

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JANUARY 21, 2014 REGULAR MEETING**

The meeting was called to order by Supervisor Brenda L. Stumbo, at approximately 7:03 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited and a moment of silent prayer was observed.

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

Members Absent: None

Legal Counsel: None

PUBLIC HEARING

A. 7:00 P.M. – PARKS AND RECREATION MASTER PLAN (PUBLIC HEARING SET AT THE DECEMBER 9, 2013 REGULAR MEETING)

The public hearing opened at approximately 7:03 p.m.

Art Serafinski, Recreation Director gave a brief presentation on the proposed Parks and Recreation Master Plan that provided a summary of the plan (see attached). He said the complete plan was available on the Township website at ytown.org.

There were no public comments on the Parks and Recreation Master Plan.

The public hearing closed at approximately 7:16 p.m.

CONSENT AGENDA

- A. MINUTES OF THE DECEMBER 9, 2013 WORK SESSION, REGULAR MEETING AND EXECUTIVE SESSION**
- B. STATEMENTS AND CHECKS FOR, DECEMBER 23, 2013, 2013 YEAR END, JANUARY 7, 2014, AND JANUARY 21, 2014**
- C. NOVEMBER AND DECEMBER 2013 TREASURER REPORT**
- D. 2013 ANNUAL TREASURER REPORT**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve the Consent Agenda. The motion carried unanimously.

SUPERVISOR REPORT

Supervisor Stumbo stated the Board agreed in the Work Session to authorize neighborhood stabilization dollars for legal research pertaining to rental issues and how the issues could be addressed in the master plan. She said the issues were discussed at length, with the biggest issue being neighborhood stabilization and how to restrict future rentals.

A motion was made by Trustee Eldridge, supported by Trustee Hall Currie to authorize expenditures of Neighborhood Stabilization funds from line item #101.950.000.801.023 for legal research pertaining to rental issues. The motion carried unanimously.

Supervisor Stumbo stated Tammie Keen's extra duties as Neighborhood Watch Coordinator had become very time consuming and Ms. Keen would therefore only be

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attending half of the neighborhood watch meetings and she would do the other meetings in an effort to help assist her.

Supervisor Stumbo announced Wilma Gold-Jones distributed a flyer for the 2nd Annual Bowling for Charity event for the mentoring to youth in the Ypsilanti area on Saturday, March 1, 2014 from 2:30 p.m. to 4:30 p.m. at Colonial Lanes in Ann Arbor.

CLERK REPORT

Clerk Lovejoy Roe said she and Supervisor Stumbo attended the closing of the first property purchase from the HUD First Look Program at 1540 S. Harris. She said Ypsilanti Township purchased the property and immediately sold it to Habitat for Humanity at no cost to the Township.

- **River-Up! Ford Heritage Trail District Meeting-** Art Serafinski, Recreation Director and Karen Lovejoy Roe, Clerk attended a Ford Heritage Trail meeting with representatives from the SMITHGROUP JJR to review final plans and drawings for the Master Plan for the Ford Heritage Trail on Friday, December 20, 2013. SMITHGROUP JJR, the planner for the Heritage Trail District and the Huron River Watershed Council presented a map and final plan of the proposed Master Plan for the Ford Heritage Trail. A detailed plan was presented for a portage site for canoes on the Huron River, west of the Hydro Dam. Improvements for this specific portage site were presented as a part of the plan. This canoe portage site is part of an exciting plan to improve the Huron River for recreation and to bring economic development to the areas surrounding the Huron River. Many groups are involved in this project including the UAW, RiverUp!, Huron River Water Trail, Huron River Watershed Council, City of Ypsilanti, Ypsilanti Township, Motor Cities, Ann Arbor Ypsilanti Visitors and Convention Bureau, Washtenaw County Parks and Recreation, along with others. The part of the trail and river that the plan includes is from Rawsonville Rd. to north of Holmes Road, passing through both Ypsilanti Township and the City of Ypsilanti.
- **Walbridge Meeting Regarding Gm Willow Run Plant Demolition and Redevelopment of Property-**On Wednesday, December 4, 2013 Ypsilanti Township Elected Officials met with representatives from Walbridge to discuss the demolition of the GM Willow Run Powertrain facility and the future use of the property. Walbridge discussed plans for the redevelopment of the property and agreed to meet on a regular basis with Ypsilanti Township. They also agreed to invite Ypsilanti Township Supervisor Stumbo to all future meetings with Walbridge and Racer Trust.
- **AAATA-**Supervisor Stumbo and Clerk Lovejoy Roe have attended several meetings in November and December 2013 to finalize a proposed funding contract with AAATA for presentation to the Charter Township of Ypsilanti Board of Trustees requesting authorization to approve.
- **Urban County Executive Meeting-**Clerk Lovejoy Roe attended the UCEC meeting on Tuesday, November 26, 2013. The Housing Program Guidelines Amendments were discussed along with the Affordable Housing RFP. The 2014 Priority Project Grant was approved for the only application. The sole application was submitted by Pittsfield and Ypsilanti Townships for engineering and installation of sidewalks on Washtenaw Avenue located in both Ypsilanti and Pittsfield Townships.
- **HUD Challenge Grant-** Clerk Lovejoy Roe met on Monday, December 16, 2013 and on Monday, January 13, 2014 with representatives from Habitat for Humanity and Washtenaw County to continue to discuss the HUD Challenge Grant planning and processes for acquisition funds to establish homeownership programs in both the Gault Village Area and the West Willow Area located in Ypsilanti Township. The HUD Challenge Grant has funds available to purchase homes in both the Gault Village and West Willow

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neighborhoods for rehabilitation and homeownership. Every effort is being put forward to secure the funding for properties located in Ypsilanti Township.

- **HUD First Look Program in Cooperation with Habitat and Ypsilanti Township for Property Purchase and Sale of 1540 S. Harris Rd.**
Supervisor Stumbo and Clerk Lovejoy Roe participated in the closing of the property purchase from HUD and then the sale to Habitat for Humanity for 1540 S. Harris Rd. on Thursday, December 5, 2013. This was the first purchase under the HUD First Look Program that was approved by the Township Board on Monday, October 14, 2013. This acquisition and sale to Habitat was at no cost to Ypsilanti Township.
- **Seniors Christmas Luncheon**-Clerk Lovejoy Roe, Treasurer Doe and Supervisor Stumbo attended the Seniors Christmas Luncheon on Tuesday, December 10, 2013. The event was well attended and was a very festive and successful event. Lunch was served to the seniors.
- **Washtenaw County Clerks Meeting**- Clerk Lovejoy Roe and the entire Clerk's office staff attended the Washtenaw County Clerk's meeting held in Pittsfield Township on Wednesday, December 11, 2013. Discussions and presentations regarding election law changes and 2014 elections were made.
- **Labor & Management Negotiations**-All three of the elected officials along with Township attorneys and Karen Wallin, Human Resource Department met at several meetings during the months of November and December 2013 to discuss and plan for all labor negotiations occurring with the Teamsters, AFSCME and Firefighter Unions.
- **Local Development Financial Authority**-Supervisor Stumbo, Clerk Lovejoy Roe and Treasurer Doe along with Joe Lawson, Zoning and Development Administrator met with the LDFA committee to approve last year's minutes and authorize LDFA expenditures as required by law. Officers were also elected to serve in 2014. This meeting was held on Thursday, December 12, 2013.
- **EVIP Webinar**-Accounting Director Javonna Neel and Clerk Lovejoy Roe participated in an EVIP Webinar to learn the requirements for application and meeting the state rules for 2014. This webinar was held on Thursday, December 19, 2013.

TRUSTEE REPORT

Trustee Mike Martin thanked the blight team for their work in resolving an issue at the corner of Parkwood and Rosewood. He said a motor home that sat on the corner for about 10 years was now gone and the area looked much better. He said he and the neighbors were very appreciative.

Trustee Mike Martin said he knew the Neighborhood Watch Coordinator position was very time consuming and felt it was very taxing on Tammie Keen. He said Supervisor Stumbo had stepped in to help with the program by attending many of the neighborhood watch meetings and felt the budgeted funds should be shared equally between the two of them.

A motion was made by Trustee Mike Martin, supported by Treasurer Doe to divided the Neighborhood Watch Coordinator budgeted funds equally between the Supervisor and Deputy Supervisor.

Clerk Lovejoy Roe made a friendly amendment to increase the Supervisor's salary for the additional Neighborhood Watch Coordinator duties. The friendly amendment was accepted.

The motion carried with Supervisor Stumbo abstaining.

OLD BUSINESS

- 1. 2ND READING RESOLUTION NO. 2013-35, PROPOSED ORDINANCE NO. 2013-433, FIRE INSURANCE REQUIREMENT FOR RENTAL HOMES (FIRST READING HELD AT THE NOVEMBER 25, 2013 REGULAR MEETING)**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution No. 2013-35, Ordinance No. 2013-433, Fire Insurance Requirement for Rental Homes (see attached). The motion carried as follows:

Eldridge:	Yes	S. Martin:	Yes	Hall Currie:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	Yes		

NEW BUSINESS

- 1. REQUEST OF HABITAT FOR HUMANITY FOR A \$50,000 CONTRIBUTION, WITH \$30,000 FOR THE ACQUISITION OF 1287 HUNTER AND \$20,000 TOWARD THE REMEDIATION OF MOLD AND OTHER MAJOR BLIGHT ISSUES AT 1045 PARKWOOD, BUDGETED IN LINE ITEM #101.950.000.969.010**

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to approve a \$50,000 contribution to Habitat for Humanity, with \$30,000 for the acquisition of 1287 Hunter and \$20,000 toward the remediation of mold and other major blight issues at 1045 Parkwood, budgeted in line item #101.950.000.969.010. The motion carried unanimously.

Rob Nissly, Habitat for Humanity Housing Director expressed his appreciation to Ypsilanti Township Board for their support. He stated in 2013, Habitat for Humanity renovated and sold 17 homes in Ypsilanti Township, spent \$380,000 in critical repairs and weatherization work for non-Habitat families including 10 repair projects for Veterans, acquired 22 properties for future renovation and replaced 340 refrigerators. Mr. Nissly said Habitat and its partners invested over \$2 million dollar in 2013.

He said in 2014, Habitat would be increasing the number of houses renovated and sold to Habitat families, they would continue the Veteran's repair program, complete another 20-25 weatherization projects for non-Habitat families and also do some exterior improvements for other families.

Mr. Nissly further said Habitat was very successful in Gault Village and now with the help of the Township Board, Habitat was moving into the Holmes Road, Hawthorne/Ecorse neighborhoods.

He further said Washtenaw County received a \$3 million dollar Community Challenge Planning grant from HUD, which included \$600,000 for acquisition of properties in West Willow, Gault Village and south of Michigan Avenue in the City of Ypsilanti with dollars divided equally between the three areas.

- 2. REQUEST TO APPOINT LAURENCE KRIEG TO THE ANN ARBOR AREA TRANSPORTATION BOARD (AAATA)**

A motion was made by Trustee Eldridge, supported by Treasurer Doe to appoint Laurence Krieg to the Ann Arbor Area Transportation Authority Board (AAATA). The motion carried unanimously.

**3. REQUEST TO APPROVE TRANSPORTATION FUNDING AGREEMENT
BETWEEN ANN ARBOR AREA TRANSPORTATION AUTHORITY (AAATA)
AND THE CHARTER TOWNSHIP OF YPSILANTI**

A motion was made by Trustee Hall Currie, supported by Treasurer Doe to approve the Transportation Funding Agreement between the Ann Arbor Area Transportation Authority (AAATA) the Charter Township of Ypsilanti (see attached). The motion carried unanimously.

OTHER BUSINESS

AUTHORIZATIONS AND BIDS

1. REQUEST OF JEFF ALLEN, RSD DIRECTOR TO AWARD THE LOW BID TO MOLNAR ROOFING FOR THE CIVIC CENTER ROOF REPLACEMENT IN THE AMOUNT OF \$189,000, BUDGETED IN LINE ITEM #101.970.000.971.008 AND IN THE EVENT ADDITIONAL INSULATION IS NEEDED, AUTHORIZE THE FULL-TIME OFFICIALS TO APPROVE

A motion was made by Clerk Lovejoy Roe, supported by Trustee Scott Martin to award the low bid to Molnar Roofing for the Civic Center roof replacement in the amount of \$189,000, budgeted in line item #101.970.000.971.008.

Supervisor Stumbo stated any additional costs would be brought back to the Board for approval.

The motion carried unanimously

2. REQUEST OF JEFF ALLEN, RSD DIRECTOR FOR AUTHORIZATION TO SEEK QUOTES FOR THE REPLACEMENT OF HARDWARE AND WICKET GATES FOR RUNNER #2 AT THE HYDRO STATION IN THE ESTIMATED AMOUNT OF \$100,000

A motion was made by Clerk Lovejoy Roe, supported by Trustee Scott Martin to authorize seeking quotes for the replacement of hardware and Wicket Gates for Runner #2 at the Hydro Station. The motion carried unanimously

ADJOURNMENT

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

The meeting adjourned at approximately 7:35 p.m.

Respectfully submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

RESOLUTION NO. 2013-35

Whereas, there have been a number of fires in rental single family dwellings which have resulted in major structural damage; and

Whereas, there have been an increasing number of fire damaged rental homes that have no insurance to cover the rehabilitation or demolition needed after a major house fire; and

Whereas, a growing number of landlords are choosing to walk away from fire damaged rental homes due to the lack of homeowner's insurance and the cost of repairing the fire damage; and

Whereas, when property owners without insurance choose to abandon fire damaged homes, the entire neighborhood is negatively impacted by the presence of the fire damaged structure; and

Whereas, requiring landlords of single family and duplex family rental properties to provide proof of insurance as a requirement before obtaining a rental Certificate of Compliance will decrease the number of fire damaged properties abandoned by the owners due to the absence of insurance coverage; and

Whereas, Ordinance 2013-433 requires all landlords prove proof of insurance coverage against loss or damage to single or duplex family residential units before a Certificate of Compliance will be issued by the Township.

Now Therefore, Be it resolved, that Ordinance No. 2013- 433 is hereby adopted by reference.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2013-35 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on January 21, 2014.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

ORDINANCE NO. 2013-433

*An Ordinance to Amend the Code of Ordinances,
Chapter 48 entitled Property Maintenance, Article III,
One and Two Unit Dwelling Rental Properties*

The Charter Township of Ypsilanti **Ordains** that the Code of Ordinances Charter Township of Ypsilanti, Chapter 48 entitled **Property Maintenance**, Article III entitled One and Two Unit Dwelling Rental Properties, is amended as follows:

DELETE Section 48-42 in its entirety.

ADD: the following new provision as Section 48-42:

Sec. 48-42. Certificate of compliance required.

- (a) The department shall provide for the systematic inspection of all single and duplex dwelling units which are subject to rental agreements in the township for the purposes of determining whether such units are in compliance with the Code and this chapter. Those units that are in compliance shall be issued a certificate of compliance.
- (b) An owner shall provide the Department with a certificate of insurance, issued by an insurance company that certifies that the dwelling unit is insured against structural loss or damage, including, but not limited to, fire damage. The Certificate of Insurance shall state the name of each person named on the policy and its expiration date. The Certificate of Insurance shall be in force at the time a Certificate of Compliance is issued or at the time a renewed Certificate of Compliance is issued.
- (c) The department shall schedule initial inspections, at its discretion, of single and duplex dwelling units which are subject to rental agreements to determine if the units qualify for a certificate of compliance. The owner of the property shall receive not less than 30 days' prior notice of the department's intent to inspect the property. The owner shall provide to the tenant a minimum of 72 hours' written notice of the township's intent to inspect the property. After the initial phase-in period, all single and duplex rental dwelling units which are subject to rental agreements shall be required to be inspected at not less than 24-month intervals, or at the reasonable discretion of the building official.
- (d) No person, either the owner or the owner's agent, shall rent or lease single or duplex dwelling units after the initial inspection, to any tenant, unless that owner or agent has first obtained a valid certificate of compliance from the department covering the unit. For new construction the original certificate of occupancy shall serve as the certificate of compliance for a period of 24 months.
- (e) The department shall advise the landlord and tenant that either has the right to refuse entry for purposes of inspection unless a search warrant is first obtained. If entry is refused, the department shall apply to the appropriate judicial officer for a search warrant and shall not inspect until a valid search warrant

is obtained. Inspections shall be limited to only the areas necessary to ascertain compliance with the Code.

- (f) An owner or owner's agent who is provided, during an inspection of a single or duplex dwelling unit, with written notice of a code violation or violations, shall correct the code violations within the period specified in the notice of violations.

(Ord. No. 2007-373, § 3, 11-6-07; Ord. No. 2011-411, § 1, 2-15-11)

ADD: the following new provision to Article III, *One and Two Unit Dwelling Rental*

Properties

Proof of Property Insurance.

All persons owning single and duplex dwelling units which are subject to rental agreements shall maintain property insurance on each dwelling unit, at all times, against structural loss or damage, including, but not limited to, fire damage.

Upon request of the Department, all persons owning single and duplex dwelling units which are subject to rental agreements shall present valid proof of property insurance.

Failure to present, upon request, valid property insurance for a single family or duplex dwelling unit shall result in a suspension of a Certificate of Compliance.

Severability

Should any provision or part of the within Ordinance be declared by any court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance which shall remain in full force and effect.

Effective Date and Repeal of Conflicting Ordinances

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

This ordinance shall take effect after publication in a newspaper of general circulation as required by law.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2013-433 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on January 21, 2014 after first being introduced at a Regular Meeting held on November 25, 2013. The motion to approve was made by member Roe and seconded by member Doe. Yes: Mike Martin, Eldridge, Currie, Scott Martin, Stumbo, Roe, Doe. NO: None. ABSTAIN: None.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti