



WHITEFORD TOWNSHIP BOARD OF TRUSTEES

November 18, 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. Lee Strahan was excused. There were approximately 7 guests.

APPROVE AGENDA: Motion by Bob Lloyd, second by Christine Bischoff to approve the agenda as corrected:

Item 9a only approving October 21, 2025 Board of Trustees Meeting Minutes

Item 9j add quote for new fire badges to new business

Motion passed 4 yes, 1 absent.

FIRE/PARK/ROAD REPORT: Supervisor Jeff Thomas gave an update.

FIRE: Supervisor Jeff Thomas reported there have been a high level of calls and the cleaning out of the old Whiteford Center Fire Station is complete.

TREASURER REPORT: Motion by Steve Morgan, second by Bob Lloyd to approve the treasurer's report as presented. Motion passed 4 yes, 1 absent.

PUBLIC COMMENT: Jason Failing submitted a FOIA to the board. He has concerns about the property at 9760 Head O Lake Road. There are work trucks in/out of the property, U-Haul trucks, the pavillions are in disrepair and the road sign has fallen over again.

GUEST SPEAKER: Jason Berry, Director, Monroe County Planning & Engagement and Cynthis Mcilvain, District 9 appointee to the Monroe County Commission on Aging were present to talk about services available to senior citizens. They expressly pointed out that not many of Whiteford Township residents take advantage of services available even though a good sum of money is collected from Whiteford Township.

GUESTS SPEAKER: Sarah Rafko from Calkins, Hehl, Rafko CPA was present to review the 2024 – 2025 audit.

SALE OF TOWNSHIP PROPERTIES: Supervisor Jeff Thomas indicated purchase agreements have been sent out and closing set once received for parcels #5815-040-056-40; #5815-034-003-10; #5815-014-032-00 . The legal description for the old Whiteford Center Fire Station was cleaned up.

WHITEFORD CENTER FIRE STATION HEATING/COOLING: Jeff Thomas and Steve Morgan met with Zimmerman Heating to go through the submitted bid and have questions answered. Motion by Steve Morgan, second by Bob Lloyd to approve purchasing mid grade Lennox heating/cooling units from Zimmerman Heating not to exceed \$43,000. Motion passed with a roll call vote: Morgan – yes; Lloyd – yes; Bischoff – yes; Strahan – absent; Thomas – yes.

SEWER I RRI FUNDS: Purchasing remote transmitter for Sewer I was approved at the October 2025 meeting, however, using RRI funds for the purchase was not approved. Motion by Christine Bischoff,

second by Bob Lloyd to use Sewer I RRI funds in the amount of \$10,795 to pay for the Scada remote transmitter. Motion passed 4 yes, 1 absent.

CREDIT FOR WATER CUSTOMERS: Motion by Steve Morgan, second by Christine Bischoff to approve a \$15 credit for each water customer due to the inconvenience while the water plant was replacing clogged filters. Motion pass 4 yes, 1 absent.

OCTOBER 21, 2025 MINUTES: Motion by Christine Bischoff, second by Bob Lloyd to approve the October 21, 2025 Board of Trustees meeting minutes. Motion passed 4 yes, 1 absent.

GENERAL CHECK REGISTER: Motion by Bob Lloyd, second by Steve Morgan to approved the general check register in the amount of \$191,350.93 with the exception of check #30767 to David Arthur Consultants in the amount of \$12,607.50. Motion passed 4 yes, 1 absent.

UTILITY CHECK REGISTER: Motion by Steve Morgan, second by Christine Bischoff to approve the utility check register in the amount of \$59,059.39 with the exception of check #3474 to Terry Creque Excavating in the amount of \$27,282.48. Motion passed 4 yes, 1 absent.

CHANGE APRIL 21, 2026 MEETING DATE: Motion by Steve Morgan, second by Bob Lloyd to approve changing the April 21, 2026 meeting date to April 28, 2026 due to the Michigan Townships Association Annual Conference. Motion passed 4 yes, 1 absent.

1949 LAFRANCE FIRE TRUCK: Motion by Steve Morgan, second by Bob Lloyd to approve selling the 1949 LaFrance fire truck to Frenchtown Township for \$1.00. Motion passed 4 yes, 1 absent.

SNOW PLOW BIDS: Supervisor Jeff Thomas updated the board. He has not received any bids or contractors are filled with customers. He will start the process earlier next year.

BUDGET ADJUSTMENTS: Motion by Bob Lloyd, second by Steve Morgan to approve the budget adjustments as presented. Motion passed 4 yes, 1 absent

To increase the budget from Fund Balance to cover the cost of the new fire truck:

401-901-985.000	Equipment	\$ 6,100.00	
201-966-995-401	Transfer Out – Capital Expenditure		\$ 6,100.00

To transfer monies from the following accounts to the Debt Service Fund and the Capital Outlay Fund needed to cover Road Debt and capital outlay purchases.

FROM:	101-966-995.301	Transfer Out Debt Fund	\$ 28,860.00
	201-966-995.301	Transfer Out Debt Fund	\$ 86,580.00
TO:	301-931-699.201	Transfer In – General Fund	\$ 28,860.00
	301-931-699.201	Transfer In – Road Fund	\$ 86,580.00
FROM:	101-966-995.401	Transfer Out – Capital Expenditure	\$ 45,000.00
	206-966-995.401	Transfer Out – Capital Expenditure	\$156,100.00
TO:	401-931-699.101	Transfer In – General Fund	\$ 45,000.00
	401-931-699.206	Transfer In – Fire Fund	\$156,100.00

To increase the budget for the following accounts due to revenue received and expenditures for the ADA doors at St. Michael Lutheran Church and the Whiteford Center Fire Station. A grant was received to pay for these expenditures.

101-262-930.000	Repairs & Maintenance	\$4,982.00	
101-344-930.000	Repairs & Maintenance	\$4,982.00	
101-000-540.000	State Grant – General		\$9,964.000

WATER PLANT REVIEW: Discussion followed regarding possible water plant review by Jones & Henry Engineers, Toledo, Ohio. They can do an analysis of the water and make recommendations. Supervisor Jeff Thomas to follow up.

TRUCK ORDINANCE: A possible truck ordinance was presented. Attorney Fred Lucas will review.

FIRE BADGES QUOTE: Motion by Steve Morgan, second by Bob Lloyd to approve a quote from Superior Uniform Sales, Inc. in the amount of \$5,775.60 for new fire fighter uniform badges. Motion passed 4 yes, 1 absent.

PUBLIC COMMENT: John Klump inquired about an engine brake sign for Sterns Road near US 23.

BOARD MEMBER CONCERNS: Steve Morgan and Bob Lloyd voiced concerns about the water plant. Jeff Thomas reminded guests about the Town Hall meeting on Thursday, November 20 at 7 pm; MRWA well protection area for the water plant and water plant analysis.

ADJOURN: Motion by Christine Bischoff, second by Bob Lloyd to adjourn at 9:12 pm.

Christine Bischoff
Whiteford Township Clerk