

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 18, 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, and Mike Martin (arrived at 5:20 pm)

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters (arrived at 5:20 pm)

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

Javonna Neel, Accounting Director explained the preliminary budget for 2017. She said the first part of the presentation was exactly as it was for the previously meeting. She said the taxable values and the tax revenue increases that we expect. She stated the tax revenue increase .86% overall and an increase for personal wages was 1.5%. Ms. Neel stated that in the outline presented to everyone there was a line by line explanation of each fund. Ms. Neel presented Fund 248 Housing and Business Inspection, which includes the multi-family rental inspections. Supervisor Stumbo confirmed that the multi-family rental fund would be self-funding. Ms. Neel explained the 3 new inspectors and 1 clerical and which funds are used for their compensation. Supervisor Stumbo stated that the 3 inspector positions were restoration of jobs we did not fill in 2009. Ms. Neel presented Fund 249 – Building. Supervisor Stumbo questioned if we had adopted the building permit fees for 2017. Mike Radzik, OCS Director stated that Alex Mamo, Chief Building Officer will be updating all the permit fees and at the next meeting they will be bringing to the board the recommendation for a new fee schedule. Mr. Radzik said the current fees do not cover the costs. He said the revenue indicated in the budget would change when new fees are implemented with board approval. Clerk Lovejoy Roe asked if there was an administration fee that was charged. Ms. Neel said that it was but she did not change the number with adding the new employees. Ms. Neel continued with Fund 252- Hydro. She stated the Hydro Fund revenues come from the electricity that was sold to DTE. Ms. Neel said some of the money going into this fund was to pay for some of the cleanup of Tyler Dam. Mike Saranen, Hydro Dam explained that they have been rebuilding generators for the last two years. He stated that one small rebuilt generator increased revenues by \$15,000.00 compared to the same flow prior to the rebuild. Mr. Saranen said they get a bigger return on the small generator from DTE than they do on the big generator. He said projects scheduled for 2017 would be some transformer maintenance and a replacement of the diesel generator. Mr. Saranen stated they had increased cost sustaining the diesel generator, it has shut down at various times and it was almost 30 years old. Ms. Neel stated that the Tyler Dam Project was about a 2 million dollar project and was not budgeted in this budget. She said she would have to bring that back. She said there was money to be used for this project from a couple different funds but it was a big expenditure. Supervisor

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Stumbo stated that on October 20, 2016 there will be a public hearing by the Board of Determination to allow the transfer of Tyler Dam and Tyler Pond to the Washtenaw County Resource Commission. She said that if approved this would allow the road commission and MDOT to pay toward the improvements of the Tyler Dam and Tyler Pond. Supervisor Stumbo said that if this was approved the Water Resource Commission would be responsible for the Tyler Dam and Tyler Pond and not Ypsilanti Township. Javonna Neel continued with her presentation with Fund 266 - Law Enforcement which included the Sheriff and the Ordinance Departments. Ms. Neel stated the contracts for the deputies increased by 1% for 2017. Supervisor Stumbo stated that the Township budgeted again for 2017 \$25,000.00 for youth employment. Mike Radzik, OCS Director asked Treasurer Doe to explain the request for shared personnel between the Treasurers' office and the Ordinance Dept. Treasurer Doe stated the shared position they have with the Ordinance Department was 50% for each department but the Ordinance position currently only needs it to be 10%. Treasurer Doe said he would like to change the position to 10% in the Ordinance Department and 90% in the Treasurers' office. He stated he would review it for 2017 and decide whether the position would be needed 100% in the Treasurers' department. Ms. Neel continued with Fund 250 – LDFA fund, which is a fund that the Township collect special taxes in and pays back debt for the infrastructure for the Seaver farm properties. She said that there was a Capital Improvement Fund that was no longer needed for wetland maintenance and and it had \$10,000.00 remaining in it. She said the township had this fund for five years and had met the total obligation so the \$10,000.00 was now available. Ms. Neel stated that she would close out the 498-Capital Improvement Fund. She said we would use the \$10,000.00 to pay down the Seaver bond after transferring it into Fund 301. Ms. Neel explained that the 301 General Obligation Debt Fund was used for all the debt. She stated when we pay any debt the funds are transferred into the 301 Fund and paid out of that fund. Ms. Neel briefly explained 397 – Series B Bonds Fund, 398 - 2013 Bonds Fund which was a general obligation fund for the Seaver farm. Ms. Neel explained 584 - Golf Course Fund and there was discussion regarding the repaving of the cart paths. Ms. Neel explained 595 – Motorpool Fund was an internal service fund which was used whenever any department uses a township vehicle the department pays a portion into the motor pool. Ms. Neel explained the 893 - Nuisance Abatement Fund which was a fund for blight, noxious weeds, and to board up buildings. Ms. Neel stated that she would bring the budget back to the board with the changes.

Supervisor Stumbo stated the Public Hearing for the budget was set for Tuesday, November 1, 2016.

**2. TRUSTEE ATTENDANCE POLICY – JAVONNA NEEL, ACCOUNTING DIRECTOR
KAREN WALLIN, HUMAN RES. GENERALIST**

Karen Wallin, Human Resource Generalist stated she, Javonna Neel and the current 3 Trustees met to discuss a different pay structure for the Township Trustees. She said they looked at other municipalities and decided to begin with the proposal that Trustee Eldridge drafted. Ms. Wallin said Proposal 1 in the Board Packet was the proposal that was drawn up after meeting with the current 3 Trustees. Ms.

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Wallin said they met with the 3 elected officials and went over the proposal and after that meeting drafted Proposal 2. Ms. Wallin stated the difference in the two proposals was the way the Trustees would be paid and the number of absences from board meetings that would be allowed during a 12 month period without financial penalty. Ms. Wallin said there would be an excused paid absence for bereavement also. Ms. Wallin stated that this proposed policy would not decrease the current wage for the Trustees. Trustee Eldridge stated that there would be a possibility for an increase in salary for extra meetings and he stated that was never his intention. He stated that he was disappointed that the Trustees were never contacted after the initial meeting about the changes that were made. Trustee Eldridge said that he would be in favor of the new policy if there was a change to delete the extra meeting stipend. Trustee S. Martin agreed with Trustee Eldridge and he would like to get this settled so what happened over the past couple of years could not happen again. Ms. Neel, Accounting Director stated Trustee compensation for extra meetings would be taken out of the Proposal. Clerk Lovejoy Roe suggested that the Trustee salary be divided for 24 meetings a year. Supervisor Stumbo agreed and said that there were not many special meetings called but when they do it was important for the entire board to be present. Ms. Neel stated she would make the changes and present the policy at the board meeting tonight.

Arloa Kaiser, Township Resident thanked the Trustees for their hard work to make this very important change.

Trustee Eldridge stated that months ago the plan was to review the policy for attendance, time off, and work hours for the fulltime elected officials. He said the request was asked at a public meeting and the proposal was supposed to be reviewed by September and he questioned what the status of that proposal was at this time. Supervisor Stumbo stated the biggest challenge was state law. Trustee Eldridge said he had drafted a proposal and said he would like to pass it out and bring it back at the next board meeting. Trustee Eldridge said there were too many concerns and too many complaints for us to keep burying our heads in the sand and not acting like it doesn't occur. He said he hopes this will begin the dialog and discussion.

Arloa Kaiser, Township Resident stated that she understands there was only one board member that doesn't want to participate and believes it is like having a dictator who thinks they can do as they want. She says that was the impression she has gotten when talking with others. Ms. Kaiser said she does not believe that one person should be a dictator over the whole board. She said that the board officials work for the community not for ones' own advantage, time off, and finances.

3. PROPOSED SNOW ORDINANCE – TOWNSHIP BOARD

Supervisor Stumbo stated that the draft was drawn up by the Trustees and the Treasurer. Supervisor Stumbo said changes were made in the draft after the

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Treasurer, Clerk and Attorney met. Attorney King stated that the Ordinance was a draft for discussion. She said the proposed Ordinance only concerned public sidewalks. She said in non-business districts it required the snow and ice removal within 48 hours of accumulation but within a business district the removal must be within 4 hours of accumulation or by the beginning of the business hours whichever was shorter. Attorney King explained the second portion deals with enforcement and it states if the snow posed an immediate public hazard the Township, without notice, could authorize the removal of the snow and ice. She stated the cost to remove the snow and ice along with an administration fee, determined by the Township Board, would be billed to the property owner. Attorney King said that if the fee was not paid within 45 days it would be assessed against the property and would appear on the tax roll as a lien against the property and enforced according to general property law. Attorney King explained the final section deals with snow emergency on public roads. She said that if there was an accumulation of 4 or more inches on public roadways then it would be automatically declared a snow emergency. She said that all motor vehicles parked on public roads must be removed until the public roadway was plowed. Attorney King said that if a motor vehicle was not removed from the road during a snow emergency the Township would have the right to remove the vehicle and the owner of the vehicle would be responsible for all the costs.

Supervisor Stumbo stated that it was changed from 36 to 48 hours. Trustee Eldridge questioned why it would be 48 hours when the surrounding areas it was 24 hours. Attorney King explained the timetables for the surrounding areas. Mike Radzik, OCS Director questioned whether the Township would publish the notice in the newspaper and have the Ordinance Department issue an individual NOV for every property owner who doesn't shovel prior to hiring someone to shovel and questioned who would the township contract to shovel. Trustee S. Martin questioned whether it would work similar to the noxious weed and grass ordinance. Treasurer Doe suggested a notice be put in the newspaper the first of November about the snow and ice ordinance and then when calls come in regarding the violation the NOV would be covered and the violation would be addressed quickly. Mr. Radzik suggested the same notice that was used for grass should be used for snow. His concern would be for people who are out of town and a snow storm occurs how it would be enforced. Mr. Radzik asked what minimum amount of snow could be left on the sidewalk. Treasurer Doe stated that it would be confusing for the homeowner to decide if there were enough snow to shovel and it was decided not to state a minimum. Supervisor stated the purpose was never to collect violations but the goal would always be compliance. Trustee M. Martin stated that it was frustrating that we would need this Ordinance but felt that if the homeowner was physically unable to shovel their snow the Township would have to contact someone to do it.

Arloa Kaiser, Township Resident stated she was against the Ordinance. She said she lived here 40 years without this ordinance and people walk in the street. She stated that using products to melt the snow and ice may cause more problems with the drains and lake. She asked if the township needed to hire more people so her taxes would increase. Ms. Kaiser questioned whether the township needed more money

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so they would write more citations. She said she thinks this ordinance is ridiculous and would rather walk in the snow than have the sidewalk clear and slip and fall.

Supervisor Stumbo said there have been some changes for next time and again the goal was compliance and not to generate revenue. Supervisor Stumbo clarified the changes in the Ordinance for the 2nd reading. She said the Ordinance would be under the direction of the Director of Community Standards Department, and that snow would need to be removed within 48 hours.

Arloa Kaiser, Township Resident stated that the postal services walk across yards and do not use the sidewalk. She said she wasn't sure how well AAATA was about keeping bus stops cleared of snow. She stated everyone wants everyone else to do the work; they want someone else to shovel their driveway. Ms. Kaiser said she thinks the township wants to make more money and just because Ypsilanti or whoever defecates in their pants doesn't mean we have to also. She said we have survived without this ordinance. She said she can't be a babysitter for everyone and she doesn't believe it was the townships' job.

Eric Copeland, Fire Chief stated there was a county snow emergency committee and they are scheduled to meet on October 28, 2016. He said that they go over all aspects of declaring a snow emergency including notification.

Jeff Allen, Residential Services Director questioned that the County declares a snow emergency at 4 inches. Attorney King stated that at 4 inches or more is what triggers the County Road Commission permitting and authorizing overtime to plow residential streets.

Clerk Lovejoy Roe confirmed that the township would put a notice in the newspaper about the Snow Removal but that statement would not be added to the Ordinance at the Attorneys' recommendation.

4. AGENDA REVIEW

Supervisor Stumbo stated there would be a Public Hearing regarding the special assessment levy revised to include Holmes Rd. Camera Special Assessment District.

New Business

**4. REQUEST OF MARK NELSON, 14B MAGISTRATE/COURT ADMINISTRATOR
FOR AUTHORIZATION TO ACCEPT THE DRUG COURT DOCKET GRANT IN
THE AMOUNT OF \$156,000.00 FOR THE REMAINDER OF 2016 AND 2017**

Magistrate Nelson explained the grant that was received to operate their drug court. He stated this would be the 4th year in a row they have operated this program. Magistrate Nelson said he was here tonight for the board to approve the grant so the program can receive the funds and continue the work they have been doing. Supervisor Stumbo stated she has heard positive things about the program. Magistrate Nelson said that this program has been very successful.

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**3. REQUEST OF MARK NELSON, 14B MAGISTRATE/COURT ADMINISTRATOR
FOR AUTHORIZATION OF THE RENEWAL OF AN INFORMATION TECHNOLOGY
AGREEMENT WITH WASHTENAW COUNTY IN THE AMOUNT OF \$29,118.00
AND BUDGETED IN LINE ITEM #236-136-000-819-010**

Magistrate Nelson stated that this was a renewal with Washtenaw County for technical support. He said the Court purchased the computers through the County and the County provides all the support. Magistrate Nelson said this was a three year contract and the amount was lower than the previous contract they had with the County.

SUPERVISOR REPORT (will give at board meeting)

CLERKS REPORT

Clerk Lovejoy Roe stated the Clerks' office was extremely busy with preparing for the election. She said she the office receives about 60 requests a day for absentee ballots. Clerk Lovejoy Roe thanked Angela Verges, Recreation Director for allowing Maria Batianis to help out in the Clerks' Office for the next week. She said the Clerk's Office was working some overtime and she plans on bringing a budget for an increase in overtime to the next board meeting. Clerk Lovejoy Roe stated reimbursement was received for 2 other elections but that did not actually go in the clerks budget. She said she checked last week and the Clerks' Office had sent out 5,400 absentee applications. Clerk Lovejoy Roe said the office continues to send out about 100 applications a day. She said she had about 140 people who would work the polls and was still taking applications. Clerk Lovejoy Roe stated she had doubled the number of voting booths at each precinct. She said she was using dual computers at most precincts and would have her last computer training class for election inspectors tomorrow. Clerk Lovejoy Roe thanked everyone for their cooperation and stated having an election was a township wide endeavor. She said it takes a lot of people working together. She thanked Jeff Allen and his crew for their cooperation and the help from the Supervisors' and Treasurers' office with the phones.

Clerk Lovejoy Roe also stated the Saturday before the election the Clerks' office would be open 9:00 a.m. to 2:00 p.m. for absentee voting and residents may vote absentee up until 4:00 p.m. on Monday, November 7, 2016.

TREASURERS REPORT – (none given)

TRUSTEE REPORT – (none given)

ATTORNEY REPORT – (none given)

OLD BUSINESS

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- 1. 2nd 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 (1st READING HELD AT THE SEPTEMBER 20, 2016 REGULAR MEETING)**
- 2. 2ND READING OF RESOLUTION 2016-40, PROPOSED ORDINANCE 2016-468 AMENDING THE TOWNSHIP ZONING CODE REGARDING CHILD DAYCARE CENTERS IN RESIDENTIAL DISTRICTS (1ST READING HELD AT THE SEPTEMBER 20, 2016 REGULAR MEETING)**
- 3. 2ND READING OF RESOLUTION 2016-41, PROPOSED ORDINANCE 2016-469, AMENDING THE YPSILANTI TOWNSHIP CODE OF ORDINANCES CHAPTER 58, TO PROHIBIT TEXTING WHILE DRIVING (1st READING HELD AT THE SEPTEMBER 20, 2016 REGULAR MEETING)**
- 4. 1st READING OF RESOLUTION 2016-51, PROPOSED ORDINANCE 2016-470 AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF YPSILANTI CODE OF ORDINANCES, CHAPTER 48 ENTITLED PROPERTY MAINTENANCE TO ADD A PROVISION REGARDING SNOW REMOVAL FROM SIDEWALKS AND SNOW EMERGENCIES (TABLED AT THE OCTOBER 4, 2016 REGULAR MEETING)**

NEW BUSINESS

1. BUDGET AMENDMENT #14

Clerk Lovejoy Roe stated that the only item on the amendment was the State Grant for \$39,000.00 for 14B Court.

2. RESOLUTION 2016-54, CHARTER TOWNSHIP OF YPSILANTI SUPPORT FOR RENAISSANCE ZONE WITHIN THE CHARTER TOWNSHIP OF YPSILANTI FOR WILLOW RUN ARESENAL OF DEMOCRACY LAND HOLDINGS LIMITED PARTNERSHIP AND THE AMERICAN CENTER FOR MOBILITY

Supervisor Stumbo stated that there may be people who would come out in support of this agenda item at the board meeting such as Washtenaw Community College and the Convention and Visitors Bureau. Supervisor Stumbo said her and Attorney Winters worked on the Development Agreement with the American Center for Mobility. She said the Renaissance Zone had to be applied for by the County. Supervisor Stumbo said the County had to receive the designation because Ypsilanti Township was not a distressed community. She said Ypsilanti Township would then do a letter of support for it. Supervisor Stumbo said that in a Renaissance Zone taxes were normally not paid but they agreed to pay taxes for

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police and fire. She said there was also a requirement for the school debt levy to be paid and it would be reimbursed by the State of Michigan. Supervisor Stumbo stated that there was no better use of this property than the proposed American Center for Mobility. She said the closing for the sale of the property was scheduled for November 4, 2016. Supervisor Stumbo stated that there would be a significant contribution to the Tyler Dam and Tyler Pond project. Attorney Winters stated the contribution would reduce the Townships' obligation for the mandated improvement from the DEQ for the Tyler Dam and Pond. Supervisor Stumbo said the Township owned a 22 acre parcel that was a waste water treatment center that was demolished and it would be deeded to the proposed American Center for Mobility for storm water retention. She said the projected investment was \$72.9 million and the taxes on that would be for police and fire. Supervisor Stumbo stated there was an estimate that this project would bring in 1500 jobs which include construction. She said with this project there would be other companies bringing in more jobs for our community.

3. REQUEST OF MARK NELSON, 14B MAGISTRATE/COURT ADMINISTRATOR FOR AUTHORIZATION OF THE RENEWAL OF AN INFORMATION TECHNOLOGY AGREEMENT WITH WASHTENAW COUNTY IN THE AMOUNT OF \$29,118.00 AND BUDGETED IN LINE ITEM #236-136-000-819-010

4. REQUEST OF MARK NELSON, 14B MAGISTRATE/COURT ADMINISTRATOR FOR AUTHORIZATION TO ACCEPT THE DRUG COURT DOCKET GRANT IN THE AMOUNT OF \$156,000.00 FOR THE REMAINDER OF 2016 AND 2017

5. RESOLUTION 2016-53, AUTHORIZING THE DIVISION OF PLATTED LOTS IN HURON CENTER COMMERCIAL AND INDUSTRIAL PARK

Supervisor Stumbo stated the Assessing Department was approached about the division of the platted lots in Huron Center Commercial and Industrial Park. The owners of the property asked to make one platted lot larger and one smaller in order to accommodate a hotel.

6. REQUEST OF DEBBIE AUE, SENIOR COORDINATOR TO APPROVE THE SENIOR NUTRITION AGREEMENT WITH WASHTENAW COUNTY, FUNDED THROUGH A FEDERAL GRANT AND TO AUTHORIZE SIGNING OF THE AGREEMENT

Supervisor Stumbo stated this had to be approved by the board every year. Angela Verges, Recreation Director explained the differences from the contract last year to the one before the board tonight.

7. REQUEST OF ERIC COPELAND, FIRE CHIEF TO APPROVE THE AMENDED MICHIGAN MUTUAL AID BOX ALARM SYSTEM ASSOCIATION AGREEMENT

Eric Copeland, Fire Chief explained the Box Alarm System. He said this involved collaboration with all the neighboring Fire Departments. Chief Copeland asked the Board to sign the agreement so they could move forward. Supervisor Stumbo

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stated that this agreement was good not only for the fire department having more boots on the ground but also provided more efficient emergency services for our residents.

8. REQUEST TO APPROVE THE REVISED L-4029 AND AUTHORIZE SIGNING

Supervisor Stumbo stated we previously approved this but we rounded up the numbers when it was submitted. She said that although this was a normal accounting practice the county sent it back for the correction because rounding was not allowed for the L-4029.

9. REQUEST TO SET A PUBLIC HEARING DATE OF NOVEMBER 1, 2016 AT APPROXIMATELY 7PM FOR THE 2017 FISCAL YEAR BUDGET

AUTHORIZATION AND BIDS

1. REQUEST OF TRAVIS MCDUGALD, IS MANAGER FOR AUTHORIZATION TO SEEK PROPOSALS THROUGH MITN FOR WINDOWS SERVER 2016 LICENSING

The Board adjourned the work session meeting at approximately 6:50p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk