

CHARTER TOWNSHIP OF HIGHLAND  
REGULAR BOARD OF TRUSTEES MEETING  
January 8, 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  
Beth Lewis, Trustee  
Joseph Salvia, Trustee

Also Present: Fire Chief Nick George  
Lieutenant Matt Snyder  
Matthew J. Zalewski, Township Attorney

Visitors: 5

**Approval of Agenda:**

Mr. Hamill added under New Business Item 10c) Activity Center Advertising. 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:**

- a) December 11, 2023 Board of Trustees Meeting Minutes
- b) List of Bills dated December 21, 2023 and January 4, 2024 plus additions
- c) Highland Township Returned Check Policy

**Receive and File:**

Activity Center Director's Report – November 2023  
Activity Council Minutes – November 2023  
Building Department Report – November 2023  
DDA Board Minutes – September, October, and November 2023  
Financial Report – October 2023  
Fire Department Report – December 2023  
Library Board Meeting Minutes – November 2023  
Library Director's Report – November 2023  
Sheriff's Department Report – December 2023  
Treasurer's Report – October 2023  
Ordinance for Recreational Marijuana in Highland Township

Mr. Salvia moved to approve the Consent Agenda 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.

**Announcements and Information Inquiry:**

- a) Township Offices will be closed Monday, January 15th, in observance of Martin Luther King, Jr. Day
- b) Special Joint Meeting on Wednesday, January 24, 2024 with Highland Township Board of Trustees, Planning Commission, Zoning Board of Appeals, and the Downtown Development Authority

**Public Comment:**

Dan Klein, Community Engagement Representative from Oakland County offered his services and explained the Oakland Saves Grant available through Oakland County. Mrs. Flowers updated the Board on the progress with hiring our new accountant.

**Presentation:**

- a) Swearing in of Firefighter Firefighter/Paramedic Ryan Kidd – Not Present

**Pending Business:**

- a) Adoption Zoning Ordinance Amendment Z-030, Short Term Rentals/ Farm Markets and other Minor Corrections

Mr. Hamill moved to Adopt Zoning Ordinance Amendment Z-030, Short Term Rentals/ Farm Markets and other Minor Corrections 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) Newsletter – Presentation of proposed Township Newsletter.

**New Business:**

- a) Introduce Board Ordinance 472 Private Road Ordinance Amendment

Mr. Hamill moved to Introduce Board Ordinance 472 Private Road Ordinance Amendment as presented. Mr. Salvia 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) South Bay Shores Property Transfer Request

Mr. Hamill moved to perform due diligence to transfer the property to the HOA. 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.

- c) Karen Genson Consultant Compensation

Mr. Hamill moved to approve the request that Karen Genson's hourly rate be increased to \$35.00 per hour, not more than 29 hours per week. This would be retroactive to September 2023 and she will be paid the hourly difference for time she has worked. 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.

d) Activity Center Contract

Mr. Hamill moved to approve the Highland Activity Center Newsletter Ad Agreement. 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.

**Possible Closed Session:**

a) Pursuant to MCL 15.268(1)(e), to discuss settlement strategy in Scott Rhodes v. Charter Township of Highland, et. al., the open discussion of which would have a detrimental financial effect on the Township's settlement position.

Mr. Hamill moved to recess into closed session pursuant to MCL 15.268(1)(e), to discuss settlement strategy in Scott Rhodes v. Charter Township of Highland, et. al., the open discussion of which would have a detrimental financial effect on the Township's settlement position. 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.

The Board went into closed session from 7:27 p.m. to 7:42 p.m.

Mr. Hamill moved to return to open session. Mr. Salvia 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.

Mr. Hamill moved to proceed as discussed in closed session in Scott Rhodes v. Charter Township of Highland. 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.

**Adjourn:**

Supervisor Hamill adjourned the meeting at 7:45 p.m.

  
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Tami Flowers, MiPMC  
Highland Township Clerk

  
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Rick A. Hamill  
Highland Township Supervisor