

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE NOVEMBER 18, 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 (arriving at 6:21 p.m.) and Scott Martin

Members Absent: Trustees Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

Supervisor Stumbo requested two items be added to the Board Meeting Agenda. She requested to add under Other Business the request to award the quote to Allegra Printing for the Helpful Handbook. Supervisor Stumbo also requested the Board to agree to move into an Executive Session for healthcare negotiations with the Union.

2015 FUND BUDGETS

a. FUND 206 – FIRECHIEF COPELAND

Chief Copeland voiced his appreciation for the support from the Board over the last five years and outlined the challenges he had faced:

- Both OPEB and operating revenue were budgeted with the aim to preserve the fund balance
- Over the five years an average of an annual \$500,000 draw down from the fund balance
- Reconfigure department to revenues without any layoffs or arbitrations
- Discretionary spending had been frozen
- Gas, oil and maintenance costs had tripled
- Concessionary collaborations and operational changes which did not affect morale negatively
- Able to negotiate two contract agreements
- Millage renewal helped
- Hiring replacements

Chief Copeland offered a forecast for the next five years:

- He said Javonna Neel, Accounting Director had alerted the Board that the fund balance will expire by 2017 without new revenue.
- Discretionary spending on capital improvements will rise although grant alternatives had been sought

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 WORK SESSION MINUTES
PAGE 2**

- XTS Radios for the department would be obsolete in 2017 and would cost approximately \$150,000 to replace
- SCVA's had reached a threshold
- Department size to be increased

Chief Copeland presented the highlights for the 2015 Budget:

- Department size with new hires
- Replacing the Fire Marshal
- Truck purchase and car fleet updating (2)
- Capital outlay for (2) new desktop computers
- Installation and landscaping for Ford Blvd. station
- Line item increases to vehicle maintenance as well as (inaudible)

Chief Copeland presented anticipated revenues for 2015.

Supervisor Stumbo asked who was planning to retire besides Vic Chevrette, Fire Marshal.

Chief Copeland said no paperwork had been submitted but it was his understanding that J. T. Anderson would be retiring. Chief Copeland stated if he did not retire no replacement would be hired. He stated three (3) firefighters had been hired and one of those was the replacement for the Fire Marshal.

Discussion followed on the reality of J. T. Anderson retiring.

Supervisor Stumbo asked why there had been no activity to date, on the firefighter food allowance and Chief Copeland said he thought that came out at the end of December. Discussion followed on a reduced rate regarding the new hires.

Karen Wallin stated the two firefighters who retired December 2013 would not be receiving food/clothing payout in 2014.

Chief Copeland pointed out line item 719-005 – regarding physicals by Biocare for all firefighters. This item was suspended in the contract through 2013. Discussion followed on personal physicians not being as consistent as Biocare in conducting the physicals specifically for firefighters. Discussion followed on exploring other possibilities.

Supervisor Stumbo stated the costs for OPEB would be going down due to the actuarial study and the number of firefighters.

Trustee Eldridge addressed line item 857.000 for an increase in budget due to improvements in mobile communication devices, base station radios and headsets.

Discussion followed regarding pursuit of grants for several items.

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 WORK SESSION MINUTES
PAGE 3**

Chief Copeland responded to an inquiry regarding the radios that were purchased in 2012, which were state of the art and had been obtained by the whole state. He stated the apparatus for support of those radios was going to change and would be obsolete by 2017.

Trustee Eldridge questioned the urgency for this purchase if the radios would still be operational till 2017.

Discussion followed on which radios were actually being purchased and the fact that the narrative needed to be changed and purchases would be brought back to the Board.

Supervisor Stumbo asked if the Civil Service still required annual testing to which Chief Copeland stated was the case, because the Fire Marshal and Lieutenant positions would both have to be tested for.

Trustee Eldridge questioned line item 960.000 for education and training and Chief Copeland explained the increase was to train new hires and promotion of officers.

Discussion followed on the testing process.

Supervisor Stumbo requested Chief Copeland control overtime since three additional staff members had been hired and manage PTO and compensatory time pay outs.

b. FUND 230 – RECREATION..... ANGELA VERGES

Angela Verges, Recreation Director stated the Recreation Department was working to identify and sustain the programs that were working well and eliminate the ones that were not successful. Ms. Verges provided highlights of the major changes and stated the changes to line items would better track revenue and expenditures.

Trustee Eldridge stated the Recreation Department had been extremely helpful to the Golf Course. Trustee Eldridge mentioned the tennis courts across the street from the Community Center and Golf Course were sitting idle and were in disrepair. He asked the Board to consider removing the tennis courts and replacing them with a driving range, which would generate revenue and the proceeds could be split 50/50 for the Recreation Department and Golf Course, in order to help both budgets out.

c. FUND 584 – GOLF COURSE.....JUSTIN BLAIR/TIM SMITH

Supervisor Stumbo introduced Justin Blair, new Director of Golf Operations. She stated a team consisting of herself, Treasurer Doe, Trustee Eldridge, Tim Smith, Tammie Keen and Javonna Neel had met to review the last two years of golfing operations to develop a more detailed budget, similar to the Recreation Department.

Supervisor Stumbo reviewed the decreases and expenditures in the Golf Course Operations.

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 WORK SESSION MINUTES
PAGE 4**

Trustee Eldridge added the goal was to increase the number of rounds played 15 to 20% in order to recover the BS&R money presented to balance the Golf budget.

Treasurer Doe stated this was probably the first time appropriate revenue had been set.

Trustee Eldridge stated a 5 year capital improvement program had been put together.

Justin Blair, Director of Golf Operations said he had partnered with Travis McDugald and Rebecca Bush (IT Department) to look at a separate website for the golf course, Course Trends for booking online tee times and shopping. He stated Green Oaks would still be included on the ytown.org website as well. He said Facebook and Twitter accounts would be established to give more visibility online.

Tim Smith explained improvements he was making to the golf course to make for better golfing conditions next year.

Clerk Lovejoy Roe welcomed Justin Blair...

Trustee Scott Martin welcomed Mr. Blair aboard and stated he had visited the course recently and was pleasantly surprised by the improvements.

d. FUND 212 – BSR IISUPERVISOR STUMBO

Supervisor Stumbo provided an overview of each line item.

Clerk Lovejoy Roe thanked Jeff Allen, Residential Services for the hard work he had done on the Grove Road bike path grant project.

DISCUSS CHIEF BUILDING OFFICIAL JOB DESCRIPTION AND SALARY

No discussion

REVIEW AGENDA

Supervisor Stumbo reviewed the agenda with further discussion on the following items:

Clerk's Report

Clerk Lovejoy Roe reported there was a Proclamation presentation regarding Corvair.

Clerk Lovejoy Roe reported the Board of Canvassers had just emailed her that the Nov. 4, 2014 Election had been approved.

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 WORK SESSION MINUTES
PAGE 5**

Treasurer's Report

None

Trustee's Report

None

NEW BUSINESS

1. Budget Amendment #15

Supervisor Stumbo reviewed each item included in the Budget Amendment.

- 2. Request approval to provide Habitat for Humanity funds to aid with the renovation of Ypsilanti Township properties located at 655 N. Mohawk, 654 N. Ivanhoe and 124 Kansas in the total amount of \$45,000, budgeted in line item #101.950.000.969.010**

Supervisor Stumbo stated Habitat for Humanity had purchased these three properties and were in need of extra funds to repair them.

- 3. Request of Mark Nelson, 14-B Court Magistrate to approve contract to accept grant funds from State Court Administrative Office for the implementation of a Drug Court Docket in the amount of \$55,000 with \$13,750 budgeted in line item #236.136.000.802.100 from 2014 Budget and \$41,250 in 2015 Budget and to authorize signing of the contract**

Supervisor Stumbo stated Magistrate Nelson would be present to explain this request.

- 4. Request of Nexus Gas Transmission to conduct additional survey activities on identified Ypsilanti Township owned parcels and to authorize signing of the survey authorizations**

Supervisor Stumbo explained this was due diligence on behalf of Nexus.

- 5. Request of Mike Radzik, OCS Director to authorize asbestos abatement and demolition of blighted, abandoned buildings located at 2300 Holmes Road and 853 Maplewood Avenue in the amount of \$9,680, budgeted in line item #101.950.000.969.011**

Supervisor Stumbo stated it had been a long wait to have these properties demolished.

- 6. Request of Mike Radzik, OCS Director for authorization to seek legal action, if necessary in Washtenaw County Circuit Court to abate public nuisance for vacant properties, located at 2508 Holmes, 1476 Blossom, 1497 Gattegno, 2360 Cedarcliff, 2649 Peachcrest and 2734 Peachcrest in the amount of \$30,000 , budgeted in line item #101.950.000.801.023**

**CHARTER TOWNSHIP OF YPSILANTI
NOVEMBER 18, 2014 WORK SESSION MINUTES
PAGE 6**

Mike Radzik, OCS Director stated all but one of these properties had come from the vacant ordinance enforcement and reported the Ordinance Officers had executed 65 Search Warrants at vacant properties, to date. Mr. Radzik provided a brief overview of the condition of each of the properties.

- 7. Request of Michael Saranen, Hydro Operator to approve contact with DTE Energy to update Transfer Trip and SCADA Equipment at Hydro Station in the amount of \$180,000, budgeted in line item #252.252.000.977.000 and to authorize signing of the contract.**

Michael Saranen, Hydro Operator provided a brief overview of the Transfer Trip and SCADA equipment stating it would save township funds in the future.

- 8. Set Public Hearing Date of Tuesday, December 2, 2014 at approximately 7:00 P.M. 2015 Fiscal Year Budget**

OTHER BUSINESS

Supervisor Stumbo stated the Board had agreed to add:

- 1. Award bid to Allegra Printing for printing of the Helpful Handbook.**

Supervisor Stumbo stated it had been sent to 5 different companies and this was the only bid.

EXECUTIVE SESSION

- 1. A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to go into Executive Session for the purpose of Healthcare/Union negotiations for 2015. The motion carried as follows:**

Eldridge:	Yes	Scott Martin:	Yes	Stumbo:	Yes
Clerk Lovejoy Roe:	Yes	Doe:	Yes	Mike Martin:	Yes

The Board went into Executive Session at approximately 6:38 p.m. and returned to the Work Session at approximately 7:00 p.m.

The Board agreed to add the Healthcare Letter of Agreement to the regular agenda under Other Business.

Adjournment

The meeting adjourned at approximately 7:00 p.m.

Respectfully submitted,
Karen Lovejoy Roe, Clerk