

# **CHARTER TOWNSHIP OF YPSILANTI BOARD OF TRUSTEES**

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*Supervisor*

**BRENDA L. STUMBO**

*Clerk*

**KAREN LOVEJOY ROE**

*Treasurer*

**LARRY J. DOE**

*Trustees*

**JEAN HALL CURRIE**

**STAN ELDRIDGE**

**MIKE MARTIN**

**SCOTT MARTIN**

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**November 15, 2011**

**Work Session – 6:00 p.m.**

**Regular Meeting – 7:00 p.m.**

**Ypsilanti Township Civic Center**

**7200 S. Huron River Drive**

**Ypsilanti, MI 48197**

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# DEPARTMENTAL REPORTS

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14-B District Court

Monthly Disbursements

October 2011

Revenue received as a Fine for violation of a State Statute is disbursed to the Washtenaw County Treasurer, for library purposes.

Revenue received as a Fine for violation of a Township Ordinance and all Court Costs are disbursed to the Ypsilanti Township Treasurer. Local revenue also includes Probation oversight fees and Bond Forfeitures.

Revenue received as State Filing Fee, State Court Fund, Justice System Fund, Juror Compensation, Crime Victims Rights Fund and Dept. of Natural Resources Judgment Fee is forwarded to the State Treasurer.

Money received as Garnishment Proceeds, Criminal Bonds, Restitution, and Court Ordered Escrow are deposited in the Escrow Account of the Court.

All other revenues are transferred to the Ypsilanti Township Treasurer.

**October 2003 Disbursements:**

Washtenaw County:	\$ 2,292.00
State of Michigan:	\$ 34,158.76
Secretary of State:	\$ 690.00
Ypsilanti Township Treasurer:	\$85,226.11

TOTAL: \$122,366.87

14-B District Court

Revenue Report for the Month of October 2011

**General Account**

Account Number  
**Due to Washtenaw County**  
(101-000-000-214.222) **\$2,292.00**

**Due to State Treasurer**

Civil Filing Fee Fund (MCL 600.171): \$19,376.00  
State Court Fund (MCL 600.8371): \$930.00  
Justice System Fund (MCL 600.181): \$9,573.00  
Juror Compensation Reimbursement Fund: \$0.00  
    Civil Jury Demand Fee (MCL 600.8371): \$0.00  
    Drivers License Clearance Fees (MCL 257.321a): \$690.00  
Crime Victims Rights Fund (MCL 780.905): \$3,579.76  
Judgment Fee (Dept. of Natural Resources): \$10.00  
  
Total: **\$34,158.76**

**Due to Secretary of State**  
(101-000-000-206.136) **\$690.00**

**Due to Ypsilanti Township**

Court Costs (101-000-000-602.136): \$36,396.75  
Civil Fees (101-000-000-603.136): \$33,515.00  
Probation Fees (101-000-000-604.000): \$4,745.34  
Ordinance Fines (101-000-000-605.001): \$6,989.00  
Bond Forfeitures (101-000-000-605.003): \$3,975.00  
Interest Earned (101-000-000-605.004): \$20.72  
State Aid-Caseflow Assistance (101-000-602.544): \$0.00  
Bank Charges (Expense - 101.136.000.957.000): (\$415.70)  
  
Total: **\$85,226.11**

**Total to General Account - (101.000.000.004.136): \$122,366.87**

**Escrow Account**

(101-000-000-205.136)  
  
Court Ordered Escrow: \$5,257.61  
Garnishment Proceeds: \$0.00  
Bonds: \$9,197.00  
Restitution: \$4,993.70  
  
**Total to Escrow Account - (101.000.000.205.136): \$19,448.31**

		Year to Date	
	Prior Year Comparison		
Month	Revenue	Revenue	
	2010	2011	
<b>January</b>	\$78,790.17	\$85,374.84	
February	\$111,252.70	\$100,496.55	
March	\$121,161.65	\$93,475.20	
April	\$98,546.23	\$84,227.15	
May	\$76,483.46	\$79,500.06	
June	\$100,149.18	\$83,319.22	
July	\$79,343.78	\$59,948.40	
August	\$97,825.96	\$68,626.52	
September	\$95,457.15	\$79,849.60	
October	\$88,730.98	\$85,226.11	
November	\$64,348.15		
December	\$63,265.71		
Caseload	14,212		
Standardization			
Payment:		\$45,724.00	
Year-to Date			
<i>Totals:</i>		\$865,767.65	
<b>Expenditure</b>			
<i>Budget:</i>			
<i>Difference:</i>			

<b>BUILDING DEPARTMENT MONTHLY REPORT - October, 2011</b>												
<b>Permit Type</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
<b>Building</b>	<b>34</b>	<b>43</b>	<b>158</b>	<b>132</b>	<b>98</b>	<b>125</b>	<b>286</b>	<b>164</b>	<b>95</b>	<b>152</b>		
	\$ 7,637	\$ 5,270	\$10,251	\$14,959	\$12,823	\$ 18,000	\$ 14,884	\$ 18,391	\$ 10,504	\$ 24,380		
<b>Electrical</b>	<b>19</b>	<b>18</b>	<b>15</b>	<b>36</b>	<b>39</b>	<b>26</b>	<b>23</b>	<b>42</b>	<b>30</b>	<b>31</b>		
	\$ 1,545	\$ 1,275	\$ 1,260	\$ 2,355	\$ 2,760	\$ 1,600	\$ 1,380	\$ 3,745	\$ 1,740	\$ 2,670		
<b>Mechanical</b>	<b>58</b>	<b>33</b>	<b>36</b>	<b>30</b>	<b>54</b>	<b>57</b>	<b>39</b>	<b>41</b>	<b>42</b>	<b>58</b>		
	\$ 3,594	\$ 1,635	\$ 1,785	\$ 3,735	\$ 3,060	\$ 3,566	\$ 1,890	\$ 2,565	\$ 2,555	\$ 3,185		
<b>Plumbing</b>	<b>25</b>	<b>24</b>	<b>25</b>	<b>35</b>	<b>34</b>	<b>30</b>	<b>30</b>	<b>20</b>	<b>23</b>	<b>24</b>		
	\$ 1,455	\$ 1,470	\$ 1,755	\$ 1,845	\$ 2,160	\$ 1,995	\$ 1,770	\$ 1,365	\$ 1,320	\$ 1,770		
<b>Zoning</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>12</b>	<b>18</b>	<b>17</b>	<b>8</b>	<b>19</b>	<b>9</b>	<b>13</b>		
	\$ 90	\$ 45	\$ 45	\$ 540	\$ 810	\$ 765	\$ 360	\$ 855	\$ 450	\$ 585		
<b>Sub Totals</b>	<b>138</b>	<b>119</b>	<b>235</b>	<b>245</b>	<b>243</b>	<b>255</b>	<b>386</b>	<b>286</b>	<b>199</b>	<b>278</b>		
	\$14,321	\$ 9,695	\$15,096	\$23,434	\$21,613	\$ 25,926	\$ 20,284	\$ 26,921	\$ 16,569	\$ 32,590	\$ -	\$ -
<b>TOTAL YTD 2010</b>										<b>\$206,449</b>		
<b>PERMIT TYPE</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
<b>Building</b>	<b>60</b>	<b>35</b>	<b>76</b>	<b>86</b>	<b>101</b>	<b>113</b>	<b>93</b>	<b>86</b>	<b>112</b>	<b>102</b>		
	\$ 9,412	\$ 8,480	\$11,744	\$12,686	\$15,529	\$ 14,869	\$ 14,121	\$ 21,103	\$ 15,592	\$ 14,603		
<b>Electrical</b>	<b>19</b>	<b>19</b>	<b>35</b>	<b>28</b>	<b>26</b>	<b>26</b>	<b>41</b>	<b>29</b>	<b>42</b>	<b>35</b>		
	\$ 1,440	\$ 1,680	\$ 2,355	\$ 2,610	\$ 1,935	\$ 2,160	\$ 3,840	\$ 1,785	\$ 2,790	\$ 2,910		
<b>Mechanical</b>	<b>43</b>	<b>41</b>	<b>50</b>	<b>45</b>	<b>34</b>	<b>38</b>	<b>54</b>	<b>41</b>	<b>76</b>	<b>65</b>		
	\$ 2,775	\$ 2,665	\$ 3,090	\$ 2,866	\$ 2,388	\$ 2,250	\$ 3,000	\$ 2,250	\$ 4,590	\$ 3,960		
<b>Plumbing</b>	<b>34</b>	<b>41</b>	<b>43</b>	<b>32</b>	<b>21</b>	<b>29</b>	<b>40</b>	<b>49</b>	<b>38</b>	<b>43</b>		
	\$ 1,875	\$ 2,745	\$ 2,595	2,430	\$ 1,350	\$ 1,890	\$ 3,150	\$ 3,555	\$ 1,995	\$ 3,000		
<b>Zoning</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>21</b>	<b>29</b>	<b>17</b>	<b>6</b>	<b>11</b>	<b>14</b>	<b>11</b>		
	\$ -	\$ -	\$ 315	\$ 990	\$ 1,305	\$ 765	\$ 270	\$ 495	\$ 630	\$ 540		
<b>Sub Totals</b>	<b>156</b>	<b>136</b>	<b>211</b>	<b>212</b>	<b>211</b>	<b>223</b>	<b>234</b>	<b>216</b>	<b>282</b>	<b>256</b>		
	\$15,502	\$ 15,570	\$20,099	\$21,582	\$22,507	\$ 21,934	\$ 24,381	\$ 29,188	\$ 25,597	\$ 25,013		
<b>TOTAL YTD</b>										<b>\$221,373</b>		
<b>INSPECTIONS</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
<b>Total 2011</b>	<b>319</b>	<b>238</b>	<b>280</b>	<b>311</b>	<b>371</b>	<b>369</b>	<b>319</b>	<b>411</b>	<b>349</b>	<b>432</b>		
<b>Total 2010</b>	<b>292</b>	<b>220</b>	<b>361</b>	<b>366</b>	<b>379</b>	<b>358</b>	<b>427</b>	<b>405</b>	<b>350</b>	<b>449</b>		
<b>Total 2009</b>	<b>323</b>	<b>315</b>	<b>340</b>	<b>337</b>	<b>350</b>	<b>372</b>	<b>440</b>	<b>401</b>	<b>463</b>	<b>374</b>		
<b>Total 2008</b>	<b>460</b>	<b>352</b>	<b>326</b>	<b>432</b>	<b>432</b>	<b>628</b>	<b>727</b>	<b>562</b>	<b>533</b>	<b>577</b>		
<b>Total 2007</b>	<b>419</b>	<b>363</b>	<b>395</b>	<b>511</b>	<b>511</b>	<b>549</b>	<b>554</b>	<b>608</b>	<b>584</b>	<b>686</b>		
<b>RENTAL INSPS</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
<b>Total 2011</b>	<b>95</b>	<b>49</b>	<b>102</b>	<b>146</b>	<b>129</b>	<b>179</b>	<b>183</b>	<b>243</b>	<b>177</b>	<b>214</b>		
<b>Total 2010</b>	<b>214</b>	<b>170</b>	<b>139</b>	<b>216</b>	<b>223</b>	<b>158</b>	<b>264</b>	<b>179</b>	<b>212</b>	<b>183</b>		
<b>Total 2009</b>										<b>57</b>		

(Began tracking separate rental inspection totals Oct, 2009)

# DOMESTIC VIOLENCE PROSECUTION REPORT

October 2011

**To:** Township of Ypsilanti Board of Trustees

**From:** McLain & Winters, Attorneys for the Charter Township of Ypsilanti

**Date:** November 3, 2011

Dear Board Members:

The following represents the Township Prosecuting Attorney's report regarding domestic violence activity for the months of October 2011:

	October 2011	Year to Date (2011)	Statistics for 2010	Statistics Since 10/1999
Cases Submitted	28	244	265	3190
Cases Authorized	12	95	92	1306
Cases Denied	12	114	153	180
Cases Furthered	3	28	17	230
Cases Sent to the County	1	7	4	68
Defendant FTA-BW Requested	4	22	16	204
Pre-Trials Held	9	111	121	1682
Motions	1	8	3	38
Convictions-Total	2	35	31	839
Convictions-By Plea	2	29	25	---
Convictions-By Trial		8	6	---
Acquittals		4	6	79
All Dismissals	9	60	47	488
Cases Reauthorized	2	18	14	189
Cases Not Reauthorized	7	38	38	244
Deferrals Considered	4	61	47	484
<b>Conviction Rate*</b>	<b>100%</b>	<b>89.7%</b>	<b>84%</b>	<b>91.4%</b>

\* Based upon all cases taken to a conclusion

Respectfully Submitted,

McLain & Winters

# YPSILANTI TOWNSHIP FIRE DEPARTMENT

## MONTHLY REPORT

OCTOBER 2011

Fire Department staffing levels are as follows:

1 Fire Chief	1 Interim Fire Marshal	3 Shift Captains
3 Shift Lieutenants	18 Fire Fighters	1 Probationary Fire Fighter
1 Clerk III / Staff Support		

All fire department response personnel are licensed as emergency medical technicians by the State of Michigan Public Health. During the month, the fire department responded to 324 requests for assistance. Of those requests, 235 were medical emergency service calls, with the remaining 89 incidents classified as non-medical and/or fire related.

Department activities for the month of October, 2011:

- 1) The Public Education Department participated in the following events:
  - a) Fire Safety & Truck demonstration at Grace Fellowship Church
  - b) Fire Safety & Truck demonstration at Teddy Bear Day Care
  - c) Fire Safety & Truck demonstration at Wiard's Orchard
  - d) Fire Safety & Truck demonstration at Ford Elementary
  - e) Fire Safety & Truck demonstration at Victors Academy
  - f) Fire Safety talk at M.O.P.S.
  - g) Truck demonstration at Greene Farms Sub Neighborhood picnic
  - h) Truck demonstration at McDonalds on James Hart Parkway – grand re-opening
  - i) Truck demonstration at Krogers on Whittaker Road – Kids Night Out program
  - j) Truck demonstration for Service Night at Ypsilanti Schools' Shadford Field
  - k) Car seat fittings
  - l) Issued 11 smoke alarms to 6 addresses: 462 Hayes (2), 803 Nash (2), 749 Jerome (2), 1175 Nash (2), 1140 Wendell (2), & 800 block of Juneau (1)
- 2) Fire fighters attended 15 neighborhood watch meetings
- 3) Fire fighters received training in the following areas:
  - a) Washtenaw County Tech Rescue training
  - b) Washtenaw County HazMat training
  - c) Western Wayne County Tech Rescue training
  - d) Building Collapse training



The Interim Fire Marshall had these activities for the month of October, 2011:

- 1) Inspections / Tests completed:
  - a) Fire Safety complaints: 4
  - b) Acceptance tests: 1
  - c) Site Inspections: 5
  - d) Burn Permit inspections / permits issued: 6
  - e) Plan Reviews: 3
  - f) Code enforcements: 2
  - g) Citations: 2
  - h) Address requests: 2
- 2) Attended 1 meeting:
  - a) Western Wayne County Chiefs meeting

The Fire Chief attended 14 meetings / events for the month of October, 2011:

- 1) Grievance hearing with township officials
- 2) WAMAA meeting
- 3) Grace Community Church picnic
- 4) Appointed new interim Fire Marshal
- 5) Hazmat Authority Board meeting
- 6) Labor negotiations
- 7) Fire Dispatch meeting with HVA
- 8) Promotional Process meeting in Lansing, MI
- 9) Labor attorney meeting
- 10) Southeastern Michigan Fire Chiefs meeting
- 11) EMS / Emergency Medical Board meeting
- 12) Countywide snow emergency meeting
- 13) Revised board-up rotation policy
- 14) Revised & presented 2012 fire department budget to township board

There were 2 injuries and 0 deaths reported this month for civilians.

There were 0 injuries and 0 deaths reported this month for fire fighters.

This month the total fire loss, including vehicle fires, is estimated at **\$5,000.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 10/06/2011	1288 Fall River	\$ 0.00 (cooking)
2) 10/07/2011	208 Devonshire	\$ 0.00 (cooking)
3) 10/08/2011	1397 Crestwood	\$ 0.00 (trash)
4) 10/09/2011	2119 Moeller	\$ 0.00 (trash)
5) 10/10/2011	EB I-94	\$ 0.00 (truck)
6) 10/28/2011	163 Russell	\$ 0.00 (dumpster)
7) 10/29/2011	286 Valley Drive	\$ 5,000.00 (furnace)
8) 10/29/2011	28 N Prospect	\$ 0.00 (mutual aid – City of Ypsi)
9) 10/31/2011	1201 Marcus	\$ 0.00 (trash)

Respectfully submitted by,

Rhonda Bates, Clerical Support Staff  
Charter Township of Ypsilanti Fire Department

Attachment: Fire House Incident Type Report (Summary) 10/01/2011 – 10/31/2011

**Ypsilanti Township Fire Department**

**Incident Type Report (Summary)**

**Alarm Date Between {10/01/11} And {10/31/11}**

<b>Incident Type</b>	<b>Count</b>	<b>Pct of Incidents</b>	<b>Total Est Loss</b>	<b>Pct of Losses</b>
<b>1 Fire</b>				
111 Building fire	1	0.31%	\$0	0.00%
113 Cooking fire, confined to container	2	0.62%	\$0	0.00%
118 Trash or rubbish fire, contained	1	0.31%	\$0	0.00%
132 Road freight or transport vehicle fire	1	0.31%	\$0	0.00%
151 Outside rubbish, trash or waste fire	2	0.62%	\$0	0.00%
154 Dumpster or other outside trash receptacle fire	1	0.31%	\$0	0.00%
	<b>8</b>	<b>2.47%</b>	<b>\$0</b>	<b>0.00%</b>
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
251 Excessive heat, scorch burns with no ignition	1	0.31%	\$5,000	100.00%
	<b>1</b>	<b>0.31%</b>	<b>\$5,000</b>	<b>100.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
300 Rescue, EMS incident, other	16	4.94%	\$0	0.00%
311 Medical assist, assist EMS crew	35	10.80%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	63	50.31%	\$0	0.00%
322 Motor vehicle accident with injuries	9	2.78%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	2	0.62%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	8	2.47%	\$0	0.00%
331 Lock-in (if lock out , use 511 )	1	0.31%	\$0	0.00%
352 Extrication of victim(s) from vehicle	1	0.31%	\$0	0.00%
	<b>235</b>	<b>72.53%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
400 Hazardous condition, Other	1	0.31%	\$0	0.00%
411 Gasoline or other flammable liquid spill	1	0.31%	\$0	0.00%
412 Gas leak (natural gas or LPG)	1	0.31%	\$0	0.00%
424 Carbon monoxide incident	3	0.93%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	0.31%	\$0	0.00%
441 Heat from short circuit (wiring), defective/worn	1	0.31%	\$0	0.00%
445 Arcing, shorted electrical equipment	3	0.93%	\$0	0.00%
463 Vehicle accident, general cleanup	2	0.62%	\$0	0.00%
	<b>13</b>	<b>4.01%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
500 Service Call, other	1	0.31%	\$0	0.00%
510 Person in distress, Other	1	0.31%	\$0	0.00%
511 Lock-out	1	0.31%	\$0	0.00%
531 Smoke or odor removal	3	0.93%	\$0	0.00%

**Ypsilanti Township Fire Department**

**Incident Type Report (Summary)**

**Alarm Date Between {10/01/11} And {10/31/11}**

<b>Incident Type</b>	<b>Count</b>	<b>Pct of Incidents</b>	<b>Total Est Loss</b>	<b>Pct of Losses</b>
<b>5 Service Call</b>				
550 Public service assistance, Other	2	0.62%	\$0	0.00%
551 Assist police or other governmental agency	2	0.62%	\$0	0.00%
553 Public service	1	0.31%	\$0	0.00%
561 Unauthorized burning	12	3.70%	\$0	0.00%
	<b>23</b>	<b>7.10%</b>	<b>\$0</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>				
600 Good intent call, Other	3	0.93%	\$0	0.00%
611 Dispatched & cancelled en route	19	5.86%	\$0	0.00%
622 No Incident found on arrival at dispatch address	4	1.23%	\$0	0.00%
631 Authorized controlled burning	2	0.62%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.31%	\$0	0.00%
	<b>29</b>	<b>8.95%</b>	<b>\$0</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, Other	3	0.93%	\$0	0.00%
733 Smoke detector activation due to malfunction	2	0.62%	\$0	0.00%
736 CO detector activation due to malfunction	1	0.31%	\$0	0.00%
740 Unintentional transmission of alarm, Other	4	1.23%	\$0	0.00%
744 Detector activation, no fire - unintentional	1	0.31%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	2	0.62%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	1	0.31%	\$0	0.00%
	<b>14</b>	<b>4.32%</b>	<b>\$0</b>	<b>0.00%</b>
<b>9 Special Incident Type</b>				
900 Special type of incident, Other	1	0.31%	\$0	0.00%
	<b>1</b>	<b>0.31%</b>	<b>\$0</b>	<b>0.00%</b>

**Total Incident Count: 324**

**Total Est Loss:**

**\$5,000**

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
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**Human Resource**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-0065  
Fax: (734) 484-5160  
[www.ytown.org](http://www.ytown.org)

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## MEMORANDUM

**TO:** Charter Township of Ypsilanti Board of Trustees

**FROM:** Karen Wallin  
Human Resource Department

**DATE:** November 7, 2011

**RE: Monthly Report**

The items below are projects that the Human Resource Department is currently working on, in addition to the day to day operations of the department.

- Work is continuing with GDI on the implementation of the new time and attendance program. GDI is running final testing on the program.
- Met with Health Care Agent/Broker regarding new health care programs being rolled out. Dennis and Doug from Marwil will be conducting employee meetings on the new programs for active employees the week of November 7<sup>th</sup>.
- Met with Teamster's regarding beginning contract talks.
- Preparing documentation requested by the AFSCME union council 25 representative for negotiation talk to begin.
- Fire Department Entry Level Application Process took place from Monday, October 17, 2011 – Monday, October 31, 2011. Application packets are being reviewed and background checks should be completed with the next few weeks.
- Corresponding with Benefit Education Specialist from MERS on setting up some education meetings for employees.
- Assisted John Hancock and Chief Copeland in preparing for fire department negotiations.
- Scheduled upcoming meeting with AFSCME union to discuss items related to Community Standards Department and Residential Service Department.

Please feel free to contact me regarding these or any other Human Resource questions.

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
JEAN HALL CURRIE  
STAN ELDRIDGE  
MIKE MARTIN  
SCOTT MARTIN



**Supervisor's Office**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 481-0617  
Fax: (734) 484-0002  
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TO: Township Board  
FROM: Tammie Keen, Neighborhood Watch Coordinator  
DATE: November 7, 2011  
RE: November 2011 Report

Neighborhood Watch continues to be busy. The Wingate Condominiums began meeting in October and had a good turnout.

We are in the process of lining up lots of guest speakers for meetings next year and getting the 2012 NHW postcard ready to mail out.

**Guest Speakers in October**

1. Supervisor Stumbo attended the Gault Village and Lay Gardens/Hannah meetings for me. I was ill and could not attend.

Since the last report, I attended meetings for the following groups:

Huron Heights/Ridge  
Wingate  
Manufactured Home Communities  
Sugarbrook  
Oaklawn/Hawthorne  
Westlawn  
Bud/Blossom  
Clubview/Fairway Hills  
Appleridge  
Holmes Road

During this time period, approximately 45 hours were spent on Neighborhood Watch preparation, meetings and follow up and 128.75 hours were spent on duties within the Supervisor's Office and on payroll.

The following meetings are also scheduled in November:

West Willow  
Huron Heights/Ridge  
Cliffs on the Bay  
Valley Drive  
Stevens Recreation Park  
Manufactured Home Communities  
Lincoln  
Sugarbrook  
Lay Garden/Hannah  
Gault Village  
Lake Pointe Apartments

If you have any questions, please let me know.

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
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Office of Community Standards  
Ordinance Department  
7200 S. Huron River Drive  
Ypsilanti, MI 48197  
(734) 485-4393  
ytown.org

TO: The Charter Township of Ypsilanti Board Members

FROM: Mark Giffin – Ordinance Administrator

RE: Monthly Report for October 2011

<b>ACTIVITIES:</b>	<b>#</b>	<b>YTD</b>	<b>10 TD</b>
NEW COMPLAINTS	345	3315	3117
INSPECTIONS	684	7142	6653
NOTICE OF VIOLATIONS ISSUED	163	1799	1622
COMPLAINTS CLOSED	402	3767	3486
VEHICLES TAGGED 48 HOURS	01	68	63
MUNICIPAL CIVIL INFRACTION TICKETS ISSUED	08	113	90
PEDDLER PERMITS ISSUED	00	04	08



**ADDITIONAL STATISTICAL INFORMATION:**

HOURS OF COMPLAINT INVESTIGATION..... 205.25

HOURS OF OFFICE FOLLOW-UP ..... 148.75

HOURS OF COURT, TRAINING/MEETINGS ... 13.50

TOTAL OF HOURS WORKED ..... 367.50

TOTAL OF MILES DRIVEN ..... 1988

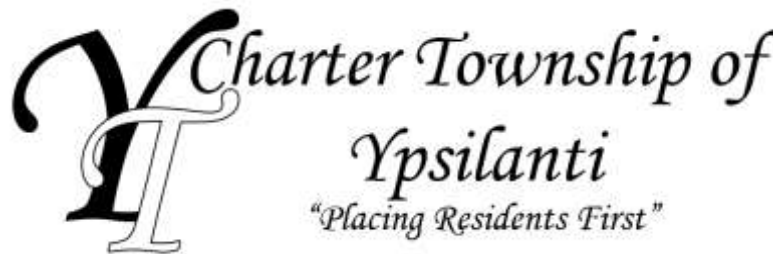
DAYS WORKED

Mark Giffin .....21

Bill Elling ..... 21



*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
JEAN HALL CURRIE  
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**Office of  
Community Standards**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
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www.ytown.org

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## MEMORANDUM

November 3, 2011

To: Township Board

From: Joe Lawson  
Planning Director

**Re: Planning Division (OCS) October 2011 report**

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Please be advised of the following activities related to the Planning Department for October 2011.

### **Planning Commission Activity**

The Planning Commission held their regularly scheduled meeting on October 25, 2011. The following agenda items were presented to the Commission:

265 S. Harris – After further discussion, the Commission directed Township Staff and Legal Counsel to draft a letter of agreement, to be recorded with the County Register of Deeds as to what uses would be permitted within the requested Class A Non-Conforming Designation. The property owner is currently requesting to use the currently zoned B-1 building as a U-Haul type storage and retail facility. It is anticipated that a draft of the agreement should be presented to the Commission during their regular November 22, 2011 meeting.

Burning Bush Church of God – 770 James L. Hart Parkway – The Commission held the required public hearing to consider a recommendation to the Board of Trustees for an amendment to the PD Stage II Final Site Plan of the former University Chevrolet property located at 770 James L. Hart Parkway. The property owner is requesting the amendment to permit the construction of a 1,900 square-foot addition to the existing 24,000 square-foot building. After the public hearing, the Commission passed a motion to recommend approval of the request to the Board of Trustees.

Taco Bell – 1085 East Michigan Avenue – The Commission held a public hearing to consider the special conditional use permit and preliminary site plan application to permit the construction of a 2,800 square-foot drive-thru restaurant to be located at 1085 East Michigan Avenue. After the public hearing, upon the request of staff as the preliminary site plan was not yet in proper form,

the Commission took no action. Since the public hearing, the applicant has submitted a revised set of plans that is anticipated to be presented to the Commission during their November 22, 2011 meeting for consideration.

### **Plans in Process**

Blackmore Addition II – 10800 Blackmore Avenue: This project is currently under construction and going well. The applicant anticipates that the building will be operational yet this fall with final exterior approvals next spring.

Speedway – 1395 East Michigan: This project is currently under construction and moving quickly. The project manager informs staff that the new facility will open to the public during the week of December 12th .

Burning Bush Church of God – 770 James L. Hart Parkway: As previously mentioned, a public hearing was held before the Planning Commission to consider a recommendation to the Board for the construction of a 1,900 square-foot addition. The Commission approved a recommendation of approval for the project. This recommendation will be presented to the Board of Trustees during their November 15, 2011 meeting.

A1 Auto Salvage – 2574 State Road: This project has received a recommendation of approval from all but one reviewing agent. Once the final review has been submitted and approved, the project will be scheduled for a preconstruction meeting. The property owner anticipates breaking ground yet this fall with a completion date early next spring.

Taco Bell – 1085 East Michigan: A second preliminary site plan submittal has been provided to this department for consideration. Staff currently awaits the return of all reviews and anticipates the consideration of the Commission during their November 22, 2011 meeting..

### **Zoning Board of Appeals**

The November 2, 2011 meeting was canceled due to a lack of agenda items.

### **Committee Meetings**

Re-Imagine Washtenaw – On September 14<sup>th</sup>, staff had the opportunity to attend the monthly Re-Imagine Washtenaw Joint Technical Committee Meeting. During this meeting, the entire group was updated on the next steps toward applying for grant funding to keep the project moving forward. It was also announced that Ypsilanti Township, due to my volunteering, will be the home of the forthcoming “Re-Imagine Washtenaw in Progress” construction sign. This sign will be posted at any new construction project located within the Washtenaw Avenue corridor to inform the public that such improvements are associated with this ongoing project.

Complete Streets – During the October 12<sup>th</sup> committee meeting, the final proposal was agreed upon and scheduled to be presented to the WATS Technical and Policy Committee. Should the

two committees approve the report, it will then be distributed to member communities for consideration and possible adoption into their review and development process.

WATS Technical Committee – Unfortunately, I was unable to attend the November 2, 2011 meeting due to a scheduling conflict.

**Administrative Items:**

I had the pleasure to attend the 2011 Michigan Association of Planning Annual Conference held this year in Grand Rapids. I had the opportunity to attend educational sessions on utilizing the 2010 Census, Medical Marihuana – legal update and how to stabilize your community through zoning. The conference is very informative and was a benefit for all who attended.

Staff also had the opportunity to provide comments relating to the proposed Kroger Fuel Station to be located at the East Michigan Kroger location. Staff provided comments to the design engineer and I anticipate a full submittal within the next few weeks.

Please see the attached list of site plans and development are presently in the review and development process.

Please contact me at my office (734-544-3651) or by email at [jlawson@ytown.org](mailto:jlawson@ytown.org)



<b>Residential</b>						
<u>Project</u>	<u>Type</u>	<u>Location</u>	<u>Status</u>	<u>Developer</u>	<u>Site Planner</u>	<u>Filing Date</u>
Creekside Farms Subdivision	Single Family Planned Development	Section 27 – 92 lots North side of Merritt Rd, east of Whittaker 49.33 acres \$280 - \$340k	<b>Plan has expired</b>  <b>Wetland Mitigation Project in process.</b>	Pulte Homes of Michigan 26622 Woodward Ave Suite 110 Royal Oak, MI 48067 248-414-2038	Atwell-Hicks Inc 500 Avis Dr. # 100 Ann Arbor, MI 48108 734-994-4000	7/19/00
Creekside Village East	Single Family	Section 26 – 250 lots East side of Tuttle Hill and Merritt Rd 93.47 acres \$190 - \$250k	<b>Phase I - Under Construction</b>	Pulte Homes of Michigan 26622 Woodward Ave Suite 110 Royal Oak, MI 48067 248-546-2300	\$170 - \$250k	12/15/99
Creekside Village South	Planned Development Single Family	Section 34 – 181 lots West side of Tuttle Hill, South of Martz 62.26 acres \$170 - \$250k	<b>Phase I - Under Construction</b> <b>Project split into two condos</b> <b>Creekside South &amp; Manors at Creekside</b>	Pulte Homes of Michigan 26622 Woodward Ave Suite 110 Royal Oak, MI 48067 248-546-2300	\$150- 225k	5/6/98
Creekside Village West	Single Family	Section 27 – 197 lots West side of Tuttle Hill, North of Merritt 148.21 acres	Under Construction 28 Lots Remaining	Pulte Homes of Michigan 26622 Woodward Ave Suite 110 Royal Oak, MI 48067 248-546-2300	\$240 - \$400k	
Crystal Ponds	Single Family Attached & Detached condos	Section 25 – 90 units East side of Bunton south of Textile 49.37 acres	<b>Under Construction</b>  <b>Taken over by Sterling Bank</b>	New Dimensions 3220 Coolidge Berkley, MI 48072 248-584-3340 Bob George	\$75 - \$190	



Residential Project	Type	Location	Status	Developer	Site Planner	Filing Date
Lakewood Farms Mixed Use – PD	Single Family Site condo Duplex condo Attached-condo	Section 26 – 415 units Phase I – 72 attached condominium units Phase II – 343 site and duplex condos East side of Tuttle Hill Btwn Textile & Merritt 254 acres \$170 - \$300+k	<b>Purchased at County Tax Auction</b>  <b>Awaiting contact from new owner to discuss future.</b>	Westminster & Abby 30100 Telegraph Rd Ste 100 Bingham Farms, MI 48025 248-203-2121	Atwell-Hicks Inc 500 Avis Dr.# 100 Ann Arbor, MI 48108 734-994-4000 Jason Van Ryn	3/3/00
Paint Creek Park – Condos (Hunters Ridge)	PD – Duplex Condos	Section 20 – 50 units	Project on Hold	Stonegate Associates 2585 Sunnyknowl Berkley, MI 48072 Joseph Check	Wolverine Engineering 312 North Street Mason, MI 48854 517-676-9200	3/30/98
Paint Creek Crossing – Residential	PD – Single & Multi-family Residential	Section 20 – 235 units 113 acres	Project on Hold	Stonegate Associates 2585 Sunnyknowl Berkley, MI 48072 Joseph Check	Wolverine Engineering 312 North Street Mason, MI 48854 517-676-9200	3/30/98
Pine View Golf Estates North III	Single Family	Section 20 – 35 units North side of Textile, west of Stony Creek	Phase III -Under Construction one lot remains	Barizzini & Rose LLC 7743 Huron River Dr. Dexter, MI 48130 734-426-0500	\$300 - \$400k	
Rivergrove Village	Single Family Attached – condo	Section 24 – 175 units Intersection of Grove & Bridge Rd 38.06 acres	Remaining units up for tax foreclosure September 2011	BRG Development 17117 W. Nine Mile Suite 1100 Southfield, MI 48075 734-669-2959	\$120-\$220k	
Tremont Park Phase II	Single Family	Section 35 – 188 units North side of Martz, west of Bunton	Phase II – 91 units -Under Construction Remaining lots purchased by Grand Sakwa in Dec. 2008	Tremont Park Associates 27774 Franklin Rd Southfield, MI 48034 248-594-0951 Jeff Brown	\$170 - \$300	



<b>Residential</b>						
<u>Project</u>	<u>Type</u>	<u>Location</u>	<u>Status</u>	<u>Developer</u>	<u>Site Planner</u>	<u>Filing Date</u>
West Grove Site Condos	Single-Family Site Condo	Section 24 – 40 units Northwest corner of Grove and Ide 14.2 acres	Preliminary Site Plan -Approved (5/17/05) -Extension (1/18/11) Detailed Engineering -Pending (2/3/07)	Grove Road, LLC Sherman Farber Development 5994 Red Coat Lane West Bloomfield, 48322 248-855-6065	Atwell-Hicks Inc 500 Avis Dr. Suite 100 Ann Arbor, MI 48108 Mark Pascoe 734-994-4000	8/26/04
Whispering Meadows II	Planned Development -Single Family	Section 27 – 217 units West side of Tuttle Hill, south of Textile	Phase II – 102 units <b>-Under Construction Beginning turnover of remaining 31 lots to Windmill Homes.</b>	RDK Homes 1409 Plymouth Rd Suite 280 Plymouth, MI 48170 734-495-3017 Robert Kime	\$160 - \$270k	



<u>Project</u>	<u>Type</u>	<u>Location</u>	<u>Status</u>	<u>Developer</u>	<u>Site Planner</u>	<u>Filing Date</u>
<b>Nonresidential</b>						
AI Auto Salvage	5.95 acre expansion of existing storage yard	Section 13 – 2575 State Road South side of State Road west of McGregor	Preliminary Site Plan -Approved (7/26/11) Detailed Engineering -Approved (11/2/11)	A-1 Auto Salvage & Scrap 2574 State Road Ypsilanti, MI 48198 Mr. Jim Burns	Boss Engineering 3121 E. Grand River Howell, MI 48843 800-246-6735	6/27/11
Blackmore Addition III	12,000 sqft addition to existing 34,000 sqft building	Section 25- 10800 Blackmore Ave. North side of Blackmore west of Rawsonville	<b>Under Construction</b>	Blackmore Company 10800 Blackmore Belleville, MI 48111	Midwestern Consulting 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200	4/28/11
Burning Bush Church - Addition	1,900 sqft addition to existing 24,000 sqft bldg	Section 17 – 770 James L. Hart Pkwy North side of James L. Hart west of Huron St.	Preliminary Site Plan -Recommended for approval (10/25/11)	Burning Bush Church Of God in Christ 2069 Tyler Road Ypsilanti, MI 48198 Don Shelby Jr.	Midwestern Consulting 3815 Plaza Drive Ann Arbor, MI 48108 734-995-0200	10/1/11
C&L Recycling	Restaurant oil recycling & storage facility	Section 13 – 1854 Cadillac Street West side of Cadillac south of Coolidge	Preliminary Site Plan -Approved (2/22/11) Detailed Engineering -Pending (10/26/11)	Chris Kind PO Box 980351 Ypsilanti, MI 48198 734-231-2000	Washtenaw Engineering 3526 W. Liberty Ste 400 Ann Arbor, MI 48106 734-761-8800	9/10/10
Chuck’s Auto Service	Major automotive repair facility	Section 2 – 17 Avis Street Avis south of East Michigan Avenue	Preliminary Site Plan -Denied (10/25/11) Detailed Engineering -Pending	Bobby McCoy 17 Avis Street Ypsilanti, MI 48198	MacMullen Architects Ypsilanti, MI 48198	8/22/11
MichCon	Natural gas compressor station	Section 1 – 3020 E. Michigan Avenue South side of Michigan west of Rawsonville	Awaiting Final Inspection  Landscaping replacement pending	DTE Energy 2000 Second Avenue Detroit, MI 48226	Basic Systems Inc. 10901 Clay Pike Rd Derwent, OH 47433	8/5/08
Round Haus Addition	5,815 sqft addition to the existing 3,302 building	Section 24 - 5970 Bridge Road Northwest corner of Textile and Bridge Road 1.07 acres	Project on Hold	Round Haus Pizza & Party Shoppe 5970 Bridge Road Ypsilanti, Mi 48197	Vitens Engineering 44275 Brandywyne Canton, MI 48187 734-453-3460	4/20/09





<u>Project</u>	<u>Type</u>	<u>Location</u>	<u>Status</u>	<u>Developer</u>	<u>Site Planner</u>	<u>Filing Date</u>
<b>Nonresidential</b>						
Speedway Gas Station	Demolish and reconstruct 3,936 sqft gas station	Section 10 1395 E. Michigan Northwest corner of East Michigan and Harris 0.77 acre site	<b>Under Construction</b>  <b>December 2011 Grand Opening</b>	Speedway/SuperAmerica 500 Speedway Dr Springfield, OH 45501 937-864-3000	Marathon Ashland Petroleum LLC 539 S. Main St Findlay, OH 45840 419-422-2121	11/27/07
Taco Bell	2,800 sqft drive-thru restaurant	Section 10 1085 E. Michigan North side of E. Michigan east of Ecorse	Preliminary Site Plan -Pending (10/30/11) Detailed Engineering -Pending	Sundance Inc. 7915 Kensington Brighton, MI 48116	Desine Inc 2183 Pless Drive Brighton, MI 48114 810-227-9533	9/16/11
Ypsilanti Area Credit Union	1,584 sqft branch building	Section 21 Located on the east side of Whittaker south of S. Huron River Drive 2.0 acres	<b>Nearing Completion</b>  <b>Retention Pond Issues to be resolved</b>  <b>Final inspection requested 11/4/11</b>	Tracker Properties LLC 33533 W. Twelve Mile Farmington Hills, 48331 2248-324-9315 Earl McHugh	Washtenaw Engineering 3250 W. Liberty Ann Arbor, MI 48106 734-761-8800	9/17/08
Zeer Security (Happy's Pizza)	1,644 sqft addition to existing retail building	Section 6 – 2997 Washtenaw Ave s/e corner of Washtenaw and Golfside	<b>Under Construction</b>	Eddie Zeer 23999 W. 10 Mile Southfield, 48034 248-304-1900	Engineering Services Inc 32300 Schoolcraft Livonia, MI 48150 734-525-7330	1/4/08

## Charter Township of Ypsilanti Recreation Department

### Recreation Report – September/October 2011

#### “Creating Community through People, Parks and Programs”

This report covers the months of September and October. The planning that staff did during this time focused on getting our fall programs started, monitoring the department budget to ensure we stay within budgeted amounts, purchasing supplies for upcoming programs, marketing, hiring & training staff & volunteers and planning for the end of the year. We also began to look at what programs we plan on offering for the winter/spring season and started securing venues, staff, volunteers and supplies.

During the months of September & October we experienced growth in some areas and a slight decline in others. For instance, our youth dance program grew by 60 students; many of our new art classes filled; our “50 & Beyond” program continued to grow and building rentals were up from this period last year. On the other hand, youth and adult sports revenues are slightly down. Our gate and shelter rental revenues were also slightly down for the year. Over-all, our total revenues for the year were slightly up from this same time period last year. We are also in line to come well under budget with expenditures.

The construction at the community center has been completed (new heating & cooling systems, lights and plumbing fixtures). We are still in the process of finding the proper balances in temperature throughout the building. This will take time as our needs change daily based on the types of activities we have in each room at any given time or day. We are confident we will find the proper mix thus saving us a substantial amount in utility costs.

Over-all, our participation numbers and popularity remain constant. We continually get calls and drop-ins from both new and returning customers seeking our programs and services. This is an indicator that our community still values and needs our services. We are an essential part of their lives. In many instances, we are either the sole provider or the primary provider for many recreational programs offered to our community. Most community education programs, nearby recreation departments, youth associations and private businesses have either disappeared or simply do not offer what we do. We are making a positive impact on the mental and physical health and well-being of those we serve.

Staff continues to monitor current trends such as **“Placemaking”** and the important role parks and recreation has within the community making it a destination place for new residents and businesses. We understand that the two largest generations in our Nation’s history, the “Millennials” and “Baby Boomers” are looking for a sense of place to call home. In many instances, they choose place first, then work. We continue to provide quality of life programs, services and facilities to accommodate current and future needs.

As always, this report highlights many of the programs and services that we offered during the late summer/early fall. This report also highlights some of the **“Benefits & Outcomes”** that our programs and services provide to our community rather than just simply listing the programs and services. In other words, the importance of what we do is better understood by measuring the “benefits & outcomes” as a result of what we do.

## 1. Partnerships, Sponsorships, Donations & Grants:

- Our partnership with the **Harvest Church** continued through September & October. In our lobby we set up designated boxes where the public can donate can goods or children's/adults coats. The church gave out over 50 coats to needy families during our annual craft fair and bazaar. They are now working on putting over 60 food baskets together to give out in November. This is all part of our YTRD Gives Back program.
- Our **Tops, Red Hat & Pool players** have all donated to the bazaar. These groups really appreciate the space they get to gather.
- **Sherry's Karaoke** donated her time for our YTRD Idols singing contest in October. Normally she would charge \$75.00 per hour; she was here for 5 hours that day. Sherry is a good friend of the senior program and donates many hours of her services throughout the year.
- Our **partnership with our local Buffalo Wild Wings remains solid**. In addition to potential use of their establishment for meetings and catering services, our community can turn in their receipts from their Buffalo Wild Wings each month to us. We then turn in the receipts to the restaurant and receive 20% of total sales. Some of our patrons are eating at Buffalo Wild Wings for the first time because of this promotion which adds new business to their establishment. It is a win-win situation. They will once again co-sponsor racquetball shirts for our fall leagues.
- We continue to join forces with **MRPA, Palace Entertainment and the Detroit Red Wings** to be able to offer discount tickets to their sporting events as well as to shows and concerts. We have had some success so far and believe this service will grow as more find out about it.
- George Corley, a dedicated Ypsilanti Township resident and coach, has allowed our department to renew a partnership. The Washtenaw Warriors YAG Pop Warner football program will once again practice at North Bay Park this fall.
- The Recreation Department continues to partner with the **National Alliance for Youth Sports (NAYS)** Start Smart programs. Start Smart Football began in September & Start Smart Basketball began in October.
- The **Ypsilanti Lincoln Soccer Club** practiced and played home games at Ford Heritage Park. **Fortis Academy** also played their home games at Ford Heritage Park. The **Washtenaw Warriors YAG Pop Warner** football program practiced at North Bay Park. Plans are underway to host Michigan Blue Jay baseball practices on area fields beginning in the spring. We also planned for the **Ypsilanti Huron Braves football program** to practice under the light at Community Center Park in November.
- The **YLSC and the Vardar Ann Arbor Soccer Club (Vardar)** continue to partner with our soccer program to help with player and coach development. The **Michigan Primer Soccer Association (MPSA)** and the **Canton Soccer Club (CSC)** are also interested helping us with our skills sessions with their technical directors. We met with MPSA and CSC in October and are looking forward to a partnership in the future.

## 2. Marketing and Promotion:

- By sending out press releases and e-blasts for the bazaar we were also successful in marketing the community center and all its programs.
- We have created many new fliers to promote our programs and services. These fliers are placed in our brochure rack and distributed through many programs held at the community center. We also email them out.
- We continue to send out **e-blasts** to target audiences for several of our programs. Although the system we use is not the best, it is a method of promotion that has helped us increase our exposure and registrations. We are beginning to look into a service that provides a professional template for e-blasts and e-newsletters. Many parks and recreation departments are using this type of service with great success.
- Our “**Facebook**” page for the recreation department is growing in popularity. This is becoming a strong marketing tool for us as it allows greater interaction with staff and our community. **The popularity of “Social Networking”** is surpassing printed media and even email. We promote many of our programs on our Facebook page. The community can post comments and photographs on the site and share their experiences with everyone. We are working hard to build our “Fan” base on the site. Lisa Garrett & Lynda McCrystal has stepped up to keep our Facebook site current.
- **Word of Mouth Promotion** – We are finding that the vast majority of our patrons who participate in our programs value the benefits so much that they are telling their friends and neighbors about us. We continue to get new customers.

## 3. Reference and Referral

- Senior centers or older adult programs are the front line of prevention. The biggest threat to our local and state government is chronic conditions of the older population. This is why we offer reference and referrals. From calling referral agencies for them to just being there to listen our members know that we care and that we are here for them. We continue to refer these senior to the following agencies: Area Agency on Aging, Catholic Social Services, Help source, Neighborhood Senior Services, Home Instead, Washtenaw County Senior Services, Superior Woods Healthcare Center, All State Homecare, Regency Health Care Center, & Marion Manor
- We get very busy and find it difficult to write down every time we help a member but rest assured that it is on a daily basis in one way or another. From calling referral agencies for them to just being there to listen our members know that we care and that we are here for them.
- By communicating with our program participants and their parents, we are finding that their feedback is helping us better meet their needs. In addition, we are finding that because of this open communication they are spreading the word on how well they like our programs and services. They are also giving us leads on finding new staff, potential employees and potential donors.

#### 4. Community Collaboration and Outreach:

- Our Recreation Department hosted our Ypsilanti Township Soccer Camp at Ford Heritage Park during August. Area travel league players and high school players served as camp coaches.
- We continued to hold our Wednesday soccer skill sessions in October. Vardar got the ball rolling back in September hosting the first one. Coach Paul Stone of our Youth Soccer program kept the ball rolling during the season with the help our youth coaches, players and YLSC. Our youth players looked forward to the extra training each week.
- Township resident Presley Wright contacted the Recreation Department to help raise money for Alzheimer's. A charity softball tournament was organized to benefit the Alzheimer's Association, Michigan Great Lakes Chapter. Ms. Presley expressed her gratitude for the community support her efforts received; "I just wanted to say thank you for allowing me to use the fields for my fundraiser. It was a huge success! We had about 200 people show up. We had a lot of fun and we played for hours! We raised almost \$900.00! It was amazing. Thanks again!"
- The Michigan Recreation and Park Association (MRPA) Youth Swim Meet provided an opportunity for local athletes ages 7-18 to compete with other youth swimmers throughout the state. The MRPA Youth Swim Meet took place at the Willow Run Aquatics Center in August.
- On the first Thursday of every month we continue to host the **Focus Hope food distribution**. Seniors come to the community center and register with Focus Hope and receive several boxes of staple foods. Again we are one of the largest sites for our county. Our numbers are averaging 180 families a month.

#### 5. Collaboration with other Departments:

- Youth Soccer practices and games began at the beginning of September. All games are played at Ford Heritage Park. Teams also practice at Ford Heritage Park as well as Ford Lake Park and Burns Park. Youth football continued through September & October. Games and practices were held at Loonfeather Park. Teams also practice at North Bay Park. We work closely with the maintenance staff to prepare these fields for practices and games.
- Our maintenance department prepared soccer, football and softball fields that hosted over 30 games a week this fall.
- We worked closely with the maintenance staff to assist us in setting up for the Annual Craft Show & Health Fair.
- Joe Lawson has assisted us throughout the process of getting the Lakeside Park project started. His valued expertise has helped us make sure we follow township policy and requirements so we do not make mistakes. This will save us time, energy and money in the long run.

## 6. Health & Wellness:

- We had 8 members walk in this year's Making Strides for Breast Cancer event held at the Eagle Crest Marriott. Our walkers collected \$500.00 in donations. Kudos to the walkers and staff that lead them on their journey.
- Enhanced Fitness, provided by The National Kidney Foundation, provided a donation report. 78% of the necessary funds were donated by our participants from April – September. The shortfall was covered by the AAA1B grant. Our program currently has a reserve fund of 4 months. This is good because the AAA1B grant ended September 30<sup>th</sup>.

## 7. Provide Recreational Experiences:

### A. "50 & Beyond" Programs & Services

- **Membership renewals** continue to go well. Our current registered membership is now well over 1,000. We are on target to finish the year with over 1,100 members.
- In September & early October we continued to work on this year's Annual Craft Show and Health Fair scheduled for October 7 & 8. Our Tops group agreed to put the bean soup mix bags together and they donated many bake goods for the bake sale. The Red Hatters have donated 3 large baskets full of food and storage containers. The Pool Players donated money for the kitchen supplies.
- The 2011 Annual Craft Show and Health Fair was a great success. We estimated that over 350 people attended on Friday and close to the same number on Saturday. The 50 & Beyond program appreciates all the township does for the seniors of our community. Over 200 people got their flu shots on Friday and 80+ went through the health screenings being offered by Project Healthy Living. Our business community was very generous this year. We had over 40 businesses donate 107 prizes.
- We are continuing to walk to New Orleans for Mardi Gras. Walkers are encouraged to keep track of their laps when they walk here at the Community Center. Before they leave we ask them to log their laps with us. As a team our goal is to walk enough miles to get to New Orleans. We have a large map that is updated each day by filling in the route line from here to New Orleans. It is about 1000 miles. We are currently halfway through Illinois.

### B. Enrichment & Special Events

- **Kids Korner** is off to a great start. The 3 day afternoon class has been restructured to include 3 year old due to the low enrollment numbers of the 2 day afternoon class. The families were grateful that we made this change instead of just cancelling the class.
- Most of our new **fall enrichment classes** were able to start. We only had a couple that did not have the enrollment to support the class taking place but the good news is that those classes that didn't go in September have additional sessions scheduled and it is looking like those sessions will take place. We are excited about these classes but also realize that it takes time for classes like these to take off.

- Our **Monster Mash Bash** was a great success. We had over 80 children participate. The community center gym was transformed into a “not too scary” trick or treat village. We had 6 volunteers present to assist our staff. The kids played games and took home candy and prizes. Everyone seemed to have a great time. A big Thank You goes to the Downriver Actors Guild for letting us borrow so many props to create our Halloween Town.
- We crowned our **2011/2012 Little Miss YTRD** on Saturday during our Family Fun Day on October 8<sup>th</sup>. She received an open pass to all the one day events held at the community center during 2011/2012 (Daddy Daughter, Monster Mash, Tinsel Town, Easter Bunny Brunch, etc.). All of the participants received a special crown, goodie basket and a trophy.
- The **new music classes and guitar classes** are taking off and many children are now taking lessons. We are excited to have Anne Jackson on aboard to teach these classes.
- Our first **Family Night** was cancelled due to low enrollment. We are hoping that with more time to promote, the next Family Night we will see an increase in enrollment. Again it does take time for these types of events to catch on.
- Our **youth dance program** grew by 60 students. Our program has established a strong reputation for quality training at affordable prices. We also have fantastic instructors who represent our department well.

### C. Sports & Fitness Programs

- The Ypsilanti Township Recreation Department plays an important role in the quality of life that Ypsilanti Township’s residents and participants have come to expect. We offer a variety of sports and fitness programs for people of all ages and abilities to enjoy.
- Children participated in our Youth Soccer; Pre-School Soccer; Soccer Camp; Start Smart Football; Start Smart Basketball; Youth Tennis, Gymnastics, Jump-A-Rama Gymnastics; Okinawan Karate; Little Ninjas Karate and Flag Football programs.
- **Youth Soccer and Pre-School Soccer** emphasizes teamwork and developing skills at each age level. With parent volunteer coaches and certified referees, the program aims to teach players the importance of being involved with a sport. Our fall programs took place in September & October.
- **Flag Football** players headed to training camp at the beginning of September. Donella Hale and family sent us a note, “Hello, My family and I are new to the area, we love the flag football, what a great organization, my son is having a blast, everyone at the Twp. was helpful and a pleasure to work with, keep up the good work, we will continue to enroll with the rec. department.” The first games were played on the last Saturday in September. The season continues through October.

- The **Start Smart football program** is in the middle of another successful season. Our families come together with their children to participate in their first ever football games. Start Smart is a step-by-step approach that builds confidence and self-esteem, and makes sports fun. Parent-child groups perform motor skill tasks that gradually build confidence in children while they are having fun at the same time.
- **Youth Tennis Lessons** are taking place at the Community Center Park tennis courts. Students enjoy learning the lifelong sport of tennis.
- Adults participated in our Men's and Coed Softball Leagues, Racquetball Leagues, Zumba fitness classes and Body Blast Boot Camp fitness programs.
- Our **Ypsilanti Township Adult Softball program** is a member of Michigan Amateur Softball Association (MASA). The Coed and Men's fall softball leagues began in August at the Community Center Fields. Our teams are sponsored by area merchants and organizations. The players' families enjoy watching mom and dad play and have access to our clean restroom facilities and awesome playground equipment. The season ended in October.
- **Zumba** combines Latin and International music with a fun and effective workout system. With classes and instructors worldwide, anyone can join the Party! "I carpool with two neighbors to our Zumba class. We have so much fun we forget we are working out!" Beth Kennedy, Zumba participant.
- Our **Adult Racquetball Leagues** started in September. This season we have 28 players participating in four leagues.

## 8. Staff/Volunteer Development:

- Coach's clinics for soccer and flag football took place in September.
- Our soccer program displayed Ypsilanti Township's commitment to employing staff and volunteers that are willing to better the programs they are involved with. Each season our returning middle and high school aged soccer referees express their enthusiasm for the job. Our soccer referee coordinator works closely with the young referees and prepares them to successfully referee soccer games throughout the season. This training benefits our soccer referees as well as the youth they work with.
- On average we employed 14 youth soccer referee's to cover our Saturday soccer games each weekend. In all, 22 different middle and high school aged soccer referees were trained and worked the games this season. Here is a note sent to our young soccer referees from Tom Yankey, our Soccer Referee Coordinator: "Greetings again! It's the last week of the season. I'd like to thank all of the referees for the great work you've done this year! The program is a huge success because of the work you do. Hope to see you all in the spring!"



## 9. Program Testimonials:

- Sarah Thomas, a Pre-School Soccer parent, said, “My son Austin Thomas enjoys soccer. This is his second time playing; he also played this past spring 2011. The coaches are very good with the kids and fair. It is nice to do an activity that we all can enjoy (Parents & Kids).”
- Eddy and Erica Fulton, parents of Ethan (9) and Colin (12), said the following; “Our sons have both been active in the Ypsilanti Township Soccer program since they were three. They participate in both the fall and spring leagues. We have been very pleased with the coaches our sons have had over the years and that our children play alongside many of their neighbors and classmates. Over the years we have noticed that difficulties, such as parking at Ford Heritage Park, have been easily resolved simply by adjusting game schedules. This has made our experience all the better.”
- Aaron Rose, soccer parent and Ypsilanti Middle School Athletic Director praises our soccer program. “Great program, great price, great people, great times!”
- Angelita Jacobs, soccer parent, commented, “My son Austin (10) has enjoyed participating in Ypsilanti Township Recreation Soccer since age 4. He gained wonderful skills, made many new friends and has had a lot of fun learning, playing and enjoying the sport. His coaches have been great!”
- Donella Hale and family sent us a note: “Hello, My family and I are new to the area, we love the flag football, what a great organization, my son is having a blast, everyone at the Twp. was helpful and a pleasure to work with, keep up the good work, we will continue to enroll with the rec. department.” The first games were played on the last Saturday in September. The season continues through October.
- Here is a note we received from one of our soccer moms: “I keep meaning to contact the recreation dept. about one of the soccer referees. He's the one that worked on field 3 for the U10 league the last 2 games. He has always been great. He's really fair about his calls and helps the kids when they're not sure what to do or doing something wrong. Just wanted to let you know that he's doing a great job.” Becky Mourgas, Soccer Parent, U10 Dolphins and U6 Badgers.
- “We've really enjoyed the Ypsilanti Township Soccer League. I signed up my son because we had many good recommendations from friends. Our coaches have been timely, dedicated, and organized. We appreciate them so much for all the time and effort they spend.” Jennifer Hansen, Soccer Parent.
- “The flag football program has been great for our son! The atmosphere has been fun but competitive. The emphasis has been on development and sportsmanship. The coach has been great for the kids on the team, involving all of them in the games, and helping them to improve. Our son has enjoyed his experience.” Nate Ardle, Flag Football Parent.

- The Giants Flag Football season got off to a little bit of a rough start. Giant's player Jacob Condon didn't want to play on the same team as his little brother Joey. Flag football Coach Gary Stafford assured Jacob that he would be a big help to the team if he would play. Jacob did decide to play and Coach Stafford received these kind words at the end of the season. "Thank you for all your patience with Joey, he says you are the best coach ever." Janice Condon, Flag football parent. Older brother Jacob added, "thank you putting us on your team" Janice made our coach a batch of cookies, the best cookies he's ever had, he's down to the last two." The team went to Pizza Hut to celebrate the season.
- Letitia Mobley U10 Eagles soccer coach sums up the season ending feelings of our soccer and football teams. "Yeah! We had a pizza party for all the kids at Aubree's and made special awards for each of them. It was awesome and the best season we have ever had. There was so much camaraderie between the parents and everyone really loved the awards."

#### **10. Park Operations/Development:**

- **Lakeside Park Grant** – The contract with the MDNR has been executed and the service agreement with Beckett & Raeder has also been executed. Geotechnical and site surveys will take place in November. Once the surveys are completed, the drawings and specifications can be completed. We are still working with EMU to get a usage agreement draft completed for review. We hope to have a draft agreement for review sometime in November/December.
- **Park Operations** – Over all the 2011 park season went well. We stopped staffing the parks in September. Revenues for shelter rentals and gate fees were slightly down as compared to 2010. Many factors probably played a role in this including weather, staffing the parks less this year, park maintenance issues and the lack of adding any new features in the parks for the past several years.

#### **11. Recreation Management Team Update:**

- We have been finalizing the 2012 budget and making the necessary adjustments. We continue to look for ways to save money without hurting our programs.
- The Recreation Department management team spends many hours meeting and working on ways to improve the quality of our services and cut costs. Considering this has been our goal for the past few years here at the recreation center it is getting increasingly difficult to find areas to cut without cutting services or programs. We have very talented and dedicated staff that has contributed to the success and growth in our department. Cutting additional staff and/or cutting program supplies at this point would definitely mean a reduction in what is offered to our residents. Everyone here is doing all that they can and it would be difficult to take on additional duties.

- The Recreation Director also has been meeting with the Department Clerks on a regular basis. Their input has been very valuable to the operations of the department. Through their efforts we have found better ways to do business while saving time and money. They are a big part of our success.

## **12. Community Center Renovation:**

- Work is done with the renovation at the community center. The center received new plumbing fixtures, new lighting and a new heating and cooling system. Adjusting the different zones will be a work in progress for the next several months. The challenge is the different types of activities we offer in each room on any given day.

## **13. Events & Programs:**

### **“50 & Beyond” Trips and Programs for September & October:**

Annual Health Bazaar and Craft Show	MI Princess Cruise & Fire Keepers
Coat Drive	Halloween Town
Greektown	Big River and Lunch
Noises Off & Pizza	Red hat
Bingo	Country music
TOPS	Recycled card crafts
Domino club	Bridge club
Quilters club	Foot Nurse Visit
Birthday celebration Tuesday	German Club
Scrabble Club	Enhanced Fitness
Pickleball	Dance-R-Size
Tap Dance	Hawaiian Dance
Lively Singers	Lively Players
Music Makers Band	Tai Chi
Line Dance	Lifetime Fitness
Movie Day	Collette Vacations Presentation
Last Eastern Market trip	Acoustic Music
Pinochle	Ceramics
Watercolor class	Drawing class

### **Enrichment Events & Programs for September & October:**

Adult Travel	Kids Korner
Guitar Lessons	Adult Drawing
Jump-A-Rama Cheer	Jump-A-Rama Gymnastics
Tap Dance for Adults	Kiddy Keys
Adult Art Classes	Youth Dance (25 classes)
Tot Time	Pre-School Spanish
After School Spanish	Get Rhythm with ‘Em
Adult Water Color	Mini Art Masters

After School Art Program  
Bibbidi Bobbidi Boo  
Adult Acrylic Painting  
YTRD Fall Craft Show & Health Fair  
Little Miss YTRD

Art Fun for Mom & Me  
Kids on the Move with a Groove  
Monster Mash Bash  
YTRD Idol Contest  
YTRD Coat Drive and Food Baskets

**Health and Sports/Athletic Programs for September & October:**

Little Ninja's  
Youth Soccer Programs  
Adult Racquetball Leagues  
Body Blast Boot Camp  
Adult Tap Dance  
Pilates  
Gymnastics  
Start Smart Football

Okinawan Karate  
Tennis Lessons (youth & adult)  
Zumba  
Yoga  
Fall Adult Softball  
Jump-A-Rama Gymnastics  
Flag Football  
Start Smart Basketball

Respectfully Submitted,

Art Serafinski, CPRP, Director

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**KAREN LOVEJOY ROE**  
*Treasurer*  
**LARRY J. DOE**  
*Trustees*  
**JEAN HALL CURRIE**  
**STAN ELDRIDGE**  
**MIKE MARTIN**  
**SCOTT MARTIN**



## Residential Services

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-0073  
Fax: (734) 544-3501  
[www.ytown.org](http://www.ytown.org)

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# MEMORANDUM

TO: Charter Township of Ypsilanti Board of Trustees

FROM: Jeff Allen, Residential Services Director

DATE: November 15, 2011

RE: RSD Monthly Board Report – October/November

We have had a busy month cleaning up our summer work and getting ready for the winter. We are starting to winterize our mowing equipment and prepping our snow removal units.

I presented the Township in a court case with the Magistrate for a ticket I issued for brush being set out early. This has become a bigger issue of late as it seems more people are spending time at home doing work. This resident was a habitual offender.

Art Serafiński and I met with Beckett-Raeder to set up the timelines for the Lakeside Park project. We are establishing the bidding and billing system for The project.

Michael Saranen and I met with Burke Roofing to do some final tweaking before their roofing job began.

I attended a WCRC workshop that was titled "Introduction to Transportation Asset Management" held at their offices. They covered the various pavement methods and the rating scale for road evaluation.

Mike Radzik, Art Serafiński and I met to discuss the request from Ypsilanti Schools that we provide a crossing guard at Erickson School. We have transferred the guard we had at Hewitt over to Erickson to accommodate their request.

In response to the MDEQ, I conducted some dry screening test on the outfalls in the Huron River Water Shed. This included Ford Lake and the river below the dam.

Mike Radzik and I and some other staff have been meeting on a weekly basis to look at reopening the Holmes Rd. Police Station as an outpost as well as the possible takeover of the Michigan State Police post on Huron Street. I am hoping to complete the renovations/ clean-up of the Holmes Rd station.

I attended and participated in the senior bazaar last month in the Community Center.

We removed the front landscaping for transplanting and our low bidder contract completed the upgrade of the front of the Civic Center.

I arranged a meeting with Norfolk Southern Railroad folks to discuss the easement that we are seeking along their property on Textile Road in order to install the Border to Border Trail that Washtenaw County Parks has approved. The meeting went well and it sounds as though they may be willing to give us the easement as they are interested in developing the property.

EMU hosted a training session for "illicit discharge" last month at Eagle Crest Clubhouse. This is a training session that helps participants identify improper water connections. This is necessary as part of my Storm Water Management-Industrial Site license.

I am continuing to pursue easements along Congress Street in the efforts of applying for the Connecting Communities grant by the end of the year.

I met with Evan Pratt of Spicer Engineering to look at the various parks as it relates to tennis and basketball court renovation. At the Township Board request I have contracted with this group to come up with an evaluation, cost estimate and specifications for these courts. I plan on bringing the costs of these to the board at the early December meeting.

Most recently, we are now busy on setting up for the election. As you know, this is a small election as it is only for the school board, and therefore we have less to set up for.

As for the Hydro Station we have generated an estimated 969 MWh of power. This amounts to approximately \$38,000 worth of total revenue. Once we remove the services charges and the amount due to the City of Ypsilanti, the net revenue is approximately \$32,850. Overall we have experienced a good year so far at the Hydro Station. The water/rain levels have been higher than anticipated and the water quality was better than normal for Ford Lake.

## Hydro Operation Summary

	October	YTD	2010
Days Online	31	294.5	362
Generation MWH (estimated)	969.128	9,069.552	7,972.180
Generation lost MWH (estimated)*	0	316.230	414.165

\*losses related to scheduled & unscheduled maintenance and water quality discharges.

### After Hour Call In

Water levels	2	42	32
Mechanical/Electrical	0	3	4
Other	0	0	4
Totals	2	45	40

## Activities: Ford Lake Dam

### General Summary:

Production for the month was well above average. The weather station recorded about 2.17" of rain for the month.

The powerhouse roof has started to leak in a couple of spots. The board approved to replace the roof and awarded the work to Burke's Roofing.

Generator #2 had some in balance in the shaft. Turbine inspection found no debris but restarting the unit it was running satisfactory. Routine maintenance is being done.

### Water Quality Summary:

The water quality monitoring began on June 1; operators are monitoring the water quality conditions and taking readings as outline in the WQ Plan. The hydro discharged from the bottom gates for 5 days in September to maintain run of river and/or help with water quality in Ford Lake.

Month	Days spilling	Lost KWh*	Lost \$ *	2010
May	31	0	\$ 0	\$ 200
June	17	32,130	\$ 1,212	\$ 2,115
July	16.5	64,600	\$ 2,948	\$ 8,560
August	23.5	150,025	\$ 5,266	\$ 3,592
September	5	22,300	\$ 1,017	\$ 0
October	0	0	\$ 0	\$ 0
Totals	93	*204,455	*\$10,433	*\$ 14,467

\*estimated revenue losses from diverting water away from generators for improving WQ purposes.

Regulatory Update:

Nuisance Plant Survey- Annual Report was completed and file with the resource agencies for comment.

Michael Saranen is working on updating the Technical Documents as required of the last Part 12 Inspection. Barr this needs to be completed by December 31.

The water quality monitoring season has ended and the data was compiled into the annual report. The report was submitted to the DEQ for comments.

We have worked on a Security Study along with Township Staff.

Other:

The Township Board approved looking into reducing communication cost related to connection with the DTE substations. The Board authorized replacing communication equipment with YCUA in August. This equipment is on order.

**Sargent Charles Dam and Tyler Dam**

Each dam continues to get routine safety inspections and appropriate maintenance.

Tyler Dam - 5 year inspection. No major findings were found during the safety inspection, however, the State inspector showed concern of the deteriorated sidewalks on the bridge. Michael Saranen and I are looking into how we should resolve any items related to the report and looking into the future.

A meeting was held with the RACER group to discuss how future work at the dam could impact RACER.



**WORK SESSION AGENDA**  
**CHARTER TOWNSHIP OF YPSILANTI**  
**TUESDAY, NOVEMBER 15, 2011**

**6:00 P.M.**

**CIVIC CENTER**  
**BOARD ROOM**  
**7200 S. HURON RIVER DRIVE**

1. REVIEW OF GENERAL MOTORS TAX SETTLEMENT – LINDA  
GOSELIN, ASSESSOR
2. REVIEW AGENDA
3. OTHER DISCUSSION

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
JEAN HALL CURRIE  
STAN ELDRIDGE  
MIKE MARTIN  
DEE SIZEMORE



**Assessor's Office**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 487-4927  
Fax: (734) 484-5159  
www.ytown.org

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To: Board of Trustees  
From: Linda Gosselin, Assessor  
Re: General Motors Tax Settlement  
Date: November 2, 2011

General Motors Company and the Township Assessor have come to an agreement for settlement purposes.

Attached for you review is the proposed Michigan Tax Tribunal settlement for the General Motors Company in Ypsilanti Township. The year in question is 2009 for Personal Property only. This appeal included 16 parcels, 2 of which were Real Property, 2 Personal Property and 12 Industrial Facility Tax Parcels. After lengthy discussion, General Motors Company has agreed to withdrawal 14 parcels with the 2 remaining being Personal Property. The original assessed value in dispute when we started this appeal in 2009 was 121,337,820 and the agreed upon assessed value to resolve this case is 4,309,760. The reduction was given based on the adopted State Tax Commission multipliers which typically reduces Personal Property equipment by 20%. I was able to resolve this case with a 5% reduction and waive interest on the appeal.

The settlement revenue tax dollars loss to the entities of the Township is as follows:

**Personal Property:**

99-124-003-00 & 99-126-003-00  
2009 Tax Year

County	\$24,744.13
Van Buren School Debt	\$17,713.12
ISD	\$14,930.31
Community College	\$15,884.05
<b>Township</b>	<b>\$44,821.50</b>
Library	\$9,298.30

**Total Revenue Loss**

**\$127,391.40**

Considering the cost of further litigation and the unknown time line of the Michigan Tax Tribunal, this is the most amicable agreement between both parties. Should you have any questions or concerns regarding this information, please feel free to contact me.

## SETTLEMENT PROPOSAL

### GENERAL MOTORS CORPORATION - PROPOSAL

<u>REAL PROPERTY</u>										<u>2009</u>		<u>2010</u>		<b>GRAND TOTAL</b>	
GENERAL MOTORS															
Taxable Value										\$12,574,800		\$10,970,900			
Difference										\$12,574,800 NO CHANGE		\$10,970,900 NO CHANGE			
Difference										\$0		\$0			
Difference										0		0			
AUTHORITIES	Mills			Mills			Mills			Mills					
State	6.0000	\$	-	0.0000	\$	-	0.0000	\$	-	6.0000	\$	-	6.0000	\$	-
County	5.6768	\$	-	0.0000	\$	-	0.0000	\$	-	5.7418	\$	-	5.7448	\$	-
Van Buren Schools	<b>18.0000</b>	\$	-	<b>0.0000</b>	\$	-	<b>0.0000</b>	\$	-	<b>18.0000</b>	\$	-	<b>18.0000</b>	\$	-
Van Buren Debt	<b>7.3500</b>	\$	-	<b>0.0000</b>	\$	-	<b>0.0000</b>	\$	-	<b>1.1300</b>	\$	-	<b>1.1300</b>	\$	-
ISD	3.9745	\$	-	0.0000	\$	-	0.0000	\$	-	3.4643	\$	-	3.4643	\$	-
Community College	3.7082	\$	-	0.0000	\$	-	0.0000	\$	-	3.6856	\$	-	3.6856	\$	-
Township	10.4000	\$	-	0.0000	\$	-	0.0000	\$	-	10.4000	\$	-	11.9000	\$	-
Library	2.3475	\$	-	0.0000	\$	-	0.0000	\$	-	2.1575	\$	-	2.1575	\$	-
<b>Total</b>	<b>57.4570</b>	\$	<b>-</b>	<b>0.0000</b>	\$	<b>-</b>	<b>0.0000</b>	\$	<b>-</b>	<b>50.5792</b>	\$	<b>-</b>	<b>52.0822</b>	\$	<b>-</b>

<u>PERSONAL PROPERTY</u>										<u>2009</u>		<u>2009</u>		<u>2010</u>		<b>TOTAL</b>
GENERAL MOTORS																
Taxable Value										\$0		\$0		\$0		
Difference										0		\$0		\$0		
Difference										\$0		\$0		\$0		
Difference										2009		2009		** New Law **		
AUTHORITIES	Mills			Mills			Mills			Mills						
State	0.0000	\$	-	0.0000	\$	-	0.0000	\$	-	0.0000	\$	-	0.0000	\$	-	
County	0.0000	\$	-	0.0000	\$	-	5.7412	\$	15,350.77	5.7418	\$	9,393.36	5.7448	\$	24,744.12	
Van Buren Schools	<b>0.0000</b>	\$	-	<b>0.0000</b>	\$	-	<b>0.0000</b>	\$	-	<b>0.0000</b>	\$	-	<b>0.0000</b>	\$	-	
Van Buren Debt	<b>0.0000</b>	\$	-	<b>0.0000</b>	\$	-	<b>4.1100</b>	\$	<b>10,989.32</b>	<b>4.1100</b>	\$	<b>6,723.80</b>	<b>4.1100</b>	\$	<b>17,713.11</b>	
ISD	0.0000	\$	-	0.0000	\$	-	3.4643	\$	9,262.85	3.4643	\$	5,667.46	3.4643	\$	14,930.30	
Community College	0.0000	\$	-	0.0000	\$	-	3.6856	\$	9,854.56	3.6856	\$	6,029.49	3.6856	\$	15,884.05	
Township	0.0000	\$	-	0.0000	\$	-	10.4000	\$	27,807.52	10.4000	\$	17,013.98	11.9000	\$	<b>44,821.50</b>	
Library	0.0000	\$	-	0.0000	\$	-	2.1575	\$	5,768.72	2.1575	\$	3,529.58	2.1574	\$	9,298.31	
<b>Total</b>	<b>0.0000</b>	\$	<b>-</b>	<b>0.0000</b>	\$	<b>-</b>	<b>29.5592</b>	\$	<b>79,033.73</b>	<b>29.5592</b>	\$	<b>48,357.67</b>	<b>31.0621</b>	\$	<b>127,391.40</b>	
													Township Total	\$	44,821.50	
													<b>Grand Total =</b>		<b>\$127,391.40</b>	

# REVIEW AGENDA

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- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

# OTHER DISCUSSION

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- A. BOARD MEMBERS HAVE THE OPPORTUNITY TO DISCUSS ANY OTHER PERTINENT ISSUES

**CHARTER TOWNSHIP OF YPSILANTI  
REGULAR MEETING  
TUESDAY, NOVEMBER 15, 2011**

**BRENDA L. STUMBO, SUPERVISOR  
KAREN LOVEJOY ROE, CLERK  
LARRY J. DOE, TREASURER**

**TRUSTEES:  
JEAN HALL CURRIE  
STAN ELDRIDGE  
MIKE MARTIN  
SCOTT MARTIN**

## ***REVISED AGENDA***

**TIME AND PLACE**

**7:00 P.M.**

**YPSILANTI TOWNSHIP CIVIC CENTER  
BOARD ROOM  
7200 S. HURON RIVER DRIVE**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
  - 1. SPEAK ON ITEMS NOT FORMALLY LISTED ON THE AGENDA**
  - 2. PROVIDE NAME AND ADDRESS**
  - 3. LIMIT COMMENTS TO THREE (3) MINUTES**

THE PUBLIC HAS THE OPPORTUNITY TO SPEAK ON EACH AGENDA ITEM WHEN IT IS BEFORE THE BOARD FOR CONSIDERATION

4. CONSENT AGENDA
  - A. MINUTES OF THE NOVEMBER 1, 2011 WORK SESSION AND REGULAR MEETING
  - B. NOVEMBER 15, 2011 STATEMENTS AND CHECKS
  - C. OCTOBER 2011 TREASURER REPORT
  - D. 2012 CONTRACTS AND RENEWALS
  - E. RESOLUTION NO. 2011-34, ADOPTION OF 2012 BOARD MEETING DATES
  - F. RESOLUTION NO. 2011-35, ADOPTION OF ROBERT'S RULES OF ORDER
  - G. RESOLUTION NO. 2011-36, DESIGNATION OF DEPOSITORIES
  - H. RESOLUTION NO. 2011-37, DESIGNATION OF NEWSPAPER OF CIRCULATION
5. SUPERVISOR REPORT
6. CLERK REPORT
7. TREASURER REPORT
8. TRUSTEE REPORT
9. ATTORNEY REPORT
  - A. GENERAL LEGAL UPDATE

## **NEW BUSINESS**

1. REQUEST OF HEALTH CARE COMMITTEE FOR AUTHORIZATION TO MOVE ALL TOWNSHIP EMPLOYEES AND RETIREES UNDER 65 TO BLUE CROSS/ BLUE SHIELD (BC/BS) FLEX 3 PLAN, EFFECTIVE JANUARY 1, 2012, AUTHORIZATION FOR THE THREE FULL-TIME OFFICIALS TO SIGN THE LETTERS OF AGREEMENT WITH EACH UNION, APPROVAL OF THE 80/20 PREMIUM COST SHARING AS OUTLINED IN THE STATE BILL #7, IF A LABOR GROUP DOES NOT RATIFY THE HEALTH CARE LETTER OF AGREEMENT AND TO MOVE RETIREES TO THE MEDICARE ADVANTAGE PROGRAM WITH BLUE CROSS/BLUE SHIELD
2. REQUEST OF KAREN WALLIN, HUMAN RESOURCE FOR APPROVAL OF LIMITED HOLIDAY CLOSURE FOR THE TIME PERIOD OF DECEMBER 27, 28 AND 29, 2011
3. SET PUBLIC HEARING DATE OF TUESDAY, DECEMBER 6, 2011 AT APPROXIMATELY 7:00 P.M. FOR THE 2012 FISCAL YEAR BUDGET

## **OTHER BUSINESS**

### **AUTHORIZATIONS AND BIDS**

1. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO ACCEPT BID FROM VMWARE ZIMBRA TO REPLACE NOVELL GROUPWISE, WITH THE INITIAL BUILD COST NOT TO EXCEED \$6,700 AND AN ANNUAL COST OF \$3,383, BUDGETED IN LINE ITEM 101.266.000.977.001
2. REQUEST OF JEFF ALLEN, RSD DIRECTOR TO SEEK RFP FOR 2012 HELPFUL HANDBOOK NOT TO EXCEED \$15,000 FOR PRINTING, \$4,000 FOR MAGNETS AND \$6,000 FOR MAILING



# PUBLIC COMMENTS

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

**PROPOSED**

The meeting was called to order by Supervisor Brenda L. Stumbo, at approximately 7:00 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, Treasurer Larry Doe, Trustees Stan Eldridge, Jean Hall Currie, Mike Martin and Scott Martin

**Members Absent:** Clerk Karen Lovejoy Roe

**Legal Counsel:** Wm. Douglas Winters

**CONSENT AGENDA**

- A. MINUTES OF THE OCTOBER 18, 2011 WORK SESSION AND REGULAR MEETING**
- B. NOVEMBER 1, 2011 STATEMENTS AND CHECKS**

**A motion was made by Treasurer Doe, supported by Trustee Scott Martin to approve the Consent Agenda. The motion carried unanimously.**

**TREASURER REPORT**

Treasurer Larry Doe reported that in addition to the Treasurer's Office, Key Bank on E. Michigan Avenue and Washtenaw Avenue would also accept Winter tax bill payments. The Bank of Ann Arbor and Citizen's Bank currently accept tax bill payments.

**ATTORNEY REPORT**

- A. REQUEST FORMAL AUTHORIZATION TO INITIATE LEGAL ACTION IN WASHTENAW COUNTY CIRCUIT COURT TO ABATE THE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 2149 MCGREGOR**

Attorney Winters asked Joe Lawson, Planning Director, to show the photographs concerning this property and provided a brief overview. He reported the house was currently owned by CitiMortgage, Inc. in Texas, but the couple that had abandoned the home had been living in a RV and had kept fifty cats on the premises.

Supervisor Stumbo asked Attorney Winters if the new proposed ordinance would address future situations such as this. Attorney Winters replied that a combination of ordinance and court action would help in future cases. Mike Radzik, OCS Director, explained the ordinance would not have helped in this particular incident, only because it had not yet been vacant for thirty days. Mr. Radzik said it had been foreclosed, however the owner had continued to stay, living in a camper in the driveway because he had nowhere to go.

**A motion was made by Trustee Eldridge, supported by Trustee Hall Currie to authorize legal action in Washtenaw County Circuit Court to abate the public nuisance for property located at 2149 McGregor. The motion carried unanimously.**

**B. REQUEST AUTHORIZATION TO INITIATE LEGAL ACTION IN WASHTENAW COUNTY CIRCUIT COURT, IF NECESSARY, TO ABATE THE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 6360 BUNTON ROAD**

Attorney Winters reported that this house had been illegally converted into three apartment units and the existing pole barn had been made into an apartment as well. He said it had been on the Township radar for several months since the foreclosure, due to the numerous police reports dealing with prostitution, drug activity and assault and battery. Attorney Winters said people were still living there and need to be removed for health and safety issues as well as to relieve the strain on police resources.

Mike Radzik, OCS Director, explained the property had been unlawfully split, rented out and was now in foreclosure. He reported, the owner had vacated the premises, leaving other people living there and according to police reports, it was a source of prostitution, known home invasion suspects and drug activity.

Trustee Scott Martin said that since there were five separate meters at this address, at least one of the utility companies must have been aware this had become a multiple rather than a single family residence. He wondered if utility companies should be required to notify the Township when a situation like this arose.

Ron Fulton, Building Director, explained that prior to installing an electric and/or gas meter, DTE was participating in an Ypsilanti Township approval process. He felt DTE had been lax in actually enforcing the policy.

**A motion was made by Treasurer Doe, supported by Trustee Eldridge to authorize legal action in Washtenaw County Circuit Court, if necessary, to abate the public nuisance for property located at 6360 Bunton Road. The motion carried unanimously.**

**C. GENERAL LEGAL UPDATE**

Attorney Winters spoke on the lack of action by banks that owned foreclosed properties. He explained the Township was actively pursuing these blighted properties because of the destabilization they brought to neighborhoods and added that the Humane Society had been very helpful in several of these cases.

**OLD BUSINESS**

**1. RESOLUTION NO. 2011-30, SPECIAL ASSESSMENT DISTRICT FOR S. MANSFIELD STREET LIGHTING (Public Hearing held at the October 18, 2011, Regular Meeting)**

Supervisor Stumbo read the resolution into the record (see attached).

**A motion was made by Treasurer Doe, supported by Trustee Hall Currie to approve Resolution No. 2011-30, Special Assessment District for S. Mansfield Street Lighting with the new street lighting plan presented, contingent on DTE and the Washtenaw County Road Commission locating streetlights for non-interference of future road improvements, curb and gutter or sidewalks.**

Supervisor Stumbo stated approval was with the condition that DTE and the road commission made sure the streetlights were located where they would not interfere with future road improvements, curb and gutter or sidewalks.

**CHARTER TOWNSHIP OF YPSILANTI  
NOVEMBER 1, 2011 REGULAR MEETING MINUTES  
PAGE 3**

Tom Banks, Township resident said he was opposed to the street lighting. He stated he had spoken with fifteen of his neighbors, twelve of whom were opposed to the assessment. Mr. Banks said some of the residents were not aware it was even happening. He asked the Board to keep in mind that when residents signed the petition, they were unaware of the cost and once they learned the cost, they were no longer in favor. He distributed to the Board, a list of signatures opposing the street lighting.

Supervisor Stumbo explained the Board had been presented with a petition, with twelve people against the street light assessment. She questioned if anyone now opposing the streetlights had signed the original petition.

Mr. Banks replied that he knew at least one had signed the original petition

Supervisor Stumbo stated that in order to create a special assessment district, 51% of the 40 property owners needed to agree or it would not move forward to create the district. She said the Board had a couple of options. The Board could choose to not take action and ask that residents be re-notified because no one called or emailed and there were no objections until the meeting two week ago. Supervisor Stumbo said that it was odd that 51% of the people said yes and no one commented on being opposed.

Mr. Banks stated that property owners were not aware of the cost when they signed the petition and many thought the lights would be free. He said the cost was not calculated until the letter went out.

Supervisor Stumbo said she would be in favor of tabling it until the next meeting and giving the opportunity for the residents to come to the meeting and express their opposition or to send emails. She said two residents had spoken in favor of the assessment at the last meeting. Supervisor Stumbo stated one of the circulators of the petition was present and she asked the circulator if it would be okay to table the item so property owners could be notified again. Supervisor Stumbo said she was concerned because of the number of people that had signed the petition opposing the assessment.

Carissa Collins-Watson, Township resident said if the Board thought it would be best, it would be fine if they tabled it but she had spoken to the neighbors, even after the last meeting who were still in favor of the street light assessment. She felt it would be a touch and go because she would have to go to the neighbors to see if they were still in favor. Ms. Collins-Watson stated at this point, it would be up to the Board. She stressed that most of the residents had received the letter containing the cost and they said it was okay.

Supervisor Stumbo said in light of the information received, it would be good to re-notice it and let everyone know so they could come out and express their support.

Ms. Collins-Watson said exactly, and that she would be fine with that because she was always in favor of that.

Supervisor Stumbo said good, so if the Board was agreeable.

**A motion was made by Treasurer Doe, supported by Trustee Hall Currie to table Resolution No. 2011-30, Special Assessment District for S. Mansfield Street Lighting.**

**The motion carried as follows:**

<b>M. Martin:</b>	<b>Yes</b>	<b>Eldridge:</b>	<b>Yes</b>	<b>Currie:</b>	<b>Yes</b>	<b>S. Martin:</b>	<b>No</b>
<b>Stumbo:</b>	<b>Yes</b>	<b>Doe:</b>	<b>Yes</b>				

**CHARTER TOWNSHIP OF YPSILANTI  
NOVEMBER 1, 2011 REGULAR MEETING MINUTES  
PAGE 4**

**2. DTE MUNICIPAL STREET LIGHTING AGREEMENT FOR SOUTH MANSFIELD (Tabled at the October 18, 2011 Regular Meeting)**

**A motion was made by Trustee Eldridge, supported by Trustee Mike Martin to table DTE Municipal Street Lighting Agreement for South Mansfield.**

**The motion carried as follows:**

**M. Martin: Yes      Eldridge: Yes      Currie: Yes      S. Martin: No  
Stumbo: Yes      Doe: Yes**

**NEW BUSINESS**

**1. BUDGET AMENDMENT #13**

**Javonna Neel, Accounting Director read the budget amendment into the record.**

**A motion was made by Treasurer Doe, supported by Trustee Eldridge to approve Budget Amendment #13 (see attached). The motion carried unanimously.**

**2. TRANSPORTATION AND ACCESS AGREEMENT BETWEEN WAYNE DISPOSAL INC. (WDI) AND YPSILANTI TOWNSHIP AND AUTHORIZATION TO SIGN AGREEMENT**

**A motion was made by Treasurer Doe, supported by Trustee Scott Martin to approve the Transportation and Access Agreement between Wayne Disposal Inc. (WDI) and Ypsilanti Township and authorize signing the agreement (see attached).**

Attorney Winters introduced Michael Farentino, representative of EQ and David Lusk of Wayne Disposal, Inc. and explained this was an ongoing operation, which utilized rail and trucking facilities to transfer waste. Mr. Winters explained that this represented an opportunity for Wayne Disposal to operate a rail-to-truck transfer facility on existing rail spurs located in the Township. He said this was a heavily regulated operation on the State and Federal level. Wayne Disposal would be obligated to pay the Township for the impact fees, which would garner approximately \$300,000 each year.

Supervisor Stumbo pointed out two meetings were held by the development team to discuss the transfer facility and she, Clerk Lovejoy Roe, Ron Fulton and Joe Lawson had toured the site. The Supervisor said that this site was previously used by GM to transfer cars built at their facility, but those days were gone, along with the 1.2 million dollars in revenue when GM closed. She explained that opening the rail spur would alleviate the current travel on the expressway and potentially attract other commerce.

Trustee Eldridge questioned if the fifty cents per ton was a conservative or high estimate, based on past use.

Mr. Lusk, President of Wayne Disposal, responded that the estimate was based on the current project. He explained it was a unique opportunity to reactivate the rail shard and if successfully run for five years, would generate approximately \$300,000 per year income and hopefully some additional projects as well. Mr. Lusk explained they would be working with the Norfolk & Southern railroad on this project.

Trustee Eldridge said that from past experience in law enforcement and working with motor carrier, there were a lot of extremely hazardous materials on the

**CHARTER TOWNSHIP OF YPSILANTI  
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freeways. He commended this company for being willing work with the township in getting these hazardous materials off the expressways.

The motion carried unanimously.

**3. FORMALLY APPROVE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AGREEMENT WITH WASHTENAW COUNTY FOR FIRWOOD HILLS ROAD IMPROVEMENTS**

A motion was made by Trustee Eldridge, supported by Treasurer Doe to approve the Community Development Block Grant (CDBG) Agreement with Washtenaw County for Firwood Hills Road Improvements (see attached). The motion carried unanimously.

**4. REQUEST OF JEFF ALLEN, RSD DIRECTOR FOR AUTHORIZATION TO PURCHASE AND INSTALL TWO (2) SECURITY CAMERAS IN HARRIS ROAD PARK IN THE AMOUNT OF \$11,740.16 WITH AN ADDITIONAL \$29.00 PER MONTH, BUDGETED IN LINE ITEM #266.301.000.977.000 AND \$86.02 PER MONTH CELLULAR CHARGE, BUDGETED IN LINE ITEM #266.301.000.857.000**

A motion was made by Treasurer Doe, supported by Trustee Hall Currie to authorize purchasing and installing two (2) security cameras in Harris Road Park in the amount of \$11,740.16 with an additional \$29.00 per month, budgeted in line item #266.301.000.977.000 and \$86.02 per month cellular charge, budgeted in line item #266.301.000.857.000.

Jeff Allen, Residential Services Director, explained the need for cameras in Harris Road Park. He stated that Camtronics, the company currently being used for security cameras in West Willow, met with the Washtenaw County Sheriff Department to select the best location for the cameras. Mr. Allen further explained that whenever anyone entered the park after hours, a violation of the ordinance would occur and a signal would be sent to dispatch, triggering a 911-type call.

Shannon Grosshans, President of the Ypsilanti National Little League, explained that practice would begin in April and sometimes lasted until 9:00 p.m. She said games were scheduled until the end of July and sometimes lasted until 11:00 p.m. She questioned how the camera schedule could work to accommodate the League times. She reported further damage that had occurred in the park.

Mr. Allen said he felt sure there would be a way to coordinate the League's schedule with the security camera schedule.

Erik Nowakowski, Township resident, suggested that a light sensor would solve the problem and formally requested that a Request For Proposal (RFP) be generated and that it go out for public bid, following the proper purchasing policy for the Township.

Supervisor Stumbo discussed a memo Jeff Allen had provided which explained the reasons Camtronics was used for security at the Civic Center and the differences in the cameras used in West Willow.

Mr. Allen discussed the monthly fees and his understanding of utilizing the Camtronics cameras.

Supervisor Stumbo said she was in favor of utilizing security on a larger scale to deter destruction to public property and when the time came, the Township could expand township wide and look at other systems. She added that another reason the Township contracted with Camtronics was that they currently provided the

**CHARTER TOWNSHIP OF YPSILANTI  
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same system to Eastern Michigan University and in the future, they could monitor the system.

Mr. Nowakowski said there were software and hardware systems that would need to be addressed.

Trustee Eldridge questioned the quality of lighting for a good visual, the aspects of animals triggering the mechanism, the monthly and cellular fees and if there was a gate at the park.

Ms. Grosshans said there were only one gate and one large light by the concession stand because the light inside the pavilion kept getting broken.

Amy Stickler, Secretary for Ypsilanti National Little League, explained that most of the traffic was foot traffic and felt a gate would not be effective.

Art Serafinski, Recreation Director, stated that one field was lighted and felt that DTE could possibly install security lighting as well. He felt a gate would at least help the vehicle aspect.

Trustee Scott Martin asked if there was a history of deputies being called to the area.

Mr. Allen said he had a conversation with Sargent Fox concerning the questionable activities occurring in the area and stated that vehicles were involved. He continued by saying gating would require contacting the Washtenaw County Road Commission, since Harris Road was under their jurisdiction. He foresaw potential problems with locking and unlocking the gates, as well.

Trustee Eldridge discussed solutions concerning gate security.

Mr. Serafinski said the gate at Hydro Park included a large opening similar to Harris Road and felt it worked correctly.

Trustee Eldridge asked if any consideration had been given to cutting the vegetation back in the areas that allowed possible concealment.

Supervisor Stumbo thanked the ladies who had brought this issue to the Board's attention. She also directed the possibility of a future, larger scale security system to the attention of Erik Nowakowski, who could assist with drafting a RFP.

**The motion carried unanimously.**

- 5. RECOMMENDATION OF MIKE RADZIK, OCS DIRECTOR TO UTILIZE LINE ITEM #101.950.000.969.011- COMMUNITY STABILIZATION FUND FOR THE DEMOLITION OF 2084, 2094 AND 2485 E. MICHIGAN AVENUE, NOT TO EXCEED \$42,680.00 AND FUND 283 NEIGHBORHOOD STABILIZATION PROGRAM (NSP) FOR THE DEMOLITION OF 1117 HOLMES ROAD, NOT TO EXCEED \$12,420.00**

**A motion was made by Trustee Hall Currie, supported by Trustee Scott Martin to approve the utilization of line item #101.950.000.969.011- Community Stabilization Fund for the demolition of 2084, 2094 and 2485 E. Michigan Avenue, not to exceed \$42,680.00 and Fund 283 Neighborhood Stabilization Program (NSP) for the demolition of 1117 Holmes Road, not to exceed \$12,420.00.**

Supervisor Stumbo explained these were the properties the Township purchased that were in foreclosure and the Board had authorized demolition.

**The motion carried unanimously.**

**6. REQUEST AUTHORIZATION TO SIGN ROAD AGREEMENT WITH WASHTENAW COUNTY ROAD COMMISSION FOR RESURFACING EASTERN HALF OF EMERICK FROM MAUS TO TYLER, NOT TO EXCEED \$30,000, BUDGETED IN LINE ITEM #101.446.000.818.022**

**A motion was made by Trustee Eldridge, supported by Treasurer Doe to authorize signing the Road Agreement with the Washtenaw County Road Commission for resurfacing the eastern half of Emerick from Maus to Tyler, not to exceed \$30,000, budgeted in line item #101.446.000.818.022 (see attached).**

Supervisor Stumbo explained this required approval from the City of Ypsilanti and they had communicated with her that they did not want to move forward at this time. Ypsilanti School District came in and paved half of Emerick, in front of the school, leaving the eastern half, located in the Township unpaved. Supervisor Stumbo said the Township was unaware of the situation until residents began calling. She said the Township would not be able to resurface the eastern half of the street without the City's approval.

Supervisor Stumbo reiterated her concern that she and Clerk Lovejoy Roe were not able to change the City's decision concerning paving Grove Road, as addressed in the last Board meeting and hoped they would not hinder the progress on Emerick. Attorney Winters explained the City was liable for the condition of Grove and as such, residents could make claims on their damaged vehicles.

**The motion carried unanimously.**

**OTHER BUSINESS**

**1. RESOLUTION NO. 2011-33 REQUESTING THE WASHTENAW COUNTY BOARD OF COMMISSIONERS (WCBOC) TO HONOR ITS CONTRACTUAL AGREEMENT WITH THE HUMANE SOCIETY OF HURON VALLEY (HSHV)**

Supervisor Stumbo read the resolution into the record.

**A motion was made by Trustee Mike Martin, supported by Trustee Eldridge to approve Resolution No. 2011-33 requesting the Washtenaw County Board of Commissioners (WCBOC) to honor its contractual agreement with the Humane Society of Huron Valley (HSHV) (see attached).**

Trustee Mike Martin said the HSHV had the lowest kill rate in the State of Michigan and one of the lowest in the country. He quoted from the letter Robert Guenzel had written, stating the intent had been for the agreement to be ongoing.

Supervisor Stumbo echoed the sentiments of Trustee Mike Martin and felt the situation with the Humane Society was akin to the contracting promises made to Ypsilanti Township in regard to Police Services. She stated the Huron Valley Humane Society would never have built a building as large as they had without the contract with Washtenaw County. The Township and the Sheriff Department depended on HSHV since our officers were not trained to deal with vicious animals or situations dealing with animal cruelty.

Attorney Winters reiterated how heavily the Humane Society had been involved with cases for the last few weeks that dealt with animals being abandoned in foreclosed homes.



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Mike Radzik voiced his agreement and support for the resolution as well.

**The motion carried unanimously.**

**AUTHORIZATIONS & BIDS**

**ACCEPT:**

- 1. REQUEST OF ART SERAFINSKI, RECREATION DIRECTOR TO ACCEPT THE RECOMMENDATIONS FROM BECKETT AND RAEDER, INC. FOR LAKESIDE PARK TOPOGRAPHIC SURVEY SERVICES REQUIRED TO DEVELOP THE PARK AND TO AUTHORIZE SIGNING OF THE AGREEMENTS AS FOLLOWS:**
  - A. TESTING ENGINEERS & CONSULTANTS, INC. (TEC) TO PROVIDE GEOTECHNICAL SERVICES SURVEY IN THE AMOUNT OF \$5,697.00, BUDGETED IN LINE ITEM #212.970.000.974.036**
  - B. MIDWESTERN CONSULTING, INC. (MCI) TO PROVIDE SITE SURVEY IN THE AMOUNT OF \$7,850.00, BUDGETED IN LINE ITEM #212.970.000.974.036**

**AUTHORIZE:**

- 1. REQUEST OF THE GREENS COMMISSION TO SEEK SEALED BIDS FOR 3-YEAR, 4-YEAR AND 5-YEAR LEASE FOR 55 (BOTH GAS AND ELECTRIC) GOLF CARTS FOR THE GREEN OAKS GOLF COURSE AND AUTHORIZATION FOR LEON JACKSON TO SELECT THE MOST QUALIFIED BIDDER WITH THE OVERSIGHT OF THE THREE FULL-TIME OFFICIALS, BUDGETED IN THE 2012 BUDGET.**

**A motion was made by Treasurer Doe, supported by Trustee Eldridge to authorize signing the agreements as follows:**

- A. Testing Engineers & Consultants, Inc. (TEC) to provide Geotechnical Services Survey in the amount of \$5,697.00, budgeted in line item #212.970.000.974.036 (see attached).**
- B. Midwestern Consulting, Inc. (MCI) to provide Site Survey in the amount of \$7,850.00, budgeted in line item #212.970.000.974.036 (see attached).**
- C. To authorize Leon Jackson to select the most qualified bidder for 55 (both gas and electric) golf carts for Green Oaks Golf Course, with the oversight of the three full-time officials, budgeted in the 2012 Budget.**

Trustee Scott Martin asked if there were plans in the Park Development to have bathrooms in the boathouse. He also wondered what the cost would be and the number of parcels that were involved.

Mr. Serafinski replied that the facility would include restrooms that would be open to the public and costs were included in the grant agreement. Trustee Scott Martin suggested using the smallest parcel for the sewer tax and Mr. Serafinski agreed.

**The motion carried unanimously.**

**ADJOURNMENT**

**A motion was made by Treasurer Doe, supported by Trustee Eldridge to adjourn the meeting. The motion carried unanimously.**

The meeting adjourned at approximately 8:37 p.m.

**CHARTER TOWNSHIP OF YPSILANTI  
NOVEMBER 1, 2011 REGULAR MEETING MINUTES  
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Respectfully submitted,

Brenda L. Stumbo, Supervisor  
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

## TRANSPORTATION AND ACCESS AGREEMENT

This Transportation and Access Agreement ("Agreement") is made and entered into this <sup>1<sup>st</sup></sup> day of ~~November~~, 2011 by and between Wayne Disposal, Inc., a Michigan corporation ("WDI") and Ypsilanti Township ("Township").

### RECITALS

WHEREAS, WDI seeks to establish, lease and/or own, and operate a rail-to-truck transload facility on existing rail spurs located within the Township (the "Facility"), depicted on Exhibit A hereto.

WHEREAS, WDI seeks to modify the Facility by upgrading rail lines, constructing buildings and roads, and other improvements in order to allow WDI to operate the Facility to the maximum extent practicable in a manner consistent with applicable laws.

WHEREAS, the Township has determined that WDI's proposed use is permitted by right under the Township's zoning ordinance, as documented in the Zoning Verification attached as Exhibit B hereto.

NOW THEREFORE, the parties agree as follows:

1. Effective Date.

This Agreement shall become effective upon the execution of this Agreement by both parties.

2. Township's Obligations.

The Township shall promptly review and act on all of WDI's applications for site plan approval, certificate of occupancy and other approvals regarding the proposed project. In the event the Township denies an application, the Township shall state with specificity each reason for the denial and the underlying basis supporting each reason.

3. Impact Fee.

Within 30 days after the Township's issuance to WDI of a certificate of occupancy for the Facility, WDI shall pay to the Township Treasurer one hundred thousand dollars (\$100,000.00) (the "Prepayment"). Thereafter, WDI shall pay to the Township Treasurer, within thirty (30) days after the end of each calendar quarter, a Transportation Impact Fee consisting of fifty cents (\$0.50) per ton of materials transloaded at the Facility during such calendar quarter; provided, however, that the Prepayment shall be used offset the first one hundred thousand dollars (\$100,000.00) in Transportation Impact Fees payable to the Township under this Paragraph 3.

4. Audit Rights.

- (a) The Township may retain, at its sole expense, an independent certified auditor, who is acceptable to WDI, to verify the amount of materials transloaded at the Facility in any calendar year.
- (b) After any calendar year, the auditor shall be granted access to WDI records

pertaining to the matters to be verified, provided that the Township submits a written request for access to the WDI records within ninety (90) days after the end of that calendar year. The Township shall furnish a copy of any final audit report to WDI. The finding or conclusions of the auditor shall not be binding on the Township or WDI.

5. Township Access to the Facility.

WDI agrees to allow Township officials access to the Facility during regular business hours, upon reasonable request.

6. Additional WDI Obligations.

In addition to the duties, responsibilities and obligations of WDI set forth herein, WDI shall also:

- a) Direct all transport vehicles traveling to and from the Facility to follow the Haul Route depicted on Exhibit C hereto unless an event beyond WDI's control makes the Haul Route unavailable, in which case WDI may direct transport vehicles to follow an alternate route based on the circumstances causing the Haul Route's unavailability.
- b) Take full responsibility for any spill that occurs during transportation from the Facility, promptly provide a response and cleanup team to address such spill, and reimburse the Township for any related direct costs.

7. Termination of WDI's Duties and Obligations.

WDI shall not be bound by any provision of this Agreement, shall have no duties or obligations hereunder or be subject to any term or condition hereunder, and shall not be liable for the breach of any provision of this Agreement, upon occurrence of any of the following:

- (a) WDI's cessation of operations at the Facility; or
- (b) The Township fails to promptly review or act on all of WDI's applications for site plan approval, certificate of occupancy or any other approval regarding the proposed project or, in the event the Township denies an application, fails to state with specificity each reason for the denial and the underlying basis supporting each reason.

8. Continued Cooperation Between the Parties.

The parties shall meet at least annually, or upon 30-day's written notice from either party, to discuss the status of WDI's current and planned activities at the Facility.

9. Notices.

All notices required or permitted under this Agreement shall be in writing and shall be delivered personally, by courier, or sent by certified registered mail (signature requested) to WDI or the Township at the addresses listed below:

- (a) If to WDI:

Wayne Disposal, Inc.  
36255 Michigan Avenue  
Wayne, MI 48184  
Attention: President

With a copy to:  
Honigman Miller Schwartz and Cohn, LLP  
2290 First National Building  
660 Woodward Avenue  
Detroit, MI 48226  
Attn: Jeffrey L. Woolstrum

(b) If to Township:

Charter Township of Ypsilanti  
Township Clerk or Successor  
Karen Lovejoy Roe  
7200 S. Huron River Drive  
Ypsilanti Township, MI 48198

With a copy to:  
Ypsilanti Township Attorney  
Wm. Douglas Winters  
61 N. Huron  
Ypsilanti, MI 48191

10. Waiver.

Waiver by either party of any term or provision of this Agreement shall not constitute a continuing waiver nor a waiver of any further or additional rights such party may hold under this Agreement.

11. Severability.

If any provision of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality or enforceability of the remaining provisions shall not in any way be affected or impaired.

12. Governing Law.

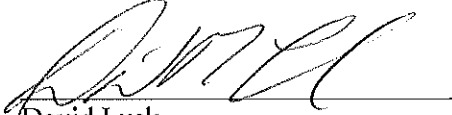
This Agreement shall be construed in accordance with the laws of the State of Michigan, without regard to such states choice of law rules.

13. Entire Agreement.

This Agreement is the complete and exclusive statement between the parties relating to the subject matter of this Agreement, and supersedes all prior understandings, communications, or representations, either oral or written, between the parties. This Agreement may not be modified or altered except by a written instrument duly executed by WDI and the Township.

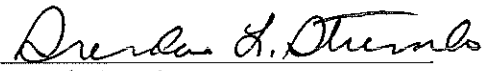
IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**WAYNE DISPOSAL, INC.**

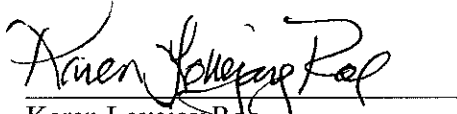


David Lusk  
President

**CHARTER TOWNSHIP OF YPSILANTI:**



Brenda Stumbo  
Township Supervisor



Karen Lovejoy Rees  
Township Clerk

**COUNTY OF WASHTENAW COMMUNITY DEVELOPMENT AGREEMENT  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG PROGRAM)  
Ypsilanti Township Firwood Hills Road Improvements**

This AGREEMENT dated the 25<sup>th</sup> day of October, 2011, is between the COUNTY OF WASHTENAW, a municipal corporation, with office located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan 48107 ("COUNTY") and the CHARTER TOWNSHIP OF YPSILANTI, a municipal corporation, with offices located at 7200 South Huron River Drive, Ypsilanti, Michigan 48197, ("TOWNSHIP").

WHEREAS, the COUNTY receives funds from the United States Department of Housing and Urban Development (HUD) pursuant to HUD's Community Development Block Grant Entitlement Communities Grants ("CDBG") and the COUNTY is authorized to award CDBG funds pursuant to Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; 42 U.S.C. 5301, et. seq.; and

WHEREAS, the COUNTY has been designated as an entitlement county for the CDBG Program and acts as the lead entity for the Washtenaw Urban County, which consists of the COUNTY, Ypsilanti Township, Superior Township, Salem Township, Northfield Township, Ann Arbor Township, Scio Township, York Township, the City of Ypsilanti, Pittsfield Township, and Bridgewater Township; and

WHEREAS, the FY 2011-12 YPSILANTI TOWNSHIP FIRWOOD HILLS ROAD IMPROVEMENT PROJECT has been approved by the Urban County Executive Committee for funding under the CDBG Program; and

WHEREAS, the TOWNSHIP has agreed to collaborate with the Office of Community and Economic Development to manage this public facility improvement project; and

WHEREAS, on May 24,, 2011 the Urban County Executive Committee approved \$168,179.00 in FY 2011/12 COUNTY CDBG funding as a grant to the TOWNSHIP to support the eligible public facility improvement activities within the Urban County boundaries, as specified in this Agreement. This funding is contingent upon the release of County HOME funding from the Department of Housing and Urban Development (HUD) for FY 11/12.

In consideration of the mutual covenants and obligations contained in this Agreement, including the Attachments, and subject to the terms and conditions stated, **THE PARTIES AGREE AS FOLLOWS:**

1. **USE OF FUNDS:** [24 CFR 570.503(b)(1)]
  - A. **SCOPE OF SERVICES:** TOWNSHIP agrees to use COUNTY CDBG funds for the eligible costs of contracting with the Washtenaw County Road Commission to complete the Firwood Hills Road mill and overlay project. This project will include milling the existing surfaces of 1) Bagley Road between Forest and Holmes and 2) The entire lengths of the following roadways: Elder Street, Highland Court, Firwood Street, and Hazel Court, structure adjustments, placement of 3' bituminous overlay, and associated engineering/project management costs. TOWNSHIP will work with the Office of Community Development and the Road Commission to coordinate the bidding and procurement of all services necessary to complete the project and shall perform all services necessary to complete the project as set forth in Attachment A.
  - B. **SCHEDULE:** Timely completion of the work specified in this Agreement is essential. By signing this Agreement, TOWNSHIP agrees to make every effort to ensure that the project will not be delayed. Failure to meet deadlines may result in cancellation of this Agreement and the revocation of COUNTY CDBG funds.
  - C. **BUDGET:** TOWNSHIP expressly agrees to complete all work in accordance with the budgets set forth in Attachment B.
  - D. **INELIGIBLE ACTIVITIES:** TOWNSHIP expressly agrees not to use CDBG funding for the following prohibited uses: a) purchasing equipment without approval from the Office of Community and Economic Development, b) using the funds for operating and maintenance expenses, c) constructing new housing, and d) providing income payments.
  - E. TOWNSHIP expressly agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

F. The TOWNSHIP will use local funds to pay for any cost overruns that are related to this project. For record keeping purposes, the TOWNSHIP will submit a summary of all of the project costs to the Office of Community and Economic Development.

G. TOWNSHIP designee will meet with Community and Economic Development staff after bids are received to review the project costs and time schedule.

**2. RECORDS AND REPORTS: [24 CFR 570.503(b)(2)]**

A. TOWNSHIP agrees to maintain all required records and submit reports on forms provided by the COUNTY within two weeks after the end of the program year.

B. TOWNSHIP agrees to prepare and submit reports every six months, or as otherwise directed, to the Director of the Office of Community and Economic Development; and to cooperate and confer with him/her as necessary to ensure satisfactory work progress.

C. TOWNSHIP agrees to maintain all records required by the federal regulations specified in 24 CFR 570.206 that are pertinent to the activities funded under this Agreement for a minimum of five years, starting from the date of the submission of the annual performance and evaluation report, in which the specific activity is reported to HUD for the final time. If litigation claims, audits, negotiations or other actions are initiated prior to the expiration of the five-year period, then such records shall be retained until all related issues have been resolved.

D. All reports, estimates, memoranda and documents submitted by TOWNSHIP must be dated and bear designee's name.

E. All reports made in connection with the Agreement are subject to review and final approval by the COUNTY.

F. TOWNSHIP shall provide an annual project audit of revenues and expenses based upon TOWNSHIP's budget calendar.

G. TOWNSHIP agrees to maintain project-related data demonstrating participant and project eligibility for services provided pursuant to this Agreement. Such data includes, but is not limited to, names, addresses, funding amounts, sources and uses of funding, property values, construction records, inspection reports, mortgage and security documents, signed applications, source documentations for household income level or other basis for determining eligibility, and descriptions of services provided. This information shall be made available to COUNTY upon request.

H. TOWNSHIP shall forward copies of all executed subcontracts to the Office of Community and Economic Development along with documentation of the selection process.

**3. PROGRAM INCOME: [24 CFR 570.503(b)(3)]**

Pursuant to 24 CFR 570.504(c), TOWNSHIP agrees that program income, unexpected funds or other assets will not be retained by TOWNSHIP for other eligible activities, but will be returned to the COUNTY and will be deposited into the CDBG Program Income Account. The activities to be undertaken with program income are noted in Section 1B. of this Agreement. All provisions of this Agreement shall apply to the specified activities. Transfers of grant funds by the COUNTY to TOWNSHIP shall be adjusted according to the principles described in 24 CFR 580.504(b)(2) (i), (ii). Any program income on hand when the agreement expires, or received after the agreement's expiration, shall be paid to the COUNTY as required by 24 CFR 570.503(b)(8) as noted in Article 8 of this Agreement.

**4. UNIFORM ADMINISTRATIVE REQUIREMENTS: [24 CFR 570.503(b)(4)]**

A. Governmental Entities: OMB Circular No. A-87, OMB Circular A-128 as implemented at 24 CFR part 44), and applicable provisions of 24 CFR part 85.

B. Non-Profit Entities: OMB Circular No. A-122, OMB Circular No. A-21, and OMB Circular A-133, as set forth in 24 CFR part 45, as applicable.



C. Audits: Audits shall be conducted annually. TOWNSHIP shall also comply with applicable provisions of OMB Circular A-110, as implemented at 24 CFR part 84.

D. Uniform administrative requirements and cost principles. OMB Circular A-128 (implemented at 24 CFR part 44).

5. **OTHER PROGRAM REQUIREMENTS:** [24 CFR 570.503(b)(5)]

TOWNSHIP agrees to comply with the provisions of 24 CFR 570 Subpart K as follows:

A. Public Law 88-352 and Public Law 90-284; affirmatively furthering fair housing; Executive Order 11063, as applicable under 24 CFR 570.601

B. Public Law 88-352, which is title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), and implementing regulations in 24 CFR part 1, as applicable under 24 CFR 570.570.601(a)(1).

C. Public Law 90-284, which is the Fair Housing Act (42 U.S.C. 3601-3620), as applicable under 24 CFR 570.601(a)(2)

D. Executive Order 11063, as amended by Executive Order 12259 (3 CFR, 1959-1963 Comp., p. 652; 3 CFR, 1980 Comp., p. 307) (Equal Opportunity in Housing), and implementing regulations in 24 CFR part 107, also apply as applicable under 24 CFR 570.601(b).

E. In accordance with County regulations and 24 CFR 507.602, Section 109 of the Act requires that no person in the United States shall on the grounds of race, color, national origin, sexual orientation, religion, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance made available pursuant to the Act. Section 109 also directs that the prohibitions against discrimination on the basis of age under the Age Discrimination Act and the prohibitions against discrimination on the basis of disability under Section 504 shall apply to programs or activities receiving Federal financial assistance under Title I programs. The policies and procedures necessary to ensure enforcement of section 109 are codified in 24 CFR part 6.

F. Labor standards.

- (i) In all construction projects, TOWNSHIP agrees to comply with the requirements of the Davis-Bacon Act (40 U.S.C. 276a-276a – 5) and Ypsilanti Township Ordinance #69. In accordance with 24 CFR 570.603 (a), the Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) applies to the rehabilitation of residential property only if such property contains not less than 8 units.
- (ii) TOWNSHIP agrees to comply with the Copeland "Anti-Kickback" Act (40 U.S.C. 276 et. seq.).
- (iii) TOWNSHIP agrees to comply with the regulations in 24 CFR 570.603(b) that apply to the use of volunteers.
- (iv) TOWNSHIP agrees that all of its agents, employees, contractors, and subcontractors will be sufficiently and properly trained to perform activities under this Agreement.
- (v) In accordance with the Drug-Free Workplace Act of 1998 and the rules found at 24 CFR Part 24, subpart F, TOWNSHIP agrees to provide a drug-free workplace.
- (vi) TOWNSHIP agrees to ensure that all subcontracts awarded under this Agreement will be awarded on a fair and open competition basis and in accordance with the Office of Community Development Procurement Policy.
- (vii) TOWNSHIP agrees to comply with the Living Wage Ordinance enacted by the COUNTY requiring covered vendors who execute a service or professional contract with the COUNTY to pay their employees under that contract, a minimum of either \$11.05 per hour with benefits or \$12.96 per hour without benefits. TOWNSHIP understands and agrees that an adjustment of the living wage amounts, based upon the Health and Human Services poverty guidelines, will be made on or before May 1, 2012 and annually thereafter which amount shall be automatically incorporated into this Agreement. COUNTY agrees to give TOWNSHIP thirty (30) days written notice of such change. TOWNSHIP agrees to post a notice containing the COUNTY'S Living Wage requirements at a location at its place of business accessed by its employees.
- (viii) TOWNSHIP agrees to Equal Opportunity Employment.

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- (1) Except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business, **TOWNSHIP** will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.
- (2) **TOWNSHIP** will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of an applicant and the treatment of employees. Affirmative action includes, but is not limited to, employment, upgrading, demotion or transfer, recruitment, layoff or termination, rates of pay or other forms of compensation, and selection for training and apprenticeship.
- (3) **TOWNSHIP** agrees to post notices containing the policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of **TOWNSHIP**, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

- G. National Flood Insurance Program. Pursuant to 24 CFR 570.605, the Flood Disaster Protection Act of 1973 (42 U.S.C. 4106) and the regulations in 44 CFR parts 59 through 79 apply to funds provided under 24 CFR 570.
- H. Displacement, relocation, acquisition, and replacement of housing. If property is occupied at the time of this Agreement, **TOWNSHIP** will comply with the requirements of 24 CFR 570.606.
- I. Employment and contracting opportunities. Pursuant to 24 CFR 570.607, **TOWNSHIP** shall comply with:
- (i) Executive Order 11246, as amended by Executive Orders 11375, 11478, 12086, and 12107 (3 CFR, 1964-1965 Comp., p.339; 3 CFR, 1966-1970 Comp., p. 684; 3 CFR, 1966-1970 Comp., p. 803; 3 CFR, 1978 Comp., p. 230; and 3 CFR, 1978 Comp., p. 264) (Equal Employment Opportunity) and the implementing regulations at 41 CFR chapter 60; and
  - (ii) Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR part 135.
- J. Lead-based paint. Pursuant to 24 CFR 570.608, **TOWNSHIP** agrees to comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851-4856), and implementing regulations at part 35, subparts A, B, J, K, and R of this part apply to activities under this program.
- K. Debarred Contractors. By signing this Contract, Contractor assures the County that it will comply with Federal Regulation 45 CFR Part 76 and certifies that to the best of its knowledge and belief the Contractor and any subcontractors retained by Contractor:
1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or contractor;
  2. Have not within a three-year period preceding this Contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
  3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in section 2, and ;

Have not within a three-year period preceding this Contract had one or more public transactions (federal, state or local) terminated for cause or default.

- L. Conflict of interest. Pursuant to 24 CFR 570.611:
- (i) In the procurement of supplies, equipment, construction, and services the conflict of interest provisions in 24 CFR 85.36 and 24 CFR 84.42, respectively, shall apply.
  - (ii) In all other cases, the following provisions apply:

- (a) **TOWNSHIP** warrants that it presently has no interest and shall not acquire any interest, directly or indirectly, which could conflict in any manner with the performance of its services under this Agreement. **TOWNSHIP** further warrants that it will not employ persons having such an interest.
  - (b) These conflict of interest provisions apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the COUNTY or of **TOWNSHIP**.
  - (c) Exceptions. Upon the written request of the recipient, HUD may grant an exception to the provisions of this section on a case-by-case basis when it has satisfactorily met the threshold requirements of 24 CFR 570.611(d).
  - (iii) **TOWNSHIP** agrees that no funds received and no personnel employed pursuant to this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the United States Code, which is commonly referred to as "The Hatch Act".
- M. Eligibility restrictions for certain resident aliens. In accordance with 24 CFR 570.613, certain individuals are ineligible to receive funds under this program.
- (i) Restriction. Certain newly legalized aliens, as described in 24 CFR part 49, are not eligible to apply for benefits under covered activities funded by the Community Development Block Grant Program. "Benefits" under this section means financial assistance, public services, jobs and access to new or rehabilitated housing and other facilities made available under covered activities funded by programs listed in this program. "Benefits" do not include relocation services and payments to which displacees are entitled by law.
  - (ii) Covered activities. "Covered activities" under this section means activities meeting the requirements of Sec. 570.208(a) that either:
    - (1) Have income eligibility requirements limiting the benefits exclusively to low and moderate income persons; or
    - (2) Are targeted geographically or otherwise to primarily benefit low and moderate income persons (excluding activities serving the public at large, such as sewers, roads, sidewalks, and parks), and that provide benefits to persons on the basis of an application.
  - (iii) Limitation on coverage. The restrictions under this section apply only to applicants for new benefits not being received by covered resident aliens as of the effective date of this section.
  - (iv) Compliance. Compliance can be accomplished by obtaining certification as provided in 24 CFR 49.20.
- N. Architectural Barriers Act and the Americans with Disabilities Act. Pursuant to 24 CFR 570.614, **TOWNSHIP** agrees to comply with the Architectural Barriers Act of 1968 (42 U.S.C. 4151-4157), the Uniform Federal Accessibility Standards (appendix A to 24 CFR part 40 for residential structures, and appendix A to 41 CFR part 101-19, subpart 101-19.6), and The Americans with Disabilities Act (42 U.S.C. 12131; 47 U.S.C. 155, 201, 218 and 225).
- O. Environmental Standards. Pursuant to 24 CFR Part 58, **TOWNSHIP** agrees to comply with the National Environmental Policy Act of 1969, the Clean Air Act, and the National Historic Preservation Act of 1966, regarding environmental review, decision making, and actions and responsibilities related to the execution of all federally-funded projects.

**6. SUSPENSION AND TERMINATION: [24 CFR 570.503(b)(7)]**

In accordance with 24 CFR 85.43, suspension or termination may occur if **TOWNSHIP** materially fails to comply with any term of this Agreement. This agreement may also be terminated in accordance with the provisions of 24 CFR 85.44.

**7. REVERSION OF ASSETS. [24 CFR 570.503(b)(8)]**

As indicated in Article 3 of this Agreement, **TOWNSHIP** shall transfer to COUNTY any CDBG funds on hand at the time of expiration of this Agreement and any accounts receivable attributable to the use of CDBG funds. Any real property under **TOWNSHIP**'s control that was acquired or improved in whole or in part with CDBG funds in excess of \$25,000 must be used to meet one of the national objectives in 24 CFR 570.208 until five years after expiration of this Agreement, or for such longer period of time as determined to be appropriate by the COUNTY; or

**8. REQUESTS FOR DISBURSEMENT OF FUNDS:**

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- A. The County shall pay TOWNSHIP an amount not to exceed **One Hundred Sixty Eight Thousand, One Hundred Seventy Nine dollars (\$168,179.00)**, in FY 2011/12 CDBG FUNDING to accomplish the work detailed in this Agreement. TOWNSHIP will comply with established COUNTY disbursement schedules and procedures. CDBG funds will be disbursed to the TOWNSHIP upon submission of invoices for work completed and inspected. TOWNSHIP will provide the Office of Community and Economic Development with proof of interim & final inspections, final project budget (including engineering/project management costs), original Davis-Bacon paperwork, sworn statements from contractors (CDBG work separated out from other Road Commission work), and waivers of lien w/ final request for reimbursement of CDBG-eligible costs. All checks, invoices, contracts, vouchers, or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified and readily accessible.
- B. TOWNSHIP agrees that all CDBG funds will be disbursed within 30 business days of receipt. In no event will a disbursement or further disbursements be made after a notice by the COUNTY of a violation of this Agreement, which violation has not been corrected to the satisfaction of the COUNTY.
- C. TOWNSHIP agrees that payments for services, supplies or materials shall not exceed the amount ordinarily paid for such services, supplies or materials in the area where the services are rendered or the supplies or materials are furnished. All cost overruns shall be the responsibility of TOWNSHIP.

### **10. ENFORCEMENT OF AGREEMENT: [24 CFR 92.504(c)(3)(vii)]**

In the event TOWNSHIP breaches this Agreement or any of the loan documents to be executed, the COUNTY shall have full remedies consistent with the purpose of this Agreement and as set forth in the loan documents. Remedies include, but are not limited to: COUNTY providing direction to TOWNSHIP in project management; deed restrictions, property liens, appointing a receiver to manage the project according to terms of this Agreement; taking possession of the project and managing it; purchasing the property, and all remedies set forth in the parties loan documents and assignment of rent document, if applicable. It is the intent of the parties that these remedies be exercised in a manner appropriate in light of the breach and that this project shall continue to provide housing for the target population of low-income individuals. In the event of any breach, each lender shall be responsible for enforcement of its own loan/grant documents.

The COUNTY may terminate this Agreement, in whole or in part, at any time before the date of completion, whenever it is determined that TOWNSHIP has failed to comply with the terms and conditions of this Agreement or in the event that funds are no longer available to the COUNTY. The COUNTY shall promptly notify TOWNSHIP in writing of the determination and the reasons for the termination, together with the effective date. Payments made to recipients or recapture of funds by the COUNTY shall be in accordance with the legal rights and liabilities of the parties.

It is the parties' intent that the obligations created by this Agreement be enforceable by all parties to this Agreement. This Agreement is binding upon the parties to this Agreement and upon their successors, heirs and assigns, except as prohibited by this Agreement. Each of the promises and restrictions shall run with the land from the date of this Agreement. Neither the COUNTY nor TOWNSHIP will assign or transfer interest without the written consent of the other.

### **11. DURATION OF AGREEMENT:**

This project starts on October 3, 2011 and ends on September 30th, 2013.

### **12. PRACTICE AND ETHICS:**

Each parties shall conform to the code of ethics of its respective national professional associations.

### **13. EQUAL ACCESS:**

TOWNSHIP agrees to adhere to the terms of this Agreement without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

### **14. CONTINGENT FEES:**

**TOWNSHIP** promises that it has not employed or retained any company or person, other than bona fide employees working solely for **TOWNSHIP**, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than bona fide employees working solely for **TOWNSHIP**, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this Agreement. For breach of this promise, the COUNTY may cancel this Agreement without liability or, at its discretion, deduct the full amount of the fee, commission, percentage, brokerage fee, gift or contingent fee from the compensation due to **TOWNSHIP**.

**15. PAYROLL TAXES:**

**TOWNSHIP** is responsible for all applicable state and federal social security benefits and unemployment taxes and agrees to indemnify and protect the COUNTY against such liability.

**16 SECURITY:**

**TOWNSHIP** agrees to execute all appropriate documents to secure and to provide for the repayment of funds advanced by the COUNTY and other lenders as well as to enforce the provisions of this Agreement. **TOWNSHIP** shall not incur additional debt secured by this property without written approval of the COUNTY and any other lenders. **TOWNSHIP** may refinance at any time, so long as the amount financed shall not exceed the amount currently financed and so long as **TOWNSHIP** is in compliance with the terms of this Agreement.

**17. INSURANCE REQUIREMENTS:**

The Contractor will maintain at its own expense during the term of this Contract, the following insurance:

1. Workers' Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of \$100,000 each accident for any employee.
2. Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. The County shall be added as "additional insured" on general liability policy with respect to the services provided under this contract.
3. Automobile Liability Insurance covering all owned, hired and nonowned vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No Fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage.

Insurance companies, named insureds and policy forms may be subject to the approval of the Washtenaw County Administrator, if requested by the County Administrator. Such approval shall not be unreasonably withheld. Insurance policies shall not contain endorsements or policy conditions which reduce coverage provided to Washtenaw County. Contractor shall be responsible to Washtenaw County or insurance companies insuring Washtenaw County for all costs resulting from both financially unsound insurance companies selected by Contractor and their inadequate insurance coverage. Contractor shall furnish the Washtenaw County Administrator with satisfactory certificates of insurance or a certified copy of the policy, if requested by the County Administrator.

No payments will be made to the Contractor until the current certificates of insurance have been received and approved by the Administrator. If the insurance as evidenced by the certificates furnished by the Contractor expires or is canceled during the term of the contract, services and related payments will be suspended. Contractor shall furnish the County Administrator's Office with certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to commencement of services under this contract. Certificates shall be addressed to the Washtenaw County c/o: INSERT DEPARTMENT & CR# \_\_\_\_\_, P. O. Box 8645, Ann Arbor, MI, 48107, and shall provide for 30 day written notice to the Certificate holder of cancellation of coverage.

**18. INDEMNIFICATION:**

**TOWNSHIP** will protect, defend and indemnify the **COUNTY**, its officers, agents, servants, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including legal fees, of whatsoever kind and nature which may result in injury or death to any persons, including **TOWNSHIP's** own employees, and for loss or damage to any property, including property owned or in the care, custody or control of the **COUNTY** in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this Agreement resulting in whole or in part from negligent acts or omissions of contractor, any sub-contractor, or employee, agent or representative of **TOWNSHIP**.

**19. CONTRACT AMENDMENT:**

Changes mutually agreed upon by the **COUNTY** and **TOWNSHIP** will be incorporated into this Agreement by written amendments signed by both parties.

**20. LOBBYING:**

By signing this contract, Contractor assures the County that it will comply with Section 1352, Title 31 of the U.S. Code (pertaining to not using federal monies to influence federal contracting and financial transactions). The Contractor assures the County that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the Contractor shall complete and submit Standard Form - LLL, Disclosure of Lobbying Activities," in accordance with its instructions;
3. This language shall be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

**21. CHOICE OF LAW AND SEVERABILITY:**

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this Agreement is in Washtenaw County, Michigan. If any provision or provisions set forth in this document is in conflict with any Michigan law or is otherwise unenforceable, that provision is void to the extent of the conflict and is severable from and does not invalidate any other provision of this Agreement.

**22. HEADINGS:**

The headings in this Agreement are for convenience of reference only and shall not affect the meaning of this Agreement.

**23. SIGNATURE AUTHORITY:**

The individuals signing this Agreement have the requisite authority to do so and bind **TOWNSHIP** to the terms and conditions herein.

**24. ENTIRE CONTRACT:**

This Agreement represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the day and year first written above.

ATTESTED TO:

WASHTENAW URBAN COUNTY:


By: \_\_\_\_\_  
Lawrence Kestenbaum (DATE)  
County Clerk/Register

By: \_\_\_\_\_  
Verna J. McDaniel (DATE)  
County Administrator

ATTESTED TO:

YPSILANTI CHARTER TOWNSHIP:

By:  \_\_\_\_\_  
Karen Lovejoy-Roe (DATE)  
Township Clerk *10/25/11*

By:  \_\_\_\_\_ *10/25/11*  
Brenda Stumbo (DATE)  
Township Supervisor

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

By: \_\_\_\_\_  
Curtis N. Hedger (DATE)  
Office of Corporation Counsel

By: \_\_\_\_\_  
Mary Jo Callan, Director (DATE)  
Office of Community and Economic Development

**ATTACHMENT A- SCOPE OF SERVICES & TIMELINE**

**NARRATIVE DESCRIPTION OF SCOPE OF WORK:**

WASHTENAW COUNTY will contract with YPSILANTI TOWNSHIP to complete the Firwood Hills Mill and Overlay project, as described in Article-I Use of Funds. These projects will be paid for with FY 2011/12 CDBG funding in the amount of \$168,179.00, in addition to TOWNSHIP in-kind contributions for coordination with the Road Commission, according to the budget in Attachment B. The TOWNSHIP shall coordinate with the Office of Community and Economic Development to assure that the requirements for public improvement project are met, according to the following timeline:

PROJECT TIMELINE	Deadline
TOWNSHIP will coordinate with WCRC & OCED to release the project for bid with annual Road Commission work in Township.	October 3, 2011
TOWNSHIP will assure that the bid is sent to the list of minority and women-owned businesses, as provided by the Office of Community Development.	October 3, 2011
TOWNSHIP will provide OCED with a copy of insurance certificate, annual audit, and budget summary for TOWNSHIP.	October 3, 2011
TOWNSHIP/WCRC will provide OCED with copy of bid documents, bid tabulation, bonding, contractor information form, contract, and insurance certificate for contractor selected.	October 3, 2011
TOWNSHIP will coordinate with the OCED & WCRC to schedule pre-construction conference for Firwood Hills Overlay project.	October 15, 2011
TOWNSHIP/WCRC contractor begins construction work on Firwood Road Mill/Overlay Project.	October 30, 2011
TOWNSHIP/WCRC contractor achieves substantial completion of construction work on Firwood Road Mill/Overlay Project.	September 1, 2012
TOWNSHIP/WCRC complete final inspection of construction work.	September 15, 2012
TOWNSHIP will provide the OCED with proof of interim & final inspections, final project budget (including engineering/project management costs), original Davis-Bacon paperwork, sworn statements from contractors, waivers of lien w/ final request for reimbursement of CDBG-eligible costs.	July 31, 2012
TOWNSHIP will coordinate with the OCED to complete an annual CDBG monitoring visit.	May 15, 2012
<b>Project Completion Date: 9/30/13</b>	



**ATTACHMENT B- PROJECT BUDGET**

**SUMMARY OF TERMS:**

The COUNTY agrees to pay to or on behalf of the TOWNSHIP the sum of \$168,179.00 of COUNTY FY 11/12 CDBG Funds according to the according to the budget below.

**PROJECT BUDGET:**

PROGRAM BUDGET		NAME:	2011/12 YPSILANTI TWP FIRWOOD HILLS PROJECT	
REVENUE SOURCE(S):	THIS REQUEST	WCRC	YPSILANTI TOWNSHIP	TOTAL
Grant Amounts	\$168,179.00		TBD <sup>1</sup>	\$168,179.00
Other Support (In-Kind)				
Status of Funds	Secured		TBD	Secured
<b>Total Revenues</b>	<b>\$168,179.00</b>		<b>TBD</b>	<b>\$168,179.00</b>
PROGRAM EXPENSES	THIS REQUEST	WCRC	YPSILANTI TOWNSHIP	TOTAL
Personnel, Taxes & Fringe Benefits				
Consultant & Contractual Fees	\$168,179.00		TBD	\$168,179.00
Space & Related Costs				
Printing / Supplies				
Specific Assistance - scholarships				
Audit				
Program Evaluation				
Marketing				
Other – postage, communications				
Other – travel, insurance				
Other – staff development				
Other – fundraising expense				
<b>Total Expenditures</b>	<b>\$168,179.00</b>		<b>TBD</b>	<b>\$168,179.00</b>

<sup>1</sup> All cost overruns on the Firwood project are the responsibility of Ypsilanti Charter Township.

**YPSILANTI TOWNSHIP**

**EMERICK STREET**

**ROAD IMPROVEMENT AGREEMENT**

THIS AGREEMENT, made and entered into this 1<sup>st</sup> day of November, 2011 by and between the Charter Township of Ypsilanti ("Township") and the Washtenaw County Board of County Road Commissioners ("Road Commission").

WHEREAS, due to the deteriorated condition of the existing pavement on the eastern portion of Emerick Street from Maus to Tyler Road, and the full width of Emerick Street in the areas north and south of the school, the Township and the Road Commission have concluded that Emerick Street should be milled and resurfaced ("Project"); and

WHEREAS, the Road Commission has entered into an agreement with the Township, therein detailing the allocation local agency funds based on the estimated costs associated with the construction and construction inspection necessary to complete the Project;

WHEREAS, proper authority is provided to the parties of this Agreement under the provisions of Act 51 of Public Acts of 1951 as amended,

THEREFORE, BE IT AGREED that the Road Commission will administer this project. This project is contingent on approval from the City of Ypsilanti, since the road is certified to the City of Ypsilanti, and is contingent on the Road Commission's Contractor completing their entire remaining work prior to starting this project. The total estimated local funding share associated with the construction, administration, and inspection is \$30,000.00. The total amount of this agreement will be paid by Ypsilanti Township.

**EMERICK STREET**

**AGREEMENT SUMMARY**

Estimated Construction and Inspection Costs:

Estimated Construction Administration,  
and Inspection \$30,000.00

**Total Estimated Local Funding Share (Township) \$30,000.00**

**EMERICK STREET**

FOR CHARTER TOWNSHIP OF YPSILANTI:

*Brenda L. Stumbo* *Angela Robinson* Witness  
Brenda L. Stumbo, Supervisor

*Karen Lovejoy Rbe* *Maria Botter* Witness  
Karen Lovejoy Rbe, Clerk

\_\_\_\_\_ Witness  
Larry J. Doe, Treasurer

FOR WASHTENAW COUNTY BOARD OF COUNTY ROAD COMMISSIONERS:

\_\_\_\_\_ Witness  
Douglas E. Fuller, Chair

\_\_\_\_\_ Witness  
Steven M. Puuri, Managing Director

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 1, 2011 WORK SESSION**

**PROPOSED**

Supervisor Brenda L. Stumbo called the meeting to order at approximately 6:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

**Members Present:** Supervisor Brenda L. Stumbo, Treasurer Larry Doe, Trustees Jean Hall Currie, Stan Eldridge, Mike Martin and Scott Martin

**Members Absent:** Clerk Karen Lovejoy Roe

**Legal Counsel:** Wm. Douglas Winters and Angela King

**1. DISCUSS 2012 FISCAL YEAR BUDGET**

**A. 14-B DISTRICT COURT - FUND 236**

Judge Charlie Pope provided revised projected revenue numbers (see attached). He said he basically took what had transpired in the last ten months, divided it by ten and multiplied it by twelve, assuming it would be about the same amount made last year.

Judge Pope gave three ways expenses had already been decreased for the court:

1. Vacant Deputy Clerk position assigned to Probation
2. Financial contribution for software had ended
3. Magistrate/Court Administrator - Kathy Collins, the Court Administrator, would retire in December 2012 and it was proposed that Mark Nelson, the part-time Magistrate take the new position

These three items would result in \$125,000 less in expenditures for the 2012 budget and he felt everything possible had been done in the way of staff reductions.

Judge Pope listed the union and non-union positions and explained that the bailiff's were on call and paid hourly, with no benefits.

Judge Pope reported that from 2006 to present, the Court saw a 30% increase in the three categories of civil cases filed. He explained the Court usually received about 5,051 civil cases per year and it had been close to 7,200 for the last few years. The irony was that 65% of the filing fees paid for each case actually went to the State of Michigan, leaving very little as local revenue. He also reported that the Court provided services for the 500 felony cases it received per year, however some cases were reduced to misdemeanors and the others were transferred to Washtenaw Circuit Court for trial, thus generating very little revenue. The criminal authorized cases, such as

**CHARTER TOWNSHIP OF YPSILANTI  
NOVEMBER 1, 2011 WORK SESSION MINUTES  
PAGE 2**

Domestic Violence, had remained fairly consistent at approximately 800 per year. He said the bulk of the Court's cases involved criminal traffic citations and drunk driving enforcement, but these had shown the most dramatic decrease since 2006. The highest caseload of 22,480 cases was in 1992 and of that number, 12,000 to 13,000 were traffic violations. He added they were lucky to get 3,500 traffic cases per year, currently.

Judge Pope listed some things he felt the Court could do:

- Enforce fines that had already been assessed, especially traffic violations, through Show Cause proceedings in front of the Magistrate.
- Tax Intercept - Court filed garnishment against a State Income Tax refund to collect fines and fees.
- Use grant money the District Courts in Washtenaw County were awarded from the U. S. Justice Department to allow a Probation Officer to oversee those on probation for Domestic Violence, freeing the other 14B Court Probation Officer for other tasks.
- Seek grant money through the State to hire a consultant, through the National Center for State Courts in Williamsburg, VA, to come to Washtenaw County and advise the three District Courts on how to work together.

Judge Pope said he appreciated how the Township Board had worked with 14-B Court through the years.

Trustee Eldridge asked for an explanation concerning the dramatic drop in traffic citations. He said in 1992 there were only 22 officers on the force and now were 31, so it seemed the number of citations should have increased.

Mike Radzik, OCS Director, reported that traffic enforcement was the number one topic discussed at the weekly police meetings with the Sheriff's Department Lieutenant. He did not have an answer to Trustees Eldridge's question but said they were trying to figure it out.

Treasurer Larry Doe reiterated that traffic enforcement was discussed at every police meeting and confirmed they were at a loss to explain the drop in traffic citations. The Treasurer discussed the short falls of the Court budget and felt internal cuts were still needed.

Supervisor Stumbo explained that other expenses, such as utilities and administrative fees had been added to the 14-B Court budget. She explained the Board had set the Court up as their own funding and revenue unit, like the fire and police department. She supported the Court's existence and felt it was needed locally. She stated that the Township was looking to add four deputies and suggested that one or two of them be dedicated to traffic enforcement. The Supervisor requested that new hire's contract agreements be brought before the Board.

Treasurer Doe asked if each of the 7,200 civil cases actually went to court. Judge Pope explained that most did but if a Default Judgment was entered, it could be done by mail and would not go to court.

**CHARTER TOWNSHIP OF YPSILANTI  
NOVEMBER 1, 2011 WORK SESSION MINUTES  
PAGE 3**

**B. FIRE DEPARTMENT – FUND 206**

Fire Chief Copeland explained the changes made in the revised proposed budget, totaling \$464,000 (see attached).

Supervisor Stumbo said the Chief had shown how the revised budget could preserve 15% in fund balance and get through until 2013 when the millages would be up.

Chief Copeland also provided an additional memo with the concession package for 2012 & 2013 that was presented to the firefighters, which resulted in additional savings of \$454,000.

Treasurer Doe questioned if the concession package passed what percentage of pay reduction would a retired firefighter expect to see.

Chief Copeland responded it would be a 30% pay reduction.

**2. REQUEST OF MIKE RADZIK, OCS DIRECTOR TO DISCUSS VACANT –  
ABANDONED PROPERTY ORDINANCE**

Mike Radzik, OCS Director said he wanted to familiarize the Board with this ordinance at a Work Session in order to initiate discussion on it rather than bringing it to a Board Meeting for the first time. He requested that it go on the next agenda for first reading and explained that it was a proposed ordinance that required the registration and safety inspection of vacant buildings within the Township. It was designed to help prevent deterioration of neighborhood and business districts and had been successful in other jurisdictions. He explained that once a property became vacant, the owner would be required to register it in the Building Department and soon thereafter, a mandatory safety inspection would be performed to determine if it was safe, or if any blight conditions existed that needed to be addressed. The intent was to include commercial and perhaps light industrial properties in the ordinance as well. Registrations would have to be renewed each year and if it were sold or reoccupied, the Township would have to be notified. The ordinance also addressed fire-damaged properties with a time limit and would be fee driven in order to cover the inspection, clerical time and if required, board up fees. He reported that there were currently over \$50,000 worth in board up expenses sitting as uncollected, delinquent invoices. This ordinance would allow collection of those invoices as a special assessment on property taxes, the same as noxious weeds.

Supervisor Stumbo asked if any other communities were currently doing this.

Mike Radzik responded Canton Township had adopted a similar ordinance last year, and the City of Ypsilanti had something in place. The Supervisor and Mr. Radzik discussed the process in the case of a foreclosed property.

Trustee Scott Martin asked if attorney fees in these cases could be included in this ordinance.

**CHARTER TOWNSHIP OF YPSILANTI  
NOVEMBER 1, 2011 WORK SESSION MINUTES  
PAGE 4**

Attorney Angela King replied that the ordinance addressed the matter of awarding actual costs incurred by the township, including attorney fees.

Ron Fulton, Building Director reported the MEP program, which the Township Board authorized, had documented 200 vacant homes to date and the number continued to rise.

**3. REVIEW AGENDA**

Supervisor Stumbo asked the Board for permission to add Resolution No. 2011-33 to the agenda under Other Business. The Board agreed.

Supervisor Stumbo explained that a new map was being distributed with the changes for some of the lights for the S .Mansfield Special Assessment District. If it was approved, Clerk Lovejoy Roe had requested the passage be contingent upon the Washtenaw County Road Commission being on the same page as DTE concerning sufficient space for curb, storm drains and road right-of-way.

**ADJOURNMENT**

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

Respectfully submitted,

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

BUDGET WORKSHEET

Quarter Township of Ypsilanti

	2009	2010	2011		2012	
	Prior Year Actual	Prior Year Actual	2011 Original Budget	----- Amended Budget	Current Year Actual Thru 30-Sep	Requested
Dept: 136.000 14-B DISTRICT COURT						
11.136 14B STATE SHARED REVENUE			45,720	45,720	34,293	45,720
11.137 14B ST OF MI JUROR COMP REIMB			4,500	4,500	1,680	4,500
12.136 14B COURT COSTS			654,100	654,100	395,731	498,841
12.544 14B-ST OF MI CASEFLOW ASSISTAN			7,000	7,000	6,514	3,000
13.136 14B CIVIL FEES			325,000	325,000	197,056	245,610
14.000 14B PROBATION FEES			65,000	65,000	40,535	66,328
15.001 14B ORDINANCE FINES AND COSTS			148,524	148,524	56,916	63,750
15.003 14B BOND FORFEITURES			40,000	40,000	31,760	52,800
15.004 14B INTEREST EARNED			800	800	213	300
15.005 14B MISCELLANEOUS INCOME			0	0	0	0
14.001 INTEREST EARNED			0	0	48	0
14.007 MISCELLANEOUS INCOME OVR&SHO			0	0	0	0
17.000 TRANSFER IN: GENERAL FUND			0	0	-761	212,541
14-B DISTRICT COURT	0	0	1,290,644	1,290,644	763,985	1,193,390
Total Revenues	0	0	1,290,644	1,290,644	763,985	1,193,390



BUDGET WORKSHEET

Quarter Township of Ypsilanti

	2009	2010	2011		2012	
	Prior Year Actual	Prior Year Actual	2011 Original Budget	Amended Budget	Current Year Actual Thru 30-Sep	Requested
Dept: 136.000 14-B DISTRICT COURT						
13.001 SALARY - JUDGE			45,724	45,724	28,138	45,724
15.000 SALARY - SUPERVISION			0	0	0	0
16.000 SALARY - PERMANENT WAGES			520,844	476,922	296,543	478,940
16.001 SALARY - BAILIFF			44,243	44,243	26,420	44,243
16.002 SALARY - DEPUTY COURT ADMIN			56,306	56,306	34,509	67,258
17.000 SALARY - TEMPORARY /SEASONAL			0	6,000	6,613	3,000
18.004 SALARIES PAY OUT-PTO&SICKTIME			0	0	0	0
18.005 SALARIES - PAY OUT OF RETIREES			0	0	0	0
18.008 RETIREE TIME PAYOUTS			0	0	0	0
18.010 HEALTH INS BUYOUT			12,000	9,000	4,964	12,000
19.000 REG OVERTIME			0	0	7	0
15.000 F.I.C.A./MEDICARE			49,868	46,508	27,995	47,729
19.000 HEALTH & DENTAL INSURANCE			160,677	159,182	112,611	152,813
19.001 SICK AND ACCIDENT			5,141	4,767	2,881	5,141
20.000 LIFE INSURANCE			2,459	2,293	1,387	2,705
23.000 DEFERRED COMPENSATION EMPLOYER			575	575	446	575
24.001 UNEMPLOYMENT EXPENSE			0	0	0	0
27.000 OFFICE SUPPLIES			8,500	8,500	6,424	8,500
30.000 POSTAGE			10,000	10,000	5,350	8,500
39.000 LIBRARY SUBSCRIPTION			2,000	2,000	2,328	2,000
10.000 OPERATING SUPPLIES			2,500	2,500	2,344	2,500
30.001 ADMINISTRATION FEES			0	0	0	30,079
31.007 ATTORNEY FEES CRIMINAL			40,000	40,000	24,300	40,000
31.009 14B OTHER CONTRACTUAL SERVICE			4,000	4,000	560	4,000
31.010 CONTRACTUAL/VISITING JUDGE			1,000	1,000	0	1,000
31.012 CONTRACTUAL/INTERPRETER FEES			3,500	3,500	1,817	3,500
31.013 MAGISTRATE CONTRACTUAL SERVICE			45,000	45,000	30,000	0
11.000 14B TRANSCRIPTS			100	100	0	100
12.000 14B JURY FEES			7,000	7,000	3,814	7,000
12.001 WITNESS FEES			300	300	11	Moved-101.137
12.002 14B ENHANCED JURY FEES			2,000	2,000	79	2,000
12.003 14B JUROR EXPENSES			500	500	457	500
19.006 COMPUTER PROGRAMS/LIEN			1,000	1,000	0	1,000
19.010 COMPUTER NETWORK SUPPORT			60,000	60,000	21,626	0
50.000 TELEPHONE			5,000	5,000	4,125	6,500
60.000 TRAVEL			500	500	256	500
76.000 RETIREMENT/MERS			54,441	51,716	33,699	57,615

BUDGET WORKSHEET

Quarter Township of Ypsilanti

	2009	2010	2011		2012	
	Prior Year Actual	Prior Year Actual	Original Budget	Amended Budget		Current Year Actual Thru 30-Sep
6.003 OPEB FUNDING-RETIREE HEALTH			79,328	79,328	79,328	82,898
10.000 PUBLISHING			4,000	4,000	238	3,000
14.000 INSURANCE & BONDS FIRE & LIAB			10,265	10,265	5,788	10,315
17.000 WORKERS COMPENSATION INSURANCE			11,973	11,973	6,931	6,854
18.014 UTILITIES - COURT			17,500	17,500	9,101	32,200
19.000 REPAIRS AND MAINTENANCE			10,000	10,000	4,354	10,000
23.000 EQUIPMENT MAINTANCE			2,200	2,200	273	1,000
23.001 MAINTENANCE CONTRACTS					2,644	1,500
24.000 EQUIPMENT RENTAL/LEASING			500	500	299	500
26.000 MISCELLANEOUS			100	100	97	100
27.000 BANK CHARGES			7,000	7,000	4,344	7,000
28.000 MEMBERSHIP AND DUES			1,000	1,000	560	1,000
30.000 EDUCATION AND TRAINING			100	100	95	100
37.000 EQUIPMENT			1,500	1,500	90	1,500
14-B DISTRICT COURT	0	0	1,290,644	1,241,602	793,845	1,193,390
Total Expenditures	0	0	1,290,644	1,241,602	793,845	1,193,390
14B Court	0	0	0	49,042	-29,860	0



Office (734) 544-4225  
Fire Chief (734) 544-4110  
Fire Marshal (734) 544-4107  
Fax (734) 544-4195

**FIRE DEPARTMENT**  
**222 SOUTH FORD BOULEVARD**  
**YPSILANTI, MICHIGAN 481908-6067**

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**To:** The Charter Township of Ypsilanti Board, Attention: Supervisor Brenda Stumbo  
**From:** Fire Chief Eric Copeland  
**Date:** November 1, 2011  
**Re:** 2012 Fire Department Proposed Budget (**REVISED 10/28/2011**)

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The Charter Township of Ypsilanti is authorized to levy and increase the limitations of the total amount of general ad valorem taxes that may be imposed in any one year upon real and tangible property in the Charter Township of Ypsilanti, Washtenaw County Michigan for fire protection. Section 6 of Article IX of the Constitution of Michigan, 1963, authorizes this taxing levy. The levy is from 0.0 to 2.8 (\$2.80 per \$1000), for the period of four (4) years from 2009 – 2012 both inclusive: and are for providing revenues for fire protection, prevention, rescue services and equipment revenues.

A voter approved millage in 2009 levies 2.7930 mills for 2012 to finance the operations of the fire department. The millage is projected to raise \$3,808,524 plus \$3700 in other revenues to finance staff and operations, civil service commission, and planned capital outlay expenditures.

Currently, Fire department budgets for the following (27) positions:

- Fire Chief
- Fire Marshal
- 1 Clerical Staff
- 6 Officers / Commanders
- 18 Firefighters

In May 2010, the Township board approved an early retirement proposal with YT Firefighter Local 1830 to achieve a lower (daily) staffing minimum in order to better align revenues with expenses. The early retirement proposal was the initial step in a departmental restructuring process designed to contain costs, preserve fund balance and achieving a balanced budget. The targeted savings based on 2010 costs and 2011 revenue projections is one million dollars. Through year 2010 and up to July 2011, our estimated savings were nearly three-quarter million dollars even with reduced revenues over this period of time.

Per the Board's request, the following changes have been made to the 2012 Fire Department budget since the last (10/18/2011) meeting:

- 3% wage reduction - \$46,000
- Remove FF vacancy - \$78,000
- Remove Capital Outlay – Fire Apparatus - \$300,000
- Remove Capital Outlay – Property Improvement HVAC system @ Headquarters - \$40,000

Slow paced negotiating has frozen Fire Department staff wages at the 2009/2010 negotiated rate except for longevity pay increases. I have included 3% wage concessions and removed planned Capital Outlays to the FY 2012 proposed budget hoping to maintain a (15% annual Budget) fund balance surplus. I also propose to continue in 2012, the 2010 across the board 15% cut of "discretionary" Operating Expenses affording minimal savings.

I will continue to pursue cost containment options while maintaining our current level of service to the community. I will pursue revenue sources, grant opportunities, mutual aid agreements and collaborations with local agencies to provide improved service coverage within the Township and the greater Ypsilanti area.

Thank you for consideration of this FY 2012 budget.

Sincerely,

Fire Chief Eric Copeland  
Charter Township of Ypsilanti Fire Department



Office (734) 544-4225  
Fire Chief (734) 544-4110  
Fire Marshal (734) 544-4107  
Fax (734) 544-4195

**FIRE DEPARTMENT**  
222 SOUTH FORD BOULEVARD  
YPSILANTI, MICHIGAN 48198-6067

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## MEMORANDUM

TO: Township Board  
FROM: Eric Copeland, Fire Chief  
DATE: November 1, 2011  
RE: 2012 Fire Budget – REVISED

Per the Board's request, the following changes have been made to the 2012 Fire Department budget since the last meeting:

- 3% wage reduction - \$46,000
- Removed vacancy – Approximately \$78,000
- Removed Capital Outlay – Fire Apparatus - \$300,000
- Removed Capital Outlay – Property Improvement (HVAC system at Headquarters) - \$40,000

Our proposed concession package consists of:

- 3% wage decrease (already listed above)
- Holidays - holidays not worked would not be paid for 2012 & 2013. Projected savings - \$122,366.
- Health care changes – the Township will provide a revised health care plan pursuant to recently enacted state law that will bring the average premium under the state mandated level. Those employee groups who do not accept the program will pay 20% of the health care. Projected savings - \$80,000.
- Longevity – longevity would not be paid in 2012 or 2013. Projected savings - \$90,000.
- EMT supplementary payment – this supplementary payment would not be paid in 2012 or 2013. Projected savings - \$32,500.
- Pension Fund - in 2012 and 2013, the Firefighters contribution to the Pension Fund in Article 42 would increase by 5%. Projected savings - \$82,000.
- Sick Days - in 2012 and 2013, the payout of sick days in Article 35 would be reduced by 50%. Projected savings - \$48,000.

ORDINANCE NO. 2011-

An Ordinance to Amend Chapter 48  
of the Ypsilanti Charter Township  
Code of Ordinances

The Charter Township of Ypsilanti hereby ordains that the Ypsilanti  
Township Code of Ordinances is amended as follows:

Add the following new article to Chapter 48 entitled Property Maintenance:

**Section 1 - Purpose**

The purpose of this article is to prevent the deterioration of Township  
neighborhoods by regulating vacant abandoned and foreclosed properties to  
insure that such properties are in compliance with all applicable state law and  
Township Code requirements including the Township property maintenance code  
adopted by the Township in sections 48–27 and 48–28 of the Ypsilanti Township  
Code of Ordinances.

**Section 2 – Definitions**

As used in this article:

Code compliance certificate means an annual certificate issued by the township  
Office of Community Standards that the structure is in compliance with all  
applicable state law and Township Code requirements, including the Township’s  
Property Maintenance Code.

Owner means any person or entity with legal or equitable ownership or  
possessory interest in any residential structure. The owner shall include, but not  
be limited to: a bank, credit union, trustee or financial institution which is in  
possession (in whole or in part) of the real property, foreclosing a lien or mortgage  
interest in the affected property, but may or may not have legal or equitable title.

Vacant property means a residential structure that remains unoccupied for a  
period in excess of 30 days. Vacant property does not mean property that is  
temporarily unoccupied while the residents are away on vacation, tending to  
personal matters or business, or property that is not intended by the owner to be  
left vacant.

**Section 3 - Scope**

The provisions of this article shall apply to all existing residential structures. This  
article does not relieve any person from compliance with all other township  
ordinances, the state building code, and all other laws, rules and regulations.

**Section 4 - Evidence of vacant property.**

Evidence of vacancy shall include any condition that on its own, or combined with other conditions present, would lead a reasonable person to believe that the property is vacant. Such conditions include, but are not limited to: overgrown and/or dead vegetation; accumulation of newspapers, circulars, flyers and/or mail; past due utility notices and/or disconnected utilities; accumulation of trash, junk and/or debris; boarded up windows; abandoned vehicles, auto parts or materials; the absence of or continually drawn window coverings such as curtains, blinds and/or shutters; the absence of furnishings and/or personal items consistent with habitation or occupancy; statements by neighbors, delivery agents or utility agents, including Township employees, that the property is vacant.

**Section 5 - Registry of vacant properties.**

There is hereby created in the township Office of Community Standards a registry of vacant residential properties.

**Section 6 - Vacant properties to be registered annually**

Owners of real property are required to register all vacant residential properties within 30 days of the vacancy and to reregister the properties annually thereafter. Residences that are vacant at the time of the enactment of this article must register within 30 days.

**Section 7 - Owner's registration form; content.**

Owners who are required to register their properties pursuant to this article shall submit a completed vacant property registration form, as provided by the township Office of Community Standards containing the following information:

- (1) The name of the owner of the property.
- (2) A mailing address where mail may be sent that will be acknowledged as received by the owner. If certified mail/return receipt requested is sent by the township Office of Community Standards to the address and the mail is returned marked "refused" or "unclaimed," then such occurrence shall be prima facie proof that the owner has failed to comply with this requirement. If ordinary mail sent by the township Office of Community Standards to the address is returned for whatever reason, then such occurrence shall be prima facie proof that the owner has failed to comply with this requirement.
- (3) The name of an individual responsible for the care and control of the property. Such individual may be the owner, if the owner is an individual, or may be someone other than the owner with whom he/she has contracted.
- (4) A current address, phone number, fax, and email address (if fax and email addresses are available) where communications may be sent that will be acknowledged as received by the owner or individual

responsible for the care and control of the property. If certified mail/return receipt requested is sent to the address and the mail is returned marked "refused" or "unclaimed," or if ordinary mail sent to the address is returned for whatever reason, then such occurrence shall be prima facie proof that the owner has failed to comply with this requirement.

- (5) Authorization to the township staff to access the exterior of the property for inspection purposes.
- (6) Verification that the utilities and the furnace are functioning.

### **Section 8 - Annual registration and safety and blight inspection fee.**

The annual registration and safety and blight inspection fees shall be set by the Township Board to offset the cost of processing the form, conducting the safety and blight inspection and maintaining the records. In addition, if an owner fails to register, the owner shall be assessed the added cost of the Township's expense in having to determine ownership, which may include, but is not limited to title search and legal expenses.

### **Section 9 - Requirement to keep information current.**

If at any time the information contained in the registration form is no longer valid, the property owner shall within ten (10) days file a new registration form containing current information. There shall be no fee to update the current owner's information.

### **Section 10 - Inspections required.**

Owners of vacant buildings who are required to file an owner's registration form under this article must immediately obtain and pay for a township Office of Community Standards safety and blight inspection of the vacant property; obtain necessary permits; make required repairs; obtain any follow-up inspections from the township Office of Community Standards thereafter to ensure the residence is safe, secure and maintained. The owner or the owner's agent shall certify by affidavit that all water, sewer, electrical, gas, HVAC, plumbing systems, roofing, structural systems, foundations, and drainage systems are sound, operational, or properly disconnected. The owner or the owner's agent shall also certify by affidavit that the property is in compliance with the township's property maintenance code, and the water and sewer requirements set forth in Chapters 48 and 62 of the Township Code.

### **Section 11 - Building inspection; maintenance and security requirements.**

Properties subject to this article shall be maintained and secured to comply with the minimum security fencing, barrier and maintenance requirements of the township's property maintenance code.



Pools, spas, and other water features shall be kept in working order or winterized to ensure that the water remains clear and free of pollutants and debris, or drained and kept dry and free of debris, and must comply with the minimum security fencing, barrier and maintenance requirements of the Property Maintenance Code.

Vacant properties subject to this article shall be maintained in a secure manner so as not to be accessible to unauthorized persons. Secure manner includes, but is not limited to, the closure and locking of windows, doors (walk-through, sliding and garage), gates and any other opening of such size that it may allow a child to access the interior of the property and/or structure(s). Broken windows must be repaired or replaced within 14 days. Boarding up of open or broken windows is prohibited except as a temporary measure for no longer than 14 days.

**Section 12 - Open property; securing fee.**

Property subject to this article that is left open and/or accessible shall be subject to entry by the township in order to ensure that the property has not become an attractive nuisance and to ensure that the property is locked and/or secured and in compliance with the Township's Property Maintenance Code. The owner of property subject to this article which property is found open or unsecured shall be responsible for paying a securing fee as set by the township board to offset the cost incurred by the township in contacting the owner or management company to secure the property. If the owner and/or management company cannot be contacted or does not secure the property within a reasonable time, not to exceed 24 hours, the owner shall be responsible for paying the cost incurred by the township in securing the property.

**Section 13 - Reoccupation of vacant property; notification to township.**

Prior to reoccupation of property that is subject to this article, the owner shall notify the Township that the property has been sold or rented, and to whom.

**Section 14 - Fire damaged property.**

If an occupied building is damaged by fire, the owner has 90 days from the date of the fire to apply for a permit to start construction or demolition. Failure to do so will result in the property being deemed vacant and subject to the requirements of this article.

**Section 15 - Unpaid fees; assessment.**

All fees hereunder that remain unpaid after 14 days written notice to the owner/management company shall be assessed against the property as a lien and placed on the tax roll.

**Section 16 - Penalties; municipal civil infraction.**

Except as otherwise provided, a violation of this article shall be a municipal civil infraction subject to prosecution and penalty under MCL 42.21(3). The requirements of this article are in addition to, and not in lieu of any other rights and remedies provided by law.

Violation of this article shall be a municipal civil infraction and for the first offense subject to a minimum \$200.00 fine and any of the penalties authorized under MCL 600.8727 and/or MCL 600.8302. Second or subsequent offenses shall be subject to a minimum fine of \$400.00 and any of the penalties authorized under MCL 600.8727 and/or MCL 600.8302. Each day that a violation continues shall be considered a separate offense.

**Severability**

Should any section, subdivision, sentence, clause or phrase of this Ordinance be declared by the Courts to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part as invalidated.

**Publication**

This Ordinance shall be published in a newspaper of general circulation as required by law.

**Effective date**

This Ordinance shall become effective upon publication in a newspaper of general circulation as required by law.

Check Register Report

Date: 11/07/2011

Time: 9:03 am

Page: 1

Charter Township of Ypsilanti

BANK: HAND CHECKS

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>HAND CHECKS Checks</b>							
156023	10/24/2011	Printed		6821	AT & T	ACCT. #734 484-1536 689 4	49.08
156024	10/24/2011	Printed		6821	AT & T	ACCT. #734 484-3773 758 5	73.05
156025	10/24/2011	Printed		6821	AT & T	ACCT. #734 484-7323 055 2	84.36
156026	10/24/2011	Printed		6821	AT & T	ACCT. #734 484-7336 868 3	24.68
156027	10/24/2011	Printed		0363	COMCAST CABLE	ACCT. #09588 307929-01-7	68.95
156028	10/24/2011	Printed		0363	COMCAST CABLE	ACCT. #09588 290641-01-7	30.80
156029	10/28/2011	Printed		0909	AT & T*	ACCT. #053 294-5218 001	33.72
156030	10/28/2011	Printed		0363	COMCAST CABLE	ACCT. #09588 284370-01-0	81.20
156031	10/28/2011	Printed		6263	STANDARD INSURANCE COMPANY	LIFE & DISABILITY - NOV. 2011	4,344.24
156032	10/28/2011	Printed		4402	TDS METROCOM	ACCT. #825 609 0021	870.00
156033	11/02/2011	Printed		16314	ANDERSON VILLAS, LLC	FINAL REFUND - 1350 RUSSELL	65,745.00
156034	11/02/2011	Printed		0119	DTE ENERGY**	STREETLIGHTS - SEPTEMBER 2011	71,806.50
156035	11/02/2011	Printed		0426	GUARDIAN ALARM	BILLING - 1775 EAST CLARK	408.93
156036	11/03/2011	Printed		15522	GORNO FORD	2011 FORD EXPLORER VEHICLE #27	24,795.00
156037	11/03/2011	Printed		1475	VERIZON WIRELESS	ACCT. #585505481-00001	259.37
156038	11/03/2011	Printed		15934	WASTE MANAGEMENT	ACCT. #389-0054671-1389-9	206.75
<b>Total Checks: 16</b>						<b>Checks Total (excluding void checks):</b>	<b>168,881.63</b>
<b>Total Payments: 16</b>						<b>Bank Total (excluding void checks):</b>	<b>168,881.63</b>
<b>Total Payments: 16</b>						<b>Grand Total (excluding void checks):</b>	<b>168,881.63</b>

Accounts Payables Checks - 191,497.73

Hand Checks - 168,881.63

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Total - 360,379.36

Check Register Report

Date: 11/07/2011

Time: 8:56 am

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Charter Township of Ypsilanti

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>Checks</b>							
156039	11/07/2011	Printed		11339	ACCUSHRED LLC	DOCUMENT DESTRUCTION SVCS	65.00
156040	11/07/2011	Printed		0417	ACTION RENTAL	RENTAL EQUIPMENT	77.00
156041	11/07/2011	Printed		15971	PARKER D ALLEN	REFEREE	26.00
156042	11/07/2011	Printed		0017	ANN ARBOR CLEANING SUPPLY	SUPPLIES	847.83
156043	11/07/2011	Printed		0022	ANN ARBOR WELDING SUPPLY CO	MEDICAL SUPPLIES	165.75
156044	11/07/2011	Printed		0215	AUTO VALUE YPSILANTI	SUPPLIES	212.35
156045	11/07/2011	Printed		15941	TODD J. BARBER	BUILDING INSPECTIONS	2,575.00
156046	11/07/2011	Printed		16339	JEAN BARGERT	REFUND - JAR ALL STAR CHEER	65.00
156047	11/07/2011	Printed		8529	BASIC	FLEX SPENDING	575.00
156048	11/07/2011	Printed		0195	BEST BUY BUS. ADVANTAGE ACCT.	EQUIPMENT	15.16
156049	11/07/2011	Printed		15847	CHRISTOPHER BLINSTRUB	REFEREE	82.00
156050	11/07/2011	Printed		16335	JANICE BOYER	REFUND - ACRYLIC PAINTING	40.00
156051	11/07/2011	Printed		15822	BREATHING AIR SYSTEMS		17.90
156052	11/07/2011	Printed		0898	BS & A SOFTWARE	MAINTENANCE CONTRACTS	2,015.00
156053	11/07/2011	Printed		8274	BUDGET TOWING	TOWING	92.00
156054	11/07/2011	Printed		6959	BUTZEL LONG	PROFESSIONAL SERVICES	205.04
156055	11/07/2011	Printed		6959	BUTZEL LONG	PROFESSIONAL SERVICES	200.00
156056	11/07/2011	Printed		6959	BUTZEL LONG	PROFESSIONAL SERVICES	2,000.00
156057	11/07/2011	Printed		3460	CDW GOVERNMENT INC	REPLACEMENT HEADSET	18,748.17
156058	11/07/2011	Printed		0870	CHARTER TOWNSHIP OF SUPERIOR	UTILITIES: GREEN OAKS	35.69
156059	11/07/2011	Printed		2276	CINCINNATI TIME SYSTEMS	EQUIPMENT RENTAL	2,010.00
156060	11/07/2011	Printed		15452	COLD CUT KRUISE	PRO SHOP RESALE	76.00
156061	11/07/2011	Printed		1312	COMPLETE BATTERY SOURCE	AUTO MAINTENANCE	77.50
156062	11/07/2011	Printed		6974	TERRY CONDIT	UMPIRE	69.00
156063	11/07/2011	Printed		0582	CONGDON'S	SUPPLIES	219.45
156064	11/07/2011	Printed		4631	CRAIN'S DETROIT BUSINESS	MEMBERSHIP	59.00
156065	11/07/2011	Printed		2988	DEEP ROOTS	AERIFIED THE GREENS FOR THE WI	2,700.00
156066	11/07/2011	Printed		16212	DELL MARKETING L.P.	ANNUAL WORKSTATION REPLACEMENT	6,355.38
156067	11/07/2011	Printed		15851	RUTHANNE DOLINGER	REFEREE	20.00
156068	11/07/2011	Printed		6819	DUNHAM'S SPORTING GOODS	AWARDS	200.00
156069	11/07/2011	Printed		4706	ED'S GARAGE	REPAIRS	1,080.00
156070	11/07/2011	Printed		2913	EMERGENCY VEHICLE SERVICES	REPLACEMENT SWITCHES FOR REARV	212.44
156071	11/07/2011	Printed		6951	EMERGENCY VEHICLES PLUS	ENGINE 14-1 COMPARTMENT DOOR S	75.54
156072	11/07/2011	Printed		15796	FIRST DUE FIRE SUPPLY	REPLACEMENTS, RINGERS BRAND EX	490.00
156073	11/07/2011	Printed		15034	FONDRIEST ENVIRONMENTAL, INC	WINTER BUOYS	217.43
156074	11/07/2011	Printed		16336	TABATHA FRANKOWIAK	REFUND - DODGEBALL FALL	20.00
156075	11/07/2011	Printed		12943	DAVID FREY	REFEREE	11.00
156076	11/07/2011	Printed		15986	JOSH FREY	REFEREE	20.00
156077	11/07/2011	Printed		16340	JOSH FRIDAY	WITNESS FEE	15.90
156078	11/07/2011	Printed		1990	ANNETTE GONTARSKI	MILEAGE REIMBURSEMENT	55.94
156079	11/07/2011	Printed		6161	GOVERNMENTAL CONSULTANT	PROFESSIONAL SERVICES	2,850.00
156080	11/07/2011	Printed		6169	GOVERNOR BUSINESS SOLUTIONS	SUPPLIES	38.57
156081	11/07/2011	Printed		0107	GRAINGER	SUPPLIES	390.19
156082	11/07/2011	Printed		0070	GREAT LAKES TELECOM, INC.	TELEPHONE	255.03
156083	11/07/2011	Printed		15769	GREAT LAKES TREE SERVICE	REMOVED DEAD TREES	495.00
156084	11/07/2011	Printed		0158	MARK HAMILTON	ATTORNEY FEES - NOV. 2011	1,500.00
156085	11/07/2011	Printed		15857	ALEXANDER HENRY	REFEREE	28.00
156086	11/07/2011	Printed		15858	THOMAS HENRY	REFEREE	46.00
156087	11/07/2011	Printed		15884	HEPPNER LANDSCAPE SERVICES	PROFESSIONAL SERVICES	330.00
156088	11/07/2011	Printed		15884	HEPPNER LANDSCAPE SERVICES	MOWING OF TWP PROPERTIES	1,419.00

Check Register Report

Date: 11/07/2011

Time: 8:56 am

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Charter Township of Ypsilanti

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>Checks</b>							
156089	11/07/2011	Printed		15884	HEPPNER LANDSCAPE SERVICES	PROFESSIONAL SERVICES	750.00
156090	11/07/2011	Printed		15884	HEPPNER LANDSCAPE SERVICES	PROFESSIONAL SERVICES	670.00
156091	11/07/2011	Printed		15884	HEPPNER LANDSCAPE SERVICES	PROFESSIONAL SERVICES	3,965.00
156092	11/07/2011	Printed		15884	HEPPNER LANDSCAPE SERVICES	PROFESSIONAL SERVICES	475.00
156093	11/07/2011	Printed		15884	HEPPNER LANDSCAPE SERVICES	PROFESSIONAL SERVICES	140.00
156094	11/07/2011	Printed		15884	HEPPNER LANDSCAPE SERVICES	PROFESSIONAL SERVICES	170.00
156095	11/07/2011	Printed		15884	HEPPNER LANDSCAPE SERVICES	PROFESSIONAL SERVICES	50.00
156096	11/07/2011	Printed		15972	JESSE HILDEBRANDT	REFEREE	40.00
156097	11/07/2011	Printed		16329	ABIGAIL HOLZMAN	REFEREE	20.00
156098	11/07/2011	Printed		16337	AUDREY HORTON	REFUND - ROOM RENTAL	100.00
156099	11/07/2011	Printed		15493	ADAM KURTINAITIS	ELECTRICAL INSPECTIONS	1,320.00
156100	11/07/2011	Printed		16155	ASHLEY LORE	REFEREE	22.00
156101	11/07/2011	Printed		6467	LOWES	SUPPLIES	148.26
156102	11/07/2011	Printed		0244	MARGOLIS COMPANIES, INC.	SUPPLIES	300.00
156103	11/07/2011	Printed		15962	GLORIA MAYER	REFEREE	46.00
156104	11/07/2011	Printed		15860	JULIA MAYER	REFEREE	68.00
156105	11/07/2011	Printed		15886	CASEY MCKEON	SUPPLIES	11.00
156106	11/07/2011	Printed		0253	MCLAIN AND WINTERS	LEGAL SERVICES - OCT. 2011	92,308.90
156107	11/07/2011	Printed		12940	MEALS ON WHEELS	ANNUAL CONTRIBUTION	10,000.00
156108	11/07/2011	Printed		16213	MI URBANK SEARCH & RESCUE	CONFINED SPACE RESCUE ENHANCED	750.00
156109	11/07/2011	Printed		0629	MICHIGAN ASSOC. OF MUNICIPAL	MEMBERSHIP	60.00
156110	11/07/2011	Printed		0629	MICHIGAN ASSOC. OF MUNICIPAL	MEMBERSHIP	40.00
156111	11/07/2011	Printed		3678	MICHIGAN ELECTION RESOURCES	ELECTION SUPPLIES	42.77
156112	11/07/2011	Printed		4414	ED MICHOWSKI	UMPIRE	23.00
156113	11/07/2011	Printed		15402	MIDWEST MEDICAL CENTER	HOSPITAL PHYSICALS	60.00
156114	11/07/2011	Printed		15195	MARK NELSON	MAGISTRATE FEES - NOV. 2011	1,875.00
156115	11/07/2011	Printed		2997	OFFICE EXPRESS	SUPPLIES	910.16
156116	11/07/2011	Printed		0309	ORCHARD, HILTZ & MCCLIMENT INC	1854 CADILLAC STREET	8,166.00
156117	11/07/2011	Printed		0147	OSCAR W. LARSON CO.	SERVICE FUEL TANK AT HQ	190.00
156118	11/07/2011	Printed		15976	JACOB POLLOCK	REFEREE	22.00
156119	11/07/2011	Printed		6752	POSITIVE PROMOTIONS	SMOKE DETECTOR REMINDER STICKE	54.95
156120	11/07/2011	Printed		0722	PRINTING SYSTEMS	AV APPLICATONS FOR NOVEMBER 8T	1,502.69
156121	11/07/2011	Printed		6045	QPS PRINTING	SUPPLIES	515.80
156122	11/07/2011	Printed		15987	EDGAR RAINEY	REFEREE	96.00
156123	11/07/2011	Printed		3214	RENT A WRECK	LEASE	20.00
156124	11/07/2011	Printed		6308	RKA PETROLEUM	REFILL DIESEL AND E10-87 FUEL	5,427.40
156125	11/07/2011	Printed		15552	BRIAN ROBERTS	UMPIRE	142.00
156126	11/07/2011	Printed		15977	SARAH ROCK	REFEREE	20.00
156127	11/07/2011	Printed		16156	JAMES ROSEMAN	REFEREE	20.00
156128	11/07/2011	Printed		15772	S & S PARTS	GUIDE ROLLER WORE OUT ON 621 M	119.64
156129	11/07/2011	Printed		0634	SAM'S CLUB DIRECT	SUPPLIES	138.64
156130	11/07/2011	Printed		6333	SCHOOL TECH, INC.	H.D. DOUBLE RIM GOAL FOR PARK	146.00
156131	11/07/2011	Printed		0433	ART SERAFINSKI	MILEAGE REIMBURSEMENT	236.98
156132	11/07/2011	Printed		0383	SHERWIN WILLIAMS COMPANY	SUPPLIES	21.99
156133	11/07/2011	Printed		0395	SHRADER TIRE & OIL	REPAIRS	159.79
156134	11/07/2011	Printed		12085	SMAFC	MEMBERSHIP	40.00
156135	11/07/2011	Printed		1507	SPARTAN DISTRIBUTORS	REPAIR PARTS	2,164.59

Check Register Report

Date: 11/07/2011

Time: 8:56 am

Page: 3

Charter Township of Ypsilanti

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>Checks</b>							
156136	11/07/2011	Printed		1338	STADIUM TROPHY	PARTICIPATION AWARDS-METAL WIT	903.10
156137	11/07/2011	Printed		3212	STANLEY CONVERGENT SECURITY	MONITORING & MAINTENANCE	231.42
156138	11/07/2011	Printed		0632	STERICYCLE INC	MEDICAL WASTE DISPOSAL	189.08
156139	11/07/2011	Printed		1235	SURE-FIT LAUNDRY COMPANY	LAUNDRY - COMPOST SITE	1,318.79
156140	11/07/2011	Printed		15868	BOONE SYLVESTER	REFEREE	52.00
156141	11/07/2011	Printed		0449	SYSCO FOOD SERVICES OF DETROIT	PRO SHOP RESALE SNACK BAR	561.46
156142	11/07/2011	Printed		1227	TARGET INFORMATION	SUPPLIES	125.01
156143	11/07/2011	Printed		3969	TRI TURF	CIVIC CENTER POND	490.00
156144	11/07/2011	Printed		16338	CHERIE TONA TUBBS	REFUND - ROOM RENTAL	80.00
156145	11/07/2011	Printed		1637	TURF GRASS INC.	CHEMICALS	2,362.00
156146	11/07/2011	Printed		0497	VAN BUREN STEEL & FABRICATING	MAINTENANCE SUPPLIES	20.00
156147	11/07/2011	Printed		6647	VERMEER OF MICHIGAN, INC.	WEAR LINER USED TO PROTECT THE	610.64
156148	11/07/2011	Printed		6627	VICTORY LANE	AUTO MAINTENANCE	318.88
156149	11/07/2011	Printed		16157	COOPER WEST	REFEREE	60.00
156150	11/07/2011	Printed		0480	YPSILANTI COMMUNITY	ACCT. #2-085-341000-01	748.65
156151	11/07/2011	Printed		6417	YPSILANTI TWP PETTY CASH	REIMBURSE PETTY CASH	115.09
156152	11/07/2011	Printed		0494	ZEE MEDICAL SERVICE COMPANY	SUPPLIES	345.79
				<b>Total Checks: 114</b>	<b>Checks Total (excluding void checks):</b>		<b>191,497.73</b>
				<b>Total Payments: 114</b>	<b>Bank Total (excluding void checks):</b>		<b>191,497.73</b>
				<b>Total Payments: 114</b>	<b>Grand Total (excluding void checks):</b>		<b>191,497.73</b>

OFFICE OF THE TREASURER  
LARRY J. DOE



MONTHLY TREASURER'S REPORT  
OCTOBER 1, 2011 THROUGH OCTOBER 31, 2011

Account Name	Beginning Balance	Cash Receipts	Cash Disbursements	Ending Balance
101 - General Fund	4,759,857.12	144,228.51	734,842.07	4,169,243.56
101 - Payroll	110,130.42	747,741.19	774,780.57	83,091.04
101 - Willow Run Escrow	141,288.70	12.00	0.00	141,300.70
206 - Fire Department	3,181,251.90	7,249.77	382,893.47	2,805,608.20
208 - Parks Fund	21,185.18	1.76	826.90	20,360.04
211 - Bicycle Path	33,674.96	2.86	0.00	33,677.82
212 - Roads/Bike Path/Rec/General Fund	1,106,004.25	369.95	102,115.16	1,004,259.04
225 - Environmental Clean-up	443,453.66	37.67	0.00	443,491.33
226 - Environmental Services	4,078,915.39	1,296.61	210,161.36	3,870,050.64
230 - Recreation	218,145.20	105,248.80	54,272.29	269,121.71
236 - 14-B District Court	41,572.42	79,860.56	69,719.43	51,713.55
244 - Economic Development	67,047.03	5.70	0.00	67,052.73
245 - Public Improvement	523.48	0.04	0.00	523.52
248 - Rental Inspections	20,490.02	28,369.25	4,906.85	43,952.42
249 - Building Department Fund	250,074.91	31,447.56	17,777.30	263,745.17
250 - LDFA Tax	304.60	0.03	0.00	304.63
252 - Hydro Station Fund	552,818.39	29,451.02	14,007.84	568,261.57
266 - Law Enforcement Fund	4,518,737.73	23,054.82	457,068.72	4,084,723.83
280 - State Grants	18,347.52	1.55	0.00	18,349.07
283 - Neighborhood Stabilization	4,290.11	152,646.15	0.00	156,936.26
301 - General Obligation	395,441.43	48.91	0.00	395,490.34
396 - Series "A" Bond Payments	1,865.53	0.16	0.00	1,865.69
397 - Series "B" Cap. Cost of Funds	1,807.01	0.15	0.00	1,807.16
398 - LDFA 2006 Bonds	30,513.37	2.59	0.00	30,515.96
498 - Capital Improvement 2006 Bond Fund	344,222.71	29.23	365.00	343,886.94
584 - Green Oaks Golf Course	226,749.36	54,008.87	50,592.71	230,165.52
590 - Compost Site	1,186,737.61	26,854.72	15,410.36	1,198,181.97
595 - Motor Pool	451,505.45	12,363.98	7,837.05	456,032.38
701 - General Tax Collection	8,925.88	5,088.42	8,658.36	5,355.94
703 - Current Tax Collections	2,022,410.96	1,294,652.51	2,190,040.91	1,127,022.56
707 - Bonds & Escrow/GreenTop	643,264.91	3,032.68	79,704.50	566,593.09
708 - Fire Withholding Bonds	124,875.36	7,822.93	0.00	132,698.29
893 - Nuisance Abatement Fund	93,762.69	1,668.96	14,370.95	81,060.70
ABN AMRO Series "B" Debt Red. Cap.Int.	48,027.27	0.00	0.00	48,027.27
Comerica Series B Bond	1,893.49	0.24	25.00	1,868.73
<b>GRAND TOTAL</b>	<b>25,150,116.02</b>	<b>2,756,600.15</b>	<b>5,190,376.80</b>	<b>22,716,339.37</b>

## 2012 LIST OF CONTRACTUAL VENDORS ANNUAL LIST OF CONTRACTS AND RENEWALS

VENDOR/FIRM	DESCRIPTION
360 Service	Printing & mailing assessment notices & Pers.Prop.
AATA	
Abraham & Gaffney	Auditors
Action Printing	
Air Source One	Breathing Air Compressor Maintenance
All Around Services	Noxious Weeds/Mowing
Alternative Computer Technology, Inc.	Sophos Spam Filter
Ann Arbor Audio	Board Room Sound System
Ann Arbor SPARK Dues	
Ann Arbor SPARK East Dues	
APEX	Assessing Drawing Software
Apollo Fire Equipment	
ASAP	DOT Random Screens
ASC	
ASCAP	Phone Music
AT&T	Voice/Data Communication Services
Barr Engineering	Hydro Station
Basic Flex	Employee Medical/Dependent Reimbursement
B & C Painting	Paint and Graffiti Removal
Bresser's	
BS&A	Government Software Apps
Butzel & Long	
Camtronics	Security Cameras/Video
Carter & Burgess	Structural Engineer
CDWG	Symantec Server Files Backup Software, McAfee Desktop
	Virus Scan Software, Juniper Networks & Sonicwall
Centron Data Services	Printing & mailing assessment notices & Pers.Prop.
Cincinnati Time	Time Clocks
Citrix Systems	Application Vitalization Software
Comcast	Internet Services
Conference of Western Wayne Firefighter Testing Program	Firefighter Testing Program
Controlled Power	U.P.S. (Uninterruptible Power Supply) Maintenance, Fire Dept.
Creative Solutions	Chris Olson – fixed asset software
CTC Technologies	SilverPeak WAN Accelerators
D & B Power Associates, Inc.	UPS Maintenance
DTE Energy	Generator Maintenance
D J Conneley	Boiler Maintenance
Doan Construction	Sidewalk Repair Contractor and Engineer
ESRI	GIS Software Maintenance
Fire Findings	
Gabriel Roeder Smith & Company	Actuary Company
Garan Lucow	
GCSI	
Godaddy.com	Web Server SSL Certs
Governmental Business Systems	Election Equipment & Supplies
Governor Computer	Printer Repairs
Great Lakes Telecom	Phone System Maintenance
Guardian Alarm	Security Alarm & Door Access System
Hastings Air Energy Control	Plymovent System Preventive Maintenance, Fire Dept.
Heppner Landscaping	Ordinance Mowing
Honeywell	Alarm & HVAC - RSD
Huron River Watershed Council Dues	
Int. Assoc. of Arson Invest	
Intern. Fire Chief's Assoc.	
Konica-Albin	Copier Maintenance
Langworthy, Strader & LeBlanc	
Level 3	Phone Service
MAP (Michigan Ability Partners)	Roadside Cleanup
Maps by Wagner	Police/Fire/Elections/Residential Services Maps
Marketplace Solutions of Ohio, Inc.	
Margolis Nursery	Trees and Landscaping
MASA	Softball purchase for adult programs at Rec. Dept.



McLain & Winters  
Meals on Wheels  
Medtronic/Physio-Control  
Michigan Assessor Association  
MI Association of Fire Chiefs  
Michigan Fire Inspector's Society  
Michigan Fireman's Association  
Michigan Municipal League  
(MRPA)Michigan Recreation & Park Assoc.  
Michigan Society of Planning  
Michigan Township Association Dues  
Microsoft  
Micro Source, Inc.  
Midwest Health Center  
MWorks  
National Fire Protection Association  
Niswander LLC  
Novell  
OHM Engineering  
Parson's Brinkerhoff  
Pitney Bowes  
Post, Smythe, Lutz and Ziel  
Printing Systems  
Professional Tree Service  
QPS Printing  
RackSpace  
Research in Motion  
Ricoh  
SEMCOG  
SE Michigan Fire Chief's Assoc  
Senior Nutrition Lease  
Spears Fire & Safety  
Spicer Group  
Stanley Security  
Stormwater Management Services, LLC  
TDS  
Telegation  
Total Employee Assistance & Management, Inc.  
Total Fitness  
TRV (State of Michigan Dept of Corr)  
Tyler Industries  
USA Mobility  
Verizon  
Vermont Systems  
V & J Cement Contractors  
VMWare  
Washtenaw Area Transportation Study Dues  
Washtenaw County Mutual Aid  
Washtenaw County Road Commission  
Washtenaw County Treasurer  
Waste Management  
Western Wayne County Mutual Aid  
YCUA  
Ypsilanti Area Chamber of Commerce  
Zee Medical  
Zoho Corp

Township Attorneys

Dues for Assessor Office

Insurance  
Per Art S.  
C.E.D. training, reference etc.  
Clerk's Office  
Microsoft Licensing  
Veeam online replication software  
Pre-employment Drug Screen/DOT Screens

Network & Desktop Management Software

Postage Machine  
David Williamson (CPA)  
Election Supplies  
Tree Removal

Public Township Web Host  
Blackberry Enterprise Server  
Printer Services

Per Art  
Fire Extinguisher Inspections/Maintenance  
Engineers/Surveyors/Planners  
Alarm System Program

Internet Service Provider  
Long Distance Phone Service  
Employee Assistance Program

Accounting & Purchasing Dept. Software Support  
Pagers  
Mobile Phones  
RecTrac Software Support  
Concrete and Manhole Renovation  
Server Virtualization Software

Purchase of Salt & Grading  
Sheriff Services  
Trash Haulers

Lift Stations, Vehicle and Equipment Repair

First Aid Supplies  
Network Monitoring

**CHARTER TOWNSHIP OF YPSILANTI  
Resolution No. 2011-34**

**ADOPTION OF REGULAR BOARD MEETING DATES  
FOR THE 2012 CALENDAR YEAR**

**NOW THEREFORE, BE IT RESOLVED** that the attached schedule of dates and times be adopted for the Charter Township of Ypsilanti for the 2012 calendar year.

**CHARTER TOWNSHIP OF YPSILANTI  
BOARD OF TRUSTEES**

**SCHEDULE OF MEETINGS FOR 2012**

Work Session  
6:00 p.m.  
Civic Center Board Room

Regular Meeting  
7:00 p.m.  
Civic Center Board Room

**(When necessary, the Work Session will be moved to 5:00 p.m.)**

Monday, January 9, 2012  
Monday, January 23, 2012

Monday, February 13, 2012  
**Monday, February 27, 2012 - NO MEETING - PRESIDENTIAL PRIMARY**

Monday, March 12, 2012  
Monday, March 26, 2012

Monday, April 9, 2012  
Monday, April 23, 2012

Monday, May 14, 2012  
**Monday, May 28, 2012 - NO MEETING - MEMORIAL DAY HOLIDAY**

Monday, June 25, 2012

Monday, July 23, 2012

Monday, August 27, 2012

Monday, September 10, 2012  
Monday, September 24, 2012

Monday, October 8, 2012  
Monday, October 22, 2012

Monday, November 12, 2012  
Monday, November 26, 2012

Monday, December 10, 2012

All meetings are held at the Ypsilanti Township Civic Center Building, 7200 S. Huron River Drive, Ypsilanti Township

Special Meetings may be called with 24-hour notification.

Pre-approval of Statements and Checks is authorized when no Board Meeting is held, with formal approval at the next regularly scheduled meeting, contingent on Board Members review and no objection.

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2011-35**

**ADOPTION OF ROBERT'S RULES OF ORDER**

**NOW THEREFORE, BE IT RESOLVED** that Robert's Rules of Order shall be adopted by the Charter Township of Ypsilanti Board of Trustees for the 2012 calendar year.

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2011-36**

**DESIGNATION OF DEPOSITORIES  
FOR 2012**

**NOW THEREFORE, BE IT RESOLVED** that Citizen's Commercial and Savings Bank, Bank of America, Bank of Ann Arbor-Ypsilanti Office, Bank One-Michigan, Comerica Bank, Charter One, Ann Arbor State Bank, Fifth Third Bank, Chase Bank, United Bank & Trust, Fidelity Bank, Huntington National Bank and Key Bank, and their successors be designated depositories for all Charter Township of Ypsilanti funds and securities for the 2012 calendar year.

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2011-37**

**DESIGNATION OF NEWSPAPER OF CIRCULATION**

**NOW THEREFORE, BE IT RESOLVED** that the Ypsilanti Courier and AnnArbor.com be designated as the newspapers of general circulation for the Charter Township of Ypsilanti advertisements and publications for the 2012 calendar year.

# SUPERVISOR REPORT

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- A. SUPERVISOR STUMBO WILL REPORT ON MEETINGS ATTENDED BY OFFICIALS AND STAFF

# CLERK REPORT

**November 15, 2011**

Submitted by Karen Lovejoy Roe, Clerk

- On October 26, 2011 Ypsilanti Township Officials, attended the 10<sup>th</sup> Anniversary Celebration of AGC Automotive Americas R&D, Inc. The celebration event included a tour of the facilities and presentations. AGC reported growth during the 10 years of being located in Ypsilanti Township. The forecast for AGC is continued growth through an increase in market share and also new products. The company is focusing on energy related products for the new electric car production. AGC is an international company with manufacturing and sales throughout the world.
- Treasurer Larry Doe, Trustee Jean Hall Currie and Clerk Karen Lovejoy Roe attend the Grand Re-opening of the Huron St. McDonald's on October 26, 2011. The McDonald's corporation made a substantial financial re-investment at this McDonald's restaurant location. The interior was completely renovated and updated along with a large portion of renovations also made outside including new drive up stations for more efficiency. The event was attended by several corporate executives of McDonald's along with many customers and local officials.
- The Clerk's office would like to encourage residents to apply to be an election inspector for elections in 2012. There are currently three known elections in 2012 in February, August and November. You must be a registered voter and some computer experience is required. Please contact the Clerk's office at 734.484.4700 or email [klovejoyroe@ytown.org](mailto:klovejoyroe@ytown.org) to get an application for election inspector. Training is provided and no prior experience is necessary.
- Firefighter negotiations planning session was held on October 26, 2011 to review Fire Fund budget numbers and updates regarding the Firefighters contract negotiations.
- A Conference call/meeting was held with Standard and Poor's financial analysts in Chicago and with Jovanna Neel, Accounting Director, Treasurer Larry Doe and Clerk Karen Lovejoy Roe from Ypsilanti Township. Also attending the conference call was Larry Thomas and Mike Jessie from YCUA. This conference call/meeting was held to review Ypsilanti Township financial records and status in preparation for the refinancing of YCUA bonds. The Ypsilanti Township Board had approved the refinancing at the request of YCUA and Tom Colis, Bond Counsel in order to realize a substantial savings over the life of the bonds in interest charges.
- Travis McDugald, IS Manager presented options for the replacement of GroupWise to Mike Radzik, Community Standards Director, and Ypsilanti Township Officials on Friday, October 28, 2011. The recommendation will be presented to the township board for cost savings and a much more efficient option than is currently being used.
- Clerk Karen Lovejoy Roe conducted Electronic Poll Book Training for Election Inspectors held on Thursday, October 27, and Monday, October 31, 2011 for the November 8, 2011 School Board election.



- Supervisor Brenda Stumbo and Clerk Karen Lovejoy Roe attend the Peace Builders Breakfast on Thursday, November 3, 2011. This event was an informational meeting and fundraiser for the Dispute Resolution Center (DRC). The DRC conducts training for dispute resolution facilitators to work in schools and the community. The DRC also works with small claims courts in the county in an attempt to resolve conflicts. The DRC works with student populations to help reduce violence and promote peaceful resolution to conflicts in the schools.
- On Thursday, November 3, 2011 the Public Accuracy Test was conducted for the Tuesday, November 8, 2011 School Board election.
- On Thursday, November 3, 2011 the Health Care Committee met to finalize a health care provider and plan for recommendation to the Township Board for approval and ratification by the labor groups. The health care committee was established by the township board to review proposals for selection of a Health Care Agent and make a recommendation to the township board. The board approved the committee's recommendation to select Marwil and Associates LLC as the Health Care Agent for the township. The committee extensively reviewed two proposals that Marwil and Associates presented on November 3<sup>rd</sup>. The Health Care Committee agreed on a proposal to have presented to both the township board and the labor unions. The recommendation if approved and ratified will drastically reduce the costs of health care premiums for providing health care coverage to township employees. The proposed recommendation will substantially reduce township costs and continue to allow all township employees to receive good health care benefits. The recommendation if approved will also meet the requirements of the new state legislation establishing a hard cap or an 80/20 % cost sharing with employees.
- The Clerk's office was open on Saturday, November 5, 2011 from 9AM – 2PM for processing Absentee Voting as required by State Law. As of Saturday, November 5, 2011 the Clerk's office had processed 3, 198 absentee applications, 1,942 ballots had been mailed out and 1,309 ballots had been returned.

# TREASURER REPORT

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THERE IS NO WRITTEN TREASURER REPORT

# TRUSTEE REPORT

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THERE IS NO WRITTEN TRUSTEE REPORT

# ATTORNEY REPORT

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GENERAL LEGAL UPDATE

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
JEAN HALL CURRIE  
STAN ELDRIDGE  
MIKE MARTIN  
SCOTT MARTIN



Human Resource

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-0065  
Fax: (734) 484-5160  
[www.ytown.org](http://www.ytown.org)

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## MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Karen Wallin  
Human Resource Department

Date: November 7, 2011

**Subject: Request authorization to move all Township employees to Blue Cross/Blue Shield (BC/BS) Flex 3 Plan, effective January 1, 2012 and to authorize the full-time officials to sign the letters of agreement with each union and to approve the 80/20 premium cost sharing as outlined in the State Bill #7 if a labor group does not ratify the Health Care Letter of Agreement, and to move retirees to the Medicare Advantage Program with Blue Cross/Blue Shield.**

On October 4, 2011, the Board of Trustees approved bringing Marwil & Associates on as the Agent/Broker for the Township to assist us with our health care needs, especially State House Bill #7 that is scheduled to become effective January 1, 2012.

The health care committee met with Marwil representatives on Thursday, November 3, 2011, to review the health care options that were being brought by Marwil. The meeting lasted over three hours and was very informative for the health care committee. Following the meeting, the health care committee is requesting the Township Board to accept their recommendation to move forward with the proposed Blue Cross/Blue Shield Flex 3 Plan. Individual "Letters of Agreement" are being prepared and forwarded to each of our bargaining units and we would also seek approval for the 3 full-time officials to sign off on the "Letters of Agreements" as they are ratified by each union.

The new Flex 3 Plan premium rates will keep the Township within close proximity of the hard cap figures being used by the state and will keep employee contributions to approximately \$20.00 per pay period. The alternative 80/20 plan could cost employees up to \$350.00 to \$400.00 a month. Please note according to state law, a union not ratifying the new coverage within the "Letter of Agreement" would result in those employees being charged 20% of their health care premium rates as of January 1, 2012. The savings anticipated for active and retirees under 65 is \$450,408.00

We are also asking the Board of Trustees to grant approval to have representatives of Marwil & Associates along with Township staff as needed, to begin meeting with the retirees to roll out the new health care package to them as well. This package has been determined by the Agent to be at least equivalent or better than what is currently being received by the retirees and is at a reduced cost to the Township with an anticipated savings of \$244,845.48.

The total anticipated savings by moving to the new programs is anticipated to be \$600,000.00 after all fees and pre-funding of the HRA (Health Reimbursement Accounts/Benny Card's).

Your consideration in the matter is appreciated. Should you have any additional questions, please contact me at 484-0065 or ext. 3741.

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
JEAN HALL CURRIE  
STAN ELDRIDGE  
MIKE MARTIN  
SCOTT MARTIN



**Human Resource**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-0065  
Fax: (734) 484-5160  
[www.ytown.org](http://www.ytown.org)

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## MEMORANDUM

**To:** Charter Township of Ypsilanti Board of Trustees

**From:** Karen Wallin  
Human Resource Department

**Date:** November 7, 2011

**Subject:** **Request Approval of Limited Holiday Closure for the time period of December 27, 28 and 29, 2011**

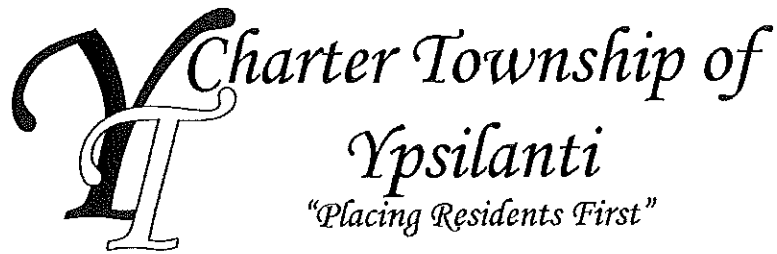
The following request is being sent to the Board of Trustees regarding the time period between the observed Christmas and New Year's holidays, specifically December 27, 28 and 29, 2011. Approval is being requested for a Township limited closure, meaning buildings would not be available to the public.

The Township AFSCME bargaining union will have the above days off, in accordance with the Letter of Agreement approved by the board early last December. The employees shall utilize their PTO banks to receive payment for the three days.

Teamster and Non-union employees would have the option of working during the building closure, or elect to utilize PTO from their time banks to cover this period.

Your consideration in the matter is appreciated. Should you have any additional questions, please contact me at 484-0065 or ext. 3741.

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
JEAN HALL CURRIE  
STAN ELDRIDGE  
MIKE MARTIN  
DEE SIZEMORE



**Supervisor's Office**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 481-0617  
Fax: (734) 484-0002  
www.ytown.org

TO: Karen Lovejoy Roe, Clerk

FROM: Brenda L. Stumbo, Supervisor

DATE: November 7, 2011

RE: 2012 Fiscal Year Budget

Please place the following on the November 15, 2011 agenda for the Board's consideration:

1. Set public hearing date of Tuesday, December 6, 2011 for the 2012 Fiscal Year Budget

If you have any questions, please contact my office.

tk



# OTHER BUSINESS

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Supervisor  
 BRENDA L. STUMBO  
 Clerk  
 KAREN LOVEJOY ROE  
 Treasurer  
 LARRY J. DOE  
 Trustees  
 JEAN HALL CURRIE  
 STAN ELDRIDGE  
 MIKE MARTIN  
 DEE SIZEMORE



**Computer Support**

7200 S. Huron River Drive  
 Ypsilanti, MI 48197  
 Phone: (734) 481-0617  
 Fax: (734) 484-0002  
 www.ytown.org

# Memorandum

**To:** Township Board  
**From:** Travis McDugald, IS Manager  
**Date:** 11/3/2011  
**Re:** GroupWise Replacement Request

I would like to request the Township Board to approve the project to replace and migrate the Township GroupWare system from Novell GroupWise to VMWare Zimbra and a cost not to exceed \$6,700 budgeted in line item 101.266.000.977.001, And to allow the signing of any necessary agreements pending attorney review.

This migration will add features for Township employees while reducing annual operating costs.

I have reviewed several options for the Township. I have provided a small list and estimated costs for each option.

	<u>GroupWise</u>	<u>Merit</u>	<u>Zimbra</u>	<u>Exchange</u> <u>OWA</u>	<u>Office 365</u>	<u>Google</u> <u>Docs</u>	<u>Lotus Live</u>
Intial Build Costs	\$0	\$2,000	\$6,618	\$12,100	\$0	\$0	\$0
Annual Costs	\$7,446	\$4,125	\$3,383	\$2,500	\$21,840	\$6,250	\$10,500
Version Upgrades	Yes	Yes	Yes	No	Yes	yes	yes
Technical Support	Yes	Yes	Yes	No	Yes	yes	yes
<b>Five Year Costs</b>	<b>\$37,230</b>	<b>\$22,625</b>	<b>\$23,533</b>	<b>\$24,600</b>	<b>\$109,200</b>	<b>\$31,250</b>	<b>\$52,500</b>

Travis V McDugald  
 IS Manager, Charter Township of Ypsilanti

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**KAREN LOVEJOY ROE**  
*Treasurer*  
**LARRY J. DOE**  
*Trustees*  
**JEAN HALL CURRIE**  
**STAN ELDRIDGE**  
**MIKE MARTIN**  
**SCOTT MARTIN**



## Residential Services

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-0073  
Fax: (734) 544-3501  
[www.ytown.org](http://www.ytown.org)

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# MEMORANDUM

TO: Charter Township of Ypsilanti Board of Trustees

FROM: Jeff Allen, Director of Residential Services

DATE: November 7, 2011

RE: Approval for seeking RFP for 2012 printing packet

We are seeking Township board approval in order for us to seek a request for proposal for the 2012 "Helpful Handbook".

In past years, the environmental services division has mailed out an annual magnet schedule and information to our residents. In 2011, we changed this to include all departments, including specific information for residents as it relates to all of the departmental contacts at the Township.

We are again planning on going forward with this idea which includes the printing and mailing of some 15,000 packets to allow for easy reference by residents. This would also include a separate mailing for multi-family units. We have received a lot of positive feedback on this over the past year.

We anticipate the cost to be not to exceed \$15,000 for the printing of the materials, \$4,000 for magnets and another \$6,000 for mailing the pieces. We would bring this back to the board for final approval and a budget amendment before proceeding.

Enclosed are the specifications that would be included for bid.

The charges for this would be divided up between the various departments as follows:

226.226.000.900.000  
226.226.000.730.000  
212.212.000.900.000  
212.212.000.730.000

Supervisor  
BRENDA L. STUMBO  
Clerk  
KAREN LOVEJOY ROE  
Treasurer  
LARRY J. DOE  
Trustees  
JEAN HALL CURRIE  
STAN ELDRIDGE  
MIKE MARTIN  
DEE SIZEMORE



Environmental  
Services Department

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484.0073  
Fax: (734) 544.3501

## Request for Proposal

**Magnet:** Quantity 14,400 (Week A=8200 & Week B=6200) from provided Excel files and graphics supplied with the following specs:  
.01 mil.  
White background/black print  
Standard size of 4 x 6", with border (Attaching 2011 Magnet as example and sample is available)  
(Also please quote for larger size magnet of 4 x 7", with border (NO sample available)

**Quantity:** 14,500  
**Size:** 4 x 8.5 Pocket Folder  
**Step Sheets:** 17 step sheets, largest 3.5 x 8.5 to smallest 3.5 x 2.375 (.375 step each sheet) printed on both sides.  
**Stock:** Folder – 100# Gloss Cover – with printing on front cover, inside and back  
Step Sheets – 70# White Offset  
**Design:** Layout pocket folder and step sheets (sample available) with word files and graphics supplied, provide proofs before providing final product  
**Press:** Outside Folder – black, two sides, no bleeds  
Inside Folder – printing  
Step Sheets – black ink, two sides and no bleeds (Show extra to print black ink two sides)  
**Bindery:** Convert pocket folder with two 3" pockets, collate 17 step sheets and insert into left & right pocket, insert magnet, insert all a 4 x 9.25 envelope and carton pack  
**Envelope:** Provide envelopes with Ink jet names onto envelopes from supplied excel file  
**Postage:** Include postage price keeping within the weight limit discussed  
**Ship:** Sort, tie, bag and drop at the Ypsilanti Post Office using our indicia for bulk mailing the first week of January 2012.

**Cost:** Please provide one lump price for project or break down by the following:  
(Step Sheets, pocket folder, black ink two sides w/magnet)

▪ Magnet (4 x 6")	\$	(4 x 7" \$ )
▪ Design	\$	
▪ Printing	\$	
▪ Collate & insert step sheets	\$	
▪ Insert Magnet	\$	
▪ Envelope – size 4 x 9.25	\$	
▪ Inserting into Envelope	\$	
▪ Mailing @ post office	\$	
▪ Total	\$	