

**CHARTER TOWNSHIP OF VAN BUREN
WORK STUDY MEETING MINUTES
SEPTEMBER 30, 2019**

Supervisor McNamara called the meeting to order at 4:00 p.m. in the Sheldon Room. Present: Supervisor McNamara, Treasurer Budd, Clerk Wright, Trustee Miller and Trustee White. Late Arrival Trustee Frazier (4:08 p.m.) Excused: Trustee Martin. Others in attendance: Secretary Montgomery, Executive Assistant Selman, Public Safety Director Laurain, Fire Marshal McInally, Public Safety Deputy (Fire) Brow, Attorney Bartow, Human Resource Director Sumpter, DDA Assistant Director Lothringer, Executive Assistant Renaud, Water and Sewer Director Taylor, Public Services Director Best and an audience of eight (8).

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Discussion on the previously approved purchase of a 2019 Chevy Tahoe to be utilized by the on-duty shift Supervisor of the Fire Department in the amount of \$46,497.40 to be expensed out of the 2019 Capital Outlay (#101-336-970-000).

Discussion on Resolution 2019-21 the 2020 Water and Sewer Fee Schedules. No changes from last year and a 5% increase in water and sewer fees for 2020.

Discussion on Resolution 2019-20 the 2020 Departmental Fee Schedules. No changes from last year.

Discussion on the appointment of Peter Creal to the Environmental Commission to fill the unexpired term of former commissioner Emekpe with a term to expire 10-01-2020.

Discussion on the re-appointment of Tony Gibson to the Environmental Commission with a term to expire 10-01-2022.

Discussion on the re-appointment of David Brownlee to the Environmental Commission with a term to expire 10-01-2022.

Discussion on the re-appointment of Norm DeBuck to the Environmental Commission with a term to expire 10-01-2022.

Discussion on the Personal Services Agreement for Alysha Albrecht for the position of Communication Specialist.

Discussion on the Personal Service Agreement for Ryan Nichols for the position of Communications Specialist. Trustee White express dissatisfaction that links were provided but not hard copies of resumes for the Communications Specialist candidates.

Discussion on an update to section 3.01 Eligibility of Benefits in Policies and Procedures manual. Provides for the inclusion of temporary full-time employees as it relates to health care in lieu of.

Discussion on the update in the Elected Official and Salaried employee's manual with language to reflect the Retiree Benefits change effective September 1, 2019 to receiving a Health Care Savings account. Employees hired prior to September 1, 2019 will not be affected. Consensus to remove changes to the Elected Official manual.

Discussion on the update to the Meal Reimbursement section of the Reimbursement of Travel, Meal and Lodging Expenses Policy. Establishment of a per diem that mirrors the federal guideline.

Discussion on Resolution 2019-23 to exempt the Township from 2011 Public Act 152.

Discussion on the selection of Master Maintenance for the painting and flooring renovations at the Belleville Area Museum.

Discussion on the first reading of Ordinance 10-01-19 to modify the requirements of the Zoning Ordinance with regards to required setbacks for non-conforming single family residential zoned parcels with lake frontage.

Discussion on the selection of Veres Environmental Graphics and Signs (VEGAS) for the design and installation of a new sign at the Belleville Area Museum. Item postponed for two weeks to explore an electronic sign variance with the City of Belleville and a possible partnership with the Belleville Library.

Discussion on the selection of Natural Community Services for tree and brush removal at French Landing Park. Presentation of the recommended design of the Township Hall Electronic Message Sign, designed by Veres Environmental Graphics and Signs (VEGAS).

PUBLIC COMMENT: None.

Frazier moved, Miller seconded to move into closed session at 6:04 p.m. Roll Call Vote. Yeas: McNamara, Budd, Wright, Frazier, Miller and White. Absent Martin. Motion Carried.

CLOSED SESSION: Pursuant to MCL 15.268 (c) the Board will go into closed session for strategy and negotiations connected with collective bargaining agreements.

ADJOURNMENT:

Miller moved, White seconded to reconvene the Work Study Session at 6:26 p.m.

Consensus was reached to include the following items on the Board Meeting of October 1, 2019 consent agenda:

1. Approval of updated language to hire Full-Time firefighters in the MAFF contract.
2. Approval of the updates to the MAFF, POLC Patrol and Dispatch, and POLC Command contracts to reflect the retiree benefits change effective September 1, 2019 for new hires. Anyone hired prior to September 1, 2019 will not be affected by these changes.

There being no further discussion Wright moved, Miller seconded to adjourn the Work Study Session at 6:29 p.m. Motion Carried.

Leon Wright, Township Clerk

Date: _____.

Kevin McNamara, Supervisor

Date: _____.