

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE MARCH 17, 2015 REGULAR MEETING**

Supervisor Stumbo, called the meeting to order at approximately 7:11p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited and a moment of silent prayer was observed.

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

Members Absent: Trustees Jean Hall Currie and Mike Martin

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS

Supervisor Stumbo recognized Sheriff Clayton from the audience.

Jerry Clayton, Washtenaw County Sheriff expressed his gratitude to Ypsilanti Township for the continued partnership and investment made in the Law Enforcement Center. He stated the Center was a visual demonstration of the Township's dedication to public safety and partnership with the Sheriff's Department. Sheriff Clayton said the employees were proud to be able to work out of the new facility.

Jim Anuskiewicz, Operations Lieutenant for Ypsilanti Township extended his appreciation, on behalf of all the Deputies that worked there, to the Township Board and Staff for the last two years of preparation to make the Law Enforcement Center a reality.

Arloa Kaiser, Township Resident stated her support to allow the Public Services Director and the Residential Services Director access to view the public surveillance cameras regarding their operational and maintenance capabilities.

CONSENT AGENDA

A. MINUTES OF THE MARCH 3, 2015 WORK SESSION AND REGULAR MEETINGS

B. STATEMENTS AND CHECKS

- 1. STATEMENTS AND CHECKS**
- 2. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR FEBRUARY, IN THE AMOUNT OF \$35,798.66**

C. FEBRUARY 2015 TREASURER REPORT

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

SUPERVISOR REPORT

Supervisor Stumbo reported the Supervisor Report and the Clerk Report was given at the Work Session.

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CLERK REPORT

Clerk Lovejoy Roe requested the Supervisor and Clerk Reports be included in the Board Meeting Minutes in the future.

TREASURER REPORT

None

TRUSTEE REPORT

None

ATTORNEY REPORT

Attorney Winters stated he had given his report at the Work Session.

NEW BUSINESS

- 1. REQUEST AUTHORIZATION FOR THREE FULL TIME OFFICIALS AND TOWNSHIP ATTORNEY TO DRAFT LETTER OF SUPPORT FOR NATIONAL CHURCH SERVICES APPLICATION FOR MSHDA LOW-INCOME HOUSING TAX CREDITS FOR RENOVATION OF CLARK EAST TOWERS ONCE COMPLETED APPLICATION IS RECEIVED**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to authorize three Full Time Officials and Township Attorney to draft letter of support for National Church Services application for MSHDA Low-Income Housing Tax Credits for renovation of Clark East Towers once completed application is received.

Eric Walker, National Church Residences clarified this was a draft application before the Board at this time, but when final application was completed the Board was authorizing the Attorney to draft a letter of support.

Supervisor Stumbo stated once that final application was complete, the Board would authorize the draft letter of support.

Supervisor Stumbo reported the concern with the residents not being aware of the upcoming relocation during the proposed renovations had been addressed during a meeting this afternoon with the residents.

The motion carried unanimously.

- 2. REQUEST OF ERIC COPELAND, FIRE CHIEF TO APPROVE THE 2015/2016 FIRE DISPATCHING SERVICE CONTRACT WITH EMERGENT HEALTH PARTNERS, INC. FOR THE PERIOD OF JULY 1, 2015 THROUGH JUNE 30, 2017 IN THE AMOUNT OF \$144,361.65 TO BE BUDGETED OVER TWO YEARS IN LINE ITEM #206.206.000.857.001**

A motion was made by Treasurer Doe, supported by Trustee Eldridge to table the 2015/2016 Fire Dispatching Service Contract with Emergent Health Partners, Inc. for the period of July 1, 2015 through June 30, 2017 in the amount of \$144,361.65 to be budgeted over two years in line item #206.206.000.857.001.

The motion carried as follows:

**Eldridge: Yes Scott Martin: Yes Stumbo: Yes
Clerk Lovejoy Roe: Yes Treasurer Doe: Yes**

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3. REQUEST TO AMEND PUBLIC SURVEILLANCE CAMERA POLICY TO ALLOW PUBLIC SERVICES ADMINISTRATOR AND RESIDENTIAL SERVICES DIRECTOR TO ACCESS SYSTEM FOR QUALITY CONTROL, MAINTENANCE AND TO ASSIST THE COUNTY SHERIFF'S OFFICE

A motion was made by Trustee Eldridge, supported by Trustee Scott Martin to amend Public Surveillance Camera Policy to allow Public Services Administrator and Residential Services Director to access system for quality control, maintenance and to assist the County Sheriff's Office.

Supervisor Stumbo stated this item was discussed at length during the Work Session. She said the current policy allowed the Township Information Services Manager, only, to assist with the issues with the Sheriff's Department. She said the amendment would allow the Public Services Administrator and Residential Services Director to assist with the cameras and make sure they were operational on a weekly basis, but would not be viewing any stored information.

Lt. Anuszkiewicz stated he saw no harm in adding the Public Services Administrator and the Residential Services Director to the policy to monitor the cameras for quality control and maintenance, in fact it would be helpful.

Trustee Eldridge stated he did not have any trust or integrity issues with Jeff Allen or Mike Radzik assisting but his concern was the public had been told repeatedly that only the Sheriff's Department personnel along with the Township IT Manager would have access to the cameras. Trustee Eldridge said he had suggested the IT Manager and his staff scan the cameras to make sure they were operational once a week.

Trustee Eldridge asked Lt. Anuszkiewicz if it was feasible to have a midnight deputy scan the cameras on a Sunday night into a Monday morning schedule and send a report to the Township officials.

Lt. Anuszkiewicz said they had done that in the past and could continue to do it, he did not have an issue with that method.

Supervisor Stumbo stated there was a motion and support to approve this request before the Board.

Supervisor Stumbo stated the Township Information Services Manager was already part of the policy, the motion before the Board was to allow the Public Services Administrator and Residential Services Director to be added. She agreed it would be better if upper level management handled this task and the deputy's time would be better spent on the road, rather than viewing camera quality.

Trustee Eldridge stated fifteen minutes on a Sunday night into Monday morning would not take any officer off the road, it could be someone in the command staff for that matter. He stated he could not support the current motion before the Board.

Treasurer Doe stated he would be willing to support the motion contingent to informing the Neighborhood Watch groups of the amendment.

Trustee Eldridge stated if the Sheriff's Department, who actually viewed the stored information, had no problems, why would the Board be opposed to the IT Manager and their staff, who already had access, performing quality control and maintenance issues.

Arloa Kaiser voiced her concern that since more cameras had been installed and more were to come, it would take away time from the police and she would rather have Mike and Jeff make sure the cameras were functioning. She felt it would

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just be a manner of presentation by the Board and representatives of the Board to the Neighborhood Watch groups.

Supervisor Stumbo said she would do whatever the Board's pleasure was regarding the issue. She stated the issues that had come to light regarding the quality control and maintenance issues had been unforeseen and now it was just a matter of properly addressing them.

Trustee Scott Martin stated he agreed with Trustee Eldridge that it was necessary to inform the residents of the change before anything was voted on. He felt very secure with the choices of people to perform the maintenance, it was just the perception of the residents that the Board said one thing, but did another, that worried him.

Trustee Eldridge asked if a letter could be sent to each person that had signed the petitions for the cameras. Trustee Eldridge also asked why the Public Services Administrator and the Residential Services Director had been chosen and not the IT staff.

Treasurer Doe stated Jeff and Mike were the ones who dealt with Comcast regarding the cameras.

Supervisor Stumbo informed the Board that Jeff and Mike did not ask for this responsibility, they just seemed to be the logical choice since they worked with all the entities involved. She stated the Board could vote to deny the request and continue the current policy.

Trustee Eldridge stated we could continue the current policy or we could amend it and let the IT Department handle it and he felt the residents would be more receptive with that rather than anyone from the Township staff performing the operational checks.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Scott Martin to table the request to amend Public Surveillance Camera Policy to allow Public Services Administration and Residential Services Director to access system for quality control, maintenance and to assist the County Sherriff's Office.

The motion carried as follows:

**Eldridge: Yes Scott Martin: Yes Stumbo: Yes
Clerk Lovejoy Roe: Yes Treasurer Doe: (stepped out)**

4. REQUEST OF PARK COMMISSION TO APPROVE UPDATED PARK USAGE PLAN

Lonnie Scott, Park Commission briefly reviewed the policy to standardize the process for applicants use, since the parks were being used more often.

Clerk Lovejoy Roe stated her appreciation for the time and effort spent in research and formation of the policy.

A motion was made by Trustee Eldridge, supported by Clerk Lovejoy Roe to approve updated Park Usage Plan. The motion carried unanimously.

5. AUTHORIZATION TO APPROVE YPSILANTI NATIONAL LITTLE LEAGUE TO CONSTRUCT ROOFS OVER THE DUGOUTS AT HARRIS ROAD BALL FIELDS AS APPROVED BY THE PARK COMMISSION

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A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve Ypsilanti National Little League to construct roofs over the dugouts at Harris Road Ball Fields as approved by the Park Commission. The motion carried unanimously.

6. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR AUTHORIZATION TO COMPENSATE FIRE CHIEF ERIC COPELAND FOR ASSUMING DUTIES AS YPSILANTI TOWNSHIP FIRE MARSHAL BUDGETED IN LINE ITEM #206.206.000.705.002 FOR A PERIOD NOT LONGER THAN 6 (SIX) MONTHS WHILE AN EXAMINATION PROCESS IS CONDUCTED AND SUCCESSION PLAN APPROVED

A motion was made by Trustee Scott Martin, supported by Clerk Lovejoy Roe for authorization to compensate Fire Chief Eric Copeland for assuming duties as Ypsilanti Township Fire Marshal budgeted in line item #206.206.000.705.002 for a period not longer than 6 (six) months while an examination process is conducted and succession plan approved.

Chief Copeland stated he did not feel \$2,000 month stipend was fair.

Clerk Lovejoy Roe asked for clarification on the motion.

Chief Copeland stated he had given Madam Supervisor a proposed amount which was lower than the actual expense but higher than \$2,000.

Supervisor Stumbo stated in the Work Session that the suggestion of \$30 an hour for 24 hours had moved to a \$500 a week stipend. She stated the question was whether to pay hourly for each documented hour and get paid for that position above the 40 hour work week or a one-time stipend amount per week.

Chief Copeland stated if that was how the Board wished to do it, he would respectfully request to be compensated from February 6, 2015.

Discussion followed between Supervisor Stumbo and Chief Copeland on the duties as Fire Marshal being contracted out and fairness of the hourly rate versus a stipend amount being paid to the Chief in the interim.

Trustee Scott Martin asked if it was acceptable as written in the proposal, "... it is anticipated that approximately 24 hours per week, outside normal work hours."

Chief Copeland explained that was a proposal to contract the former Fire Marshal for a set amount based on an hourly rate, which was a reduced amount from his actual compensation. Chief Copeland explained he had taken the responsibility four years ago and had said nothing about the expense because he was trying to keep the position in house.

Trustee Scott Martin asked if Chief Copeland was looking for compensation of \$720 per week.

Chief Copeland stated that, as Chief, he was now performing those duties in tandem with his own duties, it was too difficult to keep track of the hours. He provided a brief explanation of time spent with different projects recently. He stated his time of assuming the role of Fire Marshal for the last six months was worth a fair compensation.

Trustee Scott Martin suggested finding someone else to perform the duties of Fire Marshal and compensate Chief Copeland for the work he had already done.

Trustee Eldridge asked Karen Wallin how much time a person had to give Human Resources ahead of their retirement. He wanted to know why we had not been proactive in getting someone on board for this position.

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Karen Wallin, Human Resources stated the former employee was in a drop program and the Township had been aware of the last day of work. She stated the testing had taken place in October 2014.

Chief Copeland explained the process used in 2011 and that in order to test for the Fire Marshal position, candidates have to meet certain benchmarks. He stated we also updated the International Fire Code to 2009, which helped in the testing process. He stated however, in terms of contract negotiations, our contract prohibits the Fire Marshal from assuming leadership positions in emergency situations.

Trustee Eldridge asked if we could contract out since this was a bargaining position and Chief Copeland felt Article 22 of the Labor Agreement stated if there were no qualified bargaining unit members, it could be contracted out.

Clerk Lovejoy Roe asked if no one was interested or if no one was qualified to fill the position and she wanted to know if Larry James was qualified.

Mike Houghton, President IAFF Local 1030 responded to Clerk Lovejoy Roe's question regarding Larry James and stated he had some State certifications that allowed him to function in the role of Fire Marshal, but there were currently no union members, in officer roles, that have those certifications. He stated the union body was fully aware of the situation, that was somewhat self-created, but he expressed the union body appreciated keeping the Fire Marshal promotion in-house and there was interest from 3 – 5 firefighters but they were not officers. He said they were trying to craft, with the Chief, some basic training and knowledge regarding the Fire Marshal position in the hope that would facilitate a better test performance, especially from those who were not officers. He stated discussion had taken place regarding crafting a letter of agreement that would not violate any contract articles on either side in order to obtain a larger number of candidates, increase the success of passing the test and keeping the promotion in-house. He also said he supported Chief Copeland in the Fire Marshal role.

Trustee Eldridge stated there was discussion to waive the provision of being an officer. He voiced his displeasure that nothing had been done to prepare for this situation regarding the Fire Marshal position. Discussion followed on actions that had been taken and possibilities that had been explored. Trustee Eldridge said he felt since Vic had retired over a month ago he might be interested in contracting for the position and that would allow the Chief to be the Chief, exclusively. He suggested that would allow continuity, if Mr. Chevrette agreed to contract and allow the next group of candidates the proper time to study and alleviate the Chief from doing two jobs. He stated he could not support paying above a salary, because other directors had taken on other responsibilities and roles and the Board did not compensate them for additional duties.

Roy Darnell, Township Resident stated he felt there were two issues: one was how to fill the position and the second was that Chief Copeland should be compensated until someone else was found.

Clerk Lovejoy Roe stated she knew it would be ideal to fill the position internally but what difference did it make if it were posted and/or hired from outside.

Mike Helisek, Vice President of IAFF Local 1830 stated it would be a contract violation, since the Fire Marshal position was currently a member of the bargaining unit. He stated they were waiting on a letter of agreement and due to Act 78 the Board does not have the authority to contract or subcontract the Fire Marshal position, rather the Civil Service Commission had to do that.

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Larry Doe asked if an officer didn't pass the test then a letter of agreement could be drafted to test firefighters and the Civil Service Commission could be requested to allow hiring outside.

Trustee Scott Martin stated if the firefighters felt someone was qualified to perform the task of Fire Marshal then they should be allowed to try.

Mike Helisek stated he thought the Chief was going to ask the Civil Service Commission to approve the testing.

Chief Copeland agreed he would be approaching the Civil Service Commission and applauded the idea of proposing Vic Chevrette to fill the position temporarily. He stated his intent was to move beyond the bargaining unit if a viable candidate was not obtained from the next test.

Trustee Scott Martin withdrew the motion, Clerk Lovejoy Roe withdrew support for authorization to compensate Fire Chief Eric Copeland for assuming duties as Ypsilanti Township Fire Marshal budgeted in line item #206.206.000.705.002 for a period not longer than 6 (six) months while an examination process is conducted and succession plan approved.

Discussion followed on how to word the new motion.

Trustee Scott Martin stopped the motion and stated he was not comfortable with any of the language for the motion.

Nancy Wrybkowski, Civil Service Commission Secretary reminded the Board to waive the request for the Board to approve the Civil Service recommendation to test for Fire Marshal to save time in scheduling the Fire Marshal test.

Clerk Lovejoy Roe clarified with Chief Copeland that he would be asking the Civil Service Commission two things at their meeting tomorrow. First he would be asking them to follow the process for Fire Marshal testing and would also request the Civil Service Commission to allow Vic Chevrette to serve as interim Fire Marshal.

Chief Copeland stated there would actually be a third request to the Civil Service Commission to approve subcontracting for a Fire Marshal until the test.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Scott Martin to approve waving the requirement to come back to the Board to go out for Fire Marshal testing after approved by Civil Service Commission, to authorize the Fire Chief to ask the Civil Service Commission for permission to hire a temporary part time person for Fire Marshal and also bring back wage issues for compensating the Fire Chief for Fire Marshal duties to the next board meeting. The motion carried unanimously.

7. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTIES LOCATED AT 620 CALDER, 400 ELDER, 620 GILL, 1433 HARRY, 930 HUNTER, 1081 STUDEBAKER, 6321 ROSSBACK, 449 HAYES AND 992 HAWTHORNE IN THE AMOUNT OF \$45,000.00 BUDGETED IN LINE ITEM #101.950.000.801.023

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe for authorization to seek legal action, if necessary, to abate public nuisance for properties located at 620 Calder, 400 Elder, 620 Gill, 1433 Harry, 930 Hunter, 1081 Studebaker, 6321 Rossback, 449 Hayes and 992 Hawthorne in the amount of \$45,000.00 budgeted in line item #101.950.000.801.023. The motion carried unanimously.

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- 8. REQUEST OF MIKE RADZIK, OCS DIRECTOR TO APPROVE THE 2015 VEGETATION AND CLEAN UP ABATEMENT CONTRACT WITH LOOKING GOOD LAWNS, LLC FOR 2015 BUDGETED IN LINE ITEM #893.893.000.806.003**

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to approve the 2015 Vegetation and Clean Up Abatement Contract with Looking Good Lawns, LLC for 2015 budgeted in line item #893.893.000.806.003 (see attached).

Mike Radzik, OCS Director stated this was a one year renewal at the 2014 prices and Looking Good Lawns had given very good service last year and he was recommending to continue with them.

The motion carried unanimously.

- 9. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO REPLACE HONEYWELL ENERGY PROGRAM GUARANTEED SAVINGS WITH IN-HOUSE MONITORING PROGRAM**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to replace Honeywell Energy Program Guaranteed Savings with In-House Monitoring Program.

Supervisor Stumbo stated this program represented \$7,000 a year savings for the Township.

The motion carried unanimously.

OTHER BUSINESS

- 1. REQUEST TO ADVERTISE AND SEEK BIDS FOR NEW ROOF ON LAW ENFORCEMENT CENTER AND TO BRING BACK FOR APPROVAL AT THE APRIL 21, 2015 BOARD MEETING**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to advertise and seek bids for new roof on Law Enforcement Center and to bring back for approval at the April 21, 2015 Board Meeting. The motion carried unanimously.

- 2. REQUEST FOR AUTHORIZATION FOR HUMAN RESOURCES REPRESENTATIVE, KAREN WALLIN, TO ENTER INTO A CONTRACT WITH ALEX MAMO TO FILL CHIEF BUILDING OFFICIAL POSITION AS OUTLINED IN COMPENSATION BENEFIT PACKAGE PROVIDED TO THE BOARD**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to authorize Human Resources Representative to enter into a contract with Alex Mamo to fill Chief Building Official Position as outlined in the Compensation Benefit Package provided to the Board.

Karen Wallin stated she had just given Trustee Scott Martin a copy of the job description along with Mr. Mamo's application and resume. She reported he had received glowing recommendations.

Supervisor Stumbo stated this position was a replacement for Ron Fulton who retired December 31, 2014.

The motion carried unanimously.

ADJOURNMENT

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

The meeting adjourned at approximately at 8:42 P.M.

Respectfully submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti