

CHARTER TOWNSHIP OF HIGHLAND  
REGULAR BOARD OF TRUSTEES MEETING  
April 3, 2023 - 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  
Lisa Hamameh, Township Attorney

Visitors: 7

**Approval of Agenda:**

Mr. Hamill added under New Business k) Township Auditorium Rental. 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, Howe – yes, Lewis – yes, Salvia – yes.

**Consent Agenda Approval:**

**Approve:**

- a) March 30, 2023 Special Board of Trustees Meeting Minutes
- b) List of Bills dated 04/06/23
- c) Resolution 23-07 to Authorize the Placement of Signage on M-59 Median for Founders Day Celebration
- d) Resolution 23-08 to Authorize Closure of Roads for Founders Day Parade and Events
- e) Resolution 23-09 Declining Operation and Ownership of Countryside Condominium Association Water System
- f) Resolution 23-10 Approving Opting-In to the National Opioid Litigation Settlements with CVS, Walmart, Teva and Allergan
- g) Resolution 23-11: Commitment of Monthly Cell Tower Revenue
- h) Notification of Grant/Program Application Oakland County West Nile Virus Reimbursement Program
- i) Resolution 23-12 to Authorize West Nile Virus Fund Expense Reimbursement Request

**Receive and File:**

Activity Center Activity Report and Treasurer's Report – February 2023  
Activity Center Advisory Council Minutes – February 2023  
Building Department Report – February 2023  
Downtown Development Authority Board Minutes – January and February 2023  
Financial Report – January and February 2023  
Fire Department Report – February 2023  
Library Board Minutes – February 2023

Library Director's Report – February 2023  
Treasurer's Report – January and February 2023  
2023 Paramedic Scholarship Award  
Fire Department Captain Patrick O'Neil's Retirement

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

**Announcements and Information Inquiry:**

- a) Highland Township Offices will be closed April 7, 2023 in observance of Good Friday
- b) Prayer Breakfast on Thursday, May 4th, for National Day of Prayer – Church of the Holy Spirit
- c) Founders Day Parade and Festivities on Saturday, May 20, 2023, at 10:00 a.m.

**Public Comment:**

The Garden Club is having a speaker Monday, April 10<sup>th</sup>, at the Activity Center on Native Plants. The talk begins at 7:00 p.m. Recognition of first responders for the services they provided our community during the recent shooting incident. Sheriff Bouchard commended the deputies that responded. The victims received great medical care.

**New Business:**

- a) Hire Full Time Assistant to the Supervisor

Mr. Hamill moved to hire Cassie Blascyk to fill the position of Assistant to Township Supervisor. Starting pay will be \$26.00 per hour not to exceed 40 hours per week. Her effective start date will be April 10, 2023. Mr. Salvia supported the motion, 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) Donation of Two Sheds to Community Sharing

Mr. Hamill moved to approve the Public Purpose Service Contract with Community Sharing for a one-year term commencing April 2023. The Township agrees to pay up to \$8,500 plus two sheds. 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.

- c) Duck Lake Park Court Resurfacing

Mrs. Cooper moved to approve the Supervisor to sign the agreement with Laser Striping and Sport Surfacing to apply the required markings and surface coatings to our refurbished tennis and basketball courts in the amount of \$29,700. Mr. Howe supported. After discussion, Mrs. Cooper amended her motion to add waiving the Purchasing Policy. Mr. Howe supported and the motion carried with the following roll call vote: Hamill – yes, Flowers – no, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

d) Award Lawn Mowing Bid

Mr. Hamill moved to award the bid to MWG Lawn & Snow Removal in the amount of \$950 per week for a three-year period. Lawn mowing will be done April 1, 2023 thru November 30, 2023, April 1, 2024 thru November 30, 2024, and April 1, 2025 thru November 30, 2025, not to exceed an annual amount of \$30,000.00, subject to attorneys addition of a termination condition in the contract. 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.

e) Budget Amendment – DDA

Mr. Hamill moved to approve the Budget Amendment – DDA 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.

f) Budget Amendment – Fire Capital

Mr. Hamill moved to approve the Budget Amendment Fire Capital as presented. 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.

g) Budget Amendment – Capital Fund Township Improvement

Mr. Hamill moved to approve the Budget Amendment – Capital Fund Township Improvement 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.

h) Land Lease Agreement – Highland Township and Cellco Partnership d/b/a Verizon  
Wireless

Ms. Frederick moved to approve the Supervisor to sign the Land Lease Agreement between Highland Township and Cellco Partnership d/b/a Verizon Wireless 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.

i) Memorandum of Lease Agreement Lessee Site #659 Duck Lake Rd. N

Ms. Frederick moved to approve the Supervisor to Sign the Memorandum of Lease Agreement between Highland Township and Cellco Partnership d/b/a Verizon Wireless Site #659 Duck Lake Rd. N 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.

j) Rate adjustment – Bookkeeping Assistant

Mr. Hamill moved to approve the Bookkeeping Assistant's salary to \$20.00 per hour effective the beginning of the next pay period. 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.

k) Township Auditorium Rental

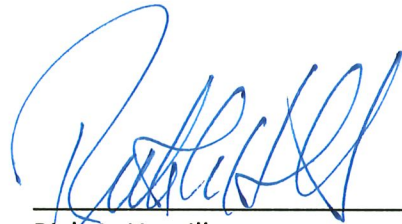
Discussion regarding the township auditorium rental. A policy will be presented to the Board at a future meeting.

**Adjourn:**

Supervisor Hamill adjourned the meeting at 7:34 p.m.



Tami Flowers, MiPMC  
Highland Township Clerk



Rick A. Hamill  
Highland Township Supervisor