

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
July 10, 2023 - 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
Beth Lewis, Trustee
Joseph Salvia, Trustee

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

Visitors: 11

Approval of Agenda:

Chief George requested Mr. Hamill add Item j) Fire and EMS Reporting Software Purchase. Mrs. Cooper moved to approve the agenda as amended. 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.

Consent Agenda Approval:

Approve:

- a) June 5, 2023 Board of Trustees Minutes
- b) List of Bills dated June 29 and July 13, 2023 plus additions
- c) Resolution 23-16 Authorize Signage Placement on M59 for Milkweed Mile
- d) Budget Amendments – DDA
- e) MI Fire Equipment Grant Program Application
- f) Probationary Fire Fighters Colin Breen, Michael David, Emma Dittrick, Alex Leece, Vivienne Snyder, and Drake Vachon
- g) Lake Improvement Board- Township Representative Appointments

Receive and File:

Activity Center Activity Report – May 2023
Activity Council Advisory Board Minutes and Financial Report – May 2023
Financial Report – May 2023
Fire Department Report – May and June 2023
Library Board Minutes – May 2023
Library Director's Report – May 2023
Sheriff's Department Report – April, May, and June 2023
Treasurer's Report – May 2023

Mrs. Lewis moved to approve the Consent Agenda as presented. 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.

Announcements and Information Inquiry:

- a) Farmers' Market on Saturdays at Milford Rd & M-59 from 10 a.m. to 2 p.m.
- b) Sounds Like Summer Concert Series Begins July 11th at 7:00 p.m. in Veterans Park
- c) Highland Summer Sidewalk Sales July 21 and 22, 2023

Ms. Frederick provided a list of the top 30 taxpayers for 2022. Mr. Howe announced the first band tomorrow night is the Journey cover band and next week is Itchycoo Park Band. Mr. Hamill added in the event of rain the concert will be moved to the township auditorium.

Public Comment:

Mrs. Cooper wanted to thank two retirees from Highland Township, Karen Provo, and Karen Genson, who put in many years of their lives for the betterment of Highland. Mr. Howe was very impressed with our fireworks show and the effort of the Oakland County Sheriff's Department with traffic control. Mr. Salvia heard many good comments regarding the fireworks and also the location of the farmers' market. Mr. Hamill wished his wife a Happy Anniversary. Mr. Howe complimented Mr. Hamill for mowing the M-59 median and for all he does to go above and beyond as supervisor.

Presentation:

- a) Highland Downtown Development Authority Accreditation

Tim Colbeck from Main Street Oakland County recognized the Highland Downtown Development Authority as an accredited program for the 12th consecutive year.

Public Hearing:

- a) Charter Township of Highland to Reprogram 2022 Community Development Block Grant Funds

The Public Hearing was opened at 6:51 p.m. and closed at 6:51 p.m. There was no public comment.

Pending Business:

- a) Consider Adoption of Zoning Amendment Z-028 to Rezone PIN 11-34-176-007 Vacant, S. Milford Road, South of Reid Road, from C-1 Local Commercial to C-3, Low Impact Commercial with Offer of Conditions, Applicant: Vandrey Properties LLC.

Mr. Salvia moved to approve the Adoption of Zoning Amendment Z-028 to Rezone PIN 11-34-176-007 Vacant, S. Milford Road, South of Reid Road, from C-1 Local Commercial to C-3, Low Impact Commercial with Offer of Conditions, Applicant: Vandrey Properties LLC. Mrs. Cooper 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.

New Business:

a) Resolution 23-17 to Reprogram 2022 Community Development Block Grant Funds

Mrs. Cooper moved to approve Resolution 23-17 to reprogram 2022 Community Development Block Grant Funds 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.

b) Personnel Policy Change

Ms. Frederick moved to approve the Personnel Policy change as presented. 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.

c) Huron Valley Community Coalition Request for Opioid Settlement Funds

No action taken.

d) 659 N Duck Lake Park Verizon Cell Tower Land Lease Amendment

Mrs. Cooper moved to approve the first amendment to land lease agreement for 659 N Duck Lake Park Verizon cell tower. 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) Hire Building Monitor/Security for the Activity Center

Ms. Frederick moved to hire Anne Seebaldt as Building Monitor/Security for the Activity Center pending a background check. This is a seasonal position, start date will be July 11th at a pay rate of \$12.00/hour not to exceed 29 hours per week. Mrs. Cooper 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) Award bid for Demolition of 146 N. John Street

Mr. Salvia moved to award the bid to R. J. Hoffman Management for the demolition of 146 N. John Street in the amount of \$22,900. 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.

g) Budget Amendment - Capital Fund for Expenses Toward 146 N. John Demolition

Mr. Hamill moved to approve the budget amendment - capital fund for expenses toward the 146 N. John demolition as presented. 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.

h) Increase in Cost of Concrete and Change of Payee for Concrete

Mr. Hamill moved to approve the \$4,000.00 increase in cost for concrete and change of payee to K & R Concrete, Inc. for the tennis and basketball courts. Mrs. Cooper 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.

i) Increase in Cost to Stripe Pickle Ball Courts


Mr. Hamill moved to increase the contract amount with Laser Striping and Sport Surfacing Company from \$27,900 to \$35,000 to stripe the pickle ball courts. 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.

j) Fire and EMS Reporting Software Purchase

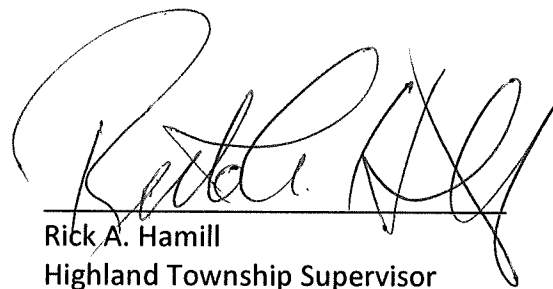
Mrs. Cooper moved to switch fire services from Image Trend to EPR Systems and authorize the Supervisor to sign the contract in the amount of \$12,491.00 for the first year and \$11,547.00 for the second year. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe, Lewis – yes, and Salvia – yes.

Adjourn:

Supervisor Hamill adjourned the meeting at 7:39 p.m.



Tami Flowers, MiPMC
Highland Township Clerk



Rick A. Hamill
Highland Township Supervisor