

## WHITEFORD TOWNSHIP BOARD OF TRUSTEES

March 17, 2020

**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, Bernice Heidelberg, Angela Christensen, Walter Ruhl, Alex Drescher, Township Attorney, and 6 guests. Tim Hill was absent. To comply with CDC Guidelines, all seating was at least six feet apart.

**Approve Agenda:** Motion to approve the agenda of March 17, 2020 made by Donald Sahloff, second by Bernice Heidelberg. Motion passed 4-0, 1 absent.

**Approve Minutes:** Motion to approve the minutes of February 18, 2020 made by Bernice Heidelberg, second by Donald Sahloff. Motion passed 4-0, 1 absent.

**Treasurer's Financial Report:** Motion to approve the March 17, 2020 Treasurer's Financial Report as presented made by Bernice Heidelberg, second by Angela Christensen. Motion passed 4-0, 1 absent.

**Check Registers:** Motion to approve the March 17, 2020 General Government check register with disbursements totaling \$232,961.28 made by Bernice Heidelberg, second by Donald Sahloff. Motion passed 4-0, 1 absent. Motion to approve the March 17, 2020 Utilities Operations check register with disbursements totaling \$20,134.96 made by Donald Sahloff, second by Angela Christensen. Motion passed 4-0, 1 absent.

**Budget Adjustment:** Motion to approve the following budget adjustments by adding funds from fund balance: 101-247-702.000 Board of Review, add \$100, 101-275-730.000 General Administrative, Office Equipment, add \$3,000, 101-276-831.000 Cemetery Contractual Service, add \$5,000, 101-337-860.000 OLF D Equipment, add \$5,000, 101-339-930.000 Siren Repair & Maintenance, add \$1,000, 101-373-702.000 Plumbing & Mechanical, add \$15,000, 101-566.972.001 Water Set Up, add \$25,000 made by Bernice Heidelberg, second by Angela Christensen. Motion passed 4-0, 1 absent.

**PA-116 Application for Dorothy and Richard Hill:** Motion to approve Application of PA-116 for Dorothy and Richard Hill, Parcel No. 5815-022-026-00, 75 acres for 90 years, and Parcel No. 5815-027-005-00, 40 acres for 90 years made by Donald Sahloff, second by Angela Christensen. Roll call vote: Donald Sahloff, yes, Bernice Heidelberg, yes, Angela Christensen, yes, Walter Ruhl, yes. Tim Hill absent. Motion passed 4-0, 1 absent.

**Whiteford Township Fire Departments Policy Manual:** In light of the current Covid 19 Pandemic, Walter Ruhl addressed the board with CDC guidelines for EMS policies and procedures for infection control. Firefighter Shane Hillard suggested changes to the proposed manual. Motion to approve Whiteford Township Fire Departments Policy Manual as presented with suggested changes made by Donald Sahloff, second by Angela Christensen. Motion passed 4-0, 1 absent.

**Fire Report:** Walter Ruhl requested permission to follow CDC and County guidelines by allowing Whiteford Township to cover lost wages for our first responders due to the Corona Virus quarantine. All other sources to recover lost wages must be pursued first. Motion to approve giving Supervisor Walter Ruhl authority to make emergency decisions as they evolve during the Covid 19 Pandemic, and to cover first responder lost wages after all other recovery sources have been exhausted made by Donald Sahloff, second by Bernice Heidelberg. Motion passed 4-0, 1 absent.

**Power Respirators:** Walter Ruhl informed the board of the CDC guidelines for EMS power respirators. Motion to approve up to \$7500 towards purchase of power respirators to be used by both Ottawa Lake and Whiteford Center fire houses made by Bernice Heidelberg, second by Donald Sahloff. Motion passed 4-0, 1 absent.

**OLFD Computer Training:** Motion to table request for Ottawa Lake Fire Department computer training made by Bernice Heidelberg, second by Donald Sahloff. Motion passed 4-0, 1 absent.

**WCFD Pagers:** Motion to approve purchase of two pagers for Whiteford Center Fire Department at a cost of \$625 each made by Bernice Heidelberg, second by Angela Christensen. Motion passed 4-0, 1 absent.

**Monroe County 800MHz Public Safety Radio System Subscriber Agreement:** Motion to approve Monroe County 800MHz Public Safety Radio System Subscriber Agreement as presented made by Donald Sahloff, second by Bernice Heidelberg. Roll call vote: Donald Sahloff, yes, Bernice Heidelberg, yes, Angela Christensen, yes, Walter Ruhl, yes. Tim Hill absent. Motion passed 4-0, 1 absent.

**Road Report:** Walter Ruhl and Bob Schnipke discussed the need for repair at the corner of Brown Street and Railroad Road because of a broken field tile undermining the road. Motion to approve Hank's Plumbing and Heating quote of \$4500 to repair street at corner of Brown Street and Railroad Road made by Donald Sahloff, second by Bernice Heidelberg. Motion passed 4-0, 1 absent.

**Park Report:** Walter Ruhl reported the JAWS crew has been suspended until June because of the Covid 19 situation, and informed the board of options and costs to complete the Ottawa Lake Park. Costs for a sidewalk, swing set concrete and rubber mulch and drain for under swings, plus a pavilion would cost \$8500. Motion to approve purchases as discussed at a cost of \$8500 made by Bernice Heidelberg, second by Donald Sahloff. Motion passed 4-0, 1 absent.

**Water Report:** Walter Ruhl reported he requested bids from three companies for mowing at the Water Plant. One company submitted a bid of \$9,600 per year which includes all mowing, trimming and on-demand field mowing, the second company submitted a bid of \$7,400 per year for only mowing and would submit additional invoices for trimming and on-demand mowing, the third company did not submit a bid. After discussion, motion to accept bid of \$9,600 per year made by Donald Sahloff, second by Angela Christensen. Motion passed 4-0, 1 absent.

**Cemetery Report:** Walter Ruhl and Bob Schnipke reported they are working with the Monroe County Road Commission on getting the roads repaved in the cemetery.

**Public Comment:** Through Facebook Live, Justin Billau requested information asked by Andrew Gill on the bids and threshold amount for the Water Plant mowing, and by Mike McCullough asking about bids for cemetery mowing.

**Adjourn:** Meeting adjourned at 8:38 p.m. after completion of the agenda.

Angela Christensen

Whiteford Township Clerk