

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

Tuesday, September 11, 2012
2009 Township Drive
Commerce Township, Michigan 48390

CALL TO ORDER: Daniel Munro, Clerk, called the meeting to order at 7:01 p.m. and introduced the members of the Board.

PLEDGE OF ALLEGIANCE TO FLAG

ROLL CALL: Present: Daniel Munro, Clerk
Susan Gross, Treasurer
Debra Kirkwood, Trustee
David Law, Trustee
Robert Long, Trustee
Rick Sovel, Trustee

Absent: Thomas K. Zoner, Supervisor

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

MOTION by Sovel, supported by Gross, to appoint Daniel Munro as President pro tempore due to the absence of Supervisor Zoner.

MOTION CARRIED UNANIMOUSLY

Students from Lakeland High School attended.

APPROVAL OF MINUTES

MOTION by Gross, supported by Sovel, to approve the Regular Township Board meeting minutes of August 14, 2012, with a correction to page 4, Item 9C, add: *"Long requested the Township Board to receive additional information for future budget amendments."*

MOTION CARRIED UNANIMOUSLY

PRESENTATIONS:

None

PETITIONS:
None

ITEM 1:9-11 APPROVAL OF AGENDA

MOTION by Gross, supported by Kirkwood, to approve the Agenda with the following change: Move ITEM 12G, 2013 DDA Budget to ITEM 3.

MOTION CARRIED UNANIMOUSLY

ITEM 2:9-11 PUBLIC COMMENTS

None

ITEM 3:9-11 (Item 12G) 2013 DDA Budget

Kathleen Jackson, James Gott and Mark Stacey gave a presentation on the 2013 DDA Budget and advised the Township Board that the DDA approved the budget.

MOTION by Gross, supported by Sovel, to approve the 2013 DDA Budget, as presented.

MOTION CARRIED UNANIMOUSLY

ITEM 4:9-11 PUBLIC HEARINGS

None

ITEM 5:9-11 BOARD APPOINTMENTS

A. Larry Haber – Planning Commission : 3 year term

MOTION by Gross, supported by Sovel, to Table re-appointment of Larry Haber to the Planning Commission for a 3-year term.

MOTION CARRIED UNANIMOUSLY

B. Peter Pace – Planning Commission: 3 year term

MOTION by Sovel, supported by Law, to Table re-appointment of Peter Pace to the Planning Commission for a 3-year term.

MOTION CARRIED UNANIMOUSLY

ITEM 6:9-11 CONTRACT AWARDS AND AGREEMENTS

A. Oakland County Sheriff's Office 2013 Law Enforcement Service Agreement

Phillip Adkison, Township Attorney, explained the contract and stated although some figures are missing from the contract, the contract in its form is acceptable.

MOTION by Munro, supported by Law, to Table the Oakland County Sheriff's Office 2013 Law Enforcement Services Agreement with the Charter Township of Commerce. **MOTION CARRIED UNANIMOUSLY**

B. Paid on Call Firefighter Contract – Tabled 8-14-2012

MOTION by Sovel, supported by Kirkwood, to remove Paid on Call Firefighter Contract from the Table. **MOTION CARRIED UNANIMOUSLY**

Joseph Schornack, Fire Chief, was present and stated that he and the Firefighters Union are in agreement with the contract.

MOTION by Sovel, supported by Kirkwood, to approve the Collective Bargaining Agreement by and between Commerce Township and Commerce Township Firefighters/Firefighters Association of Michigan January 1, 2012 through December 31, 2014 with the appropriate signatures.

MOTION CARRIED UNANIMOUSLY

ITEM 7:9-11 INTRODUCTIONS

A. An Ordinance to Amend the Code of Ordinances, Charter Township of Commerce, Oakland County, Michigan to be known as Code Amendment Ordinance No. 1.020 – Fireworks

Hans Rentrop, Township Attorney, explained the Ordinance.

MOTION by Munro, supported by Long, to Introduce an Ordinance to Amend the Code of Ordinances, Charter Township of Commerce, Oakland County, Michigan to be known as Code Amendment Ordinance No. 1.020, post and publish according to law. **MOTION CARRIED UNANIMOUSLY**

ITEM 8:9-11 ADOPTIONS

None

ITEM 9:9-11 SITE CONDOMINIUMS AND PLATS

None

ITEM 10:9-11 CONSENT AGENDA

None

ITEM 11:9-11 PURCHASES

None

ITEM 12:9-11 OLD BUSINESS

- A. Mill Race Park Roof Replacement – Tabled 4-24-2012, 5-8-2012, 6-12-2012, 7-10-2012 & 8-14-2012**

This shall remain on the Table.

- B. Consent Agreement – Ashbourne Inc., 2873 Haggerty – No Action Taken 4-24-2012, 5-8-2012, 6-12-2012, 7-10-2012 & 8-14-2012**

This shall remain on Table.

ITEM 13:9-11 NEW BUSINESS

- A. Job Description – Library Page**

Connie Jo Ozinga, Library Director, was present.

MOTION by Gross, supported by Law, to approve the Library Page Job Description.

MOTION CARRIED UNANIMOUSLY

- B. Proposal of Library Fines**

Connie Jo Ozinga, Library Director, was present and stated the Library Advisory Board recommends approval of Commerce Township Community Library entering into a contract for collections services with Unique Management and waive the fines owed in exchange for food donations.

MOTION by Gross, supported by Sovel, to approve the recommendation of the Library Advisory Board to enter into a contract for collections services with Unique Management.

MOTION CARRIED UNANIMOUSLY

MOTION by Sovel, supported by Law, to waive the fines owed in exchange for food donations from October 1, 2012 to October 15, 2012.

MOTION CARRIED UNANIMOUSLY

ITEM 13:9-11 NEW BUSINESS (continued)

C. Oakland County Sheriff Deputy for Walled Lake Schools

Lt. Clay Jansson explained the need for a deputy at Walled Lake Western High School. If approved, the amount of \$31,000.00 will be included in the Oakland County Sheriff Budget when presented to the Township Board.

MOTION by Sovel, supported by Kirkwood, to amend the existing Oakland County Sheriff Contract to add an additional (1) patrol Investigator, Walled Lake Consolidate Schools will share the cost of the officer and the Township will invoice them for 75% of that cost.

MOTION CARRIED UNANIMOUSLY

D. Attorney Review of Allocated Class C Liquor License

Phillip Adkison, Township Attorney, stated when Class C Liquor Licenses are issued to Commerce Township, the Township may want to consider saving one one license for the Downtown Development District.

E. Property Lease with Golf Manor Association

Janice Butler 2628 Red Arrow Drive was present and advised the Township Board of some problems taking place on the property that the Homeowners Association leases from the Township. Insurance requirements were discussed. Phillip Adkison, Township Attorney, will forward her the insurance information.

Ellen Paynter 2805 Red Arrow Drive would like to know what will happen to the property if the lease is rescinded.

After discussion, Ms. Butler will speak to the Board of Director's and see how they want to proceed.

No action taken.

F. Tri Party Funds

The Road Commission for Oakland County has approximately \$2.9 million in un-committed funds that are available in the Tri Party Program. If interested in participating in the Tri Party Program, the Township needs to submit a request.

MOTION by Sovel, supported by Gross, to advise the Road Commission for Oakland County of Commerce Township's intention to submit a request for Tri Party Funds.

MOTION CARRIED UNANIMOUSLY

G. 2013 DDA Budget (moved to Item 3)

ITEM 13:9-11 NEW BUSINESS (continued)

H. Asbestos Removal at Wise Road Property

Jay James discussed the asbestos removal and bids received.

MOTION by Sovel, supported by Munro, to award the contract to remove asbestos at the Wise Road Property to American Recycling in an amount not to exceed \$14,200.00. Funds to come from the Parks and Recreation Fund.

MOTION CARRIED UNANIMOUSLY

I. State Revolving Fund Project Plan Update

Loren Crandell, Giffels-Webster Engineers, gave an update on the project.

MOTION by Gross, supported by Law, to request Giffels-Webster Engineers ask the DEQ to place both projects (SCADA System and the Heat Recovery System) in the third quarter and obtain a proposal from Mark Beauchamp.

ROLL CALL VOTE

AYES: Gross, Law, Kirkwood, Munro

NAYS: Long, Sovel

MOTION CARRIED

ITEM 14:9-11 ORDERS

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

MOTION CARRIED UNANIMOUSLY

ITEM 15:9-11 OTHER MATTERS

Phillip Adkison, Township Attorney – advised the Township Board that 52nd District Court would like to institute a program to garnish resident's taxes for collection of assessed fines and costs.

MOTION by Munro, supported by Law, to authorize the 52nd District Court to seek collection of fines and costs that have been assessed and authorize Paul V. Groth, Attorney to sign the appropriate paperwork.

MOTION CARRIED UNANIMOUSLY

Munro - Snow Removal

MOTION by Gross, supported by Kirkwood, to renew the snow removal contract for Commerce Township and Mount Royal Subdivision.

MOTION CARRIED UNANIMOUSLY

ITEM 16:9-11 CLOSED SESSION

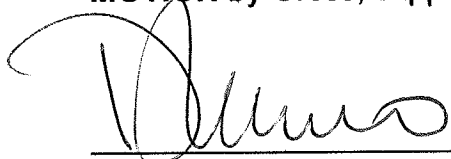
None

ITEM 17:9-11 ADJOURNMENT

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

MOTION by Gross, supported by Law, to adjourn at 9:16 p.m.

MOTION CARRIED UNANIMOUSLY



Daniel P. Munro, Clerk
Charter Township of Commerce

	A	C	D	E	F	G
1	2013 Proposed Budget					
2						
3		2011 Actual	2012 budget	2012 Actual as of 7/31/12	Estimate of 2012	2013 Proposed Budget
4	Revenues:					
5	Captured Taxes	2,007,201	1,770,000	714,391	1,666,000	1,561,140
6	DDA Tax levy, 1.27 mills	-	-	-	-	
7	Delinquent Personal Property tax			1,924	2,000	
8	Interest income	46,997	20,000	8,485	15,000	10,000
9	Building Rentals	15,550	24,000	7,400	7,400	7,200
10	Township reimbursement for main construction	6,050				
11	Other income	55,000		28,494	28,494	
12	Total revenues	2,130,798	1,814,000	760,694	1,718,894	1,578,340
13	Advance from Township		1,023,724	850,000	1,869,000	1,843,066
14	Beginning Fund Balance	6,566,939	1,708,278	1,708,278	2,272,501	1,278,745
15	Total available to appropriate	8,697,737	4,546,002	3,318,972	5,860,395	4,700,151
16						
17	Expenditures:					
18	Director's compensation	32,625	36,000	15,687	32,000	36,000
19	Administrative compensation	-				
20	Public relations and communications	(1,250)	3,000	3,000	3,000	3,000
21	Legal	87,582	70,000	75,331	125,000	100,000
22	Accounting	10,260	18,000	4,715	10,000	10,000
23	Other consultants	7,500	-	-		
24	Township administrative charges	100,000	100,000	100,000	100,000	100,000
25	Property maintenance and utilities	54,880	43,500	23,415	40,100	40,000
26	Insurance	3,675	3,700	1,750	3,700	3,800
27	Pinewood Industrial Park association dues	-	1,250	1,250	1,250	
28	Property marketing & promotion	7,194	8,000	6,595	6,600	5,000
29	Miscellaneous	32	-	-		
30						
31	Development projects:					
32	Road projects (design, engineering, constr	2,591,706	304,000	187,970	300,000	94,500
33	Capital outlay - Town Hall	-	-	-		
34	Other projects	-	-	-		
35						
36	Debt service:					
37	Interest & bond administrative costs	2,341,032	2,558,552	1,119,254	2,560,000	2,574,606
38	Principal	1,190,000	1,400,000	468,475	1,400,000	1,550,000
39	Total expenditures	6,425,236	4,546,002	2,007,442	4,581,650	4,516,906
40	Ending Fund Balance	2,272,501	-	1,311,530	1,278,745	183,245
41	Martin Pkwy bond repayment (P & I) to be paid from bond residual				500,000	1,095,500
42	Total expenditures minus Martin Pkwy bond repayment				4,081,650	3,421,406
43						
44						
45	Portion of balance restricted for Martin Parkwa	2,077,560			1,277,560	87,560
46	Unrestricted fund balance	194,941			1,185	95,685