

**CHARTER TOWNSHIP OF BROWNSTOWN REGULAR TOWNSHIP BOARD
MEETING OF JULY 18, 2022**

The Charter Township of Brownstown Regular Meeting of the Board of Trustees was held in the Township Hall, 21313 Telegraph Road, on Monday, July 18, 2022.

The meeting was called to order by Supervisor Smith at 7:00 p.m. and began with the Pledge of Allegiance.

ROLL CALL BY CLERK BRINKER:

PRESENT: Supervisor Smith, Clerk Brinker, Treasurer Eberth, and Trustees: Allen, Berecz, Chapman, and Killian. Also in attendance were Township Manager Peters, Finance Director Moreno, Police Chief Watson, Fire Chief Drouillard, and Township Attorney Robinette.

ABSENT AND EXCUSED: None.

MINUTE ACCEPTANCE:

Motion of Berecz, supported by Chapman, to approve the special meeting minutes, closed session meeting minutes, and regular meeting minutes of July 5, 2022. All voting aye.

AGENDA APPROVAL:

Motion of Eberth, supported by Brinker, to approve the agenda of July 18, 2022 as submitted. All voting aye.

PRESENTATION:

INTRODUCTION AND BADGE PINNING FOR NEW FIREFIGHTER/MEDIC CHRISTIAN NICHOLS:

A presentation was given by Fire Chief Drouillard introducing new Firefighter/Medic Christian Nichols as well as a badge pinning ceremony. Additionally, Clerk Brinker administered the Oath of Office to Nichols.

PLANTE MORAN AUDIT:

Keith Szymanski, Beth Bialy, and James Haapala from Plante & Moran, PLLC presented the 2021 Township Audit.

PLANTE MORAN WATER AND SEWER RATE STUDY:

Keith Szymanski, Beth Bialy, and James Haapala from Plante & Moran, PLLC presented the 2021 Water and Sewer Rate Increase.

PUBLIC FORUM:

Public Forum was held at 7:22 p.m. There was no public comment.

APPROVE 2021 YEAR END FINANCIAL REPORT:

Motion of Eberth, supported by Killian, to approve the 2021 Year-End Financial Report as submitted by Plante Moran, PLLC. Roll call vote: Allen, aye, Berecz, aye; Brinker, aye; Chapman, aye; Eberth, aye; Killian, aye; and Smith, aye. Motion carried.

FIRST READING OF ORDINANCE 141-70 AN ORDINANCE TO AMEND RELEVANT PORTIONS OF ORDINANCE 141-45 “ZONING ORDINANCE” BY REZONING PART OF PARCEL 70-152-99-0009-000 FROM R-1 TO R-3, AND REVISING THE ZONING MAP TO REFLECT SAID REZONING:

Motion of Eberth, supported by Allen, to approve the first reading of Ordinance 141-70, an ordinance to amend relevant portions of Ordinance 141-45 “Zoning Ordinance” by rezoning part of parcel no. 70-152-99-0009-000 from R-1 to R-3 and revising the zoning map to reflect said rezoning. Roll call vote: Killian, aye; Brinker, aye; Eberth, aye; Berecz, aye; Chapman, aye; Allen, aye and Smith, aye. Motion carried.

FIRST READING OF ORDINANCE 227-17 AN ORDINANCE AMENDING ORDINANCE 227, ARTICLE 5, PART 105.500 “CONCEALED WEAPONS”, TO INCLUDE “STUN GUNS” AND RELATED DEVICES, PROVIDING FOR REPEALER, SEVERABILITY, PENALTIES, SAVINGS CLAUSE, AND EFFECTIVE DATE:

Motion of Allen supported by Chapman, to approve the first reading of Ordinance 227-17, an ordinance amending Ordinance 227, Article 5, Part 105.500 “Concealed Weapons” to include “stun guns” and related devices, providing for repealer, severability, penalties, savings clause, and effective date. Roll call vote: Brinker, aye; Allen, aye; Berecz, aye; Killian, aye; Eberth, aye; Chapman, aye; and Smith, aye. Motion carried.

RESOLUTION 2022-14 CERTIFIED RESOLUTION OF THE MEMBERSHIP OR BOARD OF DIRECTORS AUTHORIZING THE APPLICATION FOR A SPECIAL LIQUOR LICENSE FOR A VINTAGE BASEBALL GAME EVENT ON AUGUST 7, 2022:

Motion of Allen, supported by Brinker, to approve and adopt Resolution 2022-14, the Certified Resolution of the Membership or Board of Directors Authorizing the Application for a Special Liquor License for a Downtown Development Authority Event. This will allow the Brownstown Township Downtown Development Authority and the Woodhaven-Brownstown Rotary to obtain a one-day liquor license, as required by the Michigan Liquor Control Commission, for the sale of alcohol at the Vintage Baseball Game. This event will be held on August 7, 2022 at the Brownstown Township Recreation Center at 23111 Telegraph Rd. Brownstown, MI 48183. Proceeds from the sale of alcohol will go to the co-sponsoring charitable organizations. Roll call vote: Chapman, aye; Eberth, aye; Allen, aye; Brinker, aye; Killian, aye; Berecz, aye; and Smith, aye. Motion carried.

RESOLUTION 2022-15 NOTICE OF INTENT TO ISSUE BONDS RESOLUTION FOR 2022 CAPITAL IMPROVEMENT WATER BONDS:

Motion of Killian, supported by Chapman, to approve and adopt Resolution 2022-15 Notice of Intent to issue bonds resolution for 2022 Capital Improvement Water Bonds to assist financing a portion of the cost of an upcoming water system improvement project. The amount of bonds to be issued will not exceed \$2,000,000.00, which includes the cost to issue the bonds. Roll call vote: Eberth, aye; Berecz, aye; Killian, aye; Allen, aye; Chapman, aye; Brinker, aye; and Smith, aye. Motion carried.

APPROVE MANAGEMENT CONSULTANT SERVICES (DPW) AGREEMENT FOR TURNER CONSULTING SERVICES, LLC:

Motion of Killian, supported by Chapman, to approve a management consultant services agreement (DPW) for Turner Consulting Services, LLC. This agreement would allow for the opportunity for former DPW Director Turner to continue working with the Township in a part-time capacity to help fill the vacancy created by his resignation as well as help with the transition once a new DPW Director is hired. The agreement would allow him to be scheduled for 8 hours per week, with any additional hours to be allowed only with the approval of the Township Manager. Turner Consulting Services, LLC would be paid at a rate of \$150.00 per hour. All voting aye.

SUPERVISOR:

**APPOINT KEN BRANDAU TO THE DOWNTOWN DEVELOPMENT AUTHORITY TO
FILL A VACANCY WITH A TERM TO EXPIRE APRIL 26, 2026:**

Motion of Berecz, supported by Eberth, to approve to appoint Ken Brandau to the Downtown Development Authority to fill the recent vacancy of Ed Smith. The appointment is effective through April 26, 2026. All voting aye.

**HUMAN RESOURCES: AUTHORIZATION TO HIRE ONE FULL-TIME DPW BILLING
OPERATOR, RACHEL KLEIN:**

Motion of Killian, supported by Chapman, to approve to hire Rachel Klein for the position of full-time DPW Billing Operator, effective July 25, 2022 at the rate of \$16.96 per hour plus benefits. This position fills a vacancy that will be created when the current Billing Operator, Vicki Ostoin, transfers to a vacant Township Laborer position. Funds for this position are available in the approved 2022 budget. All voting aye.

**HUMAN RESOURCES: AUTHORIZATION TO HIRE ONE FULL-TIME OFFICE
SPECIALIST FOR THE TREASURER'S DEPARTMENT, ADAM VELARDE:**

Motion of Brinker, supported by Eberth, to approve to hire Adam Velarde for the position of full-time Office Specialist in the Treasurer's Department, effective August 1, 2022 at the rate of \$16.83 per hour plus benefits. This replaces a vacancy created from the recent resignation of an Office Specialist from that department. Funds for this position are available in the approved 2022 budget. All voting aye.

**HUMAN RESOURCES: REQUEST TO INCREASE STANDARDIZED PAY RATE FOR
PART-TIME BUS DRIVER:**

Motion of Allen, supported by Killian, to approve a request to increase the pay rate of the part-time Bus Driver from \$15.00 to \$18.00 an hour. This increase is a result of the competitive local part-time job market, and the new rate would become effective upon Board approval. All voting aye.

**FIRE: BOARD APPROVAL FOR FIRE ENGINE/PUMPER PURCHASE AND APPROVAL
TO SEND TWO OUT OF COMMISSION PUMPERS TO AUCTION:**

Motion of Eberth, supported by Berecz, to approve purchasing a 2022 Spartan Metro Star Model S-180 fire engine/pumper from R&R Fire Truck and to send two out of commission pumpers to auction. Four bids were received from three different vendors for this projects and were viewed by Chief Drouillard and the vehicle spec committee. The fire engine/ pumper will cost \$689,097.00 and finance options include a one year deferred first payment with finance terms of, 5, 7, or 10 years. Fire Chief Drouillard will work with the Township Manager Peters and Finance Director Moreno to ensure funds were available for this purchase and the preliminary annual finance costs will be taken from Fire Capital account number 252.336.981 to determine the best financial term to be selected for financing. Additionally, a request was approved to send two out of commission pumpers to auction or to a broker. One pumper is a 2005 Pierce VIN no. 4PICL01S45A005263 and 1996 Ferrara VIN no. 44KFT4286VWZ18412 with \$60,000 to \$80,000 which would be placed back into the fire capital account 252.336.981.000. All voting aye.

CLERK:

BUDGET AMENDMENT 2022-10:

Motion of Eberth, supported by Brinker, to approve Budget Amendment 2022-10 to transfer funds remaining from the 2021 fiscal year approved contract with GV Cement for Cattail Creek and Cambridge Meadows pavement rehab. This project is anticipated to be completed by the end of the fiscal year and the final amount owed for this project was originally approved by the Board on June 2021 as budget amendment 2021-12. All voting aye.

BOARD INFORMATION:

Motion of Eberth, supported by Killian, to accept the Clerk's report which consists of disbursements and correspondence from Direct TV, LLC regarding the annual video report for U-verse video service in Michigan. All voting aye.

TREASURER:**DISBURSEMENTS: \$1,106.458.09**

Motion of Berecz, supported by Brinker to approve disbursements as follows: General Fund Disbursements in the amount of \$87,179.17; Fire Protection in the amount of \$5,986.18; Police Fund in the amount of \$11,841.03; Street Lighting in the amount of \$5,286.32; Greenbelt in the amount of \$3,151.80; Downtown Development in the amount of \$8,610.60; Police Improvement in the amount of \$4,018.20; Sewer Fund in the amount of \$210,221.39; Water Fund in the amount of \$66,813.46; School & County in the amount of \$2,378.19; Payroll Fund in the amount of \$10.48; bringing the sub-total amount of disbursements to \$405,496.82. There was also one Regular Payroll transfer listed on the report dated July 8th in the amount of \$700,961.27; bringing the total amount of disbursements to \$1,106.458.09. Roll call vote: Berecz, aye; Allen, aye; Brinker, aye; Chapman, aye; Eberth, aye; Killian, aye; and Smith, aye. Motion carried.

BOARD INFORMATION:

Motion of Eberth, supported by Killian, to accept the Treasurer's report which consists of the Treasurer's Office Investment Report for June 2022. All voting aye.

COMMUNITY SERVICES:**BOARD INFORMATION:**

Motion of Berecz, supported by Eberth, to accept the Community Services report which consists of the monthly totals for June 2022 and the zoning enforcement log for June 2022. All voting aye.

RECREATION: No report was submitted.

PUBLIC WORKS:**APPROVE WATER AND SEWER RATE INCREASES:**

Motion of Eberth, supported by Brinker, to approve the water and sewer rate increases as outlined in the rate study from Plante Moran, PLLC. The increase will be \$0.20 per 1,000 gallons of water operating and \$0.34 per 1,000 gallons of sewer operating, which will take effect on August 1, 2022. Roll call vote: Allen, aye; Brinker, aye; Berecz, nay; Chapman, aye; Eberth, aye; Killian, aye; and Smith, aye. Motion carried.

TOWNSHIP MANAGER UPDATE:

Township Manager Peters provided a brief update about several items that may be of interest to Brownstown residents:

- The first reading of Ordinance 227-17 was approved by the Board at tonight's meeting. An updated copy of this ordinance will be presented to the Board for the second reading which will include changes to some of the language in an effort to modernize it as well as adding a reference to knives as they are defined by state law.
- The next regularly scheduled meeting of the Township Board on August 1, 2022 has been cancelled due to the election, however there will be a special meeting held on Thursday, July 28th at 6 p.m. at Township Hall regarding the second reading of a zoning text ordinance amendment.
- Budget preparation for fiscal year 2023 is already underway and updates will be provided as they become available about the budget process.

ADJOURNMENT:

Motion of Chapman, supported by Eberth, to adjourn the regular Township board meeting at 7:39 p.m.
All voting aye.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Maureen Brinker". The signature is written in a cursive, flowing style.

Maureen Brinker, Clerk
Charter Township of Brownstown
MB/anf