

**CHARTER TOWNSHIP OF VAN BUREN
SPECIAL WORK STUDY SESSION MINUTES
OCTOBER 31, 2016**

Supervisor Combs called the meeting to order at 4:00 p.m. in the Sheldon Room. Present: Supervisor Combs, Treasurer Budd, Clerk Wright, Trustee Hart, Trustee McClanahan and Trustee Miller. Late Arrival (4:07 p.m.) Trustee Jahr. Others in Attendance Secretary Montgomery, Director of Planning and Economic Development Akers, DDA Director Ireland, Assessing Coordinator Stevenson, Public Services Director Taylor, Benefits Coordinator Sumpter, Attorney Kotzian and an audience of seven (7).

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Discussion on the revised Policies and Procedures Manual. This manual covers all employees. Revisions codified previously approved changes and legal updates.

Discussion on the revised Salaried Employees Benefits Manual. This manual covers all salaried employees. Revisions codified previously approved changes and legal updates. Minor benefits changes included a change to the in lieu of health care stipend, tuition reimbursement and PTO eligibility.

Discussion on the Elected Officials Benefits Manual. This manual covers all Elected Officials separating them from the previous Salaried Employees Benefits manual due to their unique status.

PUBLIC COMMENT: Comments included: perception that the Board waits until the last minute to complete the budget process and “get things done”.

ADJOURNMENT: Motion by Hart, seconded by Miller to adjourn the Work Study Session at 6:40 p.m. Motion Carried.

Respectfully submitted,

Leon Wright, Township Clerk

Date: _____.

Linda Combs, Supervisor

Date: _____.