

## MINUTES

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

**MAY 21, 2018  
REGULAR 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; S. Combs, Trustee; M. Slaton, Trustee; L. Weaire, Trustee

Absent: S. Theis, Trustee

**CALL TO THE PUBLIC**

Bob Potocki, Woodland Shore Drive – Distributed handout; Requested a Town Meeting be held to make decisions on spending.

Mike Palmer, Grand River – Distributed handout highlighting correspondence that showed loss of revenue and Township disregarded paperwork. Attorney is asking for a raise, doesn't deserve one. Loss of revenue is in the millions after 17 years.

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

Mike Palmer, Grand River – Frustrated with municipality; issue should have been resolved in 2001; will be presenting a 35 page report on how bad sewer users are treated; why didn't attorney know this clause was in the deed – he wrote it; I would have fired the Manager.

Jim Sarna, Woodland Shore Drive – Referenced letter from the State of Michigan regarding violation; referred to scenario in Traverse City lawsuit regarding wiring; ordinance cannot bypass the NEC/MI construction Code. Livingston County requires grinder pump to be hooked up to panel. Information sent to Governor Snyder's office. Dan Schifko, builder, came to house and agreed the improper wiring was hazardous.

**AGENDA**

A. Bollin moved and L. Weaire seconded **to approve the consent agenda upon revising the payables as follows: Void Check #31108, \$299, Pryor Learning Solutions, reissue in the amount of \$199, Check #31054, Dust Control LLC, approval is pending the SAD liaison signing off on the invoice as required by Township Policies, and Void Check #31080, I.T. Right, for charges that are included under the annual service contract and noting the hourly rate on the invoice is incorrect hourly rate.**

Motion carried.

**ADOPTION OF RESOLUTION TRANSFERRING ADDRESSING DUTIES TO LIVINGSTON COUNTY**

Z. Dyba, Assistant to the Township Manager, presented a brief summary on the Addressing process and the purpose of moving this service to Livingston County Office. The Township Attorney has reviewed the resolution. S. Kaliszewski, Township Assessor, provided clarification on the process including who tracks the GIS in regards to addressing, who checks that road names are not duplicated, the impact it would have on other Township departments (QVF), and an address cannot be assigned without a Land Use Permit. County is helping the Township issue correct addresses but does not collect any fee; County would receive the full fee upon the transferring of Addressing duties.

S. Combs moved and R. Drouillard seconded **to adopt No. Resolution 18-009, transferring addressing duties from the Charter Township of Brighton to Livingston County.**

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

Nays: None.

Motion carried.

**APPROVAL OF RATE ADJUSTMENT FOR LEGAL SERVICES - Harris & Literski**

Manager Vick recapped the Board's previous discussions on this topic and summarized the report attached

supporting the rate requested. The increase is accounted for in the current budget.

A. Bollin moved and L. Weaire seconded **to approve the Attorney's hourly rate be increased to \$165 per hour effective June 1, 2018 and the flat fee for attending one Board meeting per month be maintained at \$300 per meeting.**

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

Nays: M. Slaton

#### APPROVAL OF AUTHORIZED PREPAIDS

Clerk Bollin presented this mid-year based on recent administrative changes, specifically the Township's legal notice publication is now Michigan.com and the Township health insurance carrier changing to Blue Care Network effective June 1, 2018.

L. Weaire moved and A. Bollin seconded **to approve the list of authorized prepaids as presented.**

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

Nays: S. Combs, M. Slaton

Motion carried.

#### APPROVAL OF UPDATED LIST OF INVESTMENT INSTITUTIONS

Treasurer Drouillard summarized this item as housekeeping and stated she had completed her due diligence checking bank reviews and meeting with bank representatives.

R. Drouillard moved and L. Weaire seconded **to approve the updated list of investment institutions in accordance with the Brighton Township Investment Policy Resolution No. 08-033.**

Motion carried.

#### REQUEST TO PURCHASE – Computer and Server Replacements, CDW-G

Z. Dyba, Assistant to the Township Manager, reviewed the quotes for computer and server replacements from I.T. Right and CDW-G. CDW-G was awarded the State Contract for computer sales. Discussion included switching from owning our own exchange server to having the exchange server hosted, comparisons of the two quotes, request by Board members to see all quotes/include in packet, CDW-G is the low bidder selected by the State, missing information on the server quote, file server vs exchange/email server, cost differences, lifetime of equipment, clarification requested on the reference in the current contract with IT Right that labor costs included these services; hourly rate for IT Right is higher than what was agreed upon as the hourly rate for additional services – was the contract reviewed? Consensus was for server quote and additional pricing be brought back for side by side comparison and clarification against the current IT Right Contract be provided.

A. Bollin moved and S. Combs seconded **to table the request pending clarification and submission of the additional information as requested.**

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

Nays: None.

Motion carried.

#### REQUEST TO PURCHASE – WWTP Screen Replacement, Parkson Corporation

Manager Vick provided overview of request for screen replacement. Tom High, IAI, WWTP Manager, was present to answer questions. Discussion included expected lifetime of equipment, warranty, and by-pass screen currently functioning. T. High provided more detail on the screen needing to be replaced, the impact on the current system, and the repair process entailing additional costs. Discussion also included whether this replacement fell in line with the Asset Management Plan projections (manager noted the AMP was not reviewed), request that the repairs be noted in the Asset Management Plan for future projections and accuracy of future replacements.

A. Bollin moved and S. Combs seconded **to accept the recommendation of IAI and F&V to accept the quote in the amount of \$29,711 as submitted by the Parkson Corporation dated March 12, 2018, for the reconditioning of the existing Helisieve In Channel Fine Screen filter and to authorize up to an additional \$3,000 for the extra work to install.**

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

Nays: None.

Motion carried.

**REQUEST TO PURCHASE – Replacement Grinder Pumps and Replacement Grinder Pump Parts, Dubois-Cooper**

Manager Vick summarized the request and provided a brief overview of the replacement process. Discussion included how the replacement number is determined, tracking of grinder failures, where monies are budgeted from (O&M) and is monitored, and tracking will be incorporated into the CMMS program.

**L. Weaire moved and P. Michel seconded to accept the unit pricing submitted by Dubois-Cooper dated May 9, 2018 for the purchase of replacement grinder pumps, Quote Number 0509182 in the amount of \$49,000 and replacement grinder parts, Quote Number 050181, in the amount of \$7,115 for a total not-to-exceed amount of \$56,115.**

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

Nays: None.

Motion carried.

**DISCUSSION – Fonda, Island & Briggs Lake Joint Water Authority (FIB) – Joint Meeting**

Manager Vick presented an overview of the history of FIB and its Articles of Incorporation expiration date. Discussion included options for joint meeting to discuss FIB status, Green Oak and Brighton Township are the respective boards, and Attorney Harris has been consulted on the topic, concerns for the FIB customers, available options, Township liability, and financial responsibility of FIB. Consensus of BTBT would be to schedule a joint meeting between Green Oak and Brighton Township.

**REPORTS AND CORRESPONDENCE**

**REPORTS**

Zoning Board of Appeals Regular Meeting – February 28, 2018

SELCRA Meeting Minutes - March 2018

SELCRA Meeting Minutes - April 2018

Brighton Area Fire Authority Regular Meeting Minutes – March 8, 2018

Brighton Area Fire Authority Regular Meeting Minutes – April 12, 2018

L. Weaire – BAFA 2019-2020 budget approved, demo on home sprinklers.

R. Drouillard – LCWA meeting discussed FIB status, after audit approval it will be available online.

A. Bollin – Congratulated Deputy Clerk, Jill Campbell, for earning her CMC. May election had 15% voter turnout, election workers thanked Board for wage increase. Auditors will be at Township Hall all week. Upcoming MTA Chapter meeting on June 30<sup>th</sup> topic will cover recreational marijuana. Provided information on newsletter and past discussion that all departments submit articles and recommended articles be submitted on roads and sewer litigation to inform residents – consensus was to include these articles. IAI reports on power failures, has a meeting with DTE taken place?

M. Slaton – Planning Commission was cancelled.

P. Michel – SELCRA update, programming expanding. SELCRA is participating in Day of Play on June 9, participating in July 4<sup>th</sup> parade, and expanding archery program.

**DEPARTMENTS**

Treasurer's Reports – December 2017, and January, February, March 2018

SELCRA Director's Reports – April 11, 2018 and May 10, 2018

Brighton Area Fire Authority Firestat Report – February, March, April 2018

Infrastructure Alternatives, Inc. Monthly Operating Reports – April 2018

Fonda, Island & Briggs Lake Joint Water Authority Report on Audit of Financial Statements – Year End December 31, 2017

**MANAGER**

Manager Vick provided an update on Livingston County Road Commission work specifically that the culvert on Pleasant Valley most likely will not be completed this year. Other updates included American Compounding Specialties in process for design; waiting for Encore development fee submission; response to complaint filed with State of Michigan is in the works; paving of Kensington and Culver is 99% completed; Pleasant Valley Bridge at interstate is being actively worked on; OWL board is pursuing funding for Dam

site, currently working with Livingston County Drain Commissioner, meeting in June at fire station.

Memorandum – Brighton Business Park

Manager Vick clarified steps being taken to work towards compliance, providing a cost to the property owners for hooking up to sanitary sewer and finding mechanisms built into deeds. Kensington Valley Ice House is not currently serviced by Sanitary Sewer, provided a brief background. Discussion included having a checklist for documents for tracking purposes.

Memorandum – Electrical and Insulation Reports

Manager Vick recapped the current township hall electrical and insulation status. Dan Cabbage, F&V Engineer, was present to answer questions. Discussion included lighting and security measures including the Board room lighting, approaching the project in phases, and focusing on items 1-5 over all other things.

Tom High, IAI - Waste Water Treatment Plant Manager, spoke to the power outages indicating he has not met with DTE; provided information on the power outage “blips” that occur and the impacts on the system.

CORRESPONDENCE

None.

CALL TO THE PUBLIC

Jim Sarna, Woodland Shore Drive – Is BTBT slumlords? Pumping station gate at Woodland Shore Drive is wrecked. Allotted remaining minutes to Mike Palmer.

Mike Palmer, Grand River – Referenced Appendix D from the board packet on Brighton Business Park, 13 buildings, Lakes Development LLC owns properties. Sixteen years of O&M and capital charges need to be paid, written in the covenants. It is wasted money.

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

Mike Palmer, Grand River – Requested money back from development, 1,000 people out because of incompetence. Go find covenants, will be submitting a 30 page file to Township.

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

Nays: None.

Motion carried.

**The Board went into closed executive session at 8:30 P.M.**

**The Board returned to open session at 9:20 P.M.**

ADJOURNMENT

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

The meeting adjourned at 9:20 P.M.

Respectfully submitted.

