

**Minutes of a Regular Meeting
December 15, 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 9:30a.m. A quorum was present.

2. PLEDGE OF ALLEGIANCE

Led by President Frazier.

3. ROLL CALL

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

Others Present: Thomas, Frayer, Escott

4. GUESTS/PUBLIC COMMENT - Phibie Longnecker – new council member

5. CONSENT AGENDA

5.1 Approval of minutes from November 15, 2018 Regular Meeting

Correction: \$10,945.41 to accounts, motion correction made on the second page

5.2 Bills & Transfers

5.3 DPW Report

- ✓ Consumers project is finished. They will return in the spring for grass replanting
- ✓ We will invoice for the sand and limestone Monday
- ✓ 3 more meters have been completed

5.4 Clerk's Report

- ✓ New water billing went out beginning of December
- ✓ USDA report was filed
- ✓ Treasurer Escott and I have agreed upon a month closing procedure in the future.
- ✓ We have begun the direct deposit for payroll
- ✓ There is still a back log.
- ✓ Audit to be scheduled for April or May

5.5 Treasurer's Report

- ✓ Account balances provided. Balances include transfers through August. Water is still a concern.
- ✓ Tax bills are out due at end of January
- ✓ All bank reconciliations are current

5.6 Planning Commission Report

5.7 Committee Reports

Committees status quo until January 2019

5.8 Additions/Deletions to the Agenda

136 Wells
Calendar

**Motion: Accept the consent docket Trustee D. Cline supported by Trustee Tiede all in favor Motion Carried
Motion amended to accept the consent docket with the corrections stated made by Trustee Cline supported
by Trustee Tiede. All in favor. Motion carried.**

6. UNFINISHED BUSINESS

6.1 Direct Deposit – working well, Sue W. cleaning should be paid via bank deposit

6.2 Council Member Seats (old and new) Phebie Longnecker has been recommended as a new council Member and is willing to accept the position. K.Rafalko has been recommended and that seat will be considered at a later date. Longnecker will be sworn in January.

Motion: Motion made to appoint Phibie Longnecker to the Village council made by Trustee Cline supported by Trustee C. McCrate. All in favor. Motion Carried

6.3 Wage increases

The personnel committee is recommending a \$1.00/hr raise for Clerk Thomas and a \$250.00/year raise for Treasurer Escott.

Motion: Motion to increase the clerk by \$1.00/hr and the Treasurer by \$250.00/annual with a bi-annual review by Trustee D.McCrate. Supported by Trustee Tiede. Motion carried.

6.4 Letter from Britton Deerfield BPRB – school bookkeeper has indicated the Village of Britton is one year behind in their contributions. The BPRB will meet and review.

6.5 Electronic Bank Pay – we will begin where able to pay online. Payments to be made on the vendor side monthly.

7. NEW BUSINESS

7.1 Christmas Bonus

Motion: Motion to give a Christmas Bonus in the amount of \$200 Employee Frayer, Irwin and Clerk Thomas , Employee Lemley \$100.00 made by Trustee C. McCrate supported by Trustee Bower all in favor. Motion Carried.

These should be made payable at the next pay date. These need to be made as a payroll check.

7.2 Transfers –**Motion: Motion to transfer \$15,000 from the tax account to local streets made by Trustee Smith supported by Trustee Tiede all in favor. Motion Carried**

A short term loan is recommended and moving forward review the water charges and the water expenditures.

7.3 MML Training – Thomas, Tiede will attend Blissfield

7.4 Reports

7.5 Budget Report – Clerk Thomas will train to input to FundBalance

7.6 Student Representatives – 3 high school students will begin attending and participating in January

7.7 136 Wells – send a letter regarding meter change. The letter gives them 10 days to respond to be send via Certified mail.

7.8 Calendar – Usual 3rd Saturday for all meetings except the April and December meetings will be held the second Saturday due to holidays.

Motion: Motion to accept the 2019/2020 village council meeting calendar made by Trustee Cline supported by Trustee c. McCrate all in favor. Motion Carried.

8. DISCUSSION

Motion: Motion to accept the 2018/2019 police contract made by Trustee D. McCrate supported by Trustee Bower all in favor. Motion Carried.

January 4 a meeting will be held, as a revitalization effort for Southern Michigan. Trustees C. McCrate and D. McCrate will attend this meeting.

Citizens would like to see a Christmas Parade, a Farmers Market, there has been a sidewalk complaint. The Planning Commission will be looking for members and confirmation of membership.

9. COMMUNICATIONS

10. ADJOURNMENT

Meeting adjourned at 11:25 AM.

Minutes prepared by Y.Thomas