

CHARTER TOWNSHIP OF WHITE LAKE
Approved Minutes of the Regular Board of Trustees Meeting
September 17, 2019

Supervisor Kowall called the meeting to order at 7:01p.m. He then led the Pledge of Allegiance.
Clerk Lilley called the roll:

Present: Rik Kowall, Supervisor
 Terry Lilley, Clerk
 Mike Roman, Treasurer
 Andrea C. Voorheis, Trustee
 Michael Powell, Trustee
 Scott Ruggles, Trustee
 Liz Smith, Trustee

Also Present: Lisa Hamameh, Attorney
 Sean O'Neil, Planning Director
 Aaron Potter, DPS Director
 Jennifer Edens, Recording Secretary

AGENDA

Clerk Lilley noted the following changes to the Agenda:
 New List of Bills dated 9/17/19;
 Updated Resolution 19-036; and
 Treasurers Report dated 8/31/19.

Trustee Powell requested that an item be added under New Business as discussion over a special study session of Township Board to discuss the extension of sanitary sewers in the Township. It was decided to add the item to the August 24th meeting.

It was MOVED by Clerk Lilley, SUPPORTED by Trustee Powell to approve the Agenda, as amended. The MOTION PASSED by voice vote (7 yes votes).

PUBLIC COMMENT

Sue Vanderwill 10259 Cedar Island. She is here tonight to speak about the White Lake Historical Society and its recent event, the 34th Annual Kelly Fisk Farm Festival that took place on September 7th and 8th. The event was organized by a small group that has a loyalty and commitment to our community. The event was no small task as it involves ground work, administrative tasks, sponsorships, solicitations and lots of pie baking. She noted that President Barb Allison and Trustee Greg Baroni worked feverishly with its members to bring this event to the community. She is very grateful for their work and the event. She thanked individuals, organizations and businesses for their part in making the event a success. She

furthered that they are thankful for the guest that attended which was approximately 3,400. She encouraged residents to follow their Facebook page.

CONSENT AGENDA

- A. LIST OF BILLS**
- B. BUDGET AMENDMENTS**
- C. REVENUE AND EXPENSE**
- D. CHECK DISBURSEMENT**
- E. DEPARTMENT REPORTS**
 - 1. POLICE**
 - 2. FIRE**
 - 3. COMMUNITY DEVELOPMENT**
 - 4. TREASURERS REPORT**

It was **MOVED** by Clerk Lilley, **SUPPORTED** by Trustee Ruggles, to approve the Consent Agenda. The **MOTION PASSED** by voice vote (7 yes votes).

MINUTES

A. APPROVAL OF MINUTES REGULAR BOARD MEETING, AUGUST 12, 2019

Clerk Lilley noted that on Page 3, second to the last paragraph, the word Pollock should read Pawlak.

It was **MOVED** by Treasurer Roman, **SUPPORTED** by Trustee Smith to approve the Minutes of the Regular Board Meeting dated August 12, 2019, as amended. The **MOTION PASSED** by voice vote (7 yes votes).

B. APPROVAL OF MINUTES – REGULAR BOARD MEETING, AUGUST 20, 2019.

Clerk Lilley noted that on Page 4 of 10, the word comport should read comply.

It was **MOVED** by Treasurer Roman, **SUPPORTED** by Trustee Voorheis to approve the Minutes of the Regular Board Meeting dated August 20, 2019, as corrected. The **MOTION PASSED** by voice vote (7 yes votes).

PRESENTATIONS AND PROCLAMATIONS

A. WOTA-WEST OAKLAND TRANSPORTATION AUTHORITY

Rick Hamill, Supervisor for Highland Township and Kim Viener, Highland Township Community Transportation Director presented.

Highland Township currently has a bussing program that assists residents with transportation. They currently are operating fully off of grants received. Unfortunately, those grants will eventually run out and they are looking to create a combined program with neighboring communities. They noted that this is a program that does not make money and it will never pay for itself; it will always need to be supported. The program is designed to assist our senior residents that have no means of transportation.

They stated that the Regional Transit Authority (RTA) has a plan, but except for financing, it doesn't necessarily include our area. They will expect each township to pay 1.5 mills, which is approximately three times what is now being paid and the townships will get nothing in return. Mr. Hamill believes that if we build WOTA, we can then take it to the RTA and hopefully have them redirect collected funds back into the townships.

Mr. Hamill would like to see WOTA formed before the 2020 election year. He noted that we have three communities to start and with the doors wide open, he is hopeful that it will grow and that buses can then be shared. He indicated that senior centers are excited about this program as other means of transportation such as UBER are simply too expensive for seniors who live on social security. He would really like to see local governments work together.

Currently the program is covering the area from US 23 to Fisk, Union Lake, Haggerty, and Orchard Lake Road. Highland Township is currently managing Walled Lake as they received funds through a millage. As communities are added, the territories will be extended. People will be able to get to doctors and work in different areas. He would like to see the system grow throughout northern Oakland County.

Ms. Viener noted that when, not if, the RTA comes through, Oakland County is expected to pay over a twenty-year period over \$856 million into their program. A program that will provide a \$2.2 million-dollar train that goes from Wayne State to U of M, which doesn't serve us. When on the ballot, only two of the four counties have to pass for it to go through.

Ms. Viener furthered that we need to start looking outside of the box - the millennials. She noted that they don't want to drive, they don't want to have children, and therefore will need the transportation when they are older. If we can provide the service, they won't have to move out of the rural areas.

Mr. Hamill noted that the drivers of these buses are personal to the riders. They need to know and trust their drivers.

Supervisor Kowall shared a recent story of a driver who noticed a porch of one of his riders that was in need of repairs. That driver took it upon himself to take steps and get people involved to the point that with donations and volunteers, her porch was rebuilt.

Supervisor Kowall stated that they have had discussion to do a two-year pilot program. He believes that right now the residents of White Lake Township are being grossly underserved. It would be a disservice to White Lake Township residents by not going into this program. The Township already has a history of spending money that exceeded \$150,000 per year. As Trustee Ruggles stated, we don't want to underfund it. The Township would be looking at \$185,000 per year and that amount doesn't include grants. There is an operating agreement that details the guidelines in totality.

Kathy Gordinier, Dublin Senior Center Director. She stated that there currently isn't transportation for residents to and from their kidney dialysis or chemotherapy. Because of that, we have so many residents who are not getting treatments. If they were to use their two buses for just dialysis and chemo, it would take up both buses – five days a week. She prays that this goes through and knows that if it does, we will be saving lives.

Trustee Ruggles stated he is a big fan of this program and the ambition to make it succeed. He questioned if the contribution amount would change as other communities come on board. Mr. Hamill indicated that the program would be the same price for every community. The costs would not vary based on how many riders they had.

A resident in the gallery spoke that this is important to special needs residents too. She is a mother of a special needs son and he wants to leave the house; he wants to work and be a contributing member of the community. She is excited for the project.

B. PROCLAMATION – NATIONAL RECOVERY MONTH SEPTEMBER 2019

Supervisor Kowall indicated that it is estimated that 2.1 million people have an opioid user disorder, which includes 1.7 million people with prescription pain relievers. In 2017, 20.7 million people, ages 12 and older needed substance abuse treatment of some sort. We need to be aware of this and support the awareness.

Supervisor Kowall proclaimed National Recovery Month September 2019.

HEARING WITH RESOLUTION

A. HEARING TO REVIEW SPECIAL ASSESSMENT ROLL – EMERGENCY SEWER CONNECTIONS 2019-02

It was MOVED by Clerk Lilley, SUPPORTED by Treasurer Roman to open public hearing. The MOTION PASSED by roll call vote (Powell/yes, Smith/yes, Voorheis/yes, Ruggles/yes, Roman/yes, Lilley/yes, Kowall/yes)

No public comments made.

It was **MOVED** by Supervisor Kowall, **SUPPORTED** by Treasurer Roman to close public comment. The **MOTION PASSED** by voice vote (7 yes votes).

B. RESOLUTION #19-037, TO CONFIRM SPECIAL ASSESSMENT ROLL FOR SAD DESIGNATED EMERGENCY SEWER CONNECTIONS 2019-02

It was **MOVED** by Supervisor Kowall, **SUPPORTED** by Trustee Powell, Resolution #19-037, to confirm special assessment roll for SAD Designated Emergency Sewer Connections 2019-02. The **MOTION PASSED** by voice vote (7 yes votes).

RESOLUTIONS

A. RESOLUTION #19-033; CLASS C LIQUOR LICENSE LOCAL GOVERNMENT APPROVAL FOR MPT RESTAURANT GROUP INC

Clerk Lilley noted that the applicant has completed the obligations that were presented to him with some exception. As of Friday, the building permit has been applied for, but not yet obtained, nor has a certificate of occupancy. He further noted that Item I of the Ordinance requires an execution of an agreement prohibiting the transfer for the license outside of the Township.

After some discussion and a verbal affirmation of the applicant, an agreement will be signed to keep the liquor license within White Lake Township.

It was **MOVED** by Clerk Lilley, **SUPPORTED** by Trustee Powell, to approve Resolution #19-033; and that the applicant has complied with all of the items with the exception of Item I, and that item be a motion of the Board to be completed at the time of certificate of occupancy. The **MOTION PASSED** by voice vote (7 yes votes).

B. RESOLUTION #19-036; TO APPROVE COOPERATIVE ROAD PROJECT WITH THE RCOC TO INSTALL ROUNDABOUT AT CIVIC CENTER DRIVE

It was **MOVED** by Clerk Lilley, **SUPPORTED** by Treasurer Roman, to approve Resolution #19-036; to approve Cooperative Road Project with the RCOC to install roundabout at Civic Center Drive. The **MOTION PASSED** by voice vote (7 yes votes).

NEW BUSINESS

A. REQUEST FROM HURON VALLEY YOUTH ASSISTANCE FOR SPONSORSHIP FUNDS

Supervisor Kowall noted that last year the Township gave \$7,900. This year the request was made for additional funds, but that the request did not include a credit for CBDG money that will be received. He recommends that the Township give \$7,852.00.

It was MOVED by Supervisor Kowall, SUPPORTED by Trustee Powell, to provide funding for services to the Township, such as youth counseling and services they provide, in the amount of \$7,852.00. The MOTION PASSED by voice vote (7 yes votes).

B. REQUEST TO APPROVE PROPOSAL FOR WATER TOWER 1 AND 2 TANK MIXERS

Aaron Potter noted that there has been some historical ice damage to both towers due to an elevated storage tank and a ground water system. Tank mixers will circulate the water within the tower and prevent the water from freezing.

DPS is requesting approval of Dickson Engineering Proposal for installation of GridBee GS9 mixers for each of the elevated storage towers. This is a single source purchase. Total cost from the proposal is \$33,750.00, which includes materials, installation, and inspection for both towers. DPS is requesting an additional 10% contingency, which is not expected to be used, for a total cost not to exceed \$37,125.

It was MOVED by Trustee Powell, SUPPORTED by Trustee Voorheis, to authorize the Supervisor to enter into an agreement with Dickson Engineering for the installation of two GS9 water circulators at a cost not to exceed \$38,000.00. The MOTION PASSED by voice vote (7 yes votes).

C. REQUEST TO APPROVE PURCHASE OF REPLACEMENT FIRE DEPARTMENT COMPUTERS

This request is to replace five Fire Department computers that were not previously upgraded. Three of the computers are located at Station 1, one computer at Station 2, and one computer at Station 3. The bid for these replacement computers is \$5,145 from I.T. Right.

It was MOVED by Clerk Lilley, SUPPORTED by Treasurer Roman, to replace five Fire Department computers with a cost not to exceed \$5,200.00. The MOTION PASSED by voice vote (7 yes votes).

D. REQUEST TO APPROVE PURCHASE OF RESPIRATOR FIT TESTING EQUIPMENT – FIRE DEPARTMENT

Fire Marshall Holland noted that firefighters are required by OSHA to have annual fit testing completed on their face pieces for the self-containing breath apparatus. Currently the Department has had to borrow a machine from another Department each year. This presents challenges due to availability, shift work, and needs to test the paid-on call.

The Fire Department is requesting authorization to purchase the OHD respirator fit testing machine and the adaptors from Premier Safety with the cost not to exceed \$8,225.31.

Trustee Powell doesn't understand why multiple communities can't come together to share a machine and the costs of the same.

Aaron Potter interjected that DPS also gets fit tested through the Fire Department and they were noncompliant for over a year because the machine was not available. He furthered that the machine was in such bad condition.

It was MOVED by Treasurer Roman, SUPPORTED by Trustee Smith, to approve, not to exceed \$9,500.00, for the OHD machine and adaptors from Premier Safety. The MOTION PASSED by voice vote (6 yes votes/ Powell/no).

E. REQUEST TO APPROVE PURCHASE OF LAPTOPS FOR ELECTRONIC POLL BOOKS

Clerk Lilley noted this is a request to replace the twelve laptops purchased in 2010, that are used as election poll books at each polling location. There is an updated quote from I.T. Right for \$8,596.00, for twelve laptops, ten mouse, and four readers. He further noted that the funds are available in his present 2019 budget. It was clarified that these laptops would be used for only election purposes and if received in time, they would be used in this November's election.

Trustee Powell suggests that the brand-new computers be given to staff that would use them more regularly and wipe the old staff computers clean and use them for purposes of the elections. He is bothered that the Township would buy brand new computers to be used so minimally.

After some discussion it was decided that I.T. Right would be consulted to determine if Trustee Powell's suggestion is a viable option.

Ken from Merge Live, reminded the Board that there would be a retro fit fee and security software could be an issue.

It was MOVED by Treasurer Roman, SUPPORTED by Trustee Ruggles, to approve twelve election computers for a cost not to exceed \$8,600.00. The MOTION PASSED by voice vote (7 yes votes).

F. REQUEST TO APPROVE 2020-2025 CAPITAL IMPROVEMENT PLAN (CIP)

Sean O'Neil indicated that the Planning Commission held a public hearing on September 5, 2019 at which time they unanimously approved the 2020-2025 CIP.

A Capital Improvement Plan is a six-year schedule of public physical improvements which identifies the needs for major public infrastructure improvements, and the sources of funding to make those improvements. It provides a schedule of expenditures for constructing, maintaining, upgrading, and/or replacing a community's physical inventory. The CIP, therefore, is a tool to assess the long-term capital project requirements (the "big jobs") of White Lake Township. Since capital improvement projects are spread across multiple community needs (fire protection, police, water and sewer, parks and recreation, library, municipal administration, etc.), the CIP prioritizes these projects across the entire community and over time, providing an "apples-to-apples" comparison of the community's various needs and wants.

Clerk Lilley noted that it is more like a wish list for the Township.

Trustee Powell complimented the Planning Commission for cutting the Township's costs. He further questioned Mr. O'Neil that section 4-11 of Parks and Recreation identifies the new Community Central Park, but it is not identified on the overall Township map located on 2-7. To which Mr. O'Neil indicated it can be added.

It was MOVED by Clerk Lilley, SUPPORTED by Treasurer Roman, to approve the 2020-2025 Capital Improvement Plan (CIP). The MOTION PASSED by voice vote (7 yes votes).

G. REQUEST TO APPROVE CCDC RECOMMENDATION FOR ECONOMIC DEVELOPMENT AND MARKETING RESEARCH SERVICES

Sean O'Neil stated that the CCDC was started approximately one-year ago. It is comprised of three Board members (Supervisor, Clerk, and Trustee Powell), two planning commissioners, and four residents at large. The CCDC received marketing and economic development proposals, in response to our public request for qualifications (RFQ), from four firms. Those firms were interviewed and the CCDC was provided proposals.

The CCDC met on September 5, 2019, and recommend that the Township Board contract with the Chesapeake Group, for the requested services, not to exceed \$53,000.

Trustee Powell indicated that this is new to each of us and this is our one chance to get it right. He indicated that something designed by committee always fails. The intent is to start with the big picture and work down to the smaller picture. The CIDI was an area study of what might be needed to make this whole area work. Then they looked at the impact the Library will have and the needs of the Township. DLZ is studying the needs of the Township and another expert company dealing with the public service building. It is getting fairly expensive, but it is essential to get it right. Chesapeake will bring it all together and what options are available. He lastly noted that there will likely be a need for a park expert in the future.

Clerk Lilley concurs with what has been said. He is thankful to be a part of the CCDC. He noted there are and will be a lot of questions to be asked, but it has come a long way and he is anxious to continue to learn.

Supervisor Kowall noted that there is discussion regarding a Department of Natural Resource trust fund. He furthered that he felt Chesapeake was a good mix of people within their team. They are enthusiastic, professional and are an extremely well-connected company. These are benefits that the Township will yield. He reminded that we are now part of the history of White Lake, by moving this forward.

Treasurer Roman clarified that we have tasked DLZ as the engineer to come up with a blueprint, but we are missing the artist. That is what Chesapeake is to him, the artist.

Sean O'Neil recapped all that the Board has accomplished in the past three years and is thankful and appreciative to be a part of the accomplishments.

It was MOVED by Clerk Lilley, SUPPORTED by Treasurer Roman, to accept the recommendation of the CCDC to hire the Chesapeake Group at costs not to exceed \$53,000.00 and allow the Supervisor to execute an agreement. The MOTION PASSED by voice vote (7 yes votes).

OLD BUSINESS

A. SECOND READING, ORDINANCE TO AMEND CHAPTER 18, ARTICLE II – FIRE CODE

John Holland, Fire Marshall. He submitted two versions to the Board, one is the clean version as submitted for first reading last month and the other is a marked-up/redlined version that clarifies by repeating a header. He will leave it to the Board which they want to adopt.

It was MOVED by Clerk Lilley, SUPPORTED by Trustee Voorheis, to approve the redline version of the ordinance to amend Chapter 18, Article II – Fire Code. The MOTION PASSED by voice vote (7 yes votes).

B. SECOND READING, FEE ORDINANCE AMENDMENTS

It was MOVED by Supervisor Kowall, SUPPORTED by Treasurer Roman, to move the second reading, therefore adoption of Fee Ordinance amendments. The MOTION PASSED by voice vote (7 yes votes).

TRUSTEE COMMENTS

Trustee Voorheis – She noted two upcoming events: 1) The Huron Valley Optimist Club is holding an Octoberfest on Saturday, September 28th from 5-10pm; and 2) The Fire Department is holding an Open House from 1-4pm on September 29th.

She thanked her fellow Board members for the support at the Fisk Farm Festival.

Trustee Smith – The next Library Board meeting is September 26th at 6:45pm. The Friends of the Library will host a meet and greet on September 26th from 5-7pm. They are also sponsoring an art competition. The art is on display through October 25th at which time two awards will be given. She also noted that the Friends of the Library will hold an October book sale with a preview on October 17th and the sale on the 18th and 19th.

She commented that Fisk Farm Festival was a very enjoyable weekend with nice weather. She and her CERT team worked the event. The next CERT class starts October 2nd and information regarding the same can be obtained by contact White Lake Police Department.

She spoke briefly about being interviewed by DLZ last week. She enjoyed the experience and also enjoyed hearing how much White Lake's employees enjoy working together and gave them kudos for happily working in the conditions that they do.

She too noted the Fire Department Open House on September 29th from 1-4pm.

Lastly, she mentioned that it is suicide prevention month and reminded that if you need to talk with somebody please call 1-800-273-8255 or text "Hello" to 741741. She reminded that the residents always have a friend in her, and they can always call her. Her information is on the website.

Trustee Ruggles – The Planning Commission meeting for September 19th is canceled. The next meeting is scheduled for October 3rd.

He is a big fan of WOTA and believes it will be a big benefit to our community.

Clerk Lilley – He thanked the Board members for their involvement in the Fisk Farm Festival. He also recognized Board members and employees who do a lot for this Township and he thanked them for what they do.

Trustee Powell – He appreciates Trustee Smith for the meeting with DLZ. He was very impressed with them.

He questioned whether or not Supervisor Kowall has had any success in finding the light timing analysis by the RCOC. It seems to him, especially on the Union Lake corridor that there is very little planning. He wonders if there has been any presentment of turning the traffic lanes; two lanes going south in the morning and two lanes going north in the evening to assist. It seems to him something could be done.

He questioned the plans to address the videoing and/or YouTube of Board meetings next year. He would appreciate it being added to an agenda for discussion.

He thanked the Board for allowing the addition of the sanitary sewer system to next week's agenda.

He pointed that the police summary is well presented. He noted that it provides for about 400 warnings and about 400 tickets. It is a really good balance and it is obvious that they are concerned about public safety and not just writing tickets. He gave kudos to the Police Department.

Treasurer Roman – He thanked all for attending tonight and/or watching from home.

He noted that he moved another \$100,000 today from Phase 1 Sewer to the General Fund.

Lastly, he noted that on September 11th he had many visitors coming in to pay their taxes and he was bothered by how many people asked what the date was. He stated that September 11th is day to never forget. On behalf of the entire Board he believes their prayers go out to all the families that lost loved ones on September 11th.

Supervisor Kowall – He mentioned a fatality of an 18-year old on M59 near Kroger being struck by a car. He encouraged everyone to be safe and aware.

He stated that we are very fortunate so far that we have had a really good year. We are watching our P's and Q's and we are growing. What is happening in White Lake is catching the attention of others.

He spoke of a recent visit by Congresswoman Haley Stevens. She spent the day in White Lake and toured the Township and some of its facilities, including the water iron filtration plant. He appreciates her coming and taking an interest in the Township.

He commends Aaron Potter for putting together the Drinking Water Revolving Fund application that went out and added that we did win that loan. It will make a huge difference in the water quality of this Township. It will be nice to have a new town center area that is fed by clean water.

He spoke briefly of the bus fiscal today and thanked the Fire Department for their help. Great team work!

Lastly, he stated that we have a team of people who are willing to dig in and do what needs to be done and he is thankful because he cannot do his job without this team.

Thank you and God bless.

ADJOURNMENT

It was MOVED by Treasurer Roman, SUPPORTED by Trustee Smith to adjourn the meeting. The MOTION PASSED by voice vote (7 yes votes).

The meeting was adjourned at 9:37 p.m.

I, Terry Lilley, the duly elected and qualified Clerk of the Charter Township of White Lake, County of Oakland, State of Michigan, hereby certify that the foregoing is a true copy of the September 17, 2019 regular board meeting minutes.

A handwritten signature in cursive script that reads "Terry Lilley". The signature is written in black ink and is positioned above a horizontal line.

Terry Lilley, Clerk
White Lake Township
Oakland County, Michigan