

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
May 13, 2024 - 6:30 p.m.

The meeting was called to order at 6:31 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
Anne McClorey McLaughlin, Township Attorney

Visitors: 20

Approval of Agenda:

Mr. Hamill removed New Business item 9a) Proposed Amendment to the Purchasing Policy from the Agenda and moved item 9i) 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 to the first item under New Business. Mrs. Cooper moved to approve the agenda as amended. 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.

Consent Agenda Approval:

- a) April 1, 2024 Board of Trustees Meeting Minutes
- b) April 1, 2024 Board of Trustees Closed Session Minutes
- c) List of Bills dated April 18, 2024 and May 2, 2024 plus additions
- d) Resolution 24-14 to Authorize the Placement of Signage on M-59 Median to Preserve the Milkweed Mile as a Monarch Community
- e) Resolution 24-15 to Authorize the Placement of Signage on M-59 Median for Highland Farmers Market

Receive and File:

DDA Board Minutes – February and March 2024
Financial Report – Post Audit 2023
Fire Department Report – March and April 2024
Library Board Minutes – March 2024
Library Director's Report - March 2024
Sheriff's Department Report – March and April 2024
Treasurer's Report – March 2024

Approved Minutes: May 13, 2024 Board of Trustees Meeting

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) Township Offices will be closed Monday, May 27, 2024 in observance of Memorial Day
- b) Mental Health Awareness Month – May 2024
- c) Founders Day Parade and Activities – Saturday, May 18, 2024
- d) Milford Memorial Day Parade and Ceremonies – May 27, 2024
- e) 2023 Fire Fighter of the Year - Firefighter/Paramedic Joe Santini
- f) 2024 Paramedic Scholarship Award FF/EMT Preston Green and FF/EMT Cameron Ollila

Garden Club Plant Sale from 9 am to noon on May 18th at Veterans Park.

Thank you to all those who assisted with the Prayer Breakfast.

Highland Township was the first jurisdiction to turn in our election results to Oakland County.

Memorial Day Parade starts at 11:00 a.m. and ends at the American Legion.

Mr. Salvia thanked the Fire Department for their assistance with the flag project.

Public Comment:

Mr. Howe expressed a need for bike paths to connect Highland and Milford.

Presentation

- a) Plante Moran Audit Presentation for year ended December 2023

Pam Hill from Plante Moran reviewed the Audit for year ended December 31, 2023.

New Business:

- a) Proposed Amendment to the Purchasing Policy – Removed from the Agenda.
- i) 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 were several public comments regarding the Special Approval of Land Use.

Mr. Hamill moved to postpone this issue until the next Board of Trustees meeting. 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) Activity Center Position-Ashley Valdez-Proposed Part-Time Employee

Mr. Hamill moved to transition Ashley Valdez from a seasonal employee to a part-time employee. 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) Budget Amendment - Activity Center Wages

Mrs. Cooper moved to approve the Budget Amendment - Activity Center Wages 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.

d) 2024-2027 Highland Fire Dispatch Agreement

Ms. Frederick moved to authorize the Supervisor to sign the Fire Dispatch Service Agreement between the County of Oakland and Charter Township of Highland. 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.

e) Award Bid for Ambulance Purchase

Mrs. Cooper moved to award the bid for the ambulance purchase to Kodiak Emergency Vehicles not to exceed \$343,000, subject to review by the Township attorney. 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) Fire Department Request to Purchase 25 Portable Radios

Mr. Hamill moved to approve the purchase of 25 portable radios in conjunction with Hartland, Brighton, Livingston County EMS, and Lyon Township in the amount of \$200,987.70. 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.

g) Budget Amendment Fire Capital 2024

Ms. Frederick moved to approve the Budget Amendment Fire Capital 2024 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.

h) Resolution 24-17 Water Supply Rates

Mr. Hamill moved to approve Resolution 24-17 Water Supply Rates 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.

- j) Purchase Agreement to Transfer Property Declared Surplus, 115 W Highland Road;
PIN 11-22-352-005 ("Gateway Park")

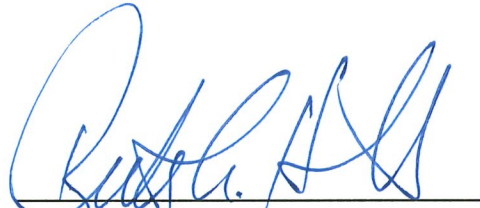
Ms. Frederick moved to approve the Purchase Agreement subject to the purchaser signing the Offer to Purchase and final confirmation of the legal description of the property, and to authorize the supervisor to sign all documents necessary to effectuate the closing. Mrs. Cooper supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Cooper – yes, Howe – yes, Lewis – yes, Salvia – yes.

Adjourn:

Supervisor Hamill adjourned the meeting at 8:20 p.m.



Tami Flowers, MiPMC
Highland Township Clerk



Rick A. Hamill
Highland Township Supervisor