

CHARTER TOWNSHIP OF VAN BUREN
WORK STUDY MEETING MINUTES
December 19, 2016

Supervisor McNamara called the meeting to order at 4:00 p.m. in the Sheldon Room. Present: Supervisor McNamara, Treasurer Budd, Clerk Wright, Trustee White, Trustee Frazier, and Trustee Martin. Late Arrival: Trustee Miller (4:04 p.m.). Others in attendance: Secretary Montgomery, Developmental Services Deputy Director Best, Executive Assistants Clair and Selman, DDA Director Ireland and Deputy Lothringer, DPS Director Taylor, Engineer Nummer, Assessing Coordinator Stevenson, GIS Technician Sabin, Benefits Coordinator Sumpter, Assessing Clerk Dorazio and an audience of one (1).

Supervisor McNamara requested New Business item #2 be moved to New Business item #9 and New Business item #9 be moved to New Business item #2.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Discussion on the combination of lots 83-018-02-0134-006; 83-018-02-0134-007; 83-018-02-0134-008; 83-018-02-0134-009 and 83-018-02-0134-010 (Supervisor's Van Buren Plat No. 3) with conditions. The subject parcel is zone commercial and is in compliance with the Township's Lot Split Ordinance and Land Division Act. The Planning Commission has required that the property owner combine these lots for their proposed development. Parcels are location on the Northeast corner of Michigan Ave. and Denton Rd.

Discussion on Resolution 2016-21 a moratorium to defer the review of applications pertaining to Medical Marihuana Cultivation Facilities until May 20, 2017. In September 2016 the State of Michigan adopted PA 281-283 of 2016 which created new requirements for Medical Marihuana Facilities. The moratorium allows for further review of the Township's current zoning ordinance pertaining to Medical Marihuana Facilities under PA 281-283 of 2016.

Discussion on the re-appointment of Robert McKenna as a full member of the Board of Zoning Appeals with a term to expire 12-1-2019. Mr. McKenna has been a valued member of the Board of Zoning Appeals and has expressed his desire to continue his service.

Discussion on the reappointment of Carol Thompson and Joan Franzoi to the Planning Commission with terms to expire 10-1-2019. Ms. Thompson and Franzoi have been long serving, valued, members of the Planning Commission. They have expressed their desire to continue to serve.

Discussion on the re-appointment of Angela Nettro, Juanita Jensen, Harry Roesch and Loretta Speaks (Alternate) to the Board of Review with terms to expire 12-31-2018. Members have been long serving, valued members of the Board of Review and have expressed their desire to continue to serve.

Discussion on the Residential Field Appraiser Job Description. The full-time position was approved during the budget process under the Assessing Department and was created to meet the Departments workload following the resignation of the current Residential Appraiser.

Discussion on the Human Resource Director Job Description. The full-time position was approved during the budget process under the Supervisors office. The job description has been updated from the previous job description to improve overall service to Township employees.

Discussion on the Executive Assistant Job Description. The full-time position was approved during the budget process under the Supervisors office and reports directly to the Supervisor.

Discussion on the creation of a Long Term Debt Fund. The 2015 Plante Moran audit reflected the Boards desire to put \$4,000,000 to be placed into a Long Term Debt Fund. Board members expressed a desire to create a Long Term Debt Fund and determine annual transfers during the budget process.

PUBLIC COMMENT: None

ADJOURNMENT: Motion by Miller, seconded by Frazier to adjourn the Work Study Session at 5:25 p.m. Motion Carried.

Leon Wright, Township Clerk

Date: _____.

Kevin McNamara, Supervisor

Date: _____.