

CHARTER TOWNSHIP OF  
YPSILANTI BOARD OF TRUSTEES

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*Supervisor*

**BRENDA L. STUMBO**

*Clerk*

**KAREN LOVEJOY ROE**

*Treasurer*

**LARRY J. DOE**

*Trustees*

**STAN ELDRIDGE**

**HEATHER JARRELL ROE**

**MONICA ROSS WILLIAMS**

**JIMMIE WILSON, JR.**

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**September 19, 2017**

**Work Session – 5:00 p.m.**

**Regular Meeting – 7:00 p.m.**

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

# **DEPARTMENTAL REPORTS**

**14-B District Court**

Revenue Report for August 2017

**General Account**

Account Number	
<b>Due to Washtenaw County</b> (101-000-000-214.222)	<b><u>\$4,075.00</u></b>
<b>Due to State Treasurer</b>	
Civil Filing Fee Fund (MCL 600.171):	\$18,291.00
State Court Fund (MCL 600.8371):	\$1,520.00
Justice System Fund (MCL 600.181):	\$29,010.19
Juror Compensation Reimbursement Fund:	
Civil Jury Demand Fee (MCL 600.8371):	\$0.00
Drivers License Clearance Fees (MCL 257.321a):	\$1,650.00
Crime Victims Rights Fund (MCL 780.905):	\$6,552.95
Judgment Fee (Dept. of Natural Resources):	\$10.00
E-File Fee (228.56):	\$5,165.00
<b>Due to Secretary of State</b> (101-000-000-206.136)	\$1,650.00
Total:	<b><u>\$63,849.14</u></b>

**Due to Ypsilanti Township**

Court Costs (101-000-000-602.136):	\$43,094.21
Civil Fees (101-000-000-603.136):	\$36,199.00
Probation Fees (101-000-000-604.000):	\$8,910.53
Ordinance Fines (101-000-000-605.001):	\$72,561.50
Bond Forfeitures (101-000-000-605.003):	\$1,750.00
Interest Earned (101-000-000-605.004):	\$0.00
State Aid-Caseflow Assistance (101-000-602.544):	\$0.00
Expense Write-Off:	\$0.00
Bank Charges (Expense - 101.136.000.957.000):	(\$922.12)
Total:	<b><u>\$161,593.12</u></b>

**Total to General Account - (101.000.000.004.136): \$229,517.26**

**Escrow Account**

(101-000-000-205.136)

Court Ordered Escrow:	\$2,836.00
Bonds:	\$23,002.00
Restitution:	\$10,058.60

**Total to Escrow Account - (101.000.000.205.136): \$35,896.60**

		Year to Date	
	Prior Year Comparison		
Month	Revenue	Revenue	
	2016	2017	
<b>January</b>	\$121,678.02	\$ 120,611.62	
February	\$175,343.69	\$ 155,669.56	
March	\$154,916.76	\$ 182,041.34	
April	\$133,933.35	\$ 148,443.25	
May	\$136,097.41	\$ 162,945.87	
June	\$138,669.47	\$ 139,612.07	
July	\$131,882.07	\$ 140,495.57	
August	\$156,356.14	\$ 161,593.12	
September	\$155,340.95		
October	\$148,098.94		
November	\$134,130.41		
December	\$106,942.52		
Grant:	\$ 82,500.00	\$ 117,000.00	
Standardization			
Payment:	\$ 45,724.00	\$ 45,724.00	
Year-to Date			
<b>Totals:</b>	\$ 1,821,613.73	\$ 1,374,136.40	
<b>Expenditure</b>			
<b>Budget:</b>	\$ 1,443,321.00	\$ 1,486,200.32	
<b>Difference:</b>	\$ 378,292.73	\$ (112,063.92)	

14-B District Court

Monthly Disbursements

August 2017

Revenue received as a Fine for violation of a State Statute is disbursed to the Washtenaw County Treasurer, for library purposes.

Revenue received as a Fine for violation of a Township Ordinance and all Court Costs are disbursed to the Ypsilanti Township Treasurer. Local revenue also includes Probation oversight fees and Bond Forfeitures.

Revenue received as State Filing Fee, State Court Fund, Justice System Fund, Juror Compensation, Crime Victims Rights Fund and Dept. of Natural Resources Judgment Fee is forwarded to the State Treasurer.

Money received as Garnishment Proceeds, Criminal Bonds, Restitution, and Court Ordered Escrow are deposited in the Escrow Account of the Court.

All other revenues are transferred to the Ypsilanti Township Treasurer.

**August 2017 Disbursements:**

Washtenaw County:	\$ 4,075.00
State of Michigan:	\$ 63,849.14
Ypsilanti Township Treasurer:	\$161,593.12

TOTAL: \$229,517.26

**YPSILANTI TOWNSHIP FIRE DEPARTMENT**  
**MONTHLY REPORT**

**JULY 2017**

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	18 Fire Fighters
1 Fire Marshal	3 Shift Lieutenants	1 Clerk III / Staff Support

All fire department response personnel are licensed as Emergency Medical Technicians by the State of Michigan Public Health. During the month, the fire department responded to 372 requests for assistance. Of those requests, 208 were medical emergency service calls, with the remaining 164 incidents classified as non-medical and/or fire related.

Department activities for the month of July, 2017:

- 1) The Public Education Department participated in the following events:
  - a) Fire Truck to lead the Fairway Hills Children's Bike Parade
  - b) Truck Demonstration at Grace Fellowship Church
  - c) Truck Demonstration at Willow Run Community Resource Center
  - d) Truck Demonstration at Clubview Park for Neighborhood Watch Picnic
  - e) Truck Demonstration at Holmes Elementary for Community Picnic
  - f) Truck Demonstration at Parkside Preserves West Community Picnic
  - g) Smoke Alarms: 514 Terrace Lane (2)
  - h) Car Seat fittings for U of M Buckle Up program
  
- 2) Fire fighters attended 9 neighborhood watch meetings
  
- 3) Fire fighters received training in the following areas:
  - a) Washtenaw County HazMat
  - b) Zoul Chest Thumper Demonstration with City of Ypsilanti
  - c) Ropes
  - d) Water Rescue

The Fire Chief attended these meetings / events for the month of July, 2017:

- 1) Pre-application meeting – Creekside North
- 2) Pre-construction meeting – Next Generation
- 3) Fire Investigations: China Chef & Woodruff Lane
- 4) Burn Complaint: Juno Street
- 5) Fire Rescue National Conference in North Carolina
- 6) 2018 Budget Draft Presentation
- 7) Meeting with OHM for HQ Parking Lot Project
- 8) Hosted WCRC meeting
- 9) Civil Service meeting for Promotional Testing
- 10) 2 meetings with Human Resources for new hire interviews
- 11) July 4<sup>th</sup> Parade
- 12) Mentored Interim Fire Marshal
- 13) Promoted Interim Fire Marshal to Fire Marshal

There was 0 injuries and 0 deaths reported this month for civilians.

There was 0 injuries and 0 deaths reported this month for fire fighters.

This month the total fire loss, including vehicle fires, is estimated at ***\$152,000.00***. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 07/02/2017	1149 Laurel Court	\$ 0.00 (outside porch)
2) 07/02/2017	932 Desoto	\$ 0.00 (grass)
3) 07/03/2017	2681 Woodruff Lane	\$ 15,000.00 (building)
4) 07/04/2017	8795 Spinnaker Way	\$ 0.00 (dumpster)
5) 07/05/2017	2870 Washtenaw	\$ 40,000.00 (building)
6) 07/05/2017	1378 Chestnut Drive	\$ 0.00 (dumpster)
7) 07/05/2017	1070 McCartney	\$ 500.00 (vehicle)
8) 07/05/2017	962 Desoto	\$ 0.00 (dumpster)
9) 07/05/2017	551 E Grand Blvd	\$ 5,500.00 (building)
10) 07/05/2017	EB I-94 @ W Michigan	\$ 2,000.00 (vehicle)
11) 07/20/2017	552 Villa Drive	\$ 6,000.00 (cooking)
12) 07/20/2017	363 Oregon	\$ 10,000.00 (vehicle)
13) 07/24/2017	7924 Raintree Drive	\$ 0.00 (natural vegetation)
14) 07/24/2017	823 Green	\$ 0.00 (Mutual Aid – City of Ypsilanti)
15) 07/25/2017	1248 Rambling	\$ 0.00 (cooking)
16) 07/28/2017	2127 Golfside Drive	\$ 3,000.00 (building)
17) 07/28/2017	1375 N Prospect	\$ 70,000.00 (building)

Respectfully submitted,

Rhonda Bates, Clerical Support Staff  
Charter Township of Ypsilanti Fire Department

Attachment: Fire House Incident Type Report (Summary) 07/01/2017 – 07/31/2017

**Ypsilanti Township Fire Department**

**Incident Type Report (Summary)**

**Alarm Date Between {07/01/17} And {07/31/17}**

<b>Incident Type</b>	<b>Count</b>	<b>Pct of Incidents</b>	<b>Total Est Loss</b>	<b>Pct of Losses</b>
<b>1 Fire</b>				
111 Building fire	5	1.34%	\$133,500	87.82%
113 Cooking fire, confined to container	3	0.81%	\$6,000	3.94%
131 Passenger vehicle fire	3	0.81%	\$12,500	8.22%
140 Natural vegetation fire, Other	1	0.27%	\$0	0.00%
143 Grass fire	1	0.27%	\$0	0.00%
154 Dumpster or other outside trash receptacle fire	3	0.81%	\$0	0.00%
160 Special outside fire, Other	1	0.27%	\$0	0.00%
	<b>17</b>	<b>4.57%</b>	<b>\$152,000</b>	<b>100.00%</b>
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
251 Excessive heat, scorch burns with no ignition	1	0.27%	\$0	0.00%
	<b>1</b>	<b>0.27%</b>	<b>\$0</b>	<b>0.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
300 Rescue, EMS incident, other	14	3.76%	\$0	0.00%
311 Medical assist, assist EMS crew	32	8.60%	\$0	0.00%
320 Emergency medical service, other	12	3.23%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	30	34.95%	\$0	0.00%
322 Motor vehicle accident with injuries	6	1.61%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	0.27%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	8	2.15%	\$0	0.00%
331 Lock-in (if lock out , use 511 )	1	0.27%	\$0	0.00%
350 Extrication, rescue, Other	1	0.27%	\$0	0.00%
353 Removal of victim(s) from stalled elevator	2	0.54%	\$0	0.00%
363 Swift water rescue	1	0.27%	\$0	0.00%
	<b>208</b>	<b>55.91%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
400 Hazardous condition, Other	2	0.54%	\$0	0.00%
412 Gas leak (natural gas or LPG)	2	0.54%	\$0	0.00%
424 Carbon monoxide incident	3	0.81%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	0.27%	\$0	0.00%
441 Heat from short circuit (wiring), defective/worn	1	0.27%	\$0	0.00%
444 Power line down	7	1.88%	\$0	0.00%
445 Arcing, shorted electrical equipment	4	1.08%	\$0	0.00%
480 Attempted burning, illegal action, Other	1	0.27%	\$0	0.00%
	<b>21</b>	<b>5.65%</b>	<b>\$0</b>	<b>0.00%</b>



**Ypsilanti Township Fire Department**

**Incident Type Report (Summary)**

**Alarm Date Between {07/01/17} And {07/31/17}**

<b>Incident Type</b>	<b>Count</b>	<b>Pct of Incidents</b>	<b>Total Est Loss</b>	<b>Pct of Losses</b>
<b>5 Service Call</b>				
500 Service Call, other	1	0.27%	\$0	0.00%
510 Person in distress, Other	1	0.27%	\$0	0.00%
511 Lock-out	1	0.27%	\$0	0.00%
5111 Lock-in	1	0.27%	\$0	0.00%
520 Water problem, Other	3	0.81%	\$0	0.00%
531 Smoke or odor removal	5	1.34%	\$0	0.00%
541 Animal problem	2	0.54%	\$0	0.00%
5501 Neighborhood Watch	7	1.88%	\$0	0.00%
5502 Community Outreach	3	0.81%	\$0	0.00%
551 Assist police or other governmental agency	2	0.54%	\$0	0.00%
554 Assist invalid	2	0.54%	\$0	0.00%
561 Unauthorized burning	4	1.08%	\$0	0.00%
	<b>32</b>	<b>8.60%</b>	<b>\$0</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>				
600 Good intent call, Other	2	0.54%	\$0	0.00%
611 Dispatched & cancelled en route	25	6.72%	\$0	0.00%
6111 Canceled on Arrival	31	8.33%	\$0	0.00%
622 No Incident found on arrival at dispatch address	5	1.34%	\$0	0.00%
651 Smoke scare, odor of smoke	2	0.54%	\$0	0.00%
	<b>65</b>	<b>17.47%</b>	<b>\$0</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, Other	6	1.61%	\$0	0.00%
715 Local alarm system, malicious false alarm	1	0.27%	\$0	0.00%
730 System malfunction, Other	2	0.54%	\$0	0.00%
733 Smoke detector activation due to malfunction	2	0.54%	\$0	0.00%
735 Alarm system sounded due to malfunction	2	0.54%	\$0	0.00%
736 CO detector activation due to malfunction	4	1.08%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	0.27%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	0.27%	\$0	0.00%
744 Detector activation, no fire - unintentional	2	0.54%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	5	1.34%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	2	0.54%	\$0	0.00%
	<b>28</b>	<b>7.53%</b>	<b>\$0</b>	<b>0.00%</b>

**Total Incident Count: 372**

**Total Est Loss:**

**\$152,000**



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



**JERRY L. CLAYTON**  
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL [sheriff@ewashtenaw.org](mailto:sheriff@ewashtenaw.org)

**MARK A. PTASZEK**  
UNDERSHERIFF

**To:** Brenda Stumbo, Ypsilanti Township Supervisor  
**From:** Mike Marocco, Police Services Lieutenant  
**Cc:** Mike Radzik, Ypsilanti Township Police Administrator & Ypsilanti Township Board  
Marlene Radzik, WCSO Police Services Commander  
**Date:** August 15, 2017  
**Re:** July 2017 Police Services Monthly Report

In June of 2017, there were 4003 calls for service in Ypsilanti Township, which is a 7.12% decrease in calls for service as compared to July of 2016. This reductions brings us to a 2.73% reduction in Calls For Service Year to Date.

## OPERATIONS

During July of 2017, Patrol Operations has been efficient in handling calls for service, traffic enforcement and community engagement duties in pursuit of our total policy philosophy. We will continue to focus on root cause issues and build on the program we initiated in 2016 to continue the positive trends in reference to juvenile issues and burglaries. However, during July we had significant increases in the following areas compared to last July:

Larceny From Building	+33.3%
Larceny From Vehicle	+20.9%
Motor Vehicle Theft	+33.3%

When analyzed on a year to date basis, compared to last year, the statistics are as follows:

Larceny From Building	+27.3%
Larceny From Vehicle	+45.9%
Motor Vehicle Theft	-13.4%

In order to help curtail some of the opportunistic thievery that occurs in the community, we have been utilizing multiple media platforms to get the word out the community to lock up their vehicle and refrain from leaving keys inside those vehicles. The vast majority of vehicle thefts and larcenies from vehicles are from unlocked vehicles.

## YOUTH INITIATIVE

The Sheriff's Office continues to partner with courts, probation and social services to ensure that there is accountability beyond Sheriff's Office contact with the offenders that are consistently involved in crimes. The overall reductions in burglaries, stolen autos and juvenile mischief complaints is directly related to the Sheriff's Office engagement of our juvenile population and their family structures. Curfew enforcement sweeps have been effective this

month. In conjunction with those sweeps, an extensive information campaign involving schools, social media and Ypsilanti Township Neighborhood Watch ensuring that the community knows what the expectation is in regards to curfew is taking place.

### **COMMUNITY ACTION TEAM**

During the month of June, the Sheriff's Office executed several narcotics related search warrants within Ypsilanti Township which resulted in seizures of narcotics and currency. Our collaboration with the Michigan Department of Correction in reference to parole compliance continues to pay dividends. Fast reaction to tips regarding parolee misconduct as well as regular home visits are expected by the parolees that are living in Ypsilanti Township and surrounding areas.

### **CONSTRUCTION TRAFFIC**

Deputies have aggressively patrolled the US-12 Bypass and surrounding areas to mitigate issues caused by the construction as well as to ensure the safety of the workers.

### **CHANGES IN PERSONNEL**

Deputy Geno Rush is now Sergeant Geno Rush in no small part due to his excellent work in this community based position. He has assumed a command position within Patrol Operations and is currently assisting Deputy Lindsey Thompson in transitioning to the Neighborhood Watch position he previously held. Congratulations to Sgt Rush on his promotion and to Deputy Thompson for obtaining her new assignment. Deputy Thompson brings patrol experience and energy to the position.

Deputy Alyshia Dyer pioneered our Youth Initiative in Ypsilanti Township which was developed last year in response to surging youth issues in the community. She built bridges with families and partnering agencies to ensure that our youth are engaged positively and that when needed, are held accountable. Her efforts were instrumental in achieving the statistical results we have seen in juvenile crime reduction. She will be moving into a Patrol Operations assignment within Ypsilanti Township soon. Deputy Heather Morrison will be transitioning into the Youth Initiative position. Deputy Morrison is passionate about youth and family engagement. She comes to the position with extensive patrol experience.

# CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

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<b>Month:</b>	July
<b>Year:</b>	2017
<b>Print Option:</b>	Print Both Monthly and YTD
<b>Include Unfounded:</b>	No
<b>Report Offenses:</b>	Include All (1,2,3,4)
<b>Attempted/Completed/NA:</b>	Includes Attempted, Completed
<b>City:</b>	Ypsilanti Twp-YPT

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of July

Classification	Jul/2016	Jul/2017	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	1	0%
10001 KIDNAPPING/ABDUCTION	3	2	-33.3%
10002 PARENTAL KIDNAPPING	0	0	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	2	2	0%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	2	0	-100%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	0%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	1	0%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	1	0	-100%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1	4	300%
12000 ROBBERY	9	9	0%
13001 NONAGGRAVATED ASSAULT	60	47	-21.6%
13002 AGGRAVATED/FELONIOUS ASSAULT	26	28	7.692%
13003 INTIMIDATION/STALKING	1	3	200%
20000 ARSON	0	1	0%
22001 BURGLARY -FORCED ENTRY	15	12	-20%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	6	2	-66.6%
23001 LARCENY -POCKETPICKING	1	1	0%
23002 LARCENY -PURSESNAATCHING	2	0	-100%
23003 LARCENY -THEFT FROM BUILDING	15	20	33.33%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	16	32	100%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	1	5	400%
23007 LARCENY -OTHER	8	5	-37.5%
24001 MOTOR VEHICLE THEFT	15	20	33.33%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	2	5	150%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	4	2	-50%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	5	11	120%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	13	8	-38.4%
26003 FRAUD -IMPERSONATION	0	0	0%
26005 FRAUD -WIRE FRAUD	1	1	0%
26007 FRAUD - IDENTITY THEFT	8	5	-37.5%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	3	1	-66.6%
28000 STOLEN PROPERTY	0	4	0%
29000 DAMAGE TO PROPERTY	52	25	-51.9%
30001 RETAIL FRAUD -MISREPRESENTATION	0	1	0%
30002 RETAIL FRAUD -THEFT	10	13	30%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	20	16	-20%
35002 NARCOTIC EQUIPMENT VIOLATIONS	8	10	25%
37000 OBSCENITY	0	0	0%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of July

Classification	Jul/2016	Jul/2017	%Change
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	0%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%
52001 WEAPONS OFFENSE- CONCEALED	6	2	-66.6%
52002 WEAPONS OFFENSE -EXPLOSIVES	1	0	-100%
52003 WEAPONS OFFENSE -OTHER	2	2	0%
<b>Group A Totals</b>	<b>319</b>	<b>301</b>	<b>-5.64%</b>
09003 NEGLIGENCE HOMICIDE -VEHICLE/BOAT	1	0	-100%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	1	0	-100%
26006 FRAUD -BAD CHECKS	1	1	0%
36003 PEEPING TOM	1	0	-100%
36004 SEX OFFENSE -OTHER	1	0	-100%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	3	6	100%
38003 FAMILY -OTHER	0	0	0%
41002 LIQUOR VIOLATIONS -OTHER	2	4	100%
48000 OBSTRUCTING POLICE	14	6	-57.1%
49000 ESCAPE/FLIGHT	0	1	0%
50000 OBSTRUCTING JUSTICE	11	11	0%
53001 DISORDERLY CONDUCT	2	2	0%
53002 PUBLIC PEACE -OTHER	0	0	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	9	6	-33.3%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	25	19	-24%
55000 HEALTH AND SAFETY	2	1	-50%
57001 TRESPASS	0	1	0%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
58000 SMUGGLING	0	0	0%
59000 ELECTION LAWS	1	0	-100%
61000 TAX/REVENUE	0	0	0%
62000 CONSERVATION	1	0	-100%
63000 VAGRANCY	1	1	0%
70000 JUVENILE RUNAWAY	14	8	-42.8%
73000 MISCELLANEOUS CRIMINAL OFFENSE	4	1	-75%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
<b>Group B Totals</b>	<b>94</b>	<b>68</b>	<b>-27.6%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	93	77	-17.2%
2900 TRAFFIC OFFENSES	27	34	25.92%
3000 WARRANTS	58	55	-5.17%
3100 TRAFFIC CRASHES	103	90	-12.6%
3200 SICK / INJURY COMPLAINT	111	141	27.02%
3300 MISCELLANEOUS COMPLAINTS	912	754	-17.3%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	2	4	100%
3500 NON-CRIMINAL COMPLAINTS	1133	1110	-2.03%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	981	865	-11.8%
3800 ANIMAL COMPLAINTS	67	86	28.35%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of July

Classification	Jul/2016	Jul/2017	%Change
3900 ALARMS	176	180	2.272%
<b>Group C Totals</b>	<b>3663</b>	<b>3396</b>	<b>-7.28%</b>
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	1	0%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200 PARKING CITATIONS	2	0	-100%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	2	1	-50%
4400 WATERCRAFT CITATIONS	1	0	-100%
4500 MISCELLANEOUS A THROUGH UUUU	4	1	-75%
<b>Group D Totals</b>	<b>9</b>	<b>3</b>	<b>-66.6%</b>
5000 FIRE CLASSIFICATIONS	0	0	0%
5100 18A STATE CODE FIRE CLASSIFICATIONS	3	0	-100%
<b>Group E Totals</b>	<b>3</b>	<b>0</b>	<b>-100%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	22	42	90.90%
6100 MISCELLANEOUS ACTIVITIES (6100)	155	150	-3.22%
6300 CANINE ACTIVITIES	3	6	100%
6500 CRIME PREVENTION ACTIVITIES	32	29	-9.37%
6600 COURT / WARRANT ACTIVITIES	1	0	-100%
6700 INVESTIGATIVE ACTIVITIES	9	8	-11.1%
<b>Group F Totals</b>	<b>222</b>	<b>235</b>	<b>5.855%</b>
<b>City : Ypsilanti Twp Totals</b>	<b>4310</b>	<b>4003</b>	<b>-7.12%</b>

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through July

Classification	2016	2017	%Change
<b>Group F Totals</b>	<b>0</b>	<b>0</b>	<b>0%</b>
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	1	3	200%
10001 KIDNAPPING/ABDUCTION	6	4	-33.3%
10002 PARENTAL KIDNAPPING	1	0	-100%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	13	21	61.53%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	6	3	-50%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	5	3	-40%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	2	2	0%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	1	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	5	4	-20%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	6	14	133.3%
12000 ROBBERY	36	37	2.777%
13001 NONAGGRAVATED ASSAULT	290	328	13.10%
13002 AGGRAVATED/FELONIOUS ASSAULT	163	145	-11.0%
13003 INTIMIDATION/STALKING	34	29	-14.7%
20000 ARSON	9	3	-66.6%
22001 BURGLARY -FORCED ENTRY	120	81	-32.5%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	36	20	-44.4%
23001 LARCENY -POCKETPICKING	1	2	100%
23002 LARCENY -PURSESNAATCHING	2	0	-100%
23003 LARCENY -THEFT FROM BUILDING	93	116	24.73%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	2	0	-100%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	126	141	11.90%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	7	27	285.7%
23007 LARCENY -OTHER	50	51	2%
24001 MOTOR VEHICLE THEFT	92	80	-13.0%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	13	11	-15.3%
24003 MOTOR VEHICLE FRAUD	0	1	0%
25000 FORGERY/COUNTERFEITING	22	11	-50%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	54	62	14.81%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	60	66	10%
26003 FRAUD -IMPERSONATION	1	0	-100%
26005 FRAUD -WIRE FRAUD	6	4	-33.3%
26007 FRAUD - IDENTITY THEFT	57	62	8.771%
26008 FRAUD - HACKING/COMPUTER INVASION	1	1	0%
27000 EMBEZZLEMENT	21	6	-71.4%
28000 STOLEN PROPERTY	12	12	0%
29000 DAMAGE TO PROPERTY	255	202	-20.7%
30001 RETAIL FRAUD -MISREPRESENTATION	2	5	150%
30002 RETAIL FRAUD -THEFT	103	72	-30.0%
30003 RETAIL FRAUD -REFUND/EXCHANGE	2	1	-50%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	122	105	-13.9%
35002 NARCOTIC EQUIPMENT VIOLATIONS	51	58	13.72%



# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through July

Classification	2016	2017	%Change
37000 OBSCENITY	2	3	50%
40001 COMMERCIALIZED SEX -PROSTITUTION	1	0	-100%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	1	0%
52001 WEAPONS OFFENSE- CONCEALED	29	22	-24.1%
52002 WEAPONS OFFENSE -EXPLOSIVES	1	1	0%
52003 WEAPONS OFFENSE -OTHER	10	9	-10%
<b>Group A Totals</b>	<b>1931</b>	<b>1830</b>	<b>-5.23%</b>
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	1	0	-100%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	13	8	-38.4%
26006 FRAUD -BAD CHECKS	7	10	42.85%
36003 PEEPING TOM	1	0	-100%
36004 SEX OFFENSE -OTHER	5	0	-100%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	26	35	34.61%
38003 FAMILY -OTHER	0	3	0%
41002 LIQUOR VIOLATIONS -OTHER	20	15	-25%
48000 OBSTRUCTING POLICE	59	58	-1.69%
49000 ESCAPE/FLIGHT	2	5	150%
50000 OBSTRUCTING JUSTICE	100	78	-22%
53001 DISORDERLY CONDUCT	18	23	27.77%
53002 PUBLIC PEACE -OTHER	4	3	-25%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	28	30	7.142%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	155	142	-8.38%
55000 HEALTH AND SAFETY	12	17	41.66%
57001 TRESPASS	4	1	-75%
57002 INVASION OF PRIVACY -OTHER	0	1	0%
58000 SMUGGLING	3	0	-100%
59000 ELECTION LAWS	1	1	0%
61000 TAX/REVENUE	1	0	-100%
62000 CONSERVATION	2	1	-50%
63000 VAGRANCY	3	6	100%
70000 JUVENILE RUNAWAY	68	65	-4.41%
73000 MISCELLANEOUS CRIMINAL OFFENSE	17	9	-47.0%
77000 CONSPIRACY (ALL CRIMES)	0	1	0%
<b>Group B Totals</b>	<b>550</b>	<b>512</b>	<b>-6.90%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	405	353	-12.8%
2900 TRAFFIC OFFENSES	159	207	30.18%
3000 WARRANTS	423	364	-13.9%
3100 TRAFFIC CRASHES	721	761	5.547%
3200 SICK / INJURY COMPLAINT	747	886	18.60%
3300 MISCELLANEOUS COMPLAINTS	5425	4815	-11.2%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	11	8	-27.2%
3500 NON-CRIMINAL COMPLAINTS	7300	7850	7.534%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	6939	6219	-10.3%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through July

Classification	2016	2017	%Change
3800 ANIMAL COMPLAINTS	496	507	2.217%
3900 ALARMS	1202	1241	3.244%
<b>Group C Totals</b>	<b>23828</b>	<b>23211</b>	<b>-2.58%</b>
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	12	3	-75%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	3	1	-66.6%
4200 PARKING CITATIONS	22	9	-59.0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	9	8	-11.1%
4400 WATERCRAFT CITATIONS	1	0	-100%
4500 MISCELLANEOUS A THROUGH UUUU	66	19	-71.2%
<b>Group D Totals</b>	<b>113</b>	<b>40</b>	<b>-64.6%</b>
5000 FIRE CLASSIFICATIONS	2	2	0%
5100 18A STATE CODE FIRE CLASSIFICATIONS	11	0	-100%
<b>Group E Totals</b>	<b>13</b>	<b>2</b>	<b>-84.6%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	212	257	21.22%
6100 MISCELLANEOUS ACTIVITIES (6100)	830	895	7.831%
6300 CANINE ACTIVITIES	48	50	4.166%
6500 CRIME PREVENTION ACTIVITIES	200	175	-12.5%
6600 COURT / WARRANT ACTIVITIES	13	4	-69.2%
6700 INVESTIGATIVE ACTIVITIES	61	63	3.278%
<b>Group F Totals</b>	<b>1364</b>	<b>1444</b>	<b>5.865%</b>
<b>City : Ypsilanti Twp Totals</b>	<b>27799</b>	<b>27039</b>	<b>-2.73%</b>



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



**JERRY L. CLAYTON**  
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL [sheriff@ewashtenaw.org](mailto:sheriff@ewashtenaw.org)

**MARK A. PTASZEK**  
UNDERSHERIFF

**To:** Brenda Stumbo, Ypsilanti Township Supervisor  
**From:** Mike Marocco, Police Services Lieutenant  
**Cc:** Mike Radzik, Ypsilanti Township Police Administrator & Ypsilanti Township Board  
Marlene Radzik, WCSO Police Services Commander  
**Date:** September 5, 2017  
**Re:** August 2017 Police Services Monthly Report

In August of 2017, there were 3838 calls for service in Ypsilanti Township, which is a 13.2% decrease in calls for service as compared to August of 2016. This reduction brings us to a 4.06% reduction in Calls For Service Year to Date.

## OPERATIONS

During August of 2017, Patrol Operations has been efficient in handling calls for service, traffic enforcement and community engagement duties in pursuit of our total policy philosophy. We will continue to focus on root cause issues and build on the program we initiated in 2016 to continue the positive trends in reference to juvenile issues and burglaries. During August we had significant decreases in the following areas compared to last August:

Larceny From Building	-13.3%
Larceny From Vehicle	-16.2%
Motor Vehicle Theft	-21.4%

When analyzed on a year to date basis, compared to last year, the statistics are as follows:

Larceny From Building	+19.4%
Larceny From Vehicle	+12.5%
Motor Vehicle Theft	-15.9%

In order to help curtail some of the opportunistic thievery that occurs in the community, we continue to utilize multiple media platforms to get the word out the community to lock up their vehicle and refrain from leaving keys inside those vehicles. The vast majority of vehicle thefts and larcenies from vehicles are from unlocked vehicles.

## YOUTH INITIATIVE

The Sheriff's Office continues to partner with courts, probation and social services to ensure that there is accountability beyond Sheriff's Office contact with the offenders that are consistently involved in crimes. The year to date reductions in burglaries, stolen autos and juvenile mischief complaints as indicated below is directly related to the Sheriff's Office engagement of our juvenile population and their family structures. Curfew enforcement

sweeps have been effective this month. In conjunction with those sweeps, an extensive information campaign involving schools, social media and Ypsilanti Township Neighborhood Watch ensuring that the community knows what the expectation is in regards to curfew is taking place.

Burglaries/Home Invasions	-18.5%
Stolen Autos	-15.9%
Juvenile Mischief	-16.4%

**COMMUNITY ACTION TEAM**

During the month of June, the Sheriff’s Office executed several narcotics related search warrants within Ypsilanti Township which resulted in seizures of narcotics and currency. Our collaboration with the Michigan Department of Correction in reference to parole compliance continues to pay dividends. Fast reaction to tips regarding parolee misconduct as well as regular home visits are expected by the parolees that are living in Ypsilanti Township and surrounding areas.

**CONSTRUCTION TRAFFIC**

Deputies have aggressively patrolled the US-12 Bypass and surrounding areas to mitigate issues caused by the construction as well as to ensure the safety of the workers.

# CLR-008 Monthly Summary Of Offenses (WD)

City: Ypsilanti Twp-YPT

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<b>Month:</b>	August
<b>Year:</b>	2017
<b>Print Option:</b>	Print Both Monthly and YTD
<b>Include Unfounded:</b>	No
<b>Report Offenses:</b>	Include All (1,2,3,4)
<b>Attempted/Completed/NA:</b>	Includes Attempted, Completed
<b>City:</b>	Ypsilanti Twp-YPT

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of August

Classification	Aug/2016	Aug/2017	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%
09004 JUSTIFIABLE HOMICIDE	1	0	-100%
10001 KIDNAPPING/ABDUCTION	2	0	-100%
10002 PARENTAL KIDNAPPING	0	1	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	1	1	0%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	1	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	1	0%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	1	0	-100%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	2	0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	3	3	0%
12000 ROBBERY	7	7	0%
13001 NONAGGRAVATED ASSAULT	66	44	-33.3%
13002 AGGRAVATED/FELONIOUS ASSAULT	32	30	-6.25%
13003 INTIMIDATION/STALKING	8	5	-37.5%
20000 ARSON	2	1	-50%
21000 EXTORTION	0	2	0%
22001 BURGLARY -FORCED ENTRY	17	12	-29.4%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	4	4	0%
23001 LARCENY -POCKETPICKING	0	0	0%
23002 LARCENY -PURSESNAATCHING	1	1	0%
23003 LARCENY -THEFT FROM BUILDING	15	13	-13.3%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	50	39	-22%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	1	4	300%
23007 LARCENY -OTHER	16	9	-43.7%
24001 MOTOR VEHICLE THEFT	14	11	-21.4%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	2	1	-50%
24003 MOTOR VEHICLE FRAUD	0	1	0%
25000 FORGERY/COUNTERFEITING	2	2	0%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	10	2	-80%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	25	12	-52%
26003 FRAUD -IMPERSONATION	0	0	0%
26005 FRAUD -WIRE FRAUD	0	1	0%
26007 FRAUD - IDENTITY THEFT	9	7	-22.2%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	1	1	0%
28000 STOLEN PROPERTY	3	0	-100%
29000 DAMAGE TO PROPERTY	60	42	-30%
30001 RETAIL FRAUD -MISREPRESENTATION	1	0	-100%
30002 RETAIL FRAUD -THEFT	23	7	-69.5%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	13	18	38.46%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of August

Classification	Aug/2016	Aug/2017	%Change
35002 NARCOTIC EQUIPMENT VIOLATIONS	6	7	16.66%
37000 OBSCENITY	0	0	0%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	1	0%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%
52001 WEAPONS OFFENSE- CONCEALED	3	2	-33.3%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	0%
52003 WEAPONS OFFENSE -OTHER	2	3	50%
<b>Group A Totals</b>	<b>401</b>	<b>298</b>	<b>-25.6%</b>
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	0%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	1	0	-100%
22004 POSSESSION OF BURGLARY TOOLS	1	0	-100%
26006 FRAUD -BAD CHECKS	0	0	0%
36003 PEEPING TOM	0	0	0%
36004 SEX OFFENSE -OTHER	0	0	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	9	2	-77.7%
38003 FAMILY -OTHER	1	0	-100%
41002 LIQUOR VIOLATIONS -OTHER	5	3	-40%
48000 OBSTRUCTING POLICE	13	10	-23.0%
49000 ESCAPE/FLIGHT	2	1	-50%
50000 OBSTRUCTING JUSTICE	12	12	0%
53001 DISORDERLY CONDUCT	3	4	33.33%
53002 PUBLIC PEACE -OTHER	0	1	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	3	3	0%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	27	25	-7.40%
55000 HEALTH AND SAFETY	0	5	0%
57001 TRESPASS	1	1	0%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
58000 SMUGGLING	0	0	0%
59000 ELECTION LAWS	0	0	0%
61000 TAX/REVENUE	0	0	0%
62000 CONSERVATION	0	0	0%
63000 VAGRANCY	1	1	0%
70000 JUVENILE RUNAWAY	4	7	75%
73000 MISCELLANEOUS CRIMINAL OFFENSE	3	3	0%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
<b>Group B Totals</b>	<b>86</b>	<b>78</b>	<b>-9.30%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	106	74	-30.1%
2900 TRAFFIC OFFENSES	20	33	65%
3000 WARRANTS	53	66	24.52%
3100 TRAFFIC CRASHES	110	104	-5.45%
3200 SICK / INJURY COMPLAINT	122	163	33.60%
3300 MISCELLANEOUS COMPLAINTS	883	740	-16.1%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	3	1	-66.6%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of August

Classification	Aug/2016	Aug/2017	%Change
3500 NON-CRIMINAL COMPLAINTS	1001	955	-4.59%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	1118	814	-27.1%
3800 ANIMAL COMPLAINTS	73	66	-9.58%
3900 ALARMS	184	173	-5.97%
<b>Group C Totals</b>	<b>3673</b>	<b>3189</b>	<b>-13.1%</b>
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200 PARKING CITATIONS	2	7	250%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	1	0	-100%
4400 WATERCRAFT CITATIONS	0	0	0%
4500 MISCELLANEOUS A THROUGH UUUU	13	8	-38.4%
<b>Group D Totals</b>	<b>16</b>	<b>15</b>	<b>-6.25%</b>
5000 FIRE CLASSIFICATIONS	0	1	0%
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%
<b>Group E Totals</b>	<b>0</b>	<b>1</b>	<b>0%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	33	46	39.39%
6100 MISCELLANEOUS ACTIVITIES (6100)	157	154	-1.91%
6300 CANINE ACTIVITIES	6	11	83.33%
6500 CRIME PREVENTION ACTIVITIES	37	26	-29.7%
6600 COURT / WARRANT ACTIVITIES	0	1	0%
6700 INVESTIGATIVE ACTIVITIES	15	19	26.66%
<b>Group F Totals</b>	<b>248</b>	<b>257</b>	<b>3.629%</b>
<b>City : Ypsilanti Twp Totals</b>	<b>4424</b>	<b>3838</b>	<b>-13.2%</b>



# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through August

Classification	2016	2017	%Change
<b>Group F Totals</b>	<b>0</b>	<b>0</b>	<b>0%</b>
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	1	3	200%
09004 JUSTIFIABLE HOMICIDE	1	0	-100%
10001 KIDNAPPING/ABDUCTION	8	4	-50%
10002 PARENTAL KIDNAPPING	1	1	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	14	22	57.14%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	6	4	-33.3%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	5	4	-20%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	3	2	-33.3%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	1	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	5	6	20%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	9	17	88.88%
12000 ROBBERY	43	44	2.325%
13001 NONAGGRAVATED ASSAULT	356	372	4.494%
13002 AGGRAVATED/FELONIOUS ASSAULT	195	175	-10.2%
13003 INTIMIDATION/STALKING	42	34	-19.0%
20000 ARSON	11	4	-63.6%
21000 EXTORTION	0	2	0%
22001 BURGLARY -FORCED ENTRY	137	93	-32.1%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	40	24	-40%
23001 LARCENY -POCKETPICKING	1	2	100%
23002 LARCENY -PURSESNAATCHING	3	1	-66.6%
23003 LARCENY -THEFT FROM BUILDING	108	129	19.44%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	2	0	-100%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	176	180	2.272%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	8	31	287.5%
23007 LARCENY -OTHER	66	60	-9.09%
24001 MOTOR VEHICLE THEFT	106	91	-14.1%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	15	12	-20%
24003 MOTOR VEHICLE FRAUD	0	2	0%
25000 FORGERY/COUNTERFEITING	24	13	-45.8%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	64	64	0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	85	78	-8.23%
26003 FRAUD -IMPERSONATION	1	0	-100%
26005 FRAUD -WIRE FRAUD	6	5	-16.6%
26007 FRAUD - IDENTITY THEFT	66	69	4.545%
26008 FRAUD - HACKING/COMPUTER INVASION	1	1	0%
27000 EMBEZZLEMENT	22	7	-68.1%
28000 STOLEN PROPERTY	15	12	-20%
29000 DAMAGE TO PROPERTY	315	244	-22.5%
30001 RETAIL FRAUD -MISREPRESENTATION	3	5	66.66%
30002 RETAIL FRAUD -THEFT	126	79	-37.3%
30003 RETAIL FRAUD -REFUND/EXCHANGE	2	1	-50%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through August

Classification	2016	2017	%Change
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	135	123	-8.88%
35002 NARCOTIC EQUIPMENT VIOLATIONS	57	66	15.78%
37000 OBSCENITY	2	3	50%
40001 COMMERCIALIZED SEX -PROSTITUTION	1	1	0%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	1	0%
52001 WEAPONS OFFENSE- CONCEALED	32	24	-25%
52002 WEAPONS OFFENSE -EXPLOSIVES	1	1	0%
52003 WEAPONS OFFENSE -OTHER	12	12	0%
<b>Group A Totals</b>	<b>2332</b>	<b>2129</b>	<b>-8.70%</b>
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	1	0	-100%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	14	8	-42.8%
22004 POSSESSION OF BURGLARY TOOLS	1	0	-100%
26006 FRAUD -BAD CHECKS	7	10	42.85%
36003 PEEPING TOM	1	0	-100%
36004 SEX OFFENSE -OTHER	5	0	-100%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	35	37	5.714%
38003 FAMILY -OTHER	1	3	200%
41002 LIQUOR VIOLATIONS -OTHER	25	18	-28%
48000 OBSTRUCTING POLICE	72	68	-5.55%
49000 ESCAPE/FLIGHT	4	6	50%
50000 OBSTRUCTING JUSTICE	112	90	-19.6%
53001 DISORDERLY CONDUCT	21	27	28.57%
53002 PUBLIC PEACE -OTHER	4	4	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	31	33	6.451%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	182	167	-8.24%
55000 HEALTH AND SAFETY	12	22	83.33%
57001 TRESPASS	5	2	-60%
57002 INVASION OF PRIVACY -OTHER	0	1	0%
58000 SMUGGLING	3	0	-100%
59000 ELECTION LAWS	1	1	0%
61000 TAX/REVENUE	1	0	-100%
62000 CONSERVATION	2	1	-50%
63000 VAGRANCY	4	7	75%
70000 JUVENILE RUNAWAY	72	71	-1.38%
73000 MISCELLANEOUS CRIMINAL OFFENSE	20	12	-40%
77000 CONSPIRACY (ALL CRIMES)	0	1	0%
<b>Group B Totals</b>	<b>636</b>	<b>589</b>	<b>-7.38%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	511	427	-16.4%
2900 TRAFFIC OFFENSES	179	240	34.07%
3000 WARRANTS	476	430	-9.66%
3100 TRAFFIC CRASHES	831	865	4.091%
3200 SICK / INJURY COMPLAINT	869	1049	20.71%
3300 MISCELLANEOUS COMPLAINTS	6308	5556	-11.9%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through August

Classification	2016	2017	%Change
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	14	9	-35.7%
3500 NON-CRIMINAL COMPLAINTS	8301	8839	6.481%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	8057	7033	-12.7%
3800 ANIMAL COMPLAINTS	569	573	0.702%
3900 ALARMS	1386	1414	2.020%
<b>Group C Totals</b>	<b>27501</b>	<b>26435</b>	<b>-3.87%</b>
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	12	3	-75%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	3	1	-66.6%
4200 PARKING CITATIONS	24	16	-33.3%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	10	8	-20%
4400 WATERCRAFT CITATIONS	1	0	-100%
4500 MISCELLANEOUS A THROUGH UUUU	79	27	-65.8%
<b>Group D Totals</b>	<b>129</b>	<b>55</b>	<b>-57.3%</b>
5000 FIRE CLASSIFICATIONS	2	3	50%
5100 18A STATE CODE FIRE CLASSIFICATIONS	11	0	-100%
<b>Group E Totals</b>	<b>13</b>	<b>3</b>	<b>-76.9%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	245	303	23.67%
6100 MISCELLANEOUS ACTIVITIES (6100)	987	1049	6.281%
6300 CANINE ACTIVITIES	54	61	12.96%
6500 CRIME PREVENTION ACTIVITIES	237	201	-15.1%
6600 COURT / WARRANT ACTIVITIES	13	5	-61.5%
6700 INVESTIGATIVE ACTIVITIES	76	82	7.894%
<b>Group F Totals</b>	<b>1612</b>	<b>1701</b>	<b>5.521%</b>
<b>City : Ypsilanti Twp Totals</b>	<b>32223</b>	<b>30912</b>	<b>-4.06%</b>



# Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK KAREN LOVEJOY ROE • TREASURER LARRY DOE  
TRUSTEES: STAN ELDRIDGE • HEATHER JARRELL ROE • MONICA ROSS WILLIAMS •  
JIMMIE WILSON, JR.

## WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI

TUESDAY, SEPTEMBER 19, 2017

**5:00PM**

**CIVIC CENTER  
BOARD ROOM  
7200 HURON RIVER DRIVE**

1. AAATA PRESENTATION ON FLEXRIDE AND UPDATE ON SEPTEMBER 27, 2017 ROUTE CHANGES.....BILL DEGROOT, AAATA
2. AGENDA REVIEW..... SUPERVISOR STUMBO
3. OTHER DISCUSSION ..... BOARD MEMBERS



# FlexRide

A pilot service of TheRide

# New Pilot Service Coming Soon!

- Serving **Southeast Ypsilanti Township**
- Start riding **September 27th**
- **Anyone** can ride
  - Only **\$1** per ride
  - **Weekdays 9:00 A.M. to 5:00 P.M.**
  - Use the **MODE Car app** to get real time information

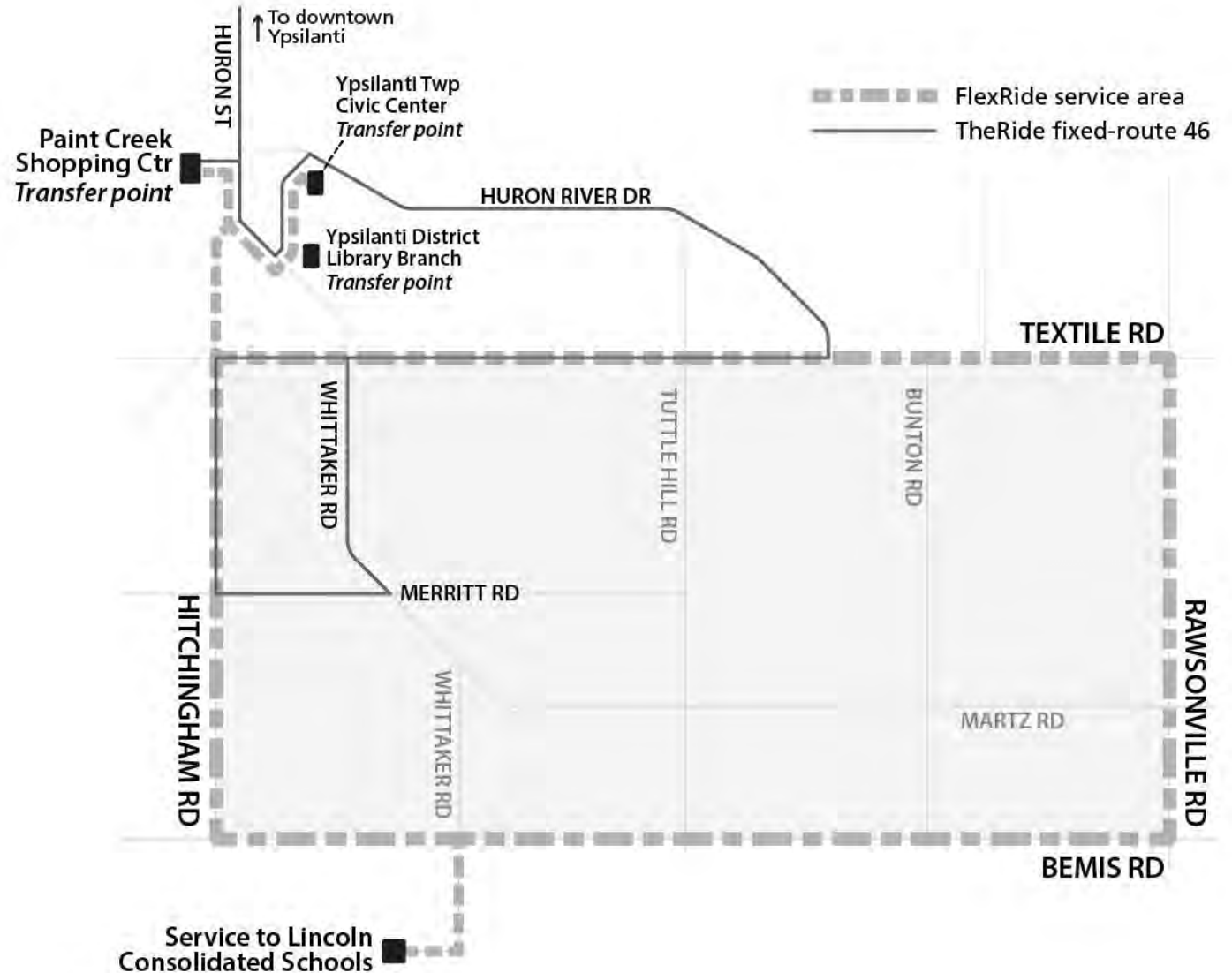


Reserve your ride at [MyFlexRide.org](https://MyFlexRide.org) or call **734-794-0377**



## Service area in Ypsilanti Township

- Connect to:
  - **Route 46 – Huron-Textile**
- Trips to destinations at:
  - **Ypsilanti District Library**
  - **Ypsilanti Township Hall**
  - **Lincoln Schools**



**Pick-up location**

Martz Road, Ypsilanti Charter Township, MI, United States

**Drop-off location**

Kroger, Whittaker Road, Ypsilanti, MI, United States

**Date**

09/27/2017

**Time**

12:00 PM

**Service Type**

Flex Ride

AAATA Flex Ride Pilot Program

**Passengers**

1

**Promo Code**

Promo Code

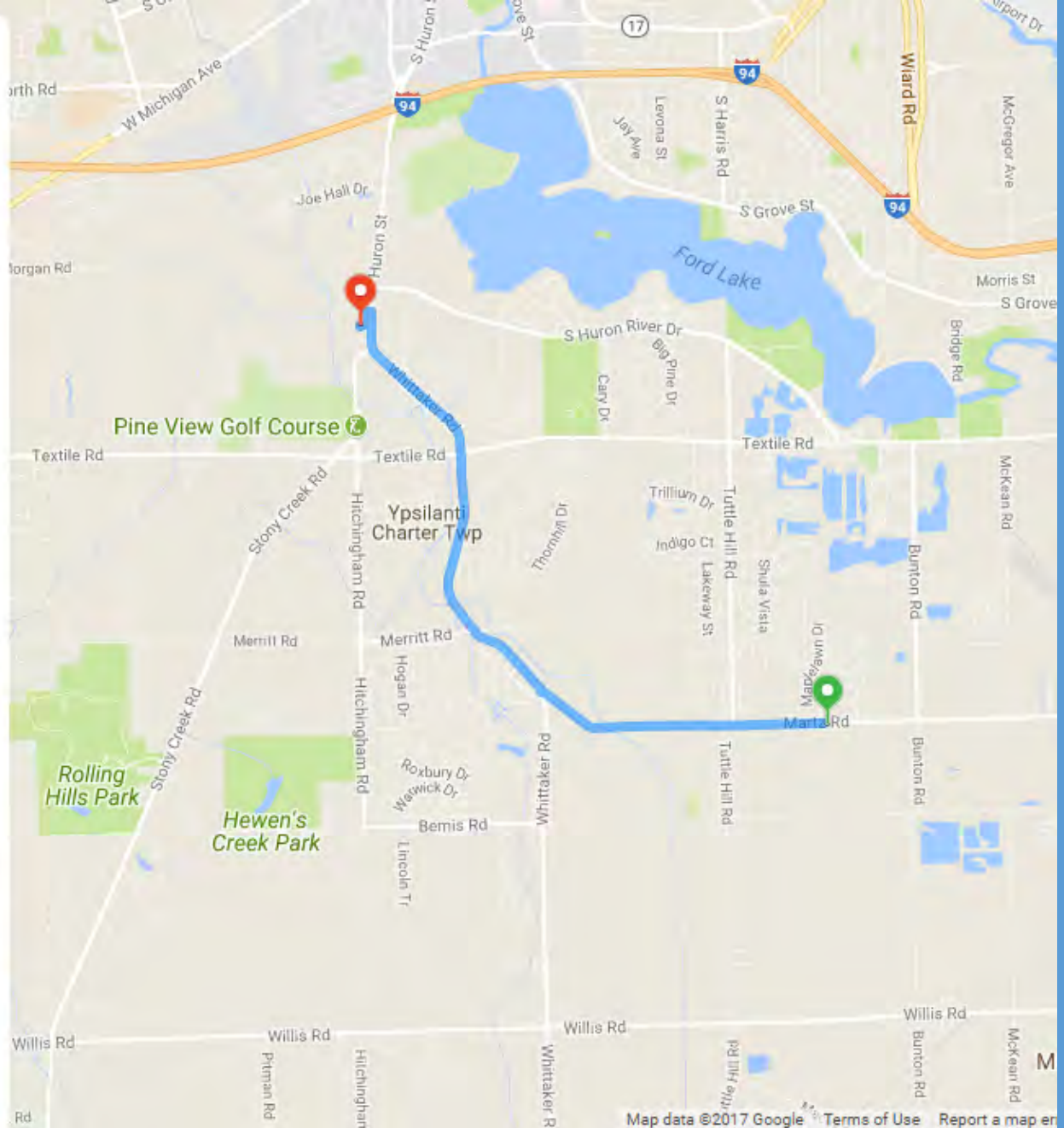
**Driver Instructions**

e.g. Meet me at the corner

**Round-trip**

Get Quote

Schedule Now



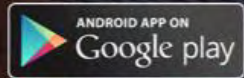
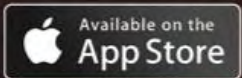
Map data ©2017 Google Terms of Use Report a map error



Thank you!  
Questions?



The experienced, safe and sophisticated alternative: on demand or with advance reservations.



On Time or On Us

BOOK A RIDE NOW



# Operated by: **MODE Car**

Average years of experience:

- Dispatch 10+
- Drivers 15+
- Managers 20+

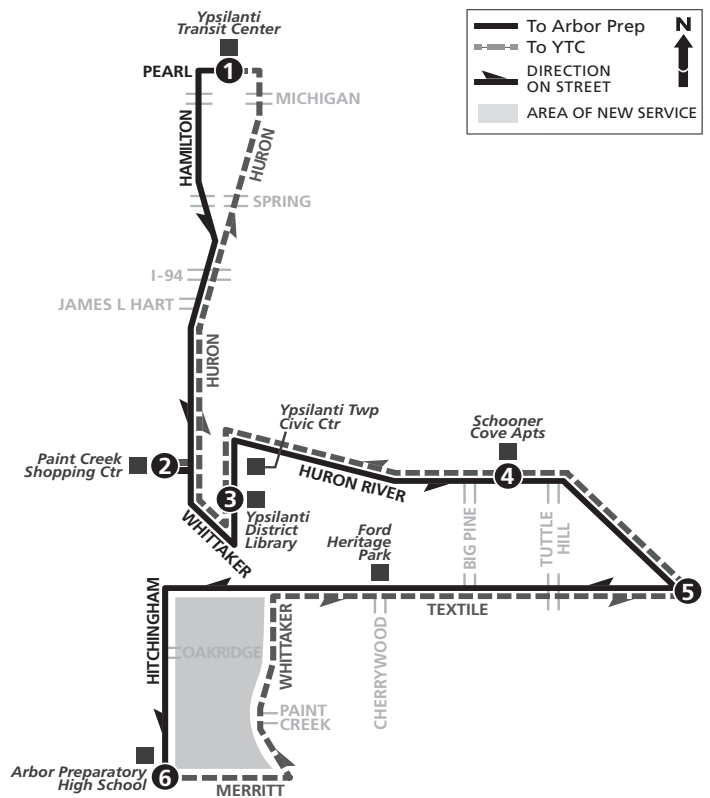
Local quality service,  
innovation, and success

# Route 46 - Huron-Textile Improved & Expanded Service

Connect to shopping, jobs, class, and appointments by using Route 46. Service begins and ends at the Ypsilanti Transit Center. From there, you can connect to more routes that serve the Greater Ann Arbor and Ypsilanti areas.

Route 46 now serves Hitchingham, Merritt, Whittaker Roads and Huron River Drive and Textile in both directions.

For more details, call 734-996-0400 or visit [TheRide.org](http://TheRide.org).



## More Transit Connections in Ypsilanti Township!

Improved Service: Routes **46** **68**

Expanded A-Ride Service

New!  FlexRide Pilot Service



Ann Arbor Area Transportation Authority  
Dawn Gabay Operations Center  
2700 S. Industrial Hwy  
Ann Arbor, MI 48104

### MY RIDE TO WORK



Photo credit: Michael Kosch, Q+M

### MY RIDE TO SHOPPING



Photo credit: Michael Kosch, Q+M

### MY RIDE TO CLASS



## More Transit Connections in Ypsilanti Township!



**46** Route 46 - Huron-Textile Expanded Service

Expanded A-Ride service for people with disabilities



# Your Ypsilanti Township Transit Connections

**NEW! FlexRide Pilot Service**  
Service starts September 27!

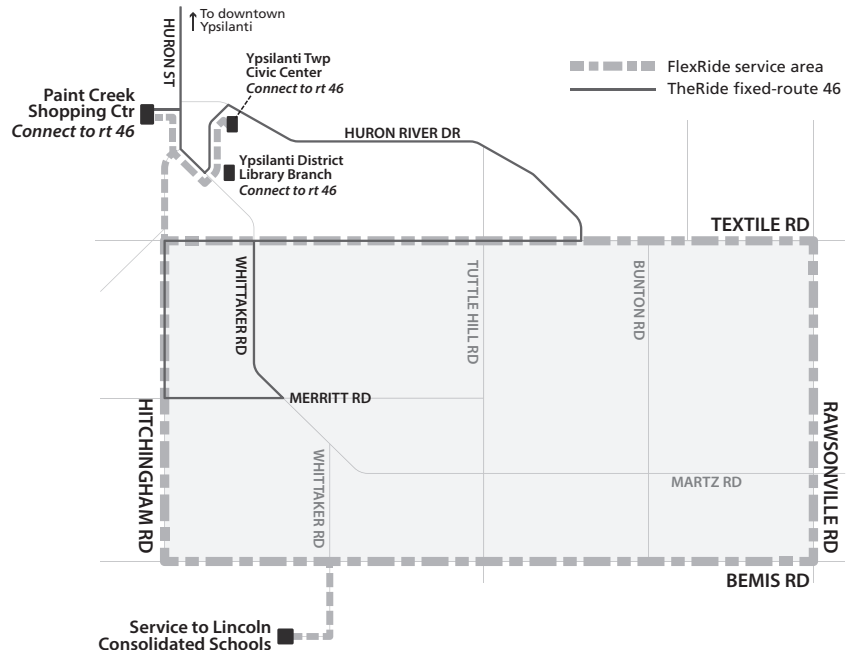


## What is FlexRide service?

- FlexRide is a shared-ride transportation service providing connections to TheRide's fixed-route bus system and to other destinations in southeast Ypsilanti Township.

## Where can I use the FlexRide pilot service?

- The pilot service area is in Southeastern Ypsilanti Township, between Textile, Rawsonville, Bemis, and Hitchingham roads.
- The service provides connections to Route 46 – Huron-Textile at Paint Creek Shopping Center.
- Other destinations include:
  - Ypsilanti District Library
  - Ypsilanti Township Civic Center
  - Lincoln Schools (when school buses do not operate)



## How do I get a ride?

- Call 734-794-0377
- MODE Car app
- MyFlexRide.org

## When can I use the FlexRide service?

- The service is available Monday – Friday from 9:00 a.m. to 5:00 p.m.
- Rides are available the same-day and next-day with a reservation.

## How much does it cost to use FlexRide?

- \$1 per trip (one-way)
- For reduced fare and payment options, visit MyFlexRide.org for details.

## Who can use FlexRide?

- Anyone – it is open to the public.

**Call 734-794-0377 or visit MyFlexRide.org for more details.**



Expanded A-Ride service for people with disabilities. Call for details! 734-973-1611

## Go more places on Route 68 - Harris-Ford!

Route 68 - Harris-Ford serves Gault Village Shopping Center, Loonfeather Point Park, Rosebrook Apartments, Save-A-Lot Shopping Center, Clark East Tower, Ypsilanti Twp. Community Center and now interlines with Route 43 - E. Michigan Ave. making it easier to get to the Ypsilanti Transit Center without making a transfer.

COMING 2018: Ypsilanti Township ExpressRide



# REVIEW AGENDA

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- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

# OTHER DISCUSSION

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



# Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK KAREN LOVEJOY ROE • TREASURER LARRY DOE  
TRUSTEES: STAN ELDRIDGE • HEATHER JARRELL ROE • MONICA ROSS WILLIAMS •  
JIMMIE WILSON, JR.

## **REGULAR MEETING AGENDA**

**TUESDAY, SEPTEMBER 19, 2017**

**7:00 P.M.**

**Revised 09-19-20**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC HEARING
  - A. 7:00PM – RESOLUTION 2017-21, CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #212 MANORS AT CREEKSIDE VILLAGE
  - B. 7:15PM – RESOLUTION 2017-22, CREATION OF NEIGHBORHOOD CAMERA SPECIAL ASSESSMENT DISTRICT #70 MANORS AT CREEKSIDE VILLAGE
4. PUBLIC COMMENTS
5. CONSENT AGENDA
  - A. MINUTES OF THE AUGUST 15, 2017 WORK SESSION, EXECUTIVE SESSION AND REGULAR MEETING
  - B. STATEMENTS AND CHECKS
    1. STATEMENTS AND CHECKS FOR SEPTEMBER 5, 2017 IN THE AMOUNT OF \$620,022.24
    2. STATEMENTS AND CHECKS FOR SEPTEMBER 19, 2017 IN THE AMOUNT OF \$847,847.15
    3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR AUGUST 2017 IN THE AMOUNT OF \$37,382.77
    4. CHOICE HEALTH CARE ADMIN FEE FOR JULY 2017 IN THE AMOUNT OF \$1,207.50
  - C. AUGUST 2017 TREASURER'S REPORT
6. ATTORNEY REPORT
  - A. GENERAL LEGAL UPDATE

### **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)
2. 2<sup>ND</sup> READING OF ORDINANCE 2017-474, YCUA SEWAGE DISPOSAL SERVICE RATES  
(FIRST READING HELD AT THE AUGUST 15, 2017 REGULAR MEETING)

## NEW BUSINESS

1. BUDGET AMENDMENT #12
2. 1<sup>ST</sup> READING OF RESOLUTION 2017-20, PROPOSED ORDINANCE 2017-475, AN ORDINANCE TO AMEND CHAPTER 22 OF THE CODE OF ORDINANCES, ARTICLE IV REGARDING PERSONS STANDING IN ROADWAYS SOLICITING CONTRIBUTIONS ON BEHALF OF CHARITABLE OR CIVIC ORGANIZATIONS
3. REQUEST APPROVAL OF CHANGE ORDER #1 FOR THE GOLF CART PATHWAYS PROJECT PERFORMED BY BEST ASPHALT IN THE AMOUNT OF \$23,596.50 BUDGETED IN LINE ITEM #584-584-000-971-000
4. REQUEST TO APPROVE CONTRACT WITH OHM TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR ADDITIONAL GREEN OAKS GOLF CART PATHWAY WORK IN AN AMOUNT NOT TO EXCEED \$5,964.00 BUDGETED IN LINE ITEM #584-584-000-971-000
5. REQUEST AUTHORIZATION FOR PAYMENT TO THE WASHTENAW COUNTY WATER RESOURCE COMMISSION IN THE AMOUNT OF \$1,183.368.25 FOR THE YPSILANTI TOWNSHIP AT LARGE ASSESSMENT AND THE YPSILANTI TOWNSHIP PROPERTY OWNERS ASSESSMENT FOR THE TYLER DAM DRAIN CONSTRUCTION PROJECT BUDGETED IN LINE ITEM #101-970-000-971-100
6. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR TO ENTER INTO NEGOTIATIONS TO SELL TOWNSHIP OWNED PARCEL K-11-02-381-012 (114 JEROME)
7. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR TO ENTER INTO NEGOTIATIONS TO SELL TOWNSHIP OWNED PARCEL K-11-02-381-013 (101 LAMAY)
8. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL OF LETTER OF AGREEMENT FOR SALE OF PARCEL #K-11-14-403-008 TO LEONARD SANDERS IN THE AMOUNT OF \$2,500.00
9. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 1241 RAMBLING RD. IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023
10. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION TO ABATE PUBLIC NUISANCE DRUG HOUSES BY PADLOCKING LOCATED AT 147 JEROME AVENUE AND 7794 BERWICK IN THE AMOUNT OF \$20,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023
11. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR APPROVAL OF THE 2017 ANIMAL CONTROL CONTRACT FOR A TERM OF ONE YEAR IN THE AMOUNT OF \$45,000.00 BUDGETED IN LINE ITEM #266-301-000-831-012
12. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, OCTOBER 17, 2017 AT APPROXIMATELY 7:00PM – SPECIAL ASSESSMENT TAX ROLL



13. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY OCTOBER 17, 2017 FOR THE CREATION OF THE FOLLOWING SPECIAL ASSESSMENT DISTRICTS
  - A. REQUEST TO SET PUBLIC HEARING DATE OF TUESDAY OCTOBER 17, 2017 AT APPROXIMATELY 7:15PM – CREATION OF A NEIGHBORHOOD STREETLIGHT SPECIAL ASSESSMENT DISTRICT FOR CREEKSIDE VILLAGE SOUTH
  - B. REQUEST TO SET PUBLIC HEARING DATE OF TUESDAY OCTOBER 17, 2017 AT APPROXIMATELY 7:30PM – CREATION OF A NEIGHBORHOOD CAMERA SPECIAL ASSESSMENT DISTRICT FOR CREEKSIDE VILLAGE SOUTH

**AUTHORIZATIONS AND BIDS**

1. REQUEST TO AWARD THE LOW BID FOR ADDITIONAL WORK ON THE GREEN OAKS GOLF CART PATHWAY IMPROVEMENTS TO CROSS RENOVATION IN THE AMOUNT OF \$71,800.00 AND APPROVE A CONTINGENCY BUDGET AMOUNT OF \$5,000.00 TO COVER UNFORESEEN ISSUES FOR A TOTAL AMOUNT OF \$76,800.00 BUDGETED IN LINE ITEM #584-584-000-971-000

**OTHER BUSINESS**

# PUBLIC HEARING

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- A. 7:00PM – RESOLUTION 2017-21, CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #212 MANORS AT CREEKSIDE VILLAGE

# Charter Township of Ypsilanti

## RESOLUTION NO. 2017-21

### CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #212 MANORS AT CREEKSIDE VILLAGE

**WHEREAS**, on April 4, 2017, the Township Board of Trustees approved the Planned Development Agreement with Lombardo Homes for the Manors at Creekside Village, which requires the installation of streetlights and cameras at the entrances to the development. Two street lights will be constructed: one at the entrance of Lakeway St. and Merritt Rd. and one at the entrance at Tuttlehill Rd. and Creekway Dr. It is being requested of the Board of Trustees for the creation and establishment of special assessment district #212 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 August 8, 2017 Lance Alley of Detroit Edison Community Lighting Group prepared and submitted proposed plans to install street lighting for the Manors at Creekside Village Subdivision, Ypsilanti Township, consisting of 86 parcels, which said plans included, *inter alia*, the installation of two (2) **“overhead fed 135 watt Autobahn LED fixtures with gray housings mounted on a 17’6” steel arms attached to one (1) existing wood pole and one (1) new pole”** with the cost of said improvements being approximately:

<b>Total Estimate Construction Cost:</b> .....	<b>\$5,500.00</b>
<b>Total Lamp Charge For Three (3) Years:</b> .....	<b>\$1,001.10</b>
<b>Contribution (Cost minus 3 years revenue):</b> .....	<b>\$4,498.90</b>
<b>Total Annual Lamp Charges:</b> .....	<b>\$ 333.70</b>

**WHEREAS**, on August 28, 2017 the Township Clerk received notification from the Township Assessor that the cost of providing street lights for the Manors at Creekside Village Subdivision, Ypsilanti Township, consisting of 86 parcels, which said plans included, *inter alia*, the installation two (2) **“overhead fed 135 watt Autobahn LED fixtures with gray housings mounted on a 17’6” steel arms attached to one (1) existing wood pole and one (1) new pole”** (construction costs of \$4,498.90.00 for the installation will not be included in the special assessment district and has been paid by Lombardo Homes) will be **\$3.88** per parcel for a 3-year period; thereafter, said costs shall be estimated at **\$3.88** per parcel for street lighting, reflective of the current rates set by DTE as well as current electrical usage for the year,

**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 September 19, 2017 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 September 19, 2017, 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 special assessment district #212 be created for the purpose of providing two (2) streetlights for the Manors at Creekside Village Subdivision, consisting of 86 parcels.

**BE IT FURTHER RESOLVED**, that the Township Board accepts the plans and estimate of costs as presented by Detroit Edison for the Manors at Creekside Village, consisting of 86 parcels, which said plans included, *inter alia*, the installation of two (2) **“overhead fed 135 watt Autobahn LED fixtures with gray housings mounted on a 17’6” steel arms attached to one (1) existing wood pole and one (1) new pole”** (construction costs of \$4,498.90.00 for the installation will not be included in the special assessment district and has been paid by Lombardo Homes) will be **\$3.88** per parcel for a 3-year period; thereafter, said costs shall be estimated at **\$3.88** per parcel for street lighting, reflective of the current rates set by DTE as well as current electrical usage for the year,

**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 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.

**BE IT FURTHER RESOLVED**, that the Township Board shall hereinafter annually determine on or before October 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.

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
STAN ELDRIDGE  
HEATHER JARRELL ROE  
MONICA ROSS WILLIAMS  
JIMMIE WILSON, JR.



*Charter Township of Ypsilanti*

**Clerk's Office**

7200 S. Huron River  
Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-4700  
Fax: (734) 484-5156

September 7, 2017

SE Michigan Development LLC  
12955 23 Mile Rd.  
Utica, MI 48315

**Re: *Public Hearing Scheduled for Tuesday, September 19, 2017 at Approximately 7:00pm for the Creation of Streetlight Special Assessment District #212 Manors at Creekside Village***

Dear Property Owners:

Per the Development Agreement between Lombardo Homes and Ypsilanti Township, the Charter Township of Ypsilanti Board of Trustees set a public hearing to consider the request for the creation of Streetlight Special Assessment District #212 Manors at Creekside Village for the installation of one (1) streetlight at the intersections of Merritt Rd. and Lakeway Dr. and Tuttlehill and Creekway Dr.

**A LIST OF ALL PROPERTIES AND PARCEL NUMBERS LOCATED  
WITHIN THIS PROPOSED DISTRICT IS INCLUDED**

**The public hearing will be held on Tuesday, September 19, 2017 at approximately 7:00pm in the Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.**

The Detroit Edison lamp layout for the proposed new streetlight is located on the back of this letter.

Installation charges for the two (2) streetlights is \$4,498.90 and has been paid by Lombardo Homes. DTE has fixed the annual lamp charges for the first three (3) years, per agreement to \$333.70. This cost is divided among the eighty six (86) parcels and equals \$3.88 per parcel. After the third year, the costs will reflect the current rates set by DTE, as well as current electrical usage over the year.

**Total estimated annual costs for the additional streetlight would be \$3.88 per parcel**

You are welcome to attend the meeting or you may send written comments of approval or objection in advance of the public hearing to the address listed above or by email to [klovejoyroe@ytown.org](mailto:klovejoyroe@ytown.org) or [lstanfield@ytown.org](mailto:lstanfield@ytown.org).

**To Legally Protest the Streetlight Special Assessment:**

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment in person, or may file his or her appearance and protest by letter before the hearing, and in that event, personal appearance shall not be required. The owner or any person having an interest in the real property who protests in writing at or before the hearing may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the special assessment roll is confirmed.

If you have any questions or need additional information, please feel free to contact my office at 734-484-4700.

Sincerely,

A handwritten signature in black ink that reads 'Karen Lovejoy Roe'.

Karen Lovejoy Roe, Clerk  
[klovejoyroe@ytown.org](mailto:klovejoyroe@ytown.org)

A handwritten signature in black ink that reads 'Lisa R. Stanfield'.

Lisa Stanfield, Deputy Clerk  
[lstanfield@ytown.org](mailto:lstanfield@ytown.org)

lrs  
cc: File

**TRANSMITTAL SHEET**

TO:	Karen Lovejoy Roe	FROM:	Greg Windingland <i>GW</i>
COMPANY:	Ypsilanti Township	DATE:	AUGUST 15, 2017
VIA:	Hand Delivery	TOTAL NO. OF PAGES INCLUDING COVER:	Cover + check
PHONE NUMBER:	734-484-4700	SENDER'S REFERENCE NUMBER:	
RE:	Manors at Creekside Village SAD for DTE Lighting and Security Cameras	CC:	

URGENT     FOR REVIEW     PLEASE COMMENT     YOUR ATTENTION     YOUR FILES

NOTES/COMMENTS:

Karen,

Attached please find Diverse Real Estate check number 6147 in the amount of \$14,896.90 as payment for the developer's portion of the SAD being established to provide security cameras at Manors at Creekside Village.

Please allow this transmittal and attached payment to confirm our continued approval and support for the establishment of the SAD and this program.

Thank you for your assistance in this project.

Please let me know should you need anything else.

Regards,

Greg

*Our Vision: To positively impact the lives we touch. This is our legacy.*

**Exhibit A to Master Agreement**

**Purchase Agreement**

This Purchase Agreement (this "Agreement") is dated as of August 8, 2017 between The Detroit Edison Company ("Company") and Charter Township of Ypsilanti ("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:	47668535	
	If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	At the intersections of Merritt Rd & Lakeway St and Tuttlehill Rd & Creekway Dr in Ypsilanti Township, as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	2	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install (2) overhead fed 135 watt Autobahn LED fixtures with gray housings mounted on 17'-6" steel arms attached to 1 existing wood pole and 1 new wood pole.	
5. Estimated Total Annual Lamp Charges	\$333.70	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$5,500.00
	Credit for 3 years of lamp charges:	\$1,001.10
	<b>CIAC Amount (cost minus revenue)</b>	<b>\$4,498.90</b>
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  <b>Signature:</b> _____	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 S Huron River Dr Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe	

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 N/A posts and N/A 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 acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at N/A. 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: N/A Title: N/A

Phone Number: N/A Email: N/A

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:

Customer:

The Detroit Edison Company

Charter Township of Ypsilanti

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

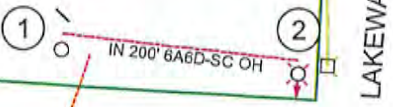
**Attachment 1 to Purchase Agreement**

**Map of Location**

[To be attached]

YPSILANTI TOWNSHIP  
IN (2) 135W LLT LED (2 OH)

EXHIBIT B



**Proposed  
Streetlight and  
Camera**

WL 1:  
IN: DET 605D

WL 2:  
IN: UG MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY  
IN: UG PCLL  
L 135 AFW306 -- 9000 YPSIL -- A230 -- 703 -- B  
IN: DET 605D



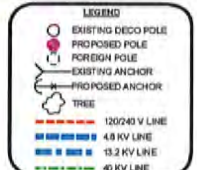
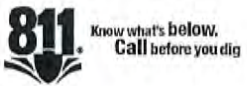
135W LLT LED

WL 4:  
IN: ~~NEW WOOD POLE~~  
IN: UG MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY  
IN: UG PCLL  
L 135 AFW307 -- 9000 YPSIL -- A230 -- 703 -- B  
IN: SEC WIRE OR TRANSFORMER FOR FEED

**Streetlight Billing Summary**  
A230 - YPSILANTI TWP OF  
9000 YPSIL IN 2 # 701  
Created on: 5/23/2017 3:18:11 PM

**Proposed  
Streetlight  
and Camera**

PWO 47668535 8.5X11P



<b>DTE Energy</b>						
<b>DTE Electric - Distribution Engineering and Planning</b>						
Service Planner: Lee, Linda K						
Work Order Description: SL - NBUS - 2 OH Merritt & Lakeway, Tuttle Hill & Creeksway - Ypsilanti Twp.						
Phone: 734.397.4169	Work Order #: 47718208	GIS-DSN: 47718248	COH: 47718255	CUL: 47718257	CUG: 47718258	PLC:
Supervisor: Brian R Kinnick	Circuit #1: ARIZA9823	Circuit #2:	PH:	SCMAT: 47718256	RSD:	
Phone: 734.397.4024	Service Center: ANN	Worksite City: YPSILANTI	Worksite Twp: YPSILANTI	County: Washtenaw	RSD:	
Planning Engineer:	JU Company:	Contact:	Email:	Phone:	RSD:	
Phone:	JU Company:	Contact:	Email:	Phone:	RSD:	
CUE Number: 722829	Ver: 2	Plot Date: 5/23/2017	Scale: NTS	Town: 03S	Range: 07E	Section: 26
Qtr:						

## PUBLIC NOTICE

Public Act of 2002 Proceedings - Notice of Special Assessment Hearing – Township of Ypsilanti, Washtenaw County, Michigan

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF YPSILANTI, WASHTENAW COUNTY, MICHIGAN AND ANY OTHER INTERESTED PERSONS

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Ypsilanti proposes to install one streetlight at the intersections of Merritt Rd. and Lakeway Dr. and Tuttlehill and Creekway Dr. at the Manors at Creekside Village and to create new Streetlight Special Assessment District #212 for the recovery of the cost of operation by special assessment against the properties benefited therein.

PLEASE TAKE FURTHER NOTICE that the district within which the forgoing improvements are proposed to be constructed and within which the cost thereof is proposed to be assessed is more particularly described as follows:

### COMMONLY KNOWN AS MANORS AT CREEKSIDE VILLAGE

PLEASE TAKE FURTHER NOTICE that said plans and special assessment district map may be examined at the office of the Township Clerk from the date of this notice until and including the date of the public hearing hereon and may further be examined at such public hearing.

PLEASE TAKE FURTHER NOTICE that a public hearing upon such proposed special assessment district, location and estimated costs will be held at the Charter Township of Ypsilanti Civic Center, 7200 S. Huron River Drive, Ypsilanti Township, MI commencing at approximately **7:00pm** on **Tuesday, September 19, 2017**.

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment in person, or may file his or her appearance and protest by letter before the hearing, and in that event, personal appearance shall not be required. The owner or any person having an interest in the real property who protests in writing at or before the hearing may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the special assessment roll is confirmed.

If the special assessment roll is confirmed, the Township Board intends to hold a public hearing once each year in future years to reassess property in the special assessment district for the costs in the next year, and will provide notice of such hearing by publication in the newspaper only, unless the amount to be specially assessed increases by more than 10 percent in any one year, then mailed notice of the public hearing will be provided to owners of property to be specially assessed.

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The Ypsilanti Township Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting or public hearing, to individuals with disabilities upon a 10 day notice to the Ypsilanti Township Board by writing or calling **KAREN LOVEJOY ROE, CLERK, 7200 S. HURON RIVER DRIVE, YPSILANTI, MI 48197 (734)484-4700**.

**KAREN LOVEJOY ROE, CLERK**

**CHARTER TOWNSHIP OF YPSILANTI**

Publish: Thursday, September 7, 2017

# PUBLIC HEARING

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- B. 7:15PM – RESOLUTION 2017-22, CREATION OF NEIGHBORHOOD CAMERA SPECIAL ASSESSMENT DISTRICT #70 MANORS AT CREEKSIDE VILLAGE

## **RESOLUTION 2017-22**

### **CREATION OF NEIGHBORHOOD CAMERA SPECIAL ASSESSMENT DISTRICT #70 MANORS AT CREEKSIDE VILLAGE**

**WHEREAS**, as a requirement of the Planned Development Agreement between Ypsilanti Township and Lombardo Homes, the Township Board of the Charter Township of Ypsilanti proposes to install security cameras at the intersections of Lakeway St. and Merritt Rd. and Tuttlehill and Lakeway Dr., both intersections which are entrances to the Manors at Creekside; and

**WHEREAS**, Lombardo Homes has paid for the purchase and installation of the security cameras; and

**WHEREAS**, the Township Board proposes the creation of a special assessment district consisting of 86 parcels known as the Manors at Creekside Village Subdivision which will be benefited to defray the operation and maintenance cost of the security cameras; and

**WHEREAS**, the Township Board has solicited *Requests for Proposals* for the proposed project describing the security camera improvements, the proposed location of said improvements and estimated costs; and

**WHEREAS**, Conti Corporation, a video security company, licensed by the State of Michigan, prepared and submitted proposed plans to install, operate and maintain security cameras in public areas located within the boundaries of the Manors at Creekside Village, which consists of 86 parcels with the following estimated costs:

- Costs for purchase and installation of 2 security cameras (paid for by Lombardo Homes): \$10,000.00
  
- Total Annual Residents' Cost for maintenance and operation of security cameras: (First three years) \$13,029.20
  
- Annual cost per parcel \$ 50.50
  
- Monthly cost per parcel \$ 4.21

**WHEREAS**, the plans, estimates of cost and proposed special assessment district were filed with the Township Clerk for public examination and notice of the public hearing upon the same was published and mailed in accordance with the law and statute provided as shown by affidavits pertaining thereto on file with the Township Clerk; and

**WHEREAS**, in accordance with the aforesaid notices, a hearing was held on the 19th day of September, 2017 commencing at approximately 7:15pm and all persons given the opportunity to be heard in the matter; and

**WHEREAS**, as a result of the foregoing, the Township Board believes the project to be in the best interests of the Township and of the district proposed to be established therefore;

**NOW, THEREFORE, BE IT HEREBY RESOLVED** as follows:

1. That this Township Board does hereby approve the plans for public security cameras as prepared and presented by the Township's licensed security system contractor and its annual estimate of costs for the operation and maintenance thereof.
2. That this Township Board creates a special assessment district located within the boundaries of the Manors at Creekside Village with the district to be known as Manors at Creekside Village Neighborhood Camera Special Assessment District No. 70 within which the costs of the operation and maintenance of the security cameras shall be assessed according to benefits.
3. That on the basis of the foregoing, this Township Board does hereby direct the Supervisor and Assessing Officer to make a special assessment roll in which shall be entered and described all the parcels of land to be assessed with the

names of the respective owners thereof if known, and a total amount to be assessed against each parcel of land which amount shall be the relative portion of the whole sum to be levied against the parcels of land in the special assessment district as the benefit to the parcel of land bears to the total benefit to all the parcels of land in the special assessment district. When the same has been completed, the Supervisor or Assessing Officer shall affix thereto her certificate stating that it was made pursuant to this resolution and that in making such assessment roll, she has, according to her best judgment, conformed in all respects to the directions contained in this resolution and the applicable state statutes.

4. 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.
5. If the special assessment roll is confirmed, the Township Board intends to hold a public hearing once each year in future years, on or before October 30, to reassess property in the special assessment district for the costs in the next year, and will provide notice of such hearing in such a manner as prescribed by law.
6. That all resolutions and parts of resolutions insofar as they conflict with the provisions of the within resolution be and the same are hereby rescinded.



*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
STAN ELDRIDGE  
HEATHER JARRELL ROE  
MONICA ROSS WILLIAMS  
JIMMIE WILSON, JR.



*Charter Township of Ypsilanti*

**Clerk's Office**

7200 S. Huron River  
Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-4700  
Fax: (734) 484-5156

September 7, 2017

SE Michigan Development LLC  
12955 23 Mile Rd.  
Utica, MI 48315

**Re: Public Hearing Scheduled for Tuesday, September 19, 2017 at Approximately 7:15pm for the  
Creation of Neighborhood Camera Special Assessment District #070 Manors at Creekside Village**

Dear Property Owners:

Per the Development Agreement between Lombardo Homes and Ypsilanti Township, the Charter Township of Ypsilanti Board of Trustees set a public hearing to consider the request for the creation of Neighborhood Camera Special Assessment District #070 Manors at Creekside Village for the installation of one (1) camera at the intersections of Merritt Rd. and Lakeway Dr. and Tuttlehill and Creekway Dr.

**A LIST OF ALL PROPERTIES AND PARCEL NUMBERS LOCATED  
WITHIN THIS PROPOSED DISTRICT IS INCLUDED**

**The public hearing will be held on Tuesday, September 19, 2017 at approximately 7:15pm in the Civic  
Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.**

The layout for the proposed cameras is located on the back of this letter.

Installation charges for the two (2) cameras is \$10,398.00 and has been paid by Lombardo Homes. Conti Corporation and Comcast have fixed the annual charges for the first three (3) years, per agreement to \$13,029.20. This cost is divided among the eighty six (86) parcels and equals \$4.21 per month, per parcel. After the third year, the costs will reflect the current rates set by Conti Corporation and Comcast.

You are welcome to attend the meeting or you may send written comments of approval or objection in advance of the public hearing to the address listed above or by email to [klovejoyroe@ytown.org](mailto:klovejoyroe@ytown.org) or [lstanfield@ytown.org](mailto:lstanfield@ytown.org).

**To Legally Protest the Neighborhood Camera Special Assessment:**

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment in person, or may file his or her appearance and protest by letter before the hearing, and in that event, personal appearance shall not be required. The owner or any person having an interest in the real property who protests in writing at or before the hearing may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the special assessment roll is confirmed.

If you have any questions or need additional information, please feel free to contact my office at 734-484-4700.

Sincerely,

Karen Lovejoy Roe, Clerk  
[klovejoyroe@ytown.org](mailto:klovejoyroe@ytown.org)

Lisa Stanfield, Deputy Clerk  
[lstanfield@ytown.org](mailto:lstanfield@ytown.org)

lrs  
cc: File

**TRANSMITTAL SHEET**

TO: Karen Lovejoy Roe	FROM: Greg Windingland <i>GW</i>
COMPANY: Ypsilanti Township	DATE: AUGUST 15, 2017
VIA: Hand Delivery	TOTAL NO. OF PAGES INCLUDING COVER: Cover + check
PHONE NUMBER: 734-484-4700	SENDER'S REFERENCE NUMBER:
RE: Manors at Creekside Village SAD for DTE Lighting and Security Cameras	CC:

URGENT     FOR REVIEW     PLEASE COMMENT     YOUR ATTENTION     YOUR FILES

NOTES/COMMENTS:

Karen,

Attached please find Diverse Real Estate check number 6147 in the amount of \$14,896.90 as payment for the developer's portion of the SAD being established to provide security cameras at Manors at Creekside Village.

Please allow this transmittal and attached payment to confirm our continued approval and support for the establishment of the SAD and this program.

Thank you for your assistance in this project.

Please let me know should you need anything else.

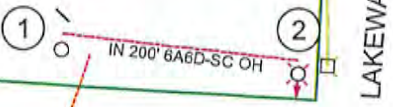
Regards,

Greg

*Our Vision: To positively impact the lives we touch. This is our legacy.*

YPSILANTI TOWNSHIP  
IN (2) 135W LLT LED (2 OH)

EXHIBIT B



**Proposed  
Streetlight and  
Camera**

WL 1:  
IN: DET 605D

WL 2:  
IN: UG MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY  
IN: UG PCLL  
L 135 AFW306 -- 9000 YPSIL -- A230 -- 703 -- B  
IN: DET 605D



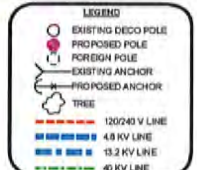
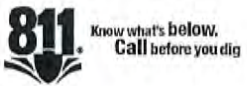
135W LLT LED

WL 4:  
IN: ~~NEW WOOD POLE~~  
IN: UG MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY  
IN: UG PCLL  
L 135 AFW307 -- 9000 YPSIL -- A230 -- 703 -- B  
IN: SEC WIRE OR TRANSFORMER FOR FEED

**Streetlight Billing Summary**  
A230 - YPSILANTI TWP OF  
9000 YPSIL IN 2 # 701  
Created on: 5/23/2017 3:18:11 PM

**Proposed  
Streetlight  
and Camera**

PWO 47668535 8.5X11P



<b>DTE Energy</b>						
<b>DTE Electric - Distribution Engineering and Planning</b>						
Service Planner: Lee, Linda K						
Work Order Description: SL - NBUS - 2 OH Merritt & Lakeway, Tuttle Hill & Creekway - Ypsilanti Twp.						
Phone: 734.397.4169	Work Order #: 47718208	GIS-DSN: 47718248	COH: 47718255	CUL: 47718257	CUG: 47718258	PLC:
Supervisor: Brian R Kinnick	Circuit #1: ARIZA9823	Circuit #2:	PH:	SCMAT: 47718256	RSD:	
Phone: 734.397.4024	Service Center: ANN	Worksite City: YPSILANTI	Worksite Twp: YPSILANTI	County: Washtenaw	RSD:	
Planning Engineer:	JU Company:	Contact:	Email:	Phone:	RSD:	
Phone:	JU Company:	Contact:	Email:	Phone:	RSD:	
CUE Number: 722829	Ver: 2	Plot Date: 5/23/2017	Scale: NTS	Town: 03S	Range: 07E	Section: 26
Qtr:						

**PUBLIC NOTICE**

Public Act of 2002 Proceedings - Notice of special assessment hearing – Township of Ypsilanti, Washtenaw County, Michigan

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF YPSILANTI, WASHTENAW COUNTY, MICHIGAN AND ANY OTHER INTERESTED PERSONS

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Ypsilanti proposes to install security cameras at the intersections of Merritt Rd. and Lakeway Dr. and Tuttlehill and Creekway Dr. at the Manors of Creekside Village area and to create a special assessment for the recovery of the cost thereof by special assessment against the properties benefited therein.

PLEASE TAKE FURTHER NOTICE that the district within which the forgoing improvements are proposed to be constructed and within which the cost thereof is proposed to be assessed is more particularly described as follows:

**COMMONLY KNOWN AS MANORS AT CREEKSIDE VILLAGE**

PLEASE TAKE FURTHER NOTICE that said plans and special assessment district map may be examined at the office of the Township Clerk from the date of this notice until and including the date of the public hearing hereon and may further be examined at such public hearing.

PLEASE TAKE FURTHER NOTICE that a public hearing upon such proposed special assessment district, location and estimated costs will be held at the Charter Township of Ypsilanti Civic Center, 7200 S. Huron River Drive, Ypsilanti Township, MI commencing at approximately **7:15pm** on **Tuesday, September 19, 2017**.

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment in person, or may file his or her appearance and protest by letter before the hearing, and in that event, personal appearance shall not be required. The owner or any person having an interest in the real property who protests in writing at or before the hearing may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the special assessment roll is confirmed.

If the special assessment roll is confirmed, the Township Board intends to hold a public hearing once each year in future years to reassess property in the special assessment district for the costs in the next year, and will provide notice of such hearing by publication in the newspaper only, unless the amount to be specially assessed increases by more than 10 percent in any one year, then mailed notice of the public hearing will be provided to owners of property to be specially assessed.

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The Ypsilanti Township Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting or public hearing, to individuals with disabilities upon a 10 day notice to the Ypsilanti Township Board by writing or calling **KAREN LOVEJOY ROE, CLERK, 7200 S. HURON RIVER DRIVE, YPSILANTI, MI 48197 (734)484-4700**.

**KAREN LOVEJOY ROE, CLERK**

**CHARTER TOWNSHIP OF YPSILANTI**

Publish: Thursday, September 7, 2017

# PUBLIC COMMENTS

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# **CONSENT AGENDA**

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**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE AUGUST 15, 2017 WORK SESSION**

Clerk Lovejoy Roe called the meeting to order at approximately 4:30 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

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

**Members Absent:** Supervisor Brenda L. Stumbo

**Legal Counsel:** Wm. Douglas Winters

**1. DISCUSSION ON SPECIAL ASSESSMENT DISTRICTS**

Clerk Lovejoy Roe requested to postpone the discussion on the special assessment districts until September when Supervisor Stumbo could attend. All concurred to postpone the SAD discussion.

**2. AGENDA REVIEW**

**CONSENT AGENDA**

**A. MINUTES OF THE JULY 18, 2017 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR AUGUST 1, 2017 IN THE AMOUNT OF \$3,888,608.64**
- 2. STATEMENTS AND CHECKS FOR AUGUST 15, 2017 IN THE AMOUNT OF \$846,852.99**
- 3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR JULY 2017 IN THE AMOUNT OF \$29,718.00**
- 4. CHOICE HEALTH CARE ADMIN FEE FOR JUNE 2017 IN THE AMOUNT OF \$1,215.00**

**C. JULY 2017 TREASURER'S REPORT**

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 2**

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Clerk Lovejoy Roe stated that the legal update would be provided at the Regular Meeting including an update on 923 Ecorse Rd., Forbes Cleaners.

**OLD BUSINESS**

**1. RESOLUTION 2017-17, CREATION OF SPECIAL ASSESSMENT DISTRICT #209  
TURTLE CREEK #2 (PUBLIC HEARING HELD AT THE JULY 18, 2017 REGULAR  
MEETING)**

Clerk Lovejoy Roe stated that several residents all spoke in favor of creation of the district at the public hearing on July 18, 2017. She clarified the question from the July meeting regarding the location of the new light and said it would be on the northwest corner of the McCartney and State intersection.

**2. REQUEST TO APPROVE FIRST AMENDMENT TO THE MASTER DEED OF THE  
MANORS AT CREEKSIDE VILLAGE PORTION OF PLANNED DEVELOPMENT  
#25 (TABLED AT THE JULY 18, 2017 REGULAR MEETING)**

Mike Radzik, OCS Director shared that the HOA of Creekside Village South had no issues with the amendment and it was in proper form to vote on.

**3. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL OF  
LETTER OF AGREEMENT FOR SALE OF PARCEL K-11-13-330-001 LOCATED  
ON STATE ST. TO JAMES BURNS IN THE AMOUNT OF \$800.00 PLUS  
CLOSING COSTS (TABLED AT THE JULY 18, 2017 REGULAR MEETING)**

Brian McCleery, Deputy Assessor, stated that he had negotiated the sale of a township owned lot with Mr. Burns. He said the property was a 20-foot lot surrounded by A-1 Auto on State Street across from YCUA.



**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 3**

Clerk Lovejoy Roe shared that board members were concerned about the upkeep of the property and the road.

James Burns, owner of A-1 Auto, said he bought a brush for his loader to take care of the road and he had cleaned it regularly for 15 years at the request of YUCA. He said he never had complaints from YCUA and when he was notified of problems with the road he would resolve them.

Trustee Ross-Williams stated she was concerned about the basic clean up around the property.

Mr. Burns stated there was an 8-foot high fence surrounding the property. He said it was the nicest looking property in the area and that he worked to keep the front area clean.

Trustee Jarrell Roe asked James Burns who was maintaining the small piece of property that was between the two properties that he already owned.

Mr. Burns stated he had been maintaining the property and put a fence around it because he thought he owned it all along. Mr. Burns said the property was inspected annually and if there was a problem it could be handled as part of the inspection and the annual license renewal process.

- 4. 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 JULY 18, 2017 REGULAR MEETING)**

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 4**

Clerk Lovejoy Roe stated board members felt they needed more time to study this agenda item so it was tabled at the July 18, 2017 regular meeting.

Trustee Eldridge stated he was waiting for answers from the HR office and without Karen Wallin or Supervisor Stumbo present his vote would be no to remove from the table.

Clerk Lovejoy Roe asked Trustee Eldridge what questions he was still waiting on for answers.

Trustee Eldridge said he would supply a copy of the questions to everybody after the work session.

Trustee Wilson stated that if negotiations were coming up very soon it did not make sense to address this now. Trustee Wilson said his vote would probably be no to remove from the table.

Clerk Lovejoy Roe stated Robert's Rules of Order does not allow agenda items to be tabled or to remain on the table for the purpose of delaying a vote. She said she was in support of removing it from the table and voting on the agenda item. She said a special meeting was to have been scheduled which did not happen. Clerk Lovejoy Roe stated board members knew Supervisor Stumbo was opposed to posting and creating the position. She said Karen Wallin had sent an email indicating she had changed her position and wanted to wait for negotiations to upgrade the position. Clerk Lovejoy Roe explained she had information in the board packet regarding the number of times the board had approved positions and not referred the items to negotiations over the past 10 years. She explained twice this year the board voted on two items requiring opening up negotiations for new letter of agreements after the board voted to approve positions or changes.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 5**

She encouraged board members to be careful to treat this position, this department, and this employee the same in regards to other positions we have voted on. Clerk Lovejoy Roe stated for the past 10 years for every change in position, whether creating, combining or eliminating a position, the board never required anyone to wait on contract negotiations. She said this would be the first time in the history of the Township for over 10 years that a Township board required a department to wait on negotiations to make a change regarding a position. She also said if the board approved the OCS request to fill the Planning Coordinator position tonight it would require opening a contract now unless the board was going to treat this new wage rate and position the same as the Election Specialist position and refer it to negotiations. Clerk Lovejoy Roe said it would be very difficult to explain opening the contract outside of negotiations to set the wage for the Planning Coordinator tonight, after saying no we will not open the contract for the Election Specialist position. Clerk Lovejoy Roe stated she supported the Planning Coordinator position because it was needed. She said as board members we have to think if we are going to treat this position differently than how we have treated other positions. She said for example, like David Maynard's position, the board agreed on giving him \$55,000 and created a new position for him and did not post his job externally. She said the township negotiated a letter of agreement with the union after the board voted to create the new position, job description, wage and waive the posting. Then he was awarded the newly created position. She said the Teamster's contract was also up this year, so we could have waited as was being requested of the Election Specialist position until negotiations. Other changes were made this year, which included opening up the contract. She said labor contracts are fluid documents and they work for both sides. She said not opening a contract during the life of an agreement could structurally hamper the

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 6**

organization. She said if we had not been able to open agreements we would have had to force our employees to do an 80/20 healthcare plan where everyone pays 20%. Clerk Lovejoy Roe stated we were going down a scary road when we have three, four and even five year contracts that we cannot open up dealing with any new position or classification changes. She stated that should not be the reason we would not deal with a position. She said township history includes opening contracts to deal with positions, changes and to solve problems. She said that to close a contract until negotiations would make this the first board to say no to opening a contract. She said the board had always opened contracts to deal with positions, with the exception of when the board approved the health care changes, that required the contract to be opened and saved our employees, organization, and retirees a lot of money.

Treasurer Doe stated there were things that Clerk Lovejoy Roe was throwing out that did not fall in tune. He said normally when contracts were opened up it was between management and the union. He said the healthcare issues talked about were negotiated in the agreement to re-open. He said he had listened to attorneys, human resources, and the union talk about not going forward due to questions. He said there may be other specialties we do not know about and this could open a can of worms, so he said he would be voting to not take it off the table. He said we should wait and negotiate it. Treasurer Doe stated that Clerk Lovejoy Roe has mentioned in a letter that the employee has been doing the assignment for two years now. He said that he could not see what two or three months would do, so he said that he was voting no to take it off the table.

Trustee Ross-Williams stated she appreciated the comments, but was hesitant. She said Human Resources said it should wait. She also stated her biggest question was should it be handled in executive session.

**CHARTER TOWNSHIP OF YPSILANTI**  
**AUGUST 15, 2017 WORK SESSION MINUTES**  
**PAGE 7**

Clerk Lovejoy Roe said she would respond to Treasurer Doe and Trustee Ross-Williams and said she wants to caution the board on voting no on the posting, for the first time ever to wait until negotiations. She stated that all the items voted on listed in the board packet never had a letter agreement ahead of time. She said that on the agenda tonight, under new business, was a request to vote on a position first and then negotiate with the union. She said she was asking the board to not change the process for the Election Specialist position. She said it was the correct process and one the board had always followed. She asked the board to vote their conscience on the position regardless of how they felt. Clerk Lovejoy Roe stated that we do not want to single out a separate position, individual, or department and treat it differently. She said every one of the letter of agreements regarding positions listed in the board packet were negotiated after the board took action. She shared labor contracts all have a management right's clause. She said it did not matter if it was UAW, AFSCME, Teamsters or AFT it was a basic principal of labor law and management has the right to take action, create positions, and change positions. She said if the positions were in the contract then after the board approved any changes then the union is asked to approve it. She said that was the process Ypsilanti Township had always followed. She shared that Dawn Scheitz received an extra \$1.00/hr raise and the agreement was signed after board approval. Clerk Lovejoy Roe stated that in response to Trustee Ross-Williams' concerns about discussing a person, she said we did just that when David Maynard was upgraded from part-time to full-time and again with the creation of his brand new position, with a new wage structure and it was not posted externally. She said collectively we wanted to promote this person internally and that was what the board approved and then the letter of agreement was negotiated creating the position, job description, wage, and how it would be filled. She requested the board not change the process and continue to vote on positions that are needed or changes like the OCS Planning Coordinator position on the agenda later tonight and then negotiate the agreement with the union on the changes or new positions. She said we voted to change the job description and responsibilities of ACT 54 Inspectors who are Teamsters to be able to perform AFSCME work first and then two letters of agreement were negotiated with two separate unions.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 8**

She asked the board not to bind the Township's hands, not to change policy to require a letter of agreement before a change, and to vote your heart and your mind and what was good for the Township. She said she did not recall ever, nor did she find in the 10 years of minutes researched a single instance where the board did not approve what a department head has asked for to improve their department and service to the residents. She asked that her department be treated fairly as other departments and approve what was so desperately needed and to give equity to an employee. She also said that we all know this request was for Angela Robinson and she asked that Ms. Robinson be treated in the same fair and just way the township had always treated our employees.

Trustee Ross-Williams questioned how the union felt about this.

Clerk Lovejoy Roe responded it was a fair question, but it also was not a fair question at this time because it had never been asked how the union felt when we were considering a change to a position. She stated management has the right to create a position then work out the details with the union. She said that to ask the union to take a position before the board does causes issues. She said she felt this was what caused a lot of stress and issues because the board did not take action and she said it has left the bargaining union in turmoil.

Trustee Wilson said he understood that in the IT department the new position was created to have a backup person. He said there was a need for a new position. He added just like the hydro station was requesting a part-time position based on the need for extra help. He said he did not believe the Clerk's office was asking for extra help. He also said that being labor friendly as a board was not always about wages and benefits. He stated that creating turmoil amongst the union members was not a good thing and that was what it seems had been done. He shared that he was not in favor of creating the position at this time. He added that he felt it should be done at negotiations

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 9**

since we could not get union representation at the meeting. He stated he believed this was a different situation.

Clerk Lovejoy Roe stated that in response to Trustee Wilson's comments, the part time support position for Hydro was not in a bargaining unit. She said the Office of Community Standards position on the agenda, was a position Joe Lawson had in the Teamsters bargaining unit. She said it currently did not have a wage because it was not filled at the time of the last contract. She said it was on the agenda tonight to approve a new wage subject to a letter of agreement if the board approves it. She said tonight's agenda item for approval for the new wage for the Planning Coordinator probably involved prior conversation with the union. She stated if you remember Karen Wallin's memo, from the last board meeting, indicated that there had been conversations with the union and that the union was in support of the Election Specialist position in general. She said she would not have placed the Election Specialist position on the agenda if there was not general support from the union.

Trustee Wilson asked if there was a need for the new position in the Clerk's office.

Clerk Lovejoy Roe answered yes, and said that since 2015 the office changed and the need for the new position was created. She said she had requested to create the new position since 2015, but didn't have support of the board or the Chief Steward in the past and had hoped it would be different this time. She said the added responsibility in the one position was due to the structural changes in the department and warranted a new job description and a new wage. She said she had asked Angela Robinson if she would take on the new leadership role and the new responsibilities and duties of Election Specialist for the Clerk's Department. She explained at the time there was a brand new

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 10**

Deputy Clerk with no experience in elections and a brand new staff person with no election experience.

She stated all of the staff members were new besides Angela Robinson and those that had left had over 18 years of experience each. She said Angela Robinson agreed to take on the leadership role and she said she agreed that as Clerk she would ask Human Resources and the board to support a new wage, job description and classification of Election Specialist because the township was dependent on her taking on the new responsibilities as there was no one else that could take on this leader role in the department. Clerk Lovejoy Roe stated she tried to create the new position in 2015 and 2016. She said she truly hoped that with the support of both Supervisor Stumbo and the new board members and a change in the union leadership that the new position would be supported this time around. She explained it was suggested to hire temporary election workers. She said the union contract requires temporaries be paid at the floater clerk wage, which is nearly \$20.00/hr. She said that for just one election it would cost the township \$13,000 and in 2016 it would have cost an additional \$52,000 based on 4 elections. She stated it doesn't make financial sense to hire temporaries even though the contract allows it. Clerk Lovejoy Roe stated she had a new structure that works in her department with the new Election Specialist role and in the spirit of cooperation she explained she would only ask for a \$1.00/hr. raise which would cost \$2,080/year. She ended by stating that smaller organizations hire 90 days before the election but with three full-time AFSCME employees, she would like one to be approved and paid as an Election Specialist as the department is currently operating and meeting the needs of the Clerk's office.

Trustee Ross-Williams said the HR director email expressed a desire to proceed with caution and that was a big concern for her. She said she did not want to take the township down a slippery slope.



**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 11**

Trustee Jarrell Roe asked why this position was truthfully and factually different so she could make an informed decision because she was lacking understanding. She said she had asked for this information from Human Resources and board members to help her understand. She asked if any of the board members could help her understand why this position was different.

Trustee Ross-Williams stated the only thing that makes it different for her was that she has never seen the HR director say to proceed with caution.

Treasurer Doe commented that we have been advised by attorneys, HR, and Council 25 they want to have all the information and to do it in negotiations. Treasurer Doe asked why wouldn't we do it in negotiations and make it clean. He said that we can't throw a price out there so I want to do it in negotiations and do it right. He said we don't know what the increase should be. He said he did not understand and he said this was something that the deputy did for years and years and now all of the sudden we have this extra person and he said he was not against it but he wanted to do it in negotiations.

Clerk Lovejoy Roe commented that in the past there were three election people in the office so it wasn't one person doing it and taking the lead, she said the responsibilities were shared between the three employees.

Treasurer Doe said all of your clerks did it and now we want to single it out to one person. He stated I'm not sure if this was the correct thing to do and that maybe something all 3 of them should learn how to do and maybe there's an increase for all 3 of them.

Clerk Lovejoy Roe stated she appreciated Treasurer Doe's opinion but she felt he did not trust her. She said she had always supported Treasurer Doe and the changes in staff structure that he had requested in his office over the years.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 12**

She said she supported all departments requesting changes in their staffing. She said she knows how to run the Clerk's office, adding she needed support for how she had structured her office based on the lack of election experience. She said she needed the change now and that maybe in 10 years the need might be different. She said she just wanted to be treated like everyone else and wanted Angela Robinson to be treated fairly as well. She said it was a slippery slope because we were not treating everyone the same. She said we keep saying wait until negotiations and no other employee or department head has been asked to wait. She said she wanted to see if Trustee Jarrell Roe had a follow up. Then she asked if the Attorney wanted to weigh in with his position since everyone keeps referencing that the Attorney had a position on opening negotiations even though she said she had not heard that at the board level on this specific issue or on any prior board actions that required opening up the contracts.

Treasurer Doe said we had a very lengthy agenda and we had spent 40 minutes on this issue and he suggested we move on.

Trustee Jarrell Roe followed up by stating she did not have a position on this issue due to the lack of information and she said that she asked for information and understood Karen Wallin was on vacation. She said that the broad question she had for the board was if we could agree that this should happen in executive session. She asked if the board was going to be a board that was going to vote on the principals of always bringing it back to negotiations or not and to make it clean. She said it was a big decision.

Clerk Lovejoy Roe asked Attorney Winters if we should open negotiations and if it was only at certain times. She asked him if he needed more time to respond.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 13**

Attorney Winters said he did not need more time. He stated that he had two emails from the Bargaining Chair of the Local AFSCME Union and from a Council 25 representative. He said anything he had to say would be said in a closed session.

Myla Harris, said she was Vice President of AFSCME Local 3451 and she was on the current bargaining unit and grievance committee. She said there had been a lot of discussion about this matter. She said this position was brought to her as chair at the time and she immediately contacted Council 25. She said in the current situation Council 25 was never notified. She said Clerk Lovejoy Roe had been in contact with the current chapter chair only. She said as of August 9, the Council 25 rep was informed of this position. She said he emailed the HR Director and the email the Council 25 rep sent was not included in the documents. She said his email stated that he sent Ron an email and let him know he could not meet on such short notice. She said he thought Karen Wallin, HR director, was notified. Ms. Harris said the Council 25 Rep says in the email that he would schedule something with Ron and the committee to discuss the township's request and the unions concerns and that after that he would contact Ms. Wallin. She said the Council 25 Rep said in the meantime, you can you forward him all documentation about the new position that the township wants to create; pay, job description, requirements, etc. She said that he said Council 25 legal wanted to look it over. She said in addition, his email stated he wanted to be CC'd at the start of any conversation pertaining to wages, hours, and working conditions of the local. Ms. Harris stated that she also did not see an email from the current chapter chair in the packet that was sent out on August 7th to HR. She said the email said he had received some concerns regarding this position and the Bargaining and Grievance Committee was agreeable to the idea of the new position but there were some issues that needed clarification before we can give it our stamp of approval. She said it

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 14**

said if you care to meet with the union to discuss our concerns, please let me know. Ms. Harris added it was her understanding that the position would not be discussed outside of our Council rep and it was very disturbing to the Council rep not to be notified that this was back on the agenda. She said that he had indicated to the current Chapter Chair to recommend to the board to cease and desist. She said the township needed to table the creation and posting of an Election Specialist position currently being discussed at the board meeting until all parties can meet. She said the employer must meet and discuss with the union any changes in wages, hours, and conditions of employment. She said those were subjects of bargaining, best practice, and it was the law. Ms. Harris continued to say the position was not different to answer Trustee Jarrell Roe's question. She said the employee had been doing the job for 20 years now. She said her concern was to protect the position, not the employee. She said that because the workload had been increased and she had been given more duties as the Election Specialist, she said that was what the Clerk's office did, she said she was nothing more and nothing less than a Clerk III. She said that you indicated that this particular individual was knowledgeable, highly experienced and irreplaceable but when there was a vacant Deputy Clerk position, you didn't even want her, stated Harris. She said there were two employees with 20 years of election experience and neither were chosen as Deputy Clerk. She said with all due respect to the Deputy Clerk, she did not have experience in elections. She said she is bright and smart and she indicated she knew this because she was AFSCME.

Clerk Lovejoy Roe asked Ms. Harris to use names because she did not know what she was talking about.

Ms. Harris said she was talking about Deputy Clerk Lisa Garrett as being smart and intelligent.

Clerk Lovejoy Roe said she knew that because she did hire Ms. Garrett.

**CHARTER TOWNSHIP OF YPSILANTI**  
**AUGUST 15, 2017 WORK SESSION MINUTES**  
**PAGE 15**

Ms. Harris said that was her point. She said that your department was suffering due to mismanagement. She said that if only one person was able to do elections, Harris said, then that was lack of training on your part. She said if Angela Robinson left you would be in the same position and your office would be in shambles.

Clerk Lovejoy Roe said that was the entire point of needing an upgrade in one position to Election Specialist.

Ms. Harris said there should be an equal workload for floater clerks. She said that you did not get it that AFSCME and Council 25 was concerned with an AFSCME employee assigning duties to other AFSCME employees and she felt it was a supervisory position.

Clerk Lovejoy Roe said that's why we want to negotiate it. She said AFSCME had done that before at the Compost Site.

Ms. Harris said that AFSCME had not done it before.

Clerk Lovejoy Roe said that this discussion was not going anywhere.

Ms. Harris said that was because it was not going in your favor.

Clerk Lovejoy Roe said no that was not what she meant, she said the issue needed to be wrapped up to move onto the agenda.

Ms. Harris said that it needed to go to negotiations because in other municipalities they have election specialists but they were not union. She said the union was not against creating a position with a higher wage but it needed

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 16**

to be equal. She said all departments have their peak times. She said the Treasurer Department clerks were doing the same work as your employees. She asked if each supervisor was supposed to fight for his or her own employees and ask for an increase. She said that was not collective bargaining and that we are AFSCME strong and we would not be bullied or intimidated and that she would not be satisfied until every employee was treated equally.

Clerk Lovejoy Roe said that she thought her department ran very well. She said her office ran a great election in 2016. She said she has a great Deputy Clerk and great staff. She stated the conversation needs to happen at the table after the board approves the position and she said of course you negotiate the wage and the position with the union just like we always have. Just like we will tonight with the Planning Coordinator position, just like you did with Dawn Scheitz's change in duties and wages. She said she did not include the emails that Ms. Harris referenced because they were not sent to her and she did not include emails that were sent to others in the packet without their request and permission. She also said she included in the packet what she had researched regarding the position to provide more information to the board. She also said she believed many of the emails to Ms. Wallin involved labor practice issues. She said everyone knew the issue was tabled and would be on the agenda again and she said that if requested she would have included what anyone asked to be in the packet on this issue or others.

Treasurer Doe requested to end this discussion and to move on.

**NEW BUSINESS**

**1. BUDGET AMENDMENT #11**

Clerk Lovejoy Roe reviewed and explained the budget amendment.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 17**

**2. AUTHORIZE EXECUTION OF DOCUMENTS NECESSARY TO IMPLEMENT  
YPSILANTI TOWNSHIP'S SETTLEMENT WITH NEXUS PIPELINE.  
DOCUMENTS INCLUDE GRANTS OF EASEMENTS, ORDER OF PAYMENT  
AND FERC NOTICE**

Clerk Lovejoy Roe said the board would go into closed session to discuss the legal opinion related to this agenda item when the attorneys arrive.

**3. 1st READING OF ORDINANCE 2017-474, YCUA SEWAGE DISPOSAL SERVICE  
RATES**

Clerk Lovejoy Roe stated this ordinance would require two readings and two votes. She welcomed Jeff Castro, Director of YCUA to explain the proposed new ordinance.

Director Castro stated the proposed ordinance change would increase the Ypsilanti Township division sewer rate by 4% effective October 1, 2017. He said he anticipated that at the YCUA Board of Commissioners meeting on August 23, 2017 that the YCUA Board would consider a recommendation of a 4% sewer increase and at the same time consider a water rate increase of 3.2% for the Ypsilanti Township Division water and sewer customers. He said the Great Lakes Water Authority had increased YCUA's rates for water by 3.2 % that went into effect July 1, 2017. He said the combined impact of these two increases would be a 3.52% increase in the monthly water and sewer bills of Ypsilanti Township customers. He said a spreadsheet with the details of the proposed rate changes were included in the board packet. He said the average bimonthly bill for a minimum user of water and sewer would see an increase of \$2.03 and an average user would see an increase of \$3.23 in their bimonthly bill. He requested consideration for the recommended change to the ordinance. He reviewed other municipalities

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 18**

increases to water and sewer rates that he said was also included in the packet.

Trustee Ross-Williams asked what type of programs exist for people who need help with paying their water and sewer bills?

Director Castro answered that there is a fund set aside for each county to provide help. He said a representative from the Great Lakes Water Authority and a representative from YCUA speak to customer's seeking assistance in order to evaluate what would work best and set up a plan to help them. He said that four million dollars was set aside and a chunk of these funds was for Washtenaw County water and sewer customers.

Trustee Ross-Williams asked if it was projected that the increases would be in this percentage range in the future and on a regular basis.

Director Castro stated GLWA expected to have a minimum increase of 4% every year, forever. He said the projected increase to YCUA was 5.2% but since the MDEQ and EPA had required Flint to stay with the Great Lakes Water Authority he said the increase to YCUA was decreased by 2% along with the fact that YCUA manages water storage excellently at peak flows, which helps with lower water rates.

**4. REQUEST APPROVAL OF THE TYLER POND TRESTLE REPLACEMENT AND DAM MODIFICATIONS CONTRACT BETWEEN YCUA AND YPSILANTI TOWNSHIP**

Clerk Lovejoy Roe stated YCUA bid the replacement and dam contract out and Ypsilanti Township had agreed to pay our part of \$ 1.7 million dollars,



**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 19**

which Township Board had approved. She said the agenda item would now approve a formal contract between YCUA and Ypsilanti Township confirming the prior board actions supporting YCUA administration of the bid and contract on behalf of Ypsilanti Township. She shared that another part of the work in the Tyler Dam Drainage District was being administered by the Water Resources Commission on behalf of Ypsilanti Township. She said those final costs would be brought back to the board for approval to pay later when all was finalized. She said the Township would pick up the costs for all the township residents for the project.

**5. RESOLUTION 2017-19, CONNECTING COMMUNITIES GRANT**

Jeff Allen, Residential Services Director, stated that the Connecting Communities Grant was funded through Washtenaw County Parks and Recreation. He said there was a \$100,000 grant available and he wanted to add a project that was estimated to be close to the grant amount of \$100,000. He mentioned he would like to eventually get the path extended all the way to Rawsonville Road.

Clerk Lovejoy Roe stated that the resolution must be adopted to submit for the grant before the deadline.

**6. REQUEST TO APPROVE ONE YEAR EXTENSION OF MAJESTIC LAKES PD  
STAGE I WITH NEW EXPIRATION DATE OF SEPTEMBER 18, 2018**

Director Mike Radzik, Office of Community Standards, stated the plans for Majestic Lakes were submitted last week and they could not be approved before the expiration deadline. He said in anticipation of the deadline the developer requested the extension of PD State I. Director Mike Radzik, reviewed the project. He said the original Majestic Lakes project included

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 20**

five separate areas. He said two projects were split in separate development agreements, which were Nautica Point Apartments located on Tuttle Hill Rd. and currently under construction and a single family development called Lakewood Estates, owned by Lombardo Homes which was almost sold out. He said the three remaining portions of the planned development that still need final approval are The Ponds at Majestic Lakes located along Textile Rd, at Huron River Dr. and two other sections near Nautica Point Apartments that are site condos and single family homes, one called the Village at Majestic Lakes and the other is called Lakewood Estates. He said the builders have not been identified, but it is believed that Lombardo would be building the Village at Majestic Lakes portion.

Trustee Wilson asked if there are plans from Lombardo to build more homes in the future.

Director Radzik replied he thought there was interest in two projects.

**7. REQUEST AUTHORIZATION FOR THE HUMAN RESOURCES DEPARTMENT  
TO FILL THE CHIEF BUILDING OFFICIAL POSITION**

Director Radzik stated this position was vacated by resignation on July 28, 2017. He said it was unplanned and unexpected. He shared that the building official manages, oversees, and interprets building codes for the entire building department. He said this position also manages the housing and business inspection program for multi-family and single family homes. He said Human Resources completed a salary survey and suggested an adjustment to the former salary with the current market for the non-union management position. He said that \$82,000 is the current average salary in

**CHARTER TOWNSHIP OF YPSILANTI**  
**AUGUST 15, 2017 WORK SESSION MINUTES**  
**PAGE 21**

the area. He said that a range from \$78,000-\$83,000 would put the township in a competitive position and attract qualified candidates.

Trustee Jarrell Roe suggested that the language provided in the job description should be reviewed to be more ADA friendly. She indicated the recommended practices were to focus on the outcomes and not the process.

Trustee Eldridge asked for the current salary paid to the last official.

Director Radzik replied he believed it was in the mid-seventies. He noted that only a few people applied for the position in the past. He said the first time the job was posted no candidates applied so they had to make a salary adjustment. He concluded that it was important to compete with other municipalities such as Pittsfield Township that currently pays \$88,194 for a contract position. He said their population was 20,000 less than Ypsilanti Township.

Trustee Eldridge asked if Director Radzik had looked at contracting for this position.

Director Radzik said he had not asked for contract rates for the position because the township would like to get someone in a salary position who could be available around the clock, compared to 40 hours a week, due to the number of projects going on. He stated contracting could be much more costly than a salary position.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 22**

Trustee Ross-Williams asked if the required 10 years of experience for the position would eliminate many candidates.

Mike Radzik said in order to be licensed you need three different licenses to be qualified with multiple years of experience. He believed State requirements correlated with the job description.

**8. REQUEST AUTHORIZATION FOR THE HUMAN RESOURCES DEPARTMENT  
TO FILL THE PLANNING AND DEVELOPMENT COORDINATOR POSITION**

Clerk Lovejoy Roe stated that currently because this position was not filled at the time of the last Teamsters contract that a wage was not negotiated in the contract. She said that if the board approved filling the position that a letter of agreement would need to be negotiated for the wage.

Director Radzik added the position was in the Teamster contract. He said the position was last held by Joe Lawson in 2011, who was then promoted to Planning Director. He said the township had not hired anyone for the planning department since the early 2000's when Dave Nickelson was hired as Planning Director. He said the recommended ceiling was in alignment with the inflation adjustments. He said the current average salary for this position was \$84,000. He continued to say the lower level coordinator work was performed under our interim arrangement with Carlisle Wortman and costs were just under \$12,000 per month. He said the intent was to fill the Planning and Development Coordinator position and provide lower level services five days a week at the office. He said the plan was to continue to use Carlisle Wortman for site plan review, special conditional use permits and presentations and variance requests and presentations. He said those are all pass through costs to the developer at an hourly rate.

**CHARTER TOWNSHIP OF YPSILANTI**  
**AUGUST 15, 2017 WORK SESSION MINUTES**  
**PAGE 23**

He said the Coordinator must be good at zoning administration, fence and deck applications, and site plan reviews for construction of new homes regarding setbacks and other standards.

Trustee Jarrell Roe asked what the salary was when it was filled in the past.

Mike Radzik indicated that the position was last filled in 2011 and that the salary was \$65,000, six years ago.

Trustee Jarrell Roe asked how the changes in positions would impact the multifamily rental inspection program that was on the agenda later.

Mike Radzik said there was no impact on the multifamily inspection program.

Trustee Ross-Williams commented that this was a Teamster salary position.

Director Radzik agreed and said that this position was not eligible for overtime.

Trustee Eldridge asked if the intent was to have Carlisle continuing to work for the Planning Department and the Township past the 2017 calendar year. He also asked if this position would handle everything that was planning and zoning related. He asked if the Township was not to continue to have Carlisle do work for the Township past 2017 would he be asking the board to fill a Director position later.

Director Radzik said Carlisle was fulfilling the coordinator position. He stated that he did not anticipate the need to fill the director's position.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 24**

Trustee Eldridge asked if the Township was better off doing what we had been doing with Carlisle for more consistency.

Director Radzik asked if Trustee Eldridge was suggesting that the Planning and Development Coordinators job continue to be handled through a consultant.

Trustee Eldridge asked if the consultants were handling Planning and Development now and the higher level work would the Township not be better off. He continued to ask if the Township should stay with a consultant moving forward.

Director Radzik stated currently the consultant was at the township only three days a week and the need and demand was urgent for a full time person. He stated he could ask them how much it would cost to have the consultants work full-time, however he did not think that would be affordable. He added that it makes the most sense to fill the coordinator job now. He said he did not think the same person could do both jobs because it was too busy.

Trustee Eldridge asked if the three days of consultant support was not enough.

Director Radzik said three days were not enough.

Clerk Lovejoy Roe indicated she had asked the same questions that Trustee Eldridge had asked. She said that there was a time when we had both a Coordinator and a Director and sourced out higher-level work. She

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 25**

explained that she definitely felt that the department needed a full time position in the department for a Coordinator or a Director.

Director Radzik said the department staff and the consultants all agreed at this time the department could best use a Coordinator and not a Director.

Trustee Eldridge said he thought it would be cost neutral and by adding the position and still contracting he expressed concern that it would not be cost neutral.

Director Radzik said it was cost neutral for the price of the planning director's compensation package. He said the Township would still have the consultants doing higher-level work.

Trustee Ross Williams asked if the new position would help the Township with the upcoming growth period.

Director Radzik said that the new position would help with the increased work load that new development was bringing to the Township.

Clerk Lovejoy Roe indicated the Attorneys had arrived and a motion to go into Closed Session as listed on the Work Session Agenda Item #3 would now be in order.

**Motion made by Trustee Eldridge and supported by Treasurer Doe to Approve REQUEST TO ENTER INTO CLOSED SESSION PURSUANT TO MCL 15.268 SECTION 8 SUBPARAGRAPH (H) OF THE OPEN MEETINGS ACT..."TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE (SPECIFICALLY LEGAL OPTIONS DATED AUGUST 10, 2017 WHICH ARE PROTECTED BY THE FREEDOM OF INFORMATION ACT)" AS IT PERTAINS TO THE PROPOSED NEXUS GAS TRANSMISSION PIPELINE**

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 15, 2017 WORK SESSION MINUTES  
PAGE 26**

**Roll Call Vote:**

<b>Trustee Jarrell Roe Yes</b>	<b>Trustee Eldridge Yes</b>	<b>Trustee Ross-Williams Yes</b>
<b>Clerk Lovejoy Roe Yes</b>	<b>Treasurer Doe Yes</b>	<b>Trustee Wilson Yes</b>

**Motion Carried Unanimously. Closed Session began at 6:14 P.M.**

**The Work session ended at 6:14 P.M. as it was not reconvened after the Closed Session.**

Respectfully Submitted,

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti



# **EXECUTIVE SESSION MINUTES**

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1. Minutes of the August 15, 2017 Executive Session will be distributed at the meeting

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE AUGUST 15, 2017 REGULAR MEETING**

Clerk Lovejoy Roe 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 recited followed by a moment of silent prayer.

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

**Members Absent:** Supervisor Brenda Stumbo

**Legal Counsel:** Wm. Douglas Winters

**PUBLIC COMMENTS**

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

**CONSENT AGENDA**

**A. MINUTES OF THE JULY 18, 2017 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR AUGUST 1, 2017 IN THE AMOUNT OF \$3,888,608.64**
- 2. STATEMENTS AND CHECKS FOR AUGUST 15, 2017 IN THE AMOUNT OF \$846,852.99**
- 3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR JULY 2017 IN THE AMOUNT OF \$29,718.00 CHOICE HEALTH CARE ADMIN FEE FOR JUNE 2017 IN THE AMOUNT OF \$1,215.00**

**C. JULY 2017 TREASURER'S REPORT**

**Motion by Treasurer Doe, supported by Trustee Eldridge to Approve the Consent Agenda.**

**Motion carried unanimously.**

**ATTORNEY REPORT**

Attorney Winters introduced County Commissioner Ricky Jefferson and shared that he had been involved in the issues surrounding the Forbes Cleaners and supported the township efforts to have the property cleaned up. He also explained that 923 Ecorse Rd., formally known as the Forbes Cleaners, was a contaminated property that had been vacant since 2016. He said Catherine McClary, County Treasurer, had foreclosed on the property and the township had inspected the property not knowing if it

**CHARTER TOWNSHIP OF YPSILANTI**  
**AUGUST 16, 2017 REGULAR MEETING MINUTES**  
**PAGE 2**

would be redeemed. He said Treasurer McClary had full control of the property. He reported a Phase I environmental assessment of the property was completed and significant concerns regarding contamination were discovered so a Phase II assessment was needed. He said the Phase I investigation concluded there were 160 gallons of Perc, a carcinogen, on site and it must be removed and transported in a safe manor. He said the township inquired if there would be enough time for a Phase II assessment to be performed because the property was being auctioned on August 25<sup>th</sup>. Attorney Winters said the township had implored Treasurer McClary to remove this property from the auction pending the outcomes from the Phase II investigation. He reported that nearby residential and business properties were in the zone of potential contamination. He reported the Washtenaw County Brownfield Redevelopment Authority was prepared to pay for the Phase II assessment. He said the Phase II assessment funding was to be approved at the Brownfield Development Authority meeting July 14<sup>th</sup>. He said Treasurer McClary became perturbed because the township was questioning why the property was still on the auction website when in fact Phase II was not completed. He said legally, this property could be sold at the November auction. Attorney Winters stated that County Treasurer McClary refused to pull the property from the auction. He said MDEQ was concerned so a meeting was called for July 25<sup>th</sup>. He reported Michael Radzik, OCS Director, Supervisor Stumbo, Clerk Lovejoy Roe and himself along with MDEQ officials and Washtenaw County staff and officials attended the meeting. He said Treasurer McClary refused to take the property off the auction site and she would not explain why she would not take advantage of the \$15,000 funding for the Phase II assessment at the July 25<sup>th</sup> meeting. He said she finally complied, and hired a different company to complete the Phase II assessment. He said the Phase II initial findings had come back supporting it was a potentially contaminated site. He said the assessment recommended the removal of the barrels. He said the auction website still advertised the property for sale even though the detailed analytical soil results may not come back until August 22<sup>nd</sup>. Attorney Winters explained that based upon the Phase I results, the Phase II preliminary results that show evidence of Perc on the property, and in light of what happened when public officials knew of the contaminated water in Flint, the property needs to be taken off the website. He reported the township board had repeatedly requested to have this property removed from the auction list as a matter of public safety, health, and welfare. He reported County Commissioner Jefferson had done an outstanding job trying to protect Washtenaw County and had implored Treasurer McClary to take the property off the auction. He said it was an issue of environmental injustice and he said it was not right to have this contaminated property in one of Ypsilanti Township's economic and business corridors.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2017 REGULAR MEETING MINUTES  
PAGE 3**

**OLD BUSINESS**

- 1. RESOLUTION 2017-17, CREATION OF SPECIAL ASSESSMENT DISTRICT #209 TURTLE CREEK #2 (PUBLIC HEARING HELD AT THE JULY 18, 2017 REGULAR MEETING)**

**Clerk Lovejoy Roe read Resolution 2017-17, Creation of Special Assessment District #209 Turtle Creek #2.**

**Motion made by Trustee Ross-Williams and supported by Trustee Eldridge to approve RESOLUTION 2017-17, CREATION OF SPECIAL ASSESSMENT DISTRICT #209 TURTLE CREEK #2. (ATTACHED)**

**Motion carried unanimously.**

- 2. REQUEST TO APPROVE FIRST AMENDMENT TO THE MASTER DEED OF THE MANORS AT CREEKSIDE VILLAGE PORTION OF PLANNED DEVELOPMENT #25 (TABLED AT THE JULY 18, 2209 REGULAR MEETING)**

**Motion by Treasurer Doe supported by Trustee Eldridge to remove the item from the table.**

**Motion carried unanimously.**

**Motion by Trustee Wilson supported by Trustee Ross-Williams to Approve REQUEST TO APPROVE FIRST AMENDMENT TO THE MASTER DEED OF THE MANORS AT CREEKSIDE VILLAGE PORTION OF PLANNED DEVELOPMENT #25. (ATTACHED)**

**Motion carried unanimously.**

- 3. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL OF LETTER OF AGREEMENT FOR SALE OF PARCEL K-11-13-330-001 LOCATED ON STATE ST. TO JAMES BURNS IN THE AMOUNT OF \$800.00 PLUS CLOSING COSTS (TABLED AT THE JULY 18, 2017 REGULAR MEETING)**

**Motion by Trustee Jarrell Roe supported by Treasurer Doe to remove the item from table.**

**Motion carried unanimously.**

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2017 REGULAR MEETING MINUTES  
PAGE 4**

**Motion by Treasurer Doe supported by Trustee Wilson to Approve REQUEST OF BRIAN MCCLERRY, ASSISTANT ASSESSOR FOR APPROVAL OF LETTER OF AGREEMENT FOR SALE OF PARCEL K-11-13-330-001 LOCATED ON STATE ST. TO JAMES BURNS IN THE AMOUNT OF \$800.00 PLUS CLOSING COSTS. (ATTACHED)**

**The motion carried unanimously.**

- 4. 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)**

**There was no motion to remove this item from the table.**

**NEW BUSINESS**

- 1. BUDGET AMENDMENT #11**

**Motion by Treasurer Doe, supported by Trustee Ross Williams to Approve Budget Amendment #11. (ATTACHED)**

**The motion carried unanimously.**

- 2. AUTHORIZE EXECUTION OF DOCUMENTS NECESSARY TO IMPLEMENT YPSILANTI TOWNSHIP'S SETTLEMENT WITH NEXUS PIPELINE. DOCUMENTS INCLUDE GRANTS OF EASEMENTS, ORDER OF PAYMENT AND FERC NOTICE**

**Motion by Treasurer Doe, supported by Trustee Wilson to AUTHORIZE EXECUTION OF DOCUMENTS NECESSARY TO IMPLEMENT YPSILANTI TOWNSHIP'S SETTLEMENT WITH NEXUS PIPELINE. DOCUMENTS INCLUDE GRANTS OF EASEMENTS, ORDER OF PAYMENT AND FERC NOTICE. (ATTACHED)**

Trustee Ross-Williams thanked Attorney Winters for his legal work on this. She said she hoped the public at large could understand this was a difficult decision and that eminent domain was real. She said she hoped that eminent domain could someday be discussed more on a higher legal plane and that it was necessary.

Attorney Winters stated that during the last 10 months the township had handled this issue by representing the entire community of over 55,000

**CHARTER TOWNSHIP OF YPSILANTI**  
**AUGUST 16, 2017 REGULAR MEETING MINUTES**  
**PAGE 5**

individuals by looking at a number of different issues pertaining to the Nexus Pipeline. He reported that FERC now had a legal quorum and would be reviewing and approving a number of pipeline projects that had been held in abeyance during the last several months due to a lack of a quorum. Attorney Winters reported that after discussion with other municipalities, none of the multiple municipalities, officials, or the Attorney General's office would weigh in on the Nexus issue from a legal stand point. He said challenging the right of eminent domain would have been a cost to the township not shared by anyone along the 255-mile pipeline, but a cost to the Ypsilanti Township taxpayers alone. He said the township would be looking at the potential of a half a million dollars in legal fees in exchange for property that was valued at \$18,000 to \$40,000. He said the township had done everything in its power to protect township residents such as indemnifying the township of liability regarding operation and maintenance of the pipeline. He said odorization enhancements would be enforced and any requirements attached to a possible odorization waiver would be strictly followed. He said Nexus had obtained over 90 easements from property owners in both Augusta and Ypsilanti Township and he reported that once the final approvals were in place, NEXUS would start the eminent domain process. He stated that the township had been very aggressive in the negotiations with Nexus. Attorney Winters said under the directive of the Township board and the efforts of the legal team of himself and outside counsel, Adam Cohen and John Scheiberhut, they had protected the township as best as they could. He said he believed they had done an excellent job and Nexus would make a payment to the township of \$1.65 million dollars which was just compensation owed to the township for easements. He said the township had not caved in, instead the township stood up to protect the taxpayers. He said he would never advise the Township Board to spend \$500,000 for property estimated to be valued at \$18,000 - \$40,000 to fight eminent domain alone. He said not one community in Washtenaw County agreed to contribute anything to help and that Ypsilanti Township cannot go alone or foot the bill alone. He said the Township cannot change the federal laws and rules regarding eminent domain. He said those decisions were made in Washington D.C. He said the Township was protected through negotiations and the township had received just compensation, recreational activities had been protected, safe guards were in place for indemnification and restoration of properties. Attorney Winters shared that he whole-heartedly recommended that the board approve the documents. He said the documents were in proper form for execution.

Clerk Lovejoy Roy stated that she wanted to thank the attorneys Doug Winters, Adam Cohen and John Scheibelhut for protecting the health and safety of Township residents as much as possible legally under the current

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2017 REGULAR MEETING MINUTES  
PAGE 6**

federal rules and regulations regarding pipelines. She said she appreciated the protection for township taxpayers in regards to the burden of financial liability remaining with Nexus and not our residents.

Patricia Miles, Ypsilanti Township resident, said the Township should not take the money from Nexus but asked if the Township did take the money could it be set aside for potential clean-up if there was a leak. She said she wanted to voice her opposition to this project and knew when FERC had the quorum it would be inevitable. She said this would be bad for the environment and contribute to greenhouse gases. She said we need to ban fracking. She added, I hope you did everything you could because we're all going to regret it. She said there was a campaign against fracking in Michigan.

Another Township resident, Arola Kasier, added this amounts to money. She said imminent domain was something the government had to give permission for. She said if it was not lucrative DTE would charge us for the pipeline.

**Motion carried unanimously.**

**3. 1st READING OF ORDINANCE 2017-474, YCUA SEWAGE DISPOSAL SERVICE RATES (ATTACHED)**

**Motion by Clerk Lovejoy Roe supported by Trustee Eldridge to Approve the 1<sup>st</sup> READING OF ORDINANCE 2017-474, YCUA SEWAGE DISPOSAL SERVICE RATES.**

Jarrell Roe	Yes	Eldridge	Yes	Ross-Williams	Yes
Lovejoy Roe	Yes	Doe	Yes	Wilson, Jr.	Yes

**Motion carried unanimously.**

**4. REQUEST APPROVAL OF THE TYLER POND TRESTLE REPLACEMENT AND DAM MODIFICATIONS CONTRACT BETWEEN YCUA AND YPSILANTI TOWNSHIP**

**Motion by Treasurer Doe, supported by Trustee Eldridge to Approve REQUEST APPROVAL OF THE TYLER POND TRESTLE REPLACEMENT AND DAM MODIFICATIONS CONTRACT BETWEEN YCUA AND YPSILANTI TOWNSHIP. (ATTACHED)**

**Motion carried unanimously.**

**5. RESOLUTION 2017-19, CONNECTING COMMUNITIES GRANT**

**Motion by Trustee Jarrell Roe, supported by Trustee Ross-Williams to Approve RESOLUTION 2017-19, CONNECTING COMMUNITIES GRANT. (ATTACHED)**

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2017 REGULAR MEETING MINUTES  
PAGE 7**

Trustee Ross-Williams said she believed this was a great way to connect communities through bicycling and walking.

**Motion carried unanimously.**

**6. REQUEST TO APPROVE ONE YEAR EXTENSION OF MAJESTIC LAKES PD STAGE I WITH NEW EXPIRATION DATE OF SEPTEMBER 18, 2018**

**Motion by Trustee Wilson supported by Treasurer Doe to Approve REQUEST TO APPROVE ONE YEAR EXTENSION OF MAJESTIC LAKES PD STAGE I WITH NEW EXPIRATION DATE OF SEPTEMBER 18, 2018.**

**Motion carried unanimously.**

**7. REQUEST AUTHORIZATION FOR THE HUMAN RESOURCES DEPARTMENT TO FILL THE CHIEF BUILDING OFFICIAL POSITION**

**Motion by Treasurer Doe, supported by Trustee Wilson to Approve REQUEST FOR AUTHORIZATION FOR THE HUMAN RESOURCES DEPARTMENT TO FILL THE CHIEF BUILDING OFFICIAL POSITION. (ATTACHED)**

**Motion by Trustee Jarrell Roe, supported by Treasurer Doe and Trustee Wilson to Approve a FRIENDLY AMENDMENT TO THE MOTION TO INCLUDE LANGUAGE IN THE POSTING THAT WAS ADA FRIENDLY AND TO ALSO INCLUDE AN EEOC STATEMENT IN THE POSTING.**

**Amended motion carried unanimously.**

**8. REQUEST AUTHORIZATION FOR THE HUMAN RESOURCES DEPARTMENT TO FILL THE PLANNING AND DEVELOPMENT COORDINATOR POSITION**

**Motion by Trustee Jarrell Roe, supported by Trustee Ross Williams to Approve REQUEST AUTHORIZATION FOR THE HUMAN RESOURCES DEPARTMENT TO FILL THE PLANNING AND DEVELOPMENT COORDINATOR POSITION AND INCLUDE ADA FRIENDLY LANGUAGE AND AN EEOC STATEMENT**

**Motion carried unanimously.**

**9. REQUEST OF MICHAEL RADZIK, OCS DIRECTOR TO AMEND THE CARLISLE WORTMAN PROFESSIONAL SERVICES CONTRACT TO INCLUDE ADMINISTRATIVE SERVICES TO COMPLETE IMPLEMENTATION OF THE MULTIFAMILY INSPECTION PROGRAM IN THE AMOUNT OF \$11,760.00 BUDGETED IN LINE ITEM #249-249-000- 801-000**

**Motion by Trustee Ross-Williams supported by Trustee Eldridge to Approve REQUEST OF MICHAEL RADZIK, OCS DIRECTOR TO AMEND CARLISLE**



**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2017 REGULAR MEETING MINUTES  
PAGE 8**

**WORTMAN PROFESSIONAL SERVICES CONTRACT TO INCLUDE ADMINISTRATIVE SERVICES TO COMPLETE IMPLEMENTATION OF THE MULTIFAMILY INSPECTION PROGRAM IN THE AMOUNT OF \$11,760.00 BUDGETED IN LINE ITEM #240-249-000-801-000.**

**Motion carried unanimously.**

- 10. REQUEST OF MICHAEL RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 2374 RAVINEWOOD IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

**Motion by Treasurer Doe, supported by Trustee Jarrell Roe to Approve REQUEST OF MICHAEL RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 2374 RAVINEWOOD IN THE AMOUNT OF \$10,000 BUDGETED IN LINE ITEM #101-950-000-801-023.**

Director Radzik stated that 2374 Ravinewood in the West Willow neighborhood, was bank owned and had been a problem because they had not corrected the violations. He said an administrative warrant was authorized to inspect the property and the certificate of occupancy was revoked. He stated authorization for legal action was necessary to get the bank's attention to rehabilitate the house.

**Motion carried unanimously.**

- 11. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL TO ENTER INTO NEGOTIATIONS TO SELL PARCEL # K-11-14-403-008**

**Motion by Treasurer Doe, supported by Trustee Jarrell Roe to Approve REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL TO ENTER INTO NEGOTIATIONS TO SELL PARCEL # K-11-14-403-008**

Brian McCleery, Assistant Assessor, stated that the board approved a new policy a couple years ago to locate and identify township properties to sell. He said the township had to maintain them. He reported that this property was a vacant lot.

He said the neighbor would like to clean up the property and combine it with his own parcel. He said the property couldn't become a rental property. He said the board would need to authorize negotiations in order to sell the property.

Trustee Jarrell Roe asked if the other portion of his home could be used for rent.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2017 REGULAR MEETING MINUTES  
PAGE 9**

Assistant Assessor McCleery commented that both parcels would be combined into one parcel and would not be allowed to be a rental property.

**Motion carried unanimously.**

**12. REQUEST OF ANGELA VERGES, RECREATION SUPERINTENDENT FOR APPROVAL OF AGREEMENT WITH WASHTENAW COMMUNITY COLLEGE FOR EXTENSION CENTER OFFERINGS**

**A motion by Trustee Jarrell Roe supported by Trustee Wilson to Approve REQUEST OF ANGELA VERGES, RECREATION SUPERINTENDENT FOR APPROVAL OF AGREEMENT WITH WASHTENAW COMMUNITY COLLEGE FOR EXTENSION CENTER OFFERINGS. (ATTACHED)**

Trustee Jarrell Roe stated she is grateful for expanding the project.

Angela Verges stated that the program had grown and she was excited for the opportunity to have them.

**Motion carried unanimously.**

**13. REQUEST OF ERIC COPELAND, FIRE CHIEF FOR AUTHORIZATION TO PLACE SURPLUS FIRE EQUIPMENT IN A PUBLIC AUCTION LOCATED AT CHELSEA FAIRGROUNDS ON SATURDAY, SEPTEMBER 23, 2017 AND TO DISPOSE OF ANY UNSOLD EQUIPMENT IN AN ENVIRONMENTALLY FRIENDLY MANNER**

**Motion by Trustee Ross-Williams, supported by Trustee Eldridge to Approve REQUEST OF ERIC COPELAND, FIRE CHIEF FOR AUTHORIZATION TO PLACE SURPLUS FIRE EQUIPMENT IN A PUBLIC AUCTION LOCATED AT CHELSEA FAIRGROUNDS ON SATURDAY, SEPTEMBER 23, 2017 AND TO DISPOSE OF ANY UNSOLD EQUIPMENT IN AN ENVIRONMENTALLY FRIENDLY MANNER.**

**Motion carried unanimously.**

**14. REQUEST APPROVAL OF TWO (2) OPTION AGREEMENTS BETWEEN SBA AND YPSILANTI TOWNSHIP FOR SITE LEASE AGREEMENTS AT 7200 S. HURON RIVER DR, AND 9075 S. HURON RIVER DR. EACH IN THE AMOUNT OF \$370,000.00**

**Motion by Treasurer Doe and supported by Trustee Jarrell Roe to Approve REQUEST APPROVAL OF TWO (2) OPTION AGREEMENTS BETWEEN SBA AND YPSILANTI TOWNSHIP FOR SITE LEASE AGREEMENTS AT 7200 S. HURON RIVER DR., AND 9075 S. HURON RIVER DR. EACH IN THE AMOUNT OF \$370,000.00. (ATTACHED)**

Attorney Winters commented that this was not something that usually happens, but during the last 12-15 months the township had been able to negotiate a significant amount of non-tax revenue. He said the two SBA option

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2017 REGULAR MEETING MINUTES  
PAGE 10**

agreements on the agenda are a part of the success story over the past 12-15 months. He said in 2006 the Township negotiated three separate lease agreements with T-Mobile; 9075 S. Huron River Dr.(Ford lake Park), 7200 S. Huron River Dr.(Civic Center Complex) and the last one on Holmes Road located by YCUA. He said T-Mobile had sold off the Holmes Rd. site to Crown Castle. He said the two on S. Huron River Dr.were under the ownership of SBA Communications. He said you may recall the township entered into negotiations for a lump sum payment of \$340,000 for a cell tower at I-94 and Cadillac. He said the two on the agenda would total \$740,000 or \$320,000 for each cell tower site. He said the total amount equals 14-15 years of lease payments in one lump sum. He said many in the industry were not sure that cell towers would be in use in 14-15 years. He said the township owes almost \$750,000 on the Seaver Farm Bond debt and these proceeds could be used to pay off the debt. He reported the Tyler Dam payment of \$1,000,000.00 from WRAD and ACM, \$340,000 for the cell phone tower in 2016; \$1,650,000.00 from NEXUS gas transmission and the \$740,000 from SBA today, if approved, would total \$3,730,000.00 of non-taxed revenue received over the past 15 months. He said he recommended the option agreements with SBA.

**TREASURER DOE MOVED TO AMEND HIS ORIGINAL MOTION TO ADD  
“PROCEEDS FROM THE FUNDS RECEIVED FROM SBA BE UTILIZED TO PAY OFF  
THE SEAVER FARM BOND DEBT” AND TRUSTEE JARRELL ROE WHO  
SUPPORTED THE ORIGINAL MOTION AGREED TO SUPPORT THE AMENDED  
MOTION.**

**Amended motion carried unanimously.**

**15. REQUEST TO SET PUBLIC HEARING DATE OF TUESDAY SEPTEMBER 19, 2017  
FOR THE CREATION OF THE FOLLOWING SPECIAL ASSESSMENT DISTRICTS**

**A. REQUEST TO SET PUBLIC HEARING DATE OF TUESDAY SEPTEMBER  
19, 2017 AT APPROXIMATELY 7:00 PM-CREATION OF A  
NEIGHBORHOOD STREETLIGHT SPECIAL ASSESSMENT DISTRICT FOR  
MANORS AT CREEKSIDE VILLAGE**

**B. REQUEST TO SET PUBLIC HEARING DATE OF TUESDAY SEPTEMBER  
19, 2017 AT APPROXIMATELY 7:15PM- CREATION OF A  
NEIGHBORHOOD CAMERA SPECIAL ASSESSMENT DISTRICT FOR  
MANORS AT CREEKSIDE VILLAGE**

**Motion by Trustee Eldridge, supported by Ross-Williams to Approve  
REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY SEPTEMBER 19,  
2017 FOR THE CREATION OF THE FOLLOWING SPECIAL ASSESSMENT  
DISTRICTS**

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2017 REGULAR MEETING MINUTES  
PAGE 11**

- A. REQUEST TO SET PUBLIC HEARING DATE OF TUESDAY SEPTEMBER 19, 2017 AT APPROXIMATELY 7:00PM-CREATION OF A NEIGHBORHOOD STREETLIGHT SPECIAL ASSESSMENT DISTRICT FOR MANORS AT CREEKSIDE VILLAGE**
  
- B. REQUEST TO SET PUBLIC HEARING DATE OF TUESDAY SEPTEMBER 19 2017 AT APPROXIMAGTELY 7:15PM-CREATION OF A NEIGHBORHOD CAMERAL SPECIAL ASSESSMENT DISTRICT FOR MANORS AT CREEKSIDE VILLAGE**

**Motion carried unanimously.**

**AUTHORIZATIONS AND BIDS**

- 1. REQUEST OF MICHAEL SARANEN, HYDRO OPERATIONS TO WAIVE THE FINANCIAL POLICY AND AWARD THE LOW QUOTE TO UTILITIES INSTRUMENTATION SERVICE FOR PRODUCTS AND SERVICES TO THE HYDRO STATION TRANSFORMER IN THE AMOUNT OF \$24,730.00 BUDGETED IN LINE ITEM #252-252-000-930-001**

**Motion by Trustee Eldridge, supported by Treasurer Doe to Approve REQUEST OF MICHAEL SARANEN, HYDRO OPERATIONS TO WAIVE THE FINANCIAL POLICY AND AWARD THE LOW QUOTE TO UTILITIES INSTRUMENTATION SERVICES FOR PRODUCTS AND SERVICES TO THE HYDRO STATION TRANSFORMER IN THE AMOUNT OF \$24,730.00 BUDGETED IN LINE ITEM # 252-252-000-930-001**

**Motion carried unanimously.**

- 2. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK SEALED BIDS FOR ADA ACCESSIBILITY IMPROVEMENTS AT THE CIVIC CENTER**

**Motion by Trustee Eldridge, supported by Trustee Ross-Williams to Approve REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK SEALED BIDS FOR ADA ACCESSIBILITY IMPROVEMENTS AT THE CIVIC CENTER.**

**The motion carried unanimously.**

- 3. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK SEALED BIDS FOR ADDITIONAL GOLF COURSE PATH IMPROVEMENTS**

**Motion by Trustee Ross-Williams, supported by Trustee Wilson to Approve REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICE DIRECTOR TO SEEK SEALED BIDS FOR ADDITIONAL GOLF COURSE PATH IMPROVEMENTS.**

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2017 REGULAR MEETING MINUTES  
PAGE 12**

**Motion carried unanimously.**

- 4. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK PROPOSALS FOR A NEW FUEL MANAGEMENT SOFTWARE PROGRAM**

**Motion by Trustee Ross-Williams, supported by Trustee Eldridge to Approve REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK PROPOSALS FOR A NEW FUEL MANAGEMENT SOFTWARE PROGRAM.**

Trustee Jarrell Roe asked about following proper clean up procedures if gas tanks were closed. Wayne Dudley said that would be required by State law and also by the MDEQ.

**Motion carried unanimously.**

- 5. REQUEST OF ERIC COPELAND, FIRE CHIEF TO SEEK SEALED BIDS FOR REPLACEMENT OF TWO (2) FURNACES AND AIR CONDITIONING UNITS AT FIRE HEADQUARTERS LOCATED AT 222 S. FORD BLVD.**

**Motion by Trustee Wilson, supported by Trustee Eldridge to Approve REQUEST OF ERIC COPELAND, FIRE CHIEF TO SEEK SEALED BIDS FOR REPLACEMENT OF TWO (2) FURNACES AND AIR CONDITIONING UNITS AT FIRE HEADQUARTERS LOCATED AT 222. S. FORD BLVD.**

**The motion carried unanimously.**

- 6. REQUEST OF ERIC COPELAND, FIRE CHIEF TO SEEK SEALED BIDS FOR REPLACEMENT OF CARPET AT FIRE HEADQUARTERS LOCATED AT 222 S. FORD BLVD.**

**Motion by Treasurer Doe, supported by Trustee Wilson to Approve REQUEST OF ERIC COPELAND, FIRE CHIEF TO SEEK SEALED BIDS FOR REPLACEMENT OF CARPET AT FIRE HEADQUARTERS LOCATED AT 222 S. FORD BLVD.**

**Motion carried unanimously.**

**OTHER BUSINESS**

Trustee Ross-Williams made a statement regarding Charlottesville, VA occurrences and she stressed the need for all to condemn hate and extended her prayers to all victims. She also thanked the first responders who helped in Charlottesville.

**Motion by Treasurer Doe, supported by Trustee Jarrell Roe to adjourn.**

The meeting adjourned at approximately 8:13 p.m.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2017 REGULAR MEETING MINUTES  
PAGE 13**

Respectfully Submitted,

Karen Lovejoy Roe, Clerk

Charter Township of Ypsilanti

# Charter Township of Ypsilanti

## RESOLUTION NO. 2017-17

### Creation of Streetlight Special Assessment District #209 Turtle Creek #2

**WHEREAS**, on or about APRIL 18, 2017, the Township Clerk received a request from the New West Willow Neighborhood Association, asking the Township Board for additional LED street lighting at the intersection of McCartney Avenue and State Street for the Turtle Creek Subdivision, consisting of 121 parcels, in Ypsilanti Township and for the creation of special assessment district #209 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 May 12, 2017 Lance Alley of Detroit Edison Community Lighting Group prepared and submitted proposed plans to install one (1) street light at the intersection of McCartney Ave. and State St. for the Turtle Creek Subdivision, Ypsilanti Township, consisting of 121 parcels, which said plans included, *inter alia*, the installation of one (1) **“overhead FED 65 watt autobahn LED with gray housing mounted on a 6’ arm attached to an existing wood pole”** with the cost of said improvements being approximately:

**Total Estimate Construction Cost:.....\$1,869.40**  
**Total Lamp Charge For Three (3) Years:.....\$439.56**  
**Contribution (Cost minus 3 years revenue): .....\$1,429.84**  
**Total Annual Lamp Charges:.....\$ 146.52**

**WHEREAS**, on May 18, 2017 the Township Clerk received notification from the Township Assessor that the cost of providing street lights for the Lakeview Subdivision, Ypsilanti Township, consisting of 121 parcels, which said plans included, *inter alia*, the installation of one (1) **“overhead FED 65 watt autobahn LED with gray housing mounted on a 6’ arm attached to an existing wood pole”** will be **\$2.41** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$1.22** 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 July 18, 2017 public hearing, setting forth the district affected in said request, 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 July 18, 2017, the Charter Township of Ypsilanti held a public hearing to hear any objections which may be offered against amending said special assessment district.

**NOW THEREFORE, BE IT RESOLVED**, that the Charter Township of Ypsilanti determines that the request filed by the New West Willow Neighborhood Association members of the Turtle Creek Subdivision, consisting of 121 parcels, on April 18, 2017, 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 #209 be created for the purpose of providing a street light for the Turtle Creek Subdivision, consisting of 121 parcels.

**BE IT FURTHER RESOLVED**, that the Township Board accepts the plans and estimate of costs as presented by Detroit Edison for the Turtle Creek Subdivision, consisting of 121 parcels, which said plans included, *inter alia*, the installation of one (1) **“overhead FED 65 watt autobahn LED with gray housing mounted on a 6’ arm attached to an existing wood pole”** will be **\$2.41** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$1.22** 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. 2017-17 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on August 15, 2017.



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Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

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**FIRST AMENDMENT TO MASTER DEED  
OF MANORS AT CREEKSIDE VILLAGE**

S.E. Michigan Land Holding LLC, a Michigan limited liability company, the address of which is 13001 23 Mile Road, Suite 200, Shelby Township, Michigan 48315, being (a) the Developer of Manors at Creekside Village, a residential condominium project located in Washtenaw County, Michigan (the “Condominium Project”), established pursuant to the Master Deed thereof recorded in Liber 4880, Page 66, Washtenaw County Records (the “Master Deed”), and designated as Washtenaw County Condominium Subdivision Plan No. 591, and (b) the Co-owner of Units 3 through 6, both inclusive, 17 through 19, both inclusive, 32, 44 and 45 of the Condominium Project, hereby amends the Master Deed pursuant to Article VIII thereof and Section 2.B. 41 of Article VI of the Bylaws for the purposes described below. Upon the recording of this First Amendment to Master Deed in the office of the Washtenaw County Register of Deeds, the Master Deed (including the Bylaws and Condominium Subdivision Plan attached thereto as Exhibits A and B, respectively) will be amended as follows:

1. Article VII of the Master Deed is hereby amended to add a new subparagraph (m) that reads as follows:

The Project is subject to a certain Planned Development Agreement entered into by the Developer and the Township. Pursuant to such Planned Development Agreement:

(i) No part of the storm water detention areas within the Project shall be allowed to remain unkempt, all grass and growth shall be maintained and cut in accordance with Township ordinances and the inlets and outlets shall be kept functioning.

(ii) Without abrogating or limiting Developer’s continuing responsibility to maintain the detention areas during the period of construction thereof, the Association, to the extent not the responsibility of the Office of the Washtenaw County Water Resources Commissioner, shall be responsible for preserving, retaining, maintaining and keeping operational any detention areas and inlet and outlet areas, whether arising under the Planned Development Agreement or any other open space maintenance agreements or other maintenance and/or easement agreements entered into with the Township or other governmental entities, from the date of certification by the Township engineer that he has inspected the required improvements and is reasonably satisfied they are proper and complete. Upon the completion of the storm water and detention

facilities within the Project (excluding leads that exclusively serve one Unit) and the approval of such storm drainage and detention facilities by the Washtenaw County Water Resources Commissioner, the Association, to the extent not the responsibility of the Office of the Washtenaw Water Resources Commissioner, shall be responsible for the maintenance of such storm drainage and detention facilities and Developer shall have no further maintenance obligations in connection therewith.

(iii) In the event Developer and/or the Association at any time fail to maintain or preserve the detention areas and the inlet and outlet areas in accordance with the Planned Development Agreement, the Township or the Washtenaw County Water Resources Commissioner's Office may serve written notice by certified mail upon Developer and the Association, as applicable, setting forth the deficiencies in Developer's or the Association's maintenance and/or preservation of the detention areas and inlet and outlet areas in accordance with the Planned Development Agreement. The written notice shall include a demand that deficiencies of maintenance and/or preservation be cured within thirty (30) days of the date of said notice. If the deficiencies set forth in the original notice or any subsequent notice are not cured within the thirty (30) day period, the Township, in order to prevent the detention areas and inlet and outlet areas from becoming a nuisance, may enter upon the detention areas and inlet and outlet areas and perform the required maintenance and/or preservation to cure the deficiencies. The Township's cost to perform any such maintenance and/or preservation, together with a ten (10%) percent surcharge for administrative costs, shall be assessed equally against each Unit within the Project, placed on the next Township roll as a special assessment and collected in the same manner as general property taxes.

2. Section 2.B.9 of Article VI of the Bylaws is hereby amended and restated in its entirety to read as follows:

9. No fencing of any type is allowed within any Unit, except for a fence which is (i) not more than four (4) feet in height, (ii) a picket-style design and comprised of wrought iron, aluminum or another material approved by Developer, (iii) black in color, (iv) approved by Developer in writing, and (v) in compliance with Ypsilanti Township's ordinance requirements. In no event may any fence be located nearer to any front Unit boundary line than the horizontal midpoints, each measured separately, of the exterior side walls of the Residence, provided, however, that notwithstanding the foregoing, if a Residence (excluding the portion thereof consisting of an attached garage) has an entry door on the side of the Residence, a fence on the side of the house that such entry door is located may extend from the rear of the Residence toward the front of the Residence to a point that is not more than five (5) feet past the point of such door which is closest to the front of the Residence. In addition, if a sidewalk is located within the side yard of a corner Unit, no fence installed within such corner Unit may be located closer than two (2) feet to such sidewalk. A Co-owner shall also obtain such permits and other approvals as may be required for such fencing by Ypsilanti Township. Nothing contained in the foregoing shall prohibit the installation of so-called "invisible" fencing which is installed underground provided the plans therefor are approved by Developer in writing.

3. Section 2.B.11 of Article VI of the Bylaws is hereby amended and restated in its entirety to read as follows:

11. No tent, shack, shed, barn, tree house or other similar outbuilding or structure shall, except as otherwise provided in this Article VI or except as otherwise approved in writing by Developer in its sole discretion, be placed in any Unit at any time, either temporarily or permanently, provided that a shed may be placed in a Unit provided that (i) the shed may be no larger than 120 square feet, (ii) the height of the shed may not exceed fourteen (14) feet as measured from the bottom of the shed to the top most element of the roof of the shed, (iii) the shed must be located within the rear of a Unit and not closer than five (5) feet to any boundary line of the Unit, (iv) the shed is used only as a storage facility, (v) all other aspects of the shed, including the materials comprising the same, are approved by the Developer in writing and (vi) the shed conforms to all Ypsilanti Township ordinances. No tools, equipment or other items of personal property shall be kept or stored immediately adjacent to the shed (e.g., no item leaning or propped against the exterior of the shed). Plans for swimming or bath houses must be specifically approved by Developer and Ypsilanti Township. Notwithstanding the foregoing, camping out in a tent that is erected in the rear yard of a Unit behind a fence installed pursuant to Section 2.B.9. above is permitted provided that such activity is on a temporary, infrequent basis and does not become or constitute a nuisance or unreasonable source of annoyance to the occupants of other Units.

4. Section 2.B.25 of Article VI of the Bylaws is hereby amended and restated in its entirety to read as follows:

25. No substantially similar front elevation both in style and color of any Residence shall be duplicated on the Unit on either side of the Unit within such Residence is located or the Unit directly across from the front yard of the Unit in question unless approved by Developer as provided in Parts E and F below.

5. Amended Sheets 1 through 8 of Replat No. 1 of the Condominium Subdivision Plan of Manors at Creekside Village, as attached hereto, shall replace and supersede Sheets 1 through 8 of the Condominium Subdivision Plan of Manors at Creekside Village as previously recorded, and Sheets 1 through 8 of the Condominium Subdivision Plan of Manors at Creekside Village as previously recorded shall be of no further force or effect.

6. In all other respects, other than as hereinabove indicated, the Master Deed of Manors at Creekside Village, including the Bylaws and Condominium Subdivision Plan respectively attached thereto as Exhibits A and B and recorded as aforesaid, is hereby ratified and confirmed.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**S.E. MICHIGAN LAND HOLDING LLC**, a  
Michigan limited liability company

By: \_\_\_\_\_  
Anthony F. Lombardo, Manager

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by Anthony F. Lombardo, the Manager of S.E. Michigan Land Holding LLC, a Michigan limited liability company, on behalf of the limited liability company.

\_\_\_\_\_  
Notary Public  
\_\_\_\_\_  
County, Michigan  
My commission expires: \_\_\_\_\_  
Acting in \_\_\_\_\_ County, Michigan

Prepared by and when recorded, return to:  
Timothy M. Koltun, Esq.  
Clark Hill PLC  
500 Woodward Avenue, Suite 3500  
Detroit, Michigan 48226

[Signature page to First Amendment to Master Deed of Manors at Creekside Village]

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
STAN ELDRIDGE  
HEATHER ROE  
MONICA WILLIAMS  
JIMMIE WILSON JR.



*Charter Township of Ypsilanti*

**Assessor's Office**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 487-4927  
Fax: (734) 484-5159

## Letter of Agreement

June 20, 2017

James Burns  
2574 State St  
Ypsilanti, MI 48198

Dear Mr. Burns

This letter (the "Agreement") summarizes the understanding of the agreement that we reached during our phone conversation. If this Agreement is acceptable to you, please sign below in the space designated for your signature.

The agreement is as follows:

### 1. Agreement

The following is agreed upon for the Purchase of Township Owned Property:

The property listed below will be purchased for the price of \$800 paid by certified check. The Property is to be combined with purchaser's adjacent commercial parcel on State St parcel id K-11-13-330-005 and will be used in conjunction with A-1 Auto Salvage for the operation of the business. Closing costs, including title search are the responsibility of the purchaser.

Parcel **K-11-13-330-001** described as:  
State St - Vacant  
Lots 1443 Watsonia Park Subdivision

### 2. Term

The term of this Agreement ("Term") will commence as of June 22, 2017 and will continue to be in effect for 6 months or until December 22, 2017, at which point it shall terminate, unless the Term is extended or terminated earlier in a written document signed by both parties.

3. Closing

For the agreed upon sum of \$800 plus all closing costs, paid in full by certified check, Ypsilanti Township agrees to sell the above described properties to you via the recording of a Quit Claim Deed in the name of A-1 Auto Salvage & Scrap LLC.

4. Termination

This agreement shall terminate upon the closing of the sale of the above property or the expiration of the Term after December 22, 2017.

If the above correctly expresses your understanding of the terms reached during the negotiations, please sign and date a copy of this Agreement and return the signed and dated Agreement to me.

Accepted and agreed to on August 16, 2017 by

Brenda L. Stumbo

Brenda L Stumbo, Supervisor  
Charter Township of Ypsilanti  
7200 S. Huron River Dr.  
Ypsilanti, MI 48197

Karen Lovejoy Roe

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti  
7200 S. Huron River Dr.  
Ypsilanti, MI 48197

LISA R. GARRETT  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF WASHTENAW  
My Commission Expires February 25, 2018  
Acting in the County of Washtenaw

Yvonne Hancock

Notary Public, Washtenaw County

My Commission Expires on 2-25-18

Accepted and agreed to on \_\_\_\_\_, 20\_\_\_\_ by

\_\_\_\_\_  
James Burns

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County

My Commission Expires on \_\_\_\_\_

**CHARTER TOWNSHIP OF YPSILANTI  
2017 BUDGET AMENDMENT #11**

August 15, 2017

**101 - GENERAL OPERATIONS FUND**

**Total Increase \$174,258.00**

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 40 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$757.00
		Net Revenues	<u>\$757.00</u>
Expenditures:	Salaries pay out -PTO	101-201-000-708.004	\$704.00
	FICA	101-201-000-715.000	\$53.00
		Net Expenditures	<u>\$757.00</u>

Budget for recently scheduled November Election. This will be funded by a reimbursement from the County after the election.

Revenues:	Reimbursement for Elections	101-000-000-686.000	\$44,100.00
		Net Revenues	<u>\$44,100.00</u>
Expenditures:	APPOINTED OFFICIALS	101-215-000-704.000	\$27,000.00
	REG OVERTIME	101-215-000-709.000	\$6,000.00
	OFFICE SUPPLIES - ELECTIONS	101-215-000-740-010	\$6,000.00
	PROFNSL SRV-PROGRAMMING BALLO	101-215-000-801.200	\$3,500.00
	TRAVEL - ELECTIONS	101-215-000-860.010	\$500.00
	EQUIPMENT RENTAL/LEASING	101-215-000-941.000	\$1,100.00
		Net Expenditures	<u>\$44,100.00</u>

Request to budget for the purchase of an enclosed trailer to transport election supplies. The old truck used for this purpose has been deemed unsafe. Three written quotes have been obtained and the lowest quote for the trailer was received by DR Trailer Sales in the amount of \$4,738. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$4,738.00
		Net Revenues	<u>\$4,738.00</u>
Expenditures:	Equipment	101-215-000-977.000	\$4,738.00
		Net Expenditures	<u>\$4,738.00</u>

Request for additional funds needed for the 1st phase in the Tyler Dam project. The increase is for change orders for additional work to be performed by Dan's Excavating Inc. The administrator of the project is YCUA. As this project progresses, we will bring forth additional budget amendments and keep the Board up to date on the 1.9 million dollar project approved in 2015. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$124,663.00
		Net Revenues	<u>\$124,663.00</u>
Expenditures:	Capital Outlay - Tyler Dam Project	101-970-000-971-100	\$124,663.00
		Net Expenditures	<u>\$124,663.00</u>

**CHARTER TOWNSHIP OF YPSILANTI  
2017 BUDGET AMENDMENT #11**

**August 15, 2017**

<b>212 - BIKE, SIDEWALK, RECREATION, ROADS, &amp; GENERAL FUND</b>	<b>Total Increase</b>	<b><u><u>\$0.00</u></u></b>
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Budget Line Transfer request to complete a transfer between Cost Centers (Departments) as required by resolution. Request to move \$250.00 from Highways & streets debt service interest for agent fees charged for the first time by the Washtenaw County Road Commission. There will be no change to the overall budget.

Expenditures:	Highways & Streets	212-212-000-818.006	(\$250.00)
		<b>Net Revenues</b>	<b><u><u>(\$250.00)</u></u></b>
Expenditures:	Debt Service Interest	212-991-000-991.002	\$250.00
		<b>Net Expenditures</b>	<b><u><u>\$250.00</u></u></b>

<b>893 - NUISANCE ABATEMENT FUND</b>	<b>Total Increase</b>	<b><u><u>\$20,000.00</u></u></b>
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Request to budget funds for several court ordered clean up jobs. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	893-000-000-699.000	\$20,000.00
		<b>Net Revenues</b>	<b><u><u>\$20,000.00</u></u></b>
Expenditures:	Blight Enforcement Costs	893-893-000-806.001	\$20,000.00
		<b>Net Expenditures</b>	<b><u><u>\$20,000.00</u></u></b>



Motion to Amend the 2017 Budget (#11):

Move to increase the General Fund budget by \$174,258 to \$9,670,578 and approve the department line item changes as outlined.

Move to complete a budget line transfer from one department to another department within the Bike, Sidewalk, Recreation, Roads, & General Fund (BSRII Fund) and approve the department line item changes as outlined.

Move to increase the Nuisance Abatement Fund by \$20,000 to \$58,597 and approve the department line item changes as outlined.

## GRANT OF EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS: that the undersigned **The Charter Township of Ypsilanti**, A/K/A The Township of Ypsilanti, a Michigan Municipal Corporation, having a mailing address of 7200 South Huron River Drive, Ypsilanti, MI 48197-7007 (hereinafter called "Grantor", whether one person or more than one), for and in consideration of the sum of Ten Dollars (\$10.00), the receipt and sufficiency of which is hereby acknowledged, paid by **NEXUS GAS TRANSMISSION, LLC**, a Delaware limited liability company, having a principal place of business at 5400 Westheimer Court, Houston, Texas 77056 (hereinafter called "Grantee" or "NEXUS"), does hereby give, grant and convey unto Grantee, its successors and assigns, subject to the limitations and reservations herein stated, an exclusive, fifty foot (50') wide permanent easement for the purpose of laying, constructing, maintaining, operating, altering, replacing, repairing, watering up, dewatering, changing the size of (with the same or thicker size pipeline), relocating within the Easements, and abandoning and removing one (1) underground pipeline having a nominal diameter of thirty-six inches (36"), together with such below-grade valves, fittings, meters, tie-overs, cathodic/corrosion protection, electrical interference mitigation, data acquisition and communications lines and devices, electric lines and devices, pipeline markers required by law, and other appurtenant facilities (collectively, the "Pipeline Facilities"), all of which shall be and remain the property of Grantee, for the transmission of natural gas and all by-products thereof, under, across, and upon the following described land (the "Easement") situated in the Township of Ypsilanti, County of Washtenaw, and State of Michigan, more fully described and referred to as:

TRACT NO(s): MI-WA-119.0040

Being a portion of the land described as being in the Township of Ypsilanti, County of Washtenaw, State of Michigan, to wit: Lot 1711, Watsonia Park Subdivision, according to the plat thereof as recorded in Liber 6 of Plats, Page 33, Washtenaw County Records. (the "Property").

Parcel No. K-11-13-331-014

The Easement across the Property of Grantor is more particularly shown on the plan entitled Exhibit "A-1", Drawing No. MI-WA-119.0040, dated 01/15/2016 ("Drawing") attached hereto as Exhibit A-1 and made a part hereof.

TRACT NO(s): MI-WA-119.0050

Being a portion of the land described as being in the Township of Ypsilanti, County of Washtenaw, State of Michigan, to wit: Lot 1710, Watsonia Park Subdivision, according to the plat thereof as recorded in Liber 6 of Plats, Page 33, Washtenaw County Records. (the "Property").

Parcel No. K-11-13-331-015

The Easement across the Property of Grantor is more particularly shown on the plan entitled Exhibit "A-2", Drawing No. MI-WA-119.0050, dated 01/15/2016 ("Drawing") attached hereto as Exhibit A-2 and made a part hereof.

TRACT NO(s): MI-WA-119.0060

Being a portion of the land described as being in the Township of Ypsilanti, County of Washtenaw, State of Michigan, to wit: Lots 1706, 1707, 1708, 1709, Watsonia Park Subdivision, according to the plat thereof as recorded in Liber 6 of Plats, Page 33, Washtenaw County Records. (the "Property").

Parcel No. K-11-13-331-016

The Easement across the Property of Grantor is more particularly shown on the plan entitled Exhibit "A-3", Drawing No. MI-WA-119.0060, dated 01/15/2016 ("Drawing") attached hereto as Exhibit A-3 and made a part hereof.

TRACT NO(s): MI-WA-119.0070

Being a portion of the land described as being in the Township of Ypsilanti, County of Washtenaw, State of Michigan, to wit: Lots 1704 and 1705, Watsonia Park Subdivision, according to the plat thereof as recorded in Liber 6 of Plats, Page 33, Washtenaw County Records. (the "Property").

Parcel No. K-11-13-331-017

The Easement across the Property of Grantor is more particularly shown on the plan entitled Exhibit "A-4", Drawing No. MI-WA-119.0070, dated 01/15/2016 ("Drawing") attached hereto as Exhibit A-4 and made a part hereof.

TRACT NO(s): MI-WA-122.0000

Being a portion of the land described as being in the Township of Ypsilanti, County of Washtenaw, State of Michigan, to wit: Lots 1450 through

1463, inclusive, Watsonia Park Subdivision, according to the plat thereof as recorded in Liber 6 of Plats, Page 33, Washtenaw County Records. (the "Property").

Parcel No. K-11-13-331-001

The Easement across the Property of Grantor is more particularly shown on the plan entitled Exhibit "A-5", Drawing No. MI-WA-122.0000, dated 01/15/2016 ("Drawing") attached hereto as Exhibit A-5 and made a part hereof.

TRACT NO(s): MI-WA-127.0000

Being a portion of the land described as being in the Township of Ypsilanti, Washtenaw County, State of Michigan and is described as follows: Lots 519 to 527, Watsonia Subdivision according to the plat thereof as recorded in Liber 6 of Plats, page 33, Washtenaw County Records excepting that part of Lots 519 to 527 of said Watsonia Park Subdivision which lies Westerly of a line 61 feet Easterly of, measured at right angles, and parallel to the hereinafter described construction centerline of the relocated Northbound Detroit Industrial Expressway. The hereinbefore mentioned construction centerline of the relocated Northbound Detroit Industrial Expressway is described as follows: Commencing at the West 1/4 corner of Section 13, T3S, R7E, Michigan; thence North 86 deg. 58' 25" East, along the centerline of State Street in Watsonia Park Subdivision, 103.69 feet; thence South 1 deg. 30' 35" East, 169.27 feet to a point of beginning being the point of curve of a curve to the right, having a chord bearing North 6 deg. 35' 05" East, a radius of 2864.79 feet and a central angle of 16 deg. 11' 21"; thence Northeasterly along the arc of said curve 809.46 feet to the point of tangent; thence North 14 deg. 40' 46" East, 382.38 feet to the point of curve of a curve to the left, having a radius of 2864.79 feet and a central angle of 16 deg. 11' 21"; thence Northerly along the arc of said curve, 809.46 feet to the point of tangent; thence North 1 deg. 30' 35" West, 896.61 feet to a point of ending on the North line of said Section 13, which lies North 86 deg. 03' 35" East, 450.39 feet from the Northwest corner of said Section 13 as set forth Notice of Filing of Determination of Necessity and Taking Possession of Lands in Liber 889 page 534, Washtenaw County Records. ALSO including the Westerly 30 feet of abandoned Beverly Ave lying adjacent to Lots 519 to 527, Watsonia Park Subdivision, Liber 6 of Plats, Page 33, Washtenaw County Records; said abandonment set forth in Liber 1757, Page 947, Washtenaw County Records. (the "Property").

PART OF Parcel No. K-11-13-232-002

The Easement across the Property of Grantor is more particularly shown on the plan entitled Exhibit "A-6", Drawing No. MI-WA-127.0000, dated 03/16/2016 ("Drawing") attached hereto as Exhibit A-6 and made a part hereof.

1. Notwithstanding anything to the contrary as shown on the Drawing, the permanent and exclusive easement rights granted to Grantee shall extend to and include contiguous public or private roads and ways to the full extent of Grantor's interest therein for the purpose of ingress and egress to the Easement.

2. Also included in this Grant of Easement is the use of the following if and to the extent shown on the Drawing: (a) temporary access roads (the "Temporary Access Road", whether one or more) to access the Temporary Work Space (as herein defined) and the Easement; (b) temporary work space (the "Temporary Work Space") for construction, operation and maintenance of the Pipeline Facilities. Grantor's granting of any Temporary Access Road and any Temporary Work Space to Grantee shall be on an exclusive basis during the full term of twenty four (24) months from the start of construction of the Pipeline Facilities on the Property. Grantee shall provide Grantor with fourteen (14) days advance written notice prior to the start of construction. Grantor shall grant no third party any right to use any Temporary Access Road or any Temporary Work Space prior to the expiration of Grantee's exclusive term to use any Temporary Access Road and/or any Temporary Work Space.

3. Grantee intends to use the area described on the attached Exhibit "A" for the purposes of storing, bending, welding and testing of pipe and for valve and other appurtenant facility assembly operations, and for storing of other pipeline-related materials including, but not limited to, construction equipment (the "Staging Area"). The Staging Area may also be used for the following purposes: parking of vehicles including trucks, vans and construction equipment, the rights of ingress and egress to and from the Staging Area for enjoyment of Grantee's parking rights, the temporary storage of soils during the construction of Grantee's pipeline project, fabrication, material storage, painting of equipment and related pipeline construction activities. Vehicles may be owned or operated by individual agents or employees of the Grantee or its contractors or private parties. Grantee and its contractors may also set up, operate and maintain portable office trailers with associated electric power and telephone services on the Staging Area during the term of these twenty-four (24) months from the start of construction to facilitate Grantee's pipeline construction and restoration operations.

4. Grantee shall have all other rights and benefits necessary or convenient for the full enjoyment and use of the rights herein granted, including, but not limited to, the right, to be exercised at any time in Grantee's sole and absolute discretion, to remove, clear and to keep clear all buildings (including, but not limited to, sheds, garages, and other structures, whether on foundations or not), walls or similar structures, above- or below-ground swimming pools, decks, rocks, trees, brush, limbs, and other obstructions including, but not limited to, pipelines and conduits, within the Easement, any Temporary Access Road and any Temporary Work Space (prior to the expiration of Grantee's right to use any Temporary Access Road and any Temporary Work Space) that may interfere with the Grantee's use of the Easement, any Temporary Access Road and any Temporary Work Space (prior to the expiration of Grantee's right to use any

Temporary Work Space and any Temporary Access Road), and the free and full right of ingress and egress, over and across said Easement, any Temporary Access Road and any Temporary Work Space. Subject to the terms of this Grant of Easement, after construction and installation of the Pipeline Facilities is timely completed, Grantor may plant crops (but in no event trees) within the Easement and harvest the same in Grantor's sole and absolute discretion .

5. Grantor and Grantee agree that the consideration for this Grant of Easement includes payment for the value of the rights granted to Grantee by Grantor, and damages and clean-up costs for initial construction and installation of the Pipeline Facilities including damages to growing crops and timber, and the reestablishment of growing crops. Subsequent to the initial construction of the Pipeline Facilities, Grantee shall pay Grantor the fair market value for any and all damages to growing crops, cultivated land, pasturage, timber, fences, drain tile, or buildings of Grantor resulting from any exercise of the rights herein granted; provided, however, that after the Pipeline Facilities have been constructed hereunder, Grantee shall not be liable for damages in the future caused by reasonable and non-negligent efforts to keep the Easement clear of trees, undergrowth, brush, structures, or any other obstructions. In the event the Property or any part of the Property is subject to an existing surface lease, any and all damages sustained by the existing surface tenant to crops, timber or other property belonging to the surface lease tenant as a result of the Grantee's exercise of rights under this Grant of Easement, shall, following payment from Grantee to Grantor hereunder, be promptly remitted to the surface tenant by Grantor.

6. The pipeline shall be buried to at least the minimum depth required by applicable laws and regulations.

7. Grantor shall not grade, excavate, fill or flood the Easement, any Temporary Access Road and/or any Temporary Work Space (prior to the expiration of Grantee's right to use the Temporary Work Space and Temporary Access Road, as to the Temporary Work Space and Temporary Access Road only) without obtaining the Grantee's prior written consent, which may be withheld in Grantee's reasonable discretion.

8. Grantor shall retain any interest which Grantor has in and to the oil, gas, and other minerals in, on and under the Easement; provided, however, that if Grantor owns such gas, oil, or minerals, Grantor shall not be permitted to drill or operate equipment for the production or development of minerals on the Easement, but it shall be permitted to extract the oil, gas, and other minerals from and under the Easement by directional drilling and other means, so long as such activities do not damage, destroy, injure, and/or interfere with Grantee's use of the Easement for the purposes for which the Easement has been acquired by Grantee.

9. The rights, title and privileges herein granted may, in whole or in part, be sold, leased, assigned, pledged and mortgaged, and shall inure to the benefit of the parties and their successors, assigns, heirs and legal representatives. The burdens of this Grant of Easement shall run with and against the Property and shall be a charge and burden on the Property and shall be

binding upon and against parties and their successors, assigns, permittees, licensees, lessees, employees and agents.

10. The failure of a party to exercise or any delay of a party in exercising any rights herein conveyed in any single instance or from time to time shall not be considered or construed as a waiver of such right or rights and shall not bar that party from exercising such right or rights, or, if necessary, seeking an appropriate remedy in conjunction with the exercise or violation of such right or rights from time to time.

11. The parties understand and agree that the persons executing this Grant of Easement are without authority to make any agreement in respect of the subject matter hereof not herein expressed.

12. This Grant of Easement shall terminate, or be deemed to have terminated if (i) the Federal Energy Regulatory Commission, or its successor agency, has issued an authorization for Grantee to abandon the Pipeline Facilities or (ii) Grantee notifies Grantor in writing of its intent to terminate this Grant of Easement. In the event of any such termination, Grantee shall furnish Grantor with a release of the Grant of Easement, within a reasonable time following termination, and Grantor shall be under no obligation to disgorge any portion of the consideration paid for the Easement.

13. Any and all written notices to which the parties shall be entitled hereunder or under any law, statute, rule, regulation, order, ordinance or policy of any governmental agency or entity having jurisdiction of the subject matter for which this Grant of Easement is granted, shall be deemed delivered when the same has been placed in the U.S. Mail in a properly stamped envelope or other appropriate mail container, addressed to the addresses shown below, bearing the adequate amount of postage to result in delivery of same to the address shown thereon, and sent by certified mail, return receipt requested, to the party to whom such notice is given. In the alternative, either party may give such notice by United Parcel Service (UPS), Federal Express or other similar national expedited mail service guaranteeing not later than two (2) day delivery of any such letter or notice to the addresses provided for herein.

- a) Grantor and Grantee designate the following persons, addresses for all notices and information to be delivered hereunder:

Grantor: The Charter Township of Ypsilanti  
Attention: Brenda L. Stumbo, Supervisor and William D. Winters, Esq.  
Karen Lovejoy-Roe, Township Clerk and  
William D. Winters, Esq.  
7200 South Huron River Drive, Ypsilanti, MI 48197-7007

-- and --

Steinhardt Pesick & Cohen

Attn: H. Adam Cohen, Esq.  
380 N. Old Woodward Avenue, Suite 120  
Birmingham, MI 48009

Grantee: NEXUS Gas Transmission, LLC,  
5400 Westheimer Court, Houston, Texas 77056

- b) Such persons' addresses may be changed by the respective party by delivering written notice of such change to the other party.

14. This Grant of Easement shall be interpreted, enforced and governed under the laws of the State of Michigan. Venue for any dispute arising under this Grant of Easement shall be proper in either a state court in the county where the Property is located, or the Michigan federal court having jurisdiction over the county in which the Property is located.

15. The undersigned, states, affirms and certifies as of the date hereof that the undersigned is the legal owner of the Property and is authorized pursuant to the laws of the State of Michigan to execute, acknowledge and deliver this Grant of Easement in the Property of Grantor.

16. The execution, delivery, and performance of this Grant of Easement have been duly and validly authorized by all requisite action, corporate or otherwise, on the part of the Grantor and Grantee.

17. Grantor agrees to sign such additional documents that are needed to adjust for clerical errors or the refusal of the register of deeds to record such documents.

18. Grantee shall indemnify and hold harmless Grantor from and against, and shall reimburse Grantor's reasonable attorney fees arising out of, all claims, actions, suits, charges, demands, causes of action, expenses, injuries, costs, losses, debts and damages occurring as a result of Grantee's exercise of rights under this Grant of Easement including, but not limited to, construction, operation, or failure of the Pipeline Facilities, except to the extent such damages, costs, claims or liabilities arise from Grantor's negligence or intentional misconduct, or any actions or omissions of Grantor, their employees, agents, invitees, or lessees for which such parties may be strictly liable under law. Nothing in this Grant of Easement is intended to waive any defense of governmental immunity available to Grantor.

19. At those times NEXUS is performing work within the Easement and/or Temporary Workspace, NEXUS shall ensure that the Easement and Temporary Workspace are clean of its construction debris and litter, which shall not be buried within the Easement or Temporary Workspace.



20. NEXUS agrees to promptly restore the Property to a condition at least equivalent to or better than that which existed prior to the start of construction of the Pipeline Facilities on the Property.

21. If the Easement and/or Temporary Workspace is located in a cultivated field or lawn, NEXUS will remove rocks unearthed during construction activities within the disturbed areas of the Easement and/or Temporary Workspace.


22. This instrument is executed under threat of eminent domain. This instrument is exempt from transfer taxes pursuant to MCL 207.505(a), MCL 207.505(f), MCL 207.526(a), MCL 207.526(f), and MCL 211.8(g).

23. In the event that NEXUS obtains a special permit from the Pipeline and Hazardous Materials Safety Administration ("PHMSA") relating to federal odorization requirements established in 49 CFR 192.625 (the "Special Permit") in connection with its construction of the Pipeline Facilities across Grantor's Property, Grantee shall implement such additional design, construction, safety measures, mitigation measures, protections, and maintenance requirements mandated in said Special Permit (collectively, the "Permit Requirements").

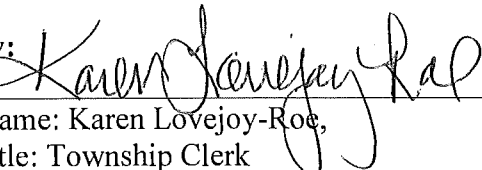
IN WITNESS WHEREOF, Grantor executes this Grant of Easement this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Grantor:

**The Charter Township of Ypsilanti,  
A/K/A The Township of Ypsilanti,  
a Michigan Municipal Corporation**

By: 

Name: Brenda L. Stumbo,  
Title: Township Supervisor

By: 

Name: Karen Lovejoy-Roe,  
Title: Township Clerk

Grantee:

**NEXUS GAS TRANSMISSION, LLC,  
a Delaware limited liability company**

By:

*Tina Faraca*

Name: Tina Faraca,  
Title: Vice President

**ACKNOWLEDGMENT**

STATE OF Michigan }  
COUNTY OF Washtenaw } SS

On this 21 day of August, 2017, before me, the undersigned notary public, personally appeared Brenda L. Stumbo, who proved to me through satisfactory evidence of identification, which was Personal Identification, acknowledged herself to be Supervisor of The Charter Township of Ypsilanti, A/K/A The Township of Ypsilanti, a Michigan Municipal Corporation, being authorized to do so, executed the foregoing instrument as the act and deed of such corporation for the purposes therein contained by signing the name of such corporation/company, and acknowledged to me that she signed it voluntarily, for its stated purposes.

My Commission Expires: July 3, 2018

Angela V. Robinson

\_\_\_\_\_, Notary Public  
Washtenaw County, Michigan  
Acting in Washtenaw County, Michigan

ANGELA V. ROBINSON  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF WASHTENAW  
My Commission Expires July 3, 2018  
Acting in the County of Washtenaw

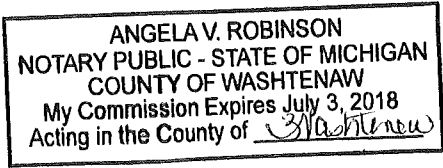
**ACKNOWLEDGMENT**

STATE OF Michigan }  
COUNTY OF Washtenaw } SS

On this 21 day of August, 2017, before me, the undersigned notary public, personally appeared Karen Lovejoy-Roe, who proved to me through satisfactory evidence of identification, which was Personal Identification, acknowledged herself to be Township Clerk of The Charter Township of Ypsilanti, A/K/A The Township of Ypsilanti, a Michigan Municipal Corporation, being authorized to do so, executed the foregoing instrument as the act and deed of such corporation for the purposes therein contained by signing the name of such corporation/company, and acknowledged to me that she signed it voluntarily, for its stated purposes.

My Commission Expires: July 3, 2018

Angela V. Robinson  
\_\_\_\_\_, Notary Public  
Washtenaw County, Michigan  
Acting in Washtenaw County, Michigan



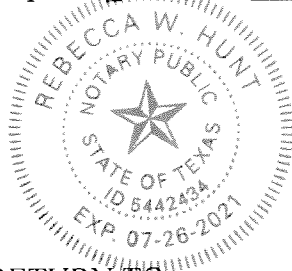
**ACKNOWLEDGMENT**

STATE OF Texas )  
  ) SS  
COUNTY OF Harris )

On this 14 day of August 2017, before me, the undersigned notary public, personally appeared Tina Faraca, who proved to me through satisfactory evidence of identification, which was personally known to me, acknowledged herself to be Vice President of Nexus Gas Transmission, LLC, a Delaware Limited Liability Company, being authorized to do so, executed the foregoing instrument as the act and deed of such corporation for the purposes therein contained by signing the name of such corporation/company, and acknowledged to me that she signed it voluntarily, for its stated purposes.

My Commission Expires: 7/26/2021

Rebecca W. Hunt  
\_\_\_\_\_, Notary Public  
Harris County, Texas  
Acting in Harris County, Texas



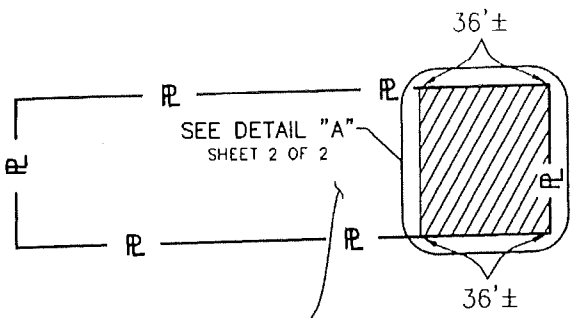
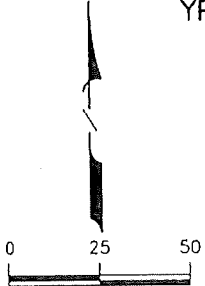
**RECORD AND RETURN TO:**  
NEXUS Gas Transmission, LLC  
Attention: Right-of-Way Department  
Suite 101-B, 5810 Southwyck Blvd.  
Toledo, OH 43614

Tract No: MI-WA-000.0001-SA-6.1-SPRD4,  
MI- WA-107.0020,  
MI-WA-107.0020-TAR-7-250.2 &  
MI-WA-110.0000  
State: Michigan

This instrument prepared by: Jeff Dehner, Esq., 6050 Oak Tree Blvd, Suite 200, Independence, Ohio 44131

EXHIBIT "A" - 1

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E : SECTION 13  
 MICHIGAN SURVEY



TRACT NO. MI-WA-119.0040

CHARTER TOWNSHIP OF YPSILANTI  
 TAX ID NO. K-11-13-331-014

REVISIONS 0 ISSUED FOR ACQUISITION - 01/28/2016

SURVEYOR'S SEAL



PROP. TEMP. WORKSPACE (T.W.S.): 1,425 ± SQ. FT.

NOTES:  
 1. THE ACTUAL LOCATION OF THE NEW PERMANENT EASEMENT IS DETERMINED BY THE FIRST PIPELINE AS INSTALLED.  
 2. ALL BEARINGS AND DISTANCES (US SURVEY FEET) HEREIN ARE GRID AND BASED UPON THE UNIVERSAL TRANSVERSE MERCATOR PROJECTION, ZONE 17 NORTH (UTM17N), NORTH AMERICAN DATUM OF 1983 (NAD83 (2011)).  
 3. I HEREBY CERTIFY THAT THIS EASEMENT EXHIBIT IS NOT A BOUNDARY SURVEY OR CERTIFIED SURVEY AND WAS PREPARED UNDER MY DIRECT SUPERVISION FROM RECORD DATA ONLY. THE INFORMATION WITHIN THIS EXHIBIT IS NOT INTENDED TO MEET THE REQUIREMENTS OF A CERTIFIED SURVEY AS DEFINED BY PUBLIC ACT 132 OF 1970, AS AMENDED, OR ANY OTHER APPLICABLE SURVEYING LAW WITHIN THE STATE OF MICHIGAN.

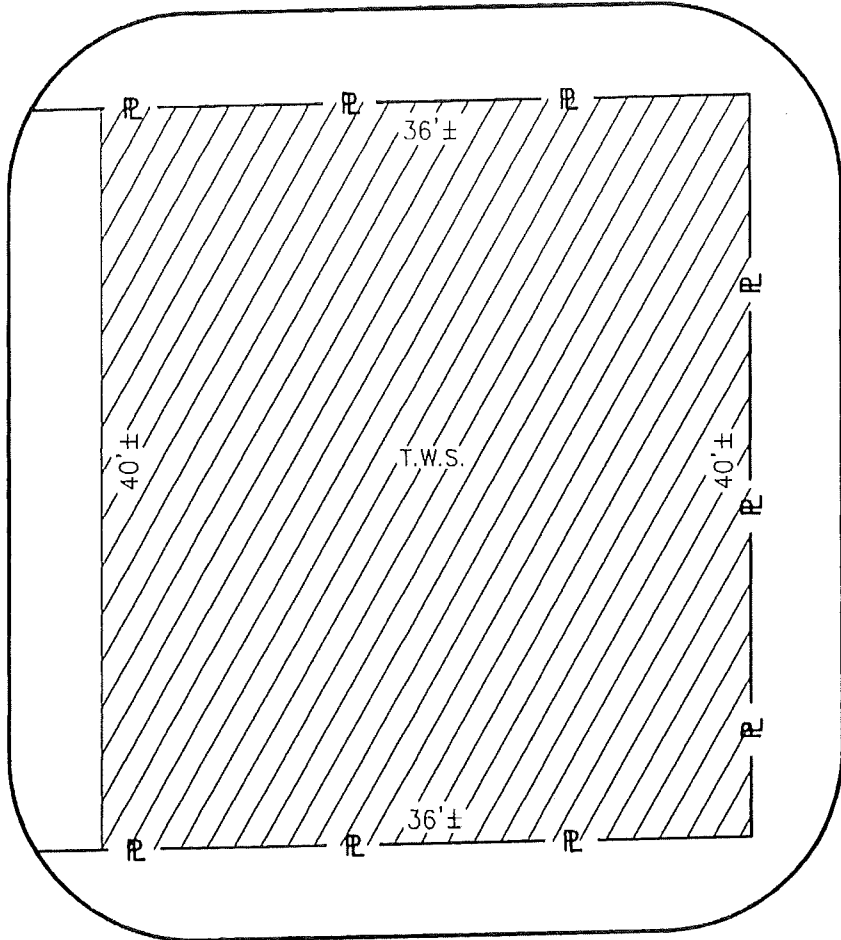
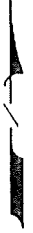
*D.A. Parsell* 01.31.2016  
 DATE:

DANA A. PARSELL, P.S. MICHIGAN PROFESSIONAL SURVEYOR #51483

PREPARED FOR: NEXUS Gas Transmission, LLC 	PREPARED BY:  A Subsidiary of International Energy Industries COA: Universal Enaco, Inc. 4848 LOOP CENTRAL DR. Suite 100 HOUSTON, TX. 77081 PH. 713-977-7770	JOB NO. 22203	<b>EXHIBIT "A" - 1</b> THE PROPERTY OF CHARTER TOWNSHIP OF YPSILANTI				
		DATE: 01/15/2016	DRAWN: DMB	APPROVED: DP	SCALE: 1"=50'	SHEET 1 OF 2	DOC. NO. 22203-250-PSK-40202

EXHIBIT "A" - 1

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E : SECTION 13  
 MICHIGAN SURVEY



DETAIL "A"

N.T.S.

REVISIONS  
 0 ISSUED FOR ACQUISITION - 01/28/2016

PREPARED FOR:

NEXUS Gas  
 Transmission, LLC



PREPARED BY:



4848 LOOP CENTRAL DR.  
 Suite 100  
 HOUSTON, TX. 77081  
 PH. 713-977-7770

JOB NO.

22203

DATE:

01/15/2016

DRAWN:

DMB

APPROVED:

DP

SCALE:

N.T.S.

EXHIBIT "A" - 1  
 THE PROPERTY OF  
 CHARTER TOWNSHIP OF YPSILANTI

SHEET  
 2 OF 2

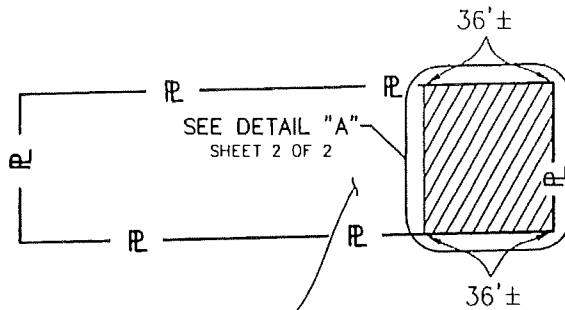
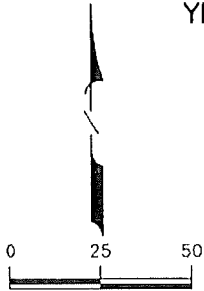
DOC. NO.  
 22203-250-PSK-40202

DWG. NO.  
 MI-WA-119.0040

REV  
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# EXHIBIT "A"

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E : SECTION 13  
 MICHIGAN SURVEY



TRACT NO. MI-WA-119.0050

CHARTER TOWNSHIP OF YPSILANTI  
 TAX ID NO. K-11-13-331-015

REVISIONS 0 ISSUED FOR ACQUISITION - 01/28/2016

SURVEYOR'S SEAL



PROP. TEMP. WORKSPACE (T.W.S.): 1,423 ± SQ. FT.

**NOTES:**

1. THE ACTUAL LOCATION OF THE NEW PERMANENT EASEMENT IS DETERMINED BY THE FIRST PIPELINE AS INSTALLED.
2. ALL BEARINGS AND DISTANCES (US SURVEY FEET) HEREIN ARE GRID AND BASED UPON THE UNIVERSAL TRANSVERSE MERCATOR PROJECTION, ZONE 17 NORTH (UTM17N), NORTH AMERICAN DATUM OF 1983 (NAD83 (2011)).
3. I HEREBY CERTIFY THAT THIS EASEMENT EXHIBIT IS NOT A BOUNDARY SURVEY OR CERTIFIED SURVEY AND WAS PREPARED UNDER MY DIRECT SUPERVISION FROM RECORD DATA ONLY. THE INFORMATION WITHIN THIS EXHIBIT IS NOT INTENDED TO MEET THE REQUIREMENTS OF A CERTIFIED SURVEY AS DEFINED BY PUBLIC ACT 132 OF 1970, AS AMENDED, OR ANY OTHER APPLICABLE SURVEYING LAW WITHIN THE STATE OF MICHIGAN.

*D.A. Parsell*

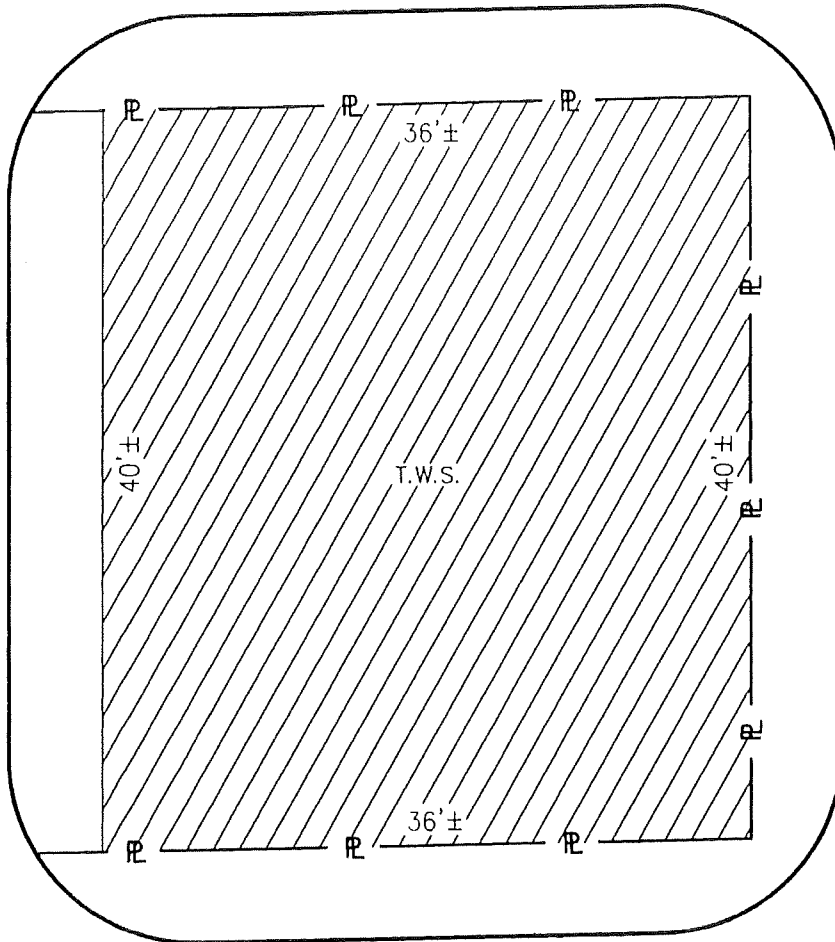
01.31.2016

DANA A. PARSELL, P.S. DATE:  
 MICHIGAN PROFESSIONAL SURVEYOR #51483

PREPARED FOR: NEXUS Gas Transmission, LLC 	PREPARED BY: Universal Pegasus INTERNATIONAL <small>A subsidiary of Universal Energy Resources COA: Universal Enasco, Inc.</small> 4848 LOOP CENTRAL DR. Suite 100 HOUSTON, TX. 77081 PH. 713-977-7770	JOB NO. 22203	<b>EXHIBIT "A"</b> THE PROPERTY OF CHARTER TOWNSHIP OF YPSILANTI		
		DATE: 01/15/2016 DRAWN: DMB APPROVED: DP			
SCALE: 1"=50'		SHEET 1 OF 2	DOC. NO. 22203-250-PSK-40203	DWG. NO. MI-WA-119.0050	REV 0

EXHIBIT "A"

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E : SECTION 13  
 MICHIGAN SURVEY



DETAIL "A"

N.T.S.

REVISIONS 0 ISSUED FOR ACQUISITION - 01/28/2016

PREPARED FOR:

NEXUS Gas  
Transmission, LLC



PREPARED BY:



Universal Pegasus  
INTERNATIONAL  
A Subsidiary of Huntington Energy Services, Inc.  
COA: Universal Enasco, Inc.

4848 LOOP CENTRAL DR.  
Suite 100  
HOUSTON, TX. 77081  
PH. 713-977-7770

JOB NO.

22203

DATE:

01/15/2016

DRAWN:

DMB

APPROVED:

DP

SCALE:

N.T.S.

SHEET  
2 OF 2

DOC. NO.  
22203-250-PSK-40203

DWG. NO.  
MI-WA-119.0050

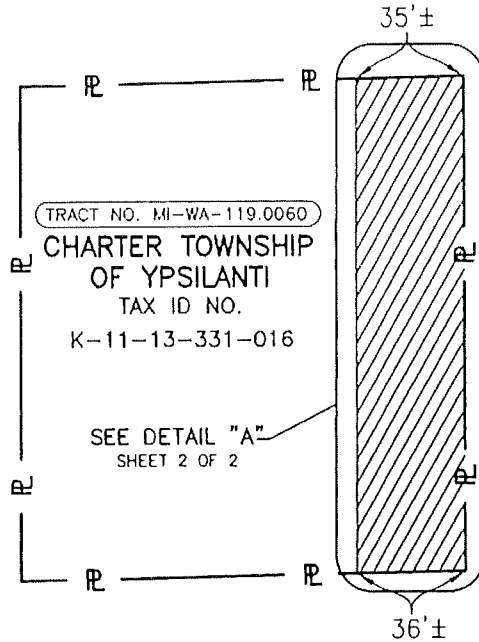
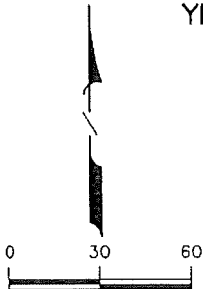
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EXHIBIT "A" - 2

THE PROPERTY OF  
CHARTER TOWNSHIP OF YPSILANTI

EXHIBIT "A"

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E : PART OF SECTION 13  
 MICHIGAN SURVEY



REVISIONS 0 ISSUED FOR ACQUISITION - 01/28/2016

SURVEYOR'S SEAL



PROP. TEMP. WORKSPACE (T.W.S.): 0.1 ± ACRE

NOTES:

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3. I HEREBY CERTIFY THAT THIS EASEMENT EXHIBIT IS NOT A BOUNDARY SURVEY OR CERTIFIED SURVEY AND WAS PREPARED UNDER MY DIRECT SUPERVISION FROM RECORD DATA ONLY. THE INFORMATION WITHIN THIS EXHIBIT IS NOT INTENDED TO MEET THE REQUIREMENTS OF A CERTIFIED SURVEY AS DEFINED BY PUBLIC ACT 132 OF 1970, AS AMENDED, OR ANY OTHER APPLICABLE SURVEYING LAW WITHIN THE STATE OF MICHIGAN.

*D.A. Parsell*

01.31.2016

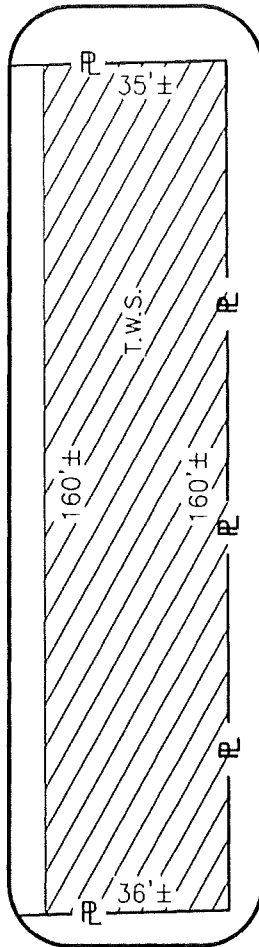
DANA A. PARSELL, P.S. DATE:  
 MICHIGAN PROFESSIONAL SURVEYOR #51483

PREPARED FOR: NEXUS Gas Transmission, LLC 	PREPARED BY:  Universal Pegasus INTERNATIONAL <small>A Subsidiary of Michigan International Energy Services                  COA: Universal Enasco, Inc.</small> 4848 LOOP CENTRAL DR. Suite 100 HOUSTON, TX. 77081 PH. 713-977-7770	JOB NO. 22203	<b>EXHIBIT "A" - 3</b> THE PROPERTY OF CHARTER TOWNSHIP OF YPSILANTI		
		DATE: 01/15/2016 DRAWN: CE APPROVED: DP			
SCALE: 1"=60'		SHEET 1 OF 2	DOC. NO. 22203-250-PSK-40204	DWG. NO. MI-WA-119.0060	REV 0



EXHIBIT "A"

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E : PART OF SECTION 13  
 MICHIGAN SURVEY



DETAIL "A"  
 N.T.S.

REVISIONS  
 0 ISSUED FOR ACQUISITION - 01/28/2016

PREPARED FOR:

NEXUS Gas  
 Transmission, LLC



PREPARED BY:



4848 LOOP CENTRAL DR.  
 Suite 100  
 HOUSTON, TX. 77081  
 PH. 713-977-7770

JOB NO.

22203

DATE:

01/15/2016

DRAWN:

CE

APPROVED:

DP

SCALE:

N.T.S.

EXHIBIT "A"-3

THE PROPERTY OF  
 CHARTER TOWNSHIP OF YPSILANTI

SHEET  
 2 OF 2

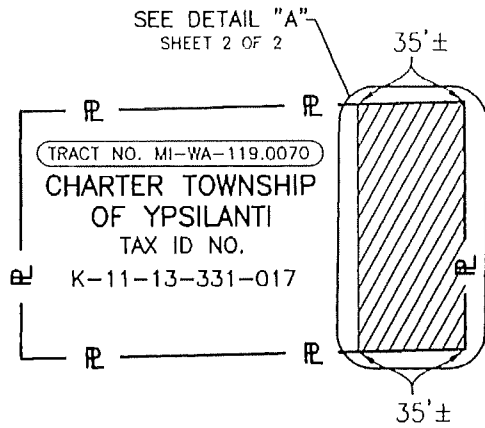
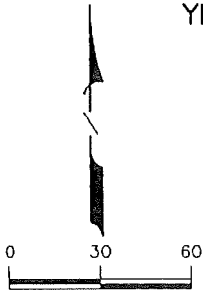
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DWG. NO.  
 MI-WA-119.0060

REV  
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EXHIBIT "A"

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E : PART OF SECTION SECTION 13  
 MICHIGAN SURVEY



0 ISSUED FOR ACQUISITION - 01/28/2016

SURVEYOR'S SEAL



PROP. TEMP. WORKSPACE (T.W.S.): 0.1 ± ACRE

NOTES:

1. THE ACTUAL LOCATION OF THE NEW PERMANENT EASEMENT IS DETERMINED BY THE FIRST PIPELINE AS INSTALLED.
2. ALL BEARINGS AND DISTANCES (US SURVEY FEET) HEREIN ARE GRID AND BASED UPON THE UNIVERSAL TRANSVERSE MERCATOR PROJECTION, ZONE 17 NORTH (UTM17N), NORTH AMERICAN DATUM OF 1983 (NAD83 (2011)).
3. I HEREBY CERTIFY THAT THIS EASEMENT EXHIBIT IS NOT A BOUNDARY SURVEY OR CERTIFIED SURVEY AND WAS PREPARED UNDER MY DIRECT SUPERVISION FROM RECORD DATA ONLY. THE INFORMATION WITHIN THIS EXHIBIT IS NOT INTENDED TO MEET THE REQUIREMENTS OF A CERTIFIED SURVEY AS DEFINED BY PUBLIC ACT 132 OF 1970, AS AMENDED, OR ANY OTHER APPLICABLE SURVEYING LAW WITHIN THE STATE OF MICHIGAN.

*D.A. Parsell*

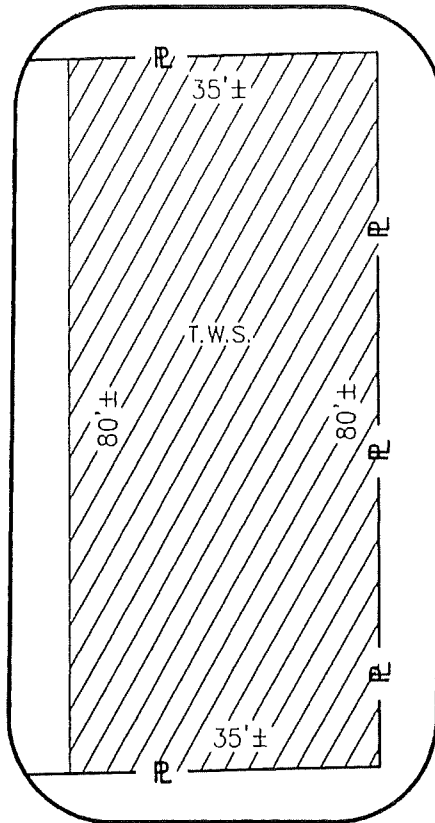
01.31.2016

DANA A. PARSELL, P.S. DATE:  
 MICHIGAN PROFESSIONAL SURVEYOR #51483

PREPARED FOR: NEXUS Gas Transmission, LLC 	PREPARED BY:  Universal Pegasus INTERNATIONAL <small>A Subsidiary of Huntington Petroleum Products COA: Universal Enasco, Inc.</small> 4848 LOOP CENTRAL DR. Suite 100 HOUSTON, TX. 77081 PH. 713-977-7770	JOB NO. 22203	<b>EXHIBIT "A" - 4</b>			
		DATE: 01/15/2016 DRAWN: CE APPROVED: DP	THE PROPERTY OF CHARTER TOWNSHIP OF YPSILANTI			
SCALE: 1"=60'		SHEET 1 OF 2	DOC. NO. 22203-250-PSK-40205	DWG. NO. MI-WA-119.0070	REV 0	



EXHIBIT "A"

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E : PART OF SECTION SECTION 13  
 MICHIGAN SURVEY



DETAIL "A"  
 N.T.S.

REVISIONS 0 ISSUED FOR ACQUISITION - 01/28/2016

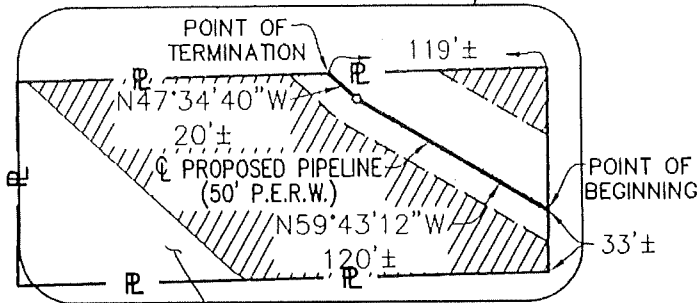
PREPARED FOR: NEXUS Gas Transmission, LLC 	PREPARED BY:  Universal Pegasus INTERNATIONAL <small>A Subsidiary of Universal Energy Services, Inc.</small> COA: Universal Enesco, Inc. 4848 LOOP CENTRAL DR. Suite 100 HOUSTON, TX. 77081 PH. 713-977-7770	JOB NO. 22203	EXHIBIT "A" - 4 THE PROPERTY OF CHARTER TOWNSHIP OF YPSILANTI		
		DATE: 01/15/2016			
SCALE: N.T.S.		SHEET 2 OF 2	DOC. NO. 22203-250-PSK-40205	DWG. NO. MI-WA-119.0070	REV 0

# EXHIBIT "A"

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
T 3 S, R 7 E : SECTION 13  
MICHIGAN SURVEY



SEE DETAIL "A"  
SHEET 2 OF 2



TRACT NO. MI-WA-122.0000

CHARTER TOWNSHIP  
OF YPSILANTI

TAX ID NO. K-11-13-331-001

- PROP. PIPELINE: 140' ±
- PROP. PERM. EASEMENT (P.E.R.W.): 0.1 ± ACRE
- PROP. TEMP. WORKSPACE (T.W.S.): 0.4 ± ACRE

SURVEYOR'S SEAL



**NOTES:**

1. THE ACTUAL LOCATION OF THE NEW PERMANENT EASEMENT IS DETERMINED BY THE FIRST PIPELINE AS INSTALLED.
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3. I HEREBY CERTIFY THAT THIS EASEMENT EXHIBIT IS NOT A BOUNDARY SURVEY OR CERTIFIED SURVEY AND WAS PREPARED UNDER MY DIRECT SUPERVISION FROM RECORD DATA ONLY. THE INFORMATION WITHIN THIS EXHIBIT IS NOT INTENDED TO MEET THE REQUIREMENTS OF A CERTIFIED SURVEY AS DEFINED BY PUBLIC ACT 132 OF 1970, AS AMENDED, OR ANY OTHER APPLICABLE SURVEYING LAW WITHIN THE STATE OF MICHIGAN.

*D.A. Parsell*

01.31.2016

DANA A. PARSELL, P.S. DATE:  
MICHIGAN PROFESSIONAL SURVEYOR #51483

REVISIONS 0 ISSUED FOR ACQUISITION - 01/28/2016

PREPARED FOR:

NEXUS Gas  
Transmission, LLC



PREPARED BY:

Universal Pegasus  
INTERNATIONAL  
A Subsidiary of Universal Energy Industries  
COA: Universal Enco, Inc.  
4848 LOOP CENTRAL DR.  
Suite 100  
HOUSTON, TX. 77081  
PH. 713-977-7770

JOB NO.

22203

DATE:

01/15/2016

DRAWN:

DCM

APPROVED:

DP

SCALE:

1" = 100'

SHEET

1 OF 2

DOC. NO.

22203-250-PSK-40209

DWG. NO.

MI-WA-122.0000

REV

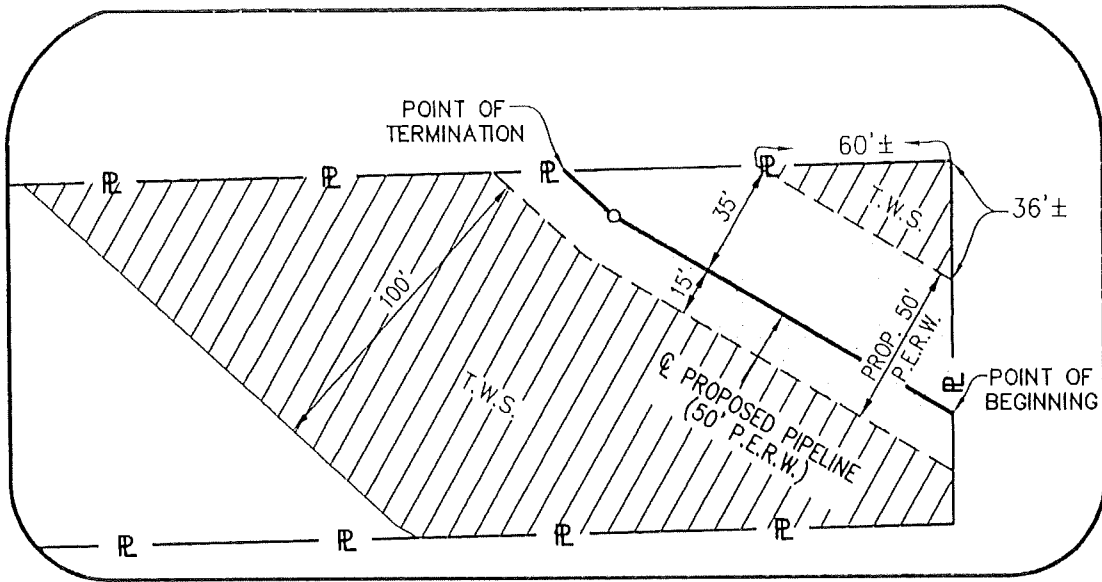
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EXHIBIT "A" - 5

THE PROPERTY OF  
CHARTER TOWNSHIP  
OF YPSILANTI

EXHIBIT "A" -

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E :SECTION 13  
 MICHIGAN SURVEY



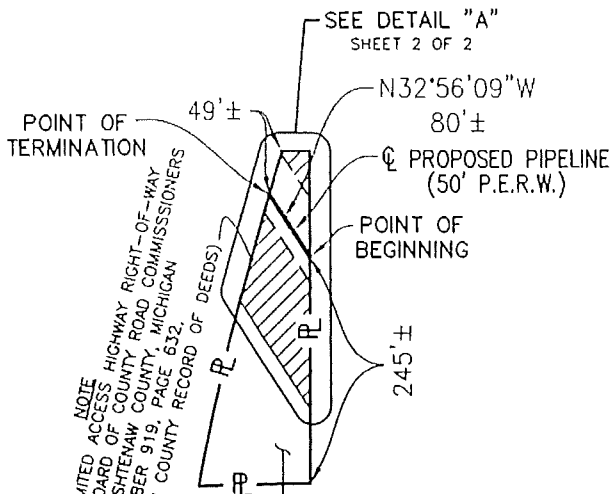
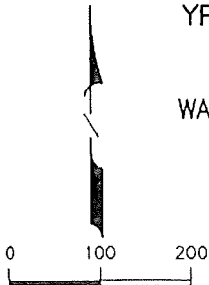
DETAIL "A"  
 N.T.S.

REVISIONS  
 0 ISSUED FOR ACQUISITION - 01/28/2016

PREPARED FOR: NEXUS Gas Transmission, LLC 	PREPARED BY:  Universal Pegasus INTERNATIONAL <small>A Subsidiary of Universal Energy Services                  COA: Universal Enco, Inc.</small> 4848 LOOP CENTRAL DR. Suite 100 HOUSTON, TX. 77081 PH. 713-977-7770	JOB NO. 22203	EXHIBIT "A" - 5 THE PROPERTY OF CHARTER TOWNSHIP OF YPSILANTI		
		DATE: 01/15/2016 DRAWN: DCM APPROVED: OP			

EXHIBIT "A"

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 PART OF LOTS 519 THRU LOTS 527  
 & WEST 1/2 OF VACATED BEVERLY AVENUE  
 WATSONIA PARK SUBDIVISION, T 3 S, R 7 E : SECTION 13  
 MICHIGAN SURVEY



EAST LINE OF LIMITED ACCESS HIGHWAY RIGHT-OF-WAY  
 AS CONVEYED TO BOARD OF COUNTY ROAD COMMISSIONERS  
 FOR WASHTENAW COUNTY, MICHIGAN  
 (WASHTENAW COUNTY RECORD OF DEEDS)  
 LIBER 919, PAGE 632.

TRACT NO. MI-WA-127.0000  
 THE CHARTER TOWNSHIP  
 OF YPSILANTI

PART OF TAX ID NO. K-11-13-232-002

- PROP. PIPELINE: 80' ±
- PROP. PERM. EASEMENT (P.E.R.W.): 0.1 ± ACRE
- PROP. TEMP. WORKSPACE (T.W.S.): 0.2 ± ACRE

NOTES:

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*D.A. Parsell*

04.01.2016

DANA A. PARSELL, P.S. DATE:  
 MICHIGAN PROFESSIONAL SURVEYOR #51483

REVISIONS 0 ISSUED FOR ACQUISITION - 04/01/2016

SURVEYOR'S SEAL



PREPARED FOR:

NEXUS Gas Transmission, LLC



PREPARED BY:



4848 LOOP CENTRAL DR.  
 Suite 100  
 HOUSTON, TX. 77081  
 PH. 713-977-7770

JOB NO.

22203

DATE:

03/16/2016

DRAWN:

LBJ

APPROVED:

DP

SCALE:

1"=200'

SHEET

1 OF 2

DOC. NO.

22203-250-PSK-40259

DWG. NO.

MI-WA-127.0000

REV

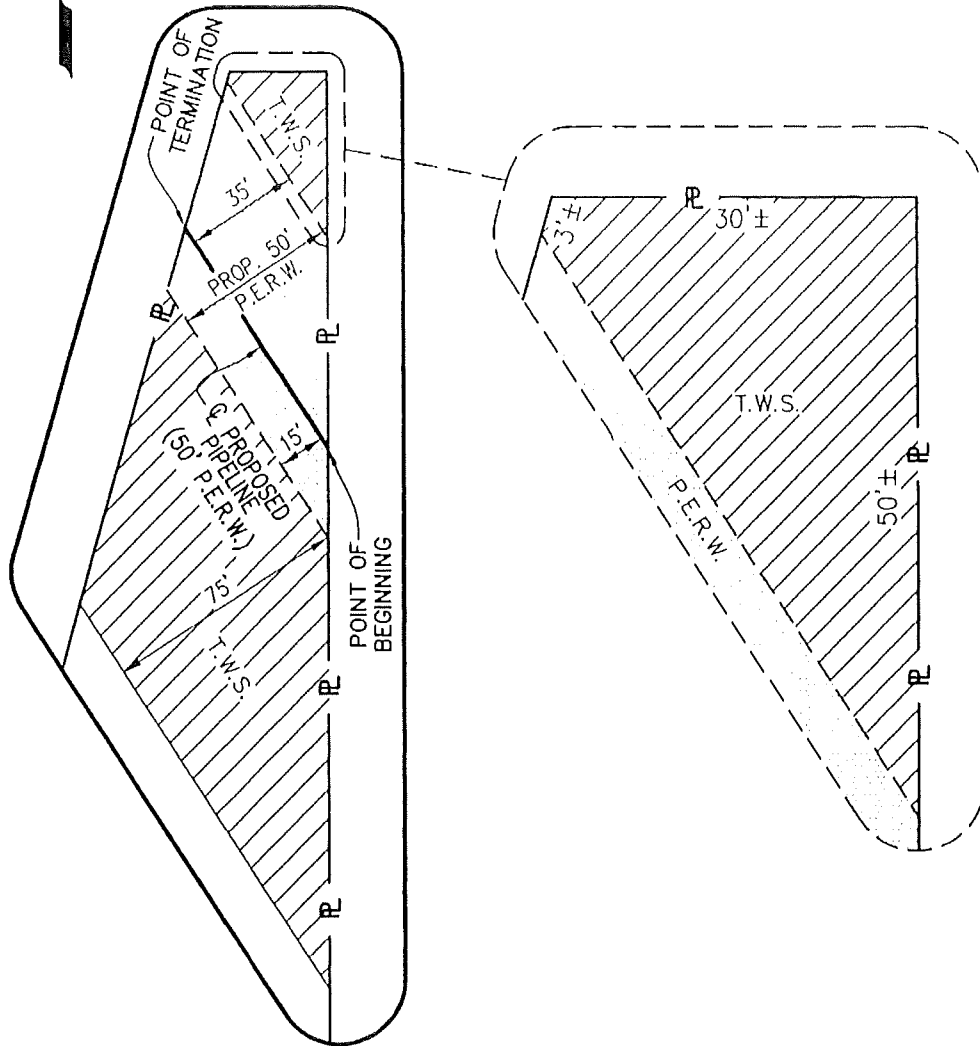
0

EXHIBIT "A" - 6

THE PROPERTY OF  
 THE CHARTER  
 TOWNSHIP OF YPSILANTI

# EXHIBIT "A"

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 PART OF LOTS 519 THRU LOTS 527  
 & WEST 1/2 OF VACATED BEVERLY AVENUE  
 WATSONIA PARK SUBDIVISION, T 3 S, R 7 E : SECTION 13  
 MICHIGAN SURVEY



DETAIL "A"

N.T.S.

ISSUED FOR ACQUISITION - 04/01/2016

REVISIONS

PREPARED FOR:

NEXUS Gas Transmission, LLC



PREPARED BY:



4848 LOOP CENTRAL DR.  
 Suite 100  
 HOUSTON, TX. 77081  
 PH. 713-977-7770

JOB NO.

22203

DATE:

03/16/2016

DRAWN:

LBJ

APPROVED:

DP

SCALE:

N.T.S.

SHEET

2 OF 2

DOC. NO.

22203-250-PSK-40259

DWG. NO.

MI-WA-127.0000

REV

0

EXHIBIT "A" - 6

THE PROPERTY OF  
 THE CHARTER  
 TOWNSHIP OF YPSILANTI

## GRANT OF EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS: that the undersigned **The Charter Township of Ypsilanti**, A/K/A The Township of Ypsilanti, a Michigan Municipal Corporation, having a mailing address of 7200 South Huron River Drive, Ypsilanti, MI 48197-7007 (hereinafter called "Grantor", whether one person or more than one), for and in consideration of the sum of Ten Dollars (\$10.00), the receipt and sufficiency of which is hereby acknowledged, paid by **NEXUS GAS TRANSMISSION, LLC**, a Delaware limited liability company, having a principal place of business at 5400 Westheimer Court, Houston, Texas 77056 (hereinafter called "Grantee" or "NEXUS"), does hereby give, grant and convey unto Grantee, its successors and assigns, subject to the limitations and reservations herein stated, an exclusive, fifty foot (50') wide permanent easement for the purpose of laying, constructing, maintaining, operating, altering, replacing, repairing, watering up, dewatering, changing the size of (with the same or thicker size pipeline), relocating within the Easements, and abandoning and removing one (1) underground pipeline having a nominal diameter of thirty-six inches (36"), together with such below-grade valves, fittings, meters, tie-overs, cathodic/corrosion protection, electrical interference mitigation, data acquisition and communications lines and devices, electric lines and devices, pipeline markers required by law, and other appurtenant facilities (collectively, the "Pipeline Facilities"), all of which shall be and remain the property of Grantee, for the transmission of natural gas and all by-products thereof, under, across, and upon the following described land (the "Easement") situated in the Township of Ypsilanti, County of Washtenaw, and State of Michigan, more fully described and referred to as:

TRACT NO(s): MI-WA-000.0001-SA-6.1-SPRD4, MI-WA-107.0020 &  
MI-WA-107.0020-TAR-7-250.2

Being a portion of the land described as being in the Township of Ypsilanti, County of Washtenaw, State of Michigan, to wit: Commencing at the South 1/4 post of Section 24, Town 3 South, Range 7 East; thence North 1 degree 40'40" West 50.01 feet in the North-South 1/4 line for the point of beginning; thence South 87 degrees 16'30" West 66.01 feet; thence North 1 degree 40'40" West 830.01 feet; thence South 84 degrees 04'20" West 212.54 feet; thence North 78 degrees 43'40" West 156.92 feet; thence South 45 degrees 24'20" West 280.63



feet; thence South 69 degrees 28'20" West 311.55 feet; thence South 85 degrees 32'20" West 387.30 feet; thence North on the centerline of Bridge Road to the centerline of the Huron River; thence Easterly along the centerline of said River to the North-South 1/4 line; thence South to the point of beginning; being a part of the Southwest 1/4 of Section 24, Town 3 South, Range 7 East. (the "Property").

Parcel No. K-11-24-300-011

The Easement across the Property of Grantor is more particularly shown on the plan entitled Exhibit "A-1", Drawing No. MI-WA-107.0020, dated 03/14/2016 ("Drawing") attached hereto as Exhibit A-1 and made a part hereof.

TRACT NO(s): MI-WA-110.0000

Being a portion of the land described as being in the Township of Ypsilanti, County of Washtenaw, State of Michigan, to wit: Part of Section 24, Town 3 South, Range 7 East, described as beginning at a point located distant South 1 degree 31'13" East 1502.98 feet along the centerline of Bomber Road, coincident with the North-South 1/4 line of Section 24, Town 3 South, Range 7 East, and South 89 degrees 18'13" East 801.99 feet along the centerline of Grove Road and South 01 degree 57'13" East 674.24 feet from the North 1/4 corner of said Section 24; thence South 01 degree 57'13" East 400.23 feet to a point on the centerline of the Huron River; thence along said centerline of the Huron River, North 85 degrees 29'36" West 636.32 feet and South 76 degrees 13'06" West 272.86 feet to a point hereinafter referred to as "Point A" and South 48 degrees 00'46" West 201.80 feet and South 33 degrees 01'26" West 477.07 feet and South 23 degrees 29'55" East 125.40 feet and South 53 degrees 50'31" East 161.01 feet and South 75 degrees 57'50" East 618.47 feet and South 62 degrees 44'41" East 185.61 feet and South 15 degrees 38'32" East 129.81 feet and South 10 degrees 53'08" West 132.38 feet and South 46 degrees 23'50" West 145.00 feet and South 70 degrees 33'36" West 180.28 feet and South 87 degrees 52'44" West 405.28 feet and South 78 degrees 34'50" West 454.07 feet; thence North 01 degrees 05'30" West 541.09 feet; thence South 88 degrees 54'30" West 567.00 feet to a point on the East line of Bridge Road (66 feet wide); thence North 01 degree 05'30" West 1100.00 feet along said East line; thence North 88 degrees 56'44" East 798.38 feet to a point hereinafter referred to as "Point B"; thence North 56 degrees 18'36" East 522.80 feet; thence South 88 degrees 37'15" East 830.95 feet to the point of beginning. (the "Property").

Parcel No. K-11-24-300-001

The Easement across the Property of Grantor is more particularly shown on the plan entitled Exhibit "A-2", Drawing No. MI-WA-110.0000, dated 01/30/2016 ("Drawing") attached hereto as Exhibit A-2 and made a part hereof.

1. Notwithstanding anything to the contrary as shown on the Drawing, the permanent and exclusive easement rights granted to Grantee shall extend to and include contiguous public or private roads and ways to the full extent of Grantor's interest therein for the purpose of ingress and egress to the Easement.

2. Also included in this Grant of Easement is the use of the following if and to the extent shown on the Drawing: (a) temporary access roads (the "Temporary Access Road", whether one or more) to access the Temporary Work Space (as herein defined) and the Easement; (b) temporary work space (the "Temporary Work Space") for construction, operation and maintenance of the Pipeline Facilities. Grantor's granting of any Temporary Access Road and any Temporary Work Space to Grantee shall be on an exclusive basis during the full term of twenty four (24) months from the start of construction of the Pipeline Facilities on the Property. Grantee shall provide Grantor with fourteen (14) days advance written notice prior to the start of construction. Grantor shall grant no third party any right to use any Temporary Access Road or any Temporary Work Space prior to the expiration of Grantee's exclusive term to use any Temporary Access Road and/or any Temporary Work Space.

3. Grantee intends to use the area described on the attached Exhibit "A" for the purposes of storing, bending, welding and testing of pipe and for valve and other appurtenant facility assembly operations, and for storing of other pipeline-related materials including, but not limited to, construction equipment (the "Staging Area"). The Staging Area may also be used for the following purposes: parking of vehicles including trucks, vans and construction equipment, the rights of ingress and egress to and from the Staging Area for enjoyment of Grantee's parking rights, the temporary storage of soils during the construction of Grantee's pipeline project, fabrication, material storage, painting of equipment and related pipeline construction activities. Vehicles may be owned or operated by individual agents or employees of the Grantee or its contractors or private parties. Grantee and its contractors may also set up, operate and maintain portable office trailers with associated electric power and telephone services on the Staging Area during the term of these twenty-four (24) months from the start of construction to facilitate Grantee's pipeline construction and restoration operations.

4. Grantee shall have all other rights and benefits necessary or convenient for the full enjoyment and use of the rights herein granted, including, but not limited to, the right, to be exercised at any time in Grantee's sole and absolute discretion, to remove, clear and to keep clear all buildings (including, but not limited to, sheds, garages, and other structures, whether on foundations or not), walls or similar structures, above- or below-ground swimming pools, decks, rocks, trees, brush, limbs, and other obstructions including, but not limited to, pipelines and conduits, within the Easement, any Temporary Access Road and any Temporary Work Space (prior to the expiration of Grantee's right to use any Temporary Access Road and any Temporary Work Space) that may interfere with the Grantee's use of the Easement, any Temporary Access Road and any Temporary Work Space (prior to the expiration of Grantee's right to use any Temporary Work Space and any Temporary Access Road), and the free and full right of ingress and egress, over and across said Easement, any Temporary Access Road and any Temporary

Work Space. Subject to the terms of this Grant of Easement, after construction and installation of the Pipeline Facilities is timely completed, Grantor may plant crops (but in no event trees) within the Easement and harvest the same in Grantor's sole and absolute discretion .

5. Grantor and Grantee agree that the consideration for this Grant of Easement includes payment for the value of the rights granted to Grantee by Grantor, and damages and clean-up costs for initial construction and installation of the Pipeline Facilities including damages to growing crops and timber, and the reestablishment of growing crops. Subsequent to the initial construction of the Pipeline Facilities, Grantee shall pay Grantor the fair market value for any and all damages to growing crops, cultivated land, pasturage, timber, fences, drain tile, or buildings of Grantor resulting from any exercise of the rights herein granted; provided, however, that after the Pipeline Facilities have been constructed hereunder, Grantee shall not be liable for damages in the future caused by reasonable and non-negligent efforts to keep the Easement clear of trees, undergrowth, brush, structures, or any other obstructions. In the event the Property or any part of the Property is subject to an existing surface lease, any and all damages sustained by the existing surface tenant to crops, timber or other property belonging to the surface lease tenant as a result of the Grantee's exercise of rights under this Grant of Easement, shall, following payment from Grantee to Grantor hereunder, be promptly remitted to the surface tenant by Grantor.

6. The pipeline shall be buried to at least the minimum depth required by applicable laws and regulations.

7. Grantor shall not grade, excavate, fill or flood the Easement, any Temporary Access Road and/or any Temporary Work Space (prior to the expiration of Grantee's right to use the Temporary Work Space and Temporary Access Road, as to the Temporary Work Space and Temporary Access Road only) without obtaining the Grantee's prior written consent, which may be withheld in Grantee's reasonable discretion.

8. Grantor shall retain any interest which Grantor has in and to the oil, gas, and other minerals in, on and under the Easement; provided, however, that if Grantor owns such gas, oil, or minerals, Grantor shall not be permitted to drill or operate equipment for the production or development of minerals on the Easement, but it shall be permitted to extract the oil, gas, and other minerals from and under the Easement by directional drilling and other means, so long as such activities do not damage, destroy, injure, and/or interfere with Grantee's use of the Easement for the purposes for which the Easement has been acquired by Grantee.

9. The rights, title and privileges herein granted may, in whole or in part, be sold, leased, assigned, pledged and mortgaged, and shall inure to the benefit of the parties and their successors, assigns, heirs and legal representatives. The burdens of this Grant of Easement shall run with and against the Property and shall be a charge and burden on the Property and shall be binding upon and against parties and their successors, assigns, permittees, licensees, lessees, employees and agents.

10. The failure of a party to exercise or any delay of a party in exercising any rights herein conveyed in any single instance or from time to time shall not be considered or construed as a waiver of such right or rights and shall not bar that party from exercising such right or rights, or, if necessary, seeking an appropriate remedy in conjunction with the exercise or violation of such right or rights from time to time.

11. The parties understand and agree that the persons executing this Grant of Easement are without authority to make any agreement in respect of the subject matter hereof not herein expressed.

12. This Grant of Easement shall terminate, or be deemed to have terminated if (i) the Federal Energy Regulatory Commission, or its successor agency, has issued an authorization for Grantee to abandon the Pipeline Facilities or (ii) Grantee notifies Grantor in writing of its intent to terminate this Grant of Easement. In the event of any such termination, Grantee shall furnish Grantor with a release of the Grant of Easement, within a reasonable time following termination, and Grantor shall be under no obligation to disgorge any portion of the consideration paid for the Easement.

13. Any and all written notices to which the parties shall be entitled hereunder or under any law, statute, rule, regulation, order, ordinance or policy of any governmental agency or entity having jurisdiction of the subject matter for which this Grant of Easement is granted, shall be deemed delivered when the same has been placed in the U.S. Mail in a properly stamped envelope or other appropriate mail container, addressed to the addresses shown below, bearing the adequate amount of postage to result in delivery of same to the address shown thereon, and sent by certified mail, return receipt requested, to the party to whom such notice is given. In the alternative, either party may give such notice by United Parcel Service (UPS), Federal Express or other similar national expedited mail service guaranteeing not later than two (2) day delivery of any such letter or notice to the addresses provided for herein.

- a) Grantor and Grantee designate the following persons, addresses for all notices and information to be delivered hereunder:

Grantor: The Charter Township of Ypsilanti  
Attention: Brenda L. Stumbo, Supervisor and William D. Winters, Esq.  
Karen Lovejoy-Roe, Township Clerk and  
William D. Winters, Esq.  
7200 South Huron River Drive, Ypsilanti, MI 48197-7007

-- and --

Steinhardt Pesick & Cohen  
Attn: H. Adam Cohen, Esq.  
380 N. Old Woodward Avenue, Suite 120  
Birmingham, MI 48009

Grantee: NEXUS Gas Transmission, LLC,  
5400 Westheimer Court, Houston, Texas 77056

- b) Such persons' addresses may be changed by the respective party by delivering written notice of such change to the other party.

14. This Grant of Easement shall be interpreted, enforced and governed under the laws of the State of Michigan. Venue for any dispute arising under this Grant of Easement shall be proper in either a state court in the county where the Property is located, or the Michigan federal court having jurisdiction over the county in which the Property is located.

15. The undersigned, states, affirms and certifies as of the date hereof that the undersigned is the legal owner of the Property and is authorized pursuant to the laws of the State of Michigan to execute, acknowledge and deliver this Grant of Easement in the Property of Grantor.

16. The execution, delivery, and performance of this Grant of Easement have been duly and validly authorized by all requisite action, corporate or otherwise, on the part of the Grantor and Grantee.

17. Grantor agrees to sign such additional documents that are needed to adjust for clerical errors or the refusal of the register of deeds to record such documents.

18. Grantee shall indemnify and hold harmless Grantor from and against, and shall reimburse Grantor's reasonable attorney fees arising out of, all claims, actions, suits, charges, demands, causes of action, expenses, injuries, costs, losses, debts and damages occurring as a result of Grantee's exercise of rights under this Grant of Easement including, but not limited to, construction, operation, or failure of the Pipeline Facilities, except to the extent such damages, costs, claims or liabilities arise from Grantor's negligence or intentional misconduct, or any actions or omissions of Grantor, their employees, agents, invitees, or lessees for which such parties may be strictly liable under law. Nothing in this Grant of Easement is intended to waive any defense of governmental immunity available to Grantor.

19. Notwithstanding any other provision of this Easement to the contrary, the following covenants are hereby made by Grantee and shall run with the land and apply to Grantee's use of the Property and the portion of the Easement Area situated thereupon in recognition of the Property's location within the Ford Lake Hydro Electric Project No. 5334 (the "Hydro Project") and for purposes of compliance with Article 416(e) of that certain Federal Energy Regulatory Commission ("FERC") Order on Offer of Settlement and Issuing New License, dated October 9, 2003, Project No. 5334-019, 105 FERC ¶ 62,019 (the "Hydro License"):

- a. Grantee's use of Property and the portion of the Easement Area situated thereupon shall not endanger health, create a nuisance, or otherwise be incompatible with the recreational use of the overall Hydro Project;
- b. Grantee shall take all reasonable precautions to ensure that the construction, operation, and maintenance of structures or facilities on the Property and the portion of the Easement Area situated thereupon will occur in a manner that will protect the scenic, recreational, and environmental values of the Hydro Project; and
- c. Grantee shall not unduly restrict public access to the project waters within the Hydro Project.
- d. Grantee acknowledges that FERC reserves the right to require Grantor to take reasonable remedial action to correct any violations of the terms and conditions of Article 416 of the Hydro License, at Grantee's sole cost and expense, and Grantee hereby acknowledges and consents to the same following no less than thirty (30) days' prior written notice from Grantor and an opportunity to cure the same within such thirty (30) day period.
- e. In the event of any conflict or inconsistency between the terms and conditions of this Section 19 and the balance of this Easement, this Section 19 shall control in all material respects.

20. At those times NEXUS is performing work within the Easement and/or Temporary Workspace, NEXUS shall ensure that the Easement and Temporary Workspace are clean of its construction debris and litter, which shall not be buried within the Easement or Temporary Workspace.

21. NEXUS agrees to promptly restore the Property to a condition at least equivalent to or better than that which existed prior to the start of construction of the Pipeline Facilities on the Property.

22. If the Easement and/or Temporary Workspace is located in a cultivated field or lawn, NEXUS will remove rocks unearthed during construction activities within the disturbed areas of the Easement and/or Temporary Workspace.

23. This instrument is executed under threat of eminent domain. This instrument is exempt from transfer taxes pursuant to MCL 207.505(a), MCL 207.505(f), MCL 207.526(a), MCL 207.526(f), and MCL 211.8(g).

24. In the event that NEXUS obtains a special permit from the Pipeline and Hazardous Materials Safety Administration ("PHMSA") relating to federal odorization requirements established in 49 CFR 192.625 (the "Special Permit") in connection with its

construction of the Pipeline Facilities across Grantor's Property, Grantee shall implement such additional design, construction, safety measures, mitigation measures, protections, and maintenance requirements mandated in said Special Permit (collectively, the "Permit Requirements").

IN WITNESS WHEREOF, Grantor executes this Grant of Easement this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Grantor:

**The Charter Township of Ypsilanti,  
A/K/A The Township of Ypsilanti,  
a Michigan Municipal Corporation**

By: Brenda L. Stumbo  
Name: Brenda L. Stumbo,  
Title: Township Supervisor

By: Karen Lovejoy-Roe  
Name: Karen Lovejoy-Roe,  
Title: Township Clerk

Grantee:

**NEXUS GAS TRANSMISSION, LLC,  
a Delaware limited liability company**

By: Tina Faraca  
Name: Tina Faraca,  
Title: Vice President

ACKNOWLEDGMENT

STATE OF Michigan

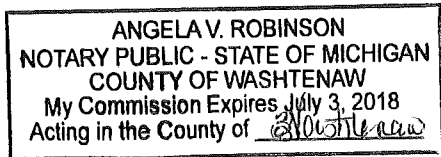
SS

COUNTY OF Washtenaw

On this 21 day of August, 2017, before me, the undersigned notary public, personally appeared Brenda L. Stumbo, who proved to me through satisfactory evidence of identification, which was Personal Identification, acknowledged herself to be Supervisor of The Charter Township of Ypsilanti, A/K/A The Township of Ypsilanti, a Michigan Municipal Corporation, being authorized to do so, executed the foregoing instrument as the act and deed of such corporation for the purposes therein contained by signing the name of such corporation/company, and acknowledged to me that she signed it voluntarily, for its stated purposes.

My Commission Expires: July 3, 2018

Angela V. Robinson  
\_\_\_\_\_, Notary Public  
Washtenaw County, Michigan  
Acting in Washtenaw County, Michigan



ACKNOWLEDGMENT

STATE OF Michigan

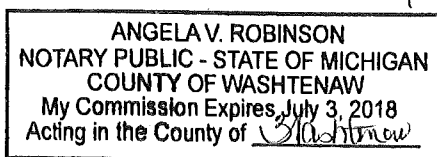
SS

COUNTY OF Washtenaw

On this 21 day of August, 2017, before me, the undersigned notary public, personally appeared Karen Lovejoy-Roe, who proved to me through satisfactory evidence of identification, which was Personal Identification, acknowledged herself to be Township Clerk of The Charter Township of Ypsilanti, A/K/A The Township of Ypsilanti, a Michigan Municipal Corporation, being authorized to do so, executed the foregoing instrument as the act and deed of such corporation for the purposes therein contained by signing the name of such corporation/company, and acknowledged to me that she signed it voluntarily, for its stated purposes.

My Commission Expires: July 3, 2018

Angela V. Robinson  
\_\_\_\_\_, Notary Public  
Washtenaw County, Michigan  
Acting in Washtenaw County, Michigan



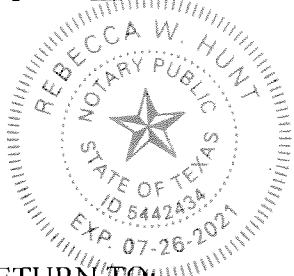


**ACKNOWLEDGMENT**

STATE OF Texas )  
 ) SS  
COUNTY OF Harris )

On this 14 day of August 2017, before me, the undersigned notary public, personally appeared Tina Faraca, who proved to me through satisfactory evidence of identification, which was personal knowledge, acknowledged herself to be Vice President of Nexus Gas Transmission, LLC, a Delaware Limited Liability Company, being authorized to do so, executed the foregoing instrument as the act and deed of such corporation for the purposes therein contained by signing the name of such corporation/company, and acknowledged to me that she signed it voluntarily, for its stated purposes.

My Commission Expires: 7/26/2021 Rebecca W. Hunt  
\_\_\_\_\_, Notary Public  
Harris County, Texas  
Acting in Harris County, Texas



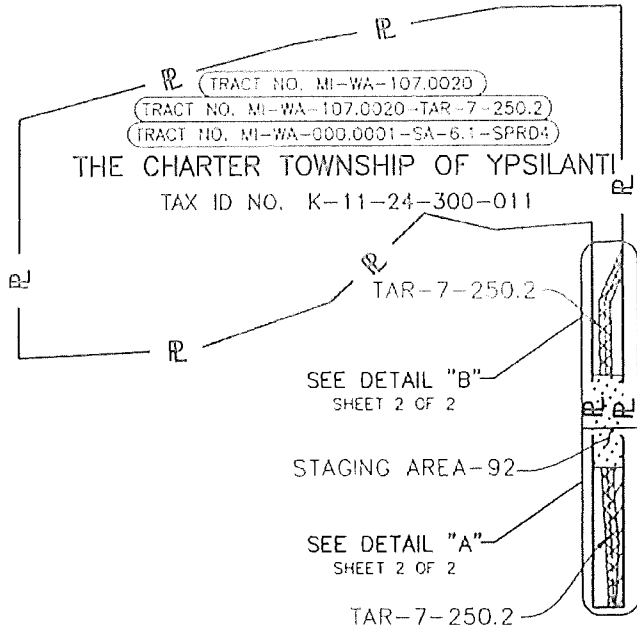
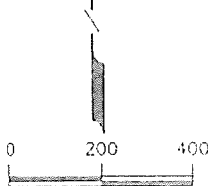
**RECORD AND RETURN TO:**  
NEXUS Gas Transmission, LLC  
Attention: Right-of-Way Department  
Suite 101-B, 5810 Southwyck Blvd.  
Toledo, OH 43614

Tract No: MI-WA-000.0001-SA-6.1-SPRD4,  
MI- WA-107.0020,  
MI-WA-107.0020-TAR-7-250.2 &  
MI-WA-110.0000  
State: Michigan

This instrument prepared by: Jeff Dehner, Esq., 6050 Oak Tree Blvd, Suite 200, Independence, Ohio 44131

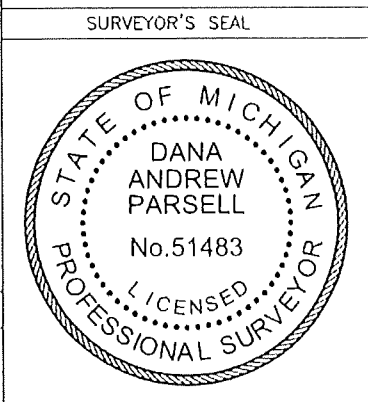
EXHIBIT "A" - 1

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E : SECTION 24  
 MICHIGAN SURVEY



	PROP. TEMP. WORKSPACE (T.W.S.):	0.1 ± ACRE
	TEMP. ACCESS ROAD (TAR):	555' ±
	AREA OF TEMP. ACCESS ROAD (TAR):	0.3 ± ACRE
	STAGING AREA T.W.S.:	0.3 ± ACRE

REVISIONS 0 ISSUED FOR ACQUISITION - 03/18/2016



**NOTES:**  
 1. THE ACTUAL LOCATION OF THE NEW PERMANENT EASEMENT IS DETERMINED BY THE FIRST PIPELINE AS INSTALLED.  
 2. ALL BEARINGS AND DISTANCES (US SURVEY FEET) HEREIN ARE GRID AND BASED UPON THE UNIVERSAL TRANSVERSE MERCATOR PROJECTION, ZONE 17 NORTH (UTM17N), NORTH AMERICAN DATUM OF 1983 (NAD83 (2011)).  
 3. I HEREBY CERTIFY THAT THIS EASEMENT EXHIBIT IS NOT A BOUNDARY SURVEY OR CERTIFIED SURVEY AND WAS PREPARED UNDER MY DIRECT SUPERVISION FROM RECORD DATA ONLY. THE INFORMATION WITHIN THIS EXHIBIT IS NOT INTENDED TO MEET THE REQUIREMENTS OF A CERTIFIED SURVEY AS DEFINED BY PUBLIC ACT 132 OF 1970, AS AMENDED, OR ANY OTHER APPLICABLE SURVEYING LAW WITHIN THE STATE OF MICHIGAN.

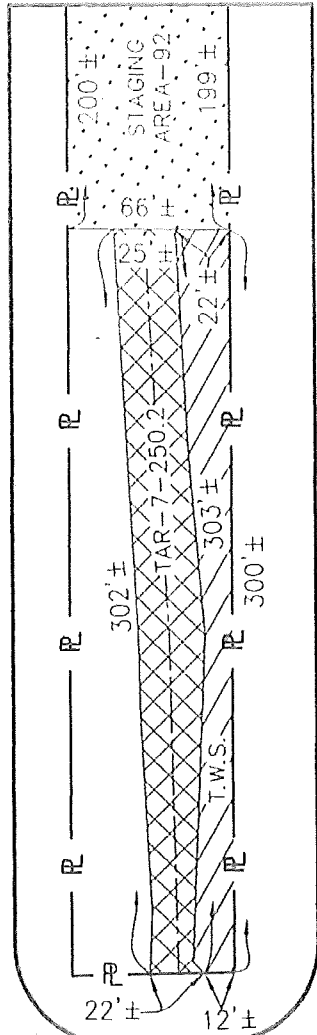
*D.A. Parsell* 03.18.2016  
 DANA A. PARSELL, P.S. DATE:  
 MICHIGAN PROFESSIONAL SURVEYOR #51483

PREPARED FOR: NEXUS Gas Transmission, LLC 	PREPARED BY:  4848 LOOP CENTRAL DR. Suite 100 HOUSTON, TX. 77081 PH. 713-977-7770	JOB NO. 22203	<b>EXHIBIT "A" - 1</b> THE PROPERTY OF THE CHARTER TOWNSHIP OF YPSILANTI				
		DATE: 03/14/2016	DRAWN: LBJ	APPROVED: DP	SCALE: 1"=400'	SHEET 1 OF 2	DOC. NO. 22203-250-PSK-40260

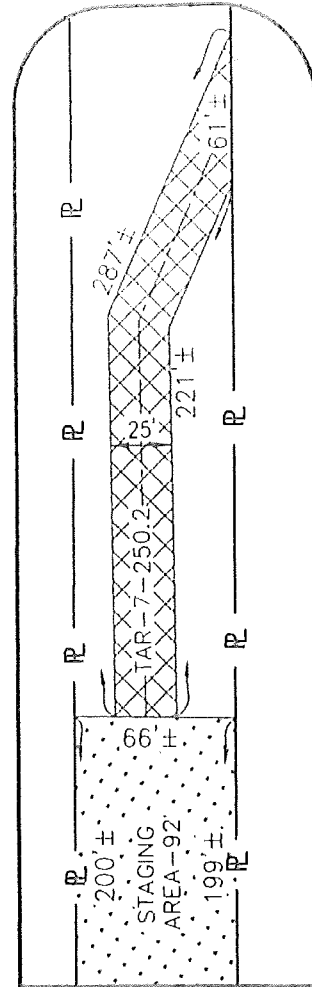
# EXHIBIT "A" - 1

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E : SECTION 24  
 MICHIGAN SURVEY

CONTINUED TO DETAIL "B"  
 SHEET 2 OF 2



DETAIL "A"  
 N.T.S.



CONTINUED FROM DETAIL "A"  
 SHEET 2 OF 2

DETAIL "B"  
 N.T.S.

REVISIONS 0 ISSUED FOR ACQUISITION - 03/18/2016

PREPARED FOR:  
 NEXUS Gas  
 Transmission, LLC  
**NEXUS**  
 GAS TRANSMISSION

PREPARED BY:  
 UniversalPegasus  
 INTERNATIONAL  
A subsidiary of Universal Energy Services  
 COA: Universal Enesco, Inc.  
 4848 LOOP CENTRAL DR.  
 Suite 100  
 HOUSTON, TX. 77081  
 PH. 713-977-7770

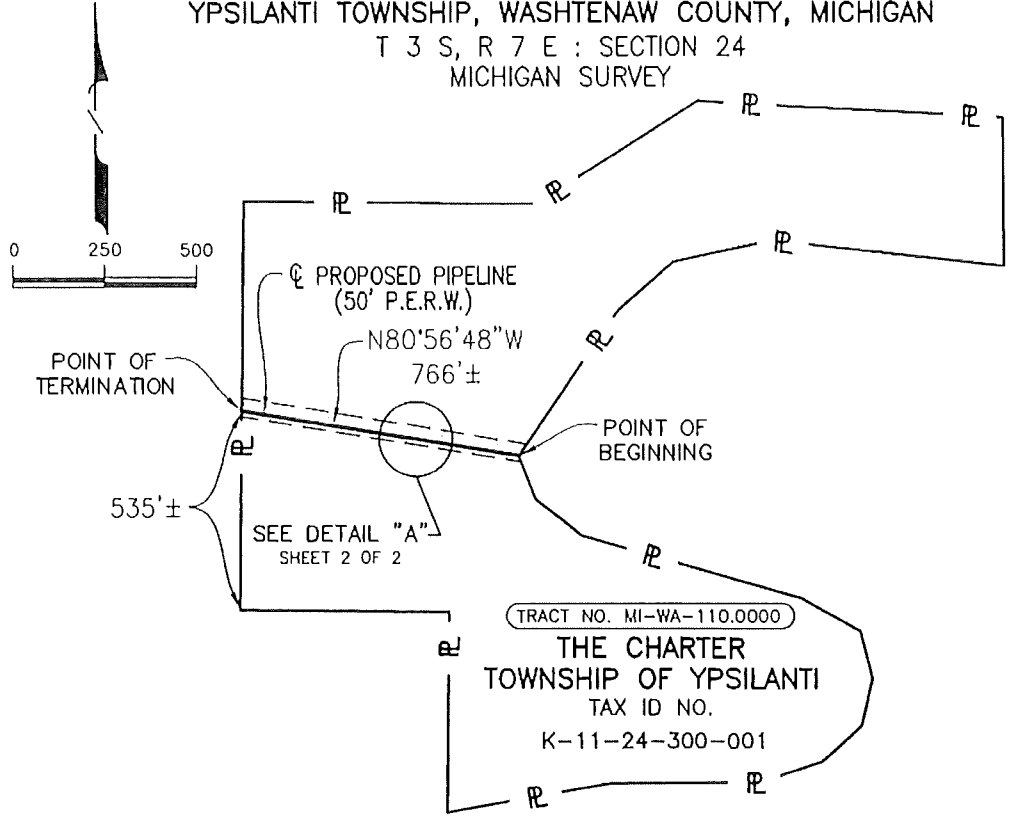
JOB NO. 22203  
 DATE: 03/14/2016  
 DRAWN: LBJ  
 APPROVED: DP  
 SCALE: N.T.S.

**EXHIBIT "A" - 1**  
 THE PROPERTY OF  
 THE CHARTER  
 TOWNSHIP OF YPSILANTI

SHEET 2 OF 2	DOC. NO. 22203-250-PSK-40260	DWG. NO. MI-WA-107.0020	REV 0
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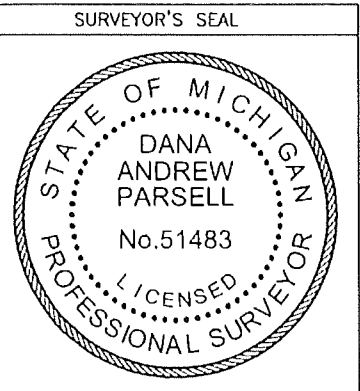
EXHIBIT "A" - 2

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
T 3 S, R 7 E : SECTION 24  
MICHIGAN SURVEY



— PROP. PIPELINE: 766' ±  
- - - PROP. PERM. EASEMENT (P.E.R.W.): 0.9 ± ACRE

ISSUED FOR ACQUISITION - 02/04/2016



**NOTES:**  
1. THE ACTUAL LOCATION OF THE NEW PERMANENT EASEMENT IS DETERMINED BY THE FIRST PIPELINE AS INSTALLED.  
2. ALL BEARINGS AND DISTANCES (US SURVEY FEET) HEREIN ARE GRID AND BASED UPON THE UNIVERSAL TRANSVERSE MERCATOR PROJECTION, ZONE 17 NORTH (UTM17N), NORTH AMERICAN DATUM OF 1983 (NAD83 (2011)).  
3. I HEREBY CERTIFY THAT THIS EASEMENT EXHIBIT IS NOT A BOUNDARY SURVEY OR CERTIFIED SURVEY AND WAS PREPARED UNDER MY DIRECT SUPERVISION FROM RECORD DATA ONLY. THE INFORMATION WITHIN THIS EXHIBIT IS NOT INTENDED TO MEET THE REQUIREMENTS OF A CERTIFIED SURVEY AS DEFINED BY PUBLIC ACT 132 OF 1970, AS AMENDED, OR ANY OTHER APPLICABLE SURVEYING LAW WITHIN THE STATE OF MICHIGAN.

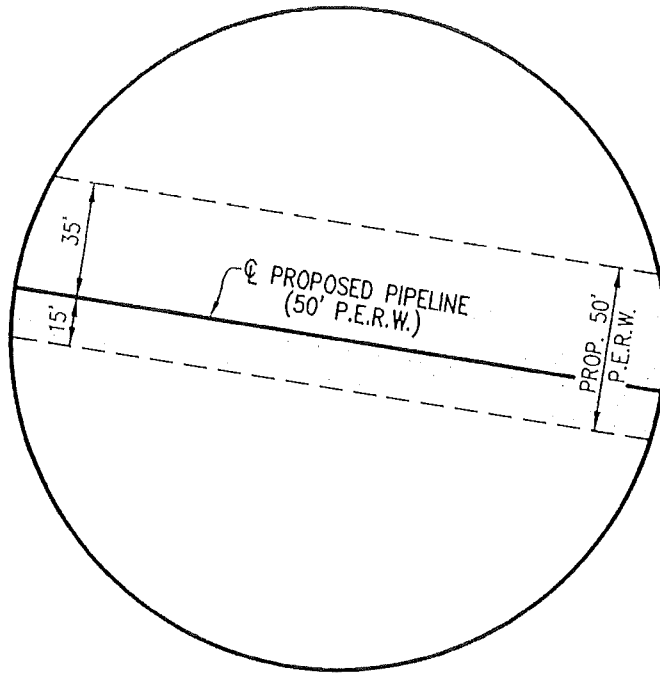
*D.A. Parsell* 02.05.2016

DANA A. PARSELL, P.S. DATE:  
MICHIGAN PROFESSIONAL SURVEYOR #51483

PREPARED FOR: <b>NEXUS Gas Transmission, LLC</b> 	PREPARED BY:  Universal Pegasus INTERNATIONAL A Subsidiary of Huntington Ingalls Industries COA: Universal Enasco, Inc. 4848 LOOP CENTRAL DR. Suite 100 HOUSTON, TX. 77081 PH. 713-977-7770	JOB NO. 22203	<b>EXHIBIT "A" - 2</b> THE PROPERTY OF THE CHARTER TOWNSHIP OF YPSILANTI		
		DATE: 01/30/2016 DRAWN: LBJ APPROVED: DP			
SCALE: 1"=500'		SHEET 1 OF 2	DOC. NO. 22203-250-PSK-40235	DWG. NO. MI-WA-110.0000	REV 0

EXHIBIT "A" - 2

YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN  
 T 3 S, R 7 E : SECTION 24  
 MICHIGAN SURVEY



DETAIL "A"  
 N.T.S.

ISSUED FOR ACQUISITION - 02/04/2016

0

REVISIONS

PREPARED FOR:

NEXUS Gas  
 Transmission, LLC



PREPARED BY:



Universal Pegasus  
 INTERNATIONAL  
A Boarding of Michigan Registered Surveyors  
 COA: Universal Enesco, Inc.

4848 LOOP CENTRAL DR.  
 Suite 100  
 HOUSTON, TX. 77081  
 PH. 713-977-7770

JOB NO.

22203

DATE:

01/30/2016

DRAWN:

LBJ

APPROVED:

DP

SCALE:

N.T.S.

EXHIBIT "A" - 2

THE PROPERTY OF  
 THE CHARTER  
 TOWNSHIP OF YPSILANTI

SHEET  
 2 OF 2

DOC. NO.  
 22203-250-PSK-40235

DWG. NO.  
 MI-WA-110.0000

REV  
 0

Tract Number(s): MI-WA-000.0001-SA-6.1-SPRD4, MI-WA-107.0020,  
 MI-WA-107.0020-TAR-7-250.2, MI-WA-110.0000,  
 MI-WA-119.0040, MI-WA-119.0050, MI-WA-119.0060,  
 MI-WA-119.0070, MI-WA-122.0000 & MI-WA-127.0000

Landowner(s): The Charter Township of Ypsilanti, A/K/A The Township of Ypsilanti

Tax Parcel ID Number(s): K-11-24-300-011, K-11-24-300-001,  
 K-11-13-331-014, K-11-13-331-015, K-11-13-331-016, K-11-13-331-017,  
 K-11-13-331-001 and A PART OF K-11-13-232-002

## NEXUS GAS TRANSMISSION, LLC ORDER OF PAYMENT

Date: \_\_\_\_\_

Contemporaneous with the execution of this Order of Payment, Grantor/Payee executed the Grants of Easement covering the lands described above. Grantee/Payor shall tender the payment below jointly to Grantor/Payee and Steinhardt Pesick & Cohen, Professional Corporation, as indicated herein by check. Grantor/Payee acknowledges and agrees that he/she has read and understands the terms and provisions of the Grants of Easement and this Order of Payment. Non-acceptance by Grantor/Payee of timely payment shall not serve to void the Grants of Easement.

Payment for the rights granted to NEXUS Gas Transmission, LLC are in the total amount of \$ 1,650,000.00. This payment consists of the following:

Easement ( 100.00% of total payment) - \$ 1,650,000.00;  
 And  
 Damages ( 0.00% of total payment) - \$ 0.00.

**The Charter Township of Ypsilanti,  
 A/K/A The Township of Ypsilanti,  
 a Michigan Municipal Corporation**

By: Dwight L. Stumbe  
 Its: Supervisor

Date: 8/21/17

By: Karen Langer Dal  
 Its: Check, Ypsilanti Township

Date: 8/21/2017

	DATE PAID	PAID BY
	AMOUNT	CHECK NUMBER

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**KAREN LOVEJOY ROE**  
*Treasurer*  
**LARRY J. DOE**  
*Trustees*  
**STAN ELDRIDGE**  
**HEATHER JARRELL ROE**  
**MONICA ROSS WILLIAMS**  
**JIMMIE WILSON, JR.**



**Clerk's Office**

7200 S. Huron River  
Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-4700  
Fax: (734) 484-5156

*Charter Township of Ypsilanti*

August 16, 2017

Hon. Kimberly D. Bose  
Secretary  
Federal Energy Regulatory Commission 888  
First Street N.E.  
Washington, D.C. 20426

Re: Charter Township of Ypsilanti  
Project No. 5334-019  
Notice Pursuant to Article 416 of Intent to Convey Easements for Non-Project Use Dear

Secretary Bose:

The Charter Township of Ypsilanti ("Township"), licensee for the Ford Lake Hydroelectric Project, FERC Project No. 5334-019 hereby provides notice ("Notice") to the Federal Energy Regulatory Commission ("Commission") pursuant to Article 416(d) of the October 9, 2003 Order on Offer of Settlement and Issuing New License for the Ford Lake Hydroelectric Project ("License") of the proposed conveyance of two easements that will enable NEXUS Gas Transmission, LLC ("NEXUS") to construct a 766 foot segment of pipeline as part of NEXUS's new interstate natural gas pipeline project.

Should you have any questions regarding this Notice, please do not hesitate to contact the undersigned.

Michael Saranen  
Hydro Operator  
Ford Lake  
Hydroelectric Dam

Respectfully submitted,

/s/ 

Karen Lovejoy Roe, Clerk

**Charter Township of Ypsilanti**

Enclosures

cc: Michigan Natural Resources Trust Fund  
Michigan Department of Natural Resources  
Grants, Contracts, and Customer Systems  
P.O. Box 30425  
Lansing, Michigan 48909-7925

**UNITED STATES OF AMERICA  
BEFORE THE  
FEDERAL ENERGY REGULATORY COMMISSION**

<b>Charter Township of Ypsilanti</b>	)	<b>Project No. 5334-019</b>
	)	<b>(Ford Lake Hydroelectric Project)</b>

**Notice of Intent of Charter Township of Ypsilanti  
To Convey Easements for Non-Project Use  
to NEXUS Gas Transmission, LLC for Construction of a Pipeline**

Pursuant to Article 416(d) of the Order on Offer of Settlement and Issuing New License (“License”) for the Ford Lake Hydroelectric Project No. 5334-019 (“Ford Lake Hydroelectric Project”),<sup>1</sup> the Charter Township of Ypsilanti (“Ypsilanti” or “Township”) hereby provides prior notice to the Federal Energy Regulatory Commission (“FERC” or “Commission”) of a proposed conveyance of easements that will enable NEXUS Gas Transmission, LLC (“NEXUS”) to construct a 766 foot segment of pipeline beneath certain property within the Ford Lake Hydroelectric Project as part of a proposed new interstate natural gas transmission pipeline project consisting of approximately 255 miles of new 36-inch diameter natural gas pipeline in Ohio and Michigan (the “NEXUS Project”). As explained further herein, the proposed conveyance of easements is consistent with the requirements of Article 416

**I. COMMUNICATIONS**

All communications, correspondence, and documents relating to this filing should be directed to the following individuals:

The Charter Township of Ypsilanti

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<sup>1</sup> *Charter Township of Ypsilanti, Michigan*, 105 FERC ¶ 62,019 (October 9, 2003) (“License”).



Attention: Brenda L. Stumbo, Supervisor and William D. Winters, Esq.  
Karen Lovejoy-Roe, Township Clerk and William D. Winters, Esq.  
7200 South Huron River Drive, Ypsilanti, MI 48197-7007

-- and --

Steinhardt Pesick & Cohen  
Attn: H. Adam Cohen, Esq.  
380 N. Old Woodward Avenue, Suite 120  
Birmingham, MI 48009

## **II. BACKGROUND**

The Ford Lake Hydroelectric Project, No. P-5334, owned by the Township, has an impoundment on the Huron River in Washtenaw County, Michigan.

The NEXUS Project is a new natural gas pipeline system to provide interstate transportation of natural gas to markets in northern Ohio, southeastern Michigan, and to the Dawn Hub in Ontario, Canada. NEXUS's application for a certificate of public convenience and necessity is currently being evaluated by FERC in Docket No. CP16-22-000. FERC staff has issued a Final Environmental Impact Statement ("FEIS") in the proceeding.<sup>2</sup>

Part of the NEXUS Project's route crosses the project boundary for the Ford Lake Hydroelectric Project, which Ypsilanti operates pursuant to the License it received from FERC. NEXUS will use a temporary easement above ground to accommodate construction activities, and a permanent underground easement to install a 766-foot segment of pipe via horizontal directional drilling ("HDD") approximately 40 feet below the bottom of the Huron River channel.

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<sup>2</sup> *NEXUS Gas Transmission, LLC*, Final Environmental Impact Statement, Docket No. CP16-22-000 (Nov. 30, 2016) ("FEIS").

NEXUS and the Township have tentatively entered into an agreement by which the Township, acting pursuant to Article 416(d) of the License, would grant the easements necessary for the construction and operation of the pipeline.

### **III. PRIOR NOTICE**

Article 416 (d) of the License provides that the Township may grant easements across project lands, including those for “pipelines that cross project lands or waters but do not discharge into project waters. . . .”<sup>3</sup> Pursuant to Article 416(d), the licensee is required to notify FERC of its intent to convey easements on project lands at least 60 days before the conveyance will occur. The notice must briefly describe the interest to be conveyed, the nature of the proposed use, the identity of any federal or state agency official consulted, and any federal or state approvals required for the proposed use.<sup>4</sup> Unless the Director of the Office of Energy Projects, within 45 days of the filing date, requires the licensee to file an application for prior approval, the licensee may convey the intended interest at the end of the 60-day period.<sup>5</sup> The licensee is required to consult with federal and state fish and wildlife or recreation agencies and the State Historic Preservation Officer, as appropriate. In addition, the licensee must determine that the use of lands to be conveyed is not inconsistent with any approved Exhibit R or approved report on recreational resources of an Exhibit E.

### **IV. INTERESTS TO BE CONVEYED**

Construction of the NEXUS Project will require the use of easements across two properties that are within the project boundary for the Ford Lake Hydroelectric Project. First,

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<sup>3</sup> Article 416(d)(3).

<sup>4</sup> Article 416(d).

<sup>5</sup> *Id.*

NEXUS will use a temporary easement across an above ground area of parcel number MI-WA-107.0020 and MI-WA-000.001, more commonly known as the South Hydro Park, Parcel No. K-11-24-300-011. The easement involves use of approximately 0.3 acres for a Temporary Access Road and approximately 0.4 acres of Temporary Workspace to accommodate construction activities. Drawings of these crossings are attached as EXHIBIT A-1. The duration of this temporary easement is twenty-four (24) months from the start of construction of the NEXUS Project on the Property.

The second easement is a permanent underground easement across parcel number MI-WA-110.0000, more commonly known as the North Hydro Park, Parcel No. K-11-24-300-001. This easement is for the construction of a 766 foot segment of the pipeline, to be installed using HDD approximately 40 feet below the bottom of the Huron River channel. The work will be performed in accordance with an HDD Design Report and HDD Monitoring and Inadvertent Return Contingency Plan filed by NEXUS and approved by FERC in its issuance of the FEIS for the NEXUS project in November 2016.<sup>6</sup> For the underground segment, the pipeline itself will be below the surface and will not discharge into project waters. Drawings of the easement are attached as EXHIBIT A-2.

The HDD Design Report and the HDD Monitoring and Inadvertent Return Contingency Plan were both submitted to FERC as part of the FEIS process and are expected to be incorporated as part of the conditions of FERC's certification.<sup>7</sup> The FEIS<sup>8</sup> suggests that construction and operation of the NEXUS Project will not have a significant adverse effect on the lands or resources within the Ford Lake Hydroelectric Project from either an environmental

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<sup>6</sup> See FEIS at Appendix E-4.

<sup>7</sup> *Id.*

<sup>8</sup> See FEIS at Section 4, p. 164-165.

or recreational perspective. FERC staff has found the above-referenced reports to be mindful of groundwater resources in the project area.<sup>9</sup>

## V. AGENCY CONSULTATION AND APPROVAL

In addition to FERC's environmental review of the NEXUS Project, NEXUS has consulted with relevant federal and state agencies regarding development of the Project. At the federal level, The United States Fish and Wildlife Service ("USFWS") prepared a Biological Opinion for the NEXUS Project, dated December 14, 2016, regarding impacts to endangered bat species, and provided notification to FERC on January 30, 2017 that it considers impacts to migratory birds resulting from the NEXUS project to be mitigated.<sup>10</sup> The Biological Opinion found that the NEXUS Project was not likely to jeopardize the continued existence of the Indiana bat and the northern long-eared bat, and that no critical habitat for either bat species was found within the action area for the Project.<sup>11</sup>

In Michigan, the Michigan Department of Natural Resources issued a concurrence in October of 2016 that substantial impacts are not anticipated from the NEXUS Project on any Michigan state-listed species.<sup>12</sup> The Michigan Department of Environmental Quality issued a Water Resources Division Permit for the NEXUS Project in January 2017, authorizing construction of the Project within Lenawee, Monroe and Washtenaw Counties.<sup>13</sup> Finally, the

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<sup>9</sup> See FEIS at page ES-6.

<sup>10</sup> See *NEXUS Gas Transmission, LLC*, Docket No. CP16-22-000, U.S. Fish and Wildlife Final Biological Opinion (December 14, 2016); see also *NEXUS Gas Transmission, LLC*, Docket No. CP16-22-000, Comments of U.S. Fish and Wildlife Service (January 30, 2017).

<sup>11</sup> Biological Opinion at 44.

<sup>12</sup> *NEXUS Gas Transmission, LLC*, Docket No. CP16-22-000, Update to Agency Consultation – MDNR Concurrence (October 17, 2016).

<sup>13</sup>

Michigan State Historic Preservation Office has not identified a conflict with historic sites on or near the easements.

## **VI. CONSISTENCY WITH PROJECT VALUES**

In accordance with Article 416(d) and 416(e) of the License, the Township has reviewed the NEXUS proposal for the two easements. Based on this review and on the consultations NEXUS has undertaken with the relevant state and federal agencies, the Township has determined that the uses of Project lands proposed by NEXUS are not inconsistent with the recreational and environmental values of the Project, as more fully described below.

The temporary above ground easement in the South Hydro Park will allow for a temporary access road and temporary workspace for the NEXUS Project on the far east side of Project lands. These lands are not specifically reserved for Project recreational use, and their temporary use during construction of the Project should not disrupt recreation at the Ford Lake Hydroelectric Project. Following construction, Nexus shall restore and return these areas to pre-construction conditions in accordance with NEXUS's Erosion and Sediment Control Plan.<sup>14</sup> The activities governed by the permanent easement across the North Hydro Park will be underground, and are not expected to interfere with any recreation as envisioned in the Ford Lake Hydroelectric Project's FERC-approved Recreation Plan.<sup>15</sup>

Furthermore, as described in the attached Easement Agreement, the proposed easements will contain the following provisions as required by Article 416(e)(3) of the License: (1) that the use of the lands conveyed will not endanger health, create a nuisance, or otherwise be

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<sup>14</sup> *NEXUS Gas Transmission, LLC*, Abbreviated Application for Certificates of Public Convenience and Necessity, at Appendix 1B1, Docket No. CP16-22-000 (November 20, 2015).

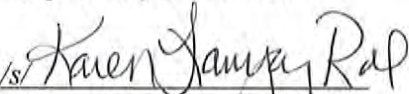
<sup>15</sup> *Charter Township of Ypsilanti, Michigan*, Recreation Plan re the Ford Lake Dam, Docket No. P-5334-000 (June 12, 2009).

incompatible with the overall project recreational use; (2) that the grantee (NEXUS) shall take all reasonable precautions to ensure that the construction, operation, and maintenance of structures or facilities on the conveyed lands will occur in a manner that will protect the scenic, recreational, and environmental values of the project; and (3) that the grantee shall not unduly restrict public access to Project waters.<sup>16</sup>

## VII. CONCLUSION

For the forgoing reasons, the Township hereby notifies the Commission of the proposed grant of two easements for non-project use of the Ford Lake Hydroelectric Project lands for the construction of a portion of the NEXUS Project. .

Respectfully submitted,

  
/s/ Karen Lovejoy Roe  
Karen Lovejoy Roe, Clerk

[CHARTER TOWNSHIP OF YPSILANTI]

---

<sup>16</sup> See Article 416(e)(3).

# CHARTER TOWNSHIP OF YPSILANTI ORDINANCE NO. 2017-474

**An ordinance to amend Chapter 62, Article IV, Section 62-77 of the Code of Ordinances, Charter Township of Ypsilanti, to increase sewage disposal service rates.**

**BE IT ORDERED BY THE CHARTER TOWNSHIP OF YPSILANTI, that:**

Section 62-77 of Chapter 62, Article IV of the Code of Ordinances be revised as follows:

For all billings rendered prior to October 1, 2017, existing sewage disposal service rates shall prevail. For all billings rendered on or after October 1, 2017, charges for sewage disposal services shall be as provided for in Schedule A, for each bimonthly (two-month) period:

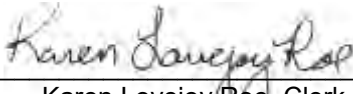
**Schedule A:**

Meter Size (inch)	Allowed Usage Cubic Feet	CAPITAL CHARGE		OM&R		TOTAL	
		Contract Community	All Others	Contract Communities	All Others	Contract Community	All Others
5/8-3/4	600	\$1.45	\$1.45	\$19.38	\$23.99	\$20.83	\$25.44
1	1000	\$2.44	\$2.44	\$32.40	\$40.84	\$34.85	\$43.29
1-1/2	2100	\$5.34	\$5.34	\$66.48	\$83.97	\$71.82	\$89.31
2	4000	\$9.70	\$9.70	\$128.24	\$161.40	\$137.94	\$171.11
3	9000	\$21.85	\$21.85	\$279.86	\$361.14	\$301.71	\$382.99
4	16200	\$39.33	\$39.33	\$533.85	\$650.88	\$573.18	\$690.21
6	36000	\$87.41	\$87.41	\$1,151.04	\$1,448.52	\$1,238.44	\$1,535.94
8	66000	\$160.20	\$160.20	\$2,100.78	\$2,645.96	\$2,260.97	\$2,806.15
10	102000	\$243.93	\$243.93	\$3,251.84	\$4,094.48	\$3,495.77	\$4,338.42
12	150000	\$364.11	\$364.11	\$4,786.57	\$6,025.77	\$5,150.68	\$6,389.89

For all usage in excess of allowed usage, the rate per 100 cubic feet shall be as follows:

	CAPITAL CHARGE	OM&R	TOTAL
Contract Communities	\$0.244	\$2.098	\$2.34
All Others	\$0.244	\$2.211	\$2.46

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. 2017-474 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on August 15, 2017. The second reading is scheduled to be heard on September 19, 2017.

  
 Karen Lovejoy Roe, Clerk  
 Charter Township of Ypsilanti

# **TYLER POND TRESTLE REPLACEMENT AND DAM MODIFICATIONS**

## **CONTRACT**

### **Ypsilanti Community Utilities Authority – Charter Township of Ypsilanti**

This contract is made and entered into by and between:

The **Ypsilanti Community Utilities Authority**, a Michigan municipal corporation, constituted under Act 233 of 1955, as amended, Michigan Compiled Laws, 2777 State Street, Ypsilanti, Michigan 48198 (“YCUA”); and

The Charter Township of Ypsilanti, a Michigan Municipal body corporate, 7200 S. Huron River Drive, Ypsilanti, Michigan, 48197 (“**Township**”).

### **1.0 ACKNOWLEDGMENTS**

1.1 YCUA is undertaking the following capital improvement project: replacement of two existing timber trestles with a new precast concrete utility bridge to carry wastewater conveyance pipes over Tyler Pond in section 12 of the Charter Township of Ypsilanti (“the Project”).

1.2 The Township wants certain modifications to be made to the existing dam downstream the area of the Project, to wit: Permanent drawdown of the manmade impoundment, removal of an existing valve at the dam, permanent stabilization of the pond bottom once the impoundment is permanently dewatered, reestablishment of Willow Creek and related items (“Dam Modifications”).

1.3 YCUA and the Township agree that the Dam Modifications will be included in the Project, the Project will be bid by YCUA and the construction contract for the Project administered by YCUA. The Township will reimburse YCUA for the cost of the Dam Modifications according to the terms and conditions of this contract.

As part of the trestle replacement, YCUA will be responsible for certain portions of the Dam Modifications, in particular the drawdown of the impoundment and related items.

### **2.0 CONTRACT**

Therefore, the parties agree as follows:

2.1 The Township provided YCUA with the plans, specifications, bid items and quantities for the Dam Modifications and those plans and specifications were included in and made a part of YCUA’s bid, plans, specifications and proposal for the Project.

2.2 YCUA advertised and let for bid the Project in accordance with YCUA policy and the requirements of the Michigan Department of Environmental Quality (“MDEQ”) Clean Water State Revolving Fund (“SRF”) loan program

2.3 YCUA has obtained funding for the Project through the SRF loan program administered by the MDEQ.



2.4 The Township is not a party to that loan and is and will not be made a party thereto by virtue of this agreement.

2.5 Following execution of this Contract and execution of a construction contract between YCUA and an independent contractor, YCUA will submit periodic invoices, but not more than once per month, to the Township for actual costs incurred for the Dam Modifications as specified by the construction contract. Following a final accounting of the project costs YCUA will submit a final invoice for the actual remaining unpaid costs. All invoices shall provide supporting detail and information which reasonably identifies and isolates the costs of the Dam Modifications.

2.6 The Township will promptly reimburse YCUA upon receipt of such invoices for all costs and expenses attributed to the Dam Modifications portion of the Project.

2.7 The expected cost for the Dam Modifications is \$1,918,495,. These expected costs for the Dam Modifications are based upon the low bid prices for the plans, specifications, bid items and quantities prepared by the Township for the Dam Modifications. YCUA does not represent, warrant, or guarantee that the Township's actual cost for the Dam Modifications will not exceed the Project bid. However, the Township will not be required to reimburse YCUA for any extras, over and above the contracted amount for the Dam Modifications, which have not been approved in advance by the Township. Such approval will not be unreasonably withheld.

### **3.0 GENERAL PROVISIONS**

3.1 All notices and invoices under this contract are deemed given when mailed by first class mail, postage pre-paid, or personally delivered as follows:

#### **For YCUA**

Director  
Ypsilanti Community Utilities Authority  
2777 State Street  
Ypsilanti, MI 48198

#### **For the Township**

Supervisor  
Charter Township of Ypsilanti  
7200 S. Huron River Drive  
Ypsilanti, MI 48197

3.2 This contract constitutes the entire contract between the parties and all previous communications between the parties, whether written or oral with reference to the subject matter of this contract, are hereby canceled and superseded.

3.3 If any provision of this contract violates any law, the remaining provisions of this contract shall continue in full force and effect.

3.4 This contract shall be interpreted and construed in all respects in accordance with the laws of the State of Michigan.

3.5 This contract has been jointly drafted by the parties and, therefore, shall be construed and interpreted accordingly.

3.6 Failure or delay in performance of this contract by either party shall not be deemed to be a breach thereof when such failure or delay is occasioned by or due to any act of God, labor strike, lock-out, war, riot, epidemic, explosion, terrorism, breakage or accident to machinery or lines of pipe, the binding order of any court or governmental authority or any other cause, whether of the kind enumerated here or otherwise, not within the control of the party claimed to be responsible for such failure or delay or other similar alleged breach of this contract.

3.7 Without the prior written consent of the governing body of either party, neither this contract, any interest created by this contract, or any claim arising under this contract shall be transferred or assigned by either party.

3.8 The parties agree and it is specifically understood that the parties' performance under this contract does not and shall not confer upon YCUA any right, title or interest in the Dam Modifications and does not confer upon the Township any right, title or interest in the trestle replacement portion of the Project.

3.9 This contract does not create or vest any rights or privileges in any third party not a party to this contract. Notwithstanding any other provision of this contract, this contract and actions taken by either party under this contract, will not and shall not be construed by any third party or any court of law as vesting any rights or privileges in any third party under any circumstances.

3.10 Nothing herein shall be construed to constitute either party to this contract, or their member communities, contractors, agents or assigns, as a joint venturer or agent or general partner of the other, nor do the parties intend to create or engage in a joint venture or joint venture partnership by entering into and satisfying the terms and conditions of this contract.

3.11 This contract shall be effective and binding on the date on which the last of the parties signs this contract. It may be executed in counterpart originals, one of which shall be retained by each party and each of which may serve as the original of this contract.

**IN WITNESS WHEREOF**, the parties have set their hands to this contract the day and year here written.

**YPSILANTI COMMUNITY UTILITIES  
AUTHORITY**

Dated: \_\_\_\_\_, 2017

By: Jeff Castro

Its: Director

Dated: \_\_\_\_\_, 2017

By: \_\_\_\_\_

Its: \_\_\_\_\_

**CHARTER TOWNSHIP OF  
YPSILANTI**

Dated: Aug. 4, 2017

Brenda L. Stumbo

By: Brenda Stumbo

Its: Supervisor

Dated: Aug. 16, 2017

Karen Ludwig Roe

By: Karen Ludwig Roe  
Its: Clerk

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**Charter Township of Ypsilanti**  
**Resolution No. 2017-19**

**Connecting Communities Initiative Grant**

**WHEREAS**, the Washtenaw County Parks and Recreation Commission has a "Connecting Communities" Initiative; and

**WHEREAS**, this initiative allows communities in the county to receive grant funds for local trail projects to connect communities; and

**WHEREAS**, Ypsilanti Township has an opportunity to receive an estimated \$100,000 in grant dollars for the construction of a non-motorized path along Grove Rd. in front of Rawsonville School through this grant application; and

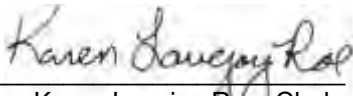
**WHEREAS**, there is a continual need to enhance our non-motorized path trail system; and

**WHEREAS**, applications are due by August 31, 2017 for the 2018 construction year and the award is made in November 2017; and

**WHEREAS**, this may be a collaborative effort with Ypsilanti Township, Washtenaw County Road Commission and Washtenaw County Parks and Recreation; and

**NOW THEREFORE BE IT RESOLVED** that the Charter Township of Ypsilanti Board of Trustees authorize signing of the application and any necessary contracts and submittal of the application by Township staff for the Connecting Communities Initiative.

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. 2017-19 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on August 15, 2017.

  
\_\_\_\_\_  
Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

## **Charter Township of Ypsilanti**

### **BUILDING DEPARTMENT CHIEF BUILDING OFFICIAL**

#### **Summary**

This position is appointed to administer and enforce the Michigan building codes representing the Township and performs technical and supervisory work in directing the activities of the Building Department under administrative oversight of the Office of Community Standards (OCS). This position supervises Building Department inspection and plan review staff and supports neighborhood stabilization programs in collaboration with other departments within the OCS. This position engages in plan review, issuance of permits, inspections, interpretation and enforcement of building codes, property maintenance codes and associated codes and ordinances.

#### **Supervision Received**

Work is performed with considerable independence under the direction of the OCS Director. Exercises independent judgment within overall objectives and priorities established by the OCS Director and the Township Board and is held accountable for results.

#### **Supervision Exercised**

Directly supervises Act 54 registered inspectors and plan reviewers both employed and contracted by the Township. Assists with supervision of housing inspection staff and provides technical guidance on code interpretation and enforcement procedures.

#### **Responsibilities and Essential Duties**

An employee in this position may be called upon to do any or all of the following essential duties: (These examples do not include all of the duties which the employee may be expected to perform).

1. Administer and enforce the Michigan state building and associated codes as a registered building official appointed to represent the Township.
2. Direct and manage the operations and staff of the Building Department in the review of permit applications, issuance of permits, inspections, and the enforcement of the building codes, property maintenance code and related ordinances.
3. Provide direct supervision and direction to inspectors. Monitor employee performance and conduct evaluations of the inspection staff pursuant to the ISO requirements. Initiates training and continuing education according to demonstrated need and/or technical certification requirements. Has the authority to issue counseling and discipline limited to oral and written reprimands and to recommend more severe disciplinary action.

4. Demonstrate leadership skills in defining and effectively communicating building department objectives, township objectives and in creating a working environment that stimulates positive attitudes, problem solving and teamwork.
5. Act as technical advisor to OCS employees in solving difficult assignments and in reviewing the objectives, feasibility, techniques of execution, and resultant findings of their work. Work cooperatively with the OCS Executive Coordinator to provide guidance and feedback to OCS clerical staff in the administration of Building Department processes.
6. Explain, interpret and provide guidance regarding applicable building codes and related ordinances to architects, engineers, contractors, developers, property owners, members of the public and township officials. Provide assistance, respond to requests, and resolve complaints.
7. Review plan submittals, specifications and blueprints for new construction and/or the remodeling of buildings for compliance to building codes and related ordinances. Approves permit applications for construction or remodeling when compliance has been achieved. Approve and issue certificates of occupancy.
8. Demonstrate a cooperative effort with planning and development staff and consultants to facilitate a seamless transition of development projects from the planning process through construction to completion and issuance of a certificate of occupancy.
9. Coordinate with and provide technical support to the Ordinance Department and its staff to facilitate neighborhood stabilization programs and nuisance abatement services.
10. Coordinate with and provide technical support for housing inspection programs and services administered within the OCS.
11. Coordinate with the Police Services Administrator to support problem-oriented policing initiatives related to nuisance abatement activities and the enforcement of the Property Maintenance Code in neighborhoods and business districts.
12. Coordinate with and support the Fire Marshal with administration and enforcement of applicable fire codes.
13. Coordinate with Township legal counsel to support prosecution of code violations and civil litigation to achieve Township goals and objectives.
14. Prepare and review notices of code violations, letters, reports, and assemble background material to support enforcement activity. Establish and maintain code violation files and track the abatement process using established software programs (BS&A). Prepare material and evidence for the prosecution of code violations and provide testimony in court in such prosecutions as required.

15. Advise the Township Supervisor and other Township Officials on code enforcement matters, which may require the research and preparation of reports on a wide variety of topics, including those of a technical nature.
16. Provide staff support to the Construction Board of Appeals. Processes and reviews applications, makes recommendations per ordinance, prepare meeting packets and attend meetings.
17. Assist the OCS Director and OCS Executive Coordinator with preparation and presentation of annual budget requests to the Township Supervisor and Township Board. Monitor departmental expenses and initiate measures to operate within approved budgetary limits.
18. Performs other related work as assigned and required.

### **Essential Functions, Qualifications and KSA's for Employment**

All of the following functions, qualifications, knowledge, skills and abilities are essential. An employee in this position, upon appointment, should have the equivalent of the following:

- Graduation from an accredited high school or GED supplemented with advanced course work in building construction, architecture, or engineering preferred.
- Certification/Registration from the State of Michigan Department of Licensing and Regulatory Affairs as a Building Official, Building Inspector and Plan Reviewer with the ability to maintain certifications through attendance at required continuing education courses.
- Certification from the Michigan Department of Environmental Quality as a Soil Erosion Control Inspector preferred.
- Required experience:
  - A minimum of five years construction inspection and/or code enforcement experience required.
  - Ten years management experience inclusive of five years supervisory responsibility of a work group required.
- Skill in the use of computer software including, but not limited to, Microsoft Office applications, the BS&A Permits platform and the ability to conduct research using the Internet.
- Considerable knowledge of the methods, materials and techniques used in modern building design and construction.
- Thorough knowledge, understanding and ability to interpret all state and local building codes, property maintenance code, zoning and related ordinances.
- Thorough knowledge of the principles, practices and procedures of plan review, site inspection, and code enforcement. Skill and ability to read and interpret specifications, blue prints, and drawings.

- Knowledge of municipal government operations including administration and budgeting practices.
- Skill and ability to critically assess situations, solve problems, and work within deadlines and changes in work priorities.
- Ability to maintain confidential working relationships.
- Skill and ability to perform mathematical computations.
- Interpersonal skills to establish and maintain effective working relationships with coworkers and elected officials.
- The ability to communicate effectively with the public and to satisfactorily resolve conflicts and service complaints; the ability to maintain tact and diplomacy in dealing with the public.
- Ability to plan, direct, supervise and evaluate the work of subordinate employees.
- Ability to work independently and set daily schedule with minimal direct supervision. Ability to work flexible hours to include occasional evenings and weekends if necessary.
- Must possess and maintain a valid driver's license with a good driving record.
- Must have good hearing, clear speech and the ability to perform visual inspections.
- Must have mobility and be able to traverse uneven surfaces to supervise and perform inspections in the field.

Ypsilanti Township  
Reviewed August 2017



# Charter Township of Ypsilanti

## PLANNING & DEVELOPMENT COORDINATOR

### Summary

Performs responsible professional and administrative work in planning, reviewing, organizing and coordinating development activities.

### Supervision Received

Work is performed under the general guidance of the Office of Community Standards (OCS) Director in accordance with Township, State, and Federal laws, ordinance and regulation applicable to specific areas of program activity. Work is reviewed through conferences and reports for overall program effectiveness.

### Responsibilities and Duties

An employee in this position may be called upon to do any or all of the following essential duties: (These examples do not include all of the duties which the employee may be expected to perform.)

1. Participates in the drafting and presentation of the Community Development Department budget. Monitors expenditures remaining within approved budgetary limits. Approves the billing of services and the submission of invoices for payment.
2. Advises the OCS Director and the Administrative Officials on planning, zoning and code enforcement matters which may require the research and preparation of reports on a wide variety of topics, including those of a technical nature.
3. Attends Township Board, Planning Commission and Zoning Board of Appeals meetings and assists as necessary to provide staff reports and recommendations on matters under consideration.
4. Assists the OCS Director with conducting pre-application meetings with petitioners and applicants, reviewing variance request applications, conducting on-site inspections for individual applications or requests.
5. Assists the OCS Director with coordination of preliminary site plan review by professional engineering and planning consultants, as well as external reviewing agencies. Further assists the coordination of detailed engineering reviews and final site plan approval for new development.

## **PLANNING & DEVELOPMENT COORDINATOR**

### **Responsibilities and Duties (cont'd)**

6. Assists the OCS Director with administration of regulatory business licensing applications such as smoking lounges, junkyards and collection boxes.
7. Assists the OCS Director in coordinating administrative functions for the Planning Commission and Zoning Board of Appeals, including overseeing citizen notification procedures, conducting research, preparing legal publication notices, and staff reports.
8. Assist residents, developers, contractors, architects, engineers, and attorneys on a variety of planning, zoning and development issues.
9. Reviews site plans and building permit applications for compliance with Township ordinances regulating, but not limited to, zoning, building, signs, fences, property maintenance codes and subdivisions. Includes answering public inquiries, reviewing development proposals and engineering plans for compliance, and reviewing the buildable status of individual properties.
10. Oversees the inspections, investigation and processing of complaints related to zoning code violations. May testify in court as an expert witness on technical and procedural matters.
11. Performs related work as required to carry out the community and economic development goals and objectives of the Township.

### **Essential Functions, Qualifications and KSA's for Employment**

All of the following functions, qualifications, knowledge, skill and abilities are essential. An employee in this position upon appointment, should have the equivalent of the following:

- Knowledge of the principles and practices of public administration.
- Considerable knowledge of land use principles and urban planning.
- Knowledge of zoning and site development rules, regulations, and ordinances.
- Interpersonal skill to establish and maintain effective working relationships.
- Ability to compile and analyze statistical and technical data and to present facts and recommendations effectively in written and oral form.
- Ability to perform mathematical computations.
- Ability to read and interpret specifications, blueprints and drawings.
- Ability to comprehend complex issues and identify alternative solutions and prepare appropriate recommendations.
- Ability to recognize and handle stress.

- Skill in the use of computer word processing, spreadsheet, database and GIS software.
- Must have good vision, hearing, physical mobility and verbal communication.
- Must be able to drive and possess a valid driver's license with a good driving record.
- Graduation from an accredited four-year college or university with major course study in urban planning or related field with two years of experience or any combination of education and training which provides the essential knowledge, skills and abilities.

Ypsilanti Township  
August 2017

## **WASHTENAW COMMUNITY COLLEGE & YPSILANTI TOWNSHIP COMMUNITY CENTER AGREEMENT FOR EXTENSION CENTER OFFERINGS**

This agreement is made by and between **Washtenaw Community College**, hereinafter called the **College** and the Charter Township of Ypsilanti Community Center, Ypsilanti, Michigan hereinafter called the **Center**.

The College and the Center desire to be partners in providing college programs to the residents of the College service area, in particular, Ypsilanti Township, thereby giving added dimension to the programs and services already available to the people of the community, with input from the Center staff and other community leaders. The Center desires to make this program available to the people of the College service area and Ypsilanti Township area by providing facilities and support for said college programs; therefore, it is deemed advisable to establish certain rules, regulations, and financial determinations so that the respective roles of the College and the Center can be delineated for the accomplishment of these purposes.

Therefore, be it mutually agreed in considerations of the promises to each other as follows:

### The College agrees:

- To provide all instructional personnel and direct administrative services necessary for conducting quality educational programs.
- To provide classroom and technical equipment necessary to conduct classes.
- To promote enrollment for the college courses by providing appropriate publicity through local media.
- To schedule college courses at those times, days and evenings, in compliance to a mutually agreed upon calendar. A calendar of course dates and times must be arranged through the Center's Director prior to the start of each new class session.
- To make adequate prior arrangements and communications for course time and date changes due to unforeseen circumstances.
- To follow reasonable practices relating to the proper use and care of the Center properties and facilities.
- To conclude all classes no later than 8:00 p.m.
- To adhere to the current applicable Center's Rules and Regulations as stated in the following:
  - Smoking, the use of any alcoholic beverage and/or drug, other than those expressly prescribed by a physician for medical purposes, is prohibited.
  - The use of open flames, such as lighted candles, are strictly prohibited.
  - Any form of gambling or game of chance, unless expressly permitted by law and subject to the approval and issuance of special permits is prohibited on the premises.

- A Building Attendant and/or Custodian will be on duty during all hours of building operation and groups must guarantee responsiveness to the directives of all department staff. Accidents and damage, no matter how trivial must be reported to Department staff immediately.
- Property of the Community Center shall not be removed from the facility at any time.
- Groups shall not use, remove or disturb any supplies, bulletin boards or any other items in the Community Center. Some items may be moved or placed out of sight with advanced Department approval and must be returned to the original location at completion of use.
- Groups shall be restricted to the room(s) assigned, except for use of restrooms and common areas. Use of facilities outside the building is restricted to the parking facilities unless granted prior Department approval.
- Placement of posters, banners, decorations, etc. may be permitted upon prior Department approval.
- The Community Center is not responsible for equipment or supplies brought in by groups, but will work collaboratively with the College to ensure safety and security of the rented space.
- The Charter Township of Ypsilanti assumes no responsibility, financial or otherwise, for accidents or injuries sustained by individual or groups of individuals while using the facilities.
- The Charter Township of Ypsilanti assumes no responsibility for damage or theft of personal items.
- The Township & organization using township buildings shall refrain from using Styrofoam products for use in Township Building (Charter Township of Ypsilanti Resolution 89-16)

The Center agrees:

- To provide a suitable classroom (Room 103) and access to additional classroom space in (Room 102) for a minimum of 8 hrs per week scheduled by the College at the Center based on a mutually agreed upon calendar.
- To allow persons to register for the college courses in accordance with the College's non-discrimination, Open Door Policy.
- To provide an on-site employee for the purpose of opening and closing the buildings and classrooms where College classes are conducted.
- To provide custodial and maintenance services for the facilities and grounds used by the College programs.
- To make classrooms physically accessible to the students and to see that the classrooms are kept open for College classes in a timely manner.
- To provide security and safety arrangements for college faculty and students similar to those provided to the employees and participants of the Center.

- In addition to the mutually agreed upon calendar that recognizes the Center's furloughs and planned closures, on certain school days, the Center may be closed due to inclement weather. On these days, College classes may not meet.

General Provisions:

- For the duration of this contract, this agreement covers use of the permanent space (Room 103) and the use of (Room 102) for a minimum of 8 hours each week for College classes; orientation, entry assessment, advising, counseling sessions, and staff professional development. Courses will generally be conducted between 9:00am-8:00pm, Monday-Thursday based upon the mutually agreed calendar.
- It shall be the individual responsibility of each of the parties to carry and maintain its own insurance of public liability and property damage.
- The Center and the College further agree to negotiate any changes that may be deemed necessary as a result of changed circumstances and to amend the contract through mutual agreement at any time during the said contract period.
- The School and the College agree to be bound by the provisions of this operating agreement for the period Sept. 1, 2017 through June 30, 2018 for the total sum of \$16,000.00 derived from the 2017-18 Adult Transitions/Washtenaw Intermediate School District (WISD) Grant Budget. The total sum will be paid in two equal installments of \$8000 by October 22, 2017 and January 31, 2018 and will be made payable to the Charter Township of Ypsilanti.

Responsible College Administrator Bonnie Truhn, Adult Transitions Manager  
 College Area/Office Adult Basic Education FOAPAL:

\_\_\_\_\_  
 William L. Johnson  
 WCC Vice President & Chief Financial Officer

\_\_\_\_\_  
 Date

*Dore & Stamen / K. L. P. P.*  
 \_\_\_\_\_  
 Township Supervisor/Designee  
 Charter Township of Ypsilanti

*Aug. 16, 2017*  
 \_\_\_\_\_  
 Date

*Brandi L. Stumbo / Karen Lovejoy Rose*  
 Supervisor Clerk



SBA Communications Corporation  
8051 Congress Avenue  
Boca Raton, FL 33487-1307

T + 561.226.9522  
F + 561.226.3558

sbasite.com

August 4, 2017

**VIA EMAIL**

Township of Ypsilanti  
Attn: Doug Winters  
7200 S. Huron River Drive  
Ypsilanti, MI 48197  
(734) 481-1120  
[mcwinlaw@gmail.com](mailto:mcwinlaw@gmail.com)

Re: Easement Agreement / Site ID: MI40154-T Site Name: Ypsilanti Township Offices

Dear Ground Owner:

SBA Monarch Towers I, LLC, a Delaware limited liability company, or an affiliate (“SBA”), proposes that it be granted the option to enter into an exclusive, term communications easement with the Township of Ypsilanti (“Owner”) over real property currently leased by SBA from Owner (“Property”) together with an assignment of the corresponding ground lease pursuant to an agreement in recordable form provided by SBA (“Easement”). A sample form Easement is attached hereto as **Exhibit “A”**. SBA proposes the following terms applicable to this transaction, in addition to the Easement:

**Option Payment:** Within 14 days after full execution of this option agreement (“Agreement”), SBA will pay the Owner the sum of One-Hundred Dollars (\$100.00).

**Option Period:** SBA shall have a period of seventy-five (75) days from full execution of this Agreement to inspect the Property and contact governmental authorities regarding the Easement (“Option Period”). If SBA elects not to exercise the option, it will send Owner notice of termination prior to the expiration of the Option Period. If notice is not sent prior to the expiration of the Option Period, SBA shall deliver the Easement and other documents necessary for closing (“Closing Documents”) within fourteen (14) days of the expiration of the Option Period.

**Purchase Price:** One-time payment in the sum of Three Hundred Seventy Thousand and No/100 Dollars (\$370,000.00), less any payments made to Owner in advance for ground rent or other rent (“Purchase Price”) attributable to any period subsequent to the closing date. Upon the payment of the Purchase Price, a communication easement agreement for a 50-year term will be executed and the rent for the balance of the 50-year term shall end. Accordingly, no additional consideration shall be due during the term of the Easement.

**Closing:** Owner shall execute and deliver to SBA the executed Easement and other Closing Documents, including, but not limited to, an owner’s affidavit, closing statement and documents required by SBA’s title company to issue an owner’s title policy in favor of SBA insuring the exclusive Easement within seven (7) days of receipt.

SBA will deliver Owner's closing proceeds, within two (2) business days following full execution of the Closing Documents by check or wire transfer ("Closing") in accordance with written instructions provided by Owner. The Closing will occur as soon as the conditions set forth on Exhibit "B" hereto are satisfied to SBA's satisfaction.

**Confidentiality:** Owner acknowledges that the terms expressed in this Agreement are confidential, and agrees not to disclose any information regarding this transaction, whether written or oral, to any third party without SBA's written consent. From the date of this Agreement until Closing, Owner agrees not to directly or indirectly solicit, initiate or encourage offers or proposals for the sale of the Property in whole or in part.

**Cooperation:** Owner will cooperate with SBA in obtaining any consents or approvals from governmental authorities necessary to effectuate and create the Easement.

By executing this Agreement below, Owner agrees to each of its terms and the terms of Exhibit "A". Owner represents that it is the fee simple owner of the Property, with full authority to enter into this Agreement, the assignment at closing to SBA of the landlord's interest in the existing ground lease, and the Easement. This Agreement will be binding upon, and will inure to the benefit of, the Owner, SBA, and their respective successors and assigns. In the event of a breach of this Agreement, in addition to other remedies, the parties are entitled to seek damages including, but not limited to, costs incurred for investigations and inspections done relating to this Agreement. The effective date of this Agreement (and the Option Period shall begin) on the last date this Agreement is executed by the parties. Owner shall deliver the executed Agreement by (1) overnight courier or U.S. mail at the address below, (2) by facsimile to 561-322-2893, or (3) electronic mail to [landinfo@sbsite.com](mailto:landinfo@sbsite.com). If Owner does not accept the terms of this Agreement within forty (40) days of its date, it shall terminate and shall be of no further force or effect.

We appreciate your cooperation and attention to this matter. If you have any questions, please feel free to call Stephen Davis at 800-799-4722 x 7534.

Sincerely,

SBA Monarch Towers I, LLC

By: \_\_\_\_\_  
Martin Aljovin  
Vice President, Asset Optimization  
Date: \_\_\_\_\_

OWNER AGREES TO THE TERMS OF THIS AGREEMENT:

Township of Ypsilanti

By: Brenda Stamba Karen Lowjoy Rap  
Print Name: Brenda Stamba Karen Lowjoy Rap  
Title: Supervisor Clerk  
Date: 8/21/17 8/21/2017







SBA Communications Corporation  
8051 Congress Avenue  
Boca Raton, FL 33487-1307

T + 561.226.9522  
F + 561.226.3558

sbasite.com

August 4, 2017

**VIA OVERNIGHT DELIVERY**

Township of Ypsilanti  
Attn: Doug Winters  
7200 S. Huron River Drive  
Ypsilanti, MI 48179  
(734) 481-1120  
[mcwinlaw@gmail.com](mailto:mcwinlaw@gmail.com)

Re: Easement Agreement / Site ID: MI40153-T Site Name: Ford Lake Park

Dear Ground Owner:

SBA Monarch Towers I, LLC, a Delaware limited liability company, or an affiliate (“SBA”), proposes that it be granted the option to enter into an exclusive, term communications easement with the Township of Ypsilanti (“Owner”) over real property currently leased by SBA from Owner (“Property”) together with an assignment of the corresponding ground lease pursuant to an agreement in recordable form provided by SBA (“Easement”). A sample form Easement is attached hereto as **Exhibit “A”**. SBA proposes the following terms applicable to this transaction, in addition to the Easement:

**Option Payment:** Within 14 days after full execution of this option agreement (“Agreement”), SBA will pay the Owner the sum of One-Hundred Dollars (\$100.00).

**Option Period:** SBA shall have a period of seventy-five (75) days from full execution of this Agreement to inspect the Property and contact governmental authorities regarding the Easement (“Option Period”). If SBA elects not to exercise the option, it will send Owner notice of termination prior to the expiration of the Option Period. If notice is not sent prior to the expiration of the Option Period, SBA shall deliver the Easement and other documents necessary for closing (“Closing Documents”) within fourteen (14) days of the expiration of the Option Period.

**Purchase Price:** One-time payment in the sum of Three Hundred Seventy Thousand and No/100 Dollars (\$370,000.00), less any payments made to Owner in advance for ground rent or other rent (“Purchase Price”) attributable to any period subsequent to the closing date. Upon the payment of the Purchase Price, a communication easement agreement for a 50-year term will be executed and the rent for the balance of the 50-year term shall end. Accordingly, no additional consideration shall be due during the term of the Easement.

**Closing:** Owner shall execute and deliver to SBA the executed Easement and other Closing Documents, including, but not limited to, an owner’s affidavit, closing statement and documents required by SBA’s title company to issue an owner’s title policy in favor of SBA insuring the exclusive Easement within seven (7) days of receipt.

SBA will deliver Owner's closing proceeds, within two (2) business days following full execution of the Closing Documents by check or wire transfer ("Closing") in accordance with written instructions provided by Owner. The Closing will occur as soon as the conditions set forth on **Exhibit "B"** hereto are satisfied to SBA's satisfaction.

**Confidentiality:** Owner acknowledges that the terms expressed in this Agreement are confidential, and agrees not to disclose any information regarding this transaction, whether written or oral, to any third party without SBA's written consent. From the date of this Agreement until Closing, Owner agrees not to directly or indirectly solicit, initiate or encourage offers or proposals for the sale of the Property in whole or in part.

**Cooperation:** Owner will cooperate with SBA in obtaining any consents or approvals from governmental authorities necessary to effectuate and create the Easement.

By executing this Agreement below, Owner agrees to each of its terms and the terms of **Exhibit "A"**. Owner represents that it is the fee simple owner of the Property, with full authority to enter into this Agreement, the assignment at closing to SBA of the landlord's interest in the existing ground lease, and the Easement. This Agreement will be binding upon, and will inure to the benefit of, the Owner, SBA, and their respective successors and assigns. In the event of a breach of this Agreement, in addition to other remedies, the parties are entitled to seek damages including, but not limited to, costs incurred for investigations and inspections done relating to this Agreement. The effective date of this Agreement (and the Option Period shall begin) on the last date this Agreement is executed by the parties. Owner shall deliver the executed Agreement by (1) overnight courier or U.S. mail at the address below, (2) by facsimile to 561-322-2893, or (3) electronic mail to [landinfo@sbsite.com](mailto:landinfo@sbsite.com). If Owner does not accept the terms of this Agreement within forty (40) days of its date, it shall terminate and shall be of no further force or effect.

We appreciate your cooperation and attention to this matter. If you have any questions, please feel free to call Stephen Davis at 800-799-4722 x 7534.

Sincerely,

SBA Monarch Towers I, LLC

By: \_\_\_\_\_  
Martin Aljovin  
Vice President, Asset Optimization  
Date: \_\_\_\_\_

OWNER AGREES TO THE TERMS OF THIS AGREEMENT:

Township of Ypsilanti

By: Brenda J. Stumbo  
Print Name: Karen Louiey Rap  
Title: supervisor  
Date: 8/21/17

Karen Louiey Rap  
clerk  
8/21/2017



*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**KAREN LOVEJOY ROE**  
*Treasurer*  
**LARRY J. DOE**  
*Trustees*  
**STAN ELDRIDGE**  
**HEATHER ROE**  
**MONICA ROSS-WILLIAMS**  
**JIMMIE WILSON**



**ACCOUNTING DEPT**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-3702  
Fax: (734) 484-5154

*Charter Township of Ypsilanti*

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## STATEMENTS AND CHECKS

*SEPTEMBER 5, 2017 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$	323,552.25
HAND CHECKS -	\$	296,469.99
CREDIT CARDS PURCHASES -	\$	0.00
GRAND TOTAL -	\$	<b>620,022.24</b>

*HAND CHECKS* Amount

Check Date	Check	Vendor Name	Amount
Bank AP AP			
08/10/2017	176088	STEINHARDT PESICK & COHEN	21,530.00
08/14/2017	176089	COMCAST CABLE	541.16
08/14/2017	176090	COMCAST CABLE	104.85
08/14/2017	176091	COMCAST CABLE	234.85
08/14/2017	176092	COMCAST CABLE	114.35
08/14/2017	176093	COMCAST CABLE	114.35
08/14/2017	176094	VERIZON WIRELESS	2,427.03
08/14/2017	176095	WASTE MANAGEMENT	275.00
08/14/2017	176096	WASTE MANAGEMENT	1,386.91
08/14/2017	176097	WASTE MANAGEMENT	29,812.58
08/14/2017	176098	WASTE MANAGEMENT	27,602.67
08/14/2017	176099	WASTE MANAGEMENT	229.12
08/14/2017	176100	WASTE MANAGEMENT	591.83
08/14/2017	176101	WASTE MANAGEMENT	811.87
08/14/2017	176102	WASTE MANAGEMENT	91,366.40
08/14/2017	176103	WASTE MANAGEMENT	5,761.66
08/14/2017	176104	WEX BANK	2,133.02
08/09/2017	176105	DTE ENERGY	17,939.80
08/15/2017	176106	JULIE BUSH	37.00
08/21/2017	176107	COMCAST CABLE	4,641.00 V
08/21/2017	176108	COMCAST CABLE	4,465.15
08/21/2017	176109	COMCAST CABLE	144.85
08/21/2017	176110	COMCAST CABLE	121.61
08/21/2017	176111	DTE ENERGY**	72,391.46
08/21/2017	176112	GUARDIAN ALARM	453.93
08/21/2017	176113	PNC EQUIPMENT FINANCE, LLC	7,022.07
08/21/2017	176114	WINDSTREAM	423.17
08/21/2017	176115	YPSILANTI COMMUNITY	4,755.26
08/23/2017	176116	CLEAR RATE COMMUNICATIONS, INC	830.42
08/23/2017	176117	COMCAST BUSINESS	825.00
08/23/2017	176118	COMCAST CABLE	289.70
08/23/2017	176119	COMCAST CABLE	105.79
08/23/2017	176120	COMCAST CABLE	214.90
08/23/2017	176121	COMCAST CABLE	104.85
08/25/2017	176122	COMCAST CABLE	579.40
08/25/2017	176123	COMCAST CABLE	178.90
08/25/2017	176124	POSTMASTER	549.08

AP TOTALS:

Total of 37 Checks:	301,110.99
Less 1 Void Checks:	4,641.00
Total of 36 Disbursements:	296,469.99

*A/P checks*

Check Date	Check	Vendor Name	Amount
Bank AP AP			
09/05/2017	176125	A & R TOTAL CONSTRUCTION, INC.	110.28
09/05/2017	176126	AAATA	172.48
09/05/2017	176127	ACCUSHRED LLC	65.00
09/05/2017	176128	ACUSHNET COMPANY	79.20
09/05/2017	176129	ADNAN BEYDOUN	280.00
09/05/2017	176130	ALL SEASONS LANDSCAPING CO.	274.70
09/05/2017	176131	AMAZON CAPITAL SERVICES	144.04
09/05/2017	176132	ANN ARBOR CLEANING SUPPLY	781.55
09/05/2017	176133	ANN ARBOR NEWS	19.14
09/05/2017	176134	ANN ARBOR WELDING SUPPLY CO	208.32
09/05/2017	176135	ANTHONY SCOTT	45.00
09/05/2017	176136	ASSOCIATED FENCE	375.00
09/05/2017	176137	ATCHINSON FORD	305.59
09/05/2017	176138	AUTO VALUE YPSILANTI	274.53
09/05/2017	176139	AUTOMATED BUSINESS MACHINES	2,094.00
09/05/2017	176140	AUTOMATIC IRRIGATION SUPPLY	379.92
09/05/2017	176141	BADER & SONS CO.	1,538.20
09/05/2017	176142	BASIL UDEH	180.00
09/05/2017	176143	BEST BUY BUS. ADVANTAGE ACCT.	714.96
09/05/2017	176144	BREATHING AIR SYSTEMS	1,367.95
09/05/2017	176145	BRIDGESTONE GOLF INC	567.72
09/05/2017	176146	BRITTANY GANER	45.00
09/05/2017	176147	CANNONSBURG WOOD PRODUCTS	2,240.00
09/05/2017	176148	CANZANO CONTRACTING CORPORTATION	3,000.00
09/05/2017	176149	CARLISLE/WORTMAN ASSOCIATES	627.50
09/05/2017	176150	CARTER LUMBER COMPANY	88.90
09/05/2017	176151	CDW GOVERNMENT INC	14,991.90
09/05/2017	176152	CHARLES POPE	309.82
09/05/2017	176153	CHARTER TOWNSHIP OF SUPERIOR	144.60
09/05/2017	176154	CHARTER TOWNSHIP OF YPSILANTI	1,381.25
09/05/2017	176155	CINCINNATI TIME SYSTEMS	770.00
09/05/2017	176156	CINTAS CORPORATION	362.40
09/05/2017	176157	CODE 42 SOFTWARE, INC.	432.00
09/05/2017	176158	COLD CUT KRUISE	108.90
09/05/2017	176159	COLMAN-WOLF SANITARY SUPPLY CO	161.84
09/05/2017	176160	COMPLETE BATTERY SOURCE	74.94
09/05/2017	176161	CONGDON'S	438.96
09/05/2017	176162	CUTTING EDGE CONSTRUCTION	97.50
09/05/2017	176163	D & B POWER ASSOCIATES, INC.	2,400.00
09/05/2017	176164	D.R. TRAILER SALES	4,988.00
09/05/2017	176165	DAYLAN JACKSON	70.00
09/05/2017	176166	DISPUTE RESOLUTION CENTER	1,875.00
09/05/2017	176167	DTE ENERGY COMPANY -	1,429.84
09/05/2017	176168	DYNAMIC BRANDS	91.22
09/05/2017	176169	ED'S GARAGE	70.00
09/05/2017	176170	ELDEN CYLINDER TESTING INC	360.00
09/05/2017	176171	EMERGENT HEALTH PARTNERS	6,321.07
09/05/2017	176172	ERIC COPELAND	340.71
09/05/2017	176173	ERIKA JULIEN	990.00
09/05/2017	176174	FASTENAL	52.65
09/05/2017	176175	FEDERAL EXPRESS CORPORATION	252.92
09/05/2017	176176	FERGUSON ENTERPRISES, INC.	367.34
09/05/2017	176177	FIBER LINK	275.00
09/05/2017	176178	GARY STAFFORD	10.00
09/05/2017	176179	GERALD HINES	25.00
09/05/2017	176180	GORDON FOOD SERVICE INC.	449.41
09/05/2017	176181	GOVERNMENT FINANCE OFFICERS ASSOC.	305.00
09/05/2017	176182	GOVERNMENTAL CONSULTANT	2,850.00
09/05/2017	176183	GRAINGER	711.65
09/05/2017	176184	GRAYBAR	123.96
09/05/2017	176185	GRIFFIN PEST SOLUTIONS	93.00
09/05/2017	176186	HERITAGE-CRYSTAL CLEAN, LLC	152.58
09/05/2017	176187	HOME DEPOT	1,234.00
09/05/2017	176188	HURON RIVER WATERSHED COUNCIL	2,434.96
09/05/2017	176189	JACKIE MCLAIN	60.00
09/05/2017	176190	JOHN DOUGLASS	1,435.00
09/05/2017	176191	JTW PIPES LLC	880.00
09/05/2017	176192	KAREN LOVEJOY ROE	107.89
09/05/2017	176193	KRISTAL CHUGHTAI	100.00
09/05/2017	176194	LANGUAGE LINE SERVICES	155.24
09/05/2017	176195	LARSCENE WALLS	87.63
09/05/2017	176196	LAWRENCE HENDRICKS	80.00
09/05/2017	176197	LINCOLN SCHOOL DISTRICT	255.27
09/05/2017	176198	LOMBARDO HOMES OF SE MI LLC	24,600.00
09/05/2017	176199	LONGS AUTOMOTIVE INC	830.64
09/05/2017	176200	LOOKING GOOD LAWNS	9,125.00
09/05/2017	176201	LOWE'S	253.37
09/05/2017	176202	LOWER HURON SUPPLY	495.91

Check Date	Check	Vendor Name	Amount
09/05/2017	176203	LSQ FUNDING GROUP, L.C.	63.00
09/05/2017	176204	MARC DUTTON IRRIGATION, INC.	410.50
09/05/2017	176205	MARK HAMILTON	1,500.00
09/05/2017	176206	MARK NELSON	83.57
09/05/2017	176207	MARYLL MOORE	100.00
09/05/2017	176208	MD ENTERPRISES	2,212.00
09/05/2017	176209	MEGHA ACHARYA	100.00
09/05/2017	176210	METCOM	399.33
09/05/2017	176211	MICHAEL BODARY	120.00
09/05/2017	176212	MICHAEL GATTI	1,237.50
09/05/2017	176213	MICHIGAN ABILITY PARTNERS	3,015.00
09/05/2017	176214	MICHIGAN DISTRICT JUDGES ASSOC	125.00
09/05/2017	176215	MICHIGAN LINEN SERVICE, INC.	1,625.28
09/05/2017	176216	MIRACLE RECREATION EQUIPMENT CO.	230.00
09/05/2017	176217	MSDSONLINE, INC	2,000.00
09/05/2017	176218	MUNETRIX, LLC	2,442.03
09/05/2017	176219	NAPA AUTO PARTS	12.41
09/05/2017	176220	NETWORKFLEET, INC	587.45
09/05/2017	176221	NETWRIX CORPORATION	1,302.20
09/05/2017	176222	NICHOLAS BLASZCZYK	60.00
09/05/2017	176223	O'BRYANS LOCK & KEY*	290.00
09/05/2017	176224	OFFICE EXPRESS	410.42
09/05/2017	176225	ORCHARD, HILTZ & MCCLIMENT INC	8,165.50
09/05/2017	176226	PARKER ALLEN	60.00
09/05/2017	176227	PARKWAY SERVICES, INC.	230.00
09/05/2017	176228	PEPSI BEVERAGES COMPANY	332.64
09/05/2017	176229	PM TECHNOLOGIES, LLC	798.08
09/05/2017	176230	PRINTING SYSTEMS	402.85
09/05/2017	176231	PRIORITY SYSTEMS	139.58
09/05/2017	176232	PROSOURCE	5,817.00
09/05/2017	176233	RAND ROBINSON	150.00
09/05/2017	176234	RENT A WRECK	615.00
09/05/2017	176235	RESIDEX, LLC	3,536.00
09/05/2017	176236	RKA PETROLEUM	5,451.25
09/05/2017	176237	ROCCO LEONE	40.00
09/05/2017	176238	RUBBER STAMPS UNLIMITED INC	202.55
09/05/2017	176239	SAM'S CLUB DIRECT	346.46
09/05/2017	176240	SHARONS HEATING	55.00
09/05/2017	176241	SHERWIN WILLIAMS COMPANY	320.39
09/05/2017	176242	SHI INTERNATIONAL CORP	1,126.50
09/05/2017	176243	SHRADER TIRE & OIL	1,385.16
09/05/2017	176244	SIGNS BY TOMORROW	350.35
09/05/2017	176245	SOUTHERN COMPUTER WAREHOUSE	95.92
09/05/2017	176246	SPARTAN DISTRIBUTORS	84,280.19
09/05/2017	176247	SPARTAN DISTRIBUTORS	603.75
09/05/2017	176248	SPEARS FIRE & SAFETY SERVICE	460.00
09/05/2017	176249	STADIUM TROPHY	102.25
09/05/2017	176250	STANDARD PRINTING	150.00
09/05/2017	176251	STANTEC	16,157.49
09/05/2017	176252	STATE OF MICHIGAN	225.00
09/05/2017	176253	SUNSHINE MEDICAL	477.00
09/05/2017	176254	TEAM GOLF	374.37
09/05/2017	176255	TERMINIX PROCESSING CENTER	52.00
09/05/2017	176256	THOMSON REUTERS - WEST PAYMENT CTR	326.00
09/05/2017	176257	TIME EMERGENCY EQUIPMENT	420.89
09/05/2017	176258	TINA HOTCHKISS	396.00
09/05/2017	176259	TODD BARBER	2,425.00
09/05/2017	176260	TRACTOR SUPPLY COMPANY	359.94
09/05/2017	176261	UNIVERSITY TRANSLATORS	472.22
09/05/2017	176262	VAN BUREN SCHOOL DISTRICT	346.18
09/05/2017	176263	VERMONT SYSTEMS, INC	7,217.66
09/05/2017	176264	VICTORY LANE	147.88
09/05/2017	176265	VINCENT RONCOLI	60.00
09/05/2017	176266	VOLHA YERMALENKA	495.00
09/05/2017	176267	WASHTENAW COMMUNITY COLLEGE#	983.22
09/05/2017	176268	WASHTENAW COMMUNITY COLLEGE'	285.00
09/05/2017	176269	WASHTENAW COUNTY SHERIFF'S OFFICE	3,457.00
09/05/2017	176270	WASHTENAW COUNTY TREASURER	9,037.50
09/05/2017	176271	WASHTENAW COUNTY TREASURER	3,284.56
09/05/2017	176272	WASHTENAW COUNTY TREASURER#	26,571.00
09/05/2017	176273	WASHTENAW COUNTY TREASURER#	1,760.00
09/05/2017	176274	WASHTENAW INTERMEDIATE	1,256.92
09/05/2017	176275	WAYNE ISD	98.58
09/05/2017	176276	WEINGARTZ	142.98
09/05/2017	176277	WOLVERINE FREIGHTLINER	22.18
09/05/2017	176278	YPSILANTI COMMUNITY	1,747.41
09/05/2017	176279	YPSILANTI COMMUNITY	2,828.16
09/05/2017	176280	YPSILANTI COMMUNITY SCHOOLS - WR	1,979.61
09/05/2017	176281	YPSILANTI COMMUNITY SCHOOLS - YP	1,805.46
09/05/2017	176282	YPSILANTI DISTRICT LIBRARY	937.18
09/05/2017	176283	ZEP SALES & SERVICE	369.40

08/29/2017 03:59 PM  
User: mharris  
DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
09/05/2017	176284	ZOHO CORPORATION	<u>1,499.00</u>
AP TOTALS:			
Total of 160 Checks:			323,552.25
Less 0 Void Checks:			<u>0.00</u>
Total of 160 Disbursements:			<u>323,552.25</u>

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**KAREN LOVEJOY ROE**  
*Treasurer*  
**LARRY J. DOE**  
*Trustees*  
**STAN ELDRIDGE**  
**HEATHER ROE**  
**MONICA ROSS-WILLIAMS**  
**JIMMIE WILSON**



**ACCOUNTING DEPT**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-3702  
Fax: (734) 484-5154

*Charter Township of Ypsilanti*

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## STATEMENTS AND CHECKS

*SEPTEMBER 19, 2017 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$	639,566.44
HAND CHECKS -	\$	205,170.78
CREDIT CARD PURCHASES-	\$	<u>3,109.93</u>
GRAND TOTAL -	\$	<b>847,847.15</b>

Choice Health Care Deductible – AUG 2017

ACH EFT -	\$	37,382.77
ADMIN FEE -	\$	1,207.50 (JULY)



09/12/2017 03:48 PM  
User: mharris  
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI  
CHECK NUMBERS 23 - 23

Check Date	Check	Vendor Name	Description	Amount
Bank CARDS COMERICA COMMERCIAL CARD				
09/19/2017	23(E)	COMERICA BANK	COMCAST SECURITY CAMERAS - 8529 10 234 0	482.39
			REGISTRATION FOR WALLIN AND NEEL TO ATTE	350.00
			NETWORK PATCH PANELS	97.44
			LOG BOOK	8.99
			LUMBAR CUSHION	57.99
			LUMBAR CUSHION, HAND REST	68.83
			SAFE FOR PARKS	127.47
			CABLING SUPPLIES	27.14
			VIRTUAL WORKSHOP - BECKY BUSH	399.00
			HARD DRIVES FOR DIGITAL DISPLAYS	164.85
			ANNUAL MEMBERSHIP DUES	350.00
			REMOTE DESKTOP MANAGER ENTERPRISE	149.98
			REC BUS #62: EMERGENCY REPAIR SERVICES F	705.85
			ANNUAL MEMBERSHIP TO MGFOA 10/1/17 TO 09	120.00
				<u>3,109.93</u>
CARDS TOTALS:				
Total of 1 Checks:				3,109.93
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				<u>3,109.93</u>

*CREDIT CARDS*

*HAND checks*

Check Date	Check	Vendor Name	Amount
Bank AP AP			
09/05/2017	176285	AMY BLEVINS	14.00
09/05/2017	176286	BLUE CROSS BLUE SHIELD OF MI	122,136.83
09/05/2017	176287	BLUE CROSS BLUE SHIELD OF MI	36,803.01
09/05/2017	176288	BRIGITTE DONOHO	14.00
09/05/2017	176289	CYNTHIA WILBANKS	14.00
09/05/2017	176290	DION HUMPHREY	14.00
09/05/2017	176291	DONTEZ JONES	14.00
09/05/2017	176292	ERICA RANGOS	14.00
09/05/2017	176293	FLELICITY STEVENSON	14.00
09/05/2017	176294	GLEN HANSEN	14.00
09/05/2017	176295	IAN DUFFEY	14.00
09/05/2017	176296	JAYLEN FULLER	14.00
09/05/2017	176297	JOHN ST JOHN	14.00
09/05/2017	176298	JOSHUA ANTHONY	14.00
09/05/2017	176299	KEVIN CHATMAN	14.00
09/05/2017	176300	KIMBERLY BRANNON	14.00
09/05/2017	176301	KIMBERLY WRIGHT	14.00
09/05/2017	176302	LYNDA NAVARRE	14.00
09/05/2017	176303	MANNY RICHARDSON	14.00
09/05/2017	176304	MARK SPENCER	14.00
09/05/2017	176305	NEAL FARNUNG	14.00
09/05/2017	176306	PAULA WUSTHOFF	14.00
09/05/2017	176307	PHILIP TEPLEY	14.00
09/05/2017	176308	RENEE SILVERTHORN	14.00
09/05/2017	176309	RONALD SMITH	14.00
09/05/2017	176310	TERRI RODRIGUEZ	14.00
09/05/2017	176311	THOMAS BEREZCZ	14.00
09/05/2017	176312	A & R TOTAL CONSTRUCTION, INC.	92.14
09/05/2017	176313	BRIDGESTONE GOLF INC	307.44
09/05/2017	176314	GORDON CRUMP	20.00
09/05/2017	176315	UNIVERSITY TRANSLATORS	246.55
09/08/2017	176316	AT & T	36.21
09/08/2017	176317	AT & T	116.74
09/08/2017	176318	COMCAST CABLE	639.40
09/08/2017	176319	COMCAST CABLE	115.29
09/08/2017	176320	COMCAST CABLE	31.63
09/08/2017	176321	COMCAST CABLE	280.20
09/08/2017	176322	DELTA DENTAL PLAN OF MICHIGAN	13,890.45
09/08/2017	176323	DTE ENERGY	18,811.82
09/08/2017	176324	STANDARD INSURANCE COMPANY	4,824.00
09/08/2017	176325	VERIZON WIRELESS	192.62
09/08/2017	176326	VERIZON WIRELESS	151.80
09/08/2017	176327	VERIZON WIRELESS	593.31
09/08/2017	176328	VERIZON WIRELESS	612.17
09/08/2017	176329	VERIZON WIRELESS	2,196.12
09/08/2017	176330	VISION SERVICE PLAN	2,723.05

AP TOTALS:

Total of 46 Checks:	205,170.78
Less 0 Void Checks:	0.00
Total of 46 Disbursements:	205,170.78

Check Date	Check	Vendor Name	Amount
Bank AP AP			
09/19/2017	176331	A.F. SMITH ELECTRIC	273.70
09/19/2017	176332	ADRIENE HAYGOOD	3,000.00
09/19/2017	176333	ADVANCE PRINT & GRAPHICS	256.00
09/19/2017	176334	ALLIED, INC.	218.00
09/19/2017	176335	ANN ARBOR CLEANING SUPPLY	384.33
09/19/2017	176336	ANN ARBOR WELDING SUPPLY CO	119.97
09/19/2017	176337	ANN MATTSON	382.74
09/19/2017	176338	ANTHONY SCOTT	35.00
09/19/2017	176339	APPLIED IMAGING	1,934.83
09/19/2017	176340	AUTO VALUE YPSILANTI	83.73
09/19/2017	176341	BARR ENGINEERING COMPANY	3,563.07
09/19/2017	176342	BRITTANY GANER	30.00
09/19/2017	176343	CANZANO CONTRACTING CORPORTATION	5,350.00
09/19/2017	176344	CHELSEA LUMBER	760.71
09/19/2017	176345	CINTAS CORPORATION	190.87
09/19/2017	176346	COMPLETE BATTERY SOURCE	143.84
09/19/2017	176347	CONGDON'S	226.82
09/19/2017	176348	COURT INNOVATIONS INC	135.00
09/19/2017	176349	DAWID & GATTI, PLLC	351.00
09/19/2017	176350	FRED HOLLIFIELD	60.00
09/19/2017	176351	GAME TIME	1,803.81
09/19/2017	176352	GARY STAFFORD	20.00
09/19/2017	176353	GORDON FOOD SERVICE INC.	181.45
09/19/2017	176354	GOVERNMENTAL CONSULTANT'	2,850.00
09/19/2017	176355	GRAINGER	393.73
09/19/2017	176356	HEIKKINEN PRODUCTIONS	5.00
09/19/2017	176357	HOME DEPOT	867.99
09/19/2017	176358	JACOB GLEASON	1,500.00
09/19/2017	176359	JONES & BARTLETT LEARNING	374.73
09/19/2017	176360	JTW PIPES LLC	3,455.00
09/19/2017	176361	LARDNER ELEVATOR COMPANY	210.00
09/19/2017	176362	LAWRENCE DOMAS	12,056.00
09/19/2017	176363	LAWRENCE HENDRICKS	20.00
09/19/2017	176364	LOOKING GOOD LAWNS	6,621.00
09/19/2017	176365	LOWE'S	33.94
09/19/2017	176366	MARK HAMILTON	1,500.00
09/19/2017	176367	MCLAIN AND WINTERS	113,067.74
09/19/2017	176368	MICHAEL CARPENTER	40.00
09/19/2017	176369	MICHIGAN LINEN SERVICE, INC.	1,050.92
09/19/2017	176370	MOBILE COMMUNICATION SVC	200.00
09/19/2017	176371	NAPA AUTO PARTS	84.76
09/19/2017	176372	NATIONAL PEN COMPANY	348.27
09/19/2017	176373	OFFICE DEPOT	23.98
09/19/2017	176374	OFFICE EXPRESS	1,816.12
09/19/2017	176375	PARKWAY SERVICES, INC.	355.00
09/19/2017	176376	PEPSI BEVERAGES COMPANY	282.96
09/19/2017	176377	PM TECHNOLOGIES, LLC	1,722.70
09/19/2017	176378	PREFERRED TONER SOLUTIONS	374.85
09/19/2017	176379	RESIDEX, LLC	1,880.00
09/19/2017	176380	RICHARD ROE	95.95
09/19/2017	176381	RKA PETROLEUM	2,532.91
09/19/2017	176382	ROBIN HAMILTON - MORRIS	100.00
09/19/2017	176383	SAM'S CLUB DIRECT	794.03
09/19/2017	176384	SHRADER TIRE & OIL	1,871.96
09/19/2017	176385	STERICYCLE INC	192.82
09/19/2017	176386	TARGET INFORMATION	579.80
09/19/2017	176387	TRANSUNION RISK & ALTERNATIVE	70.00
09/19/2017	176388	UNIVERSITY TRANSLATORS	184.98
09/19/2017	176389	VAN BUREN STEEL & FABRICATING	135.20
09/19/2017	176390	VICTORY LANE	36.97
09/19/2017	176391	VOLHA YERMALENKA	292.50
09/19/2017	176392	WASHTENAW COUNTY TREASURER#	461,638.33
09/19/2017	176393	WASHTENAW URGENT CARE	70.00
09/19/2017	176394	WOLVERINE FREIGHTLINER	9.82
09/19/2017	176395	ZEP SALES & SERVICE	321.61

*APP Checks*

AP TOTALS:

Total of 65 Checks:	639,566.44
Less 0 Void Checks:	0.00
Total of 65 Disbursements:	639,566.44

**OFFICE OF THE TREASURER  
LARRY J. DOE**



**MONTHLY TREASURER'S REPORT  
August 1, 2017 THROUGH August 31, 2017**

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Ending Balance</u>
101 - General Fund	4,591,147.72	6,049,551.53	4,839,314.89
101 - Payroll	215,231.18	582,236.67	590,235.14
101 - Willow Run Escrow	142,804.56	31.30	142,835.86
206 - Fire Department	3,254,209.43	1,680.80	1,697,630.79
208 - Parks Fund	27,515.74	19.75	513.74
212 - Roads/Bike Path/Rec/General Fund	1,478,644.59	4,756.37	662,069.80
226 - Environmental Services	2,715,075.48	1,724.14	291,217.29
230 - Recreation	117,599.73	98,706.93	174,128.53
236 - 14-B District Court	449,474.12	185,496.51	188,389.72
244 - Economic Development	67,519.09	48.99	67,568.08
248 - Rental Inspections	167,150.22	13,660.72	31,294.88
249 - Building Department Fund	911,988.63	77,128.58	54,018.93
250 - LDFA Tax	19,333.19	13.98	19,347.17
252 - Hydro Station Fund	475,591.46	43,735.80	20,513.10
266 - Law Enforcement Fund	5,357,455.48	3,463.03	1,118,307.09
280 - State Grants	18,476.66	13.45	18,490.11
301 - General Obligation	5,192.70	3.74	5,196.44
397 - Series "B" Cap. Cost of Funds	31,125.97	22.31	5,696.19
398 - LDFA 2006 Bonds	30,521.15	21.99	250.00
498 - Capital Improvement 2006 Bond Fund	330,640.72	72.47	330,713.19
584 - Green Oaks Golf Course	347,179.07	143,054.08	360,884.37
590 - Compost Site	584,152.40	128,255.50	23,870.31
595 - Motor Pool	159,191.74	90,899.18	11,856.49
701 - General Tax Collection	105,300.67	5,926.48	8,927.54
703 - Current Tax Collections	1,662,526.77	8,843,604.49	2,815,172.63
707 - Bonds & Escrow/GreenTop	1,423,083.01	76,473.63	40,913.89
708 - Fire Withholding Bonds	124,062.42	12,290.13	136,352.55
893 - Nuisance Abatement Fund	76,903.91	3,116.25	4,207.84
ABN AMRO Series "B" Debt Red. Cap.Int.	3,754.58		1,937.13
<b>GRAND TOTAL</b>	<b>24,892,852.39</b>	<b>16,366,008.80</b>	<b>12,941,350.29</b>
			<b>28,317,510.90</b>

# ATTORNEY REPORT

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GENERAL LEGAL UPDATE

# **OLD BUSINESS**

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*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
STAN ELDRIDGE  
HEATHER JARRELL ROE  
MONICA ROSS WILLIAMS  
JIMMIE WILSON, JR.



*Charter Township of Ypsilanti*

**Clerk's Office**

7200 S. Huron River  
Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-4700  
Fax: (734) 484-5156

# MEMORANDUM

To: Ypsilanti Township Board of Trustees

From: Karen Lovejoy Roe, Clerk

Date: August 11, 2017

Subject: **Agenda Item, Tuesday August 15, 2017 Ypsilanti Township Board Meeting: 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)**

I have included in the board packet the following information to help as you deliberate the creation and posting on an Election Specialist position in the Clerk's Department:

- 1) History of Ypsilanti Township Board Actions regarding Union Positions Approved Outside of Negotiations
- 2) Copies of Minutes, Job Postings, Letters of Agreements related to #1 above
- 3) Labor Market/Salary Analysis of similar positions and responsibilities in Clerk Departments

It is my hope that our Township Board would take action on this item at the Tuesday, August 15, 2018 Board Meeting. It has been a long time with a lot of activity surrounding this request since our July 18, 2017 board meeting.

It is my understanding that the AFSCME leadership supports the overall concept of the creation of the Election Specialist Position in the Clerk's Department, with the understanding that this new position would replace one of the 3 current Floater II/Clerk III positions in the Clerk's Department and supports a wage

increase for the new position. One bargaining committee member is not in favor of the new position. There are 5 members on the AFSCME leadership team. Of course, the details of the job description and the exact wage would be subject to a letter of agreement.

At this time in the spirit of compromise, I propose a \$1.00 an hour increase for the new position. I do believe the new responsibilities outlined in the proposed job description warrant a \$2.00 an hour increase but in an attempt to provide some upgrade in wage for the new responsibilities I would ask that our board consider \$1.00 an hour. As you are aware the \$2.54 an hour was a proposal that Human Resources suggested because it fit into the AFSCME classifications, but as Karen Wallin, Human Resources, pointed out at the July 18, 2017 board meeting a different classification could be established with the \$1.00 an hour increase.

As you are also aware Karen Wallin, Human Resources, has now indicated that she would prefer that the board not approve the new position and wait until negotiations to try to solve this issue. I have explained and feel strongly that to wait until negotiations to settle this issue would be a great disservice to the Clerk's Department and a great inequity to the staff person that has diligently serviced our township residents and voters in this new role for over 2 years now.

I am asking my fellow board members to provide me as the Clerk and the Department Head of the Clerk's Department the same respect we have always given to our Department Heads who present the structure and positions to us to vote on that they have developed to best meet the needs of our residents and others who seek the services from their departments and our Township.

As I have shared with you, that in my 25 years of elected service I can not recall, nor could I discover in researching 10 years of minutes, a single instance where a board member, or the unions have requested a delay until negotiations. I also do not recall or could not find a single instance where the current Human Resource Department or prior Human Resource Department leadership requested a delay until negotiations.

Regardless of your final position on this request, I urge you to move forward to a vote on the issue and put it to rest. We need to take a leadership role and vote on this issue for the sake of the employees and especially for Angela Robinson, who is the 4<sup>th</sup> highest seniority employee in the AFSCME unit with over 20 years of election experience and has taken on new responsibilities.

Also, there were questions regarding the job description and the requirements. I think it is appropriate to remove the specific number of years of experience



required and have language that requires election experience. As almost all the positions changed or created over the 10 years, I researched, were not included in the board action it is appropriate to approve the creation of the Election Specialist position and the wage increase and to allow Human Resources to finalize the exact job description and requirements to be brought back to the board and to the union in a final letter of agreement for approval.

I have also included a copy of the current Floater II/Clerk III posting and the job description. You can see by the job description and posting the only mention of elections is that the applicant must be available to work all elections. This is important to understand there is a need to have at least one person in the Clerk's Department that is required to have election experience and provide leadership to the other staff.

The AFSCME contract does allow the Clerk's Department to hire temporary workers 90 days before an election. If I do this I must pay the Floater II/Clerk III wages. If I hired one temporary election worker for just one election for 90 days it would cost the township \$14,000. I believe it would be better to have at least one experienced Election Specialist to help train, direct and advise the other Floater II/Clerk III AFSCME employees at the cost of \$1.00 more per hour or \$2,080 a year plus the increase of \$1.00 for the additional overtime would be another \$244 a year, and that is the estimate in overtime if there were 4 elections in one year.

Thank you for your consideration and if you have any questions please call.

**Salary Comparisons for Election Specialist Position—August 11, 2017**

- 1) **City of Ann Arbor:** Has 2 fulltime employees that are Election Specialists
  - a) Election Specialist that does only Recruiting, Training and Scheduling of Election Inspectors year round
  - b) Election Specialist does all other election responsibilities year aroundSalary/Wage: \$62,497-\$99,917 **40 Precincts**
- 2) **City of Chelsea:** One Deputy handles all election related responsibilities & other jobs  
Salary/Wage: \$63,586 **8 Precincts**
- 3) **Pittsfield Township:** Deputy Clerk over Elections, FOIA and IFT's-Salary/Wage: \$72,000  
Election Specialist-fulltime year around election work, minutes, agenda & Other Clerk functions  
Salary/Wage: \$48,609 (3 yrs. Experience) **13 Precincts**
- 4) **Superior Township:** Deputy Clerk has full election year around responsibility and Web Person  
Salary/Wage: \$50,000 (new hire with experience) **3 Precincts**
- 5) **Van Buren Township:** Election Specialist-fulltime year around election work  
Salary/Wage: 37,752 (new hire) **10 Precincts**
- 6) **Ypsilanti Township:** Floater II/Clerk III – assigned year around election work as an Election Specialist, along with Passports, Resident services at Counter & Telephone, letters related to elections and filing/retention schedule for Elections, and other Clerk functions  
Salary/Wage: \$46,517 (20 yrs. Experience) **20 Precincts**

**This is a Comparison of Washtenaw County and One Wayne County (Van Buren Township) Election Specialists (working fulltime on elections) positions. Many jurisdictions only have one or two precincts and at those locations, the Clerk hires temporary staff to help during elections and sometimes one day a week to keep up with elections. Ypsilanti Township's level of responsibility for the fulltime staff responsible for elections is similar to the City of Ann Arbor Election Specialists Positions and Pittsfield Township Election Specialist Positions.**

**The level of responsibility in Ann Arbor of the recruiting, training, scheduling Election Specialist is only a small part of what the fulltime election specialist employee in Ypsilanti Township does. Of course, in Ann Arbor the election specialist is hiring, training and scheduling for 40 precincts, which is double the number of Ypsilanti Township precincts.**

**Pittsfield Township's Election Specialist also does minutes and agendas.**

**The areas of responsibility differ in all the jurisdictions. Pittsfield just expanded from 10 to 13 precincts.**

**I only included the one Wayne County jurisdiction because it is in close proximity geographically even though it is much smaller than Ypsilanti Township.**

**I could have included more in Wayne and Oakland Counties with similar number of precincts but in reviewing Wayne County and Oakland County Equalization Department, the taxable values were much higher in jurisdictions with comparable number of precincts and it would have really skewed the salary range to the higher end.**

**One thing to remember is that regardless of size the same exact type of work must be done whether you have one precinct or one item on the ballot. The difference is the amount of work increases exponentially as you increase the number of voters and therefore the number of precincts required by statute.**

## **ELECTION SPECIALIST POSTION, CLERK'S DEPARTMENT**

### **August 11, 2017 History of Ypsilanti Township Board Actions regarding Union Positions Approved Outside of Negotiations**

**Submitted by Karen Lovejoy Roe, Clerk**

As I have shared with the Ypsilanti Township Board members, both verbally and through emails that my current request to create a new Election Specialist Position in the Clerks office, with a comparable wage, is the **ONLY** upgrade request, change in classification, blending of positions, creation of new positions presented to the Township Board, on a Regular Meeting Agenda, where a board member has been requested to wait until labor negotiations to make the changes, in my 25 years of being an elected board member. I have attempted, (non all inclusive) to present to the board some examples of board action that has occurred regarding union positions without waiting until negotiations. I have researched minutes from 2006 to present but make no claim that this list is all conclusive. I could not find a single instance when a request by a Department Head related to structural changes or position changes in their department was not approved by the Township Board. I have attached the minutes for each item.

Below are examples of Board Action approving a variety of positions, upgrades, eliminations, freezing, new positions, additional positions, all that occurred outside of negotiations:

- 1) December 5, 2006 –Approve to elevate Building Director & Planning Director to Department Head Status and authorize HR director to negotiate the Building Director out of Teamster's Union, Teamsters
- 2) April 3, 2007-Approve freezing Purchasing Clerk position temporarily and reassigning duties, AFSCME
- 3) June 19, 2007- Approve Creation of New Environmental Service Supt/Parks position contingent upon Teamster Approval, Teamsters
- 4) July 17, 2007-Approve extending freeze of Parks & Grounds additional 90 days, Teamsters
- 5) October 2, 2007 -Approve MOU for Fire Department for HVA without Fire Union Support
- 6) December 4, 2007-Approve Freeze Purchasing Clerk Position indefinitely, notify HR and ask them to notify AFSCME, AFSCME
- 7) February 5, 2008-Approve Eliminating Environmental Specialist Position, Teamsters
- 8) March 15, 2011-Approve the Creation of a Hybrid position shared between OCS and Treasurer's Department, AFSCME
- 9) November 15, 2011 –Approve Moving All Township Employees & Retirees to new health care plan and possibility of 80/20 cost sharing if agreement not approved by unions,Teamsters/AFSCME
- 10) December 3, 2013-Approve upgrade in Classification #11, #12,#20 and Job Descriptions meeting State Tax Commission changes for Appraiser I/Clerk, Appraiser II/Clerk, Appraiser III, AFSCME
- 11) December 19, 2014-Approve Creation of New Ordinance Enforcement Assistant Position for OCS and Waive External Posting and fill position internally, AFSCME

12) February 17, 2015-Approve Dawn Scheitz, Assessing Officer, as the Township GIS Specialist with a pay increase of \$1.00 per hour, AFSCME

13) June 16, 2015-Approve moving part-time IT to fulltime and waive the external posting and fill internally with David Maynard, Teamster

14) December 15, 2015-Approve Posting and Filling Ordinance Enforcement Administrator Position and waive external Posting and increase wage, Teamster

15) October 4, 2016-Approve adding one new Floater II/Clerk III position to the Office of Community Standards, AFSCME

16) January 17, 2017-Approve Creation of New IT Manager Position and to Waive Posting and Award to David Maynard with new wage of \$55,000.00, Teamster

17) February 21, 2017 Approve Creation of New fulltime Custodial Position and posting internally, AFSCME

CHARTER TOWNSHIP OF YPSILANTI  
DECEMBER 5, 2006 REGULAR MEETING MINUTES  
PAGE THREE

①

A motion was made by Treasurer Doe, supported by Trustee Currie to elevate the Building Director and the Planning Director to Department Head status and adjust the salary of the Building Director to \$73,000, effective upon Board approval and authorize Joann Brinker, HR/Administrative Services Director to negotiate the Building Director position out of the Teamster's Union.

Clerk Stumbo that she wanted to make sure that by voting for the rearrangement and increase in salary that it would mean the implementation of the Rental Inspection Ordinance.

Ron Fulton, Building Director stated that the job description included making the Building Director responsible for working with Police Services and Ordinance on implementing the rental inspection program.

Supervisor Jamnick stated that the program would need to be budgeted.

The motion carried as follows:

Eldridge: Yes Currie: Yes Sizemore: Yes Ostrowski: Yes  
Jamnick: Yes Stumbo: Yes Doe: Yes

NEW BUSINESS

RESOLUTION NO. 2006-47, DESIGNATION OF DEPOSITORIES

A motion was made by Treasurer Doe, supported by Trustee Sizemore to approve Resolution No. 2006- 47 (see attached). The motion carried as follows:

Eldridge: Yes Currie: Yes Sizemore: Yes Ostrowski: Yes  
Jamnick: Yes Stumbo: Yes Doe: Yes

RESOLUTION NO. 2006-48, ADOPTION OF ROBERT'S RULES OF ORDER

A motion was made by Trustee Ostrowski, supported by Trustee Sizemore to approve Resolution No. 2006- 48 (see attached). The motion carried as follows:

Eldridge: Yes Currie: Yes Sizemore: Yes Ostrowski: Yes  
Jamnick: Yes Stumbo: Yes Doe: Yes

RESOLUTION NO. 2006-49, DESIGNATION OF NEWSPAPER OF CIRCULATION

A motion was made by Treasurer Doe, supported by Trustee Eldridge to approve Resolution No. 2006- 49 (see attached). The motion carried as follows:

Eldridge: Yes Currie: Yes Sizemore: Yes Ostrowski: Yes  
Jamnick: Yes Stumbo: Yes Doe: Yes

RESOLUTION NO. 2006-50, PAYMENT OF RECURRING BILLS

A motion was made by Clerk Stumbo, supported by Trustee Sizemore to approve Resolution No. 2006- 50 (see attached). The motion carried as follows:

Eldridge: Yes Currie: Yes Sizemore: Yes Ostrowski: Yes  
Jamnick: Yes Stumbo: Yes Doe: Yes

2

A friendly amendment was made by Clerk Stumbo to do a budget amendment at the next meeting, utilizing Fund 211 and 212 by exhausting Fund 211, in the amount of \$218,000 and the remainder of the \$333,510.93 be charged to Fund 212 from the line item where it was budgeted. The friendly amendment was accepted.

Trustee Ostrowski asked the number of existing street lights on the Ecorse Road corridor because he felt that 66 additional street lights seemed excessive. He knew lighting was important but questioned the cost of decorative lighting in the light of eliminating positions, not filling positions and the loss of State Revenue. He felt the Board should be conservative with all expenses.

Treasurer Doe agreed with Trustee Ostrowski to a point but he felt streetlights were extremely important for economic development. He would not be voting in favor of the sidewalk installation.

The motion carried as follows:

Eldridge: Yes	Currie: Yes	Sizemore: Absent	Ostrowski: No
Jamnack: Yes	Stumbo: Yes	Doe: Yes	

B. PROPOSAL FROM MDOT FOR SIDEWALKS IN THE AMOUNT OF \$405,300.00

There was no motion or support for the agenda item.

8. AGREEMENTS WITH THE WASHTENAW COUNTY ROAD COMMISSION FOR HOLMES ROAD PHASE II RECONSTRUCTION:

- A. PROPERTY ACCESS FOR RECONSTRUCTION OF DRIVEWAYS, APPROACHES AND GRADING
- B. TREE REMOVAL
- C. PERMISSION TO GRADE

A motion was made by Clerk Stumbo, supported by Trustee Currie to approve the agreements with the Washtenaw County Road Commission for Holmes Road Phase II Reconstruction to include (a) Property access for reconstruction of driveways, approaches and grading, (b) tree removal, (c) permission to grade and to authorize signing of the agreements. The motion carried as follows:

Eldridge: Yes	Currie: Yes	Sizemore: Absent	Ostrowski: Yes
Jamnack: Yes	Stumbo: Yes	Doe: Yes	

OTHER BUSINESS

A. PURCHASING CLERK POSITION

A motion was made by Trustee Eldridge, supported by Clerk Stumbo to notify the Human Resources Department that the Purchasing Clerk position would be frozen for six months, with the three full-time officials meeting to redistribute the duties.

A friendly amendment was made by Trustee Ostrowski that a progress report be provided to the Board in the fifth month on how the redistribution was working out, prior to the Board making a final determination on the position.

2

Clerk Stumbo wanted to clarify that the motion was not to fill the position at this time and not to eliminate the position.

Trustee Eldridge asked who would provide the progress report.

Supervisor Jamnick suggested that HR provide the report in conjunction with the three full-time administrators.

Arloa Kaiser, Township Resident asked how long it would take to get everything in place and when the six months would begin.

Supervisor Jamnick stated that all details needed to be completed by the time the job was vacated.

**The motion carried as follows:**

Eldridge:	Yes	Currie:	Yes	Sizemore:	Absent	Ostrowski:	Yes
Jamnick:	No	Stumbo:	Yes	Doe:	Yes		

**AUTHORIZATIONS AND BIDS**

**APPROVE / ACCEPT:**

A. The recommendation from Art Serafinski, Recreation Director to enter into the following agreements with DTE Energy to provide electrical service to North Hydro Park for a fee of \$6,193.07.

1. Line Extension Agreement
2. Secondary Service agreement
3. Certificate of Grade

Upon review by the Township Attorney, authorize the Township Supervisor and the Township Clerk to sign the agreements.

Funding for this project is budgeted in account #280-970-000-975-755.

**A motion was made by Clerk Stumbo, supported by Trustee Eldridge to approve the recommendation from Art Serafinski, Recreation Director to enter into the agreements with DTE Energy to provide electrical service to North Hydro Park, in the amount of \$6,193.07, contingent upon review by the Township Attorney and Consultant and to authorize signing of the agreements. The motion carried as follows:**

Eldridge:	Yes	Currie:	Yes	Sizemore:	Absent	Ostrowski:	Yes
Jamnick:	Yes	Stumbo:	Yes	Doe:	Yes		

B. The recommendation from Art Serafinski, Recreation Director to accept the following bidders/bids:

1. Park Pass Application Cards – TGI Direct for \$260.00
2. Annual Park and Boat Stickers – Johnson Lithograph for \$517.00
3. Daily Park & Boat Passes – Standard Printing for \$323.00

Funding for the three park items has been budgeted in account #101-751-000-757-775.

**A motion was made by Trustee Ostrowski, supported by Trustee Currie to accept the bid from TGI Direct, in the amount of \$260 for the Park Pass Application Cards, the bid from Johnson Lithograph, in the amount of \$517 for the Annual**



3

alternative designations for vacant property currently designated for multiple family use; (b) reconsider site on the north side of Bemis, west of Rawsonville with Board preferring industrial or commercial; (c) provide assurance that the Planning Commission recognized the need to update the thoroughfare plan; and (d) submit a map with proposed changes as part of the presentation. The motion carried as follows:

Eldridge: Yes	Currie: Yes	Sizemore: Absent	Ostrowski: Yes
Jamnack: Yes	Stumbo: Yes	Doe: Yes	

6. REQUEST OF CENTEX TO EXTEND PD STAGE II FOR FORESTVIEW ESTATES FOR A PERIOD OF ONE YEAR

A motion was made by Trustee Currie, supported by Treasurer Doe to approve the request of Centex to extend PD Stage II for Forestview Estates for a period of one year and to authorize signing of the development agreement.


A friendly amendment was made by Clerk Stumbo to approve in accordance with the original terms of the approval granted by the Township Board on June 20, 2006 and subject to the terms of the planned development to be executed by Township representatives. The friendly amendment was accepted.

The motion carried as follows:

Eldridge: Yes	Currie: Yes	Sizemore: Absent	Ostrowski: Yes
Jamnack: Yes	Stumbo: Yes	Doe: Yes	

7. ENVIRONMENTAL SERVICES SUPERINTENDENT POSITION VACANCY

A motion was made by Treasurer Doe, supported by Clerk Stumbo to authorize the creation of a blended Environmental Services Superintendent/Parks Superintendent position and to authorize the hiring of a temporary person for up to 90 days, contingent upon Teamster approval.

 Supervisor Jamnick stated the job description would be considered by the Board at the July 17, 2007 Regular Board Meeting. Human Resources would confirm the temporary salary and if the temporary employee was eligible to apply for the full-time position.

The motion carried as follows:

Eldridge: Yes	Currie: Yes	Sizemore: Absent	Ostrowski: Yes
Jamnack: Yes	Stumbo: Yes	Doe: Yes	

8. L-4029 PRELIMINARY TAX RATE

Supervisor Jamnick provided an overview of the preliminary tax rate.

A motion was made by Trustee Ostrowski, supported by Clerk Stumbo to approve the L-4029 Preliminary Tax Rate and to authorize signing of the form (see attached).

Keith Harr, Ypsilanti Township Firefighter expressed his opposition to the reduction of the Fire Fund Millage and asked the Board to postpone setting the Millage Rates.

The motion carried as follows:

Eldridge: Yes	Currie: Yes	Sizemore: Absent	Ostrowski: Yes
Jamnack: Yes	Stumbo: Yes	Doe: Yes	

4

Eldridge: Yes Currie: Yes Sizemore: Yes Ostrowski: Absent  
Jamnick: Yes Stumbo: Yes Doe: Yes

3. APPOINTMENT OF CHRISTINE ADAMS TO THE CHARTER TOWNSHIP OF  
YPSILANTI PLANNING COMMISSION

A motion was made by Trustee Sizemore, supported by Treasurer Doe to appoint Christine Adams to the Charter Township of Ypsilanti Planning Commission to fill the vacancy created by the death of Eugene Shuey, with the term expiring on December 31, 2009. The motion carried as follows:

Eldridge: Yes Currie: Yes Sizemore: Yes Ostrowski: Absent  
Jamnick: Yes Stumbo: Yes Doe: Yes

4. RESOLUTION NO. 2007-21, YPSILANTI TOWNSHIP CONSTABLE CHANGES

Clerk Stumbo read Resolution No. 2007-21 into the record (see attached). A motion was made by Clerk Stumbo, supported by Trustee Currie to approve Resolution No. 2007-21, Ypsilanti Township Constable Changes. The motion carried as follows:

Eldridge: Yes Currie: Yes Sizemore: Yes Ostrowski: Absent  
Jamnick: Yes Stumbo: Yes Doe: Yes

5. JOB DESCRIPTION & SALARY FOR ENVIRONMENTAL/PARK  
SUPERINTENDENT

A motion was made by Treasurer Doe, supported by Trustee Sizemore to extend the Parks & Grounds Superintendent position freeze from August 16, 2007 for an additional 90 days. Clerk Stumbo explained that the purpose was to allow a job description that would blend the Environmental Services Superintendent and the Parks & Grounds Superintendent positions to be brought back to the Board. The motion carried as follows:

Eldridge: Yes Currie: Yes Sizemore: Yes Ostrowski: Absent  
Jamnick: Yes Stumbo: Yes Doe: Yes

6. REQUEST TO MAIL NEWSLETTER TO ALL TOWNSHIP RESIDENTS

A motion was made by Trustee Currie, supported by Treasurer Doe to mail a newsletter to all Township residents, in an amount not to exceed \$5,202.58. The amount will be charged to account #101-267-000-977-000 and #101-267-000-730-000. Clerk Stumbo explained the purpose of the newsletter. The motion carried as follows:

Eldridge: Yes Currie: Yes Sizemore: Yes Ostrowski: Absent  
Jamnick: Yes Stumbo: Yes Doe: Yes

OTHER BUSINESS

Clerk Stumbo announced that former Township Trustee George Beaudette passed away and a memorial service was held at Ypsilanti High School. Trustee Beaudette served with the Board for eight years and was probably one of the best Trustees she had ever served with. He would be greatly missed.

AUTHORIZATIONS & BIDS

Authorize:

- A. The request of Travis McDugald, IS Manager to accept bids for 140 licenses of "McAfee Total Protection for Enterprise" software. Once bids are received,

children. Mr. Nicholson said the daycare had been advised that improvements stipulated by the Planning Commission were still necessary.

Wm. Douglas Winters, Attorney provided a brief update on the Police Services lawsuit. A September 21, 2007 hearing had dealt with four (4) motions that had been filed by Washtenaw County. The motions were denied. Judge Costello had not yet ruled on the Township's motions. A pre-trial was scheduled for October 11, 2007 for the attorneys to work out the issues pertaining to going to trial if that was determined by Judge Costello's in his October 5, 2007 decision. If there was a trial, it would begin on October 29, 2007.

#### UNFINISHED BUSINESS

1. 2<sup>ND</sup> READING ORDINANCE NO. 2007-375, TO AMEND CHAPTER 62, ARTICLE IV, SECTION 62-77 OF THE CODE OF ORDINANCES, TO INCREASE SEWAGE DISPOSAL SERVICE RATES (1<sup>ST</sup> Reading held at the September 18, 2007 Regular Meeting)

A motion was made by Clerk Stumbo, supported by Treasurer Doe to approve Ordinance No. 2007-375, amending Chapter 62, Article IV, Section 62-77 of the Ypsilanti Township Code of Ordinances, to increase sewage disposal service rates (see attached). The motion carried as follows:

Eldridge: Yes	Currie: Absent	Sizemore: Yes	Ostrowski: Absent
Jamnick: No	Stumbo: Yes	Doe: Yes	

#### NEW BUSINESS

1. 2007 BUDGET AMENDMENTS #13

A motion was made by Clerk Stumbo, supported by Trustee Eldridge to approve 2007 Budget Amendment #13. The motion carried as follows:

Eldridge: Yes	Currie: Absent	Sizemore: Yes	Ostrowski: Absent
Jamnick: Yes	Stumbo: Yes	Doe: Yes	

2. AUTHORIZE ATTORNEY TO DEVELOP A MEMORANDUM OF UNDERSTANDING FOR THE YPSILANTI TOWNSHIP FIRE DEPARTMENT TO USE HURON VALLEY AMBULANCE (HVA) FOR DISPATCH SERVICES ON A TRIAL BASIS, FOR A PERIOD NOT TO EXCEED 120 DAYS, AT A PER CALL RATE NOT TO EXCEED \$15.39

A motion was made by Clerk Stumbo, supported by Treasurer Doe to authorize the Township Attorney to develop a Memorandum of Understanding for the Ypsilanti Township Fire Department to use Huron Valley Ambulance (HVA) for dispatch services on a trial basis, for a period not to exceed 120 days, at a per call rate not to exceed \$15.39.

Chief Morabito stated the move to HVA dispatch had been discussed for a year and a half. He felt the move would enable him to place additional staffing on the street. He asked that the Supervisor and Clerk be authorized to sign the agreement that would be developed by the Township Attorney.

A friendly amendment was made to authorize signing of the agreement. The friendly amendment was accepted.

Keith Harr, Local 1830 President distributed a letter to the Board opposing the move to HVA for dispatch services. He wanted to make it clear that Ypsilanti Township Firefighters Local 1830 opposed the move. Mr. Harr read the letter into the record. He

6

UNFINISHED BUSINESS

1. 2008 TOWNSHIP WORK SESSION AND BOARD MEETING DATES (Tabled at the November 20, 2007 Regular Meeting)

A motion was made by Trustee Currie, supported by Clerk Stumbo to remove this item from the table. The motion carried as follows:

Eldridge:	Yes	Currie:	Yes	Sizemore:	Absent
Ostrowski:	Yes	Jamnick:	Yes	Stumbo:	Yes
Doe:	Yes				

A motion was made by Treasurer Doe, supported by Trustee Currie to approve Resolution No. 2007-36, the 2008 Township Work Session and Board Meeting Dates (see attached).

Supervisor Jamnick stated that it did not include a January meeting date, that was to be determined. There would probably be a Special Meeting called at some time in January.

The motion carried as follows:

Eldridge:	Yes	Currie:	Yes	Sizemore:	Absent
Ostrowski:	Yes	Jamnick:	Yes	Stumbo:	Yes
Doe:	Yes				

NEW BUSINESS

1. DETERMINATION OF THE PURCHASING CLERK POSITION

A motion was made by Clerk Stumbo, supported by Treasurer Doe to freeze the Purchasing Clerk position indefinitely, and to notify the Human Resources Department of the decision and ask them to notify the AFSCME Union. The motion carried as follows:

Eldridge:	Yes	Currie:	Yes	Sizemore:	Absent
Ostrowski:	Yes	Jamnick:	Yes	Stumbo:	Yes
Doe:	Yes				

2. CONTRACT WITH GEOTRANS, INC. IN THE AMOUNT OF \$12,500 TO CONTINUE TO MONITOR A SPECIFIC AREA BEHIND THE COMMUNITY CENTER, NEAR THE GREEN OAKS GOLF COURSE, BUDGETED IN ACCOUNT #101-956-000-818-021

A motion was made by Treasurer Doe, supported by Trustee Currie to approve and authorize signing of the contract with GeoTrans, Inc. in the amount of \$12,500 to continue to monitor a specific area behind the Community Center, near the Green Oaks Golf Course, budgeted in account #101-956-000-818-021, pending attorney review. The motion carried as follows:

Eldridge:	Yes	Currie:	Yes	Sizemore:	Absent
Ostrowski:	Yes	Jamnick:	Yes	Stumbo:	Yes
Doe:	Yes				

7

Attorney Winters updated the Board on the situation with Rivergrove Village Condominiums and their failure to deposit with Liberty Title Agency (escrow agent) the sum of \$1,400,687.70 as security for the performance of developer's infrastructure obligations.

A motion was made by Trustee Currie, supported by Trustee Eldridge to authorize Attorney Winters to take appropriate action and notify the attorney for Rivergrove Village Condominiums that the escrow needed to be posted by Friday, February 8, 2008. The motion carried as follows:

Eldridge:	Yes	Currie:	Yes	Sizemore:	Absent
Ostrowski:	Yes	Jamnick:	Yes	Stumbo:	Yes
Doe:	Yes				

4. Crystal Ponds

Michael Radzik, Police Services Administrator reported on the status of the criminal investigation of the Crystal Ponds development.

UNFINISHED BUSINESS

1. AUTHORIZE POSTING AND FILLING OF PARKS & GROUNDS SUPERINTENDENT POSITION, AT A SALARY OF \$59,605 AND ENVIRONMENTAL SERVICES SUPERINTENDENT POSITION, AT A SALARY OF \$61,110 (Tabled at the December 18, 2007 Regular Meeting and the January 22, 2008 Special Meeting)

A motion was made by Clerk Stumbo, supported by Trustee Eldridge to remove the item from the table. The motion carried as follows:

Eldridge:	Yes	Currie:	Yes	Sizemore:	Absent
Ostrowski:	Yes	Jamnick:	Yes	Stumbo:	Yes
Doe:	Yes				

A motion was made by Clerk Stumbo, supported by Trustee Currie to eliminate the Environmental Specialist position, to leave the Parks & Grounds Superintendent position frozen until further notice and to continue the temporary hire of the Environmental Services Superintendent for 90-days, granted by the Teamster Union on January 14, 2008. The motion carried as follows:

Eldridge:	Yes	Currie:	Yes	Sizemore:	Absent
Ostrowski:	Yes	Jamnick:	Yes	Stumbo:	Yes
Doe:	Yes				

2. 2<sup>ND</sup> READING RESOLUTION NO. 2007-45, ORDINANCE NO. 2007-376, TO AMEND THE CODE OF ORDINANCES, CHAPTER 48 ENTITLED PROPERTY MAINTENANCE (1<sup>ST</sup> Reading approved at the December 18, 2007 Regular Meeting and tabled at the January 22, 2008 Special Meeting)

A motion was made by Clerk Stumbo, supported by Trustee Eldridge to remove the item from the table. The motion carried as follows:

Eldridge:	Yes	Currie:	Yes	Sizemore:	Absent
Ostrowski:	Yes	Jamnick:	Yes	Stumbo:	Yes
Doe:	Yes				

A motion was made by Clerk Stumbo, supported by Trustee Eldridge to approve the 2<sup>nd</sup> reading of Resolution No. 2007-45, Ordinance No. 2007-376, to amend the



Trustee Mike Martin said a motion could be made and if it passed, let everybody know this was the status on a six-month trial basis to be revisited in six months.

Treasurer Doe said that sounded great.  
Trustee Hall Currie asked if it had to go back to the Union.

Treasurer Doe said the Union understood and had agreed they did not want people hired and then laid-off. He said it was the goal to try to keep everybody working 40 hours and the Union understood the Township did not know what was going to happen with the revenue sharing.

Clerk Lovejoy Roe said a motion could be done and asked if anyone had a problem with doing it now.

Treasurer Doe asked Trustee Mike Martin if he want to make a motion.

A motion was made by Mike Martin, supported by Treasurer Doe to try the hybrid position as discussed, temporarily, on a six-month trial basis to be revisited in six months to determine if the hybrid position would become permanent or the position would be filled. The motion carried unanimously.

Supervisor Stumbo stated she wanted to make sure the Union was in concurrence with the position and that the people that applied for the position would be notified.

#### OTHER BUSINESS

#### AUTHORIZATIONS AND BIDS

##### 1. REQUEST OF RON FULTON, BUILDING DIRECTOR TO SOLICIT PROPOSALS FOR DEMOLITION OF 2404 LAKEVIEW

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve the request to solicit proposals for the demolition of 2404 Lakeview from companies licensed by the State of Michigan for asbestos abatement. The motion carried unanimously.

##### 2. REQUEST OF RON FULTON, BUILDING DIRECTOR TO ACCEPT THE LOW BID FROM CITADEL EXCAVATING FOR THE DEMOLITION OF 1353 ROLLING COURT IN THE AMOUNT OF \$9,460, FUNDED BY INSURANCE DOLLARS AND TO AUTHORIZE THE SIGNING OF THE CONTRACT, CONTINGENT UPON ATTORNEY REVIEW

Clerk Lovejoy Roe stated she received a letter from Ron Fulton, Building Director requesting the Board reject the bids received for the demolition of 1353 Rolling Court. She said there was also a request to approve the solicitation of three written bids for the complete demolition and asbestos removal of the structure and to authorize the three full-time elected officials, along with the Office of Community Standards to select the lowest most qualified proposal.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Currie to reject the bid from Citadel Excavating for the demolition of 1353 Rolling Court, to approve soliciting three proposals for the complete demolition and asbestos removal of the structure, to authorize the three full-time officials, along with the Office of Community Standards to select the lowest, most qualified proposal and authorized signing of the contract, contingent upon attorney review.

8

### LETTER OF UNDERSTANDING


(Hybrid Position – Office of Community Standards and Treasurer’s Office)

This Letter of Understanding is entered into between the Charter Township of Ypsilanti and the Ypsilanti Township Charter of AFSCME Local 3451 for the purpose of establishing a hybrid position to be shared between the Office of Community Standards and the Treasurer’s office. This position is being established due to the decrease in state shared revenue to be received by the Township and the effects of said to the Township Budget.

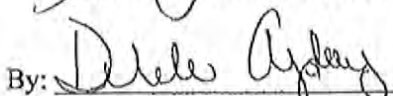
- Per the approval of the Township Board of Trustees, this position will be for a six-month trial basis beginning on Monday, April 4, 2011 through September 30, 2011. The Township Board will revisit the position at the end of the six-months to determine future needs.
- Office of Community Standards (OCS) will share an employee 50/50 with the Treasurer’s Office. The parties agree that volunteers from the OCS Department will be considered first for the purposes of filling the position. If no employees volunteer, the low senior employee in the OCS will be placed into the position.
- It is also agreed that if within the six-month trial period, the financial outlook improves and the need for a full-time position returns to the OCS department or the Treasurer’s Office, the volunteer employee will be given first choice of either returning to the OCS department or remain in the Treasurer’s Office, before posting either of the positions.
- The OCS employee will be physically located in the Treasurer’s Office, eight hours a day, five days a week. For this six-month trial period, the Treasurer’s Office will be home department with request for time off approved by the Deputy Treasurer with notification given to the Police Services Administrator.
- Should at any time within the six-month trial, the OCS Department experience a heavy or peak period or become short staffed, the shared employee shall be allowed to assist the department if doing so doesn’t create a disruption within the Treasurer’s Office.

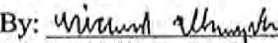
CHARTER TOWNSHIP OF YPSILANTI


AFSCME LOCAL 3451, YPSILANTI TWP.

By:   
 Larry Doe, Treasurer’s Office

By:   
 Ron Whittenberg, Chief Steward

By:   
 Debbie Agdorny, Treasurer’s Office

By:   
 Richard Ellsworth, Committee

By:   
 Mike Bzdzik, OCS Dept

By: \_\_\_\_\_  
 Edward Brown, Committee

9

**NEW BUSINESS**

1. **REQUEST OF HEALTH CARE COMMITTEE FOR AUTHORIZATION TO MOVE ALL TOWNSHIP EMPLOYEES AND RETIREES UNDER 65 TO BLUE CROSS/BLUE SHIELD (BC/BS) FLEX 3 PLAN, EFFECTIVE JANUARY 1, 2012, AUTHORIZATION FOR THE THREE FULL-TIME OFFICIALS TO SIGN THE LETTERS OF AGREEMENT WITH EACH UNION, APPROVAL OF THE 80/20 PREMIUM COST SHARING AS OUTLINED IN STATE BILL #7, IF A LABOR GROUP DOES NOT RATIFY THE HEALTH CARE LETTER OF AGREEMENT AND TO MOVE RETIREES TO THE MEDICARE ADVANTAGE PROGRAM WITH BLUE CROSS/BLUE SHIELD**

A motion was made by Treasurer Doe, supported by Trustee Eldridge to approve the request of the Health Care Committee for authorization to move all Township Board members, employees and retirees under 65 to Blue Cross/Blue Shield (BC/BS) Flex 3 Plan, effective January 1, 2012, to authorize the three full-time officials to sign the Letters of Agreement with each Union, approve the 80/20 premium cost sharing as outlined in State Bill #7, if a labor group did not ratify the Health Care Letter of Agreement and move retirees to the Medicare Advantage Program with Blue Cross/Blue Shield.

Karen Wallin, Human Resources, summarized the Health Care Committee process of selecting Marwil & Associates and their presentation to the employees and their unions last week. She felt the employees were coming together to back the program.

Dennis Doelle, of Marwil & Associates explained the program meant moving to a deductible plan, which used a third party administrator to administer deductibles for employees, thus saving the Township approximately \$450,000 and in his opinion, providing better coverage.

Clerk Lovejoy Roe commented on how well the members of the Health Committee worked together in the selection of Marwil & Associates. She felt they had successfully met their goal by meeting the State legislation requirements and saving the Township and employees money as well. She stated that the plan would result in additional savings to the Township because of reduced OPEB obligations. She thanked Trustee Mike Martin for his negotiation skills and commended Ms. Wallin for meeting with the Health Care Committee and taking a lead in the labor negotiations, at the same time helping with her mother in the hospital

Trustee Mike Martin added his appreciation to everyone who had worked to bring about this win-win plan for health care. He added that by moving into this program, the anticipated total savings would be approximately \$600,000 and the streamlined process would make it easier to use. He felt it would curb costs at the Township and provide superior benefits to employees.

Supervisor Stumbo stated that the Teamsters, 14-B Court employees and the firefighters had already agreed to the health care package and AFSCME employees would be voting tomorrow.

Mr. Doelle said it had been a pleasure working with everyone and thanked Karen Wallin for the patience she had extended to him during this process.



**LETTER OF AGREEMENT  
HEALTH CARE**

9

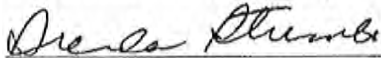
IT IS HEREBY AGREED between the Charter Township of Ypsilanti and the Ypsilanti Township Charter of AFSCME Local 3451 that the following new health care insurance plan become effective January 1, 2012 to comply with the terms of State House Bill #7. This insurance plan will become part of the successor agreement to be negotiated.

That effective January 1, 2012, the employee health care insurance coverage will be the following:

- Blue Cross/Blue Shield Flex Blue Plan #3 Medical Coverage with the Flexible Blue RX Prescription Drug Rider. The Township will provide a benefits card to pay for In-Network deductibles of up to \$2,000/per person and up to \$4,000/per family. In addition, the Township will provide an additional \$1,000/per person and \$2,000/family of \$10 generic/\$60 brand name coinsurance for prescription drugs. The benefit card will be paid for by the Township through a Healthcare Reimbursement Account established by the Township.
- Vision insurance shall be provided by Blue Cross/Blue Shield VSP Vision Plan 12-12-12 with premiums paid by the Township.
- As of January 1, 2012, dental Coverage shall be provided by Delta Dental of Michigan at the equivalent level of the current Blue Cross/Blue Shield Traditional Plus Plan.
- A summary of the benefits are attached, however, the particular plan's policy, certificates riders and related documents are provided by Blue Cross/Blue Shield of Michigan.
- That effective January 1, 2012, all employees will contribute \$20.00/per pay period to come into compliance of the Hard Cap Premium numbers established by State House Bill #7 for the year 2012.

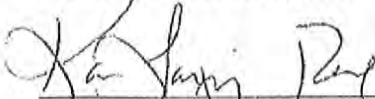
IT IS FURTHER UNDERSTOOD AND AGREED that the terms of this agreement will be reviewed by the parties on an annual basis and revised if necessary to insure that the health care plan complies with the then current requirements of state law.

CHARTER TOWNSHIP OF YPSILANTI



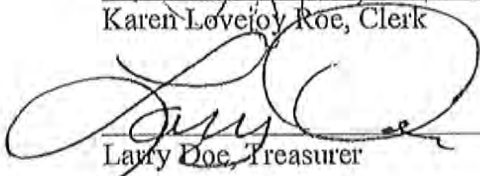
Brenda Stumbo, Supervisor

1/3/12  
Date



Karen Lovejoy Roe, Clerk

1/3/12  
Date



Larry Doe, Treasurer

1/3/12  
Date

## LETTER OF UNDERSTANDING

10

This Letter of Understanding is entered into between the Charter Township of Ypsilanti and the Ypsilanti Township Charter of AFSCME Local 3451 in regard to Article 27 - "Classification" of the AFSCME Collective Bargaining Agreement.

The following three classification titles have been revised to fall in accordance to the changes made by the State Tax Commission. Job descriptions for the three positions will remain the same with the exception of updating the certification titles needed for each classification. The certification titles have been updated to match the changes again made by the State Tax Commission. Wages for each of the classifications remain the same.

- Classification #11 revised from Appraiser I/Clerk to Michigan Certified Assessing Technician (MCAT)/Clerk
- Classification #12 revised from Appraiser II/Clerk to Michigan Certified Assessing Officer (MCAO)/Clerk
- Classification #20 revised from Appraiser III to Michigan Advanced Assessing Officer (MAAO)

CHARTER TOWNSHIP OF YPSILANTI

AFSCME LOCAL 3451

By: Karen Wallin  
Karen Wallin, HR Representative

By: Myla Foster-Harris  
Myla Foster-Harris, Chief Steward

By: Jennifer Shepardson  
Jennifer Shepardson, Committee Member

By: Lisa Garrett  
Lisa Garrett, Committee Member

11

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve Memorandum of Understanding between Ypsilanti Township and the Regional Participating Partners for 2014 Assistance for Firefighters Grant Program for Acquisition of Firefighters Safety and Survival/RIT Training and Equipment and to authorize signing of the Memorandum (see attached).

Eric Copeland, Fire Chief apprised the Board that Ypsilanti Township Firefighters had been part of a grant awarded for turnout gear in July of 2014. He stated the current grant provided RIT, Rapid Intervention Training for the firefighters.

The motion carried unanimously.

**7. REQUEST OF KAREN WALLIN, HR DEPARTMENT TO AUTHORIZE THE CREATION OF AN ADDITIONAL ORDINANCE ENFORCEMENT ASSISTANT POSITON FOR THE OFFICE OF COMMUNITY STANDARDS AND TO SEEK APPROVAL TO WAIVE EXTERNAL POSTING AND TO FILL THE POSITION INTERNALLY**

A motion was made by Treasurer Doe, supported by Trustee Eldridge to authorize the creation of an additional Ordinance Enforcement Assistant position for the Office of Community Standards and to seek approval to waive the external posting and to fill the position internally. The motion carried unanimously.

**8. RESOLUTION NO. 2014-35, BOARDS AND COMMISSIONS APPOINTMENTS AND REAPPOINTMENTS**

Clerk Lovejoy Roe read the resolution into the record.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution No. 2014-35, Boards and Commissions Appointments and Reappointments (see attached).

Supervisor Stumbo explained the Greens Commission would not be reappointed since the Golf Course would now be operated as a Department of the Township with a Director.

The motion carried unanimously.

**9. RESOLUTION NO. 2014-36 PLANNING DEPARTMENT FEE SCHEDULE**

Clerk Lovejoy Roe read the resolution into the record.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution No. 2014-36 Planning Department Fee Schedule (see attached). The motion carried unanimously.

**10. RESOLUTION NO. 2014-37 BUILDING DEPARTMENT FEE SCHEDULE**

Clerk Lovejoy Roe read the resolution into the record.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution No. 2014-37 Building Department Fee (see attached). The motion carried unanimously.

CHARTER TOWNSHIP OF YPSILANTI  
FEBRUARY 17, 2015 REGULAR MEETING MINUTES  
PAGE 9

12

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve agreement with West Shore Services Inc. for annual maintenance and inspection of twelve (12) Outdoor Warning Equipment Sites in the amount of \$4,800.00 budgeted in line item #206.206.000.933.001 (see attached).

Chief Copeland provided a brief overview of the agreement.

The motion carried unanimously.

**10. REQUEST OF KAREN WALLIN, HUMAN RESOURCES TO APPROVE DAWN SCHEITZ, MICHIGAN ADVANCED ASSESSING OFFICER (MAAO), ASSESSING DEPARTMENT, AS THE TOWNSHIP GIS SPECIALIST WITH A PAY INCREASE OF \$1.00 PER HOUR**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve Dawn Scheitz, Michigan Advanced Assessing Officer (MAAO), Assessing Department, as the Township GIS Specialist with a pay increase of \$1.00 per hour.

Supervisor Stumbo stated a detailed memo was included in the packet. She explained the Township did not have a GIS Specialist, at the present time, because no one was certified, until now. Supervisor Stumbo stated half of the increase would be covered by the OCS Department and half by the Assessing Department and the Union was in agreement.

The motion carried unanimously.

**11. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTIES LOCATED AT 2733 APPLERIDGE, 1402 WENDELL, 1014 LORI ST. , 1725 HEATHERRIDGE, 5859 BIG PINE DR., 1334 FALL RIVER, 1288 WOODGLEN, 574 BROOKSIDE AND 2578 HEARTHESIDE IN THE AMOUNT OF \$45,000.00 BUDGETED IN LINE ITEM #101.950.000.801.23**

A motion was made by Trustee Eldridge, supported by Trustee Scott Martin to authorize seeking legal action if necessary to abate public nuisance for properties located at 2733 Appleridge, 1402 Wendell, 1014 Lori St., 1725 Heatherridge, 5859 Big Pine Dr., 1334 Fall River, 1288 Woodglen, 574 Brookside and 2578 Heartheside in the amount of \$45,000.00 budgeted in line item #101.950.000.801.023.

Mike Radzik, OCS Director provided a brief overview of each vacant and abandoned house. He stated some were bank owned and many had been inspected using the Administrative Search Warrant and two had been damaged

**LETTER OF AGREEMENT  
(GIS Specialist)**



This Letter of Agreement is entered into between the Charter Township of Ypsilanti and the Ypsilanti Township Charter of AFSCME Local 3451 in regard to Article 28 - "Wage Schedule", of the AFSCME Collective Bargaining Agreement where the following shall be considered section "F".

- F. If an employee in classification 20 receives and maintains the necessary training to be named the GIS Specialist by the Charter Township of Ypsilanti, the employee shall receive a pay increase of \$1.00 per hour. The employee shall receive this increase so long as they maintain the GIS training needed and continue as the GIS Specialist.

CHARTER TOWNSHIP OF YPSILANTI

By: Karen Wallin 2/19/15  
Karen Wallin, HR Representative

AFSCME LOCAL 3451

By: Myla Foster-Harris  
Myla Foster-Harris, Chief Steward

By: Andrew Miars 2/19/15  
Andrew Miars, Committee Member

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



**Human Resource  
Department**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-0065  
Fax: (734) 484-5160  
[ytown.org](http://ytown.org)

## MEMORANDUM

12

**TO:** Charter Township of Ypsilanti Board of Trustees

**FROM:** Karen Wallin, HR Department  
Linda Gosselin, Assessor  
Mike Radzik, OCS Director

**DATE:** February 9, 2015

**RE:** Request authorization to approve Dawn Scheitz, Michigan Advanced Assessing Officer (MAAO) from the Assessing Department, as the Township GIS specialist with an increase of \$1.00/hour.

During the past several months, the needs of the Assessing Department and Office of Community Standard have been reviewing their need for a dedicated GIS contact. In the position that Dawn Scheitz currently holds within the Assessing Department, she oversees the GIS software program maintaining the necessary training to make changes, correction and updates to the program. Receiving and maintaining the most up to date training has allowed her to become the Township liaison between Washtenaw County, State of Michigan and various Title Companies. Dawn's performance on verifying and updating data in regard to land maps with the GIS system allowed the Township to be one of only two jurisdictions in Washtenaw County pass the recent Audit of Minimum Assessing Requirements (AMAR) review. Naming Dawn as the Township's GIS Specialist would give the Township a point person for all GIS data updates, maps and special projects.

I would like to recommend an increase in wage of a \$1.00 per hour. The increase in wage would be split between the Assessing Department 101-209-000-706-013 and Office of Community Standards 101-371-000-706-013 and 266-301-000-706-013.

The AFSCME union representatives have been made aware of this request to the Township Board and are in full support. Upon approval of the Township Board a "Letter of Agreement" will be presented to them for signature.

Your consideration in this matter is appreciated. Should you have any additional questions, please feel free to contact me, Linda Gosselin or Mike Radzik.

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



*Charter Township of Ypsilanti*

**Assessor's Office**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 487-4927  
Fax: (734) 484-5159

12

TO: Brenda Stumbo, Supervisor  
Karen Wallin, Human Resources

FROM: Linda Gosselin, Assessor      Brian McCleery, Assistant Assessor      Mike Radzik, Community Standards

DATE: 01/25/2015

RE: Request for GIS specialist

After a review of the current needs of the Assessment and Community Standards Offices we are requesting approval of the Appraiser III position held by Dawn Scheitz be upgraded to an Appraiser III/GIS Specialist position.

In her current position of Appraiser III, Dawn has taken on the Township responsibility to oversee the GIS software program. She is currently the liaison between Washtenaw County, State of Michigan, Title Companies and the Township. Our data is relied upon for accuracy to distribute to other entities such as the Drain Commission for their use. She is trained on the current operations of the GIS program and maintains frequent training and updates to allow her to make changes, corrections and updates. She is also responsible for legal description accuracy on all Township properties.

An update of this position would allow the Assessing Department to reallocate assignments. The GIS liaison would give the Township a point person for all of our GIS data updates, maps and special projects. The most current Audit of Minimum Assessing Requirements (AMAR) review recently conducted by the State Tax Commission required GIS land maps for our jurisdiction. Dawn's performance for the Township allowed us to be one of only two jurisdictions in Washtenaw County to pass the review.

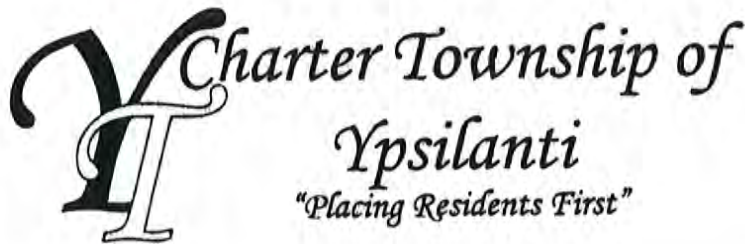
The request is for the Department of Assessment and Community Standards to each contribute \$1040.00 dollars from their 2015 budget and all future budgets going forward to achieve this upgrade.

Your consideration on this matter is appreciated.

Linda Gosselin, Assessor

Mike Radzik, Community Standards.

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



Office of Community  
Standards

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 485-3943  
Fax: (734) 484-5151  
www.ytown.org

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**Memorandum**

**To:** Karen Wallin, HR Director  
**Cc:** Mike Radzik, OCS Director  
**From:** Joe Lawson, Planning Director  
**Date:** February 9, 2015  
**Re:** GIS Position

12

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It has come to my attention that there may be an opportunity for a current employee, Dawn Scheitz, to take on additional duties as it relates to the overall maintenance of the Township's Geographical Information System (GIS).

From time to time, departments within the township, including my own have a need for very specific and specialize mapping that requires a knowledgeable person to utilize and get the most of our internal GIS system. As we do not currently have a dedicated position relating to our GIS software, I agree that having such a person, even part-time, with ongoing and updated training on the software would be a benefit not only to the planning department but the Township as a whole. As Ms. Scheitz is already familiar with the basics of the software and currently oversees the overall maintenance in relation to the parcel layers that populate the County and our internal GIS system, it is my opinion and Ms. Scheitz is the best person suited to fulfill this roll.

I am happy to assist in any way possible to make this position a reality.

If you should have any questions or wish to discuss this position further, I am happy to make myself available.



13

OLD BUSINESS

1. 2<sup>ND</sup> READING OF RESOLUTION NO. 2015-15, ORDINANCE NO. 2015-447, AN ORDINANCE TO AMEND CHAPTER 22 OF THE CODE OF ORDINANCES BY REPEALING CURRENT CHAPTER 22, ARTICLE IV REGARDING PEDDLER'S LICENSES (1<sup>ST</sup> READING HELD AT THE MAY 19, 2015 REGULAR MEETING)

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve the 2<sup>nd</sup> Reading of Resolution No. 2015-15, Ordinance No. 2015-447, an Ordinance to amend Chapter 22 of the Code of Ordinances by repealing current Chapter 22, Article IV regarding Peddler's Licenses (see attached).

Supervisor Stumbo stated, as was discussed in the Work Session, the only change from the 1<sup>st</sup> reading would be regarding the time frame, changing it from 9:00 a.m. to dusk, to 9:00 a.m. to sundown.

Clerk Lovejoy Roe mentioned the changes had been made and read the amended Resolution into the record.

The motion carried as follows:

S. Martin: Yes      Stumbo: Yes      Roe: Yes      Doe: Yes  
M. Martin: Yes

NEW BUSINESS

1. BUDGET AMENDMENT #8

Clerk Lovejoy Roe provided a brief overview of Budget Amendment #8.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Scott Martin to approve Budget Amendment #8 (see attached). The motion carried unanimously.

2. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL OF UPDATES TO THE EQUAL EMPLOYMENT OPPORTUNITY AND NEPOTISM POLICIES LOCATED WITHIN THE YPSILANTI TOWNSHIP POLICY AND PROCEDURE MANUAL

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve updates to the Equal Employment Opportunity and Nepotism Policies located within the Ypsilanti Township Policy and Procedure Manual (see attached). The motion carried unanimously.

3. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR AUTHORIZATION TO CHANGE THE PART TIME IT HELP DESK POSITION TO A REGULAR FULL TIME HOURLY POSITION WITHIN THE TEAMSTER BARGAINING UNIT AND TO WAIVE EXTERNAL POSTING OF THE POSITION AND FILL INTERNALLY

A motion was made by Clerk Lovejoy Roe, supported by Trustee Scott Martin for authorization to change the part time IT Help Desk Position to a regular full time hourly position within the Teamster Bargaining Unit and to waive external posting of the position and fill internally.

13

Supervisor Stumbo stated this item would have to come back to the Board for a Budget Amendment.

The motion carried unanimously.

4. REQUEST OF LARRY DOE TO PURCHASE FIVE (5) YEARS GENERIC RETIREMENT SERVICE CREDIT FROM MERS AND AUTHORIZE SIGNING OF THE MERS GOVERNING BODY RESOLUTION

A motion was made by Clerk Lovejoy Roe, supported by Trustee Scott Martin to allow Larry Doe to abstain.

The motion carried as follows:

S. Martin: Yes      Stumbo: Yes      Roe: Yes      Doe: Abstain  
M. Martin: Yes

A motion was made by Clerk Lovejoy Roe, supported by Trustee Mike Martin to approve Larry Doe to purchase five (5) years Generic Retirement Service Credit from MERS and to authorize signing of the MERS Governing Body Resolution. The motion carried with one (1) abstention.

5. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL OF JOB DESCRIPTION, POSTING AND FILLING OF QUALITY ASSURANCE SPECIALIST

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to approve request of Karen Wallin, Human Resources for approval of job description, posting and filling of Quality Assurance Specialist.

Supervisor Stumbo stated this item had been discussed at several previous meetings and at the Work Session this evening. She reported this item would also require a Budget Amendment to be brought back to the Board at the next meeting.

The motion carried unanimously.

6. RESOLUTION 2015-17, PEDDLER LICENSE FEE SCHEDULE

Clerk Lovejoy Roe read the Resolution into the record.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution 2015-17 (see attached). The motion carried unanimously.

7. RESOLUTION 2015-18, ADOPTION OF FREEDOM OF INFORMATION ACT PROCEDURES AND GUIDELINES AND PUBLIC SUMMARY OF FREEDOM OF INFORMATION ACT PROCEDURES AND GUIDELINES

Clerk Lovejoy Roe read the Resolution into the record.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution 2015-18, adoption of Freedom of Information Action Procedures and Guidelines and Public Summary of Freedom of Information Act Procedures and Guidelines (see attached). The motion carried unanimously.

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
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Human Resource  
Department

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Phone: (734) 484-0065  
Fax: (734) 484-5160  
ytown.org

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## MEMORANDUM

13

**TO:** Charter Township of Ypsilanti Board of Trustees

**FROM:** Karen Wallin, HR Department  
Mike Radzik, OCS Director

**DATE:** June 8, 2015

**RE:** Request authorization to have the temporary part-time IT Help Desk position moved to a regular full-time hourly TEAMSTER position and seeking approval to waive external posting and to fill the position internally.

Over the last few years, the IT Department has been staffed by 2 full-time employees (one dedicated to the Township web-site) and a temporary part-time employee. As new IT technology has been introduced and rolled out to the Township workforce the work flow within the IT Department has continued to increase.

In 2014 when the temporary part-time position became vacant, the position was advertised. We received limited interest in the part-time position, and found it difficult to attract qualified candidates. After a number of interviews, a job offer was made to David Maynard. He began his duties with us on December 1, 2014 working part-time until February at which time I petitioned the board for an increase to 40 hours per week for a period of 120 days. Having the IT Help Desk position covered at 40 hours a week has proven to be a great benefit to not only the IT Department but the entire Township workforce.

Since David has been with the Township, he has continued to seek opportunities on his own to further his IT skills and knowledge. David has demonstrated a high level of professionalism and has exceeded the expectations of the department. His rapport with the employees is outstanding and his willingness to assist has been recognized by all.

To meet the increasing needs of the IT Department and to move forward without delay, we would like to recommend that the temporary part-time IT position be reclassified as a full-time IT position, that the posting requirement is waived, and a full-time employment offer be extended to David Maynard with a starting salary of \$19.00/per hour.

CHARTER TOWNSHIP OF YPSILANTI  
DECEMBER 15, 2015 REGULAR BOARD MEETING MINUTES  
PAGE 4

14

5. REQUEST OF KAREN WALLIN, HUMAN RESOURCES SPECIALIST TO POST AND FILL THE VACANT ORDINANCE ENFORCEMENT ADMINISTRATOR POSITION WITHIN THE TEAMSTER BARGAINING UNIT AND TO WAIVE EXTERNAL POSTING OF THE POSITION

A Motion was made by Trustee Eldridge, supported by Trustee M. Martin to Approve the Request of Karen Wallin, Human Resources Specialist to Post and Fill the Vacant Ordinance Enforcement Administrator Position Within the Teamster Bargaining Unit and to Waive External Posting of the Position.

The motion carried unanimously.

6. 2016 CONTRACTS AND RENEWALS

A Motion was made by Trustee Eldridge, supported by Trustee S. Martin to Approve the 2016 Contracts and Renewals (see attached).

The motion carried unanimously.

7. RESOLUTION 2015-52, BOARDS AND COMMISSIONS APPOINTMENTS AND REAPPOINTMENTS

A Motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Resolution 2015-52, Boards and Commissions Appointments and Reappointments (see attached).

The motion carried unanimously.

OTHER BUSINESS

AUTHORIZATION AND BIDS

1. REQUEST OF JUSTIN BLAIR, DIRECTOR OF GOLF TO AWARD LOW BID TO SPARTAN DISTRIBUTORS FOR THE LEASE OF SIXTY EIGHT (68) TXT GAS POWERED GOLF CARTS IN THE AMOUNT OF \$96.73 PER CART, PER MONTH ONE (1) CUSHMAN HALLER 1200 BEVERAGE CART IN THE

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
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Human Resource  
Department

7200 S. Huron River Drive  
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Phone: (734) 484-0065  
Fax: (734) 484-5160  
ytown.org

## MEMORANDUM

14

**TO:** Charter Township of Ypsilanti Board of Trustees

**FROM:** Karen Wallin, HR Department  
Mike Radzik, OCS Director

**DATE:** December 7, 2015

**RE:** **Request authorization to post and fill a second Ordinance Enforcement Administrator position within the TEAMSTER Bargaining Union with proposed salary schedule.**

As discussed during the December 1, 2015 Work Session, a request is being forwarded to post and fill a second Ordinance Enforcement Administrator position with the TEAMSTER Bargaining Union.

Prior to December 31, 2012 the Ordinance Department employed (2) Ordinance Enforcement Administrators. Upon the retirement of one of those Administrators, the decision was made to not fill the Administrator position however the Ordinance Enforcement Assistant position was created and filled in April of 2013. Currently the Ordinance Department is staffed by 1 full-time Ordinance Enforcement Administrator performing field work as well as front line supervision to 3 full-time and 1 part-time Ordinance Enforcement Assistants.

With the anticipation of adding apartment and mobile home rentals to the inspection program in 2016 and the current work load of the Ordinance Administrator, as detailed by Mike Radzik in the attached document, filling the vacant Administrator position is now critical.

Discussions have occurred with the TEAMSTER Bargaining Unit and they have agreed to waive external posting of the position to allow for internal qualified candidates first bid rights. Should an internal candidate not post for the position, the external posting process would begin.

We are recommending a starting salary of \$46,000/annually with a \$1,500 increase upon successful completion of a six month probationary period and a \$1,500 increase effective January 1, 2017.

At this time, I would like to formally request authorization from the Township Board to move forward with posting and filling a second Ordinance Enforcement Administrator position. Your consideration in this matter is appreciated. Should you have any additional questions, please feel free to contact me or OCS Director, Mike Radzik.

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

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

To: Karen Wallin, Human Resources Specialist  
From: Mike Radzik, OCS Director  
Copy: Brenda Stumbo, Supervisor  
Re: **Request to post and fill vacant Ordinance Enforcement Administrator position**  
Date: December 7, 2015

14

### Proposal

Per our previous discussions, I would like to post and fill the existing/vacant position of Ordinance Enforcement Administrator (Administrator) effective with Board approval at the start of the new budget year on January 4, 2016. Funding to support this proposal is approved in the 2016 Ordinance Department budget.

### Background

There is at least one qualified employee in the Ordinance Enforcement Assistant (Assistant) classification. I anticipate being able to award the position to an internal candidate within the framework of the Teamster agreement. Teamster leadership has agreed to waive the external posting requirement in this instance because it will not be necessary and an internal award will help foster positive morale and further enhance our current team.

Please note that I am *not* proposing to hire a new employee at this time to back-fill any Assistant vacancy created by this proposal. As discussed several times with the Board of Trustees, Chief Building Official Alex Mamo and I will be seeking approval to expand the rental housing program to include multiple and mobile home housing units within the next 3-4 months. That program expansion will require up to two additional Assistant positions and a clerical position. I anticipate requesting approval for those new positions at that time. Financing for the expansion will initially come from the fund balance of Fund 248 and then eventually by fee revenue as the program ramps up during 2016.

### Demonstrated Need

To help understand the need to fill the second Administrator position now, I have analyzed the existing inspection workload and considered the planned rental housing program expansion.

For reference, there are differences that distinguish the Administrator and Assistant positions:

- Assistants are hourly employees eligible for overtime; Administrators are salaried employees.

## CHARTER TOWNSHIP OF YPSILANTI

14

- Assistants primarily handle scheduled rental housing and vacant building inspections with cooperative property owners. Assistants also handle routine code enforcement such as vegetation, blight and solid waste complaints.
- Administrators primarily handle more complex investigations involving difficult situations with uncooperative or absentee property owners. These cases include condemnations, complex zoning violations, assistance to legal counsel and enforcement of court orders, vacant property inspections that require administrative search warrants, and assistance to the sheriff's office in conjunction with criminal investigations.
- In addition to carrying a full caseload, Administrators also provide basic supervision and direction to Assistants in the field. To demonstrate caseloads, I analyzed inspection activity for the period Jan 1 – Nov 30, 2015:

	Administrator	Assistant 1	Assistant 2	Assistant 3	Assistant 4*
Code Enforcement Inspections	2,443	2,030	1,094	2,974	93
Rental Housing Cert Inspections	486	207	1,365	1,680	1,075
Vacant Residential Cert Inspections	544	373	321	23	0
Vacant Commercial Cert Inspections	2	2	6	1	0
<b>Total Inspections (All Types)</b>	<b>3,475</b>	<b>2,612</b>	<b>2,786</b>	<b>4,678</b>	<b>1,168</b>

\*Assistant 4 is part time

The above chart shows completed inspections for code enforcement and the various certification programs. An individual case may be completed with a single inspection or may require multiple inspections over time. As you can see, our existing Administrator carries a full caseload in addition to supervising the Assistants, and this group works very well together as a team. Some of the Administrator's inspections are administrative in nature and he fills in when Assistants use benefit time off.

The Assistant's workload tends to be specialized, although each is fully trained in all areas of work. For example, Assistant 1 is the only team member skilled to write search warrants (95 so far this year) and is more heavily involved in non-compliant vacant property cases and rental housing intervention due to police action. Assistant 2 does scheduled rental and vacant housing inspections, while Assistant 3 does scheduled rental inspections and handles the bulk of vegetation complaints. Assistant 4 works part time almost exclusively doing rental housing inspections. All of the Assistants also do general code enforcement.

As discussed, we plan to expand the rental housing program to include apartments and rented mobile home units. Alex predicts we will need one, or possibly two additional Assistants to service the program expansion which will in turn require more supervision and training. We plan to bring this proposal to the Board of Trustees for consideration within a few months and so it makes sense to prepare by filling the Administrator position in January.

## CHARTER TOWNSHIP OF YPSILANTI

14

### **Salary Recommendation**

There is a significant gap between the 2016 Assistant hourly rates and the 2016 Administrator salary, and the current Administrator has 17 years seniority in the position. You will recall that three years ago we replaced a retiring Administrator with the newly created Assistant position at a lower pay rate designed to save money. There is no salary range or seniority incentive for the Administrator position within the framework of the Teamster contract; therefore I am recommending a salary schedule for this position based on the totality of circumstances.

After reviewing the scheduled increases for 2016-17 for existing Teamster positions in both job classifications and considering the relative seniority of our existing pool of Assistants, I am recommending a starting salary of \$46,000 with scheduled \$1,500 increases at six and twelve month intervals contingent upon satisfactorily completing a probationary period.

This recommendation will cover through the end of 2017 and coincides with the expiration of the current Teamster agreement, so it will not require further salary negotiation until the contract expires.

I would like to bring this proposal to the Board of Trustees for consideration at its December 15, 2015 regular meeting. Thank you for your time and expertise working through this process.



15

2. 1<sup>st</sup> READING OF RESOLUTION 2016-51, PROPOSED ORDINANCE 2016-470 AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF YPSILANTI CODE OF ORDINANCES, CHAPTER 48 ENTITLED PROPERTY MAINTENANCE TO ADD A PROVISION REGARDING SNOW REMOVAL FROM SIDEWALKS AND SNOW EMERGENCIES

A motion was made by Treasurer Doe, supported by Trustee S. Martin to be tabled until next board meeting.

Eldridge:	Yes	S. Martin:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	No

3. RESOLUTION 2016-52, AMENDED RENTAL HOUSING INSPECTION PROGRAM FEE SCHEDULE

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Resolution 2016-52, Amended Rental Housing Inspection Program Fee Schedule (see attached).

Mike Radzik, OCS Director explained the fee schedule which now includes rental apartments, manufactured housing for both owner occupied and rentals. Mr. Radzik stated there were 67 apartment complexes in the township, 675 individual buildings within the apartment complexes and 6890 individual units within the apartment complexes. He said that they assume approximately 75% of the existing manufactured homes are rentals and there are about 1280 manufactured housing sites approved by the State of Michigan in the 7 parks in Ypsilanti Township. Mr. Radzik explained each fee for the different dwellings. Supervisor Stumbo stated that its' a great program and thanked Mr. Radzik for putting it together.

The motion carried unanimously.

4. REQUEST OF MIKE RADZIK, DIRECTOR OFFICE OF COMMUNITY STANDARDS FOR THE AUTHORIZATION TO ADD ONE ADDITIONAL FLOATER II/CLERK III POSITION TO THE OFFICE OF COMMUNITY STANDARDS FUNDED IN THE AMOUNT OF \$19,790.00 IN THE HOUSING AND BUSINESS INSPECTION BUDGET (248)

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Request of Mike Radzik, Director Office of Community Standards for the Authorization to Add One Additional Floater II/Clerk III Position to the Office of Community Standards Funded in the Amount of \$19, 790.00 in the Housing and Business Inspection Budget (248).

The motion carried unanimously.

16

4. REQUEST OF ANGELA VERGES, RECREATION SUPERINTENDENT TO PURCHASE A SOFTWARE UPGRADE FROM RECTRAC, A SINGLE SOURCE VENDOR, IN THE AMOUNT OF \$7,705.00 BUDGETED IN LINE ITEM 101-266-000-977-001

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Request of Angela Verges, Recreation Superintendent to Purchase a Software Upgrade from Rectrac, a Single Source Vendor, in the Amount of \$7,705.00 Budgeted in Line Item 101-266-000-977-001.

The motion carried unanimously.

5. REQUEST OF KAREN WALLIN, HUMAN RESOURCE GENERALIST FOR AUTHORIZATION TO CREATE AN ASSISTANT I.T. MANAGER POSITION WITHIN THE TEAMSTER BARGAINING UNIT WITH PROPOSED SALARY OF \$55,000.00 PER YEAR AND TO WAIVE EXTERNAL POSTING AND FILL THE POSITION INTERNALLY.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Request of Karen Wallin, Human Resource Generalist for Authorization to Create an Assistant I.T. Manager Position within the Teamster Bargaining Unit with Proposed Salary of \$55,000.00 per year and to Waive External Posting and Fill the Position Internally.

Karen Wallin, Human Resource Generalist stated that with increase of IT services it was decided that we were in need of this Manager position. Trustee Wilson asked if the Help Desk employee was getting this position would be rehiring for the help desk. Trustee Eldridge asked who would be doing the Help Desk responsibilities and Ms. Wallin said the Manager would continue to do both.

The motion carried unanimously.

6. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 1635 WISMER, 618 BAGLEY, 456 HAYES, 1715 BEVERLY, 2355 WIARD AND 1711/1731 CADILLAC IN THE AMOUNT OF \$35,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to Approve the Request of Mike Radzik, OCS Director for Authorization to Seek Legal Action if Necessary to Abate Public Nuisance for Property Located at 1635 Wismer, 618 Bagley, 456 Hayes, 1715 Beverly, 2355 Wiard and 1711/1731 Cadillac in the Amount of \$35,000.00 Budgeted in Line Item #101-950-000-801-023.

The motion carried unanimously.

CHARTER TOWNSHIP OF YPSILANTI  
FEBRUARY 21, 2017 REGULAR BOARD MEETING MINUTES  
PAGE 4

17

3. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR FOR AUTHORIZATION OF AGREEMENT WITH OHM TO REPACKAGE AND REBID THE GREEN OAKS GOLF COURSE CART PATH IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$3,900.00 BUDGETED IN LINE ITEM #101-956-000-801-000

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell-Roe to Approve Request of Jeff Allen, Residential Services Director for Authorization of Agreement with OHM to Repackage and Rebid the Green Oaks Golf Course Cart Path Improvements in an Amount Not to Exceed \$3,900.00 Budgeted in Line Item #101-956-000-801-000 (see attached).

The motion carried unanimously.

4. REQUEST OF MICHAEL RADZIK, OCS DIRECTOR FOR APPROVAL OF FIVE (5) SEPARATE AGREEMENTS WITH THE WASHTENAW COUNTY ROAD COMMISSION TO INSTALL TRAFFIC CALMING DEVICES ON ALLEN RD. (\$21,404.00), BERWICK DR. (\$40,941.00), RACHEL DR. (\$34,028.00), N. CLUBVIEW DR. (\$45,344.00), AND S. CLUBVIEW DR. (\$25,732.00) IN AN ESTIMATED TOTAL AMOUNT OF \$166,999.00 BUDGETED IN LINE ITEM #101-446-000-818-022

A motion was made by Treasurer Doe, supported by Trustee Wilson to Approve the Request Of Michael Radzik, OCS Director for Approval of Five (5) Separate Agreements with the Washtenaw County Road Commission to Install Traffic Calming Devices on Allen Rd. (\$21,404.00), Berwick Dr. (\$40,941.00), Rachel Dr. (\$34,028.00), N. Clubview Dr. (\$45,344.00), and S. Clubview Dr. (\$25,732.00) in an Estimated Total Amount of \$166,999.00 Budgeted in Line Item #101-446-000-818-022 (see attached).

Arloa Kaiser, Township Resident asked why all street costs weren't the same. Supervisor Stumbo stated some of the streets were longer and needed more speed humps.

The motion carried unanimously.

5. REQUEST OF KAREN WALLIN HUMAN RESOURCES FOR APPROVAL TO MOVE ONE PART TIME CUSTODIAL POSITION TO FULL TIME AND TO POST INTERNALLY IN THE AMOUNT OF \$43,371.95

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Request of Karen Wallin Human Resources for Approval to Move One Part Time Custodial Position to Full Time and to Post Internally in the Amount of \$43,371.95.

The motion carried unanimously.



Current posting

Charter Township of Ypsilanti

## FLOATER II/CLERK III

(Clerk's Office)

Seeking a full-time energetic team player to serve within the fast paced Township Clerk's Office. Candidate must possess skill in developing written correspondence including proper use of grammar, editing capabilities, composing, proofreading, taking minutes and report writing. Clerical, computer and office skills required including data entry, electronic filing, email, phone operations, copy machines, message taking and internet use.

**Applicants must:**

- Be available to work all elections
- Have experience in team work, problem solving, conflict resolution, empathy and diplomacy
- Type 50 wpm
- Have High School Diploma or G.E.D. with two years' experience involving public contact.

Qualified candidates will be tested and interviewed to validate skills

Starting Salary: \$18.95/hr

Job description and application is available at: [www.ytown.org](http://www.ytown.org) or in the HR Department at the Township Civic Center, 7200 S. Huron River Dr., Ypsilanti, MI.

Closing Date: Friday, February 6, 2015

Equal Opportunity Employer

Current Job  
Description

**Charter Township of Ypsilanti**

**FLOATER II/CLERK III**

**Summary**

This is an ambulant clerical position that may be assigned as needed to any department. Performs responsible clerical work requiring the skillful use of the typewriter, computer, calculator and telephone. Assists the public at the counter and on the telephone.

**Supervision Received**

Supervised by the Director or Deputy of the assigned department who advises on unusual work situations and checks the more difficult projects in progress and upon completion. Routine duties are performed with independence according to established procedures and practices.

**Responsibilities and Duties**

An employee in this position may be called upon to do any or all of the following essential duties: (These examples do not include all duties which the employee may be expected to perform).

1. Performs general office and record keeping functions for the assigned department.
2. Acts as a receptionist receiving communications, making and receiving phone calls, setting up appointments and routing calls to the appropriate staff person.
3. Assist the public by telephone and in person by answering inquiries on general policy, programs, and procedures whereby familiarity with departmental operations is essential and by disseminating information and materials.
4. Take payment for and record permits, fees and registrations. Issue receipts and permits as required.
5. Make postings, reconcile and balance receipts.
6. Compose routine correspondence and rough draft report narratives and tabulations.
7. Prepare correspondence, reports and minutes from source documents, audio tape, or rough draft reviewing for correct structure, grammar and math using professional secretarial standards on style and format to obtain a final document.
8. Collect and input data for the preparation and maintenance of clear and concise records, files and charts. Check the accuracy and completeness of records, forms, documents and attachments according to procedure or by comparison with original sources.

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**KAREN LOVEJOY ROE**  
*Treasurer*  
**LARRY J. DOE**  
*Trustees*  
**STAN ELDRIDGE**  
**HEATHER JARRELL ROE**  
**MONICA ROSS WILLIAMS**  
**JIMMIE WILSON JR.**



**Human Resource  
Department**

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[ytown.org](http://ytown.org)

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## MEMORANDUM

**TO:** Charter Township of Ypsilanti Board of Trustees

**FROM:** Karen Wallin, HR Department

**DATE:** July 18, 2017

**RE: Request approval to create and post an “Election Specialist” (Classification #19) position within the AFSCME Bargaining Union**

Over the last 2 years, a number of changes have taken place within the Clerk’s Department staffing. These changes have resulted in the need for a lead staff member to focus on just Election duties.

Recently one of the Floater II/Clerk III employees from the Clerk’s Department signed a lateral posting and moved into the Treasurer’s Department leaving a vacant position within the Clerk’s Department. After reevaluating the staffing needs of her department, Clerk Roe approached the Human Resource Department requesting a new position entitled “Election Specialist”. As there is a vacant position within the Clerk’s Department at this time, it is felt that this may be the opportune time to approach the Board of Trustees with the request to create and fill a new position of “Election Specialist” (Classification #19) within the AFSCME Bargaining Union.

We anticipate a Floater II/Clerk III from the Clerk’s Department posting for the “Election Specialist” and that Floater II/Clerk III position would not be back filled. The Floater II/Clerk III position left vacant from the earlier posting; would be filled internally.

We are requesting authorization to create and fill the “Election Specialist” position (Classification #19) at a salary of \$25.15 an increase of \$2.54 from the Floater II/Clerk III position.

I have had discussion with the AFSCME Bargaining Union Chief Steward and he is in support of the creation, posting and filling of the “Election Specialist” position.

Your consideration in this matter is appreciated.

# Charter Township of Ypsilanti

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## *Election Specialist*

### **Summary**

Under the Direction of the Township Clerk, perform all administrative and functional tasks related to the conduct of Elections. Provides Township Clerk and Deputy Clerk with direction and requirements for election deadlines and legal requirements and works cooperatively with Township Clerk and Deputy Clerk on all decisions regarding election preparation and implementation assuring successful operation of Elections. The Election Specialist assigns election tasks and directs election workflow for Floater II/Clerk III staff within the Clerk's Department, under the direction of the Township Clerk. The Election Specialist performs other Floater II/Clerk III duties in the Clerk's office not related to elections as assigned.

### **Supervision Received**

Performs functions of election administration and other Clerk Department duties independently on a daily basis under the overall direction of the Township Clerk.

### **Responsibilities and Essential Duties**

An employee in this position may be called to do any or all of the following essential duties: Examples do not include all of the duties the employee may be expected to perform).

The following job functions are the responsibility of the Election Specialist who is responsible for the effective operation of all Township elections. Analyze election workflow and requirements and delegate and assign election related duties to Floater II/Clerk III staff in the Clerk's department under Supervision and consultation with the Clerk during the preparation and follow up to elections, including staffing requirements and assignments on election day.

1. Update Voter Master Card Files, voter registration documents and maintenance of same, Maintain QVF System and updates as required.
2. Process and Record Absentee Ballots Including: Processing Requests and the Preparation of Absentee Ballot Applications for mailing, Record Absentee Ballot Application Information in QVF system, Prepare and Mail all Absentee Ballots and preparation for Absentee Count Board.
3. Recruit and Assign Election Set-Up Crew and Preparation Meetings. Arrange polling locations and equipment delivery set-up/pick-up dates and times.
4. Recruit, Train and Assign Election Inspectors for Elections. Confirm all Election Inspectors are current with necessary certifications and process Pay for Election Inspectors following elections.
5. Schedules and Prepares Election Commission Meetings as Required by Law. Assures Publishing/Posting/Website Postings of Election Notices as Required by Law.

6. Responsible for accurate testing of all Election Equipment and ensuring proper operation of equipment. Identify and resolve problems as needed.
7. Order supplies for voter registration and Elections. Prepare all supplies required at Precincts for Election Inspectors including Ballots.
8. Respond to questions of a Technical and Legal Nature regarding Election Procedures.
9. Update street indexes and precinct maps including precinct locations and boundaries. Design Communications and coordinate notifications of precinct consolidations.
10. Under the direction of the Township Clerk, responsible for training and assigning election tasks to Floater II/Clerk III and temporary staff within the Clerk's Department.
11. Assist in Interpretation and Implementation of related Laws, Rules and Regulations, seeking County Clerk and Bureau of Elections direction as needed. Update Township Clerk and Deputy Clerk on Election related updates, changes and problems along with providing solutions and implementation.
12. Prepare for Election Audits and all Election follow up requirements.
13. Perform all essential duties of the Floater II/Clerk III classification as needed.

#### **Essential Functions, Qualifications and KSA's for Employment**

All of the following functions, qualifications, knowledge, skills and abilities are essential. An employee in this position upon appointment should have the equivalent of the following:

- Knowledge of legal requirements, practices and principles of elections, equipment and supplies utilized for elections.
- Associates Degree or higher educational level or related equivalent employment experience in Municipal Elections that match the election responsibilities, duties and functions required.
- Ten years Election experience is preferred.
- Ability to analyze necessary workflow and deadlines and assign co-workers required assignments.
- Ability to train co-workers in essential functions, duties and responsibilities as needed.
- Ability to communicate effectively and recommend to Township Clerk and Deputy Clerk requirements and staff assignments for Election preparation and follow up.
- Knowledge of office practices and procedures, business English, spelling, punctuation and math.
- Skill in operation of office and Election equipment.
- Ability to communicate effectively in writing and verbally in person and on the telephone.
- Interpersonal skills to develop and maintain effective working relationships with the public, co-workers, officials and election inspectors.
- Must be able to become a Notary.
- Skill in the use of Microsoft Office including Word and Excel.
- Good vision, hearing and speech to perform Essential Responsibilities, Duties and Functions Required.



# CHARTER TOWNSHIP OF YPSILANTI ORDINANCE NO. 2017-474

**An ordinance to amend Chapter 62, Article IV, Section 62-77 of the Code of Ordinances, Charter Township of Ypsilanti, to increase sewage disposal service rates.**

**BE IT ORDERED BY THE CHARTER TOWNSHIP OF YPSILANTI, that:**

Section 62-77 of Chapter 62, Article IV of the Code of Ordinances be revised as follows:

For all billings rendered prior to October 1, 2017, existing sewage disposal service rates shall prevail. For all billings rendered on or after October 1, 2017, charges for sewage disposal services shall be as provided for in Schedule A, for each bimonthly (two-month) period:

**Schedule A:**

Meter Size (inch)	Allowed Usage Cubic Feet	CAPITAL CHARGE		OM&R		TOTAL	
		Contract Community	All Others	Contract Communities	All Others	Contract Community	All Others
5/8-3/4	600	\$1.45	\$1.45	\$19.38	\$23.99	\$20.83	\$25.44
1	1000	\$2.44	\$2.44	\$32.40	\$40.84	\$34.85	\$43.29
1-1/2	2100	\$5.34	\$5.34	\$66.48	\$83.97	\$71.82	\$89.31
2	4000	\$9.70	\$9.70	\$128.24	\$161.40	\$137.94	\$171.11
3	9000	\$21.85	\$21.85	\$279.86	\$361.14	\$301.71	\$382.99
4	16200	\$39.33	\$39.33	\$533.85	\$650.88	\$573.18	\$690.21
6	36000	\$87.41	\$87.41	\$1,151.04	\$1,448.52	\$1,238.44	\$1,535.94
8	66000	\$160.20	\$160.20	\$2,100.78	\$2,645.96	\$2,260.97	\$2,806.15
10	102000	\$243.93	\$243.93	\$3,251.84	\$4,094.48	\$3,495.77	\$4,338.42
12	150000	\$364.11	\$364.11	\$4,786.57	\$6,025.77	\$5,150.68	\$6,389.89

For all usage in excess of allowed usage, the rate per 100 cubic feet shall be as follows:

	CAPITAL CHARGE	OM&R	TOTAL
Contract Communities	\$0.244	\$2.098	\$2.34
All Others	\$0.244	\$2.211	\$2.46



YPSILANTI COMMUNITY UTILITIES AUTHORITY

2777 STATE ROAD  
YPSILANTI, MICHIGAN 48198-9112  
TELEPHONE: 734-484-4600  
WEBSITE: [www.ycua.org](http://www.ycua.org)

July 31, 2017

**VIA EMAIL and USPS**

CHARTER TOWNSHIP of YPSILANTI  
Board of Trustees  
7200 South Huron Street  
Ypsilanti, Michigan 48198

Re: **YCUA Water and Sewer Rate Changes**

Dear Trustee:

At their regular meeting on August 23, 2017, the YCUA Board of Commissioners will consider a recommendation to the Ypsilanti Township Board of Trustees for a sewer rate increase of 4% for the YCUA Township Division customers effective October 1, 2017. At the same meeting, the YCUA Board will consider a water rate increase of 3.2% to Township Division customers. Per the Township ordinance authorizing the YCUA Board to increase the water rate up to the increase the Authority receives from the Great Lakes Water Authority (GLWA) for the purchase of water, no action by the Township Board is required on the water increase. The combined effect of these rate adjustments will be a 3.52% increase in a Township Division customer's bimonthly bill. The GLWA increase of 3.2% was effective July 1, 2017.

The ordinance approving these rate adjustments is included in this correspondence for your consideration. Also included is the document summarizing the budget highlights related to the September 1, 2017 fiscal year budget, which the YCUA Board of Commissioners will also consider at their August 23, 2017 regular meeting.

If you have any questions, please contact me.

Sincerely,

JEFF CASTRO, Director  
Ypsilanti Community Utilities Authority

JC/kks

Enclosures

cc w/encl.: YCUA Board of Commissioners

Ms. Brenda L. Stumbo

Ms. Karen Lovejoy Roe

Ms. Lisa Garrett

Mr. Thomas E. Daniels

cc: Mr. Dwayne Harrigan

Ms. Venita Terry

# YCUA 2017-18 Budget Highlights

## Water Sales

**City Division:** The budget projects that water sales in the city will not change compared to the 2016/2017 Budget.

**Township Division:** The budget projects water sales in the Township to remain the same compared to the 2016/2017 Budget.

## Sewer Sales

**City Division:** The budget projects sewer sales from within the city to remain the same compared to the 2016/2017 Budget.

**Township Division:** The budget projects sewer sales from within the Township to remain the same compared to the 2016/2017 Budget.

**Contract Communities:** WTUA Increased flow \$200,000

## Operating Expense Changes

Decrease of Benefits	\$ 300,000	
Purchased Water	\$ 300,000	(3.2% GLWA rate increase)
Debt/interest	\$ 50,000	

## Overall Summary

Increase from GLWA	(\$ 300,000)
Wastewater Costs	(\$ 520,000)
Debt/Interest	(\$ 50,000)
Increase in Capital Expenses	(\$ 285,000)
Benefits	\$ 300,000
Sewer increase (3.00%)	\$ 320,000
Water Increase (3.00%)	\$ 535,000
Operation costs	\$ 60,000
Overall Change	\$ 60,000

## Township Customers- 3.52% Increase

Minimum Bill (\$58.89)	increase on bill	\$2.48/bill or \$1.02/mth
Average Bill (\$94.10)	increase on bill	\$3.90/bill or \$1.62/mth

(Comprised of 3.2% increase water/4.0% increase sewer/ 0% change in surcharge)

## Other Community Rate 2017-18 Comparisons

Canton Township 3.2% Increase  
Ann Arbor 6.3% Increase  
Northville 6.0% Increase  
Livonia 6.77% Increase  
Plymouth 5.2% Increase  
Rochester Hills 5.3% Increase

**YCUA Ypsilanti Township Division**

**CURRENT:**

Minimum User residential			
	6 units(4488 gallons) per 2 month billing cycle		
	water	sewer	Total
6 units	\$29.70	\$24.46	\$54.16
surcharge (5%)	\$1.49	\$1.22	\$2.71
<b>Total</b>	<b>\$31.19</b>	<b>\$25.68</b>	<b>\$56.87</b>

Average User residential			
	12 units(8,976 gallons) per 2 month billing cycle		
	water	sewer	Total
6 units	\$29.70	\$24.46	\$54.16
6 units	\$18.24	\$14.17	\$32.41
surcharge (5%)	\$2.40	\$1.93	\$4.33
<b>Total</b>	<b>\$50.34</b>	<b>\$40.56</b>	<b>\$90.90</b>

<b>PROPOSED:</b>	9/01/2017		
Water rate increase	3.20%		
Sewer rate increase	4.00%		
Surcharge rate	5.00%		
Commodity rate		\$ 3.14	\$ 2.46
			\$ 5.59

**Effect on a minimum and average township customer with a proposed 3.20% water rate increase, a sewer rate increase of 4.0%. Surcharge rate unchanged.**

Minimum User residential			
	6 units(4488 gallons) per 2 month billing cycle		
	water	sewer	Total
6 units	\$30.65	\$25.44	\$56.09
surcharge (5%)	\$1.53	\$1.27	\$2.80
<b>Total</b>	<b>\$32.18</b>	<b>\$26.71</b>	<b>\$58.89</b>
increase	\$1.00	\$1.03	\$2.03
increase/mo	\$0.50	\$0.51	\$1.02
	cumulative rate increase		3.54%

Average User residential			
	12 units(8,976 gallons) per 2 month billing cycle		
	water	sewer	Total
6 units	\$30.65	\$25.44	\$56.09
6 units	\$18.82	\$14.73	\$33.56
surcharge (5%)	\$2.47	\$2.01	\$4.48
<b>Total</b>	<b>\$51.95</b>	<b>\$42.18</b>	<b>\$94.13</b>
increase	\$1.61	\$1.62	\$3.23
increase/mo	\$0.81	\$0.81	\$1.62
	cumulative rate increase		3.52%

# **NEW BUSINESS**

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**CHARTER TOWNSHIP OF YPSILANTI  
2017 BUDGET AMENDMENT #12**

September 19, 2017

**101 - GENERAL OPERATIONS FUND**

**Total Increase \$1,269,156.00**

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.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,785.00
		Net Revenues	<u>\$1,785.00</u>
Expenditures:	Salaries pay out -PTO	101-253-000-708.004	\$1,658.00
	FICA	101-253-000-715.000	\$127.00
		Net Expenditures	<u>\$1,785.00</u>

Request to increase Health Care Deduction for General Fund - Residential Services Administration department 101-762 with only one employee. This employee splits 50/50 between General Fund and Environmental Fund. We budget 70% of the maximum amount, but employee needs the additional 30% in both Funds. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,238.00
		Net Revenues	<u>\$1,238.00</u>
Expenditures:	Health Care Deduction	101-762-000-719.020	\$1,238.00
		Net Expenditures	<u>\$1,238.00</u>

Request to increase Capital Outlay for the Tyler Dam project by \$1,183,369. We received notice from Washtenaw County Drain Commission confirming the Dam project amount of \$603,310.87 for the Township and \$580,057.38 for the Residents total \$1,183,368.42. In 2016, Township received \$700,000 from WRAD for the Dam project. An additional \$300,000 has been received by WRAD in 2017 for the Dam project. The remainder of \$183,369 will come from the Township General Fund. This project will be funded by an Appropriation of Prior Years Fund Balance in the amount of \$883,369 and an increase to the contribution revenue line of \$300,000 received from WRAD.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$883,369.00
		101-000-000-675.200	\$300,000.00
		Net Revenues	<u>\$1,183,369.00</u>
Expenditures:	Capital Outlay - Tyler Dam Project	101-970-000-971-100	\$1,183,369.00
		Net Expenditures	<u>\$1,183,369.00</u>

Request to increase budget for a contribution transfer to the Golf Course Fund for additional improvement of golf cart paths and Engineering fees for OHM. We anticipate payment back from the Golf Course as their revenues increase. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$82,764.00
		Net Revenues	<u>\$82,764.00</u>
Expenditures:	Contribution to Golf Course	101-999-000-969.584	\$82,764.00
		Net Expenditures	<u>\$82,764.00</u>

**CHARTER TOWNSHIP OF YPSILANTI  
2017 BUDGET AMENDMENT #12**

September 19, 2017

**226 - ENVIRONMENTAL SERVICES FUND**

**Total Increase \$1,238.00**

Request to increase Health Care Deduction for Environmental Service Fund. There is an employee who splits 50/50 between General Fund and Environmental Fund. We budget 70% of the maximum amount, but employee needs the additional 30% in both Funds. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	226-000-000-699.000	\$1,238.00
		Net Revenues	<u><u>\$1,238.00</u></u>
Expenditures:	Health Care Deduction	226-226-000-719.020	\$1,238.00
		Net Expenditures	<u><u>\$1,238.00</u></u>

**252 - HYDRO STATION FUND**

**Total Increase \$2,476.00**

Request to increase Health Care Deduction for a fund with only one employee. We budget 70% of the maximum amount, but employee needs the additional 30% increase this year. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	252-000-000-699.000	\$2,476.00
		Net Revenues	<u><u>\$2,476.00</u></u>
Expenditures:	Health Care Deduction	252-252-000-719.020	\$2,476.00
		Net Expenditures	<u><u>\$2,476.00</u></u>

**584 - GOLF COURSE FUND**

**Total Increase \$82,764.00**

Request to increase the budget for additional improvement of the golf cart paths and engineering at \$82,764. The lowest bid was from Cross Renovation for additional work on the golf cart paths at \$71,800 with an OHM recommended \$5,000 contingency for unforeseen issues. OHM will be our engineers, responsible for overseeing the project at \$5,964. We anticipate paying back the General Fund as revenues increase. This will be funded by a Contribution from the General Fund.

Revenues:	Transfer In from General Fund	584-000-000-697.000	\$82,764.00
		Net Revenues	<u><u>\$82,764.00</u></u>
Expenditures:	Capital Outlay - Other	584-584-000-971.000	\$82,764.00
		Net Expenditures	<u><u>\$82,764.00</u></u>

Motion to Amend the 2017 Budget (#12):

Move to increase the General Fund budget by \$1,269,156 to \$10,935,359 and approve the department line item changes as outlined.

Move to increase the Environmental Service Fund by \$1,238 to \$2,619,816 and approve the department line item changes as outlined.

Move to increase the Hydro Fund by \$2,476 to \$397,476 and approve the department line item changes as outlined.

Move to increase the Golf Course Fund by \$82,764 to \$1,177,733 and approve the department line item changes as outlined.



**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION 2017-20**

**ROADSIDE SOLICITATION OF PERSONS IN MOTOR VEHICLES BY  
CHARITABLE AND CIVIC ORGANIZATIONS**

*(In Reference to Ordinance 2017-475)*

**WHEREAS**, the Michigan Legislature enacted (PA 112 of 2017) which governs local government authority to regulate roadside solicitations by charitable and civic organizations, and

**WHEREAS**, the PA 112 requires local governments with ordinances regulating roadside solicitations amend their roadside solicitation ordinances so that they are consistent with the provisions of PA 112 of 2017, and

**WHEREAS**, the amendments set forth in Ordinance 2017 – 475 bring Township Ordinance 42-154 into compliance with State law by allowing charitable and civic organizations to solicit roadside contributions from persons inside motor vehicles during daylight hours, and

**BE IT RESOLVED THAT** Ordinance No. 2017-475 is hereby adopted by reference.

# CHARTER TOWNSHIP OF YPSILANTI

## PROPOSED ORDINANCE NO. 2017- 475

*An Ordinance to Amend Chapter 22 of the Charter Township of Ypsilanti Code of Ordinances, Article IV Regarding Persons Standing in Roadways Soliciting Contributions on Behalf of Charitable or Civic Organizations*

The Charter Township of Ypsilanti hereby ordains that the Charter Township of Ypsilanti Code of Ordinances is amended as follows:

**Delete:** In its entirety Chapter 22, Article IV Section 154.

**Add:** The following new provisions to Chapter 22, Article IV, Section 154.

**9. Solicitation of persons inside motor vehicles.** No peddler or solicitor shall solicit the immediate payment of money from a person who is inside a motor vehicle.

**Exception:** The prohibition against solicitations set forth in subsection 154 shall not apply to persons who solicit contributions on behalf of charitable or civic organizations during daylight hours if all of the following requirements are satisfied:

(a) Charitable or civic organization is a nonprofit organization that is qualified under Section 501(C)(3) or 501(C)(4) of the Internal Revenue Code, 26 USC 501, or a Veterans' organization that has tax-exempt status under the Internal Revenue Code.

(b) The charitable or civic organization maintains at least \$500,000 in liability insurance.

(c) The person is 18 years of age or older.

(d) The person is wearing high-visibility safety apparel that meets current American standards promulgated by the International Safety Equipment Association.

(e) The portion of the roadway upon which the solicitation occurs is not a work zone and is within an intersection where traffic control devices are present.

### **Severability**

Should any provision or part of the within Ordinance be declared by any court of competent jurisdiction to be invalid or enforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance which shall remain in full force and effect.

### **Publication**

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

### **Effective Date and Repeal of Conflicting Ordinances**

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

This ordinance shall take effect after publication in a newspaper of general circulation as required by law.



August 1, 2017

Mr. Jeff Allen (via e-mail)  
Residential Services Director  
Charter Township of Ypsilanti  
7200 Huron River Drive  
Ypsilanti, MI 48197

Regarding: Green Oaks Golf Course – Change Order No. 1

Dear Mr. Allen:

Last week you received the first and FINAL change order for the work that was completed as part of the Green Oaks Golf Course work. As expected the project went very well. As you are aware additional work items were identified during the project to further improve and enhance the experience of the golf course users. A contingency that was approved by the Board was used to perform additional root cutting, add additional pavement near the club house and add a thick layer of limestone base out to the first hole to create a more durable surface where the course will receive the heaviest traffic. This work accounted for \$14,312.50 of the approved \$15,000.00 of contingency. These items were elected to be performed based on the competitive unit prices received and the willingness of Best Asphalt to perform the additional work.

That said, there are two specific items that were outside of the project scope that needed attention. This will require Board approval both on this change order and will require a budget amendment. These items were discussed with Township Staff during the project and administratively approved to be completed ahead of time because of the nature of the repairs and concerns with safety. These items are detailed below.

**Item #16 – “Retaining Wall” – Tee Box at Hole 1.** During the pulverizing operations it was recognized that the existing wall at the First Tee Box was not pinned or sitting on stable ground. By removing the asphalt adjacent to the wall the base became unstable and unsafe to remain standing. A portion of the wall collapsed by no fault of the contractor after examining the wall. The wall was not pitched back away from the path and had been settling for some time. At this time it was recognized that in order to make the tee box useable and safe, it needed to be put back and set correctly. It was recommended that the landscape subcontractor that was onsite be utilized to quickly correct this as an additional work item in order to ensure the golfing public’s safety and improve aesthetics on Hole 1.

**Item #17 – “Drainage Improvements” - Culvert on Hole 14.** Due to the existing drainage and the condition of the soils where the pathway intersects a low spot on Hole 14, it was apparent once the asphalt surface was removed, that a culvert was necessary. We worked with the contractor to also elevate the path to maintain pathway integrity and prevent issues with the culvert. We recommend that this area be monitored and potentially paved in the future if the maintenance becomes burdensome. The additional culvert and millings to elevate the path have allowed the drainage in this area to collect along one side of the path and then continue through a 8” culvert towards the pond. This work was not anticipated but recognized after several hard spring rains had eroded the gravel pathway.

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The work for the two items listed above totals \$9,284.00. With the additional items outlined as part of the contingency, the grand total of the change order is \$23,596.50. This brings the final contract amount with Best Asphalt to \$281,433.50. This is still significantly less than the second low bidder who was at \$303,584 with just the base scope of work outlined in the bidding documents.

Overall, this project was successful in implementing immediate improvements but it also set the Township up for future improvements to the pathway by preparing the base, addressing drainage issues and removing tree roots. The Township can now elect to place additional gravel, millings or asphalt depending on future budget.

Finally, it also should be mentioned that the Township did enhance the site by making the site more “green” and is receiving credit for this project as part of its Annual State of Michigan Storm Water Permit for reducing the overall impervious surface.

Please contact myself or Aaron Berkholz if you have any questions.

A handwritten signature in black ink, appearing to read 'Matthew D. Parks', is written over a horizontal line.

Sincerely,  
OHM Advisors

Matthew Parks, P.E.  
Principal

cc: Brenda Stumbo, Supervisor, Charter Township of Ypsilanti (via e-mail)  
Karen Lovejoy Roe, Clerk – Charter Township of Ypsilanti (via e-mail)  
Larry Doe, Treasurer - Charter Township of Ypsilanti (via e-mail)  
Lisa Garrett, Charter Township of Ypsilanti (via e-mail)  
Aaron Berkholz, P.E., OHM (via email)  
File

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# CHANGE ORDER



Project: Ypsilanti Township - Green Oaks Golf Course Cart Path Improvements

Job Number: 0088-16-0039

Client Job Number: 0088

**Owner:** Ypsilanti Township  
7200 S. Huron River Dr.  
Ypsilanti, MI 48197  
(734) 484-4700

Change Order Number: 1  
Date: 7/25/2017  
Print Date: 7/25/2017

**Contractor:** Best Asphalt  
6334 N Beverly Plaza  
Romulus, MI 48174  
(734) 729-9440

**Notes:**

**TO THE CONTRACTOR:**

You are hereby directed to comply with the changes to the contract documents. This change order reflects work completed or anticipated.

OHM Advisors  
34000 Plymouth Road  
Livonia, MI 48150  
(734) 522-6711

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY CHANGED BY THIS CHANGE ORDER DOCUMENT.

THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM OF:	\$23,596.50
Original Contract Amount:	\$257,837.00
Contract Amount Including Previous Change Orders:	\$257,837.00
Amount of this Change Order:	\$23,596.50
<b>REVISED CONTRACT AMOUNT:</b>	<b>\$281,433.50</b>

**Accepted By**

Jeff Allen - Resident Services Director -  
Ypsilanti Township

Date \_\_\_\_\_

Best Asphalt, Inc.

Date 7/25/17

**Approved By**

Brenda L. Stumbo - Supervisor - Ypsilanti  
Township

Date \_\_\_\_\_

**Reviewed By**

Matt Parks, Principal

Date 7/26/2017

**Items**

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorized Quantity	Unit Price	Total Increase
<b>THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT</b>						
<b>Division: A</b>						
5	Pavt, Rem	1035.00 Square Yard	39.07	1074.07	\$10.00	\$390.70
8	Station Grading, Path, Case B	10.50 Sta	18.18	28.68	\$900.00	\$16,362.00
9	Aggregate Base, 21AA	442.00 Ton	63.68	505.68	\$65.00	\$4,139.20
11	HMA, 36A	165.00 Ton	46.89	211.89	\$140.00	\$6,564.60
<b>Additional Items to the Contract:</b>						
16	Retaining Wall xx	0.00 Ls	1.00	1.00	\$3,784.00	\$3,784.00
17	Drainage Improvements xx	0.00 Ls	1.00	1.00	\$5,500.00	\$5,500.00
<b>SUB-TOTAL INCREASES DIVISION A:</b>						<b>\$36,740.50</b>

<b>THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT</b>						
<b>Division: A</b>						
2	Erosion Control, Inlet Protection, Fabric Drop	5.00 Each	-5.00	0.00	\$100.00	(\$500.00)
3	Erosion Control, Silt Fence	1000.00 Foot	-1000.00	0.00	\$1.00	(\$1,000.00)
6	HMA Base Crushing and Shaping	14063.00 Square Yard	-2083.00	11980.00	\$4.00	(\$8,332.00)
10	Recycled Asphalt	100.00 Ton	-100.00	0.00	\$20.00	(\$2,000.00)
12	Sidewalk, Conc, 4 inch	300.00 Square Feet	-102.00	198.00	\$6.00	(\$612.00)
13	Sidewalk, Conc, 6 inch	580.00 Square Feet	-100.00	480.00	\$7.00	(\$700.00)
<b>SUB-TOTAL DECREASES DIVISION A:</b>						<b>(\$13,144.00)</b>



September 11, 2017

Mr. Jeff Allen (via e-mail)  
Residential Services Director  
Charter Township of Ypsilanti  
7200 Huron River Drive  
Ypsilanti, MI 48197

Regarding: Green Oaks Golf Course – Additional Pathway Oversight

Dear Mr. Allen:

As part of the continued improvements at the Green Oaks Golf Course and anticipation of the newest contract to improve the thickness of the aggregate pathway, OHM is providing this proposal to administer oversight and administer the contract on behalf of the Township.

OHM has already reviewed and recommended a contractor and will move forward with assisting with preparation of contract documents upon approval of this proposal. Based on the minimal work associated with this construction OHM proposes to offer the following services on an as-needed basis.

### **Contract Administration**

OHM will help prepare contract documents, prepare periodic pay estimates and change orders (if necessary) on this project. This will also include any correspondence and preparation of punch lists as required to satisfy the contract and the Golf course staff. We anticipate approximately 16 hours of effort to fully complete this project.

### **Construction Engineering**

OHM will hold and run the preconstruction meeting and lay out the project for the contractor per the project drawings and specifications. OHM will be present to answer questions and respond to contractor RFIs. We anticipate approximately 16 hours of effort.

### **Construction Observation**

OHM will provide full time and part time observation (as-needed) depending on the contractor and their need for assistance. We will collect tickets and measure final placement to ensure the Township is paying the correct amount as outlined in the contract. We anticipate one full time day of oversight at the beginning of the project and then anticipate 3-4 days of part time inspection and follow up to ensure the course is notified on days the contractor is under way. This totals 24 total hours of observation time.

### **Fees**

Contract Administration	\$1,272
Construction Engineering	\$2,100

C:\Users\parks\Desktop\GreenOaks\_proposal\_Admin.docx



Construction Observation	\$2,592
<b>TOTAL:</b>	<b>\$5,964</b>

This will be billed monthly on an hourly not to exceed basis. We are hopeful if the contractor is efficient there will be funds left over at the end of this project. We thank you for this opportunity and appreciate being a part of the Golf Course transformation. Please contact myself or Aaron Berkholz if you have any questions.

A handwritten signature in black ink, appearing to read 'Matthew D. Parks', is written over a horizontal line.

Sincerely,  
OHM Advisors

Matthew Parks, P.E.  
Principal

**Charter Township of Ypsilanti**  
Green Oaks Golf Course – Additional Pathway Oversight

Accepted By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

- cc: Brenda Stumbo, Supervisor, Charter Township of Ypsilanti (via e-mail)  
Karen Lovejoy Roe, Clerk – Charter Township of Ypsilanti (via e-mail)  
Larry Doe, Treasurer - Charter Township of Ypsilanti (via e-mail)  
Lisa Garrett, Charter Township of Ypsilanti (via e-mail)  
Aaron Berkholz, P.E., OHM (via email)  
File

C:\Users\parks\Desktop\GreenOaks\_proposal\_Admin.docx



*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
STAN ELDRIDGE  
HEATHER JARRELL ROE  
MONICA ROSS WILLIAMS  
JIMMIE WILSON, JR.



*Charter Township of Ypsilanti*

**Clerk's Office**

7200 S. Huron River  
Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-4700  
Fax: (734) 484-5156

# MEMORANDUM

To: Ypsilanti Township Board of Trustees

From: Karen Lovejoy Roe, Clerk *KLR*

Date: September 15, 2017

Subject: ***Request Authorization for Payment to the Washtenaw County Water Resource Commission in the amount of \$1,183,368.25 for the Ypsilanti Township At Large Assessment and the Ypsilanti Township Property Owners Assessment for the Tyler Dam Drain Construction Project Budgeted in Line Item #101-970-000-971-100***

On September 20, 2016 the Ypsilanti Township Board approved Resolution 2016-49, Petition to Locate, Establish and Construct a Drain (Tyler Dam Drain).

The new drain was created with an understanding that Ypsilanti Charter Township would be liable for an assessment at large against it for a percentage of the cost of the proposed drain, and also with the understanding it would be liable for an assessment at large against it for the cost of the dams in the proposed drain.

The Charter Township Board of Trustees also agreed to pay the assessments for the Ypsilanti Township Property Owners.

The Township At Large portion is \$603,310.87 and the Township Residents portion is \$580,057.38 for a total of \$1,183,368.42. WRAD has contributed \$1,000,000 to Ypsilanti Township for this project and to cover the majority of this cost. The remaining \$183,369 will come from the Township General Fund.

The improvements to the Tyler Dam Drain that have been completed in cooperation with the YCUA contract and will be completed with the Water Resources Commission have saved Ypsilanti Township a substantial amount of funds. The Water Resource

Commission bids for the project saved approximately \$280,000 over the original cost of the project.

The request on the agenda is to formally approve payment for the required construction costs to the Water Resource Commission Tyler Dam Drain Project on behalf of Ypsilanti Township. The total costs are \$1,183,368.25 to be paid in three installments with total payment completed by December 15, 2017.

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



*Charter Township of Ypsilanti*

**Assessor's Office**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 487-4927  
Fax: (734) 484-5159

Date: August 18, 2017

To: Ypsilanti Township Board

From: Brian McCleery,  
Assistant Assessor

Subject: Agenda Item to Authorize negotiations to sell Township owned property.

September 19 Work Session

K-11-02-381-012 – 114 Jerome Ave

I am requesting approval to enter into negotiations to sell the above parcel currently owned by Ypsilanti Township. This property is a vacant parcel that Ypsilanti Township acquired in 2011 from the Washtenaw County Treasurer who foreclosed on the property for non-payment of taxes.

This parcel has been identified by our office as a property to sell. Ypsilanti Township is currently paying Looking Good Mowing \$34 per week to mow the property. I am requesting permission to contact adjacent neighbors and offer to sell them this parcel.

Once an agreement has been reached, I will come back to the Board for final approval.

114 Jerome Ave, Lot 199 Lay Garden Sub, is a platted lot with overall dimensions of 50' x 135'. If sold to a neighbor, the sales agreement would stipulate that the lot will be combined with the adjacent parcel(s) that are currently owned and that the new parcel would not become rental.

Attached you will find aerial photograph maps and a record card of the parcel.



-018

K-11-02-382-018

-017

K-11-02-382-017

-016

K-11-02-382-016

-015

K-11-02-382-015

-022

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K-11-02-383-014

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217

-018

K-11-02-381-018

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-013

K-11-02-381-013

-001

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-012

K-11-02-384-012

-002

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210

-011

K-11-02-384-011

-003

202

209

-010

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-006

K-11-02-380-006

279

-007

K-11-02-380-007

280

-008

K-11-02-380-008

281

-009

K-11-02-380-009

282

-010

K-11-02-380-010

283

-011

K-11-02-380-011

284

-001

K-11-02-385-001

285

-002

K-11-02-385-002

286

-003

K-11-02-385-003

287

HITMAN ST.





-061  
63 Ac.

-069  
1.14 Ac.

-057  
49 Ac.

-056  
72.4 Ac.

-054  
38.3 Ac.

-053  
38 Ac.

-051  
22.2 Ac.

-050  
25.7 Ac.

-048  
75 Ac.

-002  
1.07 Ac.

-015  
133 Ac.

-016  
133 Ac.

-005  
122.7 Ac.

-003  
122.7 Ac.

-001  
2.94 Ac.

-012  
1.254 Ac.

-005  
1.93 Ac.

-039

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49.97 Ac.

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19.88 Ac.

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-002  
5.28 Ac.  
K-11-02-300-002

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-019  
13.36  
K-11-01-100-019

135	-020	K-11-02-382-020
134	-019	K-11-02-382-019
133	-018	K-11-02-382-018
132	-017	K-11-02-382-017
131	-016	K-11-02-382-016
130	-015	K-11-02-382-015
129	-022	K-11-02-382-022
128		

192	-005	K-11-02-381-005
193	-006	K-11-02-381-006
194	-007	K-11-02-381-007
195	-008	K-11-02-381-008
196	-009	K-11-02-381-009
197	-010	K-11-02-381-010
198	-011	K-11-02-381-011
199	-012	K-11-02-381-012
219	-020	K-11-02-381-020
218	-019	K-11-02-381-019
217	-018	K-11-02-381-018
216	-017	K-11-02-381-017
215	-016	K-11-02-381-016
214	-015	K-11-02-381-015
213	-014	K-11-02-381-014
212	-013	K-11-02-381-013

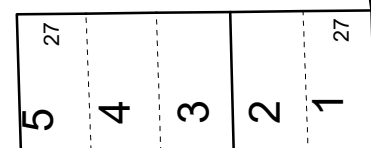
277	-005	K-11-02-380-005
278	-006	K-11-02-380-006
279	-007	K-11-02-380-007
280	-008	K-11-02-380-008
281	-009	K-11-02-380-009
282	-010	K-11-02-380-010
283	-011	K-11-02-380-011

# WHITMAN ST.

112	127	
113	126	-014
114	125	
115	124	-013

200	211	-012
201	210	-011
202	209	-010
203	208	
207	207	-009

284	-001	K-11-02-385-001
285	-002	K-11-02-385-002
286	-003	K-11-02-385-003



Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
WASHTENAW COUNTY TREASURE	CHARTER TOWNSHIP OF YPSIL	0	12/28/2011	QC	NOT USED	L 4881 P 200	DEED	100.0

Property Address	Class: EXEMPT COUNTY, CI	Zoning: R5 SI	Building Permit(s)	Date	Number	Status
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114 JEROME AVE	School: YPSI COMM SCHOOL - WR					
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	P.R.E. 0%					
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Owner's Name/Address	MAP #: R 300 168 00					
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CHARTER TWP OF YPSILANTI 7200 S HURON RIVER DR YPSILANTI MI 48197	2018 Est TCV 0					
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	Improved	X	Vacant	Land Value Estimates for Land Table 00999.YPSILANTI TOWNSHIP PROPERTY		
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	Public Improvements	* Factors *				
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	Description	Frontage	Depth	Front	Depth	Rate %Adj.	Reason	Value
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		50.00	135.00	1.0000	1.0000	0	100	0
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	50 Actual Front Feet, 0.16 Total Acres							Total Est. Land Value =	0
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Tax Description	Dirt Road							
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YP#76-199 LOT 199 LAY GARDEN SUBDIVISION.	X	Gravel Road						
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Comments/Influences	X	Paved Road						
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	X	Storm Sewer						
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	X	Sidewalk						
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	X	Water						
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	X	Sewer						
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	X	Electric						
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	X	Gas						
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	X	Curb						
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		Street Lights						
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		Standard Utilities						
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		Underground Utils.						
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		Topography of Site						
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	X	Level						
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		Rolling						
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		Low						
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		High						
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		Landscaped						
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		Swamp						
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		Wooded						
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		Pond						
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		Waterfront						
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		Ravine						
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		Wetland						
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		Flood Plain						
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	Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value
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Who	When	What	2018	EXEMPT	EXEMPT	EXEMPT	EXEMPT
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BMM 07/01/2010	07-2010	CA	2017	EXEMPT	EXEMPT	EXEMPT	EXEMPT
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			2016	0	0	0	0
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			2015	0	0	0	0
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\*\*\* Information herein deemed reliable but not guaranteed\*\*\*

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



*Charter Township of Ypsilanti*

**Assessor's Office**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 487-4927  
Fax: (734) 484-5159

Date: August 18, 2017

To: Ypsilanti Township Board

From: Brian McCleery,  
Assistant Assessor

Subject: Agenda Item to Authorize negotiations to sell Township owned  
property.

September 19 Work Session

K-11-02-381-013 – 101 Lamay Ave

I am requesting approval to enter into negotiations to sell the above parcel currently owned by Ypsilanti Township. This property is a vacant parcel that Ypsilanti Township acquired in 2011 from the Washtenaw County Treasurer who foreclosed on the property for non-payment of taxes.

This parcel has been identified by our office as a property to sell. Ypsilanti Township is currently paying Looking Good Mowing \$34 per week to mow the property. I am requesting permission to contact adjacent neighbors and offer to sell them this parcel.

Once an agreement has been reached, I will come back to the Board for final approval.

101 Lamay Ave, Lot 212 Lay Garden Sub, is a platted lot with overall dimensions of 50' x 135'. If sold to a neighbor, the sales agreement would stipulate that the lot will be combined with the adjacent parcel(s) that are currently owned and that the new parcel would not become rental.

Attached you will find aerial photograph maps and a record card of the parcel.





-001  
K-11-02-300-001  
13.91 Ac

-002  
49.97 Ac

19.88 Ac

4.08 Ac -003

-002  
K-11-02-300-002  
5.23 Ac

US-12 B.R.

MICHIGAN AVE

FORD BLVD

GRAND BLVD

HARRIS RD

BALFY AVE

JEROME AVE

ALYNN AVE

AMAY AVE

FOREST AVE

WHITMAN ST

PENN ST

ONE AVE

AVIS ST

BROADMOOR ST

-006  
83 Ac

-069  
1.87 Ac

-042  
K-11-02-300-002  
3.92 Ac

-002  
K-11-02-300-002  
2.06 Ac

-012  
1.254 Ac

-006  
1.74 Ac

-006  
1.85 Ac

-005  
1.69 Ac

-046  
5.96 Ac

K-11-02-300-016



" -009 196" 215 -016 "  
K -11-02-381-009

K -11-02-381-016

280  
K -

" -010 197" 214 -015 "  
K -11-02-381-010

K -11-02-381-015

281  
K -

" -011 198" 213 -014 "  
K -11-02-381-011

K -11-02-381-014

282  
K -

50 -012 199<sup>50</sup> 212 -013 50  
K -11-02-381-012  
135

K -11-02-381-013  
135

50 283  
K -

AN ST.

135 50 -001 200<sup>50</sup>  
K -11-02-384-001

135 50 -012 50  
K -11-02-384-012

50 284  
K -

285

135	-020	K-11-02-382-020
134	-019	K-11-02-382-019
133	-018	K-11-02-382-018
132	-017	K-11-02-382-017
131	-016	K-11-02-382-016
130	-015	K-11-02-382-015
129	-022	K-11-02-382-022
128		

192	-005	K-11-02-381-005
193	-006	K-11-02-381-006
194	-007	K-11-02-381-007
195	-008	K-11-02-381-008
196	-009	K-11-02-381-009
197	-010	K-11-02-381-010
198	-011	K-11-02-381-011
199	-012	K-11-02-381-012
219	-020	K-11-02-381-020
218	-019	K-11-02-381-019
217	-018	K-11-02-381-018
216	-017	K-11-02-381-017
215	-016	K-11-02-381-016
214	-015	K-11-02-381-015
213	-014	K-11-02-381-014
212	-013	K-11-02-381-013

277	-005	K-11-02-380-005
278	-006	K-11-02-380-006
279	-007	K-11-02-380-007
280	-008	K-11-02-380-008
281	-009	K-11-02-380-009
282	-010	K-11-02-380-010
283	-011	K-11-02-380-011

# WHITMAN ST.

112	127	
113	126	-014
114	125	
115	124	-013

200	211	-012
201	210	-011
202	209	-010
203	208	
207	207	-009

284	-001	K-11-02-385-001
285	-002	K-11-02-385-002
286	-003	K-11-02-385-003

5	4	3	2	1
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Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
WASHTENAW COUNTY TREASURE	CHARTER TOWNSHIP OF YPSIL	0	12/28/2011	QC	NOT USED	L 4881 P 200	DEED	100.0

Property Address	Class: EXEMPT COUNTY, CI	Zoning: R5 SI	Building Permit(s)	Date	Number	Status
101 LAMAY AVE	School: YPSI COMM SCHOOL - WR		DEMOLISH STRUCTURE	01/12/2010	PB10-0029	100%
	P.R.E. 0%		DEMOLISH STRUCTURE	06/05/2001	PB01-0456	100%
Owner's Name/Address	MAP #: R 300 180 00					
CHARTER TWP OF YPSILANTI 7200 S HURON RIVER DR YPSILANTI MI 48197	2018 Est TCV 0					

	Improved	X	Vacant	Land Value Estimates for Land Table 00999.YPSILANTI TOWNSHIP PROPERTY				
	Public Improvements			* Factors *				
		Description	Frontage	Depth	Front	Depth	Rate %Adj. Reason	Value
			50.00	135.00	1.0000	1.0000	0 100	0
		50 Actual Front Feet, 0.16 Total Acres					Total Est. Land Value =	0

Tax Description	Dirt Road							
YP#76-212 LOT 212 LAY GARDEN SUB.	Gravel Road							
Comments/Influences	X Paved Road							
VACANT LOT. HOUSE GONE.	X Storm Sewer							

	X Sidewalk							
	X Water							
	X Sewer							
	X Electric							
	X Gas							
	X Curb							
	Street Lights							
	Standard Utilities							
	Underground Utils.							

	Topography of Site							
--	--------------------	--	--	--	--	--	--	--

	X Level							
	Rolling							
	Low							
	High							
	Landscaped							
	Swamp							
	Wooded							
	Pond							
	Waterfront							
	Ravine							
	Wetland							
	Flood Plain							

		Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value
	Who	When	What	2018	EXEMPT	EXEMPT	EXEMPT	EXEMPT
	BMM	07/01/2010	07-2010 CA	2017	EXEMPT	EXEMPT	EXEMPT	EXEMPT
	DJD	08/24/2009	ADMIN REVI	2016	0	0	0	0
				2015	0	0	0	0

The Equalizer. Copyright (c) 1999 - 2009.  
 Licensed To: Township of Ypsilanti, County of Washtenaw, Michigan

\*\*\* Information herein deemed reliable but not guaranteed\*\*\*

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
STAN ELDRIDGE  
HEATHER ROE  
MONICA WILLIAMS  
JIMMIE WILSON JR.



*Charter Township of Ypsilanti*

**Assessor's Office**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 487-4927  
Fax: (734) 484-5159

Date: August 28, 2017

To: Ypsilanti Township Board

From: Brian McCleery,  
Assistant Assessor

Re: Agenda Item to Authorize Property Sale to Mr. Sanders  
Part of K-11-14-403-008 Outer Ln- vacant lot  
Lot 1233 Watsonia Park Sub.

**The Assessor's Office is requesting approval to finalize the sale of the above property to Mr. Sanders for \$2,500 plus all closing costs.**

The above property is adjacent to Mr. Sanders home at 1592 Outer Ln. He has agreed to combine lot 1233 with his existing lot and has also agreed that the resulting parcel will not be used for rental purposes. Mr. Sanders intends to clean up the property and construct a detached garage on it.

Attached you will find the letter of agreement, quit claim deed, an aerial photograph and a recent picture of the property. If you have any questions **or need more information, please don't hesitate contacting me.**



Lot 1233 Watsonia Park Sub- Wooded Lot

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**KAREN LOVEJOY ROE**  
*Treasurer*  
**LARRY J. DOE**  
*Trustees*  
**STAN ELDRIDGE**  
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*Charter Township of Ypsilanti*

**Assessor's Office**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 487-4927  
Fax: (734) 484-5159

## Letter of Agreement

August 17, 2017

Leonard Sanders  
10590 Judd Rd  
Willis, MI 48191

Dear Mr. Sanders,

This letter (the "Agreement") summarizes the understanding of the agreement that we reached during our conversation on August 17, 2017. If this Agreement is acceptable to you, please sign below in the space designated for your signature.

The agreement is as follows:

1. Agreement

The following is agreed upon for the Purchase of Township Owned Property:

The property listed below will be purchased for the price of \$2,500 paid by certified check. The Property is to be combined with purchaser's adjacent residential parcel at 1592 Outer Ln, parcel id K-11-14-403-010. The new parcel will not be utilized as a rental property. Due to the building materials and other debris located on the Township lot, 60 days will be afforded for the cleanup of blighted material. Should additional time be needed, purchaser is to call the Ypsilanti Township Ordinance Department for a 60 day extension. Closing costs, including title search are the responsibility of the purchaser.

Part of **K-11-14-403-008** described as:  
Fronting on Outer Ln- vacant  
Lot 1233  
Watsonia Park Subdivision

2. Term

Ypsilanti Township  
Assessor's Office  
7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 487-4927  
Fax: (734) 484-5159

The term of this Agreement ("Term") will commence as of August 17, 2017 and will continue to be in effect for 6 months or until February 17, 2018, at which point it shall terminate, unless the Term is extended or terminated earlier in a written document signed by both parties.

3. Closing

For the agreed upon sum of **\$2,500** plus all closing costs, paid in full by certified check, Ypsilanti Township agrees to sell the above described property to you via the recording of a Quit Claim Deed in the name of Leonard Eugene Sanders.

4. Termination

This agreement shall terminate upon the closing of the sale of the above property or the expiration of the Term after February 17, 2018.

If the above correctly expresses your understanding of the terms reached during the negotiations, please sign and date a copy of this Agreement and return the signed and dated Agreement to me.

\_\_\_\_\_  
Brenda L Stumbo, Supervisor  
Charter Township of Ypsilanti  
7200 S. Huron River Dr.  
Ypsilanti, MI 48197

\_\_\_\_\_  
Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti  
7200 S. Huron River Dr.  
Ypsilanti, MI 48197

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County

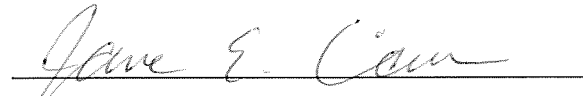
My Commission Expires on \_\_\_\_\_

Accepted and agreed to on August 24, 2017 by

  
Leonard Sanders

8/24/2017

JANE E. CARR  
NOTARY PUBLIC-STATE OF MICHIGAN  
COUNTY OF WASHTENAW  
My Commission Expires June 7, 2022  
Acting in the County of Washtenaw

  
Notary Public, Washtenaw County

My Commission Expires on 6/7/2022



---

**QUIT CLAIM DEED**

KNOW ALL MEN BY THESE PRESENTS, that the **Charter Township of Ypsilanti, a Michigan Municipal Corporation**, whose address is 7200 S. Huron River Drive, Ypsilanti, Michigan 48197, quitclaims to **Leonard Eugene Sanders**, a single man, whose address is 10590 Judd Rd, Willis, Michigan 48191, the following property located in the Township of Ypsilanti, County of Washtenaw, and State of Michigan and described as:

Lot 1233  
Watsonia Park Subdivision

Part of: Parcel Id: K-11-14-403-008

For the full consideration of Two Thousand Five Hundred Dollars (\$2,500).

Property to be combined with purchaser's adjacent property and new parcel will not be a rental property.

Dated this \_\_\_\_ day of \_\_\_\_\_ 2017

Charter Township of Ypsilanti, a Michigan  
Municipal Corporation

By: \_\_\_\_\_  
Brenda L. Stumbo, Supervisor

By: \_\_\_\_\_  
Karen Lovejoy Roe, Clerk

Acknowledged before me in Washtenaw County, Michigan, on this \_\_\_\_ day of \_\_\_\_\_ 2017, by Brenda L. Stumbo, Supervisor, and Karen Lovejoy Roe, Clerk of Charter Township of Ypsilanti, a Michigan municipal corporation, on behalf of the corporation.

My Commission Expires:

\_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
County, Michigan

Drafted By:      Brian McCleery, Ypsilanti Township  
7200 S. Huron River Dr., Ypsilanti, MI 48197



OUTLOT  
"A"

STATE

EMERSON LN

OUTER LN

I-94

859 -005  
 860 -005  
 861 -005  
 862 -002  
 863 -001  
 864 -001  
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866 -005  
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 1318 1350 -031

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1429 -013  
 1428 -014  
 1427 -015  
 1426 -016

# RAVINEWOOD AVE

# STATE

# EMERSON LN

# OUTER LN

# I-94

# COOLIDGE



# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

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

---

To: Karen Lovejoy Roe, Clerk

From: Michael Radzik, Director  
Office of Community Standards

Re: **Request to authorize litigation (if necessary) to abate a property maintenance public nuisance located at 1241 Rambling Road; funding is available in Nuisance Abatement Legal Services account 101-950.000-801.023 in an amount of \$10,000.**

Copy: McLain & Winters

Date: September 12, 2017

The Office of Community Standards has completed an investigation of a public nuisance at the following location and requests authorization to engage in legal action to abate the nuisance if necessary.

### **1241 Rambling Road**

This single family home in the Holmes Area neighborhood is owned and occupied by Beverly Finkbeiner and several family members. Ordinance officers were summoned to the house on July 31, 2017 during a police investigation and subsequently inspected the house with consent. In addition to a long list of structural, electrical and plumbing code violations, OCS staff detected a gas leak. DTE responded, was unable to stop the leak, and shut off gas service to the house. OCS staff obtained free smoke detectors from the fire department and delivered them to the house for safety assistance. The house has been condemned and the owner has no means to make repairs. Authorization to engage in litigation is requested as a last resort to resolve the situation.

Thank you for your consideration.

Please contact me with questions or concerns.



# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

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

---

To: Karen Lovejoy Roe, Clerk

From: Michael Radzik, Director  
Office of Community Standards

Re: **Request to authorize litigation to abate narcotics public nuisances by padlocking properties located at 147 Jerome Ave and 7794 Berwick; funding is available in Nuisance Abatement Legal Services account 101-950.000-801.023 in an amount of \$20,000.**

Copy: McLain & Winters; Lt. Mike Marocco

Date: September 12, 2017

The Office of Community Standards and the Washtenaw County Sheriff's Office have completed investigations of public nuisance activities at the following locations and requests authorization to engage in legal action to abate the nuisances.

### **147 Jerome Ave**

On August 10, 2017, the Washtenaw County Sheriff's Office executed a search warrant at 147 Jerome Ave as part of a narcotics trafficking investigation. This home is occupied by its owners, Margie and Richard Bevins, as well as other relatives from time to time. The focus of the police investigation was Richard Honeycut, a relative of the owner, as well as Chelsea Carr, Honeycut's girlfriend. The investigation and subsequent search warrant yielded evidence of heroin sales originating from the house. Heroin trafficking charges are pending against Honeycut, and Carr has been charged with possession of heroin and cocaine. There was also an emergency patrol response to the house on December 16, 2016 involving a different relative in which evidence of firearms violence and narcotics trafficking was documented during a domestic violence investigation. Administrative approval was granted to initiate litigation pursuant to Chapter 38 of the Revised Judicature Act of 1961 seeking to padlock the house for a period of one year. This lawsuit has been filed and is in the court process.

### **7794 Berwick Drive**

On August 18, 2017, the Washtenaw County Sheriff's Office executed a search warrant and subsequently completed an investigation involving narcotics trafficking at 7794 Berwick Dr in Greene Farms subdivision. The investigation yielded evidence of a drug trafficking connection with individuals living at the Riley Court apartments on East Michigan Ave. The investigation led to charges being filed against the homeowner, Andrea Vincent, for possession of cocaine through the sheriff's office CORE project. In addition, Ms. Vincent was charged under state law with maintaining her residence on Berwick Drive as a drug house. Administrative approval was

## CHARTER TOWNSHIP OF YPSILANTI

granted to initiate litigation pursuant to Chapter 38 of the Revised Judicature Act of 1961 seeking to padlock the house for a period of one year. This lawsuit is pending at this time and the Ordinance Department has worked cooperatively with Ms. Vincent's father to temporarily secure the house pending the outcome of the case.

Thank you for your consideration. Please contact me with questions or concerns.

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

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

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To: Karen Lovejoy Roe, Clerk  
From: Michael Radzik, OCS Director  
Re: **Request to approve the 2017 Animal Control contract with Washtenaw County in the amount of \$45,000; funded in account 266-301.000.831.012-pursuant to a line item transfer within the Law Enforcement Fund cost center.**  
Copy: McLain & Winters  
Date: September 12, 2017

Under Michigan law, a county is responsible for undertaking certain animal control duties, including the holding of stray dogs under the Dog Law of 1919, (MCLA 287.261 et seq), impounded animals held for a variety of reasons, including dog bites and animal cruelty or animals ordered by a court to be held as part of a legal proceeding. For many years, Washtenaw County has contracted with the Humane Society of Huron Valley (HSHV) to provide these animal control services.

For the past four years, those local governmental entities within Washtenaw County which maintain their animal control ordinances and use HSHV to fulfill their ordinance responsibilities have been paying a portion of those HSHV costs. Ypsilanti Township is a local governmental entity that has contributed funds to Washtenaw County towards those expenses. The funds are considered necessary as a cost of enforcing the Township's animal control ordinance.

For 2017, the county has requested a contribution of \$45,000, which is increased from \$30,000 paid in previous years and budgeted for this year. I contacted Washtenaw County Administrator Greg Dill, who advised that the requested increase directly corresponds with increased contract expenses between the county and the HSHV. Accordingly, Ypsilanti Township's portion of those shared costs has gone up.

\$30,000 was budgeted for this contract in 2017. A review of the 2017 law enforcement budget has determined that unused funds from other line items within that cost center can be transferred to fund a contract in the amount of \$45,000 with no budget amendment necessary.

I respectfully recommend approving the contract for the requested amount in order to fulfill our ordinance enforcement responsibilities through Washtenaw County. Please place this item on the next available Board of Trustees meeting agenda for consideration.

CONTRACT  
***Ypsilanti Charter Township***

AGREEMENT is made this 1<sup>st</sup> day of **September**, 2017, by the ***YPSILANTI CHARTER TOWNSHIP***("Township") located at **7200 S. Huron River Drive, Ypsilanti, Michigan 48197** and the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan 48107("County").

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE I - SCOPE OF SERVICES

WHEREAS, under Michigan law, a county is responsible for undertaking certain animal control duties, including the holding of stray dogs under the Dog Law of 1919, (MCLA 287.261 et seq), impounded animals held for a variety of reasons, including dog bites and animal cruelty or animals ordered by a court to be held as part of a legal proceeding; and

WHEREAS, for many years, Washtenaw County has contracted with the Humane Society of Huron Valley ("HSHV") to provide these animal control services; and

WHEREAS, for the past four years, those local governmental entities within Washtenaw County which maintain their animal control ordinances and use HSHV to fulfill their ordinance responsibilities have been paying a portion of those HSHV costs; and

WHEREAS, HSHV has maintained that it would like to recoup its costs and expenses incurred in providing animal control services to the County and the local governmental entities that use its services; and

WHEREAS, under the proposed contract, the County would act as the lead governmental entity responsible to make the monthly contractual payments to HSHV and insuring that the local governmental entities pay for their use of HSHV services;

ARTICLE II - COMPENSATION

Upon completion of the above services and submission of invoices the ***Ypsilanti Charter Township*** will pay the COUNTY an amount not to exceed ***forty-five thousand (\$45,000 dollars.)***

ARTICLE III - TERM

This contract is for a one year term beginning September 1<sup>st</sup>, 2017

ARTICLE IV - EQUAL EMPLOYMENT OPPORTUNITY

The County will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The County will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The County agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the County, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.



ARTICLE V - EQUAL ACCESS

The County shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE VI - ASSIGNS AND SUCCESSORS

This contract is binding on the **Township** and the County, their successors and assigns. Neither the County nor the **Township** will assign or transfer its interest in this contract without the written consent of the other.

ARTICLE VII - TERMINATION OF CONTRACT

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

ARTICLE VIII - CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by the **Township** and the County, will be incorporated into this contract by written amendments signed by both parties.

ARTICLE IX - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

ARTICLE X - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

ARTICLE XI – ELECTRONIC SIGNATURES

All parties to this contract agree that either electronic or handwritten signatures are acceptable to execute this agreement.

ATTESTED TO:

WASHTENAW COUNTY

By: \_\_\_\_\_  
Lawrence Kestenbaum (DATE)  
County Clerk/Register

By: \_\_\_\_\_  
Gregory Dill (DATE)  
County Administrator

APPROVED AS TO CONTENT:

YPSILANTI CHARTER TOWNSHIP

By: \_\_\_\_\_  
Department/Division Head (DATE)

By: \_\_\_\_\_  
Brenda L. Stumbo (DATE)

APPROVED AS TO FORM BY

BY: \_\_\_\_\_  
Curtis N. Hedger (DATE)  
Office of Corporation Counsel

# SET PUBLIC HEARING DATE

---

- A. SET PUBLIC HEARING DATE OF TUESDAY,  
OCTOBER 17, 2017 AT APPROXIMATELY  
7:00PM – SPECIAL ASSESSMENT LEVY

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
STAN ELDRIDGE  
HEATHER JARRELL ROE  
MONICA ROSS WILLIAMS  
JIMMIE WILSON, JR.



*Charter Township of Ypsilanti*

**Clerk's Office**

7200 S. Huron River  
Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-4700  
Fax: (734) 484-5156

# MEMORANDUM

To: Ypsilanti Township Board of Trustees  
From: Karen Lovejoy Roe, Clerk *KJR*  
Date: September 11, 2017  
Subject: ***Request to Set Public Hearing Date of Tuesday, October 17, 2017 at approximately 7:15pm and 7:30pm – Creation of Two (2) Special Assessment Districts for Creekside Village South***

A request was received from the Creekside Village South Neighborhood Association for cameras at the two entrances to their subdivision. In order to accomplish this, streetlights would need to be installed to power the cameras and light the area to be viewed.

A survey was distributed to all property addresses located within that subdivision. Out of 93 surveys mailed out, 49 were returned for a 53% response rate. Of the 49 property owners who responded, the following are the results:

- Support for cameras/lights 29
- Do not support cameras/lights 20

Based on these results it is being requested to set public hearings for two special assessment districts, one for the operation of the lighting and one for the maintenance and operation of the cameras.

The request is to set two public hearings:

- A. Request to Set Public Hearing Date of Tuesday, October 17, 2017 at approximately 7:15pm – Creation of a Neighborhood Streetlight Special Assessment District for Creekside Village South.
- B. Request to Set Public Hearing Date of Tuesday, October 17, 2017 at approximately 7:30pm – Creation of a Neighborhood Camera Special Assessment District for Creekside Village South.

Our normal legal process will be followed for this request.

Should you have any questions, please contact my office.

Irs

cc: Files

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
STAN ELDRIDGE  
HEATHER JARRELL ROE  
MONICA ROSS WILLIAMS  
JIMMIE WILSON, JR.



*Charter Township of Ypsilanti*

**Clerk's Office**

7200 S. Huron River  
Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-4700  
Fax: (734) 484-5156

August 15, 2017

Dear Homeowner:

Attendees of the most recent Homeowners Association meeting for Creekside Village South have requested Ypsilanti Township to explore the options and costs of installing security cameras at the two main entrances to your subdivision. One (1) wooden pole would be installed at each entrance, each equipped with an LED streetlight and security camera. The locations are Tuttlehill and Natalie Dr. and Tuttlehill and Meadow Lane (please see the map located on the back of this letter).

**This letter is a survey to determine if the residents of the Creekside South Subdivision support a special assessment levy to install one (1) LED streetlight at each entrance as described above, each equipped with a security camera. Results from this survey will determine if a public hearing is scheduled to establish a special assessment district for your neighborhood. Installation of the streetlights and security cameras would cost each homeowner an estimated \$50.29 per year.**

The cameras are only installed in the public right-of-way to view and record the public spaces and are never pointed at anyone's home. They are not monitored and are viewed by Sheriff's Office Deputies and detectives when necessary to investigate crimes. Data is stored for approximately 30 days. Data may also be viewed by designated Township personnel for maintenance of the cameras.

If the majority of homeowners returning the survey want to move forward, a public hearing will be scheduled and you will be notified by mail of the date and time and given an opportunity to voice your support or opposition. If approved at the public hearing, the Township would move forward with installing the LED streetlights and security cameras.

Please mark your choice below and mail your response back to us in the stamped envelope provided no later than Wednesday, September 6, 2017. **Please include your name and address to have your survey counted.**

**Support** scheduling a public hearing to install one (1) wooden pole at each entrance to the Creekside South Subdivision, each pole to be equipped with one (1) LED light and security camera with a cost to each homeowner of \$50.29 per year.

**Do Not Support** scheduling a public hearing on installing streetlights and security cameras at each entrance to the Creekside South Subdivision

Name \_\_\_\_\_

Address \_\_\_\_\_

We look forward to receiving your opinion and continuing to work together to keep our community safe. Should you have any questions, please contact us.

Sincerely,

Karen Lovejoy Roe  
Clerk  
[klovejoyroe@ytown.org](mailto:klovejoyroe@ytown.org)  
(734) 484-4700

Lisa Garrett  
Deputy Clerk  
[lgarrett@ytown.org](mailto:lgarrett@ytown.org)  
(734) 484-4700

**WL 1:**  
IN: DET 605D

**WL 2:**  
IN: DET 605C

**WL 3:**  
IN: DET 605A

**WL 4:** 203723-250185  
IN: 45 4 PINE  
IN: DET 605D  
IN: MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY  
IN: OH CODE S48  
IN: PCLL  
L 135 AFW649 -- 9000 YPSIL -- A230 -- 701

**WL 5:** 203743-249623  
IN: 45 4 PINE  
IN: DET 605D  
IN: MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY  
IN: OH CODE S48  
IN: PCLL  
L 135 AFW650 -- 9000 YPSIL -- A230 -- 701

**WL 6:**  
IN: DET 605D

**WL 7:**  
IN: DET 605A

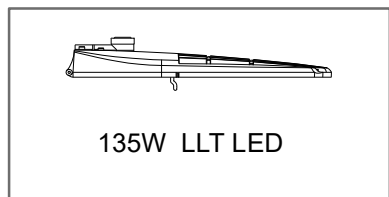
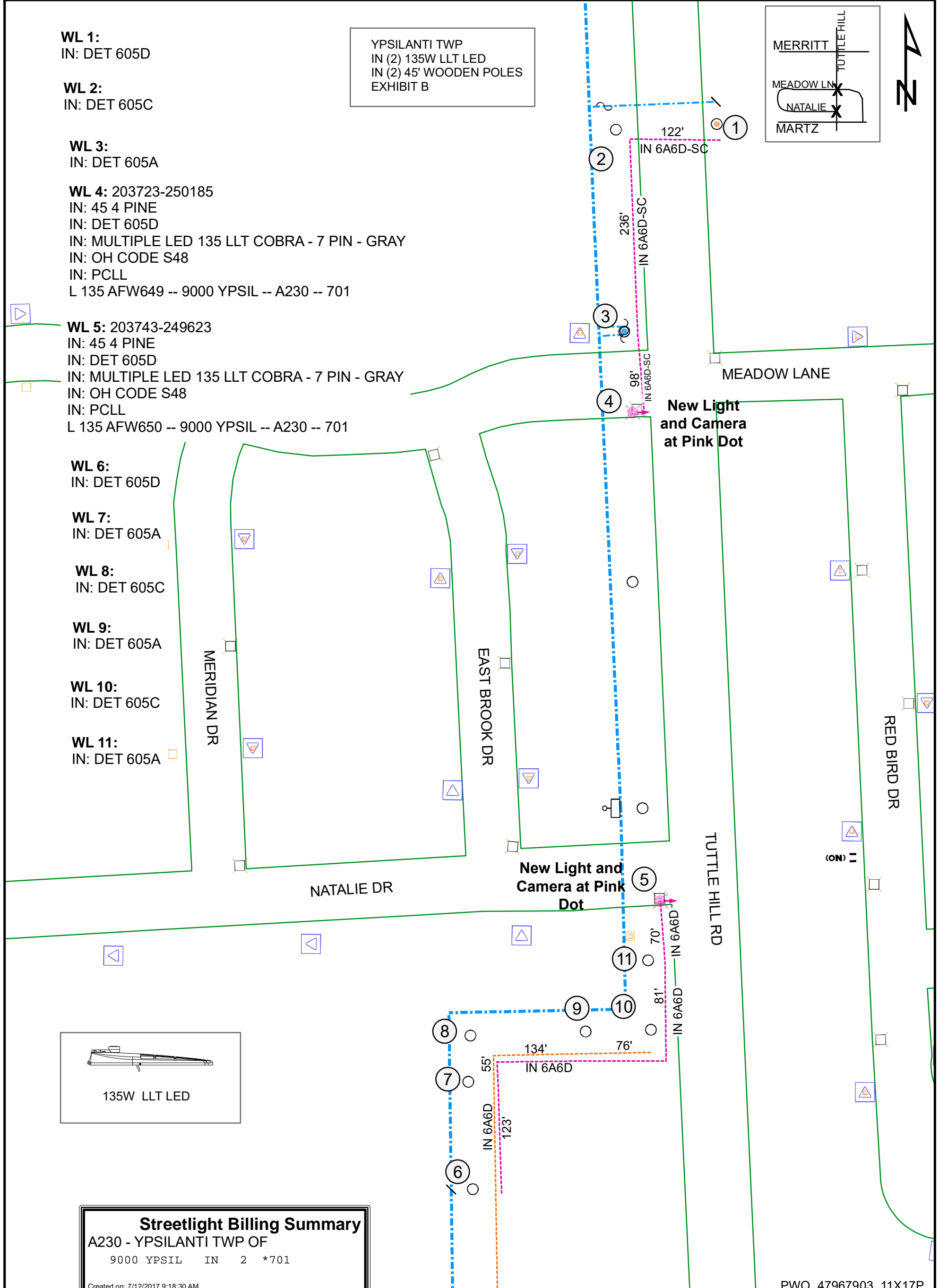
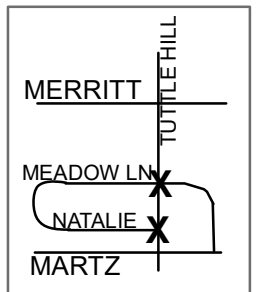
**WL 8:**  
IN: DET 605C

**WL 9:**  
IN: DET 605A

**WL 10:**  
IN: DET 605C

**WL 11:**  
IN: DET 605A

YPSILANTI TWP  
IN (2) 135W LLT LED  
IN (2) 45' WOODEN POLES  
EXHIBIT B



**Streetlight Billing Summary**  
A230 - YPSILANTI TWP OF  
9000 YPSIL IN 2 \*701  
Created on: 7/12/2017 9:18:30 AM

PWO 47967903 11X17P

**LEGEND**

- EXISTING DECO POLE
- PROPOSED POLE
- FOREIGN POLE
- EXISTING ANCHOR
- PROPOSED ANCHOR
- TREE
- 120/240 V LINE
- 4.8 KV LINE
- 13.2 KV LINE
- 40 KV LINE



<b>DTE Energy</b>									
<b>DTE Electric - Distribution Engineering and Planning</b>									
Service Planner		Work Order Description							
Lee, Linda K		SL - NBUS - 2 OH - Tuttlehill & Meadow Ln / Natalie Dr - Ypsilanti Twp							
Phone		Work Order #		GIS-DSN		COH		CUL	
734.397.4169		47991404		47991408		47991417		CUG	
Supervisor		Circuit #1		Circuit #2		PH		PLC	
Brian R Kinnick		ARIZA9823						SCMAT	
Phone		Service Center		Worksite City		Worksite Twp		County	
734.397.4024		ANN		YPSILANTI		YPSILANTI		Washtenaw	
Planning Engineer		JU Work to be Performed		JU		RSD			
Phone		JU Company		Contact		Email		Phone	
		JU Company		Contact		Email		Phone	
		CUE Number		Ver		Plot Date		Scale	
		730990		1		7/12/2017		NTS	
		Town		Range		Section		Qtr	
		03S		07E		34			

# **AUTHORIZATIONS AND BIDS**

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September 11, 2017

Mr. Jeff Allen  
Residential Services Director  
Charter Township of Ypsilanti  
7200 S. Huron River Drive  
Ypsilanti, MI 48197

RE: Recommendation of Award  
Green Oaks Golf Course Cart Path Improvements

Dear Mr. Allen:

Sealed bids for the Green Oaks Golf Course Cart Path Improvements construction project were received and publicly read aloud at 2:00 p.m. on Thursday September 7, 2017 at the Charter Township of Ypsilanti Civic Center. Proposals were received from three (3) bidders with as-checked results ranging from \$71,800.00 to \$125,650.00.

The low bid was received from Cross Renovation, located at 34133 Schoolcraft Road, Livonia, MI, 48150 in the amount of \$71,800.00. In reviewing their bid, all required information, including bond surety, statement of qualifications, and subcontractors listing, has been provided.

It is felt that Cross Renovation and their subcontractors are capable of performing the work based on past experiences, referenced projects, and information provided with the statement of qualifications in the bid package. **Based on the submitted information, it is recommended that the Green Oaks Golf Course Cart Path Improvements work be awarded to Cross Renovation of Livonia, MI in the amount of \$71,800.00. We also recommend a contingency budget of \$5,000.00 to help cover unforeseen issues such as unmarked sprinkler lines/heads or additional work that may be determined in the field. This results in a total recommended construction budget of \$76,800.00.**

Should there be any questions, please contact this office at (734) 522-6711.

Sincerely,

OHM Advisors,

A handwritten signature in black ink, appearing to read 'Matthew D. Parks', is written over a horizontal line.

Matthew D. Parks

Encl. Bid Tab  
cc: Brenda Stumbo, Supervisor  
Jessica Howard, OHM Advisors

BID FORM

Green Oaks Golf Course Path Improvements  
Charter Township of Ypsilanti

THIS BID IS SUBMITTED TO:  
Charter Township of Ypsilanti  
7200 S. Huron River Drive  
Ypsilanti, MI 48198

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNER in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

Bidder accepts all of the terms and conditions of the Advertisement to Bid, Instructions to Bidders and Supplemental Instructions to Bidders.

In submitting this Bid, Bidder represents, as set forth in the Agreement, that:

- A. Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of all which is hereby acknowledged.

Addendum No.	Addendum Date	Signature
N/A		

- B. Bidder has visited the site and become familiar with and is satisfied as to the general, local and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the site (except underground facilities) that have been identified in the Supplemental Instructions to Bidders, and (2) reports and drawings of a hazardous environmental condition, if any, that have been identified in the Supplemental Instructions to Bidders.
- E. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and underground facilities) at or contiguous to the site that may affect cost, progress, or performance of the Work or that relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed



by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents to be employed by Bidder, and safety precautions and programs incident thereto.

- F. Bidder does not consider that any further examinations, investigations, exploration, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by OWNER and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, reports and drawings identified in the Bidding Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Bidding Documents.
- I. Bidder has given ENGINEER written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by ENGINEER is acceptable to Bidder.
- J. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.

Bidder further represents that this Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any individual or entity to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.

Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

**BID FORM for  
Green Oaks Golf Course Cart Path Improvements  
Charter Township of Ypsilanti, State of Michigan  
OHM Advisors Job Number 0098-16-0035**

Item	Description	Estimated Quantity	Unit Price	Amount
1	Mobilization, Max. \$4,000.00	1 LS	\$ _____	\$ <u>4,000</u>
2	Recycled Asphalt, 3 inch, in place	12,000 Syd	\$ <u>5.56</u>	\$ <u>66,720</u>
3	Recycled Asphalt, stockpiled	45 Ton	\$ <u>24</u>	\$ <u>1,080</u>
<b>Total Bid Amount (ITEMS 1-3 incl.):</b>				\$ <u><u>71,800</u></u>

**Alternates**

Alternate No.1 - Recycled Asphalt, 2 inch, in place	12,000 Syd	\$ <u>4.50</u>	\$ <u>54,000</u>
Alternate No.2 - Aggregate Base, 21AA, Limestone, 3 inch, in place	12,000 Syd	\$ <u>4.50</u>	\$ <u>54,000</u>
Alternate No.3 - Aggregate Base, 21AA, Limestone, 2 inch, in place	12,000 Syd	\$ <u>4.50</u>	\$ <u>54,000</u>
Alternate No.4 - Aggregate Base, 21AA, Limestone, stockpiled	45 Ton	\$ <u>24</u>	\$ <u>1,080</u>

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price bid items will be based on actual quantities constructed in accordance with the Contract Documents.

Bidder agrees that the Work will be Substantially Complete on or before October 17, 2017, and completed and ready for final payment in accordance with the General Conditions on or before October 31, 2017.

Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work within the times specified above, which shall be stated in the Agreement.

The following documents are attached to and made a condition of this Bid:

- Bid Guarantee (circle one): Certified or Cashier's Check or Bid Bond
- Statement of Qualifications
- Subcontractor Listing
- Legal Status of Bidder

SUBMITTED on September 7<sup>th</sup>, 2017

State Contractor License No. 30-0552015 . (If applicable)

If Bidder is:

**An Individual**

Name (typed or printed): \_\_\_\_\_

By: \_\_\_\_\_ (SEAL)  
*(Individual's signature)*

Doing business as: Cross Renovation

Business address: 34133 Schoolcraft Rd.  
Livonia, MI 48150

Phone No.: 734-286-2244 FAX No.: 734-943-6212

**A Partnership**

Partnership Name: \_\_\_\_\_ (SEAL)

By: \_\_\_\_\_  
(Signature of general partner – attach evidence of authority to sign)

Name (typed or printed): \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ FAX No.: \_\_\_\_\_

**A Corporation**

Corporation Name: Cross Renovation (SEAL)

State of Incorporation: Michigan

Type (General Business, Professional, Service, Limited Liability): LLC

X By: \_\_\_\_\_  
(Signature – attach evidence of authority to sign)

Name (typed or printed): Mike Butcher

Title: Vice President

Attest: Judith Beth Floyd (CORPORATE SEAL)  
(Signature of Corporate Secretary)

Business address: 34133 Schoolcraft Rd.  
Livonia, MI 48150

Phone No.: 734-286-2244 FAX No.: 734-943-6212

Date of Qualification to do business is: 02/04/09

**A Joint Venture**

Joint Venture Name: \_\_\_\_\_ (SEAL)

By: \_\_\_\_\_  
*(Signature of joint venture partner – attach evidence of authority to sign)*

Name (typed or printed): \_\_\_\_\_

Title:

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ FAX No.: \_\_\_\_\_

Joint Venture Name: \_\_\_\_\_ (SEAL)

By: \_\_\_\_\_  
*(Signature of joint venture partner – attach evidence of authority to sign)*

Name (typed or printed): \_\_\_\_\_

Title:

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ FAX No.: \_\_\_\_\_

Phone and FAX Number, and Address for receipt of official communications.

\_\_\_\_\_  
\_\_\_\_\_

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above).

BID GUARANTEE

The undersigned attaches bid security in the form of a BID BOND / CERTIFIED CHECK / CASHIER'S CHECK (Circle one) in the amount of 5%

Dollars (\$ 5% ).

The undersigned agrees, if awarded the Contract, to deliver the executed Agreement and bonds and furnish evidence of insurance within fourteen (14) business days after the date of the Notice of Award. And to complete the proposed work within the time specified in the Bid Form.

If the Bid is accepted by the OWNER, and the undersigned shall fail to enter into the Agreement as aforesaid and to furnish the required surety bonds within fourteen (14) business days after Notice of Award, the Bid Bond in the amount of \$ 5% accompanying this Bid shall be considered due and payable to the OWNER.

If the undersigned enters into the Agreement in accordance with this Bid or if his Bid is rejected, then the accompanying Bid Guarantee shall be voided.

In submitting this Bid, it is understood that the right is reserved by the OWNER to reject any or all bids, to waive irregularities and/or formalities and, in general, to make award in any manner deemed by it, in its sole discretion, to be in the best interest of the OWNER.

SIGNED AND SEALED THIS 7<sup>th</sup> DAY OF September, 20 17

Authorized Signature of Bidder:

[Signature]  
Michael Butcher VP.

(TITLE) VP



Joan Elizabeth Floyd  
Wayne County, MI  
Sept 7, 2017

## BID BOND

BIDDER (Name and Address):

Cross Renovation, Inc.

---

34133 Schoolcraft Road

---

Livonia, MI 48150

---

SURETY (Name and Address of Principal Place of Business):

Travelers Casualty and Surety Company of America

---

One Tower Square

---

Hartford, CT 06183

---

OWNER (Name and Address):

Charter Township of Ypsilanti

---

7200 S. Huron River Drive

---

Ypsilanti, MI 48198

---

BID

BID DUE DATE: September 7, 2017

PROJECT: Green Oaks Golf Course Path Improvements

Approximately 12,000 square yards of aggregate will be placed as pathway top dressing for the cart path.

BOND

BOND NUMBER: N/A

DATE (Not later than Bid due date): September 7, 2017

PENAL SUM: Five Percent of Accompanying Bid 5% of Bid  
(Words) (Figures)

IN WITNESS WHEREOF, Surety and Bidder, intending to be legally bound hereby, subject to the terms printed on the reverse side hereof, do each cause this Bid Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

BIDDER  
(Seal) Cross Renovation, Inc.  
Bidder's Name and Corporate Seal

SURETY Travelers Casualty and  
(Seal) Surety Company of America  
Surety's Name and Corporate Seal

X By: [Signature]  
Signature and Title

By: [Signature]  
Signature and Title Nick Ashburn,  
(Attach Power of Attorney) Attorney-in-Fact

Attest: [Signature]  
Signature and Title

Attest: [Signature]  
Signature and Title  
Holly Nichols, Surety Account Manager





POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 231857

Certificate No. 007186003

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Paul Hurley, Anne M. Barick, Robert D. Heuer, Michael D. Lechner, Holly Nichols, Nick Ashburn, and Mark Madden

of the City of Troy, State of Michigan, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 12th day of April, 2017.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: [Signature]
Robert L. Raney, Senior Vice President

On this the 12th day of April, 2017, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal. My Commission expires the 30th day of June, 2021.



[Signature]
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 7<sup>th</sup> day of SEPTEMBER, 2017

  
Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at [www.travelersbond.com](http://www.travelersbond.com). Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.

## IRAN LINKED BUSINESS CERTIFICATION

Pursuant to Michigan Public Act 517 of 2012, any Bidder that submits a bid on a request for proposal with the Charter Township of Ypsilanti shall certify that Bidder is not an Iran linked business. An Iran linked business is not eligible to submit a bid on a request for proposal with the Charter Township of Ypsilanti. See attached definitions regarding this certification.

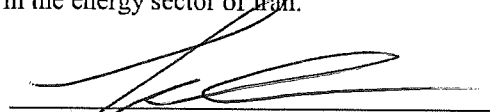
The undersigned Bidder does hereby certify, pursuant to Michigan Public Act 517 of 2012, that:

Bidder is not a person engaging in investment activities in the energy sector of Iran, including a person that provides oil or liquefied natural gas tankers, or products used to construct or maintain pipelines used to transport oil or liquefied natural gas, for the energy sector of Iran, or

Bidder is not a financial institution that extends credit to another person if that person will use the credit to engage in investment activities in the energy sector of Iran.

Date: 09/07/17

x



By: Mike Butcher

Its: Vice President

Subscribed and sworn to before me, a Notary Public on this 7<sup>th</sup> day of September, 2017.



Notary Public

Joan Elizabeth Floyd  
Wayne County, Michigan

My Commission Expires:

03/22/2024

## STATEMENT OF QUALIFICATIONS

Bidder must answer all questions. If more space is needed to complete a question, attach a separate sheet. Bidder may submit any additional information.

Name: CROSS Renovation  
Address: 34133 Schoolcraft Rd. Phone: 734-286-2244  
Livonia, MI 48150

Number of years operating under your present name: 8

Bonding Capacity: 4 million

Bonding Company: Guy Hurley Phone: 248-519-1400

Prequalified by MDOT to bid on projects of this magnitude and type of work

(circle one)  YES  NO Prequalification Number: \_\_\_\_\_

General nature of work performed by your company: General Contracting

Background and experience of the principal members of your organization including officers:

Roger Butcher - 20 yrs exp.  
Mike Butcher - 15 yrs exp.

Major equipment available for this contract: Excavator, Earth Mover

CURRENT PROJECTS:

	Project	Project	Project
Name:	<u>Senior Center Addition</u>	<u>CAYMC Renovation</u>	<u>Market Center Pavillion</u>
Owner:	<u>City of St. Clair Shores</u>	<u>City of Detroit</u>	<u>City of Southgate</u>
Contact Person:	<u>Liz Koto</u>	<u>Marc Tirikian</u>	<u>Raymond Parker</u>
Phone:	<u>586-447-3340</u>	<u>313-628-0903</u>	<u>734-759-0469</u>
Contract Amount:	<u>\$1,400,000</u>	<u>\$800,000</u>	<u>\$70,000</u>
Completion Date:	<u>September 2017</u>	<u>March 2018</u>	<u>October 2017</u>
% Complete:	<u>90%</u>	<u>10%</u>	<u>20%</u>

COMPLETED PROJECTS:

	Project	Project	Project
Name:	<u>NOPH Dietary Kitchen</u>	<u>Claude Allison Park</u>	<u>Shore Park Pavillion</u>
Owner:	<u>State of Ohio</u>	<u>Redford Township</u>	<u>City of Novi</u>
Contact Person:	<u>Ed Glowacki</u>	<u>John Selmi</u>	<u>Chris Schmidt</u>
Phone:	<u>419-893-9021</u>	<u>313-387-2641</u>	<u>517-204-0088</u>
Contract Amount:	<u>\$850,000</u>	<u>\$320,000</u>	<u>\$430,000</u>
Date Completed:	<u>July 2017</u>	<u>September 2016</u>	<u>September 2016</u>

Additional information that may be pertinent to demonstrate your ability to complete this project.

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Has your company defaulted on a contract? No

If yes, where and why? \_\_\_\_\_

I hereby certify that the above answers are correct and true.

By: Mike Butcher  
Name

  
Signature

Vice President  
Title

Number of additional sheets attached: \_\_\_\_\_

# OTHER BUSINESS

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