

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
March 1, 2021 - 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
Jenny Frederick, Treasurer
Judy Cooper, Trustee
Brian Howe, Trustee, Trustee – joined at 6:42 p.m.
Beth Lewis, Trustee
Joseph Salvia, Trustee

Also Present: Ken Chapman, Fire Chief
Gary Dovre, Township Attorney
Matt Snyder, Lieutenant OCSO

Visitors: 22

Approval of Agenda:

Mr. Hamill requested New Business Item d) Proposed Purchase of Potential Park and Cemetery Land be removed from the agenda. Mrs. Cooper moved to approve the agenda as amended. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Lewis – yes, Salvia – yes.

Consent Agenda Approval:

- a) February 1, 2021 Board of Trustees Meeting Minutes
- b) List of Bills dated 02-10-21 and 02-24-21 plus additions
- c) Renew Freedom Works 2021 Contract for Lawn Maintenance
- d) Appoint Kevin Curtis to the Planning Commission term ending March 1, 2024
- e) Resolution 21-06 Approving Hickory Ridge Pines Park Soccer Fields Usage Fee
- f) Participate in 2021 Tri-Party Program with RCOC
- g) RCOC 2021 Dust Control Program

Receive and File:

Activity Council Board Minutes – January 13, 2021
Building Department – January 2021
Financial Report – January 2021
Fire Department – January 2021
Library Board Meeting Minutes – January 2021
Library Director's Report – February 2021
Ordinance Department Enforcement – January 2021
Ordinance Department Inspections – January 2021
Sheriff's Department – Year End 2020 and January 2021
Treasurer's Report – January 2021

Mrs. Cooper 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, Lewis – yes, Salvia – yes.

Announcements and Information Inquiry:

a) Highland Township Offices will be closed Good Friday, April 2, 2021

Supervisor announced the passing of Al Evans. Tribute and recognition of Roscoe Smith on his 90th birthday for all he has done for Highland Township. Special Board Meeting is scheduled for March 15th at 6:30 p.m. Mr. Salvia commented on the progress at Fire Station No. 1.

Public Comment:

A resident inquired about the percentage of fire fighters who have received the vaccine.

Public Hearing:

a) 2021 Community Development Block Grant Application

The Public Hearing was opened at 6:44 p.m. and closed at 6:52. Requests were made from HAVEN and Community Sharing to be considered for support.

New Business:

a) 2021 Community Development Block Grant Application

Mrs. Frederick moved to approve the 2021 Community Block Grant Application Project #1 in the amount of \$20,970 for the Mobile Home, Minor Repairs. 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.

Mrs. Frederick moved to approve the 2021 Community Block Grant Application Project #2 in the amount of \$4,986 for HAVEN. 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.

Mrs. Frederick moved to approve the 2021 Community Block Grant Application Project #3 in the amount of \$4,000 for Meals on Wheels. 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) Purchase BS&A for Online Assessing

Mr. Hamill moved to authorize the Supervisor to sign the proposal from BS&A – Option 2 in the amount of \$6,300 for online assessing. 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.

c) Architecture and Engineering to Remodel Sheriff Substation

Mr. Hamill moved to authorize the Supervisor to sign the proposed Professional Services Agreement for Architecture and Engineering with Lindhout Associates to determine the cost to remodel the sheriff's office building and to authorize the payment of up to \$32,600 for said services. 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. Budget amendment will be presented at a future meeting.

d) Proposed Purchase of Potential Park and Cemetery Land – Removed from agenda.

e) Purchase of Tractor Loader and Assorted Implements for Township Maintenance

Mr. Hamill moved to approve the purchase of a John Deere 2038R Tractor Loader and assorted implements for township maintenance from D&G Equipment in the amount of \$34,171.89 and to waive the Township Purchasing Policy because the price meets the MiDEAL price thru the State of Michigan plus 8% discount, it is from a local dealer and taxpayer and repairs can be made locally. 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.

f) EMS Billing Collection Process

Mr. Hamill moved to approve the EMS Billing Collection Process as outlined in the Fire Chief's memo. 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.

Mr. Hamill moved to approve and authorize the Supervisor to sign the necessary agreement with Merchants & Medical subject to approval by the township attorney. 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.

g) Budget Amendment – Close Transportation Fund


Mrs. Frederick moved to approve the Budget Amendment – Close Transportation Fund as presented. 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 7:51 p.m.



Tami Flowers, MiPMC
Highland Township Clerk



Rick A. Hamill
Highland Township Supervisor