 5-0.

**Budget Amendments:** Motion to amend the budget by adding from fund balance to: 591-540-887.000 Water – Refund Admin Fee, add \$6,400, 591-540-888.000 Water – Refund RRI Fee, add \$45,000 made by Bernice Heidelberg, second by Angela Christensen. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Angela Christensen, yes, Walter Ruhl, yes. Motion passed 5-0.

**Michigan Township Dues:** Motion to approve payment of \$4,632.02 to Michigan Township Association for annual membership dues, plus the additional \$138.96 for legal defense fund made by Bernice Heidelberg, 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.

**Avalanche Group Holdings, LLC Site Plan:** Motion to approve the final site plan for a 2,500 square foot addition to the original building for Avalanche Group Holdings, LLC, 7300 Schnipke Road, Ottawa Lake, Michigan 49267, regarding parcel #5815-034-002-50 containing 5.987 acres and zoned B-2 General Business made by Donald Sahloff, 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.

**Ordinance No. 68A-3, Amendment to Zoning Ordinance No. 68:** Alex Drescher explained the changes needed to Ordinance No. 68 and already approved by the Planning Commission. Motion to approve Ordinance No. 68A-3 as presented made by Donald Sahloff, second by Angela Christensen. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Angela Christensen, yes, Walter Ruhl, yes. Motion passed 5-0.

**School Police Liaison Officer Agreement:** Motion to approve School Police Liaison Officer Agreement Between Whiteford Agricultural School District and Whiteford Township as presented made by Bernice Heidelberg, second by Tim Hill. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0.

**Administrative Zoning Request by Whiteford Township:** Discussion was held on request by Whiteford Township, 8000 Yankee Road, Suite 100, Ottawa Lake, MI 49267 for an administrative zoning change from B-1 Local Business to R-3 Medium Density Residential for the following parcels: 5815-160-020-00, 8362 Railroad Street, 5815-160-018-00, 8364 Railroad Street, 5815-160-011-00, 8437 Brown Street, 5815-160-010-00, 8433 Brown Street, 5815-019-092-00, 8421 Brown Street, 5815-019-083-00, 8502 Brown Street, 5815-019-047-00, 8472 Brown Street, 5815-019-088-00, 8476 Brown Street, 5815-019-085-00, 8339 Memorial Hwy. Motion to approve rezoning request as presented 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.

**PA-116 Application for Eileen M. and Jeffrey L. Creque:** Motion to approve Application of PA-116 for Eileen M. and Jeffrey L. Creque, 9700 Sylvania Avenue, Sylvania, Ohio 43560, for Parcel No. 5815-012-079-01, 62.1 acres for 10 years, as presented 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.

**Township Insurance Coverage:** Motion to table until next month's meeting, renewal of township insurance coverage with Ted Hartleb Insurance Company so the board can review the policy more thoroughly made by Bernice Heidelberg, second by Donald Sahloff. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0.

**Cemetery Fence:** Walter Ruhl informed the board on the need for cemetery fence painting and JAWS is available to do the painting. Motion to approve purchase of paint for cemetery fence made by Tim Hill, second by Donald Sahloff. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0.

**Fire Report:** Motion to approve payment of \$1,254.70 for fabrication of new receiver hitch for WCFD Rescue truck made by Bernice Heidelberg, second by Tim Hill. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0. Motion to approve payment of up to \$2,000 for replacement control module for Tanker Truck made by Bernice Heidelberg, second by Tim Hill. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0. Motion to approve participation in a 50/50 grant for Fire Department tools not to exceed \$11,000 made by Donald Sahloff, second by Tim Hill. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0. Motion to approve purchase of battery-operated tools for WCFD not to exceed \$500 made by Bernice Heidelberg, second by Tim Hill. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0.

**Water Meter Software:** Motion to approve purchase of Neptune 360 Software for water meters in the amount of \$4,333 to be paid from Utilities Fund made by Donald Sahloff, second by Bernice Heidelberg. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0.

**Park Report:** Walter Ruhl reported a large carved wooden eagle has been made and donated to the park by Dan Donnelly, which will be placed in front of Dunmyer Pavilion. THANK YOU Dan Donnelly! Dirt has been delivered by Hank's Plumbing and stone has been delivered by C. M. Smith. The dirt and stone were both donated by StoneCo. THANK YOU Hanks' Plumbing, C. M. Smith, and StoneCo! A swing set has been donated by the Fall Festival Committee, and the site has been prepared for rubber mulch. Ernie Sasse asked the board to review the park rules and recommended changes to closing times.

#### **Organizational Meeting:**

**Whiteford Township Board Meetings:** Whiteford Township Board Meetings shall be on the third Tuesday of each month at 7:30 p.m. at our offices located at 8000 Yankee Road, Suite 100, Ottawa Lake, Michigan on the following dates: July 19, 2022, August 16, 2022, September 20, 2022, October 18, 2022, November 15, 2022, December 20, 2022, January 17, 2023, February 21, 2023, March 21, 2023, April 18, 2023, May 16, 2023, June 20, 2023, July 18, 2023. Motion to approve the proposed 2022-2023 Township Board meeting dates as presented made by Donald Sahloff, second by Bernice Heidelberg. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0.

**Planning Commission:** Motion to approve Planning Commission meetings to be set quarterly at 7:30 p.m. on September 13, 2022, December 13, 2022, March 14, 2023, and June 13, 2023, made by Tim Hill, second by Donald Sahloff. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0.

**Whiteford Township Offices Holidays:** Whiteford Township shall observe the following holidays and be closed on: September 5, 2022 – Labor Day, November 24 & 25, 2022 – Thanksgiving, December 23 – 26, 2022 – Christmas, December 30, 2022 – January 2, 2023 – New Year’s Day, May 29, 2023 – Memorial Day, July 4, 2023 – Independence Day. Motion to approve the proposed 2022 – 2023 Township Offices Holidays as presented made by Tim Hill, second by Donald Sahloff. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0.

**Cooley, Hehl, Sabo & Calkins P.L.L.C., Certified Public Accountants:** Motion to retain Cooley, Hehl, Sabo & Calkins P.L.L.C. as township auditor for the fiscal year 2022-2023, plus the sewer and water audit made by Bernice Heidelberg second by Angela Christensen. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0.

**Professional Services:** Motion to approve Whiteford Township Professional Services as: W. Drescher and Associates, Attorneys At Law as Attorney, David Arthur Consultants as Engineer, Cooley, Hehl, Sabo & Calkins P.L.L.C. as Auditor, Chris Renius, Renius & Renius as Assessor, Jim Beck as Accountant, Jack Lange as Building Inspector, Dale Kolar as Electrical Inspector, Don Olszewski as Plumbing/Mechanical Inspector made by Donald Sahloff, second by Tim Hill. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0.

**Banks:** Motion to approve using banks: KeyBank, Fifth Third Bank, First Merchants Bank, Blissfield State Bank and Metamora State Bank made by Bernice Heidelberg, second by Angela Christensen. Roll call vote: Donald Sahloff, yes, Tim Hill, yes, Bernice Heidelberg, yes, Walter Ruhl, yes, Angela Christensen, yes. Motion passed 5-0.

**Public Comment:** None

**Adjourn:** Meeting adjourned at 8:42 p.m. after completion of the agenda.

Angela Christensen  
Whiteford Township Clerk