

# WORK STUDY

## CHARTER TOWNSHIP OF VAN BUREN BOARD OF TRUSTEES NOVEMBER 4, 2013 WORK STUDY MEETING, TENTATIVE AGENDA

### PLEDGE OF ALLEGIANCE:

#### ROLL CALL:

Supervisor Combs	_____	Trustee McClanahan	_____
Clerk Wright	_____	Trustee Miller	_____
Treasurer Budd	_____	Engineer Nummer	_____
Trustee Hart	_____	Attorney McCauley	_____
Trustee Jahr	_____	Secretary Cline	_____

### UNFINISHED BUSINESS:

#### NEW BUSINESS:

1. To discuss automatic mutual aid agreement for fire responses with Sumpter Township Fire Department.
2. To discuss Bike Path bid selection (phase 2) and contract for Van Buren Park.
3. To discuss Wayne County Parks Millage Funding Agreement and Resolution.
4. To discuss request for Special Use Approval for proposed expansion at 810 E. Huron River Drive, Bethany Bible Church.
5. To discuss request for Special Use Approval for installation of pipeline inspection point at Ecorse and Hannan Roads parcel ID # V125-83-045-99-0001-701, for DTE's subsidiary, MichCon.
6. To discuss awarding 2013 Beck Ball Fields Community Development Block Grant (CDBG) Improvements Phase 1 contract(s).
7. To discuss easement acquisition at 12249 Ryznar Drive.
8. To discuss SAW (Stormwater, Asset Management and Wastewater) Grant Application.
9. To discuss Agreement with Country Walk 3 & 4 Developer.
10. To discuss Victory Park Proposed Consent Judgment.
11. To discuss Romulus Animal Shelter contract.

### CLOSED SESSION:

### ADJOURNMENT:

# Work Study Meeting November 4, 2013

## Charter Township of Van Buren

Agenda Item: \_\_\_\_\_

### REQUEST FOR BOARD ACTION

**WORK STUDY MEETING** NB# 1

**DATE: NOVEMBER 4, 2013**

**BOARD MEETING DATE:** NB# 1

**NOVEMBER 5, 2013**

Consent Agenda \_\_\_\_\_

New Business  \_\_\_\_\_

Unfinished Business \_\_\_\_\_

Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Automatic Mutual Agreement – Fire Responses
<b>DEPARTMENT</b>	Public Safety, Fire Department
<b>PRESENTER</b>	Fire Chief Dan Besson
<b>PHONE NUMBER</b>	734-699-8916
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	

**Agenda topic**

<b>ACTION REQUESTED</b>	
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Approval

<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
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The Van Buren Department of Public Safety – Fire Division formally requests approval to enter into an automatic mutual aid agreement with the Sumpter Township Fire Department.

The intent of the automatic mutual aid agreement is to quickly deploy specialty resources to the scene of working fires (i.e.: visible fire or heavy smoke) in commercial, educational, or governmental buildings (Sumpter Township) or non-hydrant areas in Mobile Home Parks (Van Buren Township). Van Buren Township agrees to send an Aerial Ladder Truck and Sumpter Township agrees to send a 3000 gallon tanker truck when appropriate conditions are met. Neither "receiving" agency has an apparatus similar to that being deployed by the "sending" agency.

The attached Automatic Mutual Aid Agreement has been reviewed and approved by the Sumpter Township Board of Trustees. It has also been reviewed by township attorney Patrick McCauley.

<b>BUDGET IMPLICATION</b>	NA
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<b>IMPLEMENTATION NEXT STEP</b>	Approval
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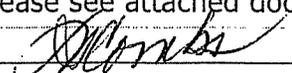
<b>DEPARTMENT RECOMMENDATION</b>	Yes
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<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	N/A
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<b>ATTORNEY RECOMMENDATION</b>	Yes
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(May be subject to Attorney/Client Privilege and not available under FOIA)

<b>ADDITIONAL REMARKS</b>	Please see attached documentation for additional information.
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<b>APPROVAL OF SUPERVISOR</b>	
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DRAFT - UNSIGNED COPY

# Western Wayne County Fire Department Mutual Aid Association

## Sumpter Township and Van Buren Township Fire Automatic Mutual Aid Program



### Purpose:

This activity will be conducted under the auspices of the existing interlocal agreement as developed by the Western Wayne County Fire Department Mutual Aid Association (WWCFDMAA). It will enhance the existing agreement by sharing resources to make available more firefighters and resources on the scene of a structure fire in the participating communities, while maintaining local control of resources. This enhanced response will afford greater safety for firefighters, improved efficiency and effectiveness in fireground operations and enhance daily cooperative efforts so that in the event of a major, multi-jurisdictional incident, fire department command staff members from both agencies, as well as firefighters, would be accustomed to working together closely. This concept falls directly in line with federal, state, and local ideologies of regional cooperative efforts and, therefore, may enhance future funding opportunities for the participating communities.

### Scope:

Participants in this agreement will include the townships of Sumpter and Van Buren in Wayne County, Michigan.

### Procedure:

Upon dispatching the jurisdictional fire department to a reported structure fire the jurisdictional dispatch center shall immediately contact the dispatch center for the other participating agency (i.e.: Huron Township for Sumpter Township Fire Department and Van Buren Communications Center for Van Buren Township Fire Department) and request a response for "Automatic Mutual Aid" as per the agreement.

Sumpter Township: Sumpter Township agrees to send a Tanker Truck, a large vehicle containing approximately 3000 gallons of water, to Van Buren Township when a "working" (i.e. flames visible, heavy smoke visible, or an explosion was detected) structure fire is reported at the following locations (non-hydrant complexes):

- Mobile Manor – located at 600 Sumpter Road; VBT
- Van Buren Estates – located at 17100 Lohr Road; VBT

Van Buren Township: Van-Buren Township agrees to send an Aerial Ladder Truck, a large vehicle that contains an operating 75' (minimum) aerial ladder, when a "working" (i.e. flames visible, heavy smoke visible, or an explosion was detected) structure fire is reported at the following locations:

- All commercial (business, educational, or governmental) structures located within Sumpter Township.



# Western Wayne County Fire Department Mutual Aid Association

## Sumpter Township and Van Buren Township Fire Automatic Mutual Aid Program



When dispatched to the scene of a working structure fire it is understood, unless otherwise directed by the scene's incident commander, that the agency providing the resource under this agreement will respond emergent (i.e.: lights and siren) with a minimum manpower of two firefighters.

It is also understood that the incident commander will maintain full command authority over all responding resources. All participating departments shall utilize an accepted National Fire Academy Incident Command System (or similar).

Efforts will be made to clear the Automatic Aid resources as quickly as possible after the fire is brought under control.

Due to the dynamics of the fluctuating availability of resources and manpower it is understood that participating communities may not always be able to commit resources under this program. In those instances, the host community is to be notified as soon as possible so that they can request additional assistance from other departments. The intent of this automatic mutual aid agreement is for working structure fires under the conditions listed above. Its intent is to *supplement* resources & manpower but not to reduce fire department staffing by reliance on automatic aid.

### Agreement:

We, as the authorized representatives of the below listed fire departments, agree to participate in the WWCFDMAA Sumpter Township and Van Buren Township Fire Automatic Aid Program, contingent upon subsequent approval by the chief administrative officials and/or governing bodies of our respective municipalities. This program operates as an enhancement of, and in accordance with, the existing mutual aid interlocal agreement.

DRAFT - UNSIGNED COPY

\_\_\_\_\_  
Chief Joe Januszyk  
Sumpter Township Fire Department

\_\_\_\_\_  
Chief Dan Besson  
Van Buren Twp. Fire Department

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

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

# Work Study Meeting November 4, 2013

## Charter Township of Van Buren REQUEST FOR BOARD ACTION

Agenda Item: WIS # 2

**WORK STUDY MEETING DATE: 11-4-13**

**BOARD MEETING DATE: 11-19-13**

Consent Agenda \_\_\_\_\_ New Business **X** \_\_\_\_\_ Unfinished Business \_\_\_\_\_ Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Bike Path Bid Selection (phase 2) and Contract Approval
<b>DEPARTMENT</b>	Parks & Recreation
<b>PRESENTER</b>	Jennifer Zaenglein, Deputy Director of Parks and Recreation
<b>PHONE NUMBER</b>	734-899-8921
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	N/A

**Agenda topic**

<b>ACTION REQUESTED</b>	Consider the approval of contract with Blue Ribbon Contracting, Inc. for the installation of the second phase of the ADA walking / bike path at Van Buren Park, and authorize the Supervisor and Clerk to execute the contract.
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	Blue Ribbon contracting is the lowest bidder for this project. Wayne County granted Van Buren Township \$20,000 in millage funds for this project. The total cost for this is \$19,900. The Parks and Recreation Department is not asking for any additional funds to complete this project.
<b>BUDGET IMPLICATION</b>	Blue Ribbon Contracting fees not exceed \$19,900 from line item 101-718-973-000, Wayne County Parks Millage Project, (To be reimbursed from Wayne County upon completion of this project.)
<b>IMPLEMENTATION NEXT STEP</b>	Project start date November 20, 2013.
<b>DEPARTMENT RECOMMENDATION</b>	Parks and Recreation supports this proposal.
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	Recreation committee supports this proposal.
<b>ATTORNEY RECOMMENDATION</b>	Contract has been reviewed by the township attorney.
(May be subject to Attorney/Client Privilege and not available under FOIA)	

**ADDITIONAL REMARKS** Blue Ribbon Contracting will spend up to \$19,900 to complete the second phase of the ADA Walking Path project as outlined in their received bid and in the attached contract. Wayne County has awarded Van Buren Township \$20,000 for this project.

**APPROVAL OF SUPERVISOR** 

# Work Study Meeting November 4, 2013

## Charter Township of Van Buren

Agenda Item: \_\_\_\_\_

### REQUEST FOR BOARD ACTION

**WORK STUDY MEETING DATE: 11-4-13** *WS # 10*

**BOARD MEETING DATE: 11-19-13**

Consent Agenda \_\_\_\_\_ New Business **X** \_\_\_\_\_ Unfinished Business \_\_\_\_\_ Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Wayne County Parks Millage Funding Agreement
<b>DEPARTMENT</b>	Parks & Recreation
<b>PRESENTER</b>	Jennifer Zaenglein, Deputy Director of Parks and Recreation
<b>PHONE NUMBER</b>	734-899-8921
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	N/A

#### Agenda topic

<b>ACTION REQUESTED</b>	Resolution to approve agreement between Van Buren Township and Wayne County for the use of \$20,000 from Wayne County Parks Millage for the construction of the second phase ADA walking/ bike path at Van Buren Park.
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	The first phase of the ADA walking / bike path was completed in 2012 and was approximately 2,323 ft. in length. The second phase of the bike path will be approximately 1,640 ft. in length. (Please see the attached map.)
<b>BUDGET IMPLICATION</b>	The total cost of the project will be \$19,900. Van Buren Township is being reimbursed from Wayne County Millage Funding for up to \$20,000 in project costs.
<b>IMPLEMENTATION NEXT STEP</b>	Signed agreement sent to Wayne County to be signed.
<b>DEPARTMENT RECOMMENDATION</b>	Parks and Recreation supports this proposal.
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	Recreation committee supports this proposal.
<b>ATTORNEY RECOMMENDATION</b>	Contract has been reviewed by the township attorney.
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	This project continues the first phase of the ADA walking / bike path through Van Buren Park completing the path loop in front of Van Buren Park.

APPROVAL OF SUPERVISOR \_\_\_\_\_



**CHARTER TOWNSHIP OF VAN BUREN  
COUNTY OF WAYNE, MICHIGAN  
RESOLUTION 2013-19**

**TO RECOMMEND APPROVAL OF THE INTERGOVERNMENTAL AGREEMENT WITH  
WAYNE COUNTY FOR WALKING/BIKE PATH PROJECT**

At a regular meeting of the Van Buren Charter Township Board, Wayne County, Michigan, held at the Van Buren Township Hall on \_\_\_\_\_, 2013 at 7:00 p.m.

The following Resolution was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**WHEREAS**, the Charter Township of Van Buren has undertaken an intergovernmental agreement with Wayne County to use a \$20,000.00 grant from the Wayne County Parks Millage for the construction of the second phase of the ADA walking/biking path at Van Buren Park.

**WHEREAS**, the Parks and Recreation Committee of Van Buren Charter Township has reviewed the ADA walking/bike path project.

**NOW, THEREFORE BE IT RESOLVED** that the Van Buren Charter Township Board of Trustees enter into an intergovernmental agreement with Wayne County for the construction of the second phase of the ADA walking/bike path at Van Buren Park.

**Roll Call Vote:**

YEAS:

NAYS:

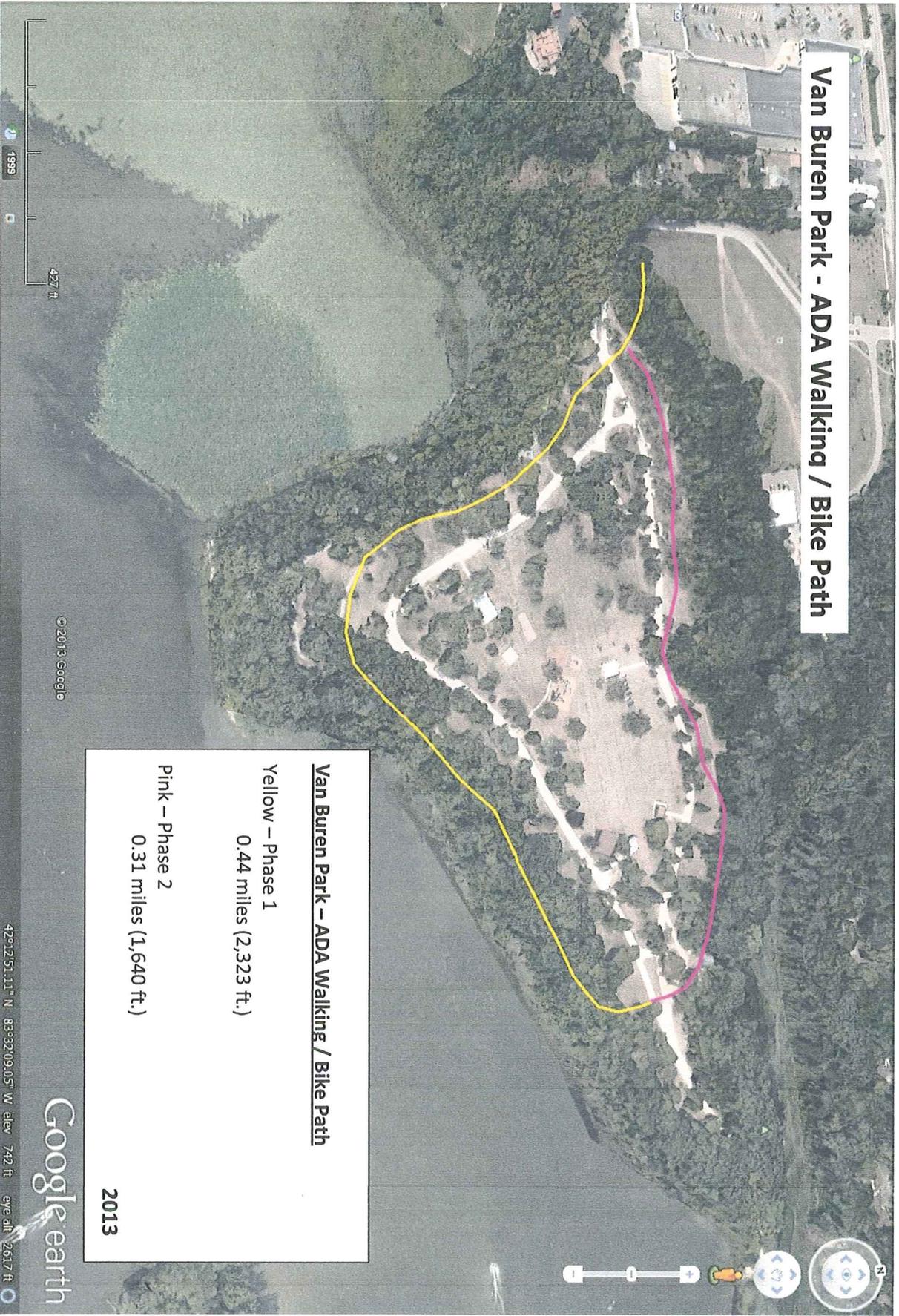
ABSENT:

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I, Leon Wright, Clerk of the Charter Township of Van Buren Board, do hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by the Charter Township of Van Buren Board of Trustees at a regular meeting held on \_\_\_\_\_, 2013.

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

**Van Buren Park - ADA Walking / Bike Path**



**Van Buren Park – ADA Walking / Bike Path**

Yellow – Phase 1  
0.44 miles (2,323 ft.)

Pink – Phase 2  
0.31 miles (1,640 ft.)

**2013**

Van Buren Park ADA Walking / Bike Path Overview (updated 2013)

# Work Study Meeting November 4, 2013

## Charter Township of Van Buren

Agenda Item: WS#4

### REQUEST FOR BOARD ACTION

WORK STUDY MEETING

DATE: NOVEMBER 4, 2013

BOARD MEETING DATE:

NOVEMBER 19, 2013

Consent Agenda \_\_\_\_\_ New Business  Unfinished Business \_\_\_\_\_ Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Bethany Bible Church Special Use Approval
<b>DEPARTMENT</b>	Planning and Economic Development Department
<b>PRESENTER</b>	Arthur Mullen
<b>PHONE NUMBER</b>	699.8913
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	

#### Agenda topic

<b>ACTION REQUESTED</b>	Approval of Request for Special Use Approval for Proposed Expansion at Bethany Bible Church
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<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	Bethany Bible Church, at 810 E. Huron River Dr. just east of the City of Belleville, is located in a R1-C Single Family Residential District. Special Use Approval must be granted by the Board of Trustees to permit churches to locate or expand in these districts. The congregation is growing and it has begun preparations to expand at their current location. They've applied to the Planning Commission for Site Plan Approval for their expansion. The Planning Commission at its September 25, 2013 voted to recommend that the Board of Trustees grant Special Land Use Approval for this request. Minutes from the Planning Commission approval are attached.
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<b>BUDGET IMPLICATION</b>	None
<b>IMPLEMENTATION NEXT STEP</b>	Project Returns to Planning Commission for Preliminary Site Plan Review and Approval

<b>DEPARTMENT RECOMMENDATION</b>	Approval
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<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	Approval
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<b>ATTORNEY RECOMMENDATION</b>	
(May be subject to Attorney/Client Privilege and not available under FOIA)	

<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	

**CHARTER TOWNSHIP OF VAN BUREN  
PLANNING COMMISSION MINUTES  
SEPTEMBER 25, 2013**

Chairperson Thompson called the meeting to order at 7:34 p.m. Present: Guenther, Johnson, Boynton, Budd and Thompson. Excused: Kelley and McKenna. Staff Present: Director Mullen and Secretary Harman. McKenna Associates present: Christopher Khorey and Laura Haw. Wade Trim Associate: David Nummer. There were 36 people in the audience.

**APPROVAL OF AGENDA:**

**Motion Boynton, Johnson second to approve the agenda of September 25, 2013 as presented.  
Motion carried.**

**MINUTES:**

**Motion Budd, Boynton second to approve the minutes of September 11, 2013 as presented.  
Motion carried.**

**OLD BUSINESS:**

**ITEM #1      CASE# RZ 13-002  
TITLE:        THE APPLICANT, TUCKER INSURANCE COMPANY, IS REQUESTING TO  
REZONE APPROXIMATELY .72 ACRES OF PROPERTY CURRENTLY ZONED  
R-1B (SINGLE FAMILY RESIDENTIAL) TO C-2 (EXTENSIVE HIGHWAY  
BUSINESS).**

**LOCATION: PARCEL NUMBER V125-83-086-99-0002-000, ALSO KNOWN AS 45109 S. I-94  
SERVICE DRIVE. THIS SITE IS LOCATED ON THE SOUTH SIDE OF THE S. I-94  
SERVICE DRIVE, EAST OF BELLEVILLE ROAD AND WEST OF DEWITT ROAD.**

Architect Wade Hoppe of Hoppe Design gave the presentation for the applicant regarding rezoning the property. The applicant is requesting to rezone a parcel from R-1B residential to C-1 General Business District instead of the previous request to C-2 Extensive Highway Business as suggested by McKenna Associates.

Christopher Khorey of McKenna Associates presented review letter dated September 18, 2013 recommending approval of the request to rezone the subject parcel from R-1B Single Family Residential to C-1 General Business District following the reasons provided in the review letter.

Christopher Khorey of McKenna Associates presented review letter dated September 19, 2013 recommending the Planning Commission review outstanding site plan items with the applicant to provide direction. Following that direction, the applicant could submit revised plans that address the issues so that a recommendation can be made.

Commissioners discussed the stormwater retention pond, parking lot spaces, landscaping and concerns from residents. The consensus is to meet the needs of the neighbors and the requirements of the ordinance.

A resident is concerned with the power company accessing electric through the easement behind his property and has concerns with fire hydrant access being blocked by the tree buffer.

**Motion Boynton, Johnson second to recommend to the Township Board of Trustees the applicant's request to rezone parcel number V125-83-83-086-99-0002-000, also known as 45109 S. I-94 Service Drive, currently zoned R-1B (Single Family Residential) to C-1 (General Business District) subject to the McKenna Associates review letter dated 9-18-13, specifically recommendation item #1 zoning. (Letter Attached)**

**Roll Call:**

**Yeas:** Boynton, Budd, Johnson, Guenther and Thompson.

**Nays:** None.

**Absent:** Kelley and McKenna

**Motion carried.**

**ITEM #2 CASE# SUP & SPR 13-009**

**TITLE: THE APPLICANT, BETHANY BIBLE CHURCH, IS REQUESTING SPECIAL USE APPROVAL AND PRELIMINARY SITE PLAN APPROVAL FOR A CHURCH IN A SINGLE FAMILY RESIDENTIAL DISTRICT UNDER SECTION 7.03 OF THE TOWNSHIP ZONING ORDINANCE 06-02-92, AS AMENDED.**

**LOCATION: PARCEL NUMBERS V125-83-088-99-0013-701 AND V125-83-088-99-0010-000, ALSO KNOWN AS 810 E. HURON RIVER DRIVE. THIS SITE IS LOCATED ON THE SOUTH SIDE OF EAST HURON RIVER DRIVE, EAST OF COLUMBIA AVENUE AND WEST OF MARTINSVILLE ROAD.**

Architect Wade Hoppe of Hoppe Design gave the presentation for the applicant regarding special land use and preliminary site plan approval. Per the direction of the Planning Commission, the applicant met with neighboring properties to the parking lot areas and has a list of neighbor requests.

Christopher Khorey of McKenna Associates presented review letter dated September 19, 2013 recommending special land use approval subject to the applicant following the conditions provided in the letter.

Christopher Khorey of McKenna Associates presented review letter dated September 19, 2013 recommending prior to a preliminary site plan approval recommendation, the applicant resubmits revised plans that address the underlined items in the review letter to the satisfaction of the Planning Commission.

David Nummer of Wade Trim presented review letter dated September 20, 2013 recommending preliminary site plan approval.

Commissioners discussed language to include no outdoor music or bells, screening for neighbors of the parking lot and playground area, plantings in the stormwater basin, and plantings in the buffer strip.

Resident stated concerns with noise due to growth of the church membership, tree screening and replacement, infiltration beds maintenance and landscape. Resident commented on noise and railroad tracks located by the applicant.

**Motion Boynton, Budd second to recommend to the Township Board special land use approval to Bethany Bible Church located at parcel number V125-83-088-99-0010-000, also known as 810 E. Huron River Drive, subject to the McKenna Associates letter dated 9-19-13 with the amended language as stated: landscaping and screening wall should meet the needs of the neighbors and comply with the intent of the zoning ordinance. (Letter Attached)**

**Roll Call:**

**Yeas:** Budd, Boynton, Johnson, Guenther and Thompson.

**Nays:** None.

**Absent:** Kelley and McKenna

**Motion carried.**

**NEW BUSINESS:**

**ITEM #1      CASE# SPR 13-011**

**TITLE:        THE APPLICANT, BK DEVELOPMENT GROUP, LLC, IS REQUESTING AN AMENDMENT APPROVAL TO THE SITE PLAN FOR REVISED SINGLE FAMILY ARCHITECTURAL DRAWINGS IN REGARDS TO THE COBBLESTONE CREEK DEVELOPMENT.**

**LOCATION: THE UNFINISHED COBBLESTONE CREEK SUBDIVISION IS THE SUBJECT OF THIS REQUEST. THE DEVELOPMENT IS LOCATED ON THE SOUTH SIDE OF WEST HURON RIVER DRIVE, EAST OF HOEFT AND WEST OF ELWELL ROAD.**

Applicant Jason Boji of BK Development Group gave the presentation. The applicant displayed four (4) new home floor plan models all of which are able to accommodate an optional side entry garage except for one model. The home models range in size from 2,005 square feet to 2,781 square feet, meet the over 50 percent brick requirement. There are already 6 homes within the development with side entry garages, 15 more are needed to meet the minimum requirement for the PRD. The Sorrento model is the largest and with a side entry garage will be limited to certain lots.

Laura Haw of McKenna Associates presented review letter dated September 20, 2013 recommending approval to the proposed revised architectural plans subject to the applicant following the conditions provided in the letter.

Commissioners discussed the porch size requirements being met, the percentage of brick or stone on each model, the option to have brick chimneys to the ground and other PRD agreement requirements.

Resident informed the Commission that the current residents in the development would like to see the development plans, the building ordinance and be able to provide their input. A current resident in the development inquired about the size of the new home models and the impact it may have on his 3,000 square foot home.

**Motion Johnson, Boynton second to approve the proposed revised architectural plans for the Cobblestone Creek Development (SPR 13-011), PRD executed 4-18-05, with the conditions spelled out in the McKenna Associates letter dated 9-20-13 with conditions #1 and #2 in the letter to be finalized. Motion Carried. (Letter Attached)**

**ITEM #2**

**TITLE:        REVIEW OF THE PROPOSED CHARTER TOWNSHIP OF VAN BUREN CAPITAL IMPROVEMENTS PLAN 2013-2018.**

Director Mullen presented the Charter Township of Van Buren Capital Improvements Plan 2013-2018. The plan is based upon available funding, and the projects are identified by the administration as desirable for short and mid-term investment. Commissioners inquired about the following items: French Landing Soffit Repair, Township Master Plan Consolidation and the Township Zoning Ordinance Update.

**Motion Boynton, Johnson second to accept the Charter Township of Van Buren Capital Improvements Plan 2013-2018. Motion Carried.**

**GENERAL DISCUSSION:**

Commissioner Boynton stated that the commission and commissioners must recognize that deliberations regarding changes to projects in existing and partially completed subdivisions have direct impacts upon residents, and that the commission needs to be mindful of its actions and how they may affect resident's properties and the broader final appearance of the subdivisions.

Commissioner Budd suggested that it might be the proper time to reevaluate the PRD portion of the Zoning Ordinance.

Director Mullen informed Commission members that the wind and solar energy ordinance, recommended to the Township Board in 2009, will be the subject of an upcoming work study. The ordinance may come back before the Planning Commission.

Resident would like to see the Tucker Insurance plans. Director Mullen will meet with the neighboring residents after the rezoning is approved and during the preliminary review process.

**Motion Boynton, Johnson second to adjourn at 10:36 p.m.**

**Motion carried**

Respectfully Submitted,

Christina Harman,  
Recording Secretary

# Work Study Meeting November 4, 2013

## Charter Township of Van Buren

Agenda Item: WS#5

### REQUEST FOR BOARD ACTION

**WORK STUDY MEETING**  
**DATE: NOVEMBER 4, 2013**  
**BOARD MEETING DATE:**  
**NOVEMBER 19, 2013**

Consent Agenda \_\_\_\_\_ New Business X Unfinished Business \_\_\_\_\_ Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	DTE "Pig Trap" at Hannan and Ecorse Roads Special Use Approval
<b>DEPARTMENT</b>	Planning and Economic Development Department
<b>PRESENTER</b>	Arthur Mullen
<b>PHONE NUMBER</b>	699.8913
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	

#### Agenda topic

<b>ACTION REQUESTED</b>	
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Approval of Request for Special Use Approval for Installation of Pipeline Inspection Point ("Pig Trap") for Parcel ID # V-125-83-045-99-0001-701 at Ecorse and Hannan Roads

#### BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)

DTE's subsidiary, MichCon, is requesting Special Use Approval for their proposed "Pig Trap" facility at the SW corner of Hannan and Ecorse Roads. This facility will allow access into their distribution system to conduct pipeline inspections. Under Federal law, these inspections are to take place every seven years. In August, the Board approved Ordinance 08-06-13 to permit the zoning change that would allow this type of development. At its October 23, 2013 meeting, the Planning Commission voted to recommend that the Board of Trustees grant this Special Use Approval request and it granted Preliminary Site Plan Approval. The draft minutes from the Planning Commission meeting are attached with the Motion Extract.

<b>BUDGET IMPLICATION</b>	None
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<b>IMPLEMENTATION NEXT STEP</b>	Project Returns to Planning Commission for Final Site Plan Review and Approval
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<b>DEPARTMENT RECOMMENDATION</b>	Approval
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<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	Approval at October 23, 2013 Planning Commission
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<b>ATTORNEY RECOMMENDATION</b>	
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(May be subject to Attorney/Client Privilege and not available under FOIA)

<b>ADDITIONAL REMARKS</b>	
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<b>APPROVAL OF SUPERVISOR</b>	
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**CHARTER TOWNSHIP OF VAN BUREN  
PLANNING COMMISSION MINUTES  
OCTOBER 23, 2013**

**UNOFFICIAL**

Chairperson Thompson called the meeting to order at 7:30 p.m. Present: McKenna, Budd, Kelley, Boynton, Johnson, Guenther and Thompson. Staff Present: Secretary Harman. McKenna Associate present: Sally Hodges. There were 6 people in the audience.

**APPROVAL OF AGENDA:**

**Motion Boynton, McKenna second to approve the agenda of October 23, 2013 as presented.**

**Motion carried.**

**MINUTES:**

**Motion McKenna, Kelley second to approve the minutes of October 9, 2013 as presented.**

**Motion carried.**

**OLD BUSINESS:**

**ITEM #1      CASE# 13-002 SPR AND SUP**

**TITLE:        THE APPLICANT, DTE ENERGY, IS REQUESTING SPECIAL USE AND PRELIMINARY SITE APPROVAL FOR THE CONSTRUCTION OF A 30 INCH "PIG TRAP" FOR MAINTNANCE OF UNDERGROUND PIPELINE FACILITIES AS REGULATED UNDER ARTICLE XI OF TOWNSHIP ZONING ORDINANCE 06-02-92, AS AMENDED.**

**LOCATION: PARCEL NUMBER V125-83-045-99-0001-701. THIS SITE IS LOCATED ON THE SOUTHWEST CORNER OF HANNAN AND ECORSE ROADS.**

Tom Dahlman of DTE Gas Company gave the presentation for the applicant regarding special use and preliminary site approval for the construction of a 30 inch "pig trap" for maintenance of underground pipeline facilities. Mr. Dahlman made comments to the McKenna Associates review letter dated October 16, 2013.

Sally Hodges of McKenna Associates presented review letter dated October 16, 2013 recommending that the Township Board grant special use approval subject to the satisfactory clarification of the occupancy frequency and final site plan approval by the Planning Commission.

Sally Hodges of McKenna Associates presented review letter dated October, 16, 2013 recommending the Planning Commission grant preliminary site plan approval subject to conditions being addressed prior to final site plan approval.

Chairperson Thompson presented the Wade Trim review letter dated October 17, 2013 recommending preliminary site plan approval.

Commissioners discussed having samples of the black vinyl fabric to be used for fence screening at the site and a landscape maintenance plan to check for over growth at the site.

No comments from the audience.

**Motion McKenna, Boynton second to recommend to the Township Board of Trustees special land use approval to DTE Energy for construction of a 30 inch "pig trap" for maintenance of underground pipeline facilities located at parcel number V125-83-045-99-0001-701 referencing the McKenna Associates letter dated October 16, 2013. (Letter Attached)**

**Roll Call:**

**Yeas: Kelley, McKenna, Budd, Boynton, Johnson, Guenther and Thompson.**

**Nays: None.**

**Absent: None.**

**Motion carried.**

**Motion Johnson, Budd second to grant preliminary site plan approval to DTE Energy to construct a 30 inch "pig trap" for maintenance of underground pipeline facilities located at V125-83-045-99-0001-701 contingent upon conditions in the McKenna Associates letter dated October 16, 2013 with language added to item #6 sidewalk timing of installation to be determined with the final site plan, the removal of item #7 conditions have been met and subject to the Wade Trim review letter dated October 17, 2013. Motion Carried. (Letter Attached)**

**GENERAL DISCUSSION:**

Commissioner Kelley informed members that the sign falling down on Rawsonville Road was supposed to have been fixed but has not been. He will follow up with Ypsilanti Township to make sure repairs are made.

**Motion Boynton, McKenna second to adjourn at 8:00 p.m.**

**Motion carried**

Respectfully Submitted,

**UNOFFICIAL**

Christina Harman,  
Recording Secretary

**MOTION EXTRACT**

**Motion McKenna, Boynton second to recommend to the Township Board of Trustees special land use approval to DTE Energy for construction of a 30 inch "pig trap" for maintenance of underground pipeline facilities located at parcel number V125-83-045-99-0001-701 referencing the McKenna Associates letter dated October 16, 2013.**

**Roll Call:**

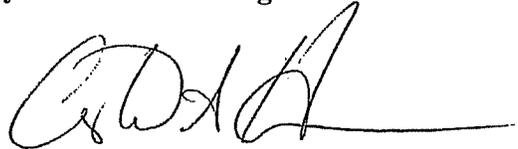
**Yeas: Kelley, McKenna, Budd, Boynton, Johnson, Guenther and Thompson.**

**Nays: None.**

**Absent: None.**

**Motion carried.**

**I hereby certify the foregoing is a true and correct copy of a motion adopted by the Planning Commission of the Charter Township of Van Buren at the regularly scheduled meeting of October 23, 2013.**



**Christina Harman  
Recording Secretary**

# Work Study Meeting November 4, 2013

## Charter Township of Van Buren

### REQUEST FOR BOARD ACTION

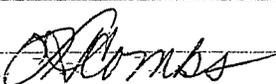
BRD#4  
Agenda Item: WS#6

**WORK STUDY MEETING**  
**DATE: NOVEMBER 4, 2013**  
**BOARD MEETING DATE:**  
**NOVEMBER 5, 2013**

Consent Agenda \_\_\_\_\_ New Business  Unfinished Business \_\_\_\_\_ Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	2013 Beck Ball Field CDBG Improvements – Phase 1 Bid Award
<b>DEPARTMENT</b>	Planning and Economic Development Department
<b>PRESENTER</b>	Arthur Mullen
<b>PHONE NUMBER</b>	699.8913
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	David Nummer, Township Engineer

#### Agenda topic

<b>ACTION REQUESTED</b>	
Award 2013 Beck Ball Field CDBG Improvements – Phase 1 Contract	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
<p>At the August 20, 2013 meeting, the Board of Trustees approved a Design Services contract with Wade-Trim to prepare phased bid documents for the Beck Ball Field CDBG Improvement Project.</p> <p>Wade-Trim developed the first of two bid packages for the project, one let in early September and second to be let in the winter for spring construction. The Winter Phase 2 package will be tailored to utilize the remaining budgeted funds to complete as much of the proposed improvement work as funds allow.</p> <p>The first round of Phase 1 bids was not accepted because they significantly exceeded engineer's estimates for the proposed work. Modifications were made to the bid package to encourage additional bidders, and the deadline for submitting the second letting of Phase 1 bids was October 30, 2013.</p> <p>A report detailing the break-down of the second round of Phase 1 bids and recommended bid award will be shared with the Board of Trustees prior to the Work Study.</p> <p>Over \$48,790 of 2009 CDBG funds must be expended by the end of the year or the funds will be recaptured by Wayne County.</p>	
<b>BUDGET IMPLICATION</b>	None, as the funds are Wayne County CDBG funds
<b>IMPLEMENTATION NEXT STEP</b>	
<b>DEPARTMENT RECOMMENDATION</b>	Approve
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	
<b>ATTORNEY RECOMMENDATION</b>	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	

# Work Study Meeting November 4, 2013

## Charter Township of Van Buren

### REQUEST FOR BOARD ACTION

Agenda Item WS#7

**WORK STUDY MEETING DATE:**  
**NOVEMBER 4, 2013**

**BOARD MEETING DATE:**  
**NOVEMBER 19, 2013**

Consent Agenda \_\_\_\_\_ New Business X Unfinished Business \_\_\_\_\_ Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Easement Acquisition
<b>DEPARTMENT</b>	Public Works
<b>PRESENTER</b>	Director James T. Taylor
<b>PHONE NUMBER</b>	734-699-8947
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	Dave Nummer

#### Agenda topic

<b>ACTION REQUESTED</b>	To approve the authorization of \$14,000.00 for the acquisition of an easement at 12249 Ryznar Drive.
<b>BACKGROUND -- (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	A formal appraisal was conducted to provide an opinion of the fair market value to acquire an easement for the purpose of the installation of a sanitary lift station on Ryznar Drive. The property owner has agreed to the amount recommended in the appraisal report. The appraisal report is available for your review upon request.

<b>BUDGET IMPLICATION</b>	The purchase is funded from Water & Sewer Fund - Capital Outlay Account 592-537-970-000.
<b>IMPLEMENTATION NEXT STEP</b>	Township Board to authorize funds for the purchase of the easement upon signing of the purchase agreement approved by the Township attorney.

<b>DEPARTMENT RECOMMENDATION</b>	The Director of Public Works recommends Board authorization.
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	N/A

<b>ATTORNEY RECOMMENDATION</b>	The appraisal has been reviewed and approved by Township attorney. The Township attorney has also drawn up the agreement document (see attached)
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(May be subject to Attorney/Client Privilege and not available under FOIA)

<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	



CHARTER TOWNSHIP OF VAN BUREN  
DEPARTMENT OF PUBLIC WORKS

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DATE: November 4, 2013  
TO: Township Board of Trustees  
FROM: James T. Taylor, Director of Public Works  
RE: Requests for Board Action

For the Work Study Session of November 4, 2013 I will be presenting two items:

1. A request for an easement acquisition
2. A request to approve funds for the preparation and submittal of the SAW Grant application

**EASEMENT ACQUISITION:**

This request is to obtain an easement at 12249 Ryznar Drive for the purpose of removing an existing pump station and installing a new station to serve the properties along Ryznar Drive. The existing station is an outdated model where maintenance over the past several years has dramatically increased. Approval to budget and commission Wade Trim for the construction of the new station was already received from the Board last year by the previous Director Tom MacDonald.

Former Director MacDonald and Engineer Dave Nummer initiated the negotiations with the property owner, which resulted in a formal appraisal to be performed in order to arrive at a fair market value for the property. The appraisal was performed by Fred B. Philippeau and Associates and the full report is available for your review either in hard copy at my office or I can send it to you electronically. The value presented in the report was deemed satisfactory by both the Township and the property owner and your final approval for funding the tentative agreement is required.

**SAW GRANT APPLICATION:**

This request is to move forward with the preparation and submittal of the application to the State of Michigan for available funds under the new SAW Grant Program which begins this year. We have been keeping you informed of our intention to seek these funds to upgrade our GIS / City Works software and asset management as it relates to the township's sanitary system. As we are putting together our project, we anticipate the amount to be requested not to exceed \$700,000.00 which if secured will require a 10% match from the Township. This request is to authorize the funds to begin our effort, and later this month, we will be presenting a request for a resolution from the Board supporting the project that will be included with our application upon its submittal.

Please contact me at your convenience with any questions, concerns or comments you may have.

**MISSION STATEMENT**

*"The Van Buren Public Works Department is committed to a clean and safe environment, enhanced service delivery to its customers and protection of the significant public investment in the township's buildings and grounds, and water distribution and sanitary collection systems."*

# Work Study Meeting November 4, 2013

## Charter Township of Van Buren

Agenda Item WS#8

### REQUEST FOR BOARD ACTION

**WORK STUDY MEETING DATE:**  
NOVEMBER 4, 2013

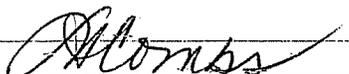
**BOARD MEETING DATE:**  
NOVEMBER 5, 2013

Consent Agenda \_\_\_\_\_ New Business  X  Unfinished Business \_\_\_\_\_ Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	SAW Grant Application
<b>DEPARTMENT</b>	Public Works
<b>PRESENTER</b>	Director James T. Taylor
<b>PHONE NUMBER</b>	734-699-8947
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	Dave Nummer

#### Agenda topic

<b>ACTION REQUESTED</b>	
To approve acquiring services from Wade Trim to prepare and submit the SAW Grant application to the State of Michigan Department of Environmental Quality for the lump sum of \$6000.00	
<b>BACKGROUND -- (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
It is expected that the amount of grant monies we will be seeking should not exceed \$700,000.00. The grant provides the first \$1,000,000.00 with a 10% match by the requesting community and 25% on any amount that exceeds the first \$1,000,000.00.	
In addition to future work in asset management, GIS and other technologies related to this project, this also provides an opportunity to potentially secure funding to recoup partial costs related to sanitary work completed earlier this year.	

<b>BUDGET IMPLICATION</b>	This service is being funded from the Water & Sewer Engineering Fees Account 592-536-820-000
<b>IMPLEMENTATION NEXT STEP</b>	Township Board to authorize the funds for the grant application and submittal.
<b>DEPARTMENT RECOMMENDATION</b>	Director of Public Works recommends Board approval.
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	Water & Sewer Commission recommends approval.
<b>ATTORNEY RECOMMENDATION</b>	N/A
(May be subject to Attorney/Client-Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	

***Motion***

\*\*\*\*\*

*Commissioner Graf moved, Commissioner Pedersen seconded; to present proposal for \$6000.00 from Wade Trim, to prepare and submit the grant application for the newly available SAW grant to the Township Board.*

*Yeas: Pedersen, Rochowiak, Graf, Trustee McClanahan*

*Nays:*

*Absent: Cook*

*Motion Carried*

*I hereby certify the foregoing is a true and correct copy of the motion made at the special scheduled Meeting of the Water and Sewer Commission on October 23 , 2012.*

*Karen E Smith  
Recording Secretary*



# WADE TRIM

October 16, 2013

Charter Township of Van Buren  
46425 Tyler Road  
Van Buren Township, MI 48111

Attention: Mr. James Taylor, Director of Public Works

Re: SAW Grant Application

Dear Mr. Taylor:

You have requested that Wade Trim provide a proposal for completing a SAW Grant application for implementation of an asset management plan. The SAW Grant (Stormwater, Asset Management and Wastewater) Program provides 90% grant funding for projects of up to \$1 million and 75% grant funding for projects from \$1 million to \$2 million. The Township currently uses the "City Works" software package to manage the equalization basin project. You have indicated you would like to apply for a SAW Grant to expand the City Works program to include the entire Township sanitary sewer and water main infrastructure.

Wade Trim is prepared to help the Township complete an application for the SAW Grant, prior to the December 2, 2013 deadline for the first round of funding. We will meet with the Township staff to discuss the SAW Grant Application and review the application, section by section, and discuss the necessary information required in order to submit an administratively complete application. The SAW Grant Application has the following major sections:

- Project Information – This section of the Grant must be completed as it provides key information for the project such as Project Name and County, Legal Name, Mailing Address of Applicant, Designated Contacts for the Project, the Project Need and Proposed Scope of Work and information related to the Applicant's ability and intent to fund the Project. This section also requires completion of the Project Cost Worksheet and supporting documentation. Supporting documentation will most likely be in the form of a consultant letter which provides an engineer's estimate for the work. We are aware that the Township has incurred project costs since the January 2, 2013 eligibility period began, such as cleaning and televising sanitary sewers which are eligible for reimbursement. We will include these reimbursable costs as part of the application.
- Authorizing Resolution and Sample Grant Agreement – The Township will be required to pass a resolution authorizing the SAW Grant Agreement and the Sample Grant Agreement. These documents must be included in the application package.
- Appendix A – Wastewater Planning and Design Activities – Does not apply to this application as the Township is not pursuing design engineering at this time.

Wade Trim Associates, Inc.  
25251 Northline Road  
P.O. Box 10  
Taylor, MI 48180

734.947.9700  
800.482.2864  
734.947.9726 fax  
www.wadetrim.com



- Appendix B – Planning and/or Design of Stormwater and/or Nonpoint Source of Water Pollution – Does not apply to this application as the Township is not pursuing design engineering at this time.
- Appendix C – Asset Management Plan (AMP) – This section of the grant directly applies to the Township's asset management plan. Wade Trim will work with the Township to answer all questions and provide all of the information required in Appendix C, including a description of the specific activities the Township will fund with the AMP grant assistance, a description of the current AMP that the Township has in place, a description of the Township's current rate structure, a review of cross-sectoring of assets, and complete the detailed Project Cost Worksheet. As part of this effort, we will review all grant eligible costs for GIS mapping software, hardware and training, as well as for any condition assessment work that may be envisioned.
- Appendix D – Stormwater Management Plan – Does not apply to this application as the Township is not pursuing development of a Stormwater Management Plan at this time.
- Appendix E – SAW Innovative Wastewater and Stormwater Technology – Does not apply to this application as the Township is not pursuing innovative technologies at this time.
- Appendix F – Disadvantaged Community Status Determination Worksheet – We do not anticipate having to complete this section of the application because we do not believe the Township qualifies as a disadvantaged community.

As part of the application preparation, we will review and advise the Township on responsibilities (risks vs. rewards) of accepting SAW Grant dollars. We will review the Township's obligations such as timeline for completion, potential impact on water and sewer rates and project closeout.

We propose to complete this scope of services for a lump sum cost of \$6,000. The cost to prepare the SAW Grant application is also grant eligible and we will include this cost in the grant amount so the Township will only be responsible for 10% of the cost.

If you have any questions on this proposal please contact our office at 734.947.2793.

Very truly yours,

Wade Trim Associates, Inc.



David M. Nummer, PE

DMN:ka  
VBN 1000-13T  
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# Work Study Meeting November 4, 2013

## Charter Township of Van Buren

Agenda Item: WS #9

### REQUEST FOR BOARD ACTION

WORK STUDY MEETING

DATE: NOVEMBER 4, 2013

BOARD MEETING DATE:

NOVEMBER 19, 2013

Consent Agenda       New Business       Unfinished Business       Public Hearing

ITEM (SUBJECT)	Agreement with Country Walk 3 & 4 Developer
DEPARTMENT	Planning and Economic Development
PRESENTER	Arthur Mullen & Patrick McCauley
PHONE NUMBER	699.8913
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	Jeff Gibbs & Bradley Scobel

#### Agenda topic

<b>ACTION REQUESTED</b>	
Authorization of the Supervisor and Clerk to Execute an Agreement between SR Jacobson and the Township for the Completion Phases 3 & 4 of the Country Walk Subdivision	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
<p>In 2002, Van Buren Township entered into a Planned Residential Development (PRD) Agreement with a LLC of Crosswinds Communities and Managing Partner Bernard Glieberman for the rights to develop approximately 310 acres of land east of Martinsville Road, North of Savage Road and south of the Norfolk Southern railroad tracks. Due to the Great Recession, the development failed with a portion of Phase 3 yet to be completed and a majority of phase 4 incomplete. In 2012, the properties were sold at Wayne County tax foreclosure auction as a bulk sale, and a development arm of SR Jacobson purchase those properties at that time.</p> <p>Discussions with Township officials and the developer began in early 2013 to negotiate an agreement to resolve outstanding development issues including: 1) paving of Martinsville Road; 2) Savage Road accel/decel lanes; 3) road wearing course; 4) installation of interior path system; 5) non-motorized pathways along Martinsville and Savage Roads; and 6) completion of interior site landscaping including a playscape.</p> <p>A letter from the developer dated August 29<sup>th</sup>, received October 4<sup>th</sup>, constitutes their final proposal. Negotiations have concluded and final terms of the agreement will be determined by input from the Township Board of Trustees.</p>	
<b>BUDGET IMPLICATION</b>	None
<b>IMPLEMENTATION NEXT STEP</b>	Township Attorney Drafts Agreement Language
<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	None
<b>ATTORNEY RECOMMENDATION</b>	Approval
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	

# Work Study Meeting November 4, 2013

## Charter Township of Van Buren

Agenda Item: WS #10

### REQUEST FOR BOARD ACTION

WORK STUDY MEETING

DATE: NOVEMBER 4, 2013

BOARD MEETING DATE:

NOVEMBER 19, 2013

-Consent Agenda \_\_\_\_\_ New Business X Unfinished Business \_\_\_\_\_ Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Victoria Park Consent Judgment
<b>DEPARTMENT</b>	Planning and Economic Development
<b>PRESENTER</b>	Arthur Mullen & Patrick McCauley
<b>PHONE NUMBER</b>	699.8913
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	Jeff Gibbs & Bradley Scobel

#### Agenda topic

<b>ACTION REQUESTED</b>	
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Authorization of the Supervisor and Clerk to Execute the Proposed Consent Judgment with Blue Victoria Park LLC for Completion of the Failed Victoria Park Subdivision

<b>BACKGROUND -- (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
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In 2006, Van Buren Township entered into a Planned Residential Development (PRD) Agreement with a LLC of Galaxy Builders and Managing Partner Marshall Kallen for the property at the northeast corner of Morton Taylor and Tyler Roads. Due to the Great Recession, the development failed and only five homes out of 160 single family homes were completed. In 2012, the properties were sold at Wayne County tax foreclosure auction as a bulk sale, and they have been subsequently purchased by a development arm of SR Jacobson.

Discussions with Township officials and the developer began in early 2013 as to how to complete the development, and it was determined that a "friendly" Consent Judgment between the parties would be the best option.

Negotiations have concluded and the draft Consent Judgment is being presented to the Board of Trustees for review, input, and approval. One remaining issue to be addressed is the Township's policy to retain 100% maintenance and guaranty bond for water/sewer infrastructure improvements whereas the developer is proposing to provide 10% cash guaranty for all improvements.

<b>BUDGET IMPLICATION</b>	None
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<b>IMPLEMENTATION NEXT STEP</b>	Township Attorney Represents Township at Circuit Court
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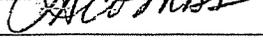
<b>DEPARTMENT RECOMMENDATION</b>	Approval
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<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	None
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<b>ATTORNEY RECOMMENDATION</b>	Approval
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(May be subject to Attorney/Client Privilege and not available under FOIA)

<b>ADDITIONAL REMARKS</b>	
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<b>APPROVAL OF SUPERVISOR</b>	
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# Work Study Meeting November 4, 2013

## Charter Township of Van Buren

Agenda Item: WIS #11

### REQUEST FOR BOARD ACTION

**WORK STUDY MEETING DATE:**

**NOVEMBER 4, 2013**

**BOARD MEETING DATE:**

**NOVEMBER 19, 2013**

Consent Agenda \_\_\_\_\_ New Business X Unfinished Business \_\_\_\_\_ Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	ANIMAL SHELTER CONTRACT
<b>DEPARTMENT</b>	PUBLIC SAFETY
<b>PRESENTER</b>	DIRECTOR LAURAIN
<b>PHONE NUMBER</b>	734-699-8930
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	KIM MATTHEWS of the ROMULUS ANIMAL SHELTER

#### Agenda topic

**ACTION REQUESTED**

CONSIDER APPROVAL OF ROMULUS ANIMAL SHELTER CONTRACT

**BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)**

Background information regarding this contract was sent to all elected officials the week of October 21. Additionally, all elected officials were offered the opportunity to tour this incredible facility in Romulus. This contract would be replacing the contract with Westland Humane Society, which is \$850 per month. Romulus rate is \$650 per month. Other benefits to this transition include: its close location (within 3 minutes' drive to Township border and 10 minutes to Township hall), 24/7 access, and its status as an EVIP qualifying project for 2014.

It is important to note that although the shelter is below capacity, other communities have begun the inquiry into utilizing Romulus Animal Shelter for services. It seems if we do not move quickly, we may lose this opportunity. Also, in accordance with our current contract with the Michigan Humane Society, we are required to provide 30 days' notice of our intent to terminate the contract, which would require notice be provided by December 1, 2013.

Kim Matthews from the Romulus Animal Shelter is here with us today should the Board of Trustees have any questions for her regarding this mutually beneficial opportunity.

<b>BUDGET IMPLICATION</b>	\$2,400
<b>IMPLEMENTATION NEXT STEP</b>	
<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	
<b>ATTORNEY RECOMMENDATION</b>	Opinion Attached
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	