

CHARTER TOWNSHIP OF WHITE LAKE

Approved Minutes of the Regular Board of Trustees Meeting

November 15, 2016

Previous to the meeting being called to order, Judge Kostin performed the swearing in ceremony for the newly elected positions: Rik Kowall, Supervisor and Liz Smith, Trustee. The current trustees/officers: Terry Lilley, Clerk; Mike Roman, Treasurer; Mike Powell, Trustee; Scott Ruggles, Trustee; and Andrea Voorheis, Trustee. Deputy Clerk, Cathy Derocher and Deputy Treasurer, Lisa Reaser.

Kathy Gordinear, Dublin Community Senior Center Director. The Board is very supportive of the Senior Center which is much appreciated. As Greg Baroni is retiring as acting Supervisor she presented to him on behalf of all the members at the Senior Center a cake to celebrate with and large Thank You card signed by all the seniors.

Barb Allison and Marge Sawruk, Historical Society members. They thanked Mr. Baroni as well for all his support and help. Tremendous strides have been made at Fisk Farm with him at the helm as well as at the Township level. On behalf of all members of the Historical Society they offered him best wishes on his retirement.

Supervisor Baroni thanked everyone for their well wishes and support. He took the position of Supervisor to do a job and believes he has helped this Township out in the last six years. There have been interesting as well as challenging times. He has enjoyed being supervisor but looks forward to relaxing and traveling with his wife.

Doug Hanks was the Democratic nominee for the position of Supervisor this year on the ballot. He congratulated Rik Kowall on his nomination and is proud he will be taking the Township forward. He welcomed Rik and the new Board. The keys are given to them. White Lake is a bit rural with lots of regular folks so take time to shake hands. There is a lot about politics he doesn't know but Rik has great connections to bring in ideas from the whole political realm and he is proud to have him as supervisor.

(Whereupon a brief recess was taken from 7:17 p.m. to 7:34 p.m.)

Supervisor Baroni called the meeting to order at 7:34 p.m. He then led the Pledge of Allegiance.

Clerk Lilley called the roll:

Present: Greg Baroni, Supervisor
Terry Lilley, Clerk
Mike Roman, Treasurer
Rik Kowall, Trustee
Mike Powell, Trustee
Scott Ruggles, Trustee
Andrea Voorheis, Trustee

Also Present: Lisa Hamameh, Attorney
Sean O'Neil, Planning Director
Jeanine Smith, Assessor
Amy Bertin, Recording Secretary

Clerk Lilley amended the Agenda as follows: Add Items 6 D4, Treasurer's Report dated 11-15-16; 6A, New List of Bills dated 11-14-16, 6D, Additional Budget Amendments; 10B, Correction to Resolution #16-037, Commercial Rehabilitation Exemption Certificate Application; 10C, Senior Election Specialist Position. Move Item 11C to 11A, Creation of Job Title Modification/Reclassification for Bank Specialist Position to Senior Treasury Specialist with Items 11A, 2017 Budget and 11B, Resolution #16-042, Revised 2017 Appropriations Act to follow.

It was MOVED by Clerk Lilley, SUPPORTED by Treasurer Roman to approve the Agenda as amended: Add Items 6 D4, Treasurer's Report dated 11-15-16; 6A, New List of Bills dated 11-14-16; 6D, Additional Budget Amendments; 10B, Correction to Resolution #16-037, Commercial Rehabilitation Exemption Certificate Application; 10C, Senior Election Specialist Position. Move Item 11C to 11A, Creation of Job title Modification/Reclassification for Bank Specialist Position to Senior Treasury Specialist with Items 11A, 2017 Budget and 11B, Resolution #16-042, Revised 2017 Appropriations Act to follow. The MOTION PASSED by a voice vote (7 yes votes).

PUBLIC COMMENTS

Pam Barckholtz, 5555 Grass Lake Road, White Lake. She is here tonight to offer a tribute to Supervisor Greg Baroni on behalf of the Huron Valley Optimist Club. They are about bringing out the best in kids as well as ourselves. They do 26 activities a year of which Greg has been involved in many. They serve White Lake Township as well as Highland, Milford and Commerce and the Huron Valley School District. It has been our pleasure to be able to do this and have Greg as our president in 2011 - 2012. Thank you for your participation in all of our activities and your leadership in our club. We'll be happy to see you back at our 7:30 a.m. meetings.

Mary Smith, 2550 Porter Road. She thanked the Board for keeping the rural integrity of the Township. It is nice to have such an aggressive policy and live in a community that hasn't changed much. The equestrian community really appreciates it.

CONSENT AGENDA

- A. LIST OF BILLS**
- B. REVENUE AND EXPENSES**
- C. CHECK DISBURSEMENT REPORT**
- D. DEPARTMENT REPORTS**
 - 1. POLICE DEPARTMENT**
 - 2. FIRE DEPARTMENT**
 - 3. COMMUNITY DEVELOPMENT**
 - 4. TREASURER'S REPORT**
- E. SPECIAL ASSESSMENT DISTRICT FOR TAX YEAR 2016**
- F. VARIOUS BUDGET AMENDMENTS**

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

MINUTES

A. OCTOBER 18, 2016

It was **MOVED** by Trustee Ruggles, **SUPPORTED** by Trustee Powell to approve the Minutes dated October 18, 2016. The **MOTION PASSED** by a voice vote (7 yes votes).

PUBLIC HEARINGS

- A. 2017 COMMUNITY DEVELOPMENT BLOCK GRANT (OPEN & CLOSE PUBLIC HEARING)**
 - 1. RESOLUTION #16-041, 2017 COMMUNITY DEVELOPMENT BLOCK GRANT**

It was **MOVED** by Clerk Lilley, **SUPPORTED** by Trustee Kowall to Open Public Hearing on 2017 Community Development Block Grant. The **MOTION PASSED** by a voice vote (7 yes votes).

There were no comments by the Public at this time.

It was **MOVED** by Treasurer Roman, **SUPPORTED** by Trustee Kowall to Close Public Hearing on 2017 Community Development Block Grant. The **MOTION PASSED** by a voice vote (7 yes votes).

Trustee Voorheis questioned whether the grant funds were more or less than what was received last year. She was informed the amount was a bit less.

Trustee Powell questioned whether the funds were administered by the Township or the County. He was informed White Lake administers their own funds.

Supervisor Baroni noted one correction to the language within Resolution #16-041. The second from the last sentence change the date from November 15, 2017 to November 15, 2016.

It was MOVED by Clerk Lilley, SUPPORTED by Trustee Kowall to approve Resolution #16-041, 2017 Community Development Block Grant, Acct.#731227, Minor Home Repair, \$50,000; Acct.#731712, Public Service (Senior Services), \$8,937; Acct.#730137, Public Service (Battered/Abused), \$8,936, with the amended date. The MOTION PASSED by a voice vote (7 yes votes).

RESOLUTIONS

A. RESOLUTION #16-039, POVERTY GUIDELINES FOR BOARD OF REVIEW

It was MOVED by Treasurer Roman, SUPPORTED by Trustee Ruggles to approve Resolution #16-039, Poverty Guidelines for Board of Review. The MOTION PASSED by a voice vote (7 yes votes).

B. RESOLUTION #16-040, CONFIRMING RE-ASSESSMENT OF RUBBISH REMOVAL

It was MOVED by Trustee Powell, SUPPORTED by Trustee Kowall to approve Resolution #16-040, Confirming Re-Assessment of Rubbish Removal. The MOTION PASSED by a voice vote (7 yes votes).

C. RESOLUTION #16-043, TOWNSHIP BOARD SALARIES FOR 2017

It was MOVED by Treasurer Roman, SUPPORTED by Trustee Voorheis to approve Resolution #16-043, Township Board Salaries for 2017. The MOTION PASSED by a voice vote (7 yes votes).

OLD BUSINESS

A. SECOND READING, AMENDMENT TO ORDINANCE 129 (FEE ORDINANCE)

It was MOVED by Clerk Lilley, SUPPORTED by Trustee Kowall to approve the Amendment to Ordinance 129 (Fee Ordinance). The MOTION PASSED by a voice vote (7 yes votes).

B. RESOLUTION #16-037, AMENDMENT TO COMMERCIAL REHABILITATION EXEMPTION CERTIFICATE APPLICATION, PA 210 OF 2005

It was MOVED by Clerk Lilley, SUPPORTED by Trustee Powell to approve Resolution #16-037, Commercial Rehabilitation Exemption Certificate Application, PA 210 of 2005, amended with language “no extensions shall be granted beyond the seven (7) year period”. The MOTION PASSED by a voice vote (7 yes votes).

C. SENIOR ELECTION SPECIALIST

Clerk Lilley discussed with the Board in a previous meeting his recommendation to promote Ashley Amburgy to the position of Senior Election Specialist. In January of 2006 she was promoted to Executive Secretary. In October of 2009 she was reclassified as Election Specialist to reflect her current job responsibilities but was not given additional pay. The Election Specialist position requires accreditation, knowledge of law and equipment, organizes and implements training. He has submitted a job description for the position as well as a suggested pay scale. Ashley's expertise in elections has been an asset to the Township. Her time and duties surrounding the election process is quite extensive. She deserves compensation comparable to the level of responsibility and expertise she has demonstrated. He would request the Board to comply with his recommendations tonight, considering a budget amendment in December so the pay increase would be effective January 1, 2017.

Supervisor Baroni questioned whether this was just an FYI item to be brought back for consideration in December.

Clerk Lilley would like the Board to consider approving his recommendations tonight but that a Budget Amendment take place in December.

Treasurer Roman commented that later in the Agenda he also will be asking the Board to create another position and a wage scale for his office. He has spoken to the Union as well as the labor attorney. He was told in order to do something such as this, a process has to take place. First the position has to be created, along with a wage scale and budget amendment. The actual movement of the employee is something that should take place later.

Clerk Lilley believes he heard the labor attorney say, at least regarding Ashley's position, the Union would have the right to a 30 day review once the Board passed the job description and wage scale but not the authority to say they're not going to approve it.

Trustee Voorheis agreed Ashley is an awesome employee. Her concern is there are only elections every two years. Could we add more responsibilities to be done on the non-election years such as possibly scanning documents? Do other communities have election specialists and how does the proposed wage scale compare?

Trustee Powell felt the job description shouldn't be person specific. The responsibilities listed

in the job description should be broader than just elections.

It was MOVED by Clerk Lilley, SUPPORTED by Treasurer Roman to approve creation of the position Senior Election Specialist, the proposed wage scale and budget amendment, immediate promotion of Ashley Amburgy to the position.

Treasurer Roman withdrew his support of the motion as he is not in favor of Ashley Amburgy moving into the position until the proper process is followed.

It was MOVED by Treasurer Roman, SUPPORTED by Trustee Powell to approve creation of the position of Senior Election Specialist, the proposed wage scale and budget amendment. The MOTION PASSED by a voice vote (6 yes votes, 1 no vote – Voorheis)

NEW BUSINESS

C. CREATION OF JOB TITLE MODIFICATION/RECLASSIFICATION FOR BANK SPECIALIST POSITION TO SENIOR TREASURY SPECIALIST

Treasurer Roman respectfully asked the Board to consider creation of the modified position of Senior Treasury Specialist along with a proposed wage scale. The old job should be left in place for entry level front office staff. He is looking to get his staff equal to the status quo in the front office. Currently, all other departments have positions that pay at the executive secretary level. His fear is risking the loss of employees due to their current pay scale. The professionalism needed by his staff as well as the commitment and customer service is commensurate with the pay scale he is requesting.

It was MOVED by Treasurer Roman, SUPPORTED by Trustee Powell to approve Creation of Senior Treasury Specialist, the proposed pay scale and budget amendment. The MOTION PASSED by a voice vote (7 yes votes).

A. 2017 BUDGET

It was MOVED by Trustee Kowall, SUPPORTED by Trustee Voorheis to approve the 2017 Budget. The MOTION PASSED by a voice vote (7 yes votes).

B. RESOLUTION #16-042, 2017 GENERAL APPROPRIATIONS ACT

It was MOVED by Clerk Lilley, SUPPORTED by Treasurer Roman to approve Resolution #16-042, Revised 2017 General Appropriations Act. The MOTION PASSED by a voice vote (7 yes votes).

D. SECRETARY DPS JOB DESCRIPTION AND MAINTENANCE WORKER

It was **MOVED** by Clerk Lilley, **SUPPORTED** by Trustee Kowall to approve the recommendations for the Secretary DPS Job Description and Maintenance Worker. The **MOTION PASSED** by a voice vote (7 yes votes).

E. PURCHASE OF NEW TRUCK FOR ORDINANCE

It was **MOVED** by Trustee Kowall, **SUPPORTED** by Treasurer Roman to approve Purchase of New Truck for Ordinance, including within the specifications 4 wheel drive and a bed liner, amount not to exceed \$25,000. The **MOTION PASSED** by a voice vote (7 yes votes).

F. PURCHASE OF SERVER FOR GIS

It was **MOVED** by Trustee Kowall, **SUPPORTED** by Trustee Powell to approve Purchase of the GIS Database and ESRI ArcServer, amount not to exceed \$12,401.85, subject to confirmation of equipment compatibility with J&A and review of whether the software cost can be applied to the SAW Grant. The **MOTION PASSED** by a voice vote (7 yes votes).

G. REQUEST TO PURCHASE FIRE DEPARTMENT EQUIPMENT

It was **MOVED** by Trustee Voorheis, **SUPPORTED** by Trustee Powell to approve the Purchase of Fire Dept. Equipment, three (3) Hurst eDraulic 5700 E2 cutter packages, spreaders and AC/DC converter packs totaling \$57,075 from Apollo Fire Equipment Company. The **MOTION PASSED** by a voice vote (7 yes votes).

H. PETITION TO ABANDON A PORTION OF PARKVIEW DRIVE (SUNSET PARK SUB)

It was **MOVED** by Clerk Lilley, **SUPPORTED** by Treasurer Roman to approve the Petition to Abandon a Portion of Parkview Drive (Sunset Park Sub), subject to the parcels being combined into one parcel. The **MOTION PASSED** by a voice vote (7 yes votes).

I. COPY MACHINE PURCHASE

It was **MOVED** by Clerk Lilley, **SUPPORTED** by Trustee Ruggles to approve the bid by Applied Imaging for the purchase of three (3) Copy Machines. The **MOTION PASSED** by a voice vote (7 yes votes).

J. OAKLAND COUNTY PARKS & RECREATION FEE WAIVER REQUEST

It was **MOVED** by Clerk Lilley, **SUPPORTED** by Trustee Kowall to approve the Oakland County Parks & Recreation Fee Waiver Request in the amount of \$1130, (\$950 Planning Commission Fee plus 10% Admin Fee). The **MOTION PASSED** by a voice vote (7 yes votes).

K. BLOOMER PARK PATHWAY REPAIR

It was MOVED by Treasurer Roman, SUPPORTED by Trustee Ruggles to approve the Bloomer Park Pathway Repair by Cutting Edge Outdoor Services in the amount of \$4327. The MOTION PASSED by a voice vote (7 yes votes).

TRUSTEE COMMENTS

Supervisor Baroni commented as the Township Meeting was broadcast live tonight, he would be remiss if he didn't give a shout out to former trustee, Carol Burkard. She is probably at home watching this as we speak. We appreciate everything she's done for us the past 20 some years she was here at the Township. We miss you.

Trustee Powell. He would highly recommend the citizens participate in the Citizens Academy. Also, everyone in the Township should take advantage of the fact that the Police Dept. will do house checks if you are on any kind of vacation.

Trustee Ruggles thanked Supervisor Baroni. It has been a pleasure to know and serve with him. He wished him well.

Clerk Lilley also thanked Mr. Baroni and will express a proper good-bye at a later time.

Trustee Voorheis advised the annual Tree Lighting Ceremony will take place Friday, December 2nd from 6 p.m. to 8 p.m. There will also be Santa at the Fisk in the afternoon on December 3rd and 4th.

Trustee Kowall. It's been a pleasure working with Mr. Baroni over the past four years. He appreciates all the guidance and good times. He will try to do his best to uphold the standard which has been set at the Township and will continue to move the Township forward.

Treasurer Roman. Thanks to Carol for everything she's done for the Township. She waited a long time for videotaping of the meetings to take place. He also welcomed Liz Smith to the Board and is looking forward to serving with her. Four years flew by. He knows Greg's heart is with White Lake. He and his wife, Marilyn, will always be Trustees to this Township. Thanks for everything he's done.

EXECUTIVE SESSION

**A. APPROVAL TO RECESS INTO CLOSED SESSION FOR DISCUSSION OF
ATTORNEY/CLIENT PRIVILEGE COMMUNICATION IN ACCORDANCE WITH
MCL 15.268 (h)**

It was MOVED by Clerk Lilley, SUPPORTED by Trustee Kowall to approve adjourning into closed Executive Session for Discussion of Attorney/Client Privilege Communication in Accordance with MCL 15.268 (h). The MOTION PASSED by a voice vote (7 yes votes).

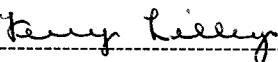
The meeting was adjourned into Executive Session at 9:23 p.m.

It was MOVED by Trustee Kowall, SUPPORTED by Treasurer Roman to return to open session. The MOTION PASSED by a voice vote (7 yes votes).

It was MOVED by Trustee Ruggles, SUPPORTED by Trustee Kowall to adjourn the meeting. The MOTION PASSED by a voice vote (7 yes votes).

Meeting adjourned at 10:07 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 November 15, 2016 regular board meeting minutes.



Terry Lilley, Clerk
White Lake Township
Oakland County, Michigan