

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES FOR THURSDAY, FEBRUARY 1, 2018 SPECIAL MEETING**

Supervisor Stumbo called the meeting to order at approximately 8:30 a.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited followed by a moment of silent prayer.

Members Present: Supervisor Brenda L. Stumbo, Clerk Lovejoy Roe, Treasurer Doe, Trustees: Stan Eldridge, Heather Jarrell Roe, and Monica Ross-Williams

Members Absent: Trustee Jimmie Wilson, Jr.

Legal Counsel: Wm. Douglas Winters

CONSENT AGENDA

- 1. REQUEST APPROVAL OF METRO ACT APPLICATION OF MCIMETRO ACCESS TRANSMISSION SERVICES CORP. DBA VERIZON ACCESS TRANSMISSION SERVICES PER PUBLIC ACT 48 OF 2002
(TABLED AT THE JANUARY 16, 2018 REGULAR MEETING)**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to remove from Table.

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

A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve Request Approval of Metro Act Application of Mcimetro Access Transmission Services Corp. DBA Verizon Access Transmission Services per Public Act 48 of 2002.

Tony Tate, One Fiber Project Manager, Verizon Corporation, stated the purpose of the permit request was for density work for Tyner Network Tower Sites. He said as they do the build out they would try and get additional customers to offset the cost of the build out. He said when Verizon receives the permit they would send it to the construction office and if additional permits were needed they would apply for them to complete the job. He said when they need to attach to existing poles they would get the proper permits that were required.

Trustee Ross-Williams asked for explanation of the expansion. Mr. Tate stated they were trying to create fiber density for their network to tie towers together and to manage their traffic better. He said that anywhere along the lines where they feel they could provide service for residents they would try to acquire them as customers. Ms. Ross-Williams asked if this was to fill gaps between service areas they already have. Mr. Tate said it would provide better cover. Supervisor Stumbo stated when she reviewed the map it looked like they would be coming down S. Huron River Drive. Mr. Tate said they might purpose various routes if issues arise.

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Supervisor Stumbo asked if all of it would be underground and Mr. Tate said it would not. Mr. Tate stated they go the path of least resistance and that may be above or below ground.

Marlon Redd, Engineering III Specialist for Verizon, said he was one of the engineers that attends the meetings with Washtenaw County Road Commission, utility companies and MDOT to make sure they are adhering to any permit agreements. Mr. Redd said they would not purpose any new poles but they would tie into existing poles.

Attorney McLain asked about the Certificate of Liability Policy expiration date of June 30, 2018 and stated the project would not be completed by the expiration date. Mr. Tate said they would submit another Certificate of Liability. Attorney McLain asked if any bond would be posted for this project. Mr. Redd stated that when they file for the application and work with the permit department they would determine the cost of any bonds.

Supervisor Stumbo stated that under the Metro Act, Comcast pays the Township a franchise fee and asked if they would also pay a fee to the Township. Mr. Tate stated the standard rate, if they are in the utility right of way, was 5 cents a foot. He said that it would not include pole attachment since they pay a fee to DTE for being on their poles. Mr. Redd said that some franchise fees were paid when they are in neighborhoods or subdivisions. Supervisor Stumbo stated the franchise fees were paid based on their sales. Mr. Tate said that it was for a basic subscriber and second tiered premium customers but what they were purposing was for the community right of way and that was 5 cents a foot.

Supervisor Stumbo stated the motion should include the renewal of the Liability Insurance in June 2018 and the annual payment of 5 cents a foot. Clerk Lovejoy Roe and Trustee Ross-Williams agreed to the amendment to the motion.

Clerk Lovejoy Roe requested the as-built drawings in both hard copy and digital format.

Attorney Winters asked if they knew the value of this construction project so at the time the Building Department was requesting a performance bond they could accurately assess the amount for that bond. Mr. Tate said they can't give an overall cost because it's on a case by case basis and they may have multiple bonds. He said they continue to add sections providing the requirements and maps with applications as needed until the job is completed. He said most of the projects they have been doing have averaged about 70% above ground and underground was only used as a last resort because of the cost involved. Mr. Tate said they would give a general estimate of the construction at the time we submit the permit.

Mr. Redd said during this high level design phase there were just under 300,000 linear footage of fiber optic being proposed. He said that could change but that was the current estimate.

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Clerk Lovejoy Roe asked Supervisor Stumbo to restate motion.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve Request Approval of Metro Act Application of Mcimetro Access Transmission Services Corp. DBA Verizon Access Transmission Services per Public Act 48 of 2002 with the conditions that Verizon will pay the Township \$.05 per foot for new fiber optic installation and will ensure that the Township will receive an updated Certificate of Liability Insurance once the current certificate expires in June 2018.

The motion carried unanimously.

- 2. REQUEST APPROVAL OF PROPOSAL FROM OHM FOR PROJECT REVIEW, OVERSEE BID PACKAGE PREPARATION AND BIDDING AND CONSTRUCTION ADMINISTRATION FOR ROOF REPLACEMENTS AT THE CIVIC CENTER AND COMMUNITY CENTER IN A NOT TO EXCEED AMOUNT OF \$16,520.00 BUDGETED IN LINE ITEM 101-956-000-801-000**

A motion was made by Treasurer Doe, supported by Trustee Jarrell Roe to Approve Request Approval of Proposal from OHM for Project Review, Oversee Bid Package Preparation and Bidding and Construction Administration for Roof Replacements at the Civic Center and Community Center in a Not to Exceed Amount of \$16,520.00 Budgeted in Line Item 101-956-000-801-000

The motion carried unanimously.

- 3. BUDGET AMENDMENT #2**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve Budget Amendment #2 (see attached).

The motion carried unanimously.

- 4. RESOLUTION 2018-02, APPROVAL OF POVERTY EXEMPTION GUIDELINES AND APPROVAL OF 2018 BOARD OF REVIEW MEETING DATES**

A motion was made by Treasurer Doe, supported by Trustee Ross-Williams to Approve Resolution 2018-02, Approval of Poverty Exemption Guidelines and Approval of 2018 Board of Review Meeting Dates.

The motion carried unanimously.

- 5. REQUEST OF MICHAEL RADZIK, OCS DIRECTOR FOR APPROVAL OF CONSTRUCTION EASEMENT AGREEMENT BETWEEN AMERICAN CENTER FOR MOBILITY AND YPSILANTI TOWNSHIP FOR TOWNSHIP OWNED PARCEL 2935 AIRPORT RD**

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A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve Request of Michael Radzik, OCS Director for Approval of Construction Easement Agreement Between American Center for Mobility and Ypsilanti Township for Township Owned Parcel 2935 Airport Rd (see attached)

The motion carried unanimously.

A motion was made by Treasurer Doe, supported by Trustee Ross-Williams to Adjourn.

The motion carried unanimously.

The meeting adjourned at approximately 9 a.m.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #2**

February 1, 2018

AMOUNTS ROUNDED TO THE HIGHEST DOLLAR FOR BUDGET PURPOSE ONLY

101 - GENERAL OPERATIONS FUND	Total Increase	<u><u>\$445.00</u></u>
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Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 18.5 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	\$445.00
		Net Revenues	<u><u>\$445.00</u></u>
Expenditures:	Salaries pay out -PTO	101-371-000-708.004	\$413.00
	FICA	101-371-000-715.000	\$32.00
		Net Expenditures	<u><u>\$445.00</u></u>

226 - ENVIRONMENTAL SERVICES FUND	Total Increase	<u><u>\$983.00</u></u>
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Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 50.5 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	226-000-000-699.000	\$983.00
		Net Revenues	<u><u>\$983.00</u></u>
Expenditures:	Salaries pay out -PTO	226-226-000-708.004	\$913.00
	FICA	226-226-000-715.000	\$70.00
		Net Expenditures	<u><u>\$983.00</u></u>

248 - HOUSING & BUSINESS INSPECTION FUND	Total Increase	<u><u>\$445.00</u></u>
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Request to increase budget for PTO payout request over the budgeted 32 hours, an additional hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	248-000-000-699.000	\$445.00
		Net Revenues	<u><u>\$445.00</u></u>
Expenditures:	Salaries pay out -PTO	248-248-000-708.004	\$413.00
	FICA	248-248-000-715.000	\$32.00
		Net Expenditures	<u><u>\$445.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #2**

February 1, 2018

249 - BUILDING DEPARTMENT FUND

Total Increase \$888.00

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 37 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	249-000-000-699.000	\$888.00
		Net Revenues	<u><u>\$888.00</u></u>
Expenditures:	Salaries pay out -PTO	249-249-000-708.004	\$825.00
	FICA	249-249-000-715.000	\$63.00
		Net Expenditures	<u><u>\$888.00</u></u>

266 - LAW ENFORCEMENT FUND

Total Increase \$1,776.00

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 74 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	266-000-000-699.000	\$1,776.00
		Net Revenues	<u><u>\$1,776.00</u></u>
Expenditures:	Salaries pay out -PTO	266-301-000-708.004	\$825.00
	FICA	266-301-000-715.000	\$63.00
	Salaries pay out -PTO	266-304-000-708.004	\$825.00
	FICA	266-304-000-715.000	\$63.00
		Net Expenditures	<u><u>\$1,776.00</u></u>

590 - COMPOST FUND

Total Increase \$983.00

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 50.5 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	590-000-000-699.000	\$913.00
		Net Revenues	<u><u>\$913.00</u></u>
Expenditures:	Salaries pay out - PTO	590-590-000-708.004	\$913.00
	FICA	590-590-000-715.000	\$70.00
		Net Expenditures	<u><u>\$983.00</u></u>

Motion to Amend the 2018 Budget (#2):

Move to increase the General Fund budget by \$445 to \$8,994,632 and approve the department line item changes as outlined.

Move to increase the Environmental Services Fund budget by \$983 to \$2,766,876 and approve the department line item changes as outlined.

Move to increase the Housing & Business Inspection Fund budget by \$445 to \$327,299 and approve the department line item changes as outlined.

Move to increase the Building Fund budget by \$888 to \$763,188 and approve the department line item changes as outlined.

Move to increase the Law Enforcement Fund budget by \$1,776 to \$7,272,341 and approve the department line item changes as outlined.

Move to increase the Compost Fund budget by \$983 to \$464,806 and approve the department line item changes as outlined.

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2018-02

POVERTY EXEMPTION GUIDELINES

WHEREAS, the homestead of persons who, in the judgment of the Supervisor and Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under Section 7u of the Michigan Property Tax Act, Public Act 206 of 1893; and

WHEREAS, pursuant to Section 211.7u, Ypsilanti Charter Township, Washtenaw County adopts the following guidelines for the Supervisor and Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns filed in the current or immediately preceding year;

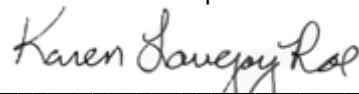
To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner and occupy as a homestead (primary residence) the property for which an exemption is requested.
- 2) File a claim with the Supervisor or board of Review, accompanied by federal and state income tax returns for all persons residing in the homestead, including property tax credit returns, filed in the current or immediately preceding year.
- 3) Meet the income threshold guidelines (maximum income) adopted by the Township Board. The income threshold as adopted is that all household income cannot exceed 30% of the median income for Ann Arbor (Washtenaw County) as published by the United States Department of Housing and Urban Development (HUD) as of December 31 of the preceding year. These income thresholds will be used as long as they are higher than the Federal Poverty Guidelines as determined annually by the United States Office of Management and Budget.
- 4) Meet the maximum asset eligibility test as follows: Assets other than the taxpayer's primary residence and usual household goods valued at more than 50% of all annual household income will be considered and added to the household income to determine eligibility.
- 5) The revised Taxable Value with the Poverty Exemption, subject to the above guidelines, shall be the lesser of the current taxable value on the assessment roll and the following formula calculating the minimum taxable value via the Poverty Exemption Guidelines.

(State of Michigan Homestead Tax Credit (MI 1040CR) + 3.5% of Income) / Current Millage Rate = Minimum Taxable Value

NOW THEREFORE, BE IT RESOLVED, that the Board of Review shall follow the above stated policy and guidelines in granting or denying exemptions. If the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the above policy and guidelines based upon extraordinary circumstances and these are documented in writing, then the Board of Review may deviate from the above guidelines.

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. 2018-02 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Special Meeting held on February 1, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

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

Below is the tentative schedule set by Linda Gosselin for the March 2018 Board of Review Hearings.

ORGANIZATIONAL MEETING –All Board Members Must Attend

No Public Appeals – Roll Presented to Board for Review

Tuesday March 6 9:00 AM – 10:00 AM

PUBLIC HEARINGS

Tuesday March 6 10:00 AM - 3:00 PM

Wednesday March 7 9:00 AM - 4:00 PM

Thursday March 8 9:00 AM - 4:00 PM

Monday March 12 5:00 PM - 9:00 PM

Tuesday March 13 9:00 AM - 3:00 PM

Assessment Notices Mailed

Tentative date range for assessment notices to be mailed is the week of February 19th.

CONSTRUCTION AGREEMENT

THIS AGREEMENT was made and entered into this 1 day of February, 2018 by and between the *Charter Township of Ypsilanti, Michigan*, hereinafter referred to as the "Township" and the *American Center for Mobility*, hereinafter referred to as "ACM".

WHEREAS, the Township is the owner of real estate known as 2935 Airport Dr. Ypsilanti, Michigan, hereinafter referred to as the "Property"; and,

WHEREAS, ACM has requested access to the Property for the installation of water main within the road right-of-way adjacent to the Property; and,

WHEREAS, the Washtenaw County Road Commission has granted a right-of-way construction permit for the construction of the water main; and,

WHEREAS, the Ypsilanti Community Utilities Authority has approved the design and construction of the water main; and

WHEREAS, the removal of the existing fencing, trees, shrubs and vegetation and restoration there-of at the Property will be completed at the expense of ACM.

NOW, THEREFORE, **WITNESSETH:**

The Township grants ACM a Temporary Construction Easement over, under, and through the real estate described as 2935 Airport Dr. Ypsilanti, Michigan in the area as shown on Attachment A. Consideration for the easement, the receipt of which is hereby acknowledged, is the restoration of the property of 2935 Airport Drive, Ypsilanti, Michigan.

The temporary construction easement is to be used for locating, staging, constructing, improving, and other necessary work, including the operation of equipment, and the movement of a work force, over, upon and across the described easement, together with the right of ingress and egress.

ACM agrees to surrender possession of the premises upon the expiration of this temporary easement or any extension thereof, and to leave the premises in substantially the same or better condition than it was on the date this easement was executed.

IN WITNESS WHEREOF, the undersigned parties hereto have made and executed this Agreement as the day and year first above written.

Witness:

Kisa L. Starfield

Witness:

Charter Township of Ypsilanti

By: *Brenda L. Stumbo* *Karen Lovejoy Roe*
Its: *Brenda L. Stumbo* *Karen Lovejoy Roe*
Supervisor Clerk 2-1-18

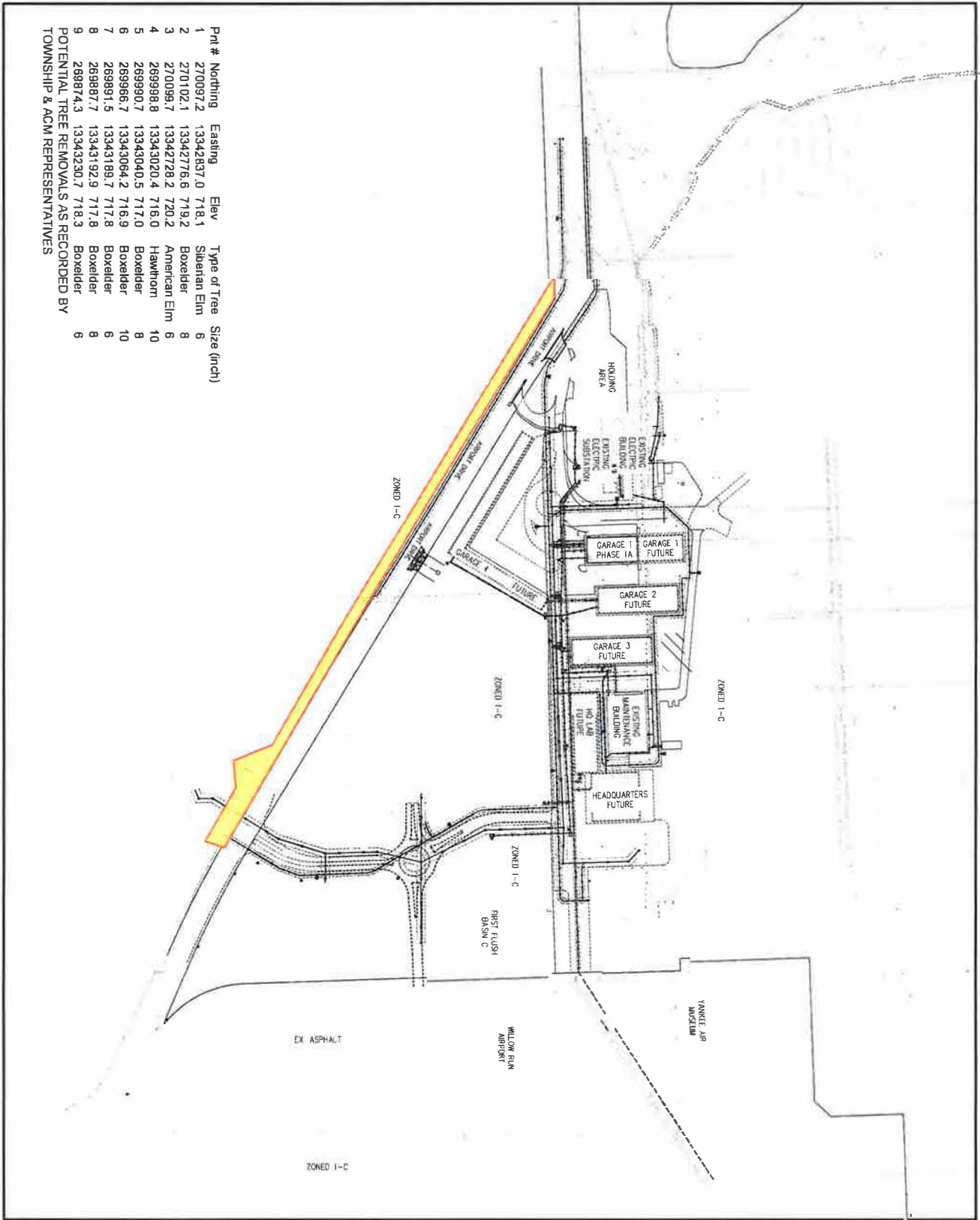
By: *Mark Chaput*

Its: *V.P. of Construction*



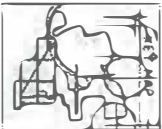
ATTACHMENT "A"

W:\Projects\Projects A-E\A3530006\CAD\SHEETS\A3530006_3_0 Overall Water And Sewer Plan.dwg Last printed: 1/28/20 7:4:24 PM



Pnt #	Northing	Easting	Elev	Type of Tree	Size (inch)
1	270097.2	13342837.0	718.1	Siberian Elm	6
2	270102.1	13342776.6	719.2	Boxelder	8
3	270099.7	13342728.2	720.2	American Elm	6
4	269998.8	13343020.4	716.0	Hawthorn	10
5	269990.7	13343040.5	717.0	Boxelder	8
6	269966.7	13343064.2	716.9	Boxelder	10
7	269891.5	13343189.7	717.8	Boxelder	6
8	269887.7	13343192.9	717.8	Boxelder	8
9	269874.3	13343230.7	718.3	Boxelder	6

POTENTIAL TREE REMOVALS AS RECORDED BY TOWNSHIP & ACM REPRESENTATIVES



UTL 3.0 / UTL 6.1	OVERALL WATER AND SEWER PLAN	ACM CAMPUS UTILITY DESIGN WILLOW RUN AIRPORT YPSILANTI TWP, MICHIGAN			61 CADSWG SQUARE SUITE 2011 DEPT 04 48226 TEL 313.881.8800 FAX 313.881.8808	<table border="1"> <thead> <tr> <th>NO</th> <th>DATE</th> <th>BY</th> <th>REVISION</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>08/17/2017</td> <td>MP</td> <td>PROLIFERATION PLANS FOR THE</td> </tr> <tr> <td>2</td> <td>08/17/2017</td> <td>MP</td> <td>FINAL UTL PLAN AND SEWER PLAN</td> </tr> <tr> <td>3</td> <td>08/17/2017</td> <td>MP</td> <td>REVISED UTL PLAN AND</td> </tr> <tr> <td>4</td> <td>08/17/2017</td> <td>MP</td> <td>REVISED UTL PLAN AND</td> </tr> <tr> <td>5</td> <td>08/17/2017</td> <td>MP</td> <td>REVISED UTL PLAN AND</td> </tr> <tr> <td>6</td> <td>08/17/2017</td> <td>MP</td> <td>REVISED UTL PLAN AND</td> </tr> </tbody> </table>	NO	DATE	BY	REVISION	1	08/17/2017	MP	PROLIFERATION PLANS FOR THE	2	08/17/2017	MP	FINAL UTL PLAN AND SEWER PLAN	3	08/17/2017	MP	REVISED UTL PLAN AND	4	08/17/2017	MP	REVISED UTL PLAN AND	5	08/17/2017	MP	REVISED UTL PLAN AND	6	08/17/2017	MP	REVISED UTL PLAN AND
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