CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
August 31, 2026 - 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

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

Visitors: 38

Approval of Agenda:

Mrs. Lewis moved to approve the agenda as presented. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe, Lewis – yes, Salvia - yes

Consent Agenda Approval:
August 10, 2026 Board of Trustees Board Meeting minutes
List of bills dated August 20, 2026 plus additions
Budget amendment to cover increase of 140 hours for the HDDA part-time assistant
Appoint Jacob Probe as a regular member of the Zoning Board of Appeals from September 2, 2026 to January 1, 2027 to fill a vacant seat

Receive and File:
a) Building Department Report – July 2026
b) Ordinance Report – July 2026
c) Highland Activity Center Reports and Minutes – July 2026
d) Library Reports – July 2026
e) Financial Reports – July 2026
f) Treasurer's Report - July 2026
g) Zoning Board of Appeals Minutes – June 3 and June 17, 2026
g) HDDA Minutes – June 25th (Working Session) and July 8, 2026 (Regular Board Meeting)
h) OCSO Stat Report – July 2026

Ms. Frederick moved to approve the consent agenda as amended item 5b4 to appoint Jacob Probe to serve for the remainder of existing term vacated by Michael Borg ending January 1, 2027. 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

Announcements:

1) We are sad to share news of the passing of Scott Green on August 25, 2026. Scott was appointed to the Planning Commission March 2014, elected Chair in February 2019 and retired from serving on the Planning Commission February of 2023 – his service to the Township was valued and he will be greatly missed
2) Township Offices will be closed on Monday, September 7th in observance of Labor Day
3) Free Community Health Fair on Friday, September 11th from 9am-2pm at the Highland Activity Center featuring free health screenings, information, Michigan SOS Mobile Unit on-site and much more
4) Highland Farmers' Market is every Saturday from 10am-2pm in front of the Township Hall and will be open through October 3rd - Special theme market days are September 12th (Tailgate party) and October 3rd (Trick or treat & family costume parade)
5) The next Talk of the Town meeting will be Wednesday, October 20th at 6pm in the Highland Township Auditorium and the topic will be the Township Fire Department and millage

Public Comment:

Several residents spoke out with their concerns and questions about the recent increase of water rates for the Township water system. A resident expressed support for the Fire Department millage that will be on the November ballot.

Presentation:

Congratulations to Breanna Cleaveland for successfully completing the HTFD Field Training Program

New Business:

a) Consider Hiring Amber Anderson-Swift as Part-Time Bookkeeping Assistant/Payroll Administrator

Ms. Frederick moved to approve hiring Amber Anderson-Swift to fill the position of Bookkeeping Assistant/Payroll Administrator with starting pay at $22.22/hour, not to exceed 29 hours per week and with an effective start date of September 1, 2026. 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

b) Consider Authorizing the Township Supervisor to execute the SEMCOG Planning Assistance Grant/Pass-Through Agreement

Mr. Hamill moved to approve that the Highland Township Board of Trustees authorize the Township Supervisor to execute the SEMCOG Planning Assistance Grant/Pass-Through Agreement for the Milford Road Safety Pathway Extension project on behalf of Highland Township; authorize the Highland Downtown Development Authority to administer the grant-funded project and proceed with the Nowak & Fraus Pre-Engineering and Preliminary Engineering Services contract in the amount of

$34,554.00; approve the necessary budget amendment to account for the grant funded project revenues and expenditures; and authorize the appropriate Township and DDA officials to execute documents necessary to administer the grant and complete the project. 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) Introduce Zoning Amendment Z-040 to Rezone a Portion of parcel 11-27-327-015, 1415 S. Milford Road (formerly Dee's Cafe) from C-1, Local Commercial Zoning District to C-2, General Commercial Zoning District with Special Approval for Special Use for Taxidermy with Consideration of Approval Set for September 14, 2026

Mrs. Frederick moved to consider approval of the Planning Commission's proposed use and rezoning and approve the conditional zoning to allow the establishment of the taxidermy studio, conditioned upon Special Approval of the land use or any other use already allowed in the C-1 Zoning District following the appropriate land use approval process. A second reading for Zoning Amendment Z-040 will be on September 14, 2026. Mr. Hamill 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 Special Land Use Approval to Establish a Taxidermy Studio in the Lease Space that was formerly Dee's Café in the Colonial Village Plaza, parcel 11-27-327-015, if Rezoning with offer of conditions necessary to make this property eligible for this land use is approved

Mr. Hamill moved to approve the Special Land Use Permit for Day Six Wildlife Studios, LLC, for 141 S. Milford Road, parcel 11-27-327-015 as recommended by the Planning Commission upon the independent finding of the Board that the proposal satisfies the required findings for special approval of land use as set forth in Section 6.03.J of the Zoning Ordinance, specifically noting that the project includes sufficient safeguards to protect the health, safety and welfare of the community, to abate any nuisances that might arise from the operation of a taxidermy studio and to ensure compatibility with the surrounding commercial properties and adjacent residential properties. This approval will take effect only if the applicant is successful in obtaining the necessary rezoning to C-2, General Commercial Zoning District with the offer of conditions as considered under a separate proposal. 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

e) Introduce discussion about a Zoning Ordinance to Regulate Data Centers and enact a Moratorium, until a Zoning Ordinance is available for consideration

Mr. Hamill moved to introduce Ordinance No 473, an Ordinance to enact a Temporary Moratorium on Data Centers with consideration of approval set for September 14, 2026. 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

Adjourn:
The Supervisor adjourned the meeting at 8:26 p.m.

Tami Flowers, MiPMC
Highland Township Clerk

Rick A. Hamill
Highland Township Supervisor