

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
MEETING HELD ON SEPTEMBER 12, 2017**

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 Cook, Nelson, O'Reilly and Scarcello

Absent: None

Others Present: Sandra LaJoie, Deputy Clerk

Supervisor's Report

Schmitt noted the roof has been completed and paid for and we have not had any leaks. We are working on an extension to the Animal Control Contract with a proposal available at the October meeting.

Clerk's Report

Tischler stated 890 dog licenses have been purchased compared to 887 last year and 65 cat licenses have been issued compared to 40 last year.

Tischler advised the Board a final draft of the sign ordinance will be forthcoming from our attorney and delivered to the Planning Commission for review and approval at their October meeting.

Tischler noted J. H. Hart Forestry pruned all of the trees on the Township site and added this was the first time the trees had been pruned since they were planted.

Tischler stated in preparation for the arrival of the new election equipment our precinct worker staff has been sent new applications requesting that if they are still interested in serving as a precinct worker, completion of the form and submittal to the clerk's office is necessary.

Tischler noted further that precinct worker training on the new equipment will be offered in either November or December which will allow those who are interested in seeing and trying the new equipment an opportunity to do so.

Tischler advised the Board testing of the new election equipment was scheduled for October however it has been moved to November due to hurricane Harvey. Election printer equipment

carts have been ordered and will be used for delivery and storage of the equipment. Eight carts were ordered because two precincts will share the handicap equipment. The Mobile Printer Bag will hold the printer used with the ADA voting equipment and has a strong frame and comes with straps that will allow for stacking of the Touch Writer and Scan case on top of the bag. Each cart cost \$145 plus \$15 each for shipping. The carts were offered at a special price of \$135 per bag plus \$15 each for shipping if ordered by Sept. 1st. Total cost \$1,200. The cart manufacturer is Tutto, the same vendor where our current black ballot transfer cases with wheels were purchased.

Tischler mentioned the need for maintenance work to the Township Hall lobby, vestibules, restrooms and conference room. All of these areas require trim painting and removal and replacement of the wallpaper or some other wall covering. The current wallpaper was installed in 1992-93. Bid information was sent to those vendors on our bid list as well as one or two others who were suggested. Bids were due by Sept. 1st. and none were received.

Tischler explained the phone system upgrade stating the system that was replaced was purchased in 2002. The current billing for a year's worth of maintenance on the old system was \$811.

There were discussions between Treasurer Mooney, Supervisor Schmitt and myself as to whether it was time to consider replacing the phone systems as a new system would cost less to maintain. The funds were considered in the Capital Improvement line item of the budget. The vendor was contacted and advised that they would not offer maintenance if they could no longer obtain parts to maintain the equipment however, if the yearly maintenance was purchased and we were to upgrade to a new phone system none of the remaining months of unused maintenance would be refundable.

The vendor was then asked to supply a quote to replace our current system with something comparable. A quote was provided and some negotiations occurred.

The system quoted sells for \$4,984.25 installed and was offered to us at \$4,010.73 with two years of maintenance included. Cost of maintenance per year if not included would have been \$460.

Installation began on Aug. 29th and the switch over to the new system occurred on August 30th.

Tischler added if the Board has any questions, regarding the carts or the phone system documentation can be supplied.

Treasurer's Report

Mooney commented on how well the new phone system is working out in the office. There are two days left to pay summer taxes before they go delinquent. To date, the Township has collected 81¼% of the summer taxes.

PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON THE PUBLISHED AGENDA:

No one wished to be heard.

APPROVAL OF AGENDA:

Schmitt requested Item 10A be added Discussion and Possible Reappointment of Edward Saenz to the Planning Commission.

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

Motion carried unanimously.

APPROVAL OF JULY 11, 2017 REGULAR MEETING MINUTES:

O'Reilly noted on page 4 of the minutes, 2nd paragraph down, last sentence, ~~forth~~ fourth word from the end of the sentence strike "TV" and insert "Taxable Value." O'Reilly commented on page 5, last sentence of first paragraph, ~~forth~~ fourth word from the end of the sentence strike "TV" and insert "Taxable Value."

Motion by Mooney, supported by O'Reilly the July 11, 2017 minutes be approved as amended.

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION FOR ADMINISTRATION FEE ON RETURNED CHECKS AND ELECTRONIC TRANSACTIONS:

Mooney proposed the following Resolution for adoption:

Motion by Mooney, seconded by Cook, the Resolution be adopted:

WHEREAS, the processing of checks and electronic transactions not honored by the bank is a burden to the Tax Office, and

WHEREAS, the cost of mailing, supplies and time involved is an expense to all taxpayers, and

WHEREAS, loss of interest on invested tax collections is a loss of anticipated revenue.

NOW THEREFORE BE IT RESOLVED that the Township of Southfield Board of Trustees, has authorized the Treasurer of the Township to charge an administration fee for each item returned equal to \$25.00, and

BE IT FURTHER RESOLVED that a copy of this resolution be published in the Birmingham Eccentric and posted at the Township Office.

ROLL CALL:

Ayes: Tischler, Mooney, Cook, Nelson, O'Reilly, Scarcello, Schmitt
Nays: None
Absent: None

Resolution adopted.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION FOR METRO PERMIT FOR VERIZON WIRELESS TRANSMISSION SERVICES:

Schmitt opened the floor for discussion.

Cook questioned the reason for this request from Verizon.

Tischler responded it is intended to service customers and connect the schools.

After general discussion, it was the consensus of the Board to approve the Resolution.

**TOWNSHIP OF SOUTHFIELD
RESOLUTION APPROVING TELECOMMUNICATIONS
PERMIT APPLICATION**

At a regular meeting of the Township Board of the Township of Southfield, Oakland County, Michigan, held in the Board Chambers at 18550 West Thirteen Mile Road, Southfield Township, Michigan, on September 12, 2017; the following resolution was offered by Board Member Tischler and supported by Board Member O'Reilly.

WHEREAS, The Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, Act No. 48 of the Public Acts of 2002 (the "Act") took effect November 1, 2002; and

WHEREAS, The Act, as amended, among other things, provides for a uniform permit and permit application for access to and use of the public rights-of-way by telecommunications providers; and

WHEREAS, On or about August 16, 2017 the Township received an application for a Metro Act Permit and proposed Bilateral Form Permit submitted by MCImetro Access Transmission Services Corp d/b/a Verizon Access Transmission Services (“Verizon”); and

WHEREAS, The Act requires that a Municipality shall not unreasonably deny an application for a Metro Act Permit where the application complies with the requirements of the Act subject to the Municipality’s imposition of conditions as provided by the Act; and

WHEREAS, The August 16, 2017 Metro Act Permit Application and Form Bilateral Permit submitted by Verizon substantially complies with the requirements of the Act.

NOW, THEREFORE, BE IT RESOLVED THAT the August 16, 2017 Metro Permit Application is hereby approved and the Township Clerk and Supervisor are authorized and directed to promptly sign and date two (2) originals of the Bilateral Form Permit submitted by Verizon and submit those to Verizon METRO Act Administrator, Manoj Devdas, Mail Code: HQE02E85, 600 Hidden Ridge, Irving TX 75038 with instructions that Verizon sign and date the approved Bilateral Permit and return one (1) original to the Clerk.

ROLL CALL:

Ayes: Mooney, Nelson, O’Reilly, Scarcello, Schmitt, Tischler
Nays: Cook
Absent: None

Resolution adopted.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO REAPPOINT TIMOTHY MERCER TO THE PLANNING COMMISSION:

Schmitt commented Tim Mercer is a Beverly Hills resident, immediate past Council President, and current member of the Township’s Planning Commission. His term on the commission expires in December. He has graciously agreed to accept reappointment to the Planning Commission.

Schmitt added the Planning Commission members are required to have staggered terms, as practical, and to geographically balance the Board. Appointing Mercer through 2020 will continue to balance the terms and reinforce the geographic, balance of the Board.

Resolved by Schmitt, supported by Mooney, to appoint Timothy A. Mercer to the Southfield Township Planning Commission with a term, expiring December 31, 2020.

ROLL CALL:

Ayes: Cook, Nelson, O'Reilly, Scarcello, Schmitt, Tischler, Mooney
Nays: None
Absent: None

Resolution adopted.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO REAPPOINT ANTONIA GRINNAN TO THE ZONING BOARD OF APPEALS:

Schmitt commented the ZBA members are generally appointed for three-year terms. Ms. Grinnan's term expires this December and has agreed to accept reappointment.

Schmitt added ZBA members are required to have staggered terms, and reappointing Grinnan through 2020, helps maintain the balance.

Resolved by O'Reilly, supported by Cook, to reappoint Antonia Grinnan to the Southfield Township Zoning Board of Appeals for a three-year term, expiring December 31, 2020.

ROLL CALL:

Ayes: Nelson, O'Reilly, Scarcello, Schmitt, Tischler, Mooney, Cook
Nays: None
Absent: None

Resolution adopted.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO REAPPOINT EDWARD SAENZ TO THE PLANNING COMMISSION:

Schmitt commented Planning Commission member Edward Saenz's appointment expires this year. Planning Commission members are generally appointed for three-year terms and we do our best to balance the Commission geographically and with chronological expirations. Mr. Saenz lives in Franklin, and meets both these criteria and has agreed to be reappointed.

Schmitt proposed the following resolution:

RESOLVED by Scarcello, supported by Cook, to reappoint Edward Saenz to the Southfield Township Planning Commission for a three-year term, ending December 31, 2020.

ROLL CALL:

Ayes: O'Reilly, Scarcello, Schmitt, Tischler, Mooney, Cook, Nelson
No: None
Absent: None

Resolution adopted.

DISCUSSION AND POSSIBLE APPROVAL OF JULY EXPENDITURES:

Motion by Nelson, supported by O'Reilly, to approve the July expenditures as follows:

101 General Fund	\$ 37,582.79
703 Tax Fund	<u>\$4,389,291.87</u>
Total	\$4,426,874.66

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF AUGUST EXPENDITURES:

Motion by Nelson, supported by Scarcello, to approve the August expenditures as follows:

101 General Fund	\$ 54,283.31
703 Tax Fund	<u>\$2,578,868.18</u>
Total	\$2,633,151.49

Motion carried unanimously.

COMMENTS FROM THE AUDIENCE:

No one wished to be heard.

COMMENTS FROM THE BOARD:

Nelson questioned if the attorney bill is higher this month than last month.

Mooney responded the amount is slightly higher than the previous month.

Scarcello commented he was glad to be back.

Supervisor Schmitt adjourned the meeting at 8:05 p.m.

Phillip Schmitt, Supervisor

Sharon Tischler, Clerk