

# CHARTER TOWNSHIP OF BROWNSTOWN REGULAR TOWNSHIP BOARD MEETING OF AUGUST 17, 2020

The Charter Township of Brownstown regular meeting of the Board of Trustees was held in the Township Hall, 21313 Telegraph Road on Monday, August 17, 2020.

The meeting was called to order by Clerk Peters at 7:00 p.m. and began with the Pledge of Allegiance.

PRESENT: Clerk Peters, Treasurer Eberth, and Trustees: Allen, Brinker, Killian, and Walters. Also in attendance were Police Chief Watson, Fire Chief Drouillard, and Township Attorney Foley.

ABSENT AND EXCUSED: Supervisor Linko.

Clerk Peters called for a moment of silence for the passing of Leonard Mannausa, who was a longtime active resident of Brownstown.

Appointed Trustee Brinker as temporary chair. All present voted aye.

Approved the regular board meeting minutes of July 20, 2020. All present voted aye.

Approved the agenda of August 17, 2020 as submitted. All present voted aye.

Public Forum was held at 7:04 p.m. There was no public comment.

1. Approved to appoint Brodrick (Roger) Jones to the Planning Commission to fill the vacancy of Danielle Browning, effective starting August 21st, 2020 through December 21, 2022. All present voted aye.
2. Approved approve the notice of publication and to schedule a public hearing for Special Assessment Districts for Monday, September 21, 2020. The public hearing will take place at Township Hall. All present voted aye.
3. Approved to advertise and hire a part-time Housing/ Zoning Officer in the Building Department to fill a vacancy created from an unexpected leave of absence of a full-time Housing/ Zoning Officer. This position will work a maximum of 27 hours per week on a temporary basis at a rate of \$22.00 per hour and will not be eligible for benefits. Funds are available in the 2020 budget, account number 101.371.707.000. All present voted aye.
4. Human Resources: Approved an amendment to the Personal Service Contract of Chief of Police, Jeff Watson. This amendment provides a pay-out of his remaining vacation hours earned in his previous role as Deputy Chief of Police and offers a clarification of his annual vacation leave as Chief of Police with its' renewal each subsequent August 1st. This amendment also clarifies the pro-ration of sick pay-out at the end of the calendar year for 2020. All present voted aye.
5. Police: Approved to promote Officer Bryan Wheeler to the position of Sergeant to fill a vacant command officer position which was created by the retirement of Chief Robert Matthews. A presentation was held by Police Chief Jeff Watson to promote Officer Bryan Wheeler to Rank of Sergeant. Funds are available in the 2020 budget. All present voted aye.
6. Police: Approved to hire three (3) full-time police officer candidates to fill two vacant police officer positions from recent retirements and one pending retirement in September. It has been requested to hire Camille Glidden, Darius Vickers, and Omar Ali contingent upon successfully completing the required psychological and medical exams. An introduction presentation was held for the new police officers Camille Glidden, Darius Vickers, and Omar Ali by Police Chief Jeff Watson, and the Oath of Office was administered by Clerk Peters. Funds are available in the 2020 budget for these positions. All present voted aye.
7. Police: Approved to begin the promotional process to fill an anticipated position of Police Lieutenant due to the recent retirement of Chief Robert Matthews and other expected promotions. The police department does not currently have a list of eligible candidates so by beginning the process it will establish the eligibility list for future promotions. The process will consist of a written test by EMPCO at a cost of \$550.00 per eligible candidate. This eligibility list will be valid for one year. Funds are available in the 2020 police operations budget. All present voted aye.
8. Approved to purchase the BS&A Purchase Order Module program at a cost of \$15,135.00. Funds are available in the 2020 accounting budget. This would allow for full integration of the General Ledger program with a more up to date available budget balance and accountability for spending. All present voted aye.
9. Approved the Clerk's report which consisted of disbursements and the AT&T annual video report from July 31, 2020. The disbursements are from the meeting of August 3, 2020, which was cancelled due to the election, and for the meeting of August 17, 2020. The AT&T annual video report from July 31, 2020 is in regards to its deployment progress. All present voting aye.
10. Approved the General Fund Disbursements from the meeting of August 3, 2020, which was cancelled due to the election, in the amount of \$991,075.39. Roll call vote: Walters, aye; Peters, aye; Allen, aye; Eberth, aye; Killian, aye; and Brinker, aye. Absent: Linko. Motion carried.
11. Approved the General Fund Disbursements from the meeting of August 17, 2020 in the amount of \$1,227,658.81. Roll call vote: Killian, aye; Allen, aye; Eberth, aye; Peters, aye; Walters, aye; and Brinker, aye. Absent: Linko. Motion carried.
12. Approved the Treasurer's report which consisted of the Treasurer's Investment Report for June 2020 and July 2020. All present voted aye.
13. Approved the special land use request for an outdoor storage lot for the property known as 19380 Allen Road. This is a recommendation from the Planning Commission contingent upon the following conditions: size being limited to 150 foot by 150 foot size which is the same as the existing gravel area, all stored boats, recreational vehicles or trailers must be in operable condition, and the existing vegetation shall remain at the perimeter of the storage area. Roll call vote: Walters, aye; Brinker, nay; Allen, aye; Eberth, aye; Killian, aye; and Peters, aye. Absent: Linko. Motion carried.
14. Approved the Community Services report which consisted of the Downtown Development Authority Meeting Minutes of June 18, 2020, the Zoning Board of Appeals Meeting Minutes of February 20, 2020, the Building Department July 2020 Month End Report, the Zoning Enforcement Log from July 2020, and the Planning Commission Meeting Minutes of July 13, 2020. All present voted aye.
15. Recreation: No report submitted.
16. Approved the general ledger account correction of approved Item F1 Waive Bid for Ballistic Glass at Township Hall from the meeting of July 20, 2020. The incorrect account number 235.102.977.191, equipment elections should be amended to 235.102.977.265, equipment for building and grounds. The bid process was waived and awarded the work for ballistic glass work to Leigh's Glass of Taylor at a cost of \$71,525.98. Funds are available for this request in the 2020 budget. All present voted aye.
17. Approved Budget Amendment 2020-02 to the Animal Control Building Maintenance Fund 101.430.932.000 and the General Fund 101.030.390.000. The budget line increase for the Animal Control Building Maintenance Fund is \$17,302.08 to be taken from the General Fund. This budget amendment accounts for the balance of revenues that were received from a donated trust in 2019 that were specifically required to be utilized for animal shelter improvements. Roll call vote: Killian, aye; Allen, aye; Walters, aye; Eberth, aye; Peters, aye; and Brinker, aye. Absent: Linko. Motion carried.
18. Adjourned the regular Township board meeting at 7:31 p.m. All present voted aye.

**Brian C. Peters, Clerk**  
**Charter Township of Brownstown**