

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

JANUARY 7, 2019  
 REGULAR BUDGET WORK SESSION MEETING  
 6:30 P.M.  
 (810) 229.0560

Supervisor Michel called the meeting to order at 6:31 P.M. The Pledge of Allegiance was said.

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

Absent: None

#### CALL TO THE PUBLIC

None.

#### AGENDA

L. Weaire moved and S. Combs seconded to **adopt the consent agenda with the addition of going into closed executive session at 8:00 P.M. as Item F.3. for the purposes of trial and settlement strategy in connection with specific pending litigation, amending the December 17, 2018 minutes to read Z. Dyba on page 2, and clarification on payables.**

Motion carried.

#### FY' 2019-20 BUDGET PLANNING - Proposed Draft Budget

Manager Vick provided an overview of the budget discussion process and moving forward. Discussion included property taxes. Pending figures, there is anticipation for a headlee rollback. Revenue sharing has been the Township's largest single revenue source. Summarized the CVTRS which is the State program with opportunity for the township to receive additional revenue. Distributed report for reference. Discussion included working with Pfeffer, Hanniford, & Palka (PHP) to submit for the program. Elections are projected and related reimbursement is possible. Manager will meet with Clerk Riker. REU's purchased will be deposited into General Fund moving forward. Interest payments are reflected based on sewer settlement. Clarification was provided on the Tap-In fee (line 616). General Fund will be capturing the first 401 REU's. Checks and balances are in place for tracking. Manager summarized the discretionary increase (716,600) based on inflationary adjustments which will come at a later date. This will be inclusive of a conversation on staff merits and performance evaluations. Economic development is based on SPARK coming to the Board with a proposal. Board has worked towards 100% funding for defined benefits for all departments/staff and contributing 4% above the funding arc from MERS (retirement). Health care plan will be reviewed annually. Manager and Treasurer will plan to meet with the consultant. Z. Dyba, Assistant to the Manager, touched on current township hall and fire station items including township hall roof, lighting and insulation. No bids were received for insulation, discussion included timing, rebidding, reaching out to local vendors, and if this is a logical project based on the HVAC being resolved. Fire Station discussion included Fire Station 32 (Old US 23 location) projects (wood facia), Fire Station 33 (Weber Street location) and possible changes based on BAFA. Manager provided brief history of the Master Plan process. Consensus of Board is to cancel the January 16, 2019 Regular Budget Work Session meeting and schedule a Special Meeting on January 16, 2019 at 5:30 P.M. for the purpose of interviewing the five applicants for the Master Plan. Manager continued to review department budgets including clarification on the code enforcement and drain funding participation with the Livingston County Drain Commission including Phase II Storm Water Regulations.

#### DISCUSSION – ROADS 2019

Manager Vick summarized the Livingston County Road Commission Primary Pavement Preservation (PPP) Program which requires the municipality to participate 50/50 financially in road projects. Livingston County Road Commission ~~will be working on provided a quote for work on Maxfield for limestone resurfacing application (\$154,800).~~ The same stretch of road going into Hartland Township ~~will also be part of their project was also quoted to Hartland Township.~~ Manager recommended Township participation in this project based on previous gravel road participation and positive results. At a future meeting, Board will take action on what road

projects they want to complete, a contract will be executed with LCRC, and at that time road projects will be solidified. M. Craine, Livingston County Road Commissioner, will be meeting with the Board prior to the adoption of the Budget to discuss the Pleasant Valley culvert and other projects.

CLOSED EXECUTIVE SESSION – Trial and settlement strategy in connection with pending litigation specifically, Mann Investments LLC v. Brighton Township

S. Theis moved and R. Drouillard seconded **to go into closed session for the purpose of trial and settlement strategy in connection with pending litigation specifically, Mann Investments LLC v. Brighton Township as permitted by the Open Meetings Act 15.268 Sec. 8 (e).**

Ayes: L. Weaire, S. Theis, S. Combs, R. Drouillard, J. Riker, M. Slaton, P. Michel

Nays: None

Motion carried.

**The Board went into closed executive session at 7:58 P.M.**

**The Board returned to open session at 8:09 P.M.**

S. Theis moved and S. Combs seconded **to approve the settlement release agreement in regard to Mann Investments LLC and authorize the attorney to sign the same agreement.**

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

Nays: None

Abstain: J. Riker

Motion carried.

FY' 2019-20 BUDGET PLANNING - PROPOSED DRAFT BUDGET CONTINUED

Manager continued to work through the budget beginning with Sewer & Water fund (536) and possible projects presented to the Township (974.000) based on commercial or industrial projects coming forward. Manager provided clarification on water metering and tracking. Parks and Recreation (751) has no changes. Hartland Senior Center has yet to come forward for additional funding based on past practices. Liquor Law Enforcement falls under the Planner. Township collects commodity charge from City of Brighton. Maintenance expenses will need to be discussed in the near future. Can a commodity charge be collected elsewhere? (not from FIB, LCWA will discuss this at their meeting) Manager is working with K. Palka of PHP on sewer rates. Utility Committee will bring forth a recommendation to the BTBT for sewer rates (February meeting discussion). Potocki/Shoner lawsuit has been incorporated in all applicable areas. Sewer O & M will be incorporated into the Asset Management Plan.

DISCUSSION – ROADS 2019 CONTINUED

Z. Dyba, Assistant to the Manager, provided overview of the possible road projects based on the map provided. Manager continues to recommend the Township to participate in Pleasant Valley at \$220,000. Jacoby/Stobart/Kensington roundabout final portion is a logical project to complete (cost TBD). Old US 23 is a priority with funds already designated (\$3.2 million). Discussion continued on PASER ratings and cost differences. M. Craine will address these when he meets with BTBT.

Manager provided clarification on Special Assessment Districts as it relates to road projects and the Townships participation/role in SAD funds. Budget reflects SAD projects. Election budget will be brought back following Manager meeting with Clerk.

CALL TO THE PUBLIC

None.

ADJOURNMENT

L. Weaire moved and S. Theis seconded **to adjourn.** Motion carried.

The meeting adjourned at 8:54 P.M.

Respectfully submitted,

  
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Joseph Riker, Clerk

  
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Patrick Michel, Supervisor