

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
MEETING HELD ON APRIL 9, 2013**

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, Trustees Koss, Nelson and Walsh

Absent: Holloway

Others Present: Sandra LaJoie, Deputy Clerk
Fred Gallasch, Franklin
Pamela Rijnovean, Beverly Hills

ADMINISTRATIVE REPORTS:

Supervisor's Report

Supervisor Schmitt commented that April 7th thru April 13th is severe weather alert week and on April 10th at 1:00 p.m. all the sirens will be tested.

Clerk's Report

Clerk Tischler noted Personnel Policy updates covering the changes to Health Care Insurance have been prepared and provided with the board packet for insertion into the policy binder.

Clerk Tischler commented as of March 31st, 511 Dog Licenses have been purchased compared to 561 at this time last year and 24 Cat Licenses have been issued compared to 27 at this time last year.

Clerk Tischler informed the Board two Merchant's Licenses are still outstanding.

Clerk Tischler noted Information item #4-53 – Animal Control – Thank you letter from Mrs. Prysby on Leemoor for services rendered by Animal Control.

Clerk Tischler added the updated information on the new business at "The Corners", Books- A- Million will open on April 11th with the grand opening on April 20th from 10:00 a.m. – 12:00 noon.

Treasurer's Report

Treasurer Mooney noted settlements for Beverly Hills and Southfield Township have been submitted to Oakland County, verified and balanced. A check for the delinquent real property taxes from the County has been deposited into the general fund.

Treasurer Mooney noted preparations for the 2013 tax season have begun. It is anticipated tax bills will be mailed on June 28th.

Treasurer Mooney commented an answer is expected any day from Birmingham Public Schools regarding a new agreement to collect their taxes.

PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON PUBLISHED AGENDA:

Pamela Rijnovean commented the Budget hearing open to the residents was handled very poorly. Rijnovean further commented it was obvious to her the budget was a done deal prior to the hearing and comments and/or suggestions were not accepted from the residents. One of the residents at the public hearing was a resident of Franklin, and the Board does not have any representation from Franklin. Rijnovean went on to comment, that she is unsettled to believe that at the public budget meeting, the public did not really have any input.

APPROVAL OF AGENDA:

Motion by Walsh, supported by Koss, the agenda be approved as presented.

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF MARCH 12, 2013 REGULAR BOARD MEETING MINUTES:

Motion by Koss, supported by Walsh, to approve the March 12, 2013 Board meeting minutes as presented.

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION REQUESTING FEES FOR BOARD PACKET INFORMATION:

Clerk Tischler noted at the March Board of Trustees meeting information was provided regarding e-mail and paper Board packet requests, noting that paper packets and information items have been provided at no charge.

While the Clerk's department does not have an overwhelming number of requests, they are varied in both the information requested and format.

Since the request for Board packet information varies along with the format of requested delivery, a policy to consolidate how information will be provided needs to be implemented. Agenda's only or agenda's, agenda items and information items will be provided via e-mail at no charge.

Requests for paper agenda's, agenda items and information items need to have cost and time limitation attached to the request.

Since the amount of information provided at each meeting varies any dollar amount agreed upon will probably not cover the cost of producing the requested information.

Township Board approval is required for fees charged for services provided.

Clerk Tischler suggested a flat fee of \$6.00 for paper agenda's only and \$35.00 for a full paper Board packet (agenda and information items) for six months of information however, the fees charged are at the Boards pleasure and need to be based on a time and material basis.

Clerk Tischler commented this item has been brought before the Board for suggestions, whether or not to charge for paper packets and if so the amount of the fee.

Resolved by Nelson, supported by Tischler, to charge \$6.00 for paper agendas for 6 months and \$36.00 for a full paper packet (agenda items and information items) for a six month period.

Supervisor Schmitt opened the meeting for public comments.

Fred Gallasch inquired about a history of the cost to mail paper Board packets.

Rijnovean suggested keeping track of the cost for 2-3 months prior to setting a fee for a packet.

Rijnovean commented if you want people to have the packet e-mailed you need to make the fee higher.

ROLL CALL:

Ayes: Tischler, Nelson, Schmitt
Nays: Mooney, Koss, Walsh
Absent: Holloway

Motion Failed 3-3

DISCUSSION AND POSSIBLE RECOMMENDATIONS FOR LANDSCAPE MAINTENANCE:

Supervisor Schmitt noted last year, the Township Board declined to continue using the services of Lucille Nawara and her son to maintain the Township's landscaping. Instead, various Board members voluntarily obtained and planted the annual flowers, and performed some weeding. Notwithstanding the Board's volunteer labor, the remainder of the landscape maintenance seemed overly expensive, especially mulching the flower beds.

Planting annuals is the easy part, and can probably get done by Board volunteers. Pruning, preparing the beds, and mulching are not so volunteer-friendly.

Supervisor Schmitt inquired if anyone had a landscape maintenance company to recommend or any other suggestions?

Supervisor Schmitt opened the floor for discussion. The Board discussed various options and Trustee Koss offered to research various areas for volunteer help. Trustee Nelson has agreed to be in charge of the landscaping maintenance.

DISCUSSION AND POSSIBLE APPROVAL OF MARCH EXPENDITURES:

Motion by Walsh, supported by Koss, to approve the January March expenditures as follows:

| | | |
|------------------|----|-------------------|
| 101 General Fund | \$ | 76,324.80 |
| 703 Tax Fund | \$ | <u>331,034.27</u> |
| | \$ | 407,359.07 |

Motion carried unanimously.

COMMENTS FROM THE AUDIENCE:

No one wished to be heard.

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COMMENTS FROM THE BOARD:

Trustee Nelson commented he saw the new Beverly Hills fire engine and it is huge.

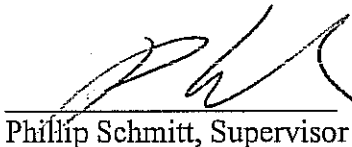
Trustee Walsh noted the SOCWA meeting has been rescheduled due to a conflict with the Michigan Municipal League and will be held next week, April 17th.


Trustee Koss mentioned the article in the Bingham Post regarding Trustee Holloway's mobile watch group which broke last year's record in the number of calls made by the group to the Franklin Police Department. Trustee Koss extended her congratulations to Trustee Holloway in his absence.

Trustee Koss requested the Paper Board Packet agenda item be put on next month's agenda. Trustee Koss added she will research how other communities charge for paper board packets.

Trustee Koss further requested pages 13 and 14, of the policies and Procedures Manuel, incident to health insurance; be placed on next month's agenda for review.

Supervisor Schmitt adjourned the meeting at 8:08 p.m.


Phillip Schmitt, Supervisor


Sharon Tischler, Clerk