

## MINUTES

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

**JUNE 18, 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; S. Theis, Trustee

Absent: L. Weaire, Trustee

#### CALL TO THE PUBLIC

Mike Palmer, Grand River – Referenced May 15 memo and April 23 letter regarding Brighton Business Park. Four people at the Township were aware of all of the properties. Referenced June 1, 2018 letter. Have you discussed this with Brighton Business Park? REU's and O&M charges from the last 17 years. Requested answer back in writing. Distributed handout.

Bob Potocki, Woodland Shore Drive – Distributed handout. Commented on item F.1. TLS pump installment. Prices are ridiculous. Find a way to fix it.

#### AGENDA

A. Bollin moved and P. Michel seconded **to approve the consent agenda upon making adjustments to the payables specifically to 1. Void Check # 31177 and reissue and check once the corrected hourly rate is presented with a correct invoice, and 2. Conditional approval of Check # 31183, Key Bank, pending approval of F.5. Adoption of Budget Amendment #1, 2018-2019.**

Motion carried.

Trustee Theis arrived at 6:44 P.M.

#### AUTHORIZATION OF CONTRACT EXTENSION – Sanitary Sewer Repairs and Grinder Pump Installation, TLS Construction

Z. Dyba, Assistant to the Manager, provided a history of the contract and services with TLS. Discussion included staffs' interaction with TLS, their responsiveness, and additional bids.

A. Bollin moved and R. Drouillard seconded **to authorize the Township Supervisor and Township Clerk to sign the contract extension, Amendment #2, with TLS Construction for Sanitary Sewer Repairs and Grinder Pump Installation.**

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

Nays: S. Combs

Motion carried.

#### ADOPTION OF RESOLUTION – Schedule Public Hearing on Accepting Petitions and the Establishment of an Aquatic Special Assessment District for School Lake SAD No. S-I-01-2018

Z. Dyba, Assistant to the Manager, provided an overview of the SAD approval process and presented the resolution at the table. Clarified the resolution language and the next steps in the process. Discussion included the signature threshold for petitions, (board policy requires 66%), assessments against vacant vs. developed parcels and how they get assessed if developed within the time frame of the SAD, and what is the process for increasing the assessment including under what authority the increases can be made. Attorney Harris stated there is a provision that allows the increase to take place without a public hearing and will provide a letter outlining the process and authority.

R. Drouillard moved and S. Combs seconded **to adopt No. Resolution 18-010 as presented accepting petitions and scheduling a public hearing for an aquatic special assessment district for School Lake SAD Number (S-I-01-2018) upon obtaining attorney's letter verifying the increase to the assessment roll can be approved without revisions to the roll.**

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

Nays: None.  
Motion carried.

ACCEPTANCE OF PROPOSAL – Township Hall Parking Lot Engineering Services, Fleis & Vandenbrink Z. Dyba, Assistant to the Manager, summarized the proposed project. Discussion included the construction price including material and labor, timing of the project, additional lighting and security measures, review of HAVA sidewalk grant requirements if sidewalk is relocated, parking lot spaces, security cameras, and accommodations for pole mounted cameras.

S. Combs moved and A. Bollin seconded **to authorize the Township Manager to sign the proposal dated May 18, 2018 from Fleis & Vandenbrink for engineering services related to the Township Hall parking lot with the addendum to assess the lighting and security cameras and review of the HAVA grant requirements.**

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

Nays: None.

Motion carried.

#### REVIEW OF RFP FOR MASTER PLAN

Manager Vick provided historical perspective; current Master Plan expiration date; and Township will be going out for proposals. Discussion included shortening the bid response time, recreation component being added, deliverables should include three copies, experience and approach clarified, project team should be identified up front, Sunset Park included with recreation component, and minimum components required by law will be confirmed.

#### ADOPTION OF BUDGET AMENDMENT # 1, FY' 2018-19 – Healthcare/HSA

Manager Vick presented this item as housekeeping item.

S. Theis moved and R. Drouillard seconded **to adopt to adopt Resolution No. 18-011, approving the transfer of dollars for expenses in the departments/line items (716.00 and 716.100) for healthcare/HSA as Budget Amendment # 1, for Fiscal Year 2018-19.**

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

Nays: None.

Motion carried.

#### REPORTS AND CORRESPONDENCE

##### REPORTS

Planning Commission Regular Meeting Minutes – January 8, 2018

Livingston Community Water Authority Regular Meeting Minutes – February 21, 2018

Livingston Community Water Authority Regular Meeting Minutes – April 18, 2018

M. Slaton – Planning Commission meeting tabled Verizon Cell towers based on paperwork.

A. Bollin – Primary Election update, AV applications have gone out, ballots will be out first week of July.

Election Inspector training, new equipment rollout, open houses/labs for voters to try out new equipment. New legislation regarding assessing for more consistency.

R. Drouillard – Summer tax bills will be mailed on July 1. LCWA upcoming meeting.

S. Theis – SELCRA meeting, staffing changes, looking for new Director.

##### DEPARTMENTS

Infrastructure Alternatives, Inc. Monthly Operating Report – May 2018

##### MANAGER

Memorandum – Eagle Scout Project

Starting the conversation with Eagle Scout, more info will be coming, will be working with Township Attorney regarding liability.

Memorandum – Brighton Business Park

Conversations have begun, addressed Call to the Public comments, different issue.

Updates on Potocki & Shoner v. Brighton Township - new court date. Attended Livingston County Drain Commissioner meeting with OWL Homeowners Association on necessary Dam site work, various options available. Pleasant Valley Culvert is not expected to be completed this year.

CORRESPONDENCE

None.

CALL TO THE PUBLIC

Bob Potocki, Woodland Shore Drive – Sound level was reasonable, used decibel reader on cell phone. Master Plan review never included resident survey or opinions. Open the Master Plan for everyone, consider outsourcing. OWL meeting with LCDC, Township is heavily involved with the dam. OWL has no authority other than the SAD.

CLOSED EXECUTIVE SESSION – Consideration of Property Acquisition and Request by Manager, Periodic Personnel Evaluation

**A. Bollin moved and S. Combs seconded to go into closed executive session for the purposes of meeting to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained as permitted by PA 267 of 1976, and at the request of the Township Manager for periodic personnel evaluation as permitted by PA 267 of 1976.**

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

Nays: None.

Motion carried.

**The Board went into closed executive session at 7:37 P.M.**

**The Board returned to open session at 9:12 P.M.**

**P. Michel moved and S. Theis seconded to adopt Resolution No. 18-012 and to authorize the acquisition of one parcel through the State of Michigan Tax Foreclosure Property Program and authorizing the issuance of a hand check in the amount of \$4, 242.20 which includes the application fee and that a budget amendment be brought back to the Township Board and that it is contingent that an easement will be obtained and then the property sold.**

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

Nays: A. Bollin

Motion carried.

ADJOURNMENT

S. Combs moved and A. Bollin seconded to adjourn. Motion carried.

The meeting adjourned at 9:20 P.M.

Respectfully submitted,

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Ann M. Bollin, CMC, CMMC, Clerk

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Patrick Michel, Supervisor