

**CHARTER TOWNSHIP OF
YPSILANTI BOARD OF TRUSTEES**

Supervisor

BRENDA L. STUMBO

Clerk

KAREN LOVEJOY ROE

Treasurer

LARRY J. DOE

Trustees

JEAN HALL CURRIE

STAN ELDRIDGE

MIKE MARTIN

SCOTT MARTIN

March 4, 2014

Work Session – 5:00 p.m.

Regular Meeting – 7:00 p.m.

**Ypsilanti Township Civic Center
7200 S. Huron River Drive
Ypsilanti, MI 48197**



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK KAREN LOVEJOY ROE • TREASURER LARRY DOE
TRUSTEES: JEAN HALL CURRIE • STAN ELDRIDGE • MIKE MARTIN • SCOTT MARTIN

WORK SESSION AGENDA

TUESDAY, MARCH 4, 2014

5:00 P.M.

CIVIC CENTER

BOARD ROOM

7200 S. HURON RIVER DRIVE

1. **TEAMSTERS, LOCAL 214 BARGAINING UNIT AGREEMENT (This item will be discussed in Executive Session)** **Karen Wallin, HR Dept.**
2. OHM PRESENTATION REGARDING CIVIC CENTER IMPROVEMENTS **Matt Parks, OHM**
3. REVIEW AGENDA **Supervisor Stumbo**
4. OTHER DISCUSSION **Board Members**

Supervisor
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Clerk
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Treasurer
LARRY J. DOE
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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

MEMORANDUM

To: Karen Lovejoy Roe, Township Clerk

From: Karen Wallin
Human Resource Department

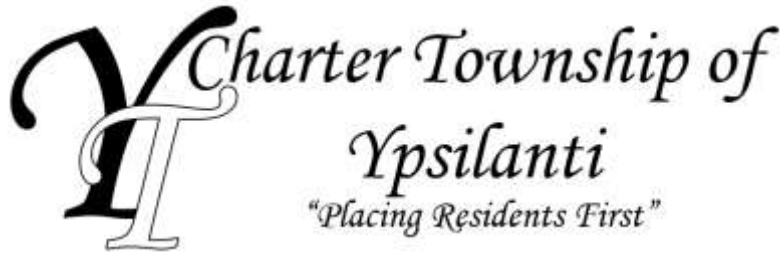
Date: February 24, 2014

Subject: **Work Session discussion of the TEAMSTERS Local 214 Bargaining Unit Agreement**

Following the February 18, 2014 board meeting, I returned to the TEAMSTERS bargaining unit to discuss the items of concern the board members had regarding their proposed contract extension. I have received a response from the union and would like to request the agreement be placed again on the agenda for the work session for discussion under executive session.

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

Supervisor
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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

MEMORANDUM

TO: Charter Township of Ypsilanti Board of Trustees

FROM: Jeff Allen, Director of Residential Services

DATE: February 24, 2014

RE: Update on OHM work

On August 26, 2013, you authorized a professional services contract with OHM to assess, design and seek sealed bids pertaining to the repairs of such. This dollar amount was \$17,000 out of account #101.970.000.971.008.

OHM will present their findings in this matter, which include the exterior building, window work, foundation and walk repair as well as public restroom upgrades. As the survey took place, it became obvious that some of the work could not or should not take place without addressing some of the other issues.

Should the Board agree to any or all of this work, it will require a budget amendment at the next Board meeting in order for them to continue.

At your direction, I will prepare the necessary documents for the next Board meeting.

2013

ARCHITECTS. ENGINEERS. PLANNERS.

34000 Plymouth Road
Livonia, MI 48150
888.522.6711

0098-13-0030



[CHARTER TOWNSHIP OF YPSILANTI CIVIC CENTER IMPROVEMENTS]

The report contains the findings at field inspection, Opinion of cost and preliminary schematic design documents.



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[REPORT OF FINDINGS]



P-001

Location: Front Entrance 101

Problem

▼ The aluminum frame of glazing system at entry has deteriorated due to prolonged exposure to salt/water combination.

Recommendation

▼ *All glazing at pavement locations (concrete slab, paver, etc.) to receive caulk to provide weather tight seal.*



P-002

Location: Windows adjacent to Entrance 101

Problem

▼ Mortar at masonry base course (below glazing system) has deteriorated due to exposure to standing water this area.

Recommendation

▼ *Soil at building to be removed as needed to replace mortar at base course. Landscaped area between the building and adjacent pavement at plaza to be re-graded to induce positive drainage. See sheet A-301 for enlarged plan details.*



P-003

Location: Windows adjacent to Entrance 102

Problem

▼ Mortar at masonry base course (below glazing system) has deteriorated due to exposure to standing water this area.

Recommendation

▼ *Soil at building to be removed as needed to replace mortar at base course. Landscaped area between the building and adjacent pavement at plaza to be re-graded to induce positive drainage. See sheet A-301 for enlarged plan details.*



P-004

Location: Windows on West Elevation – Court Addition

Problem

▼ Mortar has deteriorated from the lack of flashing at the window sill. The caulk around the windows is also in need of repair.

Recommendation

▼ ***Removal of the caulk around the windows, installing flashing at the window sills as well as grinding out the mortar to 1” in the areas where it has deteriorated and installing new mortar per the specifications.***



P-005

Location: East Elevation at Scupper

Problem

▼ The scupper drain on the East Elevation is leading to the deterioration of the mortar in the area. When it rains and the scupper is used to drain the rain water off of the upper roof area, the water then filters down the block façade and has caused the mortar to fail.

Recommendation

▼ ***OHM suggests grinding out the mortar to 1” in the areas where it has deteriorated and to install new mortar per the specifications in all required areas. To eliminate future issues OHM recommends installing a new scupper drain or a downspout system that will further expel the water away from the building versus down the building face.***



P-006

Location: Entrance 103

Problem

▼ The existing concrete walkway has settled over time.

Recommendation

▼ ***Removal of the the existing concrete slab and replace with new concrete as well as re-grading the landscaping to induce positive drainage. See enlarged plan sheet A-302 for more information.***



P-007

Location: North Elevation Adjacent to Entrance 103

Problem

▼ Mortar at masonry base course (below glazing system) has deteriorated due to exposure to standing water this area.

Recommendation

▼ *Soil at building to be removed as needed to replace mortar at base course. Landscaped area to be re-graded to induce positive drainage.*



P-008

Location: Windows adjacent to Entrance 104

Problem

▼ Mortar at masonry base course has deteriorated due to poor drainage.

Recommendation

▼ *Installation of new concrete slab in this area for better drainage. See enlarged plan sheet A-302 for more information.*



P-008

Location: Windows adjacent to Entrance 104

Problem

▼ In addition to deteriorated mortar on this elevation, the lintel above this set of windows has shifted due to building settlement.

Recommendation

▼ *OHM suggests grinding out the mortar to 1" in the areas where it has deteriorated and installing new mortar per the specifications in addition to further inspection on the structural capacity of the lintel in its current location and a recommendation if further work will be required.*



P-009

Location: Tower

Problem

▼ Mortar deterioration on the top twelve masonry courses of the tower construction is leading to the instability of the tower structure.

Recommendation

▼ ***OHM suggests grinding out the mortar in the areas to a depth of 1" and installing new mortar per the specifications.***



P-010

Location: Vestibule Entrance 101

Problem

▼ Water infiltration due to the installation of a security camera.

Recommendation

▼ ***The Township has addressed this issue and believes it to no longer constitute a problem. OHM concurs with the assessment but recommends further water testing the condition for verification.***



P-011

Location: Connection Entrance between Township offices and Court / Police Facility.

Problem

▼ Water infiltration within the building from skylight glazing above.

Recommendation

▼ ***The Township has addressed this issue and believes it to no longer constitute a problem. OHM concurs with the assessment but recommends further water testing the condition for verification.***



P-012

Location: Court Addition Lobby

Problem

- ▼ Water infiltration within the entrance vestibule.

Recommendation

- ▼ ***OHM suggests grinding out the mortar in assessed areas to a depth of 1" and installing new mortar per the specifications. Landscaped areas to be re-graded to induce positive drainage away from the building.***



P-013

Location: Court / Police Facility Entrance 102

Problem

- ▼ Water infiltration within the building.

Recommendation

- ▼ ***Further investigation and/or water testing is required this area to assess the problem area. OHM suggests removing and reinstalling (2) panels of glass with new gaskets and seals.***



P-014

Location: Entrance Vestibule 104

Problem

- ▼ Water infiltration within the entrance vestibule.

Recommendation

- ▼ ***OHM suggests grinding out the mortar in assessed areas to a depth of 1" and installing new mortar per the specifications. Concrete slab on the exterior of the building to be replaced to induce positive drainage away from the building, See detail 2 on sheet A-302 for information.***



P-015
Location: Rooftop Skylights

Problem
▼ Water infiltration at the skylight.

Recommendation
▼ ***See rooftop pictures 016 and 017 below for recommendation options at rooftop level.***



P-016
Location: Rooftop skylights at coping

Problem
▼ Damaged coping in conjunction with settling at the skylight is resulting in pooling water.

Recommendation
▼ ***Option 1: Caulking at joints***
▼ ***Option 2: Remove and replace existing coping***
▼ ***Option 3: Install new angled coping***



P-017
Location: Rooftop skylights at coping

Problem
▼ Damaged coping in conjunction with settling at the skylight is resulting in pooling water.

Recommendation
▼ ***Option 1: Caulking at joints***
▼ ***Option 2: Remove and replace existing coping***
▼ ***Option 3: Install new angled coping***
▼ ***Misc. caulking and hardware replacement***



P-018

Location: Skylight on Roof

Problem

- ▼ Missing fasteners along skylight coping.

Recommendation

- ▼ ***All missing fasteners to be replaced. All fasteners to be caulked. Pressure bar to be installed.***

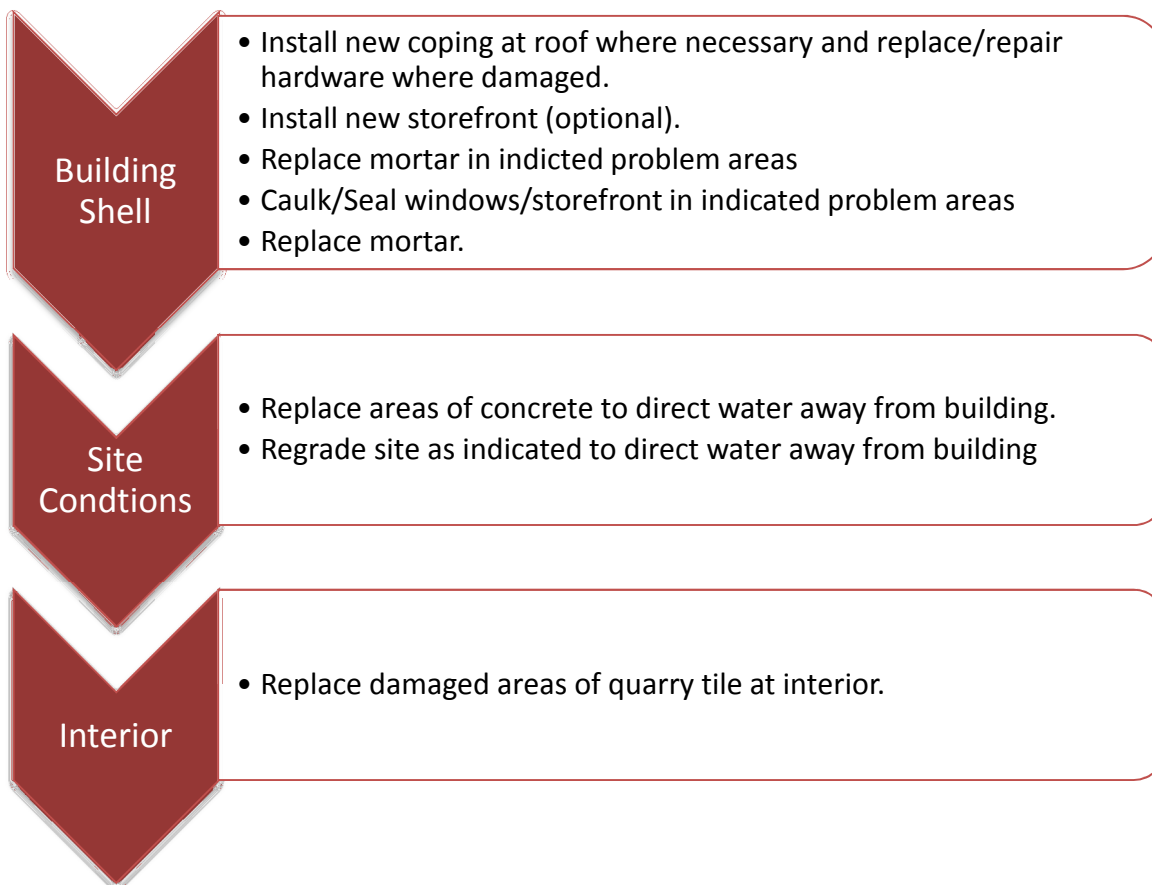


[OPINION OF COST]

Scope Item	Unit Cost	# of units	Total
Demolition		960 SF	
Cut and Re-Point #1	\$7.47	759 X 100%	\$5,670
Cut and Re-Point #2	\$7.47	435 X 50%	\$1,625
Cut and Re-Point #3	\$7.47	0 X 5%	\$1,000
Strip/ re-grade	\$5.25 / SF	3,157 SF	\$16,575
Landscaping Replacement	\$10,000	N/A	\$10,000
Concrete Slab	\$3.15 / SF	962 SF	\$3,030
Quarry Tile Repair/Replace	\$16.84 / SF	150 SF	\$2,526
Glazing Removal/Reinstallation	\$13.80 / SF	1,413 SF	\$19,500
Expansion Joints	\$3.70 / LnFt	597 LnFt	\$2,210
Caulking at Roof		227 LnFt	
Pressure Bar		162 LnFt	
Flashing	\$3.07/ LnFt	46 LnFt	\$142
Rooftop Coping / Hardware Replacement	\$25 / LnFt	162 LnFt	\$3,500
Scupper			
Scaffolding			
Structural Inspection of Lintel			
Storm water/ Underdrain Connection	\$15,000	N/A	\$15,000
Sub Total			\$
General Conditions		16%	\$5,484.64
Contingency		15%	\$5,141.85
TOTAL			\$



[PROJECT PHASING]



OTHER DISCUSSION

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

REVIEW AGENDA

- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA



Charter Township of Ypsilanti

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

REGULAR MEETING AGENDA

**TUESDAY, MARCH 4, 2014
7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
4. CONSENT AGENDA
 - A. MINUTES OF THE FEBRUARY 18, 2014 WORK SESSION, REGULAR MEETING AND EXECUTIVE SESSION
 - B. STATEMENTS AND CHECKS
5. ATTORNEY REPORT

NEW BUSINESS

1. BUDGET AMENDMENT #2
2. RESOLUTION NO. 2014-7, DAWN FARM 5TH ANNUAL RIDE FOR RECOVERY TEMPORARY ROAD CLOSURE REQUEST
3. 1ST READING RESOLUTION NO. 2014-8, PROPOSED ORDINANCE NO. 2014-435, REQUIRING REGISTRATION OF VACANT RESIDENTIAL, COMMERCIAL AND INDUSTRIAL PROPERTIES

OTHER BUSINESS

AUTHORIZATIONS & BIDS

1. REQUEST OF JEFF ALLEN, RSD DIRECTOR TO ACCEPT QUOTE FROM PADNOS-LEITELT FOR REPLACEMENT OF GENERATOR #2 WICKET GATES AND HARDWARE IN THE AMOUNT OF \$139,725, ALSO, SAFETY PERSONNEL FOR CONFINED SPACE IN THE AMOUNT OF \$44,320 AND A 10% CONTINGENCY IN THE AMOUNT OF \$20,000 FOR THE TOTAL AMOUNT OF \$204,045, BUDGETED IN LINE ITEM #252.252.000.930.000
2. REQUEST OF MIKE RADZIK, OCS DIRECTOR TO APPROVE GRAPHIC SCIENCES, INC. AGREEMENT TO DIGITIZE MICROFILM RECORDS FOR BUILDING AND PLANNING DEPARTMENTS IN THE AMOUNT OF \$10, 370, BUDGETED IN LINE ITEM #249.249.000.801.000

PUBLIC COMMENTS

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE FEBRUARY 18, 2014 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. Supervisor Stumbo

Members Present: Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees Stan Eldridge and Scott Martin. Trustee Mike Martin arrived at 5:03 p.m. (shortly after the roll call vote to go into Executive Session)

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

1. TEAMSTERS, LOCAL 214 BARGAINING UNIT AGREEMENT

A motion was made by Trustee Eldridge, supported by Treasurer Doe to go into Executive Session to discuss the Teamsters, Local 214 Bargaining Unit Agreement. The motion carried as follows:

Eldridge:	Yes	S. Martin:	Yes	Hall Currie:	Absent	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	(Arrived after vote)		

The Board went into Executive Session at approximately 5:01 p.m. and returned to the Work Session at approximately 6:31 p.m.

2. REVIEW AGENDA

Supervisor Stumbo briefly reviewed the agenda with additional discussion on the following agenda item:

NEW BUSINESS

REQUEST OF JEFF ALLEN, RSD DIRECTOR APPROVE PROFESSIONAL SERVICES AGREEMENT WITH HONEYWELL FOR ENERGY EFFICIENCY UPGRADES AT 1501 S. HURON (FORMER MICHIGAN STATE POLICE POST), IN THE AMOUNT OF \$52,826 FOR ENERGY PROGRAM MANAGEMENT AND \$606,498 FOR UPGRADES WITH THE TOTAL NOT TO EXCEED \$659,324, BUDGETED IN LINE ITEM #101.970.000.975.266 AND TO AUTHORIZE SIGNING OF THE AGREEMENT

Trustee Scott Martin reviewed the contract with Honeywell for mechanical and energy renovations at 1501 Huron Street for the future Police Station. He requested clarification on the process for developing the contract.

**CHARTER TOWNSHIP OF YPSILANTI
FEBRUARY 18, 2014 WORK SESSION MINUTES
PAGE 2**

Treasurer Doe stated he had been provided a partial line item proposal.

Trustee Scott Martin said that Appendix A in the original proposal for Honeywell did not have information on the State Police Building. He suggested an amendment to the original contract or some similar action for this project.

Supervisor Stumbo asked Honeywell to respond to the request for costs to be broken down further for the project.

Nelson Brikho, Honeywell engineer explained they would normally give a total cost for a boiler installation, as an example, and did not typically break it down to a cost for three feet of pipe, but rather a turnkey installation for that portion of the project.

Mr. Martin indicated a need for more assurance that the project prices were competitive.

Mr. Brikho stated the prices were firm from the mechanical contractors and included a guaranteed not to exceed price.

Jeff Allen briefly presented the working history with Honeywell and his reasons for choosing to use them for the State Police Station as well.

Jeff Allen stated that in 2007 we had the RFP that went out for proposals regarding how they would design and build a project, which at that point was the Civic Center. He said the Township did not have any grant money, at the time, but understood the equipment was old and needed to be replaced. He said the decision was reached to include all the buildings, which did not include the State Police building at that time. The Board utilized Honeywell and later the Township added more buildings for energy upgrades. Mr. Allen explained that he looked at it from the aspect of being able to tie in with the current software program. He said the system had been effective and had met the performance and energy saving goals.

Mr. Allen stated he was comfortable with the bid Honeywell had provided and felt it was competitive.

Neil Birkho stated firm pricing had come from the mechanical, lighting and window contractors that were used for the Civic Center and the Community Center. He said if partnering with Honeywell's contractors was not acceptable, Honeywell could put together design/build specs and bid them out. He provided an overview of Honeywell's no change order contract, which he explained was with a not to exceed amount.

Discussion followed on cost savings and proceeding with a professional services contract and the possibility of approving this as an amendment to the original RFP as outlined in the Budget Amendment as a Phase IV project.

Discussion followed regarding the list of sub-contractors. Attorney Winters stated that he would need to see the appropriate paperwork to guarantee the Township's protection.

**CHARTER TOWNSHIP OF YPSILANTI
FEBRUARY 18, 2014 WORK SESSION MINUTES
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Supervisor Stumbo stated the Board would approve the contract contingent upon the attorney review regarding contractor's waivers, liens and insurance and obtaining three quotes.

ADJOURNMENT

The meeting adjourned at approximately 7:00 P.M.

Respectfully submitted,

Karen Lovejoy Roe, Clerk

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE FEBRUARY 18, 2014 REGULAR MEETING**

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, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees Stan Eldridge, Mike Martin and Scott Martin

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS

Arloa Kaiser, Township Resident voiced her opposition to a snow removal ordinance in general, especially the 24-hour period, being too short.

Wilma Gold-Jones, Township Resident said she had attended the AAATA forum last week. She supported the urban core network, but did not feel the route from Michigan Avenue to Munger, Textile and Carpenter benefitted Ypsilanti Township.

Arloa Kaiser asked when the special election regarding the AAATA millage would be held. Supervisor Stumbo reported it would be held May 6, 2014.

CONSENT AGENDA

- A. MINUTES OF THE FEBRUARY 4, 2014 WORK SESSION AND REGULAR MEETING**
- B. STATEMENTS AND CHECKS**
- C. JANUARY 2104 TREASURER REPORT**

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

SUPERVISOR REPORT

Supervisor Stumbo stated that most of her report coincided with the Clerk's Report and she gave a brief overview regarding:

- Gathering of information for the Master Plan Update and the Zoning Ordinance which would limit the number of rentals in our subdivisions
- Support of the Neighborhood Watch meetings regarding the proposed snow removal ordinance
- West Willow wanted to retain the camera surveillance so they will have to go through the special assessment process
- Thurston, Hawthorne and Sugarbrook areas want to add additional cameras
- The policy regarding the Sheriff's Department handling of the public surveillance cameras was on the agenda this evening

**CHARTER TOWNSHIP OF YPSILANTI
FEBRUARY 18, 2014 REGULAR MEETING MINUTES
PAGE 2**

CLERK REPORT

- **RENTAL OVERLAY DISTRICT/RENTAL HOUSING LIMITS**-The three-fulltime officials along with staff from the Office of Community Standards and Ypsilanti Township attorneys met on Tuesday, January 14, 2014 to discuss various options regarding the growing expansion of rental housing in single-family neighborhoods in Ypsilanti Township. HUD has developed a policy regarding the need for de-concentrating poverty in specific areas where HUD has determined there is an overconcentration of poverty. Several areas of the Charter Township of Ypsilanti are listed on the HUD website as areas where there is an over concentration of poverty. Discussion focused on the increased needs and issues that are impacting the single-family neighborhoods in relationship to the over concentration of poverty in Ypsilanti Township. Several possible solutions were discussed and it was agreed to present this issue to the township board at an upcoming work session.
- **RACER TRUST -GM WILLOW RUN PLANT DEMOLITION AND REDEVELOPMENT OF PROPERTY**-On Wednesday, January 15, 2014 representatives from RACER Trust and Ypsilanti Township elected officials and the Township Attorney met to discuss the progress of both the Willow Run/GM Plant demolition and the redevelopment plans for the property. The meeting included discussions about the environmental cleanup of the property and the plans that were being developed in conjunction with the help of the Michigan Department of Environmental Quality.
- **STATE POLICE POST UPDATE**- On Friday, January 17, 2014 Supervisor Stumbo, Clerk Lovejoy Roe and Treasurer Doe met with representatives from Honeywell, Michael Radzik and Ron Fulton from the Office of Community Standards and Jeff Allen, Residential Services Department to discuss plans to move the rehabilitation of the State Police Post forward. It was discussed to share plans with the board at the February 4, 2014 work session for input and direction.
- **MICHIGAN MUNICIPAL LEAGUE**-Clerk Lovejoy Roe, Deputy Clerk Nancy Wrybkowski and Nancy Hare-Dickerson, Residential Services Clerk met with MML Representative Judy Thompson-Trosian on Thursday, January 16, 2014 to discuss the township insurance policy. Ms. Thompson-Trosian reported she would be presenting a check once again to Ypsilanti Township in the near future. The details of the policy were reviewed and the certificates covering the township.
- **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 at the January 21, 2014 Board Meeting. Clerk Lovejoy Roe attended a meeting of the Urban Core Work Group assisting AAATA with direction for expanded bus services on Thursday, January 23, 2014.
- **OPEN HOUSE-RIBBON CUTTING FOR TIM HORTON'S**-Supervisor Stumbo, Clerk Lovejoy Roe and Treasurer Doe attended the Grand Opening of the new Tim Horton's on Huron St. on Friday, January 31, 2014. It was a wonderful event and a chance to meet the new owners and staff.
- **NEIGHBORHOOD WATCH MEETINGS**-Clerk Lovejoy Roe attended the Holmes Road Neighborhood Watch Meeting on Tuesday January 14, 2014 and attended the Lincoln Neighborhood Watch on Monday, January 27, 2014.
- **URBAN COUNTY EXECUTIVE COMMITTEE**- Clerk Lovejoy Roe and Supervisor Stumbo have been in several meetings and conducted several telephone conversations regarding the CDBG funding and HOME funding for 2014 over the past few weeks. Plans are currently underway to identify a project in a low to moderate income area for HUD-CDBG funding for 2014. Affordable Housing RFP's are currently being accepted by County staff for HOME funds for 2014-15. The deadline for RFP's was Monday, February 3, 2014. The Clerk and Supervisory met with Sam Brown from Community Housing Alliance to discuss the zoning requirement for the project CHA was submitting to the UCEC for funding on Wednesday, January 29, 2014.
- **CDBG PRIORITY PROJECT GRANT**-Karen Lovejoy Roe, Clerk; Jeff Allen, Residential Services Director and Joe Lawson, Planning and Zoning Director met with Pittsfield Township Supervisor and staff, along with Washtenaw County Office of Economic Development to discuss the CDBG Priority Project Grant for 2014 on Thursday, February 6, 2014. The Charter Townships of Ypsilanti and Pittsfield were recipients of the first CDBG Priority Project Grant. The grant provides funds to fill sidewalk gaps on Washtenaw Ave. Both townships will be seeking easements for the sidewalk placement. This is a crucial project and a part of the ReImagined Washtenaw efforts to support pedestrian access and economic development along the Washtenaw Corridor from the City of Ann Arbor to the west and to the City Ypsilanti to the east, passing through both Pittsfield and Ypsilanti Townships.

**CHARTER TOWNSHIP OF YPSILANTI
FEBRUARY 18, 2014 REGULAR MEETING MINUTES
PAGE 3**

- **HUD CHALLENGE GRANT/HABITAT**- Clerk Lovejoy Roe and Supervisor Stumbo met with representatives from Habitat for Humanity for an update on the HUD Challenge Grant and the activities of Habitat that are a part of the grant 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 neighborhoods for rehabilitation and homeownership. Every effort is being put forward to secure the funding for properties located in Ypsilanti Township.
- **WORK FLOW/DOCUMENT MANAGEMENT-RICOH**-Clerk Lovejoy Roe and the Clerk's staff has met with the representative from RICOH to evaluate the needs of the township in regards to the management of documents and workflow on two different days. The Information Systems Department is working with several township departments to prepare and plan for the needs of the township related to information storage, workflow and document management. The plans are to bring a proposal to the township board to request bids for software related to our information systems.
- **DTE CONVERSION TO LED PROJECT & GROVE RD. LIGHTING PROJECT**-Supervisor Stumbo and Clerk Lovejoy Roe met with Joe Honce, DTE representative on Friday, February 7, 2014 to discuss a conversion of lights to LED's. The lights proposed to be converted throughout the township will save operating costs for township wide non-accessible lights and other accessible lights that residents pay for annually. A contract for the conversion project will be on the board agenda for Tuesday, February 18, 2014. Mr. Honce also presented a tentative lighting plan that will be presented to the Washtenaw County Road Commission to include the underground lines as a part of the grant for complete renovation of the sidewalks/bikepaths on Grove Rd. from the city line to Bridge Road.
- **YPSILANTI COMMUNITY SCHOOLS & LINCOLN SCHOOLS MEETING**-On Monday, February 10, 2014 Supervisor Stumbo, Treasurer Doe, Clerk Lovejoy Roe and Office of Community Standards Director, Mike Radzik and Lt. Jim Anuskiewicz & Derrick Jackson from the Washtenaw County Sheriff's Department met with Superintendents from both Ypsilanti and Lincoln Schools to discuss possible areas of cooperation including Truancy where Ypsilanti Township, the Sheriff's Department and the schools could work together. Ypsilanti Township will be working to update the truancy ordinance.
- **YCUA MEETING REGARDING BOND ISSUANCE**-Treasurer Doe, Supervisor Stumbo and Clerk Lovejoy Roe met with YCUA staff, Ypsilanti City Manager, staff, and bond counsel to discuss possible future bonds for capital improvements at YCUA utilizing low interest state funds. This meeting was held at the YCUA boardroom on Tuesday, February 11, 2014. The bond issuance resolution is scheduled to be a part of the Ypsilanti Township Board meeting on Tuesday, March 18, 2014.
- **TOWNSHIP PERMANENT DOCUMENTS & MEETING WITH GRAPHIC SCIENCES**-Clerk Lovejoy Roe, Deputy Clerk Nancy Wrybkowski and File Clerk Ruby Walker met with Greg Colton from Graphic Sciences to discuss protecting state required permanent records and ways to manage the records. A plan for protecting Township documents will be a part of a board agenda in the future. This meeting took place on Tuesday, February 11, 2014.
- **MEETING WITH REPRESENTATIVE FROM CONGRESSMAN DINGELL'S OFFICE**-On Tuesday January 28, 2014 Treasurer Doe, Clerk Lovejoy Roe and Supervisor Stumbo met with Jelani McGadney from Congressman Dingell's office. The elected officials discussed with Mr. McGadney the plans of the township to work to stop segregation in Washtenaw County related to poverty. Several requests were made of Dingell's office for support and information related to Ypsilanti Township's goal of decentralizing poverty in Washtenaw County. A follow up meeting was held on Tuesday, February 11, 2014 attended by Clerk Lovejoy Roe and Treasurer Doe (Supervisor Stumbo was at a funeral). At this meeting, Mr. McGadney shared that Congressman Dingell and the district office managers supported the townships efforts in this area of de-concentration of poverty and would continue to work to provide information regarding HUD rules/policies that are institutionally causing a concentration of poverty in Washtenaw County in both the City and Township of Ypsilanti.

ATTORNEY REPORT

Attorney Winters explained that OCS Director Mike Radzik had put together a summary of three properties that would be before the Board for consideration this evening.

**CHARTER TOWNSHIP OF YPSILANTI
FEBRUARY 18, 2014 REGULAR MEETING MINUTES
PAGE 4**

Mr. Winters reported the ballot language, for the AAATA millage election had been finalized today.

NEW BUSINESS

1. BUDGET AMENDMENT #1

Clerk Lovejoy Roe read an amendment to Budget Amendment #1 into the record.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Budget Amendment #1. The motion carried unanimously.

Supervisor Stumbo provided a brief overview of Budget Amendment #1.

2. REQUEST OF KAREN WALLIN, HR DEPARTMENT TO APPROVE TEAMSTERS, LOCAL 214 BARGAINING UNIT AGREEMENT EXTENSION THROUGH 2017

It was agreed to remove this item from the agenda.

3. RESOLUTION NO. 2014-4, PUBLIC SURVEILLANCE POLICY FOR CAMERAS IN TOWNSHIP NEIGHBORHOODS

Clerk Lovejoy Roe read Resolution No. 2014-4 into the record.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution No. 2014-4, Public Surveillance Policy for Cameras in Township Neighborhoods and attached camera policy (see attached). The motion carried unanimously.

Supervisor Stumbo stated Mike Radzik, OCS Director had authored this policy in 2011 and it had been approved by the Sheriff's Department. She said the ACLU had requested that the Township have a policy in place.

Attorney Winters gave a brief overview of the policy.

Monica Ross-Williams, Township Resident voiced her support of the policy. She reported the pilot program, which had been installed in the West Willow neighborhood, had proven successful.

4. REQUEST TO APPROVE DTE ENERGY STREET LIGHTING AGREEMENT FOR CONVERSION OF 251 YPSILANTI TOWNSHIP MERCURY VAPOR STREETLIGHTS TO LED IN THE AMOUNT OF \$65,144, BUDGETED IN STREET LIGHT NON ASSESSABLE LINE ITEM #101.956.000.926.000, AUTHORIZE TO APPLY FOR REBATE IN THE AMOUNT OF \$12,191 AND TO AUTHORIZE SIGNING OF THE AGREEMENT

A motion was made by Treasurer Doe, supported by Trustee Eldridge to approve DTE Energy Street Lighting Agreement for conversion of 251 Ypsilanti Township Mercury Vapor Streetlights to LED in the amount of \$65,144, budgeted in Streetlight Non Assessable Line Item #101.956.000.926.000, and to authorize application for rebate in the amount of \$12,191 and to authorize signing of the agreement (see attached). The motion carried unanimously.

Supervisor Stumbo reported the annual cost would represent a significant savings and the lights were significantly brighter.

**5. 1st READING RESOLUTION NO. 2014-5, ORDINANCE NO. 2014-434,
AMENDING THE CODE OF ORDINANCES, CHAPTER 42, SECTION 371
ENTITLED TRUANCY**

Clerk Lovejoy Roe, Clerk read Resolution No. 2014-5 into the record.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve the 1st reading of Resolution No. 2014-5, Ordinance No. 2014-434, Amending the Code of Ordinances, Chapter 42, Section 371 entitled Truancy (see attached). The motion carried as follows:

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

Supervisor Stumbo introduced Attorney Angela King, the attorney who had prepared the 2007 Ordinance, as well as this one.

Supervisor Stumbo gave a brief overview of meetings attended regarding the ordinance.

**6. RESOLUTION NO. 2014-6, AMENDING RESOLUTION NO. 2013-37,
WAGES FOR ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES**

A motion was made by Trustee Eldridge, supported by Trustee Scott Martin to approved Resolution No. 2014-6, Amending Resolution No. 2013-37, Wages for Administrative and Confidential Employees (see attached). The motion carried unanimously.

**7. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR
AUTHORIZATION TO INITIATE LEGAL ACTION, IF NECESSARY, IN
WASHTENAW COUNTY CIRCUIT COURT TO ABATE PUBLIC
NUISANCE AT PROPERTIES LOCATED AT 5688 BIG PINE, 1547
WINGATE AND 853 MAPLEWOOD, BUDGETED IN LINE ITEM
#101.950.000.801.023**

A motion was made by Trustee Eldridge, supported by Clerk Lovejoy Roe to authorize of legal action, if necessary, in Washtenaw County Circuit Court to abate public nuisance at properties located at 5688 Big Pine, 1547 Wingate and 853 Maplewood, budgeted in line item #101.950.000.801.023.

Mike Radzik, OCS Director gave a brief overview regarding the property at 5688 Big Pine being operated as an unlicensed adult foster care facility.

Attorney Winters briefly described what constituted a legal adult foster care facility. Mr. Winters said this property did not meet the legal criteria and was brought to the attention of the Township there had been more than twenty calls for service at this address.

Mr. Radzik said the second property at 1547 Wingate had been brought to the Township's attention from the Homeowners Association. He said the Homeowners Association already had the owner in Circuit Court due to a severe pest and insect infestation, which had spread to adjoining condominiums.

Mr. Radzik provided an overview of the condemnation of 853 Maplewood. This property had come to the attention of the OCS Department due to complaints from the tenants regarding the condition of the property.

Mr. Radzik pointed out that two of these properties were rental properties. He said Ordinance Department had audited seven Township neighborhoods,

**CHARTER TOWNSHIP OF YPSILANTI
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PAGE 6**

resulting in finding 250 rental properties that had not been registered. The department was working to bring them into compliance.

The motion carried unanimously.

8. REQUEST OF JUDGE CHARLES POPE TO ACCEPT MICHIGAN SUPREME COURT INNOVATION GRANT FUND IN THE AMOUNT OF \$58,870

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to accept 14-B Court, Michigan Supreme Court Innovation Grant Fund in the amount of \$58,870.

Judge Pope, 14-B District Court provided a brief overview of the establishment of a specialty court in Washtenaw County to address the needs and complexities of women charged with offenses involving solicitation.

The motion carried unanimously.

9. REQUEST OF JEFF ALLEN, RSD DIRECTOR APPROVE PROFESSIONAL SERVICES AGREEMENT WITH HONEYWELL FOR ENERGY EFFICIENCY UPGRADES AT 1501 S. HURON (FORMER MICHIGAN STATE POLICE POST), IN THE AMOUNT OF \$52,826 FOR ENERGY PROGRAM MANAGEMENT AND \$606,498 FOR UPGRADES WITH THE TOTAL NOT TO EXCEED \$659,324, BUDGETED IN LINE ITEM #101.970.000.975.266 AND TO AUTHORIZE SIGNING OF THE AGREEMENT

A motion was made by Treasurer Doe, supported by Trustee Scott Martin to approve Professional Services Agreement with Honeywell for Energy Efficiency Upgrades at 1501 S. Huron (former Michigan State Police Post), in the amount of \$52,826 for Energy Program Management and \$606,498 for upgrades with the total not to exceed \$659,324, budgeted in line item #101.970.000.975.266 and to authorize signing of the agreement contingent upon attorney approval and including in the contract, the three bids that will be reported back to the Board and the sub-contractors will have the necessary insurance requirements as discussed by the attorney.

A Friendly Amendment was made by Treasure Doe that the attorney approval includes the proper waivers and liens from the sub-contractors. The friendly amendment was accepted.

The motion carried unanimously.

10. SET A PUBLIC HEARING DATE OF TUESDAY, MARCH 18, 2014 AT APPROXIMATELY 7:00 P.M. TO HEAR THE VARIANCE REQUEST OF JAMES V. DIRKES FOR CONSTRUCTION OF A SINGLE-FAMILY RESIDENCE ON PROPERTY LOCATED ON NON-CONFORMING PRIVATE ROAD KNOWN AS BON TERRE

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to set a public hearing date of Tuesday, March 18, 2014 at approximately 7:00 p.m. to hear the variance request of James V. Dirkes for construction of a single-family residence on property located on non-conforming private road known as Bon Terre. The motion carried unanimously.

AUTHORIZATIONS AND BIDS

- 1. REQUEST OF JEFF ALLEN, RSD DIRECTOR FOR AUTHORIZATION TO PURCHASE 2014 CATERPILLAR WHEEL LOADER 950K FROM MICHIGAN CAT IN THE AMOUNT OF \$204,559.00, BUDGETED IN LINE ITEM #590.590.000.977.000**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to authorize purchase of 2014 Caterpillar Wheel Loader 950K from Michigan Cat in the amount of \$204,559.00, budgeted in line item #590.590.000.977.000.

Jeff Allen briefly explained MI Deal in response to Trustee Scott Martin's question.

The motion carried unanimously.

- 2. REQUEST OF JEFF ALLEN, RSD DIRECTOR FOR AUTHORIZATION TO SEEK PROPOSALS FOR THE PURCHASE AND OPERATION OF PUBLIC SURVEILLANCE CAMERAS**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to seek proposals for the purchase and operation of public surveillance cameras. The motion carried unanimously.

- 3. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK SEALED BIDS FOR MOWING SERVICES AND TO EXPLORE ALTERNATE SERVICE DELIVERY OPTIONS**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Mike Martin to seek sealed bids for mowing services and to explore alternate service delivery options. The motion carried unanimously.

Mike Radzik explained the current vendor was liquidating the company and the Township had received a 30-day notice of termination.

ADJOURNMENT

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

The meeting adjourned at approximately 7:46 p.m.

Respectfully submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

Resolution No. 2014 – 4

PUBLIC SURVEILLANCE POLICY FOR CAMERAS IN TOWNSHIP NEIGHBORHOODS

WHEREAS, on April 5, 2011 the Ypsilanti Township Board of Trustees implemented a Pilot Program for the installation and use of public surveillance cameras that record images in public areas in an effort to be proactive in providing an additional tool for the Washtenaw County Sheriff's Department to protect the general public; and

WHEREAS, the Pilot Program has proven to be an extremely valuable and necessary resource for the Township and the Washtenaw County Sheriff's Department in their combined efforts to protect the general public; and

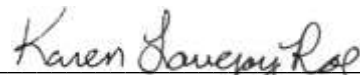
WHEREAS, the Township Board of Trustees has been requested by representatives of numerous Neighborhood Watch Organizations to extend the use of public surveillance cameras to record images in public areas for the purpose of law enforcement investigation and public safety; and

WHEREAS, the Township's Office of Community Standards Director Mike Radzik in conjunction with the Township's legal counsel has prepared and reviewed a policy that will govern and regulate the use of public surveillance cameras in the Charter Township of Ypsilanti;

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. That the Township hereby adopts and approves the written policy governing the use of public surveillance cameras in the Charter Township of Ypsilanti, a copy of said policy being attached hereto and incorporated by reference.
2. That this written policy be filed with the Office of the Township Clerk and made available to the general public upon request with a copy of said written policy being posted on the Township's official website.

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. 2014-4 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on February 18, 2014.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

Public Surveillance Camera Policy

I. Purpose

The purpose of this policy is to regulate the use of public surveillance cameras that record images in public areas for the purpose of law enforcement investigation and public safety.

II. Scope

This policy applies to all personnel and departments of the Township in the use of public surveillance cameras deployed in the community. Internal video equipment installed at Township-owned buildings and facilities is not covered by this policy. Covert police surveillance when used as a case-specific investigative tool for law enforcement purposes where there is statutory authority and/or the authority of a search warrant is not covered by this policy.

III. General Principles

A. The Township is committed to enhancing the quality of life of the community by integrating the best practices of public and private policing with state-of-the-art technology. A critical component of a comprehensive policing plan using state-of-the-art technology is surveillance cameras.

B. Surveillance cameras shall only be placed in the community in such a manner as to capture and record images of activity in public places that could otherwise be lawfully observed by a law enforcement officer physically present at the same location. It is intended to extend the natural capability of a law enforcement officer to observe public places, but not to enhance it as to cause unlawful intrusion of privacy.

C. The primary purpose of surveillance cameras in public areas is to help law enforcement identify and prosecute offenders who commit crimes in the community and to assist law enforcement in protecting the safety and property of residents in the community. A secondary purpose is to help deter crime. Any use of this technology for other purposes would undermine the acceptability of these resources and is therefore strictly prohibited.

D. The use of video images from cameras deployed in public areas for law enforcement purposes will be conducted in a professional, ethical and legal manner. The Washtenaw County Sheriff's Office (WCSO) is the current police services provider for the Township and its personnel shall have exclusive access to computer software systems used to manage images captured and recorded by these devices. The Township Information Services Manager and any external service provider will provide technical management of the software system and hardware infrastructure. WCSO personnel involved in the use of such images will be appropriately trained and supervised in the responsible use of this technology. Improper use of the technology will result in disciplinary action consistent with the policies and procedures governing the respective employees of the WCSO and/or the Township.

E. Information obtained through use of public surveillance cameras will only be in the possession of the WCSO and will only be released pursuant to the policies and procedures authorized by the WCSO. Facilities used by the WCSO will be configured to be the only locations where recorded information will be accessed, downloaded and stored.

F. The use of images obtained from cameras deployed in public areas for law enforcement investigative purposes is limited to uses that do not violate the reasonable expectation of privacy as defined by law.

G. It will be permissible to allow owners of private property such as apartment complexes and convenience stores to purchase their own camera equipment and to connect their equipment to Township servers for the purpose of enhancing safety and security. A fee equal to the prorated cost of using Township server space shall be charged and any additional costs incurred through use of the Township system shall be the responsibility of the private property owner. Owners of private property who choose to connect to the Township system shall grant WCSO personnel the authority to access their privately owned cameras for law enforcement investigative purposes consistent with this policy. Privately owned cameras connected to the Township system shall be accessible to the respective private owner and the WCSO.

IV. Responsibilities

A. The Police Services Administrator, Director of Residential Services, and a designated representative of the WCSO shall review camera locations and approve requests for new installations. All camera locations will be evaluated for compliance with this policy and for practical effectiveness as a law enforcement tool.

B. The designated WCSO representative shall provide information to the Township detailing the effective use of this technology.

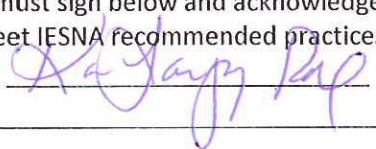
Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of February 10, 2014 between The Detroit Edison Company ("Company") and Ypsilanti Township ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated March 28, 2013 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests the Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	38020458	
2. Location where Equipment will be installed:	Mercury Vapor lights at various locations, as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	251	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	<u>Overhead (OH)</u> 127 - 175 watt Mercury Vapor OH to 67 watt LED 4 - 250 watt Mercury Vapor OH to 130 watt LED 6 - 400 watt Mercury Vapor OH to 135 watt LED <u>Underground (UG)</u> 114 - 175 watt Mercury Vapor UG to 67 watt LED	
5. Estimated Total Annual Lamp Charges	\$52,438	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$65,144
	Credit for 3 years of lamp charges:	N/A
	CIAC Amount (cost minus revenue)	\$65,144
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices 	
10. Customer Address for Notices:	Karen Lovejoy Roe 7200 S Huron River Drive Ypsilanti, MI 48197	

11. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) YES NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts. When replacement equipment or spare parts are installed from Customer's inventory, the Company will credit Customer in the amount of the then current material cost of Company standard street lighting equipment.

B. Customer will maintain an initial inventory of at least ___ posts and ___ luminaires and any other materials agreed to by Company and Customer, and will replenish the stock as the same are drawn from inventory. Costs of initial inventory are included in this Agreement. The Customer agrees to work with the Company to adjust inventory levels from time to time to correspond to actual replacement material needs. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at _____. Access to the Customers inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to the Company:

Name: _____ Title: _____

Phone Number: _____ Email: _____

The Customer will notify the Company of any changes in the Authorized Customer Representative. The Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by the Company.

D. In the event that SOM is damaged by a third party, the Company may (but is not required to) pursue a damage claim against such third party for collection of all labor and stock replacement value associated with the damage claim. Company will promptly notify Customer as to whether Company will pursue such claim.

E. In the event that SOM becomes obsolete or no longer manufactured, the Customer will be allowed to select new alternate SOM that is compatible with the Company's existing infrastructure.

F. Should the Customer experience excessive LED equipment failures, not supported by LED manufacturer warranties, the Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at the Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of the Customer.

12. Experimental Emerging Lighting Technology ("EELT") Terms:

All or a portion of the Equipment consists of EELT: (check one) YES NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. The annual billing lamp charges for the EELT equipment has been calculated by the Company are based upon the estimated energy and maintenance cost expected with the Customer's specific pilot project EELT equipment. .

B. Upon the approval of any future MPSC Option I tariff for EELT street lighting equipment, the approved rate schedules will automatically apply for service continuation to the Customer under Option 1 Municipal Street Lighting Rate, as approved by the MPSC. The terms of this paragraph B replace in its entirety Section 7 of the Master Agreement with respect to any EELT equipment purchased under this Agreement.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

The Detroit Edison Company

By: _____

Name: _____

Title: _____

Customer:

Ypsilanti Township

By: Brenda L. Stumbo 2.19.14

Name: Brenda L. Stumbo

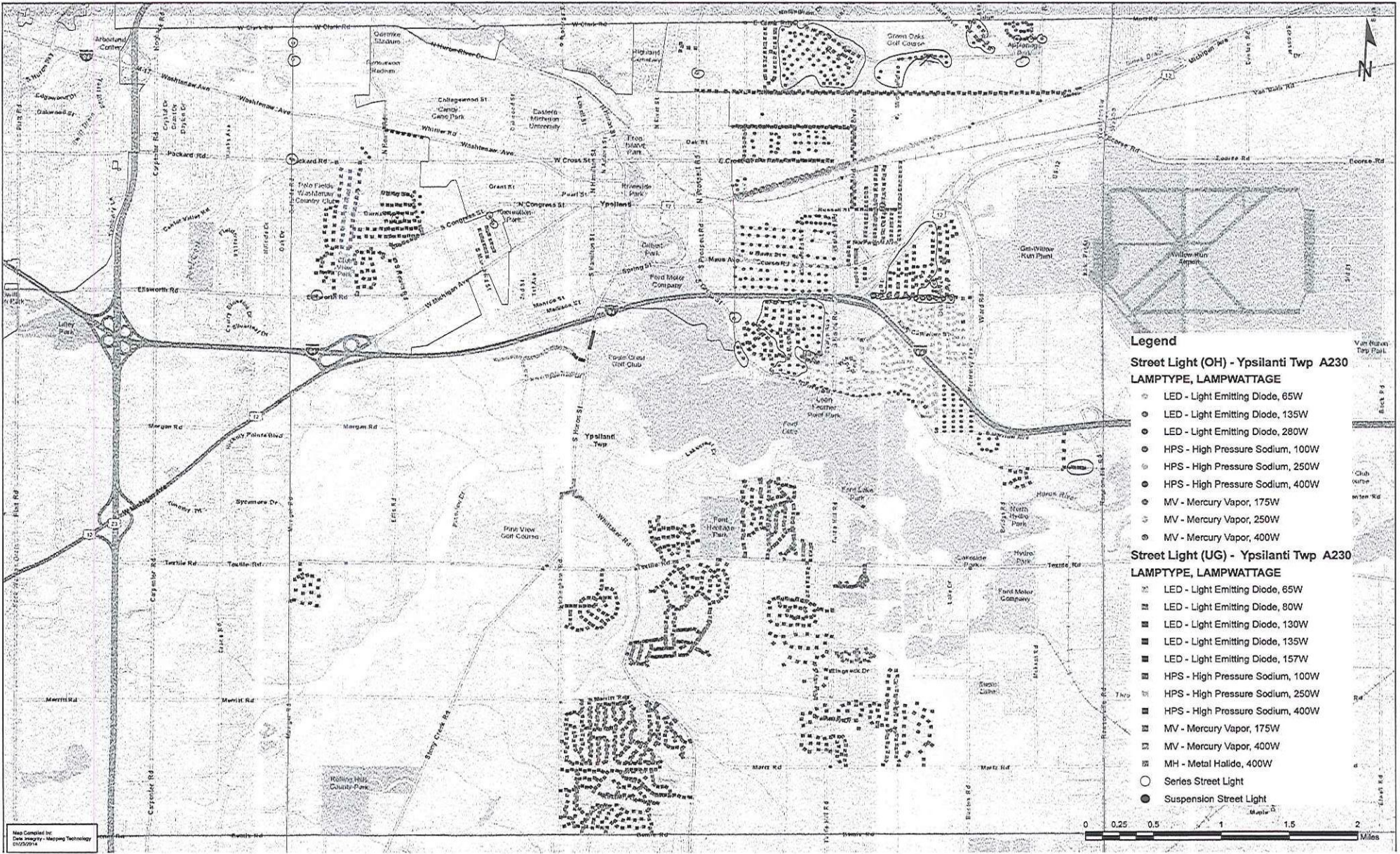
Title: Supervisor

By: Karen Longjoy Rol

Name: Karen Longjoy Rol

Title: Clerk 2-19-14

Ypsilanti Township - Streetlight Locations



Legend

Street Light (OH) - Ypsilanti Twp A230 LAMPTYPE, LAMPWATTAGE

- LED - Light Emitting Diode, 65W
- LED - Light Emitting Diode, 135W
- LED - Light Emitting Diode, 280W
- HPS - High Pressure Sodium, 100W
- HPS - High Pressure Sodium, 250W
- HPS - High Pressure Sodium, 400W
- MV - Mercury Vapor, 175W
- MV - Mercury Vapor, 250W
- MV - Mercury Vapor, 400W

Street Light (UG) - Ypsilanti Twp A230 LAMPTYPE, LAMPWATTAGE

- LED - Light Emitting Diode, 65W
- LED - Light Emitting Diode, 80W
- LED - Light Emitting Diode, 130W
- LED - Light Emitting Diode, 135W
- LED - Light Emitting Diode, 157W
- HPS - High Pressure Sodium, 100W
- HPS - High Pressure Sodium, 250W
- HPS - High Pressure Sodium, 400W
- MV - Mercury Vapor, 175W
- MV - Mercury Vapor, 400W
- MH - Metal Halide, 400W
- Series Street Light
- Suspension Street Light



Map Compiled by
DTE Energy - Mapping Technology
01/20/2014

CHARTER TOWNSHIP OF YPSILANTI

ORDINANCE NO. 2014-434

*An Ordinance to Amend the Code of Ordinances,
Chapter 42. Section 371 entitled Truancy*

The Charter Township of Ypsilanti ordains that Chapter 42, Section 371 is amended as follows:

Sec. 42-371. Truancy in public places and motor vehicles.

- (a) It is unlawful for a minor under the age of 18 years who is enrolled in a public, private or charter educational program to be absent from school when the school he or she is enrolled in is in session.
- (b) Exceptions. The provisions of subsection (a) shall not apply when:
 - (1) The minor has in his or her possession a written excuse from the minor's parent, legal guardian, or other adult person having the legal care or custody of the minor;
 - (2) The minor is accompanied by his or her parent, legal guardian or other adult person having the legal care or custody of the minor;
 - (3) The minor is on an emergency errand directed by his or her parent, legal guardian or other person having legal care or custody of the minor;
 - (4) The minor is going directly to or returning from a medical, dental or orthodontic appointment;
 - (5) The minor has permission to leave school and has in his or her possession a valid school excuse to be absent from school;
 - (6) The minor is going directly to or returning from a public meeting or place of entertainment, such as a movie, play, sporting event, dance or school activity, provided such meeting, event or activity is a school approved activity or is otherwise supervised by school personnel;
 - (7) The presence of the minor in such place is connected with or required by a school approved or school related business, trade, profession or occupation in which the minor is lawfully engaged;
 - (8) The minor has graduated from high school or has fulfilled all requirements for high school graduation;
 - (9) The minor is in attendance at religious instruction classes in accordance with section 156(3)(d) of Public Act 451 of 1970 (MCL 380.1561(3)(d)); or
 - (10) The minor is being educated in an organized educational program at the minor's home by his or her parent or legal guardian in accordance with Public Act No. 451 of 1976 (MCL 380.1 et. seq.).
- (d) Violation of subsection (a) shall be a misdemeanor punishable by a maximum fine in the amount of \$50.00 for a first offense and \$100.00 for a second or subsequent offense during a calendar school year.

(Ord. No. 2006-370, § I, 1-16-07)

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 invalidate.

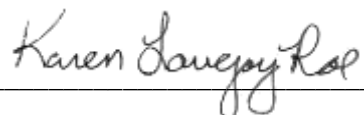
Publication

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

Effective date

This Ordinance shall become effective 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 approval of the first reading of Proposed Ordinance No. 2014-434 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on February 18, 2014. The second reading is scheduled to be heard on March 18, 2014.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

RESOLUTION NO. 2014-6

Revising Resolution No. 2013-37 CHARTER TOWNSHIP OF YPSILANTI WAGE RESOLUTION FOR ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES

WHEREAS administrative and confidential employees received a 3% decrease in 2010 and in 2011 and 2012, their paid time off was decreased by 8 days, which is equivalent to a 3% reduction and was restored in 2013; and

WHEREAS in 2013, their salary remained the same as in 2010, 2011 and 2012;

NOW THEREFORE BE IT RESOLVED that the salaries for administrative and confidential employees are recommended to be as follows:

	2009 Total Salary*	2010 Total Salary	2011 Total Salary	2012 Total Salary	2013 Total Salary	2014 Total Salary
	Deputy Supervisor	\$54,954	\$ 53,306	\$ 53,306	\$53,306	\$ 54,954
Note 1	Neighborhood Watch Coordinator		\$ 7,800	\$7,800	\$7,800	\$ 7,800
	Deputy Clerk	\$54,954	\$ 53,306	\$ 53,306	\$53,306	\$ 54,954
	Deputy Treasurer	\$54,954	\$ 53,306	\$ 53,306	\$53,306	\$ 54,954
	Human Resource Generalist II	\$54,026	\$ 52,405	\$ 54,905	\$54,905	\$ 54,026
Note 2	Accounting Director	\$82,978	\$ 80,489	\$ 70,000	\$70,000	\$ 70,630
Note 3	Assessor		\$ 28,700	\$ 40,000	\$40,000	\$ 40,000
	Building Director	\$77,137	\$ 74,823	\$ 74,823	\$74,823	\$ 77,137
	Planning Director	\$82,956	\$ -	\$ 65,000	\$65,000	\$ 66,950
	Recreation Director	\$75,504	\$ 73,239	\$ 73,239	\$73,239	\$ 75,504
	Hydro Operator	\$53,690	\$ 53,690	\$ 53,690	\$53,690	\$ 55,301
	Fire Chief	\$77,000	\$ 74,690	\$ 74,690	\$74,690	\$ 77,000
	Police Services Administrator	\$81,988	\$ 79,528	\$ 79,528	\$79,528	\$ 81,988
	14B District Court Judge	\$45,724	\$ 45,724	\$ 45,724	\$45,724	\$ 45,724
Note 4	Magistrate/Court Administrator	\$45,000	\$ 45,000	\$ 45,000	\$67,258	\$ 67,863
	Court Administrator	\$57,804	\$ 56,070	\$ 56,070	\$0	\$ -
Note 5	Secretary/Court Recorder	\$50,764	\$ 49,241	\$ 49,241	\$49,241	\$ 49,241
Note 5	Secretary/Court Recorder	\$50,764	\$ 49,241	\$ 49,241	\$49,241	\$ 49,241
	Residential Services Director	\$83,612	\$ 81,104	\$ 81,104	\$81,104	\$ 83,612
	Golf Course Superintendent	\$81,065	\$ 77,520	\$ 75,194	\$75,194	\$ 75,194
	Assistant to Golf Course Superintendent	\$31,011	\$ 29,650	\$ 29,650	\$29,650	\$ 29,650
Note 6	Golf Pro	\$51,138	\$ 48,892	\$ 48,892	\$48,892	\$ 54,892

Note 1 The Neighborhood Watch duties and salary are being split between the Supervisor and Deputy Supervisor.

Note 2 The Accounting Director received an additional 8 days of paid time off in January 2013. It is recommended that her portion of health care costs for family coverage be reduced from 35% to 20% (which equals 2.1%) and that an additional .9% increase be given to equal a 3% pay increase. This is the same as what is proposed for all other employees.

Note 3 The Assessor is a part-time position and is budgeted for additional time at \$30.00 per hour for 2014, if needed. It is recommended that the salary be increased to \$40,000.

Note 4 The salary for the Magistrate/Court Administrator was increased in 2012. It is recommended that his portion of health care costs for family coverage be reduced from 35% to 20% (which equals 2.1%) and that an additional .9% increase be given to equal a 3% pay increase. This is the same as what is proposed for all other employees.

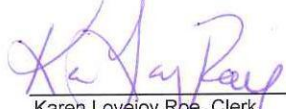
Note 5 These two appointed positions did not receive the amount listed on the resolution in previous years. In 2014, their salary will increase to the amount listed on the resolution. Weekend jail duty and additional responsibilities are included in this amount.

Note 6 The Assistant Golf Pro was promoted to Golf Pro in 2013 and his salary was increased to \$54,892 at that time.

Due to the way our pay weeks fall in 2014, each employee will receive an additional 3 days of payroll accrual, with the exception of elected officials.

Revisions are highlighted in yellow.

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. 2014-6 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on February 18, 2014.


 Karen Lovejoy Roe, Clerk
 Charter Township of Ypsilanti

Executive Session Minutes

- A. The February 18, 2014, Executive Session Minutes will be distributed to Board Members prior to the meeting.

Check Date	Bank	Check	Vendor	Vendor Name	Amount
<i>Hand Checks</i>					
Bank AP AP					
02/13/2014	AP	164201	6821	AT & T	1,789.71
02/13/2014	AP	164202	0363	COMCAST CABLE	94.85
02/13/2014	AP	164203	0363	COMCAST CABLE	84.90
02/13/2014	AP	164204	0363	COMCAST CABLE	91.68
02/13/2014	AP	164205	0363	COMCAST CABLE	241.54
02/13/2014	AP	164206	0118	DTE ENERGY	4,909.98
02/13/2014	AP	164207	0426	GUARDIAN ALARM	453.93
02/13/2014	AP	164208	4951	MICHAEL SARANEN	148.40
02/13/2014	AP	164209	1475	VERIZON WIRELESS	70.80
02/13/2014	AP	164210	0480	YPSILANTI COMMUNITY	149.13
02/14/2014	AP	164211	0363	COMCAST CABLE	84.85
02/14/2014	AP	164212	0363	COMCAST CABLE	144.35
02/14/2014	AP	164213	SIC	STANDARD INSURANCE COMPANY	2,417.04
02/14/2014	AP	164214	1475	VERIZON WIRELESS	1,105.75
02/14/2014	AP	164215	1475	VERIZON WIRELESS	1,499.88
02/18/2014	AP	164216	15934	WASTE MANAGEMENT	850.80
02/18/2014	AP	164217	15934	WASTE MANAGEMENT	843.44
02/18/2014	AP	164218	15934	WASTE MANAGEMENT	234.32
02/18/2014	AP	164219	15934	WASTE MANAGEMENT	27,976.16
02/18/2014	AP	164220	15934	WASTE MANAGEMENT	1,840.97
02/18/2014	AP	164221	15934	WASTE MANAGEMENT	27,197.96
02/18/2014	AP	164222	15934	WASTE MANAGEMENT	122,174.19
02/20/2014	AP	164223	2039	DTE ENERGY COMPANY -	65,144.00
02/20/2014	AP	164224	0426	GUARDIAN ALARM	1,456.53
02/20/2014	AP	164225	0426	GUARDIAN ALARM	813.32
02/20/2014	AP	164226	0426	GUARDIAN ALARM	572.19
02/20/2014	AP	164227	4071	YPSILANTI TOWNSHIP TAX	7,514.79

AP TOTALS:

Total of 27 Checks:	269,905.46
Less 0 Void Checks:	0.00
Total of 27 Disbursements:	<u>269,905.46</u>

Account Payable checks

605,188.96

Hand checks

269,905.46

Grand Total

875,094.42

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank AP AP					
02/24/2014	AP	164228	2937	A & R TOTAL CONSTRUCTION, INC.	109.11
02/24/2014	AP	164229	11339	ACCUSHRED LLC	50.00
02/24/2014	AP	164230	15493	ADAM KURTINAITIS	390.00
02/24/2014	AP	164231	0560	ALLGRAPHICS CORPORATION	652.25
02/24/2014	AP	164232	0017	ANN ARBOR CLEANING SUPPLY	260.94
02/24/2014	AP	164233	0022	ANN ARBOR WELDING SUPPLY CO	78.21
02/24/2014	AP	164234	1990	ANNETTE GONTARSKI	91.45
02/24/2014	AP	164235	0002	APOLLO FIRE EQUIPMENT CO.	4,000.00
02/24/2014	AP	164236	1014	ARGUS HAZCO	451.72
02/24/2014	AP	164237	0215	AUTO VALUE YPSILANTI	190.90
02/24/2014	AP	164238	6885	BACK TO NATURE LAWN CARE	933.76
02/24/2014	AP	164239	BIDDLE CON	BIDDLE CONSULTING GROUP, INC	1,577.00
02/24/2014	AP	164240	6959	BUTZEL LONG	4,347.00
02/24/2014	AP	164241	CALL CTR	CALL CENTER/SHARED SERVICES LLC	1,273.53
02/24/2014	AP	164242	16315	CAMTRONICS COMMUNICATIONS CO.	596.69
02/24/2014	AP	164243	6659	CARL ROWSEY	70.00
02/24/2014	AP	164244	2276	CINCINNATI TIME SYSTEMS	699.10
02/24/2014	AP	164245	1312	COMPLETE BATTERY SOURCE	347.94
02/24/2014	AP	164246	0582	CONGDON'S	118.41
02/24/2014	AP	164247	CONSTANT	CONSTANT CONTACT	462.00
02/24/2014	AP	164248	0521	DSS CORPORATION	218.00
02/24/2014	AP	164249	E.HARGROVE	EBONY HARGROVE	100.00
02/24/2014	AP	164250	15987	EDGAR RAINEY	51.00
02/24/2014	AP	164251	ELSINORE	ELSINORE TECHNOLOGIES INC	900.00
02/24/2014	AP	164252	6515	EMERGENCY MEDICAL PRODUCTS	11.90
02/24/2014	AP	164253	2913	EMERGENCY VEHICLE SERVICES	155.80
02/24/2014	AP	164254	1200	FEDERAL EXPRESS CORPORATION	22.18
02/24/2014	AP	164255	15796	FIRST DUE FIRE SUPPLY	685.00
02/24/2014	AP	164256	1233	GORDON FOOD SERVICE INC.	264.54
02/24/2014	AP	164257	0107	GRAINGER	477.94
02/24/2014	AP	164258	G.CRUMP	GREGORY CRUMP	18.00
02/24/2014	AP	164259	6414	GRIFFIN PEST SOLUTIONS	90.00
02/24/2014	AP	164260	2831	HERKIMER RADIO SERVICE	400.00
02/24/2014	AP	164261	0503	HOME DEPOT	37.28
02/24/2014	AP	164262	8477	HOMER TURNER	2,517.60
02/24/2014	AP	164263	0174	HONEYWELL	1,691.00
02/24/2014	AP	164264	6147	HP DIRECT	876.71
02/24/2014	AP	164265	J&J DIGIT	J & J DIGITAL SOLUTIONS	129.19
02/24/2014	AP	164266	JACKSON TR	JACKSON TRUCK SERVICE, INC	337.57
02/24/2014	AP	164267	J. ETCHISO	JAVIN ETCHISON	24.00
02/24/2014	AP	164268	K.WRIGHT	KEVIN WRIGHT	500.00
02/24/2014	AP	164269	KEYSTONE	KEYSTONE EVENT MANAGEMENT CONCEPTS	195.00
02/24/2014	AP	164270	KONICA	KONICA MINOLTA BUSINESS SOLUTIONS	41.60
02/24/2014	AP	164271	15990	LONGS OUTDOOR POWER	101.49
02/24/2014	AP	164272	MANPOWER	MANPOWER	866.25
02/24/2014	AP	164273	0158	MARK HAMILTON	1,500.00
02/24/2014	AP	164274	15195	MARK NELSON	108.41
02/24/2014	AP	164275	0140	MCAA	75.00
02/24/2014	AP	164276	0253	MCLAIN AND WINTERS	9,775.00
02/24/2014	AP	164277	1485	MICHIGAN CAT	527.73
02/24/2014	AP	164278	11276	MICHIGAN DEPT. OF AGRICULTURE	145.00
02/24/2014	AP	164279	16461	MICHIGAN LINEN SERVICE, INC.	793.37
02/24/2014	AP	164280	0044	MICHIGAN MUNICIPAL LIABILITY	654.00
02/24/2014	AP	164281	16407	MLIVE MEDIA GROUP	1,011.76
02/24/2014	AP	164282	6278	OBRYAN'S LOCK & KEY*	127.00
02/24/2014	AP	164283	2997	OFFICE EXPRESS	333.30
02/24/2014	AP	164284	0309	ORCHARD, HILTZ & MCCLIMENT INC	946.75
02/24/2014	AP	164285	0585	OVERHEAD DOOR COMPANY	500.00
02/24/2014	AP	164286	6923	PEAR SPERLING EGGAN &	756.00
02/24/2014	AP	164287	P. POWER	PETER POWER	1,085.00
02/24/2014	AP	164288	PREFERRED	PREFERRED TONER SOLUTIONS	154.90
02/24/2014	AP	164289	6045	Q.P.S PRINTING	374.93
02/24/2014	AP	164290	3214	RENT A WRECK	99.90
02/24/2014	AP	164291	15386	RICOH USA, INC.	11,610.46
02/24/2014	AP	164292	6308	RKA PETROLEUM	4,739.52
02/24/2014	AP	164293	6421	ROBERT ENGEL	2,517.60
02/24/2014	AP	164294	6757	SMETKA HEATING & COOLING	1,955.00
02/24/2014	AP	164295	2990	SOUTHEASTERN EQUIPMENT	23,726.65
02/24/2014	AP	164296	15751	SOUTHERN COMPUTER WAREHOUSE	867.04
02/24/2014	AP	164297	5728	STATE OF MICHIGAN -	500.00
02/24/2014	AP	164298	1227	TARGET INFORMATION	314.74
02/24/2014	AP	164299	15941	TODD BARBER	1,400.00
02/24/2014	AP	164300	6523	UNIQUE 1 SERVICE	966.00
02/24/2014	AP	164301	6215	UNITED STATES POSTMASTER	5,355.32
02/24/2014	AP	164302	3082	UNIVERSITY TRANSLATORS	140.00
02/24/2014	AP	164303	6627	VICTORY LANE	37.39
02/24/2014	AP	164304	0895	WASHTENAW COUNTY	100.00
02/24/2014	AP	164305	0895	WASHTENAW COUNTY	2,200.00

Check Date	Bank	Check	Vendor	Vendor Name	Amount
02/24/2014	AP	164306	0444	WASHTENAW COUNTY TREASURER#	49,166.00
02/24/2014	AP	164307	0444	WASHTENAW COUNTY TREASURER#	448,061.25
02/24/2014	AP	164308	WASHTENAW	WASHTENAW URGENT CARE	90.00
02/24/2014	AP	164309	15421	WEX BANK	1,654.18
02/24/2014	AP	164310	1627	WINGFOOT COMMERCIAL TIRE	853.74
02/24/2014	AP	164311	4263	WOLVERINE FREIGHTLINER	204.94
02/24/2014	AP	164312	0480	YPSILANTI COMMUNITY	2,188.40
02/24/2014	AP	164313	0729	ZEP MANUFACTURING COMPANY	160.62

AP TOTALS:

Total of 86 Checks:

605,188.96

Less 0 Void Checks:

0.00

Total of 86 Disbursements:

605,188.96

ATTORNEY REPORT

GENERAL LEGAL UPDATE

CHARTER TOWNSHIP OF YPSILANTI

2014 BUDGET AMENDMENT #2

March 4, 2014

230 - RECREATION FUND

Total Increase \$12,608.00

Increase revenue and expenditure for private grant from the Helen McCalla Trust to purchase chairs, sound equipment and treadmills for the senior center. A budget amendment was originally approved at the 11/25/13 Board meeting, but not included as a carry forward on the 2014 budget. The funds were not received until January 2014 and no expenditures were made from funds in 2013. This is to be funded by a private grant from the Helen McCalla Trust.

Revenues:	Senior Grant - Private Grantor	230-000-000-675.006	<u>\$12,608.00</u>
			Net Revenues <u><u>\$12,608.00</u></u>
Expenditures:	Senior Rec Center - Equipment	230.751.000.974.022	<u>\$12,608.00</u>
			Net Expenditures <u><u>\$12,608.00</u></u>

249 - BUILDING DEPARTMENT FUND

Total Increase \$10,370.00

Increase for professional service of Graphic Sciences Inc. to digitally scan building department plans. This is funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	249.000.000.699.000	<u>\$10,370.00</u>
			Net Revenues <u><u>\$10,370.00</u></u>
Expenditures:	Professional Services	249.249.000.801.000	<u>\$10,370.00</u>
			Net Expenditures <u><u>\$10,370.00</u></u>

252 - HYDRO STATION FUND

Total Increase \$204,045.00

Increase to replace the existing turbine #2 wicket gates and hardware that are showing deterioration. This is funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	252.000.000.699.000	<u>\$204,045.00</u>
			Net Revenues <u><u>\$204,045.00</u></u>
Expenditures:	Repairs Maint and Equipment	252.252.000.930.000	<u>\$204,045.00</u>
			Net Expenditures <u><u>\$204,045.00</u></u>

266 - LAW ENFORCEMENT FUND

Total Increase \$2,000.00

Increase budget for payout of PTO & Sick time for approved payout of accrued time. This is funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	266.000.000.699.000	<u>\$2,000.00</u>
			Net Revenues <u><u>\$2,000.00</u></u>
Expenditures:	Salaries Pay Out - PTO&SICKTIME	266.304.000.708.004	<u>\$2,000.00</u>
			Net Expenditures <u><u>\$2,000.00</u></u>

590 - COMPOST FUND

Total Increase \$30,000.00

Increase budget for Salary-Temporary/seasonal wages for the gate attendant. An explanation shows in the 2014 budget notes, but was inadvertently omitted in the original budget numbers. Budgeted prior year at \$29,000 and requesting \$30,000 for 2014. This is funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	590.000.000.699.000	<u>\$30,000.00</u>
			Net Revenues <u><u>\$30,000.00</u></u>
Expenditures:	Salary/Temporary Seasonal	590-590.000-707.000	<u>\$30,000.00</u>
			Net Expenditures <u><u>\$30,000.00</u></u>

Motion to Amend the 2014 Budget (#2):

Move to increase the Recreation Fund budget by \$12,608 to \$930,672 and approve the department line item changes as outlined.

Move to increase the Building Department Fund budget by \$10,370 to \$388,020 and approve the department line item changes as outlined.

Move to increase the Hydro Station Fund budget by \$204,045 to \$576,726 and approve the department line item changes as outlined.

Move to increase the Law Enforcement Fund budget by \$2,000 to \$6,617,276 and approve the department line item changes as outlined

Move to increase the Compost Fund budget by \$30,000 to \$898,618 and approve the department line item changes as outlined.

RESOLUTION NO. 2014-7

CHARTER TOWNSHIP OF YPSILANTI TEMPORARY ROAD CLOSURE

Resolution authorizing the temporary road closure of Stony Creek Road, to Textile Road, to Hitchingham Rd., to Merritt Road (back to Stony Creek Rd.) on Sunday, April 27, 2014, from 10:00 a.m. to Noon. for the "Ride for Recovery" Dawn Farm Fundraising Event.

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

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

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



February 20, 2014

Karen Lovejoy Roe, Clerk
Township Civic Center
7200 S. Huron River Drive
Ypsilanti Township, MI 48197

Dear Ms. Lovejoy Roe,

Dawn Farm is hosting a fundraising event, "Dawn Farm 5th Annual Ride for Recovery", on Sunday, April 27, 2014. We are asking the Township for permission to allow for intermittent road closures of the following roads on that day, from 10:00 am until 12:00 pm:

Stony Creek Road, to Textile, to Hitchingham, to Merritt Road and back to Stony Creek Road
*see attached map

We have also submitted the application, insurance forms and permit fee to the Washtenaw County Road Commission. We will be contracting out with the Washtenaw County Sheriff's Department to have two deputies present during the intermittent road closures.

Thank you for your time and consideration.

Sincerely,

Megan Rodgers
Development Director
6633 Stony Creek Road, Ypsilanti MI 48197
(734)485-8725 ext. 221
mrodgers@dawnfarm.org

Spera Recovery Center
A place to begin recovery with safe withdrawal and support services
502 West Huron
Ann Arbor, MI 48103
734.669.8265
734.669.0728 facsimile

Farm Facility
Long-term residential addiction treatment on a working 74 acre farm
6633 Stony Creek Road
Ypsilanti, MI 48197
734.485.8725
734.485.6103 facsimile

Dawn Farm Downtown
Short-term residential addiction treatment in downtown Ann Arbor
544 North Division
Ann Arbor, MI 48104
734.769.7366
734.769.7393 facsimile

Dawn Farm Outpatient
Individual and group therapy with a strong focus on recovery
320 Miller, Suite 100
Ann Arbor, MI 48103
734.821.0216
734.821.0218 facsimile

Chapin Street Project
Transitional housing in a safe, supportive recovering community
502 West Huron
Ann Arbor, MI 48103
734.485.8725
734.485.6103 facsimile



Address 6633 Stony Creek Rd
Ypsilanti, MI 48197

Dawn Farm 5th Annual Ride for Recovery run/walk route.



CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2014-8

Requiring Registration of Vacant Residential,
Commercial and Industrial Properties

Whereas, the Township Board has seen an increase in vacant residential, commercial and industrial properties since the foreclosure crisis in 2007, and

Whereas, a number of vacant residential, commercial and industrial properties have been allowed to deteriorate resulting in unsecured structures, burst water pipes, collapsed roofs, unmaintained lawns and shrubs; and

Whereas, the Township Board of Trustees finds that it is in the best interest of the health, safety and welfare of Township residents to regulate vacant residential, commercial and industrial properties by requiring that such properties register with the Office of Community Standards; and

Whereas, the ordinance requires that vacant properties be inspected, maintained and secured in accordance with the standards set forth in the 2012 International Property Maintenance Code.

Now Therefore, Be it resolved, that Ordinance No. 2014-435 is hereby adopted by reference.

**CHARTER TOWNSHIP OF YPSILANTI
PROPOSED
ORDINANCE NO. 2014-435**

An Ordinance to Amend Chapter 48 of the Ypsilanti
Charter Township Code of Ordinances to Require
Registration of Vacant Residential, Commercial and
Industrial Properties

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, financial institution or trust 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, commercial or industrial 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, commercial and industrial 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, commercial and industrial properties.

Section 6 - Vacant properties to be registered annually

Owners of real property are required to register all vacant residential, commercial and industrial properties within 30 days of the vacancy and to reregister the properties annually thereafter. Residential, commercial and industrial structures 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 vacant 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 residential, commercial and industrial structures 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 structure 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 structure is damaged by fire, the owner has 30 days, unless otherwise extended by the Director of Community Standards or his designee, 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.

OTHER BUSINESS

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



Hydro Station

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 544-3690
Fax: (734) 544-3626
www.ytown.org

MEMORANDUM

TO: Charter Township of Ypsilanti Board of Trustees

FROM: Michael Saranen, Hydro Operator / Manager
Jeff Allen, Residential Services Director

DATE: February 21, 2014

RE: Board Approval to Replace Generator #2 Wicket Gates & Hardware for \$204,045, budgeted in #252.252.000.930.000

At your January 21, 2014 Board Meeting you authorized us to seek quotes for the replacement of generator #2 wicket gates. Enclosed are proposals to replace the existing wicket gates & hardware. As you can see the cost are much higher than anticipated and the additional money to provide a safe work place put additional fees on the project.

However, the Hydro Station's generators are a critical part of the operation and revenue base for the station. The existing turbine #2 wicket gates and hardware are showing deterioration and are in need of replacement. At that January meeting, you authorized us to seek proposals from 2 companies that have the experience, Padnos Leitelt & James Luffel Company, to do this work.

This work is planned for mid-July and will continue for about 4 weeks. Some of the parts needed for this project will take about 3 months to manufacture.

Proposals were received from:

Padnos Leitelt, Grand Rapids MI –	\$ 139,725.00
James Luffel Company, Springfield, OH –	\$ 130,000.00

In addition, the Township will be required to provide safety personnel for confined space, in order to be compliant with OSHA.

Confine space rescue estimated cost	\$ 44,320.00
-------------------------------------	--------------

Also, with a project of this size we may find unforeseen work that needs to be addressed in an urgent manner. It is recommended that a contingency amount of approximately 10% be available to be able to address any matters that are found during the project.

Contingency Amount	\$ 20,000.00

Estimated Cost of Project	\$ 204,045.00

After reviewing both proposals for price, company experience, workforce location and other factors, it is requested that the Township Board to accept the proposal from Padnos Leitelt of Grand Rapids, Michigan, in the amount of \$ 139,725. The bid from Leitelt is obviously almost \$10,000 more than the Leffels bid. We are recommending Leitelt however, because of our prior satisfactory work experience with them, that they are a State of Michigan company, and they will build to fit, as opposed to pre-fabbing all the materials.

If and when they are approved by the Board, they will submit their bonds and insurance to the satisfaction of the Township to gain a contract and begin to order the necessary materials after that point.

Padnos Leitelt, Inc.

2301 TURNER NW
GRAND RAPIDS, MI 49544
Phone (616) 363-3817 Fax (616) 363-4081

February 19, 2014

Charter Township of Ypsilanti
Ford Lake Dam
7200 S. Huron River Drive
Ypsilanti, MI 48197

Subject: RFP for Wicket gates and Hardware Project on a 1600 KVA Hydro Generator

To Whom It May Concern:

We are pleased to submit this proposal for your review and consideration.

Work Description-Task #1:

Supply material and labor to manufacture the following components as listed per your RFP:

- 25 pc. Gate Links, Cast iron bronze-bushed
- 21 pc. Gate Pins, Stainless Steel
- 21 pc. Gate Ring Pins, Stainless Steel
- 21 pc. Gate Ring Pin Jam Nut, Stainless Steel
- 21 pc. Gate Bolts, Stainless Steel
- 21 pc. Gate Bolt Bushings, Stainless Steel
- 21 pc. Lock Nuts, Bronze
- 4 pc. Connecting Rod Pins, Stainless Steel (2-pins to be equipped with locking nuts)
- 20 pc. Wicket Gates w/bronze bushings, Cast Ductile Iron
- 21 pc. Wicket Gate Pivot Washers, Stainless Steel

Work Description-Task #2:

- Provide labor and equipment to remove existing parts as listed above in Task #1. Place old parts on Level #1.
- Perform a detail inspection of turbine case components and runner. Photos or video will be provided.
- Prep work area for the acceptance of new parts.
- Provide labor and equipment to install new components as listed above in Task #1. Check and confirm easy operation of Wicket Gates prior to installation of link pins.
- Cycle gate hydraulic system, check and adjust Wicket Gate closure.

-Continued-

Charter Township of Ypsilanti
Ford Lake Dam
February 19, 2014
Page # 2

Price for Task #1	\$64,635.00
Price for Task #2	\$72,075.00
Bonding @ Cost	<u>\$3,051.00</u>
Total Cost	\$139,725.00

Charter Township of Ypsilanti to be Responsible for Providing the Following:

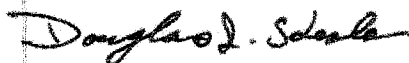
- 115 VAC Electrical Service to operate hand tools and lights
- Restroom
- Compressed Air
- Lock Out/Tag Out Instructions
- Confined Space Program, permits if required, Rescue Personnel with equipment
- Operation of the Overhead Crane if required
- Opening & Closing of Head Gates
- Providing a water tight environment in the turbine pit or maintaining an acceptable water level for our personal to perform the required work safely

Notes:

The Wicket Gates and Gate Links will be epoxy painted.

If you have any questions or concerns regarding this proposal, please feel free to contact us. We thank you for the opportunity of quoting on the above project and we look forward to working with you in the near future.

Sincerely,
Padnos-Leitelt, Inc.



Douglas J. Kesler
Sales

Bond No. _____

BID BOND

The American Institute of Architects,
AIA Document No. A310 (February, 1970 Edition)

KNOW ALL MEN BY THESE PRESENTS, that we Padnos-Leitelt, Inc.
2307 Turner Avenue NW
Grand Rapids, MI 49544

as Principal hereinafter called the Principal, and Hudson Insurance Company
a corporation duly organized under the laws of the state of Delaware as Surety, hereinafter called the Surety,
are held and firmly bound unto Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

as Obligee, hereinafter called the Obligee, in the sum of Five Percent of the Accompanying Bid

Dollars (\$ 5%), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for _____
RFP for Wicket Gates and Hardware Project on a 1600KVA Hydro-Generator

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 20th day of February, 2014

Padnos-Leitelt, Inc.
Principal (Seal)

By: Douglas J. Stealer
Name/Title

Hudson Insurance Company
Surety (Seal)

By: Dennis E. Scully
Dennis E. Scully Attorney-in-Fact

Witness

James Hayward
Witness



BID BOND POWER OF ATTORNEY

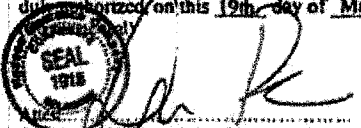
KNOW ALL MEN BY THESE PRESENTS: That HUDSON INSURANCE COMPANY, a corporation of the State of Delaware, with offices at 17 State Street, New York, New York, 10004, has made, constituted and appointed, and by these presents, docs make, constitute and appoint

Cari M. Vanden Bosch, Robert B. Darrow, Dennis E. Scully, Valerie L. Giuliano
of the State of Michigan

its true and lawful Attorney(s)-in-Fact, at New York City in the State of New York, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety, bid bonds for any and all purposes.

Such bid bonds, when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary.

In Witness Whereof, HUDSON INSURANCE COMPANY has caused these presents to be of its Executive Vice President therunto duly authorized, on this 19th day of March, 2012 at New York, New York.

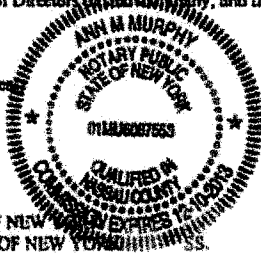

Dina Daskalakis, Assistant Corporate Secretary

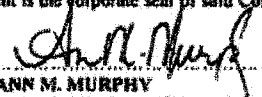
HUDSON INSURANCE COMPANY

By 
Christopher T. Suarez, Executive Vice President

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

On the 19th day of March, 2012 before me personally came Christopher T. Suarez to me known, who being by me duly sworn did depose and say that he is an Executive Vice President of HUDSON INSURANCE COMPANY, the Company described herein and which executed the above instrument, that he knows the seal of said Company, that the seal affixed to said instrument is the corporate seal of said Company, that it was so affixed by order of the Board of Directors of said Company, and that he signed his name thereto by like order.

(Notarial Seal)

ANN M. MURPHY
NOTARY PUBLIC
STATE OF NEW YORK
011416067553
QUALIFIED IN
NASSAU COUNTY
COMMISSION EXPIRES 12-10-2013


ANN M. MURPHY
Notary Public, State of New York
No. 011416067553
Qualified in Nassau County
Commission Expires December 10, 2013

CERTIFICATION

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

The undersigned Dina Daskalakis hereby certifies:

THAT the original resolution, of which the following is a true and correct copy, was duly adopted by unanimous written consent of the Board of Directors of Hudson Insurance Company dated July 27th, 2007, and has not since been revoked, amended or modified:

"RESOLVED, that the President, the Executive Vice Presidents, the Senior Vice Presidents and the Vice Presidents shall have the authority and discretion, to appoint such agent or agents, or attorney or attorneys-in-fact, for the purpose of carrying on this Company's surety business, and to empower such agent or agents, or attorney or attorneys-in-fact, to execute and deliver, under this Company's seal or otherwise, bonds obligations, and recognizances, whether made by this Company as surety thereon or otherwise, indemnity contracts, contracts and certificates, and any and all other contracts and undertaking made in the course of this Company's surety business, and renewals, extensions, agreements, waivers, consents or stipulations regarding undertakings so made; and

FURTHER RESOLVED, that the signature of any such Officer of the Company and the Company's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

THAT the above and foregoing is a full, true and correct copy of Power of Attorney issued by said Company, and of the whole of the original and that the said Power of Attorney is still in full force and effect and has not been revoked, and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney is now in force.

In witness the hand of the undersigned and the seal of said Company this 20th day of February, 2014
By 
Dina Daskalakis, Assistant Corporate Secretary


Form Bid 8 2010 (v1)

1962-2014
Celebrating over 150 years of Hydro Industry Expertise

THE JAMES LEFFEL & CO.



Manufacturers of
HYDRAULIC TURBINES

1978 Commerce Circle – Springfield, OH USA 45504-2012

Phone (937) 322-0116

www.leffelcompany.com

Fax: (937) 322-0467

February 19, 2014

Charter Township of Ypsilanti

Clerk Office

Attention: Wicket Gates and Hardware Project Hydro Station

7200 S. Huron River Drive

Ypsilanti, MI 48197

Subject: Proposal for Parts and Installation Services

Dear Mr. Saranen,

In response to your request we are pleased to provide the following proposal for repair of your hydro turbine 48" Z, originally supplied on Leffel O.no. W-1262 in 1928.

The James Leffel & Co., being the OEM, is uniquely qualified to provide the parts and services for your hydro turbine. We have all plans and specifications from the delivery of this unit as well as the 33" Z turbine housed in the same power station.

1. Parts:

- 25 pc. Gate Links, Cast Iron-bronze bushed
- 21 pc. Gate Pins, Stainless Steel
- 21 pc. Gate Ring Pins, Stainless Steel
- 21 pc. Gate Ring Pin Jam Nut, Stainless Steel
- 21 pc. Gate Bolts, Stainless Steel
- 21 pc. Gate Bolt Bushings, Stainless Steel
- 21 pc. Lock Nuts, Cast Iron
- 4 pc. Connecting Rod Pins, Stainless Steel
- 20 pc. Wicket Gates, Cast Ductile Iron
- 21 sets of each, Gate Washers, Stainless Steel Bronze

Price: \$ 75,000.00

2. Removal of existing parts, inspection, report, installation of new parts and operation testing. This will also include the following as required by your inquiry:
 - a. Insurance documentation will be provided naming the Twp. as additionally insured
 - b. Proof of OSHA training for applicable articles for The James Leffel & Co. employees.
 - c. Daily logs, expense receipts, mileage logs, and other expenses receipts.
 - d. Travel time from shop to work site will be part of normal work hours.

The James Leffel & Co. to supply labor including tools and expertise to:

- e. Remove existing parts as listed in task #1. Old parts to be placed on Level #1 of the power house. Old parts are property of the Twp.
- f. At the completion of the above task (d), perform a detail inspection (include pictures or video) of the turbine runner. This report will be provided within 24 hours of completion of the inspection. This report will include findings and any recommendations. The Twp. will have 1-2 business days to review the report to decide if any additional actions are required.
- g. Work area will be prepped for the acceptance of new parts. Prepping will include actions to ensure sound operational performance of new parts.
- h. New parts listed in Task #1 will be installed. Gate operation shall be smooth and easily operated by the existing gate hydraulic system. Each wicket gate will be tested for easy operation by moving the gate back and forth without tools prior to installing the link pin.

3. Package Price:

Total Price \$130,000.00

Comments and Clarification

Parts supply and installation work per customer's specification, which in whole is based upon Mr. Anders Dynge, Engineer with The James Leffel & Co. inspection and report from 11/15/2013. The James Leffel & Co. cannot perform installation of possible competitor's parts and will not provide parts for installation by the same.

The work does not include repair of the threads in existing parts other than steel wheel brushing or re-tapping. Any such damages or other breakages found during clean up and inspection will be brought to the customer's attention and a change order to cover any additional work shall be issued by the Twp.

Payment Terms:

\$15,000.00 monthly for 6 months during manufacturing of parts. First payment with purchase order. Balance of \$ 40,000.00 to be paid upon completion of installation, net 30 days.

Other Terms not addressed in TWP's or this letter: Per attached Sales Terms and Conditions.

We will request payment on AIA Payment Form provided by the Twp.

We thank you for this opportunity and are looking forward to working with the Township of Ypsilanti on this turbine service project.

The required Bid Bond is enclosed.

Sincerely,

A handwritten signature in black ink, appearing to read "Anders Dyngge". The signature is written in a cursive, flowing style.

Anders Dyngge
Engineer and General Manager
The James Leffel & Co.

AD/sds

SUR6033640

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

The James Leffel & Co
1978 Commerce Circle
Springfield

OH 45504

as Principal, hereinafter called the Principal, and State Automobile Mutual Insurance Company
518 East Broad Street Columbus

OH 43215

a corporation duly organized under the laws of the State of OH
as Surety, hereinafter called the Surety, are held and firmly bound unto

Charter Township of Ypsilanti

as Obligee, hereinafter called the Obligee, in the sum of 5.00 % of the bid, not to exceed
Seven thousand one hundred fifty Dollars (\$ 7,150.00),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our
heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for
RFP for Wicket Gates and Hardware Project on a 1600 KVA Hydro Generator - Ford Lake

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract
with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the
bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for
the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the
Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference
not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the
Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation
shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 20 day of February, 2014

The James Leffel & Co

Stephen J. Skown

(Witness)

{ *Andrew J. ...* (Principal) (Seal)

Principal Signature and Title

State Automobile Mutual Insurance Company
(Surety) (Seal)

Laura Geroff

(Witness)

{ *Craig Sherman*

Attorney-In-Fact

STATE AUTOMOBILE MUTUAL INSURANCE COMPANY
COLUMBUS, OHIO

CERTIFIED COPY

THIS POWER OF ATTORNEY IS SPECIFIC TO:

Bond No. SUR6033640

Bond Amount. 7,150.00

POWER OF ATTORNEY

Know All Men By These Presents, That STATE AUTOMOBILE MUTUAL INSURANCE COMPANY, a corporation, duly organized and existing under the laws of the State of Ohio, and having its principal offices in the City of Columbus, Ohio, does hereby by these presents make, constitute and appoint Craig Sherman

of Chicago _____ and State of IL

its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver the bond described above, subject to the limitation that the penalty of the bond shall not exceed Seven thousand one hundred fifty (\$ 7,150.00)

and to bind the Company thereby as fully and to the same extent as if the bond was signed by the duly authorized officers of the Company, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. This Power of Attorney is made and executed pursuant to and by authority of the following Resolution adopted by the Board of Directors of the Company at a meeting duly called and held on the 8th day of May 1970:

BE IT RESOLVED, by the Board of Directors of State Automobile Mutual Insurance Company, that any two (2) of the following officers of the Company, viz: the President any Vice President any Assistant Vice President, Secretary, any Assistant Secretary, Treasurer, and any assistant Treasurer, shall have the power and authority to appoint agents and attorneys-in-fact and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds, undertakings, recognizances, consents of surety or other written obligations in the nature thereof; and any such bond, undertaking, recognizance, consent of surety or written obligation in the nature thereof shall be valid and binding upon the Company when duly executed and sealed, if a seal is required, by such attorney-in-fact or agent pursuant to and within the limits of the authority granted by his power of attorney.

BE IT FURTHER RESOLVED, that any two (2) officers may remove any such Attorney-in-Fact or Agent and revoke the power and authority given to him.

BE IT FURTHER RESOLVED, that any two (2) of the following officers of the Company, viz: the President any Vice President any Assistant Vice President, Secretary, any Assistant Secretary, Treasurer, and any assistant Treasurer, shall have the power and authority to execute on behalf of the Company, and attach the seal of the Company thereto, bonds, undertakings, recognizances, consents of surety or other written obligations in the nature thereof; which the business of the Company may require, and any such bond, undertaking, recognizance, consent of surety or written obligation in the nature thereof shall be valid and binding upon the Company when duly executed and sealed, if a seal is required.

This Power of Attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of State Automobile Mutual Insurance Company at a meeting called and held on the 8th day of May, 1970:

BE IT RESOLVED, that the signature of the President any Vice President any Assistant Vice President, Secretary, any Assistant Secretary, Treasurer, and any assistant Treasurer and the Company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance, consent of surety or written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

In Witness Whereof, the Company has caused these presents to be signed by its proper officers and its corporate seal

to be hereunto affixed this 1st day of April, 2010

STATE AUTOMOBILE MUTUAL INSURANCE COMPANY

By: [Signature]
Paul E. Nordman, Vice President/Director of Business Insurance

By: [Signature]
Larry D. Williams, Vice President/Director of Middle Market Operations



STATE OF OHIO }
COUNTY OF FRANKLIN, } ss:

On this 1st day of April, A.D., 2010, before me personally came

Paul E. Nordman and Larry D. Williams

, to me known, who being

duly sworn, did depose and say that they are Assistant Vice Presidents

respectively of STATE AUTOMOBILE MUTUAL INSURANCE COMPANY, the Company described in and which executed the above instrument; that they know the seal of said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Company and that they signed their names, respectively, by like order.



Notary Public



HAL D. THOMPSON
Attorney At Law

Notary Public, State of Ohio


My commission has no expiration date

Sec.147.03 R.C.

CERTIFICATE

I, the undersigned, Assistant Secretary of State Automobile Mutual Insurance Company, an Ohio Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked; and furthermore, that The Resolutions of the Board of Directors set forth in the power of attorney are now in force.

Signed and sealed at Columbus, Ohio, this 20 day of February 2014



Assistant Secretary

John A. Couger



CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

To: Clerk's Office

From: Mike Radzik
Office of Community Standards

Re: **Request to authorize agreement with Graphic Sciences, Inc. to digitize microfilm records for the Building and Planning departments in the amount of \$10,370 budgeted in account 249-249.000-801.000 (pursuant to budget amendment).**

Date: February 25, 2014

The Building and Planning departments have old microfilm records that contain engineering drawings, site plans, zoning maps, ordinance text amendments, architectural plans and utility plans dating back to 1951. There are approximately 13,500 35mm microfilm jackets containing about 81,000 images, and approximately 300 16mm jackets containing about 18,000 images.

There is a continuing need to access these records on a regular basis by both staff and customers. Currently, the records can only be viewed on a microfilm reader device and we are unable to duplicate or print the records in house. The microfilm records need to be scanned and converted to digital format so they can be stored on our computer network and properly backed up to ensure their longevity. Once the images are digitized, it will enable staff to be much more efficient in servicing customer requests.

Graphic Sciences, Inc. is the authorized vendor to perform scanning services through the State of Michigan MIDEAL program. Since Ypsilanti Township participates in this program, we have access to preferred pricing under the state's master services agreement. A representative of Graphic Sciences has viewed our microfilm records and provided the attached proposal to convert these records to digital format. The proposal includes scanning the images and organizing them according to parcel identification number. Once digitized, we will be able to store the files in the BS&A software where they will be available throughout the organization.

I am respectfully requesting authorization to accept the attached proposal from Graphic Sciences in the amount of \$10,370 budgeted in account 249-249.000-801.000.



Your Partner in document and information management
1551 E Lincoln Ave, Madison Heights, MI 48071 248.549.6600 fax 248.549.2760
E-Mail me at TerryB@gsiinc.com

**Request for Proposal
Charter Township of Ypsilanti
Planning Department
Microfilm Jacket Scanning Projects**

**Prepared By:
Graphic Sciences, Inc.
February 12, 2014
Terry Buchanan**

Note: All pricing outlined will be governed by the in force Master Services Agreement between The State of Michigan Scanning Contract 071B3200035 with Graphic Sciences, Inc.

Pricing

We are pleased to provide the following prices to the Charter Township of Ypsilanti, Planning Department. The image count below is based on an estimate. Based upon 13,500 jackets averaging 6 engineering drawings per jacket, there is a total 81,000 images to be scanned. In regards to indexing there are 13,500 jackets to be indexed by their 11 digit Tax ID Number.

Scanning 35mm. Engineering Drawings Tax ID Jackets

<u>ITEM</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
Engineering Drawing Scanning Including image finishing.	81,000 Images	\$.092 per Image	\$ 7,452.00
Indexing Per Jacket Each Jacket (13,500) to be indexed by 11 Digit Tax ID #.	148,500 Char.	\$.0072 per Char.	\$ 1,069.20
Above Images written to DVD	6	\$9.60 per DVD	\$ 57.60
Pickup and Delivery	2	\$35.50 per Trip	\$ 71.00
Total Estimated Cost			\$ 8,649.80

We are pleased to provide the following prices to the Charter Township of Ypsilanti, Planning Department. The image count below is based on an estimate. Based upon 300 jackets averaging 60 office documents per jacket, there is a total 18,000 images to be scanned. In regards to indexing there are 300 jackets to be indexed by their 25 digit Header Row information.

Scanning 16mm. Special Projects & Ordinance Jackets

<u>ITEM</u>	<u>QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
Office Documents Scanning Including image finishing.	18,000 Images	\$.092 per Image	\$ 1,656.00
Indexing Per Jacket Each Jacket (300) to be indexed by 25 Digits.	7,500 Char.	\$.0072 per Char.	\$ 54.00
Above Images written to DVD	1	\$9.60 per DVD	\$ 9.60
Pickup and Delivery Jackets to be picked up at the same time when Tax ID Jackets are picked up.			No Cost
Total Estimated Cost			\$ 1,719.60

NOTE: Above counts are estimates only; the total units processed will be charged the unit pricing listed above.

Payment Terms

- Terms: Net 30 days
- Delivery: TBD
- Tax: If applicable

Change Management

In the event that system design changes become necessary to accommodate as yet unforeseen requirements, *Charter Township of Ypsilanti, Planning Department* will express the need for the change and the desired outcome in writing. The request for change document should be sent to Graphic Sciences, Inc. Graphic Sciences, Inc. will review the change request to determine the feasibility of the change and any potential costs related to the change request. Graphic Sciences, Inc will return, in writing, the results of the feasibility review and a price quotation to Charter Township of Ypsilanti, Planning Department may then accept or reject the change request.