

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
STUDY SESSION  
TUESDAY, JUNE 20, 2017  
APPROVED MINUTES**

Supervisor Heise called the meeting to order at 7:00 p.m.

**MEMBERS PRESENT:** Kurt Heise, Supervisor  
Jerry Vorva, Clerk  
Mark Clinton, Treasurer  
Robert Doroshewitz, Trustee  
Gary Heitman, Trustee

**MEMBERS ABSENT:** Charles Curmi, Trustee, Excused  
Jack Dempsey, Trustee, Excused

**OTHERS PRESENT:** Robert Antal, Police Lieutenant  
Kevin Bennett, Township Attorney  
Arthur Mullen, McKenna Associates  
David Richmond, Spalding DeDecker  
Sandra Groth, Deputy Clerk  
Amy Hammye, Deputy Treasurer  
Alice Geletzke, Recording Secretary  
27 Members of the Public

**A. APPROVAL OF AGENDA**  
Study Session - Tuesday, June 20, 2017

Moved by Mr. Heitman and seconded by Mr. Vorva to approve the agenda for the Board of Trustees study session of June 20, 2017. Ayes all.

**B. PUBLIC COMMENTS AND QUESTIONS** - There were none.

**C. PLANTE-MORAN- GOLF COURSE AUDIT**

Mr. Eric Conforti, Senior Manager of the Forensic Group of Plante-Moran, aided by Martin Olejnik, reviewed at length the audit of Hilltop Golf Course.

Per their correspondence of May 24, 2017, the following was performed:

Assembled financial forecasts using information supplied by the Township and Billy Casper Golf (BC)

Compared Hilltop's (via BC) vendor addresses to Hilltop's employee addresses

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Summarized the payments made by Billy Casper and the Township, related to Hilltop, by vendor

Among items also discussed were assets and liabilities of the Township and potential capital outlay for improvements to the clubhouse and golf paths, and the purchase of new golf carts.

Board members discussed future considerations to be made regarding the golf course, given the projected financial impact on the Township. The current contract with Billy Casper Golf expires in 2019, with provisions for earlier dissolution with financial considerations.

**D. THE RESERVE – CLUSTER HOUSING OPTION – FINAL DEVELOPMENT PLAN - Arthur Mullen, AICP**

Mr. Mullen of McKenna Associates reviewed the Planning Commission’s recommendation for approval of the Cluster Housing Development Plan request, subject to items in the Staff Reports being addressed administratively. The location of the proposed development is north of Ann Arbor Trail, west of Sheldon Road.

A resident had questions about how far north the development extends, the price of the homes, and asked for an explanation of the Cluster Housing Option.

**E. PLANTE-MORAN 2016 TOWNSHIP AUDIT**

Martin Olejnik and Melanie Crowther of Plante-Moran discussed at length the 2016 Township Audit and their recommendations.

Also discussed was the Department of Justice Audit of Drug Forfeiture Funds and anticipated completion of the single audits for 2013, 2014, and 2015.

Mr. Heise explained the necessity for one-time expenditures to secure aid from Plante-Moran to catch up record-keeping.

The tremendous efforts of Cynthia Kushner, Accountant; Amy Hammye, Deputy Treasurer, and other members of the Treasurer’s office; Mary Ann Truesdell, Elections Clerk; Sandra Groth, Deputy Clerk; and Sue Brams, Exec. Asst. to the Supervisor, to complete additional work were lauded, as well as the actions of the Board to obtain Plante-Moran’s help.

Ms. Kushner reviewed the condition of the accounts and the accounting systems and the extensive work necessary to get the accounts reconciled so that the audit could be completed.

**F. UPDATE ON FIRE STATION #2 IGA WITH NORTHVILLE TOWNSHIP – Supervisor Heise**

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Mr. Heise updated the Board on meetings with the Northville Township Supervisor, Township Manager, and the Fire Chief and personnel who are reviewing operational issues.

**G. BUDGET DISCUSSIONS (If Needed)**

Mr. Heise noted he is setting up meetings with department heads.

**H. PUBLIC COMMENTS AND QUESTIONS – There were none.**

**I. ADJOURNMENT**

Moved by Mr. Heitman and seconded by Mr. Vorva to adjourn the meeting at 9:50 p.m. Ayes all.

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Jerry Vorva, Township Clerk

Approved June 27, 2017 at a Regular Meeting of the Board of Trustees.