

WHITEHALL TOWNSHIP
7644 Durham Road, Whitehall MI 49461
REGULAR BOARD MEETING MINUTES
July 24, 2023

- I. Call to order at 4:30 p.m.
- II. Arnold Erb led the Pledge of Allegiance.
- III. Roll Call:
 - Arnold Erb, Supervisor ■ Madge Kraai, Treasurer
 - Ilene Nichols, Clerk ■ Chuck Schmitgal, Trustee ■ Dennis Kroll, Trustee
- IV. Approval of Agenda July 24, 2023
Arnie added the quotes from McQueen Builders
Dennis made a MOTION to approve the Agenda. Chuck 2nd the MOTION. The MOTION was passed with 5 ayes and 0 nays.
Approval of Mandie Lee, Office Assistant, being paid \$50 per meeting to take down the minutes. MOTION made by Ilene. 2nd by Chuck. Motion was carried by ROLL CALL vote
 - Arnold Erb, Supervisor ■ Madge Kraai, Treasurer
 - Ilene Nichols, Clerk ■ Chuck Schmitgal, Trustee ■ Dennis Kroll, Trustee
- V. Approval of June 26, 2023 Township Board Meeting Minutes
Approval of July 12, 2023 Township Board Special Meeting Minutes
Approval of July 12, 2023 Township Board Workshop Meeting Minutes
Approval of July 19, 2023 Township Board Special Meeting Minutes
Motion made by Chuck Schmitgal to approve all four of the above
2nd by Dennis Kroll The MOTION was passed with 5 ayes and 0 nays
- VI. Public Official- Kim Cyr, County Commissioner shared that the Muskegon Air Fair was a success after not being held in Muskegon for several years. The Regional Transit study was finished concerning public transportation and the MAT buses.
- VII. Public Comment – no comments made
- VIII. Correspondence
 - A. Consumers Energy-notice of public hearing concerning the requesting of Michigan

Public Service Commission's approval of the Reconciliation of Consumers Energy Waste Reduction costs, revenues and revised surcharges for the year of 2022

IX. Financial Reports

A. General Fund, Sewer Fund, and Water Fund Profit & Loss Reports presented by Ilene.

B. Ilene made a MOTION to approve paying the following bills:

- General Fund checks #19843-19912 in the amount of \$232,267.90
- Sewer Fund checks #4432-4444 in the amount of \$9,508.24
- Water Fund checks #1049-1055 in the amount of \$84.34
- Shoreline Concrete (Invoice 1017) check # 19913 in the amount of \$2843.00
- Ryerson Brother Excavating checks #19914-19916 in the amount of \$37,325.00
- Muskegon County Road Commission checks # 19917-19918 in the amount of \$20,523.04
- Burham & Flower Agency check # 19919 in the amount of \$570.00
- Michigan Township Services LLC checks # 19920-19921 in the amount of \$4,675.00
- Rock Plant-it check # 19922 in the amount of \$600.00
- Cardmember Services check # 19923 in the amount of \$249.02
- Muskegon County Treasurer check # 19924 in the amount of \$ 4,894.00

2nd by Dennis. The MOTION carried with a ROLL CALL vote:

■ Arnold Erb, Supervisor ■ Madge Kraai, Treasurer

■ Ilene Nichols, Clerk ■ Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee

Comments were made that going forward the Township needs to set a precedent with future contractors that work done needs board seeing and approval before invoices are paid.

C. Treasurer - Month End Reports

- Senior Millage has a remainder of \$4,860.00 after \$2,000 going to the White Lake Senior Center and buying more coupons for the Montague Farmer's Market (\$3,740)
- ARPA funds have a remainder of \$92,272.49 after the addition of interest (\$2,451.97) from the high yield account Madge has moved it to. Funds have been used for:
 - Pickleball court Resurface \$25,000
 - Parking Lot Resurface \$36,300
 - Seasonal Parking Lot \$29,975
 - Tree and Stump Removal \$3,490

X. Unfinished Business

A. Invoice 1017 from Shoreline Concrete for Pickleball court fencing in the amount of \$2,843.00. MOTION was made by Ilene to approve paying. 2nd by Dennis with the motion being carried with a ROLL CALL vote:

■ Arnold Erb, Supervisor ■ Madge Kraai, Treasurer

■ Ilene Nichols, Clerk ■ Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee

XI. New Business

A. Proposed Sewer Pump Station Evaluation by Prein & Newhof which their letter specifies that it will be two to three months before the evaluation will be on the schedule and services will not exceed \$5,500

Dennis made a MOTION to approve the evaluation. 2nd by Chuck with a ROLL CALL vote:

■ Arnold Erb, Supervisor ■ Madge Kraai, Treasurer

■ Ilene Nichols, Clerk ■ Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee

- B. Quote for Gates from Affordable Fence Company to close off the new seasonal parking lot during the off season. There needs to be more research done before a decision and vote are made
- C. Leaf & Brush Improvements brought to our attention by Doug Benson. He advised that we need new bigger signage including for sectioning off areas of the leaf & brush to better organize. Need to clean out older stuff and chips, fence in back gets pushed during past clean outs and a hole needs to be filled in.
- D. Special Assessment Schneider Lake Rd Surveying. Several properties were surveyed in the past however; the lines cross over into other private property. Kelli Navarro, Township Assessor, has been trying to get property lines cleared up and corrected so that new owners can proceed with building plans. If this special assessment is deemed necessary a public hearing will be required.
- E. Review Quote for Surveillance System for future planning. CatchMark quoted what they estimated we would need for a new security camera system due to the current being at the end of its life. It was commented that more details and specific locations need to be established with CatchMark as well as a Special Board Meeting to vote on.
- F. Review of quote for office door to be place for the current Deputy Clerk office. McQueen Builders submitted quote for finished work and door to be \$2359.00. Chuck made a MOTION to accept the quote with the understanding that payment would be made only after work was completed and approved by township board. 2nd by: Ilene the motion was carried with a ROLL CALL vote:
■ Arnold Erb, Supervisor ■ Madge Kraai, Treasurer
■ Ilene Nichols, Clerk ■ Chuck Schmitigal, Trustee ■ Dennis Kroll, Trustee
- G. Review of quote submitted by McQueen Builders for replacing boards on park benches. Dennis suggested we check with Ted Jeffries to see if he could take care of the benches or another idea rather than using cedar boards
- XII. Committee Reports
- Arnie – Solid Waste Transfer Station** revenues are down however, they don't need to raise rates or subsidize
- Chuck – White Lake Ambulance Authority** promoted two new people, the deputy clerk is moving to the financial department. A new ambulance may be coming in the near future.
- Dennis– White Lake Fire Authority** is still debating over the Articles of Incorporation. The city agrees with the township that more equal representation is needed. New pumper has been delayed two –three weeks.

Madge – Planning Commission approved a new gymnastics next to new dance studio. Will be voting on Erdman’s application at the August 2nd meeting
Arnie- Parks & Recreation – The White Lake Beacon did an article on the recent improvements taking place here for the Pickleball courts. Phil Hanks is working on a grant for the township. The area older kids could use some other constructive equipment such as soccer nets/wall for kicking against. Spoke with one of the neighborhood young people to encourage him to get involved along with some friends to hopefully give them something to do and keep vandalism at bay. Curt Bonner has guard rail and a gate that he is willing to donate for the township’s use. Becky Henderson brought to our attention that the company that recently resurfaced the current Pickleball courts pointed out that the pine trees next to the court will end up dripping sap on the courts and ruining them. Chuck mentioned that we need more sand for the sandbox and to get grant work started for playground bark.

XIII. Officer’s Reports

Supervisor: Muskegon County Road Commission invoice came in lower than the original quote for the Benston Road.

-Bob Ecklund is willing to work with the Township to help improve Johnson Park.

-The stumps at the end of Durham were removed during the park excavating

-There is to be an August 23rd Workshop for the township residents to learn about proper septic care. Hope to get feedback from those on Easy St, Siesta Ct and Carefree Dr concerning future sewer system

Zoning Administrator: letter on file

Clerk: Looking into switching from Quickbooks to BS&A for bookkeeping software. Treasurer already uses this program as well as the clerks in the rest of the county. Lots for positive reasons for switching especially assistance without having to pay extra. Will be checking with auditor in August as to smooth transition

Treasurer: Will be attending Training next month. The Summer property tax season is well under way however; those using the drop box don’t seem to be paying any attention to new notice board. New scanner is very helpful and time saving.

Office: Things are going well though we could use a new copier since the current one is having issues and unable to get it serviced.

XIV. Public Comment – no comments were made

XV. Announcements- Next Regular Board Meeting is August 28, 2023.

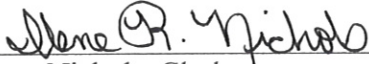
XVI. Adjournment –Dennis made a MOTION to adjourn at 5:55 p.m. The MOTION was supported by Chuck. The MOTION was passed with 5 ayes, 0 nays.



Arnold Erb, Supervisor

8-30-23

Date



Ilene Nichols, Clerk

8/30/23

Date