

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE JUNE 16, 2015 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 6:02 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 Mike Martin and Scott Martin

**Members Absent:** Trustees Jean Hall Currie and Stan Eldridge

**Legal Counsel:** Wm. Douglas Winters

**PUBLIC HEARINGS**

**A. 7:00 PM – CREATION OF SPECIAL ASSESSMENT DISTRICT FOR OPERATION AND MAINTENANCE COSTS OF NEIGHBORHOOD SECURITY CAMERAS IN THE BUD/BLOSSOM NEIGHBORHOOD – RESOLUTION 2015-19** (PUBLIC HEARING SET AT MAY 19, 2015 REGULAR MEETING)

**B. 7:15 PM – CREATION OF SPECIAL ASSESSMENT DISTRICT FOR OPERATION AND MAINTENANCE COSTS OF NEIGHBORHOOD SECURITY CAMERAS IN THE APPLERIDGE NEIGHBORHOOD – RESOLUTION 2015-20** (PUBLIC HEARING SET AT MAY 19, 2015 REGULAR MEETING)

Clerk Lovejoy Roe reported Marilyn Grady, resident of 2678 Peachcrest fully supported the security cameras but would not be able to be at the meeting this evening.

Clerk Lovejoy Roe reported Charlene Bowman, resident of 2724 Appleridge supported the security cameras by email and stated her elderly friends at 2660 Peachcrest and 2998 Appleridge had given their permission for the cameras to Ms. Bowman to speak on their behalf, in support of the cameras, as well.

**PUBLIC COMMENTS**

**CONSENT AGENDA**

**A. MINUTES OF THE MAY 19, 2015 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 16, 2015 WORK SESSION MINUTES  
PAGE 2**

- 1. STATEMENTS AND CHECKS FOR JUNE 2, 2015 IN THE AMOUNT OF \$571,866.76**
- 2. STATEMENTS AND CHECKS FOR JUNE 16, 2015 IN THE AMOUNT OF \$815,460.74**
- 3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR MAY, IN THE AMOUNT OF \$35,973.09**
- 4. CHOICE HEALTH CARE ADMIN FEE FOR APRIL IN THE AMOUNT OF \$1,185.00**

**C. MAY 2015 TREASURER REPORT**

No discussion

**SUPERVISOR REPORT**

Supervisor Stumbo stated she would add her report to the packet.

Supervisor Stumbo reported several had attended the dedication of the National Museum of Aviation and Technology at Historic Willow Run, formerly known as the Yankee Air Museum.

Supervisor Stumbo reported the dedication of the Law Enforcement Center was scheduled either July 7<sup>th</sup> or July 9<sup>th</sup> from 4:00 to 6:00 p.m.

**CLERK REPORT**

Clerk Lovejoy Roe reported she and Supervisor Stumbo had attended and spoken at an international celebration that had honored the designers and workers of Corvair, put together by Eva McGuire, a Township Resident

Clerk Lovejoy Roe reported she had received notification regarding a new goal of 20 homes a year for Habitat for Humanity, up from the former goal of 6 a year.

**TREASURER REPORT**

Treasurer Doe briefly reported on the annual Dog Clinic that was held at the Civic Center on June 13, 2015. He voiced his appreciation to Debbie Agdorny, Inger Johnson, Nancy Wrybkowski, Officer Shane Bynum and Animal Control Officer, Herb Schroeder for the excellent job they had done organizing and running the Clinic.

**TRUSTEE REPORT**

Trustee Scott Martin stated the work done on Hewitt Road and Packard made for much safer conditions.

## **ATTORNEY REPORT**

### **A. GENERAL LEGAL UPDATE**

Attorney Winters briefly highlighted the first case in the State of Michigan filed by a municipality regarding the Padlock Statute. He stated Ypsilanti Township had filed a Public Nuisance action against 959 Tyler Road, under the new amended State Statute in May and a Consent Agreement had been entered into June 2, 2015 between the Township and the Attorneys for the property owners.

Attorney Winters stated this action was a wonderful opportunity to test the legal sufficiency of the statute and provided the Sheriff's Department, the Office of Community Standards and the Township Board the opportunity to send a strong message to make sure properties were not being used for illegal activities.

Supervisor Stumbo added her appreciation to the Courts and Brian Mackey from the Prosecutor's Office for their support in making this first case a success and hoped the team effort will make a difference in our community.

## **OLD BUSINESS**

- 1. 2<sup>ND</sup> READING OF RESOLUTION NO. 2015-15, ORDINANCE NO. 2015-447, AN ORDINANCE TO AMEND CHAPTER 22 OF THE CODE OF ORDINANCES BY REPEALING CURRENT CHAPTER 22, ARTICLE IV REGARDING PEDDLER'S LICENSES** (1<sup>ST</sup> READING HELD AT THE MAY 19, 2015 REGULAR MEETING)

Supervisor Stumbo stated Attorney King would be present at the regular meeting to review the changes that had been made in the Ordinance and she provided a brief overview of the changes.

## **NEW BUSINESS**

### **BUDGET AMENDMENT #8**

Clerk Lovejoy Roe provided a brief overview of Budget Amendment #8.

### **REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL OF UPDATES TO THE EQUAL EMPLOYMENT OPPORTUNITY AND NEPOTISM POLICIES LOCATED WITHIN THE YPSILANTI TOWNSHIP POLICY AND PROCEDURE MANUAL**

Karen Wallin, Human Resource Department stated these were the first two items to be updated in the Policy Manual and they incorporated new language. She reported

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 16, 2015 WORK SESSION MINUTES  
PAGE 4**

meetings were held every other month with other HR professionals in Washtenaw County to review policy procedures and this would be the first time since 2008 for overall updates for Ypsilanti Township.

**REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR AUTHORIZATION TO CHANGE THE PART TIME IT HELP DESK POSITION TO A REGULAR FULL TIME HOURLY POSITION WITHIN THE TEAMSTER BARGAINING UNIT AND TO WAIVE EXTERNAL POSTING OF THE POSITION AND FILL INTERNALLY**

Karen Wallin stated David Maynard had started Dec. 1, 2014 as a part-time temporary employee for the IT Department and was moved to full-time temporary in February 2015. Ms. Wallin reported having him full-time had greatly benefitted the Township.

Supervisor Stumbo stated David was very patient and helpful to everyone, especially since Township staff had been reduced and relied more on technology to help fill the gaps.

Karen Wallin stated David was a Veteran and as such, had taken advantage of some opportunities to better his skills regarding cybersecurity, thus benefitting the Township.

**REQUEST OF LARRY DOE TO PURCHASE FIVE (5) YEARS GENERIC RETIREMENT SERVICE CREDIT FROM MERS AND AUTHORIZE SIGNING OF THE MERS GOVERNING BODY RESOLUTION**

Karen Wallin provided a brief overview of the process by which service credit works.

Supervisor Stumbo stated Treasurer Doe had requested to abstain and asked for the Board's permission to do so.

**REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL OF JOB DESCRIPTION, POSTING AND FILLING OF QUALITY ASSURANCE SPECIALIST**

Karen Wallin reported she had requested a position to be filled at the May 19, 2015 Regular Board Meeting and had been asked to bring a detailed job description back to the Board for approval. She explained this position would benefit HR as well as other areas of the Township and provided a brief job description.

**RESOLUTION 2015-17, PEDDLER LICENSE FEE SCHEDULE**

Supervisor Stumbo stated the fee would be increased to \$50.00 for the application fee and \$50.00 for issuance of Peddler's License.

Mike Radzik, OSC Director stated the application fee was non-refundable and provided a brief overview of the process.

**RESOLUTION 2015-18, ADOPTION OF FREEDOM OF INFORMATION ACT PROCEDURES AND GUIDELINES AND PUBLIC SUMMARY OF FREEDOM OF INFORMATION ACT PROCEDURES AND GUIDELINES**

Clerk Lovejoy Roe stated this Resolution was in response to new State legislation requiring adoption by July 1, 2015.

**REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTIES LOCATED AT 2835 APPLERIDGE, 1852 EILEEN, 15/17 ALLEN AND 1157 BUICK IN THE AMOUNT OF \$20,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

To be presented during the Board Meeting.

**REQUEST TO APPROVE THIRD AGREEMENT WITH THE WASHTENAWA COUNTY ROAD COMMISSION FOR 2015 LOCAL SUBDIVISION ROAD TREE REMOVAL PROJECT IN THE AMOUNT OF \$20,000.00 BUDGETED IN LINE ITEM #101-956-000-926-100 WITH 50% OR \$10,000.00 TO BE REIMBURSED TO THE TOWNSHIP AFTER NOVEMBER 1, 2015**

Supervisor Stumbo reported this project was done last year and had worked well.

**REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR FOR AUTHORIZATION OF ADDITIONAL WORK FOR VETERAN'S DRIVE IN THE AMOUNT OF \$305,663.82 TO ANGLIN CIVIL, \$54,300.00 TO OHM FOR SERVICES INCLUDING GEOTECHNICAL SERVICES, SURVEY, INSPECTIONS AND MATERIAL TESTING AND \$4,000.00 TO THE WASHTENAW COUNTY ROAD COMMISSION FOR PERMIT, APPLICATION AND INSPECTOR ESCROW FOR A TOTAL OF \$363,963.82 BUDGETED IN LINE ITEM #101-970-000-976-007**

Matt Parks, OHM provided a breakdown of the pricing for Veteran's Drive.

Larry Doe, Treasurer thanked Mr. Parks for providing a more detailed pricing that had cleared up many questions.

Jeff Allen, RSD Director stated the sign at the front still needed to be changed since it listed the Police Facility as being at this location.

Trustee Scott Martin thanked Jeff Allen, RSD Director and Matt Parks, OHM for taking advantage of the lower pricing.

Matt Parks stated a change order would be issued to the current project.

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 16, 2015 WORK SESSION MINUTES  
PAGE 6**

**REQUEST OF CARL GIRBACH, PUBLIC SERVICES SUPERINTENDENT FOR  
AUTHORIZATION TO PURCHASE A SCAG GIANT VACUUM INDUSTRIAL TOW  
BEHIND TRUCK LOADER IN AN AMOUNT NOT TO EXCEED \$10,000 BUDGETED  
IN LINE ITEM #590-590-000-977-000**

Carl Girbach, Public Services Superintendent stated this piece of equipment would help with leave and debris in the parks and golf course making the material ready for composting.

Supervisor Stumbo asked Carl if this was the last Board Meeting he would be attending, and he stated it was. She then thanked him for his services and said she felt a lot had been accomplished since his arrival to the Township after retiring from the Road Commission. Supervisor Stumbo stated Wayne Dudley was to take over and she thanked Carl for working with him the last few weeks and looked forward to working with Carl on special projects in the future.

Carl Girbach stated it had been his pleasure to work in the Township and felt great strides had been made regarding equipment and accountability in the park system.

**REQUEST TO APPOINT AIDAN BOYER, GERMAINE SMITH, JESSE TACK, KATE  
WEISE AND STEVE AGDORNY TO THE YPSILANTI TOWNSHIP BEE COMMITTEE**

Supervisor Stumbo stated the first meeting had been held this morning and if all went well, we would be the first city in Michigan to be designated as a Bee City.

**REQUEST TO RESCHEDULE PUBLIC HEARING FOR CREATION OF SPECIAL  
ASSESSMENT DISTRICT FOR OAKLAWN/HAWTHORNE NEIGHBORHOOD  
CAMERAS SCHEDULED FOR JULY 21, 2015 TO AUGUST 18, 2015 AT  
APPROXIMATELY 7:00PM**

Supervisor Stumbo reported one mailing had been completed and one meeting had been held regarding Neighborhood Cameras for Oaklawn/Hawthorne. She stated the area had been expanded at the request of the Police Department and another mailing would be mailed out. Supervisor Stumbo reported there were about 50 people at the Neighborhood Watch Meeting and Jeff Allen had been there to answer questions, as well as Lt. Marocco from the Sheriff's Department, Derrick Jackson, Community Engagement and Mike Radzik.

**REQUEST TO SET PUBLIC HEARING FOR THE APPEAL OF JIMMIE L. MACK, JR.  
FOR PEDDLER PERMIT DENIAL FOR TUESDAY, JULY 21, 2015 AT  
APPROXIMATELY 7:00PM**

Supervisor Stumbo stated the procedure to appeal a denial required a public hearing.

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 16, 2015 WORK SESSION MINUTES  
PAGE 7**

**REQUEST TO MOVE YPSILANTI TOWNSHIP VOTING PRECINCTS 13, 15 AND 19 FROM GIRL SCOUTS HEART OF MICHIGAN, 444 JAMES L. HART PARKWAY TO THE LOYAL ORDER OF MOOSE YPSILANTI LODGE NO. 782, 5506 STONY CREEK RD.**

Supervisor Stumbo confirmed with Clerk Lovejoy Roe that the Election Committee would meet right before the Board Meeting to approve this request to present to the Board. She stated the Girl Scouts had been a good location, with the understanding they were going to do improvements to the heating and lighting and they had not been able to come up with the funds in order to complete those improvements. Supervisor Stumbo said the workers had a difficult time and there had been complaints from the voters as well.

**REQUEST FOR AUTHORIZATION TO SIGN PURCHASE AGREEMENT WITH DTE FOR PURCHASE OF TWO (2) 135 WATT BLACK AUTOBAHN LED STYLE LUMINAIRES ON EXISTING WOOD POLES ON A 17'6" ARM IN THE AMOUNT OF \$1,393.22 TO BE LOCATED AT MICHIGAN AVENUE (US-12) AND DORSET AVENUE BUDGETED IN LINE ITEM #101-956-000-926-050**

Supervisor Stumbo explained the two lights were requested for the pedestrian crosswalks at US-12 and Dorset.

**REQUEST AUTHORIZATION TO REPAIR THE MOTOR ON LADDER 14-1 IN THE ESTIMATED AMOUNT OF \$19,680.63 BUDGETED IN LINE ITEM #206-206-000-863-001 WITH A CONTINGENCY AMOUNT OF \$1,200.00 DEPENDENT ON THE CONDITION OF THE CYLINDER WALLS**

Eric Copeland, Fire Chief stated the motor had malfunctioned and he was seeking authorization to move ahead for the repairs.

**REQUEST AUTHORIZATION TO PURCHASE TAX FORECLOSED PROPERTIES FOR A PUBLIC PURPOSE PURSUANT TO STAFF RECOMMENDATION AND APPROVAL BY ELECTED OFFICIALS NOT TO EXCEED A CUMULATIVE TOTAL OF \$120,000.00 BUDGETED IN LINE ITEM #101-950-000-969-101**

Supervisor Stumbo stated we had done this last year and Larry Doe, Attorney Winters and Mike Radzik had selected the properties.

Clerk Lovejoy Roe stated those selections were based on the discretion of Habitat for Humanity.

Supervisor Stumbo stated we had just been notified by the County Treasurer and a decision needed to be made by the deadline of July 21, 2015, which is the date of the next Board meeting.

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 16, 2015 WORK SESSION MINUTES  
PAGE 8**

**OTHER BUSINESS**

None

**AUTHORIZATION AND BIDS**

**REQUEST AUTHORIZATION TO SEEK SEALED BIDS FOR THE SALE OF  
YPSILANTI TOWNSHIP PROPERTY PARCEL K-11-39-213-014, LOTS 389-390  
LOCATED ON WEST MICHIGAN AVENUE WITH THE DEED OF SALE TO BE  
RESTRICTED TO ALLOW ONLY A SINGLE FAMILY HOME TO BE BUILT WITH NO  
RENTAL OR GOVERNMENT SUBSIDY ALLOWED**

Supervisor Stumbo stated this item was from a resident in the community and questioned if this parcel was in a commercial development corridor.

**ADJOURNMENT**

The meeting adjourned at approximately 6:54 p.m.

Respectfully submitted,  
Karen Lovejoy Roe, Clerk