

**CHARTER TOWNSHIP OF COMMERCE
TOWNSHIP BOARD OF TRUSTEES MEETING
January 14, 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
George Weber, Trustee

Absent: Robert Berkheiser, Trustee (excused)
Rick Sovel, Trustee (excused)

Also Present: Hans Rentrop, Township Attorney
Jason Mayer, Giffels Webster Engineers
Jim Dundas, Fire Chief
Jay James, Building Official
Alyson Lobert, Library Director
Mark Schoder, Maintenance Director

APPROVAL OF MINUTES

MOTION by Phillips, supported by Creech, to approve the December 10, 2024 Regular Township Board Meeting minutes, as submitted.

MOTION CARRIED UNANIMOUSLY

PRESENTATIONS

A. 2024 Commerce Township Photo Awards

Alyson Lobert, Library Director, announced the top five winners of the 2024 Commerce Township Photo Awards and Supervisor Gray presented each winner with a certificate of recognition:

First Place - "Lake Sherwood Morning Glow" by Bob Roberts

Second Place - "Lake Sherwood Dramatic Foggy Morning" by Bob Roberts

Third Place - "Proud Lake Dam" by Jacky Quigley

Fourth Place - "Moody Skies over the Huron River" by Christina Watts

Fifth Place - "Reflections on the Lake" by Rachael Wrobel

ITEM 1:1-14 APPROVAL OF AGENDA

MOTION by Weber, supported by Phillips, to approve the January 14, 2025 agenda.
MOTION CARRIED UNANIMOUSLY

ITEM 2:1-14 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.

There were no public comments

Supervisor Gray closed Public Comments.

ITEM 3:1-14 BOARD APPOINTMENTS

A. Johnny Walker – Reappointment to the Parks and Recreation Committee for a 4-Year Term Ending February 28, 2029

MOTION by Gray, supported by Creech, to Reappoint Johnny Walker to the Parks and Recreation Committee for a 4-Year Term Ending February 28, 2029.

Discussion: Trustee Weber - Bob Berkheiser asked him to pass on to the Board that Johnny Walker is a valuable member of the Parks and Recreation Committee and he is in support of his reappointment.

MOTION CARRIED UNANIMOUSLY

ITEM 4:1-14 CONTRACT AWARDS AND AGREEMENTS

A. C&E Construction Grinder Pump Contract Extension

Jay James, P.E. President KER Engineering, Inc., advised the Board the current contract with C&E Construction for installation of grinder pumps within Commerce Township expired at the end of 2024. There is a provision in the existing contract for two (2) one-year extensions, if both parties agree. He recommends the current contract be extended with C&E Construction through the year 2025.

MOTION by Creech, supported by Phillips, to extend the current C&E Construction Grinder Pump Contract through the year 2025. **MOTION CARRIED UNANIMOUSLY**

B. Appraisals for Pontiac Trail and Beck Road Water Main Easement Acquisition

Hans Rentrop, Township Attorney, presented proposals from Stout Risius Ross, LLC; RS Thomas & Associates, Inc.; Integra Realty Resources; and Fuller Appraisal, L.L.C for the acquisition of watermain easements across twenty-one parcels of property involved in the project.

ITEM 4:1-14 CONTRACT AWARDS AND AGREEMENTS (Appraisals for Pontiac Trail and Beck Road Water Main Easement Acquisition continued)

MOTION by Weber, supported by Phillips, to move forward with the low bidders Fuller Appraisal, L.L.C. on the Pontiac Trail and Beck Road Water Main Easement Acquisition at a cost not to exceed \$48,500.

UNANIMOUSLY

MOTION CARRIED

C. Resolution Authorizing Township Supervisor to Sign Documents Relating to the Lease at Log Cabin Drive

Hans Rentrop, Township Attorney, gave an overview of discussion during Closed Session at the December 10, 2024 Township Board meeting.

Supervisor Gray said SBA Steel II, LLC is requesting a five-year agreement with four (4) additional five-year term extensions.

Hans Rentrop recommends a 5-year lease term then re-negotiate the lease payments/terms at the end of the 5-year term.

MOTION by Phillips, supported by Creech, to approve the Resolution of The Township Board of The Charter Township of Commerce Authorizing Township Supervisor to Sign Documents Relating to the Ground Lease at Log Cabin Drive.

MOTION CARRIED UNANIMOUSLY

ITEM 5:1-14 ADOPTIONS

A. An Ordinance to Amend Ordinance No. 2.029 to Be Known as Fee Ordinance No. 2.030 Clarification of Water Rates for 2025

Hans Rentrop, Township Attorney, said there was no change since this was Introduced at the December 10, 2024 Township Board meeting.

MOTION by Creech, supported by Phillips, to Adopt The Charter Township of Commerce Ordinance to Amend Ordinance No. 2.029 to be Known as The Charter Township of Commerce Fee Ordinance No. 2.030, post and publish according to law.

MOTION CARRIED UNANIMOUSLY

ITEM 6:1-14 PURCHASES

A. Flooring at Fire Stations 1 and 2 – Fire Department

Jim Dundas, Fire Chief, is requesting approval to purchase flooring for Fire Stations 1 and 2 from The Carpet Workroom Inc. at a cost of \$21,555.89.

MOTION by Phillips, supported by Creech, to approve the purchase of flooring for Fire Stations 1 and 2 from the low bidders The Carpet Workroom Inc. (proposal #22800-24 dated 12-3-2024) at a cost not to exceed \$22,000. Funds to come from the Fire Department Budget in the Buildings and Grounds Account.

MOTION CARRIED UNANIMOUSLY

ITEM 6:1-14 PURCHASES (continued)

B. Glowforge Plus Engraver – Library

Alyson Lobert, Library Director, is requesting approval to purchase a Glowforge Plus engraver for the makerspace.

MOTION by Creech, supported by Gray, to approve the purchase of a Glowforge Plus Engraver from Glowforge (quote #D141278 dated 12-3-2024) at a cost not to exceed \$6,044. Funds to come from, the Library's 2025 budget.

MOTION CARRIED UNANIMOUSLY

ITEM 7:1-14 OLD BUSINESS

A. Establishment Resolution – Island Club Sanitary Sewer Repair & Improvement SAD – Tabled 12-10-2024

This will remain on the Table. No action taken.

ITEM 8:1-14 NEW BUSINESS

A. Teen Volunteer Policy – Library

Alyson Lobert, Library Director, said the Library Advisory Board recommends approval of the Teen Volunteer Policy.

MOTION by Weber, supported by Creech, to approve The Commerce Township Community Library Teen Volunteer Policy with the employment clause to be suggested by the Township Attorney.

MOTION CARRIED UNANIMOUSLY

B. 2025 Budget Amendment – Ordinance Department

Supervisor Gray said this is an Amendment for an additional \$15,000 for a full-time Ordinance Manager.

MOTION by Gray, supported by Phillips, to approve an increase from \$110,000 to \$125,000 in the 2025 Budget Amendment – Ordinance Department, for a full-time Ordinance Manager.

Discussion: Trustee Long asked when the Ordinance Officer will start working.

Supervisor Gray answered he will start within 2 weeks.

Trustee Long said ordinance violations are low this time of the year and we could save money by waiting until spring when ordinance violations will increase.

Supervisor Gray said the Ordinance Department has two part-time Ordinance Officers right now. One Officer works Monday and Tuesday and the other works Wednesday and Thursday. They can use another Officer right now because it will take a few months to catch up on the backlog of work and this will give enough time for training.

MOTION CARRIED UNANIMOUSLY

ITEM 9:1-14 ORDERS AND ADD ONS

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

MOTION CARRIED UNANIMOUSLY

ITEM 10:1-14 OTHER MATTERS

Clerk Creech –

- Contact Supervisor Gray if there is an item you want on the agenda for the January 28, 2025 Township Board Quarterly Discussion Session.

Trustee Weber –

- The Bicentennial event will be held in June 2025. This would be a good opportunity for the Township to have a tent with placards showing residents what is happening in the Township. Some examples would be: trailway vision, map of the Township that highlights properties that are protected green space, traffic issues, Five and Main Development plans, etc.
- Five and Main is the biggest development coming to the Township. We should hold a town hall to listen to residents' concerns about the Five and Main development. This would also be a great opportunity to promote the positive aspects of the development.

Supervisor Gray-

- There is interest from someone to lease half of the lower floor at the 2019 building. He would like to begin negotiations. It was the consensus of the Board to approve Supervisor Gray's request.
- He is working on an RFP for the Assessing Department. Our contract with Oakland County ends on June 30, 2025. We will spend approximately \$379,000 on the Oakland County Assessing Department. With increases in costs, if we have the same increase as the new Oakland County Sheriff contract, then we will be looking at a \$56,000 increase next year. I am hoping to get the RFP out there by the end of February.
- The Byers EGLE violations are closed out.
- Walled Lake School District approved the School Resource Officer Contract.
- He again asked Walled Lake School District if they are interested in swapping the property they own behind Victory Park. No response yet.
- During the February Township Board meeting he will ask for a budget amendment for the building fund to purchase a new truck for the Ordinance Department.

ITEM 11:1-14 CLOSED SESSION

A. To Discuss the Paid On Call Fire Fighter Contract Pursuant to MCL 15.268, Section 8(1)(c)

MOTION by Phillips, supported by Creech, to enter into Closed Session for the purpose of discussing the Paid On Call Fire Fighter Contract Pursuant to MCL 15.268, Section 8(1)(c)

ROLL CALL VOTE:

AYES: Phillips, Creech, Weber, Long, Gray

NAYS:

ABSENT: Berkheiser, Sovel

MOTION CARRIED UNANIMOUSLY

Entered into Closed Session: 8:06 p.m.
Returned from Closed Session: 8:29 p.m.

MOTION by Phillips, supported by Creech, to adjourn from Closed Session and approve the Closed Session minutes.

MOTION CARRIED UNANIMOUSLY

MOTION by Weber, supported by Phillips, to approve the Paid On Call Fire Fighter Contract as negotiated by the Township negotiating team.

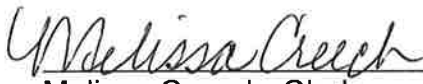
MOTION CARRIED UNANIMOUSLY

ITEM 12:1-14 ADJOURNMENT

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

MOTION by Phillips, supported by Creech, to adjourn at 8:30 p.m.

MOTION CARRIED UNANIMOUSLY



Melissa Creech, Clerk
Charter Township of Commerce