

Regular Meeting Minutes

Briley Township Board

January 14, 2026

Meeting called to order 6:00 PM

Pledge of Allegiance

Roll Call:

Present: Supervisor Werner, Treasurer Werner, Clerk Green, Trustee White, Trustee Kent

Absent: None

Guests: Phil LaMore, Jonna Bopp Zoom: Yvonne Swager

Approval of Agenda: Motion by Supervisor Werner, Second by Treasurer Werner to accept agenda with addition of Administrative Assistant under Office Hours. Motion carried 5-0

Approval of Minutes: Motion by Trustee White, Second by Treasurer Werner to approve December 26, 2025 Board as presented. Motion carried 5-0.

Treasurer's Report: Motion by Supervisor Werner, second by Clerk Green, to accept the treasurer's report as presented

Roll Call Vote: Treasurer Werner-Y, Trustee White-Y, Trustee Kent-Y, Clerk Green-Y, Supervisor Werner-Y, Motion carried 5-0

Budget Amendment: Motion by Green, second by Supervisor Werner to move \$100.00 from travel (101-247-860) to Training (101-247-955) in Board of review Budget.

Roll Call Vote: Trustee White-Y, Trustee Kent-Y, Clerk Green-Y, Supervisor Werner-Y, Treasurer Werner-Y Motion carried 5-0.

Transfer: Motion by Treasurer Werner, second by Clerk Green to Move \$10,000 from General Fund Money Market to General Fund Checking.

Roll Call Vote: Trustee Kent-Y, Clerk Green-Y, Supervisor Werner-Y, Treasurer Werner-Y, Trustee White-Y, Motion carried 5-0.

Shredder: Office paper shredder has died, needed to become compliant with federal guidelines anyways.

Motion by Clerk Green, second by Trustee White to spend up to \$300.00 to replace shredder.

Roll Call Vote: Clerk Green-Y, Supervisor Werner-Y, Treasurer Werner-Y, Trustee White-Y, Trustee Kent-Y, Motion carried 5-0.

Clerk membership: Motion by Clerk Green, second Supervisor Werner to spend \$100.00 for clerk's membership in Michigan Association of Municipal Clerks.

Roll Call Vote: Supervisor Werner-Y, Treasurer Werner-Y, Trustee White-Y, Trustee Kent-Y, Clerk Green-Y Motion carried 5-0.

(Continued)

(January 14, 2026 Board Meeting continued)

Board of Review Training: Motion by Supervisor Werner, second by Trustee Kent to spend \$300.00 on training for Ken Werner, Richard Ritter, Dennis Davis.

Roll Call Vote: Treasurer Werner-Y, Trustee White-Y, Trustee Kent-Y, Clerk Green-Y, Supervisor Werner-Y, Motion carried 5-0

Payables: Motion by Trustee White, second by Treasurer Werner, to pay payables of \$13,675.40

Roll Call Vote: Trustee White-Y, Trustee Kent-Y, Clerk Green-Y, Supervisor Werner-Y, Treasurer Werner-Y Motion carried 5-0.

Public Comment: None

Old Business:

Security Cameras: Still investigating

Masai Rental: NA has requested access to Masai Building. At this time basement is rented and used by AA. We have no desire to rent out same space to two entities, therefore NA should work with AA to establish meetings and rules. No upcharge for more meetings.

New Business:

Discontinue Single water Account- Customer removed structure, no plans to hook back up.

Motion by Trustee White, second by Trustee Kent to change Account #500 to inactive and refund overpayment.

Roll Call Vote: Trustee Kent-Y, Clerk Green-Y, Supervisor Werner-Y, Treasurer Werner-Y, Trustee White-Y, Motion carried 5-0.

Auditor- Our current auditor had backed out of doing our audit. Working with our accountant and State of Michigan to find another. The books are ready.

Office Hours- Current Hours of 8:30-4:30 M-Th are longest office hours in county. Afternoon traffic is minimal, most activity around lunch time. Cost savings for personnel and utilities, and lack of urgent issues suggest less "open" hours.

Motion by Supervisor Werner, second by Trustee Kent to reduce office hours starting February 1, 2026 to 10AM to 2PM until further notice. Motion Carried.

Administrative Assistant- With reduced office hours and close of tax season existing Board members should be able to handle existing workload.

Motion by Trustee White, second by Treasurer Werner to lay off current administrative assistant effective January 29th to revisit in May of 2026.

Roll Call Vote: Clerk Green-Y, Supervisor Werner-Y, Treasurer Werner-Y, Trustee White-Y, Trustee Kent-Y, Motion carried 5-0.

Resolution package-

Resolution 1 of 2026- Supervisor Salary

Motion by Clerk Green, second by Trustee Kent to approve resolution 1 of 2026, setting salary at \$12,600/year.

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

Supervisor Werner Abstaining

(January 14, 2026 Board Meeting continued)

Resolution 2 of 2026- Treasurer Salary

Motion by Clerk Green, second by Trustee Kent to approve resolution 2 of 2026, setting salary at \$21,500 per year.
Roll Call Vote: Trustee White-Y, Trustee Kent-Y, Clerk Green-Y, Supervisor Werner-Y Motion carried 4-0.
Treasurer Werner Abstaining

Resolution 3 of 2026- Clerk Salary

Motion by Clerk Green, second by Trustee Kent to approve resolution 3 of 2026, setting salary at \$15,600 per year
Roll Call Vote: Trustee White-Y, Trustee Kent-Y, Supervisor Werner-Y, Treasurer Werner-Y, Motion carried 4-0.
Clerk Green Abstaining

Resolution 4 of 2026- Trustee Salary

Motion by Clerk Green, second by Trustee Kent to approve resolution 4 of 2026, setting salary at \$6,000 per year
Roll Call Vote: Clerk Green-Y, Supervisor Werner-Y, Treasurer Werner-Y, Motion carried 3-0.
Trustee White and Trustee Kent Abstaining

Resolution 5 of 2026- Blight/ Zoning Officer Salary

Motion by Clerk Green, second by Trustee Kent to approve resolution 5 of 2026, setting salary at \$12,000 per year
Roll Call Vote: Trustee Kent-Y, Clerk Green-Y, Supervisor Werner-Y, Treasurer Werner-Y, Trustee White-Y, Motion carried 5-0.

Resolution 6 of 2026- Water Administrator Salary

Motion by Clerk Green, second by Trustee Kent to approve resolution 6 of 2026, setting salary at \$5,000 per year
Roll Call Vote: Clerk Green-Y, Supervisor Werner-Y, Treasurer Werner-Y, Trustee White-Y, Trustee Kent-Y, Motion carried 5-0.

Resolution 7 of 2026- Performance Resolution (MDOT 2207b)

Motion by Supervisor Werner, second by Trustee Werner to approve resolution 7 of 2026, adopting performance resolution
Roll Call Vote: Supervisor Werner-Y, Treasurer Werner-Y, Trustee White-Y, Trustee Kent-Y, Clerk Green-Y Motion carried 5-0.

Resolution 8 of 2026- Meeting Diems

Motion by Clerk Green, second by Trustee Kent to approve resolution 8 of 2026, setting meeting diem at \$40.00, except for Planning Chair and Secretary (except ex-officio) to \$50.00

Annual PC Report- As required by law (MCL 125.3819 (2) PA 33 of 2008) The Planning Commission presents annual report.

Zoning Report- Blight and Zoning Activity for last calendar year presented.

Joint PC Meeting- Clerk to invite Planning Commission to meet with Board at January 28, 2026 meeting to discuss goals and objectives for next year.

Board Reports-

Dan Kent- Chamber- missed meeting

Clerk Green- PC- Reviewed CIP, discussion on water and sewer systems

Treasurer Werner-Airport-Clearing in progress on new properties.

Trustee White- Ambulance-Next week

Supervisor Werner- Fire Dept-All good

(January 14, 2026 Board Meeting continued)

Public Comment: J Bopp questioned the existing driveway in alley under previous discussions. Still a paper street, not recognized by Board.

Motion by Trustee White, second by Treasurer Werner to adjourn at 7:20 PM Motion carried.
Next Board Meeting January 28, 2025

Gordon Green- Clerk

Ken Werner- Supervisor