

BOARD MEMBERS PRESENT:

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

OTHERS PRESENT:

Derek Diederich
Gary Allison
Jeffrey Polkowski
Jen Thom
Mark Simlar
Santa Claus
Paula Moore
Joe Ashley

Alison Swanson
Ashley Johnson
Shelly Schloss
John Phebus
Justin Westlake
Kristin Goetze
Rob Merinsky
Gary Dovre

Barb Miller
Art Frasca
Josh Bowren
Mat Jones
Carl Wallace
Caller 02
Caller 03

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

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

1. APPROVE AGENDA

1.1 December 9, 2020

Moved by Bartolotta,
Seconded by Thomas; RESOLVED, to approve the December 9, 2020, agenda as printed. A roll call vote was taken.

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

Motion carried unanimously.

2. ANNOUNCEMENTS

- 2.1 Waterford Township administrative offices and the Library will be closed for the upcoming holidays Christmas Eve & Christmas Day (December 24th & 25th), and New Year's Eve and New Year's Day (December 31st & January 1st). Emergency services remain available during this administrative closure. On behalf of the Board of Trustees and the Waterford Township staff, we wish you a healthy, happy and safe holiday season.
- 2.2 Write your letter to Santa, follow the chart below to send it to the North Pole, and wait for Santa to send his letter to you. Have you been nice? - Yes? Write a letter to Santa, make sure to include what you want for Christmas, place your letter in an envelope, be sure to include your name and address on the outside of the envelope, address your envelope to Santa Claus, you are done! Time to mail your letter to Santa! Have your parents drive you to the front of Waterford Town Hall (5200 Civic Center Drive). Place your letter in the Santa Mailbox by December 19th so Santa has time to write you back!
- 2.3 Your library card gives you access to a wide range of downloadable eContent. Need a card? Stop by the library or fill out the application form on the Library's website at www.waterfordmi.gov/library to get your library card.
- 2.4 Waterford Township Residential GFL Customers receive curbside collection of an unlimited number of bags/cans of yard waste through the second full week of December each year under our contract. The week of December 14-18 will be the last week for yard waste collection by GFL. Simply place your yard waste at the curb by 7:00 a.m. on your regular collection day that week, and that will be your last pickup of the season. Snowbirds - Heading out of town for the Winter? Don't forget to contact GFL at 844-464-3587 to place a hold on your service. GFL Holiday Schedule: Please remember that Christmas falls on a Friday and GFL will not be servicing accounts that day. GFL customers whose regular collection day falls on Friday, December 25th will instead receive collection on Saturday, December 26th. In addition, New Year's Day falls on a Friday and GFL will not be servicing accounts that day. GFL customers whose regular collection day falls on Friday, January 1st will instead receive collection on Saturday, January 2nd

3. Awards and Presentations**3.1 2020 Year in Review**

A presentation was presented that highlighted the accomplishments of the Township departments.

3.2 2021 FY Budget Presentation

Derek Diederich, Budget Director and Barbara Miller, Assistant Budget Director, presented the 2021 Fiscal Year Budget.

4. Consent Agenda

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

- 4.1 November 23, 2020, Meeting Minutes
- 4.2 December 9, 2020, Bill Payment
- 4.3 Receive the Clerk's Office October 2020 Report
- 4.4 Receive the Treasurer's Office September 2020 Report
- 4.5 Reappoint Supervisor Wall to the Economic Development Corporation

I respectfully request the Township Board's approval for my reappointment to the Economic Development Corporation for a term concurrent with my current Board of Trustees term to expire November 20, 2024.

The Economic Development Corporation (EDC) is an 11 member Board appointed by the Township Supervisor with the approval of the Township Board. The EDC was created for the public purpose of alleviating and preventing conditions of unemployment by encouraging local municipalities in the State of Michigan to finance industrial and non-profit projects with EDC revenue bonds or revenue notes.

I have previously served on the EDC and am active and involved in the efforts and projects of the EDC. I believe economic development is vital to the future of Waterford Township and I would like to continue serving in this capacity.

Thank you for your consideration.

- 4.6 Appoint Clerk Markee to Election Commission, Lake Oakland Board, Library Advisory Committee, Parks & Recreation Board, and Personnel Board

I respectfully request the Township Board's approval to appoint Waterford Township Clerk Kim Markee as the Board of Trustees Liaison to the following Boards, Committees and Commissions for a term concurrent with her current Board of Trustees term to expire November 20, 2024.

Election Commission – the Township Clerk is always a member of this Commission along with one Democrat Trustee and one Republican Trustee.

Lake Oakland Lake Board - Lake Improvement Boards are authorized under the Lake Improvement Act (Part 309 of Act 451 of 1994) and consist of: residents of property on the lake governed by the lake board, local community members, a representative from the Township Board, a representative from the Oakland County Drain Commissioner's Office, and the County Commissioner representing the county commission district in which the lake is located. The function of the lake board is to address relevant lake improvement issues, including the oversight of aquatic weed control programs, nuisance control, and other educational activities.

Library Advisory Committee - The Library Advisory Committee is responsible for working with the Director to establish long-range planning and goal setting for the Township library operations. Kim has enjoyed serving on this committee since February of 2019 and has proven to be a valuable addition to the group as a member and liaison to the Board of Trustees and the community.

Parks and Recreation Board - The Waterford Township Parks and Recreation Department as directed by its Board serves a critical role in providing programs and services related to enhancing the quality of life for Waterford residents, as well as conserving and protecting the Township's natural resources. Kim has served on the Parks and Recreation Board since February of 2019 as the Board's liaison and makes valuable contributions. She wishes to continue serving in this capacity.

Consent Agenda Continued.

Personnel Board - The Personnel Board was established by the Township Code of Ordinances Sec. 2-046 and shall consist of three members who shall be sitting members of the Township Board of Trustees and appointed by the Township Board. Among other functions as specified by the ordinance, the Personnel Board hears appeals of Township managerial and administrative employees. Kim has also served on this Board since February 2019. Although the Board only convenes when the need arises, I believe Kim has the ability to make fair and educated decisions as required as a member of this Board.

Thank you for your consideration.

4.7 Appoint Treasurer Thomas to the General Employees' Pension Board, Personnel Board, Police & Fire Pension Board, and Scott Lake Board

I respectfully request the Township Board's approval to appoint Waterford Township Treasurer Steve Thomas as the Board of Trustees Liaison to the following Boards, Committees and Commissions for a term concurrent with his current Board of Trustees term to expire November 20, 2024.

General Employees' Pension Board – The General Employees' Pension Board is vested with the power and authority to administer, manage and operate the retirement system, and to interpret and implement the provisions of Chapter 2, Article III, Division 2, Section 2-091 of the Charter Township of Waterford Code of Ordinances and the ICMA plan and trust. The Board consists of five (5) committeepersons as follows:

(a) **The Township Treasurer.**

(b) Two (2) citizens who are electors of the Township and who are neither a member, retirant, nor beneficiary of the retirement system, to be appointed by the Township Board.

(c) Two (2) members of the retirement system (or one (1) member of the retirement system and one (1) member of the defined contribution plan) to be elected by the members of the system in accordance with such rules and regulations as the committee shall from time to time adopt to govern such elections.

Personnel Board - The Personnel Board was established by the Township Code of Ordinances Sec. 2-046 and shall consist of three members who shall be sitting members of the Township Board of Trustees and appointed by the Township Board. Among other functions as specified by the ordinance, the Personnel Board hears appeals of Township managerial and administrative employees. Although the Board convenes only when the need arises, I believe Steve has the ability to make fair and educated decisions as required as a member of this Board.

Police & Fire Pension Board – The Police & Fire Pension Board was established by the Fire Fighters and Police officers Retirement Act 345 of 1937 shall be a corporate body, consisting of 5 members, which shall consist of:

(1) **The treasurer** of the city, village or municipality, so affected hereby.

(2) Two additional members, 1 of whom shall be an active member of and elected by a majority vote of the members of the fire department, and 1 of whom shall be an active member of and elected by a majority vote of the members of the police department under such rules and regulations as the retirement board shall adopt to govern such election. Each such member shall serve for a term of 4 years, except that in the first instance, the member elected by the police department shall serve for a term of 2 years. If in the first instance only the fire department or only the police department is included in the retirement plan, the 2 additional members shall be elected from that department and the candidate receiving the highest number of votes shall be elected for the 4-year term and the candidate receiving the second highest number of votes shall be elected for the 2-year term.

(3) Two additional members shall be appointed by the legislative body or another person or body authorized by the city or village charter to appoint administrative officials in any city or village affected by the provisions of this act.

Consent Agenda Continued.

Scott Lake Improvement Board - Lake Improvement Boards are authorized under the Lake Improvement Act (Part 309 of Act 451 of 1994) and consist of: residents of property on the lake governed by the lake board, local community members, a representative from the Township Board, a representative from the Oakland County Drain Commissioner's Office, and the County Commissioner representing the county commission district in which the lake is located. The function of the lake board is to address relevant lake improvement issues, including the oversight of aquatic weed control programs, nuisance control, and other educational activities.

Thank you for your consideration.

4.8 Appoint Trustee Bartolotta to the Cable Commission, Eagle Lake Board, Planning Commission, Personnel Board, SEMCOG, and Van Norman Lake Board

I respectfully request the Township Board's approval to appoint Waterford Township Trustee Anthony Bartolotta as the Board of Trustees Liaison to the following Boards, Committees and Commissions for a term concurrent with his current Board of Trustees term to expire November 20, 2024.

Cable Commission - The Cable Commission monitors franchise compliance with the cable company, resolves disputes arising between subscribers and the cable company, encourages the use and viewing of the community channels, and evaluates the cable system and makes recommendations to the Township Board. Anthony has expressed interest in serving as the liaison and I believe he will be a valuable asset to the commission.

Eagle Lake Improvement Board - Lake Improvement Boards are authorized under the Lake Improvement Act (Part 309 of Act 451 of 1994) and consist of: residents of property on the lake governed by the lake board, local community members, a representative from the Township Board, a representative from the Oakland County Drain Commissioner's Office, and the County Commissioner representing the county commission district in which the lake is located. The function of the lake board is to address relevant lake improvement issues, including the oversight of aquatic weed control programs, nuisance control, and other educational activities.

Planning Commission – The Planning Commission is responsible for: Developing, adopting, and overseeing the implementation of the Township's Master Plan; Monitoring the effectiveness of the Zoning Ordinance and recommending ordinance revisions and amendments to the Township Board where necessary; Reviewing rezoning requests from property owners and making an approval or denial recommendation to the Township Board, which is responsible for making the final decision on rezoning requests; Considering and deciding requests from property owners seeking one of the special approval uses listed in the property's zoning classification; Reviewing site plans to ensure compliance with the zoning ordinance requirements and the goals and objectives of the master plan; Reviewing and discussing planning concepts and issues and their applicability to the current and future development of the Township; Assisting in the education of the general public on planning issues and concepts. Anthony has previously served on the Planning Commission and offers experience, knowledge and insight that will continue to be a valuable asset to the community.

Personnel Board - The Personnel Board was established by the Township Code of Ordinances Sec. 2-046 and shall consist of three members who shall be sitting members of the Township Board of Trustees and appointed by the Township Board. Among other functions as specified by the ordinance, the Personnel Board hears appeals of Township managerial and administrative employees. Although the Board convenes only when the need arises, I believe Anthony has the ability to make fair and educated decisions as required as a member of this Board.

Consent Agenda Continued.**SEMCOG** – South East Michigan Council of Governments

Since its inception in 1968, SEMCOG has acted as a regional planning partner with local member governments. SEMCOG serves the Southeast Michigan region, made up of Livingston, Macomb, Monroe, Oakland, St. Clair, Washtenaw, and Wayne Counties. Membership is open to all counties, cities, villages, townships, intermediate school districts, and community colleges. The Board of Trustees appoints two members of the Township Board as representatives for Waterford Township. Anthony has served in this capacity and would like to continue his role.

Van Norman Lake Improvement Board - Lake Improvement Boards are authorized under the Lake Improvement Act (Part 309 of Act 451 of 1994) and consist of: residents of property on the lake governed by the lake board, local community members, a representative from the Township Board, a representative from the Oakland County Drain Commissioner's Office, and the County Commissioner representing the county commission district in which the lake is located. The function of the lake board is to address relevant lake improvement issues, including the oversight of aquatic weed control programs, nuisance control, and other educational activities.

Thank you for your consideration.

- 4.9 Appoint Trustee Hauswirth to the Economic Development Corporation, Election Commission, Drayton Plains Nature Center Advisory Committee, Watkins Lake Board, Williams Lake Board, and Zoning Board of Appeals

I respectfully request the Township Board's approval to appoint Waterford Township Trustee Marie Hauswirth as the Board of Trustees Liaison to the following Boards, Committees and Commissions for a term concurrent with her current Board of Trustees term to expire November 20, 2024.

Economic Development Corporation (EDC) is an 11 member Board appointed by the Township Supervisor with the approval of the Township Board. The EDC was created for the public purpose of alleviating and preventing conditions of unemployment by encouraging local municipalities in the State of Michigan to finance industrial and non-profit projects with EDC revenue bonds or revenue notes. Marie has a strong background in business, is the executive director of the Waterford Area Chamber of Commerce, and has served on the EDC for several years. Her experience makes her more than qualified to serve on the EDC.

Election Commission – City and Township Election Commission members are responsible for the following: Establishing precincts, including temporary precinct consolidations for non-State/Federal elections; Establishing Absent Voter Counting Boards(AVCBs); Assessing voting equipment needs; Performing logic and accuracy testing for voting equipment; Authorizing the printing and provision of ballots for use in city, township, village and certain school district elections; Providing election supplies (including forms and ballot containers); Appointing precinct inspectors prior to each election, including AVCB members, Receiving Board members, precinct chairpersons and alternates; note that certified election inspectors must be appointed at least 21 days prior to the election and no more than 40 days prior to each election; Notifying major political parties of the appointment of election inspectors in federal and state elections; and; Carrying out other election related duties for their respective jurisdictions.

In Charter Townships in Michigan, the Election Commission consists of the Township Clerk, a Republican Trustee, and Democrat Trustee. Marie is interested in serving on the Election Commission as the designated Republican Trustee.

Drayton Plains Nature Center Advisory Committee is a nine-member board comprised of: one member of the Township Board; one member of the Parks & Recreation Board; one member of the Waterford Board of Education; one member representative from Friends of the DPNC; five at-large citizens appointed by the Township Supervisor with Board approval. Committee members help direct the conservation and improvements, as well as activities for the Drayton Plains Nature

Consent Agenda Continued.

Center. Marie has expressed interest in serving on the committee as the Board of Trustees liaison and I support her appointment.

Watkins Lake Board - Lake Improvement Boards are authorized under the Lake Improvement Act (Part 309 of Act 451 of 1994) and consist of: residents of property on the lake governed by the lake board, local community members, a representative from the Township Board, a representative from the Oakland County Drain Commissioner's Office, and the County Commissioner representing the county commission district in which the lake is located. The function of the lake board is to address relevant lake improvement issues, including the oversight of aquatic weed control programs, nuisance control, and other educational activities.

Williams Lake Board - Lake Improvement Boards are authorized under the Lake Improvement Act (Part 309 of Act 451 of 1994) and consist of: residents of property on the lake governed by the lake board, local community members, a representative from the Township Board, a representative from the Oakland County Drain Commissioner's Office, and the County Commissioner representing the county commission district in which the lake is located. The function of the lake board is to address relevant lake improvement issues, including the oversight of aquatic weed control programs, nuisance control, and other educational activities.

Zoning Board of Appeals is responsible for: Hearing requests for variances from the non-use requirements of the Zoning Ordinance, and granting such variances where practical difficulties exist; Conducting appeals of administrative actions made in carrying out or enforcing any Ordinance provisions; Hearing and deciding requests for interpretation of the Ordinance; Hearing and deciding appeals from the decision of the Planning Commission regarding special approval uses. As a former business owner and long-time homeowner in Waterford Township, Marie's knowledge and experience make her qualified to effectively carry out the responsibilities required of ZBA members.

Thank you for your consideration.

- 4.10 Appoint Trustee Matsura to Hess-Hathaway Park Advisory Committee, Pontiac Lake Board
I respectfully request the Township Board's approval to appoint Waterford Township Trustee Janet Matsura as the Board of Trustees Liaison to the following Boards, Committees and Commissions for a term concurrent with her current Board of Trustees term to expire November 20, 2024.

Pontiac Lake Board - Lake Improvement Boards are authorized under the Lake Improvement Act (Part 309 of Act 451 of 1994) and consist of: residents of property on the lake governed by the lake board, local community members, a representative from the Township Board, a representative from the Oakland County Drain Commissioner's Office, and the County Commissioner representing the county commission district in which the lake is located. The function of the lake board is to address relevant lake improvement issues, including the oversight of aquatic weed control programs, nuisance control, and other educational activities.

Hess-Hathaway Park Advisory Committee – was formed to assist the Waterford Parks and Recreation Department on behalf of Waterford Township in the administration of the property known as the Hess-Hathaway Park. The Hess-Hathaway Park Advisory Committee makes recommendations in accordance with the Myrtle E. Hess Trust related to expenditures, maintenance, improvements, and programs and services provided for the community at our unique and treasured Hess-Hathaway Park. Janet's experience and community commitment make her a qualified candidate to serve in this role for Waterford.

Thank you for your consideration.

Consent Agenda Continued.**4.11 Appoint Trustee Monohon to the Huntoon Lake Board, Rainbow Lake Board, SEMCOG, and Waterford Youth Assistance**

I respectfully request the Township Board's approval to appoint Waterford Township Trustee Mark Monohon as the Board of Trustees Liaison to the following Boards, Committees and Commissions for a term concurrent with his current Board of Trustees term to expire November 20, 2024.

Huntoon Lake Board - Lake Improvement Boards are authorized under the Lake Improvement Act (Part 309 of Act 451 of 1994) and consist of: residents of property on the lake governed by the lake board, local community members, a representative from the Township Board, a representative from the Oakland County Drain Commissioner's Office, and the County Commissioner representing the county commission district in which the lake is located. The function of the lake board is to address relevant lake improvement issues, including the oversight of aquatic weed control programs, nuisance control, and other educational activities.

Rainbow Lake Board - Lake Improvement Boards are authorized under the Lake Improvement Act (Part 309 of Act 451 of 1994) and consist of: residents of property on the lake governed by the lake board, local community members, a representative from the Township Board, a representative from the Oakland County Drain Commissioner's Office, and the County Commissioner representing the county commission district in which the lake is located. The function of the lake board is to address relevant lake improvement issues, including the oversight of aquatic weed control programs, nuisance control, and other educational activities.

SEMCOG – South East Michigan Council of Governments

Since its inception in 1968, SEMCOG has acted as a regional planning partner with local member governments. SEMCOG serves the Southeast Michigan region, made up of Livingston, Macomb, Monroe, Oakland, St. Clair, Washtenaw, and Wayne Counties. Membership is open to all counties, cities, villages, townships, intermediate school districts, and community colleges. The Board of Trustees appoints two members of the Township Board as representatives for Waterford Township. Mark has expressed interest in serving in this capacity for the Township. His professional experience lends itself to success in this role and I recommend his appointment.

4.12 Reappoint Ken Fuerst and Bob Piggott to the Cable Commission

I respectfully request the Township Board's approval for the reappointment of Waterford residents Ken Fuerst and Bob Piggott to the Cable Commission for a three-year term December 31, 2020 through December 31, 2023.

Ken and Bob are completing their second term serving the Township as Cable Commissioners and have expressed interest in continuing. Their contributions are valuable and an asset to the Commission and Township as a whole.

The Cable Commission monitors franchise compliance with the cable company, resolves disputes arising between subscribers and the cable company, encourages the use and viewing of the community channels, and evaluates the cable system and makes recommendations to the Township Board.

Thank you for your consideration.

4.13 Reappoint Sandy Pulk to the Nature Center Advisory Committee

I respectfully request the Board's approval to appoint Waterford resident Sandy Pulk to the Nature Center Advisory Board for a term expiring September 19, 2023.

Consent Agenda Continued.

Sandy was originally appointed to the DPNC Advisory Committee in March 2019 to complete the term of a position vacated by the resignation of a committee member. Since her appointment, Sandy has faithfully carried out her duties as a committee member and would like to continue serving the community in this capacity.

Sandy has a passion for the outdoors and nature. She visits the Drayton Plains Nature Center on a regular basis and enjoys the trails and bird watching, as well as special events and activities when possible. She is an asset to the DPNC Advisory Committee and I support her reappointment.

Thank you for your consideration.

4.14 Reappoint Donna Kelley to the Election Commission

I respectfully request the Township Board's approval for the reappointment of Waterford Township Resident and former Waterford Township Trustee Donna Kelley to the Election Commission for a term to expire November 20, 2024.

The Township election commission performs a number of tasks related to conducting elections within the Township. In a Charter Township, the Election Commission consists of the Clerk and two Trustees – one each from the Democratic and Republican parties. Because Waterford Township's current Board of Trustees consists of seven Republicans, Donna Kelley – a Democrat and former Trustee who also previously served on the Election Commission has agreed to continue serving the Township in this capacity.

Thank you for your consideration.

4.15 Appoint Karen Joliat to Economic Development Corporation

I respectfully request the Township Board's approval for the appointment of Waterford Township resident Karen Joliat to the Economic Development Corporation for a term to expire April 9, 2026.

Prior to the November 2020 election, Karen served as the Board of Trustees liaison on the EDC and her appointment expired when her term of office as a Trustee expired on November 20, 2020.

In a separate memo on this same Board agenda, I have requested that current Trustee Marie Hauswirth be appointed to the EDC as the new Board of Trustees liaison. Prior to the November 2020 election, Marie served as an at-large citizen member of the EDC with a term through April 9, 2026.

Approval of both requests will, in essence, swap Karen and Marie's roles on the EDC. Karen will complete Marie's vacated term as a citizen at-large member of the EDC.

Karen is a long-time Waterford resident, served as a Township Trustee for 8 years, and has now been elected to serve the Waterford community as an Oakland County Commissioner. She has a background and interest in Economic Development. Her experience, knowledge, and insight will continue to be an asset to both the EDC and Waterford Township as a whole.

Thank you for your consideration.

4.16 Reappoint Allison Buczek, Donna Kelley & Linda Zabik to Parks & Recreation Board

I respectfully request the Township Board's approval for the reappointment of Waterford residents Allison Buczek, Donna Kelley, and Linda Zabik to the Parks and Recreation Board for terms to expire December 31, 2023.

Consent Agenda Continued.

The Waterford Township Parks and Recreation Department as directed by its Board serves a critical role in providing programs and services related to enhancing the quality of life for Waterford residents, as well as conserving and protecting the Township's natural resources.

All three Board members have served faithfully on the Board, make valuable contributions, and have a strong sense of Waterford Parks and Recreation's role in the community. The Parks and Recreation Board members voted to recommend their reappointments for another term of service, and I support their recommendation.

Thank you for your consideration.

Moved by Markee,

Seconded by Bartolotta, RESOLVED, to approve Consent Agenda items 4.1 through 4.16. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

5. Board Liaison Reports (Verbal)

Trustee Bartolotta:

Summarized the November 24, 2020, Planning Commission meeting.

Supervisor Wall

COVID-19 Updates

11/23/20	48327	48328	48329
Cases:	476	545	558
Deaths:	5	14	12
Current Cases:	914	1082	1210
Deaths:	5	14	12

COVID is spiking, please be safe, social distance, wear a mask, and use disinfectant.

6. Introduction**6.1 Introduction of Rezoning Ordinance 2020-Z-009; Rezone of 2546 Pontiac Lake Rd from C-1 to R-1C**

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

Current Zoning: C-1, Neighborhood Business
Proposed Zoning: R-1C, Single-Family Residential

Master Plan: Single Family

The applicant is seeking to rezone this property from commercial to residential use. The property had previously been used as the White Rock Tavern. In 2005, the property was foreclosed upon and the structure, which was deemed unsafe, was demolished. The property has been vacant since. Due to the limited depth of the property, it would be difficult, though not impossible, to fully utilize the property for commercial purposes when accounting for setbacks and parking requirements. At only 100 ft. in depth, nearly half of the property is dedicated to front and rear yard setbacks. This area is principally residential in nature with the exception of a small office building at the intersection of Watkins Lake Rd. and Pontiac Lake Rd. The ultimate intent is to split the lot into two residential lots.

Master Plan Designation

The Master Plan indicates that these parcels are designated as Single Family: The primary land use within the Single Family designation is centered around single family dwelling units, as defined under Public Act 230 of 1972, as amended. This designation provides for a limited range of single-family density classifications, from a low density of one dwelling unit per acre, to a high density of 5.5 dwelling units per acre.

Planning Commission Recommendation and Findings

The Planning Commission reviewed this proposed Rezoning at the regularly scheduled meeting on November 24, 2020 and resolved unanimously, to forward a favorable recommendation to the Township Board.

Motions

Based upon the Planning Commission's favorable recommendation at the November 24, 2020 regular meeting for this rezoning case, should the Board want to consider adopting the requested rezoning to R-1C, Single Family Residential, the appropriate motion would be to introduce the attached Ordinance and schedule it for possible adoption at the January 11, 2021 meeting.

However, if the Board does not want to adopt the requested rezoning, the appropriate motion would be to not introduce the Ordinance and deny the rezoning.

Staff will be available at Monday's meeting for any questions on this case. However, if you have any questions in advance of the meeting, please contact this office.

STATE OF MICHIGAN
COUNTY OF OAKLAND
ORDINANCE NO. 2020-Z-009
ZONING ORDINANCE MAP AMENDMENT

An ordinance to amend the Waterford Township Zoning Ordinance by rezoning a parcel of property and amending the Zoning Map.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

Introduction of Rezoning Ordinance 2020-Z-009; Rezone of 2546 Pontiac Lake Rd from C-1 to R-1C Continued.

The parcels of property that are assigned tax parcel number 13-24-176-025, legally described below, with current addresses of 2546 Pontiac Lake Road are rezoned from **Rezone from C-1, Neighborhood Business to R-1C, Single-Family Residential**, with the Zoning Map that is adopted by and made part of the Waterford Township Zoning Ordinance in Section 3-101, to be changed and amended to reflect this rezoning.

Section 2 of Ordinance

The effective date of this ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

CERTIFICATION

I certify that this Zoning Ordinance Map Amendment Ordinance was adopted by a majority vote of the members of the Board of Trustees of the charter Township of Waterford at a meeting duly called and held on _____.

CHARTER TOWNSHIP OF WATERFORD

Date

Kim Markee, Township Clerk

Property Descriptions

PARCEL 13-24-176-025

IS DESCRIBED AS

T3N, R9E, SEC 24 LA SALLE PARK LOTS 151 TO 157 INCL

Moved by Bartolotta,

Seconded by Thomas; RESOLVED, to introduce Rezoning Ordinance 2020-Z-009, Rezoning of 2546 Pontiac Lake Road from C-1 to R-1C; furthermore to place on the January 11, 2020, regular Board Agenda for possible adoption. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

6.2 Introduction of Ordinance 2020-Z-010; Minor Text Amendments throughout Zoning Ordinance

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

Attached for your review and consideration, please find the proposed Corrective Text Amendments to the Zoning Ordinance. This proposed Ordinance will correct several minor issues throughout the entire Zoning Ordinance. These changes generally fit into one of six categories:

1. Changing references from "Massage Parlor" to "Massage Establishment to be more in line with the Code of Ordinances.

Introduction of Ordinance 2020-Z-010; Minor Text Amendments throughout Zoning Ordinance Continued.

2. Utilizing full titles and section numbers in order to facilitate proper linking within the document.
3. Correct spelling errors and improper referencing.
4. Formatting changes to numbering sequence and layout for consistency in the document.
5. Adjust text to match definition text where referenced for proper linking.
6. Create clickable links throughout the electronic document to aid in quickly referencing information.

Please refer to the attached list for detailed information on the location, specific change and justification for each. Note that this is principally a maintenance procedure and that there are no substantial changes within this request.

The Planning Commission reviewed this ordinance amendment at the regularly scheduled meeting on November 24, 2020 and resolved unanimously, to forward a favorable recommendation to the Township Board.

Motion

If the Township Board concurs with the Planning Commission's favorable recommendation for this, a motion to "introduce" the cases should be made which would then provide for consideration of "final adoption" of the Text Amendments at your January 11, 2021 meeting.

Upon your review, if you have any questions or require further information, please contact this office.

STATE OF MICHIGAN
COUNTY OF OAKLAND
CHARTER TOWNSHIP OF WATERFORD
ORDINANCE NO. 2020-Z-010

CORRECTIVE TEXT AMENDMENTS TO ZONING ORDINANCE

An ordinance to amend the Waterford Township Zoning Ordinance No. 135-A (Zoning Ordinance) to correct typographical errors, update references, provide for hyperlinks in the Ordinance, and make format changes.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

The Sections of the Waterford Township Zoning Ordinance listed in the following table are amended by revising the Existing Text to read according to the Amended Text in that table:

Ordinance Section	Existing Text	Proposed Change
1-006.G	Massage Parlor	Massage Establishment
1-007.Antenna	antennaes	antennas
1-007.Building Envelope	Figure VII-7	Figure VII-5
1-007.Building height	VII-3	Figure VII-3
1-007.Concept Plan.P	other other	other
1-007.Floor Area	Figures VII-8 through VII-11	Figure VII-8 through Figure VII-11
1-007.Sign Components	Figures VII-45 through VII-47	Figure VII-45 through Figure VII-47
1-007.Sign.B	Figures VII-16 through VII-44	Figure VII-16 through Figure VII-44

1-007.Small-Scale Wind Energy System (SWES)	not more that	not more than
2-107	Page VI-37 Article VII	Page VI-37 in Article VII
2-107	Cultural Facilities	Cultural Establishments
2-403	Figures VII-58 through VII-61	Figure VII-58 through Figure VII-61
2-501.5	pages VII	Page VII
2-508.A	Figures VII-50 and VII-51	Figure VII-50 and Figure VII-51
2-602.2.B	Massage Parlors	Massage Establishments
3-100	Summit Place Overlay Zoning District	OV-SP, Summit Place Overlay Zoning District
3-302.2	(A), (B), (C), (i), (ii), (iii)	A, B, C, (1), (2), (3)
3-302.4.A	Sections 2-501.1 and 2	Section 2-501.1 and 2-501.2
3-302.7	Figures VII-62 through VII-65	Figure VII-62 through Figure VII-65
3-402.5	Figures VII-62 through VII-65	Figure VII-62 through Figure VII-65
3-502.5	Figures VII-62 through VII-65	Figure VII-62 through Figure VII-65
3-503.3.C	Cultural Facilities	Cultural Establishments
3-504.3.D	Cultural Facilities	Cultural Establishments
3-602.4	Figures VII-62 through VII-65	Figure VII-62 through Figure VII-65
3-604.3.J	Cultural Facilities	Cultural Establishments
3-702.4	Figures VII-62 through VII-65	Figure VII-62 through Figure VII-65
3-706.3.L	Conference Facility	Conference Facilities
3-706.5.D	Sections 3-706.3.A and B	Sections 3-706.3.A and 3-706.3.B
3-706.5.G	Massage Parlors	Massage Establishments
3-706.5.J(5)	which may included yard area	which may include yard area
3-709		Add OV-SP to title
3-709.3.A(3)(B)	Massage Parlors	Massage Establishments
3-709.3.D(1)	Freight handling facilities	Freight Handling Establishments
3-709.3.D(3)	Freight handling facilities	Freight Handling Establishments
3-709.8	A.A.B.C.D..E.F.G.	A.B.C.D.E.F.G.H.
3-709.8.A	Section 3-702(5)(B)(3)	Section 3-702.5.B(3)
3-709.8.A	Section 3-702(5)(B)(4)	Section 3-702.5.B(4)
3-802.4	Figures VII-62 through VII-65	Figure VII-62 through Figure VII-65
3-803.3	Conference Facility	Conference Facilities
3-803.3	See Retail Establishments	See Restaurant Establishments
3-803.3.E	Freight handling facilities (See Freight Handling Facility	Freight Handling Establishments (See Freight Handling Establishments

3-806.3.C	Freight handling facilities (See Freight Handling Facility)	Freight Handling Establishments (See Freight Handling Establishments)
3-807.3.B	Freight handling facilities (See Freight Handling Facility)	Freight Handling Establishments (See Freight Handling Establishments)
3-901.Footnote 9.A		Placed info in chart
4-002.Dev Review Table: Change of Use (Right Column)	Section 4-004	4-004.1
4-002.Dev Review Table: Major Site Plan (Right Column)	Section 4-004	4-004.3
4-002.Dev Review Table: Minor Site Plan (Right Column)	Section 4-004	4-004.2
5-001.1-9		Combined lines
6-100.2.A(4)	applicant(s)	applicant(s)
7.Figure VII-2		Added Caption to page

Section 2 of Ordinance

The effective date of this Ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

CERTIFICATION

I certify that this Zoning Ordinance Text Amendment was adopted by a majority vote of the members of the Board of Trustees of the Charter Township of Waterford at a meeting duly called and held on _____, 2020.

Date

Kim F. Markee, Township Clerk

Introduced:

Adopted:

Published:

Moved by Bartolotta,
Seconded by Markee; RESOLVED, to introduce Ordinance 2020-Z-010, Minor Text Amendments throughout the Zoning Ordinance; furthermore to place on the January 11, 2020, regular Board Agenda for possible adoption .
A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

7. Open Business
7.1 HydroCorp Contract Extension

The following memo was received from Russell Williams, Director of Public Works.

I have attached a proposal in the amount of \$110,412.00 (\$36,804.00 annually) from Hydrocorp, previously Hydro Designs, to perform 36 months of professional services in support of Waterford Township Department of Public Works' (DPW) Cross Connection Program (see Exhibit A). This proposal represents an extension of an existing professional services agreement with Hydrocorp, including a 4% increase in the cost. This is the first increase since the 2011 contract. Joseph Ashley prepared a memo describing Hydro Designs' role and recommending acceptance of their proposal (see Exhibit B).

The DPW is required, under the provisions of the Safe Drinking Water Act (SDWA), to perform cross connection inspections of its commercial and industrial customers. A cross connection describes a condition in which the public water system is placed in jeopardy due to flow reversal of the customer's water service. The flow could be reversed when the water pressure of the public water system is exceeded by the water pressure of the customer's system. There are devices and plumbing requirements utilized to prevent this situation from occurring.

Hydrocorp has been providing cross connection services to the DPW since 2005. Under the supervision of the DPW, Hydro Designs annually:

- Coordinates with hundreds of customers to perform on-site inspections,
- Performs inspections (both initial and follow-up) and either certifies compliance or issues corrective action requirements to customers,
- Prepares and submits required SDWA compliance documentation to the Michigan Department of Environmental Quality.
- Assists the DPW with public relations and in educating its customers on the requirements of the SDWA.

I am requesting that the Board recognize Hydro Designs as Waterford Township's Single Source vendor for cross connection services and award a contract to Hydro Designs to perform cross connection program professional services.

Moved by Markee,

Seconded by Thomas, RESOLVED, to approve the HydroCorp contract extension for Non-Residential Cross Connection Control program not to exceed the annual price of \$36,804.00 for a total 2 year contract price of \$73,608.00 from Water & Sewer account 59044-84500, Services, Other Professional. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Moved by Thomas,

Seconded by Bartolotta, RESOLVED, to approve the HyrdoCorp contract extension proposal for Residential Cross Connection Control for a not-to-exceed price of \$48,780.00 or a total 2 year contract price of \$97,560.00 from Water & Sewer Account 59044-84500, Services, Other Professional. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

8. New Business**8.1 2021 FY Budget Public Hearing**

Supervisor Wall opened the public hearing at 7:16 p.m. Clerk Markee advised to unmute using *6, or the GoToMeeting chat feature. Trustee Bartolotta and Clerk Markee thanked the Derek Diederich and Barbara Miller, and the Department Heads, for their hard work.

No one from the public addressed the Board of Trustees.

Supervisor Wall closed the public hearing at 7:18 p.m.

8.2 Appropriations Act of 2021

Clerk Markee read the Appropriations Act of 2021.

**Charter Township of Waterford
Oakland County, Michigan**

2021 General Appropriations Act

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

Whereas, the Notice of Public Hearing of the Townships proposed budget was published in the Oakland Press on November 28, 2020; and

Whereas, the Waterford Township Board of Trustees held a Public Hearing on its budget on December 9, 2020; and

Whereas, the proposed 2021 tax rate to be levied by the Charter Township of Waterford is 13.2809 mills; and

Whereas, the estimated 2021 revenues and expenses for the Charter Township of Waterford are as follows:

	2021 REVENUES	2021 EXPENSES
GENERAL FUND	20,009,946	19,828,162**
POLICE FUND	15,482,398	15,438,180
FIRE FUND	20,812,642	20,506,124
LIBRARY FUND	2,256,548	2,399,536
<u>PARKS & REC. FUND</u>	<u>1,801,333</u>	<u>1,897,576</u>
TOTAL REVENUES &		
OPERATING EXPENSES	60,362,867	60,069,578
NOT INCLUDING THE WATER AND SEWER FUND		
	2021 REVENUES	2021 EXPENSES
OTHER FUNDS		

POLICE RESTRICTED	68,925	224,944
CEMETERY CARE	25,707	0
CABLE FUND	383,391	368,245
IMPROVEMENT & REVOLVING	729,776	1,082,750
LIBRARY DONATIONS	11,000	11,000
<u>WORKER'S COMPENSATION</u>	<u>30,000</u>	<u>500</u>
TOTAL OTHER FUNDS	1,248,799	1,687,439

TOTAL ALL FUNDS	TOTAL REVENUE	TOTAL EXPENSES
------------------------	--------------------------	---------------------------

****GENERAL FUND
EXPENDITURES**

TOWNSHIP BOARD	58,136
DISTRICT COURT	2,800,193
SUPERVISOR & ASSESSING	993,644
ELECTIONS	246,570
CLERK	726,988
FISCAL & HUMAN RESOURCES	253,692
GENERAL SERVICES	2,129,417
RETIREE BENEFITS	1,042,476
TREASURER	750,420
INFORMATION SYSTEMS	475,325
FACILITIES & OPERATIONS	1,368,887
DEVELOPMENT SERVICES	1,305,026
COMMUNITY PROMOTIONS	257,850
SCHOOL CROSSING GUARDS	46,699
TRANSFERS TO OTHER FUNDS- POLICE, FIRE, ETC.	7,372,839

Now, therefore be it resolved, that the 2021 Budget of the Charter Township of Waterford is hereby adopted by reference

Be it further resolved, that the Board of Trustees of the Charter Township of Waterford adopts the 2021 fiscal year budget by cost center, except for the District Court which is by line item, and that the Township officials responsible for the expenditures authorized in the budget, with the exception of the District Court, may expend township funds up to the total appropriation authorized for each cost center and may make transfers among the various line items contained in the cost center appropriation.

Appropriations Act of 2021 Continued.

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

Ayes: _____

Nays: _____

Absent: _____

Certification

I hereby certify that this resolution was adopted by the Charter Township of Waterford Board of Trustees by the roll call vote indicated at a regular meeting of the Board on December 9, 2020.

Charter Township of Waterford

Kim Markee, Township Clerk
December 9, 2020

Moved by Bartolotta,

Seconded by Monohon; RESOLVED, to adopt the Appropriations Act of 2021. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

- 8.3 **2020 Water and Sewer Budget Resolution**
Trustee Bartolotta read the following Resolution.

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

**2021 WATER AND SEWER FUND SPECIAL APPROPRIATIONS ACT AND BUDGET
APPROVAL RESOLUTION**

WHEREAS, the Township's proposed budget for the 2021 fiscal year that begins January 1, 2021, includes the Township's Water and Sewer Fund, which is an enterprise fund; and

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

WHEREAS, on December 9, 2020, the Township Board of Trustees held a public hearing on its proposed budget for the 2021 fiscal year, notice of which was published in the Oakland Press on November 28, 2020, and

2020 Water and Sewer Budget Resolution Continued.

WHEREAS, the proposed 2021 Water and Sewer Fund Budget, which does not require or provide for money to be raised by taxation or new bond issues to meet proposed expenditures, and necessary supporting schedules provides for:

1. Expenditures of \$24,471,266 that include \$722,078 of debt interest expenses.
2. Debt principal payments of \$2,459,989 not included in the \$24,471,266 of expenditures.
3. Anticipated income (revenue) of \$25,481,767
4. An estimated (1-1-2021) beginning fund balance of \$20,361,915 and estimated end of year (12-31-2021) fund balance of \$18,912,427; and

WHEREAS, the proposed 2021 Water and Sewer Fund Budget includes supporting schedules for the information in the Budget.

IT IS THEREFORE RESOLVED that the proposed 2021 Water and Sewer Fund Budget as described in this Resolution is approved and adopted.

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

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on December 9, 2020.

Charter Township of Waterford

Date

Kim Markee, Township Clerk

Moved by Bartolotta,

Seconded by Thomas; **RESOLVED**, to approve the 2021 Water and Sewer Budget Resolution. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

8.4 **2020 Year End Budget Amendments and Fund Balance Designation**

The following memo was received by Derek Diederich, Twp. Budget Director and Barbara Miller, Assistant Budget Director.

After review of the Township operational budget accounts and the need to post some one time revenues and accrual adjustments, we recommend the following (2020) year-end adjustments and amendments for the Township Board's review and action.

2020 Year End Budget Amendments and Fund Balance Designation Continued.**One-Time Revenue Receipts for 2020 Budget Year:**

Waterford Township received a few 'one-time' revenues that need to be incorporated into the 2020 Budget. Waterford received a rebate from its General Liability Carrier – Michigan Municipal Risk Management Authority (MMRMA) in the amount of \$718,596 in 2020. While this is good news, this revenue source is a one-time adjustment made by our carrier to account for loss experience and required assets on hand compared against the insurance carrier's exposure as derived by their accountants and actuaries. In short, this is the type of revenue that cannot be considered permanent. As we have discussed previously, we do not believe in attaching reoccurring annual expenses to one-time revenue events, which is a conservative budgetary practice.

Township Board Budget Adjustment #1 Motion Requested:

General Fund Line Item (10101-68700) was originally budgeted at \$200,000. At this time, we would ask the Township Board to approve a budget adjustment to the Township's General Fund Revenue Line Item: (10101-68700) 'Refunds and Rebates' of \$601,854 to recognize the General Fund portion of the refund and to adjust for some differences between budget vs. actual for smaller expected refund sources. Additionally, we would recommend a Budget Amendment of \$116,742 to Water-Sewer Refunds and Rebates (59003-68700) to approximate Water-Sewer's share of this rebate.

State Shared Revenue-CVTRS Amendment #2 Motion Requested:

As you know, this category has been significantly diminished when looking at long-term trending. We originally budgeted \$418,971 in revenue line item: (10101-57406). We expect year-end to be closer to \$349,470. Therefore, we recommend the Board approve a budget reduction adjustment of <\$69,501> to line item: (10101-57406) at this time. This is the portion of the state shared revenue that is related to Cities, Villages, and Townships. The State reduced this earlier in the year in light of the COVID-19 Pandemic.

**Commitment of Township Resources on Financial Statements –
Board Resolution (Adjustment #3):**

In light of the 'one-time' revenues outlined above, as well as analyzing year-end projected results we believe, that the Township has an opportunity to commit some of the one-time resources above to Waterford's 'Budget Stabilization Fund.' The Township Board created this Fund in 2013 as a set aside for large unforeseen events. The bond rating agencies (Standard and Poors, Moody's and Fitch) as well as our auditors like to see such allocations made. During our last Bond Rating review in March of 2014 Standard and Poor's did take note of the Budget Stabilization Fund that was created by Waterford Township in the fall of the prior year. Bond ratings are a good measurement of a municipality's financial health and are very important when issuing debt to receive the most favorable interest rates and financing available We feel that a further contribution is in Waterford's best interest.

The commitment of the funds takes a board action (resolution) to commit the funds. Also, if the funds are to be used in the future, a subsequent board action (resolution) would be required to utilize the funds. We have checked with our auditors and this action is permitted and, in the spirit, and accordance with the Governmental Accounting Standards Board (GASB-54) rule. We believe that this move would be a sound and conservative action to take with one-time non-reoccurring revenues. We recommend that the Board allocate \$650,000 to the Committed Budget Stabilization Fund at this time. While not a large allocation considering the magnitude of the operations, we believe this is a prudent and conservative action that merits consideration.

Please see the attached **Appendix A** for the resolution that we ask the Board to consider regarding this recommendation at this time.

2020 Year End Budget Amendments and Fund Balance Designation Continued.**Township Board Budget Adjustment #4 Motion Requested:**

We would also recommend that the Township Board make an increased transfer from its General Fund, Fund # (101) to its Improvement and Revolving Fund, Fund # (246). As a reminder, the (246) Improvement Revolving Fund is where the Township budgets and pays for its general government capital improvements. This fund does not have a reoccurring or dedicated revenue stream, so it is essential that whenever possible this fund be given an opportunity to help the community address its capital infrastructure and deferred maintenance needs. Historically, the Improvement Revolving Fund has allowed the Township to participate in the Tri-Party (Oakland County, Oakland County Road Commission and Twp.) road projects, Township drainage issues, streetlights, sidewalks and other needed capital upgrades and repairs. The needs for capital improvements are vast and virtually without end and such items have been deferred, especially during the most recent recession. At this time, we recommend that the Township Board authorize an increased \$550,000 transfer from General Fund expense line item 19650-99911 to Improvement Revolving Fund Revenue line item 24601-67402. While this is a positive item we should keep in mind that public infrastructure projects can be very costly indeed and that the Township has deferred many projects over the past number of years. These capital projects are mainly one-time in nature and related to repair, maintenance and technology needs.

Township Board Budget Adjustment #5 Motion Requested:

We would also recommend that the Township Board make an increased transfer from its General Fund, Fund # (101) to its Cemetery Care Fund, Fund # (209). The Township's five municipal cemeteries at some point will have ongoing maintenance and upkeep needs and have no dedicated revenue stream to help meet these needs. At the end of 12-31-19 there was \$469,847 in this fund. We recommend an increased transfer of \$65,000 from General Fund Line Item 19650-99908 to Cemetery Care Fund Line Item 20901-67402 at this time.

Township Board Budget Adjustment #6 Motion Requested:

We would also recommend that the Township Board make an increased transfer from its General Fund, Fund # (101) to its Worker's Compensation Fund, Fund # (215). The Township conducts Public Safety (Police and Fire), as well as other services at the DPW that can be considered hazardous. Having the proper set asides to address deductibles and self-insurance limits when/if these events happen is essential. Currently, our self-insurance/deductible is set at \$450,000 to \$500,000 per occurrence dependent upon employee classification. At the end of 12-31-19 there was \$878,871 in this fund. We recommend an increased transfer of \$45,000 from General Fund Line Item 19650-99918 to Worker's Comp Fund Line Item 21501-67421 at this time.

Township Board Budget Adjustment #7 Motion Requested:

We would recommend that the Township Board authorize an increased transfer from the General Fund Line Item #12480-99901 to the (330) fund, line item #33001-67410 using project code GENFD in the amount of \$75,000. If you remember the (330) fund was created to help set aside current dollars for future capital needs. The General Fund transfer to the 330 Fund is for future building, grounds or vehicle repairs, maintenance, or acquisition in the General Fund category.

Township Board Budget Adjustment #8 Motion Requested:

We would recommend that the Township Board authorize an increased transfer from the Fire Fund Line Item # 20630-99901 to the (330) fund, designated to the fire capital line item #33001-67410-FIRE in the amount of \$475,000. If you remember the (330) fund was created to help set aside current dollars for future capital needs including vehicles and equipment. As you are aware, vehicles in this category are very important, as well as very expensive and setting aside dollars when possible is financially prudent. This is the type of move that also would permit paying cash rather than financing such vehicles in the future.

2020 Year End Budget Amendments and Fund Balance Designation Continued.**Township Board Budget Adjustment #9 Motion Requested:**

We would recommend that the Township Board authorize an increased transfer from the Police Fund Line Item # (20730-99901) to the (330) fund, designated to the police capital line item 33001-67410-POLIC in the amount of \$700,000. If you remember the (330) fund was created to help set aside current dollars for future capital needs including vehicles and equipment. As you are aware, vehicles, technology (911 Systems etc.) and deferred building maintenance in this category are very important, as well as very expensive and setting aside dollars when possible is financially prudent.

Township Board Budget Adjustment #10 Motion Requested:

The Township Building Permits revenue line item was originally budgeted at \$400,000. We project the Year-End total to be closer to \$230,035 based on a decrease in related activities in 2020. Therefore, we request a budget amendment to decrease and adjust the original budgeted amount by \$169,965 to recognize the reduced revenue. This corresponds to line item #10101-46300.

Township Board Budget Adjustment #11 Motion Requested:

Water and Sewer Revenue 59001-64500 was budgeted at \$5,850,000 and we project the year-end total to be closer to \$6,300,000. Therefore, we recommend a budget adjustment of \$450,000 to recognize the increased revenue.

Township Board Budget Adjustment #12 Motion Requested:

Water and Sewer Revenue 59002-65012 (Charge Sewer Usage) was initially budgeted at \$17,500,000 and we expect the year-end total to be closer to \$17,750,000. Therefore, we recommend a budget adjustment of \$250,000 to recognize the projected revenue.

Township Board Budget Adjustment #13 Motion Requested:

As the Board is aware, the Township is under a Corrective Action Plan (CAP) with the State of Michigan with respect to its Retiree Health Care System. Public Act 202 of 2017 requires Municipalities to be at least 40% funded in this benefit category. The most recent actuarial study had the Township listed at 14.27% funded with a ~~<\$155,197,433>~~ Actuarial Assumed Liability (AAL). The Township has taken many steps in recent years to help address this category like closing the system to new hires, starting a trust to invest assets and receive some compound interest to help leverage against future costs and most recently completing a dependent audit among other steps. At this time, we are recommending an additional contribution into the health care trust in the amount of \$2,750,000, broken up from different funding sources listed below. While this alone does not solve this issue, it will be another step in the right direction. The breakdown of the 2020 proposed year-end supplemental retiree health care trust funding is as follows:

<u>Fund:</u>	<u>Object #:</u>	<u>Amount:</u>
General Fund	71350	\$581,625
Police Fund	71350	\$879,450
Fire Fund	71350	\$594,000
Water-Sewer	71350	\$454,025
Parks & Rec.	71350	\$ 84,975
Library	71350	<u>\$155,925</u>
Total:		\$2,750,000

2020 Year End Budget Amendments and Fund Balance Designation Continued.**Township Board Budget Adjustment #14 Motion Requested:**

In operational year 2020, the Water and Sewer Fund (590) did not spend all of its resources in some capital lines and a large operational line (Sewer Treatment). For that reason, there are some year-end adjustments on the expense side that need to be adjusted to help draw the initial budget closer to projected year end actual. The breakdown of recommended budget amendments are as follows:

<u>W&S Capital Line:</u>	<u>Revised Budget:</u>	<u>Projected Y.E.:</u>	<u>Requested Amd:</u>
59044-97106	\$100,000	\$10,000	<\$90,000>
59045-97000	\$811,256	\$200,000	<\$611,256>
59045-97010	\$655,833	\$385,000	<\$290,833>
59054-81000 (Sewer Treatment)	\$10,110,000	\$9,412,000	<\$698,000>

Township Board Budget Adjustment #15 Motion Requested:

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

2020 Projected Current Employee Health Care Expenses:

<u>Health Care Line:</u>	<u>Revised Budget:</u>	<u>Projected Y.E.:</u>	<u>Req. Amd:</u>
11360-71100	\$211,739	\$152,211	<\$59,528>
11710-71100	\$108,472	\$78,537	<\$29,935>
12160-71100	\$57,491	\$51,759	<\$5,732>
12260-71100	\$14,197	\$10,616	<\$3,581>
12530-71100	\$34,263	\$21,934	<\$12,329>
12550-71100	\$65,613	\$65,613	\$0.00
12650-71100	\$121,641	\$83,728	<\$37,913>
14100-71100	\$138,547	\$90,000	<\$48,547>
<i>General Fund Sub Total:</i>			<u><\$197,565></u>
20730-71100	\$1,164,329	\$ 775,000	<\$389,329>
<i>Police Fund Sub Total:</i>			<u><\$389,329></u>
20630-71100	\$1,589,413	\$ 1,251,921	<\$337,492>
<i>Fire Fund Sub Total:</i>			<u><\$337,492></u>
59044-71100	\$563,251	\$ 359,000	<\$204,251>
<i>Water-Sewer Sub Total:</i>			<u><\$204,251></u>

2020 Projected Retiree Health Care Expenses:

<u>Ret. Health Care Line:</u>	<u>Revised Budget:</u>	<u>Projected Y.E.:</u>	<u>Req. Amd:</u>
11360-71150	\$406,697	\$270,921	<\$135,776>
12490-71150	\$996,398	\$830,195	<\$166,203>
<i>General Fund Sub Total:</i>			<u><\$301,979></u>
20730-71150	\$2,332,240	\$2,180,000	<\$152,240>
<i>Police Fund Sub Total:</i>			<u><\$152,240></u>

2020 Year End Budget Amendments and Fund Balance Designation Continued.

20630-71150	\$1,316,836	\$1,108,866	<\$207,970>
		Fire Fund Sub Total:	<\$207,970>
59044-71150	\$529,916	\$443,000	<\$86,916>
		Water-Sewer Sub Total:	<\$86,916>

Township Board Budget Adjustment #16 Motion Requested:

Due to the initial budget changes requested at the outbreak of the COVID-19 Pandemic the hiring process at the Police Department was paused due to the uncertain financial times. The Fire Department is in need of a few minor adjustments in this area as well.

<u>Salary/FICA & Ben. Lines:</u>	<u>Revised Budget:</u>	<u>Projected Y.E. :</u>	<u>Req. Amd:</u>
20730-70200	\$5,749,499	\$5,300,000	<\$449,499>
20730-71000	\$477,120	\$408,158	<\$68,962>
20730-71780/82	\$261,040	\$240,584	<\$19,456>
		Police Fund Sub Total:	<\$537,917>

<u>Salary/FICA & Ben. Lines:</u>	<u>Revised Budget:</u>	<u>Projected Y.E. :</u>	<u>Req. Amd:</u>
20630-70200	\$8,677,627	\$8,535,029	<\$142,599>
20630-71000	\$785,742	\$774,052	<\$11,690>
20630-71782	\$724,360	\$649,667	<\$74,693>
		Fire Fund Sub Total:	<\$228,982>

Township Board Budget Adjustment #17 Motion Requested:

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

<u>W.C. Lines:</u>	<u>Revised Budget:</u>	<u>Projected Y.E. :</u>	<u>Req. Amd:</u>
12480-71600	\$45,000	\$72,000	\$27,000
20730-71600	\$200,000	\$216,651	\$16,651
20630-71600	\$145,000	\$85,000	<\$60,000>
28090-71600	\$0.00	\$10,000	\$10,000

Township Board Budget Adjustment #18 Motion Requested:

The Budget for 2020 included the purchase of one Fire truck for the Fire Department. This truck has been ordered but due to the long manufacturing lead-time involved in building it, it will not be delivered until 2021. For accounting purposes, it is therefore recommended that a transfer of \$505,000 be made from account 20630-99901 to Capital Project 33001-67410-Fire so that the purchase of this truck can be made using account 33090-97136-Fire.

Township Board Budget Adjustment #19 Motion Requested:

The Township applied for multiple grants during the COVID-19 Pandemic. It is necessary for the Township to recognize the revenue related to these items because they were not part of the original 2020 Budget. The breakdown of the grants are as follows:

<u>Grant Revenue Line Items:</u>	<u>Rev. Budget:</u>	<u>Budget Amd.</u>
10101-53300 – EMERG	\$0.00	\$215,675
10101-58200	\$0.00	\$39,350
20701-53300 – EMERG	0.00	\$975,415
20601-53300 – EMERG	\$0.00	\$1,725,020
27001-53300 - EMERG	\$0.00	\$24,250
28001-53300 - EMERG	\$0.00	\$7,950
59003-53300 - EMERG	\$0.00	\$24,500

2020 Year End Budget Amendments and Fund Balance Designation Continued.

<u>Grant Expense Line Items:</u>	<u>Rev. Budget:</u>	<u>Budget Amd.:</u>	
11360-76850	\$0.00	\$32,000	- COVID Related Exp.
11910-76850	\$0.00	\$76,500	- COVID Related Exp.
11910-76850-ELECT	\$0.00	\$21,300	- Election Safety
11910-95440	\$0.00	\$39,350	- COVID Related Exp.
12480-76850	\$0.00	\$98,250	- COVID Related Exp.
12650-76850	\$0.00	\$49,750	- COVID Related Exp.
20630-76850	\$0.00	\$85,500	- COVID Related Exp.
20630-76850-F3000	\$0.00	\$12,500	- COVID Related Exp.
20630-95440	\$0.00	\$819,125	- Pontiac/Lk. Angelus Part
20630-70225	\$0.00	\$107,000	- Hazard Pay
20730-76850	\$0.00	\$82,250	- COVID Related Exp.
20730-70225	\$0.00	\$71,000	- Hazard Pay
27790-76850	\$0.00	\$18,750	- COVID Related Exp.
27790-95440	\$0.00	\$5,500	- COVID Related Exp.
28090-76850	\$0.00	\$7,950	- COVID Related Exp.
59044-76850	\$0.00	\$24,500	- COVID Related Exp.

Township Board Budget Adjustment #20 Motion Requested:

The General Fund transfers portions of the general fund millage as laid out during the budget process. Due to the items listed above we are recommending some changes to the original transfers in the 2020 budget as follows:

<u>Transfer Line:</u>	<u>Name:</u>	<u>Rev. Budget:</u>	<u>New Trans.:</u>	<u>Req. Amd:</u>
19650-99903	G.F. Trans. Fire Fund	\$1,307,000	\$557,000	<\$750,000>
19650-99904	G.F. Trans. Police Fund	\$5,400,000	\$4,900,000	<\$500,000>
19650-99912	G.F. Trans. Library Fund	\$0.00	\$155,000	\$155,000
19650-99914	G.F. Trans. P&R Fund	\$200,000	\$85,000	\$85,000

Township Board Budget Adjustment #21 Motion Requested:

The Township now collects a modest administrative fee related to the trash contract that was undertaken in 2020. Also, the Water-Sewer Dept. collects for a 'Long-Tap' related to connection charges to the Water-Sewer System. These revenues need to be recognized.

<u>Revenue Line:</u>	<u>Name:</u>	<u>Rev. Budget:</u>	<u>Req. Amd:</u>
10101- 62825	Charge Admin. Trash	\$0.00	\$35,750
59001-65005	Charge-Long Tap	\$0.00	\$12,000

Township Board Budget Adjustment #22 Motion Requested:

The Township had some middle tier revenues that were affected during the COVID-19 Pandemic. These revenues need to be amended from their original estimates.

<u>Revenue Line:</u>	<u>Name:</u>	<u>Rev. Budget:</u>	<u>Req. Amd:</u>
10101-65600	Dist. Ct. Fines/Fees	\$1,100,000	<\$233,500>
20630- 62710	EMS Trans. Fees	\$2,020,000	<\$320,000>

2020 Year End Budget Amendments and Fund Balance Designation Continued.

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

Appendix A
Budget Stabilization Fund Resolution

Resolution # 1 Budget Stabilization Fund Committed Designation:

A Resolution to approve commitment of Fund Balance in Accordance with GASB Statement No. 54.

Whereas, the Governmental Accounting Standards Board (GASB) has issued Statement No. 54 – Fund Balance Reporting and Governmental Fund Type Definitions, which redefines fund types and changes the terminology used for fund balance reporting on balance sheets of Governmental Funds, AND;

Whereas, the Charter Township of Waterford's Township Board has reviewed the new terminology, AND;

Whereas, the Charter Township of Waterford Budget and Assistant Budget Directors recommend that a portion of the General Fund Refunds and Rebates Revenues for Budget Year 2020 be received and committed by this resolution in the amount of \$650,000 to the 'Budget Stabilization Fund.'

Whereas, the purpose of these committed funds would be to balance a subsequent budget in future years, or to meet the needs of a large unforeseen event.

Now, Therefore, Be It resolved that the Charter Township of Waterford Township Board accepts the aforementioned recommendation.

Motion No. 1.

Moved by Bartolotta,

Seconded by Thomas; RESOLVED, to recognize additional budgeted revenue related to the Refunds and Rebates account for \$601,854 for the General Fund, account 10101-68700, and \$116,742 for the Water and Sewer Fund, account 59003-68700. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 2

Moved by Markee,

Seconded by Matsura; RESOLVED, to recognize the reduction in budgeted revenue related to the General Fund account State Revenue Sharing – Sales Tax, account number 10101-57406, for \$69,501. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

2020 Year End Budget Amendments and Fund Balance Designation Continued.**Motion No. 3**

Moved by Bartolotta,

Seconded by Thomas; RESOLVED, Approve the Board Stabilization Fund Resolution and the requests to commitment funds to the Budget Stabilization Fund for \$650,000. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 4

Moved by Markee,

Seconded by Monohon; RESOLVED, to approve a transfer and related budget adjustment from the General Fund, account 19650-99911, to the Revolving Improvement Fund, account 24601-67402, for \$550,000. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 5

Moved by Markee,

Seconded by Bartolotta; RESOLVED, to approve a transfer and related budget adjustment from the General Fund, account 19650-99908, to the Cemetery Care Fund, account 20901-67402, for \$65,000. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 6

Moved by Monohon,

Seconded by Markee; RESOLVED, to approve a transfer and related budget adjustment from the General Fund, account 19650-99918, to the Worker Comp Fund, account 21501-67421, \$45,000. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

2020 Year End Budget Amendments and Fund Balance Designation Continued.**Motion No. 7**

Moved by Markee,

Seconded by Monohon; RESOLVED, to approve a transfer and related budget adjustment from the General Fund, account 12480-99901, to the Capital Project Fund, account 33001-67410-GENFD, for 75,000. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 8

Moved by Bartolotta,

Seconded by Markee; RESOLVED, to approve a transfer and related budget adjustment from the Fire Fund, account 20630-99901, to the Capital Project Fund, 33001-67410-FIRE, for \$475,000. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 9

Moved by Markee,

Seconded by Monohon; RESOLVED, to approve a transfer and related budget adjustment from the Police Fund, account 20730-99901, to the Capital Project Fund, account 33001-67410-POLIC, for \$700,000. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 10

Moved by Bartolotta,

Seconded by Markee; RESOLVED, to recognize the reduction of budgeted revenue related to the General Fund Building Permits account for \$169,965, account 10101-46300. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

2020 Year End Budget Amendments and Fund Balance Designation Continued.**Motion No. 11**

Moved by Markee,

Seconded by Bartolotta; RESOLVED, to recognize the increase in budgeted Metered Water Sales revenue related to the Water and Sewer Fund, account 59001-64500, for \$450,000. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No.12

Moved by Bartolotta,

Seconded by Monohon; RESOLVED, to recognize the increase in budgeted revenue for Sewer Usage Charges related to the Water and Sewer Fund, account 59002-65012, for \$250,000. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 13

Moved by Markee,

Seconded by Monohon; RESOLVED, to approve of a contribution of \$2,750,000 to the Retiree Healthcare Trust Fund, with The expense for this contribution amount spread across the General Fund, the Police Fund, the Fire Fund, the Library Fund, the Parks and Rec Fund and the Water and Sewer Fund, as stated in the Township's Budget Director and Assistant Budget Director's November 30, 2020 memo. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 14

Moved by Bartolotta,

Seconded by Markee; RESOLVED, to recognize budget decreases for capital project accounts and other accounts in the Water and Sewer Fund, as stated in the Township's Budget Director and Assistant Budget Director's November 30, 2020, memo, which result in an overall reduction totaling \$1,690,089. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

2020 Year End Budget Amendments and Fund Balance Designation Continued.**Motion No. 15**

Moved by Markee,
Seconded by Thomas; RESOLVED, to recognize budget decreases for Employee Healthcare and Retire Healthcare expense accounts, as stated in the Township's Budget Director and Assistant Budget Director's November 30, 2020, memo, which results in an overall reduction of expenses by \$1,877,742.
A roll call vote was taken.

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

Motion carried unanimously.

Motion No. 16

Moved by Markee,
Seconded by Bartolotta; RESOLVED, to recognize budget decreases in the salary and benefit accounts for the Police and Fire Department expense accounts, as stated in the Township's Budget Director and Assistant Budget Director's November 30, 2020, memo, which results in an overall reduction of \$766,899.
A roll call vote was taken.

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

Motion carried unanimously.

Motion No. 17

Moved by Bartolotta,
Seconded by Markee; RESOLVED, to recognize budget adjustments to the Worker Comp expense accounts, as stated in the Township's Budget Director and Assistant Budget Director's November 30, 2020, memo, resulting in an overall decrease of \$6,349. A roll call vote was taken.

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

Motion carried unanimously.

Motion No.18

Moved by Bartolotta,
Seconded by Markee; RESOLVED, to recognize additional budgeted revenue related to the Refunds and Rebates account for \$601,854 for the General Fund, account 10101-68700, and \$116,742 for the Water and Sewer Fund, account 59003-68700. A roll call vote was taken.

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

Motion carried unanimously.

2020 Year End Budget Amendments and Fund Balance Designation Continued.**Motion No. 19**

Moved by Bartolotta,

Seconded by Hauswirth; RESOLVED, to recognize federal and other grant revenue that are related to the COVID-19 pandemic for \$3,012,160 and to recognize 2020 expenditures related to these grants for \$1,551,225. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 20

Moved by Hauswirth,

Seconded by Markee; RESOLVED, to approve increases and decreases for the General Fund transfers to the Police Fund, the Fire Fund, the Library Fund and the Parks and Rec Fund account numbers, as stated in the Township's Budget Director and Assistant Budget Director's November 30, 2020, memo, for an overall decrease of \$1,105,000. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 21

Moved by Hauswirth,

Seconded by Markee RESOLVED, to recognize an increase in revenue for Admin Fees for Trash Hauling for \$37,500, to account number 10101-62825, and to recognize a revenue increase for Long Tap charges for \$12,000, to account 59001-65005. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Motion No. 22

Moved by Hauswirth,

Seconded by Bartolotta; RESOLVED, to recognize a reduction in revenue for District Court Fines and Fines of \$233,500, to account number 10101-65600, and a reduction of EMS Transport Fees, to account number 20630-62710, in the amount of \$320,000. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

8.5 Approval of 2021 Single Source Vendor List

The following memo was received by Barbara Miller, Assistant Budget Director and Accounting Manager.

Attached is the list of Single Source Vendors for 2021 for your approval. The list is broken down by vendor name, department(s), and type of product or service and explanation codes for each.

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

Please contact me if you have any questions.

Moved by Bartolotta,

Seconded by Thomas; RESOLVED, to approve the 2021 Single Source Vendor List. A roll call vote was taken. A copy of the single source vendor list is attached to these minutes.

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

Nays: None

Absent: None

Motion carried unanimously.

8.6 Resolution Declaring Local COVID-19 State of Emergency

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

**RESOLUTION DECLARING AND CONFIRMING
CORONAVIRUS LOCAL STATE OF EMERGENCY**

RECITALS:

A. On March 23, 2020, the Board of Trustees adopted a Resolution that declared there was a Local State of Emergency in the Township due to the coronavirus, COVID-19 State of Emergency already declared by the President of the United States, Governor of the State of Michigan, Oakland County Executive, and Township Supervisor.

B. That Resolution found that COVID-19 and possible exposure to persons with it was a clear and present danger to the health, safety and welfare of Township personnel, and persons doing business with or residing in the Township that should be avoided.

C. Since that Resolution, COVID-19 in the State of Michigan has been repeatedly declared to be a public health emergency by the Governor and Director of the State Department of Health and Human Services as an epidemic in Orders that have prohibited and limited gatherings, including at meetings of public bodies.

D. Since that Resolution, the authority of the Township to hold meetings remotely by electronic means as authorized by Executive Orders of the Governor, has been replaced by an amendment of the Open Meetings Act under Public Act 228 that took effect on October 16, 2020, allowing remote electronic meetings of public bodies if there is a statewide or local state of emergency that would risk the personal health or safety of members of the public or the public body if the meeting were held in person.

Resolution Declaring Local COVID-19 State of Emergency Continued.

E. The March 23, 2020, Resolution provided that the Emergency Declaration would remain in effect until the Governor's declared State of Emergency was terminated or the Supervisor determined that the coronavirus emergency upon which it was based no longer existed in the Township.

F. The Board of Trustees does not want the authority of Township boards, commissions, committees, and other public bodies to meet remotely to be dependent on whether there is a valid Governor declared statewide emergency due to COVID-19.

IT IS THEREFORE DECLARED THAT:

1. The Local State of Emergency in the Township declared by the Board of Trustees on March 23, 2020, due to the COVID-19 pandemic/epidemic is hereby declared and confirmed as continuing, with this declaration to remain in effect until such time as the Supervisor or Board of Trustees determines that the COVID-19 emergency upon which this Declaration is based no longer exists in the Township.

2. During the Local State of Emergency that has been declared and confirmed as continuing, and unless otherwise determined by the Supervisor, holding in person meetings of Township boards, commissions, committees, and other public bodies would risk the personal health or safety of members of the public or the public body.

3. The authority granted to the Supervisor in the March 23, 2020, Resolution is continued.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on December 9, 2020.

Charter Township of Waterford

Date

Kim Markee, Township Clerk

Moved by Hauswirth,
Seconded by Markee; RESOLVED, to Resolution Declaring And Confirming Coronavirus Local State of Emergency. A roll call vote was taken.

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

Motion carried unanimously.

8.7 **Resolution Establishing Electronic/Remote Meeting Procedures****CHARTER TOWNSHIP OF WATERFORD
OAKLAND COUNTY, MICHIGAN****RESOLUTION ESTABLISHING ELECTRONIC REMOTE MEETING PROCEDURES****RECITALS:**

A. As amended by Public Act 228 of 2020 that took effect October 16, 2020, the Open Meetings Act (OMA) allows remote electronic meetings of public bodies if there is a statewide or local state of emergency that would risk the personal health or safety of members of the public or the public body if the meeting were held in person.

B. On December 9, 2020, the Board of Trustees adopted a Resolution Declaring and Confirming Coronavirus Local State of Emergency that declared that holding in person meetings of Township boards, commissions, committees, and other public bodies would risk the personal health or safety of members of the public or the public body.

C. This Resolution is adopted to establish procedures for holding electronic remote meetings by all Township boards, commissions, committees, and other public bodies, **referred to in the Resolution as the "Board"** as authorized and required by the OMA.

IT IS THEREFORE RESOLVED that the following procedures shall apply to and be followed for all electronic remote meetings of Township boards, commissions, committees, and other public bodies from January 1, 2021, through December 31, 2021.

1. An electronically-held meeting shall be conducted in a manner that permits two-way communication so that members of the Board can hear and be heard by one another, and so that public participants can hear members of the Board and heard by both the Board and other public participants during the audience comment period. The Township may use technology to facilitate typed audience comments submitted by members of the public participating in the electronically-held meeting that shall be read to or shared with members of the Board and other participants.

2. As permitted by the OMA, a physical place is not required for an electronically-held meeting. Members of the Board and members of the public participating electronically in a meeting that occurs in a physical place are considered present and in attendance at the meeting for all purposes. For a meeting at which Board members are physically absent due to military duty or a medical condition and are being accommodated by remote participation, all other Board members must be physically present at the meeting to be able to participate.

3. In addition to any other notice required by the OMA, advance notice of an electronically-held meeting shall be posted on a portion of the Township's website that is fully accessible to the public. The public notice must be included on either the Township's home page or a separate webpage dedicated to public notices for non-regularly scheduled or electronically-held public meetings that is accessible through a prominent and conspicuous link on the Township's website home page and that clearly describes its purpose for public notification of non-regularly scheduled or electronically-held public meetings.

4. Any scheduled meeting of the Board may be held as an electronic meeting as permitted by the OMA if a notice consistent with this Resolution is posted at least 18 hours before the meeting begins. Any notice of the meeting of the Board held electronically must clearly contain all of the following:

Resolution Establishing Electronic/Remote Meeting Procedures Continued.

- (a) Why the Board is meeting electronically;
 - (b) How members of the public may participate in the meeting electronically (if a telephone number, internet address of both are required to participate, that information must be provided in the notice);
 - (c) How members of the public may contact members of the Board to provide input or ask questions on any business that will come before the Board at the meeting; and
 - (d) How persons with disabilities may participate in the meeting.
5. If an agenda exists for an electronically-held meeting of the Board, the Township shall, on a portion of its website that is fully accessible to the public, make the agenda of the meeting available to the public at least two (2) hours before the meeting begins. This publication of the meeting agenda does not prohibit subsequent amendment of the agenda at the meeting.
6. A member of the Board who anticipates his or her absence from a Board meeting due to the circumstances set forth in the OMA and this Resolution may request accommodation of such absence to permit OMA remote participation in and voting on Board business by two-way telephonic or video conferencing communication. A Board member who desires to attend a meeting by telephonic or video conferencing shall inform the Township Supervisor, or the designee of the Township Supervisor, at least 24 hours before the meeting so as to permit any necessary technology to be put in place to accommodate participation of the absent member.
7. Board members attending a meeting by telephonic or video conferencing may fully participate in the meeting, including voting and attendance in any closed session of the Board. A Board member participating by telephonic or video conferencing is not permitted to chair the meeting unless all Board members are participating by telephonic or video conferencing.
8. Any member of the Board attending a meeting remotely must publicly announce at the outset of the meeting (which shall be included in meeting minutes) that the member is in fact attending the meeting remotely. If the member is attending the meeting remotely for a purpose other than for military duty, the member's announcement must identify the member's physical location by stating the city, township, village, or county and the state from which he or she is attending the meeting remotely.
9. Members of the general public otherwise participating in an electronically-held meeting of the Board are excluded from participation in a closed session of the Board that is held electronically provided that the closed session is convened and held in compliance with the requirements of the Open Meetings Act applicable to closed sessions.
10. During Board meetings conducted electronically, members of the public attending the meeting, once recognized by the chair, shall identify themselves. Comments by the public will be limited in the same manner as provided for audience comment for non-electronic meetings to three minutes for each speaker unless the time is extended by the chair or by vote of the Board. Comments by the public during meetings held electronically will be limited to the Public Comment portion of the meeting.
11. For any meeting held electronically, or where any member is participating by telephone conferencing or video conferencing, all votes taken (except for a vote to adjourn) shall be roll call votes.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on December 9, 2020.

Resolution Establishing Electronic/Remote Meeting Procedures Continued.

Charter Township of Waterford

Date

Kim Markee, Township Clerk

Moved by Bartolotta,

Seconded by Thomas; RESOLVED, to approve the Resolution Establishing Electronic/Remote Meeting Procedures. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

8.8 **Resolution Establishing Wellhead Protection Regulated Substances List.****CHARTER TOWNSHIP OF WATERFORD
OAKLAND COUNTY, MICHIGAN****RESOLUTION ESTABLISHING WELLHEAD PROTECTION
REGULATED SUBSTANCES LIST****RECITALS:**

A. The Waterford Township Wellhead Protection Ordinance codified in Article V of Chapter 8 of the Waterford Charter Township Code ("Ordinance"), defines Regulated Substances in Section 8-241 as chemicals and mixtures of chemicals which are potential health hazards if they were to migrate into the drinking water, and in Section 8-271 provides for those to be identified in a Regulated Substances List established by Resolution of the Township Board upon the advice and recommendation of the Public Works Official.

B. Ordinance Section 8-271 provides that no person shall place, deposit, or permit to be deposited, store, process, use, produce, dispose of, transport, or discharge "handle" Regulated Substances identified on the Township Board's Regulated Substances List.

C. According to the Ordinance, substances on the Regulated Substances List are only allowed on property in a Wellhead Protection Area if in compliance with all applicable laws.

D. Protection of Wellhead Protection Areas from hazardous materials, wastes, and substances and other polluting materials is also provided for in Sections 2-203 and 5-003 of the Township Zoning Ordinance and Township Engineering Standard TES-001 that applies to all developments and land uses which use, store, or generate hazardous substances and polluting materials in quantities greater than 100 kilograms (approximately 25 gallons/220 pounds) per month.

E. The Regulated Substances List **attached** to and part of this Resolution, which is intentionally broad and relies on existing statutes and regulations of substances that are considered potential health hazards and subject to regulation, has been recommended by the Public Works Official for adoption by the Township Board.

Resolution Establishing Wellhead Protection Regulated Substances List Continued.

F. Acids, caustic substances, disinfectants, glues, paints, pesticides, fertilizers, petroleum products, solvents, heavy metals, and PFAS commonly contain substances on the attached Regulated Substances List.

G. In adopting this Resolution establishing the Regulated Substances List recommended by the Public Works Official, the Township Board's intent is that the prohibition on the handling of Regulated Substances under Ordinance Section 8-271 will not apply to normal, customary, and necessary residential handling of limited quantities consistent with such use and in accordance with all manufacturer recommendations and legal requirements.

IT IS THEREFORE RESOLVED:

1. The Regulated Substances List attached to this Resolution is approved and all of the substances identified on that List are established as Regulated Substances for purposes of Section 8-271 of the Waterford Township Wellhead Protection Ordinance.
2. Provided that the quantity used, stored, or generated in a month does not exceed 25 gallons or 220 pounds, the normal, customary, and necessary residential handling of a substance consistent with such use and in accordance with all manufacturer recommendations and legal requirements shall not be considered a Regulated Substance for purposes of Ordinance Section 8-271 even if the substance is on the attached Regulated Substances List.
3. For purposes of administering and enforcing the Regulated Substances List and Ordinance Section 8-271, other than residential handling as described above, a person that "handles" a substance on that List must demonstrate in writing that it is allowed by and in compliance with all applicable state and federal statutes, rules, and regulations.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting of the Board on December 9, 2020.

Charter Township of Waterford

Date

Kim Markee, Township Clerk

Moved by Bartolotta,
Seconded by Markee; RESOLVED, to approve the Resolution Establishing Electronic/Remote Meeting Procedures. A roll call vote was taken.

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

Motion carried unanimously.

8.9 Request to Approve Michigan Indigent Defense FY 2021 Grant Contract

The Township of Waterford has been awarded a total authorized Budget of \$268,258.26 for the MIDC Fiscal Year (FY21), which runs October 1, 2020 to September 30, 2021. The State FY21 MIDC Grant Contribution is \$236,482.18; the Local Share Contribution is \$31,776.08. This grant contract only utilizes the funds provided under the grant.

At this time, formal approval of the MIDC FY21 Grant Contract and budget is sought. Attached to this memo is exhibit A, Fiscal Year 2021 Grant Contract.

The Court worked closely with the MIDC to derive 51st the FY21 MIDC Budget, and the Court is satisfied the appropriation will meet indigent defense needs. .

As such, the following resolution is respectfully recommended for the Township's consideration:

**RESOLUTION
CHARTER TOWNSHIP OF WATERFORD
MICHIGAN INDIGENT DEFENSE COMMISSION FISCAL YEAR 2021 GRANT CONTRACT**

- WHEREAS, The Michigan Indigent Defense Commission (MIDC) has the Township of Waterford grant funding in the amount of \$236,482.18 for the period of October 1, 2020 through September 30, 2021.
- WHEREAS, The total program budget is \$268,258.25, which includes the required local share contribution by the Township of Waterford in the amount of \$31,776.08.
- WHEREAS, The FY2021 grant award is \$268,258.26, less than the previous year's award.
- WHEREAS, The award provides funding to the 51st District Court for the purpose of continuing to bring indigent defense systems into compliance with the first four minimum indigent defense standards, MCL 780.993(6); and
- WHEREAS, The Michigan Indigent Defense Commission Act (MIDC Act), MCL 780.981, et al., requires local funding units to take over the delivery of indigent defense systems, MCL 780.983(g) and MCL 780.993(10) as specified in standards 1 – 4.
- WHEREAS, The Township of Waterford is the local funding unit for the 51st District Court.
- WHEREAS, The MIDC Act requires the Township of Waterford to create an annual compliance plan and cost analysis required to deliver indigent defense services in compliance with the approved MIDC standards, MCL 780.993(3).
- WHEREAS, The MIDC Act requires the MIDC to appropriate funds and provide grant monies to local funding units for the costs in excess of the local share to continue to provide indigent defense services that comply with the minimum standards established by the MIDC, MCL 780.993(6).
- WHEREAS, The grant award funds the following position within 51st District Court: one (1) MIDC Coordinator.
- WHEREAS, The grant agreement has completed the grant review process in accordance with Township of Waterford procedures.

Request to Approve Michigan Indigent Defense FY 2021 Grant Contract Continued.

NOW, THEREFORE, BE IT RESOLVED, The Township of Waterford approves the MIDC FY 2021 Grant Contract with an authorized total budget of \$268,258.26.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on December 9, 2020.

Charter Township of Waterford

Date

Kim Markee, Township Clerk

Moved by Markee,
Seconded by Thomas; RESOLVED, to approve the Michigan Indigent Defense FY2021 Grant Contract.
A roll call vote was taken.

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

Motion carried unanimously.

8.10 **Amendments to the Waterford Township Community Development Block Grant (CDBG) Program's 2016-2020 Consolidated Plan and the 2019 Annual Action Plan to Accommodate CARES Act CDBG-CV Third Round Funding**

A RESOLUTION APPROVING AMENDMENTS TO THE WATERFORD TOWNSHIP COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM'S 2016-2020 CONSOLIDATED PLAN AND THE 2019 ANNUAL ACTION PLAN TO ACCOMMODATE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING RELATED TO THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT ("CARES" ACT)

WHEREAS, Waterford Township (the "Township") has been participating in the United States Department of Housing and Urban Development (HUD) Community Development Block Grant(CDBG) program; and

WHEREAS, on April 25, 2015, the Waterford Township Board of Trustees (the "Board") approved the 2016-2020 Consolidated Plan ("Con Plan"), which established the funding priorities for CDBG programs; and

WHEREAS, the Township is required by HUD to, each year, to adopt an Annual Action Plan ("AAP") to allocate CDBG funds to eligible projects and activities; and

WHEREAS, on June 25, 2019, the Board approved the 2019 AAP, which describes how the Township's use of CDBG funds and addresses the priorities in the 2016-2020 Con Plan; and

WHEREAS, the Township is required to follow a Citizen Participation Plan for its CDBG Program. The Township's CDBG participation plan applies to the preparation of the Township's CDBG planning and reporting components as well as the implementation of CDBG-funded projects.

Amendments to the Waterford Township Community Development Block Grant (CDBG) Program's 2016-2020 Consolidated Plan and the 2019 Annual Action Plan to Accommodate CARES Act CDBG-CV Third Round Funding Continued.

WHEREAS, United States Congress recently passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the President signed it into Law on March 27, 2020 authorizing \$2.2 trillion in a variety of stimulus measures to prevent, prepare for, and respond to the COVID-19 pandemic; and

WHEREAS, the CARES Act provides \$2 billion for the Community Development Block Grant (referred to as "CDBG CV") programs, of which, the Township received \$215,575 in CDBG-CV first round funds from the HUD, and HUD recently informed the Township that the jurisdiction's allocation for the third round is \$320,932. Waterford Township cumulative amount for all CDBG-CV allocations to date is \$535,507.; and

WHEREAS, CDBG-CV funds are new funding sources related to the COVID-19 pandemic, which were not contemplated in the 2016-2020 Con Plan, the 2019 AAP; therefore, on December 9, 2020, the Board considered Amendments to the 2016-2020 Con Plan and the 2019 AAP that address CDBG-CV funding requirements related to the CARES Act; and

WHEREAS, due to the emergency nature of COVID-19 pandemic, certain HUD regulations have been waived or modified in order to expedite the release and expenditure of CDBG-CV funding, including but not limited to, the reduction from 30 days to five days for public review of Action Plan and Consolidated Plan substantial amendments and the use of virtual meetings to facilitate public hearings providing reasonable access and notification for public comment are provided; and

WHEREAS, notice was published in the Oakland Press on June 11, 2020 and online on the website of the Community Development page of Development Services Department regarding a Township Board public hearing and the availability of the draft Amendments to the 2016-2020 Con Plan and the 2019 AAP for public review and comment; and

WHEREAS, the draft Amendments to the 2016-2020 Con Plan and the 2019 AAP, were prepared, published and posted online under the Community Development webpage of the Waterford Township Development Services Department to satisfy a five-day public review and comment period from June 12, 2020 to December 10, 2020; and

NOW, THEREFORE, the Board DOES HEREBY RESOLVE as follows:

SECTION 1. That the amendments identified in Substantial Amendment 2020-2 to the 2016-2020 Con Plan and the 2019 AAP are hereby adopted, and the Township Supervisor, or the Supervisor's designee is authorized to execute all documents relating thereto deemed necessary by HUD or the Township and to execute all implementing and related documents and agreements, including, but not limited to, grant and loan agreements with sub-recipients for all approved CDBG-CV programs and projects.

SECTION 2. That \$320,932 in CDBG-CV funds are hereby allocated to the CDBG-CV projects and programs as indicated in Substantial Amendment 2020-2 of 2016-2020 Con Plan and the 2019 AAP.

SECTION 3. That the 2016-2020 Con Plan and the 2019 AAP, as amended by this Resolution, projects and programs shall undergo an environmental review prior to any release of funds consistent with the Program Regulations found in 24 CFR, Part 58.6 and the Township Supervisor or the Supervisor's designee is authorized to execute all environmental documentation required by HUD.

Amendments to the Waterford Township Community Development Block Grant (CDBG) Program's 2016-2020 Consolidated Plan and the 2019 Annual Action Plan to Accommodate CARES Act CDBG-CV Third Round Funding Continued.

RESOLUTION DECLARED ADOPTED.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

)ss

COUNTY OF OAKLAND)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Waterford, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Township Board, held on the 22nd day of June, 2020, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this ____ day of _____, 20__.

Clerk, Charter Township of Waterford

Moved by Markee,

Seconded by Bartolotta; RESOLVED, to approve the amendments to the Waterford Township Community Development Block Grant (CDBG) Program's 2016-2020 Consolidated Plan and the 2019 Annual Action Plan to Accommodate CARES Act CDBG-CV Third Round Funding. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

8.11 Purchase of Unmarked Police Vehicle

The following memo was received by Police Chief Underwood.

The police department participates in investigative, administrative and covert activities on a regular basis. Officers assigned in such a capacity are deployed in unmarked police vehicles.

We currently have two unmarked SUV's that are both approaching 100,000 miles. As we prepare to transition those vehicles out of our fleet, we will replace them with new and sell the old. One will be purchased in fiscal 2020 and another in fiscal 2021.

At this time, we are requesting approval to purchase one new unmarked police vehicle as described below.

Vehicle	Model	Unit Price	Total Cost
2021 (1)	Base Model SUV	\$28,039.00	

Purchase of Unmarked Police Vehicle Continued.

Floor liners	\$125.00	
		<u>\$28,164.00</u>

The vehicle listed above is being purchased through the State of Michigan MIDeal contract; pricing was determined through competitive bid.

Moved by Bartolotta,

Seconded by Thomas; RESOLVED, to approve the purchase of one new unmarked police vehicle in the amount of \$28,164.00. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

8.12 Elected Officials Salary Resolution

CHARTER TOWNSHIP OF WATERFORD ELECTED OFFICIALS SALARY RESOLUTION

At a regular meeting of the Township Board for the Charter Township of Waterford, Oakland County, Michigan, held on December ____, 2020 at the Township Hall located at 5200 Civic Center Drive, Waterford, Michigan. The following preamble and resolution were offered by Trustee _____, and supported by Trustee _____:

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

WHEREAS, unionized groups, department heads, and non-union employees received a 2.0% pay increase in January 2020; and

WHEREAS, elected officials of the Board did not receive that pay raise in 2020 and their salary was frozen during the year; and

WHEREAS, after foregoing the raise for 2020, the salary of elected officials of the Board shall be modified to be commensurate with the 2020 across the board pay increase for Township employees.

NOW THEREFORE BE IT RESOLVED that the annual salary of the elected officials of the Board shall reflect the 2.0% pay increase effective January 1, 2021.

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

AYES:

NAYES:

ABSTENTIONS:

RESOLUTION DECLARED ADOPTED THIS ____ DAY OF DECEMBER 2020.

Elected Officials Salary Resolution Continued.**CERTIFICATION**

STATE OF MICHIGAN)
) §
COUNTY OF OAKLAND)

I, Kim Markee, the duly qualified Clerk of the Charter Township of Waterford, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board of the Charter Township of Waterford on the _____ day of December 2020. The original is on file in the Office of the Township Clerk.

Kim Markee
Township Clerk

Moved by Bartolotta,
Seconded by Thomas; RESOLVED, to adopt the Elected Officials Salary Resolution. A roll call vote was taken.

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

Motion carried unanimously.

8.13 **Resolution to Adopt Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2021 through December 31, 2025**

CHARTER TOWNSHIP OF WATERFORD

**RESOLUTION APPROVING INTERLOCAL AGREEMENT FOR OAKLAND
COUNTY TO APPROVE DESIGNATED ASSESSOR FOR THE PERIOD
JANUARY 1, 2021 THROUGH DECEMBER 31, 2025**

WHEREAS, an Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2021 through December 31, 2025, was presented by Oakland County for approval by the Township Board of Trustees.

WHEREAS, the attached Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2021 through December 31, 2025, includes changes from the Agreement presented by the County that have been recommended by the Township Assessor.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the attached Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2021 through December 31, 2025, with the changes recommended by the Township Assessor is approved and the Township Supervisor is authorized to sign it on behalf of the Township.

Resolution to Adopt Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2021 through December 31, 2025 Continued.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on December 9, 2020.

Date

Charter Township of Waterford
Kim Markee, Township Clerk

INTERLOCAL AGREEMENT FOR OAKLAND COUNTY TO APPROVE THE DESIGNATED ASSESSOR FOR THE PERIOD JANUARY 1, 2021 THROUGH DECEMBER 31, 2025

Public Act 660 of 2018 requires a county to have a Designated Assessor on file with the State Tax Commission as of December 31, 2020. Accordingly, the following interlocal agreement (hereinafter "Agreement") has been executed by the Board of Commissioners for Oakland County, a majority of the Assessing Districts in Oakland County, and the individual put forth as the proposed Designated Assessor. Oakland County and the Assessing Districts are collectively referred to throughout this Agreement as the "Parties."

RECITALS

WHEREAS, The Assessing Districts are Municipal Corporations (cities and townships) located within the County of Oakland, in the State of Michigan;

WHEREAS, The Michigan Constitution of 1963, Article 7, Section 28 permits a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common with each other and which each might exercise separately;

WHEREAS, The Urban Cooperation Act of 1967, being MCL 124.505 *et seq*, and the Intergovernmental Transfer of Functions and Responsibilities Act, give effect to the Constitutional provision by providing that public agencies may enter into interlocal agreements to carry out their respective functions, powers and authority;

WHEREAS, P.A. 660 of 2018 requires each County to enter into an Agreement that designates the individual who will serve as the County's Designated Assessor. That interlocal agreement must be approved by the County Board of Commissioners and a majority of the Assessing Districts in the County.

WHEREAS, P.A. 660 of 2018 mandates that the Designated Assessor shall be an advanced assessing officer or a master assessing officer.

NOW, THEREFORE, based on the foregoing Recitals, and in consideration of the terms of this Agreement, the Parties agree as follows:

Resolution to Adopt Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2021 through December 31, 2025 Continued.

BACKGROUND INFORMATION

Oakland County names **DAVID HIEBER** (R-5676), in his official capacity as the Equalization Officer for Oakland County, as the Designated Assessor for all of the Assessing Districts within Oakland County¹. Included as an addendum to this Agreement are the Oakland County SEV totals by class, including special act values, those properties deemed unique or complex by a local Assessing District, and a listing of the total number of parcels, by classification, including special act rolls, within each Assessing District.

If the State Tax Commission (STC) invokes the Designated Assessor process for any Assessing District in Oakland County, the Parties agree that the Designated Assessor will perform the duties associated with being the Assessor of Record for an Assessing District at the Oakland County Equalization Division offices in the City of Pontiac, County of Oakland, State of Michigan, unless the duties of the Designated Assessor require on-site visits to the Assessing District's location.

QUALIFICATIONS OF DESIGNATED ASSESSOR

David Hieber has been certified as a Michigan Master Assessing Officer since 1998. In his capacity as the Oakland County Equalization Officer, he is responsible for managing the Oakland County Equalization Division. Along with its statutory duties, the Equalization Division currently acts as the contracted Assessor of Record for thirty of the fifty-two Assessing Districts in Oakland County.

David Hieber has disclosed any conflicts of interest involving the proposed Designated Assessor, the County, or any Assessing District, if applicable: **[NONE]**.

It is understood that David Hieber will, during the length of this agreement, maintain his assessor certification in good standing with the State Tax Commission and if required to serve as the Designated Assessor for an Assessing District in Oakland County shall act as the Assessor of Record for that Assessing District. When acting as the Assessor of Record for an Assessing District, the Designated Assessor shall meet all the requirements as set forth by the State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.

Any additional requirements that are agreed to by the Designated Assessor, the County and the Assessing Districts may not conflict with the State Tax Commission's *Supervising Preparation of the Rolls*.

¹ Oakland County contains 52 Assessing Districts (cities and townships), two of which (City of Fenton and City of Northville) are not considered to be "in" Oakland County for purposes of MCL 211.10g as the largest share of their state equalized value is located in another county.

A list of the remaining 50 Assessing Districts can be found here:

<https://www.oakgov.com/mgtbud/equal/Pages/assessing-offices.aspx>

Resolution to Adopt Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2021 through December 31, 2025 Continued.

1.0 DUTIES AND RESPONSIBILITIES OF DESIGNATED ASSESSOR

- 1.1 The Designated Assessor, while serving as the Assessor of Record for an Assessing District within Oakland County, shall satisfy all requirements contained State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.
- 1.2 Within 30 (thirty) days of being appointed as the Assessor of Record for the Assessing District by the STC or the voluntary election by the Assessing District to utilize the Designated Assessor, the Designated Assessor shall prepare and transmit to the Assessing District's supervisor, manager, or chief executive a detailed proposal, including a schedule for delivery of documents, to correct deficiencies identified by the STC's audit.
- 1.3 The Parties agree that the Designated Assessor, while serving as the Assessor of Record for an Assessing District, shall do the following things, as applicable to bring the Assessing District into compliance with the Audit of Minimum Assessing Requirements:
 - 1.3.1 Make assessments of real and personal property within the Assessing District;
 - 1.3.2 Appraise all property, process all real and personal property description changes, and prepare the assessment roll for real and personal property in the Assessing District;
 - 1.3.3 Attend (or have an agreed upon designee attend) all March, July, and December Board of Review meetings;
 - 1.3.4 Be available for consultation on all Michigan Tax Tribunal real and personal property and special assessment appeals, and assist the Assessing District in the preparation of both the oral and written defense of appeals;
 - 1.3.5 Prepare all necessary reports for review by the supervisor, manager, chief executive, board, or council of the Assessing District, as applicable;
 - 1.3.6 Performs any other duties required under PA 660 of 2018.
- 1.4 For an Assessing District employing assessing staff other than the Assessor of Record, assessing staff will conduct their duties as under the direction and supervision of the Designated Assessor, subject to any limitations as may be agreed by the applicable Assessing District and the Designated Assessor. However, no members of said assessing staff will become employees or independent contractors of Oakland County.
- 1.5 While not acting in the capacity as the Designated Assessor for an Assessing District, the Designated Assessor will have the following duties and responsibilities for Oakland County and the Assessing Districts within Oakland County: Equalization Officer.
- 1.6 The parties understand and agree that the duties outlined in this Agreement only apply if and when the Designated Assessor is required, or the Assessing District chooses to request the Designated Assessor, to take over the assessing duties for an Assessing District pursuant to the terms of PA 660 of 2018. This Agreement will have no effect on any pre-existing agreements that the parties may have, under which Oakland County performs contracted assessing services for the Assessing District.

Resolution to Adopt Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2021 through December 31, 2025 Continued.

2.0 DUTIES AND RESPONSIBILITIES OF ASSESSING DISTRICTS

- 2.1 Any Assessing District in Oakland County that is required to utilize the services of the Designated Assessor will, during the period the Assessing District is required to or chooses to utilize the services of the Designated Assessor, do the following:
- 2.1.1 Provide the Designated Assessor with reasonable access to records, documents, databases and information in order to allow the Designated Assessor to serve as the Assessor of Record for the Assessing District and satisfy all requirements *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018.
 - 2.1.2 Furnish the Designated Assessor with any applicable policies and procedures that the Designated Assessor may be subject to during the period of time the Designated Assessor serves as the Assessing District's Assessor of Record.
 - 2.1.3 Provide, while the Designated Assessor or an agreed upon designee is physically working on behalf of the Assessing District and within the geographical boundaries of the Assessing District, any technology, equipment, and workspace necessary for the Designated Assessor or an agreed upon designee to carry out their requirements under this Agreement.
- 2.2 The Assessing District shall, at all times and under all circumstances, remain solely liable for any and all costs, legal obligations, and/or civil liabilities associated with or in any way related to any Assessing District tax appraisal or assessment functions or any other Assessing District legal obligation under any applicable State Property Tax Laws. The Assessing District shall employ and retain its own legal representation, as necessary, to defend any such claim or challenge before the State Tax Tribunal or any other court or review body.
- 2.3 Except for those express statutory and/or regulatory obligations incumbent only upon licensed Equalization Division Personnel (i.e., State Licensed and Certified Real and/or Personal Property Tax Assessors) to defend property tax appraisals and assessments that they either performed, or were otherwise performed under their supervision, before the Michigan Tax Tribunal, the Parties agree that no other County employees, including any County attorneys shall be authorized, required and/or otherwise obligated under this Agreement or pursuant to any other agreement between the Parties to provide any legal representation to or for the Assessing District and/or otherwise defend, challenge, contest, appeal, or argue on behalf of the Assessing District before the Michigan Tax Tribunal or any other review body or court except to the extent the matters have been traditionally and previously handled by assessing staff, such as, but not limited to, Michigan Tax Tribunal small claims division hearings and matters before the State Tax Commission.
- 2.4 The Assessing District shall, at all times and under all circumstances, remain solely liable for any and all costs, legal obligations, and/or civil liabilities associated with or in any way related to any tax appraisal or assessment functions or any other legal obligation. The Assessing District agrees that under no circumstances shall the County or the Designated Assessor be responsible for any costs, obligations, and/or civil liabilities or any responsibility under any State Property Tax Law.

Resolution to Adopt Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2021 through December 31, 2025 Continued.

3.0 DESIGNATED ASSESSOR COMPENSATION

- 3.1 The Designated Assessor may charge an Assessing District that is required to contract with the Designated Assessor and that Assessing District shall pay for the reasonable costs incurred by the Designated Assessor in serving as the Assessing District's Assessor of Record, including, but not limited to, the costs of overseeing and administering the annual assessment, preparing and defending the assessment roll, and operating the assessing office.
- 3.2 If the Designated Assessor is required to serve as the Assessor of Record for an Assessing District within Oakland County, the parties understand and agree that he will be serving in his official capacity as the Oakland County Equalization Officer. Therefore, an Assessing District will not make any direct payments to the Designated Assessor. Instead, the Assessing District will be responsible for paying a fee to Oakland County which fee is intended to compensate Oakland County for the reasonable costs incurred by the Designated Assessor and his staff. Oakland County will charge the Assessing District a fee equal to the average rate per parcel that it charges those districts for whom it already performs contracted assessing services, as of the date the Designated Assessor is required to serve as the Assessor of Record. The parties agree that should the standard fee not reasonably reflect the actual cost of the provision of the services required that the standard fee will be modified to a higher or lower fee, and so the fee is reasonable. The modification of the standard fee will be dependent upon the complexity of the work to be performed by the Designated Assessor, the number of staff needed to assist in completing the work and whether the Assessing District provides its own staff to assist the Designated Assessor provided the Designated Assessor determines use of the Assessing District's staff is appropriate. The Assessing District is not required to pay a retainer fee. In the event that the Designated Assessor is acting on behalf of an Assessing District for which Oakland County Equalization Department is currently contracted with to provide assessing services, the Designated Assessor will provide its Designated Assessor services at no additional cost to said Assessing District.
- 3.3 If the Assessing District fails, for any reason, to pay the County any monies when and as due under this Contract, the Assessing District agrees that unless expressly prohibited by law, the County or the County Treasurer, at their sole option, shall be entitled to a setoff from any other Assessing District funds that are in the County's possession for any reason. Funds include but are not limited to the Delinquent Tax Revolving Fund ("DTRF"). Any setoff or retention of funds by the County shall be deemed a voluntary assignment of the amount by the Assessing District to the County. The Assessing District waives any claims against the County or its Officials for any acts related specifically to the County's offsetting or retaining such amounts. This paragraph shall not limit the Assessing District's legal right to dispute whether the underlying amount retained by the County was actually due and owing under this Agreement.
- 3.4 If the County chooses not to exercise its right to setoff or if any setoff is insufficient to fully pay the County any amounts due and owing the County under this Contract, the County shall have the right to charge up to the then-maximum legal interest on any unpaid amount. Interest charges shall be in addition to any other amounts due to the County under this Agreement. Interest charges shall be calculated using the daily unpaid balance method and accumulate until all outstanding amounts and accumulated interest are fully paid.
- 3.5 Nothing in this Section shall operate to limit the County's right to pursue or exercise any other legal rights or remedies under this Contract against the Assessing District to secure reimbursement of amounts due the County under this Agreement. The remedies in this

Resolution to Adopt Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2021 through December 31, 2025 Continued.

Section shall be available to the County on an ongoing and successive basis if Assessing District at any time becomes delinquent in its payment. Notwithstanding any other term and condition in this Contract, if the County pursues any legal action in any court to secure its payment under this Contract, the Assessing District agrees to pay all costs and expenses, including attorney's fees and court costs, incurred by the County in the collection of any amount owed by the Assessing District.

4.0 EFFECTIVE DATE AND TERM OF AGREEMENT

This Agreement shall become effective when it is executed by the Oakland County Board of Commissioners, David Hieber, and the governing bodies of a majority of the Assessing Districts within Oakland County, and shall expire on December 31, 2025. The terms and conditions in Section 3.0 (Compensation) shall survive and continue in full force beyond the termination of this Agreement if the Assessing District owes money to the County under this Agreement.

5.0 DESIGNATED ASSESSOR EMPLOYMENT STATUS

It is understood by the parties that David Hieber is appointed as the Designated Assessor based on his employment status as Oakland County Equalization Officer and that if his employment status materially changes, the parties will request that the State Tax Commission designate and approve an interim Designated Assessor until the parties are able to amend this Agreement.

6.0 ENTIRE AGREEMENT

This Agreement sets forth all covenants, promises, agreements, conditions and understandings between the parties and there are no covenants, promises, agreements, conditions, or understandings, either oral or written, between the Parties other than are set forth in this Agreement.

7.0 AMENDMENTS

This Agreement cannot be modified unless reduced to writing and signed by both Parties.

8.0 SEVERABILITY

If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms or conditions shall remain in full force and effect.

9.0 GOVERNING LAW

This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan.

10.0 COUNTERPARTS

This Agreement may be executed in one or more counterparts, including facsimile copies, each of which shall be deemed an original, but all of which shall together constitute one instrument.

IN WITNESS WHEREOF, _____ [name and title of assessing district official] hereby acknowledges that he/she has been authorized by a resolution of the _____ [name of assessing district], a certified copy of which is attached, to execute this Agreement on behalf of Public Body and hereby accepts and binds Public Body to the terms and conditions of this Agreement.

EXECUTED: _____
Name and Title:

DATE: _____

WITNESSED: _____
Name and Title:

DATE: _____

Resolution to Adopt Interlocal Agreement for Oakland County to Approve the Designated Assessor for the Period January 1, 2021 through December 31, 2025 Continued.

IN WITNESS WHEREOF, David Woodward, Chairperson, Oakland County Board of Commissioners, hereby acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners to execute this Agreement on behalf of Oakland County, and hereby accepts and binds Oakland County to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
David Woodward, Chairperson
Oakland County Board of Commissioners

WITNESSED: _____ DATE: _____
Name and Title:

DAVID HIEBER, in his official capacity as Equalization Officer for Oakland County, hereby accepts the role of Designated Assessor as outlined in this Agreement.

EXECUTED: _____ DATE: _____
David Hieber
Oakland County Equalization Officer

ADDENDUM – SEV TOTALS

OAKLAND COUNTY SEV TOTALS BY CLASS

class	parcel counts	State Equalized values
Agricultural	414	83,078,430
Commercial	21,730	13,049,878,820
Industrial	4,576	2,458,558,940
Residential	457,609	62,000,752,770
Personal Property	52,485	3,603,125,954
Special Acts	384	479,224,100
	537,198	81,674,619,014

Moved by Bartolotta,
Seconded by Thomas; RESOLVED, to adopt the Resolution Approving Interlocal Agreement for Oakland County to Approve Designated Assessor for the Period January 1, 2021 through December 31, 2025. A roll call vote was taken.

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

Motion carried unanimously.

8.14 Public Comments limited to Three (3) Minutes per Speaker

Art Frasca wished the Board of Trustees a Merry Christmas, Happy New Year and bring on 2021.

The Board wished everyone a Merry Christmas and Happy New Year!

ADJOURNMENT

Moved by Bartolotta,
Seconded by Markee, RESOLVED, to adjourn the meeting at 8:27 p.m. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

Kim Markee, Clerk

Gary Wall, Supervisor

Advance Run Checks Mailed.

12/02/2020 15:02 |WATERFORD TOWNSHIP
llievois |AP CHECK RECONCILIATION REGISTER

|P 1
|apchkrcn

FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
292579	11/24/2020	PRINTED	011012 ASSOCIATION OF PUBLIC TRE	349.00			
292580	11/24/2020	PRINTED	011015 TRACTION	578.11			
292581	11/24/2020	PRINTED	011730 ARROW PRINTING	159.95			
292582	11/24/2020	PRINTED	011790 AT&T	1,778.68			
292583	11/24/2020	PRINTED	011790 AT&T	2,036.48			
292584	11/24/2020	PRINTED	013506 AMERICAN LIBRARY ASSOC	148.00			
292585	11/24/2020	PRINTED	013665 APOLLO FIRE EQUIPMENT CO	740.81			
292586	11/24/2020	PRINTED	013666 APOLLO FIRE APPARATUS	3,376.88			
292587	11/24/2020	PRINTED	013681 AQUATEST LABORATORIES INC	756.00			
292588	11/24/2020	PRINTED	013685 APPLIED IMAGING	1,982.07			
292589	11/24/2020	PRINTED	014474 ALCOHOL DRUG ADMINISTRATI	834.00			
292590	11/24/2020	PRINTED	014477 ALL TRINKETS AND TREASURE	1,225.00			
292591	11/24/2020	PRINTED	021079 BAKER & TAYLOR BOOKS	481.28			
292592	11/24/2020	PRINTED	021380 BILLS PLBG & SEWER SERV I	287.63			
292593	11/24/2020	PRINTED	023460 BLACKSTONE AUDIO, INC	412.84			
292594	11/24/2020	PRINTED	023488 BLUE CROSS BLUE SHIELD OF	259,326.19			
292595	11/24/2020	PRINTED	023592 BOSTICK TRUCK CENTER LLC	3,979.72			
292596	11/24/2020	PRINTED	023602 BOUND TREE MEDICAL LLC	745.19			
292597	11/24/2020	PRINTED	023607 MARY BOYNTON	189.00			
292598	11/24/2020	PRINTED	023732 BRENDDEL'S SEPTIC TANK SER	765.00			
292599	11/24/2020	PRINTED	030124 PATRICK GROSS	400.00			
292600	11/24/2020	PRINTED	030125 USZTAN, LLC	600.00			
292601	11/24/2020	PRINTED	030126 RUTH DUNN	100.00			
292602	11/24/2020	PRINTED	030127 HANI SHUKUR	100.00			
292603	11/24/2020	PRINTED	030128 JEFFREY BARBER	100.00			
292604	11/24/2020	PRINTED	030129 TRANSITIONS REMODELING	100.00			
292605	11/24/2020	PRINTED	030130 RICHARD & CHERYL STOUTENB	100.00			
292606	11/24/2020	PRINTED	030131 JIMMIE HULSEY	100.00			
292607	11/24/2020	PRINTED	030132 DAVID MILLER	100.00			
292608	11/24/2020	PRINTED	030133 JUDY LASKOSKY	100.00			
292609	11/24/2020	PRINTED	030134 MICHAEL SLAY	100.00			
292610	11/24/2020	PRINTED	031197 D&W WINDOWS & SUNROOMS	100.00			
292611	11/24/2020	PRINTED	031458 FUN SPACE DIRECT LLC	100.00			
292612	11/24/2020	PRINTED	031547 MGE CARPENTRY	100.00			
292613	11/24/2020	PRINTED	031675 WALTER PYTIAK & CO	100.00			
292614	11/24/2020	PRINTED	031733 S&B PLUMBING	2,228.00			
292615	11/24/2020	PRINTED	031935 LC CUSTOM HOMES	800.00			
292616	11/24/2020	PRINTED	032141 RN CONSTRUCTION	100.00			
292617	11/24/2020	PRINTED	032702 CREATIVE DECKS & FINISHED	100.00			
292618	11/24/2020	PRINTED	032726 POWER HOME SOLAR	200.00			
292619	11/24/2020	PRINTED	032884 PERFORMANCE REMODELING	100.00			
292620	11/24/2020	PRINTED	033089 BLUE STAR INC	100.00			
292621	11/24/2020	PRINTED	038407 DIAMOND CREEK HOMES	100.00			
292622	11/24/2020	PRINTED	038476 API PLAN DESIGN	600.00			
292623	11/24/2020	PRINTED	038942 EGRESS SOLUTIONS INC	100.00			
292624	11/24/2020	PRINTED	039771 EVER-DRY OF SOUTHEASTERN	100.00			
292625	11/24/2020	PRINTED	041192 CDW GOVERNMENT INC	335.14			
292626	11/24/2020	PRINTED	041218 C GREEN'S TREE SERVICE	12,110.00			
292627	11/24/2020	PRINTED	041460 CLYDES FRAME & WHEEL SERV	7,860.92			
292628	11/24/2020	PRINTED	041495 CMP DISTRIBUTORS INC	494.80			
292629	11/24/2020	PRINTED	043570 CORPORATION SERVICE COMPA	10,000.00			
292630	11/24/2020	PRINTED	043626 CONSUMERS ENERGY	855.09			

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CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
292631	11/24/2020	PRINTED	043952 CYNERGY PRODUCTS	382.50			
292632	11/24/2020	PRINTED	044064 CONTRACTORS FENCE & GATE	13,486.45			
292633	11/24/2020	PRINTED	044214 CHARRON SERVICES	180.00			
292634	11/24/2020	PRINTED	051445 DLZ MICHIGAN, INC	6,693.58			
292635	11/24/2020	PRINTED	053237 DETROIT ELEVATOR CO	145.00			
292636	11/24/2020	PRINTED	053580 DOORS OF PONTIAC	984.00			
292637	11/24/2020	PRINTED	053867 DUBOIS CHEMICALS INC	128.35			
292638	11/24/2020	PRINTED	063891 EVELUX PLUMBING AND CONST	1,500.00			
292639	11/24/2020	PRINTED	064008 ELECTRONIC MONITORING SYS	362.25			
292640	11/24/2020	PRINTED	073053 BRENDAN BROSNAN	749.99			
292641	11/24/2020	PRINTED	081014 1ST HEATING & COOLING CO.	3,000.00			
292642	11/24/2020	PRINTED	083373 FIRESTONE TIRE & SERV CTR	1,083.48			
292643	11/24/2020	PRINTED	083452 SUBURBAN FORD OF WATERFOR	1,926.68			
292644	11/24/2020	PRINTED	083580 FORSTER BROTHERS	28.00			
292645	11/24/2020	PRINTED	093025 GALE/CENGAGE LEARNING	380.86			
292646	11/24/2020	PRINTED	093451 GLOBAL OFFICE SOLUTIONS	3,456.74			
292647	11/24/2020	PRINTED	093565 GOODYEAR AUTO SERV CTR	464.00			
292648	11/24/2020	PRINTED	093565 GOODYEAR AUTO SERV CTR	996.28			
292649	11/24/2020	PRINTED	093565 GOODYEAR AUTO SERV CTR	2,558.92			
292650	11/24/2020	PRINTED	093705 GRAINGER	1,123.68			
292651	11/24/2020	PRINTED	093833 GUARDIAN ENVIRONMENTAL SE	2,353.41			
292652	11/24/2020	PRINTED	093847 STEVE GUTH	90.00			
292653	11/24/2020	PRINTED	093863 GREAT LAKES WATER AUTHORI	2,963.18			
292654	11/24/2020	PRINTED	101835 HUBBELL ROTH & CLARK INC	9,594.34			
292655	11/24/2020	PRINTED	103031 HALT FIRE INC	2,535.07			
292656	11/24/2020	PRINTED	103059 HARTWELL CEMENT CO	7,914.50			
292657	11/24/2020	PRINTED	103639 HOLMES CUSTOM	60.80			
292658	11/24/2020	PRINTED	103641 HOME CONFINEMENT	229.00			
292659	11/24/2020	PRINTED	103959 MONICA HUNGERFORD	189.00			
292660	11/24/2020	PRINTED	113491 IMPRESSIVE PRINTING & PRO	140.00			
292661	11/24/2020	PRINTED	113542 INGRAM LIBRARY SERVICES	58.94			
292662	11/24/2020	PRINTED	121003 POWER PLAN	129.43			
292663	11/24/2020	PRINTED	121011 J&B MEDICAL SUPPLY	2,681.67			
292664	11/24/2020	PRINTED	121016 JB CONTRACTORS, INC	10.00			
292665	11/24/2020	PRINTED	143707 KRONOS SAASHR, INC	608.97			
292666	11/24/2020	PRINTED	153240 LESLIE TIRE	831.75			
292667	11/24/2020	PRINTED	153367 LIBRARY NETWORK, THE	11,439.41			
292668	11/24/2020	PRINTED	163095 MAZZA AUTO PARTS INC	78.94			
292669	11/24/2020	PRINTED	163204 MEDIA NETWORK OF WATERFOR	48,750.00			
292670	11/24/2020	PRINTED	163282 MEDMUTUAL LIFE	4,813.12			
292671	11/24/2020	PRINTED	163408 MISS DIG SYSTEM INC	4,941.16			
292672	11/24/2020	PRINTED	163489 DAVE MILLER LLC	292.00			
292673	11/24/2020	PRINTED	174456 STATE OF MICHIGAN	350.00			
292674	11/24/2020	PRINTED	183021 NATIONAL TRAILS	3,650.00			
292675	11/24/2020	PRINTED	183289 VERIZON CONNECT NWF INC	1,149.49			
292676	11/24/2020	PRINTED	183952 NYE UNIFORM COMPANY	519.90			
292677	11/24/2020	PRINTED	191171 OAKLAND ASTRONOMY CLUB	100.00			
292678	11/24/2020	PRINTED	193273 OFFICE DEPOT	141.67			
292679	11/24/2020	PRINTED	193713 ORKIN, LLC	270.00			
292680	11/24/2020	PRINTED	193882 OVERDRIVE, INC.	3,122.87			
292681	11/24/2020	PRINTED	204040 OAKLAND COUNTY TREASURER	1,140.00			
292682	11/24/2020	PRINTED	204040 OAKLAND COUNTY TREASURER	2,328.00			

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CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
292683	11/24/2020	PRINTED	204040 OAKLAND COUNTY ECONOMIC D	25,124.48			
292684	11/24/2020	PRINTED	213052 MOVEMENT BY MARI ANN	233.00			
292685	11/24/2020	PRINTED	213566 COFFEE BREAK INC	34.25			
292686	11/24/2020	PRINTED	213625 POWER TECHNIQUES INC	6,789.90			
292687	11/24/2020	PRINTED	220140 LEIGHANNA ROCKEY	30.00			
292688	11/24/2020	PRINTED	220163 MARGARET PURDY	75.00			
292689	11/24/2020	PRINTED	220182 HANNE FORBING	35.00			
292690	11/24/2020	PRINTED	220202 DAVID STEPHENS	65.00			
292691	11/24/2020	PRINTED	220242 CAROLE TADAVICH	110.00			
292692	11/24/2020	PRINTED	220247 BARBARA VOORHEES	10.00			
292693	11/24/2020	PRINTED	220248 JULIE BABA	55.00			
292694	11/24/2020	PRINTED	224936 MARTHA TOLEDO	55.00			
292695	11/24/2020	PRINTED	227241 PENNY BOETTCHER	35.00			
292696	11/24/2020	PRINTED	227496 LINDA THOMPSON	10.00			
292697	11/24/2020	PRINTED	227518 DON SWANSON	50.00			
292698	11/24/2020	PRINTED	233839 QUALITY FIRST AID AND SAF	162.41			
292699	11/24/2020	PRINTED	243304 RESTORATION DIESEL	3,640.00			
292700	11/24/2020	PRINTED	243387 RIDE WITH PRIDE	600.00			
292701	11/24/2020	PRINTED	243663 ROLLNRACK, LLC	94.00			
292702	11/24/2020	PRINTED	251110 S&B PLBG & SEWER SERV INC	11,408.71			
292703	11/24/2020	PRINTED	251238 SERVICE HEATING & PLUMBIN	398.06			
292704	11/24/2020	PRINTED	251361 SIGNS NOW	118.59			
292705	11/24/2020	PRINTED	251790 STATE WIRE & TERMINAL INC	205.47			
292706	11/24/2020	PRINTED	253512 SMART START MICHIGAN	1,839.50			
292707	11/24/2020	PRINTED	253684 JOSEPH STONE	210.84			
292708	11/24/2020	PRINTED	254796 STONECO INC	466.91			
292709	11/24/2020	PRINTED	254839 STRYKER SALES CORP	8,996.40			
292710	11/24/2020	PRINTED	263255 TESTAMERICA LABORATORIES	286.80			
292711	11/24/2020	PRINTED	263737 TRUGREEN	35.02			
292712	11/24/2020	PRINTED	271016 US BANK EQUIPMENT FINANCE	1,741.11			
292713	11/24/2020	PRINTED	273533 UNIFIRST CORP	876.08			
292714	11/24/2020	PRINTED	281009 VGWF 405, LLC	2,931.00			
292715	11/24/2020	PRINTED	283242 VERIZON WIRELESS	1,158.34			
292716	11/24/2020	PRINTED	283242 VERIZON WIRELESS	2,176.29			
292717	11/24/2020	PRINTED	283247 VESCO OIL CORP	197.75			
292718	11/24/2020	PRINTED	291365 PRAXAIR DISTRIBUTION INC	296.00			
292719	11/24/2020	PRINTED	293079 WATER LANDSCAPES LLC	850.00			
292720	11/24/2020	PRINTED	293262 CRISTINA WESTERBY	99.99			
292721	11/24/2020	PRINTED	293270 JOYCE WEFEL	65.04			
292722	11/24/2020	PRINTED	293355 WILBUR WHITE JR	2,039.92			
292723	11/24/2020	PRINTED	293605 WORLDWIDE INTERPRETERS IN	280.00			
292724	11/24/2020	PRINTED	304930 WATERFORD TOWNSHIP DPW	5,372.26			
292725	11/24/2020	PRINTED	500483 CSG FORTE PAYMENTS INC	215.00			
292726	11/24/2020	PRINTED	500713 BEAUCHAMP WATER TREATMENT	2,495.00			
292727	12/01/2020	PRINTED	011730 ARROW PRINTING	1,773.50			
292728	12/01/2020	PRINTED	013665 APOLLO FIRE EQUIPMENT CO	8,770.75			
292729	12/01/2020	PRINTED	013685 APPLIED IMAGING	406.14			
292730	12/01/2020	PRINTED	021079 BAKER & TAYLOR BOOKS	129.72			
292731	12/01/2020	PRINTED	021510 BLUE CROSS BLUE SHIELD	190,712.88			
292732	12/01/2020	PRINTED	023068 K & Q LAW, PC	75.00			
292733	12/01/2020	PRINTED	023272 MARCEL BENAVIDES	300.00			
292734	12/01/2020	PRINTED	023374 BILL PARSONS HORSESHOE &	300.00			

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CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
292735	12/01/2020	PRINTED	023592 BOSTICK TRUCK CENTER LLC	305.09			
292736	12/01/2020	PRINTED	023872 BUSSARD APPL PARTS INC	12.46			
292737	12/01/2020	PRINTED	041192 CDW GOVERNMENT INC	86.12			
292738	12/01/2020	PRINTED	043008 JOSEPH CALCATERRA	15.00			
292739	12/01/2020	PRINTED	043122 CAROUSEL ACRES	625.00			
292740	12/01/2020	PRINTED	043619 SOPHIA CONTOGURIS	15.00			
292741	12/01/2020	PRINTED	043626 CONSUMERS ENERGY	5,537.59			
292742	12/01/2020	PRINTED	043630 MARC CONGDON	15.00			
292743	12/01/2020	PRINTED	043741 MICHELE CROSS	15.00			
292744	12/01/2020	PRINTED	051205 GEORGE DEBARR	15.00			
292745	12/01/2020	PRINTED	051206 CECILIA DAY	15.00			
292746	12/01/2020	PRINTED	051214 CONSTANCE DAVIS	15.00			
292747	12/01/2020	PRINTED	051445 DLZ MICHIGAN, INC	495.00			
292748	12/01/2020	PRINTED	053253 DTE ENERGY	19,517.11			
292749	12/01/2020	PRINTED	053389 LUNGHAMER GMC INC	1,207.25			
292750	12/01/2020	PRINTED	053867 DUBOIS CHEMICALS INC	250.00			
292751	12/01/2020	PRINTED	063476 ELECTROCOMM-MICHIGAN, INC	130.00			
292752	12/01/2020	PRINTED	063488 EMERGENCY VEHICLES PLUS	561.80			
292753	12/01/2020	PRINTED	091066 ROBERT GARRISON	300.00			
292754	12/01/2020	PRINTED	091067 LEO GARCIA	15.00			
292755	12/01/2020	PRINTED	093026 RICHARD GALAT	360.00			
292756	12/01/2020	PRINTED	093451 GLOBAL OFFICE SOLUTIONS	2,470.38			
292757	12/01/2020	PRINTED	093566 GOLDEN AGE CLUB	1,348.00			
292758	12/01/2020	PRINTED	093705 GRAINGER	670.81			
292759	12/01/2020	PRINTED	093833 GUARDIAN ENVIRONMENTAL SE	1,037.42			
292760	12/01/2020	PRINTED	093871 ANN GUDAT	15.00			
292761	12/01/2020	PRINTED	103018 DERWOOD HAINES JR	75.00			
292762	12/01/2020	PRINTED	103124 SUZANNE HANSON	15.00			
292763	12/01/2020	PRINTED	103243 HENRY FORD MAPLEGROVE	200.00			
292764	12/01/2020	PRINTED	103584 JOHN H HOLMES	700.00			
292765	12/01/2020	PRINTED	103609 ELTON HOUSTON JR	15.00			
292766	12/01/2020	PRINTED	121561 SHAWN HI JOH	15.00			
292767	12/01/2020	PRINTED	123047 ROBERT JAVERY	68.89			
292768	12/01/2020	PRINTED	123606 ROSATI, SCHULTZ, JOPPICH	8,985.20			
292769	12/01/2020	PRINTED	143575 MARTHA KOONTER	15.00			
292770	12/01/2020	PRINTED	143600 SCOTT C KOZAK	150.00			
292771	12/01/2020	PRINTED	151013 SF MOBILE VISION, INC	1,000.00			
292772	12/01/2020	PRINTED	151774 JEROME LAKE	15.00			
292773	12/01/2020	PRINTED	153015 BRUCE LAMARTE	15.00			
292774	12/01/2020	PRINTED	153117 SHARON LANE	15.00			
292775	12/01/2020	PRINTED	153388 DAVID LINCICOME	15.00			
292776	12/01/2020	PRINTED	153604 HAROLD J LOVE, PLLC	650.00			
292777	12/01/2020	PRINTED	163393 SUSAN MILLER	15.00			
292778	12/01/2020	PRINTED	163485 PAULETTE MICHEL LOFTIN	400.00			
292779	12/01/2020	PRINTED	164254 MAXIMUS, INC	12,250.00			
292780	12/01/2020	PRINTED	183286 QUADIENT	474.99			
292781	12/01/2020	PRINTED	183952 NYE UNIFORM COMPANY	128.00			
292782	12/01/2020	PRINTED	193414 GERALD O'MALLEY	15.00			
292783	12/01/2020	PRINTED	193456 DOUGLAS K OLIVER	300.00			
292784	12/01/2020	PRINTED	193666 DONNA OPTHOFF	15.00			
292785	12/01/2020	PRINTED	193713 ORKIN, LLC	45.00			
292786	12/01/2020	PRINTED	204060 OAKLAND COUNTY ANIMAL CON	180.75			

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292787	12/01/2020	PRINTED	208204 RONALD VERDUIN	15.00			
292788	12/01/2020	PRINTED	211016 PLM LAKE & LAND MANAGEMEN	1,675.23			
292789	12/01/2020	PRINTED	213326 CECILIA PROULX PHIPPS	65.00			
292790	12/01/2020	PRINTED	213619 MARI LATOZAS	945.00			
292791	12/01/2020	PRINTED	241008 RKA PETROLEUM COMPANIES,	734.94			
292792	12/01/2020	PRINTED	243627 ROSS HOMES INC	785.00			
292793	12/01/2020	PRINTED	251006 SHRADER TIRE & OIL OF MIC	3,100.88			
292794	12/01/2020	PRINTED	251110 S&B PLBG & SEWER SERV INC	2,228.00			
292795	12/01/2020	PRINTED	251790 STATE WIRE & TERMINAL INC	51.53			
292796	12/01/2020	PRINTED	253160 SCRAMLIN FEEDS	452.00			
292797	12/01/2020	PRINTED	253375 SIRCHIE FINGERPRINT LAB I	64.50			
292798	12/01/2020	PRINTED	253521 GRANT SMITH	1,478.91			
292799	12/01/2020	PRINTED	253568 SOLTIS PLASTICS CORP	99.44			
292800	12/01/2020	PRINTED	253909 ROBERT SWARTZ	15.00			
292801	12/01/2020	PRINTED	254845 BRADLEY STOUT	300.00			
292802	12/01/2020	PRINTED	254862 LAW OFFICE OF STEPHEN STE	300.00			
292803	12/01/2020	PRINTED	263031 PATRICK TARRANT	15.00			
292804	12/01/2020	PRINTED	263255 TESTAMERICA LABORATORIES	2,993.90			
292805	12/01/2020	PRINTED	263461 TIMOTHY SLACK	15.00			
292806	12/01/2020	PRINTED	273533 UNIFIRST CORP	31.23			
292807	12/01/2020	PRINTED	293362 MARJORIE WILSON	15.00			
292808	12/01/2020	PRINTED	293366 KEVIN WILSON	15.00			
292809	12/01/2020	PRINTED	293601 CHARLES WOOD	15.00			
292810	12/01/2020	PRINTED	304930 WATERFORD TOWNSHIP DPW	2,388.48			
292811	12/01/2020	PRINTED	500427 TRI-TECH FORENSICS, INC	233.80			
292812	12/01/2020	PRINTED	500483 CSG FORTE PAYMENTS INC	1,538.05			
			234 CHECKS	CASH ACCOUNT TOTAL	836,572.02	.00	

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CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
292813	12/02/2020	PRINTED	021079 BAKER & TAYLOR BOOKS	1,932.04			
292814	12/02/2020	PRINTED	041192 CDW GOVERNMENT INC	83.22			
292815	12/02/2020	PRINTED	041218 C GREEN'S TREE SERVICE	1,875.00			
292816	12/02/2020	PRINTED	043364 AT&T MOBILITY	302.06			
292817	12/02/2020	PRINTED	043381 CITY OF PONTIAC	1,580.98			
292818	12/02/2020	PRINTED	044093 CONWAY SHIELD	21,700.50			
292819	12/02/2020	PRINTED	051445 DLZ MICHIGAN, INC	3,668.50			
292820	12/02/2020	PRINTED	053215 DELTA DENTAL	45,290.81			
292821	12/02/2020	PRINTED	061010 EAST COAST FLAG & BANNER	462.66			
292822	12/02/2020	PRINTED	093594 GOOSE BUSTERS	227.50			
292823	12/02/2020	PRINTED	093823 GREEN MEADOWS LAWNSCAPE,	8,456.00			
292824	12/02/2020	PRINTED	093833 GUARDIAN ENVIRONMENTAL SE	1,348.48			
292825	12/02/2020	PRINTED	101950 HYDRO CORP	7,132.00			
292826	12/02/2020	PRINTED	103238 HELPNET EAP	2,682.27			
292827	12/02/2020	PRINTED	151211 LGC GLOBAL ENERGY FM LLC	11,049.74			
292828	12/02/2020	PRINTED	161014 MI MUNICIPAL RISK MGMNT	18,588.23			
292829	12/02/2020	PRINTED	163476 MIDWEST TAPE	1,998.59			
292830	12/02/2020	PRINTED	183269 SPRINT SOLUTIONS	9.30			
292831	12/02/2020	PRINTED	183952 NYE UNIFORM COMPANY	347.50			
292832	12/02/2020	PRINTED	193273 OFFICE DEPOT	56.84			
292833	12/02/2020	PRINTED	204040 OAKLAND COUNTY TREASURER	42,780.43			
292834	12/02/2020	PRINTED	213716 PROQUEST	8,280.73			
292835	12/02/2020	PRINTED	253153 SCOTT LAKE IMPROVEMENT AS	2,105.00			
292836	12/02/2020	PRINTED	253954 SYMBOL ARTS	115.00			
292837	12/02/2020	PRINTED	254851 STANDARD INSURANCE COMPAN	6,511.51			
292838	12/02/2020	PRINTED	274551 UNIVERSAL LIFT PARTS, INC	1,063.05			
292839	12/02/2020	PRINTED	293348 WHITLOCK BUSINESS SYSTEMS	3,239.00			
27 CHECKS				CASH ACCOUNT TOTAL	192,886.94	.00	

Kell alumna
12-02-2020