

**REGULAR MEETING MINUTES
OF THE BRILEY TOWNSHIP BOARD
MARCH 22ND, 2023
BRILEY TOWNSHIP HALL**

Call to order @ 6:00 PM

Pledge of Allegiance

Roll Call:

Present: Supervisor Werner, Clerk LaMore, Treasurer Werner, Trustee White

Absent: Trustee South

Guests: **In Person-** Linsey Rogers, Nancy Dextrom, Tom Williams, Mellissa Ward (and guest), Clinton Kennedy

Via Zoom- Marva LaMore, Craig Smith, Marc Edwards, Yvonne Swager, Rob Duncan

Approval of Agenda: Motion by Supervisor Werner, seconded by Treasurer Werner to accept the agenda as presented with addition of BS&A software, Resolution #15 of 2023, and attorney letter. Motion carried 4 – 0.

Approval of 03/08/23 Meeting Minutes: Motion by Supervisor Werner, seconded by Clerk LaMore to approve the meeting minutes as presented. Motion carried 4 – 0.

Approval of 03/08/23 Public Hearing: Motion by Clerk LaMore, seconded by Supervisor Werner to approve the meeting minutes as presented. Motion carried 4 – 0.

Treasurer's Report: Motion by Clerk Lamore, seconded by Trustee White to accept the Treasurer's report as presented. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Payables: Motion by Treasurer Werner, seconded by Trustee White to approve the payables and pay the bills as presented. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Public Comment (Non-Agenda): Melissa Ward- Had several questions and statements regarding recent decisions and actions of the Board.

Old Business:

Downtown Discussion- Clerk LaMore stated individuals are discussing possible new businesses for our downtown and filling dark storefronts.

Cell Phone Tower- Supervisor Werner is verifying records as far back as 1937 regarding the lease agreement with the DNR to help clarify any/all uses. Discussion only.

Roof Repair- Motion by Clerk LaMore, seconded by Supervisor Werner to accept the bid of Story Roofing of Gaylord to repair and re-seal the township hall roof not to exceed a total of \$44,000 with \$10,000 down payment to be paid in FY22. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Backhoe Attachment- No Action Taken.

Township Property -070-00 Airport- Motion by Supervisor Werner, seconded by Clerk LaMore to sell the property described with parcel ID 003-540-000-070-00 to the Atlanta Municipal Airport for \$1200.00. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Website Development- Motion by Clerk LaMore, seconded by Treasurer Werner to contract with Schumaker Technology Group to develop a new website for a one-time cost of \$2495.00 and an annual web maintenance fee of \$750.00 and 7 emails with hosting for \$280 per year. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

New Business:

HRC Contract Adjustment- Motion by Supervisor Werner, seconded by Trustee White to pay \$1900.00 for additional engineering costs for preparing two grants. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Park/Rec Public Hearing Posting- Motion by Supervisor Werner, seconded by Trustee White to post a notice for public hearing in the Tribune in reference to the CDBG Grant. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Park/Rec CDBG 10% Match- This was discussed simultaneously with other related agenda items. Board will readdress this amount at the next regular meeting after the presentation by the Park/Rec Committee. No action taken.

Office Supplies- Motion by Clerk LaMore, seconded by Supervisor Werner to purchase 2 mini desktops, 2 laptops, 2 desks, and a new air conditioning unit totaling \$5131.43 to also cover any shipping costs to allow a total expenditure of up to \$5600.00 from current FY22 budget. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Fireworks Expense- Motion by Supervisor Werner, seconded by Treasurer Werner to provide \$1,000.00 for 2023 Atlanta Chamber of Commerce firework display to be paid direct to vendor. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Chamber Membership- Motion by Supervisor Werner, seconded by Clerk LaMore to a member of the Atlanta Chamber of Commerce as a standard business member at a cost of \$100.00. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Budget Adjustments- Defer to special meeting to be held on Friday, March 31, 2023, at 1:00 pm at Briley Township Hall.

Resolution #12 of 2023- Motion by Clerk LaMore, seconded by Supervisor Werner to increase the Treasurer Wage to \$21,500.00 annually effective 04/01/2023. Roll Call vote: Treasurer Werner-Abstain, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Resolution #13 of 2023- Motion by Supervisor Werner, seconded by Clerk LaMore to create a new position of Water Administrator for all duties associated. An annual salary for this position will be \$5,000.00. Treasurer Werner is currently handling these responsibilities. Roll Call vote: Treasurer Werner-Abstain, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Resolution #14 of 2023- Motion by Treasurer Werner, seconded by Clerk LaMore to approve the General Appropriations Act for 2023-2024 fiscal year April 1, 2023 to March 31, 2024. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

BS&A Water Module- Motion by Trustee White, seconded by Treasurer Werner to pay BS&A \$2,000 to integrate the new meter system as a one-time fee. If there is an annual cost, the

Board will review this again. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Resolution #15 of 2023- Motion by Supervisor Werner, seconded by Treasurer Werner to approve Resolution #15 of 2023 Briley Township Fixed Asset Capitalization Policy. Roll Call vote: Treasurer Werner-Y, Clerk LaMore-Y, Supervisor Werner-Y, Trustee White-Y. Motion carried 4 – 0.

Planning Commission- Supervisor Werner stated that Keith Grant has not been attending meeting regularly and not staying for entire meetings when he did attend. He has also stated verbally to Supervisor Werner and Planning Commission Chair Gordon Green that he was resigning but no formal letter has been received. Supervisor Werner asked for a letter to be sent to Mr. Grant for clarification of his intent.

Attorney Letter- Clerk LaMore asked that a letter from attorney Brian Graham be read during the meeting. After discussion the request was denied due to attorney/client privilege. No action taken.

Board Statements: Treasurer Werner-Airport reimbursements and new property purchased from the Township, Clerk LaMore- Excellent Planning Commission meeting with Eric of MEDC on downtown revitalization, Trustee White- More EMS staff needed but having difficulties in hiring and retention due to the competitive wages. Many costs are rising for fuel and repairs.

Public Comment: Marc Edwards commented.

Motion by Supervisor Werner, seconded by Treasurer Werner to adjourn. Motion carried 4 – 0.

Meeting adjourned at 8:18 PM.

Phil LaMore-Clerk

Ken Werner-Supervisor

Next meeting will be March 22, 2023
At 6:00 PM via Zoom & In Person.

Zoom Information

Meeting ID: 5865669725

Passcode: BRILEY

Via Phone: 1-929-436-2866