

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
MEETING HELD ON OCTOBER 9, 2018**

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 as a reminder there is no meeting scheduled for November.

Clerk's Report

Tischler stated there has been no response from United Impact Group for copies of Absentee Ballot envelopes, applications and ballots from the November 6, 2016 election. They have until November 1, 2018 to respond.

Tischler commented at this time 2,300 Absent Voter Ballots have been issued. On Sept. 28th over 1,800 ballots were taken to the post office for mailing, these were the ballots that were requests from the August Primary Election.

Tischler advised that Paul Van Ermen a teacher from Groves High School has requested participation in the November Election by allowing the students to vote in a mock election. Arrangements have been made with the County to use the extra scanners and v-drives that the County has in stock should a local unit need replacement equipment on Election Day. The event is scheduled for Thursday, October 25th. Eight hundred ballots have been ordered and will be paid for by the School.

Tischler noted tomorrow morning at 11:15 the Election Commission will meet to approve authorizing the Clerk to perform Election required duties along with approval of an Absent Voter Counting Board, Precinct Worker Assignments and Alternate Workers, Polling Place Locations, Receiving Board Members, Custodial help and any other Election related items.

Tischler stated Election preparations are under way as all of the Scanners and Touch Writers have been tested, all of the ballots and precinct kits have been delivered. A public accuracy test has been scheduled for October 22nd at 10:00 AM. Precinct worker training has been scheduled for October 23rd, 24th and 30th, with Precinct Chair training on the 31st.

Treasurer's Report

Mooney stated to date, 96% of the summer taxes have been collected.

PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON THE PUBLISHED AGENDA:

No one wished to be heard.

DISCUSSION AND POSSIBLE APPROVAL OF AGENDA:

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

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF SEPTEMBER 11, 2018 REGULAR MEETING MINUTES:

Cook noted on page 1 under "Supervisor's Report" first sentence after "17th" strike day of the" and insert "year". Mooney noted on page 4, second paragraph under "Suggested Resolution", second sentence after "constitutes" strike "and" and insert "a" before "rejection." Mooney added on page 4 under "ROLL CALL", first motion, second sentence, after "Board" insert a "period" and start the next sentence with a capital "T". The second motion strike unanimously. O'Reilly noted at the bottom of page 2, second sentence after "THEREFORE" strike the "IT BE RESOLOVED" and insert "BE IT RESOLVED". O'Reilly noted on page 3 under "Resolution to Accelerate Forfeiture of Abandoned Property" last paragraph, 4th line down, after "the" capitalize the title "Certification of Abandoned Property; Accelerated Forfeiture Act".

Motion by Nelson, supported by Cook, the September 11, 2018 minutes be approved as amended.

Motion carried unanimously.

DISCUSSION AND POSSIBLE APPROVAL OF OPEB RESOLUTION:

Schmitt reviewed the retirement benefits provided to Township employee's noting that Clerk Tischler is the only Township employee who is, or will be, eligible for Other Post-Employment Benefits (OPEB), specifically retiree medical insurance. The Township's liability for this benefit is in the area of \$155,000. In a fund restricted to retiree health insurance, the Township has approximately a corresponding \$155,000. The Compensation Committee was asked to study the situation and make a recommendation to the Township Board whether the Township should transfer the restricted funds to a trust solely under the control of the employee and be relieved of all further liability and reporting of the OPEB funds.

Resolved by Nelson, seconded by Scarcello, that an actuarial study will be made to determine the amount of the Township's retiree healthcare liability as of September 30, 2018; Further, MERS will provide an accounting of the value of the MERS Retiree Healthcare Trust as of September 30, 2018; Further, the lesser of the MERS assets or the actuarial liability, minus the cost of the actuarial study, will become the amount of the lump sum payment offered to Clerk Tischler: Further, Clerk Tischler will then have the option of accepting or refusing the lump sum offer. Should she accept the offer, the MERS account will then be restructured as an individual account and continue to be administered by MERS, but managed by Clerk Tischler.

Additionally, upon completion of the transfer, the Township's OPEB trust will terminate and the Township will have no further OPEB liabilities.

It is further resolved, Clerk Tischler shall have 14 days after receipt of both the actuarial study and the MERS report to accept the Township's offer. Failure to accept constitutes a rejection. Upon acceptance of the offer, the Township Attorneys will draw up the necessary documents to direct MERS to proceed with transferring the account into Clerk Tischler's name, and the Township Supervisor is authorized to sign such documents as are necessary to complete the transaction.

The Board discussed the following concerns regarding the Township's Post-Employment Benefit:

- Responsibility to Residents
- Financial Responsibility
- Double Dipping
- Address on a yearly basis
- Opt out entirely
- Responsibility of managing risk
- Legality
- Issue of Time vs. Purpose
- ~~The benefit is not in the Personnel Policy~~ The Benefit Disbursement is not in the Personnel Policy.

Motion by Schmitt, supported by Scarcello, to Amend the Resolution to add the following at the end to read "and the Policies and Procedures Manual is amended accordingly."

ROLL CALL:

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

The vote to amend the Motion fails.

ROLL CALL:

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

Resolution fails.

DISCUSSION AND POSSIBLE RESOLUTION APPOINTING SOCWA ALTERNATE REPRESENTATIVE:

Supervisor Schmitt stated Ellen Marshall retired from the Village of Beverly Hills, and consequently as our SOCWA alternate representative. Tom Meszler, the Beverly Hills Village engineer, is the Beverly Hills alternate and is agreeable to also being our alternate. Chris Wilson, the Beverly Hills Village Manager, is both our and Beverly Hills's representative, and he rarely misses a meeting.

All SOCWA appointments expire June 30th.

Resolved by Nelson, supported by O'Reilly, to appoint Thomas Meszler, as the Southfield Township Alternate Representative, to the Southeastern Oakland County Water Authority, through June 30, 2019. Further, The Clerk is directed to submit the appropriate certification.

ROLL CALL:

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

DISCUSSION AND POSSIBLE APPROVAL TO RE-APPOINT KATHLEEN MECHIGIAN AND JAMES O'REILLY TO THE ZONING BOARD OF APPEALS:

Supervisor Schmitt noted the appointments of Zoning Board of Appeals members Kathleen Mechigian and James O'Reilly expire at the end of this year. ZBA members are generally appointed for three-year terms and we do our best to balance the Board geographically and stagger their terms. Kathleen lives in Bingham Farms and James lives in Beverly Hills, and they meet the staggered term goal. Both have agreed to be re-appointed.

Resolved by Mooney, supported by Scarcello, to re-appoint Kathleen Mechigian to the Southfield Township Zoning Board of Appeals for a three-year term ending December 31, 2021.

ROLL CALL:

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

Resolved by Schmitt, supported by Cook, to re-appoint James O'Reilly to the Southfield Township Zoning Board of Appeals for a three-year term ending December 31, 2021.

ROLL CALL:

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

DISCUSSION AND POSSIBLE RESOLUTIONS TO RE-APPOINT KATHLEEN MECHIGIAN AND AMIE SALTZMAN TO THE PLANNING COMMISSION:

Supervisor Schmitt advised the Board that Planning Commission members Kathleen Mechigian's and Amie Saltzman's appointments expires at the end of this year. Planning Commission members are generally appointed for three-year terms and we do our best to balance the Commission geographically and with staggered terms. Kathleen lives in Bingham Farms and Amie lives in Franklin, and they meet the staggered term goal. Both have agreed to be re-appointed.

Resolved by Mooney, supported by Scarcello, to re-appoint Kathleen Mechigian to the Southfield Township Planning Commission for a three-year term ending December 31, 2021.

ROLL CALL:

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

Resolved by Cook, supported by O'Reilly, to re-appoint Amie Saltzman to the Southfield Township Planning Commission for a three-year term ending December 31, 2021.

ROLL CALL:

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

DISCUSSION AND POSSIBLE RESOLUTIONS TO RE-APPOINT BOARD OF REVIEW MEMBERS:

Supervisor Schmitt stated members of the Board of Review are appointed for 2 years terms; our members' terms expire at the end of this year. All have agreed to renew which will allow for each village to be represented on the Board. Joe Hlavaty resides in Bingham Farms, Al Beke resides in Franklin, and Ray Jones and Rosanne Koss both reside in Beverly Hills.

Mooney requested attendance records of Board of Review Members be included in Board packets when re-appointments come before the Board.

Resolved by Tischler, seconded by Schmitt, to re-appoint Joseph Hlavaty to the Board of Review for a 2-year term commencing at noon January 1, 2019.

ROLL CALL:

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

Resolved by Tischler, seconded by Cook, to re-appoint Al Beke to the Board of Review for a 2-year term commencing at noon January 1, 2019.

ROLL CALL:

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

Resolved by O'Reilly, seconded by Schmitt, to re-appoint Raymond Jones to the Board of Review for a 2- year term commencing at noon January 1, 2019.

ROLL CALL:

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

Resolved by O'Reilly, seconded by Scarcello, to re-appoint Rosanne Koss as an alternate to the Board of Review for a 2- year term commencing at noon January 1, 2019.

ROLL CALL:

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

MERCHANT LICENSES-FIRST READING OF PROPOSED ORDINANCE REPEAL:

Schmitt stated the Township has an ordinance requiring our merchants to obtain and pay up to (\$25/year) for an annual merchant license. Several merchants are less than amenable to complying. The efforts to collect the funds far exceed the benefit received by the revenue.

Schmitt commented there is a need to consider just eliminating the ordinance. The procedure for doing so is to have a first and second reading of the Ordinance to Repeal, followed by adoption and publication.

The proposed new ordinance reads as follows:

Chapter 111, including subparts .01, .02, .03, .04, .05, .06 and .07, of the Southfield Township Code of Ordinances is hereby repealed, effective immediately.

Schmitt declared this first reading.

DISCUSSION AND POSSIBLE APPROVAL OF SEPTEMBER EXPENDITURES:

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

101 General Fund	\$	45,347.35
703 Tax Fund	\$	<u>19,326,731.48</u>
Total	\$	19,372,078.83

Nelson answered all questions.

Motion carried unanimously.

COMMENTS FROM THE AUDIENCE:

No one wished to be heard.

COMMENTS FROM THE BOARD:

Nelson moved to fully fund the ~~actuarily~~ Health Care Fund. Nelson asked if the Compensation Committee should follow the Step system and if the steps are not going to be used, they should be removed from the Policies and Procedures Manual.

Cook wished Tischler a good Election season.

Mooney wished everyone a Happy Thanksgiving.

O'Reilly wished everyone a Happy Halloween Hoot, Happy Halloween, Happy Election and a Happy Thanksgiving.

Scarcello wished everyone a Happy Summer.

Supervisor Schmitt adjourned at 8:25 p.m.

Phillip Schmitt, Supervisor

Sharon Tischler, Clerk