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**BURTCHVILLE TOWNSHIP**

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**4000 BURTCH ROAD**  
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*MICHAEL APPEL, SUPERVISOR*  
*ROBERT BAILEY, CLERK*  
*ALAN BRIOLAT, TREASURER*  
*CYNTHIA MINNIE, TRUSTEE*  
*PATRICK JANKS, TRUSTEE*

**Burtchville Township Board of Trustees**  
**Regular Meeting**  
**October 17, 2022**

**1.** The Regular Meeting of the Burtchville Township Board of Trustees was called to order at 7:00 p.m. by Supervisor Appel. Pledge of Allegiance was followed by roll call.

**Members Present:** Patrick Janks, Trustee  
Alan Briolat, Treasurer  
Robert Bailey, Clerk  
Cindy Minnie, Trustee  
Mike Appel, Supervisor

**2. Consent Agenda:** Minutes of Regular Meeting on September 19, 2022 and Special meeting on September 21, 2022. Listing of invoices for post approval of \$398.90 for September 20, 2022 and \$119,690.58 for pre-approval for October 4, 2022 and \$21,330.26 for October 18, 2022, with a monthly total of \$ 141,419.74. Motion by Bailey supported by Minnie to approve the consent agenda. Roll call: ayes: Bailey, Minnie, Janks, Briolat, and Supervisor Appel. Nays: none. Motion carries.

**3. Citizens wishing to address the Board of Trustees:** Dustin Drabek of Decker Insurance Agency, the townships current policy provider. He spoke on his proposal, dated November 1, 2022, of coverages for Burtchville Township. Dustin, answered all questions asked of him and explained in detail, the coverage Decker insurance would still be providing for Burtchville at about \$ 500.00 less than last year. The total cost of the package presented for one year is \$26,682.00. Motion by Briolat supported by Appel to approve the Decker Agency Insurance policy of \$26,682.00 effective November 1, 2022 thru October 31, 2023. Roll call vote; Ayes: Briolat, Appel, Janks, Minnie, and Bailey. Nays none. Motion carries.

**4. Agenda: Motion** by Minnie supported by Janks to approve the agenda, **Voice Vote:** Passes unanimously. Motion carries.

**5. Department Reports: a. Fire Department:** Chief Harrington reported that the batteries for smoke detectors came in. He stated that is working with a grant that gives away smoke detectors and CO2 detector's for residents without them. The firemen will install them for anyone that can't do it themselves.

He stated that SAFER GRANT has a program to help fire departments with manpower, for new and existing fire fighters. The program funds half the cost of a part-time employee, to fill positions at the fire station but, not on weekends. It's a three-year program. He would like the Boards approval to look into the program and see if Burtchville Fire Department qualifies. Appel stated he thought it was a good idea and to check into it.

**b. Building Department:** Briolat stated it is all in the monthly Building report.

**c. Water Department:** Kevin, DPW Superintendent, stated all hydrants are winterized and some of the hydrants were painted. The water stored here from GLWA is finally all gone.

**d. Library:** Appel stated that the double doors going into the Library, the left door is not closing all the time. He will have it looked at.

**6. Unfinished Business:** None

**7. New Business: 1)** Board of Trustees new 2023 meeting schedule. Motion by Briolat supported by Appel to accept the schedule as written. Roll call vote; Ayes; Briolat, Appel, Janks, Minnie, and Bailey. Nays none. Motion carries.

2) Tri-Hospital Agreement. Appel stated needs to be tabled. All members agreed, it needed to be changed and looked over by our Attorney.

3) County agreement on ambulance millage. It was agreed that we would table that as well.

**8) Supervisors Report:** Appel stated he was all talked out. With nothing else to discuss.

Also, that Jim Coburn is raising his rates for footings in the cemetery for headstones to .45 square inch (from .40) with a minimum fee of \$100.00. Briolat stated he would like to not vote on this until he finds out what others are charging.

**9) Clerk's Report:** Bailey stated will discuss in closed session.

**10) Treasurers Report:** Briolat stated on the bike path and Bohm's complaint. Briolat said needed 320' of chain link fence 5' tall. This would go around the curve and connect to the wooden fence rail to the South and the North end to stop on Bohm's neighbor's property

Briolat stated that Veterans Day is on a Friday, and suggested we celebrate it on Monday November 14<sup>th</sup>. Motion by Appel supported by Briolat to celebrate Veterans Day on the 14<sup>th</sup> of November. Roll call vote; Ayes: Appel, Briolat, Janks, Minnie, and Bailey. Nays; None. Motion carries.

Briolat stated the holidays coming up are on a Saturday and Sunday for both Christmas Eve, Christmas, New Years Eve, and New years Day. Members discussed the matter and a motion was made by Briolat supported by Appel to celebrate Christmas Eve on December 22, Christmas on December 26, New Year's Eve on December 29, and New Year's Day on Monday January 2, 2023. Roll call Vote: Ayes; Briolat, Appel, Janks, Minnie, and Bailey. Nays: None. Motion carries.

Motion by Bailey supported by Appel for the DPW to celebrate Christmas Eve on Friday December 23<sup>rd</sup> Christmas on Monday December 26<sup>th</sup>, New Year's Eve on Friday December 30<sup>th</sup>, and New Year's Day on Monday, January 2, 2023. Roll Call Vote, Ayes; Bailey, Appel, Janks, Minnie, and Briolat. Nays: None. Motion carries.

Briolat continued, stating that at Hunting Bank we have a couple C D's that are matured. One for over \$250,000.00 that paid .010 %. Huntington stated they would renew for .05%. Briolat stated that wouldn't be acceptable, and he would check around. By the end of day Huntington Bank stated they would renew for 2.95%. Briolat stated he renewed it. On the \$169,394.12 at the same bank already renewed in April at .010% for another two years. The bank stated he could close it out earlier and pay a penalty of \$3,387.79 then reinvest at 2.95%. Briolat stated he reinvested it with them at the 2.95%, paid the penalty of \$3,387.79 but, would make for the first year around \$4997.00. That amount less the penalty would net Burtchville close to \$1,600.00, and the second year \$4,997.00.

**11) Trustee's Report:** 1) Minnie stated it was a good conference, at Mackinac Island and learned about a lot of things an especially on solar Farms.

2) Janks none

**12.) Extended Public Comment:** None

**13). Motion by Appel** supported by Bailey to go into close session at 8:10 p.m. Voice vote passes unanimously.

Bailey stated that Ruth was up for review and all members had the letter dated September 28, 2022 a copy of her job review.

**14)** Appel supported by Bailey to go back into regular session at 8:12p.m. All members agreed.

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Bailey stated Ruth was up for review and suggested a \$ .50/hour increase in pay retroactive to August 1, 2022. Motion by Appel supported by Minnie to increase her pay .50 cents an hour retroactive to August 1, 2022. Roll call vote: Ayes; Appel, Minnie, Janks, Briolat, and Bailey. Nays: None. Motion Carries.

Motion by Bailey supported by Appel to adjourn. Motion passes unanimously on voice vote  
Meeting adjourned at 8:15 p.m.

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Robert C Bailey, Clerk

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Date