

BURTCHVILLE TOWNSHIP

4000 BURTCH ROAD
LAKEPORT, MICHIGAN 48059
PHONE: 810-385-5577
FAX: 810-385-8551

MICHAEL APPEL, SUPERVISOR
ROBERT BAILEY, CLERK
ALAN BRIOLAT, TREASURER
CYNTHIA MINNIE, TRUSTEE
PATRICK JANKS, TRUSTEE

Burtchville Township Board of Trustees
PUBLIC HEARING
and Regular Meeting
March 18, 2024

1. Call to Order at 7:00 p.m. by Supervisor Appel, followed by the Pledge of Allegiance was followed by. Roll Call. Members present: Bailey, Briolat, Janks, Minnie, and Supervisor Appel
2. Consent Agenda
 - a. Minutes of the Regular Meeting, February 19, 2024. Listing of invoices for post approval in the amount of \$110,015.78 for March 5, 2024 and pre-approval in the amount of \$ 6763.71 for March 19, 2024, with a monthly total of \$117,393.99.
 - b Motion by Janks supported by Minnie to approve the Consent Agenda. Roll call vote; AYES; Minnie, Janks, Briolat, Bailey, and Appel. Nays NONE.
MOTION CARRIES.
- 3.a. Cash Management Report:
 - b. Building Department Report: Monthly permit report summary submitted per Briolat
 - c. Receipt Item Report: as reported
 - d. Correspondence report: None

4 Citizens wishing to address the Board of Trustee: a) David Klinesteker, stated that the website is basically blank. Stated the calendar is not filled out for the Planning Commission and was disappointed it has not been filled out. Stated that Bailey's comment that he has not got around to it. Dave stated that you have been saying that for the last one to two years. Bailey stated we didn't even have the new website running 1-2 years ago. Appel stated it would get addressed.

b) Dave Peyton stated that there is blight in his neighborhood and would like it taken care of. Briolat stated that they have had one person in court a couple times. Briolat stated it would get taken care of.

5. Approval of Agenda: Motion by Briolat supported by Bailey to approve the Agenda. Voice vote passes unanimously. Motion carries.

6 Department Reports:

a) Fire Department Harrington stated he has applied for reimbursement of funds spent on new radios.to the @ cost of \$42,000.00. He also, stated he applied for a grant for an exhaust system for the fire vehicles running inside the fire station.

b) Building Department: Briolat stated as reported.

c) Water Department: Brandon stated that the bids for replacing the PRV (valves) has been received and given to BMJ to make a recommendation.

d) Library: Minnie stated that a new lead leader has been assigned to our library. Her name is Audrey.

Motion by Appel supported by Bailey to close Public Hearing/ regular meeting and go into closed session at 7:20p.m. Voice vote passes unanimously.

Motion made by Appel supported by Bailey to leave closed session and return to Public Hearing/regular meeting at 7:28 p.m. Voice vote passes unanimously.

7.. Unfinished Business: 1) Approval of Assessor hourly wage increase, effective March 1,2024 from \$16.00 to \$17.50 per parcel. Motion made by Bailey supported by Minnie to increase Assessor's per parcel rate to \$17.50 per parcel. Roll call Vote. Ayes Bailey, Minnie, Janks, Briolat, and Appel. Nays; None. Motion carries.

8.. New Business: a) Approval of Proposed 2024/2025 Budget. Motion by Briolat supported by Minnie to approve 2024/2025 Budget as written. Roll call vote: Ayes: Briolat, Minnie, Janks, Bailey, and Appel. Nays; None. Motion Carries

b) Approve Resolution # 2024-03-18-0 Request Fisher Road bridge be replaced. Requested through St. Clair County Road Commission. Motion by Briolat supported by Minnie to approve Resolution #2024-03-18-0 as written. Roll call vote; Ayes; Briolat, Minnie, Janks, Bailey, and Appel. Nays: None. Motion carries.

c) Approve Resolution #2024-03-18-1 Increase water rate by\$ 0.20 per hundred cubic feet, as GLWA raised our rates accordingly. Motion by Janks supported by Appel to approve Resolution #2024-03-18-1, effective June 1, 2024. Roll call vote; Ayes: Janks, Appel, Minnie, Briolat, and Bailey. Nays; None. Motion carries.

d) Approve Resolution #2024-03-18-2 Township General Appropriations Act for fiscal year April 1, 2024 through March 31, 2025. Motion by Bailey supported by Briolat to approve Resolution # 2024-03-18- 2. Roll Call Vote: Ayes; Bailey, Briolat, Janks, Minnie

e) Approve Supervisor Appel to sign contract with Verizon for communications tower. Motion by Bailey supported by Appel to approve signing of contract with Verizon by supervisor Appel. Roll call Vote; Ayes; Bailey, Appel, Minnie. Nays: Briolat, and Janks. Motion carries.

f) Award contract for PRV replacement, in Burtchville Townships Valve pit. Motion by Briolat supported Minnie to accept the bid from Raymond Excavating for \$38,255.00 to replace the PRV. Roll call vote; Ayes; Briolat, Minnie, Janks, Bailey, and Appel. Nays: None. Motion carries.

g) Award the 2024 season lawn care contract. Motion by Briolat supported by Appel to award the 2024 Lawn care contract to Lighthouse Lawn Care. Roll call vote Ayes; Briolat, Minnie, Janks, Minnie, and Bailey. Nays; None. Motion carries.

9. Supervisor's Report: Already discussed

10. Clerk's Report: Changing water bills to postcard style. Motion by Briolat supported by Appel to use postcard style for water bills. Roll call vote, Ayes; Briolat, Appel Janks, Bailey, and Minnie Nays: None. Motion carries.

11. Treasurer's Report: a) Briolat stated that the ladies in the office would like to go to direct deposit for Payroll checks. Motion by Minnie supported Janks to allow any employees to go to direct deposit. Roll call vote; Ayes; Minnie, Janks, Briolat,

Bailey, and Appel. Nays; None. Motion carries. B) Briolat stated that Heather would be off the 25th and 26th of March. So is asking to do payroll the 21th of March. Board agreed.

Motion by Appel supported by Bailey to close Regular meeting and go in to executive session at 8:05 p. m. Voice vote passes unanimously.

Motion by Appel supported by Bailey to close executive session and return to regular meeting at 8:11 p.m. Voice vote passes unanimously.

Briolat stated that Jessica is up for her yearly review. He would like to increase her pay by \$1.00 per hour as she earns her pay and is a valued employee. Motion by Appel supported by Janks to increase Jessica pay by \$1.00 per hour effective April 8th

12. Trustees Report a) Minnie; Our library now has a new Lead named Audrey.
b) Janks: that the flag is caught again at the top of the flag pole.

13. Extended Public Comment:

14. Motion by Janks supported by Minnie to adjourn. Voice Vote passes unanimously.

15. Meeting adjourned at 8:17 p.m.

Robert C Bailey, Clerk

Date