

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 28, 2013 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:00 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

WAYFINDING SIGNAGE SYSTEMDEBBIE LOCKE-DANIEL

Debbie Locke-Daniel, Executive Director of the Ypsilanti Area Convention & Visitors Bureau provided a brief overview of the project, which would establish a Wayfinding Signage System throughout the City of Ypsilanti and Ypsilanti Township. The presentation was coupled with a request for a \$2,500 contribution toward the cost of the proposal to be completed by Beckett & Rader.

TYLER DAM PHASE I PROGRESS REPORT MIKE SARANEN

Mike Saranen, Hydro Operator/Manager explained they would be presenting a progress report on Tyler Dam, Phase I, which would include the history and an analysis of the dam following a 2010 inspection from the State Dam Safety.

Paul Malocha, Stantec Representative provided an in-depth overview of the Phase I study, which included existing conditions and disposition alternatives of the dam. He stated the goal was to reduce liabilities and expenses related to the structure of the dam.

Mr. Saranen stated the dam was built by Henry Ford in 1945 to supply water for fire suppression and was strictly a spillway and it was never used to generate electricity. He explained the purpose of the study was to provide information to enable the Township to make a decision on how to move forward. Mr. Saranen said the other stakeholders would need to be contacted in order to determine the extent of their involvement in the project.

Supervisor Stumbo she said it was her understanding that the Washtenaw County Road Commission was interested in removing the dam and utilizing a culvert crossing for passage of the water.

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Clerk Lovejoy Roe stated before moving ahead with the project, it was important to find out who actually owned the dam and who was legally responsible for it. She thought Racer had planned to use the dam and that they might own it.

Trustee Scott Martin felt that Wayne County would be interested in the project and that would help to distribute the expense.

Mr. Saranen said Henry Ford had deeded the property but he was not sure to whom it was deeded. He said Phase I was just a piece of the puzzle for the final plan.

FINAL ROUND – CONNECTING COMMUNITIES GRANT JEFF ALLEN

Jeff Allen, Residential Services Director explained this was the final year of a five-year grant from the Washtenaw County Parks and Recreation Department and if the Board wished to move forward, an application was due at the end of the year. He suggested submitting an application for Tuttle Hill and Huron Street and asked for direction from the Board.

Supervisor Stumbo and Clerk Lovejoy Roe suggested the non-motorized path be placed on the west side of Tuttle Hill.

Supervisor Stumbo asked about the request from residents for a non-motorized path on Congress between Mansfield and Hewitt.

Mr. Allen said there was resistance from residents on Congress and discussion followed regarding street crossings and the Washtenaw County Road Commission involvement.

Art Serafinski, Recreation Director stated that he sat on Washtenaw County Parks and Recreation committee and advised Mr. Allen to submit applications for both the east and west side Tuttlehill with estimated costs.

REVIEW AGENDA

Clerk Lovejoy Roe said late Friday, she received a DTE Agreement for the conversion of vapor to LED lights in West Willow. She requested the item below be added to the agenda under Other Business.

DTE ENERGY STREET LIGHTING AGREEMENT FOR CONVERSION OF 55, 175W MERCURY VAPOR LIGHTS TO 65W, LED LIGHTS IN THE WEST WILLOW SUBDIVISION IN THE AMOUNT OF \$7,150, BUDGETED IN LINE ITEM #101.956.000.926.000 AND AUTHORIZATION TO MAIL AN INFORMATIONAL POSTCARD TO THE AFFECTED RESIDENTS

The Board agreed to place the item under Other Business.

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Supervisor Stumbo briefly reviewed the agenda with further discussion on the follow agenda items:

PUBLIC HEARING

7:00 P.M. – REQUEST OF INTERCLEAN EQUIPMENT, INC., LOCATED AT 709 JAMES L. HART PARKWAY IN YPSILANTI TOWNSHIP FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE – RESOLUTION NO. 2013 – 29 (PUBLIC HEARING SET AT THE OCTOBER 14, 2013 REGULAR MEETING)

Clerk Lovejoy Roe stated the petitioner would be at the Board Meeting.

Supervisor Stumbo said at the request of the Trustees, the Assessing Department provided the Township's estimated cost of approximately \$1,100 if the Board approved the IFT.

SUPERVISOR REPORT

Supervisor Stumbo briefly reviewed the following meetings attended by the three full-time officials and other Township staff.

9/24/13 - Met with Eric of the Depot Town CDC regarding his desk availability at the Township. We are working out issues with IT accessibility.

The 3 FTOs met with Kirk Profit, Luke Bonner and Richard Wallace of the Center for Automotive Research regarding potential development of the GM site.

9/25/13 - Mike Radzik, Ron Fulton and I met with the demolition contractor for the GM building.

Attended YCUA Board Meeting

9/26/13 - Karen Lovejoy Roe and I attended AAATA Meeting

9/27/13 - Mike Radzik, Jim Anuskiewicz, Jess Spike, Tammie Keen and I met regarding new NHW street signs

3 FTOs attended retirement celebration for Superior Township Supervisor Bill McFarlane. Ken Swartz was appointed to finish out his term until the election next year.

9/30/13 - Attended weekly police meeting

10/2/13 - Attended WATS meeting

The 3 FTOs participated in a conference call with Elliott Laws of RACER Trust and requested a meeting to make sure we are all on the same page.

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10/3/13 - Out of the office the afternoon of 10/3 and all day on 10/4 & 7

10/8/13 - 3 FTOs met with Elliott Laws of RACER Trust. It was determined that the Supervisor would be the point of contact to set up meetings, etc. and a central place for all information to flow.

10/9/13 - Met with retiring Ypsilanti City Police Chief Amy Walker and Tony DeGusti, who will be the acting Chief until the position is filled.

Karen Lovejoy Roe and I met with AAATA

Karen Lovejoy Roe and I attended ELG Executive Committee meeting at SPARK East

10/10/13 - 3 FTOs, Jeff Allen and Mike Radzik met with Karen Wallin regarding negotiations with AFSCME

Larry Doe, Art Serafinski, Jeff Allen, Ron Fulton and I met regarding Lakeside Park project.

10/11/13 - Met with Judge Pope regarding personnel/policy issues.

10/14/13 - Met with John Rakolta III of Walbridge regarding the GM site development. They will have a proposed development plan in February.

10/15/13 - Karen Lovejoy Roe and I met with Ann Arbor City Council members regarding AAATA.

Attended weekly police services meeting.

10/16/13 - Karen Lovejoy Roe and I met with Commissioner Felicia Brabec.

10/17/13 - 3 FTOs and Doug Winters met with members of WeROC regarding the Parolee Release Program and employment application process. There is a meeting on November 10th that Trustee Martin will attend and everyone is welcome.

Karen Lovejoy Roe and I met with Ann Arbor Mayor John Hieftje and Michael Ford of AATA.

10/18/13 - Participated in conference call with the Girl Scouts Heart of Michigan regarding grant opportunities and urban farming.

10/19/13 - Depot Town CDC

Attended Paint Ypsilanti Project, it was canceled due to rain.

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10/21/13 - Joe Lawson, Tammie Keen and I met to discuss the LDFA Board appointments.

Met with Chief Copeland, Larry Doe, Karen Wallin and Javonna Neel regarding health insurance and Firefighter negotiations.

Karen Lovejoy Roe and I attended Ann Arbor City Council meeting.

10/22/13 - Met with Chief Copeland to discuss Fire Fund budget.

Karen Lovejoy Roe and I met with Michael Walden, a young owner of a small apartment complex who wants to get involved in the community.

Joe Lawson and I attended WATS meeting at SPARK East regarding crossing of pedestrians on Huron Street.

10/23/13 - Met with Mary Jo Callan at the Girl Scouts facility regarding potential grant dollars.

Attended 4th Management Training session.

Larry Doe and I attended YCUA Board meeting.

10/24/13 - Attended EMU community safety meeting in response to the murder at off campus housing for EMU

10/28/13 - Met with Representative Dave Rutledge, Mayor Schreiber and Supervisor Swartz and asked for board ups to be placed on taxes. Also asked for liquor license agreements to be allowed.

Attended weekly police services meeting.

Upcoming Events:

1. Guinness Book of World Records for Rosie the Riveter to be held on Wednesday, October 30, 2013 from 5:00 p.m. to 6:00 p.m. at GM Hangar.
2. A meeting was scheduled for November 7th with the 3 FTOs, Doug Winters, Dr. Joh Kang of Tetra Tech and MDEQ regarding the environmental cleanup plan of the GM site.
3. 2014 Helpful Handbook – any suggestions are welcome
4. 2014 Final Budget
5. Scheduling all NHW meetings for 2014.
6. 2014 Boards & Commissions appointments.

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7. Ordered three (3) small trash containers for Gault Village. They have agreed to empty receptacles.
8. Working with Garden Club who helps homeowners with their yard extension.
9. Ordinance Department is doing neighborhood enforcement sweeps in Appleridge, Thurston and Holmes Road areas.
10. Meetings are scheduled with Ypsilanti City Police, apartment owners on Leforge, EMU Police and Washtenaw County Sheriff.

CLERK REPORT

- **River-Up! Ford Heritage Trail District Meeting** - Art Serafinski, Recreation Director, Jeff Allen, Residential Services Director, Treasurer Larry Doe and Clerk Karen Lovejoy Roe attended a River Up! Ford Heritage Trail District Meeting on Wednesday, October 2, 2013. SMITHGROUP JJR, planners for the Heritage Trail District presented a map and plan of the proposed Master Plan for the Ford Heritage Trail. This is an exciting effort to improve the Huron River for recreation and to bring economic development to the areas surrounding the Huron River. Many groups are involved in this project including the UAW, RiverUp!, Huron River Water Trail, Huron River Watershed Council, City of Ypsilanti, Ypsilanti Township, Motor Cities, Ann Arbor Ypsilanti Visitors and Convention Bureau, Washtenaw County Parks and Recreation, along with others. The part of the trail and river that the plan will cover is from Rawsonville Rd. to north of Holmes Road, passing through both Ypsilanti Township and the City of Ypsilanti.
- **Reconsider- Financial Leadership Group** - Supervisor Stumbo and Clerk Karen Lovejoy Roe met with Angela Barbash and other staff from RECONSIDER. RECONSIDER is a financial group that assists and provides educational opportunities for financial growth through supporting the local economy. The focus is on promoting a new economy where finances are focused and developed to support jobs at the local level by investing in locally own, run and operated businesses and financial instruments. RECONSIDER would like Ypsilanti Township to partner with their organization to work with Ypsilanti Township residents and organizations to develop the township's economy. RECONSIDER proposes to bring another economic development tool to our community and to make these services available for local residents, organizations to partner with to encourage business growth in the township. RECONSIDER will bring a proposal to the township requesting support for working with our businesses and residents.
- **Washtenaw County Health Organization** - Clerk Lovejoy Roe attended a countywide presentation regarding mental health issues in Washtenaw County and throughout the state of Michigan. The information presented

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- included services available in Washtenaw County and the need to disperse the information in the Ypsilanti area.
- **Future Election Precinct Location Site Visits** - On Monday, October 14, 2013 the Election Committee met and approved a Resolution to relocate Election Precincts 13, 15, 18, and 19 and divide Election Precinct 20. Precinct 20 (Community Freewill Baptist Church, 6945 McKean Rd.) had portions divided into Precinct 13 (Bethesda Bible Church, 1800 S. Huron) and Precinct 19 (Ypsilanti District Library, 5577 Whittaker Rd.). Precinct 20 was approaching the legal limit for the number of voters, requiring the division. The Resolution also relocated Precincts 13 and 15 (Bethesda Bible Church) and Precinct 19 (Ypsilanti District Library) to a new location: Girl Scout Building, located on James L. Hart at the former Prestige Car Dealership. The Resolution also relocated Precinct 18 (Southside Baptist Church) to Pineview Church on Textile Rd. The changes in voting precincts were done to meet state election laws and to provide safer voting sites for the voters. Clerk Lovejoy Roe and Deputy Clerk Nancy Wrybkowski explored and visited several options for possible precinct locations. The Clerk and Deputy Clerk met with staff to discuss options regarding the division of precincts and the relocation of precincts. The review was ongoing and resulted in the Clerk's staff making a recommendation to the Election Committee for a final decision. The Clerk's staff is currently preparing to send all the voters impacted by the change, new voter cards and a letter explaining the changes for polling locations. She discussed moving the two precincts currently at the Polo Fields back to the former Ardis School, now called NewTech in the future because of scheduling conflicts.
 - **100 Resilient Cities Challenge Grant** - Upon the recommendation of Stephen Wade, Office of Community and Economic Development with Washtenaw County, Clerk Lovejoy Roe applied for a preliminary review for the 100 Resilient Cities Challenge Grant through the Rockefeller Foundation. The Township was granted approval to apply for the grant. On Tuesday, September 10, 2013, a meeting was held at the Civic Center and attended by many stakeholders from County Government, West Willow, University of Michigan and Ypsilanti Township. Joe Lawson, Office of Community Standards, Supervisor Stumbo and Clerk Lovejoy Roe attended to begin planning for the grant application. Clerk Lovejoy Roe and Stephen Wade together with representatives from Habitat and the University of Michigan and others have been working on ideas for the grant. On Monday, October 7, 2013, the group met again to finalize plans for the application. Joe Lawson, Planning and Zoning Director is assisting in the grant application also. The application deadline was Friday, October 11, 2013 and the grant was submitted. The grant awards will be announced in December 2013.
 - **Washtenaw County Clerks Association Meeting** - On Wednesday, September 25, 2013, Clerk Lovejoy Roe and Deputy Clerk Wrybkowski attended the Washtenaw County Clerks Association meeting in Lodi Township. Joseph Chin Jr., Director of State of Michigan Strategic Initiatives

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and Records Management Services, made a presentation on Email and Record Destruction/Retention legal requirements. New County Clerk Association Officers were elected at the meeting.

- **Bill McFarlane, Supervisor Superior Township Retirement Luncheon -** On Friday, September 27, 2013 Supervisor Stumbo and Clerk Lovejoy Roe attended the retirement luncheon in honor of Bill McFarlane, long serving Superior Township Supervisor. It was a well-attended event in honor of Supervisor McFarlane.
- **Reimagine Washtenaw Joint Technical Committee Meeting -** Clerk Lovejoy Roe and Joe Lawson, Office of Community Standards attended the Reimagine Washtenaw Joint Technical Committee meeting on Wednesday, September 11, 2013. Discussions and plans were formulated for briefing elected officials on the current status of a variety of projects underway with Reimagine Washtenaw along with more formal presentations to city councils, township boards and planning commissions. A presentation was made on draft design guidelines for the corridor by planners from Carlisle/Wortman.
- **Wayfinding Plans For City And Township Of Ypsilanti -** Township Supervisor Stumbo and Clerk Lovejoy Roe attended a meeting with the Convention and Visitors Bureau, Eastern Spark and Downtown Development Authority to continue plans for a planning project to design signs and plan for locations designating special areas, businesses, education facilities, etc. in the greater Ypsilanti City and Township. The Wayfinding Signs are an important part of economic development for the area and will greatly assist with supporting the visitor and tourist industry in the Ypsilanti area. A presentation will be made to the Ypsilanti Township board on Monday, October 28, 2013 and a request for supportive funding will be made at this time.
- **Racer Trust -** Ypsilanti Township Building Department issued the demolition permit on Wednesday, October 2, 2013 for demolition of the Willow Run General Motors Powertrain Plant. Several meetings and conference calls have been ongoing regarding the plans for the Willow Run GM Powertrain plant demolition and property development with representatives from RACER and Ypsilanti Township elected officials, Economic Consultant Mark Perry and Attorney Doug Winters. The Township is working for a solid commitment from RACER regarding the Yankee Air Museum and protection of the section of the plant that is proposed for the future YAM. An extension was granted to the Yankee Air Museum for fundraising to build the new museum until November 1, 2013 by the Racer Trust. The elected officials met with Elliott Laws, Director of Racer Trust on October 8, 2013 and Bruce Rasher and Grant Trigger to continue to move the cleanup and redevelopment of the Willow Run/GM Powertrain Plant Property forward. There have been several meetings involving township staff and elected officials and the township attorney regarding this very large and monumental project in the township.

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- **AAATA** - Supervisor Stumbo and Clerk Lovejoy Roe have attended many meetings with Ann Arbor City Council members and AAATA staff to answer questions and discuss regional transportation in Washtenaw County. The Ann Arbor City Council is scheduled to vote on the resolution to allow Ypsilanti Township to join the Ann Arbor Area Transportation Authority on Monday, October 21, 2013.
- **Health Care Committee** - The Health Care Committee reconvened on Monday, October 14, 2013 to review the current health care cost increases and discuss ways to reduce and/or pay for the increases in the health care premium costs. Marwell and Associates, the township health care consultants, explained the increased costs and presented several options for reducing the cost of health care. The State of Michigan required caps for 2014 were also discussed. Marwell and Associates requested a week and one-half to prepare and research options to bring back to the committee for further discussion. The township and employees must agree on a plan very quickly as the deadline for meeting the state mandated cap is the end of 2013.
- **HUD Challenge Grant** - Clerk Lovejoy Roe met with representatives from Habitat for Humanity and Washtenaw County Office of Community and Economic development to discuss the grant funds available from HUD for the acquisition of properties in two designated grant areas within the township. Every effort is being put forward to secure the funding for the township properties. Possible alternatives to the single-family home rehabilitation and acquisition-approved project were discussed. The goal is to find a solution to keeping the HUD funds in Ypsilanti Township and meeting the objectives outlined in the HUD Challenge Grant program. The parties agreed to meet in December to finalize a direction to pursue.
- **Hud First Look Program Cooperation With Habitat And Ypsilanti Township** - The Supervisor and Clerk's office continued to work closely with Habitat and the Attorney's office to move closer to a property purchase at 1540 S. Harris under the HUD First Look Program that was approved by the Township Board on Monday, Oct., 14, 2013.

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters provided a brief overview on pending court cases involving 322 Devonshire, 1397 Crestwood, 117 S. Harris, 2590 E. Michigan, 3105 E. Michigan and 2260 E. Michigan.

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Attorney Winters stated a meeting was being scheduled with Wallbridge/Aldinger to negotiate the development agreement for the redevelopment of the Hydromatic Plant property once it has been demolished.

Attorney Winters said he was currently involved in the firefighter negotiations with Township staff. He stated the firefighter contract expired at the end of the year..

NEW BUSINESS

REQUEST PAYMENT AUTHORIZATION TO HABITAT FOR HUMANITY FOR PURCHASE OF 1330 PARKWOOD, 1360 PARKWOOD AND 1062 HAWTHORNE IN THE AMOUNT OF \$80,000, BUDGETED IN LINE ITEM #101.950.000.969.010, CONTINGENT UPON BUDGET AMENDMENT APPROVAL OF \$20,000

Supervisor Stumbo explained that 1330 Parkwood and the budget amendment would be removed from the agenda because Habitat for Humanity was outbid on the property. She stated the motion would be to authorize the purchase of 1360 Parkwood and 1062 Hawthorne in the amount of \$60,000.

Supervisor Stumbo reported Habitat for Humanity had provided Ypsilanti Township homeowners \$300,000 toward critical repairs and weatherization programs. She also reported 400 refrigerators had been traded-in by homeowners in Ypsilanti Township over that last few months.

RESOLUTION NO. 2013-30 – OWNER DAM SAFETY PROGRAM

Supervisor Stumbo stated approval of a dam safety program was a FERC requirement.

BUDGET AMENDMENT #15

Supervisor Stumbo read the revised amendment and provided a brief explanation.

AUTHORIZATIONS AND BIDS

- 1. REQUEST OF JEFF ALLEN, RSD DIRECTOR FOR AUTHORIZATION TO PURCHASE NEW VEHICLES THROUGH THE STATE OF MICHIGAN PURCHASING PLAN, NOT TO EXCEED \$180,000, BUDGETED IN LINE ITEM #595.595.000.985.000, CONTINGENT UPON BUDGET AMENDMENT APPROVAL**

Trustee Eldridge expressed his concern regarding the recommended options such as remote starts and municipal safety lighting packages.

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Mike Saranen explained those were recommended addition but the Township would only be adding the daytime running lights to increase safety.

2. REQUEST OF JEFF ALLEN, RSD DIRECTOR FOR AUTHORIZATION TO SELL USED VEHICLES AND EQUIPMENT USING ON-LINE AUCTION SITE, INTERACTIVE PROCUREMENT TECHNOLOGIES

Jeff Allen, RSD Director said a complete list of the used vehicles and equipment to be auctioned would be provided to the Board. He hoped to complete all transactions by December 10, 2013.

3. REQUEST OF JEFF ALLEN, RSD DIRECTOR FOR AUTHORIZATION TO OBTAIN COST FOR A CONSTRUCTION OFFICE TYPE BUILDING TO REPLACE EXISTING TRAILER AT COMPOST SITE WITH AMOUNT BROUGHT TO THE BOARD AT THE NEXT MEETING

Jeff Allen, RSD Director explained the compost trailer was the original trailer and it had experienced a lot of wear and tear over the last fifteen years. Mr. Allen said he would get a cost for both buying and leasing a building. He further said he felt the cost could be recouped within five years.

4. REQUEST OF JEFF ALLEN, RSD DIRECTOR FOR AUTHORIZATION TO SEEK SEALED BIDS FOR THE PURCHASE AND INSTALLATION OF SECURITY CAMERA SYSTEM FOR TOWNSHIP BUILDINGS IN THE AMOUNT OF \$100,000 TO BE COMPLETED IN TWO PHASES, WITH \$50,000 BUDGETED IN 2013, IN LINE ITEM #101.265.000.974.025

Jeff Allen, RSD Director briefly explained the proposal would connect all the building security cameras into a Township web-based server and there would be no host fee. He said the project would be completed in phases due to the overall cost.

ADJOURNMENT

The meeting adjourned at approximately 6:52 P.M.

Respectfully submitted,

Karen Lovejoy Roe, Clerk