

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE SEPTEMBER 15, 2015 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 and Trustees Stan Eldridge and Mike Martin (Trustee Martin arrived at 5:27p.m.)

**Members Absent:** Trustee Jean Hall Currie and Scott Martin

**Legal Counsel:** Wm. Douglas Winters

**VETERANS DRIVE PROJECT:**

Jeff Allen, Residential Services Director, stated that regarding the Veterans Drive Project, the township has the ability to remove the deteriorated asphalt and add new concrete sidewalks to the scope of work with Anglin Contractors for phase two of the project. He shared that the Vietnam Veterans have agreed to pay the \$7,400 for asphalt removal and concrete installation around the Vietnam Veterans' Memorial directly to Anglin Contractors. He explained that Ypsilanti Township could pay \$12,000 for additional concrete sidewalk extending from the newly installed sidewalk to S. Huron River Drive. Mr. Allen asked the board if they wanted to approve this addition to the Veterans' Drive project. The board agreed to add this item under other business during the regular meeting.

**AGENDA REVIEW:**

**PUBLIC HEARING FOR THE SPECIAL ASSESSMENT LEVY**

**PUBLIC COMMENTS**

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**CONSENT AGENDA**

**A. MINUTES OF THE AUGUST 18, 2015 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

1. STATEMENTS AND CHECKS FOR SEPTEMBER 1, 2015 IN THE AMOUNT OF \$538,739.43.
2. STATEMENTS AND CHECKS FOR SEPTEMBER 15, 2015 IN THE AMOUNT OF \$532,575.36.
3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR AUGUST, IN THE AMOUNT OF \$30,854.79.
4. CHOICE HEALTH CARE AMIN FEE FOR JULY IN THE AMOUNT OF \$1,177.50.

**SUPERVISOR REPORT**

PROCLAMATION OF APPRECIATION FOR DEPUTY L'SHANE BYNUM

**CLERK REPORT**

Clerk Lovejoy Roe stated that report is in the packet.

**TREASURER REPORT**

(None Provided)

**TRUSTEES REPORT**

(None Provided)

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**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters stated that Congresswoman Debbie Dingell had provided a direct contact for Fannie May and Freddie Mac. He said a conference call was scheduled regarding foreclosed properties that they hold mortgages for in Ypsilanti Township.

**OLD BUSINESS**

- 1. REQUEST AUTHORIZATION TO APPROVE PURCHASE AGREEMENT FOR YPSILANTI TOWNSHIP VACANT PROPERTY LOCATED AT 5871 S. MOHAWK AVENUE K-11-22-480-050 WITH DEED RESTRICTIONS TO JOSEPH KISSELA, JR. (TABLED AT THE JULY 21, 2015 REGULAR MEETING AND REQUEST WAS AMENDED BY THE BOARD AT THE AUGUST 18, 2015 REGULAR MEETING)**
- 2. 2<sup>ND</sup> READING OF RESOLUTION 2015-16, PROPOSED ORDINANCE 2015-448. TO AMEND PLANNED DEVELOPMENT #14 REZONING TO PLANNED DEVELOPMENT #20 STAGE 1 PRELIMINARY SITE PLAN AND REZONING AT THE REQUEST OF BLUE MAJESTIC, LLC. (1<sup>ST</sup> READING HELD AT THE JULY 21, 2015 REGULAR MEETING)**

Joe Lawson, Planning and Development Coordinator, presented to the board a power point presentation (see attached) explaining the process to date and future requirements. He explained this was PD Stage I Preliminary Site Plan Approval and Rezoning PD 14 to PD 20. He said there would be PD Stage II Final Site Plan Approval required at a later date by both the Planning Commission and the Township Board if the site plan and rezoning was approved at the board meeting tonight. He reported that his department came up with the following upgraded architectural requirements:

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- All homes shall maintain a minimum 5-foot side yard setback in order to maintain the minimum structure separations as required by the adopted Michigan Residential Code.
- There shall be a minimum of 50% face brick or stone on the front façade.
- There shall be a face brick or stone hip wall at least 3-feet above finished grade on the side and rear elevations.
- On the side of the structure where the garage door is located, the exterior wall surface above the garage door shall be treated with the same material as the remainder of the wall adjacent to the door.
- With the exception of the front façade encumbered by an attached garage, the remaining portion of the front façade shall include a covered front porch; at least 6-feet in depth and 2-feet above finished grade.

Mr. Lawson reported that as requested by the Township Board the number of units had been reduced from 18 to 8 next to Tuttle Hill Rd. by relocating units deeper into the property. He said the first unit is now 314' away from Tuttle Hill Road. He also reported there would be elevation and landscape changes in the next phase to make the area more attractive.

Supervisor Stumbo asked about making the entrance off Tuttle Hill Road a Boulevard. She also questioned whether the "on site" maintenance that is proposed to be there would require a maintenance building. She also questioned placement of mailboxes. She asked if the development would be energy efficient. Supervisor Stumbo stated that being green was important to residents. Supervisor Stumbo also asked about road separation between the apartments and the single family homes. Joe Lawson said the road separation would be handled once another entrance was available in the single family homes portion.

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Clerk Lovejoy Roe reported the developer had agreed to all the stipulations the board established at the 1st Reading of the Resolution and Rezoning at the July 21, 2015 Board Meeting. She also pointed out the one change in the Resolution, paragraph #10 referencing all the requirements the developer had agreed to for the increase in architectural standards for all the homes on 50 foot lots, that was outlined in the September 8, 2015 letter to Wm. Douglas Winters, Attorney, from Joe Lawson, Planning Director, and was listed as attached exhibit A in Resolution No. 2015-16. She also revisited the previous agreement and approvals that required Tuttlehill and Textile Rds. future lighting be a part of the Special Assessment District for street lighting for Majestic Lakes/Lakewood Farms. Joe Lawson stated that all conditions from previous agreement roll over into the new agreement.

Mr. Manny Kianicky from S.R. Jacobson updated the Board on progress of the pump stations operation and indicated they were in agreement with the changes presented by Mr. Lawson. Mr. Casto, Director of YCUA, stated later in the meeting that YCUA would take over the operation of the pump stations. Mr. Casto will find out who is responsible for paying for it but he believed YCUA was responsible.

Mr. Tyler Tennent, Attorney for Redwood, told the board he would be available to answer any questions regarding Blue Majestic. Supervisor Stumbo asked if they build energy efficient apartments and Mr. Tennent said that they did.

- 3. 2<sup>nd</sup> READING OF PROPOSED ORDINANCE 2015-451, SEWAGE DISPOSAL RATE CHANGE (1<sup>ST</sup> READING HELD AT THE AUGUST 18, 2015 REGULAR MEETING)**
- 4. 2<sup>ND</sup> READING OF RESOLUTION 2015-27, PROPOSED ORDINANCE 2015-449, TO AMEND CHAPTER 66 VEGETATION MAINTENANCE STANDARDS (1<sup>ST</sup> READING HELD AT THE AUGUST 18, 2015 REGULAR MEETING)**

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- 5. 2<sup>nd</sup> READING OF RESOLUTION 2015-28, PROPOSED ORDINANCE 2015-450 TO AMEND CHAPTER 48 ARTICLE IV VACANT PROPERTY REGISTRATION TO INCLUDE COMMERCIAL AND INDUSTRIAL PROPERTIES (1<sup>ST</sup> READING HELD AT THE AUGUST 18, 2015 REGULAR MEETING)**

Mike Radzik, stated that they changed language to include Residential, Commercial, and Industrial Properties. He said this amendment now addresses all vacant properties, not just residential vacant properties.

- 6. 2<sup>nd</sup> READING OF PROPOSED ORDINANCE 2015-452, DESIGNATION OF AUTHORIZED OFFICIALS TO WRITE MUNICIPAL CIVIL INFRACTIONS (1<sup>ST</sup> READING HELD AT THE AUGUST 18, 2015 REGULAR MEETING)**

## **NEW BUSINESS**

- 1. BUDGET AMENDMENT #11**
- 2. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL OF POLICY AND PROCEDURE UPDATES TO THE TOBACCO USE POLICY AND AMERICAN WITH DISABILITIES ACT STATEMENT**

Karen Wallin and Robin Castle-Hine stated that the proposed policy states that buildings must be smoke free. The policy states that there must be a designated smoking area that is 50' away from entrances and buildings. They showed the different Township properties and where the smoking areas are designated.

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**3. REQUEST TO APPROVE THE FIRST AMENDMENT TO THE LAKEWOOD  
PLANNED DEVELOPMENT AGREEMENT (MAJESTIC LAKES STAGE 1  
PRELIMINARY PLANNED DEVELOPMENT AGREEMENT) AND AUTHORIZE  
THE SIGNING AND RECORDING OF THE AGREEMENT**

Attorney Winters stated that this was reviewed earlier in the meeting but that each time someone comes back to build in this development they will need to go through additional processes at that time including a separate PD Agreement.

**4. RESOLUTION 2015-30, PAYMENT OF RECURRING BILLS**

**5. RESOLUTION 2015-31, VACANT PROPERTY FEE SCHEDULE**

Mike Radzik stated that if this resolution is approved by the board tonight that they would adopt this fee schedule which is the exact fee schedule that exists for vacant residential property except the second and third items have been added. He said he and Mr. Mamo decided on a \$100.00 fee for inspection of Commercial and Industrial vacant property for one hour but if it goes beyond one hour the charge would be \$50.00 for each additional hour for an onsite inspection.

**6. RESOLUTION 2015-32, PROFESSIONAL SERVICE FEES FOR TOWNSHIP,  
ATTORNEY, PLANNER, ENGINEER, AND FIRE DEPARTMENT**

Mike Radzik stated that this is the fee schedule to administer the Policy Resolution 2015-24 that was approved at the last board meeting regarding the Collection Boxes in the Township. He reviewed the fee schedule.

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**7. RESOLUTION 2015-33, TEMPORARY ROAD CLOSURE REQUEST FOR 1<sup>ST</sup>  
ANNUAL YPSILANTI AREA UNITY MARCH**

Clerk Lovejoy Roe stated that Deputy Garrett received a phone call from Michael White, one of the organizers of the march, stating that the Road Commission made a mistake and did not get this request for a road closure on their agenda.

**8. RESOLUTION 2015-34, RENEWABLE ENERGY STRATEGY FOR FORD LAKE  
HYDRO STATION**

Michael Saranen, Hydro Station Manager, stated that the Township owns about 1800 RECS, although the Township would generate more but state law requires us to give them to DTE at no charge. He said he would like to apply most of the 1800 RECS to Township buildings which we could then claim that we have a near zero carbon footprint. He also said that at that point we could let residents know that our buildings are using renewable energy. He shared that the other surplus RECS we generate we could sell on the open market. Mr. Saranen said he believes this is good for the Township and it is good for our environment.

**9. REQUEST TO APPROVE AMENDED ESTIMATES WITH THE WASHTENAW  
COUNTY ROAD COMMISSION IN THE INCREASED AMOUNTS OF  
\$2,732.50 FOR INSTALLATION OF TRAFFIC CALMING DEVICES ON  
BERKLEY AVE. AND \$1,688.00 FOR INSTALLATION OF THREE (3)  
PEDESTRIAN CROSSWALKS IN GREENE FARMS SUBDIVISION BUDGETED  
IN LINE ITEM #101-446-000-818-022**

**10. REQUEST OF MIKE RADZIK, OCS DIRECTOR, FOR AUTHORIZATION TO  
SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR  
PROPERTIES LOCATED AT 1525 S. PASADENA, 1408 ANDREA ST., 1357  
MCCARTHY CT., 7274 RACHEL DR., 711 CAYUGA, 1106 JUNEAU, 218  
VALLEY AND 8950/9070 CHARLOTTE CT. IN THE AMOUNT OF \$40,000.00  
BUGETED IN LINE ITEM #101-950-000-801-023**

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Mike Radzik described the various properties and the concerns regarding them.

**11. REQUEST OF NEXUS GAS TRANSMISSION FOR AUTHORIZATION TO SURVEY TOWNSHIP OWNED PARCELS K-11-13-331-005, K-11-13-331-017 AND K-11-13-331-003**

Clerk Lovejoy Roe clarified that this was for surveying only.

**12. REQUEST TO CANCEL YPSILANTI TOWNSHIP BOARD MEETING SCHEDULED FOR TUESDAY, NOVEMBER 3, 2015 DUE TO SPECIAL ELECTION**

**OTHER BUSINESS**

**A. REQUEST BY JEFF ALLEN FOR THE COMPLETION OF THE VETERANS DRIVE PROJECT TO PAY ANGLIN CIVIL \$12,000.00 FOR CONCRETE WORK INCLUDING EXTENDING EXISTING SIDEWALK TO HURON RIVER DRIVE**

**AUTHORIZATION AND BIDS**

**1. REQUEST OF TRAVIS MCDUGALD, IS MANAGER, TO AUTHORIZE PURCHASE OF FIFTEEN (15) DELL CUSTOM BUILT WORKSTATIONS FROM DELL DIRECT IN THE AMOUNT OF \$16,785.30 BUDGETED IN LINE ITEM #101-266-000-977-000**

Mr. Radzik stated that since Mr. McDugald was at a conference, he was here to explain that this purchase was a budgeted plan to replace workstations every five years.

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**2. REQUEST TO DEVELOP QUALIFICATIONS FOR A PROFESSIONAL SERVICES PROPOSAL FOR A DOCUMENT MANAGEMENT SOLUTIONS PARTNER AND BRING A SINGLE PROPOSAL BACK TO THE BOARD FOR REVIEW AND CONSIDERATION**

**MAJESTIC/LAKEWOOD DEVELOPMENT** (further discussion)

Attorney Winters requested that the restrictions that are now in place with Majestic /Lakewood, Redwood and Nautica Lakes be recorded into the Master Deed.

Mr. Joe Lawson stated that all owners will be subject to the PD agreement so all new owners will be subject to the conditions in the P.D. Agreement when they purchase any portion of the land.

Supervisor Stumbo stated each development would have a separate development agreement.

Mr. Manny Kianicky said that the Master Deed requires an Exhibit B to go along with it and Exhibit B requires the final Engineering to be done. Atwell is currently working on that and he hoped to have that completed in a few more weeks.

Attorney Winters requested at the Board Meeting, the Board include that, at PD Stage II, the Master Deeds must have been approved by attorney before final PD Stage II approval by the board.

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The meeting adjourned at approximately 6:51 p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk