

CHARTER TOWNSHIP OF YPSILANTI MINUTES OF THE OCTOBER 6, 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, Scott Martin and Trustee Mike Martin (arrived at 5:21p.m.)

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

CIVIC CENTER SIGNAGE

Jeff Allen, Residential Services Director, stated the township signs at Veterans Drive and at the entrance to the Civic Center need to be replaced. Mr. Allen discussed possibly getting a lighted sign similar to the sign at the LEC Building. He said Huron Signs gave an estimate of \$35,000 for a wireless electronic sign that is 36 sq. feet. He reported the cost to update the current sign, including new panels; with the changes that are needed would be \$11,094. Mr. Allen asked the Board for direction in what type of sign is preferred. Treasurer Doe asked if the current sign could be lighted and Mr. Allen said it could. Mr. Allen said he did have contractors take out the bushes and lay a couple empty conduits for future electrical. He also stated that in the \$11,094 quote they will be adding other signage that is needed. Supervisor Stumbo stated that with the electronic sign we could inform the community when needed but we could also utilize the sign at the LEC. The Board concluded to replace the current sign with similar signage. Mr. Allen will get additional bids for updating the current sign and bring the bids back to the Board.

Ms. Kaiser, Township Resident, stated that electronic signs are distracting to drivers and would prefer the township save the extra money and purchase a lighted sign.

CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 6, 2015 WORK SESSION MINUTES
PAGE 2

Mr. Allen asked the Board if we could waive getting sealed bids. He would call other sign companies and get their quotes. Supervisor Stumbo stated that it would be added to the agenda under Other Business.

2016 FISCAL YEAR BUDGET REVIEW

Supervisor Stumbo stated that the Health Care Rate increase is 4.5% instead of the 20% that was anticipated. She also stated that there was not an increase in the renewal for Dental Insurance. Supervisor Stumbo stated that she needed direction on the salary increases. She reported the Union negotiated a 1.5% increase and she would like to add 1.5% increase for Non-Union members. She said the Judge is asking for a market adjustment of 16% for Magistrate Mark Nelson. Supervisor Stumbo stated that she would not recommend doing a Market Adjustment of that size. Trustee Scott Martin asked if the 1.5% was for Township Officials. Supervisor Stumbo stated that it was included for non-union employees. Trustee Scott Martin stated that he would agree to research market adjustments and believes we should do the same kind of adjustment for our own employees. Clerk Lovejoy Roe stated that there is a possibility that we could have less revenue next year. Clerk Lovejoy Roe agrees that Magistrate Mark Nelson is doing two jobs but he was hired in to do both of those jobs. She stated we have lost 1/3 of our taxable revenue. Clerk Lovejoy Roe also stated that there are other people employed at the Township who are probably under market rates. Clerk Lovejoy Roe believes that Ypsilanti Township is not in a position to offer a 16% increase for an employee. Treasurer Doe stated that we could look at market rates next year but now isn't the right time. Supervisor Stumbo agreed we do not know what might happen in the future but that we could get numbers together for next year. The Board agreed to a 1.5% increase for Magistrate Mark Nelson.

Javonna Neel, Accounting Director, requested direction of the Board regarding the structure for presenting our budgets. Director Neel requested that the budgets be done by classification summaries. She explained they would be by personnel wages, fringe benefits, utilities, etc. and would all be based on classification instead of going line by line. After Javonna Neel showed examples, the Board agreed on this structure change when presenting the budget. Ms. Neel

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 6, 2015 WORK SESSION MINUTES**

PAGE 3

said our web site continues with the line item format. Director Neel described how to read the brief summary and overview of the budget. Supervisor Stumbo stated that each fund will be recorded in this structure.

GPS SYSTEM FOR TOWNSHIP VEHICLES

Jeff Allen, Residential Services Director, stated that the GPS systems serviced by Wexsmart sent him a notice stating that the system needs to be upgraded, including adding new hardware in our vehicles. Mr. Allen reported he was contacted by our Verizon Representative about moving our GPS system to Verizon. He said that currently we pay \$27.00 to \$56.00 a vehicle; the Verizon Representative quoted \$18.95 per vehicle. Mr. Allen was not sure if that price would include our chipper truck. Mr. Allen stated that we currently have 15 vehicles with GPS at a cost of \$407 per month; with Verizon he said we would have an upgraded system for 29 vehicles at a cost of \$550 per month and a \$3200 charge for equipment. He said our current system will have to be upgraded if we continue with them. Mr. Allen said he would like to cancel our current contract. Supervisor Stumbo stated that with a difference of a little over \$100 a month with double the vehicles it would be a good change. Mr. Allen commented that with the new system it has a better record keeping capability. Mr. Allen will get all the information and bring it back to the board at the next meeting including cost for adding Township Fire Trucks.

AGENDA REVIEW:

CONSENT AGENDA

A. MINUTES OF THE SEPTEMBER 15, 2015 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

1. STATEMENTS AND CHECKS FOR OCTOBER 6, 2015 IN THE AMOUNT OF \$1,451,298.63.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 6, 2015 WORK SESSION MINUTES
PAGE 4
AUGUST 2015 TREASURER'S REPORT**

ATTORNEY REPORT:

A. GENERAL LEGAL UPDATE

Attorney Winters stated that on Friday, October 2, 2015 he had a second conference call with Representatives of Fannie Mae/Freddie Mac. He reported they are still under a conservatorship from the Federal Finance Housing Authority. Attorney Winters continued to address the problems that are incurred by not releasing these houses immediately after 30 days and instead wait 6 months or longer. He said that by leaving them abandoned, the Township watches the houses deteriorate with water, sewage, and mold problems along with vandalism. Attorney Winters stated that the gentleman they spoke with has promised to call back later this week with additional information. He was hopeful that we may see something soon in helping with the foreclosed homes in Ypsilanti Township and said we can apply this process to other houses foreclosed by other financial institutions.

Attorney Winters stated that we have good people living in our neighborhoods and through neighborhood watch groups they have helped us keep up to date on what is happening in the Township. He stated that he is encouraged with the progress we are making.

NEW BUSINESS

1. BUDGET AMENDMENT #12

Clerk Lovejoy Roe stated that this is an increase in revenue expenditure for additional cameras in the Sugarbrook and Thurston Neighborhood and we have to re-budget revenue that we received on the closings for the homes Habitat for Humanity purchased from us.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 6, 2015 WORK SESSION MINUTES
PAGE 5**

- 2. REQUEST FOR AUTHORIZATION TO PROVIDE \$90,000.00 TO HABITAT FOR HUMANITY FOR THE PURCHASE OF 1358 ANDREA AND 1424 ANDREA IN THE SUGARBROOK NEIGHBORHOOD FOR COMPLETE REHABILITATION AND SALE TO OWNER OCCUPIED FAMILIES BUDGETED IN LINE ITEM #101-950-000-969-010 FOR THE PURPOSE OF NEIGHBORHOOD STABILIZATION AND REVITALIZATION**

Supervisor Stumbo had suggested at a neighborhood watch meeting that by selling homes to Habitat for Humanity they will keep them under home ownership. Supervisor Stumbo stated that by having a Community Organizer working with Habitat who will conduct meetings to find out what is important to the residents and what changes they want to see in their neighborhood. She also said that this has helped stabilize the neighborhoods in Gault Village and West Willow. She reported she is trying to get resources to help with this type of work in Sugarbrook. Clerk Lovejoy Roe stated that with these types of projects they are not only renovating the houses, but also making positive changes in the neighborhood.

- 3. 1ST READING OF RESOLUTION 2015-41, PROPOSED ORDINANCE 2015-453, AN ORDINANCE AMENDING THE CODE OF ORDINANCES CHAPTER 30, ARTICLE II, ENTITLED FIRE PREVENTION CODE BY ADOPTION OF THE 2012 EDITION OF THE INTERNATIONAL FIRE PREVENTION CODE**

Supervisor Stumbo asked what edition we currently have. Eric Copeland, Fire Chief, stated that we currently have the 2009 Edition. He said that the 2012 Edition will keep us up on the current codes.

- 4. 1ST READING OF RESOLUTION 2015-42, PROPOSED ORDINANCE 2015-454, AN ORDINANCE AMENDING ORDINANCE NO. 74, TOWNSHIP ZONING ORDINANCE, TO REZONE 2590 EAST MICHIGAN AVENUE, PARCEL K-11-01-300-004, FROM ITS CURRENT MHP (MOBILE HOME PARK) ZONING CLASSIFICATION TO B-3 (GENERAL BUSINESS) ZONING CLASSIFICATION**

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 6, 2015 WORK SESSION MINUTES**

PAGE 6

- 5. 1ST READING OF RESOLUTION 2015-43, PROPOSED ORDINANCE 2015-455, AN ORDINANCE AMENDING ORDINANCE NO. 74, TOWNSHIP ZONING ORDINANCE, TO REZONE 953 EAST MICHIGAN AVENUE, PARCEL K-11-10-205-039, FROM ITS CURRENT MHP (MOBILE HOME PARK) ZONING CLASSIFICATION TO B-3 (GENERAL BUSINESS) ZONING CLASSIFICATION**

Joe Lawson, Planning and Development Coordinator, confirmed that these parcels are owned by the Township. He stated that we previously had hoped someone would purchase these properties but since they haven't it was decided to move forward with these Resolutions.

- 6. REQUEST TO APPROVE ANNUAL SENIOR NUTRITION AGREEMENT WITH WASHTENAW COUNTY, FUNDED THROUGH A FEDERAL GRANT AND TO AUTHORIZE SIGNING OF THE AGREEMENT**

Supervisor Stumbo stated that this is a food program for Seniors in the Township. The amount is \$15,000 which is an increase from previous years.

- 7. REQUEST AUTHORIZATION TO SIGN PURCHASE AGREEMENT WITH DTE FOR INSTALLATION OF ONE (1) OVERHEAD FED BLACK 135 WATT AUTOBAHN LED MOUNTED ON A 17'-6" CODE 48 ARM ON AN EXISTING WOOD POLE TO BE LOCATED AT THE WESTBOUND INTERSECTION OF MICHIGAN AVENUE AND DORSET IN THE AMOUNT OF \$658.28 BUDGETED IN LINE ITEM #101-956-000-926-050**

- 8. REQUEST OF NEXUS GAS TRANSMISSION FOR AUTHORIZATION TO SURVEY TOWNSHIP OWNED PARCELS K-11-23-200-001, K-11-23-400-022 AND K-11-13-330-001**

Supervisor Stumbo stated her concern was that they would be surveying in Ford Lake.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 6, 2015 WORK SESSION MINUTES
PAGE 7**

- 9. SET PUBLIC HEARING DATE OF TUESDAY, NOVEMBER 17, 2015 AT APPROXIMATELY 7:00 PM – CREATION OF LAKEVIEW #2 STREETLIGHT SPECIAL ASSESSMENT DISTRICT**

OTHER BUSINESS

AUTHORIZATION AND BIDS

- 1. REQUEST OF ERIC COPELAND, FIRE CHIEF, TO AWARD LOW BID FOR FIRE STATION HEADQUARTERS ROOF REPLACEMENT TO RAPID ROOFING IN THE AMOUNT OF \$49,950.00 BUDGETED IN LINE ITEM #206-970-000-971-008**

Eric Copeland, Fire Chief, recommended the Board approve the low bid from Rapid Roofing. Attorney Winters stated that he would like to make sure everything is included in the contract according to our contract provision checklist. Alex Mamo stated that Rapid Roofing is moving their business into the Township and that they gave the Township a 10% discount off their original bid.

- 2. REQUEST OF MIKE RADZIK, OCS DIRECTOR, TO AWARD LOW BID FOR ASBESTOS ABATEMENT AND DEMOLITION OF RESIDENTIAL STRUCTURES LOCATED AT 2215 HARMON AND 2572 HEARTHSIDE IN THE AMOUNT OF \$28,075.00 BUDGETED IN LINE ITEM #101-950-000-969-011**

Mike Radzik explained that both of these are open court cases in Circuit Court. The Hearthside address is owned by an estate and they were ordered to do the demolition but they are not financially able to do it. The Township is now authorized to do the demolition. He said the Harmon address had a mortgage but as soon as the Township filed the lawsuit the mortgage company discharged the mortgage. He reported the elderly owner does not have the resources to do the demolition and again the Township is now authorized to do the demolition. Mr. Radzik stated that he continues to get complaints on the Harmon property from residents and from the neighborhood watch group regarding the condition of the property.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 6, 2015 WORK SESSION MINUTES
PAGE 8**

- 3. REQUEST OF ERIC COPELAND, FIRE CHIEF, TO SEEK SEALED BIDS FOR THE REPAIR OF THE STORM DRAINS LOCATED IN THE NORTH PARKING LOT OF FIRE HEADQUARTERS AT 222 S. FORD BLVD.**

- 4. REQUEST OF ERIC COPELAND, FIRE CHIEF, TO SEEK SEALED BIDS FOR INSTALLATION OF FIBERGLASS INSULATION IN THE ATTIC AND SOFFIT AREA OF FIRE HEADQUARTERS AT 222 S. FORD BLVD.**

The meeting adjourned at approximately 6:55 p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk