

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE DECEMBER 20, 2016 REGULAR BOARD MEETING

Supervisor Stumbo called the meeting to order at approximately 7:02 pm 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 observed.

Members Present: Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees: Stan Eldridge, Heather Jarrell Roe, Jimmie Wilson Jr., Monica Ross-Williams

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS

Arloa Kaiser, Township Resident encouraged the township residents and board to send letters to state representatives stating the state flag should not be changed. She said there were other things the state should spend money on and not on a new state flag.

Jo Ann McCollum, Township Resident stated that she heard the Township Planning Director had resigned and asked when a new Director would be hired. Supervisor Stumbo stated that currently the township would utilize the services of the Township Planning Consultant, who she explained has worked with the Township before. Supervisor Stumbo stated the advertisement and hiring process for filling the position had not started at this time but the plans were to fill the vacant position.

Tanisha Moore, Ypsilanti City Resident stated she was finishing an internship with Rep. David Rutledge and wanted to introduce herself to the board.

Kirk Sherwood, candidate for Director of Golf at Green Oaks introduced himself to the board. He said he would like to get the community more involved in the Golf Course and return it to a course where the community would enjoy playing on it.

CONSENT AGENDA

A. MINUTES OF THE DECEMBER 6, 2016 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

- 1. STATEMENTS AND CHECKS FOR THE DECEMBER 20, 2016 IN THE AMOUNT OF \$736,475.15**
- 2. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR NOVEMBER 2016 IN THE AMOUNT OF \$26,803.95**
- 3. CHOICE HEALTH CARE ADMIN FEE FOR OCTOBER-DECEMBER 2016 IN THE AMOUNT OF \$3,622.50**

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C. NOVEMBER 2016 TREASURER'S REPORT

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to approve the Consent Agenda.

The motion carried unanimously.

SUPERVISOR REPORT

Supervisor Stumbo stated she and Trustee Ross-Williams had contacted MDOT for a study regarding the US 12/Willow Run By-Pass. She said that MDOT responded and said the study cannot be completed until the road improvements are completed. She stated the Washtenaw County Road Commission agreed to meet to discuss the intersection at Dorset Ave. and the Service Drive.

Supervisor Stumbo said that there was a Michigan Senate Bill being introduced regarding changing the state flag. She said at this point it had not moved and our lobbyist, Kirk Profit, would let us know if it was re-introduced.

Supervisor Stumbo stated that she looked forward to 2017 and said she felt a lot was accomplished in 2016. She shared that she was thankful for the employees at the Township and the new Township Board members, and said she was proud to work together in 2017 and to continue as the Townships' Public Servant again for the next four years.

CLERK REPORT

Clerk Lovejoy Roe stated she and her staff participated in the statewide election recount. She said for 2 days they worked on the recount and although the recount was cancelled, she felt they learned a lot and the good news was the process worked and there was no indication of election fraud throughout the State of Michigan. Clerk Lovejoy Roe shared that one of the Clerk's staff, Ruby Walker, was recently diagnosed with a serious illness and Clerk Lovejoy Roe requested she be added to your prayer lists.

Clerk Lovejoy Roe stated that she was thankful for being able to do the Clerk's work in the Township. She said it was a blessing to have a job that she was passionate about and that she was excited to work with the new board for the next four years on behalf of all our Township residents.

TREASURER REPORT

Treasurer Doe wished the Township residents and Township staff a very Merry Christmas and a safe New Year.

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TRUSTEE REPORT

Trustee Ross-Williams wished everyone a Merry Christmas. She added that she had the opportunity to go over to the Community Center to play Pickle Ball and enjoyed the game. She stated she would encourage anyone to try the game out because it was a lot of fun.

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters stated he continued to update the new board members along with the rest of the board on some of the issues that are ongoing in the Township.

He said the sale of the property at 1476 Blossom Ave. was an example of how our partnership with Habitat for Humanity pays huge dividends to the Township. He said 1476 Blossom Ave. had numerous violations and when it went back to the County for unpaid taxes, the Township purchased that property for \$10,000.00 which in turn was purchased by Habitat from the Township for \$10,000.00. He said that Habitat renovated the home with high-end efficiency appliances, new windows, new roof, etc. and on November 30, 2016 he reported the property was sold to a homeowner for \$130,000.00. He said that many of the homes in that area were being sold for \$45,000.00 and with this sale the other homes become more valuable and it may spur other homeowners to update their homes and that would contribute to the cycle for neighborhood stabilization.

Attorney Winters stated that the sale of the SBA Cell Tower was completed and the check for \$334,000.00 had been received and a payment would be made on the Seaver Farm Bond Debt as the board had requested.

Attorney Winters stated that regarding the Nexus Pipeline request for easements, the Township Board had not authorized negotiations but he was researching some of the concerns the Township had with the pipeline such as what type of environmental impact the pipeline would have on Township property, what was the reasoning behind Nexus seeking to have the odorization requirements waived for the section of the pipeline that would be installed in the Township. Attorney Winters said that he along with Clerk Lovejoy Roe and Treasurer Doe met with a team of people from Nexus to find answers to the Township Boards questions and concerns. He said he received a 75-page response before the Board Meeting and would pass that along to the Township Board.

Attorney Winters stated the Fire Fighter contract negotiations were underway and would be coming before the Township Board in the months ahead.

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Attorney Winters thanked the board for their support and kindness during the loss of both his father and sister within 3 months of each other in the past year.

OLD BUSINESS

- 1. RESOLUTION 2016-65, CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #208 FOR THE TREMONT SUBDIVISION (PUBLIC HEARING HELD AT THE DECEMBER 6, 2016 REGULAR MEETING)**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Resolution 2016-65, Creation of Streetlight Special Assessment District #208 for the Tremont Subdivision (Public Hearing Held at the December 6, 2016 Regular Meeting (see attached).

Clerk Lovejoy Roe explained the change to the current resolution that was different from the resolution presented at the last Board meeting, reflecting a reduced cost to the residents due to the Township Board authorizing to pay for the LED upgrades to the old lights in the Tremont subdivision. She also reported that she had met with the resident on Colchester about moving one light from Colchester (in front of his home) to Regent Dr. as requested by a resident at the Public Hearing. The resident was supportive and in agreement to move the light to Regent Dr.

Trustee Jimmie Wilson, Jr. thanked Clerk Lovejoy Roe for following up with the concerns from the Residents.

Wilson:	Yes	Doe:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Ross Williams:	Yes	Eldridge:	Yes
Jarrell Roe:	Yes				

The motion carried unanimously.

NEW BUSINESS

- 1. BUDGET AMENDMENT #18**

A Motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Approve Budget Amendment #18 (see attached).

The motion carried unanimously.

- 2. RESOLUTION 2016-66, BOARDS AND COMMISSIONS APPOINTMENTS AND REAPPOINTMENTS**

A Motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve Resolution 2016-66, Boards and Commissions Appointments and Reappointments (see attached).

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The motion carried unanimously.

**3. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR AUTHORIZATION
TO OFFER THE DIRECTOR OF GOLF OPERATIONS POSITION TO KIRK
SHERWOOD II**

**A Motion was made by Karen Lovejoy Roe, supported by Treasurer Doe to
Approve the Request of Karen Wallin, Human Resources for Authorization to
Offer the Director of Golf Operations Position to Kirk Sherwood II.**

Karen Wallin, Human Resources explained the hiring process which was completed with offering the position to Kirk Sherwood II. She said his position would begin in January 2017. Trustee Eldridge questioned what LWOP meant and Ms. Wallin commented it was Leave Without Pay. Trustee Eldridge asked for clarification regarding wording in the proposed contract where under supervision Trustee Eldridge stated that it indicated that Mr. Sherwood would be in charge of the Superintendent and later in the job description, Trustee Eldridge said the contract stated that the Director of Golf Operations would work in cooperation with the Golf Superintendent. Ms. Wallin stated that there were no changes in the job description from previous hires. Trustee Eldridge also asked what the extra responsibilities were for the Director over the winter months when there was less work being done and he said he wondered if they had been addressed. Karen Wallin indicated that the responsibilities over the winter had been addressed. Trustee Eldridge questioned why the last Directors' salary was in excess of \$50,000.00 and wondered why the salary for Mr. Sherwood was different. Ms. Wallin stated the last Director began with a salary of \$48,000.00 and with golf revenue increases, the salary was increased. Trustee Eldridge stated that because he had someone related to him involved in the hiring process he would not vote on the motion. Attorney Winters stated that if Trustee Eldridge felt he should abstain the board should not force him to vote.

**A Motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to allow
Trustee Eldridge to abstain from the vote.**

Jarrell Roe:	Yes	Ross-Williams:	Yes	Lovejoy Roe:	Yes
Stumbo:	Yes	Doe:	Yes	Wilson:	Yes

The motion carried unanimously.

**A Motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to
Approve Request of Karen Wallin, Human Resources for Authorization to Offer
the Director of Golf Operations Position to Kirk Sherwood II.**

The motion carried with Trustee Eldridge abstaining.

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A Motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Adjourn.

The motion carried unanimously.

The meeting was adjourned at approximately 7:32p.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. 2016-65

CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #208 FOR THE TREMONT SUBDIVISION

WHEREAS, on or about October 6, 2016, the Township Clerk received a petition from the record owners of persons having a vendee's interest as shown by the records in the Washtenaw County Register of Deeds Office or as shown on the tax rolls of the Township, petitioning the Township Board for additional LED street lighting and the conversion of current street lighting to LED for the Tremont Subdivision, consisting of 188 parcels, in Ypsilanti Township and for the creation and establishment of a special assessment district #208 for the purpose of defraying said cost of street lighting by special assessments against the property especially benefited; and

WHEREAS, the Township Clerk requested of Detroit Edison, proposed plans describing the street lighting improvement and the location of said improvements with an estimate of said costs; and

WHEREAS, on October 25, 2016 Lance Alley of Detroit Edison Community Lighting Group prepared and submitted proposed plans to install street lighting for the Tremont Subdivision, Ypsilanti Township, consisting of 188 parcels, which said plans included, *inter alia*, the installation of fifteen (15) "**new 60 watt Granville LED with gold ribs and bands**" and the conversion to LED of twenty-four (24) "**existing 100 watt HPS acorns with gold ribs and bands to be converted to 60 watt Granville LED with gold ribs and bands**" with the cost of said improvements being approximately:

Total Estimate Construction Cost:	\$80,966.90
Total Lamp Charge For Three (3) Years:	\$13,875.75
Contribution (Cost minus 3 years revenue):	\$67,091.15
Total Annual Lamp Charges:	\$ 4,625.25

WHEREAS, on December 15, 2016 the Township Clerk received notification from the Township Assessor that the cost of providing street lights for the Tremont Subdivision, Ypsilanti Township, consisting of 188 parcels, which said plans included, *inter alia*, the installation of fifteen (15) "**new 60 watt Granville LED with gold ribs and bands**" and the conversion to LED of twenty-four (24) "**existing 100 watt HPS acorns with gold ribs and bands to be converted to 60 watt Granville LED with gold ribs and bands**" (construction costs of \$15,096.00 for the LED conversion will not be included in the special assessment district) will be **\$52.26** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$24.60** per parcel for street lighting, based on general benefit; and

WHEREAS, the Township Clerk has given notice to each record owner of or party in interest in property to be assessed, by first class mail, addressed to the record owner or party in interest at the address shown on the tax records, at least 10 (ten) days before the December 6, 2016 public hearing, setting forth the district affected in said petition, place and purpose of said public hearing to allow any interested person an opportunity to voice any objection which may be offered against creating said district; and

WHEREAS, the Township Clerk has also published in a newspaper of general circulation the time, place and purpose of said public hearing and the district affected thereto; and

WHEREAS, on December 6, 2016, the Charter Township of Ypsilanti held a public hearing to hear any objections which may be offered against creating said special assessment district.

NOW THEREFORE, BE IT RESOLVED, that the Charter Township of Ypsilanti determines that the petition filed by the record owners of the Tremont Subdivision, consisting of 188 parcels, on October 6, 2016, is sufficient for all purposes set forth pursuant to Act 188 of the Public Acts of 1954, as amended.

BE IT FURTHER RESOLVED, that a special assessment district #208 be created for the purpose of providing street lights for the Tremont Subdivision, consisting of 188 parcels.

BE IT FURTHER RESOLVED, that the Township Board accepts the plans and estimate of costs as presented by Detroit Edison for the Tremont Subdivision, consisting of 188 parcels, which said plans included, *inter alia*, the installation of fifteen (15) **“new 60 watt Granville LED with gold ribs and bands”** and the conversion to LED of twenty-four (24) **“existing 100 watt HPS acorns with gold ribs and bands to be converted to 60 watt Granville LED with gold ribs and bands”** (construction costs of \$15,096.00 for the LED conversion will not be included in the special assessment district) will be **\$52.26** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$24.60** per parcel for street lighting, based on general benefit.

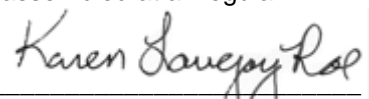
BE IT FURTHER RESOLVED, that the Township Supervisor shall make a special assessment upon all the lands and premises contained herein to defray the expenses of lighting said streets.

BE IT FURTHER RESOLVED, that the Township Board shall hereinafter annually determine on or before September 30 of each year, the amount to be assessed in said district for lighting said streets and shall direct the Township Assessor to levy such amounts therein.

BE IT FURTHER RESOLVED, that when the special assessment roll has been prepared and filed in the office of the Township Clerk, before said assessment roll has been confirmed, the Township Board shall appoint a time and place when it will meet, review and hear any objections to the assessment roll.

BE IT FURTHER RESOLVED, that the Township Board shall give notice of said hearing and filing of the assessment roll in the manner prescribed by statute.

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. 2016-65 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 20, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #18**

December 20, 2016

101 - GENERAL OPERATIONS FUND

Total Increase \$20,696.00

Request to increase the budget for the Township Project Engineer line item in the Community Development Department. This is for the engineering professional services of Orchard, Hiltz & McCliment (OHM). This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$5,600.00
			<u>Net Revenues</u>
			<u><u>\$5,600.00</u></u>
Expenditures:	Township Projects-Engineer	101-371-000-817.000	\$5,600.00
			<u>Net Expenditures</u>
			<u><u>\$5,600.00</u></u>

Request to increase budget for DTE to convert 24 existing mercury and sodium vapor street lights to LED cost savings lights in the Tremont Subdivision. This will be fund by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$15,096.00
			<u>Net Revenues</u>
			<u><u>\$15,096.00</u></u>
Expenditures:	Street Light - Construction/Conversion	101-956-000-926.050	\$15,096.00
			<u>Net Expenditures</u>
			<u><u>\$15,096.00</u></u>

Budget Line Transfer request to complete a transfer between Cost Centers (Departments). We would like to move the available budgeted funds from our Other Functions Department for Consultant - Community Development, which was used for the retainer for the Township Planner Carlisle Wortman and move to Community Development Department for the Township Planner - Carlisle Wortman . This will allow us to track all planning expenditures in one department. There will be no change to the overall budget.

Expenditures:	Township Projects-Planner	101-371-000-801.003	\$8,875.00
			<u>Expenditures</u>
			<u><u>\$8,875.00</u></u>
Expenditures:	Consultant - Community Development	101-956-000-817.371	(\$8,875.00)
			<u>Expenditures</u>
			<u><u>(\$8,875.00)</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #18**

December 20, 2016

584 - GOLF COURSE FUND

Total Increase \$7,824.00

Request to reduce the budgeted revenue for cart rentals and increase the budget revenue line for prior year fund balance due to the lower than anticipated revenues projected for cart rentals in 2016. This will not increase the over all budget amount of the Golf Course Fund, but allow appropriation from prior year fund balance to cover the shortfall.

Revenues:	Prior Year Fund Balance	584-000-000-699.000	\$43,000.00
		Revenues	<u>\$43,000.00</u>
Revenues:	Equipment Rentals - Carts	584-000-000-667.004	(\$43,000.00)
		Revenues	<u>(\$43,000.00)</u>

Request to increase the budget for the cost of food & beverages sold at the Golf Course. The Golf Course need to purchase more food & beverage than anticipated. This year the net profit from the sale of food & beverage was \$11,368.70. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	584-000-000-699.000	\$7,824.00
		Net Revenues	<u>\$7,824.00</u>
Expenditures:	Cost of Goods - Pro Shop Food & Beverage	584-584-000-757.008	\$7,824.00
		Net Expenditures	<u>\$7,824.00</u>

Motion to Amend the 2016 Budget (#18):

Move to increase the General Fund budget by \$20,696 to \$8,895,941 and approve the department line item changes as outlined.

Move to increase the Golf Course Fund budget by \$7,824 to \$689,615 and approve the department line item changes as outlined.

CHARTER TOWNSHIP OF YPSILANTI

Resolution No. 2016-66

2017 Board and Commissions Appointments and Re-Appointments

REAPPOINTMENTS

<u>Board of Review</u>	<u>Term</u>	<u>Expiration Date</u>
Lathion, Marsha	2 Years	12/31/2018
Stovall, Maurice	2 Years	12/31/2018
Peterson, Gloria (Alternate)	2 Years	12/31/2018
<u>Civil Service Commission</u>	<u>Term</u>	<u>Expiration Date</u>
Troy, Mike (appointed by Firefighters)	2 Years	12/31/2018
<u>Construction Board of Appeals</u>	<u>Term</u>	<u>Expiration Date</u>
Cook, Roger	2 Years	12/31/2018
Foley, Jesse	2 Years	12/31/2018
McComb, Alan	2 Years	12/31/2018
<u>Election Board</u>		<u>Expiration Date</u>
Roe, Karen Lovejoy		11/20/2020
<u>Joint Labor Management Team</u>		<u>Expiration Date</u>
Doe, Lawrence		11/20/2020
Roe, Karen Lovejoy		11/20/2020
<u>Local Development Finance Authority (LDFA)</u>		<u>Expiration Date</u>
Doe, Lawrence		11/20/2020
Stumbo, Brenda		11/20/2020
<u>Planning Commission</u>	<u>Term</u>	<u>Expiration Date</u>
Eldridge, Stan (Board Liaison)		11/20/2020
Krieg, Laurence	3 Years	12/31/2019
Peterson, Gloria	3 Years	12/31/2019
<u>SE Michigan Council of Governments (SEMCOG)</u>		<u>Expiration Date</u>
Doe, Lawrence (Alternate)		11/20/2020
<u>Washtenaw Urban Executive Committee/Home Consortium Board</u>		<u>Expiration Date</u>
Stumbo, Brenda (Delegate)		11/20/2020
Roe, Karen Lovejoy (Alternate)		11/20/2020
<u>Weed Commissioner</u>	<u>Term</u>	<u>Expiration Date</u>
Elling, Bill	2 Years	12/31/2018
<u>Ypsilanti Community Utilities Authority</u>	<u>Term</u>	<u>Expiration Date</u>
Doe, Lawrence	3 Years	12/31/2019
<u>Zoning Board of Appeals</u>	<u>Term</u>	<u>Expiration Date</u>
Iacoangeli, Jason	3 Years	12/31/2019

APPOINTMENTS

<u>Board of Review</u>	<u>Term</u>	<u>Expiration Date</u>
Craven, Brenda	2 Years	12/31/2018

Election Board

Eldridge, Stan
Williams, Monica Ross

Expiration Date

11/20/2020
11/20/2020

Huron River Watershed Council

Wilson, Jimmie (Alternate)

Expiration Date

11/20/2020

Local Development Finance Authority

Jefferson, Ricky (County Liaison)
Roe, Heather Jarrell
Wrybkowski, Nancy

Expiration Date

12/31/2020
11/20/2020
Staff Assignment

Planning Commission

Iacoangeli, Jason

Term

3 Years

Expiration Date

12/31/2019

SE Michigan Council of Governments (SEMCOG)

Roe, Heather Jarrell (Delegate)

Expiration Date

11/20/2020

Washtenaw Area Transportation Study Committee (WATS)

Williams, Monica Ross (Policy)
Stumbo, Brenda (Technical)

Expiration Date

11/20/2020
11/20/2020

Zoning Board of Appeals

Adams, Gage
Wilson, Jimmie (Board Liaison)
El-Assadi, Becky (Alternate)

Term

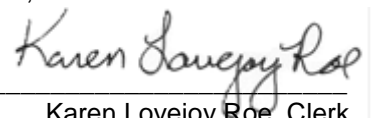
3 Years

3 Years

Expiration Date

12/31/2019
11/20/2020
12/31/2019

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. 2016-66 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 20, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti