

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE FEBRUARY 1, 2011 REGULAR MEETING**

The meeting was called to order by Supervisor Brenda L. Stumbo at approximately 6:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited and a moment of silent prayer was observed.

Members Present: Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees Stan Eldridge and Mike Martin (arrived at 6:20 p.m.)

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

EXECUTIVE SESSION

A. DISCUSS FORD MOTOR COMPANY TAX SETTLEMENT

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to go into Executive Session to discuss the Ford Motor Company Tax Settlement. The motion carried as follows:

Martin:	Absent	Eldridge:	Yes	Currie:	Absent
Stumbo:	Yes	Roe:	Yes	Doe:	Yes

The Board went into Executive Session at approximately 6:02 p.m. and returned to the Board Meeting at approximately 6:08 p.m.

PUBLIC COMMENTS

Supervisor Stumbo stated since the meeting started at 6:00 p.m., Public Comments would be addressed at 6:30 p.m. if there were more residents in attendance.

MINUTES

A. JANUARY 18, 2011 REGULAR MEETING AND EXECUTIVE SESSION

A motion was made by Treasurer Doe, supported by Trustee Eldridge to approve the minutes of the January 18, 2011 Regular Meeting and Executive Session. The motion carried unanimously.

SUPERVISOR REPORT

Supervisor Stumbo provided the following detailed report of meetings she attended with three full-time officials and/or staff:

1/19/11 Clerk Roe, Michael Radzik and I attended County Police Services meeting

1/20/11 Larry Doe and I had a telephone meeting with owner of rentals in West Willow, they have had vacancy's and need some relief from taxes. They do not rent out to public housing vouchers and we agreed to have our assessor review the area and see if it is possible to consider vacancy in the assessment versus taxing based on value. We will continue to review this issue.

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Attended and spoke at the Martin Luther King, Jr. event at Washtenaw Community College with other speakers including State Rep. David Rutledge, Sheriff Clayton and Commissioner Ronnie Peterson

1/24/11 Met with Karen Wallin and Linda Gosselin regarding Assessing Department issues and Ford Motor Company proposed settlement

1/25/11 Met with Jeff Allen regarding Energy Efficiency Collaborative Block Grant and developing a policy for the board to adopt for how to provide grants for business's.

Met with Pastor Lewis regarding the future of Liberty square and other community issues

Met with Jeff Allen and Joe Lawson regarding water shed information and professional services with OHM in regards to storm water management

1/26/11 Doug Winters, Denny McLain, Larry Doe, Karen Roe, Mike Radzik, Ron Fulton, Bill Elling and I attended hearing regarding Liberty Square. Successful outcome and we still have a lot of work to do, this is a huge case and our attorney Dennis McLain will provide an update later in the meeting.

1/27/11 3 FTOs met with Michigan Ability Partners regarding the possibility of working together toward being the eyes and ears of the community. Observing and reporting on vacant, foreclosed and sheriff sale homes in our community. This is a non-profit group working with unemployed individuals to provide skills/confidence to perform work and mainstream them back into the work force. This will be coming to the board hopefully in the next month.

1/28/11 Met with John Hancock and Chief Copeland regarding the arbitration hearing that is scheduled for this Thursday in Detroit. The issue at hand is the removal of wireless device that was attached to township owned property, which is against our policy.

3 FTOs met with Karen Wallin, Mike Radzik and Ron Fulton regarding proposed new ordinance and discussed the employees needed to provide the enforcement

1/31/11 3 FTOs met to discuss township issues

2/1/11 Larry Doe and I met with Yvette Pugh of AT&T to discuss U-Verse in Ypsilanti Township. Ms. Pugh asked that we refer all township requests directly to her and she will respond.

Other updates since last week:

Very concerned that Commissioner Sizemore is not working toward moving the Boat House development forward in our community. He has expressed the desire to hold up approval at the County Park Commission (who is also a partner and he is a county appointee) in exchange for Ypsilanti Township providing a sewer easement thru Hewens creek park. These two are independent projects and I for one don't appreciate thwarting the progress of locating a boat house development that will enhance the park, the young adults who are part of the row team from EMU, Saline and other local high schools. Also, providing opportunities for grant scholarships for young women to attend college for this sport and the three full time officials will be meeting soon with our commissioners

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to ask that they support bringing county dollars and services to our community. The boat house is in Commissioner Sizemore district and he needs to be supportive.

Arbitration hearing with Fire Firefighters that was scheduled in June has been moved to August 30th, this is in regards to how the township budgets and funds OPEB (other post employee benefits)

HR worked with the testing center at Washtenaw County to providing the typing test for the Clerk III position and the building attendants.

Ann Arbor Spark contacted my office today about a potential company locating in the Damattia Park area. They couldn't reveal the company's name but it is a need for engineering center , 30-40 acres and a 120,000 thousand square foot building. The three full time officials will send a letter of support. This is good news.

Pulte homes contacted us regarding the desire to start building homes and acquiring properties in the township. This is good news.

Working with Spark to provide the necessary information to Bosal Manufacturing to expand and add two more lines to their production. This is good news.

In closing, things are looking up and there is not a day that goes by that all of us try to do what we can to locate businesses in our township for our residents to have jobs. There is great hope for the future of our community and we all need to stay positive and keep looking up.

This is the end of the first month of the New Year and I want to thank the staff and professional services for the number of hours that have been spent working on behalf of the residents this month. There has been a lot of time and work put into keeping the community rid of blight, burnt out buildings, safe and clean which will lead to community stabilization. Every person is important to the organization and we are all rowing in the same direction, and this is good news.

CLERK REPORT

Clerk Lovejoy Roe stated her written report was included in the Board Packet and to save time, due to the snowstorm, she would not read it.

TRUSTEE REPORT

Trustee Eldridge stated the Police Services Committee met with the City of Ypsilanti and the consultant on the police services issue. He said the meeting went well and the final report should be available mid to end of March.

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters stated an extensive cleanup had been done at Ypsi Mobile Village and there were only a couple of structures still standing. He said the Township received a check for \$14,935 for the demolition of 1353 Rolling Court, which was destroyed in a fire. Attorney Winters stated the Bunton Road properties were finally demolished.

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Attorney McLain provided an update on the following properties:

1. 7052 St. Andrews: Suit filed in September and the property had been completely remediated by the bank. Action would be dismissed.
2. 2997 Washtenaw (Zeer property): MDOT permit was to be issued and they were moving forward with the closing. Happy Pizza was purchasing the property and they planned to tear down the existing structure and a new structure would be built.
3. Liberty Square: Judge Shelton entered an order requiring the Grove Park Home Improvement Association to maintain the common grounds, to maintain the residential character, pick-up the trash and authorized the Township building inspectors entry into every vacant unit to video tape and photograph, in preparation of the April 7, 2011 hearing.
4. Dairy Mart (Grove Road): Show Cause hearing was set for February 23, 2011 in front of Judge Morris. There was not much progress related to the property maintenance issue.
5. 2147 Moeller: Lawsuit filed on February 1, 2011 and a show cause would be scheduled for March 16, 2011.

Attorney Winters provided an update of the Grove Road Dairy Mart. He stated there was a State Liquor Commission penalty hearing scheduled for January 20, 2011. He further explained that a penalty hearing occurred when an establishment had sold alcohol to minors on three occasions within a 24-month period. Attorney Winters stated everything was being done to have their license revoked.

Attorney Winters provided an update on 1231 Rambling Road, which was destroyed in a fire. He stated he had received a phone call from the contractor stating they would be demolishing the house and the contract would be delivered to the office of McLain & Winters.

Attorney Winters provided an update on the Bottle-n-Basket and stated the lawsuit would be filed by week's end. He stated the site continued to be an eyesore and he had run out of patience and excuses as to why the building had not already been demolished.

Treasurer Doe expressed his thanks and appreciation to the McLain & Winters law firm for all the work they did on behalf of the Township.

PUBLIC COMMENTS

Arloa Kaiser, Township Resident questioned when Commissioner Sizemore decided to tie together the boathouse project and Hewen's Creek sewer project and she asked what she could do to stop it.

Supervisor Stumbo stated she did not know when he decided but they were completely separate projects but Commissioner Sizemore wanted to tie them together. She suggested that Ms. Kaiser contact Commissioner Sizemore with her concerns.

Trustee Eldridge suggested inviting Commissioner Sizemore to the next board meeting.

Supervisor Stumbo stated that due to the blizzard condition, the township offices, 14-B Court and the Community Center would be closed on Wednesday, February 2, 2011.

NEW BUSINESS

1. REQUEST TO ACCEPT FORD MOTOR COMPANY TAX SETTLEMENT

A motion was made by Treasurer Doe, supported by Trustee Eldridge to approve the Ford Motor Company Tax Settlement. The motion carried unanimously.

Supervisor Stumbo read the memo from Linda Gosselin, Assessor, which provided a synopsis of the settlement (see attached). She explained this had been going on since 2006 and a Ford Motor Company representative called to request a meeting without attorneys. Supervisor Stumbo further explained the three full-time officials, the Assessor and Ford Motor Company met and came to this resolution. Their original request was a 40% reduction, the Township countered with 20% and Ford Motor Company accepted and waived the interest. She said the settlement would affect the Township, long term but it had been budgeted accordingly.

2. ACCEPT RESIGNATION OF DARCUS (DEE) SIZEMORE FROM THE CHARTER TOWNSHIP OF YPSILANTI BOARD OF TRUSTEES

A motion was made by Clerk Lovejoy Roe, supported by Trustee Martin to accept the resignation of Darcus (Dee) Sizemore from the Charter Township of Ypsilanti Board of Trustees and to approve the process outlined by Supervisor Stumbo. The motion carried unanimously.

Clerk Lovejoy Roe read Trustee Dee Sizemore's letter of resignation into the record.

Supervisor Stumbo outlined the application process as follows:

1. Ask for letters of interest and/or resumes to be sent to the clerk's office.
2. Board members can ask questions that will be compiled, put in writing and sent to each applicant by the Clerk's office, with a request for a response in writing. It would be great if Board Members could think of their questions before Tuesday's meeting. The purpose of the questions is to get a glimpse of the potential trustee's positions, philosophy on issues that our community is facing and our board has been working toward over the past two years.
3. Set a deadline of 12:00 noon on February 11th for acceptance of requests for appointment to the Board of Trustees, making sure the response to questions is included.
4. At the February 15th Regular Board meeting, set aside time for each candidate to give the board and the public a 2-3 minute speaking opportunity on their request for appointment.
5. At the March 1st Regular Board meeting, make the appointment.

Board Members agreed to submit their candidate questions to the Clerk no later than Noon on Friday, February 4, 2011.

Supervisor Stumbo stated that Trustee Sizemore served from 1992-2011 and she had always been active in the community. She said she was a mother first, a UAW member and a devoted public servant. Supervisor Stumbo explained that Trustee Sizemore fought hard for all workers in the community and she was a great asset to the Board. She stated it was sad to see her resign and she would be greatly missed.

**3. REQUEST OF LOMBARDO HOMES FOR AUTHORIZATION OF FIVE
ADDITIONAL BUILDING PERMITS AT CREEKSIDE VILLAGE EAST**

A motion was made by Trustee Eldridge, supported by Clerk Lovejoy Roe to approve the request of Lombardo Homes for five additional building permits at Creekside Village East. The motion carried unanimously.

There was no further discussion.

**4. REQUEST TO APPOINT JAVONNA NEEL, ACCOUNTING DIRECTOR
TO THE FIREFIGHTER RETIREMENT BOARD**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to appoint Javonna Neel, Accounting Director to the Firefighter Retirement Board. The motion carried unanimously.

There was no further discussion.

**5. RESOLUTION NO. 2011-4 APPROVING REQUEST OF DAWN FARM TO
CLOSE STONY CREEK ROAD TO TEXTILE ROAD, TO HITCHINGHAM, TO
MERRITT ROAD AND BACK TO STONY CREEK ROAD FOR THE "RIDE
TO RECOVERY" FUND RAISER ON SUNDAY, MAY 1, 2011**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution No. 2011-4 approving request of Dawn Farm to close Stony Creek Road to Textile Road, to Hitchingham, to Merritt Road and back to Stony Creek Road for the "Ride to Recovery" fundraiser on Sunday, May 1, 2011 (see attached). The motion carried unanimously.

Clerk Lovejoy Roe read the resolution into the record. She explained the Board approved the road closure at the January 18, 2011 but the Washtenaw County Road Commission required a formal resolution.

AUTHORIZATIONS AND BIDS

**1. REQUEST OF ART SERAFINSKI, RECREATION DIRECTOR TO AWARD
BIDS FOR PRINTING OF ANNUAL PARK AND BOAT STICKERS, DAILY
PARK & BOAT PASSES, "50 & BEYOND NEWSLETTER AND
"DISCOVER YPSILANTI TOWNSHIP" MAGAZINE**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve the request of Art Serafinski, Recreation Director to award the bids for printing of annual park and boat stickers, daily park and boat passes, "50 and Beyond" newsletter and "Discover Ypsilanti Township" and award the bid for the annual park and boat stickers to Advantage Marketing Solutions for \$663.00, the daily park and boat passes to Standard Printing for \$265.00, with both budgeted in line item #230-751-000-757-775, reject the "50 and Beyond" newsletter bid, which will be done in-house and the Discover Ypsilanti Township magazine to Advantage Marketing Solutions, not to exceed \$11,000, budgeted in line item #230-751-000-880-000. The motion carried unanimously.

Supervisor Stumbo asked Mr. Serafinski if bids were solicited from local printing companies.

Mr. Serafinski responded that six or seven local companies were sent bid packets but some did not respond. He stated that QPS Printing did respond but their bid was higher. Mr. Serafinski explained that bid packets were sent to 27 companies.

2. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO ALLOW FULL-TIME OFFICIALS, DEPARTMENT HEADS AND HIMSELF TO VIEW PRODUCT DEMONSTRATION BY THREE HIGHEST BIDDERS AND TO MAKE A COLLABORATIVE RECOMMENDATION TO THE BOARD FOR CONSIDERATION OF A DOCUMENT MANAGEMENT SERVICE

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to allow full-time officials, department heads and Travis McDugald, IS Manager to view product demonstration by three highest scorers and to make a collaborative recommendation to the Board for consideration of a document management service.

Travis McDugald, IS Manager stated he would like sit down with the three full-time officials and any department heads to come up with the best solution. He explained that what he thought was the best solution might not be the same as what department heads saw as the best solution. Mr. McDugald stressed it was important to get feedback from the departments that would be utilizing the program. He said a collaborative recommendation would be brought back to the Board for consideration. Mr. McDugald stated that all Board Members were welcome to view the presentation.

Trustee Martin questioned if this was the digital imaging that the Board had discussed previously.

Mr. McDugald stated he was correct but it should be viewed as an information management system because the system would manage all information regardless of paper documents, email or electronic documents. He stressed this was not a small change and it was important to get the best possible solution.

Trustee Martin stated the cost was in the \$50,000 range and he understood the internal value but questioned the value it added to the residents.

Mr. McDugald said it would not add direct value initially but it ultimately made employees more efficient, which would make better use of tax dollars.

Trustee Martin said that whatever taxes dollars were available to spend, should have some positive impact on the residents of the township.

Mr. McDugald stressed this was a long-term project that would change the way business was done and the way information was managed. He stated the project would start from scratch, with no managed information and in three years all the back information that would be easily accessible. Mr. McDugald said once the information was stored in a searchable format, then the benefit would come when FOIA requests were received or a resident wished to access the public information.

Trustee Martin said the benefit would then be the efficiencies within the operation of the Township business structure.

Trustee Eldridge asked about the urgency in today's economic climate as to why the Township would spend \$50,000 on this project and why it could not wait one or two years when the economy may be better. He questioned if there were other things that would directly impact and benefit residents on a daily basis, other than this project.

Mr. McDugald stated that speaking from an IT position, he was only looking at the information perspective that he dealt with on a daily basis. He explained that if the project were delayed for two years, it would still cost the \$50,000, coupled with the additional cost to catalogue all the information generated in those two years, which was extremely expensive.

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Clerk Lovejoy Roe stated that what had not been addressed was the fact that the Township was required to be able to provide access to the permanent information and many of the documents were becoming fragile. She said there was a huge expense involved in getting the information in a different format. The two other permanent formats were microfiche or scanning the documents to acid-free paper, 100-year paper, which was even more expensive. She said if the Board chose not to do the digital document system, then the recommendation would be to have the permanent documents scanned to microfiche. She stated that currently, the longevity of the documents was questionable and there was not a site that protected those paper documents. Information on the different solutions to managing the permanent files, including projected cost was provided at an earlier meeting.

Lawrence Johnson, Township Resident stated the additional cost for each year of delay might be useful in making a decision because in this economy, the delay may mean having money to spend on other things.

Trustee Eldridge stated he saw the scoring of each bidder but not the cost affiliated with any of the bids.

Mr. McDugald stated he thought it was best to provide the cost estimates with the recommendation. He explained that after the presentation there might be the need to add additional features or remove an unnecessary feature.

Supervisor Stumbo stated that bids were public and they had already been opened. She said she was disappointed that there were no numbers included and it was impossible to make a decision without numbers attached.

Mr. McDugald stated the bids came in between \$45,000 and \$75,000.

Trustee Eldridge stated it was hard to vote on something . . . He said the assumption was that this project was going to move forward and he was not sure there were enough votes, without numbers.

Supervisor Stumbo said she was not comfortable with it and she had expressed that and she needed the numbers and could not get them. She thought it was ridiculous.

Trustee Martin stated he wanted to see the numbers and do comparisons.

Mr. McDugald stressed that before a decision was made on whom to award the bid, the Board would definitely have the numbers.

Trustee Martin said Mr. McDugald should look at what was needed and based upon that come, back with concrete numbers.

Mr. McDugald explained that was done but his concern was that due to the magnitude of the project, that what he saw may not necessarily be what was best for the Township. He said he wanted to get the insight from the department heads in order to bring back the best possible solution. Mr. McDugald stressed that he thought a presentation would be the best way to get the best solution.

Supervisor Stumbo stated there was a motion and support to allow full-time officials, department heads and him to view product demonstration by the three highest bidders. She said it did say highest bidders and it had to be the three highest scorers because they did not know the bids and to make a collaborative recommendation to the Board for consideration of a document management service.

The motion failed with a vote of two in favor and three against.

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The remainder of the meeting did not record.

STATEMENTS AND CHECKS

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to approve Statements and Checks, in the amount of \$251,013.39. The motion carried unanimously.

ADJOURNMENT

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at approximately 7:10 p.m.

Respectfully submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

RESOLUTION NO. 2011 – 4

CHARTER TOWNSHIP OF YPSILANTI TEMPORARY ROAD CLOSURE


Resolution authorizing the temporary road closure of Stony Creek Road, to Textile Road, to Hitchingham Rd., to Merritt Road (back to Stony Creek Rd.) on Sunday, May 1, 2011, from 10:00 am until 12:00 pm for the “Ride for Recovery” Dawn Farm Fundraising Event.

WHEREAS, the Township of Ypsilanti has approved the temporary closure of Stony creek, Textile, Hitchingham, and Merritt Roads as indicated; and

WHEREAS, the Driveways, Banners, and Parades Act 200 of 1969 requires the Township to authorize an official designated by resolution to make such request from the Road Commission.

NOW THEREFORE, BE IT RESOLVED that the Township of Ypsilanti Board of Trustees designates and agrees that Nancy Thom of Dawn Farm be the authorized official designated in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2011-4 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on February 1, 2011.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti