

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, JUNE 19, 2018 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:01 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, Monica Ross-Williams, Jimmie Wilson, Jr. (arrived late)

Members Absent: Trustee Heather Jarrell Roe

Legal Counsel: Wm. Douglas Winters

- 1. REQUEST TO ENTER INTO CLOSED SESSION PURSUANT TO MCL 15.268 SECTION D OF THE OPEN MEETINGS ACT..."TO CONSIDER THE PURCHASE OR LEASE OF REAL PROPERTY UP TO THE TIME AN OPTION TO PURCHASE OR LEASE THAT REAL PROPERTY IS OBTAINED".**

A motion made by Supervisor Stumbo, supported by Trustee Ross-Williams

Eldridge:	Yes	Ross-Williams:	Yes	Lovejoy Roe:	Yes
Stumbo:	Yes	Doe:	Yes		

The motion passed unanimously.

Closed session began at 5:02 PM and ended at 5:15 PM.

2. BOARD MEETING RECORDINGS.....CLERK LOVEJOY ROE

Clerk Lovejoy Roe explained it was decided to have all the recordings of the board meetings available on our website beginning with the 2017 meetings. She said that it was discovered due to recovery issues, it was difficult to know the correct date of each recording without listening to the entire recording of each meeting to identify the correct meeting date. Clerk Lovejoy Roe said this would be a time consuming task. Clerk Lovejoy Roe also discovered that the recordings reviewed included

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personal discussions that would not be professional to post on the Township website. She said there was equipment we could purchase which would delete the conversations that were personal on the tapes but it would be costly and time consuming. Clerk Lovejoy Roe asked the Board if they would agree to begin with putting tonight's' meeting on the website and move forward without including previous meetings. Trustee Ross-Williams asked what the cost for the equipment would be. Travis McDugald, IT, stated he had not checked on the cost for the software but knew the largest expense would be the cost for getting the work completed. Trustee Ross-Williams would like to get an approximate cost. Mr. McDugald stated the cost for the equipment would be about \$500.00. Trustee Ross-Williams would like to move forward with putting the 2017 recordings on the website. Treasurer Doe, Trustee Eldridge, Trustee Wilson and Supervisor Stumbo agreed. Clerk Lovejoy Roe asked why 2017 was the only year they would like and not all the earlier years. Supervisor Stumbo stated that Tammie Keen could help with completing the recording reviews. Clerk Lovejoy Roe stated she appreciated that Tammie Keen would be available for this job because her office was extremely busy with elections. Trustee Ross-Williams said she did not have the motion in front of her but believed her motion included 2017 since that was when the current board began their term. Clerk Lovejoy Roe stated it was 2017 because that is why they had Travis McDugald pull those tapes out to begin listening to them. Supervisor Stumbo stated they would have more information by the next meeting and bring it back to the Board.

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**3. DISCUSSION ON SNOW REMOVAL ORDINANCE.....TRUSTEE STAN
ELDRIDGE**

Trustee Eldridge distributed a draft from 2014 regarding a snow removal ordinance. He stated the reason he brought it up for discussion in the work session tonight was that a resident had attended multiple board meetings explaining why he believed a snow ordinance was needed as well as another resident who opposes a snow ordinance. Trustee Eldridge said the board should discuss this and provide clarity from the board to residents about a snow ordinance. Clerk Lovejoy Roe suggested the board read over the draft and come back to the next meeting to discuss it. Trustee Eldridge agreed the board should discuss it at the next meeting (see attached – Draft Snow Ordinance).

Arloa Kaiser, Township Resident stated she opposed the snow ordinance for residents but would agree to commercial businesses having an ordinance.

Steven Hudak, Township Resident stated he would like to have a snow ordinance for Ypsilanti Township.

4. AGENDA REVIEW.....SUPERVISOR STUMBO

**A. 7:00PM – RESOLUTION 2018-15, CREATION OF STREETLIGHT SPECIAL
ASSESSMENT DISTRICT #211 CREEKSIDE VILLAGE WEST-2 (PUBLIC HEARING
SET AT THE MAY 18, 2018 REGULAR MEETING)**

Clerk Lovejoy Roe stated the Home Owners Association contacted the Clerks' office in the fall because the area where the children wait for the bus during time change is dark. She said she prepared the cost for the two streetlights, it was presented to the Homeowners' Association, and they agreed they would support it. Clerk Lovejoy Roe stated only one resident had opposed it.

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CONSENT AGENDA

A. MINUTES OF THE MAY 15, 2018 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

- 1. STATEMENTS AND CHECKS FOR JUNE 5, 2018 IN THE AMOUNT OF \$872,544.38**
- 2. STATEMENTS AND CHECKS FOR JUNE 19, 2018 IN THE AMOUNT OF \$2,319,191.10**
- 3. CLARITY HEALTH CARE DEDUCTIBLE ACH EFT FOR MAY 2018 IN THE AMOUNT OF \$53,308.58**
- 4. CLARITY HEALTH CARE ADMIN FEE MAY 2018 IN THE AMOUNT OF \$1,080.00**

C. MAY 2018 TREASURER'S REPORT

Supervisor Stumbo questioned an item on the Work Session from May 15, 2018. She would like Clerk Lovejoy Roe to add where Supervisor Stumbo indicated that Phase I Environmental Assessment being done by the County at no cost to the Township was in regards to Forbes Cleaners.

NEW BUSINESS

1. BUDGET AMENDMENT #10

Clerk Lovejoy Roe read the items in Budget Amendment #10.

- 2. REQUEST TO APPROVE AGREEMENT WITH CARLISLE WORTMAN ASSOCIATES FOR SERVICES TO UPDATE THE TOWNSHIP MASTER PLAN AND ZONING ORDINANCE REWRITE FOR YEARS 2018-2020 IN THE AMOUNT OF \$171,500.00 WITH \$60,000.00 BUDGETED IN LINE ITEM #101-371-000-801-003 AND REMAINING TO BE BUDGETED IN YEARS 2019 AND 2020**

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Benjamin Carlisle, Carlisle Wortman Associates explained the Master Plan update for Ypsilanti Township. He said that tonight they were only going to discuss the budget and scope of work but there was also a recreation plan that was part of this and they would bring it back to the Board. He stated there has been significant change to the Township in the past 15 years and the Master Plan update was needed. He said the vision of the Township should be reflected in the Master Plan. Mr. Carlisle stated the American Center for Mobility was a real game changer for the Township. He said that ACM would attract new companies coming into the Township. Mr. Carlisle stated there were rural areas turning into subdivisions. He said property values were rising again. Mr. Carlisle said we are about 10 years out of the recession but we need to prepare for a down turn again and we need to know how we would address it when that happens. He said because we are doing the zoning ordinance update immediately after the master plan update the changes could be immediately implemented. Mr. Carlisle said the intent of the plan would be for it to last a decade but if it were done right, it would last longer. He said the Master Plan would be looked to for the next 20 years if done right. Mr. Carlisle said the foundation of any good Master Plan is based on two principals, community engagement and gathering the right data, trends, patterns, and marketing conditions. He said we want to engage with the community because if they do not agree with the plan it could not be implemented. He said the process would include a project website. He said it would include the parks and recreation plan, the master plan, and the zoning ordinance updates. He stated there would be consistency so that all three documents coincide with each other and work together. Mr. Carlisle said the website would provide residents information on all three plans as they progress.

Supervisor Stumbo stated an update was long overdue for the Township. She said that people currently coming into the township with an interest of opening a business on a certain property, may require a long time for them to receive a response to their request. She said this was an investment that would be beneficial to the Township and its' residents.

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AUTHORIZATIONS AND BIDS

3. REQUEST TO AWARD LOW BID FOR PLAY STRUCTURE IMPROVEMENTS AT FORD LAKE PARK, NORTH BAY PARK AND LOONFEATHER POINT PARK TO PLAY ENVIRONMENTS IN THE AMOUNT OF \$294,883.26 WITH A CONTINGENCY AMOUNT OF \$25,000.00 FOR A TOTAL AMOUNT OF \$319,883.26 BUDGETED IN LINE ITEM 212-970-000-975-795

Matt Parks, OHM presented an overview of the new play structures for the parks in Ypsilanti Township. He said they decided on the low bid, which was a company out of Holland, Michigan. Mr. Parks said checking the work this contractor had done, there were only outstanding reviews regarding quality, responsiveness, follow-up with maintenance, and reports they were extremely easy to work with. Mr. Parks stated that was why they were recommending the Board award the low bid to Play Environments.

Trustee Ross-Williams asked when the play structures would be completed. Carl Girbach, Special Projects stated they would begin after Labor Day and have all the structures completed by the end of October. Mr. Girbach said he went to other areas where this company erected play structures and the workmanship was exceptional. He said he believes with the new structures it would increase pavilion rentals at the parks.

Supervisor Stumbo stated they had thought the project would cost much more than this bid. She said the Board had approved to use the Nexus easement payment for the replacement of our play structures. She said that when the safety audit was completed it stated we need to repair and replace the structures at these parks.

Steven Hudak, Township Resident asked why the township was spending money on the parks, where the money was coming from, and whether people use the parks.

Supervisor Stumbo stated we were replacing equipment that had safety issues and needed to be replaced. She said we had invested every year into the parks but had not been able to for the past several years. She said we would again be investing in

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our beautiful parks on a yearly basis. She suggested Mr. Hudak attend Park Commission meetings if he would like more input on maintaining our parks in the Township.

Trustee Ross-Williams stated she had been on the Park Commission and that the three parks in question were community parks, which usually cannot receive grant funds. She said the park equipment at those parks were very old and needed to be replaced. Trustee Ross-Williams said she was happy we would finally replace this equipment for our children and their families that visit our parks.

NEW BUSINESS -continued

- 3. REQUEST OF HABITAT FOR HUMANITY FOR FUNDS FOR THE RENOVATION OF 1571 RUSSELL BLVD. AND 138 N. FORD BLVD. IN THE AMOUNT OF \$60,000.00 BUDGETED IN LINE ITEM #101-950-000-969-010**

- 4. REQUEST APPROVAL OF THE MUNICIPAL AGREEMENT FORM FOR THE REGIONAL WASTE AUTHORITY FORMATION COMMITTEE**

Supervisor Stumbo stated it was very difficult for recyclables to be processed. She said this committee would try to find other ways to process recyclables. She said that many of the recyclables were contaminated. She indicated the committee is looking for a location for a County Wide Eastern Region Recycling Center.

Supervisor Stumbo stated she and Trustee Eldridge would serve on the committee.

- 5. REQUEST TO APPOINT SUPERVISOR BRENDA STUMBO AS DELEGATE AND TRUSTEE STAN ELDRIDGE AS ALTERNATE TO THE REGIONAL WASTE AUTHORITY FORMATION COMMITTEE**

- 6. RESOLUTION 2018-13, ABANDONED TAX DELINQUENT PROPERTY**

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- 7. RESOLUTION 2018-14, PURCHASE TAX FORECLOSED PROPERTIES LOCATED AT 835 LAMAY, 792 N. FORD BLVD. AND 1601 FOLEY AVE. IN THE AMOUNT OF \$67,447.00 BUDGETED IN LINE ITEM 101-950-000-969-011 ALL FROM THE 2018 WASHTENAW COUNTY TREASURER LIST OF TAX FORECLOSED PROPERTIES UNDER THE RIGHT OF FIRST REFUSAL**

Supervisor Stumbo stated these were homes that Habitat for Humanity would purchase from Ypsilanti Township for neighborhood stabilization.

- 8. RESOLUTION 2018-16, PURCHASE OF COMMERCIAL TAX FORECLOSED PROPERTIES LOCATED AT 2500 LAKEVIEW AVE. IN THE AMOUNT OF \$3,848.00 BUDGETED IN LINE ITEM #101-950-000-969-011 FROM THE 2018 WASHTENAW COUNTY TREASURER LIST OF TAX FORECLOSED PROPERTIES UNDER THE RIGHT OF FIRST REFUSAL**

Supervisor Stumbo stated the Township was purchasing this property because it was next to property the Township already owns.

- 9. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR TO ENTER INTO NEGOTIATIONS TO SELL VACANT TOWNSHIP OWNED PROPERTY LOCATED AT 1687 EMERSON PARCEL ID# K-11-14-482-002**

Brian McCleery, Assistant Assessor stated a resident contacted him about this property. He said the resident had been mowing and maintaining the property for quite some time. Mr. McCleery stated the resident requested to purchase the property since she has been maintaining it. He said if the Board approves the selling of the vacant property the purchaser will come in and talk to the Board for the final approval.

- 10. REQUEST TO APPROVE SCOPE OF WORK AND MASTER AGREEMENT WITH TECHNICAL ENVIRONMENTAL SERVICES FOR CONTAMINATED SOIL REMEDIATION AT THE CIVIC CENTER PARKING LOT IN A NOT TO EXCEED AMOUNT OF \$12,000.00 BUDGETED IN LINE ITEM #101-265-000-931-020**

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Clerk Lovejoy Roe stated they would like to begin this Friday with Board approval. She said Technical Environmental Services out sourced with another company to handle the soil and take it to the landfill. She said we need the contracted company's certificate of liability and they need us to sign a manifest for the soil. She said that with Attorney approval the Board would need to add the request. Wayne Dudley, Superintendent stated they sent a manifest for us to sign so they could transport the soil and put it into the landfill. Mr. Dudley said that on that document it stated they were using a third party, Oscar W. Larson, to transport the soil. Mr. Dudley said a certificate of insurance is on its way. He said Technical Environmental Services would be the responsible party; Oscar W. Larson would only be used to transport.

11. REQUEST TO KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL TO EXTEND THE AFSCME BARGAINING UNIT CONTRACTS WITH THE TOWNSHIP AND 14-B COURT UNTIL AUGUST 31, 2018 AND FOR ANY FUTURE EXTENSIONS SHOULD THEY BE NEEDED

12. REQUEST OF ANGELA VERGES, RECREATION SERVICES MANAGER FOR APPROVAL OF A CONTRACT RENEWAL WITH WASHTENAW COMMUNITY COLLEGE TO UTILIZE SPACE AT THE COMMUNITY CENTER FOR ESL AND GED CLASSES FOR THE 2018-2019 SCHOOL YEAR

13. REQUEST OF ERIC COPELAND, FIRE CHIEF FOR APPROVAL OF THE REVISED AUTOMATIC MUTUAL AID AGREEMENT WITH THE CITY OF YPSILANTI AND SUPERIOR TOWNSHIP

Dan Kimball, Ypsilanti Township Fire Marshall, stated that Superior Township received their new ladder truck and they would be responding to all areas of Ypsilanti Township and the Ypsilanti Township Fire Department will respond to all of Superior Township. Attorney Winters was concerned with the added use of our truck there may be a need for additional insurance.

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Work session adjourned at 6:50 p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk