

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
August 12, 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- arrived at 6:47 p.m.

Also Present: Fire Chief Nick George
Lieutenant Matt Snyder
Lisa Hamameh, Township Attorney

Visitors: 6

Approval of Agenda:

Mr. Hamill added New Business Item d) – Vending Machines at Hickory Ridge Park and moved Item d) Handling of Air Conditioner Replacement to the end of New Business Item i). Mr. Howe approved the agenda as amended. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, and Lewis – yes.

Consent Agenda Approval:

- a) July 1, 2024 Board of Trustees Minutes
- b) List of Bills dated July 11, 2024, July 25, 2024, and August 8, 2024 plus additions
- c) 2024 Gen-X Duck Lake Association Fireworks Permit
- d) Messaging Privacy Policy and Terms
- e) Huron Valley Youth Assistance Sponsorship

Receive and File:

Activity Center Council Minutes – June 2024
Activity Center Council Treasurer’s Report – June 2024
Activity Center Director’s Report – June 2024
Building Department Report – June and July 2024
Fire Department Report – June and July 2024
Library Board Meeting Minutes – July 2024
Library Director’s Report – July 2024
Planning Commission Minutes – June 6, June 20, and July 18, 2024
Sheriff’s Department Report – Jul 2024
Treasurer’s Report – June 2024
Zoning Board of Appeals Minutes – June 19, 2024

Mr. Howe moved to approve the Consent 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, and Lewis – yes.

Announcements and Information Inquiry:

- a) Turnout Gear Grant
- b) Farmers' Market every Saturday thru October 5th at Highland Township Complex
- c) Sounds Like Summer Concert Series Tuesdays, through August 20th at 7:00 p.m. in Veterans Park

Public Comment:

Mr. Howe congratulated Trustees Lewis and Salvia and stated that he is grateful for having been one of the trustees nominated in the Primary election. Grant Charlick was also nominated in the Primary. In addition, he thanked Clerk Flowers for a great job on the election.

New Business:

- a) URSA 24-03 Special Approval of Land Use for School Bell Child Care; 4501 West Highland Road; Parcel #11-30-101-002; East of Highland Road and South Tipsico Lake Road Intersection; Applicant: School in the Pines Inc. and Marc Kasabasic

Mr. Hamill moved to approve case URSA 24-03, for the School Bell Child Care Center expansion, 45011 W. Highland Road, Parcel 11-30-101-002, based upon findings of compliance with the standards of review and approval as recommended by the Planning Commission and as outlined in the report from Carlisle Wortman Associates and further based on the site plan by Boss Engineering dated May 31, 2024. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, and Lewis – yes.

- b) Resolution 24-24: Tentatively Determining Intent to Form the Lower Pettibone Lake Special Assessment district for the Control of Weeds in Lower Pettibone Lake and Related Services Pursuant to 1954 P.A. 188, as amended

Mrs. Cooper moved to approve Resolution 24-24: Tentatively Determining Intent to Form the Lower Pettibone Lake Special Assessment district for the Control of Weeds in Lower Pettibone Lake and Related Services Pursuant to 1954 P.A. 188, as amended. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, and Lewis – yes.

- c) Proposal for Acoustic Improvements to Township Auditorium

Mr. Hamill moved that due to the limited availability of vendors, we waive the purchasing policy and authorize the Supervisor to sign the contract with Stony Creek Service Inc. and proceed with the acoustic enhancements for the Highland Township Auditorium in the amount of \$16,470 subject to attorney approval. 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.

- d) Vending Machine at Duck Lake Pines

Mr. Hamill moved to authorize the Supervisor to develop documents with attorney for leasing space for a vending machine at Duck Lake Pines. Mr. Howe supported the motion. After discussion Mr. Hamil withdrew his motion and Mr. Howe supported to withdraw the motion.

i) Handling of Air Conditioner Replacement

Mr. Hamill explained the contract with WOTA states they are required to cover the cost of any heating and cooling and things like that. After talking to Kim Viener the cost for replacing the air conditioning unit will be allocated to WOA.

e) Award Snow Plowing Contract

Mr. Hamill moved to authorize the Supervisor to sign the contract and award the snow plowing services to Golden's Lawn Care LLC in the amount of \$60,360 subject to attorney approval. 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.

f) Artificial Turf Purchase-Highland Township Offices

Mr. Hamill moved to authorize the Supervisor to proceed with the purchase of artificial turf from Rock Bottom Supply in the amount of \$11,398.50. 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, and Salvia – yes.

g) Painting of 250 West Livingston Road

Mr. Hamill moved to waive the Purchasing Policy and authorize the Supervisor to sign the contract with Diedrich Painting in the amount of \$13,044 to paint the soffits and exterior surfaces at 250 West Livingston Road subject to attorney approval. 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, and Salvia – yes.

h) Budget Amendments:

- 1) Budget Amendment for Multiple General Fund Expenses
- 2) Budget Amendment Refuse Fund 2024
- 3) Budget Amendment Fire Department Revenue/Expenses
- 4) Budget Amendment Fire Capital Interest Revenue/Expenses
- 5) Budget Amendment for New Park Property Closing Costs
- 6) Budget Amendment 250 W. Livingston Improvements

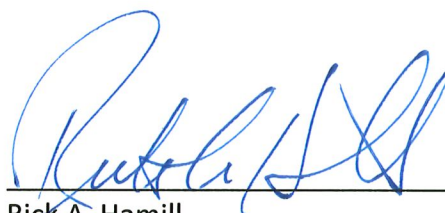
Mrs. Flowers moved to approve the Budget Amendments as presented with the exception of Item 6, Budget Amendment 250 W. Livingston Improvements which is reduced from \$50,000 to \$36,000. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, and Salvia – yes.

Adjourn:

Supervisor Hamill adjourned the meeting at 7:43 p.m.



Tami Flowers, MiPMC
Highland Township Clerk



Rick A. Hamill
Highland Township Supervisor