

**CHARTER TOWNSHIP OF VAN BUREN  
WORK STUDY MEETING MINUTES  
MARCH 2, 2020**

Supervisor McNamara called the meeting to order at 4:00 p.m. in the Board Room. Present: Supervisor McNamara, Treasurer Budd, Trustee Martin, Trustee Miller, and Trustee White. Absent/Excused: Clerk Wright and Trustee Frazier. Others in attendance: Secretary Montgomery, DDA Deputy Director Lothringer, Public Services Director Best, Planning and Economic Development Director Powers, Executive Assistant Selman, Communications Specialist's Albrecht and Nichols and an audience of two (2).

Discussion on the Communications Internship Program and a brief discussion on the Legacy Project which involves youth interviewing senior members of the community in an effort to develop an oral history.

Discussion on the 2019 Planning Commission Annual Report. The report outlined all projects brought before the Planning Commission in 2019.

Discussion on Resolution 2020-07 and the Stormwater Maintenance Agreement with Subaru Research and Development Inc.

Discussion on Resolution 2020-06 and the Stormwater Maintenance Agreement with U.S. Signal Properties LLC.

Discussion on the selection of Davenport Brothers Construction in the amount of \$132,000, to be expensed from Account #101-265-970-000 (Capital Outlay) for Entry improvements at Township Hall.

Discussion on the selection of Crooked Tree Nursery in the amount of \$133,092.15 to be expensed from Account #101-265-970-000 (Capital Outlay) for Landscaping improvements at Township Hall.

**CLOSED SESSION:** None.

**PUBLIC COMMENT:** None.

**BOARD COMMENT:** Board member requested clarification regarding the process of bringing new hires before the Board for approval vs. when they are not. It was explained that all personnel who have a Personal Services Agreement are brought before the board, all others are not, and any increase in personnel is discussed during the annual budget review.

**ADJOURNMENT:** There being no further discussion Miller moved, Martin seconded to adjourn the Work Study Session at 5:08 p.m. Motion Carried.

\_\_\_\_\_  
Leon Wright, Township Clerk

Date: \_\_\_\_\_.

\_\_\_\_\_  
Kevin McNamara, Supervisor

Date: \_\_\_\_\_.