

DRAFT

APPROVED: SS



**WHITEHALL TOWNSHIP
REGULAR BOARD MEETING MINUTES
MONDAY, JANUARY 24, 2022**

Location: 7644 Durham Road, Whitehall, MI 49461

- I. Arnold Erb, Township Supervisor, called the meeting to order at 4:31 p.m.
- II. The Pledge of Allegiance was recited.
- III. Roll Call:
 - Arnold Erb, Supervisor ■ Sarah Sylvester, Clerk ■ Madge Kraai, Treasurer
 - Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee
- IV. Dennis made a MOTION to approve the Agenda with addition under New Business. Chuck supported the MOTION. The MOTION was passed with 5 ayes and 0 nays.
- V. Chuck made a MOTION to approve the Regular Board Meeting Minutes for November 22. Arnie supported the MOTION. The MOTION was passed with 5 ayes and 0 nays.
- VI. Public Comment – None
- VII. Correspondence
 - A. Holton Twp Hearing to allow ORVs was placed on file. (**Attachment A**)
 - B. Letter from Jon Bumstead was placed on file. (**Attachment B**)
 - C. Sarah made a MOTION to adopt the IRS standard mileage rate for 2022. (**Attachment C**) Arnie supported the MOTION. The MOTION was passed with 5 ayes and 0 nays.
 - D. Nationwide fees were placed on file. (**Attachment D**)
 - E. Burnham & Flower dividend was placed on file. (**Attachment E**)

VIII. Financial Reports

- A. General Fund, Sewer Fund, Water Fund and Special Assessment Profit & Loss Reports presented by Sarah. (**Attachment F**)

- B. Sarah made a MOTION to approve paying the following checks:
 - General Fund checks #18978-19056 in the amount of \$71,631.49
 - Sewer Fund checks #4207-4227 in the amount of \$26,765.66
 - Water Fund checks #908-919 in the amount of \$2,796.76
 - Special Assessment check #9 in the amount of \$200 (**Attachment G**)Dennis supported the MOTION. The MOTION carried with a ROLL CALL vote:
 - Arnold Erb, Supervisor ■ Sarah Sylvester, Clerk ■ Madge Kraai, Treasurer
 - Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee

- C. Month End Balance Sheets (**Attachment H**) were placed on file.

- D. Township Equity (**Attachment I**) was placed on file (should remove Tax Acct).

IX. Unfinished Business

- A. Madge made a MOTION to approve the IFTE application packet. (**Attachment J**) Sarah supported the MOTION. The MOTION was passed with 5 ayes and 0 nays.

X. New Business

- A. Dennis made a MOTION to pass Resolution 2022-1 Poverty Guidelines. (**Attachment K**) Arnie supported the MOTION. The MOTION carried with a ROLL CALL vote:
 - Arnold Erb, Supervisor ■ Sarah Sylvester, Clerk ■ Madge Kraai, Treasurer
 - Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee

- B. Sarah made a MOTION to make several budget amendments: (**Attachment L**)
 - General Fund, \$200 from 101-722-956 to 101-722-705
 - General Fund, \$4,819 from 101-806-974 to 101-806-973
 - General Fund \$2,000 from 101-000-970 to 101-371-703
 - Sewer Fund, \$150 from 590-000-900 to 590-536-924
 - Sewer Fund, \$12,000 from 590-000-900 to 590-536-800Dennis supported the MOTION. The MOTION carried with a ROLL CALL vote:
 - Arnold Erb, Supervisor ■ Sarah Sylvester, Clerk ■ Madge Kraai, Treasurer
 - Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee

- C. Chuck made a MOTION to approve the insurance renewal, including a \$5,000 bond for the Office Secretary but not adding the terrorism or cyber coverage, making the annual premium \$6,332. (**Attachment M**) Arnie supported the MOTION. The MOTION carried with a ROLL CALL vote:

- Arnold Erb, Supervisor ■ Sarah Sylvester, Clerk ■ Madge Kraai, Treasurer
 ■ Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee

D. Dennis made a MOTION to approve Resolution 22-2 to Amend General Code Article 505 Sewer Service Billing Based on Metered Water Usage. (**Attachment N**) Chuck supported the MOTION. The MOTION carried with a ROLL CALL vote:

- Arnold Erb, Supervisor ■ Sarah Sylvester, Clerk ■ Madge Kraai, Treasurer
 ■ Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee

E. Chuck made a MOTION to pay the sewer repair bill, invoice 116, in the amount of \$8,095. (**Attachment O**) Dennis supported the MOTION. The MOTION carried with a ROLL CALL vote:

- Arnold Erb, Supervisor ■ Sarah Sylvester, Clerk ■ Madge Kraai, Treasurer
 ■ Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee

F. The road commission will be updating signs in our area, the board was asked to think of any that might be needed.

G. Chuck made a MOTION to approve the Dump Day for 2022 on May 7. It will be the same as last year, with a \$25 coupon per address. (**Attachment P**) Sarah supported the MOTION. The MOTION carried with a ROLL CALL vote:

- Arnold Erb, Supervisor ■ Sarah Sylvester, Clerk ■ Madge Kraai, Treasurer
 ■ Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee

H. Dennis made a MOTION to approve the appointment of new Planning Commissioner member Sharon Sikkenga. Chuck supported the MOTION. The MOTION was passed with 5 ayes and 0 nays.

I. WL Solid Waste Authority has a proposal from someone for contractor waste. The board has questions such as how much they will pay us, do they empty it daily, and want to make sure there would be no hazardous waste – we have an ordinance against this. Otherwise the board is open to it but would like to hear more details.

J. We need to decide on our senior millage money for this year. We receive \$10,071 this year. Some ideas were given: Agewell, Snowplowing, Lawn care, Senior Center, VAC, Life Cycles, Meals on Wheels, Gift Cards to each senior. The board is asked to consider all ideas and come in February with what they'd like to do. (**Attachment Q**)

K. Resolution on Salaries – Proposal to increase salary of the board and deputies according to SSA each year. (**Attachment R**) Chuck made a MOTION to accept the resolution with the change of removing “and every fiscal year thereafter” from it. Dennis supported the MOTION. The MOTION carried with a ROLL

CALL vote:

- Arnold Erb, Supervisor □ Sarah Sylvester, Clerk (NO)
- Madge Kraai, Treasurer ■ Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee

XI. Committee Reports

- A. White Lake Ambulance – No update
- B. White Lake Fire Authority – Busy year, had a 20% increase in calls.
- C. Solid Waste – Reports on file (**Attachment S**), completed their annual audit. Arnie will get Sarah a copy.
- D. Planning Commission – Tim Evans is moving, Molly Morin will replace him as chairperson. Sharon Sikkenga has joined. They are working on the special events ordinance and updating the master plan. It was noted that the agenda and minutes should be forwarded to the board by the chair/secretary. Unapproved minutes have to be available 8 days after the meeting per the Open Meetings Act. (Approved minutes available 5 days after approval.)

XII. Officer's Reports

- A. Public Official – None
- B. Supervisor- the ZBA approved a land boundry reconfiguration for Fusion Fluid. They denied an electric sign the car wash was wanting. The Muskegon County Waste Water is rebuilding the City of Whitehall's force main piping and pump station "W" by Stevenson Baseball Fields. Should we consider this in the future?
- C. Zoning Administrator – Report on file. (**Attachment T**)
- D. Water/Sewer Administrator – Kelley is completing a survey from Prein & Newhoff on the sewer/water rate. No update on the new generator.
- E. Clerk – Blue Lake is doing a special assessment for 2 roads that they share with Whitehall Township. The residents in Whitehall Twp may file a petition to do theirs also, we will have to wait and see. We might be having a May election, the ISD is considering something. Got the W2s and 1099s out to everyone. Also filed the annual tax forms to the Federal Gov't, State, IRS and SSA. Working on the budget for next fiscal year.
- F. Treasurer – Taxes went out December 1, busy collecting them.
- G. Office Worker – Hasn't been timely to the office in the morning, nor very detail oriented in daily duties. Is doing well organizing back room.

XIII. Public Comment – None

XIV. Announcements-

The next Regular Board Meeting and Public Hearing for Fusion Fluid IDD is Monday, February 28, 2022 at 4:30pm.

XV. Adjournment –Dennis made a MOTION to adjourn at 6:21p.m. The MOTION was supported by Arnie. The MOTION was passed with 5 ayes, 0 nays.

Arnold Erb, Supervisor

Date

Sarah Sylvester, Clerk

Date