

**MINUTES OF THE SOUTHFIELD TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING HELD ON October 8, 2024**

1. CALL TO ORDER

Supervisor O'Reilly called the October 8, 2024 meeting of the Southfield Township Board of Trustees to order at the Township Hall at 7:00 PM.

2. ROLL CALL

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

Absent: None

Others: Janet Mooney, Rana Emmons, Deputy Clerk Patricia Finn, John Mooney, Vincent Borowski

2. ADMINISTRATIVE REPORTS

(A) Supervisor's Report

Supervisor O'Reilly stated that the last Planning Commission meeting for the year was held on September 30, 2024.

(B) Clerk's Report

Clerk Harryvan reported that the Animal Control, Franklin/Bingham Farms Police and Fire Department Reports have been received. There was nothing out of the ordinary in them and as always, the reports can be viewed in the Clerk's Office. Absentee Ballots are being mailed out and requested by voters in person for the November 5th Election. She confirmed that the Election Commission will meet October 11th, the Public Accuracy Test will be conducted on October 15th and Poll Worker training will begin in two weeks. Early Voting begins October 26th at the Bloomfield Township Library and ends November 3rd.

(C) Treasurer's Report

Treasurer Chalifoux distributed a report on 2024 tax year collections. As of October 8, 2024, 96.4% of the summer taxes have been collected. September 17 tax due notices were sent out and payments continue to be received daily. The rates for CD's have been reduced however, almost \$1 Million is currently invested.

3. PUBLIC COMMENTS ON ITEMS NOT CONTAINED ON PUBLISHED AGENDA

John Mooney, Beverly Hills, resident and Beverly Hills Council Liaison to the Township. thanked Paul Scarcello for stepping in to fill Mr. Oen's seat on the Board of Trustees. Mooney acknowledged and thanked Bonnie Cook for her many years of service and work representing the Village of Franklin. Mooney expressed many thanks to Dan Nelson for his many years of service and contributions to the Township and the Village of Beverly Hills. Jim O'Reilly has held many different roles on different boards and most recently as Township Supervisor. Mooney shared examples of O'Reilly's contributions to our Township's three (3) villages.

**4. DISCUSSION AND POSSIBLE APPROVAL OF SEPTEMBER 10, 2024
REGULAR BOARD MEETING MINUTES**

Motion by Clerk Harryvan, seconded by Treasurer Chalifoux to approve the September 10, 2024 Regular Board of Trustees minutes, as amended.

Motion carried unanimously

**5. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO ADOPT
BOARD OF TRUSTEES MEETING DATES FOR 2025**

Supervisor O'Reilly noted that in the Resolution paragraph that the location of the Township Hall should be changed to "Beverly Hills".

Resolved by Supervisor O'Reilly, seconded by Treasurer Chalifoux that the following resolution be amended:

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., Beverly Hills, Michigan. The dates are as follows:

January 14	May (No meeting)	September 9
February (No meeting)	June 10	October 14
March 11	July 8	November (No meeting)
April 8	August (No meeting)	December 8

All regularly scheduled meetings start at 7:00 p.m.

Any Special Meetings will be posted and noticed as required by law.

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

Nays: None

Motion carried unanimously

**6. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO ASSESS 3%
TAX PENALTY FOR 2024-25 TAX YEAR LATE PAYMENTS**

Supervisor O'Reilly read this resolution.

Resolved by Supervisor O'Reilly, seconded by Trustee Scarcello, that the following resolution be adopted:

WHEREAS with the passage of Public Act 206 of 1893, as amended, being MCL 211.44, which authorized the Township of Southfield Board of Trustees to impose a penalty on all late payments of unpaid property taxes; and

WHEREAS the last date to pay taxes by law is February 14, 2025; and

WHEREAS all taxes paid after February 14, 2025 and before March 1, 2025 are determined late

NOW, THEREFORE, BE IT RESOLVED, that the Southfield Township Board of Trustees authorizes the Township Treasurer to levy a 3% penalty on all late taxes paid after February 14, 2025 through February 28, 2025; and

BE IT FURTHER RESOLVED that a copy of this Resolution be published in the Birmingham/Bloomfield Eagle newspaper and a notice be included in the mailing of all tax statements to alert all taxpayers of the enactment.

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

Nays: None

Motion carried unanimously

7. PRESENTATION OF AUDIT REPORT FOR FISCAL YEAR 2023-2024

Rana Emmons, auditor from PSLZ, reported that the Township has received the highest level of audit and there was nothing bad to report. She gave some highlights of the report and gave Treasurer Chalifoux high credit for all her work investing funds. Trustee Nelson and Vincent Borowski, Beverly Hills, asked Emmons to clarify some items in the report. Emmons complimented O'Reilly on his daily professionalism and his legal advice.

Resolved by Treasurer Chalifoux, seconded by Clerk Harryvan to approve the filing of the Audit of the Southfield Township presented by Rana Emmons.

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

Nays: None

Motion carried unanimously

8. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO RE-APPOINT TWO BOARD OF REVIEW MEMBERS AND ALTERNATE

Resolved by Trustee Newitt, supported by Trustee Scarcello, to re-appoint Joseph Hlavaty to the Southfield Township Board of Review, term expiring December 31, 2026.

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

Nays: None

Motion carried unanimously

Resolved by Trustee Cook, supported by Trustee Nelson, to re-appoint Al Beke to the Southfield Township Board of Review, term expiring December 31, 2026.

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

Nays: None

Motion carried unanimously

Resolved by Trustee Scarcello, supported by Supervisor O'Reilly, to re-appoint Raymond Jones, Jr. to the position of Alternate Member of the Southfield Township Board of Review, term expiring December 31, 2026.

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

Nays: None

Motion carried unanimously

9. DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION TO APPOINT/RE-APPOINT MEMBERS TO THE TOWNSHIP PLANNING BOARD

Resolved by Trustee Cook, supported by Treasurer Chalifoux, to re-appoint Amie Saltzman to the Southfield Township Planning Commission, term expiring December 31, 2026.

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

Nays: None

Absent: None

Motion carried unanimously

Resolved by Clerk Harryvan, supported by Trustee Scarcello, to re-appoint Kathleen Mechigian to the Southfield Township Planning Commission, term expiring December 31, 2027.

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

Nays: None

Motion carried unanimously

Resolved by Supervisor O'Reilly, supported by Trustee Cook, to appoint John Pulker to the Southfield Township Planning Commission, term expiring December 31, 2027.

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

Nays: None

Motion carried unanimously

10. DISCUSSION REGARDING POSSIBLE APPROVAL OF RESOLUTION TO APPOINT/RE-APPOINT MEMBERS TO THE BOARD OF ZONING APPEALS

Resolved by Treasurer Chalifoux, supported by Trustee Newitt, to re-appoint Kathleen Mechigian to the Southfield Township Board of Zoning Appeals, term expiring December 31, 2027.

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

Nays: None

Motion carried unanimously

Resolved by Trustee Scarcello, supported by Trustee Nelson, to appoint **John Chalifoux** to the Southfield Township Board of Zoning Appeals, term expiring December 31, 2027.

ROLL CALL:

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

Nays: None

Motion carried unanimously

11. REVIEW AND APPROVAL OF FINAL APPROVED OF RULES AND REGULATIONS FOR USE OF TOWNSHIP HALL FOR PRIVATE EVENTS

Supervisor O'Reilly pointed out changes made to the document since the last Board meeting.

Motion by Clerk Harryvan, seconded by Scarcello the following Resolution be adopted:

The Southfield Township Board of Trustees approves the Rules and Regulations for use of the Township Hall for private events, as presented to the Board on this date.

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

Nays: None

Motion carried unanimously

12. DISCUSSION AND POSSIBLE APPROVAL OF SEPTEMBER 2024 EXPENDITURES

Trustee Nelson reviewed expenditures and the totals were correct. September 2024 EFT expenditures were \$33,432.94. Check expenditures total \$16,676.77 and Total Monthly Expenditures were \$50,109.71.

Motion by Supervisor O'Reilly, seconded by Trustee Scarcello, to approve September 2024 Total Monthly Expenditures, as presented.

Motion carried unanimously

COMMENTS FROM THE PUBLIC

Patricia Finn, Deputy Clerk, Beverly Hills, thanked Supervisor O'Reilly, Trustee Cook and Trustee Nelson for all their dedication and support to the community.

The League of Women Voters delivered their November 5, 2024 voting guides.

Vincent Borowski, Beverly Hills, thanked those who would be leaving the Board. All had done their job and should be recognized.

Janet Mooney, Beverly Hills, also wanted to thank those people who would be leaving for what they contributed to the Township. This was a good Board!

COMMENTS FROM BOARD MEMBERS

Newitt He enjoyed working with everyone and appreciated everyone's hard work.

Scarcello As an appointee to the Board he was happy to contribute to this great group.

Cook She thanked everyone and all will be missed. Having worked in municipal government for 45 years she doesn't think that any group has worked so well together as this group does.

Nelson Thanked everyone who elected him four (4) times. He had the pleasure of working with some amazing people.

Chalifoux She thanked each of the retiring individuals. She and the staff had gifts for each one: Dan - Thank you for your fiscal responsibility; Bonnie – Thank you for your lesson regarding “Oxford Commas” and representing the Village of Franklin; Jim Thanks for your leadership and your guidance and good humor and putting the recycling where it needs to go.

Harryvan Bonnie, it has been an honor to sit on the Township Board of Trustees with you and work with you for these last two (2) years. Dan, thank you for reviewing the bills and taking time to come in and discuss the landscaping. She enjoyed hearing about his travels and his exceptional service to the community. Jim, your dedication to the community and service to the Township has been exceptional. Thank you, personally, for your leadership, your guidance and your friendship. I will miss working with you after your term is complete.

O'Reilly I, too, will miss this place and working with all of you!

Supervisor O'Reilly adjourned the meeting at 8:28 PM.

James O'Reilly, Supervisor

Eileen Harryvan, Clerk