

CHARTER TOWNSHIP OF HIGHLAND  
REGULAR BOARD OF TRUSTEES MEETING  
December 8, 2025 - 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  
Grant Charlick, Trustee  
Brian Howe, Trustee  
Beth Lewis, Trustee  
Joseph Salvia, Trustee (late)

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

Visitors: 2

**Approval of Agenda:**

Ms. Frederick moved to approve the agenda as amended with the addition of 10 f. Consider Health Care and Vision Insurance renewal as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes

**Consent Agenda:**

November 3, 2025 Board of Trustees Meeting Minutes  
List of Bills dated November 6, 2025, November 26, 2025 and Additions  
Budget Amendment for Refuse Fund  
Budget Amendment for Road Fund

**Receive and File:**

- a) HDDA Minutes – October 2025
- b) Treasurer Report – October 2025
- c) Library Reports – October 2025
- d) Highland Activity Center Reports and Minutes – October 2025
- e) Planning Commission Minutes – October 16, 2025 and November 6, 2025
- f) ZBA Minutes – September 3, 2025 and November 5, 2025
- g) Building Reports – October 2025
- h) Ordinance Report – October 2025
- i) Fire Report – October 2025
- j) OCSO Stat Report – October 2025
- k) Fire Department to Continue to Use Bio-Care for 2026 Physicals

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, Charlick – yes, Howe – yes, Lewis – yes

**Announcements:**

- a) Festival of Trees now through December 31, 2025
- b) Highland Township Offices will be closed on December 24 & 25, 2025 in observance of the Christmas Holiday
- c) Highland Township Offices will be closed on December 31, 2025 and January 1, 2026 in observance of the New Year's Holiday
- d) Springfield Township sent a letter of appreciation for the support and assistance Highland Fire Department provided during their recent time of need

**Presentation:**

DDA 2025 PA57 Information Meeting – Informed the public of the goals and direction of the Downtown Development Authority.

**Public Comment:**

Mr. Howe thanked Mr. Salvia for his assistance with the Veteran's Day events at Lakeland High School for many years.

**Pending Business:**

- a) Consider Continuing the Extension of Unpaid Medical Leave Per Employee's Request

Mr. Hamill moved to approve the extension of unpaid medical leave per employee's request. Ms. Frederick supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes, Salvia – yes

**New Business:**

- a) Consider Resolution 25-36 to approve Bank Depositories for 2026

Ms. Frederick moved to approve Resolution 25-36 Bank Depositories for 2026 as presented. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes, Salvia – yes

- b) Consider Resolution 25-37 to Opt Out of the Provisions of PA 152 of 2011

Ms. Frederick moved to approve Resolution 25-37 to Opt Out of the Provisions of PA 152 of 2011 as presented. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes, Salvia – yes

- c) Consider the recommendation to appoint Trustees Brian Howe and Beth Lewis to the 2026 Election Commission

Mr. Hamill moved to approve Trustees Brian Howe and Beth Lewis to be appointed to the 2026 Election Commission. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes, Salvia – yes

d) Consider renewal of the Huron Valley Community Coalition Public Service Contract

Mr. Hamill moved to approve the renewal of the Huron Valley Community Coalition Public Service Contract as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes, Salvia – yes

e) Consider Resolution 25-38 Industrial Facilities Tax Exemption Certificate

Mr. Hamill moved to approve Resolution 25-38 Industrial Facilities Tax Exemption Certificate as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes, Salvia – yes

f) Consider Healthcare and Vision Renewal for 2026

Ms. Frederick moved to approve renewal of the 2026 Blue Care Network medical and vision insurance plan with Burnham & Flower Insurance Group for Highland Township for the 2026 plan year as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes, Salvia – yes

**Comments:**

Mr. Salvia thanked the Highland Fire Department for their assistance with flags

**Adjourn:**

The Supervisor adjourned the meeting at 7:21 p.m.



Tami Flowers, MiPMC  
Highland Township Clerk



Rick A. Hamill  
Highland Township Supervisor