

**CHARTER TOWNSHIP OF VAN BUREN
BOARD MEETING MINUTES-BUDGET PREPARATION
OCTOBER 22, 2015 and OCTOBER 23, 2015**

Supervisor Combs called the meeting to order at 8:39 a.m. in the Board Room. Present: Supervisor Combs, Treasurer Budd, Clerk Wright, Trustee Hart, Trustee Jahr, Trustee McClanahan and Trustee Miller. Others in attendance: Secretary Montgomery and an audience of three (3) at times.

The purpose of the Budget Preparation Meetings is to allow the department directors to present to the Board their requests for funding for the 2015 Amended and 2016 Proposed Budgets. During their informal presentations, the department directors outlined the provision of services, equipment, potential capital outlay purchases and staffing.

THURSDAY, OCTOBER 22, 2015

TOWNSHIP BOARD, SUPERVISOR'S OFFICE, PUBLIC SERVICES, FRENCH LANDING DAM AND INSURANCE:
Supervisor Combs presented the 2015 amended and 2016 proposed Township Board, Supervisors Office, Public Service, French Landing Dam and Insurance budgets.

ASSESSING:

Assessing Coordinator Stevenson presented the 2015 amended and 2016 proposed budgets.

CLERKS'S OFFICE, ELECTIONS, ACCOUNTING, ATTORNEY FEES AND GENERAL OFFICE:

Clerk Wright presented the 2015 amended and 2016 proposed Clerk's Office, Elections, Accounting, Attorney Fees and General Office budgets.

Supervisor Combs called a recess at 10:58 a.m. The meeting reconvened at 11:15 a.m.

INFORMATION TECHNOLOGY:

Director Rankin presented the 2015 amended and 2016 proposed Internet Technology budgets.

CABLE:

Director McCracken presented the 2015 amended and 2016 proposed Cable Department budgets.

Supervisor Combs called a lunch recess at 12:57 p.m. The meeting reconvened at 2:08 p.m.

TREASURER'S OFFICE:

Treasurer Budd presented the 2015 amended and 2016 proposed Treasurer's Department budgets.

SENIOR SERVICES:

Director Jordan presented the 2015 amend and 2016 proposed Senior Services budgets.

PLANNING AND ECONOMIC DEVELOPMENT:

Director Akers presented the 2015 amended and 2016 proposed Planning and Economic Development budgets.

COMMUNITY SERVICES AND RECREATION:

Director Wright and Deputy Director Zaenglein presented the 2015 amended and 2016 proposed Community Services and Recreation Department budgets.

PUBLIC COMMENT: None.

There being no further discussion the meeting was adjourned at 4:38 p.m.

FRIDAY, OCTOBER 23, 2015

Supervisor Combs called the meeting to order at 8:35 a.m. in the Board Room. Present: Supervisor Combs, Clerk Wright, Trustee Hart, Trustee Jahr, Trustee McClanahan and Trustee Miller. Late Arrival Treasurer Budd (9:40 a.m.). Others in attendance: Secretary Montgomery and an audience of three (3) at times.

Representative Alicia McGovern from Edward Jones provided a brief explanation of the services she could provide the Township regarding the employee defined contribution and defined benefits plans.

DEPARTMENT OF PUBLIC WORKS, WATER & SEWER, BUILDING & GROUNDS, CEMETERY:

Director Taylor presented the 2015 amended and 2016 proposed Department of Public Services, Water & Sewer, Building & Grounds and Cemetery budgets.

Supervisor Combs called a recess at 10:00 a.m. The meeting reconvened at 10:15 a.m.

Supervisor Combs called a lunch recess at 11:13 a.m. The meeting reconvened at 12:35 p.m.

MUSEUM:

Director Dallos presented the 2015 amended and 2016 proposed Museum budgets.

PUBLIC SAFETY:

Director Laurain and Deputy Director Wright presented the 2015 amended and 2016 proposed Police, Dispatch, Ordinance and Animal Control budgets.

Director Laurain and Deputy Director Besson presented the 2015 amended and 2016 proposed Fire Department budgets.

Supervisor Combs called a recess at 3:33 p.m. The meeting reconvened at 3:50 p.m.

Director Laurain presented the 2015 amended and 2016 proposed E911, Federal and State Forfeiture budgets.

Executive Director Clair expressed her opinion regarding the budget process, staffing and revenue.

A draft of the 2015 amended and 2016 proposed budgets will be prepared based on the information received during the budget preparation meetings. The draft will be available for the public to review no less than 7 days prior to the Public Hearing scheduled for November 17, 2015.

There being no further discussion the meeting was adjourned at 4:48 p.m.

Leon Wright, Township Clerk

Date: _____.

Linda H. Combs, Township Supervisor

Date: _____.