

BOARD MEMBERS PRESENT:

Gary Wall, Supervisor
Kim Markee, Clerk
Steve Thomas, Treasurer
Anthony Bartolotta, Trustee
Marie E. Hauswirth, Trustee
Janet Matsura, Trustee
Mark Monohon, Trustee

OTHERS PRESENT:

Matt Covey	McCready's	Patrick Newland
Carl Wallace	Derek Diederich	Roman Wasylkevych
Robert Matsura	Donna Wall	Alison Swanson
Will White	Sandra Capton	Jim Heinsmer
Joseph A	Teresa Reuaud	Lila Ball
Deanna Southerland	Barb Miller	Terry Ball
Joy Southerland	Lorraine Frasca	Art Frasca
Mike Harris	Grant Smith	Joellen Shortley
Aric Klar	Mike Locher	David George
Shelly Schloss	Claudia Locher	Phil Karmo

Supervisor Wall called the meeting to order at 6:00 p.m. and asked for a moment of silence for the brave men and women who have served our Country and then led the Pledge of Allegiance.

Roll call vote was taken. All board members were present.

1. APPROVE AGENDA
1.1 December 12, 2022

Moved by Bartolotta,
Seconded by Markee, RESOLVED, to approve the December 12, 2022, agenda, as printed. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon
Nays: None
Absent: None

Motion carried unanimously.

2. ANNOUNCEMENTS

- 2.1 Join Waterford Parks and Recreation as they bring you the annual Holiday Hoopla and Tree Lighting Event, Saturday, December 10th on Waterford's Civic Center Campus. Free reindeer visit, cookie decorating, crafts, a photo opportunity with Santa, and the lighting of Waterford's official tree! The event is free to attend from 3:00 - 6:00 p.m., with the tree lighting at 5:40 p.m. Make this your new family tradition like so many Waterford families before you!
- 2.2 GFL will continue to collect yard waste through the 2nd full week in December which is December 12-16 this year. All waste must be at the curb in approved containers by 7 a.m. on your collection day. Christmas falls on a Sunday this year, so the collection will not be moved for Christmas this year.
- 2.3 The library will be closed to the public from Monday, November 28nd through Sunday, December 18th while the Children's area is re-carpeted and repainted. During this time library staff will be working our normal business hours to take your reference questions via phone, chat, and email. We will deliver your holds and requested materials at the front entrance. Children's prints and non-print materials will be available only through interlibrary loan, Libby, or Hoopla. Grab Bag service for Teens and Adults and Children's craft kits service will be reactivated. We look forward to welcoming you in late December to see our fresh, new look.
- 2.4 Waterford Township Administrative Offices will be closed on December 23rd, December 26th, December 30th, and January 2, 2023. Emergency Services will still be available during all administrative closures. On behalf of all of us here on Team Waterford, we wish you a safe, happy, and healthy holiday season.
- 2.5 Attention all "Snowbirds"! Don't forget to do a few important items before you leave town for your seasonal home away from Waterford. Assessing: Please contact the Waterford Assessing Department with your forwarding address if you are leaving town for the Winter. Even though you may have your mail forwarded, property tax bills and assessments notices are not forwarded and are returned to the Township. Please call 248-674-6270 to let us know your Winter address. Department of Public Works: Please contact Waterford DPW at 248-674-2278 to schedule to have the water turned off to your home before you leave for the winter. GFL Curbside Collection: Waterford's designated residential curbside waste hauler program with GFL Environmental includes an option for residents to suspend service for up to three consecutive months for an invoice credit in each 12-month period. To use this option, please contact GFL at 248-204-6762.

3. Awards and Presentation**3.1 Presentation - Joy Southerland, Junior Grand Marshall & Scholarship Recognition**

State Representative Mike Harris presented Ms. Southerland with the Fran Anderson Making a Difference Scholarship. Ms. Therese, from State Senator Runstead's office, presented her with Tribute for her Scholarship of Service.

The Board of Trustees congratulated Ms. Southerland.

Supervisor Wall announced Mr. Joseph Saputo was the winner of the Holiday Extravaganza Coloring Contest. Supervisor Wall presented him with a \$100.00 gift card.

3.2 **Promotional Ceremony to the position of Line Lieutenant: Donald Lyons, Stephen Meier, and Thomas Hanson**

Fire Chief Covey and Deputy Fire Chief Wallace held a promotional ceremony for the Fire Fighters that have been promoted to Line Lieutenant.

I am extremely proud to work beside the three (3) individuals that will come before you tonight. These fine men are taking the next step in their fire service careers by accepting a leadership position. They have each been recently promoted to Lieutenant. Each will oversee one of our nine (9) fire stations and be responsible for the daily operations and assigned firefighters.

Chief Covey called the newly promoted:

- **Lieutenant Tom Hanson**
 - Lt. Hanson's wife Leanne, son Thomas, and his daughters Lilly and Lilah pinned his badge.
- **Lieutenant Don Lyons**
 - Lt. Lyons's wife, Katie, pinned his badge. His mom and his brothers and sisters also attended.
- **Lieutenant Steve Meier**
 - Lt. Meier's son, Stephen, pinned his badge. His wife, Kim, daughter Kea, and parents also attended.

Chief Covey reminded each one that the badge you received is much more than just a Badge. It represents your commitment to protect others in their time of need, to carry on years of tradition laid out by those before us, to coach and train those around you, to be proud, to be brave, to be strong, but most of all be prepared.

Always remember leadership is not a position. It is an action. Chief Covey shared something with everyone by a retired Fire Captain and close friend. "Every day, we train and learn. We place what we learn in our toolbox, and we carry this knowledge with us every day. Always share what is in your toolbox with others, as it will only improve the team."

He thanked each of your families for their daily sacrifices, allowing you to excel in the fire service.

3.3 **2022 Year in Review**

Shelly Schloss, executive assistant presented the 2022 year in review video.

4. Consent Agenda

Board Members may remove items from the Consent Agenda for discussion purposes or for the purpose of voting in opposition. Public comment for items removed from the consent agenda may be received in the same manner immediately following the Consent Agenda.

- 4.1 November 28, 2022, Meeting Minutes
- 4.2 December 12, 2022, Bill Payment
- 4.3 Receive the Clerk's Office October 2022 Report
- 4.4 Receive the Fire Department's November 2022 Report
- 4.5 Receive the Department of Public Works November 2022 Report
- 4.6 Receive the Treasurer's Office October 2022 Report

Moved by Bartolotta,

Seconded by Markee, RESOLVED, to approve the December 12, 2022, consent agenda items 4.1 through 4.6. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

5. Board Liaison Reports (Verbal)

Trustee Matsura

The Hess-Hathaway Park Advisory Committee meeting was held on Thursday December 8, 2022. The caretaker position will be filled as soon as employee screening has been completed. One application for this position has been received.

The Pond Improvement project has received approval for a \$154,655 grant from JP Morgan. While this is very good news, the project still needs an additional \$104,000 to proceed. All the animals are doing well except Wilbur, the potbelly pig and Griffin, the rabbit, both of which are having issues related to advanced age.

The Holiday Hoopla and Christmas tree lighting happened last Saturday. It was well attended and enhanced the happy spirit of this season. Merry Christmas to all!

Trustee Bartolotta

A Planning Commission Meeting will be held on December 13, 2022 at 4:30 p.m. Starting in January the Planning Commission meetings will be held at 6:00 p.m. to allow more people to attend.

Overtime is holding a Toy Drive tomorrow. Please stop by with a new, unwrapped toy. He also thanked the Police Department and Fire Department for saving a dog that was running down Dixie Hwy.

Treasurer Thomas

Taxes are payable through February 14, 2023.

Board Liaison Reports (Verbal) Continued.**Clerk Markee**

Last week Clerk Markee participated in a recount for four communities: the City of Troy, City of Pontiac, City of Farmington Hills, and City of Rochester Hill. About 75,000 ballots were counted, for Proposals 22-2 and Proposal 22-3, with 32 discrepancies. The discrepancies were where one box was completely filled in and the other box had a "pen rest" and the tabulator counted it as an over vote. The process went very well and our tabulators are extremely accurate.

Trustee Monohon

SEMCOG Trails Summit was held and they are looking to connect the trails from the Southeastern Michigan area. He also attended the annual Oakland county Youth Assistance recognition meeting.

Supervisor Wall

Waterford Police, Waterford Regional Fire Department, and Dispatch held "Shop with a Hero" on this past Saturday. 139 kids will have a Christmas because of these Heroes. The Annual Tree Lighting was held on Saturday that was very well attended.

6. Open Business**6.1 Proposed Special Assessment District for the Eradication or Control of Aquatic Weeds and Plants for Crescent Lake**

The following memo was received from Jeffrey M. Polkowski, Superintendent of Planning and Zoning.

It was presented to Waterford Township by a group of concerned lakefront owners several years ago that Crescent Lake contained a detrimental amount of invasive aquatic plants and weeds known to threaten the biodiversity of lakes, threaten navigation and recreational activities, decrease property values, and also harbor bacteria and other nuisance algae that are not beneficial to a lake's ecosystem. In an attempt to address this concern this same group circulated a petition requesting Waterford Township initiate proceedings to establish a Special Assessment District (S.A.D.) to fund the eradication or control of aquatic weeds and plants in accordance with Act 188 of the Public Acts of 1954, as amended (Act 188). Ultimately, a S.A.D. program was approved by the Board in 2013 with the final treatment to occur in 2018.

After the final weed control treatment this same group circulated a petition requesting Waterford Township initiate proceedings to establish another S.A.D. that was approved by the Board in 2018 with the final treatment to occur in 2023.

Once again, petitions have been presented to Waterford Township by this group of concerned lakefront owners with access to Crescent Lake, to request a S.A.D. for aquatic weed control.

The Development Services Department has reviewed the enclosed petitions recently submitted by the group and has verified that signatures representing 70% of the total land area within the proposed district determined to benefit from such a program are in favor of moving forward with the S.A.D. process.

For the Board's benefit, Act 188 states that if a petition is required by the Board for this type of improvement, then it shall contain the signatures of record owners representing more than 50% of the total land area within the proposed special assessment district as finally established by the Board. Further, Waterford Township's own policy, initially instituted for road improvement projects and now used for all requests received under this statute, stipulates that a petition shall have signatures representing at least 60% of the qualifying

Proposed Special Assessment District for the Eradication or Control of Aquatic Weeds and Plants for Crescent Lake Continued.

criterion as defined in the act prior to any further consideration. Due to the complexity of the work typically involved in preparing preliminary plans and subsequently establishing an estimated cost for such improvements, the 60% threshold was established as a safeguard to protect against losing the preliminary investment made by the Township towards the establishment of an S.A.D. on behalf of petitioners. Per Act 188, the Township can only recoup these preliminary costs associated with the making and or financing of an S.A.D. if said S.A.D. is finally established. If the Board determines that the petitions presented comprise a sufficient number of property owners, the next step in the process is for the Board to direct Township staff to issue a Request for Proposals ("RFP") to provide plans and a cost estimate of the cost of providing the control of weed in Crescent Lake. Once the RFP responses have been received, staff is required to file the cost estimates with the Clerk. The Clerk is responsible for providing the responses with the plans and specifications for providing weed control to the Board to determine whether it tentatively wishes to proceed with the improvement and to tentatively designate an S.A.D.

Should you have any questions, please do not hesitate to reach out to this office.

**RESOLUTION TO CAUSE PLANS TO BE PREPARED
FOR CONSIDERATION OF THE INTENT TO FORM
A CRESCENT LAKE
SPECIAL ASSESSMENT DISTRICT FOR
THE CONTROL OF WEEDS IN CRESECENT LAKE AND RELATED SERVICES PURSUANT
TO 1954 P.A. 188, AS AMENDED**

WHEREAS the record owners of more than fifty (50%) percent of the property affected by a proposed special assessment district for the control of weeds in Crescent Lake located within the Charter Township of Waterford ("Township") have filed a petition requesting such a district be formed for that purpose; and

WHEREAS before the Township Board can determine if these improvements should be made, it shall cause to be prepared plans and specifications describing the location of the improvement with an estimate of the cost of the improvement.;

NOW THEREFORE BE IT RESOLVED THAT:

The Township Supervisor has determined that the petition presented was sufficient to present to the Township Board.

The Township Board requests that its staff issue a Request for Proposals to provide plans and an estimate of the cost of providing the control of weeds in Crescent Lake to be filed with the Clerk.

BE IT FURTHER RESOLVED THAT the responses with the plans and specifications concerning providing weed control in Crescent Lake shall be presented to the Board of Trustees by the Clerk, for the Board to determine whether it tentatively wishes to proceed with the improvement and to tentatively designate a special assessment district.

Proposed Special Assessment District for the Eradication or Control of Aquatic Weeds and Plants for Crescent Lake Continued.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on November 28, 2022.

Charter Township of Waterford

Date

Kimberly Markee, Township Clerk

No action was taken.

Moved by Bartolotta,

Seconded by Matsura, RESOLVED, to establish a Lake Board for Crescent Lake pursuant to the Natural Resources and Environmental Protection Act, Public Act 451 of 1994, for the protection of the public health, welfare, and safety and the conservation of the natural resources of this state and to preserve the property values around Crescent Lake and to take steps necessary to remove and properly dispose of undesirable accumulated materials from the bottom of the lake by dredging, ditching, digging or other related work. Within 60 days from the date of this Motion, the Board of Trustees shall set up a Lake Board as provided in MCL 324.30903. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

6.2 Possible Adoption of Ordinance 2022-004; Medical Marihuana Facility Licensing Ordinance Amendment

**CHARTER TOWNSHIP OF WATERFORD
ORDINANCE NO. 2022-004**

MEDICAL MARIHUANA FACILITY LICENSING ORDINANCE AMENDMENT

An Ordinance to amend the Medical Marihuana Facility Licensing Ordinance codified in Division 12 of Article III in Chapter 10 of the Waterford Charter Township Code to modify the permitted hours of operations for provisioning centers and to change the security guard requirements for all Facilities.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Possible Adoption of Ordinance 2022-004; Medical Marihuana Facility Licensing Ordinance Amendment Continued.

Section 1 of Ordinance

The Waterford Charter Township Code is amended to clarify the requirements for security guards by changing Subsection 10-301(b)(15)(a) to read as follows:

Sec. 10-301. License application requirements.

- (a) Unchanged
- (b) (1)-(14) unchanged

(b) (15) A comprehensive facility operation plan that complies with all license standards, terms, and conditions in Section 10-306 and that includes at least all of the following:

a. A security plan and narrative depicting and fully describing the manner and equipment by which the applicant will comply with the requirements of this Ordinance and any other applicable law, rule, or regulation, and the details of all security arrangements to protect the facility and the safety of its employees and members of the public who are lawfully on the premises of the facility. Each facility must be protected by one private security guard or private security police personnel covered by a license issued under Public Act 330 of 1968, as amended, that are lawfully armed with a firearm and present during business hours.

(b) (15) (b)- (i) unchanged

(c) (16)- (25) unchanged

(c)- (f) unchanged.

Section 2 of Ordinance

The Waterford Charter Township Code is amended to clarify the security guard requirement by changing Subsections 10-306(e)(4) and 10-306(l)(4) to read as follows:

Sec. 10-306. License standards terms and conditions.

(a)- (d) unchanged

(e) (1)-(3) unchanged

(e)(4) *Security Guard*. Each facility must be protected during the hours of operation by private security guard or private security police personnel covered by a license issued under Public Act 330 of 1968, as amended, that are lawfully armed with a firearm.

(f)-(k) unchanged

(l)(1)-(3) unchanged

(l) Provisioning centers are subject to the following requirements and restrictions:

(l)(1)-(3) unchanged

(l)(4) Must have one licensed and lawfully armed private security guard or private security police present during business hours.

Possible Adoption of Ordinance 2022-004; Medical Marihuana Facility Licensing Ordinance Amendment Continued.

Section 3 of Ordinance

The Waterford Charter Township Code is amended to clarify the hours of operation for provisioning centers by changing Subsections 10-306 (l)(1) to read as follows:

Sec. 10-306. License standards terms and conditions.

(l) Provisioning centers are subject to the following requirements and restrictions:

(1) The hours they are open to the public are limited to 9:00 a.m. to 10:00 p.m., Monday through Saturday, and 10:00 a.m. to 6:00 p.m. on Sunday.

Section 4 of Ordinance

Should any part of this ordinance be declared invalid by a Court, it shall not affect the validity of the Ordinance as a whole or any part thereof other than the part as invalidated.

Section 5 of Ordinance

This Ordinance shall take effect immediately upon publication.

CERTIFICATION

I certify that this Ordinance was adopted by the Board of Trustees of the Charter Township of Waterford at a regular meeting held on December 12, 2022.

CHARTER TOWNSHIP OF WATERFORD

December , 2022

By: _____
Kimberly F. Markee, Township Clerk

Moved by Markee,

Seconded by Thomas, RESOLVED, to adopt Ordinance 2022-004; Medical Marihuana Facility Licensing Ordinance Amendment for the Security Guards and Hours of Operation. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

6.3 **Request Received for Extension of Time for Issuance of a Facility License Under the Medical Marihuana Facilities License Ordinance – MJ Highland**

The following memo was received from Robert P. Zora, Esq. and Michael Acho.

As you know, I was before the Board on November 14th on behalf MJ Highland, LLC requesting approval for a modified, phased site plan for MJ Highland's proposed Provision Center at 2060 Dixie Highway, Waterford Twp., MI 48328. During that meeting, the Township Board directed MJ Highland to the Planning Commission for approval of its phased site plan. The Planning Commission, however, does not meet until December 14, 2022, which in turn is the soonest date MJ Highland may obtain a certificate of occupancy. At the November 14th meeting, the Board also suggested that if MJ Highland requires additional time to obtain city and state inspections and approvals for its revised site plan, it should make that request to the Board during the November 28, 2022 meeting of the Board of Trustees.

MJ Highland is underway on its efforts to get fully licensed by the CRA, but because the Planning Commission does not meet until December 14, 2022, and MJ Highland will not be able to address the Township Board after that date, MJ Highland is making this **request for a 45-day extension (until February 14, 2023) of its Medical Marihuana Provisioning Center conditional approval**, as a precautionary measure before December 31, 2022. An extension may also aid MJ Highland in the event that the CRA is delayed beyond the end of the year with respect to MMFLA inspections.

As an update to the Board, MJ Highland has submitted its Step 2 application to the CRA. The CRA has reviewed MJ Highland's Step 2 application and, at this stage, is only awaiting MJ Highland's certificate of occupancy. Likewise, MJ Highland has submitted its Phase I site plans to the Michigan Bureau of Fire Services (BFS), and as of the date of this letter, MJ Highland is working with the BFS to schedule an inspection before the end of the month. MJ Highland has also submitted its revised site plans to the Planning Commission so that the Phase I site plan will be on the Planning Commission's December 14th agenda. To that end, MJ Highland has scheduled security cameras, alarm systems, cabinets, and other millwork to be installed the week of November 28th and as soon as the Planning Commission grants MJ Highland a certificate of occupancy following all necessary Township inspections, MJ Highland will schedule a final inspection by the CRA.

MJ Highland is working diligently to have its proposed Provisioning Center approved and licensed by December 31st. Nonetheless, out of an abundance of caution, MJ Highland believes that 45-day extension to its conditional approval would be prudent given the upcoming holidays, the mid-December Planning Commission meeting date, and any potential MMFLA inspection delays by the CRA. MJ Highland further requests that its extension request be included on the agenda for the November 28th Board meeting.

Thank you for your attention to this matter. If you have any questions, please do not hesitate to contact me.

Mr. Rob Zora, Attorney for MJ Highland addressed the Board of Trustees.

No action was taken.

6.4 **Request Received For Extension of Time For Issuance of a Facility License Under The Medical Marihuana Facilities License Ordinance - Quality Roots**

The following memo was received from Aric Klar, CEO Quality Roots, Inc.

I am writing to you all today to give you an update on our project. Quality Roots Waterford will be 99.9% complete on Dec 1 2022.(I have attached below photos taken today Nov, 21,2022). We have called for all final inspections and expect to receive our occupancy from the Township on Dec 1st or 2nd. The 1 issue that is the .1% not complete is the DTE transformer which has been on order since Feb 2022 as work starting commencing on site. I have also included a timeline of those communications and a clearer understanding of the timelines. We have found a solution and have got power from another DTE power pole in the interim to allow us to fully function. From lighting, heat, security all is functioning. We can 100% operate.

The only issue is that our plans call for a new transformer. We are hoping that the building department will work with us to ensure that we can receive a final Certificate of Occupancy with the power that is currently brought into this building. But just in case and to stay ahead of the potential delay, we felt it was best to ask one of two things. Number one, if the board/building departments will allow us to add a transformer once available so we can get full Certificate of Occupancy, or number two, if the township would grant us an extension on our conditional approval for a time determined by DTE and their installation timelines. We hope the township can understand where we are coming from and this final piece is completely out of our hands. To reiterate, the current power is 100% efficient for our operations.

We are eager to get our doors open and operate. As you can see, our entire site and store is built out and are days away from completion. Thank you Board of Trustees and look forward to discussing this matter further with you in person.

Aric Klar and Attorney Craig Aronoff addressed the Board on behalf of Quality Roots.

No action was taken.

6.5 **Possible Adoption of Resolution Extending Period to Issue a Medical Marihuana Facility License**

The following memo ordinance was received from Attorney Shortley.

CHARTER TOWNSHIP OF WATERFORD

**RESOLUTION EXTENDING MEDICAL MARIHUANA FACILITY
LICENSE ISSUANCE PERIOD
TO FEBRUARY 17, 2023**

RECITALS:

A. The Township Medical Marihuana Facility Licensing Ordinance took effect on January 4, 2021, which was almost ten months into the Covid-19 pandemic and was a time when many businesses and manufacturing facilities were not operating at full capacity.

Possible Adoption of Resolution Extending Period to Issue a Medical Marihuana Facility License Continued.

B. In the midst of the continuing pandemic, and after an extensive review process, on July 12, 2021, the Township Board conditionally approved five facility applications.

C. Section 10-303(i) of the Ordinance provides that when a final decision is made to approve or conditionally approve an application, it reserves that type of facility license for the Named Applicant and authorizes the Township Clerk to issue it for a period of one (1) year after the Township Board's final decision, or such later date as allowed by the Township Board, if all of the required conditions in the Ordinance are met.

D. As a result of the pandemic and the war in Ukraine, the world is experiencing supply chain disruptions, labor shortages, increased prices, and delays in many business sectors including transportation, manufacturing and construction.

E. Based on written requests, documentation received and testimony from Applicants explaining the need for additional time due to delays caused in the construction industry from supply and labor force issues and delays with the state administrative review process, the Township Board determined at its July 11, 2022, meeting that the time for the Township Clerk to issue a license for the applications conditionally approved on July 12, 2021, should be extended until December 31, 2022.

F. Some Applicants have worked diligently to complete all required license approval conditions by December 31, 2022, however, they have met encountered unexpected delays including electrical supply issues and problems scheduling state inspections during the holidays. Two applicants provided documentation to the Township Clerk explaining these unexpected delays and have requested forty-five (45) additional days to complete all license requirements.

IT IS THEREFORE RESOLVED that the time authorized in Ordinance Section 10-303(i) for the Township Clerk to issue a facility license to the Named Applicants of applications conditionally approved on July 12, 2021, shall be extended to February 17, 2023. All other requirements and conditions for the Named Applicants to satisfy in the Ordinance must be met before the Clerk may issue a license.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on November 28, 2022.

Charter Township of Waterford

Date

Kimberly Markee, Township Clerk

Moved by Markee,

Seconded by Bartolotta, RESOVLED, to accept and adopt the Resolution Extending the Period to Issue a Medical Marihuana Facility License to February 17, 2023, as presented. This would be applicable to all of the original applicants at this time. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

7. **Introduction**
7.1 **Possible Introduction of Ordinance 2022-005; Medical Marihuana Facility Licensing Ordinance Amendment**

**CHARTER TOWNSHIP OF WATERFORD
ORDINANCE NO. 2022-005**

MEDICAL MARIHUANA FACILITY LICENSING ORDINANCE AMENDMENT

An Ordinance to amend the Medical Marihuana Facility Licensing Ordinance codified in Division 12 of Article III in Chapter 10 of the Waterford Charter Township Code to provide for a process to report and review changes in ownership or entity name, after approval of the change by the State of Michigan.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

The Waterford Charter Township Code is amended to provide a process to review approvals from the State to changes in ownership of a licenses to amend Section 10-298 (e) to read as follows:

Sec. 10-298. Authorized medical marihuana facilities, licenses, annual fee, and limitations

(a) – (d) Unchanged

(e) As provided in Section 10-057, licenses are not transferrable or assignable to a different location but may have changes in ownership or be transferrable or assignable to a different licensee upon approval by the State Board and the Township as provided in Section 10-307.

(f) Unchanged

Section 2 of Ordinance

The Waterford Charter Township Code is amended to deleting the requirement regarding changes in information in Subsection 10-306 (p) to read as follows:

Sec. 10-306. License standards, terms, and conditions.

Unless modified by the Township Board in its decision to approve a license, the standards, terms, and conditions in this Section are incorporated by reference in and shall be requirements of every facility license to be complied with at all times.

(b) – (o) Unchanged

(p) shall be deleted and moved to Section 10-307

(q) – (u) shall be renumbered to be subsections (p) through (t)

Section 3 of Ordinance

The Waterford Charter Township Code is amended to add a new Section 10-307 to read as follows:

Sec 10-307 License Transfer Request and Requirement to Report Material Changes.

(a) A conditional approval of an application and an approval of a license are only valid for the owners, officers, members or managers listed in the application or license and only valid for the Named Applicant or named licensee, unless a change is approved as provided herein.

Possible Introduction of Ordinance 2022-005: Medical Marihuana Facility Licensing Ordinance Amendment Continued.

(b) A Named Applicant that has received conditional approval for a license and a licensee must report material changes to the State Board before making material changes that require prior authorization from the State Board. Material changes must be reported to the Township Clerk within 10 calendar days of the change. Material changes include but are not limited to the following:

(1) Change in any owners, officers, members, managers or members listed in the application or license.

(2) Change in entity name.

(3) Any transfer, sale, or other conveyance of an interest in the entity.

(4) For a safety compliance facility any change in its accreditation status by ISO or other accreditation body approved by the State Board.

(5) An applicant and a licensee have a duty to notify the Clerk in writing of any pending criminal charge, criminal conviction, felony, misdemeanor and violation of any law or ordinance related to the cultivation, processing, manufacture, storage, sale, distribution, testing or consumption of marihuana, the MMFLA and of any State Board fine or penalty imposed.

(c) Transfer of license or Changes to ownership: A Named Applicant may transfer a conditional approval and a licensee may transfer a license issued under this article, to a different entity or make changes to ownership, upon receiving written approval from the State Board and the Township. In order to make a request for Township approval of a change in Applicants or a change in the corporate name, the Named Applicant or licensee must make a written request to the Township Clerk, indicating the current Named Applicant or licensee, the proposed changes to Applicants or licensee and provide the approval from the State Board for the change. The Clerk shall also be provided with the information in Section 10-301 (2) for changes to the Named Applicant or licensee and information in Section 10-301 (3) for changes to the Applicants/licensees. Proposed new Applicants and new license holders may not owe any outstanding obligations to the Waterford Township and shall attest to that in their request to the Clerk.

(1) A change in business name without a change in ownership requires a fee of \$200 paid to the Township. If a Named Applicant or licensee is changing its business name and not making any changes to the Applicants, the Clerk may issue a license in the name of the new entity when all other requirements in this article are met. If the Named Applicant or licensee is removing one or more Applicants or owners without adding new ones, the Clerk shall accept and file the State Board approval of the change.

(2) If the change involves a request to add new Applicants or licensees, or a full transfer of ownership, a transfer application fee of \$2,500 shall be paid to the Township. The Clerk shall provide the transfer application information to Assessing, Treasurer, DPW and the Police Chief. The reporting individuals shall provide their written report to the Clerk within twenty (20) days of receiving the request for a report. The Clerk shall place the transfer request on a Township Board of Trustees meeting agenda. The Township Board shall grant the request so long as there has not been any delinquent property taxes or special assessments owed to the Township by any of the new owners, the State Board authorized the transfer, and the proposed license or application changes meet all requirements outlined in this article. The Township reserves the right to decline any transfer of a license which occurs within the first year of its original issuance.

Possible Introduction of Ordinance 2022-005; Medical Marihuana Facility Licensing Ordinance Amendment Continued.

- (d) Failure to report a Material Change to the Clerk within 10 days of the change is grounds for suspension or revocation of a license or conditional approval.
- (e) No transfer of a location shall be permitted.

Section 4 of Ordinance

Should any part of this ordinance be declared invalid by a Court, it shall not affect the validity of the Ordinance as a whole or any part thereof other than the part as invalidated.

Section 5 of Ordinance

This Ordinance shall take effect immediately upon publication.

CERTIFICATION

I certify that this Ordinance was adopted by the Board of Trustees of the Charter Township of Waterford at a regular meeting held on January 9, 2023.

CHARTER TOWNSHIP OF WATERFORD

January , 2023

By: _____
Kimberly F. Markee, Township Clerk

Moved by Markee,
Seconded by Thomas, RESOLVED, to introduce Ordinance 2022-005; Medical Marihuana Facility Licensing Ordinance Amendment for Ownership and Name Changes. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon
Nays: None
Absent: None

Motion carried unanimously.

8. New Business
8.1 2023 Budget Presentation By Derek Diederich And Barb Miller

Mr. Derek Diederich and Ms. Barbara Miller presented the 2023 Budget Presentation.

8.2 **2023 General Appropriations Act**

The following resolution was received from Derek Diederich and Barb Miller

**Charter Township of Waterford
Oakland County, Michigan
2023 General Appropriations Act**

Whereas, according to the Uniform Budgeting and Accounting Act, Public Act 2 of 1968 as amended, the Waterford Township Supervisor is Chief Administrative Officer with the authority to prepare the budget and control expenditures there under; and

Whereas, the Notice of Public Hearing of the Townships proposed budget was published in the Oakland Press on November 20, 2022; and

Whereas, the Waterford Township Board of Trustees held a Public Hearing on its budget on December 12, 2022; and

Whereas, the proposed 2023 tax rate to be levied by the Charter Township of Waterford is 12.9615 mills; and

Whereas, the estimated 2023 revenues and expenses for the Charter Township of Waterford are as follows:

	2023 REVENUES	2023 EXPENSES
GENERAL FUND	21,963,043	21,953,788**
POLICE FUND	16,208,116	16,206,251
FIRE FUND	22,323,846	22,321,869
LIBRARY FUND	2,808,618	2,839,526
<u>PARKS & REC. FUND</u>	<u>1,988,814</u>	<u>2,158,073</u>
TOTAL REVENUES & OPERATING EXPENSES NOT INCLUDING THE WATER AND SEWER FUND	65,292,437	65,479,507

OTHER FUNDS	2023 REVENUES	2023 EXPENSES
POLICE RESTRICTED	65,525	200,009
CEMETERY CARE	25,000	0
CABLE FUND	343,335	396,135
IMPROVEMENT & REVOLVING	1,150,061	1,585,405
LIBRARY DONATIONS	171,616	113,067
<u>WORKER'S COMPENSATION</u>	<u>0</u>	<u>0</u>
TOTAL OTHER FUNDS	1,755,537	2,294,616

TOTAL ALL FUNDS	TOTAL REVENUE	TOTAL EXPENSES
	67,047,974	67,774,123

****GENERAL FUND EXPENDITURES**

TOWNSHIP BOARD	60,324
DISTRICT COURT	3,096,956
SUPERVISOR & ASSESSING	1,193,410
ELECTIONS	224,474
CLERK	985,496
FISCAL & HUMAN RESOURCES	290,713
GENERAL SERVICES	2,285,388
RETIREE BENEFITS	928,003
TREASURER	953,819
INFORMATION SYSTEMS	575,159
FACILITIES & OPERATIONS	1,558,548
DEVELOPMENT SERVICES	1,516,610
COMMUNITY PROMOTIONS	326,100
SCHOOL CROSSING GUARDS	64,590
TRANSFERS TO OTHER FUNDS- POLICE, FIRE, ETC.	7,894,198

2023 General Appropriations Act Continued.

Now, therefore be it resolved, that the 2023 Budget of the Charter Township of Waterford is hereby adopted by reference

Be it further resolved, that the Board of Trustees of the Charter Township of Waterford adopts the 2023 fiscal year budget by cost center, except for the District Court which is by line item, and that the Township officials responsible for the expenditures authorized in the budget, with the exception of the District Court, may expend township funds up to the total appropriation authorized for each cost center and may make transfers among the various line items contained in the cost center appropriation.

Be it further resolved, that appropriations will be deemed maximum authorizations to incur expenditures. The supervisor shall exercise oversight and control to ensure that expenditures are within appropriations and shall not issue any order for expenditures that exceed appropriations.

Ayes: _____

Nays: _____

Absent: _____

Certification

I hereby certify that this resolution was adopted by the Charter Township of Waterford Board of Trustees by the roll call vote indicated at a regular meeting of the Board on December 12, 2022

Charter Township of Waterford

Kim Markee, Township Clerk
December 12, 2022

Moved by Markee,
Seconded by Thomas, RESOLVED, to adopt the 2023 General Appropriations Act as presented. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

8.3 2023 Water-Sewer Special Appropriations Act and Budget Approval Resolution

The following memo was received from Derek Diederich and Barb Miller

**CHARTER TOWNSHIP OF WATERFORD
OAKLAND COUNTY, MICHIGAN**

**2023 WATER AND SEWER FUND SPECIAL APPROPRIATIONS ACT AND BUDGET
APPROVAL RESOLUTION**

WHEREAS, the Township's proposed budget for the 2023 fiscal year that begins January 1, 2023, includes the Township's Water and Sewer Fund, which is an enterprise fund; and

WHEREAS, under the Uniform Budgeting and Accounting Act, Public Act No. 2 of 1968, as amended, although budgets for enterprise funds are not part of the budget that is approved by a general appropriations act, they may be approved by a special appropriations act; and

WHEREAS, on December 12, 2022, the Township Board of Trustees held a public hearing on its proposed budget for the 2023 fiscal year, notice of which was published in the Oakland Press on November 20, 2022, and

WHEREAS, the proposed 2023 Water and Sewer Fund Budget, which does not require or provide for money to be raised by taxation or new bond issues to meet proposed expenditures, and necessary supporting schedules provides for:

1. Expenditures of \$22,909,919 that include \$627,942 of debt interest expenses.
2. Debt principal payments of \$2,304,964 not included in the \$22,909,919 of expenditures.
3. Anticipated income (revenue) of \$25,439,172
4. An estimated (1-1-2023) beginning fund balance of \$24,459,514 and estimated end of year (12-31-2023) fund balance of \$24,683,803; and

WHEREAS, the proposed 2023 Water and Sewer Fund Budget includes supporting schedules for the information in the Budget.

IT IS THEREFORE RESOLVED that the proposed 2023 Water and Sewer Fund Budget as described in this Resolution is approved and adopted.

IT IS FURTHER RESOLVED that appropriations are hereby made for the expenditures in the approved Budget, which are maximum authorizations for responsible and authorized Township officials to incur expenditures within each of the cost centers.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on December 12, 2022.

Charter Township of Waterford

Date

Kim Markee, Township Clerk

2023 Water-Sewer Special Appropriations Act and Budget Approval Resolution Continued.

Moved by Markee,

Seconded by Bartolotta, RESOLVED to accept the 2023 Water-Sewer Special Appropriations Act and Budget Approval Resolution as presented. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

8.4 **2022 Year End Budget Amendments and Fund Balance Designations**

The following memo was received from Derek Diederich and Barb Miller.

After review of the Township operational budget accounts and the need to post some one-time revenues and accrual adjustments, we recommend the following (2022) year- end adjustments and amendments for the Township Board's review and action.

One-Time Revenue Receipts for 2022 Budget Year:

Waterford Township received a few 'one-time' revenues that need to be incorporated into the 2022 Budget. Waterford received a rebate from its General Liability Carrier – Michigan Municipal Risk Management Authority (MMRMA) in the amount of \$530,719 in 2022. While this is good news, this revenue source is a one-time adjustment made by our carrier to account for loss experience and required assets on hand compared against the insurance carrier's exposure as derived by their accountants and actuaries. In short, this is the type of revenue that cannot be considered permanent. As we have discussed previously, we do not believe in attaching reoccurring annual expenses to one-time revenue events, which is a conservative budgetary practice.

Township Board Budget Adjustment #1 Motion Requested:

General Fund Line Item (10101-68700) was originally budgeted at \$150,000. At this time, we would ask the Township Board to approve a budget adjustment to the Township's General Fund Revenue Line Item: (10101-68700) 'Refunds and Rebates' of \$292,453 to recognize the General Fund portion of the refund and to adjust for some differences between budget vs. actual for smaller expected refund sources. The allocation to the Water-Sewer Fund is \$92,986 to account Refunds and Rebates (59003-68700) to approximate Water-Sewer's share of this rebate.

State Shared Revenue Amendment #2 Motion Requested:

We originally budgeted \$6,505,050 in revenue line item: (10101-57401). We expect year-end to be closer to \$7,674,908. Therefore, we recommend the Board approve a budget increase adjustment of \$1,169,858 to line item: (10101-57401). Originally, the State estimated this category smaller due to the health pandemic (COVID-19), but the consumer spending model ended up different than originally estimated.

2022 Year End Budget Amendments and Fund Balance Designations Continued.**Township Board Budget Adjustment #3 Motion Requested:**

We would also recommend that the Township Board make an increased transfer from its General Fund, Fund # (101) to its Improvement and Revolving Fund, Fund # (246). As a reminder, the (246) Improvement Revolving Fund is where the Township budgets and pays for its general government capital improvements. This fund does not have a reoccurring or dedicated revenue stream, so it is essential that whenever possible this fund be given an opportunity to help the community address its capital infrastructure and deferred maintenance needs. Historically, the Improvement Revolving Fund has allowed the Township to participate in the Tri-Party (Oakland County, Oakland County Road Commission and Twp.) road projects, Township drainage issues, streetlights, sidewalks and other needed capital upgrades and repairs. The needs for capital improvements are vast and virtually without end and such items have been deferred, especially during past recessions. At this time, we recommend that the Township Board authorize an increased \$500,000 transfer from General Fund expense line item 19650-99911 to Improvement Revolving Fund Revenue line item 24601-67402. While this is a positive item, we should keep in mind that public infrastructure projects can be very costly, and that the Township has deferred many projects over the past number of years. These capital projects are mainly one-time in nature and related to repair, maintenance, and technology needs.

Township Board Budget Adjustment #4 Motion Requested:

We would also recommend that the Township Board make an increased transfer from its General Fund, Fund # (101) to its Cemetery Care Fund, Fund # (209). The Township's five municipal cemeteries at some point will have ongoing maintenance and upkeep needs and have no dedicated revenue stream to help meet these needs. At the end of 12-31-21 there was \$742,858 in this fund. We recommend an increased transfer of \$100,000 from General Fund Line Item 19650-99908 to Cemetery Care Fund Line Item 20901-67402 at this time.

Township Board Budget Adjustment #5 Motion Requested:

We would recommend that the Township Board authorize an increased transfer from the General Fund Line Item #12480-99901 to the (330) fund, line item #33001-67410 using project code GENFD in the amount of \$425,000. If you remember the (330) fund was created to help set aside current dollars for future capital needs. The General Fund transfer to the 330 Fund is for future building, grounds or vehicle repairs, maintenance, or acquisition in the General Fund category.

Township Board Budget Adjustment #6 Motion Requested:

We would recommend that the Township Board authorize an increased transfer from the Fire Fund Line Item # 20630-99901 to the (330) fund, designated to the fire capital line item #33001-67410-FIRE in the amount of \$150,000. If you remember the (330) fund was created to help set aside current dollars for future capital needs including vehicles and equipment. As you are aware, public safety vehicles in this category are very important, as well as very expensive and setting aside dollars when possible is financially prudent. This is the type of move that also would permit paying cash rather than financing such vehicles in the future.

Township Board Budget Adjustment #7 Motion Requested:

We would recommend that the Township Board authorize an increased transfer from the Police Fund Line Item # (20730-99901) to the (330) fund, designated to the police capital line item 33001-67410-POLIC in the amount of \$400,000. If you remember the (330) fund was created to help set aside current dollars for future capital needs including vehicles and equipment. As you are aware, vehicles, technology (911 Systems etc.) and deferred building maintenance in this

2022 Year End Budget Amendments and Fund Balance Designations Continued.

category are very important, as well as very expensive and setting aside dollars when possible is financially prudent.

Township Board Budget Adjustment #8 Motion Requested:

The Township Building Permits revenue line item was originally budgeted at \$340,000. We project the Year-End total to be closer to \$475,000 based on an increase related to activities in 2022. Therefore, we request a budget amendment to increase and adjust the original budgeted amount by \$135,000 to recognize the increased revenue. This corresponds to line item #10101-46300.

Township Board Budget Adjustment #9 Motion Requested:

The Township Building Permits-Electrical revenue line item was originally budgeted at \$95,000. We project the Year-End total to be closer to \$159,383 based on an increase related to activities in 2022. Therefore, we request a budget amendment to increase and adjust the original budgeted amount by \$64,383 to recognize the increased revenue. This corresponds to line item #10101-46400.

Township Board Budget Adjustment #10 Motion Requested:

The Township Site Plan Reviews revenue line item was originally budgeted at \$39,500. We project the Year-End total to be closer to \$105,000 based on an increase related to activities in 2022. Therefore, we request a budget amendment to increase and adjust the original budgeted amount by \$65,500 to recognize the increased revenue. This corresponds to line item #10101-60110.

Township Board Budget Adjustment #11 Motion Requested:

The Fines and Fees related to District Court Activities were budgeted at \$850,000 for 2022. We expect the year-end total to be closer to \$910,000. Therefore, we request a budget amendment to increase and adjust the original budgeted amount by \$60,000 to recognize this increased revenue. This corresponds to line item #10101-65600.

Township Board Budget Adjustment #12 Motion Requested:

The Fees related to Comcast-AT&T Activities were budgeted at \$1,085,829 for 2022. We expect the year-end total to be closer to \$891,127. Therefore, we request a budget amendment to decrease and adjust the original budgeted amount by \$194,702 to recognize this decreased revenue projection. This corresponds to line item #10101-67407.

Township Board Budget Adjustment #13 Motion Requested:

As the Board is aware, the Township is under a Corrective Action Plan (CAP) with the State of Michigan with respect to its closed Retiree Health Care System. Public Act 202 of 2017 requires Municipalities to be at least 40% funded in this benefit category. The most recent actuarial study (12-31-2021) had the Township listed at 27.24% funded with a ~~<\$150,788,719>~~ Actuarial Assumed Liability (AAL). The Township has taken many steps in recent years to help address this category like closing the system to new hires, starting a trust to invest assets and receive some compound interest to help leverage against future costs and most recently completing a dependent audit among other steps. In 2021, the Township Board implemented retiree health care plan reforms. These measures helped reduce some of the unfunded liabilities. At this time, we are recommending an additional contribution into the health care trust in the amount of

2022 Year End Budget Amendments and Fund Balance Designations Continued.

\$1,422,150 broken up from different funding sources listed below. While this alone does not solve this issue, it will be another step in the right direction. The breakdown of the 2022 proposed year-end supplemental retiree health care trust funding is as follows:

<u>Fund:</u>	<u>Object #:</u>	<u>Amount:</u>
General Fund	71350	\$278,400
Police Fund	71350	\$479,700
Fire Fund	71350	\$294,000
Water-Sewer	71350	\$247,650
Parks & Rec.	71350	\$ 46,350
Library	71350	<u>\$ 76,050</u>
Total:		\$1,422,150

Township Board Budget Adjustment #14 Motion Requested:

The General Fund transfers portions of the general fund millage as laid out during the budget process. Due to the items listed above we are recommending some changes to the original transfers in the 2022 budget as follows:

<u>Transfer Line:</u>	<u>Name:</u>	<u>Rev. Budget:</u>	<u>New Trans.:</u>	<u>Req. Amd:</u>
19650-99912	G.F. Trans. Library Fund	\$0.00	\$ 75,000	\$75,000
19650-99914	G.F. Trans. P&R Fund	\$200,000	\$250,000	\$50,000
19650-99903	G.F. Trans. Fire Fund	\$857,000	\$1,082,000	\$225,000
19650-99904	G.F. Trans. Police Fund	\$5,210,000	\$4,815,000	<\$395,000>

Township Board Budget Adjustment #15 Motion Requested:

The millage-based revenue lines in the various tax supported funds need to be adjusted in the 2022 budget to more adequately reflect what the final collection totals will be.

<u>Millage Line:</u>	<u>Name:</u>	<u>Rev. Budget:</u>	<u>Est. Y.E.:</u>	<u>Req. Amd:</u>
10101-40200	General Fund Millage	\$9,194,892	\$8,787,025	<\$407,867>
20701-40600	Police Millage I	\$3,584,130	\$3,445,137	<\$138,993>
20701-40700	Police Millage II	\$3,615,728	\$3,473,849	<\$141,879>
20701-67418	P&F SAD	\$3,177,094	\$3,045,628	<\$131,466>
20601-40600	Fire Millage I	\$2,410,146	\$2,318,266	<\$ 91,880>
20601-40700	Fire Millage II	\$2,389,252	\$2,296,259	<\$ 92,993>
20601-40900	Fire Millage III	\$1,504,748	\$1,446,306	<\$ 58,442>
20601-67418	P&F SAD	\$2,514,388	\$2,412,487	<\$101,901>
27001-40600	Library Millage	\$2,178,254	\$2,094,036	<\$ 84,218>
28001-40600	P&R Millage I	\$1,194,115	\$1,147,706	<\$ 46,409>

Township Board Budget Adjustment #16 Motion Requested:

The EMS fee based revenue needs to be adjusted to more accurately reflect year-end expected totals.

<u>Revenue Line:</u>	<u>Name:</u>	<u>Rev. Budget:</u>	<u>Est. Y.E.:</u>	<u>Req. Amd:</u>
20601-62710	Charge – EMS Fees	\$1,875,000	\$2,112,495	\$237,495

2022 Year End Budget Amendments and Fund Balance Designations Continued.**Township Board Budget Adjustment #17 Motion Requested:**

The following budget amendments are need in the (590) Fund Water-Sewer to more adequately reflect expected year end collections.

<u>Revenue Line:</u>	<u>Name:</u>	<u>Rev. Budget:</u>	<u>Est. Y.E.:</u>	<u>Req. Amd:</u>
59001-64500	Sales-Water Metered	\$5,950,000	\$6,800,000	\$850,000
59001-65010	Charge Cap. Equalization	\$ 69,000	\$ 145,000	\$ 76,000
59002-65012	Chare Sewer Usage	\$18,200,000	\$18,269,000	\$ 69,000

Township Board Budget Adjustment #18 Motion Requested:

The following budget amendments are requested in the interest revenue category to more adequately reflect expected year-end actual earnings.

<u>Revenue Line:</u>	<u>Name:</u>	<u>Rev. Budget:</u>	<u>Est. Y.E.:</u>	<u>Req. Amd:</u>
10101-66401	Inter Rev. Gen. Fund	\$124,938	\$77,000	<\$47,938>
20601-66400	Interest Rev. Fire	\$ 79,514	\$46,744	<\$32,770>
20701-66400	Interest Rev. Police	\$ 81,665	\$46,174	<\$35,491>
24601-66400	Interest Imp. Revolving	\$ 33,412	\$24,822	<\$8,590>
27001-66400	Interest Library Fund	\$ 21,625	\$11,700	<\$9,925>
28001-66400	Interest Parks & Rec.	\$ 14,366	\$ 9,300	<\$5,066>
28201-66400	Interest Fed. Grant	\$ 0	\$30,000	\$30,000
59003-66400	Interest Water-Sewer	\$227,042	\$83,000	<\$144,042>

Township Board Budget Adjustment #19 Motion Requested:

In operational year 2022, the Water and Sewer Fund (590) did not spend all of its allocated resources for operational line (Sewer Treatment).

<u>W&S Line:</u>	<u>Revised Budget:</u>	<u>Projected Y.E.:</u>	<u>Requested Amd:</u>
59054-81000	\$9,800,000	\$9,4000,000	<\$400,000 >

Township Board Budget Adjustment #20 Motion Requested:

The Township's Retiree Health and current employee health lines are in need of adjusting. There are factors that influenced this need including the Township going to a self-insured model, not quite as many employees retiring than originally planned and some timing delays with hiring in the public safety departments. The breakdown of recommended budget amendments are as follows:

2022 Projected Current Employee Health Care Expenses:

<u>Health Care Line:</u>	<u>Revised Budget:</u>	<u>Projected Y.E.:</u>	<u>Req. Amd:</u>
12160-71100	\$55,634	\$90,000	\$34,366
12550-71100	\$59,231	\$71,757	\$12,526
12650-71100	\$131,347	\$104,000	<\$27,347>
14100-71100	\$156,673	\$99,000	<\$57,673>
20630-71100	\$1,613,552	\$1,500,000	<\$113,552>
20730-71100	\$921,853	\$772,000	<\$149,853>

2022 Year End Budget Amendments and Fund Balance Designations Continued.

27790-71100	\$152,552	\$123,000	<\$29,552>
28090-71100	\$44,868	\$52,000	\$7,132
59044-71100	\$493,159	\$519,000	\$25,841

2022 Projected Retiree Health Care Expenses:

<u>Ret. Health Care Line:</u>	<u>Revised Budget:</u>	<u>Projected Y.E.:</u>	<u>Req. Amd:</u>
11360-71150	\$312,301	\$189,240	<\$123,061>
20730-71150	\$2,430,811	\$2,000,000	<\$430,811>
20630-71150	\$1,204,040	\$1,000,000	<\$204,040>
27790-71150	\$81,196	\$33,812	<\$47,384>
59044-71150	\$523,103	\$350,000	<\$173,103>

Township Board Budget Adjustment #21 Motion Requested:

Review of the Township's Worker's Compensation Line Items has revealed the need for some year-end adjustment. The breakdown of recommended budget amendments are as follows:

<u>W.C. Lines:</u>	<u>Revised Budget:</u>	<u>Projected Y.E.</u>	<u>Req. Amd:</u>
12480-71600	\$50,000	\$25,000	<\$25,000>
20730-71600	\$195,000	\$95,000	<\$100,000>
20630-71600	\$140,000	\$85,000	<\$55,000>

Township Board Budget Adjustment #22 Motion Requested:

A few of the Township Salary Lines require adjustment prior to year-end. Budgeted positions not immediately filled and other items caused the need for adjustment.

<u>Salary/FICA & Ben. Lines:</u>	<u>Revised Budget:</u>	<u>Projected Y.E. :</u>	<u>Req. Amd:</u>
20730-70200	\$6,501,028	\$5,750,000	<\$751,028>
20730-71000	\$538,218	\$477,304	<\$60,914>
20630-70200	\$9,023,726	\$8,600,000	<\$423,726>
12160-70200	\$507,765	\$523,000	\$15,235
14100-70200	\$736,858	\$605,000	<\$131,858>
59041-70200	\$220,190	\$281,000	\$60,810
59042-70200	\$415,331	\$387,622	<\$27,709>
59044-70200	\$910,380	\$820,000	<\$90,380>
59054-70200	\$351,845	\$324,000	<\$27,845>
28090-70300	\$235,979	\$126,000	<\$109,979>
28090-70325	\$94,350	\$ 69,000	<\$25,350>

2022 Year End Budget Amendments and Fund Balance Designations Continued.**Township Board Budget Adjustment #23 Motion Requested:**

The overtime line in the Fire Department is over budget and requires adjustment prior to year-end.

<u>O/T Line:</u>	<u>Revised Budget:</u>	<u>Projected Y.E. :</u>	<u>Req. Amd:</u>
20630-70900	\$1,100,000	\$1,360,056	\$260,056

Township Board Budget Adjustment #24 Motion Requested:

The Food Allowance line in the Fire Department is over budget and requires adjustment prior to year-end due to a change in a recently settled contract.

<u>Food Line:</u>	<u>Revised Budget:</u>	<u>Projected Y.E. :</u>	<u>Req. Amd:</u>
20630-71800	\$135,000	\$185,000	\$55,000

Township Board Budget Adjustment #25 Motion Requested:

The Budget for 2022 included the purchase of one Fire truck for the Fire Department. This truck has been ordered but due to the long manufacturing lead-time involved in building it, it will not be delivered until 2023. For accounting purposes, it is therefore recommended to reduce 20630-97136 by \$537,241 and make a corresponding increase to 20630-99901 – Capital Project Allocation. An increase is also needed for Capital Project 33001-67410-Fire for \$537,241, so that the purchase of this truck can be made using account 33090-97136-Fire.

Thank you for your attention and careful consideration on these matters. Should you have any questions please feel free to contact our office at your convenience.

Moved by Bartolotta,

Supported by Hauswirth, RESOLVED, to approve the 2022 Year-End Budget Amendments and Fund Balance Designations as presented. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

8.5 Request to Purchase a Fire Engine Due to Price Increase Effective at the End of the Year

The following memo was received from Fire Chief Matthew Covey.

Waterford Regional Fire Department is requesting Township Board approval of the purchase of a custom pumper (fire engine) that was approved in the 2023 budget.

Request to Purchase a Fire Engine Due to Price Increase Effective at the End of the Year Continued.

With the successful passing of the 2018 SAD and the creation of the 330 fund we have started to make huge improvements in our current fleet. This is extremely positive for the residents we serve and our ability to provide our firefighters with the tools to safely complete their job. With this purchase, we will be replacing a 22-year-old fire engine that has over 100,000 miles. This is extremely important, as the life expectancy of a fire engine is 10 years front line and 5 years backup. Not only does this eliminate a 22-year-old engine, it provides updated features like air bags, a better braking system and cuts down on the large repair and maintenance costs. This request comes very early after passing the budget because there is a projected 36 month build time for a fire engine. Also, there will be an 8% to 10% increase in the cost of the engine if ordered after December 14th, 2022. The total projected increase is \$67,900. This is mostly due to the US supply chain issues and the rapidly increasing cost of materials per the manufacturer. We are receiving discounted pricing by using the HGAC Buy Program that guarantees government pricing on the fire engine. This program has given us a great advantage as we want to continue moving towards a fleet of engines that closely match each other and are similar for our mechanic division to work on.

Fire Engine 1 + performance bond

- Total Fire Engine cost \$679,340.66
- HGAC pricing \$2,000
- Total \$681,340.66 If signed for December 13th, 2022

Prepayment Discount options	Cost	Savings
• 25% down (\$170,335.17)	\$674,333.71	\$6,706.95
• 50% down (\$340,670.33)	\$667,926.77	\$13,413.89
• 75% down (\$511,005.50)	\$661,219.82	\$20,120.84
• 100% down (\$654,512.87)	\$654,512.87	\$26,827.79

I do not believe the prepayment option is a good choice; if the monies are held by the Township, we can make more than \$26,827.79 over the 3 years it will take to build this unit.

This new fire engine will be identical to the previous engines from Sutphen Corporation. This engine will replace E212, a reserve 2003 Pierce Enforcer with high millage and hours and APAW score of 52 (needing immediate replacement).

Board Action:

1. Approve the purchase of a Custom Pumper/Fire Engine through Sutphen Corporation for the total cost of \$681,340.66 taken out of the 2023 Budget year Fire - Capital Vehicles 20630-97136.

Thankfully, in August 2018, Waterford voters passed the Public Safety SAD, which puts us on the path to see that our truck replacement plan stays on schedule. This plan includes the 330-Capital Fund put together by Derek Diederich, Barb Miller and Supervisor Wall. This 330-Fund puts monies away annually to save for large future purchases.

The Fire Department says Thank You in advance for your consideration in this matter.

Moved by Bartolotta,

Supported by Thomas, RESOLVED, to approve purchase of a Custom Pumper/Fire Engine through Sutphen Corporation for the total cost of \$681,340.66 taken out of the 2023 Budget year Fire - Capital Vehicles 20630-97136. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

Fire Chief Covey addressed the Board of Trustees, and thanked Derek and Barb, along with the residents. He also answered questions from the Board of Trustees.

8.6 Request to Purchase 8 Stryker Power Pro Ambulance Cots to Replace Aged Fleet

The following memo was received from Fire Chief Covey.

I am requesting approval for the purchase of 8-Power Pro 2, High Configure Stretchers for the 2023 budget for the Fire Department, from the Capital Project Fund. Every day in Waterford Township, this piece of equipment is used on medical calls where we treat and transport a patient to a medical facility. The purpose of a Power Pro 2 is to securely transport the patient. This stretcher is mechanically driven by a motor, that raises and lowers our patient and has the lifting capacity of 700 lbs. By having this lifting feature, we greatly reduce the risk of injury to our firefighter paramedics. This stretcher eliminates a minimum of 4 patient lifts per incident. Eliminating one back or shoulder injury can save the taxpayers \$80,000 to \$100,000 in wages covering overtime and the injured employees' wages. Our current fleet of stretchers has an average age of 10-years old, with a life expectancy of 8 years. I have attached a quote for 8 Power Pro 2 stretchers, which would replace our current fleet of stretchers.

I have been informed that effective January 1st, 2023, there be a price increase of 7.5% increase or an additional **\$22,291** added to the total cost. This request includes the ProCare maintenance 6 yr. with full coverage on all parts and labor. In 2023 the yearly maintenance for our current 8 stretchers will be \$14,000, or \$84,000 over the next 6 yrs. Total cost for 8 new units is \$297,216, Stryker trade-in of our current 8 units is \$2,500 per unit or \$20,000 total. Total cost of this project is **\$277,216.64.**

Power Stretchers (Power Pro 2) 2023 price				
Cost of 8 new units		\$29242.41 per unit		\$233,939.28
8 Lithium-Ion Battery		\$784 per unit		\$6,278.40
Charger		\$1,123.20 per unit		\$8,985.60
Power cord		\$25.60 per unit		\$204.80
ProCare Service		\$5,533.20 per unit		\$44,265.60
"ProCare 100% coverage"			Total	\$297,216.64
Trade value 8 stretchers		\$2500 per unit		\$20,000.00
			Total	\$277,216.64

Board action-

1. Approve the purchase of Eight 6507 Power Pro 2 ambulance cots and associated listed items in the attached quote from Stryker Medical for the total of **\$277,216.64**, for the Fire Department, from the 330 Fund in Capital-Equipment account 33090-97138-FIRE.

Stryker is a sole source for the 6507 Power Pro 2 ambulance cots and associated listed items, as this is the only product that will work with our Power Load ambulance lifts (made by Stryker).

Request to Purchase 8 Stryker Power Pro Ambulance Cots to Replace Aged Fleet Continued.

Moved by Thomas,

Supported by Bartolotta, RESOLVED, to approve the purchase of Eight 6507 Power Pro 2 ambulance cots and associated listed items in the attached quote from Stryker Medical for the total of \$277,216.64, for the Fire Department, from the 330 Fund in Capital-Equipment account 33090-97138-FIRE. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

8.7 **Waterford Township Elected Officials Proposed 2023 Wage Increase; Deferral of Increase from 2022**

The following memo was received by Supervisor Wall.

Attached please find a resolution for your consideration for a proposed 2.5% wage increase for Waterford Township elected officials.

As that resolution reflects, all Township employees, all bargaining units, and Administration received a 2.5% increase for the entire calendar year 2022.

Elected officials received no increase and a wage freeze during calendar year 2022.

In light of the fact that the elected officials received a wage freeze for calendar year 2022, I am making the recommendation that elected officials receive the 2.5% wage increase that all other Township employees received last year.

I believe after the year deferral on the wage increase that the 2.5% wage increase received by all Township employees for over a year is appropriate to be received by the elected officials in 2023.

I appreciate the Board's consideration of this request which I believe is very reasonable.

**CHARTER TOWNSHIP OF WATERFORD
ELECTED OFFICIALS' SALARY RESOLUTION**

At a regular meeting of the Township Board for the Charter Township of Waterford, Oakland County, Michigan, held on December 12, 2022, at Township Hall located at 5200 Civic Center Drive, Waterford, Michigan. The following preamble and resolution were offered by Trustee Bartolotta and supported by Clerk Markee.

WHEREAS, pursuant to MCL 41.95 and MCL 42.6, the salary of elected officials shall be determined by a resolution of the Township Board; and

WHEREAS, unionized groups, department heads, and non-union employees received a 2.5% increase in January 2022; and

WHEREAS, elected officials of the Board did not receive that pay raise in 2022 and their salary was frozen during the year; and

Waterford Township Elected Officials Proposed 2023 Wage Increase; Deferral of Increase from 2022 Continued.

WHEREAS, after foregoing the raise for 2022, the salary of elected officials of the Board shall be modified to be commensurate with the 2022 across-the-board pay increase for Township employees.

NOW THEREFORE BE IT RESOLVED, the annual salary of the elected officials of the Board shall reflect the 2.5% pay increase effective January 1, 2023.

BE IT FURTHER RESOLVED that qualified electors may disapprove this resolution as set forth in MC 41.95(3)

AYES:

NAYES:

ABSTENTIONS:

RESOLUTION DECLARED ADOPTED THIS 12TH DAY OF DECEMBER 2022.

CERTIFICATION

STATE OF MICHIGAN)

COUNTY OF OAKLAND)

I, the undersigned, the Clerk of the Charter Township of Waterford, County of Oakland, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Waterford Township Board of Trustees held on the 12th day of December 2022, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the Open Meetings Act, MCL 15.261 et.seq.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 12th day of December 2022.

Kim Markee, Clerk
Charter Township of Waterford

Moved by Bartolotta,
Seconded by Markee, RESOVLED, to approve the Waterford Township Elected Officials Proposed 2023 Wage Increase, Deferral of Increase from 2022. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

8.8 Lot Split Variance Request (Capton – 13-07-439-033, 2859 Rowan Blvd)

The following memo was received by Justin Daymon, Planning & Zoning Administrator.

Due to the following comments, this office cannot administratively support the split request as presented.

Per the survey provided with the application and prepared by Joseph C. Kapelczak for the applicant, Sandra Capton, the request involves splitting the parent parcel (13-07-439-033); having frontage on Rowan Blvd and is in the R1-C, single-family residential district, into two (2) resultant parcels parcel A and parcel B. Secs. 15-081(f) and 15-082(c)(4) of the ordinance state that the depth to width ratio of any resultant parcel shall not exceed three (3) to one (1). With an average depth of 110.84', the resultant parcel A would exceed the allowable depth of 105'.

An administrative denial of a land division request can be appealed to the Township Board. Per **Section 15-006** of the ordinance, the Township Board shall have the power to fully or conditionally vary or modify one or more regulations in this Chapter upon finding practical difficulties or unnecessary hardships in the way of carrying out the strict letter of this Chapter, such as topographical and other physical characteristics of a parcel or other difficulties which are not self-created or financial in nature, and:

- (a) The granting of the specified variance will not be detrimental to the public welfare or injurious to other property in the area in which such property is situated.
- (b) Such variance will not violate the provisions of the Act.
- (c) Such variance will not have the effect of nullifying the interest and purpose of this Chapter, the Master Plan, or the Zoning Ordinance.

If the Township Board agrees that there is merit in this application, it is recommended that the applicant's request for a variance per Section 15-006 be granted.

If the Board does not agree with this option, the administrative denial of the split would be upheld and the applicant's only remaining option would be to seek relief through Circuit Court action.

Therefore, the following draft motion of approval has been prepared for your consideration:

Draft Motion of Approval

To grant the request for a variance for the lot split for 13-07-439-033 (Rowan Blvd) to permit a total of two (2) resulting parcels per the application and survey prepared by Joseph C. Kapelczak, for Sandra Capton, with the findings that:

- (a) The granting of the specified variance will not be detrimental to the public welfare or injurious to other property in the area in which such property is situated.***
- (b) Such variance will not violate the provisions of the Act.***
- (c) Such variance will not have the effect of nullifying the interest and purpose of this Chapter, the Master Plan, or the Zoning Ordinance.***

Moved by Bartolotta,

Seconded by Thomas, RESOVLED, to grant the request for a variance for the lot split for 13-07-439-033 (Rowan Blvd) to permit a total of two (2) resulting parcels per the application and survey prepared by Joseph C. Kapelczak, for Sandra Capton, with the findings that: (a) The granting of the specified variance will not be detrimental to the public welfare or injurious to other property in the area in which such property is situated. (b) Such variance will not violate the provisions of the Act. (c) Such variance will not have the effect of nullifying the interest and purpose of this Chapter, the Master Plan, or the Zoning Ordinance. A roll call vote was taken.

Lot Split Variance Request (Capton – 13-07-439-033, 2859 Rowan Blvd)

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

8.9 Adoption of Brownfield Plan Fees

The following memo was received from Jeffrey M. Polkowski, Superintendent of Planning and Zoning.

The Township established the Waterford Township Brownfield Redevelopment Authority (BRA) in April of 2002, pursuant to Michigan Public Act 381 of 1996, as amended. The primary purpose of Act 381 is to encourage the redevelopment of eligible property by providing economic incentives through tax increment financing for certain eligible activities.

The Township then approved the Summit Place Mall area Brownfield Plan in November 2018 and the Summit Place Mall area Work Plan in 2019. While this process had some minor initial setbacks due to being the first brownfield the Township had ever approved, it was instrumental in the initial demolition phases of this project where over one million square feet of the old Summit Place Mall, and all of its foundations have since been removed.

Development Services staff recognizes that if a built out community such Waterford were to successfully transition into a redevelopment friendly community, it must work with developers to revitalize aging and contaminated properties in order to become “*shovel ready*.” Doing so would also make these brownfield properties more attractive, working to preserve unutilized “*greenfield*” space within the Township.

That being said, Staff recognizes that if the Township were to pursue such endeavors for any future possible brownfield redevelopment projects, it is recommended that the Township consider implementing an initial application fee and an annual fee to the developer until the abatement expires in any new Brownfield Plans. This would allow for a funding mechanism to have the Township’s brownfield consultant to review and advise early on at the initial phases of a potential brownfield and beyond the life of a Brownfield Plan if one were to be adopted by the BRA. This would also cover any additional staff time imposed on by the Township.

Should you have any questions prior to Monday’s meeting please do not hesitate to reach out to me.

CHARTER TOWNSHIP OF WATERFORD**RESOLUTION APPROVING A
FEE FOR THE REVIEW AND ADMINISTRATION OF
A BROWNFIELD REDEVELOPMENT PLAN**

WHEREAS, the Waterford Township Board of Trustees, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the “Act”), has established a Brownfield Redevelopment Authority, known as the Waterford Township Brownfield Redevelopment Authority (“Authority”) to facilitate the clean-up and redevelopment of Brownfields within the Charter Township of Waterford; and

Adoption of Brownfield Plan Fees Continued.

WHEREAS, the Board of Trustees approved the Summit Place Mall Brownfield Plan in November 2018 and would like to encourage the clean-up and redevelopment of other Brownfield sites within the Township; and

WHEREAS, in August of 2022, the Board of Trustees approved retaining PM Environmental to assist Township staff with the review of proposed Brownfield Plans, Work Plans and request for reimbursements; and

WHEREAS, the Board of Trustees finds it to be prudent to require applicants who are requesting approval of a Brownfield Plan to provide a \$3,000.00 payment to the Township to cover the cost of a Brownfield Plan review by the Township's Environmental consultant;

WHEREAS, the Superintendent of Planning and Zoning has recommended to the Board of Trustees that it establish an annual administrative fee to help offset the annual consulting services costs that will be required until an approved Brownfield redevelopment project has concluded its period of tax capture.

NOW THEREFORE BE IT RESOLVED, the Waterford Township Board of Trustees approves requiring applicants requesting review of a Brownfield Plan by the Authority to provide a \$3,000.00 fee with their application, to cover the costs of review by PM Environmental or other consultant retained by the Township for this purpose.

NOW THEREFORE BE IT FURTHER RESOLVED, the Waterford Township Board of Trustees also approves an annual administrative fee of \$10,000.00 be paid to the Authority, during the term of an approved Brownfield project, to help defray the ongoing review that will be required from the Environmental consultant.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on December 12, 2022.

Charter Township of Waterford

Date

Kimberly Markee, Township Clerk

Moved by Bartolotta,
Seconded by Thomas, RESOLVED, to approve the adoption of Brownfield Plan Fees. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon
Nays: None
Absent: None

Motion carried unanimously.

8.10 Resolution Establishing Community Greenways Advisory Committee

Clerk Markee read the following Resolution.

**CHARTER TOWNSHIP OF WATERFORD
RESOLUTION ESTABLISHING
COMMUNITY GREENWAYS ADVISORY COMMITTEE**

WHEREAS, Waterford Township's Riverwalk is considered a Community Greenway as a common area under the jurisdiction of the Township whose maintenance, and continuing usability are important to quality of life for the Township and its citizens; and

WHEREAS, establishing a Community Greenways Advisory Committee is a necessary component to ensure the Riverwalk and other potential greenways spaces are maintained and enhanced for recreational and leisure use by Waterford's residents and visitors; and

WHEREAS, the Waterford Community Greenways Advisory Committee shall consist of five (5) members who are residents of Waterford Township, including one (1) member of the Board of Trustees who serves as a liaison from the committee to the Township Board, and four members who have interest in walkability, recreation issues, and infrastructure maintenance. Committee members shall be appointed by the Township Supervisor and approved by the Township Board for terms of three (3) years, with initial appointments allowed to be for less than three (3) years to provide for the staggering of terms; and

WHEREAS, once formed, the Waterford Community Greenways Advisory Committee will establish and adopt bylaws and rules or procedure. The Committee will hold at least one meeting per calendar year, will hold meetings in accordance with the Open Meetings Act and will provide the Township with a schedule of their meetings. The Committee will be responsible for preparing an annual budget for approval by the Township Board of Trustees, scheduling and recruiting volunteers for annual cleanup events, and for working with Township staff on oversight of maintenance of designated greenways; and

NOW THEREFORE BE IT RESOLVED, the Waterford Township Board of Trustees does hereby approve the creation of the Community Greenways Advisory Committee and authorizes the Township Supervisor to begin accepting applications for members to appoint to the committee for the approval of the Township Board at a future meeting.

CERTIFICATION

I certify that this Resolution was adopted by the Board of Trustees of the Charter Township of Waterford at a regular meeting held on December 12, 2022.

CHARTER TOWNSHIP OF WATERFORD
December 12, 2022

Kimberly F. Markee, Township Clerk

Moved by Markee,
Seconded by Hauswirth, RESOVLED, to adopt the Resolution Establishing Community Greenways Advisory Committee. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon
Nays: None
Absent: None

Motion carried unanimously.

8.11 Proposed Single Source Vendor List for 2023

The following memo was received by. Ms. Pamela Lyman, Staff Accountant/Purchasing Agent.

Attached is the list of Single Source Vendors for 2023 for your approval. The list is broken down by vendor name, department(s), the type of product or service and explanation codes for each. Items listed in red are changes or additions to the Single Source Vendor List 2022.

This list follows the Township Procurement Policy for Single Source Vendors – Section 3 Procurement Methods - 1.3 Single Source Purchase.

Please contact me if you have any questions.

Thank you.

Moved by Markee,
Seconded by Bartolotta, RESOVLED, to adopt the proposed single source vendor list for 2023. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

8.12 Public Comments Limited to Three (3) Minutes Per Speaker

David George and Phil Karmo, D&R Investment Group, 4146 Highland Road they held a successful toy drive on behalf of Toys for Tots. They will be delivering to Overtyme for distribution throughout Waterford Township.

ADJOURNMENT

Moved by Thomas,
Seconded by Bartolotta, RESOLVED, to adjourn the meeting at 7:37 p.m. A roll call vote was taken.

Ayes: Wall, Markee, Thomas, Bartolotta, Hauswirth, Matsura, and Monohon

Nays: None

Absent: None

Motion carried unanimously.

Kim Markee, Clerk

Gary Wall, Supervisor

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FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
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305878	12/12/2022	PRINTED	011021 ADI	543.40			
305879	12/12/2022	PRINTED	011121 AC TIRE & SERV CTR	1,139.94			
305880	12/12/2022	PRINTED	013181 ADLERS TOWING	225.00			
305881	12/12/2022	PRINTED	013367 AIRCONEX HEATING & AC	240.00			
305882	12/12/2022	PRINTED	013452 ALEXANDER CHEMICAL CORP	12,541.30			
305883	12/12/2022	PRINTED	013537 SCHMIDT, ISGRIGG, ANDERSON	757.96			
305884	12/12/2022	PRINTED	013685 APPLIED INNOVATION	817.75			
305885	12/12/2022	PRINTED	013685 APPLIED INNOVATION	2,187.90			
305886	12/12/2022	PRINTED	013685 APPLIED INNOVATION	2,187.90			
305887	12/12/2022	PRINTED	013764 SANDRA ASPINALL	250.00			
305888	12/12/2022	PRINTED	021079 BAKER & TAYLOR BOOKS	4,660.22			
305889	12/12/2022	PRINTED	021093 BSB COMMUNICATIONS, INC	4,109.47			
305890	12/12/2022	PRINTED	023460 BLACKSTONE PUBLISHING	191.71			
305891	12/12/2022	PRINTED	023602 BOUND TREE MEDICAL LLC	832.30			
305892	12/12/2022	PRINTED	023733 BREATHING AIR SYSTEMS	76.22			
305893	12/12/2022	PRINTED	041192 CDW GOVERNMENT INC	838.50			
305894	12/12/2022	PRINTED	041460 CLYDES FRAME & WHEEL SERV	1,143.82			
305895	12/12/2022	PRINTED	041495 CMP DISTRIBUTORS INC	84.85			
305896	12/12/2022	PRINTED	043375 CITY GLASS COMPANY INC.	280.00			
305897	12/12/2022	PRINTED	043381 CITY OF PONTIAC	1,557.58			
305898	12/12/2022	PRINTED	043604 CONTRACTORS CONNECTION	354.90			
305899	12/12/2022	PRINTED	043952 CYNERGY PRODUCTS	13,666.11			
305900	12/12/2022	PRINTED	044062 CONTROLNET, LLC	1,439.00			
305901	12/12/2022	PRINTED	051025 DMC TECHNOLOGY GROUP INC	855.00			
305902	12/12/2022	PRINTED	051201 DEAF CAN!	171.88			
305903	12/12/2022	PRINTED	053045 D'ANGELO BROS. INC	23,951.40			
305904	12/12/2022	PRINTED	053389 LUNGHAMER GMC INC	40.89			
305905	12/12/2022	PRINTED	053597 DOUGLAS WATER CONDITIONIN	6,450.00			
305906	12/12/2022	PRINTED	063021 EASTERN OIL CO	1,901.62			
305907	12/12/2022	PRINTED	063546 ENABLE POINT INC	550.00			
305908	12/12/2022	PRINTED	083373 FIRESTONE TIRE & SERV CTR	215.69			
305909	12/12/2022	PRINTED	093025 CENGAGE LEARNING INC/GALE	336.63			
305910	12/12/2022	PRINTED	093451 GLOBAL OFFICE SOLUTIONS	49,513.25			
305911	12/12/2022	PRINTED	093565 GOODYEAR AUTO SERV CTR	123.35			
305912	12/12/2022	PRINTED	093565 GOODYEAR AUTO SERV CTR	305.82			
305913	12/12/2022	PRINTED	093565 GOODYEAR AUTO SERV CTR	2,311.40			
305914	12/12/2022	PRINTED	093566 GOLDEN AGE CLUB	884.00			
305915	12/12/2022	PRINTED	093594 GOOSE BUSTERS	227.50			
305916	12/12/2022	PRINTED	093705 GRAINGER	1,145.76			
305917	12/12/2022	PRINTED	093823 GREEN MEADOWS LAWNSCAPE,	8,456.00			
305918	12/12/2022	PRINTED	093833 GUARDIAN ENVIRONMENTAL SE	6,090.60			
305919	12/12/2022	PRINTED	101835 HUBBELL ROTH & CLARK INC	30,731.56			
305920	12/12/2022	PRINTED	101950 HYDRO CORP	7,132.00			
305921	12/12/2022	PRINTED	103841 HUTCHINSONS ELECTRIC INC	763.71			
305922	12/12/2022	PRINTED	111023 ICC	285.14			
305923	12/12/2022	PRINTED	113177 IDEAS FOR YOU	562.00			
305924	12/12/2022	PRINTED	113491 IMPRESSIVE PRINTING & PRO	382.25			
305925	12/12/2022	PRINTED	113542 INGRAM LIBRARY SERVICES	968.73			
305926	12/12/2022	PRINTED	113701 IRON MOUNTAIN	527.20			
305927	12/12/2022	PRINTED	121011 J&B MEDICAL SUPPLY	1,377.54			
305928	12/12/2022	PRINTED	123583 JOES GREAT AMERICAN TREE	500.00			
305929	12/12/2022	PRINTED	143601 KONECRANES INC	1,710.00			

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FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
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305930	12/12/2022	PRINTED	143707 KRONOS SAASHR, INC	684.87			
305931	12/12/2022	PRINTED	153097 LAMPHERE'S TREE SERVICE	6,500.00			
305932	12/12/2022	PRINTED	153240 LESLIE TIRE	176.50			
305933	12/12/2022	PRINTED	161055 M TECH COMPANY	269.03			
305934	12/12/2022	PRINTED	161086 MACQUEEN EMERGENCY GROUP	27,230.00			
305935	12/12/2022	PRINTED	161570 MONTGOMERY & SONS INC	7,047.72			
305936	12/12/2022	PRINTED	161720 MOTOROLA	405.45			
305937	12/12/2022	PRINTED	163140 MANAGERPLUS SOLUTIONS, LP	392.70			
305938	12/12/2022	PRINTED	163270 METCOM	232.39			
305939	12/12/2022	PRINTED	163423 MACALLISTER RENTALS	2,457.24			
305940	12/12/2022	PRINTED	163508 FERGUSON WATERWORKS #3386	3,776.32			
305941	12/12/2022	PRINTED	163858 TYLER BUSINESS FORMS	881.81			
305942	12/12/2022	PRINTED	174870 STATE OF MICHIGAN	25,669.10			
305943	12/12/2022	PRINTED	183295 NEW CREATION HOMES, INC	16,740.00			
305944	12/12/2022	PRINTED	183611 NOVA TESTING, LLC	458.00			
305945	12/12/2022	PRINTED	183952 NYE UNIFORM COMPANY	833.47			
305946	12/12/2022	PRINTED	193074 21C ADVERTISING	241.34			
305947	12/12/2022	PRINTED	193293 OGLETREE,DEAKINS,NASH,SMO	325.00			
305948	12/12/2022	PRINTED	193713 ORKIN, LLC	196.50			
305949	12/12/2022	PRINTED	193882 OVERDRIVE, INC.	757.64			
305950	12/12/2022	PRINTED	204040 OAKLAND COUNTY TREASURER	61,248.14			
305951	12/12/2022	PRINTED	204040 OAKLAND COUNTY TREASURER	16,095.32			
305952	12/12/2022	PRINTED	204040 OAKLAND COUNTY TREASURER	1,003.26			
305953	12/12/2022	PRINTED	204040 OAKLAND COUNTY TREASURER	461.50			
305954	12/12/2022	PRINTED	204040 OAKLAND COUNTY TREASURER	240.78			
305955	12/12/2022	PRINTED	204040 OAKLAND COUNTY TREASURER	601.95			
305956	12/12/2022	PRINTED	204040 OAKLAND COUNTY TREASURER	601.95			
305957	12/12/2022	PRINTED	204040 OAKLAND COUNTY TREASURER	441.44			
305958	12/12/2022	PRINTED	204040 OAKLAND COUNTY TREASURER	1,599.00			
305959	12/12/2022	PRINTED	204040 OAKLAND COUNTY TREASURER	1,640.82			
305960	12/12/2022	PRINTED	204040 OAKLAND COUNTY ECONOMIC D	80.26			
305961	12/12/2022	PRINTED	204319 OAKLAND COUNTY SPORTSMEN'	1,008.00			
305962	12/12/2022	PRINTED	204665 OAKLAND COUNTY TREASURER	435.00			
305963	12/12/2022	PRINTED	204665 OAKLAND COUNTY TREASURER	580.00			
305964	12/12/2022	PRINTED	204665 OAKLAND COUNTY TREASURER	725.00			
305965	12/12/2022	PRINTED	204665 OAKLAND COUNTY TREASURER	1,140.00			
305966	12/12/2022	PRINTED	204860 ROAD COMMISSION FOR	824.11			
305967	12/12/2022	PRINTED	213211 PERCEPTIVE CONTROLS INC	6,868.07			
305968	12/12/2022	PRINTED	213366 PITNEY BOWES BANK INC RES	19.54			
305969	12/12/2022	PRINTED	213401 PITNEY BOWES GLOBAL FINAN	935.88			
305970	12/12/2022	PRINTED	213403 PIPELINE MANAGEMENT COMPA	7,777.12			
305971	12/12/2022	PRINTED	213565 OCWRC	1,184.33			
305972	12/12/2022	PRINTED	233852 QUALITY FIRE SERVICES	1,373.50			
305973	12/12/2022	PRINTED	241004 R&M MOTORS INC	666.29			
305974	12/12/2022	PRINTED	243026 OSAMA RAZOOQ	88.00			
305975	12/12/2022	PRINTED	243664 ROSE PEST SOLUTIONS	55.00			
305976	12/12/2022	PRINTED	251110 S&B PLBG & SEWER SERV INC	8,990.00			
305977	12/12/2022	PRINTED	251238 SERVICE HEATING & PLUMBIN	416.50			
305978	12/12/2022	PRINTED	253188 JO SCHIRTZINGER	1,023.75			
305979	12/12/2022	PRINTED	253533 SMART BUSINESS SOURCE	1,996.52			
305980	12/12/2022	PRINTED	253665 SPECTRUM PRINTERS INC	797.08			
305981	12/12/2022	PRINTED	263255 EUROPINS ENVIRONMENT TEST	298.80			

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FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
305982	12/12/2022	PRINTED	263360 THOMPSON CREATIVE PRODUCT	229.86			
305983	12/12/2022	PRINTED	263737 TRUGREEN	1,400.00			
305984	12/12/2022	PRINTED	263906 ADAM STEPHENS	795.00			
305985	12/12/2022	PRINTED	271016 US BANK EQUIPMENT FINANCE	125.82			
305986	12/12/2022	PRINTED	271765 USA BLUEBOOK	50.38			
305987	12/12/2022	PRINTED	273533 UNIFIRST CORP	2,780.14			
305988	12/12/2022	PRINTED	283242 VERIZON WIRELESS	528.90			
305989	12/12/2022	PRINTED	283243 AMERICAN MESSAGING	154.46			
305990	12/12/2022	PRINTED	283384 VISUAL IMAGING RESOURCES	475.00			
305991	12/12/2022	PRINTED	291365 LINDE GAS & EQUIPMENT INC	49.17			
305992	12/12/2022	PRINTED	291365 LINDE GAS & EQUIPMENT INC	237.32			
305993	12/12/2022	PRINTED	291365 LINDE GAS & EQUIPMENT INC	210.72			
305994	12/12/2022	PRINTED	293069 WATERFORD TOWING	50.00			
305995	12/12/2022	PRINTED	293206 WEINGARTZ	23.98			
305996	12/12/2022	PRINTED	293605 WORLDWIDE INTERPRETERS IN	163.75			
305997	12/12/2022	PRINTED	500581 STAPLES OFFICE SUPPLIES	2,653.40			
			120 CHECKS	CASH ACCOUNT TOTAL	425,016.64	.00	

Advance Checks Mailed.
Nov 29 - Dec 7.

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FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
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305766	11/29/2022	PRINTED	011015 TRACTION	3.18			
305767	11/29/2022	PRINTED	011790 AT&T	1,272.08			
305768	11/29/2022	PRINTED	011790 AT&T	1,921.21			
305769	11/29/2022	PRINTED	014472 ALPHA DIRECTIONAL BORING	1,000.00			
305770	11/29/2022	PRINTED	023243 BETHEL UNITED CHURCH OF C	75.00			
305771	11/29/2022	PRINTED	030412 PALMETTO SOLAR LLC	100.00			
305772	11/29/2022	PRINTED	030439 ELIZABETH LAKE ROAD PROPE	600.00			
305773	11/29/2022	PRINTED	030440 ELM CONSTRUCTION	100.00			
305774	11/29/2022	PRINTED	030441 JONYAR ABRO	100.00			
305775	11/29/2022	PRINTED	030442 BRADLEY JEZERSKI	100.00			
305776	11/29/2022	PRINTED	030443 BARTELS & MISSY SIDING &	600.00			
305777	11/29/2022	PRINTED	031530 MONTGOMERY & SONS INC	100.00			
305778	11/29/2022	PRINTED	032438 BELLA DECKS LLC	100.00			
305779	11/29/2022	PRINTED	033089 BLUE STAR INC	600.00			
305780	11/29/2022	PRINTED	035529 STANLEY MOORE	100.00			
305781	11/29/2022	PRINTED	036873 VISION RESTORATION BLDG	100.00			
305782	11/29/2022	PRINTED	043229 CENTRAL UNITED METHODIST	150.00			
305783	11/29/2022	PRINTED	043364 AT&T MOBILITY	154.66			
305784	11/29/2022	PRINTED	053253 DTE ENERGY	12,057.94			
305786	11/29/2022	PRINTED	073684 ALISON SWANSON	50.00			
305787	11/29/2022	PRINTED	103018 DERWOOD HAINES JR	375.00			
305788	11/29/2022	PRINTED	143456 KLEAVER KREATIONS	1,750.00			
305789	11/29/2022	PRINTED	161086 MACQUEEN EMERGENCY GROUP	2,922.00			
305790	11/29/2022	PRINTED	163015 JANET MACUNOVICH	255.46			
305791	11/29/2022	PRINTED	163866 MUNICIPAL EMERGENCY SERVI	465.00			
305792	11/29/2022	PRINTED	183052 NAPA AUTO PARTS	147.20			
305793	11/29/2022	PRINTED	193456 DOUGLAS K OLIVER	925.00			
305794	11/29/2022	PRINTED	193884 OUR LADY OF THE LAKES	150.00			
305795	11/29/2022	PRINTED	204547 OAKLAND COUNTY CLERK ASSO	80.00			
305796	11/29/2022	PRINTED	211018 PM ENVIRONMENTAL LLC	1,550.00			
305797	11/29/2022	PRINTED	213454 NANCY PLASTERER	1,350.00			
305798	11/29/2022	PRINTED	213565 OCWRC	1,221.85			
305799	11/29/2022	PRINTED	213737 PRIORITY ONE EMERGENCY	1,564.99			
305800	11/29/2022	PRINTED	222036 JEANNIE WAGONLANDER	200.00			
305801	11/29/2022	PRINTED	241008 RKA PETROLEUM COMPANIES,	5,614.36			
305802	11/29/2022	PRINTED	251035 SAMS CLUB DIRECT	753.13			
305803	11/29/2022	PRINTED	251836 JACOB STAMELL	600.00			
305804	11/29/2022	PRINTED	254839 STRYKER SALES CORP	69,316.93			
305805	11/29/2022	PRINTED	271016 US BANK EQUIPMENT FINANCE	1,741.11			
305806	12/06/2022	PRINTED	021080 HAROLD BARTTLEY	363.30			
305807	12/06/2022	PRINTED	021509 KEN BORYCZ	2,430.00			
305808	12/06/2022	PRINTED	023068 K & Q LAW, PC	350.00			
305809	12/06/2022	PRINTED	030056 ALBERT GLAJ	400.00			
305810	12/06/2022	PRINTED	030444 FELDMAN AUTOMOTIVE	100.00			
305811	12/06/2022	PRINTED	030445 WALLER PROPERTIES LLC	600.00			
305812	12/06/2022	PRINTED	030446 API	100.00			
305813	12/06/2022	PRINTED	030447 ILIADES ZUEHLKE	100.00			
305814	12/06/2022	PRINTED	030448 MICHAEL JENKS	100.00			
305815	12/06/2022	PRINTED	030449 ELIZONDO PARRISH GONZALES	100.00			
305816	12/06/2022	PRINTED	030450 DALE SCHNEIDER	400.00			
305817	12/06/2022	PRINTED	030451 MILO BUILDING CO INC	600.00			
305818	12/06/2022	PRINTED	030452 GERARD GUINANE	100.00			

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FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
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305819	12/06/2022	PRINTED	030453 JACLYN GOODMAN	100.00			
305820	12/06/2022	PRINTED	030454 MICHAEL J BAKER	100.00			
305821	12/06/2022	PRINTED	030455 PENTASTAR AVIATION	600.00			
305822	12/06/2022	PRINTED	030456 DARREN CODAY	100.00			
305823	12/06/2022	PRINTED	030457 DONALD SCHAEFER	100.00			
305824	12/06/2022	PRINTED	030458 LAUREN ASHLEY WALTER	100.00			
305825	12/06/2022	PRINTED	030459 WILLIAM ALLEN	300.00			
305826	12/06/2022	PRINTED	031121 BELFOR USA	100.00			
305827	12/06/2022	PRINTED	031547 MGE CARPENTRY	100.00			
305828	12/06/2022	PRINTED	031635 PMG BUILDING INC	800.00			
305829	12/06/2022	PRINTED	032684 THE ADAMS GROUP INC	100.00			
305830	12/06/2022	PRINTED	032756 ALL RENOVATIONS COMPANY L	100.00			
305831	12/06/2022	PRINTED	033721 ROSS HOMES INC	100.00			
305832	12/06/2022	PRINTED	033784 CIRO SPIGNO	100.00			
305833	12/06/2022	PRINTED	033801 ST DENNIS DEVELOPMENT INC	100.00			
305834	12/06/2022	PRINTED	034110 BRIDGEWATER BUILDERS INC	400.00			
305835	12/06/2022	PRINTED	036621 OAK ELECTRIC SERVICE	100.00			
305836	12/06/2022	PRINTED	039009 ALI DAVID	600.00			
305837	12/06/2022	PRINTED	039219 CAPS CONSULTING LLC	100.00			
305838	12/06/2022	PRINTED	039472 ARANEAE INC	200.00			
305839	12/06/2022	PRINTED	039944 HOME INSPECTION PLUS	100.00			
305840	12/06/2022	PRINTED	039951 FOUNDATION SYSTEMS OF MIC	200.00			
305841	12/06/2022	PRINTED	043626 CONSUMERS ENERGY	10,710.88			
305842	12/06/2022	PRINTED	043904 COMERICA COMMERCIAL CARD	270.00			
305843	12/06/2022	PRINTED	044220 CHASE CARD SERVICES	2,542.70			
305844	12/06/2022	PRINTED	053253 DTE ENERGY	16,005.75			
305845	12/06/2022	PRINTED	073791 CLARK SPARKS	100.00			
305846	12/06/2022	PRINTED	073855 JENNIFER THOM	158.89			
305847	12/06/2022	PRINTED	074905 ROCHELLE SCHLOSS	25.00			
305848	12/06/2022	PRINTED	093565 GOODYEAR AUTO SERV CTR	215.87			
305849	12/06/2022	PRINTED	093784 GREAT LAKES ELECTRONICS C	150.00			
305850	12/06/2022	PRINTED	100026 HOUSEAL LAVIGNE ASSOCIATE	5,370.00			
305851	12/06/2022	PRINTED	123606 ROSATI, SCHULTZ, JOPPICH	10,884.60			
305852	12/06/2022	PRINTED	174010 MICHIGAN ASSESSORS ASSOC	475.00			
305853	12/06/2022	PRINTED	193074 21C ADVERTISING	2,927.16			
305854	12/06/2022	PRINTED	204040 OAKLAND COUNTY TREASURER	642.08			
305855	12/06/2022	PRINTED	213366 PITNEY BOWES BANK INC RES	169.98			
305856	12/06/2022	PRINTED	271764 U S POSTMASTER	33.40			
305857	12/06/2022	PRINTED	274551 UNIVERSAL LIFT PARTS, INC	2,049.19			
305858	12/06/2022	PRINTED	291008 WATERFORD COMMUNITY COALI	500.00			
305859	12/06/2022	PRINTED	293017 WAYNE COUNTY ASSOC OF ASS	60.00			
305861	12/07/2022	PRINTED	073171 MATTHEW COVEY	750.00			
305862	12/07/2022	PRINTED	073229 MICHAEL DEBANO	1,000.00			
305863	12/07/2022	PRINTED	073248 VALERIE FERRERA	750.00			
305864	12/07/2022	PRINTED	073254 TIMOTHY GIELOW	750.00			
305865	12/07/2022	PRINTED	073421 KELLY JOHNSON	750.00			
305866	12/07/2022	PRINTED	073668 MIKE POST	200.00			
305867	12/07/2022	PRINTED	073718 MATT REID	750.00			
305868	12/07/2022	PRINTED	073818 CRAIG PLESSCHER	200.00			
305869	12/07/2022	PRINTED	073821 CARL SWANSON	750.00			
305870	12/07/2022	PRINTED	073822 JASON RANDOLPH	750.00			
305871	12/07/2022	PRINTED	073825 JACK SUTHERLAND	750.00			

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FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
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305872	12/07/2022	PRINTED	073836 ANDREW TARAJOS	750.00			
305873	12/07/2022	PRINTED	073861 SCOTT UNDERWOOD	750.00			
305874	12/07/2022	PRINTED	073884 CARL WALLACE	750.00			
305875	12/07/2022	PRINTED	073919 ROBERT W WHITE	750.00			
305876	12/07/2022	PRINTED	073922 DWAYNE WARNER	200.00			
305877	12/07/2022	PRINTED	073996 JENNIFER MAMOLA	200.00			

110 CHECKS	CASH ACCOUNT TOTAL	184,699.90	.00
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