


# INTEROFFICE MEMORANDUM WHITE LAKE TOWNSHIP

Rik Kowall, Supervisor  
**Anthony L. Noble, Clerk**  
Mike Roman, Treasurer



Trustees  
Scott Ruggles  
Liz Fessler Smith  
Andrea C. Voorheis  
Michael Powell

## OFFICE OF THE CLERK

TO: Board of Trustees  
FROM: Anthony L. Noble   
SUBJECT: Introduction of Fee Ordinance #129 Amendment/First Reading  
DATE: July 19, 2022

Recently Treasurer Roman and Township Attorney Hamameh determined that the non-sufficient fund (NSF) fee as listed in our ordinance was not consistent with current statute. I am therefore requesting this amendment to Ordinance #129 to keep our fee in line with statutory requirements.

The current charge is set at \$50 for NSF checks. According to Attorney Hamameh we should not be charging this much as the statute requires the Township to send a five-day bad check notice, utilizing the form in the statute. If the person responds and makes good on the check within seven days from date of mailing the five-day notice, they only have to pay a fee of \$25. The fee increases to \$35 if the check isn't cleared within 7 days, but is cleared within 30 days. Beyond 30 days, the Township may file a civil complaint against the maker, and if found responsible the penalty increases to all of the following: the amount of check; civil damages of twice the amount of the check or \$100, whichever is greater; and costs in the amount of \$250.

Based on this guideline Attorney Hamameh recommended instead of a set fee, we change the NSF line to read: "maximum permitted by law". This will ensure we maintain compliance and do not have to introduce and adopt our ordinance anytime this amount changes.

This conflict with statute only came to light after the Fee Ordinance was submitted last month for adoption which is why it was not included in the changes adopted last month. In addition to this amendment request, I want to let you all know that the Clerk's Office is working with the Law Department to modernizing this process. Currently, this arduous process is repeated multiple times a year due to situations just like this so when my deputy came to me several months ago with research, he had been doing to reduce the number of times we introduce and adopt fee ordinance amendments throughout the year, I was excited to look into updating the process as this past practice comes at a significant cost in dollars as well as man hours. We are working to bring before you a simplified process for our fee ordinance and I am happy to report that we will have a proposal for your review in the not too distant future.

**CHARTER TOWNSHIP OF WHITE LAKE  
AN ORDINANCE TO AMEND SECTIONS 30 OF  
ORDINANCE NO. 129, WHITE LAKE TOWNSHIP FEE ORDINANCE.**

**THE CHARTER TOWNSHIP OF WHITE LAKE ORDAINS:**

**ARTICLE 1: AMENDMENT.**

Section 30– Treasurer’s Office of Ordinance No. 129, The Fee Ordinance is hereby amended as follows:

**SECTION 30 – TREASURER’S OFFICE**

- A. Maps/Photographs/Copies
  - a. Township Map .....\$ 5.00
  - b. Zoning Map.....\$ 5.00
  - c. 8x14 and 11x14 Copies per page (no charge until \$5.00 or more .....\$ 10
  - d. Large Format Plotts 24” x 36”
    - Black and White.....\$3.50
    - Color .....\$6.00
  - e. Miscellaneous Copies per page (no charge until \$5.00 or more) .....\$ .10
  - f. Labels per sheet.....\$1.00
  - g. Master Plan on digital media .....\$10.00
  
- B. Historical Society Remembrance Book ..... \$35.00
- ~~C. Non-Sufficient Funds Return Check Fee .....\$50.00~~
- C. Non-Sufficient Funds Returned Check Fee .....(maximum permitted by law)**
- E. Trailer Tax ..... (per unit occupied) \$3.00
- F. Dog License
  - a. Spayed/Neutered .....\$ 15.00
  - b. Not Spayed/Neutered .....\$25.00
  - c. Senior Citizen Dog Spayed/Neutered .....\$ 14.00
  - d. Senior Citizen Dog Not Spayed/Neutered .....\$23.00
  - e. Non-resident administrative fee .....\$ 5.00
  - f. Delinquent License (after June 1) .....\$40.00
- G. Community Hall Rental .....\$200.00
  - a. Refundable security deposit.....\$200.00
  - b. Cancellation Fee (at least 1 week prior to event).....\$50.00
  - c. Art Classes/Activities (plus \$20.00 refundable key deposit).....\$25.00

- ARTICLE 2: SEVERABILITY.**
- ARTICLE 3: EFFECTIVE DATE.**
- ARTICLE 4: REPEALER.**
- ARTICLE 5: ADOPTION.**