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**BOARD MEMBERS PRESENT:**

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

**OTHERS PRESENT:**

Robin McGregor  
John Melstrom, Jr.  
Vaughn Wagner  
Ruth Wagner

Kim Skowronek  
Donna Wall  
Grant Smith  
Mary Craite

Joseph Aiello  
Jared Black  
Jen Thom

Supervisor Gary Wall called the meeting to order at 6:00 p.m. and asked for a moment of silence and led the Pledge of Allegiance.

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

**1. APPROVE AGENDA**  
**1.1 November 27, 2023**

Moved by Bartolotta,  
Seconded by Markee, RESOLVED, to approve the November 27, 2023, 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 offices will be closed on Thursday, November 23, 2023, and Friday, November 24, 2023, in observance of Thanksgiving. Emergency services remain available during this administrative closure.
- 2.2 The Used Books Sale will take place on Saturday, December 2, 2023, from 10:00 a.m. to 4:30 p.m. and Sunday, December 3, 2023, from 1:00 p.m. to 4:00 p.m. Community Room. Sunday is the Bag Sale - \$5/Bag all day - Bags provided—payment by cash or check.
- 2.3 On Saturday, December 2, 2023, Waterford Township and Auburn Hills, Pontiac, and White Lake are pleased to bring you the annual Holiday Extravaganza events. The parade begins at 11:00 a.m., followed by the Winter FUN Festival from noon to 3:00 p.m. Crafts, food, Santa, and festivities galore, and it's all FREE, thanks to the generous sponsors!

- 2.4 Waterford Community Coalition is looking for volunteers and donations to help reach their goal of providing 100 Waterford School District kids in need the opportunity to shop with a local hero for their families. Check donations can be mailed to the Waterford Community Coalition at 4422 W. Walton Blvd. Suite 104 Waterford, MI 48329, or dropped off at the front desk of the Waterford Police Department at 5150 Civic Center Dr. in Waterford. To volunteer on Saturday, December 9th, please click the flyer to scan the QR code below. Special thanks to Waterford Meijer for their partnership in this annual event for our community!
- 2.5 Waterford's Annual Tree Lighting & Holiday Hoopla will be held on Saturday, December 9th, from 3:00 p.m. to 6 p.m. at the Township Hall. Visit the reindeer, decorate a cookie, take a photo with Santa, and much more. For more information, call 248-674-5441 or visit [www.waterfordmi.gov/parks](http://www.waterfordmi.gov/parks).
- 2.6 The 2023 Waterford Goodfellows Holiday assistance sign-up period will be from November 26th through November 30th. The sign-up for holiday assistance is for Waterford School District Students and Waterford Residents only. You must register using the application on the Waterford Goodfellows Facebook page. The application will be posted beginning November 26th on the Waterford Goodfellows Facebook page. Upon acceptance of your application, you will receive an email with a number and time for pick up. All pick-ups must be made on Saturday, December 16th at the assigned time ONLY. Pick-up will be at the Waterford Community Center. 5640 Williams Lake Road. Drop-off donations can be made to your local elementary school, Town Hall, and Township Library. Questions will be answered ONLY via email [waterfordgoodfellows@gmail.com](mailto:waterfordgoodfellows@gmail.com). Please visit the Waterford Goodfellows Facebook page by searching for Waterford Goodfellows on Facebook for more information.
- 2.7 Waterford Township administrative offices will be closed Monday, December 25th, and Tuesday, December 26th, for the Christmas Holiday and Monday, January 1st, and Tuesday, January 2nd in observance of the New Year's Holiday. In addition, the Waterford Township Public Library will also be closed on Sunday, December 24th, and Sunday, December 31st. Emergency services remain available during these administrative closures. On behalf of all of us here on Team Waterford, we wish you a safe, happy, and healthy holiday season.
- 2.8 GFL will continue to collect yard waste through the 2nd full week in December. All waste must be at the curb in approved containers by 7 a.m. on your collection day. Please remember that if a holiday falls on a weekday, your scheduled service day will be delayed by one day and does include Saturday collection in those cases. Regular collection will resume the following week. GFL observes Thanksgiving and is closed on Thursday, November 23, 2023. If your collection day is usually Thursday, GFL will collect on Friday, and if your collection day is usually Friday, GFL will collect on Saturday.
- 2.9 Attention all "Snowbirds"! Don't forget to do a few important items before you leave town for your seasonal home away from Waterford. Assessing: Please get in touch with the Waterford Assessing Department with your forwarding address if you are leaving town for the Winter. Even though you may have your mail forwarded by the U.S. Post Office, property tax bills and assessment notices are not forwarded and are returned to the Township. Please call 248-674-6270 to let us know your Winter address. In the alternative, you may submit an Address Change online at the following link: <https://www.waterfordmi.gov/formcenter/assessing-15/address-change-form-75>. Department of Public Works: Please contact Waterford DPW at 248-674-2278 to schedule to have the water turned off to your home before you leave for the winter. Appointments for turn-off are scheduled for an exact date and time for a technician to come out. Turning the water off at the road safeguards against frozen pipes and will save you money as billing is suspended while the water is off. A \$30 turn-off and a \$30 turn-on charge will be assessed when the water is turned back on in the spring. GFL Curbside Collection: Waterford's designated residential curbside waste hauler program with GFL Environmental includes an option for residents to suspend service for one consecutive period each 12 months for up to three consecutive months for an invoice credit. To utilize this option for three months while you're at your seasonal residence away from Waterford, don't hesitate to contact GFL at the phone number designated for Waterford customers 248-204-6762.
- 2.10 Save The Date - The Daddy-Daughter Dance will be held on January 13th!

### 3. Awards and Presentations

#### 3.1 Team Up Academy, Job Training and Placement Services by Kim Skowrownek

Kim Skowrownek, Waterford Resident and Executive Director for Team Up Academy

Team Up Academy offers job placement services. Team Up Academy wants to give people a lifeline for success. They provide a 30-day training program and then place with a client partner (tier 1 auto suppliers), teaching how to communicate, manage finances, personal hygiene, identify values, and be a good employee. They provide soft and hard skills, an Ambassador, and Step-Up programs.

They are very excited about moving to Oakland County. Ms. Skowrownek advised that the program is free and currently located at 13 and Mound. The qualified applicants must commit to the program. The 1st pilot starts in January, and they are hoping for 300 candidates a month.

Ms. Skowrownek answered the Board of Trustees questions.

### 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 13, 2023, Meeting Minutes
- 4.2 November 13, 2023, Work Session
- 4.3 November 27, 2023, Bill Payment
- 4.4 Receive the Fire Department's October 2023 Report
- 4.5 Receive the Treasurer's Office October 2023 Report
- 4.6 Library Advisory Board - Reappoint M. Jura Kaupas and Sue Camilleri

The following memo was received by Supervisor Wall.

I respectfully request the Township Board's approval for the reappointment of Waterford residents Sue Camilleri and M. Jura Kaupas to the Library Advisory Board for three-year terms through December 31, 2026. Sue and Jura will have successfully completed their first terms on the Library Advisory Board on December 31, 2023.

The Library Advisory Board is responsible for working with the Director to establish long-range planning and goal-setting for the Township library operations.

Ms. Camilleri is an avid supporter of the Waterford Township Public Library and its programs, long-time resident of the community, and served as the Township Board Liaison to the Library Advisory Board during her tenure as Waterford Township's Clerk. Sue possesses the knowledge, experience, commitment, and enthusiasm to help steer the Library in a positive direction to continue providing a robust range of services to the community. I believe Sue's contributions and unique insights will continue to be beneficial in this role.

Ms. Kaupas is a 25+ year resident of Waterford Township and a frequent patron of our Library. She is an avid reader and recognizes the Library's important role in the community as a gathering place and resource for a board range of services and materials. Jura's contributions to the Library Advisory Board have been impactful and I believe she will continue to provide value in this capacity if reappointment.

Joan Rogers, Library Director, also supports these recommendations.

Thank you for your consideration.

- 4.7 Parks and Recreation Board - Reappointment of Donna Kelley, Matthew Lawton, and Linda Zabik  
The following memo was received by Supervisor Wall.

I respectfully request the Township Board's approval for the reappointment of Waterford residents Donna Kelley, Matthew Lawton, and Linda Zabik to the Parks and Recreation Board for terms to expire December 31, 2026.

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

- 4.8 Cable Commission – Reappointment of Janey Mosakoski; Appointment of Cheryl Blades and Grant Smith  
The following memo was received by Supervisor Wall.

I respectfully request the Township Board's approval for the reappointment of Waterford Township resident Janey Mosakoski, and for the appointment of Waterford Township residents Cheryl Blades & Grant Smith to the Cable Commission for three-year terms through December 31, 2026.

Janey has served on the Cable Commission for two years. She attends meetings consistently and her contributions to the Commission are valuable. She would like to continue serving on the Cable Commission for another term.

Recently, Ken Fuerst and Bob Piggott resigned from their roles on the Cable Commission after serving for a number of years. We appreciate their service to the Waterford community and wish them well.

To fill the two vacancies created with the resignation of Ken and Bob, I'd like to recommend the appointment of Cheryl Blades and Grant Smith. Cheryl is a graduate of Waterford Mott High School, has worked for the Waterford School District, currently works for a local small business, and is interested in volunteerism in the community. Grant is well known in the Waterford community for his volunteer efforts with Waterford Youth Assistance, Optimists, and the Elks and he is looking to further support the community in serving on the Cable Commission as well. I have met with both Cheryl and Grant and I believe their experience and enthusiasm will be well-suited to these roles.

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.

Moved by Bartolotta,

Seconded by Markee, RESOLVED, to approve consent agenda items 4.1 through 4.8 with the updated November 13, 2024, work session minutes. 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)**

## Clerk Markee

The Presidential Primary election will be held on February 27, 2024. There will be communication, from the Clerk's Office, in the near future. Remember that election ballots are not forwardable.

Remember to attend the Library Book Sale.

## Trustee Hauswirth

We have an end of year Lake Board of Williams meeting on Tuesday, December 5 at 3:00 pm at the Water Resource Building located at One Public Works Drive, Bldg. 95W

We held our last Zoning Board meeting for the year on Tuesday, November 21<sup>st</sup> at 4:00 pm. These meetings will be moved to the third Tuesday at 6 pm beginning January 2024.

The Greenways Committee met on Thursday, November 16<sup>th</sup>. There is a Riverwalk survey available on the sign in podium in the back of the room. Please take one or more to share with other residents. In addition to the Community Greenways Advisory Committee, a Community Greenways Friends Committee is being developed. with a specific purpose of fundraising and outreach. The current President of the Advisory Committee has stepped down and will now serve on the Friends Committee. Roman Wasylykevych's was nominated to replace Ms. Camilleri position as President of the Advisory committee. Jacqueline Brown and I will remain on the Advisory Committee as well. The Friends Committee is in the process of seeking candidates to serve on the committee.

In regard to the status of the final construction phase of the riverwalk, the bridge leading to the nature center must meet certain specifications. The bottom on the bridge must be 4 feet above the 100 year flood plain water level. There is about a two (2) foot gap between the bridge and the landing into the Nature Center that will need to be graded in order to make it ADA accessible, however, it has been determined that the Crosswalk is not required to be updated. It was previously assumed we would have to spend about \$300,000.00 to upgrade this crosswalk. Funds are still needed for this piece but will be significantly lower.

We are pleased to announce Ms. Camilleri has successfully submitted the application, with the help of Clerk Markee, for the CN Railways Grant for trees and shrubs to create a barrier at Briggs and Kohler Road. The barrier is needed to prevent vehicles from accessing the expanded Riverwalk. The recipients will be announced by the end of December.

We are also thrilled to announce that local artist, Joe Miller and a professor from the Center for Creative Studies, both known for their professional graffiti art, have volunteered (with students from the Center) to complete the mural project at the Riverwalk. This project will begin in the spring when weather allows. The paint will be supplied from funds generated from the outdoor art exhibition held this past fall.

**6. Open Business**  
**6.1 Possible Adoption of Zoning Ordinance 2023-Z-019; 6011 Williams Lake Road From C-2, Local Business to C-3, General Business**

The following memo was received by Mr. Jeffrey Polkowski, Development Services Director.

This property has a long history of being used as a gas station, but the building has been unoccupied for approximately 15 years. The Zoning Ordinance has changed since the business was last active, and commercial fueling establishments are no longer a permitted use within the C-2, Small Business district. Pending a successful rezoning of the property, the applicant is also separately seeking a change of use with special approval to reopen the vacant gas station. The applicant applied for, and received, a variance to allow the property to qualify for a rezoning to C-3, General Business.

**Planning Commission Recommendation and Findings**

The Planning Commission reviewed this proposed rezoning at the regularly scheduled meeting on October 24, 2023 and resolved unanimously, to forward a favorable recommendation to the Township Board.

**Motions**

Based upon the Planning Commission's favorable recommendation at the October 24, 2023 regular meeting for this rezoning, should the Board want to consider adopting the requested rezoning, the appropriate motion would be to introduce the attached Ordinance and schedule it for possible adoption at the November 27, 2023 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 zoning amendment.

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

STATE OF MICHIGAN  
 COUNTY OF OAKLAND  
 CHARTER TOWNSHIP OF WATERFORD  
 ORDINANCE NO. 2023-Z-019

**ZONING ORDINANCE MAP AMENDMENT**

An ordinance to amend the Waterford Township Zoning Ordinance by rezoning a parcel of property with conditions on its use and development as authorized by MCL 125.3405 and amending the Zoning Map.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

**Section 1 of Ordinance**

The portion of the parcel of property that is assigned tax parcel number 13-08-226-026, legally described below, with current address of 6011 Williams Lake Rd, is rezoned from **C-2, Local Business to C-3, General Business** 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 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

Possible Adoption of Zoning Ordinance 2023-Z-019; 6011 Williams Lake Road From C-2, Local Business to C-3, General Business

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 November 27, 2023.

CHARTER TOWNSHIP OF WATERFORD

\_\_\_\_\_  
Date

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

**LEGAL DESCRIPTION ATTACHMENT TO ORDINANCE 2023-Z-019**

T3N, R9E, SEC 8 MACEDAY GARDENS SUB LOT 109

Moved by Bartolotta,  
Seconded by Thomas, RESOLVED, to adopt Zoning Ordinance 2023-Z-019; 6011 Williams Lake Rd from C-2, Local Business to C-3, General Business. A Roll Call Vote Was Taken.

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

Motion carried unanimously.

**6.2 Possible Adoption of Zoning Ordinance 2023-Z-020; Text Amendment - Drug Stores**

The following memo was received by Mr. Jeffrey Polkowski, Development Services Director.

This proposed Zoning Ordinance Text Amendment adds drug stores as a Permitted Principal use in the C-1, Neighborhood Business District and C-2, Small Business District.

Currently, drug stores are only allowed within the C-3, General Business District and C-4 Extensive Business District. Given the inherent retail nature and “corner store” like atmosphere of these facilities in smaller parcels, Planning Staff has made the decision to recommend this ordinance amendment.

Please be advised that with this proposed ordinance amendment drive-thru services for such facilities would be prohibited as the C-1, Neighborhood Business District and the C-2, Small Business District only allows drive-thru facilities for some restaurant establishments with Special Approval from the Planning Commission.

Section 1-007 of the Zoning Ordinance defines Drug Stores as:

**Drug Store.** A retail establishment where the primary business is the filling of medical prescriptions and the sale of drugs, medical devices and supplies, and nonprescription medicines, but where nonmedical convenience and household products may be sold as well.

Possible Adoption of Zoning Ordinance 2023-Z-020; Text Amendment - Drug Stores Continued.**Planning Commission Recommendation and Findings**

The Planning Commission reviewed this proposed zoning Ordinance Amendment at the regularly scheduled meeting on October 24, 2023 and resolved unanimously, to forward a favorable recommendation to the Township Board.

**Motions**

Based upon the Planning Commission's favorable recommendation at the October 24, 2023 regular meeting for this Zoning Ordinance Amendment, should the Board want to consider adopting the requested Zoning Ordinance Amendment, the appropriate motion would be to introduce the attached Ordinance and schedule it for possible adoption at the November 27, 2023 meeting. However, if the Board does not want to adopt the requested Zoning Ordinance

Amendment, the appropriate motion would be to not introduce the Ordinance and deny the zoning amendment.

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

Please let me know if you have any questions prior to Monday night's meeting.

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

**ORDINANCE NO. 2023-Z-020**

**TEXT AMENDMENT TO ZONING ORDINANCE**

An Ordinance to amend the Waterford Township Zoning Ordinance No. 135-A ("Zoning Ordinance") Business Districts C-1 and C-2 to permit drug stores as principal permitted uses.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

**Section 1 of Ordinance**

Section 3-703.3 of the Waterford Township Zoning Ordinance that lists permitted principal uses in the C-1 Neighborhood Business Zoning District, is amended to add drug stores as a permitted principal use, to read as follows:

**3-703.3. Permitted Principal Uses.** The following uses may be permitted uses in the C-2 district:

- A. Convenience stores, limited merchandise store, drug stores and speciality retail stores  
(See *Error! Reference source not found. in Error! Reference source not found.*).

B-L (unchanged)

**Section 2 of Ordinance**

Section 3-704.3 of the Waterford Township Zoning Ordinance that lists permitted principal uses in the C-2 Small Business Zoning District, is amended to add drug stores as a permitted principal use, to read as follows:

**3-704.3. Permitted Principal Uses.** The following uses may be permitted uses in the C-2 district:

- A. Convenience stores, limited merchandise store, drug stores and speciality retail stores  
(See *Error! Reference source not found. in Error! Reference source not found.*).

Possible Adoption of Zoning Ordinance 2023-Z-020; Text Amendment - Drug Stores Continued.

B-N (unchanged)

**Section 3 of Ordinance**

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect, and the Waterford Township Code of Ordinances shall remain in full force and effect, amended only as specified above.

**Section 4 of Ordinance**

If any section, clause or provision of this Ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any Court of competent jurisdiction, such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

**Section 5 of Ordinance**

All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law in force when they were commenced.

**Section 6 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 November 27, 2023.

\_\_\_\_\_  
Date

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

Moved by Bartolotta,  
Seconded by Markee, RESOLVED, to adopt Zoning Ordinance 2023-Z-020; Text Amendment - Drug Stores. A Roll Call Vote Was Taken.

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

Motion carried unanimously.

**7. New Business**  
**7.1 Michigan District Court Grant Program And Michigan Veterans Court Grant Program Award For Fiscal Year 2024**

The following memo was received by Ms. Jen Thom, 51<sup>st</sup> District Court Administrator.

Earlier this year, the Court submitted an MMRMA Risk Avoidance Program (RAP) grant application for an addressable panic alarm system which, when triggered, will send instant notice to staff computers alerting them of the situation and its location. Court Security believes the system will help bridge communication gaps and allow staff to make more informed responses during emergency situations.

The Court received correspondence from MMRMA indicating approved grant funding in the amount of \$5,034 for the project. Unfortunately, Court's are allotted an aggregate amount of \$10,000 and that was the remaining balance after our 2017 security enhancements.

The projected total cost of the project is \$12,616. Accordingly, the Court would respectfully request a budgetary increase to line 11360-97106 in the amount of \$7,582 to cover the Township's "match".

On behalf of the 51<sup>st</sup> District Court, I would like to thank the Board for its consideration and would welcome the opportunity to answer any questions.

Moved by Bartolotta,

Seconded by Markee, RESOLVED, to approve the Michigan District Court Grant Program And Michigan Veterans Court Grant Program Award For Fiscal Year 2024. A Roll Call Vote Was Taken.

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

Nays: None

Absent: None

Motion carried unanimously.

**7.2 Amendment to Oakland County Early Voting Agreement**

The following memo was received by Clerk Markee.

In the original agreement that I previously informed you about to partner with the Oakland County Elections for assistance with our Early Voting Centers, it said in item 8.2, "After an Early Voting Site is approved by the Board of County Election Commissioners, the County Clerk will send a notice to each registered elector entitled to vote at that Early Voting Site with the information required under Michigan Election Law. The notice will be subject to review and approval by the parties. After that initial notice by the County Clerk, the Municipal Clerk will be responsible for sending the appropriate notice to each new registrant. The cost of printing and mailing the required notices will be the responsibility of each municipality." The postcards are required by law to be mailed 45 days prior to the Presidential Primary Election.

I request your approval to amend this agreement for the Waterford Township Clerk's Office to submit our own postcard with our own wording in red, white, and blue. The reason I'm requesting this is to keep our mailings consistent with the red, white, and blue colors and to inform our residents of our Dropbox locations. Oakland County requires us to cover all costs of this postcard and because our residents of Waterford are accustomed to seeing election mail in red, white, and

Amendment to Oakland County Early Voting Agreement Continued.

blue I would like to keep these postcards consistent with our previous mailings. We also plan to make the postcards larger because the cost of mailing them is the same.

In addition to Waterford Township mailing their own postcards, I know the City of Troy is mailing their own postcards because they have a marketing plan where all their mailings are similar. They mail communications to their voters several times per year using a consistent marketing design. If you agree with this request, please motion the following:

“I motion to allow the Waterford Township Clerk to amend the previous agreement with the Oakland County Clerk, Elections Division to have the Waterford Township Clerk’s Office design and mail the postcards to be consistent with our previous mailings.”

Please contact me with any questions or concerns.

Moved by Bartolotta,

Seconded by Thomas, RESOLVED, to approve the Waterford Township Clerk to amend the previous agreement with the Oakland County Clerk, Elections Division to have the Waterford Township Clerk’s Office design and mail the postcards to be consistent with our previous mailings. A Roll Call Vote Was Taken.

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

Nays: None

Absent: None

Motion carried unanimously.

**7.3 Purchase of Three (3) Marked Police Vehicles**

The following memo was received by Police Chief Underwood.

We have identified three (3) marked patrol fleet vehicles that need to be replaced due to age and mileage. These vehicles are at or approaching one hundred thousand miles. As these vehicles have aged, mechanical failure and maintenance costs have increased.

We closely monitor the age and condition of our entire fleet. Our practice is to purchase several new patrol vehicles each year and sell the same number from our current patrol fleet at auction. We sell the highest mileage/oldest vehicles and rotate the new vehicles into the patrol fleet.

Our patrol vehicles are used by uniformed Officers for daily patrol, traffic details, school liaison activities, and all other uniformed special assignments. These vehicles are assigned as needed and routinely rotated throughout the fleet as necessary.

The vehicles for this proposed purchase are listed below:

<u>Vehicle</u>	<u>Model</u>	<u>Unit Price</u>	<u>Total</u>
2024 F150 Truck (3)	Police Package	50,000.00	150,000.00
	Lighting/accessories/build out (3)	18,000.00	54,000.00
		<u>Total Cost</u>	<u>204,000.00</u>

Purchase of Three (3) Marked Police Vehicles Continued.

The vehicles listed above are being purchased through the 2024 Macomb County cooperative bid contract. Due to the state of the auto industry it is imperative that we place this order as soon as possible to ensure timely delivery in 2024. To issue a purchase order and place this order now, we will designate Police restricted-use federal drug forfeiture funds.

With continued funding for marked police vehicles in the 2024 Police budget, we will use those funds to pay for this purchase when we actually take delivery in 2024.

Based on the information set forth above, we respectfully request this honorable body approve the above described expenditure in the amount of \$204,000.00. Thank you in advance for your consideration.

As always, please do not hesitate to contact me if you have any questions or need further information.

Police Chief Underwood addressed the Board of Trustees questions.

Moved by Markee,  
Seconded by Hauswirth, RESOLVED, to approve the purchase of three (3) marked police vehicles in the amount of \$204,000.00. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

#### 7.4 **Firewall Maintenance Renewal**

The following memo was received by Mr. Jared Black, IT Director.

The Township currently protects its network with firewall equipment made by Checkpoint Software Technologies. This system has been in place for many, many years and has served us well. It is an essential system that is essential to the functioning of all our computer systems and for the protection of Township data. Not only does it keep out intruders and cybercriminals, it is also at the core of our network infrastructure. Moreover, without this system, much of our computer infrastructure could not function at all.

Like most enterprise data systems, this system requires an annual support contract which provides the following services:

- Priority support for equipment malfunctions
- Support for configuration changes
- Pro-active monitoring and alerts
- Equipment replacement upon failure
- Regular off-site configuration backups
- Regular software updates
- Subscription licensing for specific related software components

Firewall Maintenance Renewal Continued.

This contract is in excess of the \$25,000 threshold which requires Board approval. For many years, we have procured this maintenance contract through Cyberforce-Q, LLC, (formerly known as Securis) based in Plymouth, MI. This company is on the Single Source vendor list for cybersecurity and firewall products due to "Compatibility with current equipment for maintenance, support, replacement, auxiliary system and/or upgrade".

Attached is the quote for this year's maintenance, which comes in at \$52,533.32.

Because there is firewall equipment in the Library and in the Police Department in addition to the central system in Township Hall, these funds will be contributing to the cost of this renewal as well as General Services.

The cost breakdown between funds is as follows:

- General Services: \$42,544.32
- Police: \$5,000
- Library: \$5,000

At this time I request that the Township Board approve the purchase of this service contract for \$52,533.32 from Cyberforce-Q, which appears on the Board-Approved Single-Source vendor list.

Mr. Jared Blacked, IT Director, addressed the Board of Trustees and advised that the amount should be \$52,544.32 and answered the Board of Trustees questions.

Moved by Bartolotta,

Seconded by Markee, RESOLVED, to approve the Firewall Maintenance Wall Renewal in the amount of \$52,544.32. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

**7.5 Citizen to Address the Board – John Melstrom**

Mr. John Melstrom, Nature's Ticket LLC addressed the Board of Trustees regarding operating a processing business out of 5806 Dixie Highway.

Mr. Melstrom addressed the Board of Trustees questions.

No action was taken.

**7.6 Citizen to Address the Board – Robin McGregor; Waterford Culture, Art and Music Association**

Mrs. Robin McGregor addressed the Board of Trustees Waterford Culture, Art and Music Association. They want to highlight the people in our community with their culture, art and music.

Their first event is Cookies Around the World at the Waterford Senior Center on Saturday, December 9, 2023, from 10:00 a.m. to 1:00 p.m. You may e-mail: waterfordcama@gmail.com

**7.7 Citizen to Address the Board – Judy Rolph; Speeding on Lansdowne**

Ms. Rolph was not in attendance.

**7.8 Public Comments limited to Three (3) Minutes per Speaker****Mary Craite, 3655 Mariner Street.**

On behalf of her parents, Ms. Craite thanked the Paramedics of Waterford. They have responded to her parents' home 12 times in the past 14 months.

**8. Closed Session****8.1 Closed Session for Pending Litigation Settlement**

Moved by Bartolotta,

Seconded by Hauswirth, RESOLVED, to enter into closed session to discuss pending litigation settlement with the Human Resource Director and DPW Director. A roll call vote was taken.

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

Nays: None

Absent: None

Motion carried unanimously.

The Board entered into closed session at 7:05 p.m.

The Board returned from closed session at 7:20 p.m.

Moved by Markee,  
Supported by Bartolotta, RESOLVED, to return form Closed Session. A roll call vote was taken.

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

Motion carried unanimously.

Moved by Bartolotta,  
Seconded Hauswirth, RESOVLED, to approve the nine thousand dollar (\$9,000.00) settlement in the matter of case John Peck and Marleen Peck v. the Charter Township of Waterford, consistent with CMDA Attorney Tim Ferrand. A roll call vote was taken.

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

Motion carried unanimously.

**9. Adjournment**

Moved by Bartolotta  
Seconded by Thomas, RESOLVED, to adjourn the meeting at 7:20 p.m. A roll call vote was taken.

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

Motion carried unanimously.

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Kim Markee, Clerk

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Gary Wall, Supervisor

FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
310763	11/27/2023	PRINTED	011121 AC TIRE & SERV CTR	172.00			
310764	11/27/2023	PRINTED	011130 ADCS LLC	470.00			
310765	11/27/2023	PRINTED	011526 ANDCO CONSULTING	7,333.32			
310766	11/27/2023	PRINTED	011730 ARROW PRINTING	171.90			
310767	11/27/2023	PRINTED	013377 AIR CENTER INC	2,366.38			
310768	11/27/2023	PRINTED	013452 ALEXANDER CHEMICAL CORP	101.33			
310769	11/27/2023	PRINTED	014472 ALPHA DIRECTIONAL BORING	8,700.00			
310770	11/27/2023	PRINTED	021079 BAKER & TAYLOR BOOKS	284.13			
310771	11/27/2023	PRINTED	021380 BILLS PLBG & SEWER SERV I	178.20			
310772	11/27/2023	PRINTED	023068 K & Q LAW, PC	1,440.00			
310773	11/27/2023	PRINTED	023905 BRYX INC	1,000.00			
310774	11/27/2023	PRINTED	041192 CDW GOVERNMENT INC	1,019.59			
310775	11/27/2023	PRINTED	041460 CLYDES FRAME & WHEEL SERV	4,525.53			
310776	11/27/2023	PRINTED	041495 CMP DISTRIBUTORS INC	434.95			
310777	11/27/2023	PRINTED	043376 CIN'AS CORP	1,205.74			
310778	11/27/2023	PRINTED	044214 CHARRON SERVICES	90.00			
310779	11/27/2023	PRINTED	051237 DE-CAL, INC	69,755.00			
310780	11/27/2023	PRINTED	051847 DABERKO, LLC	1,381.80			
310781	11/27/2023	PRINTED	053389 LUNGHAMER GMC INC	1,099.33			
310782	11/27/2023	PRINTED	053712 STACY DROUILLARD	600.00			
310783	11/27/2023	PRINTED	063004 EAGLE GRAPHICS AND DESIGN	1,775.00			
310784	11/27/2023	PRINTED	063025 EJ USA, INC	512.42			
310785	11/27/2023	PRINTED	063476 ELECTROCOMM-MICHIGAN, INC	130.00			
310786	11/27/2023	PRINTED	063546 ENABLE POINT INC	909.04			
310787	11/27/2023	PRINTED	064008 ELECTRONIC MONITORING SYS	775.50			
310788	11/27/2023	PRINTED	081463 FORSTER & SONS AUTO WASH	270.00			
310789	11/27/2023	PRINTED	083373 FIRESTONE TIRE & SERV CTR	821.34			
310790	11/27/2023	PRINTED	083407 TURNOUT MANAGEMENT	680.00			
310791	11/27/2023	PRINTED	083580 FORSTER BROTHERS	63.00			
310792	11/27/2023	PRINTED	091086 GFL ENVIRONMENTAL	415.00			
310793	11/27/2023	PRINTED	091086 GFL ENVIRONMENTAL	954.50			
310794	11/27/2023	PRINTED	091086 GFL ENVIRONMENTAL	2,420.04			
310795	11/27/2023	PRINTED	093025 CENGAGE LEARNING INC/GALE	22.39			
310796	11/27/2023	PRINTED	093391 HERB GILBERT	325.00			
310797	11/27/2023	PRINTED	093702 JUDITH GRACEY	2,970.00			
310798	11/27/2023	PRINTED	093840 LOOMIS FARGO & CO	1,381.37			
310799	11/27/2023	PRINTED	093873 GUIDEHOUSE, INC	395.00			
310800	11/27/2023	PRINTED	103018 DERWOOD HAINES JR	360.00			
310801	11/27/2023	PRINTED	103641 HOME CONFINEMENT	1,301.50			
310802	11/27/2023	PRINTED	103841 HUTCHINSONS ELECTRIC INC	4,181.57			
310803	11/27/2023	PRINTED	121003 POWER PLAN	301.50			
310804	11/27/2023	PRINTED	121567 JOHNNY III TRUCKING	5,900.00			
310805	11/27/2023	PRINTED	134176 ADAM C STEPHENS	780.00			
310806	11/27/2023	PRINTED	153109 LAKES AREA MARTIAL ARTS	422.10			
310807	11/27/2023	PRINTED	153240 LESLIE TIRE	1,523.00			
310808	11/27/2023	PRINTED	153367 LIBRARY NETWORK, THE	2,217.74			
310809	11/27/2023	PRINTED	161086 MACQUEEN EMERGENCY GROUP	2,559.83			
310810	11/27/2023	PRINTED	163082 HYLAND SOFTWARE, INC	2,173.91			
310811	11/27/2023	PRINTED	163095 MAZZA AUTO PARTS INC	45.98			
310812	11/27/2023	PRINTED	163139 DEBORAH H MCKELVY	240.00			
310813	11/27/2023	PRINTED	163371 MICHIGAN COURT SERV INC	1,121.00			
310814	11/27/2023	PRINTED	163489 MILLER'S AUTO WASH	312.00			

FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
310815	11/27/2023	PRINTED	163508 FERGUSON WATERWORKS #3386	5,908.88			
310816	11/27/2023	PRINTED	163858 MUNIS DIVISION	1,400.00			
310817	11/27/2023	PRINTED	174870 STATE OF MICHIGAN	37,163.40			
310818	11/27/2023	PRINTED	183295 NEW CREATION HOMES, INC	42,450.00			
310819	11/27/2023	PRINTED	183611 NOVA TESTING, LLC	168.00			
310820	11/27/2023	PRINTED	183952 NYE UNIFORM COMPANY	338.50			
310821	11/27/2023	PRINTED	193007 AUBURN HILLS CAMPUS - OCC	458.00			
310822	11/27/2023	PRINTED	193010 OAKLAND FUELS INC	108.00			
310823	11/27/2023	PRINTED	193074 21C ADVERTISING	1,579.60			
310824	11/27/2023	PRINTED	193280 OFFICE PRIDE COMMERCIAL C	3,758.44			
310825	11/27/2023	PRINTED	193544 ONSITE SUBSTANCE ABUSE TE	72.00			
310826	11/27/2023	PRINTED	193713 ORKIN, LLC	178.00			
310827	11/27/2023	PRINTED	193882 OVERDRIVE, INC.	301.35			
310828	11/27/2023	PRINTED	193883 OVERTYME GRILL & TAPROOM	1,649.47			
310829	11/27/2023	PRINTED	204040 OAKLAND COUNTY TREASURER	3,013.50			
310830	11/27/2023	PRINTED	204665 OAKLAND COUNTY TREASURER	803,213.52			
310831	11/27/2023	PRINTED	213284 PERFORMANCE ENVIRONMENTAL	3,135.00			
310832	11/27/2023	PRINTED	213288 PERSONNEL EVALUATION INC	125.00			
310833	11/27/2023	PRINTED	213336 PHILLIPS SIGN AND DESIGN	90.00			
310834	11/27/2023	PRINTED	222266 KIMM DELAVAN	45.00			
310835	11/27/2023	PRINTED	222272 MARY POULOS	25.00			
310836	11/27/2023	PRINTED	241008 RKA PETROLEUM COMPANIES,	18,410.62			
310837	11/27/2023	PRINTED	243656 ROOF MANAGEMENT CO, INC	500.00			
310838	11/27/2023	PRINTED	243664 ROSE PEST SOLUTIONS	59.00			
310839	11/27/2023	PRINTED	251110 S&B PLBG & SEWER SERV INC	2,144.90			
310840	11/27/2023	PRINTED	251307 CHRISTOPHER SHEMKE	1,075.00			
310841	11/27/2023	PRINTED	253188 JO SCHIRTZINGER	1,521.00			
310842	11/27/2023	PRINTED	253521 GRANT SMITH	190.19			
310843	11/27/2023	PRINTED	253533 SMART BUSINESS SOURCE	1,820.95			
310844	11/27/2023	PRINTED	253571 MARIE ANNE SOMA	450.00			
310845	11/27/2023	PRINTED	254826 STARR AUTO GLASS	920.00			
310846	11/27/2023	PRINTED	254845 BRADLEY STOUT	2,040.00			
310847	11/27/2023	PRINTED	263255 EUROFINS ENVIRONMENT TEST	547.80			
310848	11/27/2023	PRINTED	263756 TRICON SERVICES LLC	1,650.00			
310849	11/27/2023	PRINTED	263841 TURNER SANITATION PORTABL	826.48			
310850	11/27/2023	PRINTED	271762 U.S. POSTMASTER (POSTAGE-	10,000.00			
310851	11/27/2023	PRINTED	273533 UNIFIRST CORP	117.02			
310852	11/27/2023	PRINTED	273542 UNIQUE MGMT SERVICES INC	151.45			
310853	11/27/2023	PRINTED	283247 VESCO OIL CORP	45.00			
310854	11/27/2023	PRINTED	291208 CORY WESTMORELAND	515.00			
310855	11/27/2023	PRINTED	291365 LINDE GAS & EQUIPMENT INC	396.59			
310856	11/27/2023	PRINTED	291365 LINDE GAS & EQUIPMENT INC	390.10			
310857	11/27/2023	PRINTED	291574 WOLVERINE FREIGHTLINER-EA	1,785.24			
310858	11/27/2023	PRINTED	293605 WORLDWIDE INTERPRETERS IN	1,032.54			
310859	11/27/2023	PRINTED	304500 WATERFORD PARKS AND RECRE	600.00			
310860	11/27/2023	PRINTED	304930 WATERFORD TOWNSHIP DPW	8,598.00			
310861	11/27/2023	PRINTED	343012 ZAX AUTO WASH	220.00			
99 CHECKS				CASH ACCOUNT TOTAL	1,101,776.47	.00	

# Advance Checks Mailed Nov 14 → 17.

11/17/2023 11:28 | 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
310737	11/14/2023	PRINTED	023488 BLUE CROSS BLUE SHIELD OF	233,033.89			
310738	11/14/2023	PRINTED	030655 JIMMY ROOFING	100.00			
310739	11/14/2023	PRINTED	030656 HORIZON BUILDERS INC	100.00			
310740	11/14/2023	PRINTED	030657 KARTER EZELL	100.00			
310741	11/14/2023	PRINTED	030658 K2 RESTORATION INC	100.00			
310742	11/14/2023	PRINTED	030659 HARMON MANAGEMENT LLC	600.00			
310743	11/14/2023	PRINTED	030660 HAPPY'S PIZZA DEVELOPMENT	600.00			
310744	11/14/2023	PRINTED	030661 SAMUEL E JAMES	100.00			
310745	11/14/2023	PRINTED	030662 ARTEM TEMEREV	100.00			
310746	11/14/2023	PRINTED	043626 CONSUMERS ENERGY	6,481.94			
310747	11/14/2023	PRINTED	053253 DTE ENERGY	13,044.65			
310749	11/14/2023	PRINTED	073460 CHRIS KOTOWICZ	150.00			
310750	11/14/2023	PRINTED	073684 ALISON SWANSON	99.00			
310752	11/14/2023	PRINTED	111764 TOM ISOM	600.00			
310753	11/14/2023	PRINTED	164214 MANCHESTER DISTRICT LIBRA	12.95			
310754	11/14/2023	PRINTED	183289 VERIZON CONNECT NWF INC	1,383.35			
310755	11/14/2023	PRINTED	193074 21C ADVERTISING	174.15			
310756	11/14/2023	PRINTED	204547 OAKLAND COUNTY CLERK ASSO	160.00			
310757	11/14/2023	PRINTED	204720 OAKLAND CNTY ASSOC CHIEFS	60.00			
310758	11/14/2023	PRINTED	204940 OAKLAND COUNTY TREASURERS	40.00			
310759	11/14/2023	PRINTED	274551 UNIVERSAL LIFT PARTS, INC	463.39			
310760	11/14/2023	PRINTED	283242 VERIZON WIRELESS	1,963.54			
310761	11/14/2023	PRINTED	283242 VERIZON WIRELESS	1,244.28			
310762	11/14/2023	PRINTED	283242 VERIZON WIRELESS	450.08			
			24 CHECKS	CASH ACCOUNT TOTAL	261,161.22		.00