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## WHITE LAKE TOWNSHIP

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### WHITE LAKE TOWNSHIP PLANNING COMMISSION

Regular Meeting  
7525 Highland Road  
White Lake, MI 48383  
**August 16, 2012 @ 7:00 p.m.**

Mr. Martinko called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Roll was called: Ms. McNulty, Ms. Novak-Phelps and Mr. Woodhouse were excused.

ROLL CALL: Steve Anderson  
Todd Birkle, Board Liaison  
Debby DeHart  
Steve Martinko, Chairperson  
Sarah McNulty – Excused  
Peter Meagher, Vice Chairperson  
William Pierson – Secretary  
Gail Novak-Phelps - Excused  
Stan Woodhouse - Excused

Also Present: Sean O'Neil, Community Development Director  
Lynn Lindon, Recording Secretary

Visitors: 0

#### Approval of Agenda

**Mr. Birkle moved to approve the agenda as presented. Mr. Anderson supported and the MOTION CARRIED with a voice vote. (6 yes votes)**

#### Approval of Minutes

a. August 2, 2012

**Mr. Birkle moved to approve the minutes of August 2, 2012 as submitted. Mr. Meagher supported and the MOTION CARRIED with a voice vote. (6 yes votes)**

#### Call to the Public (for items not on the agenda)

Mr. Martinko opened the discussion for public comment on items not listed on the agenda, but none was offered.

#### New Business:

a. **Review and discussion of the draft 2013-2018 Capital Improvement Plan (CIP)**

Mr. O'Neil explained that the township is starting the process again of reviewing the CIP, which is a 6 year rolling plan of possible capital expenditures. This plan calls out projects for each department and provides a cost estimate for the township when looking forward. This is required by state law and townships that operate or own a water or sewer system are required to put this plan together. He noted

that this is a good tool to use when developers come in since it lays out for the public what the township has in its coffers and what it's planning on spending fund dollars on. This plan also calls out funding sources, grants, matching funds, millage funds, the general fund, etc. and each department has a funding source associated with their projects.

Mr. O'Neil reviewed the draft summary and history sheet and gave examples of some of the long-term projects. There was some discussion with regard to renovating the township hall. The site has been neglected for many years and there are many things on the site that are non-compliant.

Mr. Birkle questioned whether the department heads were asked to go back and review their previous plans. He referenced the water and sewer projects and feels the numbers seem high and may need some more review. Mr. O'Neil noted that by law the CIP should be a planning function. This is reviewed by the Planning Commission and sent to the Township Board for approval. He added that this is the 4<sup>th</sup> year this plan has been done and the township is no longer paying the consultants to provide this service.

Mr. Anderson noted that when this plan was first done, the township relied on the consultants and planning staff to do this and the numbers were skewed back then. He questioned whether the department heads understand the process better now and can realistically and practically come up with closer estimates.

Mr. O'Neil responded that because numbers are put in doesn't mean the project will ever come to fruition. The question to ask is if the number is too high, no one will think there is money to accomplish the project. Mr. Martinko asked if there was a percentage calculation that could be put into place to make the numbers more realistic.

Mr. O'Neil referenced the Parks and Rec plan and explained the process of how the department heads come up with their estimates. Some are ballpark figures and not necessarily a defined detailed estimate.

Mr. Birkle again referenced the numbers for the water system and discussed some of the costs associated with sharing water with Commerce and Waterford. The high project costs might have been a way to calculate higher revenue rates.

Mr. Anderson agreed with Mr. Birkle and feels this will come to surface when looking at those rates. The numbers right now are unrealistic. Mr. O'Neil indicated that they stress this is an accurate process, but at the same time this is an estimate and future projects are forecasted with a budget. Department heads are asked to look at the projects to see if anything has changed including the costs associated with each project.

There is some authority here that if the Planning Commission has concerns with some information or lack of information, it could ask for a project to be removed from the plan, but he hasn't seen that yet. If the Planning Commission wants additional information, he feels the department heads would be more than willing to provide it.

Mr. O'Neil noted that the biggest change to this plan is to remove the project of constructing a new township hall. Also, all the projects that are completed or never done are recorded on another spreadsheet.

Mr. Martinko said in leadership you'll have a strategy and then a tactician. If there were a new idea or strategy, the Planning Commission could recommend to having it on paper, without detailed dollars to do it. Mr. Anderson felt this could work in a positive way and asked whether this information should be provided before the public hearing. Mr. O'Neil responded that it would be impossible to get a ballpark price on many of the larger projects that don't have a fixed price without having an engineering plan.

Mr. Birkle noted that revenues exceeded expenditures last year and each department underspent their budgets. Hundreds of thousands of dollars were returned. It was noted that mainly property and personal taxes contributed to revenues for the township.

The next Planning Commission meeting is dedicated to the public hearing for the CIP. Email any suggestions or comments to Mr. O'Neil or Mr. Iacoangeli.

### **Liaison's Report**

Mr. Birkle reported there will be 4 new board members in November.

### **Consultant's Report**

None offered

### **Director's Report**

Mr. O'Neil had nothing further to add.

### **Communications:**

#### **Next meeting dates:**

- Regular Meeting – September 6, 2012
- Regular Meeting – September 20, 2012

Mr. Martinko indicated that the traffic light at M-59 and Teggerdine has been changed, there is no green light only flashing yellow that turns red quickly. Mr. O'Neil gave him the phone number to the Oakland County Road Commission to make a formal complaint.

### **Adjournment**

**Mr. Meagher moved to adjourn the meeting at 7:58 p.m. Mr. Meagher supported and the MOTION CARRIED with a unanimous voice vote. (6 yes votes)**