

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
February 2, 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
Kristen Kolb, Township Attorney

Visitors: 8

Approval of Agenda:

Ms. Frederick moved to approve the 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, Salvia - yes

Consent Agenda Approval:

January 5, 2026 Board of Trustees Meeting Minutes
List of Bills dated January 22, 2026, February 5, 2026 and Additions
Appoint Dr. Daniel Walker as Board Member to the Highland Downtown Development Authority
Reappointment of Scott Temple and Chris Heyn and appointing Mary Ray to the Planning Commission

Receive and File:

- a) OCSO Stat Report – December 2025
- b) Building Department Report – December 2025 and Year End
- c) Highland Activity Center Reports and Minutes – December 2025
- d) Financial Reports – December 2025 Pre-Audit
- e) Treasurer's – December 2025
- f) Planning Commission Minutes – December 4
- g) Zoning Board of Appeals Minutes – November 19, 2025 and December 3, 2025
- h) Ordinance Report – December 2025
- i) Fire Department Report – December 2025
- j) HDDA Minutes – December 2025
- k) Library Reports – December 2025

Mrs. Lewis moved to approve the consent 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 – yes, Lewis – yes, Salvia - yes

Announcements:

- a) Highland Township Offices will be closed Monday, February 16, 2026 in observance of President's Day
- b) Joint meeting with Board of Trustees, Planning Commission, Zoning Board of Appeals, and the DDA Board Wednesday, February 11th at 7:30pm in the Township Auditorium
- c) Our first Talk of the Town was last week – next one is scheduled for April 21st and the topic will be 2026 Election preparation and changes
- d) Congratulations to Michael David for being recognized as Firefighter of the Year

Public Comment:

None

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. 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

New Business:

- a) Consider Resolution 26-03 to Designate Polling Locations for Future Elections

Ms. Frederick moved to approve Resolution 26-03 to designate polling locations for future elections 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

- b) Consider Resolution 26-04 to Determine Intent to Form the Woodland Ridge Subdivision Road Special Assessment District for the Improvement of Subdivision Roads and Related Services

Mr. Salvia moved to approve Resolution 26-04 to determine intent to form the Woodland Ridge Subdivision Special Assessment District for the improvement of subdivision roads and related services as presented. 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

- c) Consider Resolution 25-05 to Determine Intent to Form Flynn Drive Special Assessment District for the Improvement and Maintenance of Flynn Drive and Related Services

This item was removed from the agenda per the applicants request and will be introduced at a future meeting.

d) Consider Resolution 26-06 Requesting the State Tax Commission to Revoke Industrial Facilities Tax Exemption Certificate

Mr. Hamill moved to approve Resolution 26-06 requesting the State Commission to revoke industrial tax exemption certificate 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

e) Consider Request to Purchase Pagers for the Fire Department

Ms. Frederick moved to approve the purchase of pagers for the Fire Department 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 Special Land Use Permit for Golf Course and Club House Improvements for Highland Hills Golf Club – Parcel #11-01-351-002, 2075 Oakland Drive

Ms. Frederick moved to approve the Special Land Use Permit for Highland Hills Golf Course, Parcel 11-01-351-002, 2075 Oakland Drive, applicant David Dowling, Yukon Building Company and owner SIGA Corporation based on our independent finding that the proposal meets the required standards of approval for special land use, particularly given its 100-year standing in the community, and recognizing that the Planning Commission may withhold permission to install the practice tee area until such time as the applicant demonstrates an acceptable plan for noise mitigation. This Special Land Use Permit is conditioned upon compliance with the conceptual site plan prepared by Meier Architects, Project Number 800-2025, dated December 12, 2025. 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

g) Consider Request to Rezone a Portion of Parcel #11-01-351-002 (3 acres) with offer of conditions of Highland Hills Golf Course to Allow for Multiple-Family Residential Buildings

Mr. Hamill moved to approve the request to rezone a portion of Parcel #11-01-351-002 (3 acres) with offer of conditions of Highland Hills Golf Course to allow for multiple-family residential building 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

h) Consider Resolution 26-07 to Approve a Liquor License for Uncle Louie’s Shawarma Express, Inc. Transacting Business Under the Assumed Name of Chapala Highland

Mr. Hamill moved to approve Resolution 26-07 to approve a liquor license for Uncle Louie’s Shawarma Express, Inc. transacting business under the assumed name of Chapala Highland as presented. 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

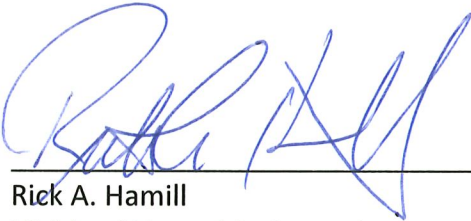
Comments:

None

Adjourn:
The Supervisor adjourned the meeting at 7:15 p.m.



Tami Flowers, MiPMC
Highland Township Clerk



Rick A. Hamill
Highland Township Supervisor