

CHARTER TOWNSHIP OF WHITE LAKE
Unapproved Minutes of the Special Board of Trustees Meeting
February 10, 2022

Supervisor Kowall called the meeting to order at 6:01 p.m. He then led the Pledge of Allegiance.

Clerk Noble called the roll:

Present: Rik Kowall, Supervisor
Anthony L. Noble, Clerk
Mike Roman, Treasurer
Scott Ruggles, Trustee
Liz Smith, Trustee
Andrea Voorheis, Trustee
Michael Powell, Trustee

Also Present: Sean O'Neil, Community Development Director
John Holland, Fire Chief
Lisa Hamameh, Township Attorney
Pam Zurek, Recording Secretary

AGENDA

It was MOVED by Clerk Noble, SUPPORTED by, Treasurer Roman to approve the Agenda. The motion PASSED by voice vote (7 yes votes).

PUBLIC COMMENT

No public comment.

PRESENTATIONS

A. FIRE DEPARTMENT MEDICAL SERVICE UPGRADE TO ADVANCE LIFE SUPPORT (ALS) INFORMATION RECAP

Chief John Holland was present and expressed gratitude for allowing the special meeting. Chief Holland informed of the hope to provide advanced life support (ALS) to the community. Chief Holland noted he wanted smooth, continuous appropriate medical care for the community without interruption in care, which could be detrimental.

Chief Holland stated he had the information requested at the last meeting. Chief Holland noted that in the time period of September 1, 2020 to September 1, 2021 calls overlapped 44 percent of the time, which was significant, and further noted an incident in which five calls were running simultaneously.

Chief Holland also provided cardiac arrest statistics requested at the last meeting. In 2019 there were 24 cardiac arrests. In 2020 there were 51 cardiac arrests and in 2021 there were 35 cardiac arrests. Chief Holland informed of the need to provide definitive care to the residents.

Chief Holland responded to the previous question of liability and explained that a risk management carrier was contacted, who stated liability was not increased because the department would already be responding to the medical calls. Ms. Hamameh stated her concern for the liability going from basic life support (BLS) to ALS and saw correspondence between Cathy Derocher and Chief Holland that simply said there would be no cost increase but did not state that the liability would not increase. Ms. Hamameh contacted Craig Manser, the risk manager, and was told the number of losses was not increased with EMS and fire more than with zoning and police and that he rarely saw EMS and fire losses. Ms. Hamameh reminded that Mr. Manser was responsible for informing of insurance coverage and aided in ensuring coverage.

Ms. Hamameh further noted Mr. Manser stated if an influx of claims was received after switching to ALS, costs could increase. Ms. Hamameh was then directed to the chief fire/EMS risk manager at Michigan Municipal Risk Management Authority (MMRMA), Phil Kamm, who explained the differences between ALS and BLS and noted the prime difference was the ability to administer medication until the patient was transported to the hospital and/or EMS arrived. The only additional risk was if the medication was incorrectly administered but would be adequately covered if employees were properly trained. Mr. Kamm, who was a prior fire official, offered to speak with the Board.

Chief Holland noted county and state protocols were followed with both BLS and ALS. Ms. Hamameh stated she was told there were also risks with BLS when medications could not be administered and that most neighboring communities were now ALS. Chief Holland agreed that neighboring communities were now ALS and noted specifically Waterford Township, Highland Township, Springfield Township, and added that Commerce Township was working toward ALS. Chief Holland informed that certain medications were allowed with basic life support including Narcan and epinephrine but not diabetic emergency medications.

Chief Holland introduced Chief Feichtner from Springfield Township Fire Department. Chief Feichtner stated the Springfield Township Fire Department began ALS as a trial phase in November with a stepwise approach. Chief Feichtner noted a local, state, and national shortage of paramedics, which caused increased response times. Chief Feichtner added that ALS was very successful noting response times were decreased and the call time on scene, to the hospital and back, also decreased.

Trustee Powell asked Chief Feichtner how the program impacted the budget of the fire department. Chief Feichtner responded that the budget was increased due to a larger staff including four-and-a-half full-time staff and approximately 46 paid on-call employees while providing ALS 24/7 with a combination of the on-call working shifts and full-time working shifts.

Chief Feichtner noted the cost of the program 24/7, 365 days a year was approximately \$85,000 to \$100,000 but was starting to see payments from payer mix, which should start to offset the costs.

Trustee Powell asked Chief Feichtner if Springfield Township supported the education and the training of the paid on-call paramedics. Chief Feichtner responded grants were developed to fund half-scholarships for members to go to paramedic school and would continue to support education if the ALS program continued. Chief Feichtner continued that the recipients of the half-scholarships agreed to continue to work on average two shifts a month for at least two years and would need to return the funds if they did not fulfill the agreement.

Trustee Voorheis asked Chief Feichtner the population of Springfield Township. Chief Feichtner responded the population was just under 15,000 residents.

Trustee Ruggles asked Chief Feichtner if a decision would need to be made in two years to continue or discontinue the program. Chief Feichtner responded that Springfield Township did not qualify for the Bennett Bill upgrade so was working 24/7, 365 days with one truck.

Treasurer Roman asked Chief Feichtner if they have had lawsuits for improper administration of medications. Chief Feichtner responded the department had not incurred any lawsuits for improper administration of medications and added that the greatest risk as a fire manager was the trucks and driving. Chief Feichtner further added that there was increased training on both administration of medications and driving the trucks.

Trustee Smith thanked Chief Feichtner for attending the meeting and supporting the White Lake community. She noted it was great to see communities supporting each other.

Chief Holland discussed the costs of contracting an ALS ambulance in White Lake Township and noted with personnel costs for a 24/7 operation, benefits, and fuel the cost would be approximately \$500,000 per year for one unit. Chief Holland also informed that in Oakland County a new ambulance service must acquire one municipal contract to operate in Oakland County. Chief Holland also noted that Star EMS provided emergency medical dispatch (EMD) for White Lake Township, which included assisting callers over the phone until assistance would arrive and also assist with billing of medical services.

David Mills was present and explained EMD was required to be an Oakland County EMS agency and the EMD provided by Star EMS was significant.

Trustee Powell noted the estimate of \$500,000 for contracting an ALS ambulance and asked Chief Holland if that was the cost to the Township due to the billing of insurance. Chief Holland responded that the quoted cost would be the cost to the Township and would guarantee a unit in the Township 24/7. There was not currently a contract with Star EMS, but a unit would be provided to White Lake Township when needed and available.

Ms. Hamameh asked Chief Holland if Star EMS was needed for BLS medical dispatch. Chief Holland explained that Star EMS was used for the 911 emergency prearrival instruction.

Supervisor Kowall explained that the dispatchers currently on staff did not have the expertise to give direction to a caller and would be transferred to Star EMS that would provide the steps to the caller prior to the arrival of the ambulance. Trustee Powell asked if Star EMS would still be necessary should the Board approve the ALS program. Chief Holland responded that the emergency dispatch would continue as part of the 911 system.

Doug Miles, administrative manager of Star EMS, was present and explained EMD was provided to White Lake Township as a courtesy for utilizing Star EMS transport. The dispatcher assisted callers with information and instruction until the first responders arrived.

Chief Holland noted the need to purchase two cardiac monitors and replace two stretchers that were purchased in approximately 2014. Chief Holland would also like to replace the AEDs located throughout the Township buildings, which would be monitored by the fire department.

B. STRYKER EQUIPMENT PRESENTATION

Chief Holland introduced Tim Hornak of Stryker to provide information regarding the proposed equipment. Mr. Hornak provided a presentation of the equipment needed and options of payment including a cash purchase option and five-year purchase plan. The cash purchase option would provide cardiac monitors for the frontline vehicles, AEDs for the rest of the community, as well as service and maintenance agreements for their expected service life. Supervisor Kowall asked if the agreement included trade-in of equipment and Mr. Hornak confirmed the cost included trade-in of equipment as well. The second option included all of the equipment described but in a five-year payment plan at zero percent interest.

Trustee Powell asked if there was a stipulation of signing the contract. Mr. Hornak responded that the finance team would develop the contract with zero interest over five years. Mr. Hornak stated the second option was flexible and allowed for growth at no additional cost.

Supervisor Kowall noted the annual payment would be \$37,663.28. Supervisor Kowall asked if within the five years equipment was upgraded if the Township would receive the upgraded equipment. Mr. Hornak stated that could be discussed at that time, but in this agreement there was no built-in refresh. Supervisor Kowall confirmed that the proposed equipment would outfit two vehicles with necessary equipment to perform ALS duties. Mr. Hornak verified the proposed equipment was the necessary equipment to perform ALS duties.

Trustee Smith asked the usual life expectancy for the equipment. Mr. Hornak responded that the five-year contract provided a service contract for annual preventative maintenance as well as repairs on the equipment; however, the expectant service life on a cot was seven years and eight years on the cardiac monitors. The American Heart Association recommended replacing cardiac monitors in five years to ensure usage of up-to-date technology but would last eight years.

Trustee Powell asked if other suppliers were contacted for comparison. Chief Holland responded different monitors were evaluated but Stryker was the sole provider of the equipment. Mr. Hornak provided a letter stating Stryker was the sole provider of the equipment.

Treasurer Roman asked if a discount could be provided if the equipment was paid at once. Mr. Hornak responded that a discount would not be given.

Supervisor Kowall noted Ms. Hamameh informed that a resolution would need to be approved due to issue with installment payment contracts. Mr. Hornak offered to provide a depreciation scale and value of trade-in over the years.

Trustee Powell noted the need for training on AEDs. Chief Holland agreed.

Trustee Voorheis asked the availability of the equipment. Mr. Hornak responded that the normal lead time for a cardiac monitor was four to five weeks; however, the time was 21 weeks today. Payment was not expected until receipt of the equipment. Mr. Hornak noted the necessity to have AEDs compatible with cardiac monitors. Chief Holland noted every building in the Township had AEDs.

Chief Holland requested a motion to move the program forward with Board support for the equipment purchase. Treasurer Roman asked if Chief Holland would have an annual cost for the ALS program. Chief Holland affirmed he would work out the annual costs but the major purchase was the equipment. Chief Holland stated he had recently applied for a SAFER grant to help with training and also hoped to hire part-time employees.

Clerk Noble noted it was imperative to order the equipment, as the equipment could be utilized.

Supervisor Kowall recommended a motion to approve the purchase; however, Ms. Hamameh informed that a formal resolution would be needed when buying property on installments.

It was MOVED by Supervisor Kowall, SUPPORTED by, Clerk Noble to proceed to a resolution to approve the acquisition of the equipment to move forward with the ALS program. The motion PASSED by roll call vote (Kowall/yes, Powell/yes, Voorheis/yes, Smith/yes, Ruggles/yes, Noble/yes, Roman/yes).

Trustee Ruggles asked about the costs in two years. Chief Holland stated they currently did not need to pay overtime to staff a paramedic; however, in two years the service would be provided 24/7. Mr. Mills explained licensure as a BLS agency could be retained but with the Bennett Bill could upgrade to ALS at any time during those two years. Therefore, the fire department was actually a BLS agency that could upgrade to ALS when staffing allowed and in two years would need to be ALS 24/7. Trustee Ruggles asked if the department would need a full-time dispatch coordinator and Mr. Mills confirmed an EMS coordinator would be needed. Chief Holland stated an EMS coordinator would handle training, quality assurance, and anything to do with the

EMS program. Chief Holland noted that Huron Valley-Sinai Hospital was now the base hospital and Dr. Marcus Moore was now the project medical director and the plan was for Dr. Moore to review cases to ensure quality treatment.

Chief Holland informed that part-time staff would be utilized and were required to work a minimum of 24 hours a month. Chief Holland stated he would keep Station 3 open as much as possible. If positions became available would be able to hire the part-time workers.

Clerk Noble noted the part-time employees needed to stay below \$1,500 per employee or the Township would need to provide benefits.

Supervisor Kowall thanked Chief Holland and noted the pending formulation of the resolution needed to purchase the equipment.

OLD BUSINESS

RIVER CADDIS UPDATE AND DISCUSSION

John McGraw of River Caddis Development was present and noted at the last meeting he was given 45 days to evaluate several issues. Mr. McGraw provided detailed elements of the proposed civic center and Township Hall as well as a mixed-use development demonstrating several options for the proposed development in phases. Mr. McGraw discussed communication with the public and developed a website to be fully transparent with the community.

Supervisor Kowall expressed his pleasure with the presentation. Trustee Voorheis noted her appreciation of the website. Mr. McGraw stated the website would be taken down after this meeting until finalized for the public. Trustee Powell also commended the presentation and asked Mr. McGraw to explain the relationship between the deliverables for phase 1 and also asked if the dollar amount in phase 1 included the Township giving up ownership of the land in phase 2. Supervisor Kowall responded that some details were still being evaluated and noted phase 1 was a standalone phase. Trustee Powell also asked if there were savings on deliverables and if they would be a profit to the Township or to River Caddis. Supervisor Kowall stated he was also evaluating that and presented a formulation as part of the negotiations. Ms. Hamameh stated those questions would be covered in the Development Agreement.

Supervisor Kowall also stated he had met with Oakland County and the County was receptive to the fundamental process. Supervisor Kowall asked Oakland County if there would be a restriction on monies that the Township would gain and there were no restrictions; however, there were changes happening at the County Commission. Supervisor Kowall further noted the infrastructure would render considerable recovery in costs.

Trustee Powell stated there were issues he would like to discuss with the civil engineer. Trustee Powell also suggested a financial section in the Frequently Asked Questions section of the website. Mr. McGraw responded that a graphic would be designed that would be simple to

understand and explain the project. Trustee Powell thanked Mr. McGraw for his work on the project. Supervisor Kowall stated the presented information would go to the Civic Center Development Committee (CCDC) and could then discuss preliminary engineering issues.

Treasurer Roman also commended Mr. McGraw on the presentation and stated his opinion that 30,000 to 40,000 square feet would be a great size. Treasurer Roman also stated the municipal advisor and bond attorney wanted a guaranteed maximum price (GMP) contract in place by March 1, 2022 that would guarantee no more than \$500 per square foot for both buildings. Treasurer Roman also noted River Caddis wanted relief from construction liability.

Clerk Noble stated the presentation was great. Clerk Noble added that he went with Treasurer Roman to Orion Township to see their new facility, which was 25,000 square feet, and felt it was very well-planned and the residents appeared happy with the new space.

Trustee Ruggles also expressed his appreciation of the presentation and noted questions that would be answered in the future, such as how realistic the phases presented were in accomplishing and what might delay those phases.

Trustee Smith thanked Mr. McGraw for listening to the Board, committees, and staff. Trustee Smith noted a need for a mechanism for the Board to communicate with Mr. McGraw when needed.

Supervisor Kowall noted there were details that needed to be addressed but was looking forward to future meetings and the CCDC. Mr. Howard Kohn of The Chesapeake Group was present via Zoom and stated there was concern about the money being fronted, but that money would eventually be reimbursed.

Director O'Neil stated this was the first time he saw the presentation and would schedule a meeting with the CCDC via Zoom to show the presentation. Director O'Neil discussed the deadline of March 1, 2022 and noted the Board would need to approve the agreement as well and felt a date of March 15, 2022 might be more appropriate. Treasurer Roman explained that the municipal advisor would not allow to bond out unless the cost of the project was known. It was understood that some bids could take months. Director O'Neil suggested showing the presentation to the CCDC then meeting with the entire Board.

Kevin McGraw noted concern for the deadline of March 1, 2022, as a GMP usually could not be given until completion of 80 percent drawings and value engineering. He stated they could work with Cresa to try to meet the date of March 1, 2022.

Clerk Noble asked Mr. John Gaber if meeting the date was obtainable. Mr. Gaber responded that a GMP in writing contractually by March 1, 2022 would be difficult to accomplish because there were so many variables involved. Plans had not been developed and a team had not yet been selected but would evaluate what could be done. Treasurer Roman stated bonding notes were on the rise and would keep increasing. Mr. Kohn agreed with Treasurer Roman and added that an

agreement had been reached of a set price of \$500 per square foot and that would be the maximum cap agreed to and would work within the budget constraints to stay under that price. Supervisor Kowall thanked Mr. McGraw and his team for the presentation and noted the agenda item to consider the approval of the second amendment to the professional service agreement with River Caddis. Treasurer Roman asked if the amendment would be dated February 10, 2022. Supervisor Kowall responded it would be dated February 10, 2022, which would extend the agreement through 30 days to move forward. Director O'Neil stated the amendment would extend through 90 days, but the goal was to be done in 30 days to progress to the definitive agreement. Mr. McGraw stated that the amendment would extend the contract for 90 days, as three periods of 30 days each, and would allow entry to a definitive agreement but would not extend the cost to the Township for the first month as an incentive to all parties.

It was MOVED by Trustee Powell, SUPPORTED by, Clerk Noble to approve the second amendment to the professional services between River Caddis and the Charter Township of White Lake for the next 90 days. The motion PASSED by roll call vote (Kowall/yes, Noble/yes, Roman/yes, Ruggles/yes, Smith/yes, Voorheis/yes, Powell/yes).

ADJOURNMENT

It was MOVED by Supervisor Kowall, SUPPORTED by, Treasurer Roman to adjourn. The motion PASSED by voice vote (7 yes votes).

Meeting adjourned at 8:52 p.m.

I, Anthony L. Noble, 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 February 10, 2022, special board meeting minutes.

Anthony L. Noble, Clerk
White Lake Township
Oakland County, Michigan