



WHITEFORD TOWNSHIP BOARD OF TRUSTEES

August 19, 2025

CALL TO ORDER/PLEDGE OF ALLEGIANCE: Supervisor Jeff Thomas called the meeting to order and led the Pledge of Allegiance at 7:00 pm in the Whiteford Township Office, 8000 Yankee Road, Suite 100, Ottawa Lake, MI 49267. Board members present were Steve Morgan, Bob Lloyd, Jeff Thomas, Christine Bischoff and Lee Strahan. There were approximately 10 guests.

APPROVE AGENDA: Motion by Lee Strahan, second by Bob Lloyd to approve the agenda as presented.

FIRE/PARK/ROAD REPORT: Supervisor Jeff Thomas updated the board with the following:

FIRE: Updates on the new brush truck will be forthcoming. Repairs have been done on the fire engine including new tires. All is working well. Individuals are still needed for a Fire Auxillary who would support the firemen with food and water as needed.

PARK: The Whiteford Fall Festival was awarded a \$50,000 matching grant from the Community Foundation of Monroe. Fall cleanup at Stoneco Park will be Saturday, September 6, 2025 from 9 am to 12 pm.

ROADS: Monroe County Road Commission has been working on single chip seal of primary and local roads.

TREASURER'S REPORT: Motion by Christine Bischoff, second by Steve Morgan to approve the Treasurer's Report as presented. Motion passed 5-0.

PUBLIC COMMENT: None

COMMUNITY FOUNDATION OF MONROE: Val Orr and Brittany Novak from Community Foundation of Monroe were present to explain how they could work with Whiteford Township for the betterment of the community. They can build relationships within and outside of the county for more opportunities. CF Monroe holds funds for charitable organizations as they are a 501(c)3. Many local non-profit organizations are not aware of the possibilities with Community Foundation of Monroe.

PURCHASE OF BRUSH TRUCK: Motion by Bob Lloyd, second by Steve Morgan to purchase a brush truck in the amount of \$156,058.00 from CSI Emergency Appartus for the fire department. Motion passed 5 – 0.

FOOD TRUCK ORDINANCE NO. 79: Motion by Steve Morgan, second by Bob Lloyd to approve Food Truck Ordinance No. 79 with amendments. 6e & 6k changing Building Official to Whiteford Township designee and 7j to Township owned property. Motion passed with a roll call vote: Morgan – yes; Lloyd – yes; Bischoff – yes; Strahan – yes; Thomas – yes.

TOWNSHIP WEBSITE DESIGN: It has been several years since the official website was updated. New ADA requirements are required by April 26, 2027. Motion by Christine Bischoff, second by Lee Strahan to approve the STG Gold Package \$1,995 for updating the website and the Maintenance Plan \$800 per year for ongoing support. Motion passed 5-0.

BS&A CONVERSION TO CLOUD BASED SOFTWARE: Motion by Steve Morgan, second by Christine Bischoff to continue using BS&A financial software and contract with updating software to cloud based software.

JULY 15, 2025 MINUTES APPROVAL: Motion by Bob Lloyd, second by Steve Morgan to approve the July 15, 2025 meeting minutes as presented. Motion passed 5-0.

GENERAL CHECK REGISTER: Motion by Lee Strahan, second by Christine Bischoff to approve the general check register in the amount of \$283,181.63. Motion passed 5-0.

UTILITY CHECK REGISTER: Motion by Lee Strahan, second by Steve Morgan to approve the Utility Check Register in the amount of \$44,686.70. Motion passed. 5-0

FIRE STATION UPDATE: Supervisor Jeff Thomas updated the board about the repair for the Whiteford Center Fire Station air conditioner. There was a leak in the A coil. Zimmerman Heating & Cooling put in coolant and recommended replacing both units. Zimmerman is reaching out to Lennox for possible grants to replace the units. Bids for replacement will be sought after hearing from Zimmerman.

RESOLUTION NO. 2025-08-01 TO ESTABLISH CEMETERY FEES AND CHARGES: Motion by Lee Strahan, second by Christine Bischoff to approve Resolution No. 2025-08-01 updating the cemetery fees and charges. Motion passed with a roll call vote: Morgan – yes; Lloyd – yes; Bischoff – yes; Strahan – yes; Thomas – yes.

RESOLUTION NO. 2025-08-02 TO CLOSE WHITEFORD ROAD FOR THE FALL FESTIVAL: Motion by Steve Morgan, second by Christine Bischoff to approve Resolution No. 2025-08-02 to Close Whiteford Road for the Fall Festival with amendment removing the date. Motion passed with a roll call vote: Morgan – yes; Lloyd – yes; Bischoff – yes; Strahan – yes; Thomas – yes.

REQUEST MDOT MOVE SPEED LIMIT SIGNS IN OTTAWA LAKE: Motion by Steve Morgan, second by Bob Lloyd to make a request to the Michigan Department of Transportation to move the speed limit signs on Memorial Highway near Ottawa Lake proper to 8805 Memorial Highway on the north side of town and 7950 Memorial Highway on the south side of town. This request is for both northbound and southbound traffic. Motion passed. 5-0.

ORDINANCE OFFICER: Motion to increase the Ordinance Officer pay to \$20 per hour effective August 1, 2025. Motion passed 5-0.

WHITEFORD STONECO PARK PARKING LOT MAINTENANCE: Supervisor Jeff Thomas has been talking with the Monroe County Road Commission about applying calcium chloride to the parking lot in an effort to reduce the amount of dust. Trustee Bob Lloyd indicated Ottawa Lake Co-op is looking into similar applications. Action is tabled until the September 16, 2025 meeting.

SALE OF TOWNSHIP PROPERTIES: Motion by Steven Morgan, second by Lee Strahan to approve the sale of the following Whiteford Township properties with sealed bids. Motion passed 5-0.

5815-014-032-00 Whiteford Center Road 5815-034-003-10 Jeffs Road
5815-040-056-40 Flanders Road

MTA TRUSTEES RETREAT: Motion by Lee, second by Christine Bischoff to approve sending Trustees Bob Lloyd and Steve Morgan to the Michigan Township Association Trustee Retreat in October. Motion passed 5-0.

PUBLIC COMMENT: Resident John Klump inquired about using crushed blacktop for the Stoneco Park parking lot.

ADJOURN: Motion by Christine Bischoff, second by Lee Strahan to adjourn at 8:52 pm.

Christine Bischoff
Whiteford Township Clerk