

DRAFT

APPROVED SS



**WHITEHALL TOWNSHIP  
REGULAR BOARD MEETING MINUTES  
MONDAY, SEPTEMBER 26, 2022**

Location: 7644 Durham Road, Whitehall, MI 49461

- I. Arnold Erb, Township Supervisor, called the meeting to order at 4:30 p.m.
- II. The Pledge of Allegiance was recited.
- III. Roll Call:
  - Arnold Erb, Supervisor   ■ Sarah Sylvester, Clerk   ■ Madge Kraai, Treasurer
  - Chuck Schmitgal, Trustee   □ **Dennis Kroll, Trustee (ABSENT)**
- IV. Madge made a MOTION to approve the Agenda. Arnie supported the MOTION. The MOTION was passed with 3 ayes and 1 nays.
- V. Chuck made a MOTION to approve the Regular Board Meeting Minutes for August 22. Madge supported the MOTION. The MOTION was passed with 4 ayes and 0 nays.
- VI. Public Official – Kim Cyr handed out his campaign pamphlet, he is running for County Commissioner.
- VII. Public Comment – None
- VIII. Correspondence
  - A. Charter Communications notice was placed on file. **(Attachment A)**
  - B. Jon Bumstead update on House Bill 5981 **(Attachment B)**
  - C. Scouting Breakfast & Fusion Fluid Tour Notice. **(Attachment C)**
  - D. Scam Notice from White Lake Excavating placed on file. **(Attachment D)**
- IX. Financial Reports
  - A. General Fund, Sewer Fund, Water Fund and Special Assessment Profit & Loss Reports presented by Sarah. **(Attachment E)**

- B. Sarah made a MOTION to approve paying the following checks:  
 General Fund checks #19383-19421 in the amount of \$21,008.83  
 Sewer Fund checks #4310-4320 in the amount of \$9,307.89  
 Water Fund checks #973-979 in the amount of \$247.40  
 Special Assessment #12 in the amount of \$218.35 **(Attachment F)**  
 Madge 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 (ABSENT)**
- C. Arnie made a MOTION to reimburse Sarah \$1,103.98 **(Attachment G)** for the checks ordered from Staples. Madge 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 (ABSENT)**
- D. Sarah made a MOTION to pay the VAC Senior Membership of \$4,535.50 for the months of October-March. **(Attachment H)** 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 (ABSENT)**
- E. Sarah made a MOTION to pay the Consumers LED Light Replacement bill of \$1,524.80. **(Attachment I)** Madge 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 (ABSENT)**
- F. Month End Balance Sheets & Equity **(Attachment J)** were placed on file.

X. Unfinished Business

- A. Madge made a MOTION to approve Carmen Rodriguez to the Planning Commission. Arnie supported the MOTION. Discussion followed that she is now a resident and registered voter in the township. The MOTION was passed with 4 ayes and 0 nays.
- B. The lobby wall prints were discussed. Chuck made a MOTION to spend up to \$150 on canvas prints for the lobby and move the current ones to the board room. Madge 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 (ABSENT)**

XI. New Business

- A. Sarah made a MOTION to approve Zoning Amendment 16, Special Event Ordinance. **(Attachment K)** Madge 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 (ABSENT)**
- B. Morgan Carroll presented the Broadband Study, asking the township for \$5,000. **(Attachment L)** It involves driving by each home and seeing if broadband is currently available there. Charter currently has a threshold of 10 houses to put it in themselves, and it costs \$50K for 1 mile. The study would allow grants to be applied for by municipalities to pay to have it installed ourselves in areas that don't meet Charter's threshold. Chuck made a MOTION to postpone a decision until our next meeting. Arnie supported the MOTION. The MOTION was passed with 4 ayes and 0 nays.
- C. Catchmark sent over a quote to migrate our email over to a new platform. **(Attachment M)** There was some confusion as it seems our email server already switched us over to Office 365 automatically. We aren't sure what they are asking us to pay for. Arnie will discuss it with them more and see what it is we need and what happens if we do nothing. Arnie made a MOTION to approve migrating to Office 365, and to pay Catchmark if necessary, not to exceed \$1,000. 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 (ABSENT)**
- D. Kaiden Sylvester presented his Eagle Scout Project Proposal. **(Attachment N)** He would like permission to clean up Sprague Cemetery, removing trees and brush as necessary to make a path back to the graves. He would also like to put a cemetery sign up and place pathway markers back to it. Chuck made a MOTION to approve the project and to reimburse him for any supplies needed. 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 (ABSENT)**
- E. Sally Carlson spoke representing a group of Pickleball players. They would like to turn the tennis courts into 6 pickleball courts. It would include fencing, nets, surfacing and paint. The estimates they have are in the \$50,000 range. They would like us to get setup to accept donations from various people to pay for the work. There was some discussion about another Pickleball group already in existence that has a bank account and if they could file as a 501(c) and handle it themselves, or if it was necessary for the township to handle it. It was discussed to talk to our auditor to see how that would work and gather more information before making any decisions.

- F. The L-4029 Tax Rate Request was presented for approval. **(Attachment O)** Chuck made a MOTION to approve it. Arnie supported the MOTION. The MOTION was passed with 4 ayes and 0 nays.
- G. Jeff King from Montague Township asked if we were interested in working with them to get Weesies Road paved. The quote from the Road Commission is \$196,000, of that our portion would be \$49,245. It is a very high cost for a small amount of road that is not used by very many people. He just wanted to make us away that it needs it and maybe in the future we can look at doing it.
- H. Pinetree Court road paving is complete. We received the invoice, which came in under what we were quoted. **(Attachment P)** Chuck made a MOTION to pay the \$32,144.18 invoice. Madge supported the MOTION. The MOTION carried with a ROLL CALL vote:
  - Arnold Erb, Supervisor    ■ Sarah Sylvester, Clerk    ■ Madge Kraai, Treasurer
  - Chuck Schmitgal, Trustee    □ **Dennis Kroll, Trustee (ABSENT)**

XII. Committee Reports

- A. Solid Waste Authority – No update.
- B. White Lake Ambulance Authority – Everything is going well.
- C. White Lake Fire Authority – No update.
- D. Planning Commission – Erdman Tire Recycle Public Hearing is October 5.
- E. Parks & Recreation – Completed the first draft of the updated plan. Will send a copy out to everyone to view.

XIII. Officer’s Reports

- A. Supervisor – The LED lights were all installed. He went to Cedar Creek Twp board meeting and their ORV ordinance was approved.
- B. Zoning Administrator – Report on file **(Attachment Q)**
- C. Water/Sewer Administrator – The state is giving the Muskegon County Wastewater a grant for \$60 million if they complete an eastern pipeline going to Coopersville. Once it is complete, it will reduce our usage cost by 15%. The force main in Whitehall, pump station “w” will be replaced in August 2023. This will close 2 lanes of Colby Road. The state is making a decision on whether the county can shut down the purge wells for Mill Pond Creek.
- D. Clerk – We’ve received 242 absentee ballots for the November election. We are waiting to receive our ballots, and then we will be testing and mailing

absentees out.

E. Treasurer – We have received our requested credit card line increase, it is now \$5,000. She is taking a MTA class October 11. (**Attachment R**)

XIV. Public Comment – Comment that the Erdman Tire Shredding could be used for the roads to cut costs. Question on the county paying for contaminated wells vs. uncontaminated wells. Question on what the Parks & Rec hearing is for. Comment on our recreation survey receiving a good response rate of 16%. Comment on publishing at the courts vs. in the newspaper to save money.

XV. Announcements-

Planning Commission Meeting/Public Hearing – October 5 at 6:00pm.

Parks & Rec Public Hearing – October 19 at 1pm and 6pm.

Township Board Meeting – October 24 at 4:30pm.

XVI. Adjournment –Chuck made a MOTION to adjourn at 6:34p.m. The MOTION was supported by Sarah. The MOTION was passed with 4 ayes, 0 nays.

Arnold Erb, Supervisor

10/24/22

Sarah Sylvester, Clerk

10/24/22