

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE SEPTEMBER 16, 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 Doe, Trustees Stan Eldridge, Mike Martin and Scott Martin

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

DISCUSS DIRECTOR OF GOLF OPERATIONS POSITION

Trustee Stan Eldridge reported he had met with Karen Wallin, Human Resource Department and Amby Wilbanks, current Green Oaks Commission Chairperson. Trustee Eldridge provided a brief overview of the draft job description for the Golf Operations position. He explained the salary would be comparable to other municipalities.

Karen Wallin, Human Resource Department explained many municipalities currently did not operate golf courses but of the ones she had contacted, the salary ranged from \$60,000 to \$90,000 depending on the size of the course and the number of employees.

Trustee Eldridge suggested a \$50,000 salary, that the position be filled by someone with a Business Degree rather than a Golf Pro and be turned into a year round position. He stated he would like feedback on the draft and would bring the final package back to the Board in two weeks.

Discussion followed in which Trustee Eldridge explained the Director of Golf Operations would be a Department Head position reporting to the Supervisor rather than the Greens Commission and the Greens Superintendent would report to the Director. Both oral and written communication skills would be required.

Trustee Scott Martin suggested offering an incentive through a five year graduated salary.

Supervisor Stumbo stated many courses didn't include health care, pensions or other benefits.

Discussion followed on offering the standard benefits with a negotiable salary, or salary based on experience between \$45,000 to \$50,000 and posting the position as soon as possible. More discussion followed on what the minimum salary would be for a

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 16, 2014 WORK SESSION MINUTES
PAGE 2**

professional Director of Golf Operations position, what experience and/or education need be required and what duties could be included since it would be a year round position. It was discussed to have included in the posting, salary and benefits negotiable with a minimum salary of \$45,000. It was decided to add the Director of Golf Operations posting to the agenda for the Regular Meeting under Other Business so it could be posted right away.

DISCUSS SHREDDING SERVICES FOR RESIDENTS

Supervisor Stumbo said residents had requested shredding services for personal records be provided at the Civic Center and the Fire Station. She stated it would done in June and October, at a cost of \$500 per day for a three hour period. The Board supported the shredding services for residents.

REVIEW AGENDA

Public Hearing - Creation of Special Assessment District for operation and maintenance cost of Neighborhood Security Cameras in the Thurston Neighborhood - Resolution No. 2014-17

Clerk Lovejoy Roe explained she had included several emails from residents in the packet regarding the Special Assessment District. She discussed the two emails that had just come in, one from Ramona Deboard, who owned several rental properties and was opposed and the other from Mr. Reynolds who was in favor but was concerned about the rates after 3 years. Clerk Lovejoy Roe reported there were six property owners that had expressed opposition to the Special Assessment District.

Public Hearing – 2014 Special Assessment Levy – Resolution 2014-18

Supervisor Stumbo explained a public hearing was legally required to levy special assessments for streetlights, cameras and Sherman Oaks sewer lines. She stated the Special Assessments book was available for review.

Consent Agenda

No discussion

Supervisor Report

8/20/14

Attended WATS Policy Meeting

Three full time officials and attorney met with representatives of MSHDA regarding the Michigan Land Bank (Kirk Profit was on teleconference)

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 16, 2014 WORK SESSION MINUTES
PAGE 3**

8/20/14- 8/30/14 Vacation

8/30/14 Attended Jean Hall Currie's surprise birthday party with Clerk Roe, Trustees Scott Martin, Stan Eldridge, Chief Copeland, Judge Pope and the attorney

9/2/14 Attended weekly police meeting

9/3/14 Clerk Roe and I met with Michael Ford of AAATA to discuss funding going forward with millage and requested additional shelter stops.

Met with Anthony Lombardo of Lombardo Homes regarding soil erosion issues at their development and overall township developer relations.

Participated in conference call to discuss Institute for Sustainable Communities in Oakland County CA with HUD, Washtenaw County Director of Community and Economic Development and County Commissioner Rabhi

9/4/14 Clerk Roe and I attended Huron/I-94 Steering Committee Meeting, action is on Township board agenda. The crossing recommendation is a short term solution until the bridge is replaced and structural changes can occur at that time.

Attended 3rd Quarter 2014 VantagePort Board Meeting and opening of their new office. We have a retreat scheduled in October during the day to measure our success and plans for going forward with this economic development group.

Attended Bud/Blossom NHW Meeting

9/8/14 Treasurer Doe and I met with Mark Perry to discuss Letter of Intent for Seaver Farm property

3 FTO's met with Chief Copeland, two firefighters from fire truck committee and Javonna Neel to discuss the purchase of a new fire truck. There were several questions raised and we will meet again before bringing to work session.

Attended weekly police meeting

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 16, 2014 WORK SESSION MINUTES
PAGE 4**

- 9/9/14 Attended Public Sector Committee Meeting at SPARK USA.
Discussed county place making with a presentation by Oakland
County Planning/Economic Development Representative.
- Met with Lieutenant Anuszkiewicz regarding traffic enforcement and
weekly updates on our new radar units.
- Met with Jackie Maxey-Davis and Pastor Lewis regarding future
church on N. Harris Road, former Crown Tumbling.
- Attended Holmes Road NHW meeting
- 9/10/14 3 FTO's met with Linda Gosselin, Joe Lawson and Doug Winters
regarding Seaver Farm Potential Sale/Intent to Purchase. It was
agreed we need to hire a planner to design the standards for
architect and layout of 30 acres for road and utility access. This will
be brought to the board for work session discussion and board
action.
- 9/11/14 On site tour at former GM property with Autonomous Vehicle,
Racer Trust Representative and Luke Bonner of SPARK. This was
a very productive tour/meeting and they seemed interested in the
property and stated this test track was different than any other
because it has tunnels, bridges, railroad, clover lane highway and
being next to airport provides an opportunity to simulate the
technology in many different environments, unlike any other test
track in the world currently.
- Participated in a conference call with Ron Fulton and Anthony
Lombardo to resolve issues with residents.
- 9/12/14 Met with Angela Verges and Javonna Neel regarding the 2015
Recreation budget
- 9/15/14 Attended Lincoln NHW meeting
- 9/16/14 3 FTO's met with Jeff Allen and Karen Wallin regarding Residential
Services Department
- Call with Roy Townsend of the WCRC regarding Public Act 283
projects. County Board of Commissioners will be considering a .5
mill levy for roads.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 16, 2014 WORK SESSION MINUTES
PAGE 5**

Larry Doe and I met with Meals on Wheels Director and Township resident Alison Foreman. We would like to invite her to a work session and update the community on the good things and service they provide in the community.

1. Setting up budget meetings for October General Fund presentation at Work Session
2. I will not be in attendance at next meeting because of Affordable Housing (HUD) Conference in California.
3. Working on possible collaboration of Helpful Handbook with Carly and the Sheriff's Office.

Clerk Report

- **TUESDAY NOVEMBER 4, 2014 GENERAL ELECTION-** The election preparation is well underway for the November 4, 2014 General Election. Ballots have been proofed and ordered. Absentee ballot requests are being processed daily. Applications for an Absentee Ballot will be mailed at the request of registered voters by calling 734.484.4700 or emailing klovejoyroe@ytown.org. October 6, 2014 is the last day to register to vote for the November 4, 2014 General Election. The Board of Canvassers completed the canvas of the primary election on August 19, 2014. Ypsilanti Township will host election inspector certification training conducted by Washtenaw County Clerk's office on Wednesday, October 7, 2014 and on Thursday, October 16, 2014.
- **CEO MEETING WITH WASHTENAW COUNTY ROAD COMMISSION-** Clerk Karen Lovejoy Roe attended a meeting on Thursday, August 21, 2014 at Scio Township Hall along with other elected officials in Washtenaw County to discuss the future of road funding in Washtenaw County. A proposal was presented regarding a tax increase that could be approved by the Washtenaw County Board of Commissioners for a two year period and how the funds would be utilized for road projects throughout Washtenaw County. A method of expending the funds by county commissioner districts was presented and discussed.
- **AAATA START UP OF NEW TOWNSHIP ROUTE #46-** The new #46 AAATA route servicing the Township Civic Center, Library, 14-B Court, Kroger's, Post Office and other stops began on Sunday, August 24, 2014. On Monday, August 25, 2014 Clerk Karen Lovejoy Roe and many other elected officials, business owners and residents utilized the new route to travel to the City of Ypsilanti Transit station for a presentation regarding the new service route and also the increase in service throughout the AAATA system that includes longer hours and weekend service. Route #46 is off to a great start for a new route with over 150 riders. As the new service becomes better known the ridership is expected to continue to increase.
- **GAULT VILLAGE NEIGHBORHOOD WATCH MEETING-** Clerk Lovejoy Roe attended the Gault Village Neighborhood Watch meeting on Monday, August 25, 2014. The meeting was extremely well attended. The residents had a lot of

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 16, 2014 WORK SESSION MINUTES
PAGE 6**

questions regarding the Grove Rd. project and overall were very happy with the progress of the construction. Habitat made a presentation about the free refrigerator, furnace tune-up program and the new home process/program. Residents expressed gratitude for all that Habitat has done in the Gault Village area. Announcements were given about activities of the Garden Club in Gault Village and various activities the church has planned for the fall.

- **CLARK TOWERS NEIGHBORHOOD WATCH MEETING-** The Clark Towers Neighborhood Watch meeting was held on Tuesday, August 26, 2014 and was well attended. The residents expressed thankfulness for all the township had done to help with the security situation at the towers. Residents were pleased to date with the progress of security and fully supported the 24 hour security presence and check-in. They also expressed support for the security cameras that are planned to be installed soon.
- **HABITAT/WEST WILLOW KICK-OFF MEETING-** On Tuesday, August 26, 2014 many residents of West Willow attended a kick-off dinner and meeting at Pastor Crout's Church on Tyler Rd. Clerk Lovejoy Roe was in attendance and expressed support for Habitat and explained how Habitat was working hand-in-hand with Ypsilanti Township to stabilize neighborhoods. The meeting was extremely well attended with standing room only. Habitat and Clerk Lovejoy Roe responded to many questions regarding programs available to help residents with home repairs and other support efforts that are available. Habitat reported needs for several committees/events planned for West Willow and asked residents to sign up to volunteer. Habitat shared that neighborhood surveys would begin soon and residents could volunteer to help with the door to door survey work. It was also agreed the surveys would be available on line for residents to fill out. It was a great kick-off to a long term relationship with Habitat for Humanity and West Willow residents.
- **WAY FINDING-YPSILANTI ANN ARBOR VISITORS AND CONVENTION BUREAU-** A Way Finding meeting was held on Wednesday, August 27, 2014. Clerk Lovejoy Roe attended on behalf of Ypsilanti Township. This is a group from the City of Ypsilanti, the Ypsilanti Ann Arbor Visitors and Convention Bureau, the City of Ypsilanti Downtown Development Authority, Charter Township of Ypsilanti and others working to continue to proceed with the sign locations and design for the planning part of a grant. This process is supported by a grant that includes working with a consultant to establish sign locations and to design the signs for tourists visiting the Ypsilanti area community. The draft design of signs was presented and it was agreed the design would be submitted to MDOT for their approval.
- **RE-IMAGINE WASHTENAW-** Clerk Lovejoy Roe attended the Re-Imagine Washtenaw Joint Technical Committee Meeting on Wednesday, September 10, 2014. Discussion involved the Draft Work Plan for 2015 and 2016. The Golfside/Washtenaw Charrette dates were presented as Tuesday, October 14th from 4pm – 7pm, Wednesday, October 15th from 11:30am – 1:30pm and Thursday,

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 16, 2014 WORK SESSION MINUTES
PAGE 7**

October 16th from 5pm – 6:30pm. All the Charrette Visioning sessions will take place at United Way of Washtenaw County, 2305 Platt Rd., Ann Arbor, MI 48104.

- **LAY GARDENS NEIGHBORHOOD WATCH MEETING-** Clerk Lovejoy Roe attended the Lay Gardens Neighborhood Watch meeting on Wednesday, August 27, 2014. There was interest in working on curtailing the loud music from automobiles in the area. There was conversation and ideas about curbing issues with youth cutting across fences in the area. Deputy Spike and NHW Coordinator Tammie Keen made presentations.
- **I-94 AND HURON STREET PEDESTRIAN CROSSING-** Supervisor Stumbo and Clerk Lovejoy Roe attended the I-94/Huron Street Pedestrian Crossing meeting on Thursday, September 4, 2014. Alternatives for crossing I-94 were presented along with the results of the public survey. The group decided on both #1 and #2 alternatives from the several that the consultants had presented. It was agreed that each organization would seek approval of the recommendation. The recommendation will be on the township board agenda for September 16, 2014 meeting.

Treasurer Report

Treasurer Doe reported there were no bids on the ten parcels in Liberty Square. He stated those properties would be coming to the Township from the County with an approximate \$7,000 charge back. Treasurer Doe reported the Township now owned 141 of 152 Liberty Square parcels.

Attorney Report

Attorney Winters stated he would give his report during the Regular Meeting.

OLD BUSINESS

2nd Reading Ordinance No. 2014-438, Amending Ordinance No. 2013-433, Chapter 48, Entitled Property Maintenance, Article III, One and Two Unit Dwelling Rental Properties (1st Reading Held at the August 19, 2014 Regular Meeting)

Supervisor Stumbo briefly explained Ordinance No. 2014-438 would allow unpaid rental inspection fees to be placed on property taxes.

2nd Reading Ordinance No. 2014-439, Sewage Disposal Rate Change (1st Reading Held at the August 19, 2014 Regular Meeting)

Supervisor Stumbo reported YCUA Director Castro had stated this was a 3.5% increase in sewer rates.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 16, 2014 WORK SESSION MINUTES
PAGE 8**

NEW BUSINESS

Budget Amendment #11

Clerk Lovejoy Roe briefly reviewed the Budget Amendment.

Carl Girbach, Building Operations Director briefly explained the proposed request for purchasing three (3) Toro mowers. He stated it would cost the Township \$4,000 more per mower to purchase the mowers in 2015 due to new federal mandates. He said these mowers were included in the Capital Improvement Plan.

Treasurer Doe asked what the old mowers could be sold for and how long the new mowers would last. Discussion followed on the new mowers lasting five to ten years and the need to replace all three.

Supervisor Stumbo asked what the life span was for a mower and Carl Girbach said the mowers would last 3,000 hours or at the most, ten years. She also asked if the Golf Course would be requesting a new mower and discussion followed on the possible purchase of four mowers at the current price.

Resolution No. 2014-19, Temporary Road Closure for Running Fit “Run Scream Run” 5K and 10K Run on October 11, 2014

Supervisor Stumbo explained the annual fund raiser was for the March of Dimes.

Request of Mike Radzik, OCS Director For Authorization To Seek Legal Action, If Necessary In Washtenaw County Circuit Court To Abate Public Nuisance At Properties Located at 1475 Glengrove Avenue, 1053 Janet Avenue, and 1188 Borgstrom, Budgeted in Line Item #101.950.000.801.023

Mike Radzik, OCS Director provided an overview of the deplorable conditions of the properties.

Supervisor Stumbo requested Attorney Winters give the Attorney Report at this point since it concerned these properties.

Attorney Winters provided a brief explanation regarding the Padlock Statute, which allowed Townships legal standing to initiate lawsuits to padlock properties in which drugs had been seized, even as far back as 2013. He stated owners would be held responsible for what goes on in rental homes.

Mr. Winters stated he would also like to have a cost recovery ordinance in place to recoup the cost for search warrants and additional resources that were utilized on troubled properties.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 16, 2014 WORK SESSION MINUTES
PAGE 9**

Mr. Winters stated another path to neighborhood stabilization would be Administrative Search Warrants which would deal with vacant properties that could be salvaged before serious maintenance code violations had occurred.

Attorney Winters stated public nuisances lawsuits, purchasing properties under the "Right of First Refusal", the Padlock Statute, Administrative Search Warrants and dealing more aggressively with rental properties were all avenues in which the Township was actively pursuing to work toward neighborhood stabilization.

Supervisor Stumbo reported a meeting with Lt. Jim Anuszkiewicz and Commander Marlene Wells, both from the Washtenaw County Sheriff's Department, Mike Radzik, the three full-time officials and attorneys had helped to lay the groundwork for the procedures in executing the search warrants.

Supervisor Stumbo stated in October a request would be given to the County Treasurer to accelerate the tax foreclosure schedule on properties that had been vacant for a long period of time. Supervisor Stumbo recommended meeting with our Congressman to explore if the banks would sell to Habitat for Humanity for \$1.00 and allow them to be turned into home ownership. She said the CAT team, consisting of three Sheriff's Officers had done a phenomenal job and a lot of the information came directly from Neighborhood Watch groups regarding problem properties.

Mike Radzik recommended a cost recovery ordinance be developed, such as Attorney Winters had described. He briefly described the improved flow of information between the Sheriff's Office, the OCS Department and the attorneys.

Mr. Radzik briefly discussed how to make information more accessible and less expensive for landlords to check for possible criminal activity, in order to make better decisions regarding tenants.

Clerk Lovejoy Roe voiced her appreciation to Attorney Winters for working toward the goal of improving neighborhood stabilization. She briefly discussed ideas for systematic meetings with HUD and a moratorium on future rental properties to help improve neighborhood stabilization.

The meeting adjourned at approximately 6:40 p.m.

Respectfully submitted,
Karen Lovejoy Roe, Clerk