

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE SEPTEMBER 24, 2012 WORK SESSION**

The meeting was called to order by Supervisor Brenda L. Stumbo at approximately 6:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

Members Present: Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees Stan Eldridge, Jean Hall Currie, Mike Martin and Scott Martin

Members Absent: None

Legal Counsel: Wm. Douglas Winters

1. 2013 FISCAL YEAR GENERAL FUND DRAFT BUDGET DISCUSSION

Supervisor Stumbo gave an overview of the General Fund Draft Budget:

- Operating Revenues increased by \$215,100 compared to the 2012 budget
- State Shared Revenue increased \$294,930 based on a formula of cooperating with other communities and an increase of population
- Federal HUD Grant was added for an increase of \$35,000
- The Property Tax Administration fees decreased by \$35,000
- Property Tax for the General Fund decreased by \$68,830
- Federal Subsidy Medicaid Part D decreased \$15,000 because the new retiree health care program had a subsidy rolled in, so the Township was not eligible for the reimbursement
- Total expenditures for the Fund was \$7,131,992
- There are two other budgets that dollars are transferred to: 1) 14-B District Court and 2) B S & R II – the total was \$616,877
- Township Board expenditures reflected no change
- Due Process budget reflected no change in legal fees

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- Supervisor's budget proposed an increase of \$1,200 for gas expenses for the Supervisor and Deputy Supervisor
- Independent Auditing expenditure for last year was \$31,000. Supervisor Stumbo explained that the current auditor contract with Abraham & Gaffney was going to expire and the current administration recommended contracting with Post, Smythe, Lutz & Ziel, the former auditors for the Township.
- Assessing Department reflected a \$50,000 reduction in their budget due to tax appeals
- Legal Services budget decreased by \$100,000 in the Litigation line item which was moved to Community Stabilization since the Township continued to have issues in that area
- Labor Consultant increased \$15,000 since all contracts expired in 2013
- Human Resources budget increased in Education & Training by \$3,350
- Postage line item General Services budget was decreased by \$15,000
- Highways & Streets budget increased by \$12,000 the lift stations, based on a recommendation from Jeff Allen
- Drain costs decreased by \$46,000
- Storm Water Management budget included Huron River Watershed cost of \$16,200 for a two year period and \$4,000 was budgeted for cost the of Storm Water Permit from the State of Michigan
- Fringes budget, the Employee Assistance Program increased \$300 and Flex Spending decreased \$2,500 based on participation in 2012
- Community Stabilization budget needed to be increased for the Public Nuisance Abatements spent year to date
- Maintenance of Right-of-Way – it was recommended that the Township continue to use Michigan Ability Partners (MAP)
- Land Bank for Habitat decreased by \$30,000, based on spending year to date
- Other Functions, unemployment line item reflected a decrease of \$7,000 from the 2012 budget

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- Professional Services decreased by \$40,000
- OPEB Funding Retiree Health decreased by \$93,000
- Insurance & Bonds Fleet decreased by \$16,000
- Streetlights & Tree Trimming decreased by \$20,000
- Contribution Water Hardship decreased by \$8,000 based on the number of participants in the program
- BS&R II Fund \$363,350 was transferred to cover half of the new Road Bond
- The transfer to 14-B Court increased by \$49,000 to cover the deficit in their budget
- There was an expected surplus in the General Fund of \$268,872 which could be used for road work and traffic calming devices

Trustee Eldridge asked when the department heads would present their budgets.

Supervisor Stumbo said they would be coming in during the next month.

2. REVIEW AGENDA

Supervisor Stumbo asked if a revised L-4029 could be added under Other Business. She explained these were the actual tax rates and she briefly reviewed the form and the Board agreed to add the item under Other Business.

CLERK REPORT

Clerk Lovejoy Roe reported the Economic Vitality Incentive Program – EVIP - was due October 1, 2012. She explained there would be a new deadline for February, which would include more detailed collaborative services. She said if the Board decided to go ahead with the Countywide AATA plan that could be included in that report.

County-Wide Transit Plan would incorporate on October 2, 2012 and the new board would preside. She said AATA would do a presentation at the October 8, 2012 Board Meeting and the Board could make a decision on remaining a part of the Transportation Plan at that meeting.

The Accounting Department took the lead for the new BS & A Software and the different departments were now in training.

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She stated that she had met with DTE and discovered the Park & Ride lights at Huron Street and Whittaker would not be done before the end of the year. The Buy American, part of the Obama package for transportation funds required all parts of the Park & Ride lights be manufactured in the United States and that was causing the delay.

Tuttlehill & Merritt and Clark & Sweet Roads should have their lights in by the end of the year. Lakeview streetlights were moved back a week but they still should be done by the end of the year as well.

An Election Commission would be certified the Election Inspectors at their October 8, 2012 meeting.

Clerk Lovejoy Roe stated the last day to register to vote in was Tuesday, Oct. 9, 2012.

TREASURER'S REPORT

Treasurer Doe thanked Nancy Wrybkowski, Inger Johnson and Debbie Agdorny for an outstanding job done in the Treasurer's Office during tax collection time. He stated it was one of the first times that the payments received in the mail were completed by September 14th even with being one staff member short.

TRUSTEE REPORT

Trustee Stan Eldridge asked about contacting the Washtenaw County Road Commission regarding the redesign of the intersection of Merritt & Whittaker Roads.

Supervisor Stumbo said a meeting was scheduled for Thursday, September 27, 2012 with the Road Commission.

Mike Radzik stated there appeared to be other factors that contributed to the recent fatal crash besides the road design. He said he had spoken with Sheryl Siddal, a representative from the Road Commission and she was sending the historical crash data for that intersection. Mr. Radzik said they would discuss some design change options at the meeting on Thursday.

Discussion followed with ideas of how that intersection could be made safer.

Trustee Eldridge asked about the Luca's Coney Island issues on Washtenaw and suggested a police presence during the early hours.

Mr. Radzik responded with more details for the last altercation and staffing concerns.

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ATTORNEY REPORT

1. 8248 Blue Jay

Attorney Winters stated the owner continued to operate an illegal car repair facility, although he had been ticketed numerous times in the past and had been taken to Civil Court on three separate occasions. He felt the next step was to take the issue to District Court.

2. General Legal Update

Attorney Winters provided a brief update on the cleanup of 117 S. Harris and how well it had turned out. He reported the Township had acquired that property for \$8,500 and the property located at 2590 E. Michigan Avenue for \$9,000. He said that property was master planned to be commercial property and it was in the clean-up process.

Riley Court: the Judge had ordered all units to be inspected. Attorney Winters reported the mortgage company said they would use their powers to insure cooperation by the property owners.

NEW BUSINESS

1. Budget Amendment #8

Clerk Lovejoy Roe explained the \$14,000 budget amendment was for sidewalks on Golfside, which had been estimated at a lower cost.

2. Resolution No. 2012-27

Supervisor Stumbo said this was needed because of the proposed economic development of the Kroger Fuel Plaza and Tim Horton's, which would be close to the current Huron Fuel Plaza.

3. Security Cameras

Supervisor Stumbo said the request for these cameras came out of a Neighborhood Watch meeting.

Trustee Eldridge asked if an additional camera could be put on the other side of the skywalk.

Supervisor Stumbo made mention that it would be good if someone could come up with a plan of action to place the security cameras in more areas throughout the township.

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Arloa Kaiser stated that she assumed the more cameras we had, the lower the rate would be.

Mike Radzik said the program was taking off and Willow Run Community Schools was planning to install cameras in problem areas and asked about the possibility of buying into the Township's server. He said he was also contacted by Pittsfield Township and they were hoping to look at our system as well.

OTHER BUSINESS

1. Revised L-4029

Supervisor Stumbo ask if the Revised L-4029 could be placed under other business. The board agreed.

AUTHORIZATIONS & BIDS

2. Request of Jeff Allen RSD Director to award the Low Bid for the Community Center roof repair to PAT USA, not to exceed \$38,000, budgeted in line item #212.970.000.975.535.

Trustee Mike Martin suggested going to bid again to try to get three bidders.

Jeff Allen said nine companies were sent bids and he had listed in the Dodge Report. He said the low bid did come from that report and the other bidder was in the \$50,000 range. He asked to proceed as quickly as possible because of the weather.

Discussion followed on the time crunch, lack of response from the newspaper, and whether the policy for sealed bids could be waived.

The Board agreed to reject the current bid and allow seeking proposals rather than sealed bids.

ADJOURNMENT

The meeting adjourned at approximately 6:55 p.m.

Respectfully submitted,

Karen Lovejoy Roe, Clerk