

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE SEPTEMBER 20, 2016 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 4:03 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: Stan Eldridge, Scott Martin

**Members Absent:** Trustee Jean Hall Currie, Trustee Mike Martin

**Legal Counsel:** Wm. Douglas Winters

**1. 2017 PRELIMINARY BUDGET – BRENDA STUMBO, SUPERVISOR  
JAVONNA NEEL, ACCOUNTING DIRECTOR**

Javonna Neel, Accounting Director explained the preliminary budget for 2017. She stated the presentation was on the township website. Ms. Neel explained that from 2015- 2016 our taxable value for all township property increased by 1.1%. She stated the tax revenues increased .86% for 2015-2016. Ms. Neel stated that the 2016 tax levies were utilized for operating revenues in 2017. Ms. Neel said that a rollback was required by statute when the growth of township properties was greater than inflation and the rollback was .9942. She said new this year was (ESA) Essential Service Assessment which was a reimbursement we would receive from the state. Ms. Neel stated the expected reimbursement would be \$126,193.00 and should come in February 2017. She said she was not sure whether this reimbursement was dedicated for fire, police, and environmental services but she said she would find out. Ms. Neel presented an overview of the following funds: 101 General Fund, 206 Fire Department Fund, 208 Parks Department Fund, and 212 BSR II Fund.

**2. TRUSTEE ATTENDANCE POLICY**

No discussion, all agreed they would wait for Trustee Mike Martin to be present.

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 20, 2016 WORK SESSION MINUTES  
PAGE 2**

**3. PUBLIC HEARING**

**A. 7:00PM – 2016 SPECIAL ASSESSMENT LEVY – RESOLUTION  
NO. 2016-42 (PUBLIC HEARING SET AT THE AUGUST 16, 2016  
REGULAR MEETING)**

Clerk Lovejoy Roe explained the Resolution 2016-42 to the Board. There was lengthy discussion regarding the Comcast contract and whether the 3 year contract should begin in 2018 or 2017 and also when the cameras would be installed. Supervisor Stumbo stated that she would like to lock in the discounted rate from Comcast but the project might not be completed in 2016 to begin assessments in 2017. Jeff Allen, Residential Service Director stated that Comcast had given the Township a lower cost if the contract was signed in 2016 for 2017 installation. Supervisor Stumbo would like to lock in the cost even if the Township must pay the first year.

**4. CONSENT AGENDA**

**A. MINUTES OF THE AUGUST 16, 2016 SPECIAL MEETING, WORK SESSION  
AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

1. STATEMENTS AND CHECKS FOR SEPTEMBER 6, 2016 IN THE AMOUNT OF \$893,600.07
2. STATEMENTS AND CHECKS FOR SEPTEMBER 20, 2016 IN THE AMOUNT OF \$907,588.62
3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR AUGUST 2016 IN THE AMOUNT OF \$32,329.57
4. CHOICE HEALTH CARE ADMIN FEE FOR JULY 2016 IN THE AMOUNT OF \$1,192.50

**C. AUGUST 2016 TREASURER'S REPORT**

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 20, 2016 WORK SESSION MINUTES  
PAGE 3**

**SUPERVISOR REPORT – will be given at Regular Board Meeting**

**CLERK REPORT**

**TRUSTEE REPORT**

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

**OLD BUSINESS**

- 1. 2<sup>ND</sup> READING OF PROPOSED ORDINANCE 2016-466, SEWAGE DISPOSAL RATE CHANGE (FIRST READING HELD AT THE AUGUST 16, 2016 REGULAR MEETING)**
- 2. 2<sup>ND</sup> READING OF RESOLUTION 2016-30, PROPOSED ORDINANCE 2016-464, AMENDING CHAPTER 48 ARTICLE III OF THE CODE OF ORDINANCES REGARDING RENTAL PROPERTY REGISTRATION AND INSPECTION TO INCLUDE MULTI-FAMILY RESIDENTIAL UNITS (1<sup>ST</sup> READING HELD AT THE AUGUST 16, 2016 REGULAR MEETING)**
- 3. 2<sup>ND</sup> READING OF RESOLUTION 2016-31, PROPOSED ORDINANCE 2016-465, ADOPTION OF THE 2015 INTERNATIONAL PROPERTY MAINTENANCE CODE (1<sup>ST</sup> READING HELD AT THE AUGUST 16, 2016 REGULAR MEETING)**

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 20, 2016 WORK SESSION MINUTES  
PAGE 4**

**NEW BUSINESS**

**1. BUDGET AMENDMENT #12**

Supervisor Stumbo stated the proposed amendment included \$63,337.00 for the Holmes Road neighborhood cameras and an LED street light to be installed at Hewens Creek because of illegal dumping. Supervisor Stumbo said that the Library would pay for the operation of a street light at Whittaker Road and Civic Center Dr. and the Township budget amendment would pay for the installation. Supervisor Stumbo stated that there was a line item transfer to the Fire Fund. She said also \$15,000.00 for sidewalk repair was included.

**2. REQUEST OF JOE LAWSON, PLANNING DIRECTOR FOR APPROVAL  
OF THE PD STAGE II FINAL SITE PLAN AND DEVELOPMENT  
AGREEMENT FOR THE NAUTICA POINTE PHASE OF THE MAJESTIC  
LAKES PLANNED DEVELOPMENT (PD20)**

Joe Lawson, Planning Director stated that this development was first brought to the Township in 2006 from Developer Burton Katzman. Mr. Lawson said that when Burton Katzman went bankrupt the property was purchased by SR Jacobson at a tax sale. Mr. Lawson stated that SR Jacobson redeveloped the project and it was approved in 2011. SR Jacobson came back to the Township with a new plan, PD20. He stated that the property was rezoned to Planned Development 20 with a mix of residential uses. Mr. Lawson said the Planning Commission approved the changes provided the Township Board would approve it. Attorney Winters, Township Attorney stated that the development agreement was in proper form and ready to be signed if the Board decided to approve it. When the Board questioned about a special assessment for streetlights on Tuttle Hill, Mr. Lawson said that if the Township decided to create a special assessment district SR Jacobson would participate. Supervisor Stumbo confirmed with Mr. Lawson that the development would participate in a special assessment district regarding cameras and street lighting. Mr. Lawson stated that there would be cameras at the entrance to the development and that the developer would participate in the maintenance of the cameras. The developer, Richard Batt, with Redwood confirmed that they would pay for the installation of the cameras and would be responsible for the

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 20, 2016 WORK SESSION MINUTES  
PAGE 5**

maintenance. Supervisor Stumbo confirmed that the rent restrictions were also addressed in the agreement.

**3. REQUEST OF JOE LAWSON, PLANNING DIRECTOR FOR  
ACCEPTANCE OF A 20-FOOT-WIDE SIDEWALK EASEMENT  
GRANTED BY YPSILANTI MI (2985 WASHTENAW) LLC IN  
RELATION TO THE CONSTRUCTION AND SITE PLAN  
IMPROVEMENTS ASSOCIATED WITH THE FORTHCOMING FRESH  
THYME FARMERS MARKET LOCATED AT 2985 WASHTENAW**

Joe Lawson, Planning Director explained that Fresh Thyme was granted a 20 foot easement along Washtenaw Ave. Mr. Lawson explained this easement request came from the Re-Imagine Washtenaw Ave plan that the Township approved. He said Fresh Thyme was happy to give the easement for pedestrian traffic. Mr. Lawson stated he was asking the board to accept the easement because Michigan Department of Transportation would not accept it at this time. Mr. Lawson said initially the thought was that Michigan Department of Transportation would take this right of way but Michigan Department of Transportation was not in a position to take the easement or right of way. Mr. Lawson stated he was asking the township to accept these easements. He stated that Fresh Thyme would take care of the snow removal but would like the Township to add it to their sidewalk maintenance program. Attorney Winters questioned the snow removal this upcoming winter since the Fresh Thyme was not planning on opening until 2017.

**4. REQUEST APPROVAL OF THE PERPETUAL EASEMENT AGREEMENT  
BETWEEN SBA AND YPSILANTI TOWNSHIP AS IT PERTAINS TO  
THE COMMUNICATIONS SITE LEASE AGREEMENT FOR THE CELL  
TOWER LOCATED AT 1865 CADILLAC IN THE AMOUNT OF  
\$334,000.00**

Attorney Winters explained the request was a lease agreement with SBA to be paid in full. Supervisor Stumbo said that with Board approval the payment would go towards the reduction of the Seaver Farm Bond.

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 20, 2016 WORK SESSION MINUTES  
PAGE 6**

- 5. RESOLUTION 2016-38, VACATION/ABANDONMENT OF THE PUBLIC ALLEY BETWEEN ANDREA AND HARRY STREETS**
- 6. 1<sup>ST</sup> READING OF RESOLUTION 2016-39, PROPOSED ORDINANCE 2016-467 AMENDING THE TOWNSHIP CODE OF ORDINANCES, CHAPTER 46, ARTICLE II PARK REGULATIONS TO PROHIBIT SMOKING IN TOWNSHIP PARKS**

Monica Ross-Williams, Park Commissioner explained the Resolution was to keep the healthy atmosphere of the parks by prohibiting smoking in township parks. Ms. Kaiser asked if e-cigarettes were prohibited and Ms. Ross-Williams said that they would also be prohibited.

- 7. 1<sup>ST</sup> READING OF RESOLUTION 2016-40, PROPOSED ORDINANCE 2016-468 AMENDING THE TOWNSHIP ZONING CODE REGARDING CHILD DAYCARE CENTERS IN RESIDENTIAL DISTRICTS**

Joe Lawson, Planning Director stated that this resolution would return the day care ordinance back to the previous ordinance regarding child daycare centers in residential districts. Mr. Lawson explained that a child daycare center would be allowed in a residential area as an accessory use like in a school or a church.

- 8. 1<sup>ST</sup> READING OF RESOLUTION 2016-41, PROPOSED ORDINANCE 2016-469, AMENDING THE YPSILANTI TOWNSHIP CODE OF ORDINANCES CHAPTER 58, TO PROHIBIT TEXTING WHILE DRIVING**

Supervisor Stumbo stated that because it was a state law the Township would need to adopt an ordinance to enforce the state law under Township Ordinance.

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 20, 2016 WORK SESSION MINUTES  
PAGE 7**

**9. RESOLUTION 2016-49, PETITION TO LOCATE, ESTABLISH AND  
CONSTRUCT A DRAIN FOR THE TYLER DAM DRAIN**

Clerk Lovejoy Roe explained that repairing the dam and drain was a large expenditure for the township when most of the area using the dam was GM property with a small amount of residential property using the drain. Clerk Lovejoy Roe stated that at a meeting with Evan Pratt, County Water Resource Commissioner it was suggested that creating a drainage district for the Tyler Dam Drain would help with the cost of repairs. She said that this petition would start the process to establish and construct a drainage district.

**10. RESOLUTION 2016-50, AUTHORIZATION OF THE DRAIN AND  
DETENTION EASEMENT FOR THE TYLER DAM DRAIN TO THE  
TYLER DAM DRAIN DRAINAGE DISTRICT**

Clerk Lovejoy Roe explained that in order to do the work that would need to be done the water commission would need an easement on Township property to construct the drain and dam.

**11. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR FOR  
APPROVAL OF A CONTRACT WITH STANTEC FOR PROFESSIONAL  
ENGINEERING SERVICES FOR TYLER DAM PHASE 4 IN AN  
AMOUNT NOT TO EXCEED \$79,800.00 WITH \$35,000.00  
BUDGETED IN LINE ITEM #252-252-000-801-250 FOR 2016 AND  
\$44,800.00 TO BE BUDGETED IN LINE ITEM #252-252-000-801-250  
FOR 2017**

Jeff Allen, Residential Services Director stated this was a request to approve the payment for Engineering Services for the Tyler Dam project.

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 20, 2016 WORK SESSION MINUTES  
PAGE 8**

**12. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR FOR APPROVAL OF AN AGREEMENT WITH CANTON TOWNSHIP FOR THE PROCESSING OF MUNICIPAL YARD WASTE FROM CANTON TOWNSHIP AT THE YPSILANTI TOWNSHIP COMPOST SITE**

Jeff Allen, Residential Services Director explained with the purchase of the new equipment at our Compost Site more yard waste could be processed which would bring more revenue to the Township. Mr. Allen stated that this was a request to approve an agreement with Canton Township for processing their yard waste.

**13. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL FOR SALE OF 1810 GEORGE AVE, LOT 458, PARCEL #K-11-14-436-004 TO LORENZO AND TAMMEY EPPS IN THE AMOUNT OF \$1,000.00**

Supervisor Stumbo stated that the two lots would be combined and not be built on. Treasurer Doe questioned whether the closing cost would come out of the \$1,000.00. Supervisor Stumbo said that closing cost would be paid by the purchaser in addition to the purchase price of \$1,000.00

**14. AUTHORIZATION TO PAY DTE FOR THE INSTALLATION OF ONE (1) 280 WATT AUTOBAHN LED WITH BLACK HOUSING MOUNTED ON A SMOOTH BLACK 30' FIBERGLASS DIRECT BURIED POST TO BE LOCATED AT THE YPSILANTI DISTRICT LIBRARY AT WHITTAKER ROAD AND CIVIC CENTER DR. IN THE AMOUNT OF \$6,580.91 BUDGETED IN LINE ITEM #101-956-000-926-050**

**15. REQUEST AUTHORIZATION TO SIGN PURCHASE AGREEMENT WITH DTE ENERGY FOR THE INSTALLATION OF ONE OVERHEAD LED 280 WATT AUTOBAHN LED WITH GRAY HOUSING MOUNTED ON A 6' ARM ATTACHED TO A WOOD POLE TO BE LOCATED IN THE PARKING AREA FOR HEWENS CREEK PARK ON BEMIS RD. IN THE AMOUNT OF \$8,718.23 BUDGETED IN LINE ITEM #101-956-000-926-050**

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 20, 2016 WORK SESSION MINUTES  
PAGE 9**

- 16. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 1196 LESTER IN THE AMOUNT OF \$5,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**
- 17. REQUEST TO APPROVE L-4029 AND AUTHORIZE SIGNING**
- 18. REQUEST TO REDUCE THE NUMBER OF MEMBERS ON THE CONSTRUCTION BOARD OF APPEALS FROM SEVEN TO THREE**
- 19. REQUEST TO APPOINT MICHAEL RANDALL TO THE PLANNING COMMISSION TO FILL A VACANCY**

**OTHER BUSINESS**

**AUTHORIZATIONS AND BIDS**

- 1. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO AWARD THE LOW BID FOR THE INSTALLATION OF FIBER OPTIC CABLE AT THE CIVIC CENTER AND COMPOST SITE CONTINGENT UPON ATTORNEY REVIEW TO FIBER LINK INC. IN THE AMOUNT OF \$37,036.14 BUDGETED IN LINE ITEM #101-266-000-971-008**
- 2. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO SEEK PROPOSALS FOR VOICE PHONE UTILITY SERVICES**
- 3. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO REJECT ALL MANAGED PRINT SERVICES PROPOSALS AND TO SEEK INDIVIDUAL AGREEMENTS ON A PER UNIT BASIS**

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 20, 2016 WORK SESSION MINUTES  
PAGE 10**

- 4. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO AWARD THE LOW BID FOR THE RENOVATION OF THE FORD LAKE PARK TENNIS COURTS TO S&J ASPHALT IN THE AMOUNT OF \$218,187.00 WITH \$203,687.00 BUDGETED IN LINE ITEM #212-970-000-997-001 AND \$14,500.00 BUDGETED IN LINE ITEM #212-970-000-975-795 PARTIALLY FUNDED WITH A MATCHING GRANT IN THE AMOUNT OF \$99,600.00 FROM THE DNR**
  
- 5. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK PROPOSALS FOR THE PRINTING AND MAILING OF THE "HELPFUL HANDBOOK"**
  
- 6. REQUEST OF KAREN LOVEJOY ROE, CLERK FOR AUTHORIZATION TO PURCHASE TWENTY (20) DELL LATITUDE 3560 LAPTOPS AT \$515.00 EACH (COMPETITIVE PRICING NEGOTIATED THROUGH WASHTENAW COUNTY CLERK'S OFFICE) FOR ELECTION USE IN THE AMOUNT OF \$10,300.00 BUDGETED IN LINE ITEM #101-266-000-977-000**
  
- 7. REQUEST FOR AUTHORIZATION FOR THE PRINTING, MAILING, AND POSTAGE OF THE INFORMATION POSTCARDS IN REGARD TO THE TOWNSHIP MILLAGE RENEWALS BY MESSENGER PRINTING IN THE AMOUNT OF \$4,203.00 FOR THE PRINTING AND MAILING BUDGETED IN LINE ITEM #101-267-000-900-000 PLUS POSTAGE BUDGETED IN LINE ITEM #101-267-000-730-000**

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 20, 2016 WORK SESSION MINUTES  
PAGE 11**

Clerk Lovejoy Roe suggested that if the board approves Special Assessment Levy – Resolution # 2016-42 then the board could set a public hearing for a revised Special Assessment Levy including the Holmes Rd. neighborhood cameras for the October 18, 2016 board meeting. Jeff Allen, Residential Services Director questioned if the Board approves the Levy tonight could they sign the contract and get the project moving forward and if everything gets processed before the end of the year it would be charged to the residents but if it wasn't completed before the end of the year the township would pay the bill for the first year. Clerk Lovejoy Roe stated that there must be a Public Notice 10 days before the revised Special Assessment Levy hearing and then the Holmes Rd. cameras could be assessed in 2016.

The Board adjourned the work session meeting at approximately 6:42p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk