

**CHARTER TOWNSHIP OF VAN BUREN
WORK STUDY MEETING MINUTES
SEPTEMBER 5, 2017**

Supervisor McNamara called the meeting to order at 4:02 p.m. in the Sheldon Room. Present: Supervisor McNamara, Treasurer Budd, Clerk Wright, Trustee White, Trustee Frazier, Trustee Martin and Trustee Miller. Absent Others in attendance: Secretary Montgomery, Developmental Services Director Akers and Deputy Director Best, Executive Assistant Selman, Public Services Director Taylor, Recreation Director Wright, Recreation Director Zaenglein, Senior Coordinator McBride, DDA Director Ireland and Deputy Director Lothringer, Engineer Potter and an audience of seven (7).

NEW BUSINESS:

Trustee Miller requested the addition of New Business item #6: Discussion on the replacement of current Apple Airpad Board Packet Tablets.

Discussion on the 2017 amended and 2018 proposed Downton Development Authority (DDA) budget. Director Ireland and Deputy Director Lothringer outlined funding sources, projects completed, projects forthcoming and expenditures approved by the DDA Board of Directors. Noteworthy 2017-18 projects included marketing, Belleville Road Streetlights conversion to LED, the Belleville Road Placemaking Initiative and the Bridge Widening for pedestrian Path Belleville Road over I-94-East side. DDA counsel has recommended the issuance of bonds to fund the pedestrian path project. Aerotropolis Executive Director Rob Luce provided a history of Aerotropolis highlighting the recent changes in governance, marketing strategies and initiatives going forward.

Discussion on the 2017 amended and 2018 proposed Local Development Finance Authority (LDFA) budget. LDFA Chairman Dodson highlighted activities completed which included bond refinancing, the re-zoning and marketing of a parcel in the LDFA district from agriculture to commercial and marketing of the Grace Lake Corporate Center. Development forthcoming is a 150,000-square foot office facility, within the center, a new sign for placement along I-275 that provides the Township the ability to display changeable messages.

Discussion on Resolution 2017-20 the Stormwater Maintenance Agreement between the Township and Belleville Development for the Towne Place Suites. This agreement designates that the property owner will be responsible for and maintain the Stormwater facilities on the property located at 46418 N. I-94 Service Dr.

Discussion on the purchase of playground equipment for Van Buren Park in an amount not to exceed \$70,000. Bids were received and opened on September 1st. Snider Recreation, Inc. was selected as the recommended provider of choice for the playground equipment. The project is consistent with the Parks and Recreation Master Plan, is being funded through the use of Community Development Block Grant funds, and is expected to be completed in the Spring of 2018 in conjunction with replacement of pavilion #2.

Presentation on the proposed management restructuring of the Planning and Economic Development Department and Public Services. Director Akers presented a revision to the management structure that provides oversight of both departments. Changes would include a Director of Developmental Services, Director of Water and Sewer and the elimination of the Deputy Director of Planning and Economic Development. Current management staff would be incorporated into, and job responsibilities redefined under the proposed structure. The proposal provides for a \$40,900 refund to the General Fund by shifting 50% of the salary associated with the Director of Developmental Services into the Water and Sewer budget.

Discussion on the replacement of current Apple Airpad Board Packet Tablets. Board members have experienced issues with the current iPad's. The tablets are utilized by Board members for work study and board packets. Replacement incorporates a trade in value for the current iPad's.

PUBLIC COMMENT: Comments included: Request for clarification of Stormwater maintenance agreements as they relate to property owners and the Township, Board member tablet replacement schedule and utilization of Nixle by the Public Safety Department.

ADJOURNMENT: Motion by Frazier, seconded by Miller to adjourn at 6:46 p.m. Motion Carried.

Leon Wright, Township Clerk

Date: _____.

Kevin McNamara, Supervisor

Date: _____.