

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
November 6, 2023 - 6:30 p.m.

The meeting was called to order at 6:32 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: 13

Approval of Agenda:

Mr. Hamill added item 10L Hire Highland Substation Office Manager and removed item 10g) Resolution 23-36 for Oakland County Road Commission to Proceed with SAD. Mrs. Cooper moved to approve the 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.

Consent Agenda Approval:

- a) October 16, 2023 Board of Trustees Budget Workshop Minutes
- b) List of Bills dated November 2, 2023 plus additions
- c) Resolution 23-28 Performance Bond for Michigan Department of Transportation
- d) Resolution 23-29 IT Services with Oakland County
- e) Resolution 23-30 MDNR Canada Goose Nest Destruction Program – White Lake
- f) Resolution 23-31 Authorize Road Closure for Tree Lighting
- g) Resolution 23-32 Bank Depositories 2024

Receive and File:

Building Department Report – September 2023
Financial Report – September 2023
Fire Department Report – September and October 2023
Library Board Minutes – September 2023
Library Director Report – September 2023
Sheriff's Department Report – September and October 2023
Treasurer's Report – September 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 on Friday, November 10th, in observance of Veterans' Day and November 23 and 24, 2023 in observance of the Thanksgiving Holiday
- b) Ladies Night Out – November 14, 2023
- c) Small Business Saturday – November 25, 2023
- d) Festival of Trees – December 1-31, 2023
- e) Kris Kringle Market and Tree Lighting – December 4, 2023

Presentation:

- a) Swearing in of Firefighter/EMT Michael David, Firefighter/EMT Michael Moore, and Firefighter/EMT Robert Young

Firefighter/EMT new hires were sworn in. All three employees were previously paid-on-call employees prior to becoming full time Firefighters.

Public Comment:

Comments from residents included - he is happy that Highland Township government works. Complaint regarding fence ordinance violation and requested enforcement of ordinance. Complaint about problem with commercial lighting shining into his home. Compliments on Wayfinding signs. Question regarding budget amount allotted for Hickory Ridge Road Park and mentioned a parking issue at the Hickory Ridge Soccer Fields. Encouraged enforcement of ordinances and stated it is time for new leadership in Highland. Several Board Members were impressed with the Empty Bowl Event and Highland Township was very well represented. Trustee requested an explanation regarding the fence ordinance violation that was presented earlier in Public Comment.

Public Hearing:

- a) 2024 Budget

The Public Hearing opened at 6:58 p.m. and closed at 7:00 p.m. There was one comment.

- b) CDBG Application

The Public Hearing opened at 7:01 p.m. and closed at 7:05 p.m. There was one comment.

New Business:

- a) 2024 Highland Township Budget

Ms. Frederick moved to approve the 2024 Highland Township Budget 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.

- b) Resolution 23-33 General Appropriations Act

Mrs. Cooper moved to approve Resolution 23-33 General Appropriations Act 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.

c) Resolution 23-34 to Opt Out of the Provisions of PA 152 of 2011

Mrs. Cooper moved to approve Resolution 23-34 to Opt Out of the Provisions of PA 152 of 2011 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.

d) Blue Care Network Insurance Renewal

Mrs. Cooper moved to waive the Purchasing Policy for 2024 Health Care. 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.

Ms. Frederick moved to approve the Blue Care Network Insurance Renewal as presented. Ms. 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.

e) Resolution 23-35 Approving 2024 Community Development Block Grant Application

Ms. Frederick moved to approve Resolution 23-35 Approving 2024 Community Development Block Grant Application 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.

f) License Agreement for Use of Highland Township Property – Early Voting

Ms. Frederick moved to approve the License Agreement for Use of Highland Township Property – Early Voting 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.

g) Resolution 23-36 for Oakland County Road Commission to Proceed with SAD

Removed from Agenda

h) Fire Department Sale of Stryker MX-PRO Baristas Transport Stretcher

Mrs. Flowers moved to declare the Stryker MX-PRO Baristas Transport Stretcher surplus property and to waive the Equipment Disposal Policy and approve the sale of the stretcher with the Supervisor signing a Liability Waiver along with the Purchase Agreement. 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.

i) Activity Center Request to Hire an Interim Activity Assistant

Mrs. Hamill moved to Hire an Interim Activity Assistant not to exceed 29 hours per week at a starting salary of \$17.00/hour. The Supervisor is authorized to sign a contract limiting the term of that position. Ms. 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.

j) Obligating ARPA Funds to Reimburse General Payroll

Mrs. Cooper moved to Obligate ARPA Funds to Reimburse General Payroll. 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.

k) 250 W. Livingston Road- Roof Replacement

Ms. Frederick moved to waive the Purchasing Policy for Roof Replacement at 250 W. Livingston Road as presented. 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.

Ms. Frederick moved to accept the bid from Rycam Roofing LLC to replace the roof at 250 W. Livingston Road in the amount not to exceed \$150,000.00. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – no, Frederick – yes, Cooper – no, Howe – yes, Lewis – yes, Salvia – yes.

l) Hire Highland Substation Office Manager

Mr. Hamill moved to approve the hiring of Rachel Holcomb for the position of Office Manager at the Highland Substation. Her start date will be November 27, 2023 at \$22.00 per hour during the training period. After training, the pay will be \$24.27 per hour not to exceed 29 hours per week. 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 7:51 p.m.



Tami Flowers, MiPMC
Highland Township Clerk



Rick A. Hamill
Highland Township Supervisor