

MINUTES

**CHARTER TOWNSHIP OF BRIGHTON
BOARD OF TRUSTEES
4363 BUNO ROAD
BRIGHTON, MI 48114**

**FEBRUARY 16, 2016
REGULAR WORKSESSION MEETING
7:00 P.M.
(810) 229.0560**

Clerk A. Bollin called the meeting to order at 7:01 P.M. The Pledge of Allegiance was said.

Present. A. Bollin, Clerk; D. Hawk, Treasurer; M. Slaton, Trustee; C. Doughty, Trustee; P. Michel, Trustee; L. Weaire, Trustee

Absent: T. Murphy, Supervisor

P. Michel moved and L. Weaire seconded **to appoint the Clerk as chair.**

Motion carried.

CALL TO THE PUBLIC

Barb Potocki, 8420 Woodland Shore Drive – Referenced comments she overheard about Utilities Committee meeting and sewer discussion; stated original users asked for a small system but a larger system was built; larger sewer system cost more than other alternatives available at the time; purchased new site far away from some of the original users; Treatment Plant is only 40% utilized – township made it larger - users did not get a chance to vote on the sewer. Questions posed at Call to the Public are never answered; requested answers.

Mike Palmer, 10382 East Grand River Ave – Echoed previous comments; has the March 3rd meeting been confirmed? When and where will it be? Requested responses to recent sewer questions be made available prior to the meeting. Also referenced Township policy regarding response within 48 hours and requested it be followed in reference to his questions. Roll back of millage should be discussed at budget talks, stop the capital charges, 7-28-2009 letter from Manager Dan Bishop.

Jim Sarna, 8266 Woodland Shore Drive – Reviewed original sewer assessment roll; 2-14-16 email from B. Jonkheere referencing formula; attended a Town Hall meeting at Wayne State with no restrictions on the public to speak; residents should have been notified of all sewer charges.

Cheryl Guard, 8334 Woodland Shore Drive – Thanked Manager Vick for meeting with her last fall and looking into assessment charges on vacant land; received a check for reimbursement; her vacant lot was assessed but there are others that are not being assessed; allotted remaining minutes to Mike Palmer.

Mike Palmer, 10382 East Grand River Ave – Obligation has been met by original users yet they are still paying capital charges; people need to be refunded; rollback the millage and stop the over-charges; various lots have not been assessed in 10 years; Main Event Sign violates sign ordinance and it is a vacant land that has not been assessed – has raised this concern previously at meetings. What is the status?

AGENDA

L. Weaire moved and P. Michel seconded **to adopt the agenda as presented.**

Motion carried.

RE-REVIEW – Proposed Revision/Amendment to General Code of Ordinances, Chapter 15, Extraction, Excavation, Removal and Fill

Manager Vick summarized the process stating this was a re-review of proposed ordinance changes and that the changes discussed previously have been incorporated. Discussion included what is the best protection for the Township with consensus to add “or cash” to the applicable sections and to make clerical corrections (pronouns).

P. Michel moved and C. Doughty seconded **to schedule the second (2nd) reading/public hearing for the proposed revisions to Chapter 15, Extraction, Removal, and Fill, of the Code of Ordinances for the**

March 21, 2016 regular Township Board meeting upon making the changes as discussed specifically adding "or cash" to the appropriate sections and reconciling the pronouns.

Ayes: L. Weaire, C. Doughty, M. Slaton, D. Hawk, P. Michel, A. Bollin

Nays: None.

Motion carried.

2016-17 BUDGET PLANNING

Manager Vick provided overview of the updated budget sheets and expected revenues including revenue sharing and property taxes. Review continued through the General Fund departments highlighting the significant changes including removing language referencing last years' wage adjustments based on the adopted compensation study; adding a line item for the health care savings account (HAS) implemented in the current budget which replaced the health care reimbursement account (HRA); HSA amount is less and reflects the projected premium related costs; Department 191 (Elections) and 215 (Clerk) variations are based on the upcoming election year cycle; Economic Development monies have been included as a place holder for participation in SPARK which has to be reviewed by the Board; BLS CPI from December to December was "0" so no wage scale adjustment to the approved table or wages are included in the 2016-17 budget. Board requested an updated wage scale with the associated notation(s) be included as part of the budget.

Discussion included number of active retirees drawing on the MERS pension plan; request for verification of the amount in the Department 209 pension line item; and continuation of the Newsletter. Consensus was that the newsletter was beneficial and to continue with the newsletter in black and white and that each Department will be required to submit an article within the timeframe. Also discussed Township Hall and Grounds and the need to maintain and improve the appearance of the building; items like Township Hall roof and parking lot to be included in the Capital Improvement Plan (CIP); monies will be added to the budget to redo the landscaping at Township Hall with staff presenting bids for a landscape architect at the next meeting; Capital Outlay projects will be taken on by priority; Department 336, Fire Department, projects will be added to the CIP for future budgeting; Department 400, Planning, includes \$5,000 for Capital Outlay.

Chair asked if Board would like to consider going into closed executive session because the attorneys were present and then return to open session to continue the FY' 2016-17 budget planning review.

P. Michel moved and C. Doughty seconded to go into closed executive session for the purpose of reviewing written communications from the attorney dated February 9, 2016 as permitted by 15.268 Sec. 8 (h) of the Open Meetings Act.

Ayes: L. Weaire, C. Doughty, M. Slaton, D. Hawk, P. Michel, A. Bollin

Nays: None.

Motion carried.

The audience objected to the change because the agenda had already been adopted. Attorney Harris confirmed that the Board could proceed as moved and allow the public to speak before moving into closed session.

P. Michel moved and C. Doughty seconded to go into closed executive session for the purpose of reviewing written communication from Attorney dated February 9, 2016 as permitted by 15.268 Sec. 8 (h) of the Open Meetings Act at this time adding public comment at this point.

Motion carried.

Chair first requested the Manager to inform the public of the date/place/time of the upcoming meeting and sewer presentation and then opened the floor to the public for comments. Manager stated the meeting is scheduled for 7:00 P.M. on March 3, 2016 at the Celebration Center at Cornerstone Church and that it will be a presentation responding to the recently asked questions on the sewer system.

CALL TO THE PUBLIC

Mike Palmer, 10382 East Grand River Ave – Board is in violation of Robert's Rules; doesn't make sense to amend agenda after adopting it; Board should be concerned about the community rather than accommodating

the attorney; requested Board to include discussion to roll back the millage during budget work session; referenced letter from previous manager; refund the users; requested March 3rd meeting materials be available to the public 48 hours before the meeting.

Jim Sarna, 8266 Woodland Shore Drive – Attended meeting at Wayne State with over 500 people; requested his money back. Properties nearby are not on the sewer system – What do I have to do to get off sewer system?

Barb Potocki, 8420 Woodland Shore Drive – Per Brian the Township is in a good financial position; this would be a good time to solve sewer issues; suggested Township hold off on any discretionary spending until the sewer issue is resolved; Utilities Committee was cancelled and the responses to frequently asked questions has been delayed – 140 signatures have been gathered – how many does the Township want before they will respond?

The Board went into closed executive session at 8:24 P.M.
The Board returned to open session at 11:20 P.M.

2016-17 BUDGET PLANNING – Continued

Manager Vick continued budget review and distributed a map highlighting potential joint road projects including applicable PASER ratings, traffic counts and projected costs; consensus was to identify Spencer Road (I-96 to Old US 23) as the # 1 project and Kensington Road (Buno to Roundabout) as the # 2 project. Manager continued overview of the proposed budget. Discussion included adding a note to 525 regarding annual water testing, status of the CMMS (programs are under review), Parks & Recreation (751) noting the Recreation Plan has expired and what is the plan to update it particularly with SELCRA at a crossroads, and transfers follow the adopted CIP and recent action on Pathways.

Individual Funds were reviewed noting the Fund 405, Municipal Water Fund, references the LCWA Master Operating Agreement and completing our obligations under Phase I; Fund 589, Sewer Capital Reserve, adds monies for grinder pump replacement and for reserves and the revenues are based on no increases. Fund 792 numbers and budget note will be revised to include the two projects (Spencer Road and Kensington) as discussed. Manager also suggested that if there was a potential economy of scale by adding the west leg of Spencer Road that he would recommend that we pursue it and the Board concurred.

CAPITAL IMPROVEMENT PLANNING (CIP) / FISCAL ANALYSIS

Clarification was requested regarding the CIP update schedule including that the Board will revisit the changes and it will be forwarded to the Planning Commission per the Ordinance. Also discussed status of expired SAD's.

REVIEW OF HEALTH INSURANCE OPTIONS AND PA 152 ACTION

Manager Vick provided summary of previous discussions and referenced Board's previous actions.

C. Doughty moved and L. Weaire seconded to **exempt the Charter Township of Brighton from the requirements of the Publicly Funded Health Insurance Contribution Act and continue using the composite rates.**

Ayes: L. Weaire, C. Doughty, M. Slaton, D. Hawk, P. Michel, A. Bollin

Nays: None.

Motion carried.

Manager noted that the budget public hearing will be scheduled for March 21, 2016 – adoption is required by March 31, 2016. Clarification was provided on the line item 101-716.600, Discretionary, stating the dollars were a place holder for a future merit review system and that approval would go through the Board.

REPORTS AND CORRESPONDENCE

L. Weaire – BAFA Annual Soup Out reminder.

C. Doughty – SELCRA JUA update.

M. Slaton – PC update including tabling of Troy Clog's Landscaping site plan.

D. Hawk – Tax collection; office will be open all day February 29th all day for collecting taxes.
A. Bollin – Requested a status on Main Event Sign.

CALL TO THE PUBLIC
None.

ADJOURNMENT

L. Weaire moved and P. Michel seconded to adjourn. Motion carried.

The meeting adjourned at 12:12 A.M. on February 17, 2016.

Respectfully submitted,

Ann M. Bollin, CMC, CMMC, Clerk

Thomas E. Murphy, Supervisor