

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES  
MEETING HELD ON DECEMBER 9, 2014**

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: Trustee Holloway

Others Present: Sandra J. LaJoie, Deputy Clerk

**ADMINISTRATIVE REPORTS:**

**Supervisor's Report**

Supervisor Schmitt commented the Board of Review met today for December Board of Review and it was uneventful.

Supervisor Schmitt mentioned Animal Control proposals were sent to vendors that requested a copy, to our current vendor and our current Animal Control Officer. Supervisor Schmitt added an ad was placed on the MAACO- Michigan Association of Animal Control Officers' site as well as in the Observer and Eccentric Newspaper.

**Clerk's Report**

Clerk Tischler mentioned a General Election results summary and Planning Commission meeting date schedule were included with the information items sent on November 19<sup>th</sup>.

Clerk Tischler stated the Township Office Holiday closure schedule is December 24<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup>, 31<sup>st</sup> and January 1<sup>st</sup>. The Office will be open on December 22<sup>nd</sup>, 23<sup>rd</sup>, 29<sup>th</sup>, and 30<sup>th</sup> and the New Year begins on January 2<sup>nd</sup>.

Clerk Tischler commented the sale of 2015 Dog and Cat Licenses has begun. Clerk Tischler noted 909 dog tags were issued for 2014 which includes some duplicate tags and 33 cat tags were issued to Beverly Hills residents.

**Treasurer's Report**

Treasurer Mooney noted to date, 96.3% of the summer taxes and 10.9% of the winter taxes have been collected. Treasurer Mooney commented at the last meeting the issue of golf carts on public roads was questioned. Treasurer Mooney noted to date, the law has passed in the House and has not gone to the Senate. Treasurer Mooney added additional information will be passed along when it becomes available. The age is 16; however the Oakland County Commissioners by Resolution can nix this for any Township, for certain specific reasons.

**PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON PUBLISHED AGENDA:**

No one wished to be heard.

**APPROVAL OF AGENDA:**

Supervisor Schmitt requested item 10a- Discussion and Possible Resolution to Accept Gift from the Daughters of the American Revolution and 10b-Discussion and Possible Resolution Approving Payment of Rummell Drain Assessment.

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

**Motion** carried unanimously.

**DISCUSSION AND POSSIBLE APPROVAL OF NOVEMBER 11, 2014 REGULAR MEETING MINUTES:**

**Motion** by Walsh, supported by Nelson, to approve the November 11, 2014 Board meeting minutes as presented.

**Motion** carried unanimously.

**DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO SET PUBLIC HEARING DATE FOR TOWNSHIP BUDGET FOR FISCAL YEAR 2015/2016:**

**RESOLUTION TO SET PUBLIC HEARING DATE**

**Motion** by Walsh, seconded by Koss, the following Resolution be adopted:

The Southfield Township Board of Trustees will hold a Public Hearing with regard to the Fiscal Year 2015/2016 Township Budget on February 10, 2015 at 7:45 p.m. The Public Hearing will be held at the Township Hall located at 18550 W. Thirteen Mile Road, Southfield Township, Michigan.

**ROLL CALL:**

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

**DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION SETTING 2015**

**MEETING DATES:**

After general discussion, the Board decided to eliminate the months of July and November as regularly scheduled meeting dates.

**Motion** by Koss, supported by Nelson, to approve the meeting dates Resolution but remove the July and November meeting dates and any special meetings will be posted and noticed as required by law.

**DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION  
SETTING BOARD OF TRUSTEES 2015 MEETING DATES**

**BE IT RESOLVED** the Southfield Township Board of Trustees will meet on the second Tuesday of the months listed below at 7:30 p.m. at the Township Hall located at 18550 West Thirteen Mile Road, Southfield Township, Michigan. The dates are as follows:

January 13	May 12	September 8
February 10	June 9	October 13
March 10	<b>July (no meeting)</b>	<b>November (no meeting)</b>
April 14	August 11	December 8

**ROLL CALL:**

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

**\*Any special meetings will be posted and noticed as required by law.  
Additionally, the January 13<sup>th</sup> meeting will begin at 7:00 p.m.**

**DISCUSSION AND POSSIBLE APPROVAL TO PREPARE PROPOSALS FOR BIDS FOR HANDICAP ENTRANCE TO TOWNSHIP BUILDING:**

Clerk Tischler noted a periodic review of facilities used as a polling location has been required by the State Bureau of Election. This year a member of the State's staff visited all of the locations that are used as polling locations in the Township to verify that they meet the Handicap Accessibility Requirements. All of the locations passed however, several have easy fix issues; examples would be re-striping in the parking lot for handicap accessibility.

Clerk Tischler stated Tracy Smith, who conducted the site inspections, suggested the Township consider improvements to the entrance to the Township Hall; specifically Handicap door access. There is funding for such improvements through the Help American Vote Act. An application to apply for the grant funding and quotes to make the improvements would be necessary for the project to move forward.

Clerk Tischler added Ms. Smith has provided a partially completed application for submission. Quotes will be needed to complete the process. Once submitted the State will advise us as to how much funding would be granted through HAVA. If at that point, the Township decides to move forward with the project, the Township would agree to the grant funds and fund any additional cost in excess of the grant. If grant funding is unavailable, then the Townships options are to either fund the project from Township funds or decline doing the improvements.

Clerk Tischler commented at this point, the grant document is prepared but quotes have not been sought for submission to the State.

Clerk Tischler stated Administration is seeking Township Board consensus to move forward with this project and acquire the necessary quotes to make the Township Hall accessible for individuals with disabilities.

Trustee Koss suggested additional grant funding might be available through the Village of Beverly Community Block Grant Funds if all of the funds available have not been allocated for community projects.

**Motion** by Tischler, supported by Koss, to move forward with the necessary quotes to make the Township Hall accessible for individuals with disabilities.

**Motion** carried unanimously.

**DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION OF REAPPOINTMENT OF JOSEPH HLAVATY, LUKE JOHNSON AND RAYMOND JONES, JR. TO THE BOARD OF REVIEW AND INITIAL APPOINTMENT OF MICHAEL HEISEL TO THE BOARD OF REVIEW:**

Board of Review members are appointed for two-year terms which begin at noon on January 1 of each odd-numbered year. All current Township Board of Review members' terms expire on January 1, 2015, and all four have agreed to accept reappointment/appoint through January 1, 2017.

**PROPOSED MOTION TO REAPPOINT JOSEPH HLAVATY:**

**Motion** by Mooney, supported by Walsh, to reappoint Joseph Hlavaty, of the Village of Bingham Farms, Michigan, to the Southfield Township Board of Review for a two-year term, beginning at noon January 1, 2015 until noon on January 1, 2017.

**ROLL CALL:**

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

**PROPOSED MOTION TO REAPPOINT LUKE JOHNSON:**

**Motion** by Walsh, supported by Koss, to reappoint Luke Johnson, of the Village of Beverly Hills, Michigan, to the Southfield Township Board of Review for a two-year term, beginning at noon January 1, 2015 until noon on January 1, 2017.

**ROLL CALL:**

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

**PROPOSED MOTION TO REAPPOINT RAYMOND JONES, JR.:**

**Motion** by Nelson, supported by Tischler, to reappoint Raymond Jones, Jr. of the Village of Beverly Hills, Michigan, to the Southfield Township Board of Review as an alternate for a two-year term, beginning at noon January 1, 2015 until noon on January 1, 2017.

**ROLL CALL:**

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

**PROPOSED MOTION TO APPOINT MICHAEL HEISEL;**

**Motion** by Schmitt, supported by Tischler, to appoint Michael Heisel, of the Village of Franklin, Michigan, to the Southfield Township Board of Review for a two-year term, beginning at noon January 1, 2015 until noon on January 1, 2017.

**ROLL CALL:**

Ayes: Schmitt, Tischler, Mooney, Koss, Nelson, Walsh

Nays: None

Absent: Holloway

**DISCUSSION AND ACCEPTANCE OF GIFT FROM THE DAUGHTERS OF THE AMERICAN REVOLUTION:**

Supervisor Schmitt stated the Daughters of the American Revolution gave the Township a donation of \$75.00 in appreciation for the use of the Township's meeting room. By policy, acceptance of the donation requires Township Board approval.

**Motion** by Schmitt, seconded by Tischler, to accept the gracious donation of \$75.00 from the Daughters of the American Revolution to be used for landscaping at the Township Hall.

**ROLL CALL:**

Ayes: Tischler, Mooney, Koss, Nelson, Walsh, Schmitt

Nays: None

Absent: Holloway

**DISCUSSION AND POSSIBLE APPROVAL OF ASSESSMENT PAYMENT FOR REPAIR PROJECT OF RUMMELL DRAIN:**

Supervisor Schmitt reviewed the memo regarding the proposed Rummell Drain Assessment.

Supervisor Schmitt mentioned the repairs necessary to maintain the drain and the assessment being proposed at this time will pay for those repair costs. Supervisor Schmitt added the assessment to the Township is \$797.61.

Supervisor Schmitt added funding to pay the assessment are available in the surplus construction funds held in escrow for the Township by the County Water Resources Commissioner's Office.

**Motion** by Walsh, supported by Mooney, to use the Townships surplus construction funds to pay the assessment of \$797.61 for the Rummell Drain Assessment.

**ROLL CALL:**

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

**DISCUSSION AND POSSIBLE APPROVAL OF NOVEMBER EXPENDITURES:**

**Motion** by Walsh, supported by Koss, to approve the November expenditures as follows:

101 General Fund	\$	50,263.52
703 Tax Fund	\$	<u>179,248.27</u>
	\$	229,511.79

Clerk Tischler answered all questions.

**Motion** carried unanimously.

**COMMENTS FROM THE AUDIENCE:**

No one wished to be heard.

**COMMENTS FROM THE BOARD:**

Trustee Koss questioned the current Health Care rates provided by D.R.S. Services.

Trustee Koss requested a review of the dollar amount of deductibles used by the participants to determine if we should move to a higher deductible, in order to reduce the monthly premium. This would reduce the amount the employee is contributing towards the monthly premium.

Trustee Koss stated the Board should consider a higher deductible vs. lower premium.

After general discussion, it was the consensus of the Board to review last year's minutes before making any comments or decisions.

Trustee Walsh commented Southeastern Oakland County Water Authority will meet on Wednesday, Decembers 10<sup>th</sup> at the Pleasant Ridge Recreation Center at 8:30 a.m. A representative from Oakland County will be there and discuss what is going on downtown.

All the Trustees wished everyone a Merry Christmas and a Happy New Year.

**DISCUSSION AND POSSIBLE APPROVAL TO GO INTO CLOSED SESSION UNDER § 15.268 SEC (h) OF THE OPEN MEETINGS ACT- CEMETERY DISTRICT FROM SOUTHFIELD TOWNSHIP ZONING ORDINANCE SECTION § 151.074:**

**Motion** by Mooney, supported by Schmitt, to move into closed session at 8:13 p.m. Under §15.268 Sec. 8 (h) regarding Cemetery District Southfield Township Zoning Ordinance Section §151.074.

**Motion** by Mooney, supported by Walsh, to reconvene to open session of the December 9<sup>th</sup> Regular Southfield Township Board of Trustees meeting at 8:33 p.m.

**Motion** carried unanimously.

**Motion** by Tischler, supported by Nelson, to approve the minutes of the closed session held on December 9<sup>th</sup> under §15.268 Sec. 8 (h) of the Open Meeting Act- regarding Cemetery District Southfield Township Zoning Ordinance Section §151.074.

**Motion** carried unanimously.

**Motion** by Mooney, supported by Walsh, to authorize the Township Attorney to send letter to Acacia Park Cemetery regarding maintenance.

**Motion** carried unanimously.

Supervisor Schmitt adjourned the meeting at 8:34 p.m.

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Phillip Schmitt, Supervisor

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Sharon Tischler, Clerk