

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
May 1, 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: 16

Approval of Agenda:

Mrs. Cooper moved to approve the agenda 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.

Consent Agenda Approval:

Approve:

- a) April 3, 2023 Board of Trustees Meeting Minutes
- b) List of Bills dated April 24, 2023 and May 4, 2023 plus additions
- c) Budget Amendment for Part-Time Bookkeeping Assistant
- d) Highland Activity Center Council Appointment - Lisa Jagusch
- e) Appoint Grant Charlick to Zoning Board of Appeals as the Planning Commission Liaison

Receive and File:

Building Department Report - March 2023
Fire Department Report – March 2023
Library Board Minutes – March 2023
Library Director's Report - March 2023
Sheriff's Department Report – March 2023
Treasurer's Report – March 2023

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 May 29, 2023 in observance of Memorial Day
- 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:

None

Presentation:

- a) Swearing in of Fire Fighter Justin Bearden – Badge #234

New Business:

- a) Hire Seasonal Part Time Maintenance Position

Mr. Hamill moved to approve the hiring of an individual to fill the position of Part Time Seasonal Maintenance worker. This position will not be year-round. Starting pay will be up to \$20.00 per hour not to exceed 29 hours per week. Seasonal schedule will be from March 1st through December 1st of each calendar year. Employee may be called upon to assist during some winter events on an as needed basis. Effective start date will be as early as May 1, 2023. 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 for Seasonal Part Time Maintenance Position

Mrs. Cooper moved to approve the Budget Amendment for Seasonal Part Time Maintenance Position 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.

- c) Purchase of Ricoh IM C2500 Printer

Mr. Hamill moved to approve the Purchase of a Ricoh IM C2500 Printer from Applied Innovation in the amount of \$4,926.00 to be placed in the north end of the building. 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) Miles Grubb & Associates L.L.C. d/b/a/ Star EMS and Highland Township Fire Department Billing Service Agreement

Mr. Hamill moved to authorize the Township Supervisor to sign the Miles Grubb & Associates L.L.C. d/b/a/ Star EMS and Highland Township Fire Department Billing Service Agreement with final approval from the Township Attorney. Mr. Howe supported.

Mr. Hamill moved to postpone the previous motion. It will be presented at the June 5, 2023 Board of Trustees Meeting along with a Resolution to amend the Fee Schedule. 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.

Adjourn:

Supervisor Hamill adjourned the meeting at 6:50 p.m.



Tami Flowers, MiPMC
Highland Township Clerk



Rick A. Hamill
Highland Township Supervisor