

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES  
MEETING HELD ON APRIL 11, 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 J. LaJoie, Deputy Clerk  
Joel Elconin, Franklin

**Supervisor's Report**

Schmitt commented the meeting room at the Township is used for a number-by of non-profit groups such as the Daughters of the American Revolution, B bridge, and B boy Scouts. Schmitt added recently he had received questions regarding liability.

Schmitt informed the Board after speaking with our insurance company; the Township is covered if there should be an incident.

Schmitt asked for volunteers to serve on a committee to review the bids for a new roof. Cook has already volunteered. Scarcello volunteered as well.

Tischler asked Schmitt if he had heard from the insurance company regarding the claim the Township filed in March for the windstorm damage.

Schmitt responded not yet, but intends on calling after the bids for the roof have been received.

**Clerk's Report**

Tischler noted that 710 dog licenses have been purchased compared to 730 last year and 51 cat licenses have been issued compared to 34 last year.

Tischler mentioned 13 Merchant License Applications have been applied for, with six still outstanding.

Tischler stated the Township office will be closed on Friday, April 14<sup>th</sup> in observance of Good Friday.

Tischler advised the Board that March 31<sup>st</sup> was the 2016/17 Budget year end for the Township and new 2017/18 Budget documents will be included in next month's board packets.

**Treasurer's Report**

Mooney noted the Township does not collect taxes in March. Settlement is complete and has been confirmed by the County. Mooney added in the first part of May, the Township should receive from the County \$15-16,000 dollars for the delinquent tax roll.

Mooney noted the department will begin to work on the summer bills soon.

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

No one wished to be heard.

**APPROVAL OF AGENDA:**

Mooney requested Discussion and Possible Resolution to waive the Property Transfer Affidavit Penalty for parcel# TF 24-06-151-026 be added as item10a.

**Motion** by Mooney, supported by O'Reilly, the agenda be approved as amended.

**Motion** carried unanimously.

**APPROVAL OF MARCH 14, 2017 REGULAR MEETING MINUTES:**

Mooney noted on page 3, under second heading, second paragraph, second line, after "formally" strike "Talmar" and insert "Talmer".

**Motion** by Schmitt, supported by Nelson, the March 14, 2017 be approved as amended.

**Motion** carried unanimously.

**DISCUSSION AND POSSIBLE APPROVAL OF ADDITIONAL ELECTION TABULATOR:**

Tischler stated at this time, the Township is scheduled to receive 8 Accessible Voting Devices, 10 Precinct Tabulators and 2 Absent Voter Counting Board Tabulators.

Currently the Township has 13 M-100 ₣ tabulators for use in the election process. The 13<sup>th</sup> ₣ tabulator was available for use as a replacement in case of a malfunction of a precinct ₣ tabulator or at the Absent Voter Counting Board during the election. While we will be receiving two ₣ tabulators for use in the AVCB not every election requires the use of an AVCB.

If we would like to purchase additional equipment it needs to be ordered at this time, as a negotiated reduced rate on tabulators is available, if ordered with the original purchase. Cost if purchased now is \$5,000 and if ordered after the initial order is placed it will be \$5,500 which is the state contract price.

The allocated equipment along with hardware/software maintenance will be covered by grant dollars. No local match is required. The only costs involved during the first five years will be consumables (paper rolls, extra memory devices and keys). No costs for these items are available yet.

Beginning in year six, the Township will be responsible for the hardware maintenance costs. The negotiated rates are \$424 per tabulator and \$380 per Accessible Voting Devices. It is being suggested that funding for this expense be taken into consideration during budget preparation. Maintenance cost for 12 Tabulators is \$5,088 per year and 8 Accessible Voting Devices will be \$3,040 per year totaling \$8,128.

Since the volume of residents taking advantage of Absentee Voting has grown from year to year, determining whether we use an AVCB or not will be based on the number of requests for AV ballots and the type of election. It might be wise for the Township to take advantage of the reduced cost and purchase an additional precinct Tabulator. Although we might have two Tabulators available as replacements as equipment ages and as we have seen with the M-100's we always have been able to keep every precinct up and running without the need for a service call on Election Day.

Tischler recommended the Township Board authorize the purchase of one additional Precinct Tabulator at a cost not to exceed \$5,000. Hardware/software maintenance for the additional unit purchased will be covered in the purchase price until year 6. This additional unit will be our back up unit but will also be used by the AVCB as a third machine in the Presidential election cycle.

**Resolved** by Tischler, supported by Mooney, to authorize the Clerk to order through the County Grant to Purchase a New Voting System one additional Hart Tabulator at a cost not to exceed \$5,000 which will include hardware and software maintenance for five years.

Cook mentioned as a past precinct worker, if a machine goes down it can be extremely stressful.

Nelson inquired as to what line item contains funding for this item.

Tischler responded the Capital Purchase line item in the General Fund Budget has funding for Capital Purchases as well as funds are available in the Capital Purchase Fund.

**ROLL CALL:**

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

Tischler added the Board still will have to budget for future voting equipment, hardware and software maintenance.

**DISCUSSION AND POSSIBLE APPROVAL OF BOARD RESOLUTION FOR A GRANT TO PURCHASE A NEW VOTING SYSTEM:**

**Resolved** by Tischler, supported by Cook, to adopt the following Resolution:

**SOUTHFIELD TOWNSHIP BOARD RESOLUTION FOR A GRANT TO PURCHASE A NEW VOTING SYSTEM**

**WHEREAS** the Southfield Township Board of Trustees wishes to apply to the Secretary of State for a grant to purchase a new voting system, which includes precinct tabulators, Absent Voter Counting Board (AVCB) tabulators accessible voting devices for use by individuals with disabilities, and related Election Management System (EMS) software, and

**WHEREAS** partial funding for the new voting system will be provided by the State and will include a combination of Federal Help America Vote Act and State-appropriated funds. Local funding obligations are detailed in the attached Hart Intercivic quote, and

**WHEREAS** the Southfield Township plans to begin implementation of the new voting system in 2017, and

**WHEREAS** the deadline for submitting the required State Grant Application is May, and

**NOW, THEREFORE BE IT RESOLVED** that at the Southfield Township Clerk is authorized to submit this Grant Application on behalf of Southfield Township, Oakland County on this day of April 11, 2017, and

**ROLL CALL:**

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

The Supervisor declared the resolution adopted.

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Phillip Schmitt, Township, Supervisor

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Sharon Tischler, Township Clerk

**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:**

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 Schmitt, seconded by Nelson, 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, 2017.

**NOW THEREFORE BE IT RESOLVED**, that at a regular meeting of the Southfield Township Board of Trustees held on April 11, 2017, the Board appointed Robert Walsh as representative and Trustee Daniel V. Nelson as an alternate representative to represent the Township on the Southeastern Oakland County Water Authority Board of Trustees for the year July 1, 2017 through June 30, 2018.

**ROLL CALL:**

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

**DISCUSSION AND POSSIBLE RESOLUTION TO CEASE REMOVAL OF DEER FROM PRIVATE FENCES OR DIFFICULT TERRAIN:**

Schmitt commented currently the Township's Animal Control Officer, in addition to his other duties, removes dead deer impaled on private residential fences at no charge to Township residents. Our Animal Control Officer, Dave Weber, has encountered this on numerous occasions and multiple times from the same residences. The problem seems to arise from fences with spikes or finials on the top of the fence. When deer try to jump the fence, but don't quite make it, they can unfortunately become impaled on the spikes and die. The problem is removing dead deer from the fences as well as from difficult terrain, such as swamps, thickets, islands, or steep ravines.

Weber has requested that the homeowner be responsible for removal of the deer carcasses from the fence and move it to an accessible area for pickup at no charge to the homeowner. The homeowner could employ any company of their choice to provide the service or contract with him directly for this service.

**Resolved** by Schmitt, supported by Cook, the Township will no longer be responsible for removing dead deer from difficult terrain, or impaled; or entangled; on fences. This policy is effective immediately.

**ROLL CALL:**

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

**DISCUSSION AND POSSIBLE RESOLUTION TO WAIVE PROPERTY TRANSFER AFFIDAVIT FOR PARCEL TF 24-06-151-026:**

Mooney explained a resident is requesting a waiver of the Property Transfer Affidavit Penalty on parcel# TF 24-06-151-026 due to an oversight by the Realtor or the Title Company. Mooney added the sale of the two parcels occurred on July 15, 2016. Mooney added the parcel in question was not added to the Property Transfer Affidavit form but did appear on the deed.

**Resolved** by Mooney, seconded by O'Reilly, to waive the \$200.00 Property Transfer Affidavit fee for parcel# TF 24-06-151-026.

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

**ROLL CALL:**

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

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

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

101 General Fund	\$ 154,893.54
703 Tax Fund	<u>\$ 785,639.36</u>
Total	\$ 940,532.90

**Motion** carried unanimously.

**COMMENTS FROM THE AUDIENCE:**

No one wished to be heard.

**COMMENTS FROM THE BOARD:**

Scarcello commented he was glad to be back from vacation.

O'Reilly inquired as to why the Township minutes include the title of the members in the body of the minutes.

Tischler responded it is the current format of the minutes. Minute format can be changed at the pleasure of the Board.

O'Reilly suggested the minutes be changed by not including a title before the name of the Board member.

Tischler wished everyone a Happy Easter.

Cook noted she is glad to be back from vacation.

Nelson inquired what determines the size of a precinct.

Tischler responded Election Law dictates a precinct can be no larger than 2,999 registered voters and consideration is also given to the facilities being used for a precinct location. Parking, Handicap facilities and the size of the building which must be a non-profit are also a requirement.

Nelson asked the Board if anyone knew what an  $\emptyset$  Oxford comma was.

Scarcello responded it depends on where the comma is put in the sentence, like in conjunction with "and" which could change the meaning.

Supervisor Schmitt adjourned the meeting at 8:03 p.m.

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Phillip Schmitt, Supervisor

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Sharon Tischler, Clerk