

**CHARTER TOWNSHIP OF YPSILANTI  
OCTOBER 3, 2017 REGULAR MEETING MINUTES**

Supervisor Stumbo called the meeting to order 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 followed by a moment of silent prayer.

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

**Legal Counsel:** Wm. Douglas Winters

**1. PUBLIC COMMENTS**

Resident Joann McCollum thanked everyone, specifically Supervisor Stumbo, Clerk Lovejoy Roe, and Trustee Ross-Williams who helped find a resolution during their meeting for the event that occurred in the West Willow Community a few weeks ago. She said she was able to communicate with the Sherriff's Department. She also stated that Derrick Jackson was doing an excellent job in communicating and being present at their events. She said the miscommunication had created a bond between those involved and they would continue to work with one another to better their neighborhood.

Ms. McCollum discussed that the Wi-Fi at the Ypsilanti Township Community Resource Center was open to the public and if the West Willow Neighborhood Association used it, they should have a password because any open Wi-Fi signal was unsecured.

Tyrone Bridges from the West Willow Neighborhood Association said community action allowed everyone to work together from the second annual community fun day, to neighborhood clean-up, to crime watch and prevention.

Resident Ms. Kaiser encouraged everyone to call, email, or write letters of disapproval to MDOT in Lansing regarding the roundabout for the North Harris project.

Supervisor Stumbo said Ms. Kaiser did submit petitions that went to every board member.

**2. CONSENT AGENDA**

A. **MINUTES OF THE SEPTEMBER 19, 2017 WORK SESSION AND REGULAR MEETING**

B. **STATEMENTS AND CHECKS**

**1. STATEMENTS AND CHECKS FOR OCTOBER 3, 2017 IN THE AMOUNT OF \$1,151,504.46**

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**Motion by Clerk Lovejoy Roe, Supported by Trustee Wilson to Approve the Consent Agenda.**

**Motion carried unanimously.**

**3. ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters stated 923 Ecorse Road, the former Forbes Dry Cleaners, will be demolished due to quality of life issues, however it gives the opportunity for an economic developer, who we were talking about hiring, to take advantage of redeveloping and attracting businesses to this property.

He also spoke about the need to repair or redo the retaining wall at Gault Village as well as the potential for redevelopment of Liberty Square, being near the freeway and ACM, once we own the entire area.

He said the County Treasurer signed the deeds for the tax foreclosed properties the Township purchased and would now sell to Habitat for Humanity.

He stated from a pedestrian safety standpoint the sidewalks on Washtenaw needed to be installed, so Matt Parks from OHM would render drawings for 10-foot wide sidewalks. He said he would approach the attorneys for the five property owners and see about obtaining easements for the sidewalk.

He stated the Township filed a complaint with the state to revoke the license for 543 Wharton Street, the adult foster care facility, and we were awaiting a response.

Attorney Winters also said we were still going through the due diligence for the two SVA communications cell tower easements sold for the amount of \$740,000. He stated he received a few out of state inquiries from companies as to whether the Township wants to do something similar with the cell tower at 2801 Holmes Road. He said the value was not the same as the other two but he wanted to explore our options and look at pursuing this opportunity.

Supervisor Stumbo said there are several individuals who are renting houses and turning them into direct care homes. She said they would like to prevent this from happening again from that particular company but did not know if that was possible from a legal standpoint. She said if there were up to six people in the house and there was 24-hour care, the person who owns the house was supposed to live there. She said people were not abiding by the rules, using this new approach and it was causing a problem.

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Attorney Winters said they were doing what they can't do directly, indirectly. He said they were getting a license for 12 people knowing they were only going to be permitted to hold six people in the house; therefore, they would not have to live in the house. He said many of the properties are unlicensed and without the neighbors calling, we would not know about them.

Trustee Ross-Williams commented that a licensed homecare facility should be regulated by the State of Michigan and it was appalling that the state was not following through.

**OLD BUSINESS**

- 1. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL TO CREATE AND POST AN ELECTION SPECIALIST POSITION (CLASSIFICATION #19) WITHIN THE AFSCME BARGAINING UNIT (TABLED AT THE JULY 18, 2017 REGULAR MEETING)**

**Motion by Trustee Jarrell Roe, supported by Trustee Wilson to Remove from Table the Request of Karen Wallin, Human Resources to Create and Post an Election Specialist Position (Classification #19) Within the AFSCME Bargaining Unit (TABLED AT THE JULY 18, 2017 REGULAR MEETING)**

**Wilson: Yes   Stumbo: Yes   Lovejoy Roe: Yes   Ross-Williams: Yes  
Eldridge: No   Jarrell Roe: Yes**

The motion passed.

**Motion by Trustee Wilson, Supported by Trustee Ross-Williams to Refer to Human Resources the Request of Karen Wallin, Human Resources for Approval to Create and Post an Election Specialist Position (Classification #19) Within the AFSCME Bargaining Unit (TABLED AT THE JULY 18, 2017 REGULAR MEETING)**

Trustee Jarrell Roe asked for a clarification of the motion from Trustee Wilson. She asked if it meant going into negotiations.

Trustee Eldridge said he would support taking it off the agenda, but would hate to box in HR when we have not discussed the parameters yet. He said he would like to remove it and decide as a negotiating group.

Trustee Jarrell Roe asked if she could hear clarification from Trustee Wilson.

Trustee Wilson said he wants to refer the position to HR since they were part of negotiations anyways and let HR decide.

Trustee Jarrell Roe asked Trustee Wilson if he had any intent of having them talk about the position in negotiations.

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Trustee Wilson said he believed the HR director said she would prefer to talk about the position in negotiations.

Trustee Jarrell Roe asked if that was what he meant by his motion.

Trustee Wilson said yes, he meant for HR to take the position to negotiations.

Trustee Ross-Williams said she seconded the motion so she needs to understand if it had been changed. She said the point of the motion was to refer the position to HR, now the point of the motion was to refer the matter to whom and not sure for what purpose.

Trustee Wilson said the point was to refer the position to HR to let HR make the decision on what she needs to do with it.

Clerk Lovejoy Roe said she knew people were concerned about discussing negotiations here, but we have always discussed positions and it was an anomaly because we were not saying specifically what to do. She said everyone wanted the position to go to negotiations and now we have a motion that is not clear on the direction for Karen Wallin.

Trustee Eldridge asked if it was appropriate to call the question.

Trustee Jarrell Roe said we were having a discussion.

Supervisor Stumbo said of course you have the right to call the question.

Trustee Eldridge said motion to call the question.

**Motion by Trustee Eldridge to Call the Question, Supported by Trustee Wilson for the Request of Karen Wallin, Human Resources to Create and Post an Election Specialist Position (Classification #19) Within the AFSCME Bargaining Unit (TABLED AT THE JULY 18, 2017 REGULAR MEETING)**

Trustee Jarrell Roe said if we were just calling the question, it was just a vote on the motion to call the question.

Supervisor Stumbo said that was correct.

Clerk Lovejoy Roe said it was not fair that we have not had a chance to discuss calling the question.

Supervisor Stumbo said you have a vote on the motion to call the question and there is no discussion.

Clerk Lovejoy Roe said there is discussion allowed on the motion to call the question.

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Trustee Wilson said yes you can discuss the motion to call the question.

**Jarrell Roe: No Eldridge: Yes Ross-Williams: Yes Lovejoy Roe: No  
Stumbo: Yes Wilson: Yes**

The motion passed.

Trustee Jarrell Roe asked to hear the motion again.

Trustee Wilson said the motion was to refer to Human Resources the request of Karen Wallin, Human Resources for approval to create and post an Election Specialist Position (classification #19) within the AFSCME bargaining unit.

Motion passed. Trustee Jarrell Roe voted no.

**NEW BUSINESS**

**1. BUDGET AMENDMENT #13**

**Motion by Clerk Lovejoy Roe supported by Trustee Wilson to Approve Budget Amendment #13 (See Attached)**

Motion carried unanimously.

**2. REQUEST OF HABITAT FOR HUMANITY FOR FUNDS FOR THE RENOVATION OF 2170 WOODALE AND 1343 JEFF IN THE AMOUNT OF \$40,000.00 BUDGETED IN LINE ITEM #101-950-000-969-010**

**Motion by Clerk Lovejoy Roe supported by Trustee Eldridge to Approve the Request of Habitat for Humanity for Funds for the Renovation of 2170 Woodale and 1343 Jeff in the Amount of \$40,000.00 Budgeted in Line Item #101-950-000-969-010**

Trustees Jarrell Roe and Eldridge praised Habitat for Humanity for their hard work over the years.

Rob Nissly from Habitat for Humanity thanked the Board for all that they do and continue to do. He said some of the accomplishments include home renovations, a home improvement program, and community development that has allowed them to complete eight roofing jobs and several exterior home projects in Sugar Brook and West Willow over the past few weekends.

Motion carried unanimously.

**3. RESOLUTION 2017-23, ESTABLISHMENT OF WATER/SEWER SUBSIDY INCOME LEVEL**

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Clerk Lovejoy Roe read Resolution 2017-23, Establishment of Water/Sewer Subsidy Income Level into the record.

**Motion by Clerk Lovejoy Roe supported by Trustee Ross-Williams to Approve Resolution 2017-23, Establishment of Water/Sewer Subsidy Income Level (See Attached)**

Supervisor Stumbo said the Resolution was similar to the resolution we did in 2012 the only difference is the rate.

Motion carried unanimously.

- 4. REQUEST APPROVAL TO RENEW WARRANTY FOR RAINBIRD IRRIGATION COMPUTER SOFTWARE AND LARGE DECODER INTERFACE FOR USE AT GREEN OAKS GOLF COURSE IN THE AMOUNT OF \$9,772.00 BUDGETED IN LINE ITEM #584-584-000-818-000**

**Motion by Trustee Willson supported by Trustee Eldridge to Request Approval to Renew Warranty for Rainbird Irrigation Computer Software and Large Decoder Interface for Use at Green Oaks Golf Course in the Amount Of \$9,772.00 Budgeted in Line Item #584-584-000-818-000**

Motion carried unanimously.

**AUTHORIZATIONS AND BIDS**

- 1. REQUEST OF ERIC COPELAND, FIRE CHIEF TO AWARD THE LOW BID FOR REPLACEMENT OF THE CARPET AT FIRE STATION HEADQUARTERS TO SHAMROCK FLOORCOVERING SERVICES IN THE AMOUNT OF \$18,804.00 BUDGETED IN LINE ITEM #206-970-000-971-008**

Chief Eric Copeland said he would like to withdraw his request and start the process over in an attempt to receive more bids locally.

**Motion by Clerk Lovejoy Roe supported by Trustee Jarrell Roe to Remove from Agenda upon the Request of Chief Eric Copeland the Request to Award the Low Bid for Replacement of the Carpet at Fire Station Headquarters to Shamrock Floorcovering Services in the Amount of \$18,804.00 Budgeted in Line Item #206-970-000-971-008**

Motion carried unanimously.

- 2. REQUEST OF ERIC COPELAND, FIRE CHIEF TO AWARD THE LOW BID FOR REPLACEMENT OF TWO (2) FURNACES, TWO (2) AIR CONDITIONING UNITS AND TWO (2) HUMIDIFIERS AT FIRE STATION HEADQUARTERS TO AL WALTERS HEATING AND COOLING IN THE**

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**AMOUNT OF \$17,875.00 BUDGETED IN LINE ITEM #206-970-000-971-008**

Chief Copeland said the specifications were written in a way not to favor any manufacturer. He said these furnaces have a 90% efficiency rating. He said Al Walters had the low bid and he also provided a second option considered a Cadillac version with 96%-98% efficiency and a higher seer and decibels rating for the air conditioning. He said the second option was under what was budgeted for the project so he requested that the Board take the second option.

Supervisor Stumbo asked why Al Walters was the only person who submitted bids for option two.

Chief Copeland said he has done that in the past, but cannot explain why he was the only one to do that. He added the proposal was not for option two; he included that on his own.

Trustee Eldridge said he was below the budgeted amount and he was in the Township.

Chief Copeland said moving forward I would go with option one, however of the two choices I would prefer option two.

Trustee Ross Williams said it is not fair for other bidders to have an option two as a selected option unless it goes back out to other bidders.

Clerk Lovejoy Roe asked if we could reject those bids and go out for other bids that are high efficiency and would include more options like a humidifier. She said the fire department has a huge space to heat and for \$3,000 more you can save a lot of money over time with a more efficient furnace.

Chief Copeland said he would rather stick with this bid and get it done.

Trustee Jarrell Roe asked how did this bid include a second option out of the blue.

Clerk Lovejoy Roe said other companies offered other options, but their bids were higher.

Chief Copeland said the 96% efficiency specifications might be tailored to a specific unit and manufacturer so it was written as to what was being replaced. He said what we were replacing was from 1995 so we wrote the specifications for what we had in the building.

Supervisor Stumbo said according to the memo, Deputy Clerk Lisa Stanfield and Captain Keith Harr were present at the bids.

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Deputy Clerk Lisa Stanfield said people bid on specifications that were created, but we cannot control what people submit. She stated we do not know what the bids look like until we open them because they come in sealed. She said Chief Copeland can make a recommendation to the Board and everyone can decide what is best. We cannot stop a bidder from providing a second option.

Supervisor Stumbo said normally we would not consider that as an option because we did not put that on our bid.

Trustee Jarrell Roe said the second bid meets and exceeds the bid that we put out.

Supervisor Stumbo said according to the Chief, it is acceptable to go with option one.

**Motion by Trustee Eldridge supported by Trustee Wilson to Approve the Request of Eric Copeland, Fire Chief to Award the Option One (1) Low Bid for Replacement of Two (2) Furnaces, Two (2) Air Conditioning Units at Fire Station Headquarters to Al Walters Heating and Cooling in the Amount of \$13,795.00 Budgeted in Line Item #206-970-000-971-008**

Motion carried unanimously.

**OTHER BUSINESS**

Clerk Lovejoy Roe asked if we could have authorization to go out on the carpet bids.

Chief Copeland said he would bring it back with measurements and another bid request.

Trustee Ross-Williams thanked Supervisor Stumbo and Clerk Lovejoy Roe for trying to find resolutions for the some of the issues going on at West Willow.

**Motion by Trustee Jarrell Roe supported by Trustee Eldridge to adjourn.**

Motion carried unanimously.

**Meeting Adjourned Approximately at 7:59 P.M.**

Respectfully Submitted,

Brenda L. Stumbo, Supervisor  
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti



**CHARTER TOWNSHIP OF YPSILANTI  
2017 BUDGET AMENDMENT #13**

October 3, 2017

**101 - GENERAL OPERATIONS FUND**

**Total Increase \$77,000.00**

Request to increase budget for legal services for court prosecution and domestic violence. The increase is necessary due to the increased number of drunk and drugged drivers and the domestic violence is higher than anticipated. This will be funded by an appropriation of prior year fund balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$43,900.00
		<b>Net Revenues</b>	<u><u>\$43,900.00</u></u>
<b>Expenditures:</b>	Legal Services - Prosecution	101-137-000-801.014	\$24,600.00
	Legal Services - Domestic Violence	101-137-000-801.020	\$19,300.00
		<b>Net Expenditures</b>	<u><u>\$43,900.00</u></u>

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 80 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$1,515.00
		<b>Net Revenues</b>	<u><u>\$1,515.00</u></u>
<b>Expenditures:</b>	Salaries pay out -PTO	101-201-000-708.004	\$1,408.00
	FICA	101-201-000-715.000	\$107.00
		<b>Net Expenditures</b>	<u><u>\$1,515.00</u></u>

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 80 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$1,585.00
		<b>Net Revenues</b>	<u><u>\$1,585.00</u></u>
<b>Expenditures:</b>	Salaries pay out -PTO	101-201-000-708.004	\$1,472.00
	FICA	101-201-000-715.000	\$113.00
		<b>Net Expenditures</b>	<u><u>\$1,585.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI  
2017 BUDGET AMENDMENT #13**

**October 3, 2017**

**101 - GENERAL OPERATIONS FUND - CONTINUED**

Request to increase Community Stabilization - Land Bank account in order to appropriate properties held in the aged inventory to an expenditure in the current year. The inventory properties held were purchased and demolished by the Township. The amounts paid for the properties and the years acquired are as follows: property at 743 Oswego for \$19,818.06 in 2002; property at 3053 Grove Road for \$18,340 in 1998; properties at 2094 2084 2403, 2421, and 2485 E Michigan Avenue; and property at 1314 Rue Willette; totaling \$73,118 in 2011. The inventory amounts for all properties equals \$111,276.06. The purpose of this request is to adhere to best accounting practices by removing the aged inventory and recording as an expenditure. When we sell the properties the revenue will be recorded in the year sold. This appropriation was suggested by our Auditors. We currently have an available budget of \$93,452 for the Community Stabilization - Land Bank account. I am requesting an additional amount of \$30,000, which will leave \$12,176 for any unforeseen current year testing or demolitions. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$30,000.00
		Net Revenues	<u>\$30,000.00</u>
Expenditures:	Community Stabilization - Land Bank	101-950-000-969.011	\$30,000.00
		Net Expenditures	<u>\$30,000.00</u>

Motion to Amend the 2017 Budget (#13):

Move to increase the General Fund budget by \$77,000 to \$11,012,359 and approve the department line item changes as outlined.

## CHARTER TOWNSHIP OF YPSILANTI

### RESOLUTION NO 2017-23

#### *ESTABLISHMENT OF WATER/SEWER SUBSIDY INCOME LEVELS*

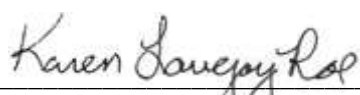
**WHEREAS**, Ypsilanti Township has established a water and sewer bill subsidy program for Township citizens of limited income; and

**WHEREAS**, Ypsilanti Township adopts the following guidelines for the Supervisor's Office to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, filed in the immediately preceding year;

- 1) All household income cannot exceed 30% of the median income for Ann Arbor (Washtenaw County) as published annually by the Michigan State Housing Development Authority for Section 8 housing vouchers. The most recently available guidelines shall be used by the Supervisor's Office.
- 2) A copy of the applicant's completed and signed Federal Income Tax Return (if required to file), and/or Michigan Homestead Property Tax Credit Claim (1040 CR) and/or Social Security Statement for the prior year must be submitted for the application to be considered. Additionally, a copy of the prior year Federal Income Tax Return for any other occupant of the homestead is required.
- 3) Applicants are requested to black out all references to social security numbers prior to submitting necessary paperwork.
- 4) Water/Sewer subsidies must be applied for each year. If a subsidy is granted, it is for one year only.
- 5) Applicants should reside in the Township of Ypsilanti and be the property owner. Verification of this shall be completed when application is submitted.
- 6) The subsidy shall show on the applicants Ypsilanti Community Utilities Authority bill as a \$20.00 credit.

**NOW, THEREFORE, BE IT RESOLVED**, that the Supervisor's Office shall follow the above stated policy in granting and denying subsidies, unless the Supervisor determines there are substantial and compelling reasons why there should be a deviation from the policy and these are communicated in writing to the claimant.

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. 2017-23 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 3, 2017.

  
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Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti