

**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:**

Russ Williams	Kristen Goetze	Chief Underwood	Caller 01
Matt Covey	Gary Dovre	Joellen Shortley	Caller 02
Joan Rogers	Josh Bowren	Jon Sall	Caller 03
Carl Wallace	Gary Allison	Art Frasca	Caller 05
Justin Westlake	Alison Swanson	Shelly Schloss	
Daryl Reppuhn	Jeff Polkowski	Marilynn Brennan	

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.

Supervisor Wall, participating remotely from Waterford, Michigan.  
Clerk Markee, participating remotely from Waterford, Michigan.  
Treasurer Thomas, participating remotely from Waterford, Michigan.  
Trustee Bartolotta, participating remotely from Waterford, Michigan.  
Trustee Hauswirth, participating remotely from Waterford, Michigan.  
Trustee Matsura, participating remotely from Waterford, Michigan.  
Trustee Monohon, participating remotely from Waterford, Michigan.

**1. APPROVE AGENDA**

**1.1 February 22, 2021**

Moved by Thomas,  
Seconded by Monohon, RESOLVED, to amend the February 22, 2021, agenda by adding the Waterford School District Banner Permit Request, under New Business. A roll call vote was taken.

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

Motion carried unanimously.

Moved by Markee,  
Seconded by Hauswirth; RESOLVED, to approve the February 22, 2021, agenda as amended. 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 Parking lot bingo will be held on Tuesday, February 23rd from 1:00 p.m. to 2:00 p.m., at the Waterford Recreation Center located at 5640 Williams Lake Road. The cost is \$2.00 per bingo card. Space is limited and you must call to pre-register the amount of participants in your vehicle. Participants will stay in their vehicles, and bingo spaces will be called through your car radio from inside the building. Call 248-674-4881 for more information and to pre-register.

2.2 Join us for the annual State of the Township Address on Wednesday, February 24th at 8:00 am. This year's meeting will be held virtually via Zoom and features special guest speakers Waterford Township Supervisor Gary Wall, Waterford School District Superintendent Scott Lindberg, and Oakland Community College Chancellor Peter Provenzano. Hear the latest and greatest for our community and schools directly from the source! Where we've been, what's in the works now, and where we're headed next. If you want to connect to the community or catch a one-stop overview and update, this is the place to be! It is free to attend, but you must sign up in advance through the Waterford Area Chamber of Commerce website [www.waterfordchamber.org](http://www.waterfordchamber.org). Donations are appreciated with 50% of your donation going towards the Waterford Beautification Fund.

2.3 March 5th-6th is the National Day of Unplugging. This 24 hour period runs from sundown on March 5th through sundown on March 6th. Take this time to unplug, relax, reflect, be active, get outdoors, and connect with loved ones. Get a FREE cell phone sleeping bag by snapping a photo of how you are unplugging and tag @WaterfordParksandRec on Facebook or Instagram. Participate in a FREE guided nature hike at the Drayton Plains Nature Center, 2125 Denby Dr., on Saturday, March 6th, 2021. Guided hikes begin at 10:00 a.m., 11:00 a.m., and 12:00 p.m. Pre-registration is required at [waterfordmi.gov/parks](http://waterfordmi.gov/parks) or by calling 248-674-5441.

2.4 Oakland County Parks and Recreation Presents, "Habitats and Movement" at the Drayton Plains Nature Center, 2125 Denby Dr. Naturalists offer an exciting look into Michigan animals' winter lives. Participants will get active outside, moving on snowshoes (winter hike, if necessary). This event is geared towards those ages 4-12, with parent participation/supervision. Pre-registration is required at [waterfordmi.gov/parks](http://waterfordmi.gov/parks) or by calling 248-674-5441.

2.5 Do you have cardboard, magazines, and paper taking over your home? Bring them to the Township Hall Parking lot located at 5200 Civic Center Dr. on the second Saturday of every month from 9:00 a.m. to 1:00 p.m. Be sure to only bring corrugated cardboard, magazines, and paper board such as cereal boxes, toothpaste boxes, generally most food and personal product packaging. It must be free of food debris and dry. Plastics, metals, and anything else will not be allowed. This is for Waterford Residents only and no commercial haulers are allowed. For more information visit: [www.waterfordmi.gov](http://www.waterfordmi.gov).

2.6 The Library can't do in-person storytime right now, so why not take a storytime home with you? Storytimes-in-a-Bag kits contain theme-related library books, songs, toys, and or activities geared toward specific age groups (Babies to Pre-Kindergarten). Books and toys must be returned to the library, but the songs and activities are yours to keep. Call the Children's Librarians at (248) 618-7692 to request a bag. Pickup is in the Library's entryway.

2.7 Waterford and Lake Angelus residents are eligible for a Waterford Township Public Library Card. There is no charge to register. Follow the link from the Library's homepage on the web, [www.waterfordmi.gov/library](http://www.waterfordmi.gov/library).

2.8 Got homework? Get HelpNow by Brainfuse. Free live online tutoring, writing lab and so much more. A great tool for students of all ages. For more information please call 248-618-7693.

**3. 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.*

- 3.1 February 8, 2021, Meeting Minutes
- 3.2 February 22, 2021, Bill Payment
- 3.3 Receive the Clerk's Office December 2020 Preliminary Report
- 3.4 Receive the Library's December 2020 Report
- 3.5 Civil Service Commission - Reappointment of Stanley Moore

The following memo was received from Supervisor Wall.

I respectfully request the Township Board's approval of the reappointment of Waterford resident, business owner, and former Trustee Stan Moore to the Civil Service Commission for a six-year term to expire March 8, 2027.

The Civil Service Commission is responsible for holding formal hearings based on the written request of a Civil Service Employee or other party in order to investigate matters concerning the enforcement of the Act, the Civil Service Rules and Regulations, and to hear appeals of disciplinary actions or matters concerning the status on applicants on eligibility lists.

Mr. Moore is a lifelong Waterford resident, graduate of Waterford Mott High School, Waterford business owner, and former Waterford Township Trustee. He has served on the Civil Service Commission since 2017. I'm confident that with his experience, knowledge, and demonstrated commitment to Waterford, he will continue to be an asset to the community serving in this role.

Thank you for your consideration.

- 3.6 Construction Board of Appeals - Appoint Jeff Wallis, Reappoint JR Olerich & Jeff Smith

The following memo was received from Supervisor Wall.

I respectfully request the Township Board's approval for the appointment of Waterford resident Jeff Wallis to the Construction Board of Appeals for a three-year term March 9, 2021-March 9, 2024. Mr. Wallis' appointment will alleviate a vacancy on the CBA created when member Scott Schafer resigned upon moving from Waterford Township.

Mr. Wallis has been a Waterford resident for nearly 40 years, is an active member of the community, serves on the Board at his church, and expressed interest in volunteering his time and services to the Construction Board of Appeals. I personally met with Jeff and I believe his analytical skills and perspective will be a beneficial addition to the CBA.

I also request the reappointment of Waterford residents James R. Olerich, Jr. and Jeff Smith for three year terms March 9, 2021-March 9, 2024. Mr. Olerich and Mr. Smith both work in the trades and have the experience and knowledge necessary to carry out the duties required of CBA members. They've both been members of this Board since 2015.

The Construction Board of Appeals, as required by the State Construction Code Act, hears appeals from decisions made by the Building Department in administering and enforcing the State Construction (Building) Codes, and also serves as the Board of Appeals for purposes of the Township's Property Maintenance and Fire Codes.

Thank you for your consideration.

Consent Agenda Continued.

3.7 Appoint Members To The Community Water Advisory Council; Gary Wall, Township Supervisor, Kim Markee, Township Clerk, Russell Williams, DPW Director, Rob Merinsky, Development Services Director and Township Engineer, Kristin Goetze, DPW Engineer, And Sue Camilleri, Waterford Resident

The following memo was received from Supervisor Wall.

I respectfully request the Township Board's approval for the appointment of the following to the Water System Advisory Council for terms to be determined by the Council at its initial meeting:

- Gary Wall, Township Supervisor
- Kim Markee, Township Clerk
- Russell Williams, Township DPW Director
- Rob Merinsky, Township Development Services Director
- Kristin Goetze, Township DPW Engineer
- Sue Camilleri, Waterford Resident

As a requirement of the State of Michigan Safe Drinking Water Act, 1976 PA 399, as amended, and the administrative rules (also known as Michigan's 2018 revision of the Lead and Copper Rule), the Township must create a Water System Advisory Council. The Rule states in R325.10410 (7): *Each water supply that serves a population of 50,000 or more, and each consecutive water system that serves a population of 50,000 or more, shall create a water system advisory council.* Waterford Township has approximately 73,000 water system customers.

Further, the council shall consist of at least five (5) members, appointed by the community supply. To be eligible for appointment to the council, an individual shall have a demonstrated interest in or knowledge about lead in drinking water and its effects. At least one member must be a local resident who does not formally represent the interests of any incorporated organization. In general, the council will develop plans for educating water customers about lead in drinking water.

Thank you for your consideration.

Trustee Monohon advised that item 3.4 Library Report should be December 2021.

Moved by Bartolotta,  
Seconded by Monohon, RESOLVED, to approve Consent Agenda items 3.1 through 3.7. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

**4. Board Liaison Reports (Verbal)****Trustee Hauswirth**

The Restaurant Interlocal Agreement was signed by Oakland County and returned. Businesses are currently waiting on reimbursements and supplies.

**Trustee Monohon**

The Waterford Youth Assistance is looking for new volunteers. They will be holding a meeting to assess the needs for the 2021-2022 School Year. Meeting information will be shared when available.

**Trustee Matsura**

Hess-Hathaway Park advisory committee is making plans for the spring. They have applied for a grant for a Bee and Butterfly habitat, someone is considering donating a miniature pony, and Art Frasca was appointed to the advisory board.

**Trustee Bartolotta**

The Cable Commission introduced new commissioners, held an election of Officers. Comcast fees increased around 20%.

**Clerk Markee**

The window contractor was at the Recreation Center on Friday last week. They finished 1 of the 3 remaining windows. They will return this week to complete project.

The removal of the library carpet is complete, the floor is being prepped and the carpet arrived today. They are looking forward to a timely installation.

**Supervisor Wall****COVID-19 Updates**

2/09/21	<b>48327</b>	<b>48328</b>	<b>48329</b>
Cases:	1192	1376	1543
Deaths:	10	26	20
Current Cases:	1204	1395	1572
Deaths:	10	29	21

Please be safe, social distance, wear a mask, and use disinfectant. Supervisor Wall encouraged residents to get the vaccine so we are able to get back to a normal life.

**5. Open Business****5.1 Possible Adoption of Zoning Ordinance 2021-Z-005; Text Amendment Elder Care Facilities in C-3 & C-4**

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

Attached for your review and consideration, please find two (2) proposed Zoning Ordinance Text Amendments.

**Description**

This ordinance amendment was initiated after a pre-application meeting to discuss a proposed Elder Care facility within the Township. Currently, Elderly Care Facilities are only allowed in the R-M2, Multiple Family Residential District. However, due to the nature, size, and traffic generated by large Elderly Care Facilities, developers have been interested in large commercially zoned properties prominently that are positioned along arterial streets. This has resulted in the long-term practice of rezoning C-3 and C-4 properties into Multiple Family Residential Zoning Districts in a disorganized fashion to accommodate a land use that would already meet the development fabric of the previously existing Commercially Zoned District.

In an attempt to guide responsible multifamily zoning, promote mixed use land uses, and shepherd sustainable urban growth, Township staff recommends allowing Elderly Care Facilities within Commercially Zoned Districts, after a public review and approval by the Planning Commission.

The proposed ordinance amendment would allow for Elderly Care Facilities to be developed in both the C-3, General Business and C-4 Extensive Business Zoning Districts with Special Use Approval. I have attached a map highlighting the affected parcels within the Township.

Section 1-007 of the Zoning Ordinance defines Elder Care Facilities as:

***ELDER CARE FACILITIES.*** *An establishment consisting of a building or group of buildings designed or used in whole or in part to provide for the housing and care of senior citizens, as defined by Public Act 453 of 1976, the Elliott-Larsen Civil Rights Act, as amended. Ancillary areas shall be considered under this Zoning Ordinance as an integral component of elder care facilities and be defined as uses and facilities which are not necessarily residential in character but are essential to the residential function of elder care facilities. Ancillary areas may include but are not limited to: public lobbies, common laundry facilities, tenant interior storage areas, management offices, mail and receiving areas, home health services, meal preparation facilities, common dining areas, maid and linen services, recreation areas, personal grooming services, grocery services, pharmacy services, and banking services. For purposes of this Zoning Ordinance, elder care facilities shall include the following types of facilities:*

**Assisted Living Facilities.** *An elder care facility consisting of a group of dwelling units designed for elderly residents who are generally capable of living and caring for themselves independently, with access to ancillary areas.*

**Convalescent or Skilled Nursing Facilities.** *An elder care facility consisting of sleeping units, where persons are housed or lodged and are furnished with meals, nursing and/or medical care for three (3) or more persons.*

**Elder Congregate Care Facilities.** *An elder care facility providing accommodation for three or more elderly or handicapped persons in sleeping units, with or without kitchen facilities, while providing all other care and services through ancillary areas.*

Possible Adoption of Zoning Ordinance 2021-Z-005; Text Amendment Elder Care Facilities in C-3 & C-4 Continued.

*Independent Living Facilities.* An elder care facility designed and operated for elderly people in good health who desire and are capable of maintaining independent households. Such housing may provide certain services such as security, housekeeping and recreational and social activities.

*Retirement Community Continuing Care Facilities.* An elder care facility providing a continuum of accommodations and care, generally including a mixture of assisted living, elder congregate care, and skilled nursing facilities.

**Planning Commission Recommendation and Findings**

The Planning Commission reviewed this proposed Rezoning at the regularly scheduled meeting on January 26, 2021 and resolved unanimously, to forward a favorable recommendation to the Township Board.

**Motions**

Based upon the Planning Commission's favorable recommendation at the January 26, 2021 regular meeting for this zoning ordinance amendment, should the Board want to consider adopting the proposed ordinance amendment, the appropriate motion would be to introduce the attached Ordinance and schedule it for possible adoption at the February 22, 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  
CHARTER TOWNSHIP OF WATERFORD  
ORDINANCE NO. 2021-Z-005

**TEXT AMENDMENTS TO ZONING ORDINANCE**

An ordinance to amend the Waterford Township Zoning Ordinance No. 135-A (Zoning Ordinance) to amend the Zoning Ordinance by adding Elder Care Facilities to the C-3, General Business and C-4, Extensive Business Districts as a Permitted Use after Special Approval THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

**Section 1 of Ordinance**

Section 3-705.5. Permitted Uses after Special Approval of the Waterford Township Zoning Ordinance for the C-3, General Business District, is amended to include the following:

E. Elder care facilities (**See Elder Care Facilities in Section 1-007**).

**Section 2 of Ordinance**

Section 3-706.5. Permitted Uses after Special Approval of the Waterford Township Zoning Ordinance for the C-4, Intensive Business District, is amended to include the following:

H. Elder care facilities (**See Elder Care Facilities in Section 1-007**).

Possible Adoption of Zoning Ordinance 2021-Z-005; Text Amendment Elder Care Facilities in C-3 & C-4  
Continued.

**Section 3 of Ordinance**

The effective date of this Ordinance shall be on the 8<sup>th</sup> 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 \_\_\_\_\_, 2021.

---

Date  
Introduced:  
Adopted:  
Published:

Kim Markee, Township Clerk

Mr. Polkowski reviewed the rezoning with the Board of Trustees.

Moved by Bartolotta,  
Seconded by Markee; RESOLVED, to adopt Zoning Ordinance 2021-Z-005; Text Amendment Elder Care Facilities in C-3 & C-4. A roll call vote was taken.

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

Motion carried unanimously.

**5.2 Possible Adoption of Zoning Ordinance Text Amendment Ordinance 2021-Z-006; Waterfront Setbacks**

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

Attached for your review and consideration, please find a proposed Zoning Ordinance Text Amendment. This proposed amendment will correct an issue regarding waterfront setbacks that staff has encountered on numerous occasions.

**Description**

The historical development pattern of Waterford's lakefront zoning lots is diverse, where many lake shorelines were developed with deeper lakefront yard building setbacks than the minimum required by the Zoning Ordinance. Because of such diversity, establishing a uniform lakefront yard building setback may threaten the established character of lakefront neighborhoods and established open views of the lakefront. In order to protect the established character of lakefront neighborhoods, ensure compatibility with the scale of surrounding homes, and protect established open views of the lakefront, a lakefront setback was established where the shoreline of any new building shall not be less than the average shoreline setback of buildings within two hundred (200) feet in both directions.

Possible Adoption of Zoning Ordinance Text Amendment Ordinance 2021-Z-006; Waterfront Setbacks Continued.

However, because of Section 2-213.2(C) in the Zoning Ordinance, sheds, detached garages, boat houses, and other accessory buildings that are under 8 ft. in height and 80 square feet in lot coverage are exempt from this setback averaging requirement, allowing them to be moved closer to the shoreline.

The Zoning Ordinance, in the current way that it is written, considers accessory buildings as a type of building, and therefore factors them into the calculated lakefront setback made by the average shoreline setback of buildings within two hundred (200) feet in both directions. This proposed ordinance amendment is intended to exclude these accessory buildings with reduced setbacks by factoring in only principal buildings to calculate a waterfront setback for a house.

**Planning Commission Recommendation and Findings**

The Planning Commission reviewed this proposed Rezoning at the regularly scheduled meeting on January 26, 2021 and resolved unanimously, to forward a favorable recommendation to the Township Board.

**Motions**

Based upon the Planning Commission's favorable recommendation at the January 26, 2021 regular meeting for this zoning ordinance amendment, should the Board want to consider adopting the proposed ordinance amendment, the appropriate motion would be to introduce the attached Ordinance and schedule it for possible adoption at the February 22, 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.

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

STATE OF MICHIGAN  
COUNTY OF OAKLAND  
CHARTER TOWNSHIP OF WATERFORD  
ORDINANCE NO. 2021-Z-006

**TEXT AMENDMENTS TO ZONING ORDINANCE**

An ordinance to amend the Waterford Township Zoning Ordinance No. 135-A (Zoning Ordinance) to amend the Zoning Ordinance by limiting the building setbacks to the average shoreline setback of principal buildings within two hundred (200) feet in both directions as calculated by the Building Official, except otherwise permitted in the Zoning Ordinance.  
THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

**Section 1 of Ordinance**

Section 3-901. Footnote 4 of the Waterford Township Zoning Ordinance that lists that lists zoning lot, area, and bulk regulations for waterfront lots, is amended to read as follows:

**Footnote 4** - The historical development pattern of Waterford's lakefront zoning lots is diverse, where many lake shorelines were developed with deeper lakefront yard building setbacks than the minimum required by the Zoning Ordinance. Because of such diversity, establishing a uniform lakefront yard building setback may threaten the established character of lakefront neighborhoods and established open views of the lakefront.

Possible Adoption of Zoning Ordinance Text Amendment Ordinance 2021-Z-006; Waterfront Setbacks Continued.

In order to protect the established character of lakefront neighborhoods, ensure compatibility with the scale of surrounding homes, and protect established open views of the lakefront, the setback from the shoreline of any building erected after the effective date of this Zoning Ordinance shall not be less than the average shoreline setback of principal buildings within two hundred (200) feet in both directions, as calculated by the Building Official, except as otherwise permitted by this Zoning Ordinance (Please also refer to *Figure VII-66* on Page VII-35 in **Article VII**).

**Section 2 of Ordinance**

The effective date of this Ordinance shall be on the 8<sup>th</sup> 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 \_\_\_\_\_, 2021.

---

Date  
Introduced:  
Adopted:  
Published:

Kim Markee, Township Clerk

Moved by Bartolotta,  
Seconded by Thomas, RESOLVED, to adopt Zoning Ordinance Text Amendment Ordinance 2021-Z-006; Waterfront Setbacks. A roll call vote was taken.

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

Motion carried unanimously.

**6 New Business**

**6.1 Purchase of Unmarked Police Vehicles**

The following agreement was presented by Police Chief Underwood.

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

We currently have one unmarked SUV approaching 100,000 miles and another that is over 12 years old, also 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. Additionally, with our increase in personnel and some re-organization, we are in need of one more unmarked vehicle.

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

Purchase of Unmarked Police Vehicles Continued.

Vehicle	Model	Unit Price	Total Cost
2021 (2)	Base Model SUV	\$28,039.00	\$56,078.00
(2)	Floor liners	\$125.00	\$ 250.00
2021 (1)	Base Model PV	\$25,659.00	\$25,659.00
<b>Total:</b>			<b><u>\$81,987.00</u></b>

The vehicles listed above are being purchased through the State of Michigan MDeal contract and the Oakland County cooperative purchasing program; pricing was determined through competitive bid.

Funds are available for this request in the Police Department's restricted-use state drug forfeiture fund. This purchase will be at no cost to Waterford taxpayers.

Thank you in advance for your consideration. If you have any questions, please do not hesitate to contact me.

Moved by Markee,  
Seconded by Bartolotta; RESOLVED, to approve the purchase of three unmarked police vehicles in the amount of \$81,987.00, utilizing funds from the 208 restricted-use state drug forfeiture account. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

## 6.2 Town Hall Carpet Replacement

The following agreement was presented by Justin Westlake, Facility and Operations Superintendent.

The current carpeting at Town Hall is worn, torn, outdated and due to be replaced. The attached contracts are to replace nearly all the carpet at Town Hall (File room in treasurer's department, and auditorium excluded) as well as moving all the furniture to do the install. The carpet going in will be carpet squares (except for the stair way going from the first to the second floor which will remain broadloom). Waterford Township facilities are utilizing carpet squares whenever we replace carpet. The use of squares allows us to easily replace worn or damaged areas of carpeting in the future with minimal expense. The price also includes extra squares for future use.

This work will be completed by Global Office Solutions, the same company that installed the new carpet at the library. They are providing us government pricing on the labor and materials for this project through Sourcewell. The project involves removing all the old carpet, installing all the new carpet, and moving the furniture necessary to complete the work. Some of this work may need to happen on the weekends and/or holidays as to keep interruptions to Township business to a minimum. We estimate the work would begin sometime in April of 2021. Global Office Solutions has done excellent work on previous projects, and we look forward to working with them again.

I would like to recommend the approval of this project and request the Board authorize Supervisor Wall to sign the three contracts with Global Office Solutions to replace the carpet at Town Hall on all three floors.

Town Hall Carpet Replacement Continued.

First Floor	\$21,490.72
Second Floor	\$72,302.08
Third Floor	\$74,746.84
<b>Total Price:</b>	<b>\$168,539.64</b>

**Township Board Requested Action:**

**Authorize Supervisor Wall to sign the contracts with Global Office Solutions to replace the carpet at Town Hall on all three floors for a total of \$168,539.64, using account number: 24690-97109 (Improvement/Revolving Fund) This project was a budgeted expense for 2021.**

Moved by Bartolotta,  
 Seconded by Thomas; RESOLVED, to authorize Supervisor Wall to sign the contracts with Global Office Solutions to replace the carpet at Town Hall on all three floors for a total of \$168,539.64, using account number 24690-97109 (Improvement/Revolving Fund). A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

### 6.3 Fire Station 1 Driveway – Concrete Repair/Replacement

The following memo was received by Justin Westlake, Facility and Operations Superintendent.

The concrete driveway, curbing, and portions of the sidewalk at Fire Station 1 on Crescent Lake Road need repair. The Waterford Regional Fire Department uses Fire Station 1 as its headquarters and has a lot of valuable equipment and people utilizing this building daily. This facility is also open to the public, so our fellow citizens use it frequently as well. The DPW has kept the driveway passable for multiple years using cold patch in spots where the concrete has been damaged. (Please see attached photos)

This work was approved last year based on pricing in line with a DPW awarded bid for concrete repair work; however, because of financial uncertainties due to COVID19 this work was postponed until 2021. Hartwell has given us better pricing per square foot than was approved last year due to the increased scope of the work to be done. I recommend moving forward with this work in 2021 and request that the Board authorize Supervisor Wall to sign the contract with Hartwell Cement Company to make these repairs.

**Township Board Requested Action:**

**Authorize Supervisor Wall to sign the proposal from Hartwell Cement Company in the amount of \$95,920.00. (\$80,000 from 26354-97000-CD046 and \$15,920 from 20630-97106)**

Fire Chief Covey thanked Mr. Westlake for his hard work on this project.

Mr. Williams stated that Hartwell Cement Company is a very good contractor and their work typically has a one year warranty.

Fire Station 1 Driveway – Concrete Repair/Replacement Continued.

Moved by Bartolotta,  
Seconded by Markee, RESOLVED, to authorize Supervisor Wall to sign the Hartwell Cement Company's proposal in the amount of \$95,920.00, utilizing \$80,000.00 from account 26354-97000 and \$15,920.00 from account 20630-97106. A roll call vote was taken.

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

Motion carried unanimously.

**6.4 Cass Lake Rd Water Main Replacement-Relocation Engineering Services HRC**

The following memo was received from Russell Williams, DPW Director.

The Township has been notified by the Road Commission for Oakland County (RCOC) that a culvert between Cass Lake and Otter Lake under Cass Lake Road south of Cass Elizabeth Road will be rebuilt in 2022. The Township's water main on the west side of Cass Lake Road is in very close proximity to the location of the proposed culvert and will need to be relocated/replaced with a new water main. The culvert location is presented on the attached map.

At the June 22, 2020 Township Board Meeting the contract with Hubbell, Roth & Clark, Inc. (HRC) to design the emergency interconnection between the Township and Keego Harbor was unanimously approved. The documents presented to the Board for that meeting are attached for reference in Appendix A. Plans and specifications for the project have been developed by HRC and reviewed by the DPW. HRC has applied for the necessary permits for project construction. Once permits are received the project will be bid.

The water main to be replaced is currently the single source of water to customers south of the replacement location. The Keego Harbor Interconnect will be used to supply water to those customers during the replacement project. The map in Appendix A shows the area where the affected customers are located.

The DPW has requested and received a proposal from HRC for Professional Engineering Services for Design, Construction, and Easement Preparation for the required water main replacement. The proposal is presented in Appendix B.

This specific water main replacement was not included in the 2021 DPW Budget. However, there are sufficient funds in the water main replacement line item to cover the cost of this necessary replacement. The DPW will continue to prioritize future water main replacements as circumstances necessitate.

Based on the preliminary location of the proposed water main it appears that three easements will be required for installation and future maintenance of the water main. HRC has provided estimated pricing for title searches, appraisals, appraisal review and administration for facilitating easement acquisitions. Note that facilitating the easement acquisitions does not include actual costs of the easements.

Cass Lake Rd Water Main Replacement-Relocation Engineering Services HRC Continued.Recommended Board Action

1.) Approve HRC's **Cass Lake Road Water Main Replacement at the Cass Lake Culvert Proposal for Professional Engineering Services – Revised** for:

Design Engineering Services =	\$ 30,900.00
Construction Engineering Services =	\$ 17,500.00
Facilitating Easement Acquisition =	<u>\$ 13,500.00</u>
Total =	<b>\$ 61,900.00</b>

From Account #59045-97000 Water Capital Infrastructure.

Mr. Williams addressed the Board regarding the water main replacement.

Moved by Bartolotta,

Seconded By Markee; RESOLVED, to approve Hubbell, Roth & Clark, Inc.'s Cass Lake Road Water Main Replacement at the Cass Lake Culvert Proposal for Professional Engineering Services – Revised in the amount of \$61,900.00; utilizing funds from account 59045-9700, Water Capital Infrastructure. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

## 6.5 2021-2022 Contract Award for portable Toilets

The following memo was received from.

The Waterford Parks and Recreation Department obtains bi-annual quotes for portable toilets that are utilized during its programs and activities. The average annual amount spent on portable toilets is \$12,000.00. This amount varies based on the number of activities and rentals held at our facilities each year.

Quotes for the current two-year period which will run from January 1, 2021-December 31, 2022, were received from the three (3) companies listed below:

- Brendel's Septic Tank Service, L.L.C., White Lake, MI
- Don's Lil Johns, Davisburg, MI
- Turner Sanitation, Lake Orion, MI

After reviewing the attached submitted quotes, I am recommending that the award go to Brendel's Septic Tank Service, L.L.C.

Please feel free to contact me if you have any questions.

2021-2022 Contract Award for portable Toilets Continued.

Moved By Markee,  
Seconded By Thomas; RESOLVED, to award the 2021-2022 portable toilet contract to Brendel's Septic Tank Service, LLC; with an average amount of \$12,000.00. A roll call vote was taken.

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

Motion carried unanimously.

**6.6 Banner Permit – Waterford School District**

Clerk Markee presented a banner request from the Waterford School District.

Moved By Markee,  
Seconded By Monohon; RESOLVED, to approve the Banner Request for the Waterford School District, to hang banners from Monday, March 1, 2021 through Monday, March 22, 2021, at the following pedestrian overpass: Pontiac Lake Road near the Waterford Senior Center, Walton Blvd near Mason Middle School, M-59 near Lynn Street, and Williams Lake Road; further to direct the Clerk to apply for the necessary permits from the County and State. A roll call vote was taken.

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

Motion carried unanimously.

**6.7 Public Comments limited to Three (3) Minutes per Speaker**

Ms. Marilynn Brennan discussed the property adjacent to her property.

Chief Underwood stated he had responded numerous times. The piece of property Ms. Brennan speaks of was deeded to the Home Owner's Association. This is a civil matter, and the Township has no legal authority. The President of the Homeowner's Association has attempted to relay this information to Ms. Brennan. The Police Department has responded at least 28 times. Supervisor Wall stated that he has met with Ms. Brennan. He reiterated that this is a civil matter, and it is not the responsibility of the Township. Also, if there is a report of a man assaulting a woman, the Waterford Police Department will follow up on it and carry out the law to the fullest extent.

Trustee Bartolotta asked Joan Rogers, Library Director if the Waterford Township Library services Lake Angelus Residents. Ms. Rogers stated, "Yes." She explained that it was part of the agreement when the citizens formed the City of Lake Angelus.

**ADJOURNMENT**

Moved by Bartolotta,  
Seconded by Markee, RESOLVED, to adjourn the meeting at 6:40 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

02/17/2021 14:05 | WATERFORD TOWNSHIP  
llievois | AP CHECK RECONCILIATION REGISTER

| P 1  
| apchkrn

FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
293809	02/22/2021	PRINTED	011015 TRACTION	454.74			
293810	02/22/2021	PRINTED	011730 ARROW PRINTING	181.90			
293811	02/22/2021	PRINTED	013376 AIR HANDLERS SERVICE CORP	5,400.00			
293812	02/22/2021	PRINTED	013377 AIR CENTER INC	3,864.54			
293813	02/22/2021	PRINTED	013478 ALLEN TRENCH SAFETY CORP	6,090.00			
293814	02/22/2021	PRINTED	013665 APOLLO FIRE EQUIPMENT CO	2,042.50			
293815	02/22/2021	PRINTED	013666 APOLLO FIRE APPARATUS	3,445.19			
293816	02/22/2021	PRINTED	014471 ALLDATA	1,500.00			
293817	02/22/2021	PRINTED	021079 BAKER & TAYLOR BOOKS	2,062.37			
293818	02/22/2021	PRINTED	021093 BSB COMMUNICATIONS, INC	747.50			
293819	02/22/2021	PRINTED	023058 BANK OF NEW YORK MELLON, N	781,321.88			
293820	02/22/2021	PRINTED	023374 BILL PARSONS HORSESHOE &	100.00			
293821	02/22/2021	PRINTED	023460 BLACKSTONE PUBLISHING	26.91			
293822	02/22/2021	PRINTED	023592 BOSTICK TRUCK CENTER LLC	262.62			
293823	02/22/2021	PRINTED	041192 CDW GOVERNMENT INC	544.43			
293824	02/22/2021	PRINTED	041460 CLYDES FRAME & WHEEL SERV	865.84			
293825	02/22/2021	PRINTED	043365 CINCINNATI TIME SYSTEMS	870.00			
293826	02/22/2021	PRINTED	043381 CITY OF PONTIAC	1,634.13			
293827	02/22/2021	PRINTED	043604 CONTRACTORS CONNECTION	904.90			
293828	02/22/2021	PRINTED	043836 CUMMINS BRIDGEWAY LLC	3,350.00			
293829	02/22/2021	PRINTED	051445 DLZ MICHIGAN, INC	1,956.25			
293830	02/22/2021	PRINTED	053237 DETROIT ELEVATOR CO	145.00			
293831	02/22/2021	PRINTED	053389 LUNGHAMER GMC INC	147.53			
293832	02/22/2021	PRINTED	053580 DOORS OF PONTIAC	2,094.33			
293833	02/22/2021	PRINTED	053867 DUBOIS CHEMICALS INC	12,510.00			
293834	02/22/2021	PRINTED	061010 EAST COAST FLAG & BANNER	492.28			
293835	02/22/2021	PRINTED	083373 FIRESTONE TIRE & SERV CTR	48.58			
293836	02/22/2021	PRINTED	083398 FIRE AND MARINE, INC	2,897.75			
293837	02/22/2021	PRINTED	083422 FILETECH SYSTEMS, INC	110.00			
293838	02/22/2021	PRINTED	083624 FOUR SEASONS PAINTING AND	3,680.00			
293839	02/22/2021	PRINTED	093451 GLOBAL OFFICE SOLUTIONS	7,344.87			
293840	02/22/2021	PRINTED	093565 GOODYEAR AUTO SERV CTR	498.14			
293841	02/22/2021	PRINTED	093594 GOOSE BUSTERS	455.00			
293842	02/22/2021	PRINTED	093608 GOYETTE MECHANICAL CO, IN	1,816.00			
293843	02/22/2021	PRINTED	093705 GRAINGER	312.02			
293844	02/22/2021	PRINTED	093833 GUARDIAN ENVIRONMENTAL SE	1,781.20			
293845	02/22/2021	PRINTED	093840 LOOMIS FARGO & CO	744.21			
293846	02/22/2021	PRINTED	101950 HYDRO CORP	7,132.00			
293847	02/22/2021	PRINTED	103005 HACH CO	3,054.00			
293848	02/22/2021	PRINTED	103031 HALT FIRE INC	6,040.62			
293849	02/22/2021	PRINTED	103841 HUTCHINSONS ELECTRIC INC	311.17			
293850	02/22/2021	PRINTED	111122 CIVICPLUS	7,109.50			
293851	02/22/2021	PRINTED	113542 INGRAM LIBRARY SERVICES	44.52			
293852	02/22/2021	PRINTED	113595 DOXIM	383.86			
293853	02/22/2021	PRINTED	121003 POWER PLAN	1,244.13			
293854	02/22/2021	PRINTED	121011 J&B MEDICAL SUPPLY	764.23			
293855	02/22/2021	PRINTED	121135 JC WATER TREATMENT INC	525.10			
293856	02/22/2021	PRINTED	143233 KENNEDY INDUSTRIES INC	2,289.00			
293857	02/22/2021	PRINTED	153240 LESLIE TIRE	325.00			
293858	02/22/2021	PRINTED	163447 STATE OF MICHIGAN	6,009.48			
293859	02/22/2021	PRINTED	163485 PAULETTE MICHEL LOFTIN	300.00			
293860	02/22/2021	PRINTED	163502 MISTRAS GROUP	2,300.00			

02/17/2021 14:05 |WATERFORD TOWNSHIP  
llievois |AP CHECK RECONCILIATION REGISTER

|P 2  
|apchkrcn

FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
293861	02/22/2021	PRINTED	163508 FERGUSON WATERWORKS #3386	881.05			
293862	02/22/2021	PRINTED	164255 MADISON-TROY OFFICE SUPPL	659.98			
293863	02/22/2021	PRINTED	174291 STATE OF MICHIGAN	500.00			
293864	02/22/2021	PRINTED	174721 STATE OF MICHIGAN	90.00			
293865	02/22/2021	PRINTED	174721 STATE OF MICHIGAN	600.00			
293866	02/22/2021	PRINTED	174870 STATE OF MICHIGAN	24,514.00			
293867	02/22/2021	PRINTED	183052 NAPA AUTO PARTS	505.76			
293868	02/22/2021	PRINTED	183578 NORTH ELECTRIC SUPPLY CO	42.80			
293869	02/22/2021	PRINTED	183952 NYE UNIFORM COMPANY	1,004.30			
293870	02/22/2021	PRINTED	193074 21C ADVERTISING	91.74			
293871	02/22/2021	PRINTED	193456 DOUGLAS K OLIVER	125.00			
293872	02/22/2021	PRINTED	193713 ORKIN, LLC	45.00			
293873	02/22/2021	PRINTED	193882 OVERDRIVE, INC.	3,091.66			
293874	02/22/2021	PRINTED	204040 OAKLAND COUNTY TREASURER	146.53			
293875	02/22/2021	PRINTED	204040 OAKLAND COUNTY TREASURER	775.00			
293876	02/22/2021	PRINTED	204040 OAKLAND COUNTY TREASURER	1,152.00			
293877	02/22/2021	PRINTED	204040 OAKLAND COUNTY TREASURER	1,714.25			
293878	02/22/2021	PRINTED	204040 OAKLAND COUNTY TREASURER	1,999.72			
293879	02/22/2021	PRINTED	204040 OAKLAND COUNTY TREASURER	4,303.11			
293880	02/22/2021	PRINTED	204040 OAKLAND COUNTY TREASURER	17,973.25			
293881	02/22/2021	PRINTED	204505 OAKLAND SCHOOLS	238.80			
293882	02/22/2021	PRINTED	204665 OAKLAND COUNTY TREASURER	750,304.87			
293883	02/22/2021	PRINTED	204860 ROAD COMMISSION FOR	847.20			
293884	02/22/2021	PRINTED	211016 PLM LAKE & LAND MANAGEMEN	800.00			
293885	02/22/2021	PRINTED	213287 PREMIER SAFETY	998.08			
293886	02/22/2021	PRINTED	233839 QUALITY FIRST AID AND SAF	515.40			
293887	02/22/2021	PRINTED	241008 RKA PETROLEUM COMPANIES,	9,536.75			
293888	02/22/2021	PRINTED	251234 SECREST WARDLE LYNCH HAMP	12,500.00			
293889	02/22/2021	PRINTED	251790 STATE WIRE & TERMINAL INC	43.97			
293890	02/22/2021	PRINTED	253160 SCRAMLIN FEEDS	488.00			
293891	02/22/2021	PRINTED	261702 TRINITY HEALTH	1,824.16			
293892	02/22/2021	PRINTED	263255 TESTAMERICA LABORATORIES	298.80			
293893	02/22/2021	PRINTED	263582 THOMSON REUTERS-WEST	440.64			
293894	02/22/2021	PRINTED	271536 UPS STORE	36.13			
293895	02/22/2021	PRINTED	273533 UNIFIRST CORP	804.73			
293896	02/22/2021	PRINTED	283215 VENDTEK WHOLESALE EQUIPTM	255.00			
293897	02/22/2021	PRINTED	291365 PRAXAIR DISTRIBUTION INC	36.15			
293898	02/22/2021	PRINTED	291365 PRAXAIR DISTRIBUTION INC	340.90			
293899	02/22/2021	PRINTED	293016 WATERFORD AREA CHAMBER OF	500.00			
293900	02/22/2021	PRINTED	293079 WATER LANDSCAPES LLC	2,200.00			
293901	02/22/2021	PRINTED	293270 JOYCE WEFEL	319.36			
293902	02/22/2021	PRINTED	293348 WHITLOCK BUSINESS SYSTEMS	5,763.14			
293903	02/22/2021	PRINTED	293605 WORLDWIDE INTERPRETERS IN	420.00			
293904	02/22/2021	PRINTED	304930 WATERFORD TOWNSHIP DPW	4,906.99			

96 CHECKS

CASH ACCOUNT TOTAL

1,745,149.44

.00

Kim Markee  
2/17/21

# Advance Checks Mailed.

Feb 9 → Feb 17

02/17/2021 14:07 | WATERFORD TOWNSHIP  
 llievois | AP CHECK RECONCILIATION REGISTER

| P 1  
 | apchkren

FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

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

293773	02/09/2021	PRINTED	013685 APPLIED IMAGING	1,121.53			
293774	02/09/2021	PRINTED	013685 APPLIED IMAGING	1,989.00			
293775	02/09/2021	PRINTED	013801 AT&T	222.05			
293776	02/09/2021	PRINTED	021079 BAKER & TAYLOR BOOKS	14.58			
293777	02/09/2021	PRINTED	036618 MNC & ANC PROFESSIONAL SE	100.00			
293778	02/09/2021	PRINTED	041192 CDW GOVERNMENT INC	71.97			
293779	02/09/2021	PRINTED	043364 AT&T MOBILITY	68.98			
293780	02/09/2021	PRINTED	043626 CONSUMERS ENERGY	3,242.58			
293781	02/09/2021	PRINTED	043904 COMERICA COMMERCIAL CARD	2,100.74			
293782	02/09/2021	PRINTED	053253 DTE ENERGY	17,029.64			
293783	02/09/2021	PRINTED	053580 DOORS OF PONTIAC	30,000.00			
293784	02/09/2021	PRINTED	073807 SHONA SCHULTZ	20.00			
293785	02/09/2021	PRINTED	073836 ANDREW TARAJOS	750.00			
293786	02/09/2021	PRINTED	083466 FLEX ADMINISTRATORS INC	575.00			
293787	02/09/2021	PRINTED	093451 GLOBAL OFFICE SOLUTIONS	114.30			
293788	02/09/2021	PRINTED	093702 JUDITH GRACEY	750.00			
293789	02/09/2021	PRINTED	103584 JOHN H HOLMES	200.00			
293790	02/09/2021	PRINTED	111113 IDUMESARO LAW FIRM, PLLC	195.00			
293791	02/09/2021	PRINTED	113701 IRON MOUNTAIN	538.28			
293792	02/09/2021	PRINTED	123023 JAIL ALTERNATIVES FOR MIC	532.00			
293793	02/09/2021	PRINTED	123585 CHARESA JOHNSON	300.00			
293794	02/09/2021	PRINTED	143600 SCOTT C KOZAK	450.00			
293795	02/09/2021	PRINTED	163095 MAZZA AUTO PARTS INC	14.49			
293796	02/09/2021	PRINTED	163858 MUNIS DIVISION	740.00			
293797	02/09/2021	PRINTED	174165 MICHIGAN DISTRICT JUDGES	225.00			
293798	02/09/2021	PRINTED	174291 STATE OF MICHIGAN	17,875.36			
293799	02/09/2021	PRINTED	174478 STATE OF MICHIGAN	25.00			
293800	02/09/2021	PRINTED	183286 QUADIENT	89.49			
293801	02/09/2021	PRINTED	193456 DOUGLAS K OLIVER	300.00			
293802	02/09/2021	PRINTED	213274 PEERLESS MIDWEST INC	16,950.00			
293803	02/09/2021	PRINTED	253339 SHERMAN PUBLICATIONS, INC	462.30			
293804	02/09/2021	PRINTED	254845 BRADLEY STOUT	300.00			
293805	02/09/2021	PRINTED	271016 US BANK EQUIPMENT FINANCE	97.66			
293806	02/09/2021	PRINTED	283242 VERIZON WIRELESS	949.80			
293807	02/09/2021	PRINTED	293016 WATERFORD AREA CHAMBER OF	195.00			
293808	02/09/2021	PRINTED	354972 PAULA BROCK	275.00			

36 CHECKS	CASH ACCOUNT TOTAL	98,884.75	.00
-----------	--------------------	-----------	-----