

Regular Meeting Minutes

Briley Township Board

May 14th, 2025

Meeting called to order 6:00 PM

Pledge of Allegiance

Roll Call:

Present: Supervisor Werner, Deputy Clerk Bopp, Treasurer Werner, Trustee Kent, Trustee White

Absent: Clerk Green

Guests: Administrative Assistant Youatt, Planning Chair LaMore, Nancy Dextrom, Wayne Isbell, Cathy Isbell, Julie Kendrick, Yvonne Swogger-Journalist via Zoom

Approval of Agenda: Motion by Trustee White, Second by Trustee Kent to accept the agenda. Motion carried 4-0.

Approval of Minutes: Motion by Trustee White, Second by Trustee Kent to approve the of April 23rd, 2025 minutes. Motion carried 3-0, Treasurer Werner abstained.

Treasurer's Report: Motion by Supervisor Werner, Trustee White to accept the treasurer's report as presented.

Roll Call Vote: Supervisor Werner-Y, Trustee Kent-Y, Treasurer Werner-Y, Trustee White-Y
Motion carried 4-0.

Payables:

Discussion: Youatt explained there were some sizable payments going out, including the renewal of BSA software for another year, the allotment to the airport, the work done by the Wolters Brothers for the busted pipe downtown, and the Township Attorney for correspondence regarding a blight and zoning case.

Motion by Treasurer Werner, Second by Trustee Kent, to pay payables in the amount of \$31, 574.89.

Roll Call Vote: Supervisor Werner-Y, Treasurer Werner-Y, Trustee White-Y, Trustee Kent-Y
Motion carried 4-0.

Public Comment:

Treasurer Werner attended the County Treasurers meeting 3 weeks ago and is considering adding QR codes to the tax and water bills so it's easier to make and receive payments. Additionally, Werner mentioned that perhaps the layout for the billing could be revamped to make it easier to read.

Administrative Assistant Youatt mentioned that he explored different options for digitizing older files and records. He felt OneDrive was a bit pricey. Another avenue the township can take would be archiving

digital files through the State of Michigan. Youatt said he will inquire about the service the State provides and the cost of it all.

Old Business: Supervisor Werner stated that the Avery Board was considering extending the availability debris drop off sites. The Avery Park site may close. Trustee Kent asked if FEMA was doing any inspections. Trustee White stated that FEMA was at the fairgrounds hiring photographers.

New Business: Road/Water construction-Supervisor Werner explained the downtown water leak took nearly two days to diagnose the problem, solve it, and it took another day to fill the holes that were dug out with concrete. He stressed that despite word around town, it was NOT a water main break. One area business, The Michigan Store, was directly affected by the leak. Since the cracked pipe didn't supply any business that relied heavily on water supply (and to limit expenses), the contractors decided to insert a slightly smaller pipe inside of the larger cracked pipe. Water was restored to the Michigan Store and deemed to be sufficient.

Friendship Gardeners- Nancy Dextrom introduced Julie, another member of the Gardeners Club. Dextrom stated that on May 17th, there will be perennials and rocks given away for free to make way for the upcoming park project. She also reported that on the corners in town, there will still be the wooden planters. Additionally, there will be larger 17 gallon pots to show off more colors. The club is currently working on a plan to spruce up the fence area of the Wedge Inn with a variety of flowers. Some burning bushes have been dug up by the County building and are available to anyone who would like them. In closing, Nancy thanked the Department of Public Works for all the work they do in conjunction with the Friendship Gardeners Club, and then asked the board for a donation of \$500, the same amount that was donated last year.

Motion by Trustee White, Second by Trustee Kent to give Friendship Gardeners a \$500 donation.

Roll Call Vote: Supervisor Werner-Y, Treasurer Werner-Y, Trustee Kent-Y, Trustee White-Y. Motion carried 4-0

Boat Dock Bathroom Bid-Supervisor Werner explained that the "on demand" water heater in the boat dock bathroom has stopped working. Unfortunately, the heater, despite being installed only a little over a year ago, is past its warranty. Werner contemplated whether perhaps it would behoove the township to install a regular heater after inquiring about it with Gilchrist. Treasurer Kent commented that the "on demand" water heaters aren't very conducive for the climate we live in, and LaMore concurred. The Board agreed unanimously to go with a regular water heater, and Youatt was advised to place a notice in the paper for bidding.

GoTo Account-Software program originally used by Linsey Rogers, who some time ago used the technology to log in remotely while away from the office. She had paid for the two year subscription with her personal credit card, and had forgotten that the subscription automatically renewed. Rogers is

requesting to be reimbursed by the township, and since Rogers wasn't present, the board agreed to table it until she was able to attend and speak on the matter.

KCI Contract-Treasurer Werner explained that this company will print and mail the tax bills,

Motion by Treasurer Werner, Second by Trustee White, to employ the billing services of KCI for the 2025 Tax Seasons to the tune of \$2,040.82.

Roll Call Vote: Supervisor Werner-Y, Treasurer Werner-Y, Trustee Kent-Y, Trustee White-Y

Motion Carried 4-0

BSA Annual-Administrative Assistant Rye Youatt provided additional commentary on the previously approved payment to BSA, stating that on the surface, it seems like quite a hefty price tag, but each module that we utilize costs anywhere from \$800-\$1,000. Additionally, the help and support is exceptional.

Awarding Construction Contract-Administrative Assistant Youatt read the 3/11/25 letter from the engineering group HRC recommending that Briley move ahead and award the contract to Power Construction Group. There were some reservations about the timeline of the project interfering with Elk Fest. Trustee White voiced concern for the town and the festival being that Elk Fest is the main revenue coming in that many local businesses rely on. White proposed that the contract be awarded contingent on liquidated damages reflecting the importance of having the project completed by Elk Fest. Trustee Kent added that liquidated damages are pretty commonplace in a contract. Youatt stressed the importance of not scaring away the only company to bid on the project after three rebid phases. Just as it is true that the township could lose money if there was any interference from the project, the project not moving forward would ALSO trigger monetary damages i.e. the money we already committed to the project.

Motion by Trustee White, Second by Trustee Kent, to award the contract contingent on language reflecting a completion date of 9/19/2025 without any interference with the Elk Festival.

Roll Call Vote: Supervisor Werner-Y, Treasurer Werner-Y, Trustee Kent-Y, Trustee White-Y

Motion Carried 4-0

Board Reports:

Trustee Kent-Chamber of Commerce discussed concerns about the Park Project interfering with Elk Fest. The Chamber also discussed adding a bull ride to the events of Elk Fest.

Trustee White- Ambulance Board- Meeting will be held next week.


Treasurer Werner-Airport Board-the last parcel will close soon, then the SOM will send the funds.

Supervisor Werner-Fire Board-Fire Hall is all good. Noted that there has been an uptick in house fires as of late.

Public Comment: Cathy Isbell asked if the boat dock bathroom was insulated. Supervisor Werner answered in the affirmative, however he also noted that the water gets drained and the bathroom is winterized and closed for the colder months.

Motion by Trustee White, Second by Treasurer Werner to adjourn meeting at 6:52PM

Motion Carried 4-0



Gordon Green- Clerk



Ken Werner- Supervisor

Next Meeting: May 28, 2025 @ 6:00 PM via zoom or in person.

Zoom Information
Meeting ID: 5865669725
Passcode: Briley
Via phone 1-929-436-2866