

**CHARTER TOWNSHIP OF WHITE LAKE**  
**Approved Minutes of the Regular Board of Trustees Meeting**  
**December 17, 2024**

**CALL TO ORDER**

Supervisor Kowall called the meeting to order at 6:30 P.M. He led the Pledge of Allegiance.

**ROLL CALL**

Trustee Ruggles called the Roll:

**Present:**

Rik Kowall, Supervisor  
Mike Roman, Treasurer  
Scott Ruggles, Trustee  
Steve Anderson, Trustee  
Andrea Voorheis, Trustee  
Liz Smith, Trustee

**Absent:**

Anthony L. Noble, Clerk (excused by the Board)

**Also Present:**

Sean O'Neil, Community Development Director  
Aaron Potter, DPS Director  
Cathy Derocher, Human Resources Manager  
Daniel T. Keller, Chief of Police  
John Holland, Fire Chief  
Mike Leuffgen, DLZ  
Lisa Hamameh, Township Attorney  
Hannah Kennedy-Galley, Recording Secretary

**APPROVAL OF AGENDA**

Supervisor Kowall requested to move Trustee Comments before the Closed Session.

**It was MOVED by Treasurer Roman, seconded by Trustee Voorheis to approve the agenda as amended. The motion carried with a voice vote: (6 yes votes).**

**PUBLIC COMMENT**

Mike Skaglin, spoke of concerns for resident's information being compromised as a result of the Township's cyber incident.

**CONSENT AGENDA**

- A. REVENUE AND EXPENSES
- B. CHECK DISBURSEMENTS
- C. BUDGET AMENDMENTS
- D. DEPARTMENT REPORT - POLICE

- E. DEPARTMENT REPORT - FIRE
- F. DEPARTMENT REPORT - COMMUNITY DEVELOPMENT
- G. DEPARTMENT REPORT - TREASURER
- H. APPOINTMENTS - PLANNING COMMISSION, ZONING BOARD OF APPROVALS, PARKS & RECREATION, AND CORRIDOR IMPROVEMENT AUTHORITY
- I. PART-TIME HIRE OF CONSULTANT ENGINEER

It was **MOVED** by Trustee Anderson, seconded by Treasurer Roman, to approve the consent agenda as presented. The motion carried with a voice vote: (6 yes votes).

#### **MINUTES**

- A. APPROVAL OF MINUTES - REGULAR BOARD MEETING, OCTOBER 15, 2024

It was **MOVED** by Trustee Voorheis, seconded by Treasurer Roman to approve the minutes as presented. The motion carried with a voice vote: (6 yes votes).

#### **PRESENTATIONS**

- A. FIRE DEPARTMENT AWARDS AND RECOGNITIONS

Chief Holland recognized several firefighters for their outstanding service and for their lifesaving actions at a vehicle crash earlier this year.

The Exceptional Civilian Service Award was presented to:  
Isaac Ogle, Danny Ogle and Erick Schmidt, Lakeside Towing.

The Fire Department Commendation Award was presented:  
Priscilla Gonzalaz, White Lake Township Dispatcher.  
Ally Luedtke and Matthew Gingell, Star EMS.

The Meritorious Unit Citation was awarded to:  
Jason Crean, David Mills, Joseph Settecerci, Scott Haberl, Dylan Bastionelli, Matthew Combs, Brendon Hanifen, Nathaniel Jenks, Mark Birkholz, and Sejad Al-Hussai, White Lake Fire Dept.

The grandmother (Kathy) of crash victim Sawyer Pierce praised the First Responders with saving Sawyer.

#### **NEW BUSINESS**

- A. FIRST READING; REZONING REQUEST - 9451 ELIZABETH LAKE ROAD

Director O'Neil summarized the applicant's request. He added that the Planning Commission agrees with the rezoning request. The staff supports the request as well.

It was **MOVED** by Trustee Ruggles, seconded by Trustee Voorheis to move the rezoning request – 9451 Elizabeth Lake Road (parcel number 2-26-204-002) to second reading. The motion carried with a voice vote: (6 yes votes).

B. RESOLUTION NO. 24-066; TO OPT-OUT AS SET FORTH IN PA 152

Cathy Derocher, H.R. Manager, said PA 152 has been modified over the years since its establishment in 2011. The act provides government entities with 3 options for employee insurance. The options are: the public employer may pay not less than 80% of the total annual employee healthcare costs, a hard cap, or a defined amount that the public employee must be willing to contribute toward employee healthcare or to opt out of the act itself. Historically, the Township has opted out of PA 152. The Township pays a greater amount than 80% of the total insurance premiums. The hard caps do not apply as the Township is more generous than what the State allows. The collective bargaining agreements have all been approved and established throughout 2026.

**It was MOVED by Supervisor Kowall, seconded by Trustee Anderson to approve Resolution #24-066; To Opt-Out as Set Forth In PA-152. The motion carried with a voice vote: (6 yes votes).**

C. REQUEST TO APPROVE LICENSE AGREEMENT - CRANBERRY LAKE MOBILE HOME PARK

Supervisor Kowall recognized Director Potter for his work to get water to the residents at the mobile home park.

Director Potter said all three of the wells at the park are inoperable. Two connection points are planned. There will be a redundant supply located on a dead-end street. The existing water main easement will have a meter enclosure for easier accessibility. 400 houses are impacted.

**It was MOVED by Treasurer Roman, seconded by Trustee Smith, for the Township attorney to draft a License Agreement to occupy and use the easement for the meter enclosure, and any other easements necessary to complete the connections, and for the Township Supervisor to be authorized to execute the agreement. The motion carried with a voice vote: (6 yes votes).**

D. REQUEST TO APPROVE DLZ PROPOSAL - ENGINEERING SERVICES WATER SYSTEM RELIABILITY STUDY AND GENERAL PLAN UPDATE 2025

Director Potter said the study and plan update is a requirement of PA 399. There will be a deep analysis of the Township's water supply versus the demand of the Township water system, as well as the anticipated demand of the system. A hydraulic analysis and a five-year look ahead of the general plan and asset management plan will also be completed. DLZ has been compiling these studies for the Township over the past 25 years and has been creating a hydraulic model of the water system as well. He added all the testing would be done in-house. The study will take six months to complete.

**It was MOVED by Treasurer Roman, seconded by Trustee Ruggles to approve the DLZ proposal for The Water System Reliability Study and General Plan Update 2025, not to exceed \$25,000.00. The motion carried with a roll call vote: (6 yes votes) (Voorheis/yes, Anderson/yes, Roman/yes, Kowall/yes, Ruggles/yes, Smith/yes).**

E. REQUEST TO APPROVE GRINDER STATION PURCHASE

Director Potter said grinder stations are expensive, and PA-188 emergency funding is used for them. In 2022, he secured a bulk order of the grinder stations at a discount. The regional supplier of the stations has changed, and the new supplier secured a price of \$4,731 per station. The price is \$500 more than the stations purchased in 2022.

It was **MOVED** by Trustee Ruggles, seconded by Trustee Voorheis, to approve the purchase of 47 stations from Solberg Knowles & Associates in an amount not to exceed \$222,500.00, and for the Supervisor to be authorized to execute the purchase order. The motion carried with a roll call vote: (6 yes votes) (Smith/yes, Ruggles/yes, Kowall/yes, Roman/yes, Anderson/yes, Voorheis/yes).

F. RESOLUTION NO. 24-063; FEE SCHEDULE UPDATE (DPS/FIRE/CEMETERY)

It was **MOVED** by Trustee Voorheis, seconded by Trustee Smith to approve Resolution #24-063; Fee Schedule Update (DPS/Fire/Cemetery). The motion carried with a voice vote: (6 yes votes).

F. RESOLUTION NO. 24-064; TO ESTABLISH MEETING DATES OF THE CHARTER TOWNSHIP OF WHITE LAKE BOARD OF TRUSTEES FOR THE YEAR 2025

It was **MOVED** by Trustee Voorheis, seconded by Trustee Smith to approve Resolution #24-064; to Establish Meeting Dates of the Charter Township of the White Lake Board of Trustees for the Year 2025. The motion carried with a voice vote: (6 yes votes).

G. REQUEST TO APPROVE ENGAGEMENT LETTER WITH MUNICIPAL BOND ADVISOR

Treasurer Roman said he met with three different companies, and Baker Tilly was the largest of the three and has the most bond experience. He recommended proceeding with Baker Tilly.

Trustee Smith asked what insurance Baker Tilly carries. Treasurer Roman said up to \$15 million. Trustee Smith asked if Baker Tilly carried secondary umbrella insurance. Treasurer Roman stated he would investigate.

Trustee Smith asked what kind of contract the Township would be entering.

Treasurer Roman said it is an engagement letter at this point.

Attorney Hamameh said the bond attorney would review the scope of services to ensure they are appropriate. Treasurer Roman added he spoke with a principal at Baker Tilly and was told they can be flexible regarding the engagement letter terms.

Trustee Anderson asked Treasurer Roman what set Baker Tilly apart from the other two firms. Treasurer Roman said the timeline Baker Tilly proposed set them apart. Funding could be received by February 2025.

**It was MOVED by Treasurer Roman, seconded by Supervisor Kowall to hire Baker Tilly as the municipal financial advisor and to allow Township Attorneys to review the engagement letter and for the Supervisor to sign the engagement letter. The motion carried with a roll call vote: (6 yes votes). (Voorheis/yes, Anderson/yes, Roman/yes, Kowall/yes, Ruggles/yes, Smith/yes).**

**I. REQUEST TO APPROVE PURCHASE OF BUILDERS RISK INSURANCE FOR NEW CIVIC CENTER BUILDINGS**

Supervisor Kowall stated that McCarthy & Smith has requested the Township have its builder's risk insurance policy in place as activities at the site begin. The projected cost from the Michigan Municipal Risk Management Authority is approximately \$69,700.

**It was MOVED by Supervisor Kowall, seconded by Trustee Anderson, to approve the additional Michigan Municipal Risk Management Authority coverage for the Township Civic Center, at the McCarthy & Smith construction site, for Builders Risk Insurance in the amount of \$69,700, subject to audit and review by the Township Supervisor, Clerk, and Treasurer for any changes. The motion carried with a voice vote: (6 yes votes).**

**OLD BUSINESS**

**A. SECOND READING; REZONING REQUEST - ELIZABETH LAKE ROAD AND HIGHLAND ROAD**

**It was MOVED by Trustee Ruggles, seconded by Trustee Anderson to adopt the rezoning request for parcel number 12-21-426-007. The motion carried with a voice vote: (6 yes votes)**

**TRUSTEE COMMENTS**

Trustee Voorheis wished everyone a safe and happy holiday season.

Trustee Anderson stated the December ZBA meeting was canceled, and there will be two cases to review at the January ZBA meeting. He attended the MTA conference in Lansing on December 11, 2024. He found it educational. He thanked the community for welcoming him to the Board and thanked the residents for their votes.

Treasurer Roman thanked Chief Holland and his staff for saving a life. He wished everyone a Merry Christmas and a Happy New Year.

Trustee Ruggles said the Planning Commission met earlier this month, and the development at 9101 Highland received a modified special land use approval with only one drive-through, and the preliminary site plan was not approved. The Planning Commission will meet again on January 25, 2024. He wished everyone a Merry Christmas.

Trustee Smith said the library had a very successful book sale. She thanked Gerry Harrington for her work as President of the Friends of the Library. She thanked Chief Holland and the Fire Department for their work on saving a life. She wished everyone a Merry Christmas and a Happy New Year.

Supervisor Kowall thanked everyone in attendance, and it was great to recognize the first responders this evening. He shouted out the White Lake Police Foundation for helping "Can the Halls" with food donations. He wished everyone a safe and happy holiday season.

**CLOSED SESSION**

- A. APPROVAL TO RECESS INTO CLOSED SESSION TO CONSIDER ATTORNEY/CLIENT PRIVILEGED COMMUNICATION IN ACCORDANCE WITH MCL 15.268(1)(h).

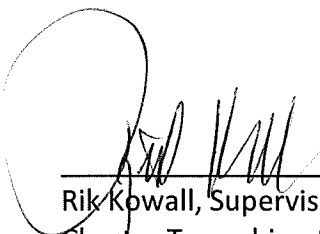
**MOTION** by Supervisor Kowall, seconded by Treasurer to Recess into Closed Session To Consider Attorney/Client Privileged Communication In Accordance With MCL 15.268(1)(h) at 7:26 P.M. The motion carried with a roll call vote: (6 yes votes) (Smith/yes, Ruggles/yes, Kowall/yes, Roman/yes, Anderson/yes, Voorheis/yes).

It was **MOVED** by Supervisor Kowall, seconded by Trustee Ruggles to return to the open session at 9:15 P.M.

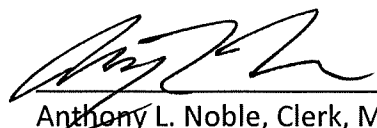
It was **MOVED** by Treasurer Roman, seconded by Trustee Voorheis to authorize a common interest and confidentiality sharing agreement with Baird in accordance with discussion in closed session. The motion carried with a voice vote: (6 yes votes)

**ADJOURNMENT**

It was **MOVED** by Supervisor Kowall, seconded by Treasurer Roman to adjourn at 9:16 P.M. The motion carried with a voice vote: (6 yes votes).



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Rik Kowall, Supervisor  
Charter Township of White Lake



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Anthony L. Noble, Clerk, MiPMC  
Charter Township of White Lake