

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES  
MEETING HELD ON MAY 12, 2015**

Supervisor Schmitt called the meeting to order at 7:35 p.m. at the Township Hall.

**ROLL CALL:**

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

Absent: Vacant

Others Present: Sandra LaJoie, Deputy Clerk  
Bonnie Cook, Franklin

**Supervisor's Report**

Supervisor Schmitt commented on April 19, 2015 Trustee Richard Holloway passed away peacefully, he was 86 years old. Visitation will be at McCabe Funeral Home in Farmington Hills on Friday, May 15, 2015 between 11:00 a.m. - 1:00 p.m.

Trustee Holloway (Dick) was active in Bingham Farms and particularly in the Mobile Watch program. Trustee Holloway was a long time Southfield Township Trustee particularly active in the Township's Animal Control Program. Supervisor Schmitt requested a moment of silence in remembrance of Trustee Holloway.

Supervisor Schmitt welcomed Deputy LaJoie back to work. Supervisor Schmitt added he hopes ~~Rachel~~ Rachael Koss is feeling better.

Supervisor Schmitt mentioned as of May 1, 2015 Anytime Animal Control has been handling the Township Animal Control.

**Clerk's Report**

Clerk Tischler noted five (5) Merchant Licenses are outstanding, several of which are new business openings. Better Health opened for business this past weekend.

Clerk Tischler commented 767 dog licenses have been purchased as of April 30<sup>th</sup> compared to 756 last year and 36 cat licenses have been issued compared to 31 last year.

Clerk Tischler mentioned Shred Day was a success. The truck was filled and two totes were left at the Township Hall for collection. Absolute Shreds has provided an update on items preserved with the removal of paper from the waste stream.

Clerk Tischler noted Judith Thomson-Torosian, Service and Sales Manager, for the Michigan Municipal League Liability and Property Pool, dropped off the Township's dividend check today in the amount of \$942.

Clerk Tischler also provided the balance available in the Retiree Health Care account through March 31<sup>st</sup>.

Clerk Tischler mentioned I.T. Right, tech service vendor, has reviewed our computer network and suggested changes and or upgrades which will be made current in the next few weeks. Clerk Tischler added Web site and e-mail transfer will begin shortly.

Clerk Tischler commented Record Automatic Door Systems has advised installation of the handicap ~~assessable~~-accessible entrance door system to the Township Hall, is scheduled for the first week in June.

Clerk Tischler noted Election Day ran smoothly with a 40% turnout, 4,523 registered voters took part in the election process. Once all the expenses are received and paid, copies will be attached to an invoice and submitted to the State for reimbursement.

Clerk Tischler expressed appreciation for all the effort put forth by the Treasurers department, which went above and beyond, with one staff member out of the office for a month before the election and upon return only able to work a short work schedule. Not only was help provided before the election, with issuing and receiving absentee ballots, but election day runs to precincts with returned AV's and help in staffing at a precinct in Franklin on election day due to illness, was offered without hesitation. Help was also provided after the election with updating voter history. The Township Board needs to recognize the working relationship and cooperation between departments, as staffing in each department consists of one person and an elected official to accomplish all the tasks required by law.

Clerk Tischler added a further thank you is necessary to Deputy LaJoie, who before medical leave, made every effort to supply the Clerk with what was needed to make the election run smoothly, which relieved the stress of small but important details so the focus was on the election.

### **Treasurer's Report**

Treasurer Mooney commented the department is in transition between the 2014-2015 tax seasons. Treasurer Mooney added the treasury department is beginning to work on preparing, reviewing the tax bills and the rates. Treasurer Mooney added both Oakland County and Beverly Hills tax rates are going down slightly.

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

No one wished to be heard.

**APPROVAL OF AGENDA:**

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

**Motion** carried unanimously.

**DISCUSSION AND POSSIBLE APPROVAL OF APRIL 14, 2015 REGULAR MEETING MINUTES:**

**Motion** by Mooney, supported by Walsh, to approve the April 14, 2015 Board meeting minutes as presented.

**Motion** carried unanimously.

**FIRST READING OF TEXT AMENDMENT TO ZONING ORDINANCE NO. 167-SECTION § 151.074-CEMETRY DISTRICT:**

Supervisor Schmitt mentioned the Planning Commission met at 7:00 p.m. this evening and among other items held a public hearing on a potential amendment to Section §151.074 (B) (1) of the Zoning Ordinance. After the public hearing and several changes, the Planning Commission approved and forwarded the proposed amendment to the Township Board.

This Board may, but is not required to hold a second public hearing on this matter; however the Township Board must have a first reading this evening. The proposed amendment must be published if a public hearing is scheduled. Supervisor Schmitt suggested the Board have the second reading with adoption at the June meeting.

Supervisor Schmitt added if the Board makes any changes to the text amendment, it is not required that the Planning Commission review those changes to the text amendment prior to moving forward.

Supervisor Schmitt read the proposed amendment to the text with changes.

“A fence at least five feet in height shall be provided around the entire site with self-locking gates at entrance and exit points. The fence along Southfield Road shall be a wrought iron style fence made of wrought iron, aluminum, steel or similar material, including but not limited to such uniform traditional elements as height, shading, black color, portions, decorations, finials, rails and posts. Chain link, split wood or mesh fences are prohibited along Southfield Road as well. In addition a greenbelt conforming to standards in section §151.036(A) and (B) shall be established around the perimeter of the cemetery so as to provide a screen from adjacent property.”

Supervisor Schmitt asked if anyone on the Board had an objection to waving a second public hearing.

Supervisor Schmitt commented let the record reflect the Board has no objections to waving a second public hearing.

Supervisor Schmitt opened the floor for discussion.

After general discussion, it was the consensus of the Board to add the above changes to the text amendments to §151.074 (B) (1), allowing for a more specific description of what is required and what is not.

**Motion** by Mooney, supported by Koss, to waive the second public hearing, schedule a second reading with possible adoption at the June 9<sup>th</sup> meeting.

Supervisor Schmitt asked if there was any further discussion.

**Motion** carried unanimously.

**DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO APPOINT REPRESENTATIVE AND ALTERNATE TO THE SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY BOARD:**

**RESOLUTION TO APPOINT REPRESENTATIVE AND ALTERNATE TO THE SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY BOARD OF TRUSTEES:**

Supervisor Schmitt noted SOCWA representatives' appointments are for one year only, and the term expires June 30<sup>th</sup>. The Township's current representative is Trustee Robert Walsh and the alternate was the late Trustee Richard Holloway.

Supervisor Schmitt commented Trustee Walsh and Trustee Nelson have graciously agreed to accept SOCWA appointments effective July 1, 2015.

Supervisor Schmitt noted the suggested Resolution to reappoint Robert Walsh and to appoint Dan Nelson alternate to the SOCWA Board:

Article VII of the Articles of Incorporation of the Southeastern Oakland County Water Authority provides that each municipality shall annually appoint a representative and an alternate to the Board of Trustees. This representative shall serve during the next fiscal year following his appointment and/or until his successor is appointed.

**Resolved** by Mooney, seconded by Koss, that the following Resolution be adopted:

**WHEREAS**, the Southeastern Oakland County Water Authority has requested that the Township Board of Trustees, by Resolution, appoint a representative and alternate representative to represent the Township of Southfield on the

Board of Trustees of the Southeastern Oakland County Water Authority  
Board for the year beginning July 1, 2015.

**NOW THEREFORE BE IT RESOLVED**, that at a regular meeting of the Southfield Township Board of Trustees held on May 12, 2015, the Board appointed Robert Walsh as representative and Daniel V. Nelson as an alternate representative to represent the Township of Southfield on the Southeastern Oakland County Water Authority Board of Trustees for the year July 1, 2015 through June 30, 2016.

**ROLL CALL:**

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

**Resolution** declared adopted.

**DISCUSSION AND POSSIBLE APPOINTMENT TO FILL THE UNEXPIRED TERM OF TOWNSHIP TRUSTEE:**

Supervisor Schmitt noted the Trustee appointment is to fill the unexpired term left by Trustee Richard Holloway. Supervisor Schmitt added two candidates have applied for the position, one is Bonnie Cook who is present this evening and Steven Croyle. Croyle's application notes that he is a volunteer Fire Fighter in Franklin and also a member of the Bingham/Franklin Fire Department Board of Trustees. Our attorneys have been asked to review the positions for a possible conflict of interest since a contract exists between the Township and the Bingham/Franklin Fire Department. A response is forthcoming. Supervisor Schmitt noted that Croyle's position on the Bingham/Franklin Fire Department Board of Trustees potentially renders him unable to serve on the Township Board of Trustees pursuant to the incompatibility. Supervisor Schmitt stated he spoke with Croyle today and Croyle stated he would not want to be involved with anything where there is a conflict and would be happy to have his application on file.

Supervisor opened the floor for nominations.

**Motion** by Koss, supported by Walsh, to nominate Bonnie Cook to fill the unexpired term of Township Trustee Holloway ending November 20, 2016.

**ROLL CALL:**

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

**Motion** carried unanimously.

**DISCUSSION AND APPROVAL OF RESOLUTION TO APPROVE PAY LOCAL TAXES CONTRACT WITH OAKLAND COUNTY:**

Treasurer Mooney commented the Township currently has an agreement with Oakland County for Pay Local Taxes which allows residents to pay their taxes either on line or by telephone using credit cards, debit cards and e-checks. The resident pays an enhancement fee and currently the Township does not receive any remuneration for this service.

Treasurer Mooney added it was recently decided that the local jurisdictions should receive 50% of the fees the County receives after their \$900.00 annual fee to the participating municipalities is deducted. Treasurer Mooney added it is unclear how much revenue, if any, it will generate.

Treasurer Mooney commented the last four pages, Exhibit 2 dated 2/18/2015 of the contract reflect the terms and conditions of the changes to the contract.

Treasurer Mooney added if the Township should decide to continue Pay Local Taxes; the Township Board will be required to complete an updated contract with the County incorporating the changes.

**Resolved** by Mooney, seconded by Koss, to approve the amended contract Exhibit 2 dated 2/18/2015 with Oakland County for Pay Local Taxes and authorize the Treasurer to sign on behalf of Southfield Township. [See Exhibit A]

**ROLL CALL:**

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

**Resolution** declared adopted.

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

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

101 General Fund	\$	52,624.39
703 Tax Fund	\$	0.00
	\$	52,624.39

**Motion** carried unanimously.

**COMMENTS FROM THE AUDIENCE:**

No one wished to be heard.

**COMMENTS FROM THE BOARD:**

Trustee Nelson inquired as to which Township meetings are cancelled.

Supervisor Schmitt responded July and November.

Trustee Nelson inquired about the old information, specially the Trustees names, on the sign application. Trustee Nelson suggested in the future the application be changed to be more generic.

Clerk Tischler wished everyone a Happy Memorial Day.

Supervisor Schmitt congratulated Bonnie Cook on her appointment to the Township Board.

Treasurer Mooney congratulated Bonnie Cook on her appointment to the Township Board. Treasurer Mooney complemented Clerk Tischler on running a smooth Election and added Patrick Bresnahan, Election custodian, did an outstanding job.

Trustee Walsh congratulated Bonnie Cook on her appointment to the Township Board. Trustee Walsh noted SOCWA will meet at 8:30 a.m. and SOCRRA and SOCWA have a joint meeting at 9:30 in the Village of Beverly Hills Council Chambers.

Trustee Koss congratulated Bonnie Cook on her appointment to the Township Board. Trustee Koss wished everyone a Happy Memorial Day and wished Treasurer Mooney a safe trip to Italy.

Supervisor Schmitt adjourned the meeting at 8:13 p.m.

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Phillip Schmitt, Supervisor

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Sharon Tischler, Clerk