

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

**JANUARY 9, 2018
REGULAR BUDGET WORK SESSION MEETING
6:30 P.M.
(810) 229.0560**

Supervisor Michel called the meeting to order at 6:30 P.M. The Pledge of Allegiance was said.

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

Absent: S. Combs, Trustee

CALL TO THE PUBLIC

No response.

AGENDA

A. Bollin moved and L. Weaire seconded **to approve the agenda upon adding Item F.1. Closed Executive Session for the purpose of discussing trial or settlement strategy in connection with litigation specifically Shoner and Potocki et al v. Brighton Township.**

Motion carried.

CLOSED EXECUTIVE SESSION – Trial or Settlement Strategy in Connection with Litigation specifically Dennis Shoner and Barbara Potocki et al v. Brighton Township

A. Bollin moved and L. Weaire seconded **to go into Closed Executive Session for the purpose of discussing trial or settlement strategy in connection with litigation specifically Dennis Shoner and Barbara Potocki et al v. Brighton Township**

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

Nays: M. Slaton

Motion carried.

The Board went into closed executive session at 6:35 P.M.

The Board returned to open session at 7:05 P.M.

The Board recessed for five (5) minutes.

2018-19 BUDGET PLANNING – Proposed Draft Budget

Manager Vick summarized the budget planning process including an overview of projected General Fund revenues including property taxes, Revenue Sharing, planning and zoning fees, anticipated election reimbursement for a May school election and highlighted key points including outstanding sewer litigation, CPI – U index will be out in mid-January but a 2.9% figure has been included as a place holder to see the impact on budget, monies for economic development have been included, health care rates will be known closer to the year end and will be vetted as in the past but any increase will be offset by a reduction in the health savings account consistent with past practices and policy directives.

He also provided an overview of the projected capital outlay for computers and led discussion on individual department budget projections. Clerk distributed a memo recommending a step increase for the Deputy Clerk based on her experience, credentials and work performance based on the 2017 Wage and Compensation study and Board's policy. Supervisor Michel noted the importance of a quality work force and based on the experience and knowledge that the deputies (treasurer and clerk) should be paid the same; discussion continued without objection. An overview of anticipated work flow during the 2018 election season and the roll-out of the new election equipment, including training, were provided. Manager noted the 2017 Compensation Wage and Compensation study had also indicated the pension contribution for the Manager's position was lower than counterparts and requested consideration for an adjustment; Supervisor Michel suggested 10% contribution be included in the next budget draft. Treasurer Drouillard and Manager Vick summarized the need to move the Treasury Clerk position to full time status due to turnover, cost of training new employees, increase in credit card use and need for redundancy controls.

Discussion ensued on the proposed projects and need to improve the HVAC system and consideration of improving our energy efficiency possibly including conversion to LED lighting, high efficiency furnaces/air conditioners and adding patio/courtyard lighting. Also discussed legal fees and rate adjustment and the timing of review of sewer rates. Trustee Weaire noted the BAFA liaisons will be looking for input on the fire station buildings as part of the BAFA master planning process.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

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

The meeting adjourned at 8:29 P.M.

Respectfully submitted,

Ann M. Bollin, CMC, CMMC, Clerk

Patrick Michel, Supervisor