

**CHARTER TOWNSHIP OF VAN BUREN  
SPECIAL WORK STUDY MEETING MINUTES  
JULY 24, 2018**

Supervisor McNamara called the meeting to order at 4:03 p.m. in the Sheldon Room. Present: Supervisor McNamara, Treasurer Budd, Clerk Wright, Trustee Frazier, Trustee Martin, Trustee Miller, and Trustee White. Others in attendance: Executive Assistant Selman, Secretary Montgomery, Public Services Director Best, Planning and Economic Development Director Akers, Public Safety Director Laurain and Deputy Director (Police) Wright, Assessing Coordinator Stevenson, Fire Marshall McNally, DDA Assistant Director Lothringer, Recreation Director Wright and Deputy Director Zaenglein, Water and Sewer Director Taylor, Human Resource Director Sumpter, Building and Ground Superintendent Fondaw, Cable Director McCracken, Senior Director Jordan and an audience of seven (7).

Supervisor McNamara announced that the Michigan Township Association has rejoined the Amicus brief as it relates to providing legal representation in the Van Buren Township vs. Visteon lawsuit.

**NEW BUSINESS:**

Discussion on the CIP+ Program. Director Best presented an overview of facility improvements identified over the past ten years. Seventeen projects were identified that can provide significant long-term improvements. The list includes: renovation of the multi-purpose room to a dance studio; Chairs and tables for the Fire and Police station; LED light changeover at Fire Stations; Township Hall entry improvements, Cement driveway repair at Fire Station #1; Township Hall common area painting; Township Hall flooring; interior painting at Fire Stations, Board Room renovation, Belleville Area Museum repairs; Township roadway entry signs, Township Hall landscaping; Township Hall changeable message sign; conference room, waiting area, and office furniture; IT network monitoring system office technology upgrade; new sign for the Belleville Area Museum and interior design consultation. Board members discussed the pros and cons of each project and requested this item appear, for further discussion, at the Work Study session of August 20, 2018.

Discussion on the Space and Needs Assessment. Representatives for Fitchbeck, Huber and Carr presented a PowerPoint presentation outlining the results of their assessment. The assessment period took place with Departmental Directors in an effort to determine areas in need of improvements to provide improvements in program space, waiting areas, storage space, workspace, and accessibility. Representatives provided a blueprint of modifications to the main Township Hall campus that addressed each area of concern. Proposed changes included interior renovations to improve overall functionality and address areas of concern. Most notable is an addition to the Public Safety Department, Cable Department and changes to the Recreation and Senior Department work and program areas. Board members discussed the ideas of a new recreational facility, new water and sewer facility and dedicating the current space utilized to Building and Grounds and an addition to the Public Safety Department to included a juvenile detention holding cell. Further discussion will occur at the Work Study session August 20, 2018.

No discussion occurred on the future use/holdings of Van Buren Township owned properties.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** There being no further discussion Miller moved, Martin seconded to adjourn the Special Work Study Session at 6:34 p.m. Motion Carried.

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Leon Wright, Township Clerk

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

\_\_\_\_\_  
Kevin McNamara, Supervisor

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