

CHARTER TOWNSHIP OF HIGHLAND
REGULAR BOARD OF TRUSTEES MEETING
July 6, 2026 - 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
Grant Charlick, 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, Charlick – yes, Howe – yes, Lewis – yes, Salvia - yes

Consent Agenda Approval:

June 1, 2026 Board of Trustees Board and Closed Session Minutes
List of Bills dated June 11 and June 25, 2026, plus Additions
Credit Card Purchasing Policy Update
Resolution 26-27 to Authorize the Placement of Early Voting Signage on M-59 Median

Receive and File:

- a) Building Department Report – May 2026
- b) Ordinance Report – May 2026
- c) Highland Activity Center Reports and Minutes – May 2026
- d) Library Reports – May 2026
- e) Financial Reports – April and May 2026
- f) Treasurer's Report - May 2026
- g) Planning Commission Minutes – May 21, 2026
- h) Zoning Board of Appeals Minutes – May 6 and May 20, 2026
- i) HDDA Minutes – May 13, 2026
- j) OCSO Stat Report – May 2026

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, Charlick – yes, Howe – yes, Lewis – yes, Salvia - yes

Announcements:

- a) Congratulations to Steve Tino on his retirement as Building Official – Ordinance Department Supervisor and we are happy he has agreed to assist one day a week until the end of the year
- b) Highland Farmers' Market will be open July 11th through October 3rd on Saturday from 10am-2pm in front of Township Hall
- c) Sounds Like Summer Concert Series, sponsored by the Downtown Development Authority, will be on Tuesday evening, beginning July 7th through August 11th from 7pm to 9pm, at Veteran's Park located at the corner of John Street and W. Livingston Road
- d) Summer Sidewalk Sale – Shop Local on Friday, July 18th 10am-5pm and Saturday, July 19th 10am-3pm sponsored by the Highland Downtown Development Authority
- e) The next Talk of the Town meeting will be Wednesday, July 22nd at 6pm in the Township Auditorium featuring the Downtown Development Authority
- f) Nine days of Early Voting will begin Saturday, July 25th through Sunday, August 2nd in the Highland Township Auditorium
- g) Election Day is Tuesday, August 4th at Milford High School for ALL VOTERS - Polls are open from 7am-8pm

Public Comment:

Chief George announced the Highland Township Fire Department was awarded a grant from Embridge for \$14,320. Mrs. Flowers, Township Clerk, announced that with the recent candidate dropping out of the senate race anyone who submitted a ballot already can come into the Township by July 25th to spoil that ballot and be reissued a fresh one. If anyone has a ballot that hasn't been submitted but has been voted do not use white out – come into the Township and spoil that ballot and be reissued a new one. Mr. Howe thanked the Township and Sheriff's Department for an amazing fireworks show and the Sheriff's Department for directing traffic. Residents expressed concern with lighting and sound issues at Barn 45. Resident asked Fire Chief George to explain what the millage increase was going to support. Resident wanted an explanation on why the Train Depot was moved from the corner of Milford Road and M-59. Mr. Hamill wished Mr. Salvia a Happy Birthday.

New Business:

- a) Consider Approving Resolution 26-26 Capital Improvement Plan

Mr. Howe moved to Resolution 26-26 Capital Improvement Plan as presented. Mr. Salvia supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes, Salvia – yes

- b) Consider Approval of the Bid Proposal Received from ACE Asphalt Chip and Seal for a total of \$94,500.00 to complete the chip sealing and fogging of Duck Lake Pines Park's parking lot

Mr. Hamill moved to approve Ace Asphalt Chip Seal to complete the chip sealing and fogging of Duck Lake Pines Parks – Parking Lot and Driveway for a total cost of \$94,500.00 with no budget amendment needed and approving the Supervisor to sign all related contracts after the Township Attorney reviews. Ms. Frederick supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes, Salvia – yes

c) Consider Hiring Timothy McLean as Full Time Zoning Administrator to Start July 7, 2026

Mr. Hamill moved to approve the hiring of Timothy McLean as full-time Zoning Administrator as presented. Mr. Howe supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes, Salvia – yes

d) Consider Approving Budget Amendment to General Fund for the Hiring of New Zoning Administrator

Mr. Hamill moved to approve the Budget Amendment to General Fund for the hiring of Timothy McLean as full-time Zoning Administrator as presented. Mrs. Lewis supported, and the motion carried with the following roll call vote: Hamill – yes, Flowers – yes, Frederick – yes, Charlick – yes, Howe – yes, Lewis - yes, Salvia – yes

Adjourn:

The Supervisor adjourned the meeting at 7:23 p.m.



Tami Flowers, MiPMC
Highland Township Clerk



Rick A. Hamill
Highland Township Supervisor