

MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING HELD ON October 11, 2022 - FINAL

1. CALL TO ORDER

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

2. ROLL CALL

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

3. ADMINISTRATIVE REPORTS

(A) Supervisor's Report

The regularly scheduled Planning Commission meeting for October 25, 2022 is cancelled due to no agenda items. Beverly Hills Village is looking at updating its cyber security protection and has asked if Southfield Township, Bingham Farms and Franklin villages would be interested in collaborating with them. O'Reilly noted that the township is interested in looking into the proposal however, he will research and compare it with the service the township currently has with an existing vendor. The Township received \$199.00 from the Opioid settlement. There are two (2) positions open and two (2) nominees for the Michigan Municipal League Directorship. Having received the approval of the Board of Directors he will make those recommendations.

(B) Clerk's Report

Harryvan has not received any answers or replies from PM Technologies regarding a new generator. She contacted Flame Heating and Cooling for an estimate. Their electrician came out to review and review type of install. Estimate was accepted and installation dates of generator scheduled for October 31 and November 1. The agreement with PM Technologies was cancelled and they have agreed to return the Township's deposit paid in 2021. The electrical inspector from the village stated that the suggested install layout would pass inspection. Election related dates: Election Commission meeting (10/18), Public Accuracy Test (10/21), and Election Inspector Training (10/25, 26, 27). She sent out over 3,300 Absentee ballots and a steady stream of daily requests for applications are coming in by mail and in person. Ballots are being returned by voters.

(C) Treasurer's Report

Chalifoux reported that the tax return period was over and was very busy. However, 400+ letters have been sent to those who did not pay their taxes on time resulting in a steady stream of those coming in to pay their taxes. There are still about 250 residents who have not paid.

4. PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON PUBLISHED AGENDA

There were none.

5. APPROVAL OF AGENDA

O'Reilly suggested a change in the wording of #8 "...to appoint new alternate representative to

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SOCORA and SOCWA.” Southfield Township is not a member of SOCORA, therefore, the word “SOCORA” should be removed.

Motion by Oen, seconded by Nelson to amend the agenda, as presented.

Motion carried unanimously.

6. DISCUSSION AND POSSIBLE APPROVAL OF September 13, 2022
REGULAR BOARD MEETING MINUTES

Cook requested that in 3. ADMINISTRATIVE REPORTS, (A) Supervisor’s Report, the middle of line 7 should read, “...being in August during which a sign for a business in the Corners Shopping Center was approved.” O’Reilly also suggested that starting at the end of the third sentence and continuing on the fourth line should read, “At a recent Oakland County Board of Commissioners’ meeting the Board of Commissioners voted to put a .95 transit millage on the November ballot...”

Motion by Cook, seconded by O’Reilly to approve the September 13, 2022 Regular Board of Trustees Meeting minutes, as amended.

Motion carried unanimously.

7. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO ADJUST
COMPENSATION SCHEDULE FOR ELECTION WORKERS

Harryvan presented a report, “Precinct Workers Pay Scale”, dated October 11, 2022, which details the duties and responsibilities of the election workers and the Chair and Co-Chair before and during the election. After the polls have closed the Precinct Chair and Co-Chair have an added responsibility which includes bringing the documents to the Receiving Board to be reviewed. Harryvan’s report also included the concern that there is a lack of interest in residents to serve during the elections. She provided a history of the Precinct Worker Pay Scale since May 9, 2000 highlighting that 2019 was the last time the workers received a pay increase.

After consulting with other Clerks in Oakland County regarding pay scales, Harryvan proposed the Southfield Township Chairs’ pay increase to \$200 and Precinct Workers’ pay be increased to \$180, all of which she detailed in her report.

O’Reilly clarified that the \$200 for Precinct Workers would include \$20 for the required training. Those workers who had e-pollbook training would receive an additional \$25.

Motion by O’Reilly, seconded by Harryvan, the following Resolution be adopted:

RESOLUTION TO ADOPT COMPENSATION FOR ELECTION WORKERS
Resolved by O’Reilly, supported by Harryvan, that the following Resolution be adopted as presented:

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- WHEREAS Precinct workers, E-Poll Book trainers and computer assistants are an integral part of the election process, and
 WHEREAS Precinct workers are required to undergo several training sessions on E-Poll Book, and
 WHEREAS Precinct workers are expected to be available on primary and election days for up to 19-hour days, and
 WHEREAS Precinct workers are entitled to adequate compensation for the time that each puts in on those days:

Now, Therefore, Be It Resolved the following adjustment be made to the pay scale for election day precinct workers: \$200.00 per day for precinct workers, which includes training, plus an extra \$25.00 for any E-Poll Book training; \$230.00 per day for precinct chairpersons; and for representatives of the Receiving Board, \$65.00 for the first hour, and \$55.00 for each succeeding hour or portion thereof.

ROLL CALL:

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

Resolution carried. (7-0).

8. **DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO
 APPOINT NEW ALTERNATE REPRESENTATIVE TO SOCWA**

O'Reilly gave a brief history of previous representations to SOCWA.

**RESOLUTION TO APPOINT ALTERNATE REPRESENTATIVE
 TO THE SOUTHEASTERN OAKLAND COUNTY
 WATER AUTHORITY BOARD OF TRUSTEES**

Article VII of the Articles of Incorporation of the Southeastern Oakland County Water Authority provides that each municipality shall annually appoint a representative and an alternate to the Board of Trustees. This representative shall serve during the next fiscal year following his/her appointment and/or until his/her successor is appointed.

Resolved by Newitt, supported by Oen, the following resolution be adopted:

WHEREAS Article VII of the Articles of Incorporation of the Southeastern Oakland County Water Authority (SOCWA) provides that each municipality shall annually appoint a representative and alternate representative to the Board of Trustees to serve during the next fiscal year following his/her appointment;

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NOW THEREFORE, be it resolved that at a regular meeting of the Southfield Township Board of Trustees held on October 11, 2022, the Board appointed 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 existing term through June 30, 2023.

ROLL CALL:

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

Resolution carried. (7-0).

9. **RESOLUTION TO ADOPT JUNETEENTH HOLIDAY FOR TOWNSHIP OFFICES AND ELIMINATE GOOD FRIDAY AS A TOWNSHIP HOLIDAY**

O'Reilly reminded the Board about last month's discussion about this and provided a memo regarding Adoption of Juneteenth as a Township holiday, September 27, 2022.

IT IS HEREBY RESOLVED, by O'Reilly and supported by Oen that Southfield Township adopts the third Monday in June of each year as a holiday, to be known hereafter as Juneteenth, on which holiday pay will be granted to all regular and probationary employees and on which the Township offices shall be closed for that day.

IT IS FURTHER RESOLVED that, beginning in 2023, Good Friday will no longer be recognized as a holiday by the township and that the Township offices will remain open on that day each year, thereafter.

ROLL CALL:

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

Resolution carried (6-1).

10. **DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO RE-APPOINT MEMBERS TO BOARD OF REVIEW**

O'Reilly explained that the Board of Review has three (3) individuals and one (1) alternate: Joe Hlavaty, Al Beke, Vince Borowski and Ray Jones who will be the alternate. All three (3) have agreed to a re-appointment for the next two (2) years.

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Resolved by Nelson, seconded by Cook, to appoint Joseph Hlavaty to the Southfield Township Board of Review for a term that is to expire December 31, 2024.

ROLL CALL:

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

Resolution carried (7-0).

Resolved by Cook, seconded by Oen, to appoint Al Beke to the Southfield Township Board of Review for a term that is to expire December 31, 2024.

ROLL CALL:

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

Resolution carried (7-0).

Resolved by Oen, seconded by Chalifoux, to appoint Vincent Borowski to the Southfield Township Board of Review for a term that is to expire December 31, 2024.

ROLL CALL:

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

Resolution carried (7-0).

Resolved by Newitt, seconded by O'Reilly, to appoint Raymond Jones Jr. to the position of Alternate Member of the Southfield Township Board of Review for a term that is to expire December 31, 2024.

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ROLL CALL:

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

Resolution carried (7-0).

**11. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO
RE-APPOINT MEMBERS TO PLANNING BOARD**

Members of the Planning Commission are appointed for three-year terms. The term for the two of the seven current members expires on December 31, 2025.

Resolved by Oen, seconded by Harryvan, to re-appoint Bonnie Cook to the Southfield Township Planning Commission for a term that is to expire on December 31, 2025.

ROLL CALL;

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

Resolution carried (7-0).

Resolved by O'Reilly, seconded by Chalifoux, to re-appoint Jeffrey Hausman to the Southfield Township Planning Commission for a term that is to expire on December 31, 2025.

ROLL CALL;

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

Resolution carried (7-0).

**12. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO
RE-APPOINT MEMBERS TO BOARD OF ZONING APPEALS**

Members of the Board of Zoning Appeals are appointed for three (3) years. Al Beke's term expires on December 21, 2022.

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Resolved by Cook, seconded by Chalifoux, to re-appoint Al Beke to the Southfield Township Board of Zoning Appeals for a term that is to expire on December 31, 2025.

ROLL CALL:

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

Resolution carried (7-0).

13. DISCUSSION AND POSSIBLE APPROVAL TO ADOPT BOARD OF TRUSTEE MEETING DATES FOR 2023.

Resolved by O’Reilly, seconded by Harryvan, that the following resolution be adopted:

BE IT RESOLVED that the Southfield Township Board of Trustees will meet on the second Tuesday of the months listed below at 7:00 p.m. at the Township Hall located at 18550 West Thirteen Mile Rd., Southfield Township, Michigan. The dates are as follows:

January 10	May No meeting	September 12
February - No meeting	June 13	October 10
March 14	July 11	November - No meeting
April 11	August - No meeting	December 12

**All regularly scheduled meetings start at 7:00 p.m.
Any Special Meetings will be posted and noticed as required by law**

Resolution carried. (7-0).

14. DISCUSSION AND POSSIBLE APPROVAL OF SEPTEMBER 2022 EXPENDITURES

Nelson has reviewed the bills and found them in order.

Motion by Nelson to approve the September 2022 Expenditures as follows:

101	General Fund	\$	38,883.21
703	Tax Fund	\$	<u>25,362,803.64</u>
Total		\$	25,401,686.85

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Motion carried unanimously (7-0),

15. COMMENTS FROM THE PUBLIC

There were none.

16. COMMENTS FROM THE BOARD MEMBERS

Newitt – He encouraged the recruitment of more people to work the elections. Happy Halloween.

Oen - None

Nelson – He found some typos in Item #9 on the agenda (Adoption of Juneteenth): on Line 3, first “s” in “states” should be capitalized and “G” in General should be a small “g”. He had comments regarding the office renovations which had been discussed before this last election.

Cook – She encouraged everyone to vote and suggested the Board Members contact friends to vote. Happy Halloween.

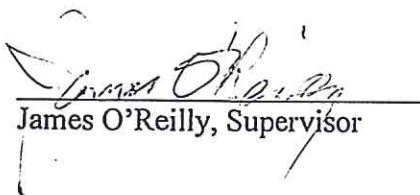
Chalifoux – She complimented Harryvan and Patricia Finn on a job well done of the handling of the election operations.

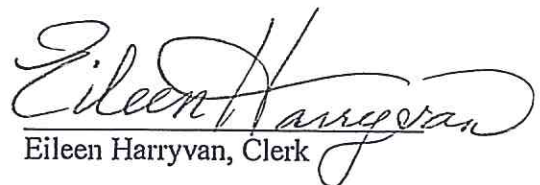
Harryvan – She thanked everyone for their support and was grateful that Chalifoux and Scott are available to assist with daily election needs. She feels the election process is going well.

A general conversation about the office renovations ensued, pointing out certain areas which needed to be addressed.

O’Reilly – He had no further comments.

Supervisor O’Reilly adjourned the meeting at 8:20 PM.


James O’Reilly, Supervisor


Eileen Harryvan, Clerk