

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:

Joellen Shortley	Tyler Soncrainte	Andrea Jump
Dan Garman	The Shelbys	Laurie Hilton
Art Frasca	Crystal McCready	Renee Davis
D. Desjardins	Steve McCready	Susan Collison
Tracia Elliott	William Lethemon Jr	Kathy Schemers
Rachael Gregory	Max Byron	Ann Cramer
Lori McDaniel	Katie Bryant	Jared Black
Charles Kline	Shelly Schloss	Kristin Wyrick
Brian Cohen	Vicky Vaillancourt	Ken Wyrick
Russ Gerke	Mark Garvel	Jennifer Crotty
Chantell LaForest	Tim Krebrehl	Jen Thom
Doug Reams	Gary Biron	Pete Ogg
Lila Ball	Jim Landy	Spyros Mellas
Terry Ball	Lisa Landy	Kathy Mellas
Jack Camfo	Kay Connelly	Tyoma Zisser
Dan Venet	Grant Smith	Joseph Williams
Scott D.	Andrea Krube	Kevin Lynch

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. **A roll call vote was taken.** All board members were present.
4. **APPROVE AGENDA**
September 8, 2025

Moved by Wall,
Seconded by Hauswirth, RESOLVED, to approve September 8, 2025, agenda as printed. A roll call vote was taken.

Motion carried unanimously.

5. Announcements

5.1 Tickets are now on sale for Waterford's 31st Annual Business Recognition Awards Breakfast! Join us Friday, September 12, 2025 at 7:30 a.m. at Overtyme's Banquet Center where the Township and Waterford Area Chamber of Commerce will celebrate longevity, commitment, community service, and beautification efforts of the Waterford business community! This year's theme is "Under Construction" in recognition of so many exciting changes we're seeing throughout the Township now and over the next few years. Hear from an excellent speaker, enjoy a delicious buffet breakfast, and make some connections while we celebrate Waterford businesses and organizations! Tickets are \$25 each and may be purchased online at waterfordbreakfast2025.eventbrite.com or from the Waterford Township Supervisor's office at 248-674-6201.

5.2 Fall into Wellness community Open house event at Waterford Township Public Library. The event will be held on Friday, September 26 from 10am-noon. Stop by and browse at all of the tables – learn tips and ideas and get giveaways too. This free event showcases resources in our community that focus on personal wellbeing. This event is sponsored by the library and the Waterford Community Coalition. Tom's Travelin' Coffee Truck will be available that morning in the library parking lot to purchase hot beverages.

6. Awards and Presentations**2025 Beautification Awards Presentation by Clerk Markee**

Clerk Markee congratulated the 2025 Beautification Award Winners. They were selected because they did not have peeling paint, missing siding or trim, and their exteriors were immaculate, complemented by a lovely yard. Pride of ownership was clearly evident.

Derek and Patricia Adamski
William and Karen Bowering
Steve Chisnell and Jennifer Crotty
Ronald and Margie Gobler
Daniel and Sherry King

Linda Mifsud & Gregory Maloy
John and Kathleen Roberson
Ryan and Cheri Smith
Cesar and Michaela Torres
Kenneth and Kristen Wyrick

7. Public Comments – Agenda Items Only, Limited to Three (3) Minutes Per Person

After being recognized by the Supervisor, individuals in the audience may address the Township Board. Please go to the podium and provide name and address. This is a public comment period, not a question-and-answer period.

Bill Lethaman, Maceday Lake Rd, addressed the board and spoke against trash billed through taxes and spoke in favor of Priority Waste.

Andrea Chum, S Cass Lake Road, addressed the board regarding service animals and services they provide. Twice in the last six (6) days she was asked to leave local businesses. Please share with local businesses that not all disabilities are visible. She shared the fines for discriminating against service animals.

Richard Minnie, Maceday Lake Road, addressed the board and spoke in favor of Priority Waste.

Gary Biron, Tipperary Trl, addressed the board regarding single residential waste hauler, requested penalties payable to the customer, snowbird discounts, senior discounts, fee for containers, mandatory recycling education, and large items.

Lila Ball , thanked the Board for having a single residential waste hauler and spoke in favor of Priority Waste.

Brian Kohn, Otter, discussed missed trash service with Priority Waste and requested a credit for the missed service.

Tricia Elliott, Customer Service Agent, Waste Management, discussed how Waste Management's customer service sets them apart from others.

Spyros Mellas, Loon Lake Shores, spoke in favor of Priority Waste and unlimited bag collection.

8. Consent Agenda

- 8.1 August 25, 2025, Meeting Minutes
- 8.2 September 8, 2025, Bill Payment
- 8.3 Receive the Clerk's Office July 2025 Report
- 8.4 Receive the 51st District Court's July 2025
- 8.5 Receive the Library's May, June and July 2025 Reports
- 8.6 Receive the Treasurer's Office July 2025 Report
- 8.7 Banner Permit - Parks and Recreation
- 8.8 Banner Permit – Holiday Extravaganza Parade
- 8.9 Banner Permit – Waterford Area Chamber of Commerce

Moved by Markee,
Seconded by Thomas, RESOLVED, to approve consent agenda items 8.1 through 8.9 as presented. A roll call vote was taken.

Motion carried unanimously.

9. Board Liaison Reports (Verbal)

Clerk Markee

The Library is doing great and have a lot of programs please check out their website! Friends of the Library are doing great.

There is a small election in Waterford Township on November 4, 2025. This election is only for residents that reside within the Pontiac School District. Early voting will take place at the Waterford Oaks Activity Center. The Library Community Room will not be open for early voting. Please contact the Clerk's Office with any questions.

Treasurer Thomas

The Huntoon Lake Improvement Board met on August 28, 2025, at the Water Resource Commission Building. This was their Hearing and Practicability Assessment. After review and discussion a Resolution was presented asking the Huntoon Lake Improvement Board to approve a 5 year budget/assessment for years 2026-2030. This program is pursuant to the provisions of Act 59 of the Public Acts of 1995. The resolution was unanimously approved.

Trustee Wall

This past Saturday was the 22nd Annual Pancake Breakfast and it was a success! The funds raised go to the Police and Fire Benevolent Fund.

Trustee Harris

The Waterford Volunteer Committee will make a presentation at the September 22nd meeting.

10. Open Business**10.1 Possible Selection of Waste Hauling Provider for a Contract Period Beginning April 1, 2026**

The following memo was received from Single Designated Residential Waste Hauler RFP Review Committee; Anthony Bartolotta, Kim Markee, Shelly Schloss, Mark Simlar, Justin Westlake, Katie Bryant, Arlene Ward

The Single Designated Residential Waste Hauler RFP Review Committee has completed its review of three bids for the Township's curbside residential garbage and recycling service: Priority Waste, Waste Management, and Express Waste Services.

Waterford Township is currently under contract with Priority Waste through March 31, 2026. Since they assumed service from GFL in 2024, operations have been problematic at times. Initial difficulties included widespread missed pickups, and although those issues improved, customer service has remained poor. Residents frequently experience long wait times or an inability to reach Priority's call center, leading them to contact Township staff directly. This has placed an ongoing administrative burden on our employees and has shifted customer complaint resolution from the contractor to the Township. This has also caused a great deal of frustration for our residents.

While Waste Management's proposal is slightly higher in cost than Priority Waste's, the Committee recommends awarding the contract to Waste Management based on their strong customer service record and operational capacity. Their proposal includes providing all residents with new garbage and recycling bins. We also recommend structuring the contract and amending the ordinance so that Waste Management bills Waterford Township directly, with individual resident costs placed on annual Winter tax bills. Based on the bids received, adding the cost of service to the tax bills is the most cost-effective way to provide this service to the public at large, while also reducing billing disputes and eliminating that inefficiency of third-party collection and associated late fees.

Express Waste Services' pricing was not as competitive as the other proposals and was therefore not given the same level of consideration.

Recommendation for Residential Curbside Waste Hauler service Provider Contract Award Continued.

Finally, the Committee recommends offering garbage and recycling service to all residents as a standard service. Currently, approximately 65% of residents participate, and expanding to full participation will secure the best possible rate for the largest number of households. Waterford Township has been holding a monthly recycling event at Town Hall since some residents have not been utilizing the recycling service that is currently provided. This option would also eliminate the need to do this recycling event since all residents will have weekly recycling available at home. This will eliminate the need for the community at large to subsidize the monthly recycling program.

Based on our review and the factors above, the Committee respectfully recommends the Board of Trustees award the Township's residential curbside garbage and recycling service contract to Waste Management's alternate proposal in the bid documents where they would bill the Township directly and garbage and recycling services would be universal for Waterford residents beginning April 1, 2026.

Requested Board Action:

Award the curbside residential garbage and recycling contract to Waste Management and authorize the Township Supervisor assisted by the Township attorney to finalize and execute said contract.

Dan Garman, 3145 North Irish Road, Express Waste Services addressed the Board of Trustees on the benefit of their services, stated that they could have trucks on the street within 48 hours, he believes they would provide the best service and value.

Doug Reams, Waste Management, addressed the Board of Trustees regarding their services for as a single source provider. WM is a company that has the resources to perform the services. They are an industry leader in terms of the services provided on the streets.

Todd Stamper, Priority Waste LLC, addressed the Board of Trustees regarding their services for as a single source provider. He stated that they took over the GFL contract and it was rough. Waterford Township will have new trucks before the beginning of a new contract.

Clerk Markee stated that the Township Staff has answered a lot of calls. This was a business decision. GFL decided to sell, and Priority decided to buy. This multi-million-dollar purchase did not happen overnight, and I believe it was being discussed in 2023. Priority should have been preparing for this. Instead, they kept giving us excuses about poor trucks, etc. If Priority thinks they received a bad deal, then where is the lawsuit? Clerk Markee stated that due to improper billing she would like to see the \$400,000 of late fees removed from the residents' accounts, new trash cans shouldn't take five (5) weeks to be delivered, Priority Waste has an outstanding invoice, with the Township, in the amount of \$39,940.14 from yard waste pickup, Waste Management has a customer portal, and Waste Management has 50 years more experience. She spoke with municipalities and learned about their experiences with Priority and Waste Management. I've heard people say as soon as we signed the contract with Priority our service went down. That is unacceptable, and I hope you prove me wrong.

Trustee Harris stated that the bid process was the lowest bid. He stated that the Township put out a survey and the majority would like to stick with Priority due to the lower costs, unlimited yard waste collection, and cart plus.

Trustee Gilbert share that he received a lot of calls and emails. The majority of residents would like to stay with Priority Waste. He stated that other municipalities stated that WM, yard waste is limited, phone service is horrible but they have good service. He thanked the Township committee.

Trustee Hauswirth stated that Taylor just renewed their services for 10 years. Other municipalities stated, "why would you go through the transition again?"

Trustee Wall shared that over the last two weeks people that had their garbage at curb side 28% of the cans had additional garbage outside of them. There was an online survey with 816 residents responded and the following were the results: very satisfied - 44.61%, satisfied - 31.25%, neutral - 11.28%, dissatisfied - 8.82%, very satisfied - 4.04%.

Trustee Harris stated that he has a business relationship with Priority Waste and he will not have any benefit from Priority Waste or Waste Management.

Supervisor Bartolotta stated that he knows one of the owners of Waste Express.

Trustee Gilbert stated that driving through the Township at least a dozen houses had extra bags and don't feel cart plus is the way to go. He also called Dan Vanee, Priority Waste, and he stated that he offered a rate of \$17.50. Supervisor Bartolotta stated that wasn't part of the bid and recommended him to stop.

Supervisor Bartolotta stated that the committee has worked very hard on this proposal, the staff works tirelessly, and his vote will be with the committee's recommendation.

Clerk Markee stated that we should not be in customer service anymore (with regards to Priority Waste / Trash Service).

Moved by Gilbert,
Seconded by Harris, RESOLVED, to award the designated curb side residential waste hauler contract, beginning April 1, 2026, to Priority Waste with billing to the Township with fees placed on the winter tax bill, universal recycling services, and limited new carts, and to authorize the Township Supervisor assisted by the Township Attorney to negotiate, finalize, and execute said contract.

Option 2B is the option I'm recommending in this motion, limited new carts, is the best pricing for Waterford Residents.

The rates for single family residential units with hauler providing new carts for both waste and recycling only to new homes or previously vacant residents, and homes that did not previously recycling for weekly solid waste collection from Hauler provided carts with site separated recyclable materials collection, unlimited yard waste, collection monthly bulk items, and Christmas tree collection per "Proposal Form" page 49. A roll call vote was taken.

Yea: Thomas, Gilbert, Harris, Hauswirth, and Wall
Nay: Bartolotta, Markee
Motion carried.

10.2 Possible Adoption of Ordinance 2025-002; Waste Material Control Ordinance Amendment

The following memo was received from Supervisor Bartolotta.

This agenda item will require action if the Board of Trustees approves the change in billing for curbside residential waste hauling services to move from the current model of billing directly to the customer on a quarterly basis, to billing the Township instead with the collection of fees on the Winter tax roll beginning with the April 2026-March 2027 contract year, for which the year one annual fees will be collected on the Winter 2025 tax bills.

Introduction of the attached amendment to the Waste Material Control Ordinance will be the first step in a two-step process to modify the existing ordinance for the next contract period, while leaving the existing ordinance in place for the current contract year ending March 31, 2026. If introduced at this meeting, the ordinance will go before the board for adoption at the next Township Board meeting on September 8, 2025 providing Township staff with adequate time to perform administrative tasks necessary to make these billing changes.

Recommended action: Motion to introduce the attached Waste Material Control Ordinance amendment and schedule it for possible adoption at the September 8, 2025 Board of Trustees meeting.

Thank you for your consideration.

**CHARTER TOWNSHIP OF WATERFORD
ORDINANCE NO. 2025-002**

WASTE MATERIAL CONTROL ORDINANCE AMENDMENT

An Ordinance to amend the Waste Material Control Ordinance in Article III of Chapter 9 Health and Sanitation of the Waterford Charter Township Code, to require the monthly waste hauling charges that will begin on April 1, 2026 to be placed on the December tax roll.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

Section 9-067 of Article III, Division 1A of Chapter 9, Health and Sanitation of the Waterford Charter Township Code, which defines delinquent charges and inclusion on tax bills and tax roll shall be amended to read as follows:

Sec. 9-067. Delinquent charges inclusion on tax bills and tax roll

Sections (a)-(e) Unchanged

- (f) The annual fees for waste hauling services that will begin on April 1, 2026, shall be billed on the winter tax roll beginning in 2025 and all fees shall be timely paid.
- (g) All waste hauling fees that were billed on the winter 2025 tax roll for waste hauling services beginning on April 1, 2026 that are paid after March 31, 2026 and the settlement of taxes with the county treasurer, shall be subject to state statutory provisions regarding collection fees, penalties and interest.
- (h) Unpaid fees for waste hauling services provided pursuant to this chapter shall be a lien against the property for which the services have been provided.

Possible Adoption of Ordinance 2025-002; Waste Material Control Ordinance Amendment Continued.**Section 2 of Ordinance**

Should any section, subdivision, sentence, clause or phrase of this ordinance be declared by the Courts to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part as invalidated.

Section 3 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 meeting duly called and held on August 25, 2025.

CHARTER TOWNSHIP OF WATERFORD

Date _____
By: _____
Kim Markee, Township Clerk

Moved by Markee,
Seconded by Bartolotta, RESOLVED, to approve Ordinance 2025-002; Waste Material Control Ordinance Amendment. A roll call vote was taken.

Motion carried unanimously.

11. New Business**11.1 Microsoft Office Upgrade**

The following memo was received from Jared Black, IT Director.

The Township provides office software like Word, Excel, and email using a mix of Microsoft Office 365 subscriptions and one-time purchase licenses. We regularly assess who needs full Office 365 access and who only needs basic tools. As of September 2025, 144 users have Office 365, while 274 use basic Office software with cloud-based email.

The basic Office software currently in use (Office 2016 and 2019) will stop receiving updates in October, so those computers need to be upgraded. This upgrade was planned and budgeted for last year, and the quoted cost is slightly under budget.

We plan to upgrade to Office 2024, which is supported for five years. This version is licensed per computer, not per person, so the number of licenses may differ from the number of users. The cost averages about \$70 per year—much less than the \$260 per year for Office 365—helping the Township save money by only paying for what each user actually needs.

Microsoft Office Upgrade Continued.

This quote is based on the Sourcewell collective government contract pricing, and as such does not require a separate bidding process.

Requested Board Action:

Approve the purchase of Microsoft Office 2024 LTSC per the attached quote from CDW in the amount of \$61,285.78.

Jared Black, IT Director addressed the Board of Trustees.

Moved by Markee,
Seconded by Wall, RESOLVED, to approve the purchase of Microsoft Office 2024 LTSC per the CDW quote for \$61,238.78. A roll call vote was taken.

Motion carried unanimously.

11.2 Municipal Credit and Community Interlocal Agreement between Suburban Mobility Authority for Regional Transportation (SMART) and Waterford Township

**MUNICIPAL CREDIT AND COMMUNITY INTERLOCAL AGREEMENT
BETWEEN
SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION
And
WATERFORD TOWNSHIP**

This Agreement (hereinafter "Agreement") is made between the Suburban Mobility Authority for Regional Transportation (hereinafter "SMART"), an entity organized under the provisions of Act 204 of the Public Acts of 1967, as amended, and WATERFORD TOWNSHIP (hereinafter "the Community") for the transfer of funding provided to SMART by Michigan Public Act 51 of 1951 and Community Credits, in consideration for the provision of transit services by the Community.

WHEREAS, SMART, pursuant to the provisions of Act 204, has been vested with the authority to acquire, plan, construct, operate and maintain transit systems and facilities within its jurisdiction; and

WHEREAS, the Community is desirous of contracting for the provision of such services within its jurisdiction; and

WHEREAS, the Community receives annual allocations of funding from SMART, including funding provided under Sec 10 of Act 51 of 1951 ("Municipal Credits"), where applicable, and SMART's community credit program ("Community Credits"), where applicable, which it desires to transfer to WOTA for the provision of services; and

WHEREAS, the purpose of this Agreement is to state the terms and conditions under which the transit funding will transfer;

NOW THEREFORE, in consideration of the mutual covenants and representations contained herein, the parties agree as follows:

Municipal Credit and Community Interlocal Agreement between Suburban Mobility Authority for Regional Transportation (SMART) and Waterford Township Continued.

1. THE PROJECT

The Community has partnered with WOTA (Western Oakland Transportation Authority) (hereinafter "WOTA") to provide local public transportation services within their service area.

2. FUNDING AND FUNDING APPLICATION

The Community agrees to provide annual flowthrough funding received from SMART to WOTA for the provision of public transportation service, under one of the following Options:

Option 1

- A. 100% of the Community Credits available to the Community pursuant to SMART'S Community Credit Program
- B. 100% of the Municipal Credits that are available to the Community pursuant to law.

OR

Option 2

- C. A certain percentage of or all but a certain amount of Community Credits available to the Community pursuant to SMARTS Community Credit Program.
- D. A certain percentage of or all but a certain amount of Municipal Credits available to the Community pursuant to law.

The Community must return a signed Exhibit A, which requires the Community to specify which Option it has selected, attached hereto, with the executed version of this Agreement. Should the Community's Option selection change, or should the amounts or percentages chosen by a Community under Option 2 change, the Community is required to submit an amended Exhibit A. Any amended Exhibit A must be submitted to SMART ninety (90) days prior to SMART's adoption of the Municipal and Community Credit budgets each fiscal year. Should a Community fail to submit an amended Exhibit A, where applicable, at least ninety (90) days prior to SMART's adoption of the Municipal and Community Credit budgets each fiscal year, the Community agrees to be bound by the last Exhibit A on file with SMART that was provided pursuant to, and in accordance with, the timely submission requirements of this section.

3. TERM OF THE AGREEMENT

The Community shall transfer funding noted above beginning July 1, 2025, and this Agreement shall remain effective as long as WOTA operates eligible transit services. The Community may terminate this agreement with ninety (90) days advanced notice prior to the adoption of the Municipal and Community Credit budgets each fiscal year.

This Agreement and transit services hereunder shall terminate immediately upon action by the Michigan Legislature, any court of competent jurisdiction, or action by the SMART Board of Directors, which inhibits SMART's ability to carry out the Agreement in such a way that SMART, in its sole discretion, cannot reconcile its obligations under this Agreement with the legislative action, court order or Board resolution.

4. INDEMNIFICATION

To the extent allowable by law, and notwithstanding anything to the contrary contained herein, the Community shall indemnify, defend and save harmless SMART, its officers, agents, employees, and members of its Board of Directors from any and all claims, losses and damages, including costs and attorney fees occurring or resulting from any act or omission of the Community, or their officers, agents, employees, successors and/or assigns, arising out of or pursuant to this Agreement without regard to the negligence of the Community.

Municipal Credit and Community Interlocal Agreement between Suburban Mobility Authority for Regional Transportation (SMART) and Waterford Township Continued.

This Agreement is not intended to alter or increase SMART or Community's liability for tort claims, to other third-parties. Nor is this indemnity provision intended to be a third-party beneficiary contract, and therefore it confers no rights or third-party status on anyone other than the parties hereto.

5. SEVERABILITY AND INTENT

The invalidity or unenforceability of any provisions of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

6. WAIVER

Parties' failure to exercise or delay in exercising any right, power or privilege under this Agreement shall not operate as a waiver; nor shall any single or partial exercise of any right, power or privilege preclude any other or further exercise thereof.

7. ASSIGNMENT

The Parties agree that the responsibilities and benefits under this Agreement shall not be assigned unless such assignment is approved by SMART in advance in writing. This agreement does not and is not intended to confer any rights or remedies upon any person other than the parties.

8. VENUE

Parties agree to follow all applicable State and Federal laws. This Agreement shall be governed by the laws of the State of Michigan.

9. ELECTRONIC SIGNATURE

The Parties acknowledge and agree that this Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The Parties agree that the electronic signatures appearing on this Agreement are the same as handwritten signatures for the purposes of validity, enforceability and admissibility. Without limitation, "electronic signature" shall include faxed versions of an original signature or electronically scanned and transmitted versions (e.g., via pdf) of an original signature.

THE PARTIES HEREBY ACKNOWLEDGE that they have read and understand this Agreement and that the signatories below have affixed their signatures and affirmed that they are authorized to execute this Agreement, for the purpose of binding their respective Parties.

**SUBURBAN MOBILITY AUTHORITY FOR
REGIONAL TRANSPORTATION**

Signature

Printed Name
Title

Date

WATERFORD TOWNSHIP

Signature

Printed Name
Title

Date

Municipal Credit and Community Interlocal Agreement between Suburban Mobility Authority for Regional Transportation (SMART) and Waterford Township Continued.

EXHIBIT A

The Community shall designate with an "X" mark which Option for transfer of funding to WOTA it has selected (to the left of either Option 1 or Option 2). Should the Community select Option 2, the Community will properly fill in the percentage or applicable do not exceed amount.

Option 1

- A. 100% of the Community Credits available to the Community pursuant to SMART'S Community Credit Program
- B. 100% of the Municipal Credits that are available to the Community pursuant to law.

OR

Option 2

- C. _____ % of or all but _____ of Community Credits available to the Community pursuant to SMARTS Community Credit Program.
- D. _____ % of or all but _____ of Municipal Credits available to the Community pursuant to law.

Community: _____
Date: _____
Title: _____
Signature: _____

Moved by Markee,
Seconded by Gilbert, RESOLVED, to approve Option 1 of the Municipal Credit and Community Interlocal Agreement between Suburban Mobility Authority for Regional Transportation (SMART) and Waterford Township; furthermore authorize the Township Supervisor to sign the contract. A roll call vote was taken.

Motion carried unanimously.

11.3 Possible Approval of Contract with Robinson Capital for Investment Consultant Services

The following memo was received from Treasurer Thomas.

In May of this year, the Township issued a request for proposals for an Investment Consultant to assist the Township in reviewing and improving the Township's investment policy and developing objectives and guidelines in compliance with laws, regulations, and the Township objectives. The Consultant was requested to conduct an asset allocation study to provide the Township with the best possible performance of the Township's investments, assist the Treasurer's Office with evaluating cash flow needs and management, monitor the performance of the investments against agreed upon benchmarks as well as monitor the Township compliance with applicable laws, rules and regulation regarding its investments.

Possible Approval of Contract with Robinson Capital for Investment Consultant Services Continued.

Robinson Capital was selected as the most responsive bidder to provide investment consulting services to the Township. Their agreement has been reviewed by the Township attorney. The cost of the service is \$35,000 per year.

The Treasurer's Office recommends approval of the agreement and engagement letter with Robinson Capital

**ROBINSON CAPITAL MANAGEMENT, LLC
INVESTMENT ADVISORY AGREEMENT**

Charter Township of Waterford
(Name of Client)

Charter Township of Waterford
Name of Account ("Account")

The undersigned ("Client") hereby agrees to employ Robinson Capital Management, LLC ("Robinson"), and Robinson agrees to serve as an adviser for the Account named above as of _____, 2025 upon the following terms and conditions of this Investment Advisory Agreement (this "Agreement"):

1. Description of Services. Robinson will assume responsibility for the investment management of the Account as of the date set forth above. In addition to its discretionary management of the Account, Robinson may periodically provide credit research to the Client.

Robinson will supervise and direct the investments of and for the Account subject to and in accordance with the established investment objectives, special instructions or limits that Client requests that Robinson follow in managing the Account, as set forth in the investment guidelines contained in Exhibit B, which is hereby incorporated herein ("Guidelines"). For the avoidance of doubt, Robinson shall not be responsible for the management of assets, including uninvested cash, maintained in the Account which have not been specifically designated for investment by Robinson.

Client hereby appoints Robinson as Client's attorney-in-fact and grants Robinson a limited power-of-attorney to act on behalf of the Account, subject to the Guidelines, to buy, sell, exchange, convert and otherwise trade in authorized securities as Robinson may select, including money market instruments, certificates of deposit (collateralized and uncollateralized) and other securities as authorized under the laws applicable to the Client. Robinson may also enter into a Deposit Account Agency Agreement on behalf of the Client with the American Deposit Management Company ("Deposit in Place Program"). Accordingly, Robinson may issue instructions or orders to purchase, sell, redeem other otherwise effect transactions involving the Deposit in Place Program. Robinson may establish and deal through one or more custodians, securities broker-dealers or banks. This discretionary authority shall remain in full force and effect until Robinson receives written notice from Client of its termination of this Agreement.

2. Custody of Assets; Cash Management; Reconciliations. Robinson shall not act as custodian for assets of the Account, or take or have possession of any assets of the Account. Client will or have established an account with a qualified custodian, as defined in the Investment Advisers Act of 1940, as amended ("Advisers Act"). Client authorizes and directs Robinson to instruct custodian on the Client's behalf to (a) send Client at least quarterly a statement showing all transactions occurring in the Account during the period covered by the account statement, and the funds, securities and other property in the Account at the end of the period; and (b) provide Robinson copies of all periodic statements and other reports for the Account that custodian sends to Client in order that Robinson from time to time may reconcile its records to those of the

Possible Approval of Contract with Robinson Capital for Investment Consultant Services Continued.

custodian. Such reconciliations are solely for Robinson's own internal purposes in the administration of the Account, and Robinson undertakes no responsibility or liability for any act or omission of the custodian whether or not disclosed in the statements of the custodian received by Robinson. The Client acknowledges and agrees that the Client has the responsibility to ensure the Client receives statements directly from the custodian and to verify statements from the custodian with statements received from Robinson.

To the extent the Client will participate in the Deposit in Place Program, American Deposit Management Company ("ADM") will select Federal Deposit Insurance Corporation ("FDIC") and/or National Credit Union Administration ("NCUA") insured depository institutions to hold the assets of the Account invested in the Deposit in Place Program. Further, ADM will ensure that the funds are appropriately insured by the FDIC and/or the NCUA, as applicable. Client shall inform Robinson of any restrictions on the types of short-term investment vehicles employed for cash holdings. Client will be solely responsible for paying all fees or charges of the custodian, including those fees applicable under the Deposit in Place Program.

3. Documents and Authorities. Client represents and warrants that the appointment of Robinson on the basis set forth in this Agreement is authorized by and has been accomplished in accordance with procedures specified in the by-laws or other document(s) of Client regarding governance of the Account, and, if so requested, shall furnish Robinson with true copies of all resolutions, consents and notices as may be required to be taken or made pursuant to such procedures. To the extent provided by law, Client agrees to indemnify and hold harmless Robinson from all liability and costs (including costs of defense) that may be asserted or incurred by reason of Client's failure to supply Robinson with true copies of documents mentioned above, any defect in Client's authority to appoint Robinson on the basis set forth in this Agreement, or any defect in the conduct of Client in making such appointment, notwithstanding the fact that Robinson may have notice of any such defect.

In the event there are conflicts or ambiguity between this Agreement and the Guidelines, this Agreement will control. In the event there is conflict or ambiguity between the Guidelines and any statement or response made in a request for proposal or the constituent documents of Client, which includes but is not limited to organizational documents, trust agreement or similar documents that sets forth the policies under which Client is to operate, the Guidelines will control. Robinson represents and warrants that it is registered as an investment adviser with the U.S. Securities and Exchange Commission pursuant to the Advisers Act, and that such registration is currently effective. Each of the parties to this Agreement hereby represents that (a) it is duly authorized and empowered to execute, deliver and perform this Agreement, (b) that such action does not conflict with or violate any provision of law, rule or regulation, contract or other instrument to which it is a party or to which any of its property is subject and (c) that this Agreement is a valid and binding obligation of such party enforceable against such party in accordance with its terms except as such enforcement may be limited by bankruptcy or similar laws affecting creditors rights. Further, Client represents that it has made its own determination that the investment strategies and programs to be utilized by Robinson in managing the Account are suitable for the Client.

4. ERISA. The Client represents that the Account is not subject to the Employee Retirement Income Security Act of 1974.

5. Proxies. Notwithstanding Robinson's discretionary authority to make investment decisions on behalf of the Client, Robinson will not exercise proxy voting authority over Client securities. The Client shall be instructed to inform the custodian that Robinson should not be designated as the party to receive information on voting Client proxies. The obligation to vote Client proxies shall at all times rest with the Client. Should Robinson inadvertently receive proxy information for a security held in Account, Robinson will promptly forward such information on to

Possible Approval of Contract with Robinson Capital for Investment Consultant Services Continued.

the Client, but will not take any further action with respect to the voting of such proxy. Upon termination of this Agreement, Robinson shall make a good faith and reasonable attempt to forward proxy information inadvertently received by Robinson on behalf of the Client to the forwarding address provided by the Client to Robinson.

6. Brokerage. Unless otherwise authorized or directed, Adviser reserves the right to choose any broker-dealer through which to execute Client's securities transactions consistent with Robinson's fiduciary duty to obtain best execution. In selecting a broker-dealer, Robinson may consider, among other things, the broker or dealer's execution capabilities, reputation and access to the markets for the securities being traded. To the extent the Client directs trading in the account to a particular broker or custodian, Client hereby agrees to indemnify and hold harmless Robinson from all liability and cost (including costs of defense) that may be asserted or incurred by reason of Robinson's good faith compliance with any such direction. Client recognizes that any such direction may result in the Account paying higher brokerage commissions or receiving less favorable prices than might otherwise be possible. Brokerage commissions and other custodial fees will be charged separately to the Client.

7. Legal Proceedings and Voting Rights of Portfolio Securities. Although Robinson is authorized to provide investment supervisory services, Robinson will not file proof of claims in class action settlements. Client assumes the sole responsibility of evaluating the merits and risks associated with any class action settlement; therefore Client is responsible for filing proofs of claims. Client's response to a settlement notice will impact Client's legal rights. In no way shall Client be precluded from contacting Robinson for information about a particular class action settlement. Should Robinson inadvertently receive proof of claims for securities class action settlements on behalf of Client, Robinson will immediately forward such information on to Client, and will not take any further action with respect to the claim.

8. Compensation of Robinson. The compensation of Robinson shall be paid in accordance with Robinson's schedule of fees in effect from time to time. The current schedule of fees is attached hereto as Exhibit A and is hereby incorporated herein. In any partial billing period, the advisory fee will be pro-rated based upon the number of days that the Account was open during that period.

9. Risk Acknowledgement. Robinson shall be responsible for managing the Account only in accordance with the Guidelines and applicable law. Robinson does not guarantee the future performance of the Account or any specific level of performance, the success of any investment decision or strategy that Robinson may use, or the success of Robinson's overall management of the Account. Client understands that investment decisions made for the Account by Robinson are subject to various market, currency, economic, political and business risks, and that those investment decisions will not always be profitable. Robinson will manage only the securities, cash and other investments held in the Account and in making investment decisions for the Account; Robinson will not consider any other securities, cash or other investments owned by Client. Except as may otherwise be provided by law, Robinson will not be liable to Client for (a) any loss that Client may suffer by reason of any investment decision made or other action taken or omitted in good faith by Robinson with that degree of care, skill, prudence, and diligence under the circumstances that a prudent person acting in a fiduciary capacity would use; (b) any loss arising from Robinson's adherence to Client's instructions or the Guidelines; or (c) any act or failure to act by the Custodian, any broker or dealer to which Robinson directs transactions for the Account, or by any other third party. Federal and state securities laws impose liabilities under certain circumstances on persons who act in good faith, and therefore nothing in this Agreement will waive or limit any rights that Client may have under those laws.

Possible Approval of Contract with Robinson Capital for Investment Consultant Services Continued.

10. Confidential Relationship. Except as otherwise provided by applicable law, all information and recommendations furnished by either party to the other shall at all times be treated in strictest confidence and shall not be disclosed to third persons except as may be required by law, or except upon the prior written approval of the other party to this Agreement. Notwithstanding the foregoing, Robinson may disclose Client as a representative client in its marketing materials. In addition, by signing this agreement, Client authorizes Robinson to give a copy of this Agreement to any broker, dealer or other party to a transaction for the Account, or the custodian as evidence of Robinson's limited power of attorney and authority to act on Client's behalf. Client also grants Robinson authority to discuss, disclose, and provide confidential Client information to outside attorneys, auditors, consultants and any other professional advisors retained by Robinson to the extent the Robinson deems necessary to carry out the responsibilities set forth in this Agreement. Robinson shall not be liable for the disclosure of any confidential Client information to the extent such information is provided in accordance with Robinson's services provided under this Agreement.

11. Non-Exclusive Contract; Independent Contractor Status. It is understood that Robinson renders investment advisory services for clients and customers other than the Account. Nothing in this Agreement shall be deemed to impose upon Robinson any obligation to purchase or sell or to recommend for purchase or sale by or for the Account any security or other property which the officers or employees of Robinson may purchase or sell for their own accounts or which Robinson may purchase or sell for the account of any other client or customer. Client recognizes that transactions in a specific security may not be accomplished for all client accounts at the same time or at the same price. Neither Robinson's acceptance of the Guidelines, nor any other provision of this Agreement shall be considered a guaranty that any specific result will be achieved. Except as necessary to perform this Agreement, Robinson shall be deemed to be an independent contractor and shall have no authority, unless otherwise provided or authorized, to act for or represent Client in any way or otherwise be deemed to be an agent of the Client.

12. Binding Agreement; Assignment. This Agreement will bind and be for the benefit of the parties to the Agreement and their successors and permitted assigns. This Agreement may only be assigned by Robinson (within the meaning of the Advisers Act) with the written consent of Client.

13. Termination. This Agreement may be terminated upon ten (10) days prior written notice by either party.

14. Acknowledgement of Disclosure; Electronic Delivery. Client acknowledges that is has received and reviewed Robinson's Form ADV, Parts 2A and 2B prior to, or at the time of, execution of this Agreement. Client hereby consents to receive Robinson's Form ADV, Part 2 and any supplements thereto, Robinson's privacy notice and any other communications from Robinson electronically via Client's current e-mail address provided to Robinson. Client will notify Robinson of any changes to its email address of record. The undersigned Client may revoke this consent and/or request paper copies at any time by writing Robinson at the address below.

15. Notices. If any written notice is required to be given by one party to this Agreement to the other, such notice shall be personally delivered; or mailed by registered or certified mail, postage prepaid to:

if to Robinson at:
Attn: James Robinson
63 Kercheval Avenue, Suite 111
Grosse Pointe Farms, MI 48236

Possible Approval of Contract with Robinson Capital for Investment Consultant Services Continued.

if to Client or Client's Representative at:

Charter Township of Waterford
Attn: Treasurer
5200 Civic Center Drive
Waterford, MI 48329

Any written notice so served shall be deemed validly served upon receipt of such notice by the party to whom it is addressed.

16. Authorized Representatives of Client. Each individual identified, whether by name or by title, as provided on Exhibit C as Client's representatives, are each individually authorized to communicate with Robinson in all areas and in all manners set forth in this Agreement and as further specified in Exhibit C ("List of Authorized Client Representatives" and each person so identified; a "Client Representative"). Robinson is authorized to act on any information given to it by a Client Representative. Robinson has no obligation to make inquiries regarding the authority of individuals provided on the List of Authorized Client Representatives and shall not incur any liability whatsoever in relying upon any information or communication provided electronically or document signed by a Client Representative. It remains the sole responsibility of Client to provide Robinson with revisions to the List of Authorized Client Representatives as appropriate and necessary.

17. Entire Agreement; Counterparts; Governing Law. This Agreement and the undertakings set forth herein constitute the entire agreement between the parties hereto with respect to the investment and management of the Account and can be amended only by a written document signed by the parties. Headings used in this Agreement are for convenience only and shall not affect the construction or interpretation of any of its provisions. Each of the provisions of this Agreement is severable, and the invalidity or inapplicability of one or more provisions, in whole or in part, shall not affect any other provision. This Agreement may be executed in counterparts, each of which shall be deemed an original. The parties consent to the exclusive jurisdiction and venue of courts located in Oakland County, Michigan for resolution of disputes hereunder and this Agreement shall be construed and interpreted under the laws of the State of Michigan.

[Signature Page Follows]

CLIENT SIGNATURE

Please check the boxes below as applicable.

- Account holder is a **government entity**. The term "government entity" means any U.S. state (including any U.S. state, the District of Columbia, Puerto Rico, the U.S. Virgin Islands or any or possession of the United or political subdivision of a state, including (i) any agency, authority, or instrumentality of the state or political subdivision; (ii) a plan or pool of assets controlled by the state or political subdivision or any agency, authority, or instrumentality thereof; and (iii) any officer, agent, or employee of the state or political subdivision or any agency, authority, or instrumentality thereof, acting in their official capacity.

CHARTER TOWNSHIP OF WATERFORD
Approval of Agreement

Possible Approval of Contract with Robinson Capital for Investment Consultant Services Continued.

ANTHONY M. BARTOLOTTA, SUPERVISOR

Date

STEVEN THOMAS, THREASURER
Authorized Representative for the Agreement

Date

ANN BRZEZINSKI, DEPUTY TREASURER
Authorized Representative for the Agreement

Date

ACCEPTED BY:

ROBINSON CAPITAL MANAGEMENT, LLC

JAMES ROBINSON, CEO

Date

STEVEN THOMAS, THREASURER
Authorized Representative for the Agreement

Date

ANN BRZEZINSKI, DEPUTY TREASURER
Authorized Representative for the Agreement

Date

Possible Approval of Contract with Robinson Capital for Investment Consultant Services Continued.**EXHIBIT A****COMPENSATION**

<u>ANNUAL FEE</u>
Client will pay an investment advisory fee of \$35,000 annually. The fee will be charged monthly or quarterly (as selected by the Client) in arrears. <input type="checkbox"/> Quarterly <input type="checkbox"/> Monthly

EXHIBIT B**GUIDELINES**

Guidelines. The guidelines to be followed by Robinson in managing your Account are set forth below. (Please describe investment restrictions and guidelines below or attach a separate statement.)

Account Name #: Charter Township of Waterford

Account#: _____

CLIENT OBJECTIVES:

See attached [Investment Policy] to be provided by Client.

Possible Approval of Contract with Robinson Capital for Investment Consultant Services Continued.**EXHIBIT C****LIST OF AUTHORIZED CLIENT REPRESENTATIVES**

Client's representatives authorized to communicate with Robinson in all areas and in all manners set forth in this Agreement, are as follows:

NAME & TITLE (if applicable)	E-MAIL ADDRESS	SPECIMEN SIGNATURE	UNLESS LISTED HERE, THERE IS NO LIMITATION ON AUTHORITY AND EACH INDIVIDUAL IS AUTHORIZED ON AN INDIVIDUAL BASIS (list any limitations on authority here)
Steven Thomas	sthomas@waterfordmi.gov		
Ann Brzezinski	abrzezinski@waterfordmi.gov		

Additional Authorization Requirements:

Client represents that:

- a) The individuals' e-mail addresses provided are correct.
- b) The individuals are authorized to provide information on an individual basis and without limitation unless otherwise noted above.
- c) Information may be provided to Robinson in electronic format, without a signature and Robinson is not required to verify that the message originated from the individual.

Client acknowledges and understands that Client is solely responsible for providing updates to Robinson on all matters regarding this authorization form.

Treasurer Thomas answered Trustee Harris' questions.

Moved by Markee,
Seconded by Wall, RESOLVED, to approve a one year contract Robinson Capital to assist with the Township's investments for an annual cost of \$35,000.00 a year. A roll call vote was taken.

Motion carried unanimously.

11.4 Town Hall & Court Boiler System Upgrade - Goyette Mechanical

The following memo was received by Justin Westlake, DPW Director.

The boilers located on the 1st floor at Town Hall and at the Court house need to be replaced. It was discovered during a recent State Inspection that the boiler at the Court has a damaged heat exchanger, and the boiler located on the first floor of Town Hall faults frequently and is also in need of replacement.

During our budget meetings for 2025 we were authorized to replace the Town Hall chiller and roof top air handler units; however, this work will need to be engineered prior to installation because of the likely need to remove the old unit and install the new unit through the roof. We also found out through our recently completed facilities assessment that the roof at Town Hall needs replacement. It would be my recommendation to postpone that work until 2026 to provide time to get a proposal from an engineering company to design this job which would incorporate all the issues at once. It makes the most sense to do the roof after we open a hole in it to install the chiller and set a new air handler, so we don't compromise a new roof after the fact. With all of that said, we can use some of the funding allocated this year from that project to replace the two boilers in this proposal.

We recommend Goyette for these projects because they have done quality work on other HVAC jobs for us in Waterford, so we are comfortable with using them to take on this project. Goyette is a single-source vendor for Waterford. Goyette's proposals are attached for review.

We would like to utilize ControlNet to do the control wiring and interfacing for this project. This allows our staff to control the HVAC units remotely. ControlNet is a single-source vendor for Waterford, and their pricing is attached for review.

The boiler work for the Court will be coded to account number 11360-97106. We are requesting the Board move funds out of contingency line 19650-85600 to complete this project. The boiler work for Town Hall will be coded to account number 24690-97106.

Please see the table below for a cost breakdown:

Description	Cost
Town Hall First Floor Boiler	\$ 53,000.00
10% Contingency	\$ 5,300.00
ControlNet Wiring	\$ 8,500.00
Total:	\$ 66,800.00
Court Boiler	\$ 64,500.00
10% Contingency	\$ 6,450.00
ControlNet Wiring	\$ 7,000.00
Total:	\$ 77,950.00

Township Board Requested Action:

1. Authorize a budget adjustment in the amount of \$77,950 from contingency line 19650-85600 to account # 11360-97106.

Town Hall & Court Boiler System Upgrade - Goyette Mechanical Continued.

2. **Authorize the attached boiler system work at Town Hall to be done by Goyette Mechanical and ControlNet with a 10% contingency for an amount not to exceed \$66,800.**
3. **Authorize the attached boiler work to be completed at the Court to be done by Goyette Mechanical and ControlNet with a 10% contingency for an amount not to exceed \$77,950.**

Justin Westlake addressed the Board of Trustees.

Moved by Markee,

Seconded by Wall, RESOLVED, to authorize a budget adjustment in the amount of \$77,950 from contingency line 19650-85600 to account # 11360-97106, to authorize the attached boiler system work at Town Hall to be done by Goyette Mechanical and ControlNet with a 10% contingency for an amount not to exceed \$66,800; furthermore, to authorize the attached boiler work to be completed at the Court to be done by Goyette Mechanical and ControlNet with a 10% contingency for an amount not to exceed \$77,950. A roll call vote was taken.

Motion carried unanimously.

11.5 Water and Sewer 2025 Delinquent Water and Sewer Billings - Tax Transfer

The following memo was received by Justin Westlake, DPW Director.

Annually Waterford DPW utilizes the tax transfer process to collect delinquent water and sewer bills. The purpose of this memo is to request that the Township Board authorize the 2025 delinquent water and sewer bills be added to the 2025 Winter Tax Roll. Please see the attached memo from Rachel Woolcox, DPW Staff Analyst outlining the process and the ordinances that allow this to occur. Attached is a list of the parcels that this affects and the delinquent bill amount for each parcel.

Requested Board Action:

Authorize Waterford Township Administration to add the delinquent water and sewer bills to the 2025 Winter Tax Roll.

Rachel Woolcox, Staff Analyst/Safety Coordinator memo.

Pursuant to Section 17-173 of Article III, Delinquent Charges and Section 17-349 of Article V, Delinquent Charges; Lien of the Charter Township of Waterford Ordinance:

I, Rachel Woolcox, certify that there are delinquent Annual Sewer Assessment Charges and Quarterly Usage Charges as listed below that are being transferred to the 2025 Winter Tax Roll.

Annual Sewer Assessments	\$ 2,051.96
Quarterly Usage Billings	\$ 2,601,031.40
<i>Total Amount Transferred</i>	<i>\$ 2,603,083.36</i>

Water and Sewer 2025 Delinquent Water and Sewer Billings - Tax Transfer Continued.

Staff is forwarding these amounts to the Treasurer's office for inclusion in the December 2025 Tax Roll in early October. There is a ten percent surcharge fee included per the above referenced ordinances. The total and final amount can and will be adjusted slightly by way of adjustments and corrections made from now through our auditing process is complete just prior to tax statement issuance.

If there are any questions, please do not hesitate to contact my office at your convenience.

Moved by Markee,
Seconded by Harris, RESOLVED, to Authorize Waterford Township Administration to add the delinquent water and sewer bills to the 2025 Winter Tax Roll. A roll call vote was taken.

Motion carried unanimously.

11.6 See Tracks? Think Train Week Proclamation**CHARTER TOWNSHIP OF WATERFORD PROCLAMATION
SEE TRACKS? THINK TRAIN ® WEEK 2025**

WHEREAS See Tracks? Think Train® Week is to be held across the U.S. from September 15 to 21, 2025;

WHEREAS, 2,252 rail grade crossing collisions resulted in 749 personal injuries and were responsible for 268 fatalities in the United States during 2024; and

WHEREAS, 1,465 pedestrian trespassing casualties have occurred in the United States resulting in 821 pedestrians being killed and another 644 injured while trespassing on railroad property rights of way during 2024; and

WHEREAS, educating and informing the public about rail safety (reminding the public that railroad right of ways are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries caused by incidents involving trains and citizens; and

WHEREAS, the International Association of Chiefs of Police, National Operation Lifesaver Inc., United States Department of Transportation, and all local, state, county, and railroad law enforcement officers, first responders, and railroad corporations commit to partnering together in an effort to educate at a national level all aspects of railroad safety, to enforce applicable laws in support of National See Tracks? Think Train® Week;

NOW, THEREFORE, BE IT PROCLAIMED The Waterford Township Board of Trustees support proclaiming September 15-21, 2025, See Tracks? Think Train® Week, and we encourage all citizens to recognize the importance of rail safety education.

I hereby certify that this Proclamation was made by the Charter Township of Waterford Board of Trustees at a regular meeting on September 8, 2025.

See Tracks? Think Train Week Proclamation Continued.

Charter Township of Waterford

Date

Kimberly Markee, Township Clerk

Moved by Markee,
Seconded by Hauswirth, RESOLVED, to adopt the Charter Township of Waterford Proclamation See
Tracks? Think Train ® Week 2025. A roll call vote was taken.

Motion carried unanimously.

11.7 Public Comment is limited to three (3) minutes per person.

After being recognized by the Supervisor, individuals in the audience may address the Township Board. The speaker shall proceed to the podium and identify themselves with their name and address. Please note that this is a public comment period, not a question-and-answer period.

Grant Smith, Waterford Youth Assistance and The Elks

Waterford Youth Assistance held their final in-person collection of shoes at the Elks Club. They collected 323 pairs of shoes. This is the last week people can donate. To date 4300 pairs of shoes have been collected and close to the 5,001 pair goal. He thanked everyone that has donated so far.

Trustee Harris announced that this week is Patriot Week.

12. Closed Session**12.1 Possible Closed Session, Pursuant to MCL 15.268(1)(e), to Consult with the Township's attorney regarding litigation and/or settlement strategy in ALC Leasing LLC et. al. v. Charter Township of Waterford, U.S. Eastern District of Michigan Case No. 24-cv-11595, the open discussion of Which Would be Detrimental to the Litigating or Financial Position of the Township**

Moved by Markee,
Seconded by Harris, RESOLVED, to enter into Closed Session, Pursuant to MCL 15.268(1)(e), to Consult with the Township's attorney regarding litigation and/or settlement strategy in ALC Leasing LLC et. al. v. Charter Township of Waterford, U.S. Eastern District of Michigan Case No. 24-cv-11595, the open discussion of Which Would be Detrimental to the Litigating or Financial Position of the Township. A roll call vote was taken.

Motion carried unanimously.

The Board entered into closed session at 7:27 p.m.

Moved by Markee,
Seconded by Thomas, RESOLVED, to return to open session. A roll call vote was taken.

Motion carried unanimously.

The Board returned from closed session at 7:39 p.m.

12.2 Possible Consideration of Resolution Regarding Litigation and/or Settlement in ALC Leasing LLC et. al. v. Charter Township of Waterford, U.S. Eastern District of Michigan Case No. 24-cv-11595

COUNTY OF OAKLAND
CHATER TOWNSHIP OF WATERFORD

WHEREAS the Michigan Department of Environment, Great Lakes & Energy (EGLE) is overseeing the transition from solid waste disposal to a new materials management system that will be geared toward seeking alternatives to landfilling, reducing environmental impacts, contributing to a circular economy, and identifying the highest and best use for all materials including recyclables, organics, and solid wastes; and

WHEREAS amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451 (Part 115), went into effect on March 29, 2023 and requires all counties to prepare a Materials Management plan (MMP); and

WHEREAS the existing Oakland County Solid Waste Plan will remain in effect until the new Materials Management Plans has been approved by EGLE; and

WHEREAS the EGLE Director officially initiated the MMP process as of January 8, 2024; and

WHEREAS the amendments to Part 115 render the siting process in the current *Oakland County Solid Waste Plan* no longer applicable for solid waste transfer stations or solid waste processing facilities and will only be used for proposed landfill expansions; and

WHEREAS solid waste processing and transfer facilities are now sited using Section 11508(2) of Part 115, as amended; and

WHEREAS the Applicant Adam Christensen has proposed a solid waste processing and transfer facility to be located at 5351 Williams Lake Road (PIN: 13-09-226-001); and

WHEREAS the Applicant has sought and received all necessary development approvals for the proposed Facility from the Waterford Township Planning Commission.

NOW THEREFORE BE IT RESOLVED the Charter Township of Waterford hereby approves the solid waste processing and transfer facility to be located at 5351 Williams Lake Road as approved by the Charter Township of Waterford Planning Commission on September 26, 2023, and pursuant to the Consent Judgment in *ALC Leasing and Adam Christensen v. Charter Township of Waterford*, Eastern District of Michigan Case No. 2:24-cv-11595-SKD-APP (Plan Date: July 29, 2025)

Possible Consideration of Resolution Regarding Litigation and/or Settlement in ALC Leasing LLC et. al. v. Charter Township of Waterford, U.S. Eastern District of Michigan Case No. 24-cv-11595 Continued.

BE IT FURTHER RESOLVED that the Charter Township of Waterford Board authorizes Jeffrey Polkowski, Director of Development Services, to process any necessary documents related to this facility on behalf of the Charter Township of Waterford.

BE IT FURTHER RESOLVED that the Charter Township of Waterford authorizes Jeffrey Polkowski, Director of Development Services, to forward a certified copy of this resolution to Oakland County and the EGLE Materials Management Division.

Date
Supervisor

Anthony Bartolotta, Township

The litigation Counselor addressed the Board of Trustees.

Moved by Harris,
Seconded by Bartolotta, RESOLVED, to approve the Settlement Agreement and Consent Judgement and Resolution in the ALC Leasing LLC et. al. v. Charter Township of Waterford, U.S. Eastern District of Michigan Case No. 24-cv-11595; furthermore, to authorize the Township Supervisor and Litigation Counselor sign on behalf of the Township. A roll call vote was taken.

Motion carried unanimously.

18. Adjournment

Moved by Markee,
Seconded by Thomas, RESOLVED, to adjourn the meeting at 7:42 p.m. A roll call vote was taken.

Motion carried unanimously.

Kimberly Markee, Clerk

Anthony Bartolotta, 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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2966574	09/08/2025	PRINTED	013685 APPLIED INNOVATION	1,426.55			
2966575	09/08/2025	PRINTED	013764 SANDRA ASPINALL	4,786.48			
2966576	09/08/2025	PRINTED	021079 BAKER & TAYLOR BOOKS	1,468.18			
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2966578	09/08/2025	PRINTED	021380 BILLS PLBG & SEWER SERV I	1,465.62			
2966579	09/08/2025	PRINTED	021862 BIG TIME DOORS	1,900.00			
2966580	09/08/2025	PRINTED	023125 BAKER TILLY MUNICIPAL ADV	12,950.00			
2966581	09/08/2025	PRINTED	023460 BLACKSTONE PUBLISHING	27.99			
2966582	09/08/2025	PRINTED	023602 BOUND TREE MEDICAL LLC	879.95			
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2966584	09/08/2025	PRINTED	030064 MI CONSTRUCTION & CONSULT	600.00			
2966585	09/08/2025	PRINTED	030243 PEAK CONTRACTING	400.00			
2966586	09/08/2025	PRINTED	030344 K4 GENERAL CONTRACTOR	600.00			
2966587	09/08/2025	PRINTED	030349 TONIN SHILLAKU	400.00			
2966588	09/08/2025	PRINTED	030406 CUSTOM DECK CREATIONS	100.00			
2966589	09/08/2025	PRINTED	030570 ALLIED CONSTRUCTION	100.00			
2966590	09/08/2025	PRINTED	030571 FOUNDATION SYSTEMS OF MI-	100.00			
2966591	09/08/2025	PRINTED	030652 FOUNDATION RESTORATION	200.00			
2966592	09/08/2025	PRINTED	030724 TIMM CUSTOM CONSTRUCTION	100.00			
2966593	09/08/2025	PRINTED	030781 RASHAWNA ALLEN	100.00			
2966594	09/08/2025	PRINTED	030801 SANDOVAL HOMES LLC	400.00			
2966595	09/08/2025	PRINTED	030884 AMBIA ENERGY LLC	100.00			
2966596	09/08/2025	PRINTED	030923 BAREFOOT CONSTRUCTION	100.00			
2966597	09/08/2025	PRINTED	030924 GLORIA FINN	100.00			
2966598	09/08/2025	PRINTED	030925 THE CHEESECAKE LADIES	600.00			
2966599	09/08/2025	PRINTED	030926 DONALD HELGEMO	100.00			
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2966601	09/08/2025	PRINTED	030928 MICHIGAN ROOF RESCUE	100.00			
2966602	09/08/2025	PRINTED	030929 FRESH OUTLOOK CONSTRUCTIO	100.00			
2966603	09/08/2025	PRINTED	030930 MARK STULIGROSS	100.00			
2966604	09/08/2025	PRINTED	030931 TOP AUTO SALES INC	600.00			
2966605	09/08/2025	PRINTED	030932 KRYSTA SPANN-IVEY	100.00			
2966606	09/08/2025	PRINTED	030933 SANDRA HASTINGS	100.00			
2966607	09/08/2025	PRINTED	030934 DIXIE PROPERTY MANAGEMENT	600.00			
2966608	09/08/2025	PRINTED	031197 D&W WINDOWS & SUNROOMS	100.00			
2966609	09/08/2025	PRINTED	031547 MGE CARPENTRY	100.00			
2966610	09/08/2025	PRINTED	031566 COMPLETE HOME IMPROVEMENT	100.00			
2966611	09/08/2025	PRINTED	031631 PHILLIPS SIGN & DESIGN	200.00			
2966612	09/08/2025	PRINTED	031814 MODERN CRAFT HOMES	400.00			
2966613	09/08/2025	PRINTED	031981 DRI FORCE	100.00			
2966614	09/08/2025	PRINTED	032011 C&L WARD BROS CO	200.00			
2966615	09/08/2025	PRINTED	032756 ALL RENOVATIONS COMPANY L	100.00			
2966616	09/08/2025	PRINTED	032895 ANTHONY GONZALES	600.00			
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2966618	09/08/2025	PRINTED	033176 COY CONSTRUCTION INC	816.00			
2966619	09/08/2025	PRINTED	034005 AVER SIGN CO	100.00			
2966620	09/08/2025	PRINTED	036618 MNC & ANC PROFESSIONAL SE	100.00			
2966621	09/08/2025	PRINTED	036833 TANNER BUILDING INC	100.00			
2966622	09/08/2025	PRINTED	038581 CONREST	100.00			
2966623	09/08/2025	PRINTED	038645 KURT MASON	100.00			

09/03/2025 11:59 |WATERFORD TOWNSHIP
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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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2966627	09/08/2025	PRINTED	041845 CRIMSON MULTIMEDIA	145.32			
2966628	09/08/2025	PRINTED	043376 CINTAS CORP	3,283.07			
2966629	09/08/2025	PRINTED	044062 CONTROLNET, LLC	14,583.10			
2966630	09/08/2025	PRINTED	044064 CONTRACTORS FENCE & GATE	1,687.50			
2966631	09/08/2025	PRINTED	044093 CONWAY SHIELD	1,990.71			
2966632	09/08/2025	PRINTED	044217 CHET'S RENT-ALL	715.23			
2966633	09/08/2025	PRINTED	051201 DEAF CAN!	200.00			
2966634	09/08/2025	PRINTED	051445 DLZ MICHIGAN, INC	80,308.35			
2966635	09/08/2025	PRINTED	053389 LUNGHAMER GMC INC	33.57			
2966636	09/08/2025	PRINTED	053562 JACK DOHENY COMPANIES INC	73.72			
2966637	09/08/2025	PRINTED	063188 MICHAEL EBERLE	4,620.00			
2966638	09/08/2025	PRINTED	063367 EXPRESS WASH CONCEPTS LLC	22,126.41			
2966639	09/08/2025	PRINTED	063476 ELECTROCOMM-MICHIGAN, INC	130.00			
2966640	09/08/2025	PRINTED	063546 ENABLE POINT INC	297.44			
2966641	09/08/2025	PRINTED	063555 ENTRANCE TECHNOLOGIES INC	599.00			
2966642	09/08/2025	PRINTED	083452 LITHIA MOTORS	2,540.12			
2966643	09/08/2025	PRINTED	093025 CENGAGE LEARNING INC/GALE	156.45			
2966644	09/08/2025	PRINTED	093594 GOOSE BUSTERS	227.50			
2966645	09/08/2025	PRINTED	093608 GOYTETTE MECHANICAL CO, IN	740.00			
2966646	09/08/2025	PRINTED	093705 GRAINGER	439.84			
2966647	09/08/2025	PRINTED	093823 GREEN MEADOWS LAWNSCAPE,	2,019.00			
2966648	09/08/2025	PRINTED	093863 GREAT LAKES WATER AUTHORITY	3,649.02			
2966649	09/08/2025	PRINTED	100050 MICHAEL HATTY	1,305.00			
2966650	09/08/2025	PRINTED	100055 HIGHLAND SERVICE CENTER	100.00			
2966651	09/08/2025	PRINTED	103841 HUTCHINSONS ELECTRIC INC	3,426.77			
2966652	09/08/2025	PRINTED	113491 IMPRESSIVE PRINTING & PRO	138.00			
2966653	09/08/2025	PRINTED	113542 INGRAM LIBRARY SERVICES	1,324.12			
2966654	09/08/2025	PRINTED	121571 JONES & BARTLET LEARNING,	1,185.87			
2966655	09/08/2025	PRINTED	153019 LAKES AREA CHAMBER OF COM	325.00			
2966656	09/08/2025	PRINTED	153109 LAKES AREA MARTIAL ARTS	582.90			
2966657	09/08/2025	PRINTED	153147 LAFONTAINE FORD OF LANSING	69,967.00			
2966658	09/08/2025	PRINTED	153240 LESLIE TIRE	1,209.00			
2966659	09/08/2025	PRINTED	153367 LIBRARY NETWORK, THE	496.08			
2966660	09/08/2025	PRINTED	153860 ARIE LIEBOVITZ	27,966.00			
2966661	09/08/2025	PRINTED	161373 MICHIGAN WASH CO LLC	140.00			
2966662	09/08/2025	PRINTED	163508 FERGUSON WATERWORKS #3386	7,166.98			
2966663	09/08/2025	PRINTED	163866 MUNICIPAL EMERGENCY SERV	716.15			
2966664	09/08/2025	PRINTED	183952 NYE UNIFORM COMPANY	1,660.30			
2966665	09/08/2025	PRINTED	191884 OVERHEAD DOOR WEST COMMER	5,440.00			
2966666	09/08/2025	PRINTED	193007 AUBURN HILLS CAMPUS - OCC	11,100.00			
2966667	09/08/2025	PRINTED	193074 21C ADVERTISING	964.50			
2966668	09/08/2025	PRINTED	193713 ORKIN, LLC	657.00			
2966669	09/08/2025	PRINTED	204040 OAKLAND COUNTY TREASURER	1,241.26			
2966670	09/08/2025	PRINTED	204040 OAKLAND COUNTY TREASURER	843.88			
2966671	09/08/2025	PRINTED	211004 POWERBRITE OF MICHIGAN IN	2,147.22			
2966672	09/08/2025	PRINTED	211016 PLM LAKE & LAND MANAGEMEN	3,554.59			
2966673	09/08/2025	PRINTED	213211 PERCEPTIVE CONTROLS INC	2,014.50			
2966674	09/08/2025	PRINTED	241008 RKA PETROLEUM COMPANIES,	11,101.90			
2966675	09/08/2025	PRINTED	241969 R AND D DRYWALL INC	28,725.00			

09/03/2025 11:59 |WATERFORD TOWNSHIP
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FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK # CHECK DATE TYPE VENDOR NAME UNCLEARED CLEARED BATCH CLEAR DATE

2966676	09/08/2025	PRINTED	251006	SHRADER TIRE & OIL OF MIC	893.27
2966677	09/08/2025	PRINTED	253188	JO SCHIRTZINGER	1,136.20
2966678	09/08/2025	PRINTED	253533	SMART BUSINESS SOURCE	1,060.59
2966679	09/08/2025	PRINTED	253893	STONY CREEK SERVICES INC	1,581.00
2966680	09/08/2025	PRINTED	254839	STRYKER SALES LLC	762.54
2966681	09/08/2025	PRINTED	254865	STATE CRUSHING INC	736.00
2966682	09/08/2025	PRINTED	261480	T-MOBILE USA	530.00
2966683	09/08/2025	PRINTED	263255	EUROFINS ENVIRONMENT TEST	345.00
2966684	09/08/2025	PRINTED	263737	TRUGREEN	43.05
2966685	09/08/2025	PRINTED	271765	USA BLUEBOOK	107.63
2966686	09/08/2025	PRINTED	273454	ULINE	368.46
2966687	09/08/2025	PRINTED	273533	UNIFIRST CORP	144.52
2966688	09/08/2025	PRINTED	274551	ROWERDINK INC	1,276.15
2966689	09/08/2025	PRINTED	291365	LINDE GAS & EQUIPMENT INC	766.29
2966690	09/08/2025	PRINTED	291574	WOLVERINE FREIGHTLINER-EA	378.97
2966691	09/08/2025	PRINTED	293348	WHITLOCK BUSINESS SYSTEMS	7,354.55
2966692	09/08/2025	PRINTED	293605	WORLDWIDE INTERPRETERS IN	1,809.40

121 CHECKS CASH ACCOUNT TOTAL 382,553.83 .00

Advance Checks Mailed Aug 26 → Sept 3.

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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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319998	08/26/2025	PRINTED	011369 ROB ALLEMAN	175.00			
319999	08/26/2025	PRINTED	011485 BARNEY ARENDSEN	30.80			
320000	08/26/2025	PRINTED	011487 CHARLIE ALLEN	61.60			
320001	08/26/2025	PRINTED	011790 AT&T	1,919.20			
320002	08/26/2025	PRINTED	011790 AT&T	1,388.27			
320003	08/26/2025	PRINTED	011834 CAROLYN AXFORD	50.40			
320004	08/26/2025	PRINTED	013537 SCHMIDT, ISGRIGG, ANDERSON	208.53			
320005	08/26/2025	PRINTED	013685 APPLIED INNOVATION	1,661.74			
320006	08/26/2025	PRINTED	020002 BARBARA BARRETT	97.50			
320007	08/26/2025	PRINTED	020004 TERRY W BALL	45.50			
320008	08/26/2025	PRINTED	020005 LINDSAY BARRETT	43.40			
320009	08/26/2025	PRINTED	021510 BLUE CROSS BLUE SHIELD	114,350.70			
320010	08/26/2025	PRINTED	021838 LESLIE BRADFORD	102.90			
320011	08/26/2025	PRINTED	021839 JAMES BARRETT	67.20			
320012	08/26/2025	PRINTED	021841 MICHAEL BENEDICT	45.50			
320013	08/26/2025	PRINTED	023863 JERI BURGER	48.00			
320014	08/26/2025	PRINTED	023869 CHARLES BRANDON	25.20			
320015	08/26/2025	PRINTED	041198 URSULA CECILE	24.75			
320016	08/26/2025	PRINTED	041459 GARY CLARK	25.20			
320017	08/26/2025	PRINTED	041576 SHELLA COMAS	33.75			
320018	08/26/2025	PRINTED	043364 AT&T MOBILITY	5,325.67			
320019	08/26/2025	PRINTED	043877 RAY CRUSE	47.60			
320020	08/26/2025	PRINTED	051573 DEBBIE DOWNS	75.60			
320021	08/26/2025	PRINTED	051832 PEGGY DUPUIS	126.00			
320022	08/26/2025	PRINTED	053731 MICHAEL DUFF	36.40			
320023	08/26/2025	PRINTED	073684 ALISON SWANSON	2,000.00			
320024	08/26/2025	PRINTED	073858 ANNIE HUMPHREY	458.13			
320025	08/26/2025	PRINTED	073904 OWEN WHITE	73.00			
320026	08/26/2025	PRINTED	081088 JOEY GAUTHIER	25.20			
320027	08/26/2025	PRINTED	081366 FLORENCE FRICK	36.40			
320028	08/26/2025	PRINTED	081469 MICHAEL FITZGERALD	185.50			
320029	08/26/2025	PRINTED	081667 TERI FREY	28.00			
320030	08/26/2025	PRINTED	093025 CENGAGE LEARNING INC/GALE	59.23			
320031	08/26/2025	PRINTED	100047 SANDRA HELNER	35.00			
320032	08/26/2025	PRINTED	100048 GRETCHEN HURLBERT	126.00			
320033	08/26/2025	PRINTED	111765 ISCG	587.50			
320034	08/26/2025	PRINTED	153602 FOUNDERS SERIES OF LOCKTO	1,228.00			
320035	08/26/2025	PRINTED	153952 DAN LOMBARDO	87.00			
320036	08/26/2025	PRINTED	153957 ROBERT LEE	42.00			
320037	08/26/2025	PRINTED	161495 JOHN MOLITAR	18.20			
320038	08/26/2025	PRINTED	161593 DANIEL MALLOY	236.60			
320039	08/26/2025	PRINTED	161594 PAMELA MANEL	66.00			
320040	08/26/2025	PRINTED	162007 EMILY MEINTJES	21.00			
320041	08/26/2025	PRINTED	164218 MARLA MCKEE	26.25			
320042	08/26/2025	PRINTED	193007 AUBURN HILLS CAMPUS - OCC	7,350.00			
320043	08/26/2025	PRINTED	193074 21C ADVERTISING	716.19			
320044	08/26/2025	PRINTED	213059 BETSY PATTERSON	77.00			
320045	08/26/2025	PRINTED	213366 PITNEY BOWES BANK INC RES	1,500.00			
320046	08/26/2025	PRINTED	222875 KIM ANSTANDIG	25.00			
320047	08/26/2025	PRINTED	222876 BEVERLY COMBS	35.00			
320048	08/26/2025	PRINTED	223763 SUNNY YOUNG	50.00			
320049	08/26/2025	PRINTED	227219 JANICE LEAK	35.00			

09/03/2025 12:00 |WATERFORD TOWNSHIP
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FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
320050	08/26/2025	PRINTED	233854 ROB QUIGG	44.80			
320051	08/26/2025	PRINTED	241053 DAVID RAUP	186.20			
320052	08/26/2025	PRINTED	241218 JANICE ROOT	100.00			
320053	08/26/2025	PRINTED	241337 SUE RICE	36.40			
320054	08/26/2025	PRINTED	251846 GREGORY STERNS	131.60			
320055	08/26/2025	PRINTED	253260 BOB SHEWALTER	37.80			
320056	08/26/2025	PRINTED	253923 SUNSHINE ACRES	33.75			
320057	08/26/2025	PRINTED	263842 PAUL TREMBLAY	89.60			
320058	08/26/2025	PRINTED	273763 US BANK	500.00			
320059	08/26/2025	PRINTED	283242 VERIZON WIRELESS	129.21			
320060	08/26/2025	PRINTED	291314 PAUL WENDRICK	28.00			
320061	08/26/2025	PRINTED	293355 WILBUR WHITE JR	2,670.00			
320062	08/26/2025	PRINTED	293605 WORLDWIDE INTERPRETERS IN	448.80			
320063	08/26/2025	PRINTED	304778 WATERFORD SCHOOL DISTRICT	20,403.83			
320064	09/02/2025	PRINTED	011484 ARAMARK REFRESHMENT SERVI	82.80			
320065	09/02/2025	PRINTED	023124 JIM BARRETT	200.00			
320066	09/02/2025	PRINTED	043635 CONTINUOUS PRECISION	8,119.40			
320067	09/02/2025	PRINTED	044220 CHASE CARD SERVICES	144.00			
320068	09/02/2025	PRINTED	053389 LUNGHAMER GMC INC	215.39			
320069	09/02/2025	PRINTED	053964 DYNAMIC HVAC INC	4,519.00			
320070	09/02/2025	PRINTED	063188 MICHAEL EBERLE	1,000.00			
320071	09/02/2025	PRINTED	073010 SCOTT ALEF	163.00			
320072	09/02/2025	PRINTED	073952 CHRISTINE WHITE	89.88			
320073	09/02/2025	PRINTED	073967 TRENTON STRANG	300.00			
320074	09/02/2025	PRINTED	151764 LAKEVIEW LAWN SERVICE & L	2,530.00			
320075	09/02/2025	PRINTED	204910 OAKLAND CNTY TREASURERS O	355.00			
320076	09/02/2025	PRINTED	243878 BUTCH RUNYON	350.00			
320077	09/02/2025	PRINTED	253534 DARRYL SMITH	37.95			
320078	09/02/2025	PRINTED	293091 WATER RESOURCE COMMISSION	1,039.25			
320079	09/02/2025	PRINTED	293114 WATERTAP	5,050.00			
320080	09/02/2025	PRINTED	500473 CHAMBERLIN PONY RIDES	1,965.00			

83 CHECKS

CASH ACCOUNT TOTAL

192,144.27

.00

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	UNCLEARED	CLEARED
83 CHECKS	FINAL TOTAL	192,144.27 .00

** END OF REPORT - Generated by Lisa Lievois **