

**CHARTER TOWNSHIP OF COMMERCE  
SPECIAL MEETING OF THE TOWNSHIP  
BOARD OF TRUSTEES  
2009 Township Drive  
Commerce Township, MI 48390  
Tuesday, November 29, 2022 at 6:00 p.m.**

**CALL TO ORDER:** Supervisor Larry Gray called the Township Board of Trustees meeting to order at 6:00 p.m.

**ROLL CALL:** Present: Larry Gray, Supervisor  
Molly Phillips, Treasurer (arrived at 6:18 p.m.)  
Rick Sovel, Trustee  
George Weber, Trustee  
Vanessa Magner, Trustee  
Robert Berkheiser, Trustee

Absent: Melissa Creech, Clerk (excused)

Also present: Deb Watson, DDA Director  
Alyson Lobert, Library Director  
Ben Sebrowski, IT Director  
Mark Schoder, Maintenance Director  
Janet Bushey, Finance/HR Director  
James Dundas, Fire Chief  
Mark Gall, Fire Marshal

**ITEM 1: PUBLIC COMMENTS**

Supervisor Gray opened public comments.

Seeing none, Supervisor Gray closed Public Comments.

**ITEM 2: REMOVAL OF ELIZABETH BULAT FROM DOWNTOWN DEVELOPMENT  
AUTHORITY**

Supervisor Gray recommends the removal of Elizabeth Bulat from the Downtown Development Authority due to lack of attendance at DDA meetings.

**MOTION** by Gray, supported by Weber, to remove Elizabeth Bulat from the Downtown Development Authority. **MOTION CARRIED UNANIMOUSLY**

**ITEM 3: APPOINTMENT OF DEREK TUCK TO THE DOWNTOWN DEVELOPMENT  
AUTHORITY FOR A PARTIAL TERM ENDING 12-31-2025**

Supervisor Gray introduced Derek Tuck.

Mr. Tuck indicated he's a long-time business owner in Commerce Township and he looks forward to working with the DDA.

**ITEM 3: APPOINTMENT OF DEREK TUCK TO THE DOWNTOWN DEVELOPMENT AUTHORITY FOR A PARTIAL TERM ENDING 12-31-2025 continued**

**MOTION** by Gray, supported by Sovel, to appoint Derek Tuck to the Downtown Development Authority for a partial term ending 12-31-2025. **MOTION CARRIED UNANIMOUSLY**

Treasurer Phillips arrived at 6:18 p.m.

**ITEM 4: 2023 DDA BUDGET**

Director Deb Watson presented the proposed 2023 DDA budget. The trustees discussed the DDA Director's and the DDA assistant's salaries, the cost of required liability insurance carried by the DDA Director, and the DDA Director's work load.

**MOTION** by Weber, supported by Gray, to approve the DDA budget, revised as follows:

- DDA Director compensation to be \$62,400.00 (1200 hours at \$52.00/hour)
- DDA assistant compensation to be \$15,600.00 (600 hours at \$26.00/hour)
- DDA Director liability coverages at \$2,500.00, not including PIP auto insurance coverage
- DDA hourly rate to be \$52.00 and \$26.00, for Director and assistant, respectively.

**MOTION CARRIED UNANIMOUSLY**

**ITEM 5: 2023 TOWNSHIP BUDGET**

Ben Sebrowski, IT Director, presented the proposed 2023 IT budget. 2023 projects include a total redesign of the Township's website and upgrading the Township's servers.

Alyson Lobert, Library Director, presented the proposed 2023 Library budget. 2023 projects include new furniture for the teen room, new makerspace tables/carts, continuing the Imagination Library, and adding to the Library's programming for patrons.

The trustees reviewed the Improvement and Building Fund.

The trustees discussed non-union wages and salaries. The trustees agreed on a 5% salary increase for the supervisor, clerk, and treasurer. The pay for all Township board members will not change. Recording secretary wages will be discussed at the December 13, 2022 Regular Township Board Meeting.

**ADJOURNMENT**

**MOTION** by Weber, supported by Magner, to adjourn the meeting at 8:49 p.m.

**MOTION CARRIED UNANIMOUSLY**



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**Melissa Creech, Clerk**  
**Charter Township of Commerce**

