

WHITEFORD TOWNSHIP BOARD OF TRUSTEES

March 19, 2024

Call To Order/Pledge of Allegiance: Supervisor Walter Ruhl called the meeting to order and led the Pledge of Allegiance at 7:30 pm in the Whiteford Township Office, 8000 Yankee Road, Suite 100, Ottawa Lake, MI 49267. Board members present were Donald Sahloff, Timothy Hill, Bernice Heidelberg, Christine Bischoff and Walter Ruhl. Attorney Alex Drescher was present. There were approximately 15 guests present. Zoom was available to view the meeting.

Approve Agenda: Motion by Christine Bischoff second by Bernice Heidelberg to approve the agenda as presented. Motion passed with a voice vote.

Public Comment:

Approve Minutes: Motion by Bernice Heidelberg, second by Tim Hill to approve the February 20, 2024 minutes as presented. Date of the meeting was corrected from what was on the agenda. Motion passed with a voice vote.

Check Registers: Motion by Bernice Heidelberg, second by Tim Hill to approve the General Fund Check Register as presented totaling \$241,225.73. Motion passed with a voice vote. Motion by Don Sahloff, second by Bernice Heidelberg to approve the Utility Fund Check Register as presented totaling \$28,812.40. Motion passed with a voice vote.

Treasurer Report: Motion by Don Sahloff, second by Bernice Heidelberg to approve the Treasurer Report as presented. Motion passed with a voice vote.

MTA Conference: Motion by Don Sahloff, second by Tim Hill to pay for expenses for the Board and Deputies to attend the Michigan Township Association Conference April 22 – 25, 2024 at the Grand Traverse Resort.

Intersection Lighting: Following up on discussion from a couple months previous, Supervisor Walter Ruhl presented a list of intersections for possible street light additions. Discussion followed regarding keeping a rural feel, safety of intersections, requested sheriff study of high traffic intersections. Supervisor Walter Ruhl will ask Consumer’s Energy for individual intersection quotes to light the following intersections and the board will rate the priority of each intersection:

Consear/Whiteford Road	Yankee/Clark Roads	Sterns/Sylvania Petersburg Roads
Sterns/Turk Roads	Sterns Road/Memorial Hwy	Sylvania Petersburg/Consear Roads
Whiteford/Sterns Roads	Whiteford/Temperance Roads	Whiteford Center/Consear Roads
Summerfield/Rauch Roads	Clark Road/Memorial Hwy	Section/Whiteford Center Roads

Planning Commission – Member Number: Supervisor Walter Ruhl started discussion regarding changing the Planning Commission from a five-member board to a seven-member board. He felt seven members would better serve the residents of the township. Discussion followed. More information was requested: how many Planning Commission members for other Monroe and Lenawee County jurisdictions and what groups of the township should be represented on the Planning Commission.

ARPA Money Grant Letter of Support: Monroe County had received monies from an ARPA grant and now have a time limit to indicate what these monies will be spent on. We would qualify for some of these monies. In addition, Senator Walberg indicated we could receive F25 Nexis grant monies to be used for Water Plant improvements and possible addition to the water district. Questions from the public included: what the intended route for adding to the water district would be and questioned the approved motion from the April 18, 2023 indicating no additions to the water district unless a petition was signed by 51% of the residents along the route. The board agreed to sign a letter of support to attempt to receive those funds.

Cemetery Retention Pond Fill-In: The Township received four bids to fill in the current retention pond at Whiteford Union Cemetery. The bids ranged from \$27,800 to \$132,580. Motion by Bernice Heidelberg, second by Christine Bischoff to accept the bid from Diversity Excavating and Site Utility LLC of \$27,800 and to use remaining ARPA monies to

cover part of this cost. Motion passed with a roll call vote: Sahloff – no; Hill – yes; Heidelberg – yes; Bischoff – yes; Ruhl – yes.

Substance Abuse Policy for Whiteford Township Employees: Attorney Alex Drescher presented a draft policy.

Discussion/questions followed:

- Guidelines for testing, disciplinary action, drug awareness program, employee assistance program, rehab or drug abuse program
- Policy should state it is in place of the Substance Abuse section of the current Personnel Policy.

Attorney Drescher will work on the guidelines and present at a later date.

Planning and Zoning Essentials Class: Motion by Bernice Heidelberg, second by Tim Hill to approve \$79/person payment for the Planning Commission, Zoning Board of Appeals and Board of Trustees to attend the Planning and Zoning Essentials Class to be held at Monroe County Community College on April 18, 2024. Motion passed with a roll call vote: Sahloff – yes; Hill – yes; Heidelberg – yes; Bischoff – yes; Ruhl – yes.

IT Support: Supervisor Walter Ruhl indicated he is not happy with the current IT support company and would like to look for a new company. Clerk Christine Bischoff was not in favor of this for many reasons including switching IT companies less than a year ago. It was suggested to survey other Monroe County jurisdictions to see who they use and if vendors are considered, ask them to present to the entire board.

Dan Kempa Letter of Credit: Dan Kempa has submitted a site plan for a billboard installation at the southeast corner of Whiteford Center and Sterns Road. It was recommended the Township ask for an Irrevocable Letter of Credit for three times the cost of installation. Dan Kempa was present and indicated he has been quoted approximately \$10,000 for installation and \$5,000 for removal. Dan Kempa should provide a Letter of Credit in the amount of \$30,000.

Park Report: Supervisor Walter Ruhl updated the board on progress at the park: the outfield fence is installed and waiting for the tile topper; the pickleball court has stone and is waiting for asphalt. Supervisor Ruhl presented reserved markers for the pickleball courts at a cost of \$259 each. Motion by Don Sahloff, second by Tim Hill to purchase two reserved markers, one for each court. Motion passed with a roll call vote: Sahloff – yes; Hill – yes; Heidelberg – yes; Bischoff – yes; Ruhl – yes.

Fire Department Report: Treasurer Tim Hill indicated the report has been updated to include both stations.

Public Comment:

Meeting adjourned at 8:44 pm with the completion of the agenda.

Christine Bischoff, Clerk