



Brighton City Council Meeting

200 N First St • City Hall Council Chambers • Brighton, Michigan 48116
(810) 227-1911 • www.brightoncity.org

December 7, 2023 – 6:30 p.m.

AGENDA

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Consider approval of the agenda
5. Consider approval of consent agenda items

Consent Agenda Items

- a. Approval of Minutes: [regular biennial election meeting of November 13, 2023](#)
- b. Approval of Minutes: [special meeting of November 16, 2023](#)
- c. Approval of Minutes: [regular meeting of November 16, 2023](#)
- d. [Approval of the agreement with Brighton Area Schools to collect their non-principal residence operating property taxes on the city's summer 2024 tax bills](#)
- e. [Approval of the agreement with Livingston Educational Services Agency to collect operating property taxes on the city's summer 2024 tax bills](#)
- f. [Approval of Traffic Control Order #182](#)

Correspondence

6. Call to the public
7. Staff updates
8. Updates from Councilmember liaisons to various boards and commissions

DISCUSSION

9. MDOT project bridge and signage aesthetics

New Business

10. Consider scheduling special meetings for December 11, 2023
11. [Consider approval of the purchase of a Multi-Hog vehicle and attachments from Brown Equipment Company in the amount of \\$170,890](#)
12. [Consider approval of Resolution #2023-20, City Council 2024 Meeting Schedule](#)
13. [Consider approval of Resolution #2023-21, Reconfiguration and Consolidation of Precincts](#)
14. [Consider approval of Resolution #2023-22, Veritas Vineyard LLC, d/b/a Grand River Brewer located at 201 W. Main Street, Brighton MI 48116](#)
15. [Consider appointment to various boards and commissions – Board of Review and Election Commission](#)
16. [Consider approval to award the bid to Adams Well Drilling for plugging and abandonment of the two wells at the Pierce Street Water Plant in an amount not to exceed \\$13,340](#)
17. Consider entering into closed session to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, being Rohrkemper v 1023 Holdings, LLC et al, because an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body pursuant to MCL 15.268(1)(e) of the Open Meetings Act

Other Business

18. Call to the public

19. Adjournment



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Biennial Election Meeting November 13, 2023 - 8:00 P.M.

1. Call to Order

Mayor Tobbe called the biennial election meeting to order at 8:00 p.m.

2. Pledge of Allegiance

3. Roll Call

Members present were Mayor Tobbe, Mayor Pro Tem Bohn, Councilmembers Albert, Emaus, Gardner, Gipson, and Pettengill.

Staff present: City Manager Gomolka, City Clerk Brown, Chief Brent Pirochta, and Attorney Sarah Gabis.

4. Approval of the agenda

Motion by Councilmember Pettengill, seconded by Councilmember Gipson to add a discussion of a special meeting as item 10a. The motion carried, 7-0.

Motion by Councilmember Emaus, seconded by Councilmember Gipson to approve the amended agenda. The motion carried, 7-0.

5. Call to the Public

Mayor Tobbe opened the call to the public at 8:03 p.m. Hearing and seeing no comment, the call to the public was closed.

6. State of the City

Mayor Tobbe gave the State of the City address, see attached.

7. Mayoral Proclamation

Mayor Tobbe presented a Mayoral Proclamation to Jon Emaus for his dedication and service to the City of Brighton.

8. Oaths of Office of New/Re-Elected Council Members

Clerk Brown administered oaths of office to newly and re-elected Councilmembers Bohn, Gardner, Gipson, and Schmenk.

9. Nomination and Election of Mayor

Manager Gomolka asked for nominations for Mayor. Councilmember Gipson nominated Kristoffer Tobbe for Mayor.

There being no further nominations, ballots were distributed and voted.

The result was a unanimous vote for Kristoffer Tobbe.

Clerk Brown administered the oath of office to Mayor Tobbe.

10. Nomination and Election of Mayor Pro Tem

Mayor Tobbe assumed the Chair of the meeting and asked for nominations for Mayor Pro Tem. Councilmember Pettengill nominated James Bohn

There being no further nominations, ballots were distributed and voted.

The result was a unanimous vote for James Bohn for Mayor Pro Tem. Clerk Brown administered the oath of office to Mayor Pro Tem Bohn.

10a. Special Meeting

City Council discussed the need to hold a special meeting prior to the November 16, 2023, meeting to tour the sidewalks in the downtown area.

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to hold a special meeting on November 16, 2023, beginning at 5:00 p.m. for a tour of the downtown sidewalks. **The motion carried, 7-0.**

11. Boards and commissions liaison appointment discussion

Mayor Tobbe asked that all Councilmembers contact him directly to discuss their current positions on various boards and commissions. Mayor Tobbe will present final recommendations to City Council after discussions with Councilmembers.

12. Call to the Public

Mayor Tobbe opened the call to the public at 8:53 p.m. Hearing and seeing no comment, the call to the public was closed.

13. Adjournment

Motion by Councilmember Albert, seconded by Councilmember Gipson to adjourn the meeting at 8:54 p.m. **The motion carried, 7-0.**

2023 State of the City of Brighton Address

Prepared by Councilmember & Mayor Kristoffer Tobbe

- **Council Members, City Staff, Residents and fellow members of our Greater Brighton Community.**
- **Today, I am here to report on the State of our Beloved City of Brighton.**

- **But before I do, I would be remiss if I did not take the time to thank all those who have helped our community, our city council members and our staff to get to this wonderful place we call the City of Brighton.**

- **I would like to thank my wife Courtney, our daughters, Gabriella, Gwen, Genevieve, & Gillan My Father James, Stepmother Jamie and my in laws Diana & Jim for the support structure to keep me and our family going.**
- **I would also like to thank Kate & Larry Lawrence along with the Great Mo and so many others on this special occasion.**
- **I would also like to express an enormous amount of appreciation and thanks to our City Staff**
- **Council Members moment of Thanks**
 - **Mayor Pro Tem Jim Bohn**
 - **Council Member Renee Pettengill**
 - **Council Member Susan Gardner**
 - **Council Member Jon Emaus**
 - **Council Member Bill Albert**
 - **Council Member Paul Gipson**
 - **City Staff**

- **We all owe a great deal to all of you Thank you.**

- **I am reminded a great slogan we have in our community "Brighton builds Community and Community Builds Brighton."**

- **This slogan is emblematic of who we are as a community, and what we do for our community & it is forever driving us into a future that is unknown, but we always have the best of intent as we go forward into whatever the future may have in store for the City of Brighton.**

- **While preparing for this address I took time to go through the Brighton community history book.**

- **I look at where we started with humble origins of homesteads & farms, then a mill was built, and our community changed.**

- **After the mill came stores, a main street, small boarding rooms and a hotel and our community changed.**
- **A railroad, more homes and families, a school for the children, Brighton grew, prospered and our community changed.**
- **Brighton became known for its many lakes, City folks bought land and created vacation cottages and fond memories of Brighton, and our community changed.**
- **Over the years more people visited and learned to love Brighton. In the late 1960's many more people came to Brighton to live from the cities, Brighton grew and prospered, and our community changed.**
- **Today, our community is still growing and changing, as it will continue to do so for many years to come. People love Brighton, not just for the lakes, rivers and stores but it is the people in the community that truly make our community great, it is our City Staff, starting with the City Manager Gretchen, Our Police, Water, wastewater, Streets, Human resources, Finance, Community Development Departments our City staff go above and beyond expectations consistently and I can only hope that each and every one of them know how important they are to Brighton.**
- **Just this past Saturday Shane from our DPW team took the extra effort to blow all the leaves out of the Amp plaza for the Veterans Day celebration. Making the ole Sgt 1st class a very happy fellow.**
- **It is the fact that people from Brighton will still stop to say hi or welcome new visitors, that is the secret to the success of Brighton.**
- **So, Ladies and gentlemen, citizens of our beloved community I sit before you today as an equally elected member of our City Council and as the Mayor of our City of Brighton, to provide a comprehensive update on the state of our beloved city, highlighting the remarkable progress and achievements that have shaped our collective journey.**
- **From the emergence of innovative initiatives to the steady growth of our local businesses, the following are key points that underscore the dynamic and thriving nature of the City of Brighton.**
- **This journey has not been without some discomfort along the way.**

- **But the truth is, that Businesses continues to Flourish in Brighton:**
 - We have welcomed a plethora of new businesses, including Sidecar Slider Bar, 120 West, Brass & Oak, Coast on Main, Captains on Main, Coral Sash, Forest and Fillies, Jezebels, Canopy Lounge, Label Kitchen & Bar, Acapulco grill, Casa Tequilla, DogWatch, Grace and Wimsey, Full Circle Brews and Wall Flowers Mercantile– all a testament to our city's economic resilience of being in the City of Brighton.

- **Public Safety is still a Prioritization:**
 - Our Voters Successfully renewed and increased the Police Millage to bolster our commitment to public safety and our officers on watch.
 - this police millage will fund & equip the police department with much needed safety equipment and capital resources like police cruisers.

- **Community Engagement continues to be a core element in building our community.**
 - The Launch of the New My Brighton MI app, fostering enhanced connectivity and engagement among residents.
 - Ongoing support for local Boy and Eagle Scouts along with other outstanding civic groups like the Historical Society, the Art Guild, Rotary Clubs, Masons and Optimists clubs just to name a few continue to focus on our community and we regularly recognize their achievements.
 - Engaging in the New Plow Truck naming contest and the expanded Social District, fostering community spirit.
 - Thank you, Clerk Tara Brown, We truly appreciate all, that you do.
 -

- **We continue to govern with Efficient and Proactive Governance:**
 - with the adoption of budgets prioritizing the reduction of outstanding liabilities, including pension funding and essential infrastructure.
 - Restructuring of City Council meetings and incorporation of new ideas from staff and citizens, facilitating comprehensive discussions that shape our community.
 - Successful negotiation of union contracts, demonstrating fiscal responsibility.
 - Establishment of a new process for appointments to various boards and commissions, ensuring diversity and best possible expertise.
 - Thank you Council Member Albert
 - Seamless transition to a new IT provider, ensuring streamlined technological support.
 - Adoption of new Vision and Goals, guiding our city towards a future of sustainable growth.
 - Introduction of new and revised ordinances and policies, including Banner Policy, Sign Ordinance, Leaf Burning, Transit Ordinance, Zoning Ordinance amendments, and Raise the Age – Police ordinance.
- **Infrastructure Enhancements continue to be made in big ways:**
 - With the Replacement of a tornado siren, enhancing our emergency preparedness.
 - The reconditioning of both Water Towers, prolonging their lifespans.
 - Implementation of the Sidewalk Gap Program and Annual Sidewalk Maintenance, ensuring the safety and aesthetics of our public spaces.
 - Significant progress in the Streetscape project, encompassing a bond issue, watermain upgrades, Thank you Tim, Pam, Jon Mike, Robbie, Marcel & DDA Board
 - The streetscape project was complimented by an unprecedented and a strong collaborative effort between city staff and local merchants, **exemplified by initiatives like Believe in Brighton, a Fashion Show, and combined sales events.**
 - **These combined efforts helped to support and assist our Brighton merchants during Streetscape challenges, helping to fostering a sense of community resilience.**
 - Thank you, Gretchen, Ken, Todd, Mark, Barb, Nick, Lindsay, and the many others believe in Brighton merchants, staff and participants, you made

something meaningful, historical and impactful and helped many navigate a difficult time.

- **Capital Enhancements:**

- Including but not limited to:
- Summit Booster Station, The Brighton Coves Lift Station, the Brighton Coves Sanitary Sewer Force Main, Improving the Aesthetics of the Nelson Booster Station, Sewer Lining, Crack sealing and parking lot resurfacing, the
- New DPS Storage Building, Vacuum Street Sweeper, Salt/Dump Truck, Claricone Clarifiers and Flow Meters– Wastewater Plant repairs reconditioning and replacements, Sidewalk Gap Program Flint, Williamsen, Completed Wastewater Treatment Plant Evaluation
- Extensive road work on
 - Rickett Road
 - Grand River Mill and Fill
 - Northwest Neighborhoods
 - Main Street
- Police Capital Equipment
 - Vehicles, cameras, equipment, etc.
- Grant Awards
 - Utilization of \$805,000 for critical upgrades in the Water and Sewer system, addressing vital needs.
 - Awarded Tap Grant for sidewalks at Flint, Williamsen in the amount of \$329K.
 - DWAM Grant (Drinking Water Asset Management Grant) \$218,564

- **Personnel Additions:**

- Onboarding of new council members (Albert, Gipson & Council Member elect Schmenk), a City Manager Gretchen Gomolka, Police Chief Brent Pirochta, and Finance Director Elizabeth Gaines, for strengthening our administrative team and the many other new team members we welcome to the City of Brighton

- **Legal Transition:**

- A Transition to a new law firm, Bodman PLC, with City Attorney Sarah Gabis, ensuring legal expertise and guidance.

- Thank you, Sara, for your strong attention to all City Legal matters we know you have Brighton in your heart.

- **Civic Events:**
 - Hosted a full slate of events in 2022, including children's series at AMP, with additional highlights in 2023, such as Street Warming and Full Harvest Moon parties.
- **City Expansion & developments like the:**
 - Exciting new Vistas at Uptown Development (DTN by Meijer), Conely Square, Springhill, Lindbom, and renovations of existing homes, contributing to the city's growth and vitality.
 - Adoption of a Brownfield at Lindbom, marking a significant step toward revitalizing a vacant building that had seen graffiti and trespassing.
- In conclusion, the state of our city is robust, dynamic, and poised for continued success. We have a strong fiscally responsible budget and plan to continue that trend well into the future.
- Together, we have overcome challenges, celebrated victories, and embraced a future defined by progress and unity. Let us forge ahead, inspired by the resilience and spirit that define Brighton.
- **As the Mayor of the City of Brighton, I can say this one thing for certain, that while our community may continue to evolve and change over time,**
- **I pray to the Almighty that this one thing stays the same.**
- **Brighton Builds Community and the Community will continue to Build Brighton.**
- **I Thank you all for this time to present the state of the City of Brighton Michigan on this 13th day of November 2023.**



Brighton City Council Meeting

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MINUTES OF THE SPECIAL MEETING OF THE BRIGHTON CITY COUNCIL HELD ON NOVEMBER 16, 2023

1. Call to order

Mayor Tobbe called the meeting to order at 5:00 p.m.

2. Pledge of Allegiance

3. Roll call

Present were Mayor Tobbe, Mayor Pro Tem Bohn, Councilmembers: Albert, Gardner, Gipson, and Schmenk. Councilmember Renee Pettengill was absent at roll call.

Staff Present: City Manager Gretchen Gomolka, City Clerk Tara Brown, Community Development Manager Mike Caruso, Chief Brent Pirochta, Management Assistants Samantha Gardiner and Joe Gaikema.

Motion by Councilmember Gardner, seconded by Councilmember Gipson to excuse Councilmember Pettengill for personal reasons. The motion carried, 6-0.

4. Consider approval of the agenda

Motion by Councilmember Gardner, seconded by Councilmember Albert to approve the agenda as presented. The motion carried, 6-0.

5. Call to the public

Mayor Tobbe opened the call to the public at 5:02 p.m. Hearing and seeing no comment, the call to the public was closed.

6. Walking tour of the downtown sidewalks

Councilmember Renee Pettengill arrived at 5:23 p.m.

Community Development Manager Caruso provided a brief overview of and reasoning behind the downtown sidewalk tour and asked that City Council pay close attention to walking width of the downtown sidewalks. The tour began near Bourbon's and continued down through Main Street to Grand River and then back to City Hall.

7. Call to the public

Mayor Tobbe opened the call to the public at 5:57 p.m.

Susan Bakhaus spoke regarding the downtown streetscape as it relates to leader dogs for the blind.

Hearing and seeing no comment, the call to the public was closed at 5:59 p.m.

8. Adjournment

Motion by Councilmember Gipson, seconded by Councilmember Pettengill to adjourn the meeting at 6:00 p.m. The motion carried (7-0).



Brighton City Council Meeting

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MINUTES OF THE REGULAR MEETING OF THE BRIGHTON CITY COUNCIL HELD ON NOVEMBER 16, 2023

1. Call to order

Mayor Tobbe called the meeting to order at 6:30 p.m.

2. Pledge of Allegiance

3. Roll call

Present were Mayor Tobbe, Mayor Pro Tem Bohn, Councilmembers: Albert, Gardner, Gipson, Pettengill, and Schmenk.

Staff Present: City Manager Gretchen Gomolka, City Clerk Tara Brown, DPS Director Marcel Goch, Deputy DPS Director Corey Brooks, Superintendent Josh Bradley, Community Development Manager Mike Caruso, Chief Brent Pirochta, Management Assistants Samantha Gardiner and Joe Gaikema, and Attorney Sarah Gabis.

Motion by Councilmember Gipson, seconded by Councilmember Gardner to switch items 9 and 10. The motion carried, 7-0.

4. Consider approval of the agenda

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to approve the agenda as amended. The motion carried, 7-0

5. Consider approval of consent agenda items

Consent Agenda Items

- a. Approval of Minutes: regular meeting of November 2, 2023
- b. Acceptance of the quarterly financial statement
- c. Acceptance of the quarterly investment statement

Correspondence

6. Call to the public

Mayor Tobbe opened the call to the public at 6:33 p.m. Hearing and seeing no comment, the call to the public was closed.

7. Staff updates

Chief Pirochta thanked the community for their support of the recent Public Safety Millage.

Director Goch stated that 4th and Walnut Streets will reopen for traffic on November 17, 2023.

City Manager Gomolka thanked those who donated to the holiday lighting fund to ensure this holiday season will be beautifully lit to showcase the new Downtown Streetscape. The Holiday Glow event will begin at 1:00 p.m. with merchant sales and festivities, the holiday trees will be lit at 5:30 p.m. with a visit by Santa and Mrs. Claus, and conclude at 7:00 p.m.

Manager Gomolka introduced new Management Assistants Samantha Gardiner and Joe Gaikema who individually provided a brief introduction of their work background and credentials.

8. Updates from Councilmember liaisons to various boards and commissions

Mayor Tobbe thanked City Council for selecting him for Mayor to serve for another two years.

Councilmember Schmenk provided a brief introduction about himself and his background.

Councilmember Bohn stated the Planning Commission met and recommended approval of Site Plan 23-07, which is being considered as item 12 on the agenda.

Councilmember Albert noted the Downtown Development Authority will meet on November 21, 2023, to discuss the financial report.

DISCUSSION

9. ~~Boards and commissions liaison appointments~~ City Council meeting day

City Manager Gomolka asked City Council to consider moving City Council meeting dates from the first and third Thursday to the second and fourth Tuesday. Moving the meeting dates will enable City Council to attend many of the civic events downtown that are frequently scheduled for Thursday nights and also allow the City Manager to attend important city manager networking events and conferences that are typically scheduled for Thursday evenings. A proposed boards and commissions meeting notice will be brought back to City Council for approval.

10. ~~City Council meeting day~~ Boards and commissions liaison appointments

Mayor Tobbe recommended that the following appointments be made to various boards and commissions based on discussions with individual Councilmembers.

Brighton Arts and Cultural Commission – Renee Pettengill
Southeast Michigan Council of Governments (SEMCOG) – Kristoffer Tobbe
Huron River Watershed Council (HRWC) – Susan Gardner
Veterans Memorial Committee – Bill Albert
Civic Event Committee – Renee Pettengill
Planning Commission – Jim Bohn as Liaison
Zoning Board of Appeals – Ken Schmenk
Downtown Development Authority - Paul Gipson

Motion by Councilmember Gipson, seconded by Councilmember Gardner to appoint Mayor Pro Tem Bohn as a member of City Council to the Planning Commission. **The motion carried, 7-0.**

Motion by Councilmember Albert, seconded by Councilmember Schmenk to appoint Councilmember Paul Gipson as a member of City Council to the Downtown Development Authority. **The motion carried, 7-0.**

Motion by Councilmember Pettengill, seconded by Councilmember Gardner to appoint Councilmember Ken Schmenk as a member of City Council to the Zoning Board of Appeals. **The motion carried, 7-0.**

11. Sidewalk cafes, flowerpots, benches, etc.

Community Development Manager Caruso stated that discussions during the previous walking tour meeting were helpful to determine the desire of City Council as it pertains to walking distances between sidewalk cafes and various decoration near downtown stores. A recommendation will be brought back for consideration at a future meeting.

New Business

12. Consider approval of site plan 23-07 – 4-unit townhouse development located at 330 N. Second Street

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Schmenk to approve site plan 23-07 as presented. **The motion carried, 5-2. Councilmember Albert and Pettengill voted no.**

Other Business

13. Call to the public

Mayor Tobbe opened the call to the public at 7:49 p.m.

Susan Bakhaus spoke regarding the Brighton Area Fire Authority appointments.

Hearing and seeing no further comment, the call to the public was closed at 7:50 p.m.

14. Adjournment

Motion by Councilmember Gipson, seconded by Councilmember Albert to adjourn the meeting at 7:50 p.m. **The motion carried (7-0).**

Tara Brown, City Clerk



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

DECEMBER 7, 2023

SUBJECT: CONSIDER A REQUEST FROM BRIGHTON AREA SCHOOLS (BAS) TO COLLECT THEIR OPERATING PROPERTY TAXES (NON-PRINCIPAL RESIDENCE) ON THE CITY'S SUMMER 2024 TAX BILLS

ADMINISTRATIVE SUMMARY

- The City has historically collected the operating property taxes for BAS on the City's summer tax bills
- State law requires that the City of Brighton and BAS sign an agreement annually
- State law also allows for the city to charge a fee for the collection of school taxes in the summer to recoup the treasury and assessing costs associated with providing this service. It has been determined and agreed to that \$3.00 per parcel is an acceptable fee for this service
- Of the approximate 3,550 taxable parcels, there are approximately 1,200 non-principal residence parcels (real & personal) in the City, which at \$3.00 per parcel will generate \$3,600 of revenue for the City's General Fund in FY 2024-25, which will be reflected in the Proposed FY 2024-25 Budget

RECOMMENDATION

- It is staff's recommendation to authorize the City Manager and Finance Director to execute the attached request from BAS to collect their non-principal residence operating property taxes on the City's Summer 2024 Tax Bills, per the terms and conditions of the attached contractual agreement between the City and BAS and for the City of Brighton.

Prepared by: Liz Gaines, Finance Director

Reviewed &

Approved by: Gretchen M. Gomolka, City Manager

Attachments: Summer Tax Collection Agreement and LESA Resolutions

November 10, 2023

Treasurer
City of Brighton
200 N First Street
Brighton, MI 48116

Dear Treasurer:

Enclosed is the agreement for collection of summer school property taxes of the Board of Education of Brighton Area Schools, Livingston County, Michigan, whereby the Board, pursuant to statute, has determined to impose a summer property tax levy in 2024 of all annual school district operating property taxes.

The Board of Education requests the City to collect the district's summer school operating property taxes. The district is willing to enter into the same collection expense agreement for 2024, please sign and return the enclosed copy. If the City will not agree to collect the district's summer tax levy, please notify the Board of Education so other arrangements may be made as the district may agree to have the levy collected by the County Treasurer or collect the taxes itself.

Sincerely,



David Jones
Assistant Superintendent of Finance

Enclosures

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this 15th day of November, 2023 by and between Brighton Area Schools, with offices located at 125 S. Church St., Brighton, MI 48116 (hereinafter "School District") and City of Brighton, with offices located at 200 N. 1st St, Brighton MI (hereinafter "City"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the City of a Summer levy of School District property taxes for the year 2024.

The parties agree as follows:

1. The City agrees to collect 100% of the total school non-homestead operating property taxes as certified by the School District for levy on July 1, 2024 on property located within the City. Interest earned on said taxes will be retained by the City.
2. The School District agrees to pay the City costs of assessment and collection as follows:

\$ 3.00 per parcel

It is understood that the tax rate as spread by the City would also reflect the sum of 100% of the taxes of the Livingston Education Service Agency.

3. No later than May 31, 2024, the School District shall certify to the City Manager the school millage to be levied on property for summer collection in 2024.
4. The City Treasurer shall account for and deliver summer school tax collections as follows:
 - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month via electronic transfer (wire transfer, ACH, etc.)

Signature authorized by Board
of Education Resolution of
October 23, 2023

Signature authorized by City
Council Resolution of

SCHOOL DISTRICT



President



Secretary

CITY

City Manager

Finance Director

Annual Summer Tax Resolution

A regular meeting of the board of education of the District (the "Board") was held:

in the BECC board room/Brighton Area Schools, within the boundaries of the District,

on the 23rd day of October, 2023, at 7 o'clock in the P.M. (the "Meeting")

The meeting was called to order by Roger Myers, President.

Present: Members Roger Myers, Bill Trombley, Jennifer Martz, John Conely, Alicia Reid, Angela Krebs and Andy Storm

Absent: Members

The following preamble and resolution were offered by Member Reid and supported by Member Krebs:

WHEREAS, this Board previously adopted a resolution to impose a summer tax levy to collect 100% of annual school property taxes, excluding debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board, pursuant to 1976 PA 451, as amended (the Revised School Code), invokes for 2023 its previously adopted ongoing resolution imposing a summer tax levy of all of annual school property taxes, excluding debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board and requests that each city and/or township in which the District is located collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which the District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2024 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies before January 1, 2024.

3. Pursuant to and in accordance with Section 1613(1) of the Revised School Code, the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCL 380.1611 or MCL 380.1612.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

7 Ayes: Members Roger Myers, Bill Trambly, Jennifer Marks,
John Conely, Alicia Reid, Angela Krebs and Andy Storm
0 Nays: Members

Resolution declared adopted.

yes

Jennifer Marks
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Brighton Area Schools, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

Jennifer Marks
Secretary, Board of Education





City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

DECEMBER 7, 2023

SUBJECT: CONSIDER A REQUEST FROM THE LIVINSTON EDUCATIONAL SERVICE AGENCY (LESA) TO COLLECT ALL OF THEIR OPERATING PROPERTY TAXES ON THE CITY'S SUMMER 2024 TAX BILLS

ADMINISTRATIVE SUMMARY

- The City has historically collected the operating property taxes for LESA on the City's summer tax bills
- State law requires that the City of Brighton and LESA sign an agreement annually
- State law also allows for the City to charge a fee for the collection of school taxes in the summer to recoup the treasury and assessing costs associated with providing this service. It has been determined and agreed to that \$3.00 per parcel is an acceptable fee for this service
- Of the approximate 3,550 taxable parcels, there are approximately 2,350 parcels (real & personal) in the City, which at \$3.00 per parcel will generate \$7,050 of revenue for the City's General Fund in FY 2024-25, which will be reflected in the Proposed FY 2024-25 Budget

RECOMMENDATION

- It is staff's recommendation to authorize the City Manager to execute the attached request from LESA to collect all of their operating property taxes on the City's Summer 2024 Tax Bills, per the terms and conditions of the attached contractual agreement between the City and LESA

Prepared by: Liz Gaines, Finance Director

Reviewed &

Approved by: Gretchen M. Gomolka, City Manager

Attachments: Summer Tax Collection Agreement and LESA Resolutions



Livingston
**EDUCATIONAL
SERVICE** Agency

November 10, 2023

Township/City Treasurer

Dear Treasurer,

Please find enclosed the Summer Tax Collection Agreement for your signature and board approval, if necessary.

Please return the signed agreement as soon as possible, but no later than April 30, 2024. If you have any questions, please do not hesitate to contact me.

Thank you,

A handwritten signature in blue ink, appearing to read "Stephanie L. Weese".

Stephanie L. Weese
Assistant Superintendent of Administrative Services

enc.

Stephanie L. Weese, C.F.O.

Administrative Services • 1425 W. Grand River Avenue • Howell, MI • 517.540.6810 • LivingstonESA.org

SUMMER TAX COLLECTION AGREEMENT


The City of Brighton with offices located at 200 N. First., Brighton, Michigan (the "city") pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the City of a summer levy of Livingston Educational Service Agency, Michigan (the "Agency") property taxes for the year 2024 and hereafter as provided below:

The Agency and the City agree as follows:

1. The City agrees to collect 100% of the total school millage in the summer as certified by the Agency for levy on all taxable property in addition to and not within the K-12 school district summer tax collection, including principal residence and other exempt property not subject to the 18 mill levy within the Brighton Area Schools.
2. All interest and penalties, other than collection fees, that are imposed prior to the date the taxes are returned delinquent and that are attributable to school taxes, shall belong to the Agency.
3. The Agency agrees to pay the City costs of assessment and collection at \$3.00 per parcel which represents reasonable expenses incurred by the City in assessing and collecting Agency taxes, to the extent that the expenses are in addition to the expenses of assessing and collecting other taxes at the same time.
4. The Agency shall certify to the Township Treasurer the school millage to be levied on property for summer collection to the Township via a signed L-4029 within 3 weeks of Livingston County Equalization delivering their tax roll information to the Agency, or by June 15, whichever is earlier.
5. The City Treasurer shall account for and deliver summer school tax collections to the Agency within ten (10) business days from the 1st and 15th of each month via electronic transfer, if and when possible.
6. In the event that state law is amended necessitating changes to this Agreement, the parties agree to negotiate changes to the Agreement in good faith to conform the Agreement to state law. Collection of summer taxes and payment for said collection shall not be disrupted or delayed due to the negotiation of or revision to this Agreement.
7. By execution of this Agreement, both parties certify and represent that the Agreement is authorized by the laws of the State of Michigan, that the individuals responsible for collecting the Agency taxes are and will be in compliance with all laws pertaining to their duties and responsibilities as a tax collecting agent, and that the signors are authorized by their respective governing bodies to execute this Agreement.
8. This Agreement is effective on the date of its execution and shall expire twelve months from the effective date.

IN WITNESS WHEREOF, the parties have executed this Agreement on the respective dates indicated below.

LIVINGSTON EDUCATIONAL SERVICE AGENCY, MICHIGAN

By  _____
Stephanie L. Weese

Its: Assistant Superintendent for Administrative Services

Dated: November 10, 2023

CITY OF BRIGHTON: _____

By _____

Its _____

Dated _____

ANNUAL SUMMER TAX RESOLUTION

Livingston Educational Service Agency

A regular meeting of the Board of Education (the "Board") was held in the Livingston Educational Service Agency Administration Building on the 8th day of November, 2023, at six o'clock p.m.

The meeting was called to order at 6:00 p.m., by President Loy

Present: Loy, Cortez, Fryer, Kaiser, Jankowski

Absent:

The following preamble and resolution were offered by Member Kaiser and supported by Member Jankowski

WHEREAS:

1. This Board of Education previously adopted a resolution to impose a summer property tax levy to collect all of school property taxes, including debt services, upon property located within the school district and continuing from year to year until specifically revoked by this Board of Education; and

2. The Revised School Code, as amended, requires formal action of the Board of Education prior to January 1 every year to continue the summer tax levy.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board of Education, pursuant to the Revised School Code, as amended, hereby invokes for 2024 its previously adopted ongoing resolution imposing a summer tax levy of all of school property taxes, including debt service, and continuing from year to year until specifically revoked by this Board of Education, and requests each city and/or township in which this Agency is located (and in which a local school district or city is concurrently imposing a summer tax levy) to collect those summer taxes.

2. The Superintendent, school business official, or his/her designee, is authorized and directed to forward to the governing body of each city and/or township in which this Agency is located (and in which a local school district or city is concurrently imposing a summer tax levy) a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each city and/or township agree to collect the summer tax levy for 2024. Said resolutions and the request to collect the summer tax levy shall be forwarded so that they are received by the appropriate governing bodies before January 1, 2024.

3. The Superintendent, school business official, or his/her designee, is authorized and directed to negotiate on behalf of this Agency with the governing body of each city and/or township in which the Agency is located for the reasonable expenses for collection of the Agency's summer tax levy that the city and/or township may bill under MCL 380.1611 or MCL 380.1612.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Ayes: Members *Kaiser, Jankowski, Cortez, Fryer, Loy*

Nays: Members

Resolution declared adopted.


Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of the Livingston Educational Service Agency, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on November 8th, 2023, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (1976 PA 267, as amended).


Secretary, Board of Education



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

DECEMBER 7, 2023

SUBJECT: REQUEST TO PLACE A “NO SEMI TRUCKS BEYOND THIS POINT” SIGN AT/NEAR THE PAVILION ENCLOSURE AND TO APPROVE TCO 182.

ADMINISTRATIVE SUMMARY

- With the opening of W. Main St, delivery traffic to businesses has increased.
- Semi-Trucks are currently backing into Mill Pond Ln or parking on W. Main St to make deliveries to local businesses.
- It has been observed that some Semi-Truck deliveries have traveled through Mill Pond Ln toward W. Main St.
- Due to the width of Mill Pond Ln, sight lines, the radius of the turn it is difficult if not impossible for Semi-Trucks to complete the turn on Mill Pond Ln and then onto W. Main St from Mill Pond Ln.

RECOMMENDATION

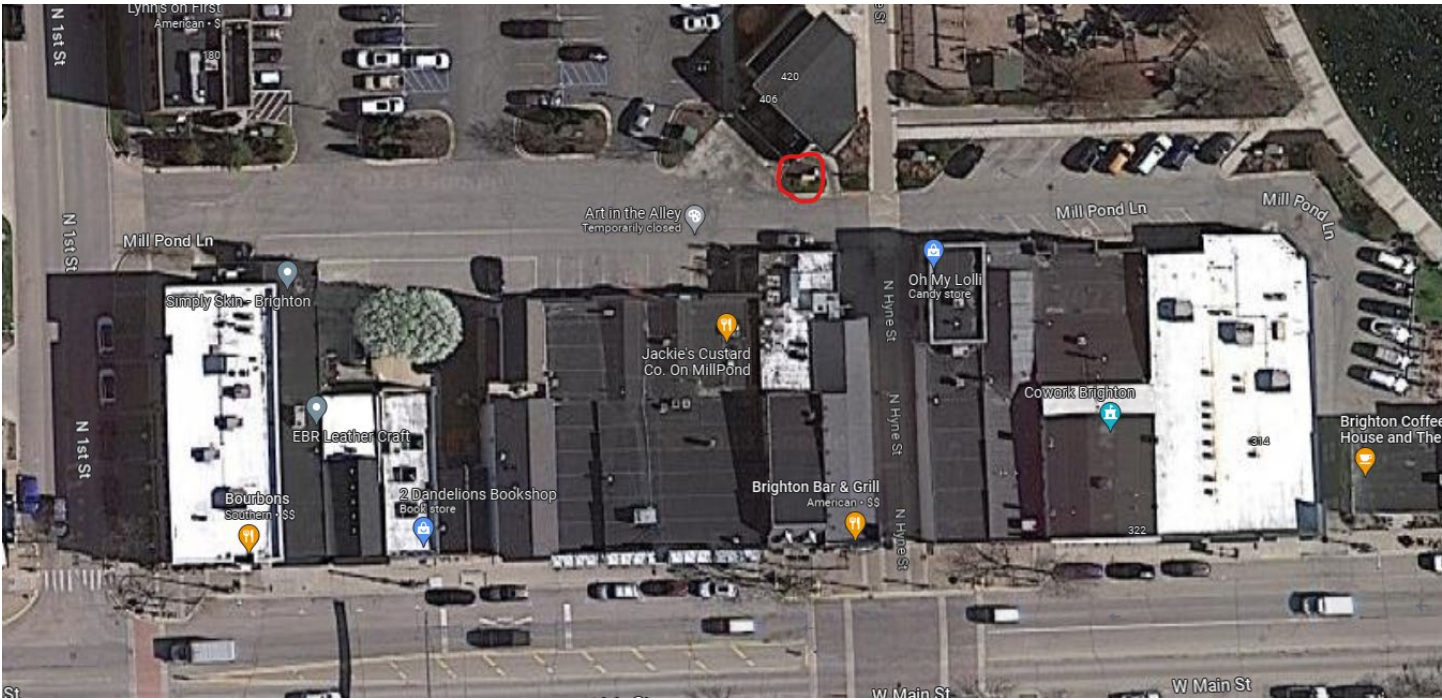
Staff recommend that City Council authorize the City Manager to execute the placement of a “NO SEMI TRUCKS BEYOND THIS POINT” sign at/near the pavilion enclosure and TCO 182.

Prepared by: Brent Pirochta, Chief of Police

Reviewed by: Marcel Goch, DPS Director
Tara Brown, City Clerk

Reviewed &

Approved by: Gretchen Gomolka, City Manager



The red circle on the image is where the placement of the sign would be to prevent Semi-Trucks from getting stuck and making a sharp radius turn. This would still allow Semi-Trucks to back into the west portion of Mill Pond Ln to make deliveries to the businesses.



TEMP. T.C.O. FILED _____
CONTROLS INSTALLED _____
APPROVED BY COUNCIL _____
RESCINDED _____

CITY OF BRIGHTON

TRAFFIC CONTROL ORDER NO. 182

In accordance with the Brighton City Code, as amended, and Ordinance #348, Section 86-26 though 86-28, we have made an investigation of traffic conditions on: Mill Pond Ln

There is a high volume of semi-trucks delivering goods to businesses that use Mill Pond Ln. As a result, some have used and attempted to use Mill Pond Ln and continue toward W. Main St. This is a concern for vehicle and pedestrian safety due to the width of Mill Pond Ln, tight radius turns, and sight lines.

And as a result of said investigation do hereby direct that: A "No Semi-Trucks beyond this point" sign be placed at/near the pavilion enclosure to prevent Semi-Truck traffic to proceed toward W. Main St.

This order shall not expire until rescinded by the City Council. If this is a temporary traffic control order that has been placed by the Traffic Engineer, this order shall expire 90 days from the date of filing with the City Clerk.

Traffic Engineer (City Manager)

Date of Filing with City Clerk
(if temporary)

Received for filing (date) by

Tara Brown, City Clerk

Approved by the City Council on: _____

I hereby certify that the foregoing is a true copy prepared from the record on file in my office, as attested to by the Seal of the City Clerk of the City of Brighton, embossed hereto.

Signed _____
Tara Brown, City Clerk

Date: _____



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

December 7, 2023

SUBJECT: CONSIDER APPROVAL OF THE PURCHASE OF A MULTI-HOG VEHICLE AND ATTACHMENTS FROM BROWN EQUIPMENT COMPANY IN THE AMOUNT OF \$170,890.

BACKGROUND

- The Department of Public Services (DPS) is responsible for maintaining the City's downtown and the public areas that are included within it. With the support of City Council in recent years, City Staff has been able to restructure operation, making it more efficient to perform duties like street and parking lot cleaning, trash collection and winter and summer sidewalk maintenance. to name a few. Currently City Staff uses a 23-year-old "Litter Vac" to help with daily cleaning of parking lots and small areas during the spring and summer months. With the age and decreased dependability of this machine, replacement funds were budgeted in the current fiscal year's Capital Improvement Fund.

ADMINISTRATIVE SUMMARY

- Originally, Staff sought to replace the Litter Vac with a similar machine, but after some research, found very few options and current funding inadequate to cover its replacement. Keeping in line with machine purchases of recent years, Staff started to look at other options to see what types of machines were available that could be used year-round for multiple tasks. Staff looked at several manufacturers but two stood out. Multi-Hog, offered by Brown Equipment Company (BEC) and Karcher, offered by MTech. Both were thought to be the most useful to help Staff reach its goal and both participate in state-approved pricing programs, which offers governmental pricing. After looking at the specifications of both machines, company background and references, Staff decided that the Multi-Hog CV350 would be the best choice for the City of Brighton.
- BEC brought a demo model to the DPS for staff to evaluate. After reviewing video footage and operating it at our facility we knew it would be a great replacement for parking lot sweeping, we wanted to know how well it would fit on our sidewalks and how else it could be used so we took it for a test run downtown with positive results. After seeing that this machine fits on most downtown sidewalks and offers several attachments like a sweeper, front spray bar, snowplow, hand vacuum, hand power washer, and salt spreader, to name a few, staff realized that this machine would be a great addition to the fleet.
- Now that the Main Street Streetscape Project is ending, additional attention and methods will be needed to help maintain the \$7.5 million investment. This replacement vehicle provides support that can be used year-round. With multiple downtown events, structures such as the Tridge and boardwalk, and assets like the amphitheater and pavilion that make our downtown incredibly attractive, keeping them clean and accessible for residents, business owners and visitors is going to be a priority.
- BEC provided a quote for a new 2023 machine with sweeper and power washer attachments at \$144,995. Additionally, Staff would like to purchase a V-plow, front spray boom, and power broom as well. The total cost of the unit and the additional attachments is \$191,885. Because the vendor is taking delivery of two new units in December, they offered us the option to purchase the demo unit with the sweeper and power washer attachments at a reduced price of \$124,000. With the additional attachments wanted, the total cost would be \$170,890, a \$20,995 savings. While this machine is not brand new (2020), it only has approximately 145 hours on it and comes with the same one-year warranty that a new machine would come with. In comparison with some of our other equipment that has thousands of hours, the use is minor and presents quite a savings. Staff feels that this purchase

is worth the cost difference.

REFERENCES

- BEC provided three references who were very happy with the performance of the machines, two are municipalities and one is a private contractor who purchased two machines for large hospital maintenance contracts and has found them to be very useful.

BUDGET INFORMATION

- \$60,000 was approved in the 2023/2024 budget for the replacement Litter Vac. Unfortunately, this is insufficient to purchase the multi-use vehicle being proposed. Staff is recommending using the \$125,000 budgeted for the DPS Office Building Improvements, also in this year's budget, to apply to the purchase of the machine and attachments. Staff feels that the office improvements can be budgeted again in the future and that the machine is a priority need.

RECOMMENDATION

Staff recommends City Council approve the purchase of the Multi-Hog demo unit with attachments from Brown Equipment Company in the amount of \$170,890.

Prepared by: Marcel Goch, DPS Director

Reviewed by: Brad Shrader, DPW Superintendent
Patty Thomas, Asst. to DPS Director

Elizabeth Gaines, Finance Director

- Within Budget
- Budget Amendment Necessary and In Proper Form
- Other Using the budget for the Office Building Improvement – No budget Amendment is needed

Reviewed &

Approved by: Gretchen Gomolka, City Manager

Attachments: Brown Equipment Quote



Brown Equipment Company
 2501 S Kentucky Ave
 Evansville IN 47714
 Ph:800-747-2312
 www.brownequipment.net

Vehicle Quote

#Q08761
 11/17/2023

Bill To

Ship To

TOTAL

\$170,890.00

Sales Rep: Derek DeRoche

Expires	PO #	Quote Information	Shipping Method
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12/17/2023

Item	Description	Qty	Price	Extended Price
MUL-CV350	*****2020 DEMO UNIT - 143hrs***** ***1 YEAR BUMPER TO BUMPER DAY WARRANTY INCLUDED*** MULTIHOG CV 350 75HP COMPACT SWEEPER 4-WHEEL HYDROSTATIC DRIVE WITH TRACTION CONTROL 3 DRIVE MODE ROAD, WORK, AND SWEEP 7" HIGH RESOLUTION COLOR SCREEN, CRUISE CONTROL COMBINED CAB HEATING & AIR CONDITIONING INDEPENDENT SPRING AND DAMPER SUSPENSION HIGH BACK AIR SUSPENSION DRIVER SEAT WITH 3-POINT SEATBELT HEATED BASE AND BACK SUPPORT WITH ADJUSTABLE LUMBER SUPPORT AND HEAD REST ADJUSTABLE SEAT MOUNTED MULTIFUNCTION CONTROL ARMREST WITH TWIN MINIATURE JOYSTICKS FOR EASE OF OPERATION AND CONTROL AND IMPROVED DRIVER COMFORT ADJUSTABLE STEERING COLUMN WITH 2 TILT ADJUSTMENTS TELESCOPIC ADJUSTMENT OF STEERING WHEEL HEIGHT CAB DOORS WITH OPENING WINDOWS - SET OF 2 (ONE PER DOOR) HEAVY DUTY COOLING WITH TWIN REVERSIBLE FANS IN-CAB, ELECTRONIC, BRUSH GROUND-CONTACT PRESSURE CONTROL 140 AMP ALTERNATOR DISK BRAKES AND MULTI DISC PARKING BRAKE WITH AUTOMATIC ACTIVATION UPON LEAVING THE DRIVER SEAT OR TURNING THE ENGINE OFF ADJUSTABLE LOAD SENSING HYDRAULIC SUPPLY TO THE FRONT AND REAR 0 -100 LITRES PER MIN AND MAX 225 BAR PRESSURE (FLOW DEPENDANT) FRONT MOUNTED HYDRAULIC LIFT ARMS WITH INDEPENDENT CONTROL AND 800KG COMBINED LIFT CAPACITY HIGH PRESSURE CARRY OVER (SUPPLY FOR 3RD BRUSH CONTROL) 2 DOUBLE ACTING HYDRAULIC FUNCTIONS TO THE FRONT 1 DOUBLE ACTING HYDRAULIC FUNCTION TO THE REAR HEATED WINDSCREEN, HEATED REAR VIEW MIRRORS LED WORK LIGHTS (FRONT & REAR) 3 CAMERA SYSTEM-REVERSING CAMERA AND FRONT/REAR SUCTION HOOD CAMERA AMBER FLASHER LIGHTS (SET OF 6) 7,716 LBS GVW HIGH PRESSURE HAND LANCE & PUMP WANDER HOSE ALL TERRAIN LT245/75/16 TIRES MACHINE WIDTH 48" HOPPER DEMOUNT FRAME FRONT A-FRAME ADAPTER WITH ELECTRONIC HARNESS CONNECTOR	1	\$124,000 00	\$124,000 00
CV350-V-PLOW	FVPC55-1 Folding V-Plow, extended width up to 55" wide for Multihog CV350 including A frame Clearing Width Straight 55" Clearing Width Scoop 48" Clearing Width V 48" Overall Width 55" Moldboard Height 30" (76 cm) height / 11 gauge Swing Angle 30°	1	\$7,900 00	\$7,900 00
CV350-BRUSH	SNOW BRUSH HF 1500 P FOR CV350 LENGTH 27 5 INCH HEIGHT 25 INCH WIDTH 66 INCH SWEEPING WIDTH AT TOTAL ANGLING 59 INCH WEIGHT 220KG BRUSH DIAMETER 23 5 INCH X 7" POLY BRUSHES	1	\$9,995 00	\$9,995 00



Q08761



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 2501 S Kentucky Ave
 Evansville IN 47714
 Ph:800-747-2312
 www.brownequipment.net

Vehicle Quote

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 11/17/2023

Item	Description	Qty	Price	Extended Price
CV350-STREETCLEANER	Fiedler Flushing bar FSB1800, adaptor plate, Anti spray guard, high pressure hose, couplings, telescoping extension FSB High pressure, middle pressure pump R700-23 With 1000 Liter Water Tank	1	\$28,995 00	\$28,995 00

Subtotal	\$170,890 00
Tax (0%)	\$0 00
Total	\$170,890 00



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Vehicle Quote

#Q08761
11/17/2023

Company/Agency: _____

Name(Printed): _____

Title: _____

Signature: _____

Date: _____

FINAL INVOICE AMOUNT MAY BE SUBJECT TO ADDITIONAL MATERIAL AND MANUFACTURING SURCHARGES. THIS ESTIMATE DOES NOT INCLUDE APPLICABLE TAXES. CUSTOMER IS RESPONSIBLE FOR ALL APPLICABLE FEDERAL, STATE AND LOCAL TAXES. WE HEREBY ORDER THE DESCRIBED MATERIAL SUBJECT TO ALL TERMS AND CONDITIONS OF THIS ESTIMATE.



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BEC Enterprises LLC DBS Brown Equipment Company – CONDITIONS OF SALE

1. ACCEPTANCE. This quotation is an offer to sell products (equipment and/or parts) and/or service to potential customer(s) BUYER'S RIGHT TO ACCEPT THIS OFFER IS LIMITED TO BUYER'S ASSENT TO THE TERMS AND CONDITIONS PRINTED HEREON AND THE ATTACHED OR ACCOMPANYING QUOTE, AND NO TERMS ADDITIONAL TO OR DIFFERENT FROM THOSE IN THIS OFFER ARE BINDING ON SELLER THERE ARE NO UNDERSTANDINGS, TERMS, CONDITIONS OF WARRANTIES NOT FULLY EXPRESSED HEREIN

2. LIMITED WARRANTIES. Seller warrants that it can convey good title to the goods sold under this contract and that they are free of liens and encumbrances Warranties are per manufacturer's written warranty or unless specified There are no warranties, express or implied with respect to products sold hereunder which are misused, abused, or used in conjunction with mechanical equipment improperly designed, used or maintained or which are used, supplied for use or made available for use in any nuclear application of which Seller has not been notified in writing by Buyer at the time of order for the products sold hereunder SELLER MAKES NO OTHER WARRANTY WHATSOEVER, EXPRESS OR IMPLIED ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND ALL IMPLIED WARRANTIES OF FITNESS FOR ANY PARTICULAR PURPOSE ARE DISCLAIMED BY SELLER AND EXCLUDED FROM THIS CONTRACT

3. LIMITATION OF BUYER'S REMEDIES AND SELLER'S LIABILITY. Seller's liability hereunder shall be limited to the obligation to repair or replace only those products proven to have been defective in material or workmanship at the time of delivery, or allow credit, at its option Seller's total cumulative liability in any way arising from or pertaining to any product sold or required to be sold under this contract shall NOT in any case exceed the purchase price paid by Buyer for such products IN NO EVENT SHALL SELLER HAVE ANY LIABILITY FOR COMMERCIAL LOSS, LOST PROFITS, CLAIMS FOR LABOR, OR CONSEQUENTIAL OR INCIDENTAL DAMAGES OF ANY TYPE, WHETHER BUYER'S CLAIM BE BASED IN CONTRACT, TORT, WARRANTY, STRICT LIABILITY, NEGLIGENCE, OR OTHERWISE IT IS EXPRESSLY AGREED THAT BUYER'S REMEDIES EXPRESSED IN THIS PARAGRAPH ARE BUYER'S SOLE AND EXCLUSIVE REMEDIES

4. LIMITATION OF BUYER'S REMEDIES AND SELLER'S LIABILITY FOR FAILURE OR DELAY IN DELIVERY. NO DELIVERY DATES ARE GUARANTEED BUYER'S SOLE AND EXCLUSIVE REMEDIES AND SELLER'S ONLY LIABILITY FOR ANY DELAY IN DELIVERY SHALL BE LIMITED AS SET FORTH IN PARAGRAPH 3 OF THIS CONTRACT

5. FORCE MAJEURE. In any event and in addition to all other limitations stated herein, Seller shall not be liable for any act, omission, result or consequence, including but not limited to any delay in delivery or performance, which is (i) due to any act of God, the performance of any government order, any order bearing priority rating or order placed under any allocation program (mandatory or voluntary) established pursuant to law, local labor shortage, fire, flood or other casualty, governmental regulation or requirement, shortage or failure of raw material, supply, fuel, power or transportation, breakdown of equipment, or any cause beyond Seller's reasonable control whether of similar or dissimilar nature to those above enumerated, or (ii) due to any strike, labor dispute, or difference with workers, regardless of whether or not Seller's is capable of settling any such labor problem

6. BUYER'S OBLIGATION TO PASS ON LIMITATION OR WARRANTIES AND REMEDIES. In order to protect Seller against claims by Buyer's buyer, if Buyer resells any of the goods purchased under this agreement, Buyer shall include the language contained in paragraphs 2 and 3 of this agreement, dealing with Seller's limitations of warranties and remedies, in an enforceable agreement with Buyer's buyer, or otherwise include language in an enforceable agreement with its buyer that makes Seller's limitation of warranties and remedies binding on its buyer Buyer shall also include a provision in its agreement with its buyer applying Indiana law to any claims its buyer might assert against Seller with respect to goods repaired, manufactured or sold by Seller, and requiring its buyer to bring any such action against Seller either in federal district court in Evansville, IN or the common pleas court for Vanderburgh County, Indiana Buyer shall defend, indemnify and hold Seller harmless from any and all claims, causes of action, damages, losses or expenses (including reasonable attorneys' fees) that Seller incurs by reason of Buyer's failure to comply with this paragraph

7. PASSAGE OF TITLE. Except with respect to title for vehicles that have a certificate of title or for equipment vehicles for which the full purchase price has not been paid, title to the products sold hereunder shall pass upon delivery to the carrier at the point of shipment Neither Buyer nor the consignee shall have the right to divert or re-consign such shipment to any destination other than specified in the bill of lading without permission of the Seller Unless otherwise agreed, Seller reserves the right to select the mode of transportation With respect to title for vehicles that have a certificate of title or for equipment vehicles for which the full purchase price has not been paid, title will only transfer on the delivery of the certificate of title and payments due from the Buyer to the Seller has been paid in full

8. PAYMENTS AND LATE CHARGES ON PAST DUE ACCOUNTS. Buyer represents that Buyer is solvent and can and will pay for the products sold to Buyer in accordance with the terms hereof If Buyer shall fail to comply with any provision or to make payments in accordance with the terms of this contract or any other contract between Buyer and Seller, Seller may at its option defer shipments or, without waiving any other rights it may have, terminate this contract All deliveries shall be subject to the approval of Seller's Credit Department Seller reserves the right, before making any delivery, to require payment in cash or security for payment, and if Buyer fails to comply with such requirement, Seller may terminate this contract A late charge of 1-1/2% monthly (18% annual rate) or the maximum allowed by state law, if less, will be imposed on all past due accounts

9. TRANSPORTATION CHARGES. Delivered prices or prices involving competitive transportation adjustments shall be subject to appropriate adjustment to reflect changes in transportation charges

10. CLAIMS BY BUYER. Buyer shall thoroughly inspect products sold under this contract immediately upon receipt to verify for itself that they conform to the specifications of the contract Buyer must notify Seller of claims for failure or delay in delivery within 30 days after the scheduled delivery date Buyer must notify Seller of any claims for nonconforming or defective goods within 30 days after the nonconformity or defect was or should have been discovered In addition, Seller must be given an opportunity to investigate the claim before Buyer disposes of the material, or else Buyer's claim will be barred Seller shall incur no liability for damage, shortages, or other cause alleged to have occurred or existed at or prior to delivery to the carrier unless the Buyer shall have entered full details thereof on its receipt to the carrier

11. MECHANICAL PROPERTIES; CHEMICAL ANALYSES. Data referring to mechanical properties or chemical analysis are the result of tests performed on specimens obtained from specific locations of the product(s) in accordance with prescribed sampling procedures; any warranty thereof is limited to the values obtained at such locations and by such procedures There is no warranty with respect to values of the materials at other locations

12. PATENTS. Seller shall indemnify Buyer against attorneys' fees and any damages or costs awarded against Buyer in the event any legal proceeding is brought against Buyer by a third person claiming the material delivered hereunder in itself constitutes an infringement of any U S patent, provided Buyer gives Seller prompt notice of any such suit being brought, gives Seller the opportunity to defend any such suit, and cooperates with Seller with respect to any such defense; unless the material is made in accordance with material designs, or specifications required by Buyer, in which case Buyer shall similarly indemnify Seller





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 11/17/2023

- 13. PERMISSIBLE VARIATIONS.** The products sold hereunder shall be subject to Seller's standard manufacturing variations, tolerances and classifications
- 14. TECHNICAL ADVICE.** Buyer represents that it has made its own independent determination that the products it is purchasing under this contract meet the design requirements of Buyer's project and are suitable for Buyer's intended application. Buyer further represents that it has not relied in any respect on any written or oral statements or advice from Seller, other than the standard product specifications set forth in the most recent addition of Seller's published product brochures, in making that determination
- 15. TAXES.** Any applicable sales, excise and/or use taxes, if any, due under the laws of any state, any local government authority, or the federal government of the United States, in connection with the purchase and sale of any equipment, parts, and/or services shall be the responsibility of the Buyer
- 16. BUYER'S RIGHT OF TERMINATION.** Buyer may terminate this contract in whole or in part upon notice in writing to Seller. Seller shall thereupon cease 11/16/23 work and transfer to Buyer title to all completed and partially completed products and to any raw materials or supplies acquired by Seller especially for the purpose of performing this contract, and Buyer shall pay Seller the sum of the following: (1) the contract price for all products which have been completed prior to termination; (2) the cost to Seller of the material or work in process as shown on the books of Seller in accordance with the accounting practice consistently maintained by Seller plus a reasonable profit thereon, but in no event more than the contract price; (3) the cost f o b Seller's plant of materials and supplies acquired especially for the purpose of performing this contract; and (4) reasonable cancellation charges, if any, paid by Seller on account of any commitment(s) made hereunder
- 17. SELLER'S RIGHT OF TERMINATION.** In addition to the other rights of termination provided for in this contract, and if this contract is made pursuant to any governmental rule or regulation, plan, order or other directive, upon the termination thereof, Seller shall have the option of canceling this contract in whole or in part
- 18. WAIVER.** Failure or inability of either party to enforce any right hereunder shall not waive any right in respect to any other or future rights or occurrences
- 19. DELIVERY.** Unless otherwise agreed to in writing by the Seller, the Buyer hereby agrees to take delivery of the materials on this order within the later of five (5) days after the wanted date shown on the face of the order or within five (5) days after notification, oral or written, that the materials are ready for shipment. In the event that the Buyer does not arrange to take delivery of the materials in accordance with this Contract, Seller, at Seller's option, may (a) invoice the Buyer for the materials less freight if applicable; store the material in Seller's yard for a period not to exceed sixty (60) days from the date of invoice; charge a storage fee not to exceed 5% per month or fraction thereof of the selling price of the stored materials; add any applicable price increases listed on the face of the order; charge for any repair work to protective coatings harmed by weathering while such material is being stored; and charge applicable freight when shipment to the Buyer is made. Materials remaining in storage after sixty (60) days from the invoice date shall become the property of the Seller for disposition at the Seller's discretion. In that event, Buyer shall not be liable for the invoice price of the materials, but shall be liable for the storage fee and any repair work to protective coatings; or (b) cancel the order and invoice the Buyer for cancellation charges, which shall be 50% of the selling price of the materials if the materials are standard, instock material, or the full selling price if the materials are special or nonstandard in nature and were especially fabricated for the Buyer
- 20. PERIOD OF LIMITATIONS.** Buyer and Seller agree that any action by Buyer against Seller for a breach of this contract, including any action for breach of warranty, or otherwise in connection with the goods sold under this contract, must be commenced by Buyer against Seller within one year after the cause of action therefore accrues
- 21. CONFLICTING PROVISIONS OFFERED BY BUYER.** Any terms and conditions of any purchase order or other instrument issued by the Buyer, in connection with the subject matter of this document, which are in addition to or inconsistent with the terms and conditions expressed herein, will not be binding on Seller in any matter whatsoever unless accepted by Seller in writing
- 22. SEVERABILITY.** In case any provision of this contract shall be declared invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired
- 23. APPLICABLE LAW.** This contract shall be governed by, and construed and enforced in accordance with, the laws of the State of Indiana. Buyer and Seller specifically agree that any legal action brought relating to this contract will be brought and tried in the federal district court in Evansville, Indiana, or, in the absence of jurisdiction, the Vanderburgh County Court of Common Pleas in Evansville, IN





City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

December 7, 2023

SUBJECT: 2024 BOARDS AND COMMISSION MEETING SCHEDULE NOTICE

ADMINISTRATIVE SUMMARY

The proposed schedule for the 2024 Boards and Commission meetings has been crafted to align with the designated dates and times for each board and commission. Pending approval from the City Council to shift the City Council meeting dates to the second and fourth Tuesday, the finalized schedule notification will be published in accordance with the protocols outlined in the City of Brighton Charter Section 6.1 and the Open Meeting Act 15.265 Sec. 5(2).

RECOMMENDATION

It is the recommendation of staff that City Council approves the 2024 Boards and Commission Meeting Schedule, Resolution #2023-20.

Prepared by: Tara Brown, City Clerk

Approved by: Gretchen Gomolka, City Manager

**CITY OF BRIGHTON
2024 MEETING DATES
RESOLUTION NO. 2023-20**

A RESOLUTION TO APPROVE THE CITY OF BRIGHTON CITY COUNCIL, BOARDS, AND COMMISSIONS MEETING DATES FOR 2024

At a regular meeting of the City Council of the City of Brighton, Livingston County, Michigan, held in the City Council Chambers at 200 N. First Street, in said City, on Thursday, December 7, 2023, at 6:30 pm.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Council Member _____ and supported by Council Member _____

WHEREAS, Chapter 6 of the Brighton City Charter provides for the procedures and miscellaneous powers and duties of the Brighton City Council; and

WHEREAS, Section 6.1 of the Brighton City Charter provides that the City of Brighton City Council shall provide by resolution for the time and place of its regular meetings and shall hold at least one meeting each month, and;

WHEREAS, the Brighton City Council finds it to be in the best interests of the health, safety and welfare of the City that it meet two times per month, unless on occasion timely and necessary City business can be addressed in one meeting per month.

NOW THEREFORE BE IT RESOLVED THAT, the City of Brighton hereby accepts and approves the meeting dates attached as Exhibit A as the regular meeting dates established for 2024. The Clerk is hereby directed to publish the aforementioned dates in accordance with the Michigan Open Meetings Act, MCL 15.261 et seq.

PRESENT:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.
Tara Brown
City Clerk

CERTIFICATION

The forgoing resolution was certified at a regular meeting of the City Council of the City of Brighton held on December 7, 2023.

Tara Brown, City Clerk

**CITY OF BRIGHTON
OPEN MEETINGS ACT
PUBLIC NOTICE OF MEETINGS 2024**

The Brighton City Council, Boards, and Commissions operate from the City Clerk's office at Brighton City Hall, 200 N. First Street, Brighton, MI 48116. Regular meetings are held in the City Council Chambers, unless otherwise noticed. The official telephone number is (810) 227-1911. Note that meeting dates and times may vary due to holidays or board/commission requests. Regularly scheduled meeting dates and times are as follows:

CITY COUNCIL MEETING

Second and Fourth Tuesday of each month
Regular Session at 6:30 p.m.

January 9 & 23	July 9 & 23
February 13 & 27	August 13 & 27
March 12 & 26	September 10 & 24
April 9 & 23	October 8 & 22
May 7 & 28	November 12 & 26
June 11 & 25	December 10

PLANNING COMMISSION

First and Third Monday of each month
Regular Session 7:00 p.m.
Submittals are due 30 days prior to the meeting.

January 22	July 1 & 15
February 12	August 5 & 19
March 4 & 18	September 16
April 1 & 15	October 7 & 21
May 6 & 20	November 4 & 18
June 3 & 17	December 2 & 16

ZONING BOARD OF APPEALS

Second Thursday of each month
Regular Session at 7:00 p.m.
Submittals are due 30 days prior to the meeting.

January 11	July 11
February 8	August 8
March 14	September 12
April 11	October 10
May 9	November 14
June 13	December 12

DOWNTOWN DEVELOPMENT AUTHORITY BOARD*

Third Tuesday of each month
Regular Session at 7:15 a.m.

January 16	July 16
February 20	August 20
March 19	September 17
April 16	October 15
May 21	November 19
June 18	December 17

* The Brownfield Redevelopment Authority meets as needed

BRIGHTON ARTS & CULTURE COMMISSION

Second Monday of each month
Regular Session at 5:30 p.m.

January 8	July 8
February 12	August 12
March 11	September 9
April 8	October 14
May 13	November 18
June 10	December 9

BOARD OF REVIEW

March 11	8:00 a.m. -9:00 a.m. 9:00 a.m.-12:00 p.m. 1:00 p.m.-5:00 p.m.	Organizational Meeting Appeals Appeals
March 13	5:00 p.m.-9:00 p.m.	Appeals
March 25	9:00 a.m.- 12:00 p.m. 1:00 p.m.- 4:00 p.m.	Appeals Appeals
July 16	9:30 a.m.	Meeting
December 10	9:00 a.m.	Meeting



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

December 7, 2023

SUBJECT: RECONFIGURATION AND CONSOLIDATION OF PRECINCTS

BACKGROUND

On November 22, 2023, the Governor signed Senate Bills 572 and 573 into law with immediate effect and upon signing, authorizes the recommended changes to be made for the upcoming February 27, 2024 Presidential Primary Election, and all elections thereafter.

Michigan Election Law (MCL 168.658) Election Precincts – prior to the new laws, precinct size was limited to 2,999 active voters. The new law allows for consolidation of precinct by increasing the number of active voters.

Senate Bill 572 allows precincts that are currently divided to have the division abolished as long as it appears, from an examination of registration records, that the consolidated district would not exceed 4,999 active registered voters. Consolidations must occur at least 120 days before a primary or election. MCL 168.658.

Senate Bill 573 requires city and township election commissions, or others as provided by charter, to divide precincts into districts that do not exceed 4,999, active registered voters. Divisions must occur at least 120 days before the primary election preceding the next general November election. MCL 168.661.

ADMINISTRATIVE SUMMARY

The City of Brighton is currently divided into four voting precincts, all of which fall below the previous threshold of 2,999 active voters. In addition, high absentee voter turn-out, and the implementation of the permanent absentee ballot list, Clerks around the state are adjusting for the high demand for absentee ballots by consolidating and creating larger precincts.

Current Precinct Configuration					
Jurisdiction	Current Pct. #		Voters as of 11/29/23	Absentee Voters as of 11/29/2023	Location
City of Brighton	1		2,127	857	Brighton Library
City of Brighton	2		1,571	609	Community Center
City of Brighton	3		1,677	796	BECC Building
City of Brighton	4		1,272	719	BECC Building

Early voting will become a statewide practice in 2024, applicable to all future statewide or federal elections. It will be accessible for a minimum of nine days, commencing from the second Saturday before the election and concluding on the Sunday just before the election, regardless of voter turnout. To offset the associated costs of manpower, county resources, and equipment for early voting, the Clerk proposes merging precincts 3 and 4 and adjusting precinct boundaries. Resolution #2023-21 provides details on this proposal. The Clerk collaborated closely with Livingston County GIS and the Election Division to ensure an optimal solution for city voters.

If the suggested consolidation and boundary adjustments receive approval, mailers will be sent, and a media campaign will be launched. This campaign aims to inform voters about the upcoming changes in precinct boundaries, the consolidation of precincts, and the designated early voting site before the 2024 Presidential Primary.

RECOMMENDATION

It is the recommendation of staff that City Council approve the Reconfiguration and Consolidation of Precincts, Resolution #2023-21.

Prepared by: Tara Brown, City Clerk

Approved by: Gretchen Gomolka, City Manager

Attachments: 2021 Precinct Map

Resolution #2023-21 with Exhibit A

RESOLUTION #2023-21

**CITY OF BRIGHTON
LIVINGSTON COUNTY, MICHIGAN
RECONFIGURATION AND CONSOLIDATION OF PRECINCTS**

At a regular meeting of the City Council of the City of Brighton, Livingston County, State of Michigan, held on December 7, 2023, beginning at 6:30 p.m., there were:

PRESENT:

ABSENT:

Motion by _____ and seconded by _____ to adopt Resolution No. 2023-21, Precinct Reconfiguration and Consolidation Changes as recommended by the City Clerk.

WHEREAS, in 2018 and 2022 voters in Michigan approved election law changes through ballot proposals that enabled Clerks around the state to reevaluate voting operations. These extensive changes in election law have given voters more options to vote that fits their schedule;

WHEREAS, in response to the voter approved proposals, the Governor signed Senate Bills 572 and 573 into law with immediate effect and upon signing, allows precinct sizes up to 4,999 and authorizes changes to be made for the upcoming Presidential Primary Election on February 27, 2024, and all elections thereafter.

WHEREAS, to best serve its voters, precincts 3 and 4 have been consolidated into precinct 3 and precinct boundaries have been redrawn, attached as Exhibit A, to reflect a fiscally responsible and commonsense division of the City of Brighton into three precincts.

WHEREAS, the affected voters will be notified by the City Clerk of the change in polling location, early voting site, and the renumbering of their precinct.

NOW THEREFORE, BE IT RESOLVED, that the boundary reconfiguration and consolidation of precincts, per Exhibit A, within the City of Brighton is approved and adopted effective immediately.

A roll call vote on the foregoing resolution was taken and was as follows:

AYES:

NAYS:

ABSENT:

THE RESOLUTION WAS DECLARED ADOPTED.

Tara Brown, Clerk

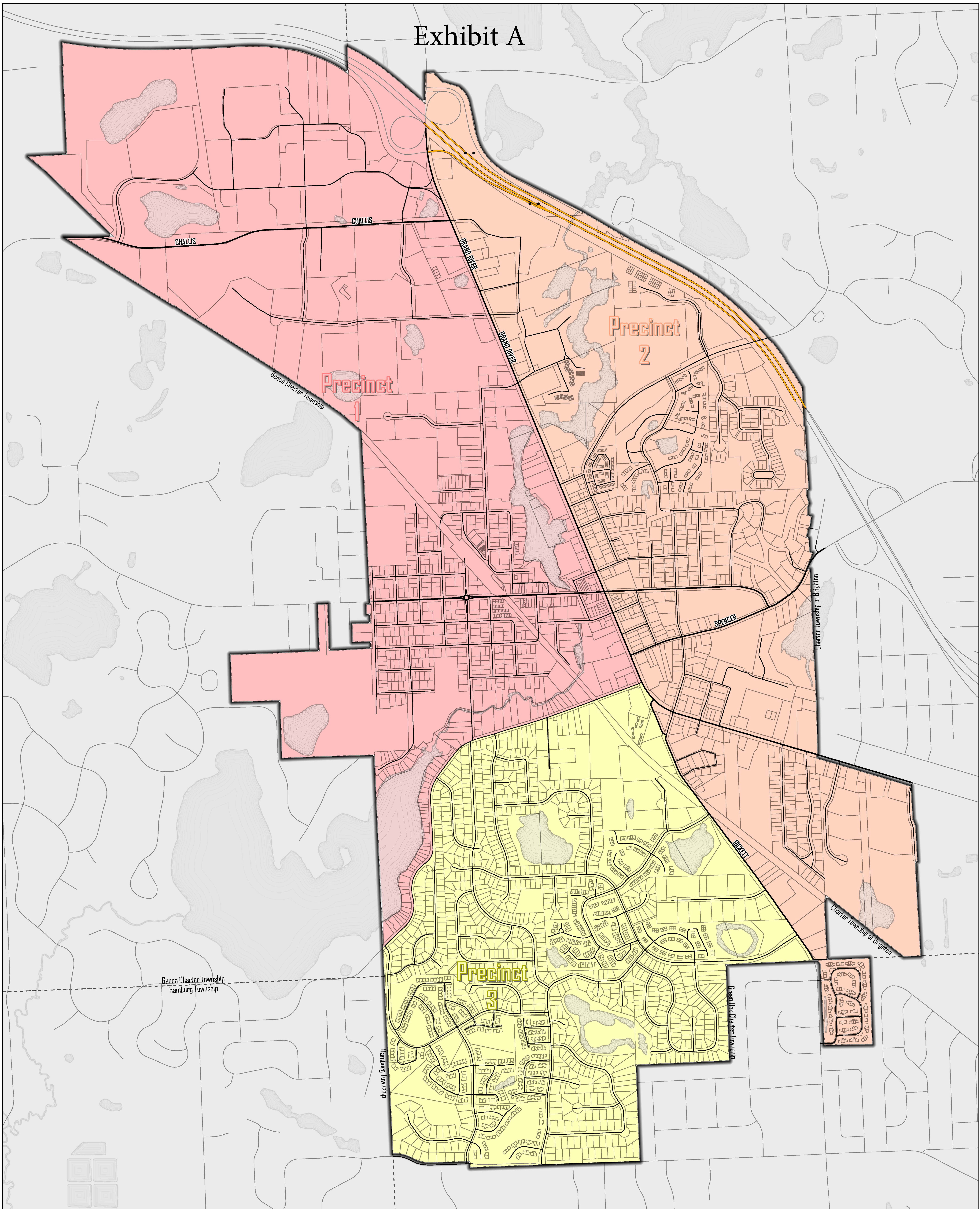
CERTIFICATION

I, Tara Brown, Clerk of the City of Brighton, County of Livingston, Michigan, do hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the City of Brighton on the 7th day of December 2023.

In witness hereof, I have hereunto affixed my official seal this 7th day of December 2023.

Tara Brown, City Clerk

Exhibit A





City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

December 7, 2023

SUBJECT: REQUEST TO APPROVE A SMALL WINE MAKER, MICRO BREWER, SMALL DISTILLER LICENSE WITH ON-SITE TASTING ROOM FOR VERITAS VINEYARD LLC, d/b/a GRAND RIVER BREWER LOCATED AT 201 W. MAIN ST. BRIGHTON MI 48116.

ADMINISTRATIVE SUMMARY

- Justin Dalenberg has applied to the Michigan Liquor Control Commission (MLCC) to obtain a Small Wine Maker, Micro Brewer, and small distiller license with On-Site Tasting Room issued under MCL 436.1109(5) with on premises permits to include Sunday A.M. and P.M. sales.
- Brighton City Code 6-32 requires express approval of the Brighton City Council for a new liquor license operation in the City of Brighton.
- The Brighton City Police department has investigated the applicant's business including all stockholders above 10% ownership. A criminal record check reveals the stockholder has no violations.
- The required liquor license application fee has been paid to the City of Brighton.
- The Brighton City Police Department has determined that the applicant meets the requirements of the City of Brighton's liquor control ordinances (6-31 to 6-41) and therefore recommends approval of the request.

RECOMMENDATION

- Staff recommends City Council approves Resolution 2023-22 for the small wine maker, micro brewer, small distiller license with on-site tasting room for Veritas Vineyard LLC, (DBA) Grand River Brewer located at 201 W. Main St, Brighton MI, 48116.

Prepared by: Craig Flood, Deputy Chief of Police

Reviewed by: Gretchen Gomolka, City Manager
Sarah Gabis, Attorney

City Attorney (Required for all agreements, ordinances, etc.)

Acceptable Form and Ready to Execute

Other _____

Reviewed &

Approved by: Gretchen Gomolka, City Manager

Resolution #2023-22

**CITY OF BRIGHTON
A RESOLUTION APPROVING THE SALE OF ALCOHOLIC LIQUOR**

WHEREAS, pertinent sections of the Brighton Municipal Code require that the Brighton City Council expressly approve the sale of alcoholic liquor by any person or persons within the City of Brighton; and

WHEREAS, the applicants have applied to the Michigan Liquor Control Commission for the purchase of a state issued liquor license to be used within the City of Brighton; and

WHEREAS, the Brighton Police Department has conducted an investigation of the applicant and found said applicant to be in compliance with the Brighton Municipal Code; and therefore

NOW, THEREFORE BE IT RESOLVED, Justin Dalenberg, d/b/a Grand River Brewery, is approved to operate a Small Wine Maker, Micro Brew, Small Distiller License with On-Site Tasting Room at 201 W. Main St., in the City of Brighton in accordance with the Brighton Municipal Code.

AYES:

NAYS:

ABSTAIN:

ABSENT:

I, Tara Brown, City Clerk for the City of Brighton, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City council at the Regular Meeting held on October 4, 2018.

Tara Brown, City Clerk



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

DECEMBER 7, 2023

SUBJECT: CONSIDER APPROVAL OF APPOINTMENTS TO THE BOARD OF REVIEW AND ELECTION COMMISSION

ADMINISTRATIVE SUMMARY

- The Board of Review currently is made up of three members and an alternate. The alternate position is expiring this month. The current alternate, Susan Gloster has applied for reappointment and is the only applicant. Susan has received a certificate of training from the State Tax Commission for Board of Review training. Please see application, resume and certificate of training attached.
- The Election Commission is made up of three members, the City Clerk, and two registered electors of the city. We have received two applications to fill the two vacancies on the board. One applicant, Michelle Petrak is seeking reappointment, while the other Dianne Hamm is a first-time applicant. Please see applications and resumes attached.

Prepared by: Gretchen Gomolka, City Manager

Attachments: Application
Resumes
Certificates (Board of Review Applicant only)



APPLICATION FOR APPOINTMENT CITY BOARD OR COMMISSION

Applicant:

Name: Susan Gloster Email: (a) [REDACTED]

Address: 314 Pineknoll Ct. Phone: (a) [REDACTED]

Attached Resume Yes: No: Registered Voter in the City of Brighton Yes: No:

In debt to the City of Brighton Yes: No:

Board/Commission: Please check all that you would be willing to serve (see attached descriptions):

- | | |
|---|--|
| <input checked="" type="checkbox"/> Board of Review | <input type="checkbox"/> Election Commission |
| <input type="checkbox"/> Brighton Arts & Culture Commission | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Downtown Development Authority | <input type="checkbox"/> Zoning Board of Appeals |

Years as City Resident: 11

DDA applicants only: Do you live in or own a business in the DDA district? (See pg. 4) Yes: No:

Identify any potential conflicts (relatives that work for the City, financial agreements with City, etc.):

Why would you like to be on the Board(s)/Commission(s) you have selected (attach pages, if needed)?

Continue Service

Relevant experience: _____

I hereby certify that I do not have any outstanding debts with the City of Brighton and all the statements made in this application are true, complete, and correct, to the best of my knowledge and belief and are made in good faith.

Signature: Susan Gloster Date: 09/03/2023

Please only submit this page.

For Office Use Only

Received By: _____ Date: _____

RESUME for:

Susan Gloster
314 Pineknoll Ct.
Brighton, MI 48116

(a)

Redford Union Schools – 1990 to 2010 (retired)

- School Secretary – maintained supplies; student attendance; Principal support; student care and enrollment
- Secretary to Superintendent – assisted with general operation of district; attended all Board of Education meetings to record minutes; handle all correspondence and phone communication
- Pupil Accounting and Enrollment – Maintained student electronic data in partnership with Wayne County Education data control; prepared, distributed and analyzed all student counts and reported to the state of Michigan; attended semi-annual Michigan Department of Education student management conferences; initiated and developed a streamlined method of student enrollment for more accuracy with student counts

Currently secretary to Woodridge Knoll Condominium Association (6 years)

- Attend and maintain all board minutes as well as general membership meetings
- Created, prepare and update membership telephone directory
- Maintain files for individual co-owner units
- Prepare and update membership handbooks and welcome packets
- Assist various contractors with work assignments
- Prepare and supervise board elections

Moved to Brighton 2012

State Tax Commission
Board of Review Member Training
CERTIFICATE OF COURSE COMPLETION

Attendee Name: Sue Gloster

Course Name: 2022 Board of Review Member Training

Course Date: June 27, 2022


STC Assigned Course Number: B2022-63

Instructor Name(s): Treasury Staff

Course Location: Virtual

Sponsor Organization Name: Department of Treasury

This certificate of completion certifies that the named attendee has completed the State Tax Commission Board of Review Member Training as required by MCL 211.109

Attendee Signature: 

This certificate and the required Form 5731 should be attached to the Board of Review's Certification of the Assessment Roll and maintained with local unit records



APPLICATION FOR APPOINTMENT CITY BOARD OR COMMISSION

Applicant:

Name: Michelle Petrak Email: (a) [REDACTED]

Address: 1240 Brighton Lake Road Phone: [REDACTED]

Attached Resume Yes: No: Registered Voter in the City of Brighton Yes: No:

In debt to the City of Brighton Yes: No:

Board/Commission: Please check all that you would be willing to serve (see attached descriptions):

- Board of Review
- Election Commission
- Brighton Arts & Culture Commission
- Planning Commission
- Downtown Development Authority
- Zoning Board of Appeals

Years as City Resident: 21 yrs.

DDA applicants only: Do you live in or own a business in the DDA district? (See pg. 4) Yes: No:

Identify any potential conflicts (relatives that work for the City, financial agreements with City, etc.):

Why would you like to be on the Board(s)/Commission(s) you have selected (attach pages, if needed)?

I have been on the board for many years and would like to continue serving for the City of Brighton.

Relevant experience: Election inspector, current Election Commission Board member.

I hereby certify that I do not have any outstanding debts with the City of Brighton and all the statements made in this application are true, complete, and correct, to the best of my knowledge and belief and are made in good faith.

Signature: Michelle Petrak Date: Oct 10, 2023
Please only submit this page.

For Office Use Only	
Received By: _____	Date: _____

Curriculum Vitae

Michelle Petrak MS, RN, CRNA

1240 Brighton Lake Road
Brighton, MI 48116

(a) [REDACTED]

[REDACTED]

EDUCATION

- University of Detroit Mercy 2011 – Present, Master’s Degree in the Science of Nurse Anesthesia; GPA: 3.85 Graduation Date: December 7, 2013
- Washtenaw Community College 1995 – 2011, GPA: 4.0
- Madonna University 1999, Bachelor’s Degree in the Science of Nursing; GPA: 3.45
- Michigan State University 1994 – 1995, Pre-Nursing; GPA:3.31

PROFESSIONAL MEMBERSHIP

- American Association of Nurse Anesthetists, AANA
- Michigan Association of Nurse Anesthetists, MANA
- Michigan Nurses Association, MNA

PROFESSIONAL CERTIFICATIONS

- ACLS certified
- PALS certified
- BCLS certified
- Cardiac Arrest Competency
- Registered Nurse License 1999 – Present
- Nurse Anesthetist Specialty Certification 2013 - Present

EMPLOYMENT

- Michigan Medicine, Anesthesia Department 4/2015 - Present
- Henry Ford Wyandotte, Anesthesia Department 6/2014 – 5/2015
- University of Michigan Health System, Vascular Access Team 2/2014 – 4/2015
- University of Michigan Health System, Surgical Intensive Care Unit
9/2008 – 2/2014
- University of Michigan Health System, Women’s Health and Birth Center
1/2002 – 9/2008
- University of Michigan Health System, 5C General Care Medical Surgical Unit
3/2000 – 1/2002

ORGANIZATIONAL INVOLEMENT

- Professional Framework Implementation Coach 2006 – 2009
- Women’s Health and Birth Center Operation Coordination Council 2006 – 2008
- Women’s Health and Birth Center Clinical Practice Committee 2004 – 2006
- Women’s Health and Birth Center Workload Review Committee 2002 – 2006, 2008

RELEVANT EXPERIENCE

- Provide anesthesia and anesthesia related care to facilitate diagnostic, therapeutic and/or surgical procedures to all patients. Prepare preoperative assessments including health histories and physical examinations. Develop the Anesthesia Care Plan. Initiate and maintain appropriate perioperative anesthesia care. Maintain appropriate patient records including quality assurance documentation. Complete postoperative evaluations in accordance with department policies. Participate in ongoing projects. Support perioperative providers.
- Caring for patients who have undergone major operation or those experiencing complications requiring extensive physiological monitoring.
- Patient population includes post-operative liver transplants, maxiofacial reconstructive procedures, septic shock, ARDS, H1N1.
- Experienced in various hemodynamic monitoring systems such as Swan Ganz, Esophageal Doppler Monitor, and Codman catheter.
- Experienced in using a variety of invasive lines including Mac-cordis, Multi-lumen cordis, rapid infusion catheters, Sorenesons, PICC lines, med ports and trans-venous pacing wires.
- Use of various ventilator modes including use of the oscillator.
- CRRT management
- ECMO

- Experienced in the delivery of numerous IV drips including vasoactive agents, sedatives, paralytics, anti-arrhythmics, and analgesics.
- Rapid Response Team Member
- Code Team Member

AWARDS AND PROFESSIONAL HONORS

- Certificate of Appreciation in Recognition of Valuable Contributions as Preceptor and Educator for the Women’s Birth Center, 2006

COMMUNITY SERVICE

- Election Commission, City of Brighton 2013 - Present
- LACASA (Livingston Area Council Against Spouse Abuse) Non-profit organization that provides services for domestic violence, sexual assault and child abuse survivors and their families. Volunteer
September 2010 – Present
- Elections Inspector, City of Brighton
2007 – 2013
- PIME (Pontifical Institute of Foreign Missions)
Foster Parents Mission Club
Spiritual adopted children
Provide food, clothing, and education for Burmese refugees residing in Thailand.
2002 – Present

PROFESSIONAL DEVELOPMENT

- Michigan Medicine Office for Health Equity and Inclusion. Implicit Bias Training
June 2023. Ann Arbor, Michigan.
- Holiday Seminars Maui Anesthesia Conference
February 2022. Maui, Hawaii.
University of Michigan Health System CRNA Update Conference
January 2019. Ann Arbor, Michigan.
- Northwest Anesthesia Seminars Anesthesia Topics Conference
November 2018. Maui, Hawaii.
- University of Michigan Department of Anesthesiology Multidisciplinary
Anesthesiology Airway Course
March 2018. Ann Arbor, Michigan.
- University of Detroit Mercy Annual Senior Seminar

November 2016. Detroit, Michigan.

- University of Detroit Mercy Annual Senior Seminar
November 2013. Detroit, Michigan.
- American Association of Nurse Anesthetists 2013 Annual Conference
August 2013. Las Vegas, Nevada.
- Michigan Association of Nurse Anesthetists Spring Conference
April 2013. Detroit, Michigan.
- American Association of Nurse Anesthetists Mid-Year Assembly
April 2013. Washington D.C.
- University of Detroit Mercy Annual Senior Seminar
November 2012. Detroit, Michigan.
- Michigan Association of Nurse Anesthetists Fall Conference
October 2012. Grand Rapids, Michigan.
- American Association of Nurse Anesthetists 2012 Annual Conference
August 2012. San Francisco, California.
- Michigan Association of Nurse Anesthetists Spring Conference
April 2012. Dearborn, Michigan.
- University of Detroit Mercy Annual Senior Seminar
November 2011. Detroit, Michigan.
- University of Detroit Mercy Annual Senior Seminar
September 2010. Detroit, Michigan.



APPLICATION FOR APPOINTMENT CITY BOARD OR COMMISSION

Applicant:

Name: Deanne Peasall Hamm Email: (a)

Address: 1011 Pinewood Ct Phone: (a)

Attached Resume Yes: No: Registered Voter in the City of Brighton Yes: No:

In debt to the City of Brighton Yes: No:

Board/Commission: Please check all that you would be willing to serve (see attached descriptions):

- | | |
|---|---|
| <input type="checkbox"/> Board of Review | <input checked="" type="checkbox"/> Election Commission |
| <input type="checkbox"/> Brighton Arts & Culture Commission | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Downtown Development Authority | <input type="checkbox"/> Zoning Board of Appeals |

Years as City Resident: 67

DDA applicants only: Do you live in or own a business in the DDA district? (See pg. 4) Yes: No:

Identify any potential conflicts (relatives that work for the City, financial agreements with City, etc.):

NONE

Why would you like to be on the Board(s)/Commission(s) you have selected (attach pages, if needed)?

SEE ATTACHED

Relevant experience: SEE ATTACHED

I hereby certify that I do not have any outstanding debts with the City of Brighton and all the statements made in this application are true, complete, and correct, to the best of my knowledge and belief and are made in good faith.

Signature: Deanne Peasall Hamm Date: 10-10-2023
Please only submit this page.

For Office Use Only	
Received By: _____	Date: _____

Dianne Pearsall Hamm

1011 Pinewood Court
Brighton, MI 48116

(a)

Applying for Position: Election Commission Member

SUMMARY OF QUALIFICATIONS

- Exceptionally detailed and strong work ethic.
- Retired which allows me to be readily available to perform all duties.
- Work well under pressure and required deadlines.
- Able to work independently or as a team member.

COMMUNITY SERVICE

Livingston County Chorale

- On Board of Directors for 10 years.
- Head Chairperson for The Friends of the Chorale for 15 years.

Brighton Center for Performing Arts

- On the Board of Directors for 4 years.

Woodridge Hills Condo Association

- On the Association Board for 4 years.

RESIDENT OF THE CITY OF BRIGHTON

1945 – 1965

1976 to Present

AVAILABLE TO SERVE ON THE ELECTION COMMISSION

After my retirement, I wintered out-of-state for 15 years. I am now a year around resident of the City of Brighton and have the time to serve my community again.

PREVIOUS EMPLOYMENT

Employed at Fifth Third Bank, 300 West North Street, Brighton from 1980 to 2005. I retired as a Financial Advisor and Stock Broker.



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

DECEMBER 7, 2023

SUBJECT: CONSIDER AWARDING CONTRACT TO ADAMS WELL DRILLING TO PLUG AND ABANDON TWO WELLS AT THE PIERCE STREET WATER PLANT IN AN AMOUNT NOT TO EXCEED \$13,340.

BACKGROUND

- The Department of Environment, Great Lakes, and Energy approved the decommission of the Pierce Water Plant and confirmed that the Challis Water Plant can provide adequate water capacity within our water district. Once approval was granted, staff disconnected the Pierce Water Plant from the water system, making the wells obsolete.
- The City of Brighton currently has two wells located at the Pierce Water Plant which need to be plugged as the department continues to decommission the plant. Both wells need to be plugged with grout and sealed off to prevent groundwater contamination and protect the community per the State of Michigan's Groundwater Quality Control Act, Part 127, 1978 PA 368.

ADMINISTRATIVE SUMMARY

- The contractor will be responsible for removing the existing well pumps and motors. A crane is required to perform this task and was included in the scope of work. After the pumps are removed, the contractor will clean the well and then properly seal it using a grout/cement mixture. Only a licensed well driller can perform the well plugging, as required by the State of Michigan.
- Once complete, the well driller is responsible for preparing a report and submitting a copy to the State of Michigan, Livingston County Health Department, and Brighton DPS.
- An Invitation to Bid (ITB) was published on the Michigan Intergovernmental Trade Network (MITN) website on October 19, 2023, using the bidding documents previously approved by the City Attorney.
- Sealed bids were opened on November 16, 2023, and two bids were received. See bid results below.

CONTRACTOR	BID TOTAL	TOTAL WITH 15 PERCENT CONTINGENCY
Adams Well Drilling	\$11,600.00	\$13,340.00
Peerless Midwest	\$15,333.18	\$17,633.16

- Adams Well Drilling was the low bidder.
- Both references provided by Adams Well Drilling were checked and all responses were favorable.

BUDGET INFORMATION

- City Council approved \$100,000 in the 2023-24 Utilities Capital Improvement Budget to be used for the permanent closure of Pierce Water Plant. As is customary for DPS projects, we are asking for a 15 percent contingency to cover any unforeseen issues that may develop.

RECOMMENDATION

Award the contract to Adams Well Drilling to Plug and Abandon two wells at the Pierce Street Water Plant in an amount not to exceed \$13,340.

Prepared by: Josh Bradley, Water Department and Regulatory Compliance Superintendent

Reviewed by: Marcel Goch, DPS Director

Elizabeth Gaines, Finance Director

- Within Budget
- Budget Amendment Necessary and In Proper Form
- Other _____

Reviewed &

Approved by: Gretchen Gomolka, City Manager