

**CHARTER TOWNSHIP OF VAN BUREN  
WORK STUDY SESSION MINUTES  
FEBRUARY 1, 2016**

Clerk Wright called the meeting to order at 4:03 p.m. in the Sheldon Room. Present: Clerk Wright, Trustee Hart, Trustee Jahr, Trustee Miller and Trustee McClanahan. Late Arrival (4:04 p.m.) Supervisor Combs. Absent/Excused: Treasurer Budd. Others in Attendance Secretary Montgomery, DDA Assistant Director Lothringer, Executive Assistant Clair, Director of Planning and Economic Development Akers, Deputy Director of Planning and Economic Development Best, Public Services Director Taylor, Assessing Coordinator Stevenson, I.T. Director Rankin and an audience of three (3).

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

Discussion on the purchase of BS&A software for animal licensing, human resources, electronic timesheets and electronic purchase orders. The add-on modules to the BS&A software were discussed during budget preparation meetings and will be funded utilizing a reimbursement from MMRMA.

Discussion on the re-appointment of William Osier to the Construction Code Appeals Board with a term to expire February 28, 2019.

Discussion on the request by Mayser Polymer Inc. for an Industrial Facilities Exemption Certificate. Board members discussed the Charter Township of Van Buren Tax Abatement Guidelines-Criteria for Granting Industrial Facilities Exemption Certificates point analysis, as it pertained to the applicant, in determining the number of years eligible for abatement.

**PUBLIC COMMENT:** Resident commented on the purchase of the animal control licensing module.

**ADJOURNMENT:** There being no further discussion Miller moved, McClanahan seconded to adjourn the work study session at 5:15 p.m. Motion Carried.

Respectfully submitted,

\_\_\_\_\_  
Leon Wright, Township Clerk

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

\_\_\_\_\_  
Linda Combs, Supervisor

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