

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
April 5, 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
Beth Lewis, Trustee
Joseph Salvia, Trustee

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

Visitors: 29

Approval of Agenda:

Mrs. Cooper moved to approve the 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.

Consent Agenda Approval:

- a) March 15, 2021 Special Board of Trustees Meeting Minutes
- b) March 15, 2021 Special Board of Trustees Meeting Closed Session Minutes
- c) List of Bills dated 03-24-21 plus additions
- d) GFL Contract Renewal
- e) West Nile Virus Grant Request
- f) Resolution 21-08 to Authorize West Nile Virus Fund Expense Reimbursement Request
- g) Garden Watering Contract 2021-2023
- h) Resolution 21-09 Founders Day Road Closure – May 15, 2021
- i) Highland Downtown Development Authority Budget Amendment

Receive and File:

Activity Council Board Minutes – January 13 and February 10, 2021
Building Department – February 2021
Financial Report – February 2021
Fire Department – February 2021
Library Board Meeting Minutes – February 2021
Library Director's Report – March 2021
Ordinance Department Enforcement – February 2021

Ordinance Department Inspections – February 2021
Sheriff's Department – February 2021
Treasurer's Report – February 2021

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) Virtual Prayer Breakfast - May 6th at 9:00 a.m.
- b) Parade and Festivities on Saturday, May 15, 2021 at 10:00 a.m.

Public Comment:

Comments regarding the docking ordinance and request for enforcement of this ordinance. Resident is hopeful that zoom format will be continued even after in-person meetings resume. Memorial Day activities will be coordinated and will be posted when details are available.

Pending Business:

- a) **Proposed Ordinance No. 470 to Amend the Lake Access and Docking Regulations in Article III of Chapter 24 of the Code of Ordinances for the Charter Township of Highland by Revising the Purpose, Definitions, and Regulations Sections, but without Changing the Section that Provides for Enforcement and Penalties for Violation of the Regulations.**

Mrs. Frederick moved to approve the Proposed Ordinance No. 470 to Amend the Lakes Access and Docking Regulations in Article III of Chapter 24 of the Code of Ordinances 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.

- b) **Budget Amendment – Sheriff's Building Renovation**

Mr. Salvia moved to approve the Budget Amendment – Sheriff's Building Renovation 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.

New Business:

- a. **Introduce Proposed Zoning Ordinance Amendment Z-018 to rezone parcel #11-15-401-011, 2070, N. Milford Road, approximately 1.6 acres, R-1.5, Single Family Residential District, to IM, Industrial and Manufacturing District, submitted by Mike Murad**

Mr. Hamill moved not to Introduce Proposed Zoning Ordinance Amendment Z-018 to rezone parcel #11-15-401-011, 2070, N. Milford Road, approximately 1.6 acres, R-1.5, Single Family Residential District, to IM, Industrial and Manufacturing District and to deny the rezoning. Mrs. Frederick

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) Introduce Proposed Zoning Ordinance Amendment Z-019 to rezone parcel #11-15-326-017, vacant N. Milford Road, approximately 1.7 acres, OS, Office Services District, to C2, General Commercial District, submitted by Samred Raouf

Mr. Hamill moved to Introduce Proposed Zoning Ordinance Amendment Z-019 to rezone parcel #11-15-326-017, vacant N. Milford Road, approximately 1.7 acres, OS, Office Services District, to C2, General Commercial District. Mrs. Frederick 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) Amendments to the Highland Township Employee Handbook

Mrs. Cooper moved to approve Amendments to the Highland Township Employee Handbook 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.

d) Budget Amendment – PTO Cash Payout

Mr. Hamill moved to approve the Budget Amendment – PTO Cash Payout 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.

e) Resolution 21-07 Charter Township of Highland Water Supply Rates

Mrs. Cooper moved to approve Resolution 21-07 Charter Township of Highland Water Supply Rates 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) Civic Service Agreement AP ACH and Vendor Portal

Mrs. Cooper moved to approve the Civic Service Agreement AP ACH and Vendor Portal as presented. Mrs. Frederick 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) Highland Township Hall Renovation & Expansion - Construction Manager Contract Award

Mr. Hamill moved to authorize the Township Supervisor to sign the AIA-Documents A133 Agreement between Charter Township of Highland and The Summit Company as constructor with the basis of payment as the cost of work plus a fee with a guaranteed maximum price for the construction of the township hall renovation after it has been approved by the township attorney. 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.

Discussion

The Board discussed the timing of the fireworks for 2021 and it was decided the display will be postponed from June 26, 2021 to a future date in September.

Mr. Salvia announced that Town and Country Cleaners in Milford should be recognized for donating their services to clean the flags.

Mr. Gary Dovre, Township Attorney, announced his retirement and introduced Lisa Hamameh as our new Township Attorney and she will be assisted by Joellen Shortley.

Community Sharing gave a short update on their efforts to raise funds for the new facility.

Adjourn:

Supervisor Hamill adjourned the meeting at 7:46 p.m.



Tami Flowers, MiPMC
Highland Township Clerk



Rick A. Hamill
Highland Township Supervisor