

**CHARTER TOWNSHIP OF COMMERCE
REGULAR BOARD OF TRUSTEES MEETING**

Tuesday, January 11, 2011

2009 Township Drive
Commerce Township, Michigan 48390

CALL TO ORDER: Supervisor Thomas Zoner called the meeting to order at 7:00 p.m. and introduced the members of the Board.

PLEDGE OF ALLEGIANCE TO FLAG

ROLL CALL: Present: Thomas K. Zoner, Supervisor
Susan Gross, Treasurer
Debra Kirkwood, Trustee
Robert Long, Trustee
Daniel Munro, Trustee
Rick Sovel, Trustee

Absent: Sandra Abrams, Clerk (excused)

Also Present: Phillip Adkison, Township Attorney
Hans Rentrop, Township Attorney
Loren Crandell, Giffels-Webster Engineers

APPROVAL OF MINUTES

MOTION by Gross, supported by Kirkwood, to approve the Regular Township Board meeting minutes of December 14, 2010, with a correction to page 5 New Business Item C. under Discussion change "Clerks Department" to "**Clerks Association**" and under Sovels comments change "merchants" to **liquor license holders**".
MOTION CARRIED UNANIMOUSLY

PRESENTATIONS:

None

PETITIONS:

None

ITEM 1:1-11 APPROVAL OF AGENDA

MOTION by Sovel, supported by Gross, to approve the Agenda with addition of 2011 Sheriff's Contract under Item 6 C. and Job Description under Item 13 F.

MOTION CARRIED UNANIMOUSLY

ITEM 2:1-11 EAGLE SCOUT – TANNER SNOOK

Tanner Snook, Eagle Scout Troop 185 Waterford, Michigan, was present to ask for permission to install a stone walkway at the memorial in front of the Township Hall. This project will start in March or April 2011. Although Masonry Stone and Tile will donate all materials; therefore, there will be no cost to the Township.

MOTION by Gross, supported by Kirkwood, to approve the request of Tanner Snook, Eagle Scout Troop 185, Waterford, Michigan to install a stone walkway at the memorial in front of the Township Hall.

MOTION CARRIED UNANIMOUSLY

ITEM 3: 1-11 PUBLIC COMMENTS

Walter Alix consulting Engineer was present to answer any questions the Board may have in regards to the engineering bid proposals under Item 13-A, New Business.

Long requested a moment of silence for the Tucson Arizona shooting victims.

Supervisor Thomas Zoner called for a moment of silence to honor Tucson Arizona shooting victims.

ITEM 4:1-11 PUBLIC HEARINGS

**A. Burnet Road Dust Control Special Assessment District
Establishment Resolution (No Action to be Taken)**

MOTION by Zoner, supported by Munro, to Table Burnet Road Dust Control Special Assessment District Establishment Resolution.

MOTION CARRIED UNANIMOUSLY

ITEM 5:1-11 BOARD APPOINTMENTS

A. Downtown Development Authority – Wendy Anderson: 4 Year Term

MOTION by Gross, supported by Kirkwood, to approve the recommendation of Supervisor Thomas Zoner to re-appoint Wendy Anderson to the Downtown Development Authority for a 4 Year Term to expire on January 31, 2015.

MOTION CARRIED UNANIMOUSLY

B. Downtown Development Authority – Mark Stacey: 3 Year Term

MOTION by Sovel, supported by Munro, to approve the recommendation of Supervisor Thomas Zoner to appoint Mark Stacey to the Downtown Development Authority for a 3 Year Term to expire on May 31, 2014.

MOTION CARRIED UNANIMOUSLY

C. Downtown Development Authority – Douglas Lanni

MOTION by Gross, supported by Munro, to accept the verbal resignation of Douglas Lanni from the Downtown Development Authority.

MOTION CARRIED UNANIMOUSLY

Moved to Item 13-G:

MOTION by Sovel, supported by Munro, to move that the number of members on the Downtown Development Authority be established to no greater than ten (10) including the Township Supervisor.

MOTION CARRIED UNANIMOUSLY

ITEM 6:1-11 CONTRACT AWARDS AND AGREEMENT

A. Layton & Richardson Agreement

Phillip Adkison, Township Attorney explained the Contract.

MOTION by Gross, supported by Kirkwood, to approve the Contract between Layton & Richardson, P.C. and the Charter Township of Commerce to audit the Charter Township of Commerce financial statements for the year ended December 31, 2010.

MOTION CARRIED UNANIMOUSLY

B. Letter of Addendum – Firefighters Association of Michigan (FAOM)

MOTION by Gross, supported by Kirkwood, to approve the Letter of Addendum #1 and #2 agreement between the Charter Township of Commerce and Firefighters Association of Michigan, effective January 1, 2011.

MOTION CARRIED UNANIMOUSLY

CONTRACT AWARDS AND AGREEMENT (continued)

C. 2011 Sheriff's Contract

MOTION by Sovel, supported by Munro, to approve and reaffirm the 2011 Sheriff's Contract and authorize the appropriate signatures.

MOTION CARRIED UNANIMOUSLY

ITEM 7:1-11 INTRODUCTIONS

None

ITEM 8:1-11 ADOPTIONS

None

ITEM 9:1-11 SITE CONDOMINIUMS AND PLATS

None

ITEM 10:1-11 CONSENT AGENDA

- A. Approve the Bond Refund Resolution for Camelina Sewer (#2)**
- B. Approve the Bond Refund Resolution for Special Projects #14**
- C. Approve the Bond Refund Resolution for Lower Mt. Royal Sewer (#4)**
- D. Approve the Bond Refund Resolution for Special Projects #13**
- E. Approve the Bond Refund Resolution for Newton Road Sewer (#3)**
- F. Approve the Bond Refund Resolution for Golf Lane Sewer/Water/Paving**
- G. Approve the Waiver of Late Penalty Charges**
- H. Approval of Petty Cash Procedure**

MOTION by Gross, supported by Kirkwood, to approve the Consent Agenda with the removal of H. as requested by Long.

ROLL CALL VOTE:

AYES: Gross, Kirkwood, Sovel, Munro, Long, Zoner

NAYS:

ABSENT: Abrams

MOTION CARRIED UNANIMOUSLY

H. Approval of Petty Cash Procedure – Long asked Lieutenant Clay Jansson to explain the procedure for the Sheriff's Department.

CONSENT AGENDA (continued)

MOTION by Sovel, supported by Munro, to approve the Charter Township of Commerce, Michigan Petty Cash Procedures.

MOTION CARRIED UNANIMOUSLY

ITEM 11:1-11 PURCHASES

None

ITEM 12:1-11 OLD BUSINESS

None

ITEM 13:1-11 NEW BUSINESS

A. Engineering Bid Proposals

The following representatives gave a presentation and answered questions of the Township Board.

Walter Alix - Hubbell, Roth & Clark, Inc., Bloomfield Hills, Michigan

Michael Boss - Boss Engineering, Howell, Michigan

Clif Seiber - Seiber Engineering

James Reddings - Rowe Professional Services Company, Flint, Michigan

Loren Crandell - Giffels-Webster Engineers, Rochester Hills, Michigan

No action taken. Further review needed.

B. Ordinance Officer Part Time Position

No action taken

C. Fire Fighter Union Local 2154, I.A.F.F. Contract

To be discussed in Closed Session.

D. Resignation of Township Trustee

MOTION by Sovel, supported by Gross, to accept Daniel Munro's letter of resignation as Trustee of the Charter Township of Commerce.

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS (continued)

E. Consider Appointing a Committee for filling Township Trustee Position

It was the consensus of the Township Board to advertise and post the vacancy for the Trustee position and interview applicants.

MOTION by Long, supported by Kirkwood to advertise and post the vacancy for a Trustee position on the Township Board of Trustees and set a date for a special meeting in order to conduct 10-minute interviews per applicant. The Township shall receive resumes within one week of the job posting.

ROLL CALL VOTE:

AYES: Long, Kirkwood, Gross, Sovel, Munro

NAYS: Zoner

ABSENT: Abrams

MOTION CARRIED

The first interview meeting shall take place on February 1, 2011

F. Senior Librarian Job Description

Connie Jo Ozinga, Library Manager was present.

MOTION by Munro supported by Kirkwood, to approve the Senior Librarian Job Description and the recommended annual salary range of \$41,000.00 - 45,000.00.

MOTION CARRIED UNANIMOUSLY

G. Downtown Development Authority (see page 3 after Item 5)

ITEM 14:1-11 ORDERS

MOTION by Gross, supported by Sovel, to approve the orders and additions.

MOTION CARRIED UNANIMOUSLY

ITEM 15:1-11 OTHER MATTERS

None

ITEM 16:1-11 CLOSED SESSION
A. Negotiation of Union Contract

MOTION by Kirkwood, supported by Gross, to enter into Closed Session for the purpose of discussing Union Contract negotiations.

ROLL CALL VOTE:

AYES: Kirkwood, Gross, Munro, Long, Sovel, Zoner

NAYS:

ABSENT: Abrams

MOTION CARRIED UNANIMOUSLY

Recess: 9:54 p.m

Reconvene: 10:00 pm

Entered into Closed Session: 10:00 pm

Returned into Regular Session: 10:35 pm

MOTION by Gross, supported by Sovel to approve the Closed Session Minutes.

MOTION CARRIED UNANIMOUSLY

ITEM 17:1-11 ADJOURNMENT

As there were no other matters to come before the Board.

MOTION by Munro, supported by Gross, to adjourn at 10:40p.m.

MOTION CARRIED UNANIMOUSLY

Sandra Abrams, MMC
Clerk, Charter Township of Commerce