

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES  
MEETING HELD ON SEPTEMBER 8, 2015**

Supervisor Schmitt called the meeting to order at 7:33 p.m. at the Township Hall.

**ROLL CALL:**

Present: Supervisor Schmitt, Clerk Tischler, Treasurer Mooney and Trustees,  
Cook, Nelson and Walsh

Absent: 1 Vacancy

Others Present: Brian Reemmer, Beverly Hills

**Supervisor's Report**

Supervisor Schmitt stated on August 6<sup>th</sup>, 2015 former Supervisor Raymond Mills passed away. Ray was active in the community serving as Bingham Farms Trustee, Southfield Township Trustee and Supervisor, Bingham Farms Mobil Watch, Northbrook Church and the Birmingham Senior Citizen Coordinating Council. He is survived by his wife Helene, two sons and several grandchildren. Supervisor Schmitt requested a moment of silence.

**Clerk's Report**

Clerk Tischler stated a check in the amount of \$9,920 has been received from the State for reimbursement costs for the installation of the Handicap Entrance doors.

Clerk Tischler advised that the \$12,219.10 reimbursement for the May 5<sup>th</sup> Special Election should be received in October.

Clerk Tischler commented 884 dog licenses have been issued as of August 31<sup>st</sup> compared to 866 at this time last year and 38 cat licenses have been issued compared to 47 last year.

**Treasurer's Report**

Treasurer Mooney stated just under 70% of the summer tax collection has been received.

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

No one wished to be heard.

**APPROVAL OF AGENDA:**

Supervisor Schmitt requested a motion to approve the agenda.

**Motion** by Mooney, supported by Walsh, to approve the agenda as submitted.

**Motion** carried unanimously.

**APPROVAL OF AUGUST 11, 2015 REGULAR MEETING MINUTES:**

Supervisor Schmitt offered the August 11th, meeting minutes for approval.

Trustee Cook suggested on page 2 under “Public Comments” “one” should be inserted between “No” and “wished” and under Public Hearing for Police and Fire Special Assessment Districts second paragraph insert “one” between “No” and “wished”. Trustee Cook questioned if on page 4 first line between “been” and “for” “held” should replace “set”. Trustee Cook suggested this change should also be made in the first sentence in the last paragraph on page 4 as well as on page 5 last paragraph, first sentence. Trustee Cook feels that since the public hearing was held at the beginning of the meeting, the adopted resolutions should reflect that fact.

**Motion** by Cook, supported by Walsh, to approve the August 11, 2015 Board meeting minutes as amended.

**Motion** carried unanimously.

**ADOPTION OF RESOLUTION HONORING ROSANNE KOSS AS TRUSTEE:**

Supervisor Schmitt read the resolution and requested support for adoption.

**RESOLUTION HONORING ROSANNE CROWLEY KOSS  
AS TOWNSHIP TRUSTEE**

**Resolved** by Nelson, supported by Mooney, the following Resolution be adopted:

**WHEREAS,** in November, 2012 Rosanne Crowley Koss was elected to serve on the Southfield Township Board of Trustees, and

**WHEREAS,** Rosanne brought with her governmental and problem-solving skills and an interest in good government acquired during her service on Village Council in Beverly Hills, and

**WHEREAS,** Rosanne’s goals have been to provide Township residents with the best possible service at an affordable cost and took on all the challenges given to her as Trustee, and

**WHEREAS,** Rosanne has done her best to balance family and community needs,

**NOW, THEREFORE BE IT RESOLVED** that the Southfield Township Board of Trustees does express heartfelt thanks for her commitment to public service and on behalf of all the residents, its gratitude and appreciation for her personal friendship, her willingness to become

involved in the time consuming issues of Township Government, her many hours of dedicated public service, and wish to extend our best wishes and support for good health and success in any future endeavors.

**ROLL CALL:**

**Ayes:** Tischler, Mooney, Cook, Nelson, Walsh, Schmitt  
**Nays:** None  
**Absent:** None

**Resolution Declared Adopted.**

**DISCUSSION AND POSSIBLE APPROVAL OF ELECTION FEE SCHEDULE:**

Clerk Tischler stated at this time no one has suggested any changes to the current fee schedule, so the only item that needs to be addressed are fees for election information.

Clerk Tischler noted after surveying adjacent municipalities none are requiring FOIA requests for their election information and only one is supplying the information for free. The fees range from free to \$25.00 depending on the information requested.

Clerk Tischler advised that currently our election file contains approximately 11,500 registered voters and a little over 1,800 are on our Absent Voter Application List. Our current fees are \$15.00 for all registered voters on CD and if sent by E-mail \$10.00. Absentee voter lists on CD or E-mail are \$15.00 and the cost to supply either current registered voters or absentee information in label format is \$.90 per page and each page contains 30 labels. The only other information requested at election time is a list of daily absent voters in label format which are e-mailed. Our past practice has been to charge \$0.01 per name which is deducted from a \$5.00 deposit with outstanding balance refunded.

Clerk Tischler stated the surveyed community's non-refundable fees for daily absent voter information ranges from a \$1.00 a day to \$15.00 to \$25.00 per election.

Clerk Tischler suggested the Board consider adopting the following fee schedule for election information.

Paper Lists	\$ .01 per name
Paper Labels:	\$ 1.00 per page – 30 labels per page
CD's	\$15.00 per CD + \$5.00 per additional file
E-mail	\$10.00 per file
Daily AV's	\$10.00 per election non- refundable

Trustee Cook questioned the cost difference in the per name list and per label page. Trustee Cook suggested a value as is suggested for per page information for per name on a paper list as opposed to the \$.01 per name just to make the process easier.

Clerk Tischler responded approximately fifteen names are printed on a sheet.

Clerk Tischler commented requests for paper lists do not occur very often and a price for the cost of preparing a list needs to be on our fee schedule.

Treasurer Mooney suggested we try the suggested fee schedule for one year and see if changes need to be made.

**Motion** by Tischler, supported by Mooney, to adopt the proposed Election Information Fee Schedule as proposed and review the Fee Schedule next year.

**ROLL CALL:**

**Ayes:** Mooney, Cook, Nelson, Walsh, Schmitt, Tischler

**Nays:** None

**Absent:** None

**Motion** carried unanimously.

**DISCUSSION AND POSSIBLE ADOPTION OF RESOLUTION TO APPOINT EDWARD SAENZ TO THE PLANNING COMMISSION:**

Supervisor Schmitt stated with the appointment of Trustee Cook to the Township Board and her continued service on the Planning Commission, Trustee Nelson can no longer serve on the Planning Commission. Only one member of the Township Board can serve as a member of the Planning Commission.

Supervisor Schmitt suggested Edward Saenz, of Franklin and a former council member, has generously agreed to accept the appointment.

Planning Commission members are required to have staggered terms, as practical, and appointing Edward through 2017, will help balance the terms and reinforce the geographic, balance of the Board.

**Resolved** by Tischler, supported by Walsh, to appoint Edward Saenz, of Franklin, to the Southfield Township Planning Commission with a term, expiring December 31, 2017.

**ROLL CALL:**

**Ayes:** Cook, Nelson, Walsh, Schmitt, Tischler, Mooney

**Nays:** None

**Absent:** None

**Resolution Declared Adopted.**

**DISCUSSION AND POSSIBLE APPOINTMENT OF TRUSTEE TO FILL A VACANCY WITH AN UNEXPIRED TERM ENDING 11/20/2016:**

Supervisor Schmitt stated that copies of the applications received to date for appointment to fill Trustee Koss' unexpired term as Township Trustee were distributed for review by the Board. Trustee Koss's resignation was effective August 11, 2015 and the position must be filled by September 25<sup>th</sup>, 45 days from the date the position became vacant; otherwise the state is required to set a special election to fill the seat.

Supervisor Schmitt asked if any of the Board Members wished to speak on behalf of any of the candidates, otherwise Supervisor Schmitt will entertain the first nomination.

Trustee Nelson inquired as to a conflict of interest with one of the candidates and Supervisor Schmitt responded that is true, but all applications submitted were included for review.

Clerk Tischler suggested Paul Scarcello of Bingham Farms, who would give the Township Board representation from all three Villages and feels he would be the best choice for the open Trustee position.

Supervisor Schmitt asked for any additional nominations. Hearing none, the following resolution was offered.

**Resolved** by Tischler, supported by Walsh, to appoint Paul Scarcello as Southfield Township Trustee to fill Trustee Koss's unexpired term ending November 20, 2016.

**ROLL CALL:**

**Ayes:** Nelson, Walsh, Schmitt, Tischler, Mooney, Cook  
**Nays:** None  
**Absent:** None

**Resolution Declared Adopted.**

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

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

101 General Fund	\$	\$39,550.47
703 Tax Fund	\$	<u>4,751,510.02</u>
	\$	4,791,060.49

Supervisor Schmitt asked if anyone had any questions.

Trustee Nelson inquired if Comeau had submitted a bill for the landscape mulch.

Treasurer Mooney responded Comeau's bill was approximately \$600 dollars.

**Motion** carried unanimously.

**COMMENTS FROM THE AUDIENCE:**

Brian Reemmer inquired if the Township had any oversight of Riverside Pond.

Supervisor Schmitt responded the Pond is the responsibility of the Village of Beverly Hills.

**COMMENTS FROM THE BOARD:**

Trustee Nelson commented he would have liked to have had the candidates for Trustee present at the meeting for questions.

Trustee Nelson suggested we advertise for interested parties to maintain the Township landscaping for next year.

Trustee Nelson requested the maps that were located in the meeting room be put back up on the walls.

Trustee Nelson noted his attendance at tomorrow's Water Board meeting at Lathrup Village in place of Trustee Walsh.

Trustee Cook reviewed the last Planning Commission meeting at which a temporary sign request from Penn Station was on the agenda. The request was to be granted after clarification from our Attorney as to whether the request met the ordinance as one sign. The application requested two signs which could not be granted by the Planning Commission.

Clerk Tischler responded the Attorney reviewed the application and ordinance and responded it was one sign. Clerk Tischler will supply the Planning Commission with the Attorney's response.

Supervisor Schmitt and Treasurer Mooney welcomed Paul Scarcello to the Township Board.

Supervisor Schmitt adjourned the meeting at 8:03 p.m.

---

Phillip Schmitt, Supervisor

---

Sharon Tischler, Clerk