

**CHARTER TOWNSHIP OF VAN BUREN
WORK STUDY MEETING MINUTES
JUNE 4, 2018**

Supervisor McNamara called the meeting to order at 3:30 p.m. in the Sheldon Room. Present: Supervisor McNamara, Treasurer Budd, Trustee Frazier (arrived at 3:34), Trustee Martin (arrived at 4:15 p.m.), Trustee Miller, and Trustee White. Absent/Excused: Clerk Wright. Others in attendance: Executive Assistant Selman, Secretary Montgomery, Downtown Development Authority Director Ireland and Deputy Director Lothringer, Public Safety Deputy Director (Fire) Brow, Public Services Director Best, Water and Sewer Director Taylor, and an audience of five (5).

CLOSED SESSION: Miller moved, White seconded to go into closed session pursuant to MCL 15.268(d) to consider the purchase or lease of real property. Motion Carried.

Miller moved, Budd seconded to reconvene the Work Study Session at 4:20 p.m. Motion Carried.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Discussion on the re-appointment of Loretta Speaks to the Water and Sewer Commission with a term to expire June 1, 2020.

Discussion on the re-appointment of Walter Rochowiak to the Water and Sewer Commission with a term to expire June 1, 2020.

Discussion on the appointment of Michael McGovern to the Construction Board of Appeals with a term to expire February 28, 2021. Mr. McGovern is a licensed mechanical contractor, maintains an OSHA 30 certification and has an extensive background in developmental services.

Discussion on the amendment to the mutual aid agreement between the Township and Ypsilanti Township Fire Department. The amendment reduces aid assistance provided by Van Buren Township to Ypsilanti Township from two apparatus and personnel to one apparatus and personnel.

Discussion on the DTE Community Lighting contract in the amount of \$112,261.00 for Township hall parking lot lighting replacement. Under DTE's Community Lighting program the Township will replace parking lot lighting at Township Hall with LED lights. The program will bring significant savings, increase safety and eliminate maintenance costs.

Discussion on the Stormwater Maintenance Agreement and Resolution 2018-09 for Constellium (ARC CSVBTMI001 LLC). The agreement designates that the property owner will be responsible for and maintain the stormwater facilities on the property.

Discussion on the Stormwater Maintenance Agreement and Resolution 2018-08 for Mayser USA Inc. The agreement designates that the property owner will be responsible for and maintain the stormwater facilities on the property.

Discussion on a Public Services budget amendment in the amount of \$200,000.00 for various projects. Several projects that were budgeted for in 2017 were not started and/or not completed until early 2018 at which point funding reverted back to the General Fund fund balance. The amendment moves 2017 budgeted funding back into the current year.

Discussion on the proposed revisions to the Board of Zoning Appeals rules of procedure. Revisions include: enhanced definition/clarification of duties and responsibilities of the Board, Officers and Township staff, clarifies conflict of interest and ex-parte and sets attendance requirements.

Discussion on the Master Plan Citizen Survey. As part of the Master Plan update process a multi-part public engagement process has been put in place. The public will have a variety of opportunities to comment on the plan and provide input. The 10-15-minute survey will be available on the Township website with hard copies available throughout Township Hall. The public is encouraged to participate in the survey.

Discussion on the Township Board's role in Planning and Zoning decisions. Director Akers provided an overview of the Board's Role in planning and zoning decisions. Topics such as public notice, public hearings first and second readings, ordinance and zoning adoption and voting requirements as they pertain to various planning and zoning decisions.

PUBLIC COMMENT: Resident commented on Administrative office hours of operation and the time change for the Work Study session. Board members expressed concern over the Cobblestone Ridge subdivision as it pertained to the slow rate of development and ordinance violations that have recently been addressed.

ADJOURNMENT: There being no further discussion Trustee Miller moved, Trustee Frazier seconded to adjourn the Work Study Session at 6:20 p.m. Motion Carried.

Leon Wright, Township Clerk

Date: _____.

Kevin McNamara, Supervisor

Date: _____.