

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

July 9, 2024

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
Molly Phillips, Treasurer
Robert Berkheiser, Trustee
Vanessa Wagner, Trustee
Rick Sovel, Trustee
George Weber, Trustee

Also Present: Hans Rentrop, Township Attorney
David Campbell, Planning Director
Jim Dundas, Fire Chief
Jay James, Building Official
Alyson Lobert, Library Director
Jason Mayer, Giffels Webster Engineers
Mark Schoder, Maintenance Director
Emily England, Senior/Parks and Recreation Director
Katelyn Massey, Finance/HR Director

Absent: Melissa Creech, Clerk

APPROVAL OF MINUTES

MOTION by Sovel, supported by Wagner, to approve the June 11, 2024 Regular Township Board Meeting minutes, as submitted.

MOTION CARRIED UNANIMOUSLY

PRESENTATIONS

A. Service Resolution – Downtown Development Authority Chairperson Jim Gotts

Debbie Watson, DDA Director, read and presented the Resolution acknowledging and thanking Jim Gotts for his service to Commerce Township.

MOTION by Gray, supported by Phillips, to approve the Resolution recognizing Jim Gotts for his dedicated service to Commerce Township.

MOTION CARRIED UNANIMOUSLY

PRESENTATIONS (continued)

B. OHM Advisors – Intersection Study

Tim Juidici, Principal, and Lauren Hall, Traffic Engineering Department, gave a presentation on Commerce Township Intersection Studies.

Benstein and Loon Lake

Oakley Park at S Commerce (east and west)
Oakley Park at Newton

Richardson and Newton
Richardson and Martin
Richardson at Union Lake Road

Next steps:

Concept plans
Cost estimates
Township/RCOC meeting
Funding opportunities
Finalize report

C. Auditor Review of Township Financial Statements

Phillip Femminineo, Manager, and Keith Szymanski, Principal Partner, Plante & Moran, PLLC, gave a presentation of the financial statements of the Charter Township of Commerce for the year ended December 31, 2023.

D. Library Strategic Plan Draft

Alyson Lobert, Library Director, gave a presentation on the Commerce Township Community Library's Strategic Plan Draft 2024 – 2027.

ITEM 1:7-9 APPROVAL OF AGENDA

MOTION by Sovel, supported by Berkheiser, to approve the July 9, 2024 agenda, as presented. **MOTION CARRIED UNANIMOUSLY**

ITEM 2:7-9 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.

Patrick McClatchey, 437 Woodhaven Dr., Commerce Twp., MI thanked the Board for putting in pickle ball courts at the Richardson Center. They are very busy and is great place to meet people. He is requesting the Township place two (2) push brooms at the courts so they can push water off the courts. Over the last three (3) weeks he has not noticed any issues with people not following the posted rules.

ITEM 2:7-9 PUBLIC COMMENTS (continued)

Annette Lebaron, 300 Lakewood Dr., Bloomfield Hills, MI wanted to introduce herself and offer the Township support in her role as District Director for Senator Jim Runestad Michigan's 23rd Senate District.

Scott Farida, 4378 Ramsgate Ln., West Bloomfield, MI wanted to introduce himself and announced he is a candidate running for Oakland County Prosecutor in the November 5, 2024 election.

Supervisor Gray closed Public Comments.

ITEM 3:7-9 PUBLIC HEARINGS

A. Establishment Resolution – Demarist – Barkley Street Maintenance SAD

Supervisor Gray opened the Public Hearing.

Ryan Higuchi, 5360 Barkley St., Commerce Twp., wanted to know if the action tonight was to establish the SAD and not agreeing to any cost. Jay James, Building Official, said if the SAD was to be approved tonight, it would also approve the cost. Estimates are based on the bids that were already received. Mr. Higuchi is in support of the SAD.

Supervisor Gray closed the Public Hearing.

MOTION by Sovel, supported by Phillips, to approve the Resolution of the Township Board of the Charter Township of Commerce determining to undertake an improvement project and to establish and maintain a special assessment district to pay costs associated therewith and approving the plans and estimates of costs therefor Demarist – Barkley Street Maintenance Special Assessment District.

MOTION CARRIED UNANIMOUSLY

B. Establishment Resolution – Second Revised and Restated Lagoon & Point Streets Sanitary Sewer SAD

Supervisor Gray opened the Public Hearing.

Jim Ellis, 1824 Point Street, Commerce Twp., MI said the letter he received did not contain any details, the cost or how this will be done. Hans Rentrop, Township Attorney, explained there was a decrease in the number of properties, by one. However, there was no change in the overall cost to individual property owners as originally established.

Supervisor Gray closed the Public Hearing.

MOTION by Sovel, supported by Phillips, to approve the Second Revised and Restated Resolution of the Township Board of the Charter Township of Commerce determining to undertake an improvement project and to establish and maintain a special assessment district to pay costs associated therewith and approving the plans and estimates of costs therefor Lagoon & Point Streets Sanitary Sewer Special Assessment District.

ITEM 3:7-9 PUBLIC HEARINGS (Establishment Resolution – Second Revised and Restated Lagoon & Point Streets Sanitary Sewer SAD Motion continued)

Discussion: Trustee Berkheiser asked what the length of the SAD is and wanted to make sure the cost did not change. Hans Rentrop said it is a 10-year SAD with no change to the original cost.

MOTION CARRIED UNANIMOUSLY

ITEM 4:7-9 BOARD APPOINTMENTS

A. Spencer Schafer – Appointment to the Downtown Development Authority for a Partial Term Ending May 31, 2025

MOTION by Gray, supported by Weber, to Appoint Spencer Schafer to the Downtown Development Authority for a Partial Term Ending May 31, 2025.

MOTION CARRIED UNANIMOUSLY

B. Susan Spelker - Appointment to the Downtown Development Authority for a Partial Term Ending March 31, 2026

Susan Spelker was present.

MOTION by Gray, supported by Phillips, to Appoint Susan Spelker to the Downtown Development Authority for a Partial Term Ending March 31, 2026.

MOTION CARRIED UNANIMOUSLY

ITEM 5:7-9 NEW BUSINESS

A. Transfer of Class C Liquor License from Andale Mexican Grill & Cantina to Salsa and Beer, LLC DBA Blue Cactus Cantina at 4835 Carroll Lake Road

Jennifer Zaraga, owner, 5575 Birch Dr., Davisburg, MI 48350, was present to request the transfer.

MOTION by Berkheiser, supported by Weber, to approve Application for transfer of Class C Liquor License to Salsa and Beer, LLC d/b/a Blue Cactus Cantina, located at 4835 Carroll Lake Road, Commerce Township, MI 48382.

MOTION CARRIED UNANIMOUSLY

B. Library Budget Amendment

Alyson Lobert, Library Director, is requesting approval of a budget Amendment for the OverDrive budget line, by \$15,000, from \$92,000 to \$107,000 as approved by the Library Advisory Board at their June 19, 2024 meeting.

MOTION by Magner, supported by Phillips, to approve the budget Amendment for the OverDrive budget line, by \$15,000, from \$92,000 to \$107,000.

MOTION CARRIED UNANIMOUSLY

ITEM 5:7-9 NEW BUSINESS (continued)

C. Byers House Electrical

Emily England, said three (3) bids were received to upgrade electrical at Byers farmhouse and bring it up to code.

Dean Schantz, Friends of Byers, was present and explained the electrical work that needs to be done.

Bids were received as follows:

| | |
|---------------------------|----------|
| Michigan Quality Electric | \$ 9,225 |
| Castle Electric | \$10,650 |
| Oakland Electric | \$17,000 |

MOTION by Berkheiser, supported by Weber, to approve the Byers' farmhouse electrical project to Michigan Quality Electric in the amount of \$ 9,225. The Friends of Byers and the Charter Township of Commerce will each pay 50% of the cost. The Township' portion shall not exceed \$4,900. **MOTION CARRIED UNANIMOUSLY**

D. Maple and Beck Water Main Design

Jason Mayer, Giffels Webster is requesting approval to move forward with the design and bidding of the Maple and Beck Road Water Main Project at a cost not to exceed \$119,000.

MOTION by Berkheiser, supported by Weber, to approve Giffels Webster to move forward with the design and bidding of the Maple and Beck Road Water Main Project at a cost not to exceed \$119,000. Funds to come from the Water Fund.

MOTION CARRIED UNANIMOUSLY

ITEM 6:7-9 ORDERS AND ADD ONS

MOTION by Sovel, supported by Magner, to approve the Orders and Add Ons.

MOTION CARRIED UNANIMOUSLY

ITEM 7:7-9 OTHER MATTERS

Trustee Weber –

- What is the County's plan (road closure, timing, signage) for installation of the culvert on South Commerce at Glengary Roads? Supervisor Gray said installation is to begin July 10, 2024 and completion date expected to be the end of August 2024. This will be announced on social media and Supervisor Gray will follow up with The Road Commission for Oakland County to discuss signage to be put up, advising the public as to when the road will be closed.
- He is not sure the Police SAD funding will support what the Sheriff's Department is asking for toward increased costs for services. We may want to have a small group review this before the budget process starts to ensure we understand the impact.

ITEM 7:7-9 OTHER MATTERS (Trustee Weber continued)

- FYI to Chief Dundas – He noticed the calls for fire service are down by double digit percentage for Stations 1, 2 and 4 but up for Station No. 3. Chief Dundas said Station No. 3 handles the busiest area in the Township.
- Can OHM Advisors include the impact of the proposed development of Union Lake and Richardson Roads in their traffic study? Future Bay Point and Drive-In developments in that area may have a significant impact on traffic.
- Cyber security/phishing attacks - Is Ben Sebrowski still working on educational training for employees? Supervisor Gray answered yes.

Trustee Berkheiser –

- When and if Costco purchases Ghost Handcrafted Tacos & Cocktails property, will the liquor license come back to the Township? Hans Rentrop said it is a DDA Liquor License and if the business closes, the license is terminated.
- He is not happy with Midtown Haggerty wanting to convert the apartment complex to a Kroger store. Dave Campbell said the concept was brought to the Planning Commission; no changes made at this time.

Trustee Sovel –

- FYI – He read that the City of Northville is getting a 50,000 sq. ft., 16 indoor court pickle ball facility.

Trustee Magner –

- Over the next couple of months, she will not be able to attend at least three (3) Library Advisory Board (LAB) meetings. If the Township Board would like to replace her with another Township Board member, she would be willing to resign from the LAB. Budget discussions will be coming up soon. No action taken.

Supervisor Gray –


- He gave the school's Liaison Officer the red-lined version of the contract for review.
- A new business in the Township called "Book Love Barn" would like to know if the Township will give them a quota liquor license. He asked the owners to appear before the Township Board. Hans Rentrop advised the Board "Book Love Barn" needs to be a viable business that will remain open for a long time. If the business closes, the license will be terminated and may not revert to the Township. Mr. Rentrop will investigate this and report back to the Board.
- The price to repair faulty check valves in Township buildings will be \$5,400.
- The Township's insurance policy will go up 40% in cost. We will be looking into other insurance providers.
- A few residents would like to move forward to form a volunteer welcoming committee for new residents moving into the Township. The residents requesting the committee will appear before the Township Board soon to discuss their idea.

ITEM 8:7-9 ADJOURNMENT

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

MOTION by Phillips, supported by Berkheiser, to adjourn at 8:56 p.m.

MOTION CARRIED UNANIMOUSLY



Melissa Creech, Clerk
Charter Township of Commerce

