

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE DECEMBER 2, 2014 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:05 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 and Mike Martin

**Members Absent:** Trustees Jean Hall Currie and Scott Martin (arrived at 5:24 p.m.)

**Legal Counsel:** Wm. Douglas Winters

**REVIEW AGENDA**

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

**Public Hearing**

Supervisor Stumbo stated she would review the budget at the public hearing.

**Attorney Report**

Attorney Winters provided an update on the meeting in Lansing he had attended with Sheriff Jerry Clayton, County Prosecutor Brian Mackie and Michael Radzik, OCS Director earlier today, which Kirk Profit, GCSI Consultant had set up regarding two bills that are currently pending. Mr. Winters explained the first bill, pending in the House, would expand the legal definition and grant Township's authority to initiate legal action in their own name. Attorney Winters stated the second bill, which had passed the House and was awaiting action in the Senate, would grant the Township legal standing and expand the scope of violations to include human trafficking and gun violations. Attorney Winters stated the passage of those bills would provide the Township with additional tools in their quest for neighborhood stabilization.

Supervisor Stumbo asked when action would be taken on the bills.

Attorney Winters explained only nine more working days remained for 2014 and he was hoping for passage within that timeframe.

Attorney Winters stated the Township was able to present their collaborative effort with Washtenaw County to those in the meeting and he felt that had made a favorable impression.

Attorney Winters voiced his appreciation to Consultant Kirk Profit for the work he had done on behalf of Ypsilanti Township in Lansing.

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Attorney Winters cited a vacant property on Big Pine Drive and explained how the vacant property process had evolved for the Township. He stated Flagstar Bank had finally agreed to remediate the property as of yesterday.

Attorney Winters provided a brief explanation on the process regarding Township actions which result in an Affidavit from the Building Department being generated, which was then filed with Washtenaw County.

Supervisor Stumbo reported a meeting had been set with Congresswoman Dingell for the first of January to discuss the accountability of financial institutions/ banks regarding vacant housing.

Julani Mugauny, Ypsilanti City Resident and Aide to Congressman Dingell stated he would be attending future Board Meetings from time to time and would make himself available to the citizens of the 12<sup>th</sup> District.

**New Business**

**1. Resolution No. 2014-28 – Wage Resolution For Administrative And Confidential Employees for 2015**

Supervisor Stumbo stated the wage resolution was adjusted 1.5%, in line with Teamster and AFSCME, except for the Fire Chief, which was adjusted at 3%.

**2. Resolution No. 2014-29 – Supervisor’s Salary For 2015**

Supervisor Stumbo stated the Supervisor’s Salary was adjusted 1.5% and she would be abstaining from the vote.

**3. Resolution No. 2014-30 – Clerk’s Salary For 2015**

Supervisor Stumbo stated the Clerk’s Salary was adjusted 1.5%.

**4. Resolution No. 2014-31 – Treasurer’s Salary**

Supervisor Stumbo stated the Treasurer’s Salary was adjusted 1.5%.

**5. Resolution No. 2014-32 – Trustees’ Salary**

Supervisor Stumbo stated there was no change to the Trustees’ Salary.

**6. Agreement between Washtenaw County Road Commission and Ypsilanti Township for construction of Pedestrian Refuge Island in the approximate amount of \$35,000.00, budgeted for 2015 in line item #101.446.000.818.022**

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Supervisor Stumbo explained this involved the Hewitt Road Diet that would be done with grant funds. A public meeting would be held regarding this item December 4, 2014.

Trustee Scott Martin expressed concern regarding site distances and traffic in that area.

**7. 2015 Green Oaks Golf Course Rates**

Justin Blair, Director of Golf Operations stated a Green Oaks Commission meeting was scheduled last Monday to review proposed rates, but there was no quorum.

Justin Blair recommended the golf course rates remain the same as for 2014. He stated his goal was to improve the course and facilities in order to bring value back to the course. He stated a company had been hired to build a website and it had gone live November 28, 2014. Mr. Blair proposed to offer promotions and incentives for the holidays and the off season with email blasts to communicate with customers. He stated the next step was a mobile site that could be pulled up on phones and then work on Facebook and Twitter accounts. He reiterated rates would not be discounted.

Supervisor Stumbo asked if the rates presented were the ones passed by the Township Board or the Greens Commission voted on after the damage.

Trustee Eldridge stated these were the rates that were approved by the Greens Commission in early June 2014.

**Other Business**

None

**Authorizations and Bids**

**1. Request of Mike Radzik, OCS Director to approve building and monument sign design for the Law Enforcement Center Renovation Project and to authorize seeking competitive bids to manufacture and install a monument lawn sign**

Mike Radzik, OCS Director provided a brief description of a sign for the face of the front brick wall of the Law Enforcement Center, facing Huron Street. He explained the proposed wall sign would be ordered immediately from Huron Sign Company upon approval of the design, since the price was below the threshold for Board approval and was funded in the project budget.

Mike Radzik stated Joe Lawson, Planning Director had been involved with the design to insure the sign was code compliant and had a proper look and feel for Huron Street. Mr. Radzik provided a description of the proposed sign. He stated one possibility was the inclusion of an LED message center to advertise the Township as well as weather updates, specifically emergency broadcasts.

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Joe Lawson, Planning Director provided a description of the LED possibilities and discussed the effect on the sign regarding the Township Ordinance and restrictions. Mr. Lawson discussed needed changes in the current sign ordinance, which was out of date, especially along the freeway, and modifications regarding electronic signage.

Supervisor Stumbo asked the Board if they wanted the LED option for the sign. Discussion followed on several possibilities and everyone agreed they wanted the LED option.

Discussion followed on the size, based on bids received and pricing of LED signage.

Clerk Lovejoy Roe felt the sign should be larger in order to accommodate more messages and for them to be more easily seen and she supported the monument sign for a classier look.

Trustee Mike Martin stated he liked Option #2 the best, making it more easily seen and more in line with the sign on the front wall.

Mike Radzik stated the LED screen would have an auto dimming feature so as not to blind motorists as night.

Trustee Eldridge stated he would like a larger LED section and preferred Option #2.

Mr. Radzik summarized that the Board consensus was Option #2 with a slightly larger LED message center and perhaps a slight reduction of the top portion. Trustees Eldridge and Mike Martin suggested leaving the top portion the same and lowering the address on the bottom portion. More discussion followed on other possible scenarios.

Discussion followed on how often the text would change per minute.

Mr. Radzik explained that Rebecca Bush from the IT Department could be in charge of maintaining the message center.

Mike Radzik confirmed the specifications to include in for the bid package were:

- Option #2 preferred
- Overall height remains the same
- Larger message center
- Drop address down
- Colors could be changed

Mr. Radzik stated the OCS Dept. would take the changes back to the designer, obtain the specs, publish an RFP and bring the bids back for the Board's consideration.

Treasurer Doe asked for an estimated build time and Mike Radzik stated the lawn sign would take six to eight weeks to complete and the wall sign could be ready in approximately one month.

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Mr. Razik stated his intention was to order the wall sign for an approximate cost of \$2,000 from Huron Sign Company so it could be installed to coincide with the opening of the Law Enforcement Center and the lawn sign would come later. The Board agreed.

**2. Request of Travis McDugald, IS Manager to approve the purchase of 19 custom built workstations from Dell Direct in the amount of \$28,040.68, budgeted in line item #101.266.000.977.000**

Trustee Scott Martin and Mike Radzik agreed this was part of the capital improvement plan. Discussion followed on the new technology that would allow staff to access network files when out of the building.

**Adjournment**

The meeting adjourned at approximately 6:10 p.m.

Respectfully submitted,  
Karen Lovejoy Roe, Clerk