

**CHARTER TOWNSHIP OF WHITE LAKE**  
**Approved Minutes of the Special Board of Trustees Meeting**  
**May 26, 2021**

Supervisor Kowall called the meeting to order at 6:00 P.M. The meeting was held via Zoom video conferencing. He then led the Pledge of Allegiance.

Supervisor Kowall called the roll:

Present: Rik Kowall, Supervisor  
Anthony L. Noble, Clerk  
Mike Roman, Treasurer  
Liz Smith, Trustee  
Andrea C. Voorheis, Trustee  
Michael Powell, Trustee

All present in White Lake Township, MI

Absent: Scott Ruggles, Trustee

Also Present: Sean O'Neil, WLT Planning Director  
Lisa Hamameh, Township Attorney  
Ben Price, Township Attorney  
Howard Kohn, The Chesapeake Group  
Hannah Micallef, Recording Secretary

## **AGENDA**

It was **MOVED** by Trustee Voorheis, **SUPPORTED** by Clerk Noble to approve the Agenda. The motion **PASSED** by roll call vote (Kowall/yes, Smith/yes, /Powell/yes Roman/yes, Voorheis/yes Noble/yes).

## **PUBLIC COMMENT**

Supervisor Kowall opened up public comment at 6:03 P.M. Seeing none, he closed the public comment at 6:03 P.M.

### **A. REQUEST TO APPROVE ADJUSTMENT OF PART-TIME SECRETARY POSITION TO FULL-TIME FOR SUPERVISOR OFFICE**

Supervisor Kowall said the current workload in the Supervisor's office has gotten hectic, and it would be beneficial for his office to have another employee. The position has been budgeted for in the past as part time, but there had been problems keeping the position filled. It is a MAPE Union position, and the official title would be Secretary. Salary would start at the MAPE union pay scale, and the position would be offered internally before offered to the public.

Trustee Powell asked if the job description was changed. Supervisor Kowall said it was updated to reflect the current times and needs for the department.

Trustee Powell stated that the wage scale for the position was different than the budget amendment for the position. Supervisor Kowall said the discrepancy was due the budget reflecting a seven-month amendment.

Treasurer Roman said before Supervisor Kowall, there used to be two clerical positions in that office. It is a busy office, and it would be a great move to have another employee there.

Clerk Noble said he has noticed Trish working very late the past couple months, and noted another employee would alleviate that for her. It is important for her to be able to go home to her family on time. He said it was important to have someone in the Supervisor's office at all times, and it was important to fill that position.

Trustee Smith said she thought it was important to always have someone available to serve residents. She suggested that the FOIA requests and meeting minutes being taken over by the Clerk's office to alleviate the Supervisor's office.

Clerk Noble said the Clerk's office is in transition. According to MTA, FOIA'S are out of the Clerk's office and his Deputy Clerk is in the process of working with Trish transitioning records. Clerk Noble indicated there is a team atmosphere within the Township in helping with other offices.

Trustee Voorheis was in support of the position as well, and would like to see someone in the Supervisor's office to help with coverage. She stated she doesn't like seeing a dark office.

**It was MOVED by Clerk Noble, SECONDED by Treasurer Roman, to approve adjustment of part-time secretary position to full-time for the Supervisor's office and to adopt the accompanied pay-scale. The motion PASSED by roll call vote (Roman/yes, Powell/yes, Voorheis/yes, Kowall/yes, Noble/yes, Smith/yes) CLOSED SESSION**

**A. MOTION TO RECESS INTO CLOSED SESSION TO CONSIDER CLIENT COMMUNICATION EXEMPT MATERIAL IN ACCORDANCE WITH MCL 15.268(h).**

**It was MOVED by Supervisor Kowall, SUPPORTED by Trustee Smith to recess into closed session to consider material exempt from discussion or disclosure by State or Federal Statue-Attorney Client Communication in accordance with MCL 15.268(h). The motion PASSED by roll call vote (Smith/yes, Powell/yes, Roman/yes, Kowall/yes, Voorheis/yes, Noble/yes).**

The Board moved into closed session at 6:19 P.M.

The Board returned from closed session at 7:46 P.M.

Supervisor Kowall called a recess at 7:48 P.M. due to a technical issue with Zoom. The Board came back from recess at 7:53 P.M.

It was the consensus of the Board that moving forward with River Caddis and the development of the Civic Center would be a learning process to look forward to.

**It was MOVED by Clerk Noble, SECONDED by Trustee Smith, to allow Supervisor Kowall to negotiate the contract on behalf on the Charter Township of White Lake with River Caddis not to exceed \$15,000 a month as discussed, and to allow Supervisor Kowall to sign the contract. (Smith/yes, Voorheis/yes, Kowall/yes, Powell/yes, Noble/yes, Roman/yes)**

#### **ADJOURNMENT**

**It was MOVED by Supervisor Kowall, SUPPORTED by Trustee Smith to adjourn. The motion PASSED by with a roll call vote (Kowall/yes, Noble/yes, Roman/yes, Smith/yes, Powell/yes, Voorheis/yes)**

**Meeting adjourned at 7:55 P.M.**

I, Anthony L. Noble, 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 May 26, 2021 special board meeting minutes.



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Anthony L. Noble, Clerk  
White Lake Township  
Oakland County, Michigan