

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES  
MEETING HELD ON APRIL 14, 2015**

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 and Trustees Koss, Nelson and Walsh

Absent: Trustee Holloway

Others Present: Marianne McLennan, Beverly Hills

**Supervisor's Report**

Supervisor Schmitt commented the Board of Review met for its last day on March 12<sup>th</sup>.

Supervisor Schmitt expressed appreciation and a thank you to Al Krier, owner, of A & D Animal Control for the wonderful service they have provided to the residents of Southfield Township.

**Clerk's Report**

Clerk Tischler noted to date 2 Merchant Licenses are outstanding.

Clerk Tischler commented 646 dog licenses have been purchased as of March 31<sup>st</sup> compared to 688 last year and 32 cat licenses have been issued compared to 30 last year.

Clerk Tischler mentioned preparations are under way for the May 5<sup>th</sup> Special Election. Election worker training is scheduled for the end of the month, the Public Accuracy Test will be held on April 22<sup>nd</sup> at 10 a.m.

Clerk Tischler noted Saturday, May 2<sup>nd</sup> is Shred Day from 10 a.m. until Noon.

**Treasurer's Report**

Treasurer Mooney noted settlement with the County for both the Township and Beverly has been completed.

Treasurer Mooney stated the Albanian Church that was located on 13 Mile has been sold by the Archdiocese of Detroit to Abyssinia Love Knot Physical Therapy LLC. Village Attorney Tom Ryan has sent a letter to them advising that the property is zoned residential and commercial use is not allowed. Treasurer Mooney noted the property has been placed back on the tax roll.

Treasurer Mooney noted the Township Planning Commission met and has scheduled a Public Hearing for 7:00 p.m. on May 12<sup>th</sup>, which is just before the Township Board meeting, for the text amendment changes to the Cemetery section of the Zoning Ordinance.

Treasurer Mooney mentioned the recognition given to the Village of Beverly Hills for being a fiscally responsible community for over three years.

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

No one wished to be heard.

**APPROVAL OF AGENDA:**

**Motion** by Mooney, supported by Walsh, the agenda is approved as presented.

**Motion** carried unanimously.

**DISCUSSION AND POSSIBLE APPROVAL OF MARCH 10, 2015 REGULAR MEETING MINUTES:**

Trustee Walsh noted on page 6, seventh paragraph eliminate the “s” at the end of “Supervisor”. Treasurer Mooney noted also on page 6 fifth paragraph “Goslin” should be “Gosselin”. Supervisor Schmitt requested changes to the Supervisor’s Report page 1, first paragraph insert a period after “contentious” and in the third paragraph second sentence change “she was denied,” to “she was likely to be denied relief,”

**Motion** by Walsh, supported by Nelson, to approve the March 10, 2015 Board meeting minutes as amended.

**Motion** carried unanimously.

**DISCUSSION AND POSSIBLE APPROVAL OF BID FOR HANDICAP ENTRANCE TO TOWNSHIP HALL:**

Clerk Tischler stated at the March Board Meeting, concerns were raised with regard to the color of the door hardware finishes, with a request that samples of possible choices be provided before a final vendor choice was made.

The vendors were contacted and have provided the following:

National Door Systems uses standard house paint at an additional cost of \$2,000.

Record Automatic Doors, Inc. uses a Bone White painted finish – Permacoat (Powder Coating) at no additional cost.

After general discussion and review of the color choices provided the consensus of the Board was to select Record Automatic Door Systems.

**Resolved** by Tischler, supported by Koss, to authorize administration to contract with Record Automatic Door Systems, for replacement of the Township Hall entrance doors to comply with the American Disabilities Act at a cost not to exceed \$9,920 with funding available in the 2015/16 budget in account #101-895-975 and Grant Funding from the State.

**ROLL CALL:**

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

**Resolution declared adopted.**

**DISCUSSION AND POSSIBLE APPROVAL OF A CONTRACT FOR COMPUTER SERVICES:**

Clerk Tischler noted the loss of our IT vendor due to very sad circumstances. Two vendors have provided quotes. Clerk Tischler reviewed the information provided by the vendors and offered support for ITRight, specifically noting the customers they service, all of which are municipal. ITRight will perform all or as many of the services they offer. ITRight is familiar with many of the software vendors used by municipalities. ITRight's web hosting covers updating with any items sent from any department of the jurisdiction.

Clerk Tischler stated the Board can pick and choose which of the services ITRight provides and mentioned current ITRight customers spoke highly of the service.

Trustee Koss stated it is important the right vendor is selected.

Treasurer Mooney offered support for a pre-paid contract with the vendor, as opposed to paying as you go, based on the ability to contact the vendor to handle even small issues in a timely manner instead of waiting for a major issue because of service call charges.

Trustee Koss raised concerns over a dial in option to the system for repairs and oversight noting the security of the information on the server.

Treasurer Mooney supported the need for Web Hosting which would allow the site to be updated within hours of the information being sent.

Supervisor Schmitt recommended the Back Up off site option since the cost is minimal.

Trustee Nelson questioned what Web Site services ITRight would perform.

Treasurer Mooney responded ITRight would and could include additional links to other sites or new sections to the site.

Clerk Tischler stated research on the billings from Tech Resources in the last budget year were approximately \$4,000, some of which was equipment.

**Resolved** by Tischler, supported by Mooney, to approve a pre-paid service contract with ITRight including Web Hosting and Back Up for a cost not to exceed \$3,500.

**ROLL CALL:**

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

**Resolution declared adopted.**

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

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

101 General Fund	\$	50,959.02
703 Tax Fund	\$	<u>339,467.46</u>
	\$	390,426.48

**Motion** carried unanimously.

**COMMENTS FROM THE AUDIENCE:**

No one wished to be heard.

**COMMENTS FROM THE BOARD:**

Trustee Walsh commented the Water Authority met last Wednesday at the City of Southfield Public Library. Trustee Walsh noted Robert Daddow, Deputy County Executive, spoke to the group and was very impressed with his knowledge of the current water negotiations with Detroit.

Clerk Tischler noted contact was made with two vendors to do landscape clean up and deferred to Supervisor Schmitt for an update.

Supervisor Schmitt stated Lucille Nawara and Two Ladies and a Hoe where contacted and are awaiting a response.

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Supervisor Schmitt commended Clerk Tischler for efforts in applying and receiving Grant Funding for Handicap Accessible doors for the Township Hall.

Treasurer Mooney wishes Sandy LaJoie, Deputy Clerk, a speedy recovery.

Trustee Koss inquired about the number of boxes or pounds accepted on Shred Day.

Supervisor Schmitt stated paper bags with handles are the best option and the vendor takes what residents bring for shredding even if you make a second trip.

Trustee Nelson stated after the spring cleanup of the landscaping is complete; he will provide the labor to add additional mulch to the beds.

Supervisor Schmitt adjourned the meeting at 8:07 p.m.

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Phillip Schmitt, Supervisor

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Sharon Tischler, Clerk