

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
MEETING HELD ON JANUARY 10, 2017**

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 Cook Nelson, O'Reilly and Scarcello

Absent: None

Others Present: Sandra J. LaJoie, Deputy Clerk

STUDY SESSION OF PROPOSED FISCAL YEAR 2017-2018 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.

The Board discussed various items such as:

Township's Fiscal Year

Dog Licenses

General Operating Reserve-Fund Balance

Raising the Millage

Items that are Fixed amounts-such as Assessing and Animal Control Contracts

Election Equipment present and future and Elections in general

Penalties

Phones

Postage

Actuary/Codification Expenses Line Item

Capital Purchases

Rummell Drain

Clerk Tischler mentioned the other Fund items in the Budget Session documents that were reviewed included, Fund 401- Capital Improvement Fund, Fund 403-Capital Purchases and Fund 601-Internal Service which covers unemployment costs.

The Board discussed concerns about dipping into the General Operating Reserve.

Clerk Tischler and Treasurer Mooney mentioned to the Board the necessity of raising the millage or adding an administration fee to the winter tax bill to have the funds to make repairs to the building without further depleting our fund balance.

The Board went through each section of the Budget and did not make any changes.

Regular meeting started at 8:03 p.m.

Supervisor's Report

Supervisor Schmitt welcomed the full Board and wished everyone a Happy New Year.

Clerk's Report

Clerk Tischler noted that 117 Dog Licenses have been purchased compared to 102 last year and 2 cat licenses have been issued compared to 4 last year.

Clerk Tischler stated 11 hardships applications have been mailed to residents who applied last year.

Clerk Tischler mentioned 19 Merchant License Applications and 8 copies have been mailed to the businesses located at the Corners Shopping Center.

Clerk Tischler advised the Board that the Vendors who have been approved to supply Election equipment will be hosting a vendor fair on January 20th in Farmington Hills. At this time, the local match per precinct will be roughly \$1,000 to \$2,000 dollars depending on the vendor chosen to supply the equipment to the entire county. It is anticipated that once ordered the new Election equipment will be delivered this year. The County has offered assistance in meeting the needs of a local match if the local unit is unable at this time to afford the funding.

Clerk Tischler noted one vendor has already stated the availability of all of the testing material, test decks for each precinct ballot style and edit listing, provided at no cost. Currently, the Township does not use a vendor to provide the pre-election testing material; however it will be very helpful to have it provided.

Treasurer's Report

Treasurer Mooney noted the Township has collected 98% of the summer taxes and 61% of the winter taxes to date.

PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON THE PUBLISHED AGENDA:

No one wished to be heard.

APPROVAL OF AGENDA:

Supervisor Schmitt requested item 7a-Discussion and Possible Resolution to Accept Gift from the Daughters of the American Revolution be added to the agenda.

Motion by Mooney, supported by Nelson, the agenda be approved as amended.

Motion carried unanimously.

APPROVAL OF DECEMBER 13, 2016 REGULAR MEETING MINUTES:

Supervisor Schmitt offered the December 13, 2016 meeting minutes for approval.

Trustee Cook noted on page 7, second paragraph from the bottom, end of the first line after “Township”, the word “too” strike the second “o” so it will read “to”.

Motion by O’Reilly, supported by Cook, to approve the December 13, 2016 Board meeting minutes as amended.

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF DECEMBER EXPENDITURES:

Motion by O’Reilly, supported by Scarcello, to approve the December expenditures as follows:

101 General Fund	\$ 60,571.19
703 Tax Fund	\$ 1,490,682.60
Total	\$ 1,551,253.79

Motion carried unanimously.

COMMENTS FROM THE AUDIENCE:

No one wished to be heard.

COMMENTS FROM THE BOARD:

Trustee Cook welcomed Trustee O’Reilly since she was absent from the December meeting.

Supervisor Schmitt congratulated Treasurer Mooney on becoming the President of the Oakland County Treasurer’s Association.

Trustee Scarcello mentioned he will be unavailable until the April meeting.

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

Phillip Schmitt, Supervisor

Sharon Tischler, Clerk