

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

**NOVEMBER 21, 2016
REGULAR MEETING
7:00 P.M.
(810) 229.0560**

Supervisor P. Michel called the meeting to order at 7:07 P.M. The Pledge of Allegiance was said.

Present: P. Michel, Supervisor; A. Bollin, Clerk; R. Drouillard, Treasurer; S. Combs, Trustee; M. Slaton, Trustee; S. Theis, Trustee; L. Weaire, Trustee

Absent: None.

OATHS OF OFFICE – Swearing in of Elected Officials

Judge Geddis administered the Oath of Office to the newly elected Board of Trustees.

CALL TO THE PUBLIC

Anna Chatten, Woodland Shore Drive – Thanked board members for service; looking forward to a clean start; encourages more engagement with residents; has observed that citizen questions aren't answered or followed up on; Brighton Township is a great place to live and hopes it will remain so for the residents.

John O'Meara, Buno Road – Burned out house next door has been there seven months; there are code violations; has been told different things regarding his tax assessment.

Mike Palmer, East Grand River Avenue – Distributed handout; Township misrepresented REU's 16 years ago. Referenced actions taken at 11/18/16 special meeting; requested appointments be rescinded; new board should be making these appointments.

Jim Sarna, Woodland Shore Drive – Distributed handout; percent of people on sewer and number of REU's; complimented Trustee Weaire for 11/18/16 special meeting actions; Township drives a wedge between users and non-users by not enforcing ordinances.

Cheryl Guard, Pointe Drive – Applauded Trustee Weaire and Clerk Bollin for votes at recent special meeting; upset about the 2016 committee appointments; Doug Taylor was removed based on attendance but was never absent; 2015 Utilities Committee minutes indicate Charles Moran and Mike Slaton were absent - why weren't they removed? Previously requested what legal authority the Township had to cancel Annual Township meetings in 1995, still no answer, would like an answer. Also requested answers regarding conflict of interest for SELCRA Board members.

Barb Potocki, Woodland Shore Drive – Supervisor Michel stated no personal attacks are permitted - this should go both ways. No reason for the emergency meeting on Friday. People should expect honesty from their elected Trustees. If the appointments were based on attendance then others should also have been removed. Huge old house located at Hacker and Cortez has a front porch rotting off, eye sore, and should be taken care of.

Bob Potocki, Woodland Shore Drive – Distributed handout; protested development; election is rigged; government swamp needs to be drained. Requested Utilities Committee and Planning Commission be disbanded.

Dennis Shoner, Woodland Shore Drive – Allotted 3 minutes to Bob Potocki.

Bob Potocki, Woodland Shore Drive – Take responsibility serious.

AGENDA

A. Bollin moved and L. Weaire seconded **to adopt the consent agenda as presented.**

Motion carried.

QUARTERLY SANITARY SEWER FINANCIAL REPORT – Third Quarter, FY' 2016-17

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Charter Township of Brighton – Board of Trustees

Minutes – November 21, 2016

Adopted – December 19, 2016

Ken Palka, Pfeffer, Hanniford, & Palka, presented the Quarterly Report summarizing the Debt Service Fee, Operations & Maintenance and Sewer Capital Reserve Funds and provided additional historical information for new board members. Discussion included Equipment Replacement fund (Capital Reserve Fund) and recent impact of need for grinder pump replacements. The report was received and filed.

ADOPTION OF RESOLUTION – New On-Premises (Brewpub) Liquor License, Blockade, Inc.

Manager Vick summarized the application process through the State. John Emaus, Applicant's attorney, was present to answer questions including the different applications and forms for liquor licenses. He also clarified that the Brewpub license is a separate application from the liquor license and SDM stands for Special Designated Merchant allowing for customers to purchase packages of alcohol to take off the premises with them (To-Go).

A. Bollin moved and L. Weaire seconded to **adopt Resolution No. 16-027, recommending approval of the New On-Premises (Brew Pub) license for Blockade Restaurant and Bar (Blockade Inc.) located at 1840 S. Old US 23.**

Ayes: L. Weaire, S. Theis, S. Combs, R. Drouillard, A. Bollin, M. Slaton, P. Michel

Nays: None.

Motion carried.

ADOPTION OF BUDGET AMENDMENT # 7, FY' 2016-17 – Landscape Design and Construction

Manager Vick presented this as follow up to previous Board action on the contract award for Landscape Design and Construction. Discussion included work not yet completed including the trimming of the trees in the Township Hall courtyard, signage and pump station landscaping.

L. Weaire moved and S. Theis seconded to **adopt Resolution No. 16-028 adopting Budget Amendment # 7, FY' 2016-17, approving utilizing \$21,000 from General Fund Fund Balance toward costs associated with landscape design and construction.**

Ayes: M. Slaton, A. Bollin, R. Drouillard, S. Combs, S. Theis, L. Weaire, P. Michel

Nays: None.

Motion carried.

AUTHORIZATION TO PURCHASE – Grinder Stations, Dubois-Cooper

Manager Vick provided an overview of the need for additional grinder pumps due to new construction and old grinder stations that are failing and noted the Township can expect more frequent purchases because of aging grinder stations reaching their life expectancy. Discussion including tracking purchases, current inventory, single-source supplier due to design criteria, and life expectancy.

L. Weaire moved and A. Bollin seconded to **accept the unit pricing submitted by Dubois-Cooper dated 11/3/2016 for the purchase of grinder stations and ancillary parts for a not-to-exceed amount of \$39,580.04 and authorizing the Manager to make said purchase.**

Ayes: L. Weaire, S. Theis, S. Combs, R. Drouillard, A. Bollin, M. Slaton, P. Michel

Nays: None.

Motion carried.

AUTHORIZATION OF WAGES AND BENEFITS – Deputy Treasurer

Treasurer Drouillard provided an overview of the transition in the Treasurer's office and her appointment of Deb Hawk as her Deputy Treasurer and requested approval of her hourly wage stating her experience, historical knowledge, qualifications and certifications contributed to her recommendation of the hourly rate. Discussion included former Deputy Treasurer's wage and D. Hawk's wage when she was in the position, neighboring communities used for comparables, adopted wage study and implementation, job description is the same, represents a 25% increase above the previous deputy's wage and D. Hawk's when she was in the position, study and wage considered the same individuals certifications and experience when determining the baseline at that time, job description has not changed, confirmation that the number of years worked PTO/Sick/et al benefits would not be inclusive of years serving as an elected official since electeds are not eligible for it. Manager summarized the compensation study and the use of it as a tool for adjusting wages. Treasurer clarified it is a full time position with benefits.

R. Drouillard moved and P. Michel seconded to **accept the Treasurer's recommendation and set the wage for Deputy Treasurer Deb Hawk at \$25.31/hour and continue within the same MERS group based on her**

experience, dedication and longevity immediately effective at the beginning of the Treasurer's term. A budget amendment will be brought to the Board in a subsequent meeting.

Ayes: S. Theis, S. Combs, R. Drouillard, M. Slaton, P. Michel

Nays: L. Weaire, A. Bollin

Motion carried.

LIVINGSTON COMMUNITY WATER AUTHORITY RECONCILIATION INVOICE

Manager Vick provided a brief history of the Water Authority, the Master Operating Agreement (MOA) and associated member legal obligations stating the LCWA resolution memorialized the member financial obligations to date under the MOA, the next amendment will incorporate the build out of the booster station, Brighton Township is owed monies by the other members due to the joint project funded through the Township and Lake Trust Credit Union, timing of the payments by other communities and Brighton Township's obligation per Invoice # 8. Discussion included timing of MOA amendment and desire to rectify the outstanding balance by fiscal year end.

A. Bollin moved and P. Michel seconded to **acknowledge the receipt of LCWA Resolution No. 16-002, Resolution Regarding Reconciliation of Costs, and to have the Township Board revisit the payment due, specifically Invoice # 008 included in the Resolution, no later than February 1, 2017, in hopes of final reconciliation by Brighton Township by the end of the current fiscal year and secondly to request that LCWA be notified of Brighton Township's desire to move forward with the Second Amendment to the Master Operating Agreement.**

Motion carried.

REPORTS AND CORRESPONDENCE

REPORTS

Zoning Board of Appeals Regular Meeting Minutes – August 24, 2016

Planning Commission Regular Meeting Minutes – September 12, 2016

Livingston Community Water Authority Regular Meeting Minutes – August 17, 2016

L. Weaire – BAFA update included recent grant award, 10-16-16 open house was a success.

M. Slaton – Planning Commission update including discussion of proposed ordinance changes.

A. Bollin – Election update including selection and timing of new voting equipment, voter demographics, and scheduled May election.

P. Michel – SELCRA update; collecting for Toys for Tots, skate park update.

R. Drouillard – Tax bills will be mailed on December 1, 2016.

DEPARTMENTS

Revenue & Expenditure Report – Second Quarter, FY' 2016-17

Voter Turnout Report – November 2016

MANAGER – Provided update on the burned house on Buno Road – demo permit has been pulled; Encore Village update; citizens can sign up for email/text notifications through our website under Newsflash to be kept up to date on Township news; Planning Commission and Board of Trustees annual joint meeting to be scheduled soon.

CORRESPONDENCE

Cromaine District Library Annual Report – FY' 2015-2016

CALL TO THE PUBLIC

Mike Palmer, East Grand River Ave. – Grinder pumps and ordinance changes; 11-18-16 special meeting appointments; suggested new board members abstain from voting in the closed executive session on items that have a 16 year-history; 11-03-04 meeting on sanitary sewer.

Jim Sarna, Woodland Shore Drive – President of Home Owners Association with 77 members; why was Doug Taylor removed from Committee? 48 hours to respond. People should only pay what they owe on the sewer.

Barb Potocki, Woodland Shore Drive – Woodland Lake pump station looks haunted and is overgrown, mud slides into the road; Doug Taylor should be reinstated; her last job was paid entry level even though she was overqualified; received the wage set by the company; welcomed new board members.

Cheryl Guard, Pointe Drive – Board has a legal obligation to reinstate Doug Taylor; removal was based on inaccurate information. Allotted remaining minutes to Mike Palmer.

Mike Palmer, East Grand River Avenue – Former Supervisor is to blame for removing Doug Taylor from Utilities Committee; Township doesn't own any LCWA infrastructure yet invested millions of dollars in it.

CLOSED EXECUTIVE SESSION – 1. Trial or Settlement Strategy in Connection with litigation specifically Dennis Shoner and Barbara Potocki V. Brighton Township including Written Legal Communication dated November 3, 2016 and November 8, 2016 and 2. Written Legal Communication dated October 26, 2016
A. Bollin moved and L. Weaire seconded to go into closed executive session to discuss trial or settlement strategy in connection with litigation specifically Dennis Shoner and Barbara Potocki v. Brighton Township including written legal communication dated November 3, 2016 and November 8, 2016 and written legal communication dated October 26, 2016.

Ayes: L. Weaire, S. Theis, S. Combs, R. Drouillard, A. Bollin, M. Slaton, P. Michel

Nays: None.

Motion carried.

The Board went into closed executive session at 9:36 P.M.

The Board returned to open session at 11:05 P.M.

A. Bollin moved and P. Michel seconded **that based upon the Attorney's recommendation to hereby request our State Representative to request an Attorney General's opinion to determine whether or not a conflict of interest exists for our Brighton Township Board of Trustee Liaison's serving on the SELCRA Board.**

Motion carried.

Consensus was that the Manager would notify M. St. Charles, Green Oak Township, of the request.

ADJOURNMENT

A. Bollin moved and L. Weaire seconded to adjourn. Motion carried.

The meeting adjourned at 11:07 P.M.

Respectfully submitted,

 Ann M. Bollin, CMC, CMMC, Clerk

 Patrick Michel, Supervisor