

**BOARD MEMBERS PRESENT:**

Anthony Bartolotta, Supervisor  
Kim Markee, Clerk  
Steve Thomas, Treasurer  
Jeff Gilbert, Trustee  
Sam Harris, Trustee  
Marie E. Hauswirth, Trustee  
Gary Wall, Trustee

**OTHERS PRESENT:**

Carl Wallace  
Joellen Shortley  
Donna Wall  
Bea Stephenson  
Pete Ogg  
Terri Chapdelean

Derek Diederich  
Mary Craite  
Erin Asdell  
Robin McGregor  
Art Frasca  
Tyoma Zisser

Joseph Williams  
Barb Miller  
Mary Bartolotta  
Alison Swanson  
Judy Insley

1. **Supervisor Bartolotta called the meeting to order at 6:00 p.m.**
2. **Supervisor Bartolotta asked for a moment of silence and led the Pledge of Allegiance.**
3. **Roll call vote was taken.** All board members were present.
4. **APPROVE AGENDA**
  - 4.1 **June 30, 2025**

Moved by Markee,  
Seconded by Hauswirth, RESOLVED, to amend the June 30, 2025, agenda to add 6.2, OCC Land and Purchase Budget Amendment and move City of Pontiac Fire Protection Service Contract to 6.3. A roll call vote was taken.

Motion carried unanimously.

Moved by Markee,  
Seconded by Wall, RESOLVED, to approve the June 30, 2025, amended agenda. A roll call vote was taken.

Motion carried unanimously.

5. **Public Comments**

Robin McGregor, 2629 Caterham  
Robin spoke against the OCC Lease Agreement.

**6. Open Business****6.1 Possible Adoption of Resolution Approving First Addendum to Real Estate Purchase Agreement, Access and Utility Easement, Rental Agreement, Historical Easement and Levinson Hall Lease with Oakland Community College for a Portion of the Highland Lakes Campus****CHARTER TOWNSHIP OF WATERFORD****RESOLUTION APPROVING FIRST ADDENDUM TO REAL ESTATE PURCHASE AGREEMENT,  
ACCESS AND UTILITY EASEMENT, RENTAL AGREEMENT, HISTORICAL EASEMENT AND  
LEVINSON HALL LEASE  
WITH OAKLAND COMMUNITY COLLEGE FOR A PORTION OF  
THE HIGHLAND LAKES CAMPUS**

**WHEREAS**, Oakland Community College, (OCC") determined in 2023 that they needed to downsize the number of their campuses and would sell their Highland Lakes Campus, ("Campus") located within Waterford Township ("Township").

**WHEREAS**, since the current Parks and Recreation building on Williams Lake Road is in need of extensive repairs and cannot be used to provide all of the recreation and needs of the community, the Waterford Board of Trustees determined that it was beneficial to consider whether the Township could utilize any of the buildings on the Campus for providing recreation and senior services.

**WHEREAS**, after a consultant reviewed potential buildings on the Campus, the Township and OCC began discussions on the possible sale of a portion of the Campus to the Township.

**WHEREAS**, after several months of discussions concerning the Campus, a Purchase Agreement was negotiated, which was approved by the OCC Board of Trustees on May 21, 2024 and was approved by the Township Board of Trustees on May 28, 2024.

**WHEREAS**, the Purchase Agreement allows the Township to purchase approximately 53.1 acres of the Campus, which will include four buildings. The Township believes the property it is purchasing will be suitable to use for a recreation center and a senior center, (the "Property").

**WHEREAS**, the Purchase Agreement provides that in consideration of a payment by the Township of Two Million, Eight Hundred Thousand Dollars, (\$2.8 million), OCC will sell a designated portion of Campus to the Township, contingent on the passage of a bond proposal. On November 5, 2024 Waterford Township voters approved a bond proposal to raise funds for the improvement and renovation of buildings and Property.

**WHEREAS**, the Purchase Agreement requires the Township and OCC upon closing to enter into a mutual Access and Utility Easement Agreement, a Rental Agreement for the use of space in the buildings by OCC, and a Historical Easement Agreement. In addition to these agreements OCC has requested an agreement to lease Levinson Hall through October 2027, to accommodate its medical training programs.

**WHEREAS**, the Township has carefully reviewed and negotiated a First Addendum to the Purchase Agreement, which amends the Purchase Agreement to include a Levinson Hall Lease agreement, schedules closing on the Property on July 1, 2025, and requires the sharing of the parcel split survey costs.

**WHEREAS**, the Township has negotiated with OCC the following agreements: 1) an Access and Utility Easement to establish mutual easements upon the Property and the parcels that OCC will retain, 2) a Rental Agreement to provide OCC the right to use the Student Center, Softball Field and Community Center until the Township begins construction in May of 2026, with the right for OCC to request the use

Possible Adoption of Resolution Approving First Addendum to Real Estate Purchase Agreement, Access and Utility Easement, Rental Agreement, Historical Easement and Levinson Hall Lease with Oakland Community College for a Portion of the Highland Lakes Campus

of space from the Township after it opens the renovated buildings in 2028; 3) a Historical Easement to provide for two historical markers to explain the previous use of the Property as a sanitarium and its use by OCC; and 4) a Levinson Hall Lease Agreement to enable OCC to remain in this building until October 1, 2027 when its new building in Farmington Hills will be ready for use.

**IT IS THEREFORE RESOLVED**, that Waterford Township Board of Trustees has determined that approving the First Addendum to the Purchase Agreement with OCC is in the best interests of the Township and hereby approves the terms and conditions of the First Addendum to the Purchase Agreement.

**IT IS FURTHER RESOLVED**, that the Waterford Township Board of Trustees has determined that approving the Access and Utility Easement, Rental Agreement, Historical Easement and Levinson Hall Lease, (the "Agreements") are in the best interests of the Township and hereby approves their terms and conditions.

**IT IS FURTHER RESOLVED**, that the Township Supervisor is authorized to sign the First Addendum to the Purchase Agreement, and the Agreements and to take other necessary actions described in the Agreements.

**IT IS FURTHER RESOLVED**, that the Township shall provide approximately Two Million, Six Hundred Ninety-Three Thousand, Seven Hundred and Ninety-Three Dollars, (\$2,693,793.00), which may be adjusted slightly before closing, to Midwest Title, LLC upon completing the purchase of the Property.

**CERTIFICATION**

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on June 23, 2025.

Charter Township of Waterford

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kim Markee, Clerk

Trustee Harris shared concerns for rushing to close on the OCC property.

Supervisor Bartolotta stated that there is a Special Meeting on July 10, 2025, for an OCC Presentation, and discussed the process.

Trustee Gilbert discussed closing, design process, and getting to buildable documents.

Trustee Wall discussed the potential closing date and purchase agreement, and that Levinson Hall was added at the last minute at no charge.

Trustee Hauswirth stated that we need to move forward as the Rec Center building is failing.

Clerk Markee stated that we should own the property as soon as possible as we are spending money on property we do not own.

Possible Adoption of Resolution Approving First Addendum to Real Estate Purchase Agreement, Access and Utility Easement, Rental Agreement, Historical Easement and Levinson Hall Lease with Oakland Community College for a Portion of the Highland Lakes Campus

Moved by Gilbert,

Seconded by Hauswirth, RESOLVED, to approve the Resolution Approving First Addendum to Real Estate Purchase Agreement, Access and Utility Easement, Rental Agreement, Historical Easement and Levinson Hall Lease with Oakland Community College for a Portion of The Highland Lakes Campus. A roll call vote was taken.

Yeas: Bartolotta, Markee, Thomas, Gilbert, Hauswirth, and Wall

Nays: Harris

Motion carried.

## 6.2 OCC Land and Building Purchase Budget Amendment

Moved by Thomas,

Seconded by Markee, RESOLVED, to approve a budget amendment from the townships general fund to the 406 Community Center construction fund in the amount of \$2,787,346 + \$100,000 (Previous Deposit) for a total of \$2,887,346. With the direction to Township staff to replenish the general fund after the series 2025 bond has sold and funds are received by the Township.. A roll call vote was taken.

Yeas: Bartolotta, Markee, Thomas, Gilbert, Hauswirth, and Wall

Nays: Harris

Motion carried.

## 6.3 City of Pontiac Fire Protection Service Contract

### **CHARTER TOWNSHIP OF WATERFORD RESOLUTION APPROVING NEW AGREEMENT WITH THE CITY OF PONTIAC FOR FIRE PROTECTION SERVICES**

**WHEREAS**, while the City of Pontiac, ("Pontiac") was under an Emergency Financial Manager and at risk of losing its fire department, Waterford Township ("Township") offered to provide Fire Protection and Medical Response Services to the Pontiac, ("Fire Services").

**WHEREAS**, on January 17, 2012, Pontiac and the Township entered into an agreement to provide Fire Services to Pontiac. The agreement was quickly negotiated and did not fully describe all the Fire Services the Township has been providing to Pontiac since that time. A Lease agreement for use of Pontiac fire stations was also approved.

**WHEREAS**, the agreement was for a period of ten years, which has extended on January 25, 2022 through January 31, 2023 and was further amended to extend the term through January 31, 2025 with a third amendment extending the term through June 31, 2025.

**WHEREAS**, after months of discussion about a proposed long-term agreement with Pontiac, the Township and City have determined that a six (6) year agreement with the option to extend for three (3) additional year is in the best interests of the City and Township. A long-term

City of Pontiac Fire Protection Service Contract Continued.

agreement will provide greater stability for personnel matters, equipment purchases, and strategic planning.

**WHEREAS**, the agreement provides a detailed explanation of the services the Township will provide to the City, requires the City to amend its Fire Code to have it be consistent with the Township's Fire Code, and requires an inventory of repairs and investments needed to the Pontiac Fire Stations used by the Township Fire Department.

**IT IS THEREFORE RESOLVED**, that Waterford Township Board of Trustees has determined that approving the Fire Services Agreement is in the best interests of the Township and hereby approves the terms and conditions of the Fire Services Agreement with the City of Pontiac.

**IT IS FURTHER RESOLVED**, that the Township Supervisor is authorized to sign the Fire Services Agreement and the Fire Chief is authorized to take other necessary actions described in the Agreements.

**CERTIFICATION**

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a special meeting on June 30, 2025.

Charter Township of Waterford

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kimberly Markee, Clerk

Moved by Markee,  
Seconded by Gilbert, RESOLVED, to approve Resolution Approving New Agreement with the City of Pontiac for Fire Protection Services. A roll call vote was taken. A copy of the agreement is attached to these minutes.

Motion carried unanimously.

**7 New Business**  
**7.1 July 2025 Concerts Park Alcohol Sales License Agreement**

PARK ALCOHOL SALES LICENSE AGREEMENT

This License Agreement ("License"), made and entered into on the date it has been fully signed, is between the Charter Township of Waterford ("Township"), whose address is 5200 Civic Center Drive, Waterford, MI 48329, and the Waterford Area Chamber of Commerce ("Licensee"), whose address is 2309 Airport Road, Waterford, MI 48327, for the use by Licensee of the portion of the Township's Hess-Hathaway Park with an address of 825 S. Williams Lake Road, Waterford, MI 48327, as shown on the attached plan and referred to as the "Premises".

July 2025 Concerts Park Alcohol Sales License Agreement Continued.

## RECITALS:

- A. Licensee requested Township Board approval to allow use of the Premises for the sale, service and consumption of alcohol at the Concert-in-the-Park scheduled to be held on July 10, 2025 and July 24, 2025 (the "Events"):
- B. Section 12-002 of the Township Code of Ordinances provides an exception from the prohibition on possessing, dispensing and use of alcoholic beverages in Township parks, for specially approved events in conjunction with a service club or other established entity or group that will supervise the possession, dispensing and consumption of alcoholic beverages in compliance with a Michigan Liquor Control Commission ("MLCC") liquor license.
- C. On June 30, 2025, the Township Board approved Licensee's request subject to this License being signed and complied with.

## IT IS THEREFORE AGREED AS FOLLOWS:

1. Grant of License. For and in consideration of the benefits to the Township of the Events, the Township grants permission by this revocable license for Licensee to use the Premises for alcohol sales, service and consumption at the Events, subject to and in accordance with all of the terms and conditions of this License.
2. Alcohol Use Location, Costs and Expenses. The licensed use shall be limited to the Premises, with Licensee solely responsible for all costs and expenses incurred in the licensed use and in complying with terms and conditions of this License.
3. Use of Premises. The use rights granted in this License are subject to the Township's rights to protect the public health, safety and welfare, and may be suspended or terminated at any time by the Township Parks Superintendent, Police Department, or Fire Department for those purposes, or if the use is creating a nuisance or threatening condition. Licensee assumes all risk of damages from any such suspension or termination and waives and releases the Township from any claims for such damages.
4. Maintenance. Licensee agrees to use and maintain the Premises in a clean, safe and good condition and as required by the Township Parks Superintendent, Police Department, or Fire Department, and to promptly clean up and restore the Premises to the pre-Event conditions after the Events.
5. MLCC License. Licensee's rights to use the Premises for alcohol sales at the Events are conditioned on Licensee obtaining and providing a copy of the required MLCC license and all related MLCC documents to the Township Park Director no later than the day before the Event. The sale of alcohol by Licensee at the Premises shall be in strict compliance with the required MLCC license, with a violation of any condition or requirement of the MLCC license being grounds for the immediate revocation of this License by the Township Park Superintendent or Police Department. Licensee shall provide copies of the MLCC license, bond and other documents related to such alcohol sales to the Township Parks Superintendent.
6. Indemnification. Licensee shall defend, pay on behalf of, indemnify, and hold harmless the Township, its elected and appointed officials, employees, volunteers, and other persons working on behalf of the Township, from and against any and all claims,

July 2025 Concerts Park Alcohol Sales License Agreement Continued.

demands, suits, or loss, including all costs and attorney's fees connected therewith, and from any and all damages which may be asserted, claimed, or recovered for personal injury, including bodily injury or death and/or property damage, including loss of use thereof, arising out of or in any way connected or associated with this License and the use of the Premises for the Events. The Township shall provide notice to Licensee within a reasonable time of the receipt of any claim arising under this License.

7. Insurance. Licensee shall secure and maintain general liability and liquor liability insurance for the Premises in the minimum amount of \$1,000,000.00 and naming the Township and its officials and employees as an additional insured and certificate holder on those policies with proof of such insurance being provided to the Township prior to the Events.

## CHARTER TOWNSHIP OF WATERFORD

\_\_\_\_\_  
Date Anthony Bartolotta, Supervisor

\_\_\_\_\_  
Date Kimberly Markee, Clerk

## WATERFORD AREA CHAMBER OF COMMERCE

\_\_\_\_\_  
Date Nikki Tippet, Executive Director

Moved by Markee,  
Seconded by Hauswirth, RESOLVED, to approve the July 2025 Concerts Park Alcohol Sales Agreement. A roll call vote was taken.

Motion carried unanimously.

**7.2 Agreement with Catholic Charities of Southeast Michigan****CHARTER TOWNSHIP OF WATERFORD****RESOLUTION APPROVING LEASE AGREEMENT  
WITH CATHOLIC CHARITIES OF SOUTHEAST MICHIGAN FOR  
THE LEGGETT CAMPUS TO OPERATE THE**

Agreement with Catholic Charities of Southeast Michigan Continued.**ENCORE ADULT DAY SERVICES PROGRAM AND PROVIDE  
THREE ADDITIONAL PROGRAMS FOR SENIORS**

**WHEREAS**, the Waterford School District, ("WSD") determined that they needed to focus on their education services to children and therefor discontinue providing senior services and sell their Leggett School Property, ("Property") located within Waterford Township at 3621 Pontiac Lake Road ("Township").

**WHEREAS**, since the Township's Parks and Recreation Department provides programs to seniors and the building on Williams Lake Road needed extensive repairs and cannot be used to provide all of the recreation and needs of the community, the Waterford Board of Trustees determined that it was in the best interests of the Township to utilize the Property for providing senior services.

**WHEREAS**, after several months of discussions concerning the Property, a purchase agreement for the Property was approved by the Waterford School District Board on July 18, 2024 and by the Waterford Township Board of Trustees on July 22, 2024.

**WHEREAS**, when the Township Board approved the purchase of the Property it indicated that it might hire third parties to provide services that were provided by the School District.

**WHEREAS**, prior to owning and operating the Leggett Campus, the Township sought to have an experienced third-party operate the Encore Adult Day Services Program primarily because the Township did not have any experience operating an adult day services program. The Township asked Catholic Charities of Southeast Michigan, ("Catholic Charities") to operate the Encore Program, however they declined the offer.

**WHEREAS**, the Township began operating the Leggett Campus on January 1, 2025, which includes a congregate meal program, meals-on-wheels, several programs for seniors as well as the Encore Adult Day Services Program.

**WHEREAS**, after several months of operating the Encore Program, it became evident to the Township that it did not have the resources needed to continue to operate the Encore Program in an appropriate manner and determined that the Township would stop operating the Encore Program effective August 27, 2025.

**WHEREAS**, after the Township announced its decision to cease operating the Encore Program, Catholic Charities offered to operate the Encore Program. Catholic Charities and the Township had several discussions on the feasibility of Catholic Charities operating the Encore Program.

**WHEREAS**, Catholic Charities has many years of experience operating adult day services programs. The Board of Trustees has determined that having Catholic Charities continue the Encore Program is in the best interest of the Township, clients and families served by the Encore Program. Catholic Charities' Board has also determined that operating the Encore Program is in its best interests.

**WHEREAS**, the Township has proposed a Lease agreement with Catholic Charities (**Exhibit A**) to enable them to utilize space in the Leggett Campus to take over operations of the Encore Program on August 1, 2025.



Agreement with Catholic Charities of Southeast Michigan Continued.

**WHEREAS**, in addition to running the Encore Program, Catholic Charities will also be renting space in the Leggett Campus to provide its Retired Senior Volunteer Program, Senior Companion Program and Foster Grandparent Program, which will provide additional opportunities to Waterford seniors. The Lease provides that Catholic Charities shall provide \$1,231 of monthly rent to the Township during the term of the Lease.

**IT IS THEREFORE RESOLVED** that the Waterford Township Board of Trustees has determined that approving the Lease with Catholic Charities to allow them to operate the Encore Program as well three additional programs for seniors is in the best interests of the Township and hereby approves the terms and conditions of the attached Lease Agreement.

**IT IS FURTHER RESOLVED**, that the Township Supervisor is authorized to sign the attached Lease Agreement with Catholic Charities, and the Parks & Recreation Director is authorized to take other necessary actions to transition the Encore Program to operation by Catholic Charities.

**CERTIFICATION**

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a special meeting on June 30, 2025.

Charter Township of Waterford

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kimberly Markee, Clerk

The Board discussed the agreement with Catholic Charities for the Encore Adult Day Services contract.

Moved by Markee,  
Seconded by Hauswirth, **RESOLVED**, to approve the agreement with Catholic Charities of Southeast Michigan to provide the Encore Services. A roll call vote was taken. A copy of the agreement is attached to these minutes.

Motion carried unanimously.

**8 Public Comment: Non Agenda Items limited to three (3) minutes per person.**

Erin Asdale, thanked the Board for continuing the Encore Program with Catholic Charities and commented they are an outstanding organization.

Robin McGregor, 2629 Caterham Dr

Thanked the Board continuing the Encore Program with Catholic Charities.

Mary Craite, 3655 Mariner

Shared that On a Dragon's Fly Wings ran their first mental health camp at Hess-Hathaway Camp. It was a wonderful event.

Supervisor Bartolotta stated that Deputy Supervisor took a vacation week to volunteer at the camp, and she has shared what a wonderful week it was.

Donna Wall, 3510 Alco Drive

Thanked the Board for continuing the Encore Program. She thanked the Board for stepping in when the Waterford School District dropped the WOTA, the Senior Center, and the Encore Program

Supervisor Bartolotta thanked Township Attorney Shortley for all her hard work on the agreements.

Trustee Harris congratulated everyone for the completion of the Riverwalk.

## **9 Adjournment**

Moved by Markee,

Seconded by Wall, RESOLVED, to adjourn the meeting at 6:35 p.m. A roll call vote was taken.

Motion carried unanimously.

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Kim Markee, Clerk

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Anthony Bartolotta, Supervisor