

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING HELD ON June 13, 2023 - APPROVED**

1. CALL TO ORDER

Supervisor O'Reilly called the June 13, 2023 meeting of the Southfield Township Board of Trustees to order at the Township Hall at 7:00 PM.

2. ROLL CALL

Present: Trustee Nelson, Trustee Cook, Supervisor O'Reilly, Clerk Harryvan at 7:02,
Treasurer Chalifoux, Trustee Newitt

Absent: Trustee Oen

Also Present: Dr. Cassius Drake

3. ADMINISTRATIVE REPORTS

(A) Supervisor's Report

Supervisor O'Reilly attended several meetings: a Planning meeting for setting up a Social District, a presentation about the Open Meetings Act, a Hazard Mitigation meeting by Oakland County (also attended by Chalifoux and Harryvan). He noted that the Township is in the process of changing its email address from SouthfieldTownship.org to SouthfieldTownshipMI.gov. Harryvan added that the ".gov" domain has been approved by the pertinent agency.

(B) Clerk's Report

Clerk Harryvan has received the Franklin/Bingham Farms Fire and Police Departments reports. There was nothing out of the ordinary and are available for review in her office. She also received the Animal Control report and there was nothing out of the ordinary. She has contacted Bloomfield Township DPW about the Township using its animal shelter the few times a year that the Township needs to house a dog. The cost is comparable to that of Greenfield Vet who the Township uses now and animal owners would pay fees directly to the DPW shelter. O'Reilly will review the Municipal Agreement with Bloomfield Township DPW and the Board will proceed from there. Regarding the Presidential Primary; it will likely be moved to Feb. 27, 2024. The state legislators continue to work on the implementation of Proposition 2022-2.

There was a discussion about the possible scheduling of a February Presidential Primary Election and the subsequent effect on the Legislature's schedule which needs to end 90 days before a Primary Election.

(C) Treasurer's Report

Chalifoux reported that since the last meeting the taxes have been submitted and approved by Oakland County. She is now waiting for the printed tax bills to arrive so they can be mailed. She summarized the Cash Book Report and current investment information.

4. PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON PUBLISHED AGENDA

No one wished to be heard

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5. APPROVAL OF AGENDA

Motion by Newitt, seconded by Chalifoux, to approve the June 13, 2023 Agenda as presented.

Motion carried unanimously (6-0)

6. DISCUSSION AND POSSIBLE APPROVAL OF April 11, 2023 REGULAR BOARD MEETING MINUTES

Motion by Nelson, seconded by Cook, to approve the April 11, 2023 Regular Board of Trustees Meeting minutes, as presented.

Motion carried unanimously (6-0)

7. DISCUSSION AND POSSIBLE APPROVAL SETTING PUBLIC HEARING DATE FOR POLICE AND FIRE SPECIAL ASSESSMENT DISTRICTS

Motion by O'Reilly, seconded by Chalifoux, the following Resolution be adopted:

BE IT RESOLVED that the Southfield Township Board of Trustees will hold a Public Hearing on Tuesday July 11, 2023 at 7:00 p.m. at the Township Hall located at 18550 W. 13 Mile Road, Beverly Hills, Michigan, for the purpose of assigning a Special Assessment for police and fire protection for Township-only parcels.

Resolution carried (6-0)

8. PUBLIC HEARING FOR COMMENTS OF TOWNSHIP ADOPTION OF THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE

O'Reilly opened the Public Hearing at 7:20 p.m.

O'Reilly closed the Public Hearing at 7:21 p.m.

9. DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE ADOPTING THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE

At a public hearing of the Township Board of Southfield Township, Oakland County, Michigan, held at the Southfield Township Hall 18550 West 13 Mile Road, Beverly Hills, Michigan 48025-5262 the 13th day of June 2023, at 7:00 p.m., Township Board Member Harryvan moved to introduce the following Ordinance; motion seconded by Township Board Member Newitt.

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An Ordinance to adopt the 2021 International Property Maintenance Code. This Code established minimum maintenance standards for basic equipment, light, ventilation, heating, sanitation, and fire safety and further; to repeal all conflicting Ordinances or parts of Ordinances.

O'Reilly explained the timetable of Ordinance No. 212 and its update purpose, which included the Township Board of Trustees authorizing him to obtain the services of the Code Enforcement Officer of the Village of Beverly Hills. Harryvan was in favor of the ordinance and appointing a Code Enforcement Officer as it aids the Clerk's office. O'Reilly added that the Ordinance would go into effect 30 days after its publication.

ROLL CALL

Ayes: Trustee Newitt, Trustee Nelson, Trustee Cook, Treasurer Chalifoux, Clerk Harryvan, Supervisor O'Reilly
 Nays: None
 Absent: Trustee Oen

Ordinance declared Adopted (6-0)

10. DISCUSSION AND POSSIBLE APPROVAL OF APPOINTMENT OF REPRESENTATIVE AND ALTERNATE REPRESENTATIVE TO SOCWA BOARD

The SOCWA representative appointments are for one year only and the term expires on June 30th. The current representatives have agreed to be re-appointed.

Resolved by O'Reilly, seconded by Nelson, the following resolution be adopted:

WHEREAS the Southeastern Oakland County Water Authority has requested that the Township Board of Trustees, by Resolution appoint a representative and an alternate representative to represent the Township of Southfield on the Board of Trustees of the Southeastern Oakland County Water Authority.

NOW THEREFORE, be it resolved that at a regular meeting of the Southfield Township Board of Trustees held on June 13, 2023 the Board appointed Jeffrey Campbell, Beverly Hills Village Manager, as representative and Neil Johnston, Beverly Hills Public Works Director, as an alternate representative to represent the Township on the Southeastern Oakland County Water Authority Board of Trustees for the fiscal year beginning July 1, 2023.

ROLL CALL

Ayes: Trustee Cook, Treasurer Chalifoux, Clerk Harryvan, Supervisor O'Reilly, Trustee Newitt, Trustee Nelson
 Nays: None
 Absent: Trustee Oen

Resolution carried (6-0)

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11. DISCUSSION AND APPROVAL OF MTA DUES

O'Reilly advised that that the annual dues statement from the Michigan Township Association has been received, which includes an increase of almost \$700 from the previous year's assessment. He explained the invaluable services that MTA provides, including updated seminars to townships and individual members, training seminars for the Board of Review and updates on changes to the election law. The current budget contains sufficient funds in the Township Board budget to include the proposed voluntary legal defense contribution. There was a discussion regarding the large increase of cost.

Resolved by Harryvan, seconded by Chalifoux, to approve payment of the Michigan Townships Association dues in the amount of \$8,776.62, including the voluntary legal defense fund contribution.

ROLL CALL

Ayes: Trustee Cook, Treasurer Chalifoux, Clerk Harryvan, Supervisor O'Reilly, Trustee Newitt, Trustee Nelson
 Nays: None
 Absent: Trustee Oen

Resolution carried (6-0)

12. DISCUSSION REGARDING STATUS OF CHANGES TO TOWNSHIP WEBSITE

Harryvan advised the Township's application for a ".gov" domain has been approved. It will help protect the Township from a cyber-attack. There will be much more public information available. Harryvan gave examples of items which might be included on the website. Any suggested content which the Trustees might like included in the new website would be appreciated. The Trustee's will each have Township email addresses.

13. DISCUSSION REGARDING STATUS OF PROPOSAL TO RENOVATE TOWNSHIP OFFICE SPACE

Chalifoux updated the Board on the status of this project, including the enclosing part of the hallway into storage space. She has been working with ISCG of Royal Oak on the renovation of the office space. The new floorplan has not been finalized and will modify some of the workstations. She and Harryvan went to the ISCG showroom to look at different samples of color palates and brought them to this meeting. As of yet there has not been a quote proposal. Harryvan noted that the individual administrative offices would not be renovated.

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14. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO ADOPT RULES OF PROCEDURE FOR TOWNSHIP MEETINGS

Members of the Board were sent the current Rules of Order document a few weeks prior to the meeting for individual review in preparation for Board discussion.

On pages 1, 2, 3 and 5, Trustee Cook had a number of questions and concerns on the proposed rules with a particular concern that it is offensive as stated regarding Public Comment, “If she were a member of the public, she would be offended by these phrases and sentences.” Additionally, in relation to the typical Township meeting, which rarely has public attendees, she felt the proposed rules “dealt with solutions to problems that the Township doesn’t have.” Referring to page two, under “Public Comment” O’Reilly clarified that the chairperson responds directly to comments made by the public, not the Board members however, the chairperson can decide to allow a Board member to respond to public comment. Several other Board members expressed their opinions about different points in this particular document.

Harryvan moved that the discussion and vote on the Rules of Order of the Southfield Township Board of Trustees be tabled until the July meeting. Without a second to the motion, Harryvan withdrew her motion.

Resolved by O’Reilly, seconded by Harryvan that Southfield Township adopts the Rules of Order for Southfield Township Board of Trustees as presented to the Board, with grammatical changes, as attached to this memorandum.

ROLL CALL

Ayes: Treasurer Chalifoux, Clerk Harryvan, Supervisor O’Reilly, Trustee Newitt,
Trustee Nelson
Nays: Trustee Cook
Absent: Trustee Oen

Resolution carried (5-1)

15. DISCUSSION ON THE SENSE OF SOUTHFIELD TOWNSHIP TO ALLOW OR SOLICIT THE ESTABLISHMENT OF RECREATIONAL MARIJUANA FACILITIES.

O’Reilly acknowledged the Administration’s receipt of a letter from a group called, The Woods regarding the potential Township interest in allowing for recreational marijuana businesses within the Township. An Ordinance adopted in 2019 was passed opting out of allowing medical marijuana businesses or facilities within the Township. O’Reilly would like to know the Trustees’ opinions on the matter prior to responding to the group’s letter.

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Nelson points out that there are various Marijuana businesses operating within the surrounding communities near the township and there is not a need for additional related businesses within the Township.

Cook remarked that Better Health carries and sells marijuana products.

There was discussion on the topic pointing out possible financial opportunities and benefits to the community. *In addition, and also the need for additional more administrative resources are needed to accommodate any required process paperwork as there are only four full-time staff and a part-time Supervisor.*

Dr. Cassius Drake, Franklin resident in attendance at this meeting, asked to be recognized. *He and commented about his work in the mental health field where 90% of his patients use marijuana with very few negative social consequences. Because it is legal in Michigan, available in stores, and is certainly used within our community with less social impact than alcohol, Dr. Drake believes this issue should be given more thought despite the many different views on the topic.*

After further Board discussion, O'Reilly drew from the comments that overall, a facility in the Township would not be encouraged by the Board and he will respond to the correspondence from The Woods.

16. DISCUSSION AND POSSIBLE APPROVAL OF APRIL 2023 EXPENDITURES

Nelson reported the total monthly disbursements stated was \$222,794.94 which seems to be an anomaly. Harryvan advised the Board that after converting from Fund Balance to BS&A and the many payroll errors and corrections by Paychex there are a large number of entries and corrections. During the conversion to BS&A, there were some incorrect "post" dates that she is in the process of correcting with the assistance of the Township Auditor.

Motion by O'Reilly, seconded by Newitt, to table the discussion and approval of April, 2023 Expenditures and May, 2023 Expenditures until July 11, 2023 Board of Trustees meeting.

ROLL CALL

Ayes: Clerk Harryvan, Supervisor O'Reilly, Trustee Newitt, Trustee Nelson, Trustee Cook, Treasurer Chalifoux

Nays: None

Absent: Trustee Oen

Motion carried. (6-0)

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17. DISCUSSION AND POSSIBLE APPROVAL OF MAY 2023 EXPENDITURES

Motion by O'Reilly, seconded by Newitt, to table the discussion and approval of April, 2023 Expenditures and May, 2023 Expenditures until July 11, 2023 Board of Trustees meeting.

ROLL CALL

Ayes: Clerk Harryvan, Supervisor O'Reilly, Trustee Newitt, Trustee Nelson, Trustee Cook, Treasurer Chalifoux
Nays: None
Absent: Trustee Oen

Motion carried. (6-0)

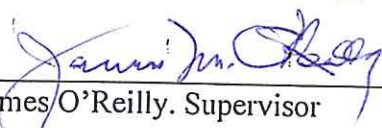
18. COMMENTS FROM THE PUBLIC

Dr. Drake was recognized and stated that he did not object to the three-minute time limit of public comments nor did he find the rules passed to be offensive.

19. COMMENTS FROM THE BOARD MEMBERS

Nelson Stated this was the longest meeting the Board has had in years.
Cook None
Newitt Happy Flag Day! He's looking forward to the summer months. See you in July.
Chalifoux Monday is Juneteenth and the Township offices will be closed. Happy Juneteenth!
Harryvan Happy July 4th! She thanked the Board for its patience Paychex and BS&A entries.
O'Reilly The office will be closed Monday for the Juneteenth holiday. Happy July 4th! He informed the Board that the Chairman of the Township Planning Commission has moved out of the community and there will be a newly appointed member of the Commission.

Supervisor O'Reilly adjourned the meeting at 8:49 PM.


James O'Reilly, Supervisor


Eileen Harryvan, Clerk

