

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

**December 9, 2025**  
2009 Township Drive  
Commerce Township, Michigan 48390

**CALL TO ORDER:** Supervisor Gray called the meeting to order at 7:00 p.m.

## **PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Present: Larry Gray, Supervisor  
Melissa Creech, Clerk  
Molly Phillips, Treasurer  
Robert Long, Trustee  
Rick Sovel, Trustee  
George Weber, Trustee

Absent: Robert Berkheiser, Trustee

Also Present: Hans Rentrop, Township Attorney  
Jason Mayer, Giffels Webster Engineers  
Jim Dundas, Fire Chief  
Jay James, Building Official  
Alyson Lobert, Library Director  
Katelyn Massey, Human Resources Director  
Lt. Eric Hix, Oakland County Sheriff's Office  
Sgt. Matt Leggat, Oakland County Sheriff's Office

## APPROVAL OF MINUTES

**MOTION** by Sovel, supported by Phillips, to approve the November 18, 2025 Regular Township Board Meeting minutes, with a correction to Item 6:11-18 ADOPTIONS C. Zoning Amendment Ordinance No. 3.067 – Noise/Decibel Limits, remove “The Planning Commission recommended adoption of this Amendment at its meeting on November 3, 2025”. Should be: “Planning Commission’s recommendation was modified to include a ninety minute duration for the definition of Continuous Noise”.

## **MOTION CARRIED UNANIMOUSLY**

## ITEM 1:12-9 APPROVAL OF AGENDA

**MOTION** by Sovel, supported by Creech, to approve the December 9, 2025.

## **MOTION CARRIED UNANIMOUSLY**

### **ITEM 2:12-9 PUBLIC COMMENTS**

Supervisor Gray opened Public Comments and advised the public that speaking time is limited to three (3) minutes. This is for public comments only and not for comments regarding the public hearings on the agenda.

Edith Fischler, 336 Shore Brook Ln., Commerce Township, Michigan, complained about the noise level and exhaust fumes coming from W-Industries.

Richard Fischler, 336 Shore Brook Ln., Commerce Township, Michigan, complained about the noise level coming from W-Industries during the hours of 7:30 am to 8:00 pm Monday through Saturday.

James Snyder addressed language for lakefront setbacks. He is concerned that shared lakefront access lots owned by the subdivision association are not included in the setbacks. He said residents will leave items such as grills, totes etc., at the access lots, specifically at Bass Lake.

Supervisor Gray closed Public Comments.

### **ITEM 3:12-9 PUBLIC HEARING FOR 2026 TOWNSHIP BUDGET**

Supervisor Gray opened the Public Hearing

There were no public comments.

Supervisor Gray closed the Public Hearing.

### **ITEM 4:12-9 2026 TOWNSHIP BUDGET**

#### **A. Elected Officials' Wages**

**MOTION** by Sovel, supported by Weber, to approve the 2026 Charter Township of Commerce Elected Official's Annual Wages as follows: Supervisor: \$127,000 Treasurer: \$122,000, and Clerk: \$122,000.

#### **ROLL CALL VOTE**

**AYES:** Sovel, Weber, Creech, Phillips, Long, Gray

**NAYS:**

**ABSENT:** Berkheiser

**MOTION CARRIED UNANIMOUSLY**

#### **B. Pay for Boards and Commissions**

**MOTION** by Gray, supported by Creech, to approve the 2026 Charter Township of Commerce Board of Trustees' pay at \$300.00 per meeting and all other boards and commissions remain the same.

**ITEM 4:12-9 2026 TOWNSHIP BUDGET (Pay for Boards and Commissions Motion continued)**

**ROLL CALL VOTE**

**AYES:** Gray, Creech, Phillips, Long, Sovel  
**NAYS:** Weber  
**ABSENT:** Berkheiser

**MOTION CARRIED**

**C. 2026 MALT Budget**

Supervisor Gray reviewed the Proposed Operating Budget with the Board.

**MOTION** by Gray, supported by Phillips, to approve the Michigan Air Line Trailway Management Council (MALT) 2026 Proposed Operating Budget.

**MOTION CARRIED UNANIMOUSLY**

**D. Approval of 2026 Township Budget**

Katelyn Massey, Human Resources Director, presented the Board with changes to the 2026 Township Budget as follows: increase from \$5,000 to \$11,000 for Natalie Hiney and herself to participate in Plante Moran's financial sessions, and \$250,000 to \$475,000 to replace the parking lot at Fire Station #2.

**MOTION** by Phillips, supported by Creech, to approve the Charter Township of Commerce 2026 Budget with the recommended changes.

**MOTION CARRIED UNANIMOUSLY**

**ITEM 5:12-9 CONSENT AGENDA**

- A. 2026 Meeting Schedules**
- B. 2026 Holiday Closures**
- C. 2025 Budget Amendments**

**MOTION** by Sovel, supported by Creech, to approve the Consent Agenda.

**MOTION CARRIED UNANIMOUSLY**

**ITEM 6:12-9 PURCHASES**

**A. Furniture Purchase – Library**

Alyson Lobert, Library Director, is requesting approval to purchase tables and seating for the new nonfiction lounge area, laptop tables for the fireplace area, new display spaces for the youth, teen and adult departments, and the customization of the existing circulation desk.

**MOTION** by Weber, supported by Phillips, to approve the purchase of furniture for the Commerce Township Community Library from Library Design Associates, Inc. (proposal P-42106 dated 11-26-2025) in an amount not to exceed \$44,000. Funds to come from the library's 2026 budget.

**MOTION CARRIED UNANIMOUSLY**

**ITEM 6:12-9 PURCHASES (continued)**

**B. Self-Check Machine Replacements – Library**

Alyson Lobert, Library Director, is requesting approval to purchase three self-check machines from Envisionware at a cost of \$19,982.44. This will replace the current outdated self-check machines.

**MOTION** by Phillips, supported by Creech, to approve the purchase of three self-check machines for the Commerce Township Community Library from Envisionware (Quote US-97561 dated 10-31-2025) at a cost of \$ 19,982.44. Funds to come from the library's 2025 technology budget. **MOTION CARRIED UNANIMOUSLY**

**ITEM 7:12-9 OLD BUSINESS**

**A. Flock Group, Inc. Master Services Agreement**

**MOTION** by Sovel, supported by Weber, to approve the Master Services Agreement between Flock Group Inc. and the Charter Township of Commerce. Funds to come from the Police Fund.

**Long voted No**

**MOTION CARRIED**

**ITEM 8:12-9 NEW BUSINESS**

**A. Sidewalk Program Discussion**

Jason Mayer, Giffels Webster, updated the Board on the Commerce Township Sidewalk Repair Program. He would like to send notices to the property owners advising of the preliminary estimate based upon the contractor's unit cost and the option to do the work themselves or participate in the Township's program. Letters with estimated costs will be sent by the end of December 2025. He recommends the Commerce Township Sidewalk Repair Program; 2026 Construction Base Bid construction contract be awarded to A&G Construction in the amount of \$219,243.25.

Discussion ensued on what happens if the calculated cost per property changes due to residents that will do the work themselves and/or if the amount changes after the Roll Resolution is set.

Hans Rentrop, Township Attorney, said there are two options: 1) have a new public hearing and if it is just to allocate the money between different parcels you can have another Roll Resolution. If the cost is completely off, you could establish a Resolution to the Roll Resolution; 2) allocate money if there are insufficient or over assessments. Let us see how close our numbers are before we figure out how we want to proceed.

Jason Mayer is asking for approval to send the notice (letter attached) to property owners.

**MOTION** by Weber, supported by Sovel, to support the Building Department to send the letter regarding the sidewalk repair program to residents in the proposed SAD. The SAD will be based upon the estimates and awarding the contract to the low bidder (A&G

**ITEM 8:12-9 NEW BUSINESS (Sidewalk Program Discussion Motion continued)**  
Construction). If, in Phase I of this initiative, the costs exceed the estimated \$220,000, the Township could fund the difference through the General Fund.

Discussion – Trustee Long would like to remove the wording: “If, in Phase I of this initiative the costs exceed the estimated \$220,000, the Township will fund the difference through the General Fund” He would rather address this at the time the cost may be higher than what was initially calculated.

**MOTION** by Weber, supported by Sovel, to authorize the Building Department to send a letter regarding the sidewalk repair program to residents in the proposed SAD and advise them that the contract shall be awarded to the low bidder, A&G Construction.

**MOTION CARRIED UNANIMOUSLY**

**B. Auditor Extension Letter – Plante Moran**

Treasurer Phillips would like to extend the contract with Plante Moran for 3 years.

**MOTION** by Phillips, supported by Sovel, to extend the contract with Plante Moran for 3 years (2025 through 2027).

**MOTION CARRIED UNANIMOUSLY**

**C. Lakes Area Youth Assistance**

Treasurer Phillips said she did not support donations to charitable organizations in the past. The law states if the organization is doing a reasonable amount of work for citizens in your community, then you are allowed to donate to a charitable organization. Lakes Area Youth Assistance did provide the Township with information on programs and money they spent in Commerce Township for the benefit of not just Walled Lake School students but students who reside in Commerce Township. She is in favor of supporting Lakes Area Youth Assistance because of the information they provided.

**MOTION** by Phillips, supported by Creech, to approve the Contract for Services by Lakes Area Youth Assistance for the Charter Township of Commerce from July 1, 2025 to June 20, 2026 in the amount of \$4,200.

**MOTION CARRIED UNANIMOUSLY**

**D. Wixom/Sleeth Project**

Supervisor Gray gave an update on the project. When the Road Commission for Oakland County (RCOC) originally approached Commerce Township and Milford Township we discussed how they would perform the project and the cost. Total cost would be \$120,000. RCOC Commerce Township Tri-Party funds would be \$40,000: Commerce Township and Oakland County would pay \$13,300 each, and RCOC would pay \$13,400. RCOC Milford Tri-Party funds would be \$40,000: Milford Township and Oakland County would pay \$13,300 each, and RCOC would pay \$13,400. Milford Township denied using Tri-Party funds.

RCOC asked if Commerce Township still wanted to go through with this project. The allocation of funds would be as follows: RCOC Commerce Township Tri-Party funds

**ITEM 8:12-9 NEW BUSINESS (Wixom/Sleeth Project continued)**

would be \$60,000: Commerce Township, Oakland County and RCOC would pay \$20,000 each and RCOC would pay (50%) \$60,000.

Supervisor Gray feels Milford Township should contribute but if they do not then he feels we should still do the project because it will affect our residents and businesses in the Township if we do not move forward. He would like to send Milford Township a letter advising them that Commerce Township will approve this project if they reconsider using their Tri-Party funds for this project.

Trustee Long feels he should just ask Milford Township to reconsider instead of sending a letter.

**MOTION** Sovel, supported Weber, to authorize \$13,300 for the Wixom/Sleeth Project with the condition that Milford Township approves the project and pays their share of \$13,300. This shall expire in 30 days. **MOTION CARRIED UNANIMOUSLY**

**E. F&V Operations & Resource Management, Inc.**

Supervisor Gray said we need to purchase generators or rent stand by generators for the pump stations. We also need to purchase meter readers.

James Green, F&V Operations & Resource Management, Inc., was present to answer questions. He said there are 15-16 pump stations that have permanent generators and 15-16 pump stations that do not have a generator.

**MOTION** by Sovel, supported by Phillips, to authorize the purchase of meter readers not to exceed \$26,000. Funds of \$25,435.18 to come from the Water Fund.

**MOTION CARRIED UNANIMOUSLY**

**MOTION** by Long, supported by Sovel, to authorize the rental of two (2) 60k W generators for \$2,040 per month, if needed. **MOTION CARRIED UNANIMOUSLY**

**MOTION** by Sovel, supported by Creech, to approve the Resolution of the Township Board of the Charter Township of Commerce Authorizing Expenditures During Water and Sewer Service Operations Transition. (Up to \$20,000 from the Township's Sewer Fund to facilitate F&V's performance of the Sewer Contract and up to \$20,000 from the Township's Water Fund to facilitate F&V's performance of the Water Contract for 60 days). **MOTION CARRIED UNANIMOUSLY**

**ITEM 9:12-9 ORDERS AND ADD ONS**

**MOTION** by Creech, supported by Phillips, to approve the orders and add ons. **MOTION CARRIED UNANIMOUSLY**

## **ITEM 10:12-9 OTHER MATTERS**

Trustee Weber –

- Would like to add to the agenda for the next Quarterly Discussion Meeting: "Discussion on SAD's and the voting approval versus the billing based on frontage for parcels and how that affects roads and/or water or sewer."
- Would like to recognize Fire Chief Dundas and his staff. This is the first time that I have seen the emergency response time beat the six (6) minute level. This is substantially faster than what we were getting from Superior over the last several years.
- Shout out to Larry Gray, Melissa Creech, Katelyn Massey, Natalie Hiney, Mickie, Emily England and her team, Mark Schoder and his team, and Alyson Lobert and her team for their countless hours working at the tree lighting ceremony and community event. Their efforts caused this Community Event to be a huge success.
- He had the opportunity to observe the two (2) librarians who run the library's Storytime Program, and wanted to single out their efforts as exceptional. The way they engage the children and kept them occupied was incredible.

Treasurer Phillips –

- We had a full Actuarial Assessment done two years ago. Should we engage the same people to do an actuarial analysis for this year?

**MOTION** by Gray, supported by Weber, to authorize Treasurer Phillips to move forward with an actuarial analysis for this year, not to exceed \$8,000.

**MOTION CARRIED UNANIMOUSLY**

Clerk Creech –

- Thanked Trustee Weber for his help with the Hot Chocolate Station at the community event.

Trustee Long –

- Do we have an Ordinance or some type of policy that prevents cameras with bright white and blue lights flashing continuously around the clock at our businesses in the Township? They are extremely bright and should not be allowed in the Township.

Supervisor Gray –

- We need to review the Ordinance for alarms at residential homes and commercial businesses.
- Should we change the title of Ordinance Manager to Ordinance Director? It was the consensus of the Board not to change the title.
- One of our maintenance trucks was involved in an accident. He will obtain a quote for repairs.
- We have a rebate check coming back from MMRMA for \$23,380 which will be transferred to the refundable retention fund held at MMRMA.

**ITEM 11:12-9 ADJOURNMENT**

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

**MOTION** by Phillips, supported by Creech, to adjourn at 8:40 p.m.

**MOTION CARRIED UNANIMOUSLY**

Melissa Creech  
Melissa Creech, Clerk  
Charter Township of Commerce