

MINUTES

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

MARCH 5, 2018
 REGULAR BUDGET WORK SESSION MEETING
 6:30 P.M.
 (810) 229.0560

Supervisor P. 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; S. Combs, Trustee; M. Slaton, Trustee; S. Theis, Trustee

Absent: L. Weaire, Trustee

CALL TO THE PUBLIC

Jim Sarna, Woodland Shore Drive – Grinder pumps hard wired into the DTE meter box, not allowed by DTE, he has stated this before. Building code is the state law and provides minimum standards, Township knew about these two years ago, read excerpts from various emails on the issue. Residents need to have homes to code to sell or have inspections done; should go after Gleason and Tetra Tech to correct the problem.

Mike Palmer, East Grand River – Provided the clerk with a copy of 12/20/2013 Board minutes. Follow the code; referenced a recent FOIA regarding \$379,000, where is this recorded in a line item? Put it in the sewer fund. Why isn't the Township budgeting for the sewer extension in conjunction with the Pleasant Valley bridge repair to pick up more customers?

Barb Potocki, Woodland Shore Drive – Allotted 3 minutes to Mike Palmer.

Mike Palmer, East Grand River – Township entered into a contractual agreement with the Livingston County Building Department in 2010 – follow the County requirements now. Township Hall changed hours of operation in 2010 due to staff reductions, change the hours back now. Part-time elected officials should be on per diem; no pension contributions for part time elected officials.

A. Bollin presented the revised proposed agenda and summarized Item E., 2.

AGENDA

A. Bollin moved and S. Theis seconded **to approve the consent agenda as presented.**

Motion carried.

2018-19 BUDGET PLANNING - Proposed Budget Update

Manager Vick reviewed his March 5, 2018 Work Session Memo and stated that corrections were still needed including totals for various funds and distributed an additional handout. Discussion included paying a lump sum payment to MERS to increase the funding level to be in line with board policies and consensus was to continue with the additional 4% to ensure funding levels are met with the addition of staff and recent wage increases. Discussion continued on the General Fund expenditure to revenue projections noting the difference is related to the settlement of the sewer litigation and monies will come from General Fund fund balance. Continued with discussion on the Balance Sheet and the dollar amounts allocated to assigned, committed and restricted on the balance sheet with consensus that the Board will want to consider reallocating some of the assigned and committed amounts due to changes in the status of obligations (i.e. sewer loans, Collet Dump project monitoring) in the future. Manager provided overview of the public hearing and adoption process.

REVIEW OF HEALTH INSURANCE AND PA 152 ACTION

Manager Vick provided background and summary of the Township Board's past actions and policy directives related to Public Act 152 which the state adopted in 2011 and summarized that health insurance options will be reviewed and vetted as previously discussed and will stay within the proposed budgeted amounts.

S. Theis moved and R. Drouillard seconded **to opt-out of PA 152.**

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

Nays: None
Motion carried.

ROADS 2018

Manager Vick reviewed the proposed road projects discussed at previous budget meeting(s) and the township's level of financial participation. Discussion also included investment of design and construction engineering by the Livingston County Road Commission and future projects including Old US 23 near Hilton Road.

HVAC REPORT

Zach Dyba, Assistant to the Township Manager, and Dan Cabage and Jennifer Chehab, F & V, summarized the HVAC report and distributed the updated figures. Discussion included whether all offices were inspected to the same level of detail (D. Cabage stated that a more thorough review will be done during the Initial Review phase and inspection of basic airflow improvements), competitive bidding process, and benefits of including the lighting and insulation options, and/or the lower level at this time to reach greater efficiency and minimize disruption inside township hall by doing it all at one time. Consensus was to direct staff to include a plug-in budget figure inclusive of Option # 3 and the additional insulation and lighting improvements for purpose of the public hearing with future Board review of the add-ons.

REVIEW OF TOWNSHIP FEES

Zach Dyba, Assistant to the Township Manager, presented the changes made based on previous Board discussions. S. Kaliszewski, Township Assessor, was present to discuss the Addressing fee and recommended moving street addressing to Livingston County GIS Department. Discussion included the addressing process, Livingston County involvement, workload, how other jurisdictions do addressing, and troubleshooting address ranges. Consensus was for staff to initiate the process to move addressing to the County. Further discussion included clarification on fees associated with enhanced records, FOIA and request for copies outside of these processes; review of Planning fees and number of reviews included in the base fee; costs for publications; and format of fee schedule to be presented for approval.

ELECTION INSPECTOR PAY

Clerk Bollin provided an overview of the responsibilities of election inspectors, difficulties with recruitment of chairpersons and new inspectors, transition to new equipment and MI election law compliance and recommended inspector pay be increased noting the rates have not been adjusted since 2008/09 and the proposed rates would be comparable to neighboring communities. Discussion included whether the proposed increase was sufficient, benefits of an hourly rate v. per diem, and recommendation to review in one year.

P. Michel moved and S. Combs seconded to accept the Clerk's recommendation to set the precinct inspector rates at \$12 per hour for election inspectors and \$15 per hour for chairpersons and direct that they be included in the draft FY' 2018-19 budget and that the Board revisit rates one year from now.

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

Nays: None

Motion carried.

CALL TO THE PUBLIC

No response.

CLOSED EXECUTIVE SESSION - Attorney Client Communication dated March 1, 2018

A. Bollin moved and S. Theis seconded to go into closed executive session for the purpose of reviewing attorney client communication dated March 1, 2018.

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

Nays: None

Motion carried.

Board recessed for 5 minutes.

The Board went into closed executive session at 8:08 P.M.

The Board returned to open session at 9:02 P.M.

Manager Vick referenced a letter concerning medical marijuana in Brighton Township.

ADJOURNMENT

R. Drouillard moved and S. Theis seconded **to adjourn**. Motion carried.

The meeting adjourned at 9:05 P.M.

Respectfully submitted,

Ann M. Bollin, CMC, CMMC, Clerk

Patrick Michel, Supervisor