

**CHARTER TOWNSHIP OF COMMERCE
TOWNSHIP BOARD SPECIAL MEETING
2009 Township Drive
Commerce Township, MI 48390
Tuesday, September 23, 2014 7:00 p.m.**

CALL TO ORDER: Supervisor Zoner called the meeting to order at 7:02 p.m.

ROLL CALL:

Present: TOWNSHIP BOARD
Thomas K. Zoner, Supervisor
Vanessa Wagner, Clerk
Susan Gross, Treasurer
David Law, Trustee
Bob Berkheiser, Trustee
Robert Long, Trustee (arrived at 7:55 p.m.)

Absent: Rick Sovel, Trustee

Also Present: Emily England, Parks and Recreation Director
Terry Carroll, Community Development Director
Janet Bushey, Finance/HR Director
Chuck Kummer, Kummer Construction
Connie Jo Ozinga, Library Director

ITEM 1: Budget Discussion

The revised 2015 proposed budget was given to the board members.

The Community Development budget was discussed.

Bob Berkheiser asked what is budgeted under Capital Outlay

Terry Carroll explained the Capital Outlay purchase would be for a new vehicle to replace the current one.

Berkheiser asked why there is an increase in the education.

Carroll explained a new software system 'Access My Government' will require training for the staff members.

Berkehiser questions the equipment maintenance amount.

Carroll said the equipment maintenance is for the plotter/scanner in the Community Development Department.

Board members questioned the new position that is being proposed.

Carroll informed the board the proposed position was in the 2014 budget and is being carried over into the 2015 budget.

Berkheiser asked why the contractors budget went up 25%.

Carroll anticipates more permits due to the expected large amount of construction next year.

Law questioned the Computer Program Fees.

Carroll explained it is the yearly fees for the new computer program.

Discussion on the proposed Library Budget.

Board members asked the Library Director, Connie Ozinga, regarding the new positions being proposed.

Ozinga explained one position is increasing from part-time to a full-time Youth Program Specialist. She explained this position focuses on youth programs and outreach programs. The other proposed position is a new full time Communications/Marketing/Adult Services Librarian. This position was highly suggested in the long range program.

Law asked how she would find a person to fill the new positions.

Ozinga informed the board there are email lists to advertise on and she believes there will be a lot of people qualified for the job.

Discussion on the Open Space Budget.

Berkheiser asked about the forestry plan.

Emily England said there is \$50,000 budgeted because of the amount of work that needs to be done.

Berkheiser questioned the consultants.

England explained the consultants are Living Lab or any other company that does work for Parks.

Vanessa Magner asked if the new park signs were paid for out of the current budget or being proposed in the budget.

England said the signs are suppose to be installed this year and will be billed at that time.

General discussion on the proposed budget included:

Funds will be transferred into the Road Improvement Fund for pavement on Farr Road.

Janet Bushey and Vanessa Wagner will confirm the amount budgeted for the Cemetery contract.

Bushey will look into the amount of revenue for the horse farm rent.

Robert Long asked for a payment schedule for the sewer bonds.

Susan Gross will send it to the board members.

Bushey will separate cash and assets in the Water and Sewer fund balance.

ITEM 2: Library Location

A resident from Kingstown Manor spoke to explain his support in the library remaining in the same location.

Chuck Kummer gave an overview of the library locations next to the Township Hall and at Dodge Park V. Kummer handed the board members a site evaluation checklist to help each member rank the locations.

Vanessa Wagner informed the board members she has contacted Representative Kesto regarding the Deed Restrictions on a portion of the Dodge Park land. She has sent the DNR the restrictions and will pass any other information to the board members.

David Law believes this process is moving too fast.

Thomas Zoner asked the board member how he should move forward.

Law Stated he would like to hear input from the other boards and commissions.

Zoner said he will schedule a special meeting for September 30th with Planning Commission, DDA, Parks and Recreation Committee, and Library Advisory Board.

ITEM 3: Posting for Township Treasurer

Vanessa Wagner informed the board members she will be posting for the Treasurer position. It will be published in the Spinal Column, Oakland Press, and Township website. The applications will be scanned and emailed to the board members the same day as they are received.

MOTION by Wagner, supported by Gross, to adjourn at 9:42 p.m.

MOTION CARRIED UNANIMOUSLY



Vanessa Wagner, CMC, CMMC
Clerk, Charter Township of Commerce