NOTICE OF SPECIAL WORK STUDY SESSION

OF THE

CHARTER TOWNSHIP OF VAN BUREN

BOARD OF TRUSTEES

TO BE HELD AT

4:00 P.M.

ON MONDAY OCTOBER 31, 2016

For the purpose of discussion on:

The revised Policies and Procedures Manual. The revised Salaried Employees Benefits Manual. The revised Elected Officials Benefits Manual.

> TOWNSHIP HALL 46425 TYLER ROAD BELLEVILLE, MI 48111

In accordance with the Americans with Disabilities Act, reasonable accommodations can be made with advance notice by contacting the Clerk's Office 734.699.8909.

Posted 10/28/2016

CHARTER TOWNSHIP OF VAN BUREN BOARD OF TRUSTEES OCTOBER 31, 2016 WORK STUDY MEETING TENTATIVE AGENDA

| ROLL CALL: | | |
|-----------------------------------------------------|----------------------|--|
| Supervisor Combs | Trustee McClanahan _ | |
| Clerk Wright | Trustee Miller | |
| Treasurer Budd | Engineer Nummer | |
| Trustee Hart | Attorney McCauley | |
| Trustee Jahr | Secretary Montgomery | |
| UNFINISHED BUSINESS: | | |
| NEW BUSINESS: | | |
| 1. Discussion on the revised Policies and Procedure | es Manual. | |
| 2. Discussion on the revised Salaried Employees Bo | enefits Manual. | |
| 3. Discussion on the revised Elected Officials Bene | fits Manual. | |

PUBLIC COMMENT:

ADJOURNMENT:

Charter Township of Van Buren

| Agenda | Item: | |
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| Agenua | rcem: | |

Work Study: October 31, 2016 Board Meeting Date: November ば 2016

REQUEST FOR BOARD ACTION

| Consent Agenda | X New Business | Unfinished Business | Public Hearing |
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| ITEM (SUBJECT) | Policy and Procedures | Manual | MACCALLER TO THE STATE OF THE S |
| DEPARTMENT | Clerk's Office | | |
| PRESENTER | Clerk Leon Wright | | |
| PHONE NUMBER | 734.699.8908 | · · · · · · · · · · · · · · · · · · · | |
| INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER) | Nicole D. W. Sumpte Benefits Coordinator | r, Administrative Assist | ant to Clerk Wright/ |
| Agenda topic | | | 1 |
| ACTION REQUESTED: | | i i | |
| To consider approv | val of revised Policy and | Procedures Manual | |
| | ORTING AND REFERENCE DATA | · | |
| | *** | · · · · · · · · · · · · · · · · · · · | |
| PR (14-14-14-14-14-14-14-14-14-14-14-14-14-1 | The second secon | and the same of th | |
| BUDGET IMPLICATION | None | | |
| IMPLEMENTATION NEXT STEP | Distribution of manua | al and schedule employed | e meetings |
| DEPARTMENT RECOMM | ENDATION Approval | | |
| COMMITTEE/COMMISS | ION RECOMMENDATION N | I/A | |
| ATTORNEY RECOMMENI | ; incorporated i | Reviews. Suggested lang | uage and modifications |
| | rney/Client Privilege and not a | available under FOIA) | |
| ADDITIONAL REMARKS | With the | and the same of th | |
| APPROVAL OF SUPERVI | SOR NEUTYNDD | | |
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Charter Township of Van Buren

| Agenda It | em: | |
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Work Study: October 31, 2016 Board Meeting Date: November \mathcal{G}_{k} 2016

REQUEST FOR BOARD ACTION

| Consent Agenda | K New Business | Unfinished Business | Public Hearing |
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| ITEM (SUBJECT) | Salaried Employees | Benefit Manual | |
| DEPARTMENT | Clerk's Office | | |
| PRESENTER | Clerk Leon Wright | | |
| PHONE NUMBER | 734.699.8908 | The contract of the section of the s | e deligado y en que estambien deligado maio de la destribución de la como de maio de la |
| INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER) | Nicole D. W. Sump Benefits Coordinat | ter, Administrative Assistan or | t to Clerk Wright/ |
| Agenda topic | | | |
| ACTION REQUESTED: | | : | |
| To consider approv | al of revised Salaried | Employees Benefits Manual | *** ********************************** |
| | | ATA, INCLUDE ATTACHMENTS) | |
| | The second secon | | |
| | | | |
| BUDGET IMPLICATION | None | | |
| IMPLEMENTATION NEXT STEP | Distribution of mar | nual and schedule employee m | eetings |
| DEPARTMENT RECOMM | ENDATION Approva | | |
| COMMITTEE/COMMISSI | ON RECOMMENDATION | N/A | |
| ATTORNEY RECOMMENI | Two Attorn incorporate | ey Reviews. Suggested langua ed into manual. | ge and modifications |
| (May be subject to Atto | rney/Client Privilege and n | ot-available under FOIA) | A SECULAR SECULAR FOR SECULAR PROPERTY AND ASSESSMENT AND ASSESSMENT AND ASSESSMENT ASSE |
| ADDITIONAL REMARKS | the the | 1 | |
| APPROVAL OF SUPERVI | son Mlombo | | |

Charter Township of Van Buren

| Agenda | Item: | |
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Work Study: October 31, 2016 Board Meeting Date: November 💆 2016

REQUEST FOR BOARD ACTION

| | New Business | Unfinished Business | Public Hearing |
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| ITEM (SUBJECT) | Elected Officials Be | nefit Manual | |
| DEPARTMENT | Clerk's Office | | |
| PRESENTER | Clerk Leon Wright | | |
| PHONE NUMBER | 734.699.8908 | | |
| INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER) | Nicole D. W. Sum Benefits Coordina | pter, Administrative Assistant tor | to Clerk Wright/ |
| Agenda topic | cr. | | |
| ACTION REQUESTED: | ADACTICINA (SING. 3.00) (Philosophy and Adactic Concession 20 (Assessment Survey) | | |
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| To consider approv | val of revised Elected | d Official Manual | |
| | | d Official Manual DATA, INCLUDE ATTACHMENTS) | The state of the s |
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| BACKGROUND – (SUPP | ORTING AND REFERENCE None | | eetings |
| BACKGROUND — (SUPPORT OF THE PROPERTY OF T | None Distribution of ma | DATA, INCLUDE ATTACHMENTS) anual and schedule employee m | eetings |
| BACKGROUND — (SUPPOSE AND ADDRESS OF THE SUPPOSE | None Distribution of ma | DATA, INCLUDE ATTACHMENTS) anual and schedule employee m | eetings |
| BACKGROUND — (SUPPOSE AND ADDRESS OF THE SUPPOSE | None Distribution of material of material of the commendation of | DATA, INCLUDE ATTACHMENTS) anual and schedule employee m | |
| BACKGROUND – (SUPPOSE OF THE PROPERTY OF T | None Distribution of material | anual and schedule employee m val N/A rney Reviews. Suggested language | |
| BACKGROUND – (SUPPOSE OF THE PROPERTY OF T | None Distribution of material principles of the commendation of t | para, include attachments) anual and schedule employee m val N/A ney Reviews. Suggested languageted into manual. | |