

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING HELD March 12, 2024 - APPROVED**

1. CALL TO ORDER

Supervisor O'Reilly called the March 12, 2024 Regular Meeting of the Southfield Township Board of Trustees to order at the Township Hall at 7:00 PM.

2. ROLL CALL

Present: Trustee Newitt, Treasurer Chalifoux, Supervisor O'Reilly, Clerk Harryvan,
Trustee Cook, Trustee Nelson
Absent: Trustee Oen
Others: Janet Mooney (Beverly Hills), Mike Fayz (Beverly Hills)

3. ADMINISTRATIVE REPORTS

(A) Supervisor's Report

Supervisor O'Reilly shared that the March Board of Review is in session, busy and gave an explanation on why residents appear. Enclosed in our packets is the Road Commission for Oakland County's strategic planning. The Road Commission will begin work this year on Southfield Road, putting down new asphalt between Eleven and Twelve Mile Roads, despite the Commission's budgetary concerns. They will not get to the portions North of this area for at least another 2 years minimum. He reports that Dave Weber continues to be on the lookout for an animal facility that would be able to house stray animals on the weekends since the arrangement with Bloomfield Township did not work out.

(B) Clerk's Report

Clerk Harryvan reported that the monthly Animal Control, Franklin/Bingham Farm Police and Fire Department Reports have been received. There was nothing out of the ordinary in them and as always, the reports can be reviewed in the Clerk's Office.

The Presidential Primary on February 27th was a success, went very well with no notable issues and the Oakland County Canvass is complete. Results are in your packets and more detailed results can be obtained on the Oakland County Clerk's website. She thanked the Township Board and the entire staff for their hard work and support as well as the many hard working Elections Inspectors who worked the election. It simply cannot happen without all of the support and work of everyone involved.

(C) Treasurer's Report

Treasurer Chalifoux reported that the Winter tax collection has wrapped up and she is preparing the Settlement. She and Supervisor O'Reilly attended the recent Village of Beverly Hills council meeting where the Township's agreement for collecting the Village's taxes was approved. The fee went from \$2 to \$3 dollars per parcel. We continue to answer property owner questions regarding the new assessments as well as assisting residents on preparation to go to the Board of Review. Deputy Scott has been returning on a part-time basis and we are all very happy for it. A special thanks to Marie Weiner who has been coming in once a week to assist with the administrative details for the Treasurer's department.

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4. PUBLIC COMMENTS ON MATTERS NOT ON THE PUBLISHED AGENDA

No one wished to be heard

5. APPROVAL OF AGENDA

Motion by Nelson, seconded by Cook, to approve March 12, 2024 Agenda, as presented.

Motion carried unanimously (6-0)

6. DISCUSSION AND POSSIBLE APPROVAL OF JANUARY 9, 2024 BOARD MEETING MINUTES

Motion by Supervisor O'Reilly, seconded by Trustee Newitt, to approve the January 9, 2024 Regular Board of Trustees Meeting minutes, as amended.

Motion carried unanimously (6-0)

7. DISCUSSION AND POSSIBLE APPROVAL OF FEBRUARY 6, 2024 SPECIAL BOARD MEETING MINUTES

Motion by Trustee Cook, seconded by Treasurer Chalifoux, to approve the February 6, 2024 Special Board of Trustees Meeting minutes, as presented.

Motion carried unanimously (6-0)

8. DISCUSSION AND POSSIBLE APPROVAL OF LIST OF AUTHORIZED INSTITUTIONS FOR ACH ARRANGEMENTS presented by Treasurer Chalifoux

Resolved by Trustee Nelson, seconded by Clerk Harryvan, that pursuant to the Southfield Township Policy for ACH Arrangements and Electronic Transaction of Funds, the following 11 institutions are designated institutions with which the Southfield Township Treasurer may enter into ACH arrangements:

Flagstar Bank	ADP
Oakland County	VOYA
Birmingham Schools	MERS
State of Michigan	Forte Payment Systems
Village of Beverly Hills	John Hancock Insurance
U.S. Federal Government/IRS	

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ROLL CALL

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

Resolution carried unanimously (6-0)

ADOPTED: March 12, 2024

9. **PUBLIC HEARING FOR THE FISCAL YEAR 2024-2025 BUDGET presented by Supervisor O'Reilly**

Public hearing opened 7:20 PM. No one wished to be heard. Public Hearing closed at 7:21

10. **DISCUSSION AND POSSIBLE APPROVAL OF FISCAL YEAR 2024-2024 BUDGET AND ADOPTION OF GENERAL/SPECIAL APPROPRIATIONS ACT FOR THE FISCAL YEAR 2024-2025 presented by Supervisor O'Reilly**

Resolution reviewed by the Board of Trustees. Supervisor O'Reilly summarized pertinent matters in the General/Special Appropriations Act for the 2024-2025 Fiscal Year and final budget figures were approved.

Resolved by Clerk Harryvan, seconded by Supervisor O'Reilly, to adopt the Appropriations Act for the 2024-2025 Fiscal Year, as presented.

ROLL CALL

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

Resolution carried unanimously (6-0)

ADOPTED: March 12, 2024

11. **DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO TRANSFER FUNDS WITHIN THE CAPITAL IMPROVEMENTS FUND TO BALANCE THE FISCAL YEAR 2023-2024 BUDGET presented by Clerk Harryvan**

Resolution reviewed by the Board of Trustees. Clerk Harryvan led the discussion and answered questions regarding which of the multiple "Capital Improvement" funds were involved and why it is acceptable according the Township's auditor.

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Resolved by Supervisor O’Reilly, seconded by Trustee Cook, that the following resolution be adopted.

WHERE AS Section 12: Budget Monitoring of the Township of Southfield General/Special Revenue Appropriations Act requires that when it appears expenditures shall exceed an appropriation the budget must be adjusted, and

WHERE AS it is the responsibility of the Chief Administrative Officer to present to the Township Board a recommendation to prevent expenditures from exceeding available revenue or appropriations for the current Fiscal Year, and

WHERE AS the current Fiscal Year budget contains sufficient funds to adjust those departments where expenditures might exceed the budgeted recommendations,

NOW THEREFORE BE IT RESOLVED the Southfield Township Board of Trustees does hereby authorize the following budget adjustments in order to comply with the Townships 2023-2024 Fiscal Year Appropriation Act.

In the Township General Fund:

FROM:	101-965-995.401	Capital Improvements	\$ 45,300.00
TO:	101-191-701.000	Elections - Salary	\$ 22,300.00
	101-191-801.500	Elections – Comp & IT	\$ 15,000.00
	101-895-975.000	Capital Expenditures	\$ 8,000.00

ROLL CALL

Ayes: Trustee Cook, Treasurer Chalifoux, Clerk Harryvan, Supervisor O’Reilly, Trustee Newitt and Trustee Nelson.

Nays: None

Absent: Trustee Oen

Resolution carried unanimously (6-0)

ADOPTED: March 12, 2024

12. DISCUSSION AND POSSIBLE APPROVAL OF THE RESOLUTION ADOPTING THE OAKLAND COUNTY HAZARD MITIGATION PLAN – presented by Supervisor O’Reilly

Resolution reviewed by the Board of Trustees. Copy of full Resolution attached.

Resolved by Clerk Harryvan, seconded by Trustee Cook, to adopt the resolution, as presented.

ROLL CALL

- Ayes: Treasurer Chalifoux, Clerk Harryvan, Supervisor O’Reilly, Trustee Newitt, Trustee Nelson, and Trustee Cook.
- Nays: None
- Absent: Trustee Oen

Resolution carried unanimously (6-0)

ADOPTED: March 12, 2024

13. DISCUSSION REGARDING POSSIBLE CITIZEN INITIATIVE TO PROVIDE A SINGLE MARIJUANA ESTABLISHMENT IN THE TOWNSHIP presented by Supervisor O’Reilly

Discussion regarding letter received by Supervisor O’Reilly from an attorney presenting a desired ordinance allowing for a single marijuana establishment. Clerk Harryvan detailed a few points she finds concerning within their proposed ordinance. It was suggested we consult with the Township’s attorney, to seek guidance on what action, if any, we should take.

14. DISCUSSION AND POSSIBLE APPROVAL OF JANUARY 2024 EXPENDITURES presented by Trustee Nelson

Total expenditures for the month of January were \$75,258.44

Motion by Treasurer Chalifoux, seconded by Trustee Newitt, to approve the January 2024 expenditures, as presented.

Motion carried unanimously (6-0)

15. DISCUSSION AND POSSIBLE APPROVAL OF FEBRUARY 2024 EXPENDITURES presented by Trustee Nelson

Total expenditures for the month of February were \$73,295.67

Motion by Trustee Nelson, seconded by, Treasurer Chalifoux to approve the February 2024 expenditures, as presented.

Motion carried unanimously (6-0)

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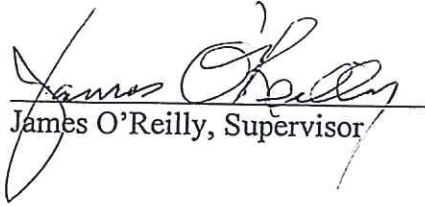
16. COMMENTS FROM THE AUDIENCE

There were none

17. COMMENTS FROM MEMBERS OF THE BOARD

- Trustee Newitt** Love your green tie, Jim and Happy St Patrick's Day to everyone! Happy Spring Break as well.
- Trustee Nelson** Enjoyed delivering AV Ballots to the Polls on Election Day and is looking forward to doing it again in August. Happy St Patrick's Day!
- Trustee Cook** She delivered last AV Ballots of the night and joked about the workers having locked her out of the building but Al Beke let her in – a good laugh was shared by all. Happy St Patrick's Day and Happy Spring. See you in April, her last April meeting as she is not running again.
- Treasurer Chalifoux** Wished a special Happy St Patrick's Day to Jim. She gave kudos to Clerk Harryvan and her staff, Lea Kingzett and Deputy Patricia Finn for their Election work. They hung in there, worked hard and got it done.
- Clerk Harryvan** Returned the compliment to Treasurer Chalifoux for her work in assisting with the Election. She was a great help despite her Deputy not being in the office, Tax Day falling just before Election Day, all of it coincided. Everyone worked great as a team all around. Happy St Patrick's Day, Spring and Happy Easter to all who celebrate.
- Supervisor O'Reilly** Tomorrow is 313 Day; Cook pointed out it is the day after Pi Day. Don't forget the Holy Day of St Patrick, on Sunday. Not enough can be said about the amount of work by Clerk Harryvan in making the Presidential Primary work and this is the easier of the three elections this year. There will be much more involved and scrutiny in August and November. Treasurer Chalifoux worked hard as well and did a great job in collecting taxes. Easter is coming up, 313 Day and of course Tax Day on April 15th although he received an email saying that the date was pushed to June 17th although he has not verified this. Everyone running for office has about four weeks to get your petitions turned in to the Clerk.

Supervisor O'Reilly adjourned the meeting at 8:23 PM.


James O'Reilly, Supervisor


Eileen Harryvan, Clerk

Southfield Township, Michigan

A RESOLUTION
AUTHORIZING THE ADOPTION OF THE
OAKLAND COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

WHEREAS, the mission of Oakland County and the participating jurisdiction of Southfield Township include the charge to protect the health, safety, and the general welfare of the people of the County and municipalities; and

WHEREAS, Oakland County, Michigan, is subject to flooding, tornadoes, winter storms, and other natural, technological, and human-caused hazards; and

WHEREAS, pro-active mitigation of known hazards before and after a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS to remain eligible to receive mitigation monies, Oakland County prepared a Hazard Mitigation Plan (the "PLAN") for the County and all communities in the County; and

WHEREAS, Oakland County and the Township of Southfield have participated in and completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of hazards, develops a mitigation strategy consistent with a set of uniform goals, and creates a plan for implementing, evaluating and revising this strategy;

NOW THEREFORE BE IT RESOLVED that Southfield Township:

- 1.) Adopts in its entirety the 2023 Oakland County Multi-Jurisdictional Hazard Mitigation Plan (Plan)
- 2.) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3.) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4.) Will continue its support of the Hazard Mitigation Steering Committee and continue to participate in the planning partnership as described by the Plan.
- 5.) Will help to promote and support the mitigation successes of all planning partners.

PASSED AND ADOPTED on March 12, 2024 by the following vote:

YES: Supervisor O'Reilly, Clerk Harryvan, Treasurer Chalifoux, Trustee Nelson, Trustee Cook, Trustee Newitt
 NO: None
 ABSENT: Trustee Oen
 ABSTAIN:

CERTIFICATION OF CLERK:

I, Eileen Harryvan, being the duly appointed and qualified Clerk of the Township of Southfield, Oakland County, Michigan, do hereby certify and declare that the foregoing Resolution was adopted by the Township Board of Trustees at a regular meeting thereof held on March 12, 2024.

Eileen Harryvan Township Clerk