

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE FEBRUARY 2, 2021 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:00 p.m. on a Zoom Virtual Board meeting.

**Members Present:** Supervisor Stumbo, Clerk Heather Jarrell Roe, and Treasurer Eldridge  
Trustees: Gloria Peterson, Debbie Swanson, Jimmie Wilson Jr., John Newman (arrived 5:10pm)  
(All members stated that they were present in Ypsilanti Township)

**Members Absent:** none

**Legal Counsel:** Wm. Douglas Winters

**AGENDA REVIEW**

**Consent Agenda:**

- A. MINUTES OF THE JANUARY 19, 2020 WORK SESSION AND REGULAR MEETING**
  
- B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR FEBRUARY 2, 2021 IN THE AMOUNT OF \$1,319,043.86**

**ATTORNEY REPORT**

- A. GENERAL LEGAL UPDATE**

Attorney Winters said he continues to send letters to the Board.

**OLD BUSINESS**

- 1. REQUEST TO APPROVE THE PROPOSAL FOR PROFESSIONAL SERVICES FROM CNC CONSULTING FOR CREATION OF A WEBSITE REDESIGN PROPOSAL IN**

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**AN AMOUNT NOT TO EXCEED \$16,200.00 BUDGETED IN LINE ITEM #101-266-000-801-000 (TABLED AT THE JANUARY 19, 2021 REGULAR MEETING)**

Supervisor Stumbo stated we tabled this at the last meeting because we needed an amount not to exceed instead of the hourly wage in the last request. The new memo in the packet has the information requested.

**NEW BUSINESS**

- 1. RESOLUTION 2021-04, AUTHORIZING THE CHARTER TOWNSHIP OF YPSILANTI TO SELL TO SCOTT CHATFIELD THREE VACANT PARCELS LOCATED AT 29 BROADMOOR AVE., 24 LAKEWOOD AVE., AND 30 LAKEWOOD AVE.**

Attorney Winters stated these vacant properties come to us from tax foreclosure through the County at the end of each year. He said we have a lot of these vacant parcels scattered around the township. He said the township spent about \$7,000.00 on these three parcels to clean them up. These three properties will be combined and will be the site of two drive-up restaurants and a couple self-storage units. He suggested we find a way to get the rest of these vacant parcels into the hands of people who could repurpose them.

Trustee Swanson asked if they were in neighborhoods or just industrial areas. She asked how people know they are available.

Attorney Winters stated they were in both. Most are small lots and don't have a lot of value. He said with the new website that is being designed he would like these properties to be listed so people can be aware they are available.

Supervisor Stumbo stated we have a policy regarding the sale of these type of properties and the Assessing Department has done a good job working with adjacent property owners to try and let people know that parcels are available.

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Trustee Peterson asked if a person is interested in one of the parcels is there a set cost or do they bid on the property.

Attorney Winters stated the buyer would work directly with Brian McCleery in the Assessing Office.

**2. 1<sup>ST</sup> READING OF RESOLUTION 2021-05, PROPOSED ORDINANCE 2021-494, AN ORDINANCE AMENDING THE CODE OF ORDINANCES  
CHAPTER 37 LIQUOR**

Michael Radzik, OCS Director stated the fee schedule was part of the ordinance and one of the reasons why we needed to change the existing ordinance. He said as we looked at the fee schedule we decided to revise the entire Liquor Ordinance. He said he reviewed the history of the townships' bars and restaurants and also the history of the loss of liquor licenses. He said over half of the licenses were sold by the owners of the licenses and they were transferred to other jurisdictions. He said this is legal as long as the license stays in the same county where it was issued. Mr. Radzik stated over the past 31 licenses that have been approved by the Township Board of Trustees, 17 of them have been sold and transferred out of the Township. He said because they have not been able to get state law changed it was decided to tighten up the Ordinance to try and stop the Township from losing anymore of the liquor licenses. Mr. Radzik said they are proposing to adopt a new fee schedule that hopefully will eliminate people who are not qualified and provide incentives for those who are to be able to get through the process successfully to be approved. Mr. Radzik presented the changes in the Ordinance to the Board. It was adopted in 2005 and mostly remained the same but there were updates and additions. He said in 2005 there was nothing known as an alcohol vapor device but now there is so that was added. He said the changes came from the State of Michigans' Liquor Control application.

Supervisor Stumbo asked why the proposed ordinance changes did not require the township liquor Ccmmitee not meet with every applicant.

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Treasurer Eldridge said that's in there for flexibility and left to the Committees discretion if they didn't need to meet with an applicant. Treasurer Eldridge stated the Committee has always met with every applicant except when the Township Golf Course received their license.

Supervisor Stumbo didn't want applicants to think the township would not give everyone a fair chance to receive a license.

Michael Radzik said that as an example, they wouldn't meet with someone who had a felony conviction because they would not qualify.

Trustee Newman suggested to word it as all who qualifies will meet with the Liquor Committee. He said the qualification guideline should be stated in the Ordinance.

Supervisor Stumbo asked that if the state changes language if it could be automatically included in our Ordinance.

Clerk Jarrell Roe stated that although the application comes to the Clerks' office the staff in the office should not be expected to have discretion on if the applicant completed the application accurately and completely.

Trustee Swanson stated the applicant should be responsible for completing the application and if they don't then it would be on the applicant that they may not be granted a liquor license.

Treasurer Eldridge suggested a statement where by signing the application the applicant believes all information is true to the best of their ability.

Trustee Swanson asked in the fee section it states that fees may be at the discretion of the Clerk. She asked why it should be the Clerks' responsibility to decide on a fee for an applicant.

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Clerk Jarrell Roe stated she wouldn't feel comfortable determining the appropriate fee for an applicant. It would be the applicants responsibility to determine what they are applying for.

Treasurer Eldridge recommended that we could strike it and at the point where the application comes to the full board and that is when we could discuss a reimbursement of the fee.

Michael Radzik stated he would make the changes for the 2<sup>nd</sup> reading.

**3. REQUEST TO APPROVE UPDATED LIQUOR LICENSE APPLICATION**

Treasurer Eldridge said he made the changes on the application that were suggested.

**4. RESOLUTION 2021-06, LIQUOR LICENSING FEE SCHEDULE**

Michael Radzik, OCS Director explained that if someone applies for a micro-brew or wine license they would not come to the Board for approval because that is a manufacturing license. He said if they want an on premise license to offer a tasting room or sell directly to consumers to drink on premises then it would come to the Board for approval for a permit.

Trustee Newman asked if the State changed the law how long would be have to change our Ordinance to be in compliance with the law.

Michael Radzik stated if it was a change that required us to update our Ordinance we would need two board meetings to approve the change.

Trustee Swanson asked when the 30 days begins when someone has asked for an application and they have 30 days to complete. She asked how long their finger print is kept.

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Clerk Jarrell Roe stated we shouldn't need a 30 day requirement since they can get the application off the website and we wouldn't be keeping track of when that occurred.

Michael Radzik stated that once your fingerprint is given to law enforcement it is kept forever.

Treasurer Eldridge stated that the 30 day language was in the past instructions, so he kept it in the draft, but we can eliminate.

Michael Radzik stated that it may matter if we were down to the last few licenses and maybe need to know who applied first.

Attorney Winters stated it doesn't matter when they take the application. He said it only matters when it is returned and then it can be tracked.

Clerk Jarrell Roe stated she would like the 30 day time frame taken out of the application.

**The meeting was adjourned at approximately 6:46PM**

**Respectfully Submitted,**

**Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti**