

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
MEETING HELD ON OCTOBER 8, 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 Holloway, Koss and Nelson

Arrived Late: Trustee Walsh-7:39 p.m.

Absent: None

Others Present: Sandra LaJoie, Deputy Clerk
Rana Emmons, Auditor
Fred Gallasch, Franklin
Marianne McLennan, Beverly Hills

ADMINISTRATIVE REPORTS:

Supervisor's Report

Supervisor Schmitt commented 13 Mile Road will re-open between the middle and end of October.

Supervisor Schmitt noted appointment of Trustee Koss as chair, Trustee Walsh and himself, to a committee on employee Healthcare and Retiree Benefits.

Supervisor Schmitt also appointed Trustee Holloway, Trustee Nelson and himself to a committee on Animal Control.

Clerk's Report

Clerk Tischler noted as of Sept. 30th 725 Dog Licenses have been purchased compared to 742 at this time last year and 33 Cat Licenses have been issued compared to 45 at this time last year.

Clerk Tischler mentioned since the dog license notification program ceased several years ago residents with pets have been lax with purchasing the required licenses. A quick calculation indicated a loss of revenue of at least \$1,200 each year. Clerk Tischler added it is just not the loss of revenue, but our inability to know that pets in the community have been vaccinated in cases of dog bites.

Clerk Tischler commented the Treasurer's department will be inserting a reminder notice with the winter tax bill.

Clerk Tischler noted while this procedure should be helpful in reminding residents of the licensing requirement in order to comply with State Law, what has occurred on a regular basis are found animals belonging to residents who have not purchased tags, with no other financial penalty other than coming in and purchasing a tag at the late charge fee.

Clerk Tischler mentioned since the Animal Control Committee will be meeting, one item that should be included on their agenda is a discussion with our Animal Control Officer in order to review how the department is operating, both good and bad and if any changes to service and fee structure should be considered.

Clerk Tischler noted Senator Marleau would like to meet with members of the Township Board on Friday, October 18th at 10:30 a.m. Monday's and Friday's are the preferred meeting days so the date and time can be changed. If there is interest in changing the date or time it can be accomplished through the confirmation process tomorrow. A meeting notice will be posted so attendance by Board members will not violate the Open Meetings Act. This meeting will offer an opportunity to meet with the Senator and exchange ideas.

Treasurer's Report

Treasurer Mooney mentioned an Animal Control Notice will be included with the December tax bill. Treasurer Mooney commented to date, the Township has collected 94.5% of the summer taxes which is well ahead of last year's numbers at this time.

PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON PUBLISHED AGENDA:

No one wished to be heard.

APPROVAL OF AGENDA:

Motion by Holloway, supported by Nelson, the agenda be approved as presented.

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF SEPTEMBER 10, 2013 REGULAR BOARD MEETING MINUTES:

Trustee Holloway noted a correction on page 7, 4th paragraph down, second sentence add " 's " after the word "resident".

Motion by Koss, supported by Mooney, to approve the September 10, 2013 Board meeting minutes as amended.

Motion carried unanimously.

PRESENTATION AND MOTION TO RECEIVE AND FILE TOWNSHIP AUDIT BY POST, SMYTHE, LUTZ AND ZIEL, LLP:

Supervisor Schmitt introduced Rana Emmons, auditor from Post, Smythe, Lutz and Ziel (PSLZ LLP). Emmons began the presentation discussing the change in the Governmental Standards form from “net assets” to “net positions.” Emmons discusses the following areas: Percentage of Fund Balance, Stability of Property Tax Rates and Michigan Tribunal Cases; Loss of Personal Property Tax \$40,000 and below; and the consistency of the millage.

Trustee Walsh arrived at 7:39 p.m.

Emmons stated there are no specific recommendations for the Township and noted the audit for the fiscal year ending March 31, 2013 was under budget and is clean and in good standing. Emmons added that all the necessary forms have been filed with the State prior to the deadline of September 30th.

Emmons answered all questions.

Supervisor Schmitt thanked Emmons for the presentation of the Township Audit.

Motion by Walsh, supported by Holloway, to receive and file the March 31, 2013 Township Audit.

Motion carried unanimously.

DISCUSSION AND POSSIBLE MOTION TO RECEIVE AND FILE ACTUARY REPORT:

Supervisor Schmitt noted receipt of the GASB 43/45 actuary report of January 1, 2013, dated September 27, 2013, and prepared by Midwest Pension Actuaries, Inc.

The report was received too late to have been incorporated into the 2013 audit.

Treasurer Mooney commented she is very glad Supervisor Schmitt appointed a committee to address the benefits of retired employees and employee healthcare.

Clerk Tischler commented the report represents a snap shot in time if nothing changes. Given the uncertainty of the current status of the availability of healthcare, there will be changes in the numbers going forward.

Trustee Nelson inquired as to who invests the retirement healthcare funds.

Supervisor Schmitt responded MERS (Municipal Employees' Retirement System of Michigan) is the Trust agency investing the funds.

Fred Gallasch inquired as to the amount of the contribution the Township makes on an annual basis for retirement and where it is listed in the budget.

Supervisor Schmitt responded the Township contributed approximately \$13,000 last year which was the projected contribution from the previous Actuarial Report.

Clerk Tischler added funding for this expenditure is listed in the Budget under Other Expenditures.

Motion by Mooney, seconded by Koss, to accept and file the GASB 43/45 Actuary Report of January 1, 2013, dated September 27, 2013, prepared by Midwest Pension Actuaries, Inc., and forward a copy to the Township Auditor.

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION RE-APPOINTING BONNIE COOK AS PLANNING COMMISSION MEMBER FOR A THREE-YEAR TERM ENDING DECEMBER 31, 2016:

Supervisor Schmitt stated Planning Commission members are generally appointed for three-year terms, and Ms. Cook's term expires this year. Bonnie Cook, who resides in Franklin Village, has been a diligent member and has agreed to accept re-appointment.

Commission members are required to have staggered terms, and this maintains the term balance.

Resolved by Nelson, supported by Tischler, to re-appoint Bonnie Cook to the Southfield Township Planning Commission for a three-year term, expiring December 31, 2016.

ROLL CALL:

Ayes: Tischler, Mooney, Holloway, Koss, Nelson, Walsh, Schmitt
Nays: None
Absent: None

Resolution declared adopted.

DISCUSSION AND POSSIBLE APPROVAL OF SEPTEMBER EXPENDITURES:

Motion by Walsh, supported by Holloway, to approve the September expenditures as follows:

| | |
|------------------|------------------------|
| 101 General Fund | \$ 39,279.11 |
| 703 Tax Fund | <u>\$18,578,185.12</u> |
| | \$18,617,464.23 |

Motion carried unanimously.

COMMENTS FROM THE AUDIENCE:

No one wished to be heard.

COMMENTS FROM THE BOARD:

Trustee Walsh noted SOCWA will meet tomorrow at 8:30 a.m. at the Berkley Public Safety Building.

Supervisor Schmitt inquired as to what is going to happen to our water rates.

Trustee Walsh responded he does not know; but speculated on several different possibilities.

Trustee Nelson commented the Actuary Report was very discouraging. Trustee Nelson inquired about the Southfield Township website.

Treasurer Mooney responded the website is still under construction and should be up and running soon. The delay has been due to scheduling conflicts on both sides.

Supervisor Schmitt adjourned the meeting at 8:05 p.m.

Phillip Schmitt, Supervisor

Sharon Tischler, Clerk