

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
MEETING HELD ON MARCH 13, 2018**

Supervisor Schmitt called the meeting to order at 7:30 p.m. at the Township Hall.

ROLL CALL:

Present: Supervisor Schmitt, Clerk Tischler, Treasurer Mooney and Trustees Cook, Nelson and O'Reilly

Absent: Trustee Scarcello

Others Present: Sandra LaJoie, Deputy Clerk

Supervisor's Report

The Abyssinia Church has been sold and the Township, Beverly Hills Village and the Oakland County Treasurer are being sued for previous taxes billed and paid by Abyssinia Church.

Mooney explained the name change and how it put the parcel back on the tax rolls.

Schmitt commented the Board of Review started last week and will finish up this week. The number of cases heard this year is much lower than last year.

Clerk's Report

Tischler noted 496 dog licenses have been purchased compared to 521 last year and 25 cat licenses have been issued compared to 37 last year.

Tischler stated the new server as well as new Outlook software has been installed.

Tischler mentioned thirteen merchants of nineteen have submitted their merchant license information.

Tischler advised the Board the Public Hearing for the amendments to the Sign Ordinance is scheduled for the March 27th meeting of the Planning Commission. Once approved by the Commission it will be placed on the next Board agenda for adoption.

Tischler stated NEXT is sponsoring a Shredding Event on Saturday, April 14th from 10:00 a.m. until 12:00 noon in the Next parking lot. Shredding is intended for sensitive documents only with a three-box limit per person and you don't need to be a resident of a SOCRRA community to participate.

Tischler mentioned precinct worker training is on track with an open house scheduled for May to again allow them to work with the new equipment.

Tischler noted the Southfield School District has scheduled a May 8th election which will contain a Sinking Fund Millage Proposal. Those residents of Bingham Farms, who are in the Southfield School District, have been notified, that for this election only, they will be voting at Stevenson School located at 27777 Lasher Rd. Both the County and City of Southfield have agreed to the transfer of the twelve registered voters to the Cities registration list. This transfer saves both the Township and School District approximately \$900 to \$1,100 dollars. After the election these voters will be transferred back to the Township voting rolls.

Treasurer's Report

Mooney noted tax collection is over until July. To date, we have collected 98.5% of the summer taxes and 97.8% of the winter taxes.

Mooney commented she is working on settlement and will be submitting the delinquent roll to the county and through the revolving fund they will make us whole.

Mooney informed the Board she was unsuccessful in obtaining Salary Information from MTA and will follow up with a contact to MTA.

PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON THE PUBLISHED AGENDA:

No one wished to be heard.

APPROVAL OF AGENDA:

Motion by Mooney, supported by O'Reilly, the agenda be approved as presented.

Motion carried unanimously.

APPROVAL OF JANUARY 9, 2018 REGULAR MEETING MINUTES:

Motion by Cook, supported by O'Reilly, the January 9, 2018 minutes be approved as presented.

Motion carried unanimously.

PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR 2018-2019:

Supervisor Schmitt opened the Public Hearing at 7:38 p.m.

No one wished to be heard.

Supervisor Schmitt closed the Public Hearing at 7:39 p.m.

BOARD COMMENTS ON THE PROPOSED BUDGET FOR THE FISCAL YEAR 2018-2019:

Tischler commented on the proposed Budget changes that were provided in the Board packet noting an increase in the Stabilization Account 101-000-677 from zero to \$2,500 and in Elections the Custodian line item from \$5,500 to \$6,000.

DISCUSSION AND POSSIBLE APPROVAL OF THE 2017/18 RESOLUTION OF CAPITAL PURCHASE FUND BUDGET ADJUSTMENT:

Resolved by Tischler, supported by Mooney, that the following resolution be adopted:

~~WHEREAS~~ the State of Michigan will no longer fund the purchase of election equipment,
WHEREAS and the replacement cost will be the responsibility of the local unit of government, and

~~WHEREAS~~ the 2017/2018 Capital Purchase Fund was not adopted with a fund transfer from
WHEREAS the General Fund,

NOW THEREFORE BE IT ~~RESOLVED~~ RESOLVED that the Southfield Township Board of Trustees does hereby authorize a Budget Fund Adjustment.

In the Capital Purchase Fund:

FROM:	403-000-671.100	TO:	403-000-671.100
	\$0.00		\$ 5,000.00

ROLL CALL:

Ayes: Tischler, Mooney, Cook, Nelson, O'Reilly, Schmitt
 Nays: None
 Absent: Scarcello

RESOLUTION DECLARED ADOPTED.

~~WHEREAS~~ it is the responsibility of the Chief Administrative Officer to present to
WHEREAS the Township Board a recommendation to prevent expenditures from exceeding available revenue or appropriations for the current Fiscal Year, and

~~WHEREAS~~ the current Fiscal Year budget contains sufficient funds to adjust those
WHEREAS departments where expenditures might exceed the budgeted recommendations,

NOW THEREFORE BE IT RESOLVED the Southfield Township Board of Trustees does hereby authorize the following budget adjustments in order to comply with the Townships 2017/18 Fiscal Year Appropriation Act.

In the Township General Fund:

FROM:	101-895-970.100	Actuary Expenses	\$ 1,000.00
TO:	101-191-804.000	Custodian	\$ 800.00
	101-191-715.000	Social Security	100.00
	101-191-956.000	Miscellaneous	100.00

ROLL CALL:

Ayes: Cook, Nelson, O'Reilly, Schmitt, Tischler, Mooney
Nays: None
Absent: Scarcello

RESOLUTION DECLARED ADOPTED.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO ADOPT TOWNSHIP GENERAL/SPECIAL APPROPRIATIONS ACT FOR THE FISCAL YEAR 2018-2019:

Supervisor Schmitt asked the Board if they had any comments on the Budget for the Fiscal Year 2018/2019.

The Board had no comments.

Resolved by Mooney, supported by O'Reilly, to adopt the Township of Southfield General/Special Revenue Appropriations Act for the Fiscal Year April 1, 2018/2019 by reference, with revenue and activity expenditures as indicated in Sections 5 and 7 of this Act. [see Exhibit A]

ROLL CALL:

Ayes: Nelson, O'Reilly, Schmitt, Tischler, Mooney, Cook
Nays: None
Absent: Scarcello

RESOLUTION DECLARED ADOPTED.

DISCUSSION AND POSSIBLE APPROVAL OF JANUARY EXPENDITURES:

Motion by Nelson, supported by Cook, to approve the January expenditures as follows:

101 General Fund	\$ 43,538.59
703 Tax Fund	<u>\$ 4,238,743.93</u>
Total	\$ 4,282,282.52

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF FEBRUARY EXPENDITURES:

Motion by Nelson, supported by O'Reilly, to approve the February expenditures as follows:

101 General Fund	\$ 45,529.03
703 Tax Fund	<u>\$ 1,855,436.75</u>
Total	\$ 1,900,965.78

Nelson answered all questions.

Motion carried unanimously.

COMMENTS FROM THE AUDIENCE:

No one wished to be heard.

COMMENTS FROM THE BOARD:

Cook commented she was leaving town tomorrow morning.

Schmitt wished Cook a good trip.

Tischler wished everyone a Happy Easter.

Nelson inquired if the administration had met with the weeding lady.

Schmitt responded the administration is meeting with Donna (landscape contact) tomorrow.

Page 7- Board of Trustees Regular Meeting Minutes- March 13, 2018

Nelson added the Township should invest in metal garden edging over the next few years.

O'Reilly wished everyone a Happy Easter and a Happy St. Patrick's Day.

Meeting adjourned 7:58 p.m.

Phillip Schmitt, Supervisor

Sharon Tischler, Clerk