

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
November 18, 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 6:42 p.m.

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

Visitors: 14

Approval of Agenda:

Mrs. Lewis 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, and Lewis – yes.

Consent Agenda Approval:

- a) October 7, 2024 Board of Trustees Meeting Minutes
- b) List of Bills dated 10/17/24 and 11/07/24 plus additions
- c) Township 2025 Holiday and Meeting Dates
- d) Budget Amendment for Dust Control
- e) Budget Amendment for Metro Authority Adjustments
- f) Budget Amendment for Additional Fire Revenue and Expense Adjustments
- g) 2024-2025 Goyette Maintenance Plan for Highland Township
- h) WCA Assessing Contract Renewal
- i) Community Sharing-Public Purpose Service Contract
- j) Resolution 24-30 Authorize Road Closure for Tree Lighting
- k) Planning Commission Appointments – Charlick and Zeolla
- l) Hire Firefighter/EMT Blake Fotopoulos

Receive and File:

Activity Center Council Meeting Minutes - September 2024
Activity Center Council Treasurer's Report - September 2024
Activity Center Director's Report – September 2024
Building Department Report – September 2024
DDA Minutes – September 2024
Fire Department Report – October 2024
Library Board Minutes – October 2024

Approved Minutes: November 18, 2024 Board of Trustees Meeting

Library Director's Report – October 2024

Ordinance/Fire Marshal Report – October 2024

Planning Commission Minutes – September 19 and October 3, 2024

Sheriff's Department Report – September/October 2024

Treasurer's Report – September 2024

Zoning Board of Appeals Minutes – September 18 and October 2, 2024

Mrs. Lewis 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, and Lewis – yes.

Announcements and Information Inquiry:

- a) Highland Township Offices will be closed on November 28 and 29, 2024 in observance of the Thanksgiving Holiday
- b) Small Business Saturday – November 30, 2024
- c) Festival of Trees – December 1-31, 2024
- d) Kris Kringle Market and Tree Lighting – December 2, 2024

Cell tower is progressing at Duck Lake Pines and the township has started to receive payments. Inflation rate for 2025 will be 3.1 percent instead of 5 percent.

Presentation:

- a) Proclamation Honoring Judy Cooper

Proclamation was presented to Judy Cooper in recognition of her many years of service to the Township. .

- b) Swear-In:

Full Time FF/EMT Blake Fotopoulos

Probationary Fire Fighters to the Rank of Fire Fighter:

FF/EMT Hunter Sword – Badge #242

FF/EMT Alexa Leece – Badge #244

FF/EMT Drake Vachon – Badge #245

Fire personnel were sworn in by Clerk Flowers and helmets distributed by Chief George.

Public Comment:

Representatives from Lone Tree Acres spoke regarding the road repaving and requested assistance from the Township. Joe Salvia apologized for being late there was a Veteran's appreciation at the Huron Valley School Board.

Public Hearing:

a) Highland Township 2025 Proposed Budget

Public Hearing was opened at 6:57 p.m. and closed at 6:58 p.m. There were no comments.

b) 2025 Community Development Block Grant Application

Public Hearing was opened at 6:58 p.m. and closed at 6:59 p.m. There were no comments.

New Business:

a) Approve Highland Township 2025 Budget

Ms. Frederick moved to approve the Highland Township 2025 Budget 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.

b) Resolution 24-31 Approving 2025 Community Development Block Grant Application

Ms. Frederick moved to approve Resolution 24-31 Approving 2025 Community Development Block Grant Application 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, and Salvia – yes.

c) Resolution 24-33 General Appropriations Act

Mrs. Cooper moved to approve Resolution 24-33 General Appropriations Act 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, and Salvia – yes.

d) Resolution 24-34 to Opt-Out of the Provisions of PA 152 of 2011

Mr. Hamill moved to approve Resolution 24-34 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, and Salvia – yes.

e) Introduce Ordinance No. Z-032, an Ordinance to Amend the Charter Township of Highland Zoning Ordinance (Chapter 25 of the General Code of Ordinances) by Revising Article 9, District Specific Regulations to Increase the Maximum Allowable Lot Coverage in Highland Station Zoning District and Article 11, Access Management, Parking and Circulation to Reduce the Parking Requirement for Gas Stations.

Mr. Hamill moved to Introduce Ordinance No. Z-032, an Ordinance to Amend the Charter Township of Highland Zoning Ordinance (Chapter 25 of the General Code of Ordinances) by Revising Article 9, District Specific Regulations to Increase the Maximum Allowable Lot Coverage in Highland Station Zoning District and Article 11, Access Management, Parking and Circulation to Reduce the Parking Requirement for Gas Stations. 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) Resolution 24-32 Approving Road Vacation – S. Saint John Road

Mr. Hamill moved to approve Resolution 24-32 Approving Road Vacation 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, and Salvia – yes.

g) Adjust Hire Date for Jennifer Frederick on Record

Mr. Hamill moved to postpone this item indefinitely until the legal ramifications can be addressed including conversations with the township attorney. 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.

h) Fire Department Request to Purchase SCBA's and Bottles

Ms. Frederick moved to approve the Fire Department Request to Purchase five SCBA's and 20 Bottles in the amount of \$66,615.00 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, and Salvia – yes.

i) Fire Department Request to Purchase Stryker ProCare

Mr. Hamill moved to approve the Fire Department request to purchase Stryker ProCare as presented. Mrs. Flowers noted this is a single source item which eliminated the requirement for collecting bids. 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, and Salvia – yes.

j) Move Amanda McClear to a Full Time Ordinance/Fire Department Assistant

Ms. Frederick moved to approve Amanda McClear move from part-time to full-time beginning January 1, 2025 as requested in the attached memo and to approve the budget adjustment. Mrs. Flowers clarified that in addition to salary, her benefits will also be split 60/40 between the township and Fire Department. 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, and Salvia – yes.

Comment:

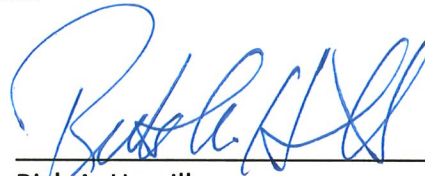
Mr. Salvia expressed his appreciation to the Highland Fire Department and Chief George for their assistance with the Flag Project on M-59.

Adjourn:

Supervisor Hamill adjourned the meeting at 8:14 p.m.



Tami Flowers, MiPMC
Highland Township Clerk



Rick A. Hamill
Highland Township Supervisor