

CHARTER TOWNSHIP OF HIGHLAND  
REGULAR BOARD OF TRUSTEES MEETING  
March 4, 2024 - 6:30 p.m.

The meeting was called to order at 6:30 p.m. with the Pledge of Allegiance.

Roll Call: Rick Hamill, Supervisor  
Tami Flowers, Clerk  
Jennifer Frederick, Treasurer  
Judy Cooper, Trustee  
Brian Howe, Trustee – Arrived at 6:47 p.m.  
Beth Lewis, Trustee  
Joseph Salvia, Trustee

Also Present: Fire Chief Nick George  
Lieutenant Matt Snyder  
Lisa Hamameh, Township Attorney

Visitors: 10

**Approval of Agenda:**

Mr. Hamill added under New Business Item 9g) 250 West Livingston Mural. Mrs. Cooper moved to approve the agenda as amended. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Lewis – yes, Salvia – yes.

**Consent Agenda Approval:**

- a) February 5, 2024 Board of Trustees Meeting Minutes
- b) List of Bills dated February 23 and March 7, 2024 plus additions
- c) Resolution 24-04 to Accept Endo International Bankruptcy Reorganization Plan
- d) Resolution 24-05 Amended Fee Schedule
- e) Resolution 24-06 Authorizing the Adoption of the Oakland County Multi-Jurisdictional Hazard Mitigation Plan
- f) DIA Highland Township Site Agreement
- g) Appointment of Taylor DeHann and Andy West to Highland Downtown Development Authority Board.

**Receive and File:**

Activity Center Director's Report – January 2024  
Activity Center Council Meeting Minutes – January 2024  
Activity Center Council Treasurer's Report – January 2024  
Building Department Report – January 2024  
Fire Department Report – January 2024  
Financial Report – January 2024  
Library Board Meeting Minutes – January 2024  
Library Director's Report – January 2024  
Sheriff's Department Report – January 2024  
Treasurer's Report – January 2024

Mr. Salvia moved to approve the Consent Agenda as presented. Mrs. Cooper supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Lewis – yes, Salvia – yes.

**Announcements and Information Inquiry:**

- a) Highland Township Offices will be closed on Friday, March 29th, in observance of Good Friday
- b) Oakland County Treasurer’s Office is in the final stretch of their Foreclosure Prevention efforts. The tax foreclosure deadline for the 2021 or prior year taxes is on April 1, 2024. If these taxes aren’t paid off by April 1st or any interested party hasn’t entered into a repayment schedule with the Treasurer’s office by then, the property will be foreclosed.

**Public Comment:**

Clerk Flowers thanked everyone for their support during the election this past week and especially her staff who worked an amazing amount of overtime to get through the nine days of early voting. Supervisor Hamill asked for a round of applause to express his gratitude to Tami for her work in what will be the most grueling year of elections.

Mrs. Cooper announced she will not be running for re-election and expressed how grateful she was for her time on the Board. She hopes that people who are passionate for their township will come forward and make a difference because there is nothing more rewarding.

**Pending Business:**

- a) Ordinance Officer Assistant Position

Mr. Hamill moved to hire Amanda McAlear to fill the position of Ordinance Officer Assistant. Starting pay will be \$21.05 per hour not to exceed 29 hours per week. The effective start date will be March 11, 2024. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Lewis – yes, Salvia – yes.

**New Business:**

- a) Purchase of 2020 Dodge Ram 2500 Pickup Truck

Mr. Hamill moved to waive the purchasing policy and to purchase a used 2020 Dodge Ram 2500 pickup truck in the amount of \$35,799.00 from Szott Dodge. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – no, Frederick – yes, Cooper – yes, Lewis – yes, Salvia – yes.

- b) WOTA Lease Agreement

Mr. Hamill moved to approve the license agreement Between Charter Township of Highland and Western Oakland Transportation Authority. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Lewis – yes, Salvia – yes.

c) Fire Department Ambulance Purchase

Mrs. Cooper moved to proceed with the RFP for ambulance purchases. Ms. Frederick supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

d) New Cingular Wireless Land Lease Agreement

Ms. Frederick moved to authorize the Supervisor to sign the first amendment to the land lease agreement between the Charter Township of Highland and New Cingular Wireless PCS, LLC. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

e) Highland Activity Center Personnel Changes

Mrs. Cooper moved to approve the Highland Activity Center personnel changes. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

f) Budget Amendment Highland Activity Center

Mrs. Cooper moved to approve the budget amendment for the Highland Activity Center as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

g) 250 West Livingston Mural

Mr. Hamill moved to allow the Downtown Development Authority to move forward with developing a concept drawing and painting and approval to move forward from there. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

**Adjourn:**

Supervisor Hamill adjourned the meeting at 7:20 p.m.



Tami Flowers, MiPMC  
Highland Township Clerk



Rick A. Hamill  
Highland Township Supervisor