

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE FEBRUARY 4, 2014 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:** John Hancock  
Wm. Douglas Winters

**PRESENTATION OF 14-B COURT AND AFSCME LOCAL 3451 CONTRACT 2014-2017**

Supervisor Stumbo introduced John Hancock, Labor Attorney and Mark Nelson, 14-B Court Magistrate as negotiators for the 14-B Court and AFSCME Local 3451 Contract under the guidance of Judge Pope.

John Hancock presented a brief overview of the contract.

Supervisor Stumbo asked if the PTO time accruals were similar to the Township and it was determined, the court had 299 hours and the Township had 360.

Karen Wallin, Human Resource Director briefly discussed the PTO hours.

Treasurer Doe asked if the medical leave language had been changed and Karen Wallin said she had forwarded the changes to Mark Nelson.

Supervisor asked what the PTO accrual was for the Township for fourteen years of service and it was determined to be 315 hours a year.

Discussion followed on work related disability and PTO accrual.

**DISCUSS ENTERING INTO A PROFESSIONAL SERVICES AGREEMENT WITH HONEYWELL FOR ENERGY EFFICIENCY UPGRADES OF FORMER MICHIGAN STATE POLICE POST (MSP) AT 1501 HURON STREET**

Supervisor Stumbo explained Honeywell did the installation as well as the Energy Efficient Upgrades at the Civic Center.

Jeff Allen, Residential Services Director presented an overview of the Scope of Work for Energy Efficiency Upgrades for Phase 1 & 2 at the Civic Center, which was covered by

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the EECBG Grant. He reported a total savings of \$151,000, over the last three years in utilities, as a result of those upgrades.

Trustee Scott Martin asked if energy and thermostat controls were on the computer at this time and Mr. Allen confirmed he was able to schedule and make changes from his desktop or remote access.

Nelson Brikho, Honeywell engineer briefly reported on the existing conditions at the former Michigan State Police Post located at 1501 Huron Street. He reported the building was constructed in 1972. Mr. Brikho also presented the proposed Scope of Work as well as the project costs and savings. Mr. Brikho explained these improvements would result in improved comfort, energy savings and increased safety in the building. He shared that the results would be fiscally and environmentally responsible.

Jeff Allen stated it would be advantageous to integrate the State Police Post mechanical equipment into the current system. He explained this was part of the State Police Post rehabilitation for the energy portion of the building and mechanical system, not for construction.

Mr. Allen gave a brief overview of the items that would need to be re-purposed throughout the building and briefly touched on the financing.

Supervisor Stumbo said dollars had been allocated from fund balance for capital improvements for upgrades to the State Police Post.

Supervisor Stumbo explained the bids had been completed in the past for professional services, for an energy management firm and Honeywell was selected. She said a schematic layout of the facility, which would accommodate the needs of the Sheriff's Department, would be brought back to the Board.

Trustee Scott Martin suggested an architectural firm be retained to plan the restructuring of the interior of the building.

Mike Radzik, OCS Director explained there had been preliminary conversations with key people at the Sheriff's Department regarding their needs; no firm decisions had been made to date. He said the Sheriff's Department position on the interior of the building was to do as little as possible to retro fit the building for their use. Mr. Radzik gave a brief overview of the changes discussed.

Mr. Allen stated that he had asked Richard Williams, from Honeywell for a proposed contract, which was available for the Board's review. He stated Attorney Winters had reviewed all of the prior contracts with Honeywell.

Supervisor Stumbo said this item, including the information requested by the Trustees, would be brought back to the Board.

**DISCUSS SPECIAL ASSESSMENT DISTRICT FOR NEIGHBORHOOD CAMERAS**

Supervisor Stumbo said she and Trustee Eldridge had brought this item to the Board for discussion last year. She said the Board had been in favor of moving forward with the concept and passed out information from the Lakeview and Sugarbrook Neighborhood Watch groups, which had requested cameras. She reported that ten cameras had been operating as pilots over the last three years, which the Sheriff's Department has been able to access. Supervisor Stumbo stated special assessment districts would need to be created in order to move forward with the project and the attorney had reviewed the creation of special assessment districts for security cameras. The Supervisor gave a brief description of the areas, which would benefit from the cameras and briefly listed the operating and maintenance expenses.

Supervisor Stumbo presented the next steps to take, which included adopting a camera policy, of which a draft was available and had been forwarded for attorney review, bidding out the project and developing the special assessment process.

Trustee Eldridge had a question regarding the cost for a server, which was \$4,000. He asked how the neighborhoods that were in the pilot program would be handled; and it was discussed that the special assessment districts would be created for all areas with security cameras.

Trustee Scott Martin said he felt the cameras had already been a great asset.

Trustee Eldridge asked if upgrades were available to extend the length of time on the surveillance tapes for up to a week.

Mike Radzik gave a brief explanation of how the images were recorded and accessed.

Trustee Eldridge asked if the cameras would be able to capture images on a sidewalk and was told the cameras were at a fixed angle. He thanked Supervisor Stumbo for all of the research she had done.

Attorney Winters said since the Master Plan was being updated, security could possibly be integrated into the site plan reviews.

Clerk Lovejoy Roe asked if there was a way to require older businesses to install security cameras.

The Board supported proceeding with the process for expanding security cameras in Ypsilanti Township.

**REVIEW BOARD MEETING AGENDA**

Supervisor Stumbo briefly reviewed the board meeting agenda with additional comments on the follow agenda items:

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**NEW BUSINESS**

**1. RESOLUTION NO. 2014-3, ADOPTION OF PARKS AND RECREATION  
MASTER PLAN**

Supervisor Stumbo stated Art Serafinski, Recreation Director gave a presentation on the Parks and Recreation Master Plan and the January 21, 2014, Board Meeting and a few changes were incorporated. She further stated the Parks and Recreation Master Plan was approved by the Park Commission at their February 3, 2014 regular meeting.

**2. REQUEST TO APPROVE 14-B DISTRICT COURT AND AFSCME LOCAL 3451  
2014-2017 CONTRACT EXPENDITURES**

Supervisor Stumbo said the court employees would receive at one-time \$1,500 payment and the rate of increase was the same as the Township employees.

**OTHER BUSINESS**

Supervisor Stumbo reported the State Assessors had completed a 14-Point Review of the Township's property files, and the Township had scored a 95%, thus avoiding fines for out dated records. She praised the assessment department for a job well done with record keeping. She said the Board of Appeals schedule and process for taxpayers to review their records needed formal adoption by the Board of Trustees annually, as a requirement of the 14-Point Review.

**OTHER DISCUSSION**

Trustee Eldridge asked the Sheriff's Department to pay extra attention to parked cars that hinder the plows in the neighborhoods and look into the possibility of ticketing them. He also wanted attention given to the cars parking at the Kroger entrance. He mentioned several mailboxes had been hit by the plows. He reported Trustee Mike Martin, Treasurer Doe and himself had met and developed a draft snow policy, which he would give to the Board for their review and to Tammie Keen, Neighborhood Watch Coordinator to take to the Neighborhood Watch groups for their input.

**ADJOURNMENT**

The meeting adjourned at approximately 6:40 P.M.

Respectfully submitted,

Karen Lovejoy Roe, Clerk