

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE DECEMBER 1, 2015 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.

Members Present: Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe and Trustees: Stan Eldridge, Scott Martin and Trustee Mike Martin (arrived at 5:45 pm)

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

**1. REQUEST OF MARK NELSON, MAGISTRATE 14B COURT, FOR
AUTHORIZATION FOR RENEWAL OF THE DRUG COURT DOCKET GRANT IN
THE AMOUNT OF \$110,000.00 FOR 2016 AND TO AUTHORIZE SIGNING OF
THE CONTRACT (TABLED AT THE NOVEMBER 17, 2015 REGULAR MEETING)**

Judge Pope presented the Grant and explained how it was being implemented and that it began in 2014. Judge Pope spoke in detail about the grant funded program and the benefits for individuals in the program and for the community. A graduate of the program spoke about her success with the program.

**2. DISCUSSION OF FILLING VACANT ORDINANCE ADMINISTRATIVE POSITION
– Karen Wallin and Michael Radzik**

Karen Wallin, Human Resource Director, explained the Ordinance Administrative position that they are proposing to the Board. She explained the Ordinance Department had a vacancy after a retirement a couple years ago that was not filled. Ms. Wallin said that with the addition of inspecting mobile home and apartment rentals beginning in 2016 and with the current work load of the Ordinance Department, an additional Administrator was necessary. Ms. Wallin stated that a proposal will be on the agenda for the December 15, 2015 Board Meeting, requesting to post and fill a second Ordinance Administrator position. Mike Radzik, OCS Director, explained the job description for the Ordinance

CHARTER TOWNSHIP OF YPSILANTI
DECEMBER 1, 2015 WORK SESSION MINUTES
PAGE 2

Administer. Clerk Karen Lovejoy Roe questioned the funding for this position. Mr. Radzik discussed which fund the position would be paid from but also stated they would eventually need another clerical position. Trustee Eldridge questioned the ratio between Ordinance Supervisor and Ordinance Assistant and also suggested possibly working different shifts to eliminate employees from being called into work when they are not scheduled.

3. AGENDA REVIEW

A) Public Hearing - Resolution 2015-35, 2016 Fiscal Year Budget

B) Public Comments

C) Consent Agenda

- 1. Minutes of the November 17, 2015 Work Session and Regular Meeting**
- 2. Statements and Checks**
 - a) Statements and Checks for December 1, 2015 in the Amount of \$379,107.78**

D) Attorney Report (none given)

OLD BUSINESS

- 1. REQUEST OF MARK NELSON, MAGISTRATE 14B COURT, FOR AUTHORIZATION FOR RENEWAL OF THE DRUG COURT DOCKET GRANT IN THE AMOUNT OF \$110,000.00 FOR 2016 AND TO AUTHORIZE SIGNING OF THE CONTRACT**

NEW BUSINESS

- 1. BUDGET AMENDMENT #15**
- 2. RESOLUTION 2015-36, 2016 SUPERVISOR'S WAGE**
- 3. RESOLUTION 2015-37, 2016 CLERK'S WAGE**
- 4. RESOLUTION 2015-38, 2016 TREASURER'S WAGE**
- 5. RESOLUTION 2015-39, 2016 TRUSTEE'S WAGE**

Ms. Kaiser, Township Resident, stated she did not want the Trustees to get paid if they were not attending the meetings.

Supervisor Stumbo stated that changes could only be made before the next election.

- 6. RESOLUTION 2015-40, 2016 NON-BARGAINING EMPLOYEES WAGES**
- 7. RESOLUTION 2015-46, ADOPTION OF 2016 REGULAR MEETING DATES**
- 8. RESOLUTION 2015-47, AMENDMENT TO ELECTED OFFICIALS 2015 WAGES**
- 9. RESOLUTION 2015-48, 2016 ADOPTION OF ROBERT'S RULES OF ORDER**
- 10. RESOLUTION 2015-49, 2016 DESIGNATION OF DEPOSITORIES**
- 11. RESOLUTION 2015-50, 2016 DESIGNATION OF NEWSPAPERS OR CIRCULATION**

12. REQUEST OF JUSTIN BLAIR, DIRECTOR OF GOLF TO TERMINATE LICENSE AGREEMENT WITH FORE UP TEE TIME RESERVATION SOFTWARE AND TO APPROVE THE AGREEMENT WITH GOLF NOW TEE TIME RESERVATION SOFTWARE.

Justin Blair, Golf Course Director, explained the difference between the two types of reservation software. He stated that the contract with Fore Up is expiring and he would like to change to Golf Now which will generate more tee times and therefore, more revenue.

13. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO APPROVE COMPOST CENTER PRICING FOR 2016

Jeff Allen, Residential Services Director, suggested the compost price increase from \$10.00 to \$12.00 for non-residents only. He stated that they would like to add asphalt millings to the price list because they can screen them and resale them.

14. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO APPROVE THE POLICY ON THE SALE AND DISTRIBUTION OF RECYCLE BINS

Jeff Allen, Residential Services Director, stated that we are giving away recycle bins to new residents and that it has become a large expense to the Township. He suggested changing the price when selling a recycle bin from \$8.00 to \$10.00 and to no longer give away free bins beginning in 2016.

15. REQUEST FOR APPROVAL OF LEASE AGREEMENT BETWEEN YPSILANTI TOWNSHIP AND AMERICAN TOWER IN THE AMOUNT OF \$5,000.00 FOR AN OPTION PERIOD OF THREE YEARS. THE LEASE AMOUNT WILL BE \$22,577.80 FOR 2016 WITH A 3% INCREASE FOR EACH ADDITIONAL LEASE YEAR FOR USE OF PARCEL K-11-21-300-048 ON CIVIC CENTER PROPERTY BEHIND THE MAINTENANCE BUILDING IF THE TOWER IS BUILT

16. REQUEST OF DEBBIE AUE, SENIOR COORDINATOR FOR APPROVAL OF A GRANT IN THE AMOUNT OF \$4,941.00 FOR THE PURCHASE OF ROUND TABLES AND A RECTRAC SCANNING STATION AND TO AUTHORIZE SIGNING OF THE AGREEMENT

OTHER DISCUSSION

Supervisor Stumbo has talked with OHM, the original Engineers for the Township and they will provide an Architect who will design the new sign for the Civic Center and 14B Court at no cost. She stated we would do the new signs next year.

AUTHORIZATION AND BIDS

- 1. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO AWARD LOW QUOTE FOR PRINTING OF THE HELPFUL HANDBOOK TO ALLEGRA PRINTING IN AN AMOUNT NOT TO EXCEED \$21,500.00 WITH \$6,000.00 DEPOSIT TO BE PAID IN 2015 AND THE BALANCE TO BE PAID IN 2016 BUDGETED IN LINE ITEM #226-226-000-900-000. ALSO, REQUEST TO APPROVE POSTAGE FOR MAILING OF THE HELPFUL HANDBOOK IN AN AMOUNT NOT TO EXCEED \$10,000.00 BUDGETED IN LINE ITEM #226-226-000-730-000.**

The meeting was adjourned at approximately 6:37 p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk