

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

Absent: None

Others Present: Sandra LaJoie, Deputy Clerk
Marianne McLennan, Beverly Hills

ADMINISTRATIVE REPORTS:

Supervisor's Report

Supervisor Schmitt noted the Board of Review completed scheduled meetings on March 12th, one day less than last year due primarily to a decrease in tax appeals. Supervisor Schmitt added next year the Board of Review hopes to reduce the schedule by a half or a whole day.

Supervisor Schmitt stated the Township was presented with a proposed contract from the South Oakland County Water Authority potentially making the Township liable for MISS DIG compliance. Last year the legislature passed legislation making municipalities responsible for contacting MISS DIG for any construction projects. The Township does not have any water or sewer infrastructure. Township attorneys are working with the Water Authority to eliminate the Township's participation in the proposed contract. Current contracts to provide Township Only properties with these services are between the Township, Beverly Hills and WRC (Water Resources Commission), formerly known as the Drain Commission. The WRC contract provides that WRC is responsible for MISS DIG compliance. Supervisor Schmitt is confident the Township is covered however he is waiting a formal opinion letter from Township attorneys.

Clerk's Report

Clerk Tischler noted to date 688 dog licenses have been sold compared to 482 last year with 30 cat licenses issued this year compared to 22 last year.

Clerk Tischler mentioned three Merchant's Licenses for 2014 are still outstanding.

Clerk Tischler commented Shred Day is Saturday, May 3rd from 10 a.m. to Noon.

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Clerk Tischler stated the Clerks Department is attending a required educational class being provided by the Bureau of Elections in preparation for the upcoming August Primary and November Gubernatorial Elections.

Clerk Tischler noted Ballot storage containers, were given certification through May 2018 this week, by the County Board of Canvassers.

Treasurer's Report

Treasurer Mooney commented settlement has been completed with the County and everything balanced. Treasurer Mooney mentioned the Treasurers Department has begun working on the summer tax bills.

Trustee Koss asked Treasurer Mooney if the Township is eligible for any EVIP money.

Treasurer Mooney responded the Township does not qualify.

Treasurer Mooney mentioned after more clarification she would report to the Board on Personal Property.

PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON PUBLISHED AGENDA:

No one wished to be heard.

APPROVAL OF AGENDA:

Supervisor Schmitt added 10a- Discussion and Possible Approval of Animal Care Center Services and Disposal Interlocal Agreement.

Trustee Nelson added 10 b- Discussion of Landscaping of Township Hall.

Motion by Holloway, supported by Koss, the agenda be approved as amended.

Motion carried unanimously.

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

Trustee Nelson requested on page 3 & 4 "Under Discussion of Animal Control Services", strike "wild life" and insert "wildlife" throughout the discussion item in the minutes. Trustee Nelson requested on page 3 "Under Discussion of Animal Control Services", sixth paragraph, second line after "County" add "if we eliminated Animal Control".

Supervisor Schmitt noted on page 3 “Under Discussion of Animal Control Services”, sixth paragraph down after “responded” strike “a possum is a domestic animal and”. Supervisor Schmitt also noted on page 4, fourteen paragraphs down, third line after “1” strike “thru” and insert “through”.

Trustee Walsh commented on page 4 “ Under Discussion of Animal Control Services” , fourteen paragraphs down, third line after 30, strike “2016” and insert “2014”.

Motion by Walsh, supported by Holloway, to approve the March 11, 2014 Board meeting minutes as amended.

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF QUALIFIED VOTER SYSTEM UPGRADE:

Clerk Tischler commented new equipment to upgrade the State’s Qualified Voter File will begin being delivered and installed in early to mid-April.

Clerk Tischler explained the Township has two systems dedicated to the QVF, one provided by the State and a slave system, hardware only, which belongs to the Township. The hardware must be upgraded to accept Windows 7. Clerk Tischler added the bar scanner with the slave machine will also have to be replaced.

Clerk Tischler noted a quote from Tech Resources for the hardware to accomplish the upgrade to Windows 7 has been provided and is requesting approval to purchase the equipment as listed in Quote #784948 in an amount not to exceed \$1,000 since installation and travel is not included.

Motion by Tischler, supported by Koss, that the Township Board authorizes the Clerk to purchase equipment from Tech Resources as listed in Quote #784948 in an amount not to exceed a \$1000.00.

ROLL CALL:

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

DISCUSSION OF ANIMAL CONTROL SERVICES:

Supervisor Schmitt asked Trustee Holloway for an update.

Trustee Holloway informed the Board of a proposal subject to the Township's approval and A & D (Al Krier, owner of A & D Animal Control) which would reduce A & D's monthly charge by \$1,000.00.

Supervisor Schmitt questioned the amount of the reduction per month. Supervisor Schmitt was under the impression the reduction was \$2,000 a month not \$1,000 a month.

Trustee Holloway noted if the contract was extended by a year or two \$12,000 would be the savings in the first year and Krier rejected the idea.

The Board discussed the following items:

- Different options in future contracts with A & D.
- The time frame needed to withdraw from the Contract.
- Going out for bids with/without wildlife Animal Control Services.
- Rising cost of the current contract.
- Constant review of original contract.
- Should the service be continued or changed.
- The amount of residents that are aware of the program.
- Attorney's recommendation for wildlife.

Supervisor Schmitt asked the Board if they had any more comments. After general discussion of the above items, it was the consensus of the Board to make the following motion.

Motion by Nelson, supported by Tischler, to rescind the motion of March 11th modifying the contract with A& D to eliminate the Township providing wildlife animal services.

Supervisor Schmitt asked for comments from the Audience.

No one wished to be heard from the audience.

ROLL CALL:

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

Motion passed 4-3

DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE CODIFICATION:

Clerk Tischler mentioned currently there are two ordinances that have not been incorporated into our ordinance book through the codification process.

Clerk Tischler stated our codification vendor has been contacted to update their quote and a copy has been attached for Board review.

Clerk Tischler noted funding for this service was included in the budget under Department 895 – Other Appropriations line item 970-100 Actuary/Codification Expenses.

Clerk Tischler commented Administration is requesting authorization to move forward with updating our Ordinance Book to include the outstanding ordinances.

Supervisor Schmitt asked the Board for any comments.

Trustee Walsh requested a firmer quote.

Clerk Tischler responded she will receive a firmer quote and if the amount exceeds \$2,000 this item will come before the Board.

Motion by Tischler, supported by Mooney, to approve the quote from American Legal to provide Codification services for Ordinances 205 and 206 in an amount not to exceed \$2,000.

Supervisor Schmitt asked for any comments from the audience.

No one wished to be heard from the audience.

ROLL CALL:

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

DISCUSSION AND POSSIBLE APPROVAL OF RETIREE HEALTH CARE ACTUARIAL STUDY:

Clerk Tischler noted as requested by the Township Board a quote from Midwest Pension Actuaries for a GASB report as of January 1, 2014 is attached.

Clerk Tischler mentioned funding is available in line item 101-895-970.100.

Resolved by Tischler, supported by Koss, to have Midwest Pension provide an Actuarial Study for Retiree Health Care in an amount not to exceed \$2,000.

ROLL CALL:

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

DISCUSSION AND POSSIBLE APPROVAL OF ANIMAL CARE CENTER SERVICES AND DISPOSAL INTERLOCAL AGREEMENT:

Supervisor Schmitt stated on April 4th, after the Board Packets had been prepared, a proposed contract from the county for ANIMAL CARE CENTER SERVICES AND DISPOSAL INTERLOCAL AGREEMENT was received. The contract is virtually identical to the agreement in effect since 2010. The dates and prices have been updated. The old price list with the new prices marked next to the agreement has been provided. This agreement allows us to take lost dogs to the Animal Care Center for holding, and dead deer to the county for disposal.

Resolved by Schmitt, seconded by Holloway, that Administration is authorized to execute the renewal of the ANIMAL CARE CENTER SERVICES AND DISPOSAL INTERLOCAL AGREEMENT with Oakland County, covering the period April 1, 2014 through September 30, 2016.

ROLL CALL:

Yes: Nelson, Walsh, Schmitt, Tischler, Mooney, Holloway, Koss
No: None
Absent: None

DISCUSSION OF LANDSCAPING OF TOWNSHIP HALL:

Trustee Nelson commented before the mulch is spread the beds need to be weeded and landscape fabric is needed in some of the areas prior to spreading the mulch.

Supervisor Schmitt asked Trustee Nelson for his recommendation.

Trustee Nelson noted the areas around the Township Hall that should have the landscape fabric and asked for any suggestions and volunteers.

Clerk Tischler noted that if mulch is dumped in the parking lot the residents will help themselves so timing of delivery and spreading of the mulch must be coordinated.

After discussion, it was the consensus of the Board to check with the Department of Public Works regarding this year's mulching service for an estimate of cost.

DISCUSSION AND POSSIBLE APPROVAL OF MARCH EXPENDITURES:

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

101 General Fund	\$247,249.98
703 Tax Fund	<u>\$346,059.53</u>
	\$593,309.51

Supervisor Schmitt asked if the Board or the Audience had any questions.

No one wished to be heard.

Motion carried unanimously.

COMMENTS FROM THE AUDIENCE:

Marianne McLennan asked when the compost would be available to the residents.

Clerk Tischler responded Ms. McLennan should check with the Village.

COMMENTS FROM THE BOARD:

Trustee Nelson commented the Board should go out for bids for Animal Control with and without wildlife.

Clerk Tischler wished everyone a Happy Easter.

Supervisor Schmitt commented Dave Weber (Southfield Township Animal Control Officer) does an outstanding job for the Township. Supervisor Schmitt added Weber is a very commendable person and goes over and above and Schmitt is proud to have Weber as an associate handling situations for the Township.

Trustee Holloway added the Township is lucky to have Dave Weber as our Animal Control Officer.

Trustee Walsh commented that Southeastern Oakland County Water Authority will meet on Wednesday, April 9th at 8:30 a.m. at the Hazel Park Community Center.

Supervisor Schmitt adjourned the meeting at 8:52 p.m.

Phillip Schmitt, Supervisor

Sharon Tischler, Clerk