

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
July 1, 2024 - 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: 17

Approval of Agenda:

Mr. Salvia 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, and Salvia – yes.

Consent Agenda Approval:

- a) June 20, 2024 Special Board of Trustees Minutes
- b) June 20, 2024 Special Joint Board of Trustees/Planning Commission Minutes
- c) Budget Amendment - ADP Processing Fees
- d) Budget Amendment - DDA
- e) Municipal Credit and Community Credit Contract for FY2025
- f) Resolution: 24-23 to Adopt the Charter Township of Highland Emergency Operations Support Plan

Receive and File:

Activity Center Director's Report – May 2024
Building Department Report – May 2024
Financial Report – April and May 2024
Fire Department Report – May 2024
Library Board Minutes – May 2024
Library Director's Report – May 2024
Planning Commission Minutes – May 16, 2024
Sheriff's Department Report – May 2024
Treasurer's Report – April and May 2024
Zoning Board of Appeals Minutes – June 5, 2024
Thank You Letter from Highland Fire Department to Assisting Fire Departments
Thank You Letter to Highland Fire Department from Franklin-Bingham Fire Department

Mrs. Lewis moved to approve the Consent Agenda 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.

Announcements and Information Inquiry:

- a) Highland Township Offices Closed on Thursday, July 4, and Friday, July 5, 2024, in Observance of Independence Day
- b) Farmers' Market every Saturday thru October 5th at Highland Township Complex
- c) Sounds Like Summer Concert Series begins July 9th at 7:00 p.m. in Veterans Park
- d) Early Voting for August 6, 2024 Primary Election is July 27 – August 3, 2024

Presentation:

Swearing in Probationary Fire Fighters to the rank of Fire Fighter:

FF/EMT Preston Green – Badge #237

FF/EMT Cameron Ollila - Badge #241

Public Comment:

Clerk Flowers clarified the note on the bottom of the agenda regarding the URSA 24-01 Special Approval of Land Use for gas station; vacant NE corner of N Milford/E Wardlow, PIN 11-15-326-017; Applicant Sarmed Raouf; Property Owner RIMA Properties, LLC. There was a combination of factors that kept this item off the agenda. The Board decided to have an evaluation done by the Planning Consultants which prohibited this item from being on this agenda. The applicant will be out of town for the August Board Meeting so this item will likely be on the September Board Agenda for consideration.

Trustee Salvia expressed his gratitude to the Fire Chief and his team for their assistance with the flag project on M-59.

Trustee Howe was not able to attend the fireworks but understands they were spectacular. He is happy it is something the Board can give to the community. The Sheriff's Department always does a quick evacuation getting people out of the parking lot.

Supervisor Hamill thanked those involved in the Red White and Blue Festival including the DDA, Tami, Jenny, Cassie, Tina and everyone else involved. It was a beautiful event. Community service people did a great job with clean-up.

Trustee Howe thanked Missy on doing a good job and for the great lineup of summer concerts.

Pending Business:

- a) Approve Z-031 Text Amendment to permit gas stations for parcels fronting Highland Road (M-59) in the HS, Highland Station Business District and to establish regulations regarding same

Ms. Frederick moved to approve Z-031 Text Amendment to permit gas stations for parcels fronting Highland Road (M-59) in the HS, Highland Station Business District and to establish regulations regarding same. This is an ordinance to amend the Charter Township of Highland Zoning Ordinance (Chapter 25 of the General Code of Ordinances) by revising Article 4, District Regulations to allow for gas stations and drive thru windows for HS, Highland Station Business District with special approval; Article 9, District specific provisions to modify signage regulations for highway oriented business in HS District; Article 10, Supplemental Use Regulations to provide regulation relative to gas stations on

highway oriented parcels in HS District; and Article 13, Lighting to add regulations regarding canopy lighting. 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, and Salvia – yes.

New Business:

a) Budget Amendment - Full Time Bookkeeper

Mrs. Cooper moved to approve the Budget Amendment - Full Time Bookkeeper 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) Fire Department Capital Purchase of Small Vehicles

Mr. Hamill moved to waive the Township Purchasing Policy and to approve the Fire Department Capital Purchase of Small Vehicles from Szott Dodge at approximately \$238,800 plus not to exceed \$10,000 for snowplow attachments. 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) Renewal of Carlise Wortman Planning Consulting Services Contract

Ms. Frederick moved to renew the Carlise Wortman Planning Consulting Services Contract 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.

Adjourn:

Supervisor Hamill adjourned the meeting at 7:00 p.m.



Tami Flowers, MiPMC
Highland Township Clerk



Rick A. Hamill
Highland Township Supervisor