

**CHARTER TOWNSHIP OF VAN BUREN
WORK STUDY MEETING MINUTES
FEBRUARY 5, 2018**

Supervisor McNamara called the meeting to order at 4:02 p.m. in the Sheldon Room. Present: Supervisor McNamara, Clerk Wright, Treasurer Budd, Trustee Martin, Trustee Miller, and Trustee White. Late Arrive: Trustee Frazier (4:04 p.m.). Others in attendance: Secretary Montgomery, Developmental Services Director Akers, DDA Director Ireland, Executive Assistant Selman, Assessing Coordinator Stevenson, Public Safety Deputy Director (Fire) Brow, Public Safety Director Laurain, Attorney McCauley, and an audience of three (3).

UNFINISHED BUSINESS:

Supervisor McNamara announced to Board members that the process has begun in the development of an asset management and capital improvement plan. A presentation to the Board will be forthcoming in a month or two.

Board members discussed the progress and issues associated with the Cobblestone Ridge development. The signage has been replaced by the developer and additional construction permits have been issued. Board members discussed the ability and legal authority of the Township to assist residential housing communities throughout the Township with issues concluding that further discussion should occur at another study session.

Director Akers provided the Board with an update on the McBride Road paving project which is projected to commence in the Spring. The project is out for bid. An actual start date has not been determined and is based on construction schedules.

NEW BUSINESS:

Discussion on the personal leave of absence request for Firefighter Chris Roy. The request is for a six month leave of absence in accordance with the Michigan Association of Firefighter contract.

Supervisor McNamara emphasized his commitment to the recruitment and training of firefighters. Van Buren Township offers first class training while maintaining one of the least expensive fire operations in the State of Michigan by utilizing a paid-on call staff. Some Board members expressed concern over expenses incurred for training and the loss of firefighters to full-time employment elsewhere. Further discussion was requested at a future work study session.

Discussion on the Donation Agreement to Schoolcraft College and Schoolcraft Institutional Scholarship. Under this agreement the Township will donate a 1986 ladder truck that no longer meets State of Michigan certification requirements. In exchange, the Township will receive two full scholarship at Schoolcraft College. Scholarships will be provided to two Van Buren Township residents pursuing a career as a firefighter or police officer.

Discussion on the re-appointment of Harlan Davenport to the Construction Code Appeals Board with a term to expire February 28, 2020. Mr. Davenport is currently serving on the Construction Code Appeals Board and has expressed his desire to continue service.

Discussion on the appointment of Aaron Sellers to the Board of Zoning Appeals with a term to expire December 1, 2018. Mr. Sellers has been serving as an alternate on the Board of Zoning Appeals. If approved he will be appointed a full member.

Discussion on the split/combination of lots 83-110-01-0137-301 and 83-110-01-0137-302. The split/combination is in compliance with the Township's Lot Split Ordinance and the Land Division Act. It was reviewed by the Parcel Division Board on December 19, 2017 and was given preliminary approval at that time. The split/combination being requested is necessary to correct a 20 ft. encroachment from one parcel to the next.

Discussion on the proposed revision to the Endowment Committee bylaws. The proposed revision would change the meeting time from 1:00 p.m. to 11:00 a.m.

Discussion on the 2017 Planning Commission annual report. The annual report outlines the Planning Commission activities for 2017. It is provided to the Board for review in accordance with P.A. 33 of 2008, as amended, MCL 125.3801 et seq., and the Michigan Planning Enabling Act.

Discussion on Resolution 2018-1 authorizing the submission of the Michigan Township Association application for the Township of Excellence Certificate of Achievement in Election Administration. Clerk Wright is in compliance with the guidelines set forth by the Michigan Township Association in Election Administration. The application process requires the Township Board to approve a resolution acknowledging compliance prior to submission.

PUBLIC COMMENT: None.

ADJOURNMENT: There being no further discussion Miller moved, White seconded to adjourn the Work Study Session at 5:05 p.m. Motion Carried.

Leon Wright, Township Clerk

Date: _____.

Kevin McNamara, Supervisor

Date: _____.