

**CHARTER TOWNSHIP OF VAN BUREN**  
**WORK STUDY MEETING MINUTES**  
**February 6, 2017**

Supervisor McNamara called the meeting to order at 4:00 p.m. in the Sheldon Room. Present: Supervisor McNamara, Treasurer Budd, Clerk Wright, Trustee White, Trustee Frazier, Trustee Martin and Trustee Miller. Others in attendance: Secretary Montgomery, Developmental Services Director Akers and Deputy Director Best, Executive Assistant Selman, DDA Director Ireland, DPS Director Taylor, Engineer Nummer, Human Resource Director Sumpter, Senior Director Jordan, Public Safety Director Laurain and Deputy Directors Besson (Fire) and Wright (Police), Consultant Sloan, Lt. Bazzy and an audience of three (3).

Supervisor McNamara requested the addition of discussion on a name change for the September Days Seniors to be placed as New Business item #5. All remaining items to be moved sequentially following the addition.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Discussion on Resolution 2017-05 the formation of a Van Buren Township Fire Department Firefighter Cadet Program. The program is designed to allow high school students, ages 16-18, interested in firefighting to work closely with members of a fire department. Recognized by the State of Michigan it would allow Van Buren Township to participate in a Dual enrollment Firefighter Cadet Program through Schoolcraft College in conjunction with Belleville High School. Successful cadets would become fully certified as a Michigan Firefighter creating a pool of potential recruits already trained in our departments operations.

Discussion on the reappointments of Charles Coleman, Tammy Wall, Daniel Belanger, Todd O'Neill and Denise Willoughby to the Recreation Committee with terms to expire 2-1-2018. All candidates have worked well as a team and have expressed their desire to focus on park improvements approved in the Parks and Recreation Master Plan.

Discussion on the appointment of Steve Partridge to the Water & Sewer Commission with a term to expire 6-1-2017. Mr. Partridge has expressed his desire to fill the vacant position on the Commission. He served as the former Director of Public Works and Water & Sewer Department in Van Buren Township and has a strong engineering background.

Discussion on the appointment of Jeffrey Jahr Jr. to the Environmental Commission with a term to expire 10-01-2018. Mr. Jahr Jr. has expressed his desire to fill the vacant position on the Commission. He has a strong Management and Engineering background and, if approved, would become the third generation of his family to serve on the Commission.

Discussion on a name change for the September Days Seniors. Over the past 40 years significant changes have occurred to incorporate programs for 50-60 year olds. A name change is vital to attracting new members and accurately reflecting the caliber of programs offered.

Discussion on the use of program year 2017 Community Development Block Grant (CDBG) funds. Proposed funding level is \$142,106 with funding allocation to Public Facilities, Demolition, Senior Services, Planning and Administration. Two public hearing will be held to receive public comment on proposed use of funds prior to adoption.

Discussion on the formation of a Qualifications Based Selection Committee for the selection of a General Planning Services firm. The committee would be comprised of the Supervisor McNamara, Clerk Wright, Treasurer Budd, Planning and Economic Development Director Akers, Planning Commission Chair Thompson and DDA Director Ireland. The committee will utilize a schedule of activities, evaluate candidates and bring forth a recommendation to the Board of Trustees for approval.

Discussion on the formation of a Qualifications Based Selection Committee for the selection of a General Engineering Services firm. The committee would be comprised of Supervisor McNamara, Clerk Wright, Treasurer Budd, Deputy Director of Planning and Economic Development Best, Public Services Director Taylor and DDA Director Ireland. The committee will utilize a schedule of activities, evaluate candidates and bring forth a recommendation to the Board of Trustees for approval.

Discussion on the 2016 Planning Commission Annual Report. In accordance with P.A. 33 of 2008, as amended, MCL 125.3801 et seq, Michigan Planning Enabling Act, the annual report is a compilation of activities to the legislative body of the municipality during 2016.

Discussion on the Intergovernmental Agreement between Van Buren Charter Township and Romulus Animal Shelter. This agreement has been in place for the past three years and has provided professional services to the Township. Changes to the agreement include the addition of a \$20 fee for euthanizing services and a \$5 per day, per dog, for those held more than four days.

**PUBLIC COMMENT:** Resident encouraged Board members to allow more time for review of items appearing on the work study and subsequently acted upon at the following days Board of Trustees meeting.

**ADJOURNMENT:** Motion by White, seconded by Frazier to adjourn the Work Study Session at 5:40 p.m. for the purpose of going into closed session to discuss the purchase of real property. Roll Call Vote. Years: McNamara, Budd, Wright, Frazier, Martin, Miller and White. Nays: None. Motion Carried.

CLOSED SESSION: To discuss the purchase of real property.

ADJOURNMENT: Motion by Frazier seconded by Miller to reconvene the Work Study Session at 6: 21 p.m. There being no further discussion Frazier moved, Budd seconded to adjourn the Work Study Session at 6:22 p.m. Motion Carried.

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Leon Wright, Township Clerk

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

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

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