

CHARTER TOWNSHIP OF VAN BUREN
BOARD MEETING MINUTES
OCTOBER 17, 2017

Supervisor McNamara called the meeting to order at 7:00 p.m. in the Board Room. Present: Supervisor McNamara, Treasurer Budd, Clerk Wright, Trustee Frazier, Trustee Martin, Trustee Miller and Trustee White. Others in attendance: Secretary Montgomery, Public Safety Director Laurain and Deputy Director Brow (Fire), Developmental Services Director Akers and Deputy Director Best, Recreation Director Wright, Assessing Coordinator Stevenson, Executive Assistant Selman, Public Services Director Taylor, Senior Director Jordan, I.T. Director Rankin, H.R. Director Sumpter, and an audience of six (6).

APPROVAL OF AGENDA: Budd moved, Miller seconded to approve the amended agenda adding New Business item #6 To consider approval of the attorney recommendation in the settlement of Wayne County Circuit Case No. 15-015063 Van Buren Twp. v. Amanda Jackson. Motion Carried.

CONSENT AGENDA: Frazier moved, Miller seconded to approve the Consent Agenda [Work Study Session minutes of October 2, 2017, Board Meeting minutes of October 3, 2017, Prepaid List of October 5, 2017, Prepaid List of October 12, 2017, Voucher List of October 17, 2017]. Motion Carried.

PUBLIC HEARING: None.

CORRESPONDENCE: Director Laurain praised the recent efforts of Sergeant Amy Smith and Officer Chris Hayes for their professionalism and quick assessment during an incident that required the use of Narcan to revive a non-responsive resident. Had it not been for the support of the Board in paving the way to expedite training and approval of Narcan in all Public Safety vehicles, this resident would not be alive today. Laurain also thanked Fire Chief Brow for providing training for Fire, Police and EMS personnel in the proper administration of the lifesaving drug.

PUBLIC COMMENT: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Wright moved, Budd seconded to approve Resolution 2017-23 the 2017 amended and 2018 proposed General Fund Budget and Resolution 2017-21 the 2018 Salaried Employee Wage Schedule. Roll Call Vote. Yeas: McNamara, Budd, Wright, Frazier, Martin and Miller. Nays: White. Motion Carried. Supervisor McNamara read a brief narrative outlining the process utilized in bringing forth the proposed budgets. The balanced budget reflects a return of \$253K to the General Fund in 2017 and a projected budget of \$17.4 million in 2018 which includes dedicating 4.0 mil to long term debt. The General Fund Budget, as approved, states that A) Revenue in excess of those noted shall be dedicated to fund balance, B) Fiscal year line items, which are not expensed, shall revert to net income, C) Approval of appendices noted as part of the General Fund Budget, D) Revenue as "Tax Administrative Fee" is to continue as is past practice. The allocated millage for Township operations 7.4144, represents .9144 for Township Operations and 6.50 mills for Public Safety. E) Adoption by departmental total and F) approval of the October 17, 2017 Final 2017 General Fund Amended Budget supersedes any prior resolution. Board members praised the budget process, adherence to timelines and inclusion in the decision-making process. Trustee White, voting no, explained that he felt the recent public safety millage was a bait and switch to fund long term debt and changes made to the budget to fund the Developmental Services Department reorganization were in the planning before notice to the Board.

Budd moved, Miller seconded to approve Resolution 2017-22 the 2017 amended and 2018 proposed Special Revenue Funds. Motion Carried. The Special Revenue Budgets are: Community Development Block Grant as the projects apply to the Township's fiscal year, Downtown Development Authority, Local Development Finance Authority, Federal Forfeiture Fund, State Forfeiture Fund, E-911 Service Fund, Landfill Fund, Belleville Area Museum and Long-Term Debt Fund. Revenue in excess of those noted shall be dedicated to fund balance and items not expensed shall revert to net income.

Martin moved, Wright seconded to approve the job descriptions and personal services agreements for James Taylor, Matthew Best and Ron Akers. The restructuring proposal consolidates the Public Services and Planning & Economic Development Department into one Public Services Department. This would formalize the relationship between Water and Sewer, Building and Grounds and Economic Development, focuses on the strengths of Departmental Management, puts in place a transitional succession plan and provides an overall reduction to the General Fund of \$40,900. Board members opposing the restructuring proposed the implementation of a Director of Building and Grounds, graduated pay increase for a Public Services Director, highlighted the current staffing level, and the shifting of job responsibilities. Following several Board member comments Wright moved to call the question, Budd seconded. Roll Call vote. Yeas: McNamara, Budd, Wright, Frazier, Martin, Miller and White. Motion Carried. The vote on the motion was taken. Roll Call Vote. Yeas: McNamara, Budd, Wright and Martin. Nays: Frazier, Miller and White. Motion Carried.

Budd moved, Wright seconded to approve the purchase of one 2018 Ford F-150 XL Extended Cab from Atchinson Ford in the amount of \$25,103.16. Three quotes were received and Atchinson Ford was the lowest in accordance with the Township purchasing policy 5% discount for local vendors. The truck will be assigned to the Building Official in the Developmental Services Department and eventually transferred to the fleet pool. Board members opposing felt a consensus on the cab size and bed length had been reached during the Work Study Session and an "upgraded" vehicle was not necessary. Following several Board member comments Miller moved to call the question, Martin seconded. Roll Call vote. Yeas: McNamara, Budd, Wright, Frazier, Martin, Miller and White. Motion Carried. The vote on the motion was taken. Roll Call Vote. Yeas: McNamara, Budd, Wright and Martin. Nays: Frazier, Miller and White. Motion carried.

Martin moved, Budd seconded to approve the proposal between the Township and McKenna and Associates in an amount not to exceed \$40,000.00 to prepare an update to the Township's existing Master Plan. Motion Carried. The project will be funded using \$19,000.00 in CDBG funds and \$21,000.00 from the General Fund. Bids were not solicited from other firms due to the familiarity of McKenna & Associates with the Township, Timing of expenditure of CDBG funds, and the recent Qualifications Based Selection results of which McKenna & Associates was approved as the Township's planning firm. Public engagement in the updates was highly encouraged.

Miller moved, Wright seconded to approve the attorney recommendation in the settlement of Wayne County Circuit Case No. 15-015063 Van Buren Twp. v. Amanda Jackson. Roll Call Vote. Yeas: McNamara, Budd, Wright, Frazier and White. Nays: Miller and Martin. Motion Carried. The court case involves a structure that encroaches onto Township property. Board members, as a whole, were not pleased with the terms of the final settlement but felt it was in the best interest of the residents not to incur further costs associated with the case.

REPORTS: The July 2017 and August 2017 Budgetary Reports were received and are available for review at the Clerk's Office 46425 Tyler Rd., Van Buren Township, MI 48111.

ANNOUNCEMENTS: The following announcements were made: Thanked Wayne County Commissioner Al Hadious for his update, during the Work Study session, on the Wayne County Local Roads Initiative Program for fiscal year

2018; Belleville Area Council of the Arts will hold an Art Show featuring local artist at the Belleville Yacht Club October 27, 28 and 29th; Wayne County Community College District recent "Western Wayne Taste and Taps" was a success despite the inclement weather; the Clerk's office will be open Saturday November 4, 2017 from 11:00 a.m. until 2:00 p.m. for absentee voting; the last day a voter may vote via absentee ballot is Monday November 6, 2017 by 4:00 p.m.; the Township administrative offices will be closed November 10, 2017 in observance of Veterans Day; the Work Study session of November 6, 2017 and Board Meeting of November 7, 2017 have been cancelled due to the election; thanked Bob and Marie Krouse who are placing/replacing Veterans flags at the cemeteries which they have done for over twenty years; the Rosie the Riveter world record was shattered during last weekend's attempt to regain the world record; the September Days Senior Center will host a Veterans Luncheon, \$3.00 per person, on November 9, 2017 from noon until 3:00 p.m.; "Coffee with a Cop" is October 28, 2017 from 8:30 a.m. until 10:30 a.m. at Leo's Coney Island on Belleville Rd.; the "Candy Loop" will be held, rain or shine, on October 28, 2017 from 5:00 p.m. until 7:00 p.m. at Quirk Park; "Breakfast with your Firefighters" was a huge success, proceeds from the event will help to fund fire prevention education and mobile fire house maintenance.

NON-AGENDA ITEMS: Comments included: lack of support for the purchase of the Ford extended cab; encouraged the Township to participate in the "Help not Handcuffs" program; requested the Township utilize the bid process for towing services; requested the speed limit on Belleville Road be lowered to 35mph and support for breast cancer awareness.

ADJOURNMENT: Martin moved, Miller seconded to adjourn at 8:45 p.m. Motion Carried.

Leon Wright, Township Clerk

Date: _____

Kevin McNamara, Supervisor

Date: _____