

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE SEPTEMBER 23, 2013 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 4:00 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

**UPDATE FROM LT. ANUSZKIEWICZ, WASHTENAW COUNTY
SHERIFF'S DEPARTMENT**

Supervisor Stumbo asked Lt. Anuskiewicz, Washtenaw County Sheriff's Department to provide an update to the Board regarding recent shooting events in the Township.

Lt. Anuskiewicz stated that the Sheriff's Department had increased patrols and traffic stops, which had resulted in a number of arrests and seizure of guns. He shared that the Sheriff's Department was working in cooperation with the City of Ypsilanti Police Department.

1. 2014 PROPOSED BUDGET PRESENTATION

A. FUND 208 – PARKS Art Serafinski
Art Serafinski, Recreation Director, reviewed Fund 208-Parks budget. Board members requested both a 5-year Capital Improvement Plan and a schedule for annual improvements and on-going maintenance of the parks. The Board members requested these be included in the 2014 budget.

B. FUND 230 – RECREATION Art Serafinski
Art Serafinski also presented the Fund 230-Recreation budget to the board. Discussion followed on the requested increases for purchasing chairs, a sound system for the senior wing and buoys for the beach area at Ford Lake Park.

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Mr. Serafinski discussed the 5-year Recreation Master Plan process that was currently underway and said he looked forward to the possibility of installing spray pads at a Township park to meet the needs of outdoor water recreation for township residents and as a revenue generator to support township park operations.

Trustee Scott Martin shared that installing water and sewer services at Ford Heritage Park should be included in the capital improvement plan.

C. FUND 212 – BSR II Supervisor Stumbo

Supervisor Stumbo reviewed the Fund 212-BSR II budget. She highlighted the following items:

- \$1,000 for Professional Services
- Publishing for Helpful Handbook
- Transfer to Recreation increased
- Contribution to Golf Course decreased
- Lakeside Park Grant budgeted
- \$11,000 for Sidewalk Repairs

D. FUND 236 – 14-B COURT Judge Pope/ Magistrate Nelson

Magistrate Nelson presented Fund 236-14-B Court budget. He highlighted the following items:

- Increase for Clemis computer program
- Increase for office supplies
- Salaries would be revisited after labor negotiations were completed
- Part-time workers to assist in certain areas
- Discussion followed on revenue, permanent wages for non-union workers, infusion of Township funds for the court, incentives for paying tickets and the impact of technology upon the budget

E. FUND 248 – RENTAL INSPECTION Mike Radzik

Mike Radzik, Director of Office of Community Standards presented the Fund 248-Rental Inspection budget.

- The Office of Community Standards Department was looking forward to developing and receiving Board approval for a fee schedule and ordinance changes to require inspection of apartment complexes
- The 2014 budget would be increasing expenditures for more clerical hours based on actual time allocation of staff

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F. FUND 249 – BUILDING Mike Radzik

Mike Radzik presented Fund 249-Building budget. He highlighted the following items:

- Increase in construction and home remodeling permits
- Revenue changes related to staffing and recommended continuing to contract for inspectors
- One-time purchase of uniforms
- Reimbursement for use of personal vehicle and liability issues

G. FUND 266 – LAW ENFORCEMENT Mike Radzik

Mike Radzik presented Fund 266-Law Enforcement budget. He highlighted the following items:

- Ordinance Department net reduction of expenditures of approximately \$192,000, the bulk of the difference was for tax refund expense
- Sheriff's contractual rate increase of 1%
- Net reduction of \$16,000 in the Ordinance Department
- \$30,000 for purchasing and \$15,000 for maintenance budgeted for camera surveillance
- Discussion regarding cameras in conjunction with Washtenaw County Road Commission for traffic intersections – the Board agreed to bring this item forward at a later date
- 300% increase in utilities and building maintenance due to operation of Police Services at the Civic Center and the recently acquired State Police facility
- \$2,000 for Education and Training
- Police Services productivity improvements and court funding

H. FUND 893 – NUISANCE ABATEMENT Mike Radzik

Mike Radzik presented the Fund 898-Nuisance Abatement budget. The following items were presented:

- Mowing, Boarding and Property Clean Up

Work Session Break at 6:04 P.M. Meeting reconvened at 6:20 P.M.

Supervisor Stumbo said Attorney Winters had distributed the AAATA Articles of Incorporation for review. The Board agreed to have this item added to the Board Agenda under Attorney Report.

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REVIEW AGENDA

Supervisor Stumbo review the agenda with additional comment on the following items:

SUPERVISOR REPORT

Supervisor Stumbo reported that the largest issue facing the township currently involved the Willow Run/GM site. She reported that Clerk Lovejoy Roe, Treasurer Doe and she had been meeting regularly regarding Walbridge, the proposed developer of the site, who is working to attract connected vehicle research and development companies to locate at the Willow Run site. She said they were trying to work through the demolition permit process, the largest ever undertaken by the Township. She said that the Yankee Air Museum proposed site was currently being preserved by the GM Racer Trust. She reported that overall it was good news regarding the interest by Walbridge in the Willow Run/GM property and hopefully the plans would lead to an increase in employment.

CLERK REPORT

Clerk Lovejoy Roe said her report was available at the back of the room and in the packet.

ATTORNEY REPORT

A. REQUEST TO APPROVE THE ANN ARBOR AREA TRANSPORTATION AUTHORITY, AMENDMENT #3 OF THE ARTICLES OF INCORPORATION

Attorney Winters provided a brief explanation of the change in the proposed Articles of Incorporation for the Ann Arbor Area Transportation Authority in Amendment #3. He explained the attorneys involved from the Authority, the Cities of Ann Arbor and Ypsilanti believe the State Statute does control the Authority's make-up regarding both admission and release of members to the Authority. He reported the resulting draft of the Articles of Incorporation Amendment #3, if approved by all the parties, would result in Ypsilanti Township being a member of the Authority. He said the exception to Amendment #3 would be that the publication costs would be paid for by the Authority rather than the Township and the Board membership would increase from nine to ten. He felt it was in the proper form for the Ypsilanti Township Board's approval.

Attorney Winters confirmed the issue of the redevelopment of Willow Run was a high priority.

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OLD BUSINESS

- 1. 2ND READING ORDINANCE NO. 2013-432, SEWAGE DISPOSAL RATE INCREASE (FIRST READING HELD AT THE AUGUST 26, 2013 REGULAR MEETING)**

Jeff Castro, YCUA Director stated the City of Ypsilanti had passed the 1st and 2nd Readings of the Sewage Disposal Rate Increase Ordinance.

NEW BUSINESS

- 1. REQUEST TO AUTHORIZE HABITAT FOR HUMANITY, ON BEHALF OF YPSILANTI TOWNSHIP TO BID ON HUD PROPERTIES PURSUANT TO THE FIRST LOOK PROGRAM, NOT TO EXCEED \$75,000, CONTINGENT UPON APPROVAL BY THE THREE FULL-TIME OFFICIALS AND THE ATTORNEY, AND UPON ACCEPTANCE OF THE BID BY HUD TO AUTHORIZE THE THREE FULL-TIME OFFICIALS TO SIGN THE PURCHASE AGREEMENT(S) AND REMIT THE EARNEST MONEY DEPOSIT, AND FURTHERMORE TO EXECUTE ALL DOCUMENTS NEEDED TO CLOSE ON THE PROPERTY(IES), SUBJECT TO TOWNSHIP ATTORNEY APPROVAL WITH FORMAL APPROVAL OF ANY PURCHASE BEING PRESENTED TO THE TOWNSHIP BOARD AT THE NEXT REGULAR MEETING, CONTINGENT UPON BUDGET AMENDMENT APPROVAL**

Supervisor Stumbo said this item was discussed at the last Work Session. She explained it was a new program and asked Attorney Winters if he had additional information regarding the agenda item.

Attorney Winters explained this was another tool for neighborhood stabilization. He said it preauthorized the Township officials to work in collaboration with Habitat for Humanity to identify and purchase HUD foreclosed homes, within a short time frame. He said these properties were not tax foreclosures and the Township would be reimbursed 100% for all costs.

Clerk Lovejoy Roe confirmed the Letter of Intent presented by Rob Nissly from Habitat for Humanity stated that all closing costs as well as 100% of the purchase price for each home would be reimbursed to the Township. She provided a brief explanation of how the program came into being and its benefits.

The Board agreed to attach to the motion that Habitat for Humanity would reimburse the Township for all costs incurred.

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2. REQUEST OF WASHTENAW LITERACY FOR A CHARITABLE GAMING LICENSE

Supervisor Stumbo stated this was a raffle license from the State of Michigan slated for Saturday, October 19, 2013.

3. RESOLUTION NO. 2013-26, TEMPORARY ROAD CLOSURE REQUEST FROM CALVARY CHRISTIAN ACADEMY FOR SCHOOL EVENT ON OCTOBER 4, 2013

No discussion.

4. RESOLUTION NO. 2013-27, ABANDONED TAX DELINQUENT PROPERTIES

Mike Radzik, OCS Director briefly described the advantages of utilizing this State Law by publicizing the Township's intent to identify, inspect and certify any tax delinquent properties that were considered to be abandoned. He said any properties that were certified by March 1, 2014 were available for the County Treasurer to forfeit and foreclose after just one year of delinquent taxes as opposed to waiting three years. He said this could potentially save two years of deterioration of a property, by getting the houses into the tax auction system and back to productive use.

Mr. Radzik said he had already asked the County Treasurer for a list of properties that fit the State criteria for 2012.

Attorney Winters commented that if the Board agreed to do this, it would be good to work out an internal mechanism to notify Habitat for Humanity so they could reclaim these properties versus them being sold as rental properties.

5. REQUEST OF ART SERAFINSKI, RECREATION DIRECTOR TO APPROVE SENIOR NUTRITION PROGRAM AGREEMENT FOR \$13,200 WITH WASHTENAW COUNTY FUNDED THROUGH FEDERAL GRANT AND TO AUTHORIZE SIGNING OF THE AGREEMENT

Art Serafinski, Recreation Director said this program had grown into the largest hot lunch program in the County. He said in the past the County had only asked for the use of the Community Center but they were now requesting that an employee be provided to administer the program with all costs reimbursed by a federal grant. He expressed his desire to keep this program going.

Discussion followed concerning the number of hours this employee would work and if they would fall under the Affordable Care Act. It was determined this

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position would require only ten hours a week which was less than the twenty-nine hour stipulation for the Affordable Care Act.

**6. REQUEST OF KAREN WALLIN, HR DEPARTMENT FOR
AUTHORIZATION TO RE-CLASS VACANT ASSESSING AFSCME
POSITION TO FULL-TIME APPRAISER III AND TO CREATE PART-TIME
AFSCME APPRAISER II/CLERK POSITION, NOT TO EXCEED 24
HOURS PER WEEK**

Karen Wallin, Human Resource Department, explained that the Assessor, Linda Gosselin, would like to move a current employee, that was hired in at a lower certification but actually had the Appraiser III certification, into the Appraiser III position. Ms. Wallin said the Assessor would then need a part-time person for twenty hours of clerical and some light appraising work. This would represent a cut in hours and wages since the current part-time position was thirty-two hours.

Discussion followed on the difference between an Appraiser II and III and that it was a certification done by the State. There was also discussion that the Township had met a fourteen-point evaluation by Washtenaw County.

**7. REQUEST OF KAREN WALLIN, HR DEPARTMENT TO APPROVE
LEAVE TIME POLICY**

Karen Wallin reported that a committee including herself, Tammie Keen, Trustee Stan Eldridge, Trustee Mike Martin and Treasurer Larry Doe had met and researched the policy for leave time.

Trustee Mike Martin gave a brief summary of what the committee hoped to accomplish with this policy.

**8. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION
TO SEEK LEGAL ACTION, IF NECESSARY, TO ABATE ZONING
VIOLATIONS FOR PROPERTY LOCATED AT 2851 E. MICHIGAN
AVENUE.**

Joe Lawson, Planning Director briefly explained that a Notice of Violation was issued against Los Amigos restaurant for establishing a parking lot expansion without prior approval.

9. BUDGET AMENDMENT #13

No discussion.

AUTHORIZATIONS AND BIDS

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- 1. REQUEST OF JEFF ALLEN RSD DIRECTOR TO ACCEPT THE LOW PROPOSAL FROM ALPINE POWER FOR THE REPLACEMENT OF HYDRO STATION BATTERIES AND CHARGER IN THE AMOUNT OF \$20,448.50, BUDGETED IN LINE ITEM #252.252.000.977.000**

No discussion.

- 2. REQUEST TO SEEK BIDS WITH NO MINIMUM BID FOR THE SALE OF 116 S. HARRIS**

No discussion.

ADJOURNMENT

The meeting adjourned at approximately 6:59 P.M.

Respectfully submitted,

Karen Lovejoy Roe, Clerk