

**CHARTER TOWNSHIP OF VAN BUREN  
BOARD MEETING MINUTES  
JANUARY 8, 2013**

Supervisor Combs called the meeting to order at 7:30 p.m. in the Board Room. Present: Supervisor Combs, Clerk Wright, Treasurer Budd, Trustee Hart, Trustee Jahr, Trustee McClanahan and Trustee Miller. Absent: None. Others in attendance: DPW Director MacDonald, Public Safety Director McClanahan, Museum Director Dallos, Planning and Economic Development Services Director Carroll, Executive Assistant/Assessing Coordinator Stevenson, Attorney McCauley, Secretary Cline and an audience of seventeen (17).

**APPROVAL OF AGENDA:** Budd moved, Hart seconded to approve the agenda as presented with the removal of New Business Item #4 “Consider approval of the employment agreement between the Charter Township of Van Buren and Jennifer Zaenglein as Deputy Director of Parks and Recreation and to authorize the Supervisor and Clerk to execute the agreement.” Carried.

**APPROVAL OF CONSENT AGENDA:** Wright moved, Hart seconded to approve the Consent Agenda [Work Study Session Minutes December 10, 2012; Closed Session Minutes December 10, 2012; Special Board Meeting Minutes December 11, 2012; Adoption of [Resolution 2013-01](#), the Board of Review Poverty Exemption Guidelines; Adoption of [Resolution 2013-02](#) Wade Trim Engineering Services 2013 Rate Schedule (at the 2009 Rate); Adoption of [Resolution 2013-03](#) MDOT Performance Resolution for Governmental Agencies and designate the Director of Public Works, Township Supervisor or Township Clerk to apply for permits on behalf of the Township; Reappointments of Vera Ireland, Mary Korgal and Helen Wylie to the September Days Senior Center Endowment Committee with terms to expire January 15, 2014.] as presented. Carried.

**PUBLIC HEARING:** Hart moved, Budd seconded to open the public hearing to hear public comment on the use of fiscal year 2013-14 Community Development Block Grant (CDBG) funds. Roll Call Vote. Yeas: Miller, McClanahan, Jahr, Hart, Budd, Wright and Combs. Nays: None. Absent: None. Carried.

Supervisor Combs opened the public hearing at 7:34 p.m. Supervisor Combs went to Director Carroll for an overview of the CDBG plan. Director Carroll stated the Township is seeking comments from the public for potential projects that would meet the CDBG funding guidelines. The Department of Housing and Urban Development (HUD) objectives of the CDBG program are for the development of viable communities by providing decent housing and a suitable living environment and expanding economic opportunities. The three national objectives for projects are: to benefit low/moderate income persons, prevent or eliminate slum and/or blight and to meet urgent community development needs. The estimated funding level for 2013-2014 CDBG Budget year is \$123,200.

Resident, John Delaney commented on the need for sidewalks along Belleville Road, noting during the Work Study meeting it was stated CDBG program would not be funding this project, but would be funded through another source such as the Downtown Development Authority (DDA). Supervisor Combs confirmed that CDBG funds could not be used for the sidewalk project and stated the DDA Director is looking into acquiring the necessary easements to have the sidewalks installed along Belleville Road.

There being no further discussion, a motion was made to close the public hearing at 7:38 p.m.

Budd moved Hart seconded to close the public hearing. Roll Call Vote. Yeas: Budd, Hart, Jahr, McClanahan, Miller, Wright and Combs. Nays: None. Absent: None. Carried.

**CORRESPONDENCE:** None.

**UNFINISHED BUSINESS:** Miller moved, Wright seconded to approve the second reading for adoption of Ordinance 12-11-2012, to amend the Township Zoning Ordinance, 06-02-92, as amended, to revise regulations pertaining to Wireless Communication. Roll Call Vote. Yeas: Miller, McClanahan, Jahr, Hart, Budd, Wright and Combs. Nays: None. Absent: None. Carried.

\*([A synopsis of Ordinance 12-11-12](#) follows the minutes. A complete copy of the ordinance is available in the Clerk's Office, Township Hall, 46425 Tyler Rd., during business hours, 7:30 a.m. to 4:00 p.m.)

**NEW BUSINESS:** Budd moved, McClanahan seconded to approve the use of fiscal year 2013 (July 1, 2013 – June 30, 2014) Community Development Block Grant funds. Carried.

Jahr moved, Wright seconded to approve the appointment of Richard Gavalier to fill the vacant position on the Local Finance Development Authority (LDFA) with the term to expire on August 12, 2014. Carried.

Budd moved, Jahr seconded to approve the job description for Museum Director; to approve the Personal Services Agreement (Katie Dallos) for the Museum Director and to authorize the Supervisor and Clerk to execute the Agreement. Carried.

Jahr moved, Hart seconded to approve the job description for Executive Assistant; to approve the Personal Services Agreement (Karin LaMothe) for Executive Assistant; to amend the budget accordingly and to authorize the Supervisor and Clerk to execute the Agreement. Roll Call Vote. Yeas: McClanahan, Jahr, Hart, Budd, Wright and Combs. Nays: Miller. Absent: None. Carried.

**VOUCHER LIST:** Budd moved, Hart seconded to approve the January 8, 2013 voucher list as presented. Carried.

**REPORTS:** None.

**ANNOUNCEMENTS:** Supervisor Combs stated for information regarding Recreation and Parks activities contact the Recreation Department.

**AUDIENCE (Non-Agenda Items):** Comments were made from 8:50 p.m. to 9:05 p.m. by the Board and audience regarding the following topics: Visteon; LDFA bonds; compliance officer; LDFA attendance policy; Planning Commission; special land use permits; revenues from permits; LDFA.

**ADJOURNMENT:** Hart moved, Wright seconded to adjourn at 9:05 p.m. Carried.

Respectfully submitted,

Leon Wright  
Township Clerk

Date: \_\_\_\_\_.

Linda H. Combs  
Township Supervisor

Approved: \_\_\_\_\_.