

Minutes of a Regular Meeting
April 21, 2018
VILLAGE OF BRITTON
COUNCIL MEETING
120 College Avenue, Britton, Michigan 49229

1. CALL MEETING TO ORDER

President Frazier called the meeting to order at 9:29 Am. A quorum was present.

2. PLEDGE OF ALLEGIANCE

Led by President Frazier.

3. ROLL CALL

Members Present: Cline, Frazier, Bower, Smith, C. McCrate, D. McCrate, Tiede

Members Absent:

Others Present: Thomas, Frayer

Others Absent: Escott

4. GUESTS/PUBLIC COMMENT - NONE

5. CONSENT AGENDA

5.1 Approval of minutes from March 17, 2018 Regular Meeting and March 29, 2018 Special Meeting

5.2 Bills & Transfers

5.3 DPW Report

- Paving to begin Monday on the RR tracks (no rubber will be used)
- MDOT permit process and Norfolk Southern signage are not working well – many complaints and a lot of damage. The RR will help with the repairs. Camera is the possible solution next time

5.4 Clerk's Report

- Training is completed – feeling comfortable with payables and payroll, and water
- Working on organizing the office
- Fundbalance is moved to the new tower, training arrangements have been made.
- Hoping 30 days and have Fundbalance completely reliable and usable

5.5 Treasurer's Report

- No report

5.6 Planning Commission Report

- No report

5.7 Committee Reports

- Budget Meeting on 04/12/2018 to finalize proposed budget
- Personnel Meeting on 04/20/2018 DPW handbook and clerk hours. New hours approved
- Finance Meeting on 04/26/2018

5.8 Additions/Deletions to the Agenda

Moved by Trustee D. Cline, seconded by Trustee C. Bower., to approve the consent agenda.

MOTION CARRIED

6. UNFINISHED BUSINESS

6.1 Monthly Budget Discussion

- Proposed budget submitted
- Scheduled training for Fundbalance with Denise and Yvonne, expectations are to have total Fundbalance control 30 – 45 days
- Wanting a better visual

6.2 Water Meters

- 30 Meters yet to install, there is a software issue with the E series we are using

6.3 Well Head Protection Update

- No report

6.4 BPRB

- Fields have been worked, Porta Johns orders, stone. Several have contributed. Who is schoolboard member to committee? Sharon Smith is village rep.

6.5 Planning Commission Vacancy

- Vacancies remain open no one has volunteered, it is difficult to find someone, possible Jim Frayer.

6.6 Newsletter

- Ready to go, one addition regarding when brush pick up begins.

6.7 Auditors accounting conversion

- Seeking new auditor candidate firm, RFP prepared to be sent 03/19/2018. No response from the Monroe firm – D. McCrate will follow up with a phone call Monday.

6.8 Review Village/Township Building Agreement

- The agreement was a gentleman’s agreement. \$1/annual and is successive. 99 years then 99 years again.
- Village can change, remodel or make necessary changes, however must pay for them

7. NEW BUSINESS

7.1 DPW vehicle past useful

- No research done as of yet – est \$40-45,000.
- Still have a grant for Chassis on a dump (covers about \$80,000) need to research salt box spreader
- Considering lease options on vehicles
- Need is a ¾ ton pickup with basics at least

7.2 Committee Assignments

Fiscal Year March 1, 2018 – Feb 28, 2019

Finance	Chair – Richard	Sharon, Dave
Personnel	Chair – Richard	Donna Charlene
Park & Rec	Chair – Sharon	Brian, Charlene
Water	Chair- Dave	Richard, Donna
Ordinance	Chair - Charlene	Donne, Carl
Street	Chair – Dave	Carl, Brian
Building	Chair- Sharon	Donna, Brian

7.3 Surplus balance on Construction Loan

Discussion on the loan included concerns regarding what effect using this money on the loan would have. Roll call vote had all approval the payment back to the loan. Richard will verify with BJ. The money will be put on the loan and the expectation is the loan payment will never change the payment will shorten the life of the loan.

7.4 HSA Accounts for DPW Employees

Moved by D. McCrate, support by B. Tiede to adopt self-managed HSA program administered through First Federal Bank of The Midwest to replace previous HRA program.

MOTION CARRIED

Amended : Adopt self-managed HSA program that would make an annual contribution by the village to eligible employees bank of choice for a self managed Health Savings Plan. This replaces the previous HRA. Moved by D. McCrate, support by B. Tiede.

8. DISCUSSION

- Headlee Act – how does that roll back affect us? Will need to be researched.
- Clerk hours could further change possible duty changes to include researching and writing grants.
- Letter to the railroad regarding how this repair was handled

9. COMMUNICATIONS

- None

10. ADJOURNMENT

Meeting adjourned at 11:05 AM.

Minutes prepared by Y.Thomas