

CHARTER TOWNSHIP OF WHITE LAKE

Approved Minutes of the Board of Trustees Special Meeting

November 14, 2016

Supervisor Baroni called the meeting to order at 5:00 p.m. He led the Pledge of Allegiance.

Clerk Lilley called the roll:

Present: Gregory Baroni, Supervisor
Terry Lilley, Clerk
Mike Roman, Treasurer
Rik Kowall, Trustee
Scott Ruggles Trustee
Andrea Voorheis, Trustee

Absent: Mike Powell, Trustee

Also Present: Amy Bertin, Recording Secretary

PUBLIC COMMENTS:

There were no comments by the Public at this time.

2017 BUDGET

The 2017 Budget was discussed. The line items for each individual department within the Township Offices were reviewed. The most significant changes or increases were due to personnel changes and OPEB funding costs. Thanks to hard work by the Department Heads, there is a savings of approximately \$140,000 in this year's budget. There were no particular comments or concerns expressed by the Board members.

The budgets for the Fire and Police, Park & Rec Departments were discussed. The most significant changes made within the Fire Dept. budget were due to personnel costs, supply and acquisition costs and building maintenance upgrades and repairs. The Police Dept. budget increases were due to insurance costs, equipment acquisition, personnel costs, building maintenance, a new records management system and accreditation process. The most significant changes for the Park & Rec budget will be the purchase of playground equipment for Hawley Park and budgeted funds for the M-59 pathways project. It was suggested funds be set aside for redoing the infield at Vetter Park.

Clerk Lilley discussed two additional items which were not specifically listed within the Clerk's Office budget. Attached to the budget is an October 12, 2016 letter addressed to the Supervisor and Board members, a suggested Job Description and Wage Scale for the position of

Senior Election Specialist. Last year it was brought to the Board's attention but not acted upon to promote Ashley Amburgy to this position. She currently performs these duties but is still working under the wage scale of an Executive Secretary which she obtained in 2010. She is a very meticulous and professional person, has completed extra training and has to devote a significant amount of her time before, during and after elections. He recommended the Board take this matter under serious consideration and reward Ashley for a job well done.

In an additional letter of October 12, 2016 addressed to the Board members, Clerk Lilley outlined a number of improvements and upgrades he recommended be made to the Clerk's Office. It has been a number of years since anything has been done to enhance the working environment. Also, they are extremely cramped for space, maxing out the places to store documents, election supplies and equipment. The attached letter outlines one possible suggestion for expanding their office space. He would request these same considerations be given to the accounting area as well.

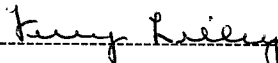
There was discussion regarding the urgent problem of storage for documents as well as election equipment and supplies. In addition, storage space is needed to house expensive Township equipment which is currently sitting outside in the elements.

ADJOURNMENT

It was MOVED by Trustee Kowall, SUPPORTED by Trustee Voorheis to approve Adjournment of the meeting. The MOTION PASSED by a voice vote (6 yes votes).

Adjournment of meeting at 6:30 p.m.

I, Terry Lilley, the duly elected and qualified Clerk of the Charter Township of White Lake, County of Oakland, State of Michigan, hereby certify that the foregoing is a true copy of the November 14, 2016 special board meeting minutes.



Terry Lilley, Clerk
White Lake Township
Oakland County, Michigan