**WHITEWATER TOWNSHIP BOARD**
**Whitewater Township Hall, 5177 Vinton Road, Williamsburg, MI 49690**
**231-267-5141 Phone**

# REGULAR MEETING
## AMENDED APPROVED MINUTES
**Thursday, October 23, 2025, 9:00 a.m.**

**CALL TO ORDER:** Supervisor Slopsema called the meeting to order at 9:05 a.m.
The Pledge of Allegiance was recited.

**ROLL CALL:** Clerk Wendy Hoeksema called Roll.

**Present:**
Supervisor Linda Slopsema
Clerk Wendy Hoeksema
Treasurer Jill Koester
Trustee Tim Arends
Trustee Randy Mielnik

A quorum was established.

**Absent:** None.

**ALSO PRESENT:**
Recording Secretary Kay Held

1 **SET/ADJUST/APPROVE AGENDA:**

-Add to Consent Calendar:
Township Board Special Meeting Minutes of 10/7/25
Township Board Regular Meeting Minutes of 10/9/25
Budget Report

-Add to Correspondence: R. Popp-Closed Session and F. Hymore-Closed Session
-Add to New Business: "Discussion about Financial Statements"

-Remove from New Business – Item 6: "Consideration of a Whitewater Township General Ordinance- Fire Department Non-Resident Cost Recovery – Chief Morgan"

**Board Action:**
Ms. Slopsema made a motion to approve the Agenda as amended. Mr. Mielnik seconded the motion.
VOTE: YEAS: All. NAYES: None. Motion carried.

**DECLARATION OF CONFLICT OF INTEREST:** None.

**FIRST PUBLIC COMMENT:** Beam, Hymore, Zenas

-Concerns were expressed about the Closed Session and the Baggs Road Lawsuit. She asked that the Township seek new legal counsel.

-Urged the Board to follow the Master Plan as it addresses commercial and industrial growth while protecting the Township's rural character.

-Asked the Board to pass an enforceable Civil Infractions Ordinance before approving expansion of commercial STR permissions into residential areas of the Township.

**PUBLIC HEARING:** None.

**REPORTS/PRESENTATIONS/ANNOUNCEMENTS/COMMENTS:**

**Chain of Lakes Dam/Spillway Repairs SAD Impact on Whitewater Township Property Owners – Ms. Leslie Meyers, Antrim County Drain Commissioner and Operator of Dams:**
Commissioner Meyers distributed a presentation and spoke to the Township Board about the status of the Chain of Lakes Dam and Spillway repairs that are needed.

Ms. Meyers expounded on court ordered Special Assessment Districts, one each for the Upper Chain and Lower Chain. She noted work that has been completed to date, Resolutions received from partner counties, the SAD methodology and proposed schedule for the SAD.

**Fire / Emergency Services Report – Chief Morgan:** Report in meeting packet and verbally reported:
Chief Morgan's report also detailed the new On-Call Program details.
There have been ongoing production and delivery delays from CSI regarding the previously approved purchase of a new fire engine. He would like attorney input regarding this and the implications.

**Planning Commission Report – Mr. Mielnik:** Report in packet. Mr. Mielnik verbally reported:
The PC approved a Site Plan for the AIS project. A draft Winery Ordinance will be sent to the Township attorney. Gourdie Fraser (GFA) is helping to create a Private Road Ordinance. They will be reviewing in the future Zoning Amendments with Giffels Webster and looking at a possible Outside Venue Ordinance.
The Resident Outreach Work Group (ROWG) met on 10-7 and reviewed data gathered. They are preparing a Community Survey with MSU assistance.
The next PC meeting will be Wednesday, 11/5/25, at 7:00 p.m.

**Zoning Report – Zoning Administrator Deb Graber:** Report in meeting packet and verbally reported:
Fifteen new Permits were issued in September, bringing the YTD total to 89. Two Land Divisions were completed. The ZBA approved a variance at its September meeting. She has attended recent trainings. There are businesses expanding and a restaurant reopening in the works.



**CONSENT CALENDAR – Receive and File:**

**Budget Report:** In meeting packet.
**Treasurer Report:** In meeting packet.
**Trustee Reports:** In meeting packet.
**MMR (Ambulance) Report:** In meeting packet.
**Grand Traverse County Sheriff Report:** In meeting packet.
**PC Minutes:** https://www.whitewatertownshipmi.gov/planning-commission.html
**ZBA Minutes:** https://www.whitewatertownshipmi.gov/zoning-board-of-appeals.html
**Park and Recreation Minutes:** https://www.whitewatertownshipmi.gov/advisory-committee.html
**Correspondence:**
Krinock–CIO, Kuncaitis-E.R. Chamber of Commerce, Taylor-SAD, Popp-Closed Session and F. Hymore-Closed Session.
**Minutes for Approval:**
https://www.whitewatertownshipmi.gov/township-board-subcommittee-meeting-minutes.html
Township Board Regular Meeting Minutes of 9/30/25
Township Board Special Meeting Minutes of 10/7/25
Township Board Regular Meeting Minutes of 10/9/25 - PULLED

Bills for Approval – Clerk Hoeksema: PULLED

**Board Action:**
Ms. Slopsema made a motion to accept the Consent Calendar as amended. Ms. Koester seconded the motion.
VOTE: YEAS: All. NAYES: None. Motion carried.

**Items Removed from Consent Calendar:**
Township Board Regular Meeting Minutes of 10/9/25:

**Board Action:**

Mr. Arends made a motion to table the 10/9/25 Regular Meeting Minutes. Ms. Slopsema seconded the motion.
VOTE: YEAS: All. NAYES: None. Motion carried.

Bills for Approval – Ms. Hoeksema
Clerk Hoeksema noted duplicated entries for Laser Printer Technologies were corrected. Discussion included clarifying a Board Member's credit card use for lodging at nearby resort.

**Board Action:**
Ms. Slopsema made a motion to approve the Bills Payable as amended. Mr. Arends seconded the motion.
VOTE: YEAS: All. NAYES: None. Motion carried.

**UNFINISHED BUSINESS:**
**Any Parks & Recreation Items:**

Ballpark Lights – Ms. Hoeksema (verbal):
Clerk Hoeksema followed up from last meeting and due to the expense and hassle of reestablishing account there was Board consensus to leave the power at the ballpark as is.

Supervisor Slopsema asked Treasurer Koester to inquire with PRAC whether the lights are being used during the off-season.

Schedule for Setting Rates and Dates for 2026 – Mr. Arends (verbal):
The electrical upgrade project is moving smoothly.
~~Supervisor Slopsema and~~ Mr. Arends met with the park staff to discuss opening Campground reservations February 1 instead of April 1, extending the camping season, setting rates for camping, ice and wood, and updating the website. Standard operating procedures and staffing division of duties were also discussed.
Board members request financial performance review of Campground. This will be updated at the next meeting in November.
A resident has volunteered to build a toy box to house sports items left behind ~~in~~ at Hi-Pray Park.

Township Legal Services Search Update - Ms. Hoeksema / Ms. Slopsema (verbal):
Clerk Hoeksema reported no responses were received from letters sent to prospective attorneys or a newspaper advertisement. Some firms may have existing conflicts of interest. Board Members have additional recommendations, which they will share with the Clerk who will reach out.

**NEW BUSINESS:**
**Discussion about Financial Statements:**
Supervisor Slopsema reported the Township was utilizing Fund Balance and Sage Financial Statements systems. BS&A has been implemented, bringing all financials into one system. The audit firm assisted with balancing the books; no audit report has been received yet.
There was Board consensus for Treasurer Koester and Clerk Hoeksema to speak with Maner Costerisan, CPA, and the Auditor, Gabridge & Co., to review a proposal to review and reconcile Financials and Payroll ~~and reconcile financials~~.

**Discussion of Winter Tax Bill Newsletter Insert:** Tabled.

**Consideration of a Pay Increase for the Deputy Treasurer – Ms. Koester:**
The Board discussed a memo received from Treasurer Koester requesting a merit-based rate increase for Deputy Treasurer Andy Tezak.

**Board Action:**
Ms. Slopsema made a motion to approve a 6% increase in compensation for Deputy Treasurer Andy Tezak to a rate of pay of $24.29 per hour, effective Monday, 10/27/25. Ms. Hoeksema seconded the motion.
VOTE: YEAS: All. NAYES: None. Motion carried.

**Consideration of a Resolution Regarding Township ACH Payments – Ms. Koester:**
**Consideration of a Resolution Regarding Township Credit Card Payments – Ms. Koester:**
Treasurer Koester stated the Township is able to accept payments through the BS&A website for ACH payments and accept credit card payments at the Township Hall and Park. A Policy is needed to accept ACH and credit card payments.

Additionally, a Training Policy for employees is necessary to learn security and processing procedures for credit/debit transactions.
Clerk Hoeksema stated the current P&P Manual already has a section for ACH transactions; however, it needs additional updating. MTA has sample materials for ACH, credit/debit cards and a Resolution for accepting payments by financial transaction device.
There was Board consensus for the Clerk to prepare revisions to the P&P Manual for Board approval.

**Consideration of a Whitewater Township General Ordinance- Fire Department Non-Resident Cost Recovery – Chief Morgan:**
Removed from Agenda.

**BOARD COMMENTS / DISCUSSION:**
Treasurer Koester read aloud a statement that "acknowledged her earlier Conflict of Interest declaration regarding Short-term Rentals. She retracts her previous Conflict of Interest declaration and will participate in more discussions and decisions related to Short-term Rentals going forward" and listed several reasons why she does not believe this pertains to her. She wanted to ensure her reasoning is "clearly reflected for the record."

**Board Action:**
Ms. Slopsema made a motion to take a 10-minute break at 10:50 a.m. Mr. Arends seconded the motion.
VOTE: YEAS: All. NAYES: None. Motion carried.

Note: The meeting resumed at 11:00 a.m.

**SECOND PUBLIC COMMENT:** None.

**Discussion of Attorney/Client Communication (Possible Closed Session)**:
**Board Action:**
Ms. Slopsema made a motion to enter Closed Session pursuant to MCL 15.2681(e) to consult with the Township attorney regarding trial or settlement strategy in connection with Keep Whitewater Township Rural and Vicki Beam vs. Whitewater Township and Baggs Road Partners, LLC, Court of Appeals Case #371421 and 13th Circuit Court Case #23-036775-AS, which discussion in Open Session would have a detrimental financial effect on the litigating or settlement position of the Township. Mr. Mielnik seconded the motion.

ROLL CALL VOTE: Arends-Y, Koester-Y, Mielnik-Y, Slopsema-Y, Hoeksema-Y. Motion carried.

**Note: The meeting moved into Closed Session at 11:01 a.m.**

**Board Action:**
Ms. Slopsema made a motion to return to the Open Session of the Public Meeting. Mr. Mielnik seconded the motion.
VOTE: YEAS: All. NAYES: None. Motion carried.

**Note: The meeting returned to Open Session at 12:39 p.m.**

**ANNOUNCEMENTS**:
**Next Township Board Meeting:**
Township Board Regular Meeting, **Thursday, 11/13/25, 6:30 p.m., Whitewater Township Hall**

**Board Member Announcements:** None.

**ADJOURNMENT:**
Ms. Slopsema made a motion to adjourn the meeting. Mr. Arends seconded the motion.
VOTE: YEAS: All. NAYES: None. Motion carried.

The meeting adjourned at 12:42 p.m.

Submitted by Kay Z. Held, Recording Secretary
Wendy Hoeksema, Clerk