

**CHARTER TOWNSHIP OF VAN BUREN**  
**WORK STUDY MEETING MINUTES**  
**April 3, 2017**

Supervisor McNamara called the meeting to order at 4:00 p.m. in the Sheldon Room. Present: Supervisor McNamara, Clerk Wright, Treasurer Budd, 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 Deputy Director Lothringer, DPS Director Taylor, Human Resource Director Sumpter, Confidential Secretary Belanger, Public Safety Director Laurain and Deputy Director (Police) Wright, Attorney Greco, Attorney Mannarino and an audience of five (5).

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Supervisor McNamara stated that he learned, through discussions with the Michigan Township Association, he could not change the title of Public Safety Deputy Director-Fire to Fire Chief and the Job Description and Personal Services Agreement with the candidate, Amy Brow, would be changed to reflect the correct title.

Discussion on the Public Safety Deputy Director-Fire job Description and the Personal Service Agreement between Amy Brow and the Township. The hiring panel consisted of the Supervisor, Clerk, Treasurer, Director of Public Safety and Deputy Directors (Fire and Police). Ms. Brow was the top candidate selected from the six finalists who were interviewed. She has an extensive background in management of fire services combined with a multitude of educational and professional achievements.

Discussion on the first reading of Ordinance 04-04-17 (1) an amendment to the General Code of Ordinances Chapter 14 (Animals), Article I Sec. 14-1 (Definitions) and Article II section 14-29 (Animal at Large) and addition to Article I adding Sec. 14-2 (Adoption Contracts) and 14-3 (Violation). This amendment clarifies the definitions of the animal at large ordinance and allows for civil infraction penalties for violation.

Discussion on the first reading of Ordinance 04-04-17 (2) an amendment to the General Code of Ordinances Chapter 1 (General Provisions) Sec. 1-13-General Penalty for Violation of Codes; Continuing Violations. This amendment establishes a municipal civil infraction ordinance, changes some 90-day misdemeanors to 93 day misdemeanors so that offenders may be changed under local ordinance, and decriminalizes some violations.

Discussion on the first reading of Ordinance 04-04-17 (3) an amendment to the General Code of Ordinances Chapter 1 (General Provisions) addition of Article II (Municipal Civil Infractions). This addition provides enforcement power/remedies to the Township to take action against violations and provides enforcement in the District Court.

Discussion on the first reading of Ordinance 04-04-17 (4) an amendment to the General Code of Ordinances Chapter 42, Article II, Division 3 Section 42-79. This amendment replaces the requirement that notices are sent via certified mail with the requirement that notices can be sent via first-class mail and posted on the property removing the possibility for an individual to avoid service via certified mail.

Discussion on the first reading of Ordinance 04-04-17 (5) an addition to the General Code of Ordinances Chapter 58, Article IV, Division 4, Sec. 58-161 (Embezzlement). This adds an embezzlement section to the Ordinance.

Discussion on a three year Professional Services Agreement with Hydro Corp, Inc. to provide inspection and other related services for enforcement of the SDWA mandated Cross Connection Control Program. A cross connection control program is mandated by the Safe Drinking Water Act. Services performed would focus on backflow prevention and monitoring.

**PUBLIC COMMENT:** Public comments included: Dissatisfaction with order of placement for Public Comment on the Work Study agenda, a desire to incorporate ability to pay and indigent status provisions for ordinance violations, illegal and/or hazardous dumping in the community and a request for a snow removal ordinance.

Treasurer Budd was excused from the meeting at 5:10 p.m.

**ADJOURNMENT:** Motion by Frazier, seconded by Miller to adjourn the Work Study Session for the purpose of going into closed session at 5:16 p.m. Roll Call Vote: Yeas: McNamara, Wright, Frazier, Martin, Miller and White. Nays: None. Absent/Excused: Budd. Motion Carried.

**CLOSED SESSION:** Pursuant to MCL 15.268(e), to discuss trial and/or settlement strategy involved in the pending litigation, Van Buren Twp. v. Amanda Jackson, Wayne County Circuit Case No. 15-015063.

**ADJOURNMENT:** Motion by Miller, seconded by Frazier to reconvene the Work Study Session at 6:09 p.m. Motion Carried. There being no further discussion Miller moved, Frazier seconded to adjourn the Work Study Session at 6:10 p.m. Motion Carried.

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Leon Wright, Township Clerk

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

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

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