

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
MEETING HELD ON JULY 12, 2016**

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,
Nelson, Scarcello and Walsh

Absent: Trustee Cook

Others Present: Sandra LaJoie, Deputy Clerk
Rana Emmons, Auditor

Supervisor's Report

Supervisor Schmitt noted the July Board of Review will be meeting on Tuesday, July 19th at 10:00 a.m. Supervisor Schmitt reminded the Board that there is no scheduled Board meeting in August the next scheduled Board is September 13th at 7:30 p.m.

Clerk's Report

Clerk Tischler stated 1,414 absent voter ballots have been issued and 414 have been returned as of yesterday. The Public Accuracy Test is scheduled for July 18th at 10 a.m. at the Township Hall. Precinct worker training is scheduled for July 20th and 21st. Clerk Tischler noted July 26th is the petition filing deadline for the November Election for open seats on Village Councils.

Clerk Tischler stated as of June 30th 839 dog licenses have been issued compared to 832 in 2015 and 38 cat licenses have been issued compared to 37 in 2015.

Clerk Tischler noted there is one outstanding merchant license and would like to suggest a review of the Merchants License Ordinance. The original intent was to provide the Treasurer with information on suppliers to the merchants in order to find them if they moved from the Township and their personal property bill fell delinquent. Since the laws have changed with regard to those Merchants who now meet the threshold of being subject to personal property taxes our Ordinance should be reviewed.

Trustee Nelson inquired as to which merchant was delinquent in sending in their information and fee.

Clerk Tischler responded Better Health.

Clerk Tischler mentioned the Township's request for grant funds from the Cable Board to cover the cost of our Internet connection was denied as the Township is not a member of the consortium. After contact with Internet vendors, WOW provided the best pricing at a per month

charge of \$60 dollars for High Speed Internet \$14.99 for the Static IP Address and \$7 for the Business Cable Modem for a total of \$81.99 a month. Installation occurred the last week of June and the transfer of service from the County to WOW is scheduled for July 26th.

Trustee Nelson inquired how much was the Township paying the County for the internet connection.

Clerk Tischler responded nothing.

Clerk Tischler stated the Bureau of Elections continues to recommend that local jurisdictions budget approximately \$2,000 per precinct to assist with the purchase of a new voting system. It is also likely that a portion of the funding for Absent Voter Counting Board tabulators will be the responsibility of local jurisdictions. The BOE is also suggesting that where possible precincts be consolidated.

Clerk Tischler found it ironic that the BOE is suggesting consolidation to save on the cost of equipment at the expense of long lines at General Elections because of the removal of the choice to vote a straight party ticket. The BOE feels more voting booths will solve the problem of unprepared voters.

Treasurer's Report

Treasurer Mooney commented taxes bills should have arrived in resident's mailboxes on July 1st. The Township has collected ½% of our taxes to date.

Treasurer Mooney noted a couple of months ago letters were going to be sent to a select number of Township residents by the State advising them that their property was under review. To date, the Oakland County Assessing Department and the State are not communicating.

PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON THE PUBLISHED AGENDA:

No one wished to be heard.

APPROVAL OF AGENDA:

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

Motion carried unanimously.

APPROVAL OF JUNE 14, 2016 REGULAR MEETING MINUTES:

Supervisor Schmitt offered the June 14, 2016 meeting minutes for approval.

Motion by Scarcello, supported by Nelson, to approve the June 14, 2016 Board meeting minutes as presented.

Motion carried unanimously.

PRESENTATION OF TOWNSHIP AUDIT, RECEIVE AND FILE:

Supervisor Schmitt introduced Rana Emmons, Auditor from Post, Smythe, Lutz and Ziel (PSLZ LLP). Emmons welcomed the new Trustees. Emmons presented the Southfield Township Audit for fiscal year ending March 31, 2016 noting the following areas in 2015; \$41,000 was decreased in Fund Balance plus the Township came in under budget by \$66,000.00 this fiscal year. Emmons commented Property Taxes increased 5% this year which is a significant change compared to last year; an increase of \$1,000.00 compared to last year. Emmons stated Treasurer Mooney invested wisely in Certificates of Deposit over the course of the year generating an additional \$1,000.00. Emmons added the Township investments are 92% FDIC insured. Emmons commented the change in Animal Control saved the Township \$16,000.00 over a partial part of last year. Emmons added the Township will probably see a larger savings this fiscal year. Emmons gave the Board an update on GASBY, which will have minimal impact to Southfield Township. Emmons commented again on the consistency of the millage rate, operating expenses and the constant communication with the Administrative staff.

Emmons noted there are no specific recommendations for the Township and added the audit for the fiscal year ending March 31, 2016 was favorable, clean and in good standing.

Emmons commented all the necessary forms have been filed with the State prior to the deadline of September 30th.

Emmons answered all questions.

Clerk Tischler thanked Rana for her quick responses to questions and issues.

Supervisor Schmitt thanked Emmons for her presentation.

Motion by Tischler, supported by Walsh, to receive and file the March 31, 2016 Township Audit Report.

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO ASSESS 3% TAX PENALTY FOR THE 2016 TAX YEAR:

Treasurer Mooney presented the following Resolution for adoption noting the 3% penalty is levied every year.

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

WHEREAS, with the passage of Public Act #206 of 1893, as amended, MCL 211.44, as amended, which authorizes the Township of Southfield Board of Trustees to impose a penalty on all late payments of unpaid property taxes; and

WHEREAS, the last date to pay taxes by law is February 14, 2017; and

WHEREAS, all taxes paid after February 14, 2017 and before March 1, 2017 are termed late; and

NOW, THEREFORE, BE IT RESOLVED that the Southfield Township Board of Trustees authorizes the Township Treasurer to levy a 3% penalty on all late taxes paid after February 14, 2017 through February 28, 2017; and

BE IT FURTHER RESOLVED that a copy of this Resolution be published in The Birmingham/Bloomfield Eccentric and a notice be included in the mailing of all tax statements to alert all taxpayers of this enactment.

ROLL CALL:

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

DISCUSSION AND POSSIBLE REFERRAL OF REVISED ANIMAL CONTROL ORDINANCE TO ATTORNEYS:

Supervisor Schmitt commented the proposed revised Animal Control Ordinance is a copy of the pdf version previously sent as an information item.

The thought is to keep the dog license process the same for people who keep their pet properly licensed. But for those that are caught, and particularly stray unlicensed animals the fees go up in correlation with the extra work required by the office staff and the Animal Control Officer. Additionally, provision is made for home confinement for quarantine, and discretion of the Animal Control Officer.

Additionally, attached for information is a suggested new fee schedule.

Clerk Tischler inquired about several different sections of the drafted ordinance specifically Sec. 90.05, 90.41 and 90.99.

Trustee Scarcello inquired if the Animal Control Officer has the authority to issue a Criminal Citation or make an arrest.

Clerk Tischler responded authority is granted in the ordinance.

Trustee Nelson inquired whether or not the villages have their own ordinances.

Clerk Tischler responded each Village has an ordinance covering animal control; however there is language in our ordinance that covers the villages.

Motion by Mooney, seconded by Scarcello, to forward the proposed revised Animal Control Ordinance (as amended) to the Township's attorneys to be drafted in proper ordinance form for adoption. [see attachment Exhibit A]

Motion carried unanimously.

DISCUSSION AND POSSIBLE RESOLUTION AUTHORIZING TEMPORARY INTERIM INTER-LOCAL BUILDING AGREEMENT:

Supervisor Schmitt noted the Township's building responsibilities are being handled by the City of Royal Oak, under a temporary inter-local agreement which also includes the Village of Beverly Hills. Royal Oak has given notice of intent to terminate the agreement in the middle of August. This leaves Southfield Township and the Village of Beverly Hills without a means of handling building responsibilities. Beverly Hills has indicated it will either hire an outside firm to handle its responsibilities or hire personnel to handle them in-house. The Village has offered to provide the services to the Township, similar to the terms under which it handled them prior to the inter-local agreement with Royal Oak. The Township is on record as wanting to accept those services.

Beverly Hills has not finalized how it is going to handle building services for the Village or the Township. The Township does not have another BOT meeting scheduled until September, a month after expiration of the Royal Oak agreement. By granting Township administration authority to enter into a temporary agreement with Beverly Hills, both municipalities can facilitate building services on a temporary basis until both governing units, and their attorneys, can draft a more formal agreement.

Resolved by Nelson, seconded by Scarcello, that the Supervisor or Clerk is authorized to enter into a temporary interim inter-local agreement with the Village of Beverly Hills for building services.

ROLL CALL:

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

DISCUSSION AND POSSIBLE APPROVAL OF JUNE EXPENDITURES:

Motion by Walsh, supported by Scarcello, to approve the June expenditures as follows:

101 General Fund	\$ 151,117.69
703 Tax Fund	\$ _____ -
Total	\$ 151,117.69

Motion carried unanimously.

COMMENTS FROM THE AUDIENCE:

No one wished to be heard.

COMMENTS FROM THE BOARD:

Trustee Walsh noted the South Oakland County Water Authority (SOCWA) will meet tomorrow at 8:30 a.m. at the Royal Oak Senior Center.

Trustee Scarcello commented in August the U.S. Amateur Golf Championship will be held at Oakland Hills Country Club in Bloomfield Township and Trustee Scarcello will be Marshalling at the event.

Supervisor Schmitt adjourned the meeting at 8:14 p.m.

Phillip Schmitt, Supervisor

Sharon Tischler, Clerk