

**CHARTER TOWNSHIP OF VAN BUREN**  
**WORK STUDY MEETING MINUTES**  
**MAY 15, 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, Recreation Director Wright and Deputy Director Zaenglein, H.R. Director Sumpter, DDA Director Ireland and Deputy Director Lothringer Public Safety Deputy Director (Fire) Wright, Lt. Bazy, Attorney Mannarino and an audience of four (4).

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Discussion on the Summer Youth Employment Program the REAL (Revealing Exceptionally Amazing Leaders). The Township has been awarded a grant in the amount of \$47,497 to fund a summer youth job program. Interviews were held on April 27, 2017. The program will offer youth employment opportunities as Community Ambassadors and Junior Administrative Assistants who will be supervised by Township Departmental Directors.

Discussion on the agreement with Zambelli Fireworks Company for the 2017 Fireworks Show. Bids were received and Zambelli Fireworks Company is able to provide the best variety of fireworks for the \$10,000 budgeted for the display at Beck Ball Fields on June 24, 2017 (rain date June 25, 2017). Donations are being secured to cover the cost of Public Safety services during the Fireworks show.

Discussion on the Memorandum of Understanding and Agreement between the Township and the Michigan Department of Natural Resources for the Iron Belle Trail. The Iron Belle Trail is the longest designated state hiking and biking trail in the nation between Belle Isle Park (Detroit) and Ironwood (Upper Peninsula). The Memorandum of Understanding allows the Township to begin a logistical assessment for the first segment of the 2.5 mile trail, in Van Buren Township, from the Huron Clinton Metro Park on Haggerty Rd. running along Huron River Dr. to Edgemont Rd. in the City of Belleville.

Discussion on the proposal for engineering and landscape architectural services between the Township and PEA Inc. for a segment of the Iron Belle Trail and authorize the Supervisor and Clerk to execute the agreement. PEA Inc. has been the sole source provider for engineering and landscape architectural services for the Iron Belle Trail. Preliminary planning suggests that approximately five easements over private properties will be necessary to complete the project. PEA Inc. will assist the Township in developing preliminary plans and easement documentation services. Their services will be funded by a grant in the amount of \$30,000 received by the Township from the State of Michigan Department of Natural Resources.

Discussion on the first reading of Ordinance 05-16-17 to discuss an amendment to the General Code of Ordinances Chapter 90 (Waterways) Sec. 90-1 to 90-97. This amendment to Chapter 90 adopts state law the Township had not previously adopted and allows for adjudication at the District Court level.

Discussion on an extension of Resolution 2017-09 an extension of Resolution 2016-21 to defer the review of applications pertaining to medical marijuana cultivation facilities from May 20, 2017 to December 20, 2017. The extended moratorium allows the Township to review recent changes to the Medical Marijuana Licensing Act pertaining to medical marijuana cultivation facilities.

Discussion on Public Safety Towing Services. A draft Towing Services Agreement was presented to the Board for review however a fee structure is still being compiled. This item will be presented at a future work study session when a final draft agreement is to be considered.

Discussion of the Township Travel Policy. A Travel Policy that was a compilation of the State of Michigan policy and other municipalities was presented to the Board for discussion. Board members expressed a desire to revisit discussion on a travel policy in conjunction with future discussions on revisions to the Township purchasing policy.

Discussion on Resolution 2017-10 amendments to the Township Purchasing Policy. Current employee travel guidelines are incorporated within the Purchasing Policy. Revisions were made to address concerns previously identified by Board members regarding travel. This item was briefly discussed during the previous discussion on a Travel Policy and will be removed from the Board of Trustees meeting of May 16, 2017 for further discussion.

**PUBLIC COMMENT:** Public comments included: Liability concerns associated with the summer youth job program, incorporating heavy equipment towing into a towing services agreement, utilization of a bid process for towing services, request for public input regarding medical marijuana cultivation facilities and maintenance associated with the Iron Belle trail.

**ADJOURNMENT:** Motion by Miller, seconded by White to adjourn the Work Study Session for the purpose of closed session at 5:52 p.m. Roll Call Vote. Yeas: McNamara, Budd, Wright, Frazier, Martin, Miller and White. Nays: None. Motion Carried.

**CLOSED SESSION:** The Township Board will go into closed session, pursuant to MCL 15.268(h) and MCL 15.243 (1) (g) to discuss attorney client privileged written opinion letter regarding Township property.

Miller moved, Budd seconded to reconvene the Work Study Session at 6:32 p.m. Motion Carried.

**ADJOURNMENT:** There being no further discussion Miller 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: \_\_\_\_\_.