

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
MEETING HELD ON JANUARY 13, 2015**

Supervisor Schmitt called the meeting to order at 7:00 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: Sandra J. LaJoie, Deputy Clerk
Bill Dwyer, County Commissioner
Fred Gallasch, Franklin
Dave Weber, Southfield Township Animal Control Officer
Marie Weiner, Beverly Hills

STUDY SESSION OF PROPOSED FISCAL YEAR 2015-2016 BUDGET:

Supervisor Schmitt suggested the Board go through the Budget, section by section, as has been done in previous years and opened the floor for discussion.

Trustee Walsh questioned in the General Fund, Revenues Section under Election Reimbursement the amount of \$35,000 which is requested.

Clerk Tischler responded there are two elections scheduled May 2015, State Special and March 2016, Presidential Primary. The state reimburses a portion of each Election; the rest is absorbed by the Township.

Treasurer Mooney indicated the number for Revenue from Current Property Tax will change; once more current information is available from assessing.

Trustee Nelson inquired about the State Liquor Control line item.

Treasurer Mooney responded the Township has one liquor license and the renewal fee comes to us and is then forwarded to Beverly Hills for Public Safety enforcement of Liquor License Laws.

Trustee Nelson inquired if under Expenditures-Township Board Overtime-Staff is for a Recording Secretary at Township Board meetings.

Clerk Tischler responded that is correct.

Trustee Nelson commented in the Building and Grounds section an adjustment will be necessary in order to handle cleanup and maintenance of the Township grounds.

The Board went through each section of the Budget and did not make any changes. The only change, if passed this evening, would be the amount the Township pays for Animal Control Contract Services.

Regular meeting started at 7:16 p.m.

ADMINISTRATIVE REPORTS:

Supervisor's Report

Supervisor Schmitt commented on the response from the attorney regarding repairing the fence along Southfield Road around Acacia Cemetery and paving of the service road.

Supervisor Schmitt mentioned a phone call from Matt Petrocy, Director of Operations for Midwest Management Group. Petrocy did not have a problem paving a portion of the service road. Petrocy commented presently they are trying to keep the fence up until after Memorial Day and then maintenance will begin in June. Petrocy is very agreeable to addressing any issues.

Clerk's Report

Clerk Tischler commented the State has scheduled a Special Election for May 5th and at this time the Village of Franklin will be adding a local millage renewal question to the ballot. Special Elections called by the State are reimbursed to the local unit. However, not all of the Election expenses are covered.

Clerk Tischler mentioned letters requesting the use of polling locations have been sent along with ability to work surveys to precinct workers. Absentee Ballot Applications have also been ordered.

Clerk Tischler noted to date, 2015 Merchant license packets have been sent to all businesses located in the Corners complex. Hardship packets were mailed to those residents who applied last year.

Clerk Tischler added to date, 178 dog licenses have been purchased compared to 177 at this time last year and 15 cat licenses have been issued compared to 8 last year.

Clerk Tischler mentioned a second bid has now been received to make the Township Hall entrance compliant with provisions of the Americans with Disabilities Act. The grant application can now be completed and submitted.

Trustee Nelson inquired about the price of the bids.

Clerk Tischler responded one bid came in a little over \$11,000 and the second bid came in a little under \$10,000.

Treasurer's Report

Treasurer Mooney noted to date, we have collected 96.9% of our summer taxes and just under 60% of our winter taxes.

PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON PUBLISHED AGENDA:

Bill Dwyer, County Commissioner, wished the Board a Happy New Year. Dwyer mentioned he will be the County Commissioner for Southfield Township for the next two years. Dwyer commented on looking forward to working with the residents of the Township. Dwyer stated that he is still working closely with Marcia Gershenson.

Trustee Koss inquired about the date of the State of the Union address by Brooks L. Patterson.

Dwyer responded the date of the State of the Union address is February 4, 2015 at the Marriott Center Point as it has been in the past.

APPROVAL OF AGENDA:

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

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF DECEMBER 9, 2014 REGULAR MEETING MINUTES:

Motion by Walsh, supported by Mooney, to approve the December 9, 2014 Board meeting minutes as presented.

Motion carried unanimously.

DISCUSSION AND POSSIBLE MOTION TO RECEIVE AND FILE COMPENSATION COMMITTEE REPORT:

Supervisor Schmitt asked Trustee Walsh, Chair of the Compensation Committee to present the Compensation report to the Board.

Trustee Walsh commented the Compensation Committee consisting of Trustee Walsh, Chair, Trustee Nelson and resident Jack Fahlen met on December 11, 2014 at the Township Hall. The Compensation Committee looked at the following three items.

- Increase the Deputy Treasurer's annual salary by \$1,049.00 effective April 1, 2015 in addition to any other increases that may be provided by this committee. This annual increase is to match the Deputy Clerk's current salary.

After discussion, the motion was unanimous.

- The Compensation committee recommended changing the Township's Holiday Schedule to close the Township offices all day Good Friday, rather than only a half – day as had been the norm.

Motion passed unanimously.

- The Compensation Committee recommended the annual salaries of all full time employees and elected officials with the exception of the Trustees increase 2% effective April 1, 2015.

Motion passed: (Yes – Walsh, Fahlen) (No – Nelson)

Fred Gallasch asked Trustee Walsh if comparative studies of other municipalities were done so you had a basis to go by.

Trustee Walsh responded in the past, but not this year.

Motion by Walsh, supported by Nelson, to receive and file the Draft of the minutes of the Compensation Committee meeting, dated December 11, 2014, as the report from the committee. [See Exhibit A]

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION SETTING SALARY OF TOWNSHIP SUPERVISOR BEGINNING APRIL 1, 2015:

RESOLUTION SETTING SALARY OF TOWNSHIP SUPERVISOR

Resolved by Mooney, supported by Walsh, the following Resolution be adopted:

WHEREAS, pursuant to MCLA 41.95 (3), which provides that in a Township that does not hold an annual meeting, the salary for officers composing the Township Board shall be determined by the Township Board, and

WHEREAS, the Board of Southfield Township deems it desirable to adjust the salary of the Township Supervisor to ensure that compensation for this position remains equitable and commensurate with the duties of said elective office, and

WHEREAS, the Supervisor has served the Township since 2007 and has been elected to serve the Township,

NOW THEREFORE BE IT RESOLVED the salary for the office of Township Supervisor for Fiscal Year 2015 is set at \$ 23,386.00.

Trustee Koss commented on the flat rate the Compensation Committee proposed and suggested a review of the wage section of our policy, which needs to be updated. Trustee Koss was referring to the step system.

Treasurer Mooney agreed.

Clerk Tischler stated the step system has been updated every year as increases in wages have been granted and will be updated and supplied at the February meeting.

Trustee Koss expressed the importance of the step system regarding salaries.

Gallasch inquired when Clerk Tischler leaves Southfield Township would her replacement receive the salary the Clerk is currently receiving.

Clerk Tischler responded if the position was open before the expiration of the current term, the replacement would receive the current salary. Salaries for Elected Officials can only be changed before the next new term of office begins which is Nov. 20, 2016.

ROLL CALL:

Ayes: Tischler, Mooney, Koss, Walsh, Schmitt

Nays: Nelson

Absent: Holloway

Resolution declared passed 5-1

Trustee Koss inquired whether or not the increase was 2%. It was not stated in the Resolution.

Clerk Tischler responded the resolution represents a 2% increase.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION SETTING SALARY OF TOWNSHIP CLERK BEGINNING APRIL 1, 2015:

RESOLUTION SETTING SALARY OF TOWNSHIP CLERK

Resolved by Schmitt, supported by Koss, the following Resolution be adopted:

WHEREAS, pursuant to MCLA 41.95 (3), which provides that in a Township that does not hold an annual meeting, the salary for officers composing the Township Board shall be determined by the Township Board, and

WHEREAS, the Board of Southfield Township deems it desirable to adjust the salary of the Township Clerk to ensure that compensation for this position remains equitable and commensurate with the duties of said elective office, and

WHEREAS, the Township Clerk has served the Township since 1984 and has been elected to serve the Township,

NOW THEREFORE BE IT RESOLVED the salary for the office of Township Clerk for the Fiscal Year 2015 is set at \$ 72,114.00.

ROLL CALL:

Ayes: Mooney, Koss, Walsh, Schmitt, Tischler
Nays: Nelson
Absent: Holloway

Resolution declared passed 5-1

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION SETTING SALARY OF TOWNSHIP TREASURER:

Trustee Koss stated the scope of the Treasurers work has increased over the last three years and the raise should be more than 2%.

Treasurer Mooney commented the 2% was just fine.

RESOLUTION SETTING SALARY OF TOWNSHIP TREASURER

Resolved by Schmitt, supported by Tischler, the following Resolution be adopted:

WHEREAS, pursuant to MCLA 41.95 (3), which provides that in a Township that does not hold an annual meeting, the salary for officers composing the Township Board shall be determined by the Township Board, and

WHEREAS, the Board of Southfield Township deems it desirable to adjust the salary of the Township Treasurer to ensure that compensation for this position remains equitable and commensurate with the duties of said elective office, and

WHEREAS, the Treasurer has served the Township since 2007 and has been elected to serve the Township,

NOW THEREFORE BE IT RESOLVED the salary for the office of Township Treasurer for Fiscal Year 2015 is set at \$ 58,468.00.

ROLL CALL:

Ayes: Koss, Walsh, Schmitt, Tischler, Mooney
Nays: Nelson
Absent: Holloway

Resolution declared passed 5-1

DISCUSSION AND APPROVAL OF POVERTY INCOME GUIDELINES:

Supervisor Schmitt commented the Township Poverty Standards Guidelines provide the potential for the Board of Review to grant poverty tax reductions for persons with assets less than a quarter of a million dollars, and whose income does not exceed the Federal Poverty Income Standards as of 12-31-2014.

The 12-31-14 standards are as set forth in the suggested Resolution:

Resolved by Schmitt, supported by Tischler, that Southfield Township adopt, in conformity with the Federal Poverty Income Standards as of 12-31-14 the following income standards for its Poverty Guidelines:

FEDERAL POVERTY INCOME STANDARDS FOR 2015 ASSESSMENTS

The following are the federal poverty income standards as of 12-31-14

<u>Size of Family Unit</u>	<u>Poverty Guidelines</u>
1	\$11,670
2	15,730
3	19,790
4	23,850
5	27,910
6	31,970
7	36,030
8	40,090
For each additional person, add	4,060

ROLL CALL:

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

Motion passed.

REPORT, DISCUSSION AND POSSIBLE ACTION ON ANIMAL CONTROL BIDS:

Supervisor Schmitt commented two (2) bids were received by January 6, 2015 at 5:00 p.m. the deadline to receive bids for the Animal Control Contract. Supervisor Schmitt noted the sealed bids were opened on January 7, 2015. Supervisor Schmitt noted one bid was from A & D, our current contractor and one from Anytime Animal Control LLC. Anytime Animal Control Contract bid was sufficiently lower than A & D's. Supervisor Schmitt questioned whether or not A & D's Contract met the requirement, because they might not have a representative to handle domestic animals. Supervisor Schmitt noted the Animal Control Committee recommends the Township accept the Anytime Animal Control Contract. There are two proposals: One which would include wild life animal services and the other would exclude wild life animal services. The Animal Control Committee was split on whether the contract should include wild life services.

Supervisor Schmitt stated that while he preferred awarding the contract to Anytime Animal Control, and was philosophically and fiscally opposed to providing wild life services. Supervisor Schmitt then opened the floor for discussion.

Dave Weber, owner of Anytime Animal Control LLC, commented he appreciated the Board taking the time to review his proposal.

Trustee Nelson questioned what percentage of domestic versus wild life is dealt with by Animal Control.

Weber responded 65%-75% of the calls are wild life.

Trustee Nelson inquired about the disposal of deer.

Weber responded deer are taken to the County for disposal, of which there is a fee. However, the smaller deer such as fawns are disposed with road kill.

Trustee Nelson asked approximately how many residents call for animal services in the course of a year.

Weber responded around 500, some multiple times however it is different every year.

After general discussion, the Board unanimously agreed to direct the Animal Control Committee to negotiate a contract for animal control services similar to our current service with Anytime Control LLC, owner Dave Weber.

Motion by Nelson, seconded by Koss, to direct the Animal Control Committee to negotiate a contract for Animal Control services similar to those presently enjoyed by the Township with Anytime Animal Control LLC, for an initial period to run from May 1, 2015 through March 31, 2016, at the rates in Anytime's proposal.

Motion carried. **Passed 5-1**

Nays: Schmitt

Absent: Holloway

DISCUSSION AND POSSIBLE APPROVAL OF DECEMBER EXPENDITURES:

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

101 General Fund	\$ 40,585.59
703 Tax Fund	<u>\$ 1,776,001.31</u>
	\$ 1,816,586.90

Motion carried unanimously.

COMMENTS FROM THE AUDIENCE:

Weber, Southfield Township Animal Control Officer, thanked the Board for awarding Anytime Animal Control LLC the bid. Weber commented he would provide the residents with the same service as he has provided through A& D for the last 14 years.

COMMENTS FROM THE BOARD:

Clerk Tischler commented Weber goes above and beyond and is a great asset to Southfield Township.

Trustee Nelson inquired if the amount in the budget for Animal Control would change.

Supervisor Schmitt responded the line item will be adjusted accordingly.

Supervisor Schmitt congratulated Weber and was pleased the Board decided on Anytime Animal Control. Supervisor Schmitt commented the Township looks forward to working with Anytime Animal Control.

Trustee Walsh commented Southeastern Oakland County Water Authority will meet on Wednesday, January 14th at Ferndale Public Library at 8:30 a.m.

Trustee Koss welcomed Weber aboard, noting that keeping the Animal Control services unchanged and providing a cost savings is wonderful.

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

Phillip Schmitt, Supervisor

Sharon Tischler, Clerk

DRAFT

MINUTES OF THE SOUTHFIELD TOWNSHIP COMPENSATION COMMITTEE MEETING HELD ON DECEMBER 11, 2014

Trustee Walsh, Committee Chair, called the meeting to order at 9:02 a.m. at the Township Hall.

ROLL CALL

Present: Committee Members Trustee Robert Walsh, Chair, Trustee Dan Nelson, and Township Resident Jack Fahlen

Others Present: Supervisor Schmitt (who graciously agreed to act as recording secretary), Clerk Tischler, and Treasurer Mooney

Walsh opened the meeting by saying that the economy was poor and inflation was under 2%

Mooney urged the committee to increase Deputy Scott's salary to equal that of Deputy Lajoie; an increase of \$1049.00.

Tischler referred to prior surveys and step increases and offered how both Deputies were dedicated and worked hard

Nelson suggested providing raises of set amounts rather than by percentage.

Fahlen praised Clerk Tischler and particularly Treasurer Mooney and Deputy Scott, and acknowledged their increased scope of work.

Motion by Fahlen, supported by Walsh, to increase Deputy Scott's annual salary \$1049, effective April 1, 2015, in addition to any other increases that may be provided by this committee.

After spirited discussion.

Motion approved unanimously.

Motion by Fahlen, seconded by Walsh, to change the Township's Holiday Schedule to close the Township offices all Good Friday, rather than only a half-day as had been the norm.

Motion approved unanimously.

Motion by Walsh, seconded by Fahlen to increase, with the exception of the Trustees, the annual salaries of all full time employees and elected officials 2% effective April 1, 2015.

Nelson argued for a set dollar increase rather than a percent increase

Motion approved:

Yes: Walsh, Fahlen

No: Nelson

Chair Walsh called for public comments, and there being none, adjourned the meeting at 9:37.

Robert Walsh, Chair

These minutes are not official. The Compensation Committee has not approved them.