

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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**July 17, 2018**

**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**

		Year to Date	
	Prior Year Comparison		
Month	Revenue	Revenue	
	2017	2018	
<b>January</b>	\$ 120,611.62	\$ 109,316.31	
February	\$ 155,669.56	\$ 137,035.89	
March	\$ 182,041.34	\$ 143,323.89	
April	\$ 148,443.25	\$ 140,038.80	
May	\$ 162,945.87	\$ 128,857.87	
June	\$ 139,612.07	\$ 116,482.03	
July	\$ 140,495.57		
August	\$ 161,593.12		
September	\$ 145,006.23		
October	\$ 149,269.12		
November	\$ 126,239.85		
December	\$ 111,592.86		
Grant:	\$ 117,000.00		
Standardization			
Payment:	\$ 45,724.00	\$ 45,724.00	
Year-to Date			
<b>Totals:</b>	\$ 1,906,244.46	\$ 820,778.79	
<b>Expenditure</b>			
<b>Budget:</b>	\$ 1,486,200.32	\$ 1,680,537.00	
<b>Difference:</b>	\$ 420,044.14	\$ (859,758.21)	

14-B District Court

Revenue Report for June 2018

**General Account**

Account Number  
**Due to Washtenaw County**  
(101-000-000-214.222) **\$4,106.00**

**Due to State Treasurer**

Civil Filing Fee Fund (MCL 600.171): \$11,081.00  
State Court Fund (MCL 600.8371): \$1,200.00  
Justice System Fund (MCL 600.181): \$24,936.83  
Juror Compensation Reimbursement Fund:  
    Civil Jury Demand Fee (MCL 600.8371): \$0.00  
    Drivers License Clearance Fees (MCL 257.321a): \$1,860.00  
Crime Victims Rights Fund (MCL 780.905): \$6,117.30  
Judgment Fee (Dept. of Natural Resources): \$20.00  
E-File Fee (228.56): \$3,225.00  
**Due to Secretary of State**  
(101-000-000-206.136) \$1,860.00

Total: **\$50,300.13**

**Due to Ypsilanti Township**

Court Costs (101-000-000-602.136): \$46,008.34  
Civil Fees (101-000-000-603.136): \$9,964.00  
Probation Fees (101-000-000-604.000): \$6,736.76  
Ordinance Fines (101-000-000-605.001): \$52,780.32  
Bond Forfeitures (101-000-000-605.003): \$1,725.00  
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): (\$732.39)

Total: **\$116,482.03**

**Total to General Account - (101.000.000.004.136): \$170,888.16**

**Escrow Account**

(101-000-000-205.136)

Court Ordered Escrow: \$5,569.00  
Bonds: \$16,265.00  
Restitution: \$5,306.44

**Total to Escrow Account - (101.000.000.205.136): \$27,140.44**

14-B District Court

Monthly Disbursements

June 2018

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.

**June 2018 Disbursements:**

Washtenaw County:	\$ 4,106.00
State of Michigan:	\$ 50,300.13
Ypsilanti Township Treasurer:	\$116,482.03

TOTAL: \$170,888.16



# 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 [sheriffinfo@ewashtenaw.org](mailto:sheriffinfo@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:** July 2, 2018  
**Re:** June 2018 Police Services Monthly Report

In June of 2018, there were 3635 calls for service in Ypsilanti Township, which is a 12.6% decrease in calls for service as compared to June of 2017. Year to date, calls for service are down by 6.28% compared to last year.

## OPERATIONS

During June of 2018, Patrol Operations has been efficient in handling calls for service, traffic enforcement and community engagement duties in pursuit of our total policy philosophy. We continue to focus on root cause issues and build on the success we have experienced within the community. From a year to date perspective, comparing 2018 to the same period in 2017, we have several positive comparisons:

Robberies are down 37%  
Motor Vehicle Theft is down 29%  
Larcenies (all categories) are down 19%  
Home Invasion / Burglaries are down 4%

That same period showed that Fraud increased by 16%. There are several different types of Fraud that are represented in the overall increase. However, the major contributor to the increase is a 38.5% increase in reported Identity Theft within Ypsilanti Township this year compared to last. The geography, expertise and time necessary to investigate this type of crime places significant pressure on resources.

## 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 is directly related to the Sheriff's Office engagement of our juvenile population and their family structures. In addition, the Calls for Service directly related to Juvenile disorder indicate that WCSO efforts in this arena are having significant effect. From a year to date perspective, comparing 2018 to the same period in 2017, we have several positive comparisons:

Juvenile Runaways are down 40%  
Juvenile Offenses and Complaints are down 51%

The Summer of 2018 C.A.R.E project that focuses on Juveniles and Neighborhoods during the busy summer months began on 6/15/18. The Washtenaw County Sheriff's Office Junior Police Academy id

currently in session and the C.A.R.E. Team is significantly involved. In addition, there is a robust suppression element currently in place to keep our neighborhoods quiet and safe.

### **COMMUNITY ACTION TEAM**

During the month of June, the Sheriff's Office executed narcotics related search warrants within Ypsilanti Township which resulted in seizures of narcotics, weapons 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.

# CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

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<b>Month:</b>	June
<b>Year:</b>	2018
<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 June

Classification	Jun/2017	Jun/2018	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%
10001 KIDNAPPING/ABDUCTION	0	3	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	3	3	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	0	0	0%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	1	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	1	2	100%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	2	0	-100%
12000 ROBBERY	7	4	-42.8%
13001 NONAGGRAVATED ASSAULT	54	24	-55.5%
13002 AGGRAVATED/FELONIOUS ASSAULT	25	19	-24%
13003 INTIMIDATION/STALKING	5	4	-20%
20000 ARSON	1	1	0%
22001 BURGLARY -FORCED ENTRY	7	13	85.71%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	3	1	-66.6%
23001 LARCENY -POCKETPICKING	0	0	0%
23002 LARCENY -PURSESNAATCHING	0	0	0%
23003 LARCENY -THEFT FROM BUILDING	25	16	-36%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	25	6	-76%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	2	1	-50%
23007 LARCENY -OTHER	11	10	-9.09%
24001 MOTOR VEHICLE THEFT	10	5	-50%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	1	1	0%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	1	8	700%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	8	8	0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	19	3	-84.2%
26005 FRAUD -WIRE FRAUD	0	1	0%
26007 FRAUD - IDENTITY THEFT	13	11	-15.3%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	0	0	0%
28000 STOLEN PROPERTY	0	0	0%
29000 DAMAGE TO PROPERTY	42	27	-35.7%
30001 RETAIL FRAUD -MISREPRESENTATION	1	1	0%
30002 RETAIL FRAUD -THEFT	11	8	-27.2%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	7	5	-28.5%
35002 NARCOTIC EQUIPMENT VIOLATIONS	7	4	-42.8%
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	0%
37000 OBSCENITY	0	1	0%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of June

Classification	Jun/2017	Jun/2018	%Change
52001 WEAPONS OFFENSE- CONCEALED	0	0	0%
52002 WEAPONS OFFENSE -EXPLOSIVES	1	0	-100%
52003 WEAPONS OFFENSE -OTHER	1	1	0%
72000 ANIMAL CRUELTY	0	2	0%
<b>Group A Totals</b>	<b>293</b>	<b>196</b>	<b>-33.1%</b>
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	1	0	-100%
26006 FRAUD -BAD CHECKS	2	1	-50%
36004 SEX OFFENSE -OTHER	0	0	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	5	6	20%
38003 FAMILY -OTHER	0	0	0%
41002 LIQUOR VIOLATIONS -OTHER	1	1	0%
48000 OBSTRUCTING POLICE	9	3	-66.6%
49000 ESCAPE/FLIGHT	0	0	0%
50000 OBSTRUCTING JUSTICE	8	10	25%
53001 DISORDERLY CONDUCT	3	5	66.66%
53002 PUBLIC PEACE -OTHER	0	0	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	5	5	0%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	18	12	-33.3%
55000 HEALTH AND SAFETY	2	0	-100%
57001 TRESPASS	0	4	0%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
59000 ELECTION LAWS	0	0	0%
62000 CONSERVATION	0	0	0%
63000 VAGRANCY	3	1	-66.6%
70000 JUVENILE RUNAWAY	19	2	-89.4%
73000 MISCELLANEOUS CRIMINAL OFFENSE	1	1	0%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
<b>Group B Totals</b>	<b>77</b>	<b>51</b>	<b>-33.7%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	93	45	-51.6%
2900 TRAFFIC OFFENSES	24	24	0%
3000 WARRANTS	44	37	-15.9%
3100 TRAFFIC CRASHES	127	114	-10.2%
3200 SICK / INJURY COMPLAINT	151	118	-21.8%
3300 MISCELLANEOUS COMPLAINTS	789	730	-7.47%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	1	0%
3500 NON-CRIMINAL COMPLAINTS	1100	821	-25.3%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	950	1004	5.684%
3800 ANIMAL COMPLAINTS	87	82	-5.74%
3900 ALARMS	182	164	-9.89%
<b>Group C Totals</b>	<b>3547</b>	<b>3140</b>	<b>-11.4%</b>
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of June

Classification	Jun/2017	Jun/2018	%Change
4200 PARKING CITATIONS	1	4	300%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	3	0	-100%
4500 MISCELLANEOUS A THROUGH UUUU	3	3	0%
<b>Group D Totals</b>	<b>7</b>	<b>7</b>	<b>0%</b>
5000 FIRE CLASSIFICATIONS	0	0	0%
<b>Group E Totals</b>	<b>0</b>	<b>0</b>	<b>0%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	43	58	34.88%
6100 MISCELLANEOUS ACTIVITIES (6100)	153	161	5.228%
6300 CANINE ACTIVITIES	5	5	0%
6500 CRIME PREVENTION ACTIVITIES	27	10	-62.9%
6600 COURT / WARRANT ACTIVITIES	0	1	0%
6700 INVESTIGATIVE ACTIVITIES	11	6	-45.4%
<b>Group F Totals</b>	<b>239</b>	<b>241</b>	<b>0.836%</b>
<b>City : Ypsilanti Twp Totals</b>	<b>4163</b>	<b>3635</b>	<b>-12.6%</b>

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through June

Classification	2017	2018	%Change
<b>Group F Totals</b>	<b>0</b>	<b>0</b>	<b>0%</b>
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	2	0	-100%
10001 KIDNAPPING/ABDUCTION	2	4	100%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	20	16	-20%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	3	3	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	3	2	-33.3%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	1	0	-100%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	1	1	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	1	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	4	5	25%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	10	8	-20%
12000 ROBBERY	28	17	-39.2%
13001 NONAGGRAVATED ASSAULT	281	227	-19.2%
13002 AGGRAVATED/FELONIOUS ASSAULT	117	117	0%
13003 INTIMIDATION/STALKING	26	24	-7.69%
20000 ARSON	2	2	0%
22001 BURGLARY -FORCED ENTRY	69	67	-2.89%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	18	15	-16.6%
23001 LARCENY -POCKETPICKING	1	0	-100%
23002 LARCENY -PURSESNAATCHING	0	1	0%
23003 LARCENY -THEFT FROM BUILDING	96	65	-32.2%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	109	99	-9.17%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	22	13	-40.9%
23007 LARCENY -OTHER	46	39	-15.2%
24001 MOTOR VEHICLE THEFT	60	41	-31.6%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	6	5	-16.6%
24003 MOTOR VEHICLE FRAUD	1	0	-100%
25000 FORGERY/COUNTERFEITING	9	19	111.1%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	51	54	5.882%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	58	45	-22.4%
26005 FRAUD -WIRE FRAUD	3	4	33.33%
26007 FRAUD - IDENTITY THEFT	57	72	26.31%
26008 FRAUD - HACKING/COMPUTER INVASION	1	0	-100%
27000 EMBEZZLEMENT	5	6	20%
28000 STOLEN PROPERTY	8	10	25%
29000 DAMAGE TO PROPERTY	177	129	-27.1%
30001 RETAIL FRAUD -MISREPRESENTATION	4	7	75%
30002 RETAIL FRAUD -THEFT	59	87	47.45%
30003 RETAIL FRAUD -REFUND/EXCHANGE	1	1	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	90	77	-14.4%
35002 NARCOTIC EQUIPMENT VIOLATIONS	48	32	-33.3%
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	1	0%
37000 OBSCENITY	3	1	-66.6%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through June

Classification	2017	2018	%Change
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	1	1	0%
52001 WEAPONS OFFENSE- CONCEALED	20	19	-5%
52002 WEAPONS OFFENSE -EXPLOSIVES	1	0	-100%
52003 WEAPONS OFFENSE -OTHER	7	4	-42.8%
72000 ANIMAL CRUELTY	0	3	0%
<b>Group A Totals</b>	<b>1531</b>	<b>1344</b>	<b>-12.2%</b>
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	8	5	-37.5%
26006 FRAUD -BAD CHECKS	9	6	-33.3%
36004 SEX OFFENSE -OTHER	0	3	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	29	19	-34.4%
38003 FAMILY -OTHER	3	1	-66.6%
41002 LIQUOR VIOLATIONS -OTHER	11	16	45.45%
48000 OBSTRUCTING POLICE	53	53	0%
49000 ESCAPE/FLIGHT	4	1	-75%
50000 OBSTRUCTING JUSTICE	67	69	2.985%
53001 DISORDERLY CONDUCT	21	11	-47.6%
53002 PUBLIC PEACE -OTHER	3	1	-66.6%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	24	28	16.66%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	123	110	-10.5%
55000 HEALTH AND SAFETY	15	11	-26.6%
57001 TRESPASS	0	19	0%
57002 INVASION OF PRIVACY -OTHER	1	1	0%
59000 ELECTION LAWS	1	0	-100%
62000 CONSERVATION	1	0	-100%
63000 VAGRANCY	5	1	-80%
70000 JUVENILE RUNAWAY	56	34	-39.2%
73000 MISCELLANEOUS CRIMINAL OFFENSE	8	13	62.5%
77000 CONSPIRACY (ALL CRIMES)	1	0	-100%
<b>Group B Totals</b>	<b>443</b>	<b>402</b>	<b>-9.25%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	276	156	-43.4%
2900 TRAFFIC OFFENSES	173	142	-17.9%
3000 WARRANTS	316	294	-6.96%
3100 TRAFFIC CRASHES	671	724	7.898%
3200 SICK / INJURY COMPLAINT	746	811	8.713%
3300 MISCELLANEOUS COMPLAINTS	4061	4421	8.864%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	4	3	-25%
3500 NON-CRIMINAL COMPLAINTS	6744	4904	-27.2%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	5354	5743	7.265%
3800 ANIMAL COMPLAINTS	421	379	-9.97%
3900 ALARMS	1061	962	-9.33%
<b>Group C Totals</b>	<b>19827</b>	<b>18539</b>	<b>-6.49%</b>
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	52	2500%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through June

Classification	2017	2018	%Change
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	2	100%
4200 PARKING CITATIONS	9	31	244.4%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	7	7	0%
4500 MISCELLANEOUS A THROUGH UUUU	18	24	33.33%
<b>Group D Totals</b>	<b>37</b>	<b>116</b>	<b>213.5%</b>
5000 FIRE CLASSIFICATIONS	2	1	-50%
<b>Group E Totals</b>	<b>2</b>	<b>1</b>	<b>-50%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	215	258	20%
6100 MISCELLANEOUS ACTIVITIES (6100)	745	750	0.671%
6300 CANINE ACTIVITIES	44	27	-38.6%
6500 CRIME PREVENTION ACTIVITIES	146	107	-26.7%
6600 COURT / WARRANT ACTIVITIES	4	3	-25%
6700 INVESTIGATIVE ACTIVITIES	55	54	-1.81%
<b>Group F Totals</b>	<b>1209</b>	<b>1199</b>	<b>-0.82%</b>
<b>City : Ypsilanti Twp Totals</b>	<b>23049</b>	<b>21601</b>	<b>-6.28%</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, JULY 17, 2018

**5:00pm**

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

1. REQUEST TO ENTER INTO CLOSED SESSION PURSUANT TO MCL 15.268 SECTION (D) OF THE OPEN MEETINGS ACT... "TO CONSIDER THE PURCHASE OR LEASE OF REAL PROPERTY UP TO THE TIME AN OPTION TO PURCHASE OR LEASE THAT REAL PROPERTY IS OBTAINED" AND SECTION (H) "TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE"
2. DISCUSSION OF CITY OF YPSILANTI BRINGING RECYCLABLES TO YPSILANTI TOWNSHIP COMPOST SITE.....SUPERVISOR STUMBO
3. SNOW ORDINANCE DISCUSSION.....BOARD MEMBERS
4. AGENDA REVIEW..... SUPERVISOR STUMBO
5. OTHER DISCUSSION ..... BOARD MEMBERS

# Closed Session

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1. REQUEST TO ENTER INTO CLOSED SESSION PURSUANT TO MCL 15.268 SECTION (D) OF THE OPEN MEETINGS ACT... "TO CONSIDER THE PURCHASE OR LEASE OF REAL PROPERTY UP TO THE TIME AN OPTION TO PURCHASE OR LEASE THAT REAL PROPERTY IS OBTAINED" AND SECTION (H) "TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE"

Discussion of City of Ypsilanti  
Bringing Recyclables to Ypsilanti  
Township Compost Center

# **CHARTER TOWNSHIP OF YPSILANTI**

## **SIDEWALK ICE / SNOW REMOVAL & SNOW EMERGENCY POLICY**

### **A. PURPOSE:**

The purpose of this ordinance is to:

- (1) Provide standards for proper maintenance, as it relates to the removal of snow and/or ice upon public sidewalks for the safety of residents and those persons traversing the sidewalk and crosswalk areas.
- (2) Provide a mechanism for the Township Supervisor to issue a snow emergency directing vehicle owners to remove their parked vehicles, or other items, from the public roadways, so as to allow for the plowing and clearing of the roadways.

### **B. SIDEWALK ICE/SNOW CLEARING REGULATIONS:**

- (1) No person shall permit ice or an accumulation of snow to remain on any sidewalk adjacent to a lot or parcel occupied by them, or on a sidewalk adjacent to any unoccupied lot or parcel owned by them, for a period longer than thirty-six (36) hours after the same has formed or fallen. This does not include sidewalks to the rear of a lot or parcel. However, this ordinance does include walks and ramps leading to a crosswalk.
- (2) The removal of ice or the accumulation of snow must provide for a clearance of an open pathway of at least 36" in width, or the full width of the sidewalk if smaller, for the length of said sidewalk and crosswalk.
- (3) In business districts, the ice and/or snow accumulation must be removed within four (4) hours of when the ice and/or snow accumulation stops, or by the beginning of business hours on the next day of operation, whichever period is shorter. Again, this ordinance does include all crosswalk areas and the walks and ramps leading to them.
- (4) In all other zoning districts, ice or snow accumulation must be removed from sidewalks and crosswalks as identified in sections (B.1) and (B.2) within thirty-six (36) hours after the ice or snow accumulation ends. Subsequent drifting of snow on sidewalks must also be removed, in an appropriate time frame of thirty-six (36) hours, once the drifting has begun accumulating.

- (5) Should the ice or snow not be able to be removed without causing damage to the sidewalk, sand, sodium chloride, pet-friendly salt, similar melting materials or other abrasives must be used to prevent the surface from being slippery, until the weather permits for the removal without the likelihood of damage to the sidewalk.
- (6) All parties are reminded to **exercise caution and care when shoveling**, especially in extreme cold temperatures or during periods with heavy snow.

**C. FAILURE TO CLEAR:**

- (1) The neglect or failure to clear ice and/or snow as outlined herein shall result in a violation of this ordinance and the issuance of a Civil Infraction Violation shall occur. The Director of Residential Services, or their designee, may order the immediate removal of ice and/or snow at the expense of the owner/occupant of the lot or parcel of land. This removal may result in the lot owner not being notified prior to the removal. In addition, a first time Administrative Fee \$50.00 will also be billed to the owner/occupant of the lot or parcel of land.
- (2) Each subsequent violation from October 1 through May 1 shall be considered a new violation with a new Civil Infraction Violation being issued, and the Administrative Fee shall rise to \$75.00 for the second offense and \$100 for a third offense within the time frame listed in this section.
- (3) The administrative fee and associated costs must be remitted to the Township within thirty (30) days of receiving the bill. Failure to do so shall result in a LEIN being placed upon the property in question, or subsequent legal action being taken to remedy the situation. Ultimately, the goal of the Township is compliance with the ordinance for the safety of persons using sidewalks/crosswalks within the township.
- (4) Vacations, business trips and other obligations that require parcel owners to be away from their home does not exempt them from the obligations of this ordinance. To avoid civil fines and removal costs, occupants/property owners should make arrangements to have their sidewalks cleared when away from home.
- (5) Senior Citizens, or those who are physically unable to comply on their own, should seek the assistance of the Residential Services Department of Ypsilanti Township to find a solution via referral or volunteer programs, so that they remain in compliance with this ordinance, with the ultimate responsibility falling to the property/ lot owner.

- (6) Again, the goal of this ordinance is compliance from property/lot owners so that persons utilizing the sidewalks / crosswalks can do so in as safe a manner as possible.
- (7) The enforcement of this ordinance will be primarily complaint driven, however the Township maintains the right for proactive enforcement in severe situations. Persons lodging a complaint shall have the right to remain anonymous. The entire block for which a complaint is received, or where proactive action is taken, will be subsequently inspected to insure fair and consistent enforcement throughout the area.
- (8) A continuing violation of this ordinance shall be considered a nuisance per se and an immediate threat to the health and safety of the public, at which time the township may take appropriate action to abate the nuisance and place a LEIN for the cost of the abatement against the property.

**D. DECLARATION OF A SNOW EMERGENCY:**

- (1) The Township Supervisor, in consultation with designated staff, shall have authority to declare a snow emergency within the Charter Township of Ypsilanti on the basis of falling snow, sleet or freezing rain, or on the basis of a forecast by the U.S. Weather Bureau, or other weather conditions that make it necessary that parking on township streets and roadways be prohibited for snow plowing, or other purposes. This declaration shall be released to the local print and electronic media, as well as being placed on the township web site. Additionally, the public shall be notified via the use of the audible siren system located within the township. The emergency shall remain in effect until the Township Supervisor declares that it be terminated, with notices being released in the same fashion as noted above.
- (2) If an emergency is declared, or whenever ice or snow has accumulated to a depth of four (4) or more inches on any street or roadway within the township, as determined by the local U.S. Weather Bureau affiliate, a parking prohibition shall automatically go into effect on all public streets and roadways within the township.
- (3) During any declared snow emergency, no person shall park or allow to remain parked any vehicle on any public street or roadway within the Charter Township of Ypsilanti. Compliance is the primary goal of the ordinance. This ordinance does not apply to private drives, streets or roadways.

**E. FAILURE TO ABIDE:**

- (1) Any person who shall violate any provisions of this ordinance whether as the owner, clerk, agent, servant or employee shall be guilty of a municipal infraction and upon being found responsible in any court of competent jurisdiction be fined \$250.00.
- (2) Any vehicle parked contrary to the prohibitions of this ordinance, or any vehicle abandoned on any public street or roadway during a declared snow emergency shall be cited by the policing department of the jurisdiction for prohibited parking and shall be towed away at the risk and full expense of the owner of the vehicle by an authorized employee, or agent, of the policing department.

**F. PRIVATELY OWNED SIDEWALKS / DRIVEWAYS:**

- (1) This ordinance is not applicable to any sidewalks located on private property or within the right-of-way of a privately owned road or street.

DRAFT

# REVIEW AGENDA

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- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

# OTHER BUSINESS

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# 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, JULY 17, 2018**

**7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
4. CONSENT AGENDA
  - A. MINUTES OF THE JUNE 19, 2018 WORK SESSION, CLOSED SESSION AND REGULAR MEETING
  - B. STATEMENTS AND CHECKS
    1. STATEMENTS AND CHECKS FOR JULY 3, 2018 IN THE AMOUNT OF \$1,407,984.99
    2. STATEMENTS AND CHECKS FOR JULY 17, 2018 IN THE AMOUNT OF \$1,199,322.12
    3. CLARITY HEALTH CARE DEDUCTIBLE ACH EFT FOR JUNE 2018 IN THE AMOUNT OF \$43,225.83
    4. CLARITY HEALTH CARE ADMIN FEE JUNE 2018 IN THE AMOUNT OF \$1,133.25
  - C. JUNE 2018 TREASURER'S REPORT
5. ATTORNEY REPORT
  - A. GENERAL LEGAL UPDATE

### **NEW BUSINESS**

1. BUDGET AMENDMENT #11
2. REQUEST OF AT&T FOR A METRO ACT RIGHT OF WAY PERMIT EXTENSION FOR TERM ENDING DECEMBER 31, 2023
3. RESOLUTION 2018-19, DIVISION OF A PLATTED LOT IN YPSI LITTLE FARMS SUBDIVISION
4. REQUEST APPROVAL OF PROPOSAL FROM CARLISLE WORTMAN FOR SERVICES TO PREPARE A NON-MOTORIZED TRANSPORTATION PLAN IN AN AMOUNT NOT TO EXCEED \$20,540.00 BUDGETED IN LINE ITEM #212-212-000-801-000
5. RESOLUTION 2018-20, SUPPORT FOR HEWITT ROAD SAFETY IMPROVEMENTS GRANT APPLICATION

6. 1<sup>st</sup> READING OF RESOLUTION 2018-18, PROPOSED ORDINANCE 2018-479, AN ORDINANCE AMENDING THE CHARTER TOWNSHIP OF YPSILANTI'S CODE OF ORDINANCES, CHAPTER 46 TOWNSHIP PARKS, SECTION 61
7. REQUEST AUTHORIZATION TO EXTEND THE CONTRACT WITH YPSILANTI NATIONAL LITTLE LEAGUE FOR THE 2018 SEASON FROM SEPTEMBER 1, 2018 THRU NOVEMBER 1, 2018 AND TO ALLOW THE THREE FULL TIME OFFICIALS TO APPROVE THESE AMENDMENTS IN THE FUTURE
8. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 2124 BOMBER AVE. AND 1217 DAVIS ST. IN THE AMOUNT OF \$20,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023
9. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION TO ABATE A PUBLIC NUISANCE DRUG HOUSE BY PADLOCKING LOCATED AT 1335 COMMONWEALTH IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023
10. RESOLUTION 2018-21, ESTABLISH TOWNSHIP SUPERVISOR'S SALARY
11. RESOLUTION 2018-22, ESTABLISH TOWNSHIP CLERK'S SALARY
12. RESOLUTION 2018-23, ESTABLISH TOWNSHIP TREASURER'S SALARY

#### **AUTHORIZATIONS AND BIDS**

1. REQUEST OF CARL GIRBACH, RESIDENTIAL SERVICES TO WAIVE THE FINANCIAL POLICY AND ACCEPT THE LOW QUOTE FROM TRAILER SALES OF MICHIGAN, INC. FOR THE PURCHASE OF A TRAILER IN THE AMOUNT OF \$7,390.00 BUDGETED IN LINE ITEM #101-774-000-977-000
2. REQUEST OF ERIC COPELAND, FIRE CHIEF TO AWARD THE LOW BID FOR THE ROOF REPLACEMENT AT THE HEWITT ST. FIRE STATION TO RAPID ROOFING IN THE AMOUNT OF \$15,167.00 BUDGETED IN LINE ITEM #206-970-000-971-008

#### **OTHER BUSINESS**

# PUBLIC COMMENTS

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# **CONSENT AGENDA**

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**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:01 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

**Members Present:** Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees: Stan Eldridge, Monica Ross-Williams, Jimmie Wilson, Jr. (arrived late)

**Members Absent:** Trustee Heather Jarrell Roe

**Legal Counsel:** Wm. Douglas Winters

- 1. REQUEST TO ENTER INTO CLOSED SESSION PURSUANT TO MCL 15.268 SECTION D OF THE OPEN MEETINGS ACT..."TO CONSIDER THE PURCHASE OR LEASE OF REAL PROPERTY UP TO THE TIME AN OPTION TO PURCHASE OR LEASE THAT REAL PROPERTY IS OBTAINED".**

**A motion made by Supervisor Stumbo, supported by Trustee Ross-Williams**

<b>Eldridge:</b>	<b>Yes</b>	<b>Ross-Williams:</b>	<b>Yes</b>	<b>Lovejoy Roe:</b>	<b>Yes</b>
<b>Stumbo:</b>	<b>Yes</b>	<b>Doe:</b>	<b>Yes</b>		

**The motion passed unanimously.**

**Closed session began at 5:02 PM and ended at 5:15 PM.**

**2. BOARD MEETING RECORDINGS.....CLERK LOVEJOY ROE**

Clerk Lovejoy Roe explained it was decided to have all the recordings of the board meetings available on our website beginning with the 2017 meetings. She said that it was discovered due to recovery issues, it was difficult to know the correct date of each recording without listening to the entire recording of each meeting to identify the correct meeting date. Clerk Lovejoy Roe said this would be a time consuming task. Clerk Lovejoy Roe also discovered that the recordings reviewed included

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE TUESDAY, JUNE 19, 2018 WORK SESSION**  
**PAGE 2**

personal discussions that would not be professional to post on the Township website. She said there was equipment we could purchase which would delete the conversations that were personal on the tapes but it would be costly and time consuming. Clerk Lovejoy Roe asked the Board if they would agree to begin with putting tonight's' meeting on the website and move forward without including previous meetings. Trustee Ross-Williams asked what the cost for the equipment would be. Travis McDugald, IT, stated he had not checked on the cost for the software but knew the largest expense would be the cost for getting the work completed. Trustee Ross-Williams would like to get an approximate cost. Mr. McDugald stated the cost for the equipment would be about \$500.00. Trustee Ross-Williams would like to move forward with putting the 2017 recordings on the website. Treasurer Doe, Trustee Eldridge, Trustee Wilson and Supervisor Stumbo agreed. Clerk Lovejoy Roe asked why 2017 was the only year they would like and not all the earlier years. Supervisor Stumbo stated that Tammie Keen could help with completing the recording reviews. Clerk Lovejoy Roe stated she appreciated that Tammie Keen would be available for this job because her office was extremely busy with elections. Trustee Ross-Williams said she did not have the motion in front of her but believed her motion included 2017 since that was when the current board began their term. Clerk Lovejoy Roe stated it was 2017 because that is why they had Travis McDugald pull those tapes out to begin listening to them. Supervisor Stumbo stated they would have more information by the next meeting and bring it back to the Board.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 WORK SESSION  
PAGE 3**

**3. DISCUSSION ON SNOW REMOVAL ORDINANCE.....TRUSTEE STAN  
ELDRIDGE**

Trustee Eldridge distributed a draft from 2014 regarding a snow removal ordinance. He stated the reason he brought it up for discussion in the work session tonight was that a resident had attended multiple board meetings explaining why he believed a snow ordinance was needed as well as another resident who opposes a snow ordinance. Trustee Eldridge said the board should discuss this and provide clarity from the board to residents about a snow ordinance. Clerk Lovejoy Roe suggested the board read over the draft and come back to the next meeting to discuss it. Trustee Eldridge agreed the board should discuss it at the next meeting (see attached – Draft Snow Ordinance).

Arloa Kaiser, Township Resident stated she opposed the snow ordinance for residents but would agree to commercial businesses having an ordinance.

Steven Hudak, Township Resident stated he would like to have a snow ordinance for Ypsilanti Township.

**4. AGENDA REVIEW.....SUPERVISOR STUMBO**

**A. 7:00PM – RESOLUTION 2018-15, CREATION OF STREETLIGHT SPECIAL  
ASSESSMENT DISTRICT #211 CREEKSIDE VILLAGE WEST-2 (PUBLIC HEARING  
SET AT THE MAY 18, 2018 REGULAR MEETING)**

Clerk Lovejoy Roe stated the Home Owners Association contacted the Clerks' office in the fall because the area where the children wait for the bus during time change is dark. She said she prepared the cost for the two streetlights, it was presented to the Homeowners' Association, and they agreed they would support it. Clerk Lovejoy Roe stated only one resident had opposed it.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 WORK SESSION  
PAGE 4**

**CONSENT AGENDA**

**A. MINUTES OF THE MAY 15, 2018 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR JUNE 5, 2018 IN THE AMOUNT OF \$872,544.38**
- 2. STATEMENTS AND CHECKS FOR JUNE 19, 2018 IN THE AMOUNT OF \$2,319,191.10**
- 3. CLARITY HEALTH CARE DEDUCTIBLE ACH EFT FOR MAY 2018 IN THE AMOUNT OF \$53,308.58**
- 4. CLARITY HEALTH CARE ADMIN FEE MAY 2018 IN THE AMOUNT OF \$1,080.00**

**C. MAY 2018 TREASURER'S REPORT**

Supervisor Stumbo questioned an item on the Work Session from May 15, 2018. She would like Clerk Lovejoy Roe to add where Supervisor Stumbo indicated that Phase I Environmental Assessment being done by the County at no cost to the Township was in regards to Forbes Cleaners.

**NEW BUSINESS**

**1. BUDGET AMENDMENT #10**

Clerk Lovejoy Roe read the items in Budget Amendment #10.

- 2. REQUEST TO APPROVE AGREEMENT WITH CARLISLE WORTMAN ASSOCIATES FOR SERVICES TO UPDATE THE TOWNSHIP MASTER PLAN AND ZONING ORDINANCE REWRITE FOR YEARS 2018-2020 IN THE AMOUNT OF \$171,500.00 WITH \$60,000.00 BUDGETED IN LINE ITEM #101-371-000-801-003 AND REMAINING TO BE BUDGETED IN YEARS 2019 AND 2020**

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE TUESDAY, JUNE 19, 2018 WORK SESSION**  
**PAGE 5**

Benjamin Carlisle, Carlisle Wortman Associates explained the Master Plan update for Ypsilanti Township. He said that tonight they were only going to discuss the budget and scope of work but there was also a recreation plan that was part of this and they would bring it back to the Board. He stated there has been significant change to the Township in the past 15 years and the Master Plan update was needed. He said the vision of the Township should be reflected in the Master Plan. Mr. Carlisle stated the American Center for Mobility was a real game changer for the Township. He said that ACM would attract new companies coming into the Township. Mr. Carlisle stated there were rural areas turning into subdivisions. He said property values were rising again. Mr. Carlisle said we are about 10 years out of the recession but we need to prepare for a down turn again and we need to know how we would address it when that happens. He said because we are doing the zoning ordinance update immediately after the master plan update the changes could be immediately implemented. Mr. Carlisle said the intent of the plan would be for it to last a decade but if it were done right, it would last longer. He said the Master Plan would be looked to for the next 20 years if done right. Mr. Carlisle said the foundation of any good Master Plan is based on two principals, community engagement and gathering the right data, trends, patterns, and marketing conditions. He said we want to engage with the community because if they do not agree with the plan it could not be implemented. He said the process would include a project website. He said it would include the parks and recreation plan, the master plan, and the zoning ordinance updates. He stated there would be consistency so that all three documents coincide with each other and work together. Mr. Carlisle said the website would provide residents information on all three plans as they progress.

Supervisor Stumbo stated an update was long overdue for the Township. She said that people currently coming into the township with an interest of opening a business on a certain property, may require a long time for them to receive a response to their request. She said this was an investment that would be beneficial to the Township and its' residents.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 WORK SESSION  
PAGE 6**

**AUTHORIZATIONS AND BIDS**

**3. REQUEST TO AWARD LOW BID FOR PLAY STRUCTURE IMPROVEMENTS AT FORD LAKE PARK, NORTH BAY PARK AND LOONFEATHER POINT PARK TO PLAY ENVIRONMENTS IN THE AMOUNT OF \$294,883.26 WITH A CONTINGENCY AMOUNT OF \$25,000.00 FOR A TOTAL AMOUNT OF \$319,883.26 BUDGETED IN LINE ITEM 212-970-000-975-795**

Matt Parks, OHM presented an overview of the new play structures for the parks in Ypsilanti Township. He said they decided on the low bid, which was a company out of Holland, Michigan. Mr. Parks said checking the work this contractor had done, there were only outstanding reviews regarding quality, responsiveness, follow-up with maintenance, and reports they were extremely easy to work with. Mr. Parks stated that was why they were recommending the Board award the low bid to Play Environments.

Trustee Ross-Williams asked when the play structures would be completed. Carl Girbach, Special Projects stated they would begin after Labor Day and have all the structures completed by the end of October. Mr. Girbach said he went to other areas where this company erected play structures and the workmanship was exceptional. He said he believes with the new structures it would increase pavilion rentals at the parks.

Supervisor Stumbo stated they had thought the project would cost much more than this bid. She said the Board had approved to use the Nexus easement payment for the replacement of our play structures. She said that when the safety audit was completed it stated we need to repair and replace the structures at these parks.

Steven Hudak, Township Resident asked why the township was spending money on the parks, where the money was coming from, and whether people use the parks.

Supervisor Stumbo stated we were replacing equipment that had safety issues and needed to be replaced. She said we had invested every year into the parks but had not been able to for the past several years. She said we would again be investing in

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 WORK SESSION  
PAGE 7**

our beautiful parks on a yearly basis. She suggested Mr. Hudak attend Park Commission meetings if he would like more input on maintaining our parks in the Township.

Trustee Ross-Williams stated she had been on the Park Commission and that the three parks in question were community parks, which usually cannot receive grant funds. She said the park equipment at those parks were very old and needed to be replaced. Trustee Ross-Williams said she was happy we would finally replace this equipment for our children and their families that visit our parks.

**NEW BUSINESS** -continued

- 3. REQUEST OF HABITAT FOR HUMANITY FOR FUNDS FOR THE RENOVATION OF 1571 RUSSELL BLVD. AND 138 N. FORD BLVD. IN THE AMOUNT OF \$60,000.00 BUDGETED IN LINE ITEM #101-950-000-969-010**

- 4. REQUEST APPROVAL OF THE MUNICIPAL AGREEMENT FORM FOR THE REGIONAL WASTE AUTHORITY FORMATION COMMITTEE**

Supervisor Stumbo stated it was very difficult for recyclables to be processed. She said this committee would try to find other ways to process recyclables. She said that many of the recyclables were contaminated. She indicated the committee is looking for a location for a County Wide Eastern Region Recycling Center.

Supervisor Stumbo stated she and Trustee Eldridge would serve on the committee.

- 5. REQUEST TO APPOINT SUPERVISOR BRENDA STUMBO AS DELEGATE AND TRUSTEE STAN ELDRIDGE AS ALTERNATE TO THE REGIONAL WASTE AUTHORITY FORMATION COMMITTEE**

- 6. RESOLUTION 2018-13, ABANDONED TAX DELINQUENT PROPERTY**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 WORK SESSION  
PAGE 8**

- 7. RESOLUTION 2018-14, PURCHASE TAX FORECLOSED PROPERTIES LOCATED AT 835 LAMAY, 792 N. FORD BLVD. AND 1601 FOLEY AVE. IN THE AMOUNT OF \$67,447.00 BUDGETED IN LINE ITEM 101-950-000-969-011 ALL FROM THE 2018 WASHTENAW COUNTY TREASURER LIST OF TAX FORECLOSED PROPERTIES UNDER THE RIGHT OF FIRST REFUSAL**

Supervisor Stumbo stated these were homes that Habitat for Humanity would purchase from Ypsilanti Township for neighborhood stabilization.

- 8. RESOLUTION 2018-16, PURCHASE OF COMMERCIAL TAX FORECLOSED PROPERTIES LOCATED AT 2500 LAKEVIEW AVE. IN THE AMOUNT OF \$3,848.00 BUDGETED IN LINE ITEM #101-950-000-969-011 FROM THE 2018 WASHTENAW COUNTY TREASURER LIST OF TAX FORECLOSED PROPERTIES UNDER THE RIGHT OF FIRST REFUSAL**

Supervisor Stumbo stated the Township was purchasing this property because it was next to property the Township already owns.

- 9. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR TO ENTER INTO NEGOTIATIONS TO SELL VACANT TOWNSHIP OWNED PROPERTY LOCATED AT 1687 EMERSON PARCEL ID# K-11-14-482-002**

Brian McCleery, Assistant Assessor stated a resident contacted him about this property. He said the resident had been mowing and maintaining the property for quite some time. Mr. McCleery stated the resident requested to purchase the property since she has been maintaining it. He said if the Board approves the selling of the vacant property the purchaser will come in and talk to the Board for the final approval.

- 10. REQUEST TO APPROVE SCOPE OF WORK AND MASTER AGREEMENT WITH TECHNICAL ENVIRONMENTAL SERVICES FOR CONTAMINATED SOIL REMEDIATION AT THE CIVIC CENTER PARKING LOT IN A NOT TO EXCEED AMOUNT OF \$12,000.00 BUDGETED IN LINE ITEM #101-265-000-931-020**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 WORK SESSION  
PAGE 9**

Clerk Lovejoy Roe stated they would like to begin this Friday with Board approval. She said Technical Environmental Services out sourced with another company to handle the soil and take it to the landfill. She said we need the contracted company's certificate of liability and they need us to sign a manifest for the soil. She said that with Attorney approval the Board would need to add the request. Wayne Dudley, Superintendent stated they sent a manifest for us to sign so they could transport the soil and put it into the landfill. Mr. Dudley said that on that document it stated they were using a third party, Oscar W. Larson, to transport the soil. Mr. Dudley said a certificate of insurance is on its way. He said Technical Environmental Services would be the responsible party; Oscar W. Larson would only be used to transport.

**11. REQUEST TO KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL TO EXTEND THE AFSCME BARGAINING UNIT CONTRACTS WITH THE TOWNSHIP AND 14-B COURT UNTIL AUGUST 31, 2018 AND FOR ANY FUTURE EXTENSIONS SHOULD THEY BE NEEDED**

**12. REQUEST OF ANGELA VERGES, RECREATION SERVICES MANAGER FOR APPROVAL OF A CONTRACT RENEWAL WITH WASHTENAW COMMUNITY COLLEGE TO UTILIZE SPACE AT THE COMMUNITY CENTER FOR ESL AND GED CLASSES FOR THE 2018-2019 SCHOOL YEAR**

**13. REQUEST OF ERIC COPELAND, FIRE CHIEF FOR APPROVAL OF THE REVISED AUTOMATIC MUTUAL AID AGREEMENT WITH THE CITY OF YPSILANTI AND SUPERIOR TOWNSHIP**

Dan Kimball, Ypsilanti Township Fire Marshall, stated that Superior Township received their new ladder truck and they would be responding to all areas of Ypsilanti Township and the Ypsilanti Township Fire Department will respond to all of Superior Township. Attorney Winters was concerned with the added use of our truck there may be a need for additional insurance.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 WORK SESSION  
PAGE 10**

**Work session adjourned at 6:50 p.m.**

Respectfully Submitted,

Karen Lovejoy Roe, Clerk

# Closed Session Minutes

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- A. The June 19, 2018 Closed Session Minutes will be distributed to Board Members prior to the meeting.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 BOARD MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited followed by a moment of silent prayer.

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

**Members Absent:** Trustee Heather Jarrell Roe

**Legal Counsel:** Wm. Douglas Winters

**PUBLIC HEARING**

**A. 7:00PM – RESOLUTION 2018-15, CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #211 CREEKSIDE VILLAGE WEST -2 (PUBLIC HEARING SET AT THE MAY 18, 2018 REGULAR MEETING)**

**Supervisor Stumbo opened the Public Hearing at 7:04PM**

Tamara Turkai, Township Resident and Board Member for the Creekside Village West Homeowners Association stated she strongly supported this. She said the value it would be to the homeowners far outweighed the minimal cost. She said this would be a deterrent to crime and safety for residents.

Clerk Lovejoy Roe read an objection to the new streetlights from Township Resident, Michael Browning (see attached).

**Supervisor Stumbo closed the Public Hearing at 7:07PM**

**A motion was made by Clerk Lovejoy, supported by Trustee Ross-Williams to Approve Resolution 2018-15, Creation of Streetlight Special Assessment District #211 Creekside Village West -2 (Public Hearing Set at the May 18, 2018 Regular Meeting) (see attached).**

<b>Eldridge:</b>	<b>Yes</b>	<b>Ross-Williams:</b>	<b>Yes</b>	<b>Lovejoy Roe:</b>	<b>Yes</b>
<b>Stumbo:</b>	<b>Yes</b>	<b>Doe:</b>	<b>Yes</b>	<b>Wilson:</b>	<b>Yes</b>

**The motion carried unanimously.**

**PUBLIC COMMENTS**

Jo Ann McCollum, Township Resident said she supports the Washtenaw County Sheriff Youth Initiative program. She said although it still needs to improve, crime is down in West Willow. Ms. McCollum stated that she appreciates the Sheriffs' presence in the community. She said that people are using the parks and she is happy with the continued improvements being made to our parks.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 BOARD MEETING  
PAGE 2**

Arloa Kaiser, Township Resident stated she was against the snow ordinance and thinks it would be a burden to township residents.

Steven Hudak, Township Resident stated he was aware that some of the board were involved with the Re-Imagine Washtenaw and would encourage the township to continue with this program.

**CONSENT AGENDA**

**A. MINUTES OF THE MAY 15, 2018 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR JUNE 5, 2018 IN THE AMOUNT OF \$872,544.38**
- 2. STATEMENTS AND CHECKS FOR JUNE 19, 2018 IN THE AMOUNT OF \$2,319,191.10**
- 3. CLARITY HEALTH CARE DEDUCTIBLE ACH EFT FOR MAY 2018 IN THE AMOUNT OF \$53,308.58**
- 4. CLARITY HEALTH CARE ADMIN FEE MAY 2018 IN THE AMOUNT OF \$1,080.00**

**C. MAY 2018 TREASURER'S REPORT**

**A motion was made by Treasurer Doe, supported by Trustee Wilson to Approve the Consent Agenda.**

**The motion carried unanimously.**

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters stated the Township received the payment from ACM in the amount of \$173,131.00. He said this payment amount would increase each year as long as ACM continues to invest into the property. Attorney Winters said ACM has agreed to give the Township estimates each year of what they expect their capital investment to be for the future year. He said the Township should receive the estimate by July 6, 2018. He said it is beneficial for the Township to be able to budget from the payments from ACM. He said these payments should continue until 2031.

Attorney Winters stated the Township continues to work with the project Re-Imagine Washtenaw, trying to get the sidewalks installed along Washtenaw Avenue.

Attorney Winters stated they have had a meeting with AFSCME and it went very well. He said the next meeting was scheduled for June 28, 2018.

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Attorney Winters stated he asked the Board for authorization to allow him to continue with negotiations for the remaining six lots in Liberty Square. He said the Township has ownership of 145 lots plus the park.

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Authorize Legal Counsel to Negotiate the Purchase of the Remaining Six Lots in Liberty Square.**

The motion carried unanimously.

**NEW BUSINESS**

**1. BUDGET AMENDMENT #10**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Budget Amendment #10 (see attached)**

The motion carried unanimously.

**2. REQUEST TO APPROVE AGREEMENT WITH CARLISLE WORTMAN ASSOCIATES FOR SERVICES TO UPDATE THE TOWNSHIP MASTER PLAN AND ZONING ORDINANCE REWRITE FOR YEARS 2018-2020 IN THE AMOUNT OF \$171,500.00 WITH \$60,000.00 BUDGETED IN LINE ITEM #101-371-000-801-003 AND REMAINING TO BE BUDGETED IN YEARS 2019 AND 2020**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Agreement with Carlisle Wortman Associates for Services to Update the Township Master Plan and Zoning Ordinance rewrite for years 2018-2020 in the Amount of \$171,500.00 with \$60,000.00 Budgeted in line item #101-371-000-801-003 and Remaining to be Budgeted in Years 2019 and 2020 (see attached)**

The motion carried unanimously.

**3. REQUEST OF HABITAT FOR HUMANITY FOR FUNDS FOR THE RENOVATION OF 1571 RUSSELL BLVD. AND 138 N. FORD BLVD. IN THE AMOUNT OF \$60,000.00 BUDGETED IN LINE ITEM #101-950-000-969-010**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Approve Request of Habitat for Humanity for Funds for the Renovation of 1571 Russell Blvd. and 138 N. Ford Blvd. in the Amount of \$60,000.00 Budgeted In Line Item #101-950-000-969-010**

Mr. Rob Nissly, Habitat for Humanity thanked the Board for their continued support of Habitat for Humanity. He said they finished what he believes to be their last house in the Gault Village neighborhood because the prices for homes in that area have increased and are not affordable for Habitat. He said that was a great thing to happen for the community.

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Trustee Wilson thanked Mr. Nissly for the work he does in our community with Habitat for Humanity.

Mr. Nissly stated they plan on renovating and selling 19-20 homes and about 100 plus home improvements for families in the Township of Ypsilanti next year. He said that last year they increased their focus on roof replacements and weatherization, along with the furnace replacement program. Mr. Nissly stated that next year they would focus on helping Veteran families in our community.

**The motion carried unanimously.**

**4. REQUEST APPROVAL OF THE MUNICIPAL AGREEMENT FORM FOR THE REGIONAL WASTE AUTHORITY FORMATION COMMITTEE**

**A motion was made by Trustee Wilson, supported by Trustee Ross-Williams to Approve the Municipal Agreement Form for the Regional Waste Authority Formation Committee (see attached).**

**The motion carried unanimously.**

**5. REQUEST TO APPOINT SUPERVISOR BRENDA STUMBO AS DELEGATE AND TRUSTEE STAN ELDRIDGE AS ALTERNATE TO THE REGIONAL WASTE AUTHORITY FORMATION COMMITTEE**

**A motion was made by Treasurer Doe, supported by Trustee Wilson to Appoint Supervisor Brenda Stumbo as Delegate and Trustee Stan Eldridge as Alternate to the Regional Waste Authority Formation Committee**

**The motion carried unanimously.**

**6. RESOLUTION 2018-13, ABANDONED TAX DELINQUENT PROPERTY**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve Resolution 2018-13, Abandoned Tax Delinquent Property (see attached)**

**The motion carried unanimously.**

**7. RESOLUTION 2018-14, PURCHASE TAX FORECLOSED PROPERTIES LOCATED AT 835 LAMAY, 792 N. FORD BLVD. AND 1601 FOLEY AVE. IN THE AMOUNT OF \$67,447.00 BUDGETED IN LINE ITEM 101-950-000-969-011 ALL FROM THE 2018 WASHTENAW COUNTY TREASURER LIST OF TAX FORECLOSED PROPERTIES UNDER THE RIGHT OF FIRST REFUSAL AND AUTHORIZE THAT HAND CHECKS BE MADE AVAILABLE AND TAKEN TO THE COUNTY BEFORE THE JULY 1, 2018 DEADLINE**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Resolution 2018-14, Purchase Tax Foreclosed Property Located at 835**

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**Lamay, 792 N. Ford Blvd. and 1601 Foley Ave. in the Amount of \$67,447.00 Budgeted in Line Item 101-950-000-969-011 all From the 2018 Washtenaw County Treasurer List of Tax Foreclosed Properties under the Right of First Refusal and Authorize that Hand Checks be Made Available and Taken to the County Before the July 1, 2018 Deadline (see attached)**

**The motion carried unanimously.**

- 8. RESOLUTION 2018-16, PURCHASE OF COMMERCIAL TAX FORECLOSED PROPERTY LOCATED AT 2500 LAKEVIEW AVE. IN THE AMOUNT OF \$3,848.00 BUDGETED IN LINE ITEM #101-950-000-969-011 FROM THE 2018 WASHTENAW COUNTY TREASURER LIST OF TAX FORECLOSED PROPERTY UNDER THE RIGHT OF FIRST REFUSAL AND AUTHORIZE THAT HAND CHECKS BE MADE AVAILABLE AND TAKEN TO THE COUNTY BEFORE THE JULY 1, 2018 DEADLINE**

**A motion was made by Treasurer Doe, supported by Trustee Wilson, to Approve Resolution 2018-16, Purchase of Commercial Tax Foreclosed Property Located at 2500 Lakeview Ave. in the amount of \$3,848.00 Budgeted in line item #101-950-000-969-011 from the 2018 Washtenaw County Treasurer list of Tax Foreclosed Property Under the Right of First Refusal and Authorize that a Hand Check be Made Available and Taken to the County Before the July 1, 2018 Deadline (see attached).**

**The motion carried unanimously.**

- 9. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR TO ENTER INTO NEGOTIATIONS TO SELL VACANT TOWNSHIP OWNED PROPERTY LOCATED AT 1687 EMERSON PARCEL ID# K-11-14-482-002**

**A motion was made by Trustee Eldridge, supported by Treasurer Doe to Approve the Request of Brian McCleery, Assistant Assessor to Enter into Negotiations to Sell Vacant Township Owned Property Located at 1687 Emerson Parcel ID# K-11-14-482-002**

**The motion carried unanimously.**

- 10. REQUEST TO APPROVE SCOPE OF WORK AND MASTER AGREEMENT WITH TECHNICAL ENVIRONMENTAL SERVICES FOR CONTAMINATED SOIL REMEDIATION AT THE CIVIC CENTER PARKING LOT IN A NOT TO EXCEED AMOUNT OF \$12,000.00 AND APPROVE OSCAR LARSON AS A THIRD PARTY TRANSPORT AND COMPLETE PAPERWORK AFTER THE ATTORNEY HAS REVIEWED AND APPROVED, BUDGETED IN LINE ITEM #101-265-000-931-020**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Approve the Scope of Work and Master Agreement with Technical Environmental Services for Contaminated Soil Remediation at the Civic Center Parking Lot in a**

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**Not to Exceed Amount of \$12,000.00 and Approve Oscar Larson as a Third Party Transport and Complete Paperwork after the Attorney has Reviewed and Approved, Budgeted In Line Item #101-265-000-931-020 (see attached)**

**The motion carried unanimously.**

**11. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL TO EXTEND THE AFSCME BARGAINING UNIT CONTRACTS WITH THE TOWNSHIP AND 14-B COURT UNTIL AUGUST 31, 2018 AND FOR ANY FUTURE EXTENSIONS SHOULD THEY BE NEEDED**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Request of Karen Wallin, Human Resources for Approval to Extend the AFSCME Bargaining Unit Contracts with the Township and 14-B Court until August 31, 2018 and For Any Future Extensions Should They Be Needed)**

**The motion carried unanimously.**

**12. REQUEST OF ANGELA VERGES, RECREATION SERVICES MANAGER FOR APPROVAL OF A CONTRACT RENEWAL WITH WASHTENAW COMMUNITY COLLEGE TO UTILIZE SPACE AT THE COMMUNITY CENTER FOR ESL AND GED CLASSES FOR THE 2018-2019 SCHOOL YEAR**

**A motion was made by Trustee Ross-Williams, supported by Clerk Lovejoy Roe to Approve Request of Angela Verges, Recreation Services Manager for Approval of a Contract Renewal with Washtenaw Community College to Utilize Space at the Community Center for ESL and GED Classes for the 2018-2019 School Year**

**The motion carried unanimously.**

**13. REQUEST OF ERIC COPELAND, FIRE CHIEF FOR APPROVAL OF THE REVISED AUTOMATIC MUTUAL AID AGREEMENT WITH THE CITY OF YPSILANTI AND SUPERIOR TOWNSHIP**

**A motion was made by Treasurer Doe, supported by Trustee Eldridge to Approve Request of Eric Copeland, Fire Chief for Approval of the Revised Automatic Mutual Aid Agreement with the City of Ypsilanti and Superior Township (see attached)**

**The motion carried unanimously.**

**14. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 601 DONS DR. IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

**A motion was made by Trustee Eldridge, supported by Treasurer Doe to Approve Request of Mike Radzik, OCS Director for Authorization to Seek Legal Action If**

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**Necessary to Abate Public Nuisance for Property Located at 601 Dons Dr. In The Amount of \$10,000.00 Budgeted In Line Item #101-950-000-801-023**

The motion carried unanimously.

**15. REQUEST TO APPROVE AGREEMENT WITH THE WASHTENAW COUNTY ROAD COMMISSION FOR THE REMOVAL AND INSTALLATION OF FOUR (4) SPEED HUMPS ON PARKWOOD AVE. IN THE AMOUNT OF \$23,130.00 BUDGETED IN LINE ITEM #101-446-000-818-022**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Agreement with the Washtenaw County Road Commission for the Removal and Installation of Four (4) Speed Humps on Parkwood Ave. in the Amount of \$23,130.00 Budgeted in Line Item #101-446-000-818-022 (see attached)**

The motion carried unanimously.

**16. REQUEST TO INCREASE ELECTION WORKERS HOURLY RATES TO \$13.00 PER HOUR FOR INSPECTORS, \$14.00 PER HOUR FOR CO-CHAIRPERSONS AND \$17.00 PER HOUR FOR CHAIRPERSONS BEGINNING WITH THE AUGUST 7, 2018 PRIMARY**

**A motion was made by Trustee Wilson, supported by Trustee Ross-Williams to Approve to Increase Election Workers Hourly Rates to \$13.00 Per Hour for Inspectors, \$14.00 Per Hour for Co-Chairpersons and \$17.00 Per Hour for Chairpersons Beginning with the August 7, 2018 Primary**

Supervisor Stumbo would like to discuss this further. She said she does not believe that higher wages would attract more workers. Supervisor Stumbo said working the election was Community Service and felt that residents used to do this because they wanted to be involved in their community. She said \$17.00 an hour is a big increase for a chairperson.

Trustee Eldridge stated he was not opposed to the increase because the municipality he works in pays more for their election workers than Ypsilanti Township. He said when he went to vote at the last election he was the only resident and there were six workers. He said that having fewer workers at smaller precincts might keep cost down.

Clerk Lovejoy Roe stated there were four stations and a chairperson for each precinct. She said she usually has six workers per location but sometimes seven for the two biggest precincts. She said usually two to four people will call in before the election and she would have to replace them. Clerk Lovejoy Roe stated legally she was required to have five people at each precinct. She said she has reached out to schools and other organizations looking for workers but has not had much success although for this election she has four new workers from the National Honors Society at Lincoln High School.

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Trustee Ross-Williams stated she would agree with the new pay scale as long as there were no additional increases for the next three or four years. She said she saw that smaller communities such as Pittsfield Township pays \$17.00 and Manchester pays \$20.00 so she thinks this new pay scale was fair.

Clerk Lovejoy Roe stated the Chairperson has a lot of responsibility and if the Board does not want to approve the increase for workers and co-chairs she would still want them to approve the increase for Chairpersons.

Supervisor Stumbo stated she agreed the Chairperson had a lot of responsibility.

Clerk Lovejoy Roe stated she would like six election workers for this election because the ballot is different than it was in previous primaries. She said the Democrats, Republicans, and Libertarians are on the same ballot and the voter must vote the same party for all open seats. She said it could be quite confusing and wanted the extra worker to explain the ballot to voters so we would have less spoiled ballots.

Supervisor Stumbo asked about paying for training. Clerk Lovejoy Roe stated she pays them the same rate as if they were working at the poll.

Supervisor Stumbo stated Trustee Ross-Williams suggested the Chairperson would change to \$17.00 and \$13.00 for Co-Chair and the election workers would stay at \$12.00.

Clerk Lovejoy Roe stated she would like to make it clear she would prefer the original request that the election inspectors would get the raises that was in the motion but if she does not have the four votes, she would take the compromise.

Trustee Ross-Williams made a Friendly Amendment to change the rate of pay for a Chairperson to \$17.00; Co-Chairs to \$13.00 and election inspector would not change from \$12.00.

**An Amendment to the Motion was made by Trustee Wilson, supported by Trustee Ross-Williams to Approve the Increase to Hourly Rates to \$14.00 Per Hour for Co-Chairs, and \$17.00 Per Hour for Chairpersons Beginning with the August 7, 2018 Primary.**

**The motion carried unanimously.**

**17. REQUEST APPROVAL OF NON-DISCLOSURE AGREEMENT WITH DTE  
ENERGY FOR USE OF DTE POLES**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Request Approval for Non-Disclosure Agreement with DTE Energy for Use of DTE Poles.**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 BOARD MEETING  
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Clerk Lovejoy Roe stated that in order to get our cameras on the poles used by DTE they are requiring a user agreement with the Township. She said we never had to do this before but we need to get the cameras on those poles.

Attorney Winters stated he has reviewed this but does not know what DTE was trying to achieve. He said that in this agreement DTE is requiring the Township to disclose to DTE any information that would be captured on the cameras. Mr. Winters said it was unclear what DTE was trying to achieve with this agreement.

Trustee Eldridge stated he was not comfortable moving forward if our Attorney was not in agreement at this time. He said he would come in for a special meeting to get more information before he would approve this request.

**A motion was made by Trustee Wilson, supported by Eldridge to table this request.**

<b>Eldridge:</b>	<b>Yes</b>	<b>Ross-Williams:</b>	<b>Yes</b>	<b>Lovejoy Roe:</b>	<b>No</b>
<b>Stumbo:</b>	<b>Yes</b>	<b>Doe:</b>	<b>Yes</b>	<b>Wilson:</b>	<b>Yes</b>

**The motion carried.**

**18. REQUEST TO FORMALLY ACCEPT THE PAYMENT FROM DTE ENERGY IN THE AMOUNT OF \$174,331.86 FOR A UNDERPAYMENT OF ELECTRICITY PURCHASED FROM FORD LAKE DAM FOR YEARS 1993-2017 INCLUSIVE**

**A motion was made by Trustee Eldridge, supported by Clerk Lovejoy Roe to Approve the Request to Formally Accept the Payment From DTE Energy in the Amount of \$174,331.86 for a underpayment of Electricity Purchased from Ford Lake Dam for Years 1993-2017 Inclusive.**

Treasurer Doe is still concerned with why the Township was not paid interest over the past 20 years.

Attorney Winters explained the bond that we had with DTE and the \$800,000.00 they owed us. He said when DTE investigated this bond they discovered they had miscalculated what they owed the Township for about twenty years and this is the refund from that miscalculation. He said as far as the interest, DTE said that the statute of limitation had run out and therefore, they did not need to pay interest on the earlier years. Attorney Winters' view was the statute of limitation could not expire since no one knew it happened. He said the reason he was recommending the Township move forward with this would be that filing a complaint could go on for years and end up costing the Township more money to fight it.

**The motion carried unanimously.**

**19. RESOLUTION 2018-17, WAGES FOR NON-UNION AND CONFIDENTIAL EMPLOYEES**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 BOARD MEETING  
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**A motion was made by Treasurer Doe, supported by Trustee Eldridge to Approve Resolution 2018-17, Wages for Non-Union and Confidential Employees (see attached)**

Supervisor Stumbo said she would like to see what other communities do regarding their Deputy Clerk position because our Deputy Clerk works the elections and comes to every board meeting without receiving any compensation. Trustee Eldridge agreed he would like to look into this in the near future. Supervisor Stumbo said there was a question about the full time elected officials wage resolution and she said it would be brought back to the board.

**The motion carried unanimously.**

**20. REQUEST TO APPOINT TREASURER LARRY DOE AND TRUSTEES STAN ELDRIDGE AND JIMMIE WILSON, JR TO THE LIQUOR COMMITTEE WITH TERM EXPIRING NOVEMBER 20, 2020**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Approve the Request to Appoint Treasurer Larry Doe and Trustees Stan Eldridge and Jimmie Wilson, Jr. to the Liquor Committee with Terms Expiring November 20, 2020**

**The motion carried unanimously.**

**21. REQUEST TO APPROVE CONTRACT WITH SME FOR WATER TESTING AND REPORT ON SKYLIGHTS AT THE TOWNSHIP CIVIC CENTER IN THE AMOUNT OF \$5,100.00 BUDGETED IN LINE ITEM #101-956-000-801-000**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve the Request to Approve Contract with SME for Water Testing and Report on Skylights at the Township Civic Center in the Amount of \$5,100.00 Budgeted in Line Item #101-956-000-801-000 (see attached).**

**The motion carried unanimously.**

**AUTHORIZATIONS AND BIDS**

**1. REQUEST OF ERIC COPELAND, FIRE CHIEF TO WAIVE THE FINANCIAL POLICY AND PURCHASE A 2018 FORD EXPEDITION KL (SSV) MAX 3L 4X4 WITH MIDEAL PRICING CONTRACT #07B1300005 IN THE AMOUNT OF \$41,754.00 BUDGETED IN LINE ITEM #206-970-000-979-000**

**A motion was made by Trustee Eldridge, supported by Treasurer Doe to Approve the Request of Eric Copeland, Fire Chief to Waive the Financial Policy and Purchase a 2018 Ford Expedition KL (SSV) Max 3L 4x4 With Mideal Pricing Contract #07B1300005 in the Amount of \$41,754.00 Budgeted in Line Item #206-970-000-979-000**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE TUESDAY, JUNE 19, 2018 BOARD MEETING  
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The motion carried unanimously.

- 2. REQUEST OF ERIC COPELAND, FIRE CHIEF TO WAIVE THE FINANCIAL POLICY AND ACCEPT THE PROPOSAL FROM IMAGETREND FOR A CLOUD BASED INCIDENT REPORTING SOFTWARE PACKAGE AS PART OF A REGIONAL PARTNERSHIP OF EIGHT AREA FIRE DEPARTMENTS IN THE AMOUNT OF \$21,606.10 BUDGETED IN LINE ITEM #206-970-000-980-001**

**A motion was made by Trustee Eldridge, supported by Treasurer Doe to Approve the Request of Eric Copeland, Fire Chief to Waive the Financial Policy and Accept the Proposal from Imagetrend for a Cloud Based Incident Reporting Software Package as Part of a Regional Partnership of Eight Area Fire Departments in the Amount of \$21,606.10 Budgeted in Line Item 206-970-000-980-001.**

The motion carried unanimously.

- 3. REQUEST TO AWARD LOW BID FOR PLAY STRUCTURE IMPROVEMENTS AT FORD LAKE PARK, NORTH BAY PARK AND LOONFEATHER POINT PARK TO PLAY ENVIRONMENTS IN THE AMOUNT OF \$294,883.26 WITH A CONTINGENCY AMOUNT OF \$25,000.00 FOR A TOTAL AMOUNT OF \$319,883.26 BUDGETED IN LINE ITEM 212-970-000-975-795**

**A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to Approve Request to Award Low Bid for Play Structure Improvements at Ford Lake Park, North Bay Park and Loonfeather Point Park to Play Environments in the Amount of \$294,883.26 with a Contingency Amount of \$25,000.00 for a Total Amount of \$319,883.26 Budgeted in Line Item 212-970-000-975-795**

The motion carried unanimously.

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Adjourn.**

The meeting was adjourned at 8:22 p.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 #10 Revised**

June 19, 2018

AMOUNTS ROUNDED TO THE NEAREST DOLLAR

<b>101 - GENERAL OPERATIONS FUND</b>	<b>Total Increase</b>	<b><u><u>\$160,960.00</u></u></b>
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Request to increase budget for soil remediation by Corrigan Oil in the back parking lot at the Civic Center. This request is not to exceed \$12,000 for this project. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$12,000.00
		Net Revenues	<u><u>\$12,000.00</u></u>
Expenditures:	Non Reoccurring R&M Civic Center	101-265-000-931.020	\$12,000.00
		Net Expenditures	<u><u>\$12,000.00</u></u>

Budget for Special May Election recently scheduled. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Reimbursement for Elections	101-000-000-686.000	\$37,865.00
		Net Revenues	<u><u>\$37,865.00</u></u>
Expenditures:	APPOINTED OFFICIALS	101-215-000-704.000	\$26,595.00
	REG OVERTIME	101-215-000-709.000	\$4,228.00
	OFFICE SUPPLIES - ELECTIONS	101-215-000-740-010	\$5,832.00
	TRAVEL - ELECTIONS	101-215-000-860.010	\$110.00
	EQUIPMENT RENTAL/LEASING	101-215-000-941.000	\$1,100.00
		Net Expenditures	<u><u>\$37,865.00</u></u>

Request to increase budget for Ordinance updates. We have had more Ordinances approved than this year than anticipated. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$5,000.00
		Net Revenues	<u><u>\$5,000.00</u></u>
Expenditures:	Ordinance & Zoning Code Books	101-215-000-740.001	\$5,000.00
		Net Expenditures	<u><u>\$5,000.00</u></u>

Request to increase budget for DTE to install 2 streetlights on Tuttlehill at Indigo and Ringneck. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$6,095.00
		Net Revenues	<u><u>\$6,095.00</u></u>
Expenditures:	Street Light Construction	101-956-000-926.050	\$6,095.00
		Net Expenditures	<u><u>\$6,095.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI  
2018 BUDGET AMENDMENT #10 Revised**

June 19, 2018

**101 - GENERAL OPERATIONS FUND - CONTINUED**

Request to increase budget to transfer funds to the BSR II Fund for a partial funding of Play Structure Improvements at Ford Lake Park, North Bay Park, and Loonfeather Park. The total play structure improvement project will total \$319,884 with \$100,000 coming from the General Fund #101, \$50,000 coming from an escrow account for park improvements in Bonds and Escrow Fund #707, and \$169,884 from the BSR II Fund #212. This request for \$100,000 from the General Fund will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$100,000.00
		Net Revenues	<u>\$100,000.00</u>
Expenditures:	Transfer to BSR II Fund 212	101-999-000-969.212	\$100,000.00
		Net Expenditures	<u>\$100,000.00</u>

**206 - FIRE FUND**

**Total Increase \$45,227.00**

Request to increase budget to retrofit HQ parking lot lights with LED lights. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	206-000-000-699.000	\$5,190.00
		Net Revenues	<u>\$5,190.00</u>
Expenditures:	Capital Outlay - Fire Station	206-970-000-976.005	\$5,190.00
		Net Expenditures	<u>\$5,190.00</u>

Request to increase budget for Incident reporting software package from ImageTrend. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	206-000-000-699.000	\$21,607.00
		Net Revenues	<u>\$21,607.00</u>
Expenditures:	Computer/Comm/Furnishing	206-970-000-980.001	\$21,607.00
		Net Expenditures	<u>\$21,607.00</u>

Request to budget the approved October 3, 2017 heating and air conditioning units at HQ to 2018. The work was completed in 2018 by AI Walters Heating and Cooling. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	206-000-000-699.000	\$13,795.00
		Net Revenues	<u>\$13,795.00</u>
Expenditures:	Capital Outlay - Improvements	206-970-000-971.008	\$13,795.00
		Net Expenditures	<u>\$13,795.00</u>

**CHARTER TOWNSHIP OF YPSILANTI  
2018 BUDGET AMENDMENT #10 Revised**

June 19, 2018

**206 - FIRE FUND - CONTINUED**

Request to budget for the purchase of furnishings for the training room at HQ. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	206-000-000-699.000	\$4,635.00
		Net Revenues	\$4,635.00
Expenditures:	Computer/Comm/Furnishing	206-970-000-980.001	\$4,635.00
		Net Expenditures	\$4,635.00

**212 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII)**

**Total Increase** \$319,884.00

Request to increase budget for Play Structure Improvements at Ford Lake Park, North Bay Park, and Loonfeather Park. The total play structure improvement project will be \$319,884 with \$100,000 coming from the General Fund #101, \$50,000 coming from an escrow account for park improvements in Bonds and Escrow Fund #707, and \$169,884 from the BSRII Fund #212. This project will be funded by a transfer of \$100,000 from the General Fund and \$50,000 from the Bonds and Escrow Fund. The remaining \$169,884 will be funded by an Appropriation of Prior Year Fund Balance

Revenues:	Prior Year Fund Balance	212-000-000-699.000	\$169,884.00
	Transfer IN from General Fund	212-000-000-697.000	\$100,000.00
	Transfer IN from Bonds & Escrow	212-000-000-697.707	\$50,000.00
		Net Revenues	\$319,884.00
Expenditures:	Park Improvements	212-970-000-975.795	\$319,884.00
		Net Expenditures	\$319,884.00

**236 - 14B DISTRICT COURT FUND**

**Total Increase** \$14,700.00

Request to increase budget line for Hobbs & Black Associates an architectural engineer to provide plans for Security in the Court Building, which was approved and budgeted at the April 4, 2017 Board meeting. This project is continuing into 2018 and is not to exceed \$14,700, the amount available at year end in 2017. The available budget amount was not brought automatically forward into 2018. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	236-000-000-699.000	\$14,700.00
		Net Revenues	\$14,700.00
Expenditures:	Capital Outlay - Security	236-136-000-974.025	\$14,700.00
		Net Expenditures	\$14,700.00

Motion to Amend the 2018 Budget (#10 Revised):

Move to increase the General Fund budget by \$160,960 to \$10,066,733 and approve the department line item changes as outlined.

Move to increase the Fire Fund budget by \$45,227 to \$5,629,094 and approve the department line item changes as outlined.

Move to increase the Bike, Sidewalk, Rec, Roads, General (BSRII) Fund budget by \$319,884 to \$2,128,555 and approve the department line item changes as outlined.

Move to increase the 14B District Court Fund budget by \$14,700 to \$1,999,630 and approve the department line item changes as outlined.



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

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June 8, 2018

Brenda Stumbo  
Township Supervisor  
Ypsilanti Township  
Tilden R. Stumbo Civic Center  
7200 South Huron River Drive  
Ypsilanti, Michigan 48197

RE: Updated Proposal of Services for Master Plan Update and Zoning Ordinance Rewrite

Dear Ms. Stumbo:

Carlisle/Wortman Associates is pleased to submit a proposal of services to update the Master Plan and rewrite the Zoning Ordinance. Our previous work with the Township and planning experience makes us well-qualified to assist you.

We are enclosing a work plan, timeline, and fees for your review. The proposal that follows is structured to briefly introduce our approach and project team. We look forward to discussing this in more detail.

Sincerely,

CARLISLE/WORTMAN ASSOCIATES, INC.

CARLISLE/WORTMAN ASSOC., INC.  
Richard K. Carlisle, PCP, AICP  
President

CARLISLE/WORTMAN ASSOC., INC.  
Benjamin R. Carlisle, AICP, LEED AP  
Principal

CARLISLE | WORTMAN ASSOC., INC  
Megan A. Masson-Minock, AICP  
Planner

Richard K. Carlisle, *President* Douglas J. Lewan, *Executive Vice President* John L. Enos, *Principal*  
David Scurto, *Principal* Benjamin R. Carlisle, *Principal* Sally M. Elmiger, *Principal* Craig Strong, *Principal* R. Donald Wortman, *Principal*  
Laura K. Kreps, *Associate* Paul Montagno, *Associate*

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## **Charter Township of Ypsilanti Master Plan and Zoning Ordinance Community Engagement, Work Plan, Timeline, and Budget**

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Ypsilanti Township is at crossroads. Now emerging from the Great Recession, Township leadership has the opportunity to leave a legacy of diversity, increased quality of life, a vibrant economy and a sustainable land use pattern for the 21<sup>st</sup> century. However, a new Master Plan and rewritten Zoning Ordinance are necessary to cement these values into policy and procedures beyond election cycles. The following proposal outlines how Carlisle | Wortman Associates (CWA) would over the course of two years would assist the Township in creating a new Master Plan and subsequent Zoning Ordinance rewrite.

The foundation of the process below is thoughtful community engagement with careful analysis of data, trends, patterns and market conditions. Our proposed process includes the development of specific, implementable actions to guide the future growth of the Township while preserving the most important aspects.

In addition, we advise that the project includes a civil engineering firm to assist with infrastructure analysis. CWA professionals will work with the engineering firm that the Township selects.

### **Staff**

The following staff would be assigned to this project:

#### **Planning/Zoning – Carlisle | Wortman Associates**

Richard Carlisle, President	Advisor
Benjamin Carlisle, Principal	Principal in Charge
Megan Masson-Minock, Planner	Project Manager
Chris Nordstrom, Landscape Architect	Graphic Creation
Tyler Lasser	Planner & GIS Technician
Paul Ranalli	Graphic Design

#### **Survey and Demographics - Cobalt Community Research**

William SaintAmour, CEO	Project Manager
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#### **Civil Engineering-to be determined by the Township**

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## Community Engagement

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We strongly believe in the importance and power of community engagement. In order to gain input from the widest range of community stakeholders, we propose combining traditional community engagement techniques such as workshops and forums, with technology like a project website.

The following community engagement tasks are proposed throughout the process:

### **Community Engagement Training**

We will contract with Michigan Association of Planning for a Community Engagement Training Workshop for the Township Board, Planning Commission and Township staff who will contribute time to the Master Plan and Zoning Ordinance process. More details on this recommendation are included in the work plan.

### **Steering Committee**

The purpose of the Steering Committee is to guide the process and build consensus around a comprehensive strategy for the Township. Specifically, the Steering Committee will:

- Review analysis and existing conditions.
- Assist in gathering community input.
- Work with the Planning Team to develop the vision(s), review draft text, graphics, and maps of the plan, and assist in the development of an implementation strategy.
- Once the final plan is drafted, make a recommendation to the Planning Commission for consideration.
- Serve as ongoing champions of the plan during the planning process and plan implementation.

### **Project Website**

We will create and administer a joint project website for the Master Plan and Zoning Ordinance will be used throughout the process. It would serve as a one-stop place for information. It could include:

- Link to survey(s)
- Online engagement tools
- FAQ page
- Drafts of all documents
- Contact Information
- Project calendar/schedule

- FTP portion where we can share documents with the Township, Park Commission, Planning Commission, Steering Committee, etc.

### **Survey and Demographics**

CWA will partner with Cobalt Community Research to create, distribute, and analyze a statistically significant survey and to provide detailed Township demographics. Cobalt has assisted the Township before most recently for the survey creation for the Township Recreation Plan.

### **Interview Day**

At the start of the process, CWA staff will come to Ypsilanti Township for a day of interviews with key officials and community members. During the Community Engagement training, Township leaders would identify potential interviewees.

### **Group Reviews of Master Plan Goals and Objectives**

CWA staff will lead up to 15 different groups through an exercise to weigh in on the existing 2014 Master Plan Goals and Objectives. The groups will include neighborhood watch groups and any other groups identified by Township leadership during the Community Engagement Training or by the Steering Committee. This process will assist the team in identifying issues that will be addressed as part of the comprehensive rewrite of the Master Plan.

### **Youth Forum on Master Plan Goals and Objectives**

CWA staff will repeat the exercise used with specific groups previously to gather input specifically from youth on the 2014 Master Plan Goals and Objectives.

### **Assets & Challenges Workshop**

CWA staff will lead Ypsilanti Township in a 4-day interactive workshop, where the community will be asked what to preserve, create and change in Ypsilanti Township. The workshop will include public education about placemaking and redevelopment principles. Consultants with stakeholders and the public will also go on walking or bus tours of up to 5 areas. The heart of the workshop will be an open studio, where visitors can browse work product, attend meetings, chat one on one, or participate in a survey. At the end, our team will share in a community forum guiding principles for the Master Plan based on what we heard from the community and a potential framework for Ypsilanti Township.

### **Plan Design Charrette**

After analysis of the Assets & Challenges Workshop is complete, CWA staff will lead Ypsilanti Township in a 4-day charrette to create in a collaborative manner the big and small ideas

needed for an effective master plan. We will ask for feedback on land use, sub-area plans, placemaking scenarios, green infrastructure designs, farmland preservation, sustainability steps, redevelopment opportunities in key commercial corridors, revitalization options for blighted areas and related zoning options.

#### **Community Meeting on Implementation & Zoning**

As the plan is being drafted, public input on the methods, timing and funding of specific steps to implement the plan help to crystalize next steps. CWA staff will lead a community meeting on implementation and zoning options within two months of the Plan Design charrette.

#### **Group Review of Draft Plan**

During the period of adjacent municipality review mandated by the Michigan Planning Enabling Act, CWA staff will return to the 15 groups, as well as the youth, who weighed in on the goals and objectives at the start of the process and ask them to review the draft as well.

#### **Community Meeting on Draft Plan**

In preparation for the public hearing, CWA staff will present and ask for feedback on the draft plan at a community meeting.

#### **Master Plan Public Hearing**

CWA staff will present the results from the reviews by the adjacent communities, groups in the Township and the community meeting as part of the public hearing for master plan, required by state law.

#### **Property Owner Zoning Notification and Consultation**

Property owners whose zoning will be changed will be notified by mail of the possible change and offered the opportunity for a one-on-one consultation with either CWA or Township staff to discuss the proposed changes. Those consultations would be either at Township Hall during regular business hours or just before regular Planning Commission meetings for up to two months.

#### **Zoning Ordinance Public Hearing**

CWA staff will give an overview of the proposed changes to the Zoning Ordinance in the public hearing, required by state law.

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## Work Plan

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Our work plan has 5 phases: Kick Off, Assets & Challenges, Plan Design, Master Plan Development & Adoption, and Zoning Ordinance Development & Adoption. The phases occur one after another, with the community engagement happening throughout, as the foundation to create collaboration and consensus for a realistic master plan and implementable zoning ordinance. The phases are described below.

### **Phase 1 – Kick Off**

CWA staff will work with Township staff, elected and appointed officials to lay the strategic ground work for the process to update the Master Plan and Zoning Ordinance. This phase has the following tasks:

#### *Task 1: Plan to Plan*

CWA will facilitate a joint meeting of the Planning Commission and Township Board, using a “Plan to Plan” process. A technical evaluation of current Master Plan for Ypsilanti Township will be conducted and presented at the meeting. The “Plan to Plan” process helps leadership to target issues that need to be addressed in a meaningful manner during the Master Plan process. For instance, as part of the discussion, the Township leadership would be asked to identify up to three sub-areas in the Township that need additional analysis and planning during the Master Plan process.

#### *Task 2: Community Engagement Training*

We recommend Ypsilanti Township contract with Michigan Association of Planning for a Community Engagement Training Workshop for the Township Board, Planning Commission and Township staff who will contribute time to the Master Plan and Zoning Ordinance process. Megan Masson-Minock is a qualified instructor for that workshop. A workbook and hands-on exercise is part of the training, which would be used develop a community engagement plan for the Master Plan/Zoning Ordinance process.

#### *Task 3: Establishment of Master Plan Steering Committee*

A Master Plan Steering Committee should be established in the phase, with a commitment to work throughout the process. The team should consist of the Township Planning and Zoning Coordinator, a CWA staff member, and at least one member from the Township Board, the Planning Commission, as well as three to five community members representing the diversity of the Township. The team should have its first meeting to cement a meeting schedule and work plan. CWA staff will meet with the Steering Committee monthly during the Master Plan process.

#### *Task 4: Project Website Launch*

A project website would be designed and launched during the kick off phase. The website would be a one-stop place for information on the Master Plan and Zoning Ordinance projects. It would include: links to any surveys, on-line engagement tools, a FAQ page, drafts of all documents, contact information, project calendar and a FTP portion where documents can be shared with committees or commissions.

#### *Task 5: Survey*

A statistically significant survey will be created, distributed, and analyzed. The survey will be distributed with various means.

#### **Phase 1 Time Frame:** Months 1-4

**Phase 1 Deliverables:** Plan to Plan Results, Community Engagement Plan, Project Website launched

#### **Phase 2 - Assets and Challenges**

CWA staff will work with Township staff, the Planning Commission and community members to discover the assets and challenges for Ypsilanti Township. This phase has the following tasks:

##### *Task 1: Community Profile/Demographics*

The consultant team will update the Community Profile for the Master Plan using the latest available data from the U.S. Census, as well as from the Asset Limited, Income Constrained, Employed (ALICE) Report from the Michigan Association of United Ways. The ALICE data supplements U.S. Census data, giving greater insight into the housing and transportation reality of a community.

##### *Task 2: Review/Analysis of Existing Plans*

CWA staff will review plans of surrounding municipalities, Washtenaw County plans and studies and other Township-generated documents such as the recently adopted economic development strategy and the ongoing Placemaking plan for E. Michigan Avenue and Ecorse Road. The information and findings from these documents will form the master plan as well as communications with the public.

##### *Task 3: Inventory of Land Uses*

We propose a two-tiered approach to mapping the current land uses. First, with Township staff, CWA will develop an existing land use rubric based on the 2014 Master Plan categories.

The rubric will allow for comparison to 2014 land uses in a tabular format. Second, the consultant team will categorize the existing land use using a place-based rubric. The place-based rubric will identify urban, suburban and rural areas and the neighborhoods, corridors, nodes, center and special districts within them. For the urban areas, we will conduct building type inventories, laying the groundwork for an option of form-based zoning. All categories in both rubrics will have a narrative summary.

#### *Task 4: Market Analysis Update*

CWA staff will update the market analyses performed for the Township for the economic development strategy. The analysis will provide suggestions for what is realistic in terms of Master Plan and Zoning Ordinance changes.

#### *Task 5: Green Infrastructure/Agricultural Land Inventory*

CWA staff will map undisturbed natural areas, agriculturally used land, soils, underutilized land, surface waters, parks and parkland, public and private spaces. CWA will then provide an analysis about how current policy protects, enhances or harms natural features and agricultural lands, as well as where opportunities exist for development with minimal environmental impact. The Planning Commission would be asked to look at alternatives in zoning as part of this step.

#### *Task 6: Goals and Objectives*

CWA staff will attend regular meetings of community groups to gather input on the Master Plan goals and objectives (see Community Engagement section for more information). Melding community input and the results of the data gathering in this phase, our consultant team, in consultation with Township staff and officials, will develop goals and objectives to be discussed, refined and endorsed by the community during the Assets and Challenges Workshop.

#### *Task 7: Sub-Area Assets and Challenges*

During this phase, additional work for each category above would be done for the sub-areas identified in the Plan to Plan discussion, such as demographic analysis by block group, market analysis and mapping.

#### *Task 8: Community Engagement Activities including Assets and Challenges Workshop*

The Assets and Challenges phase will include the following Community Engagement activities, described in detail previously: interview day, group reviews of Master Plan Goals and Objectives, Youth Summit on Master Plan Goals and Objectives, and the Assets and Challenges Workshop.

**Phase 2 Time Frame:** Months 3-6

**Phase 2 Deliverables:** Community Profile, Existing Land Use Map and Table, Build-Out Analysis, Green Infrastructure/Agricultural Land Inventory, Sub-Area Analysis, Goals and Objectives, Draft Future Land Use

### **Phase 3 – Plan Design**

CWA staff will collaborate with Township staff and officials as well as community members to design the land use and Township framework to make Ypsilanti Township's vision a reality. This phase includes the following tasks:

#### *Task 1: Community Engagement Activities*

In the Plan Design phase, the majority of our team's work will occur at the following Community Engagement activities: Plan Design Charrette, community meeting on implementation.

#### *Task 2: Future Land Use*

Leading up to and during the Plan Design Charrette, CWA's GIS professionals will craft future land use alternatives. With the community at the Plan Design Charrette, the Future Land Use element of the plan will be developed in an iterative fashion, taking into account the market analysis, public input and demographic projections. The mix of land uses represented in each scenario will reflect the appropriate mix/scale for each of the placemaking centers, nodes, and corridors. As a final framework is defined, the team will consider proposed networks between transportation, housing, and employment centers, weave in the redevelopment schemes, as well as focus on protecting existing community character and natural resources.

#### *Task 3: Sub-Area Plans*

For sub-areas, CWA staff will develop visualizations of possible alternatives for these areas in preparation for the Plan Design Charrette. During the charrette, these alternatives would be narrowed to a consensus agreement for inclusion in the Master Plan. An example of a subarea plan is the Ecorse Road and E. Michigan Avenue Placemaking Plan that is currently in process.

#### *Task 4: Build-Out Analysis*

CWA professionals will run a build-out analysis based on future land use approach arrived at during the Plan Design Charrette. The analysis will include the potential population,

number of housing units, tax base, and potential impacts on public services, the environment and transportation system.

*Task 5: Infrastructure Analysis*

CWA professionals will work with the Engineering firm of the Township's choice to conduct analysis of existing and future infrastructure needs. The analysis will identify infrastructure deficiencies or needs that would limit and hinder future development and provide for capitals cost to be incorporated into a Capital Improvement Plan.

*Task 6: Implementation*

After the Plan Design Charrette, the consultant team will develop an implementation matrix with tasks, priorities and assignments for Township departments, elected and appointed officials as well as other groups in the Township. CWA will then facilitate a Township-wide meeting on implementation to clarify priorities and bring the community into the implementation of the master plan. The Planning Commission will contribute to any suggestions on zoning changes.

**Phase 3 Time Frame:** Months 6-8

**Phase 3 Deliverables:** Goals and Objectives, Future Land Use, Sub-area plans (up to 3), Build-Out Analysis, Implementation Matrix

**Phase 4 – Master Plan Development & Adoption**

In this phase, our team will document consensus created by the process through a master plan document. The following tasks will be done in this phase:

*Task 1: Initial Draft*

Our team will prepare a highly graphic, concise and user-friendly master plan along with a concise "snapshot" poster of the master plan. The draft will be reviewed by Township staff, the Planning Commission, the Township Board, adjacent municipalities per state law and the community in Community Engagement activities for this phase.

*Task 2: Final Draft*

Based on input on the initial draft, our team will revised the master plan accordingly. CWA staff will present the final draft plan to the Planning Commission for recommendation and to the Township Board for approval.

### *Task 3: Community Engagement Activities*

This phase will include the following Community Engagement activities: group review of draft plan, community meeting on draft plan, and the public hearing.

### **Phase 4 Time Frame: Months 9-13**

**Phase 4 Deliverables:** Electronic version of draft master plan, 24"x36" presentation board with snapshot poster of draft master plan, 3 bound copies of final master plan, one 24"x36" presentation future land use map, 24"x36" snapshot poster of final master plan, and mutually agreed upon format on CD suitable for copying and posting entire document as well as individual graphs, maps, charts, text, maps, and graphics incorporated in the final plans, digital spatial data as ESRI Shapefile with any necessary or useful metadata.

### **Phase 5 – Zoning Ordinance Development & Adoption**

In the last phase, our team will implement the master plan through a rewrite of the Township's zoning ordinance. The following tasks will be done in this phase:

#### *Task 1: Planning Commission Updates During Master Plan Phases*

CWA staff will meeting with the Planning Commission at least every other month during the master plan phases. The Planning Commission will be asked to provide guidance on how alternatives or final recommendations of the Master Plan can be implemented.

#### *Task 2: Work Plan Design*

CWA and Township staff will determine a work plan for the zoning ordinance with up to six work sessions with the Planning Commission and two work sessions with the Township Board.

#### *Task 3: Planning Commission and Township Board Work Sessions*

CWA staff will lead Planning Commission through proposed changes in the Zoning Ordinance in a series of work sessions. A work session will be scheduled with the Township Board to keep them updated on decisions during the process.

#### *Task 4: Zoning Ordinance Audit*

Working off the existing Audit completed in 2017 by CWA, we will identify all necessary changes to the ordinance, outside of those that are directly related to the Master Plan.

*Task 5: Initial Draft*

A complete draft of the zoning ordinance will be reviewed by the Planning Commission and Township Board in work sessions.

*Task 6: Property Owner Notification and Consultation*

Property owners whose zoning will be changed will be notified by mail of the possible change and offered the opportunity for a one on one consultation with either CWA or Township staff to discuss the proposed changes (see Community Engagement section).

*Task 7: Final Draft & Adoption*

Based on input on the initial draft, the zoning ordinance will be revised accordingly. CWA staff will present the final draft plan to the Planning Commission for recommendation and to the Township Commission for approval.

*Task 8: Community Engagement Activities*

This phase will include the following Community Engagement activities: property owner notification and consultation, and the public hearing.

**Phase 5 Time Frame:** Months 13-22

**Phase 5 Deliverables:** Electronic version of draft zoning ordinance, electronic version of draft zoning map, three (3) bound copies of the final Zoning Ordinance, and mutually agreed upon format on CD suitable for copying and posting entire document as well as individual graphs, maps, charts, text, maps, and graphics incorporated in the final zoning ordinance, digital spatial data as ESRI Shapefile with any necessary or useful metadata.

# Time Frame

	2018												2019												2020				
	J	J	A	S	O	N	D	J	F	M	A	M	J	J	J	A	S	O	N	D	J	F	M						
<b>Phase 1: Kick Off</b>	S	SC	PC																										
Plan to Plan																													
Community Engagement Training																													
Project Website Creation																													
Survey Creation, Distribution, and Analysis			S, SC	SC	SC	SC	PC																						
<b>Phase 2: Assets and Challenges</b>																													
Background (Tasks 1-5 & 7)																													
Group Meetings																													
Youth Forum																													
Assets & Challenges Workshop																													
<b>Phase 3: Plan Design</b>																													
Plan Design Charrette																													
Analyses (Tasks 4-5)																													
Implementation Meeting																													
<b>Phase 4: Master Plan Development &amp; Adoption</b>																													
Initial Draft Review																													
Community Review																													
Final Review & Adoption																													
<b>Phase 5: Zoning Ordinance Development &amp; Adoption</b>																													
Work Plan Design																													
Audit																													
Initial Draft																													
Property Owner Consultation																													
Final Draft and Adoption																													

S: Staff Meeting; SC: Steering Committee Meeting; PC: Planning Commission; C: Community Event; TB: Township Board; PH: Public Hearing

## Budget

	<i>Total Hours</i>	<i>Total Budget*</i>
Phase1: Kick Off	167	\$19,250
Phase 2: Assets and Challenges	429	\$40,750
Phase 3: Plan Design	452	\$45,320
Phase 4: Master Plan Development & Adoption	252	\$25,610
Phase 5: Zoning Ordinance Development & Adoption	390	\$40,570
<b>TOTAL</b>	<b>1,690</b>	<b>\$171,500</b>

\*Please note that the total hours and budget includes various staff with different hourly rates, thus the average hours per phase are not the same.

<b>Calendar Year</b>	<b>Cost</b>
2018	\$60,000
2019	\$99,500
2020	\$12,000
<b>Total</b>	<b>\$ 171,500</b>

### **INFRASTRUCTURE ANALYSIS**

Please note that the attached budget does not include the infrastructure analysis. The infrastructure analysis can be completed under a separate scope once an engineering firm is chosen by the township. On behalf of Township, CWA will manage the work and scope of the chosen company.

### **EXPENSES RATE**

GIS Mapping Software \$25 / Hour  
 Supplies, Prints, Mailing cost + 20%  
 Mileage 54 cents

**MEETINGS:** We propose 2 township staff meetings, 11 Steering Committee meetings, 10 meetings with the Planning Commission, 5 meetings with the Township Board and 2 public hearings. Additional meetings will be billed at hourly rates.

**PRINTING:** The Carlisle/Wortman Associates, Inc. proposal includes the cost of three (3) bound copies of the final Master Plan and Zoning Ordinance. All draft copies will be directly billed to the Township as an additional expense.

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## SIGNATURES

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IN WITNESS WHEREOF, The Consultant and the Client execute this Agreement as of the date first set forth in this Agreement.

WITNESS

*Lisa L. Stanfield*

TOWNSHIP

*Brenda Stumbo*  
Brenda Stumbo  
Supervisor  
Charter Township of Ypsilanti  
*June 20, 2018*

*Lisa R. Stanfield*

*Karen Lovejoy Roe*  
Karen Lovejoy Roe  
Clerk  
Charter Township of Ypsilanti  
*June 20, 2018*

CONSULTANT

*Sonya Sheresh*

*Richard K. Carlisle*  
Richard K Carlisle, AICP  
President  
Carlisle/Wortman Associates, Inc.

*Sonya Sheresh*

*Benjamin R. Carlisle* *6/27/18*  
Benjamin R. Carlisle, AICP  
Principal  
Carlisle/Wortman Associates, Inc.

## **Regional Waste Authority Formation Committee**

### **ROLES AND EXPECTATIONS**

#### **MUNICIPAL AGREEMENT FORM**

##### **Overview and Purpose:**

In 2017, a stakeholder engagement process was initiated in Washtenaw County to assess the feasibility of a regionalized approach to waste services in Washtenaw County, with a particular focus on regional recycling, but with a longer-term vision of regionalized waste system. In May 2018, the Regional Authority Study was completed, and includes a list of recommendations pursuant to the goals and concerns of the group of participating stakeholders. The Regional Waste Authority Formation Committee will pursue the recommendations of the final study.

Currently, several municipalities in Washtenaw County are currently experiencing a variety of challenges summarized in a Regional Study that included municipal and institutional entity input. This form is intended to express agreement in working toward formation of the Eastern Washtenaw Solid Waste Authority, as identified in that study, and to designate a spokesperson and point of contact for each participating agency.

##### **Municipal Expectations for Participation:**

1. Attend all Authority Formation Committee meetings with a goal of completing the following tasks by September, 2018; and
2. Seek proper municipal and/or legal approval, or required appointment, to serve on the Authority Formation Committee; and
3. Collaborate with other participants and your agency legal counsel (and other advisory staff) to develop a governance structure; and
4. Identify which Tiers of participation are of interest to the signer's agency, for the purpose of County-generated cost modeling for each tier; and
5. Upon completion of mutually agreeable governance documents, seek elected body approval of governance documents.

No financial commitments or binding participation in an Authority is required for participation in this Committee.

##### **County Roles and Contributions**

- A. Fund and provide staff or consultant support for Committee work, estimated at 3-5 meetings through September; and
- B. Fund and provide administrative and facilitation support as needed, along with other expertise including initial contract language recommendations and other legal expertise for similar Authorities; and
- C. Reserve meeting space; and
- D. Provide cost modeling for each Tier based on the interest level of participants. Identify potential financing avenues; and
- E. Other assistance as needed to address Authority formation

I, the undersigned agree to work in good faith with the County and other stakeholders to represent my community or employer while working toward a mutually agreeable Authority governance agreement and scope of duties for said Authority.

Brenda L. Stumbo / Kelly Pap  
Signature

June 20, 2018  
Date

Brenda L. Stumbo / Karen Lovejoy Roe  
Print Name

Chester Township of Ypsilanti  
Representing

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION 2018-13

### Abandoned Tax Delinquent Property

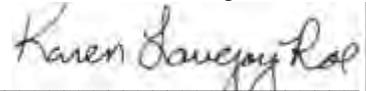
**Whereas**, the Charter Township of Ypsilanti Board of Trustees has determined that parcels of abandoned tax delinquent property exist; and

**Whereas**, abandoned tax delinquent property contributes to crime, blight, and decay with Ypsilanti Township; and

**Whereas**, the certification of tax delinquent abandoned property as certified abandoned property will result in the accelerated forfeiture and foreclosure of certified abandoned property under the general property tax act and return abandoned property to productive use more rapidly, therefore reducing crime, blight, and decay within Ypsilanti Township.

**Now Therefore, Be It Resolved**, that the Charter Township of Ypsilanti Board of Trustees hereby notifies residents and owners of property within Ypsilanti Township that abandoned tax delinquent property will be identified and inspected; and may be certified abandoned property subject to accelerated forfeiture and foreclosure under the general property tax act.

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. 2018-13 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on June 19, 2018.



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Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

## **RESOLUTION 2018-14**

### **Authorizing the Charter Township of Ypsilanti to Exercise its “First Right of Refusal” and to Purchase from Washtenaw County Treasurer Catherine McClary Acting in her Capacity as the Foreclosing Governmental Unit Under the Authority of the General Property Tax Act the Real Properties Described Herein Located In Ypsilanti Township, Michigan**

**WHEREAS**, on or about **March 31, 2018** Washtenaw County Treasurer Catherine McClary, Acting in her capacity as the **Foreclosing Governmental Unit** (FGU) under the Authority of the **General Property Tax Act** (GPTA) foreclosed upon certain properties in the Washtenaw County Circuit Court due to delinquent real property taxes.

The “**List of Tax Foreclosed Properties**” for **2018** last revised on **May 30, 2018** (See Exhibit 1) was received by Ypsilanti Township Clerk **Karen Lovejoy Roe** from Washtenaw County Treasurer McClary which contained *inter alia* the following Ypsilanti Township properties which set forth the amount of unpaid delinquent taxes and are described as follows:

1. **835 Lamay**  
**Parcel No.:** K-11-02-306-015  
**Minimum Bid:** **\$29,198.00**  
**Legal Description:**  
**YP#76-240 Lot 240 Lay Garden Subdivision**

2. **792 N. Ford Blvd.**  
**Parcel No.:** K-11-02-328-002  
**Minimum Bid:** **\$18,275.00**  
**Legal Description:**  
**YP#58-271 Lot 271 East Park Subdivision**

3. **1601 Foley**  
**Parcel No.:** K-11-14-281-017  
**Minimum Bid:** **\$19,974.00**  
**Legal Description:**  
**YP#148-1 Lot 1 Willow Heights**

**WHEREAS**, the Court of Appeals for the State of Michigan in an unanimous decision released for publication on **April 5, 2011** entitled

***“City of Bay City vs Bay County Treasurer”*** held that under the GPTA that “. . . ***the determination of a proper purpose for the purchase of tax-delinquent property is a legislative function, vesting such determinations as arose in this case with Plaintiff’s council.*** Furthermore, because ***MCL 211.78(m)(1)*** creates a mandatory legal duty on Defendant’s part to sell the property to Plaintiff granting him no discretion to decide not to sale such property, the statute does not empower a county treasurer . . . to make an independent determination as to a municipality’s professed ‘public’ purpose” a copy of the Court of Appeals decision being attached hereto and incorporated by reference and labeled Exhibit 2; and

***WHEREAS***, from 2007 through 2017 Ypsilanti Township has seen over 3,000 foreclosures which make up approximately thirty-three (33%) of all foreclosures that have occurred during this time period in Washtenaw County even though the Township’s population is only fifteen (15%) of the County’s total population; and

***WHEREAS***, this unprecedented record number of foreclosures in Ypsilanti Township resulted in a significant loss of tax revenue to the Township while also having a direct and negative effect upon the residential property values Township wide; and

***WHEREAS***, this record number of foreclosures in the Township destabilized a number of residential streets located within the Township’s residential subdivisions and greatly contributed to a number of residential neighborhoods becoming predominantly rental properties which further contributed to the destabilization of residential properties; and

***WHEREAS***, the Charter Township of Ypsilanti in an effort to stabilize the Township’s existing residential neighborhoods entered into a partnership with Habitat for Humanity for acquiring and rehabilitating residential properties located in the Township for homeowner occupancy

which has resulted in increased neighborhood stabilization and has prevented further deterioration of existing residential subdivisions throughout the Township while also resulting in the increase of property values and the tax base in the Township; and

**WHEREAS**, Habitat has notified the Township of its desire to acquire additional residential properties in the Township for rehabilitation and resale to homeowners which further promotes the Township's Board stated policy of neighborhood stabilization; and

**WHEREAS**, the Ypsilanti Township Board of Trustees has determined and hereby finds that the exercise of its **"First Right of Refusal"** to acquire the above listed properties constitutes a **"Public Purpose"** as set forth in the Court of Appeals case entitled **"City of Bay City vs Bay County Treasurer"** since it is imperative that in order for the Township to achieve its stated public purpose of neighborhood stabilization and to prevent further deterioration of residential property values that the Township continues in its ongoing efforts with Habitat for Humanity to increase homeownership by acquiring residential properties in the Township for resale to Habitat who will rehabilitate said properties that in turn will be resold to persons for homeownership as opposed to being utilized as rental/investment properties; and

**WHEREAS**, the Township has been advised by the Washtenaw County Treasurer's Office that the minimum bid price for all of the above listed properties total **\$67,447.00**;

**NOW, THEREFORE THE YPSILANTI CHARTER TOWNSHIP BOARD OF TRUSTEES HEREBY RESOLVES AS FOLLOWS:**

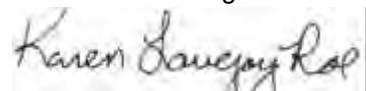
1. That the Township hereby finds and determines that the exercise of its **"First Right of Refusal"** pursuant to the General Property Tax Act as further defined in the Court of Appeals case entitled

**“City of Bay City vs Bay County Treasurer”** to purchase the properties hereinabove listed located in the Township of Ypsilanti, Washtenaw County, State of Michigan, constitutes a **“Public Purpose”** since it is imperative that in order for the Township to achieve its stated public purpose of neighborhood stabilization and to prevent further deterioration of residential property values that the Township continues in its ongoing efforts with Habitat for Humanity to increase homeownership by acquiring residential properties in the Township for resale to Habitat who will rehabilitate said properties that in turn will be resold to persons for homeownership as opposed to being utilized as rental/investment properties.

2. That the Township hereby notifies Washtenaw County Treasurer Catherine McClary Acting in her Capacity as the Foreclosing Governmental Unit that the Township desires to purchase the above listed properties under the Township’s **“First Right of Refusal”** for the minimum bid of each property which totals **\$67,477.00**.

3. That the Township authorizes the payment of **\$67,477.00** for the purpose of acquiring the above listed properties pursuant to the Township’s **“First Right of Refusal”** for the **“Public Purpose”** as defined herein.

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. 2018-14 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on June 19, 2018.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

## RESOLUTION 2018-16

**Authorizing the Charter Township of Ypsilanti to Exercise its “First Right of Refusal” and to Purchase from Washtenaw County Treasurer Catherine McClary Acting in her Capacity as the Foreclosing Governmental Unit Under the Authority of the General Property Tax Act the Real Property Located at 2500 Lakeview Avenue, Ypsilanti Township, Michigan**

**WHEREAS**, on or about **March 31, 2018** Washtenaw County Treasurer Catherine McClary, acting in her capacity as the **Foreclosing Governmental Unit** (FGU) under the Authority of the **General Property Tax Act** (GPTA) foreclosed upon certain properties in the Washtenaw County Circuit Court due to delinquent real property taxes. The “**List of Tax Foreclosed Properties**” for 2018, last revised on **May 30, 2018** (see Exhibit 1), was received by Ypsilanti Township Clerk Karen Lovejoy Roe from Washtenaw County Treasurer McClary which contained *inter alia* the following Ypsilanti Township property which set forth the amount of unpaid delinquent taxes and is described as follows:

**2500 Lakeview**

**Parcel No: K-11-24-242-023**

**Minimum Bid: \$3,848.00**

**Legal Description:**

**YP# 69A-21A: Lot 21, EXC W 4 ft, also N ½ of Vacated Alley Huron Hearthsides Sub;**

**WHEREAS**, the Court of Appeals for the State of Michigan in an unanimous decision released for publication on **April 5, 2011** entitled “**City of Bay City vs Bay County Treasurer**” held that under the GPTA that “. . . **the determination of a proper purpose for the purchase of tax-delinquent property is a legislative function, vesting such determinations as arose in this case with Plaintiff’s council. Furthermore, because MCL 211.78(m)(1) creates a mandatory legal duty on Defendant’s part to sell the property to Plaintiff granting him no discretion to decide not**

*to sale such property, the statute does not empower a county treasurer . . . to make an independent determination as to a municipality's professed 'public' purpose"* a copy of the Court of Appeals decision being attached hereto and incorporated by reference and labeled Exhibit 2; and

**WHEREAS**, the Ypsilanti Township Board of Trustees has determined and hereby finds that the exercise of its **"First Right of Refusal"** to acquire the commercial zoned property located at 2500 Lakeview, constitutes a **"Public Purpose"** as set forth in the Court of Appeals case entitled **"City of Bay City vs Bay County Treasurer"** since it is imperative that in order for the Township to continue to provide essential public services to its residents and to promote and protect the public health, safety and welfare of the Township that the Township continues in its ongoing efforts to rebuild and redevelop the Township's commercial tax base which was significantly impacted during the years 2008 - 2017; and specifically this subject property given its strategic location along the Willow Run Expressway Bypass corridor which is one of the major gateways into the Township and is near the American Center for Mobility; and

**WHEREAS**, the Township has been advised by the Washtenaw County Treasurer's Office that the minimum bid price for the property located at 2500 Lakeview Avenue is **\$3,848.00**;

**NOW, THEREFORE THE YPSILANTI CHARTER TOWNSHIP BOARD OF TRUSTEES HEREBY RESOLVES AS FOLLOWS:**

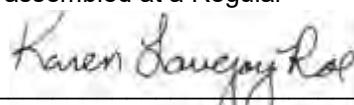
1. That the Township hereby finds and determines that the exercise of its **"First Right of Refusal"** pursuant to the General Property Tax Act as further defined in the Court of Appeals case entitled **"City of Bay City vs Bay County Treasurer"** to purchase the commercial zoned property located at 2500 Lakeview constitutes a **"Public Purpose"** since it is imperative that in order for the Township to continue to provide essential public services to its residents and to promote and protect the public health, safety and welfare of the Township that

the Township continues in its ongoing efforts to rebuild and redevelop the Township's commercial tax base.

2. That the Township hereby notifies Washtenaw County Treasurer Catherine McClary Acting in her Capacity as the Foreclosing Governmental Unit that the Township desires to purchase 2500 Lakeview under the Township's "**First Right of Refusal**" for a minimum bid which per the Washtenaw County Treasurer's Office is **\$3,848.00**;

3. That the Township authorizes the payment of **\$3,848.00** for the purpose of acquiring 2500 Lakeview pursuant to the Township's "**First Right of Refusal**" for the "**Public Purpose**" as defined herein.

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. 2018-16 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on June 19, 2018.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

## MASTER SERVICES AGREEMENT

This Master Services Agreement ("Agreement") is made and entered into 6/13/2018 by and between Technical Environmental Services, Inc. with the address of 775 N. Second Street, Brighton, Michigan 48116 and Charter Township of Ypsilanti, with an address of, 7200 S. Huron River Dr. (hereinafter referred to as "Client") (hereinafter collectively referred to as the parties). **RE Contaminated Soil Remediation.**

In consideration of the covenants set forth below, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is agreed between the parties as follows:

1. **Services.** The specific professional services ("Services") to be performed by the Technical Environmental Services, Inc. on behalf of the Client shall be described and authorized from time to time by a fully executed and approved proposal or work order in substantially the form attached to this Agreement as Exhibit A ("Proposal"). Each Proposal shall constitute a separate and individual undertaking and shall define an individual project. All Services authorized by Proposals referencing this Agreement shall be subject to the terms of this Agreement except as otherwise modified in writing by mutual consent of the Parties.
2. **Inconsistent Terms and Forms.** It is mutually agreed that all terms, conditions, and provisions, of any nature whatsoever, contained within Client's acceptance, purchase order or other communications, except the description and specification of goods ordered, quality, price, invoice number, shipping instructions and tax exemption certificate, shall be ineffective. Any acknowledgement of or acquiescence to any such terms, conditions and provisions of any nature whatsoever, by Technical Environmental Services, Inc. shall not in any way be construed as an acceptance or approval of such terms.
3. **Estimate of Costs.** Any estimates or opinions made by the Technical Environmental Services, Inc. of costs in Proposals are made on the basis of Technical Environmental Services, Inc.'s judgment as an experienced and qualified contractor. However, Client acknowledges and agrees that Technical Environmental Services, Inc. cannot and does not guarantee that total costs will not vary from opinions of probable cost prepared by Technical Environmental Services, Inc. Subject to the exceptions stated herein, if during the course of performing Services outlined in an approved Proposal, Technical Environmental Services, Inc. reasonably determines that either the scope of the Services, the cost of Services, or the cost of goods and component parts have increased beyond what is commercially reasonable under the circumstances, or have changed due to unknown or undisclosed conditions, Technical Environmental Services, Inc. shall so notify the Client and provide the Client with a new Proposal for approval. Until the Client is so notified and approves the Proposal, Technical Environmental Services, Inc. shall have the right to suspend the performance of the Services at issue and continue to perform any and all other Services not affected by the proposed changes. If the Client does not approve the scope of Services change and charges, either party shall have the right to terminate this Agreement upon five (5) days advance written notice, at which time all outstanding invoices for Services provided to Client shall become due and payable.
4. **Billing and Payment.** Unless provided for in a separate financing agreement, or under Special Terms in the Proposal, Client will be invoiced monthly for work performed during such month pursuant to approved Proposals. Client is responsible for payment of Technical Environmental Services, Inc.'s invoices within thirty (30) days of the invoice date. Client further agrees to pay a time price differential on all amounts invoiced and not paid or objected to for valid cause with the thirty (30) day period at the rate of one and one half percent (1.5%) of the outstanding balance compounded monthly until paid in full. In addition, Client shall be liable to Technical Environmental Services, Inc. for all costs incurred by Technical Environmental Services, Inc. in efforts to collect overdue payments from Client, including actual attorney fees and court costs.
5. **Security Interest and Construction Liens.** Until Technical Environmental Services, Inc. is paid in full for all of the Services rendered pursuant to this Agreement, Client grants to Technical Environmental Services, Inc. a purchase money security interest in all equipment, merchandise, or fixtures sold, delivered or installed pursuant to this Agreement or any Proposal under this agreement. Client agrees to execute all documents necessary to perfect said security interest. In advance of the commencement of the Services, Client agrees to prepare, record and provide to Technical Environmental Services, Inc. a notice of commencement, as that term is defined in the Michigan Construction Lien Act, CL 579.1101 *et seq.*, for the project site. If a claim of construction lien is filed by Technical Environmental Services, Inc., Client understands and authorizes Technical Environmental Services, Inc. to add a time-price differential of 18% on the Services to the lien amount.
6. **Limitation on Scope of Service.** Client agrees that unless expressly provided for in an approved Proposal, Technical Environmental Services, Inc. has had no role generating, treating, storing, transporting, disposing or arranging for disposal of hazardous or toxic substances, pollutants, waste or contaminants (hereinafter "Waste Materials") as such terms are defined by the Comprehensive Environmental Response, Compensation and Liability Act, being 42 USC 9601, *et seq.*, and/or Parts 111, 201, 211 and 213 of the Natural Resources and Environmental Protect Act, being MCL 34.11101, *et seq.* MCL 324.20101 *et seq.*, and MCL 324.21301 *et seq.*, which may be present at the project site and Technical Environmental Services, Inc. has not benefited from the processes that produced such Waste Materials. Client agrees that unless expressly provided for in a Proposal pursuant to this Agreement or any Proposal under this Agreement and that Technical Environmental Services, Inc. has not arranged for or contracted for such selection. Any Waste Materials encountered by or associated with Services provided by Technical Environmental Services, Inc. on the project site shall at no time be or become the property of Technical Environmental Services, Inc. In addition, Client expressly agrees that Technical Environmental Services, Inc. is not an "operator", as defined by CERCLA and/or Parts 201, 211 and 213 of NREPA, of the project site or facility where Technical Environmental Services, Inc. is performing the Services. Client agrees that Technical Environmental Services, Inc. is a Response Activity Contractor and that this Agreement and any Proposals pursuant to this Agreement are Response Activity Contracts as these terms are defined by MCL 324.20128(5)(a).
7. **Site Access and Control.** Client grants a right of entry to the project site to Technical Environmental Services, Inc., its employees, agents and subcontractors to perform the Services. If Client does not own the project site, Client warrants and represents to Technical Environmental Services, Inc. that Client has the authority and permission of the owner and occupant of the project site to grant this

TECHNICAL ENVIRONMENTAL SERVICES, INC.

right of entry. If, as a requirement of performing the Services, Technical Environmental Services, Inc. or its subcontractors damage or alter property owned by a third party, Client agrees to pay the cost of restoring the property to its condition prior to the performance of the Services. By execution of this Agreement, Client acknowledges that it is now and shall remain in control of the project site at all times.

8. Indemnification. Client shall indemnify and hold harmless and defend Technical Environmental Services, Inc. and its shareholders, directors, officers, employees and agents from and against any and all losses, damages, claims, liabilities, costs and incidental expenses, including actual attorneys fees, which any or all of them may incur, be responsible for, or pay out as a result of bodily injury (including death) to any person, damage (including loss of use) to any property, contamination or adverse effects on the environmental arising out of or which are connected with: (1) a release of Waste Materials not due to the negligent omission, conduct, and/or willful misconduct of Technical Environmental Services, Inc.; (2) any negligent omission, conduct, and/or willful misconduct of Client or Client's employees, agents, or subcontractors; or (3) Client's breach of this Agreement.

Where goods or equipment are manufactured on behalf of Client or at the direction of Technical Environmental Services, Inc. in accordance with Client's designs, blueprints, drawings, samples or specifications. Client shall indemnify, hold harmless and defend the Technical Environmental Services, Inc. and its shareholders, directors, officers, employees and agents from and against any and all losses, damages, claims, liabilities, costs and incidental expenses, including actual attorney fees, which any or all of them may incur, be responsible for, or pay out as a result of or arising out of claims of patent, trademark, or service mark infringement resulting from the manufacture, use or sale of such goods or equipment.

9. Liability for Conduct of Subcontractors. Technical Environmental Services, Inc. shall hold harmless and defend the Client, its shareholders, directors, officers, employees and agents from and against any and all losses, resulting from bodily injury, property damage or environmental damage caused by pollution conditions, as defined by Technical Environmental Services, Inc.'s Pollution Liability Insurance Policy, arising from operations as listed on the "Operations Addendum" of such policy, performed by subcontractors of Technical Environmental Services, Inc. or their respective employees, agents servants and representatives.

10. Limitation of Liability. Technical Environmental Services, Inc. shall not be responsible for any special, incidental, indirect or consequential damages for any out of this Agreement, the Services contemplated under this agreement, or any Proposal pursuant to this Agreement, including loss incurred by Client as a result of Technical Environmental Services, Inc.'s nonperformance of the Services. Any claim of any nature whatsoever shall be deemed waived unless made by Client in writing and received by Technical Environmental Services, Inc. within one year after completion of the Services with respect to which the claim is made.

11. Risk of Loss. Technical Environmental Services, Inc. shall not be responsible for loss or damage to equipment or merchandise while in transit on any carrier not owned by Technical Environmental Services, Inc. Delivery dates are subject to availability of equipment or merchandise at the time specified for delivery. Technical Environmental Services, Inc. shall have no liability of any nature whatsoever for delays caused by unavailability of equipment or merchandise caused by strikes, fire, riots, acts of god, or any other event of any nature whatsoever that is beyond the reasonable control of Technical Environmental Services, Inc.

12. Disclaimer of Warranties. Unless provided for in an approved Proposal, and other than those provided by the manufacturers of materials furnished in connection with the Services, there are no warranties, either express or implied, which are not expressly contained within this Agreement. Particularly, there are **NO WARRANTIES OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE** regarding any of the Services, goods, or equipment sold pursuant to this Agreement.

13. Utilities and Subterranean Structures. Client shall be responsible for the proper identification of all utility lines and subterranean structures and conditions, including, but not limited to, drinking wells, junk fill, rock, rock-like strata, old foundations, frost, water pipes, drains, and sewer lines within the property lines of the project site and which are not identified by "Miss Dig" Utility Marking Services. If such conditions are encountered during performance of the Services, Client agrees to bear the cost of additional excavation, disposal, and appropriate fill material on a time and materials basis. Client agrees to waive any claim against Technical Environmental Services, Inc. and to defend, indemnify and hold Technical Environmental Services, Inc. harmless from any and all claims, damages, losses, liabilities and expenses, including actual attorneys fees, arising out of or resulting from any damage to utilities or subterranean structures caused by Technical Environmental Services, Inc. or its subcontractors that were not correctly identified by "Miss Dig" and/or Client within the property lines of the project site.

14. Weather Conditions. Client acknowledges that weather conditions may affect both the cost and completion date of the Services, and Client agrees to bear any costs incurred by Technical Environmental Services, Inc. caused by any such delay on a time and materials basis. Client further acknowledges that new concrete may be adversely impacted by cold weather, and there are not warranties whatsoever, express or implied, regarding concrete that is laid during cold or winter weather.

15. Underground Storage Tank Removals and Installations. Client agrees that all underground storage tanks to be removed shall be emptied by Client unless provided for in an approved Proposal; otherwise, residual liquid, sludge and inert materials will be placed in storage containers by Technical Environmental Services, Inc. or its subcontractors and left on the project site for Client's disposal Client agrees to bear the cost of such removal and storage containers on a time and materials basis.

16. Soil Removal and Disposal. All disposal cost estimates and invoices for contaminated soil removal and disposal shall be based on "loose", trucked yardage not "tight" in-lace yardage and determined by landfill manifests. Client agree that it will bear the cost of any characterization testing required for landfill approval.

17. Site Assessment and Closure Sampling. Client acknowledges that Site Assessment and Closure Sampling cost estimates assume that there has been no "release" at the project site and that if a "release" is encountered or if there are indicia that the project site is a

TECHNICAL ENVIRONMENTAL SERVICES, INC.

"facility", as those terms are defined in parts 201, 211 and 213 of NREPA, there will be additional costs for sampling, excavation and soil disposal. Unless otherwise specified in a Proposal signed by the Client, the Client agrees to bear such increased costs on a cost plus 15% basis.

18. Environmental Consultant. If there has been a "release" or if there are indicia that the project site is a "facility", as those terms are defined in parts 201, 211, and 213 of NREPA, the Client may retain a consulting firm qualified pursuant to MCL 324.215-42; otherwise, the Client agrees to bear the cost plus 15% of the Services of such an environmental consultant retained as a subcontractor of Technical Environmental Services, Inc.

19. Regulatory Reporting. The Client acknowledges and agrees that preparation and filing of all UST registration forms, notices of UST removal, amended registration forms, and release reports as may be required by parts 201, 211, and 213 of NREPA, the rules promulgated thereunder, or any other reporting required by any other state or federal law, rule or regulation is solely the responsibility of client, and unless otherwise provided for in an approve Proposal, Technical Environmental Services, Inc. shall have no obligation whatsoever to assure or effect compliance with any such reporting requirement.

20. Termination. If Client fails to make payments to Technical Environmental Services, Inc. for the Services, Technical Environmental Services, Inc. may, upon fourteen days written notice to Client, suspend performance of Services under this Agreement. In the event of suspension of Services, Technical Environmental Services, Inc. shall have no liability to Client for delays and/or damages incurred by Client because of such suspension of Services.

21. Legal Proceedings. Client shall be responsible for and pay Technical Environmental Services, Inc. at its prevailing rates for all time spent by Technical Environmental Services, Inc. employees in connection with any court, administrative or other legal proceedings with a third party, arising from or relating to the Service provided under this Agreement.

22. Independent Contractor. Technical Environmental Services, Inc. shall have the role of an independent contractor, not that of an agent or employee of Client. Technical Environmental Services, Inc. shall be solely responsible for the compensation, benefits, contributions and taxes, if any, of its employees and agents.

23. Assignment. This Agreement shall not be assigned or transferred by Client or Technical Environmental Services, Inc. without the prior written consent of the other party, and if either party assigns or transfers this Agreement, the other party shall have the option to terminate this Agreement without any liability to either party, provided, however, that Technical Environmental Services, Inc. shall be entitled to payment for Services performed and costs advanced prior to such termination.

24. Miscellaneous. This Agreement shall be binding upon and inure to the benefit of each of the Parties, their respective heirs, legal representatives, successors and assigns. The Parties agree that this Agreement was mutually drafted and that no presumption relating to authorship shall be drawn when construing this Agreement. The captions in this Agreement are for reference purposes and are of no substantive force whatsoever. The laws of the State of Michigan shall govern the validity, performance and enforcement of the Agreement. With the exception of the documents expressly incorporated by reference herein, this Agreement contains the entire Agreement between the Parties and supersedes and annuls all other agreements, contracts, promises or representations, whether written or oral between Parties. No subsequent agreements, contracts, promises or representations shall be binding or effective between the Parties, unless set forth in writing and signed by the Parties. A forbearance or failure or delay by either of the Parties to exercise ant right, power or remedy provided in this Agreement shall not be deemed to be a waiver of such rights, power or remedy.

25. Authority to Execute. Both Parties signing this Agreement represent and warrant that their execution, delivery and performance of this Agreement has been duly authorized by all necessary corporate and other action, and is valid and binding upon such Parties.

26. Other Documents. Each of the Parties agrees that they shall, from time to time, upon the reasonable request of The other party, execute and deliver such additional documents and take other actions as may be reasonably required to effectively carry out the terms of this Agreement.

The Parties below have read and understand this Agreement and have executed this Agreement by their duly authorized agents as of the day and year first above written.

Technical Environmental Services, Inc.

By: Jacques Pignard  
Its: \_\_\_\_\_  
Date: 6/13/2018

\_\_\_\_\_  
Client  
By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

Technical Environmental Services, Inc.

## 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:
  - o Smoking, the use of any alcoholic beverage and/or drug, other than those expressly prescribed by a physician for medical purposes, is prohibited.
  - o The use of open flames, such as lighted candles, are strictly prohibited.
  - o 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.
  - o 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.

- o Property of the Community Center shall not be removed from the facility at any time.
- o 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.
- o 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.
- o Placement of posters, banners, decorations, etc. may be permitted upon prior Department approval.
- o 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.
- o 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.
- o The Charter Township of Ypsilanti assumes no responsibility for damage or theft of personal items.
- o 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 at the Center (Room 103), Monday-Friday, and (Room 301) on Tuesday & Wednesday evenings starting in the fall 2018 semester per the 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 301) on Tuesday & Wednesday evenings for College classes; orientation, entry assessment, advising, counseling sessions, and staff professional development. Courses will generally be conducted between 9:00am-8:00pm, Monday-Friday 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 July 1, 2018 through June 30, 2019 for the total sum of \$16,000.00 derived from the 2018-19 Adult Transitions/Washtenaw Intermediate School District (WISD) Section 107 Grant Budget. The total sum will be paid in two equal installments of \$8000 by October 22, 2018 and January 31, 2019 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

Brenda L. Stumbo / Karen Lovejoy Roe  
\_\_\_\_\_  
Township Supervisor/Designee  
Charter Township of Ypsilanti

June 20, 2018  
\_\_\_\_\_  
Date

Brenda L. Stumbo / Karen Lovejoy Roe  
Supervisor Clerk

# Automatic Mutual Aid Agreement

**THIS AGREEMENT** is made on this 20<sup>th</sup> day of June, 2018 by and between the City of Ypsilanti (hereinafter "City"), Charter Township of Ypsilanti (hereinafter "Township") and Superior Charter Township (hereinafter "Superior").

**WHEREAS**, the parties of this Agreement may, pursuant to the provision of PA 1987, Ex. Sess., No. 8, being MCL 124.531, et seq., enter into an Agreement whereby they may provide each other with fire assistance; and

**WHEREAS**, due to the staffing levels that each party currently has, the parties desire automatic response assistance from each other to increase initial staffing on structure fire scenes and facilitate better response times and increased safety of firefighters and our citizens; and

**WHEREAS**, the parties are willing to provide each other with assistance on a predetermined basis, subject to the terms and conditions contained herein.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, the parties agree as follows:

**1. Purpose**

The purpose of an Automatic Mutual Aid Agreement is to establish a predetermined arrangement between two or more agencies to support and assist each other in times of emergency related to fire suppression assistance and to decrease response times to a Box Alarm and/or mutual aid request and to improve fire scene safety with increased manpower.

**2. Fire Assistance**

The Fire Chief(s), Public Safety Director(s) of the aforementioned departments, or their designees, hereby agree that they will assist each other on an Automatic Mutual Aid basis, in accordance with the response protocol listed below.

### 3. Policy

Automatic aid requests shall be provided in accordance to the following provisions:

**Superior** shall respond automatically with a Ladder Truck (2-FFs) and/or Engine (1-FF).

**Superior** will respond to entire Ypsilanti Township.

**Superior** will respond to entire City of Ypsilanti.

**Township** shall respond automatically with two Engines: E14-1 (2-FFs) & E14-3 (2-FFs).

**Township** will respond to entire Superior.

**Township** will respond to the entire City of Ypsilanti.

**City** shall respond automatically with a Tower Truck (2 to 4-FFs) and/or Engine (2-FFs).

**City** will respond to Superior sections 13 thru 36. (Clark Rd north including Ford Rd)

**City** will respond to Township sections 1 thru 24 (Clark Rd to Textile Rd)

### 4. Definitions

A. *“Commanding Officer”* shall mean the senior or highest ranking officer available and/or his/her designee, who has responsibility for directing the department at the time of an emergency.

B. *“Requesting Agency”* shall mean the jurisdiction in which an emergency exists and that requests aid pursuant to this agreement.

C. *“Responding Agency”* shall mean the agency that sends personnel and/or equipment to a requesting agency pursuant to this agreement.

### 5. Equipment and Personnel Expenses

A. Unless covered by another agreement, no party to this Agreement shall be required to pay any compensation to any other party to this Agreement for services rendered hereunder, the mutual advantages and protections afforded by this Agreement is to be considered adequate compensation to all of the parties.

## 5. **Equipment and Personnel Expenses (continued)**

- B. All usage and disability payments, pension, worker's compensation claims, damage to equipment and clothing, and medical expenses to be paid by the governmental entity regularly employing the firefighter who may be involved in providing fire assistance in accordance with this Agreement. Any and all furlough payments and charges to be made for equipment, supplies and materials used or expended while rendering assistance pursuant to this Agreement shall be paid by the governmental entity regularly employing the fire personnel who may be involved in providing fire assistance in accordance with this Agreement.

## 6. **Liability and Indemnification**

- A. The requesting agency shall indemnify, hold harmless and defend the responding agency from all claims (except for those defined in section C below), demands, costs of damages (including attorney's fees) for bodily injury, including death, or property damage to any person or legal entity arising out of the act or omissions of personnel of the responding agency which are specifically directed or ordered by the requesting agency's commanding officer or his/her designee.
- B. The responding agency shall indemnify, hold harmless and defend the requesting agency from all claims, demands, costs of damages (including attorney's fees) for bodily injury, including death, or property damage to any person or legal entity arising out of the acts or omissions of personnel of the responding agency which are not specifically directed or ordered by the requesting agency's commanding officer or his/her designee.
- C. **Waiver of Compensation:** The responding and requesting agencies waive all claims for compensation from each other including wages, disability payments, retirement, furlough and payments or charges made for equipment, supplies and materials used or expended while rendering service under this Automatic Mutual Aid Agreement.
- D. **Waiver of Attorney Fee:** To the extent attorney fees are covered by an insurance carrier for either the responding and/or requesting agency, the parties hereto waive indemnification of attorney fees, except for applicable deductibles.



IN WITNESS WHEREOF, the parties have caused Agreement signatures on the \_\_\_\_ day of \_\_\_\_\_, 2018.

WITNESSED BY:

CITY OF YPSILANTI

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Darwin McClary, City Manager

\_\_\_\_\_  
Francis McMullen, Clerk

WITNESSED BY:

CHARTER TOWNSHIP OF YPSILANTI

*Asa K. Starfield*  
*Asa K. Starfield*

*Brenda L. Stumbo*  
Brenda L. Stumbo, Supervisor *June 20, 2018*  
*Karen Lovejoy Roe*  
Karen Lovejoy Roe, Clerk *June 20, 2018*

WITNESSED BY:

SUPERIOR CHARTER TOWNSHIP

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Kenneth Schwartz, Supervisor

\_\_\_\_\_  
Lynette Findlay, Clerk

APPROVE AS TO FORM:

\_\_\_\_\_  
John M. Barr, P-10475 for City

\_\_\_\_\_  
William Douglas Winters, P-28965 for Twp.

\_\_\_\_\_  
(designee forthcoming) for Superior

**AGREEMENT BETWEEN  
CHARTER TOWNSHIP OF YPSILANTI AND  
THE WASHTENAW COUNTY ROAD COMMISSION**

THIS AGREEMENT, made and entered into this 20<sup>th</sup> day of June, 2018 between the Board of the Charter Township of Ypsilanti (the "Township") and the Board of Washtenaw County Road Commissioners (the "Road Commission").

WHEREAS, the Charter Township of Ypsilanti desires to reinstall four (4) speed humps on Parkwood Avenue between Ecorse Road and Glenwood Avenue (the "Project"); and

WHEREAS, proper authority is provided to the parties of this Agreement under the provisions of Act 51 of Public Acts of 1951 as amended; and

WHEREAS, the Road Commission will include the Project into existing Contract for 2018 Traffic Calming Project;

WHEREAS, the Township shall promptly reimburse the Road Commission upon receipt of any invoices for all costs and expenses attributed to the Project;

THEREFORE, BE IT AGREED that the Township will pay the Road Commission for all actual costs incurred associated with the construction of the Project estimated to be \$23,310.00.

IT IS FURTHER UNDERSTOOD that the Charter Township of Ypsilanti will be a named insured on the Washtenaw County Road Commission's coverage for liability for the activities described above. The Road Commission will submit a certificate of insurance evidencing such coverage to the Township Clerk prior to implementation of services under the contract. Each party to this contract shall be responsible for the acts and omissions of its employees and agents.

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**AGREEMENT SUMMARY**

Estimated Cost

**Removal and installation of four speed humps on Parkwood Avenue                      \$23,310.00**

FOR YPSILANTI TOWNSHIP:

Brenda L. Stumbo  
Brenda L. Stumbo, Supervisor June 20, 2018

Lisa L Stanfield                      Witness

Karen Lovejoy Roe  
Karen Lovejoy Roe, Clerk June 20, 2018

Lisa L Stanfield                      Witness

FOR WASHTENAW COUNTY ROAD COMMISSION:

\_\_\_\_\_                      Witness  
Douglas E. Fuller, Chair

\_\_\_\_\_                      Witness  
Sheryl Soderholm Siddall, Managing Director

## RESOLUTION NO. 2018-17

### CHARTER TOWNSHIP OF YPSILANTI WAGE RESOLUTION FOR ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES

**WHEREAS** in 2018, AFSCME, Teamsters and Administrative/Confidential employees did not receive a wage increase and remained at their 2017 salaries; and

**WHEREAS** in 2018, the Teamster and Firefighter contracts were negotiated and ratified with a 3% increase in wages; and

**WHEREAS** the AFSCME contract is currently being negotiated; and

**NOW THEREFORE BE IT RESOLVED** that the salaries for administrative and confidential employees be increased by 3% and are recommended to be as follows for 2018:

	<b>2017 Total Salary</b>	<b>2018 Total Salary</b>
Deputy Supervisor	\$ 57,464	\$59,188
Deputy Clerk	\$ 57,464	\$59,188
Deputy Treasurer	\$ 57,464	\$59,188
Human Resource Generalist II	\$ 56,497	\$58,192
Quality Assurance Specialist	\$ 51,511	\$53,056
Accounting Director	\$ 73,856	\$76,072
Assessor	\$ 40,000	\$45,000
Building Director	\$ 75,110	\$82,400
Recreation Services Manager	\$ 61,814	\$63,668
Hydro Operator	\$ 57,828	\$59,563
Fire Chief	\$ 81,708	\$84,159
Police Services Administrator	\$ 85,733	\$88,305
OCS Executive Administrator	\$ 61,814	\$63,668
Note 1 14B District Court Judge	\$ 45,724	\$45,724
Note 2 Magistrate/Court Administrator	\$ 75,963	\$78,242
Secretary/Court Recorder	\$ 51,490	\$53,035
Secretary/Court Recorder	\$ 51,490	\$53,035
Residential Services Director	\$ 87,431	
Golf Course Superintendent	\$ 77,467	\$79,791
Golf Operations Director	\$ 48,000	\$49,440
Golf Course Maintenance	\$ 30,546	\$31,462

Note 1 - Reimbursed half of salary by the State of Michigan.

Note 2 - Township Board agreed to increase Magistrate's salary for 2017 by \$5,000 to \$75,963.

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. 2018-17 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on June 19, 2018.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti



43980 Plymouth Oaks Blvd.  
 Plymouth, MI 48170  
 Phone: (734) 454-9900

## CONTRACT

### CLIENT INFORMATION

Contact Mr. Tim Thompson  
 Company Charter Twp of Ypsilanti  
 Email Address tthompson@ytown.org  
 Address 7200 S. Huron River Drive  
 City Ypsilanti State MI Zip 48197  
 Phone 734.787.4065 Fax \_\_\_\_\_

### PROJECT INFORMATION

Project Ypsilanti Township Offices Water Testing  
 City Ypsilanti Twp State MI  
 SME Proposal No.: P01545.18b  
 Client P.O. No.: \_\_\_\_\_  
 Prepared by: Eric A. Murrell  
 Date: May 11, 2018

### SCOPE OF SERVICES

Conduct water testing of a select skylight segment identified in the attached pdf image.

- Review available construction documents (if any) and leak reports.
- Mobilize to test site and review test area with OHM Advisors staff.
- Test using AAMA 501.2 calibrated spray wand with supplemental booster pump.
- Systematically test skylight area. Testing stops once a leak is identified or the limits of test area is reached.
- Consult on site with OHM Advisors regarding causation.

#### Presumptions:

Work will be performed by a Senior Project Architect – Jessica Thiebout RA REWC FMPC  
 An inside spotter will be provided by others (OHM Advisors).  
 120v power and water provided free of charge and within 200 feet of the test area.  
 No additional meetings are required.  
 No written reports are required.  
 Fee does not include dismantling of the skylight or other exploratory openings.  
 Access to roof is available from interior hatch.

**Note:** If both P01545.18a and P01545.18b are authorized, reduce each fee by \$1,100.00 (one mobilization).

### FEES

- Lump sum \$ 3,600.00 - 5100  
 Unit fees budget \$ \_\_\_\_\_  
 Unit fees not to exceed \$ \_\_\_\_\_  
 Time and material (unit fees plus expenses)

### INVOICES

Invoices will be sent to our Client who signs our General Conditions.

### REPORT COPIES

An electronic copy of our report will be sent to our Client who signs our General Conditions. An additional copy will be sent to:

Name Mr. Chris Ozog  
 Company OHM Advisors, Inc.  
 Email Address christopher.ozog@ohm-advisors.com

### GENERAL CONDITIONS

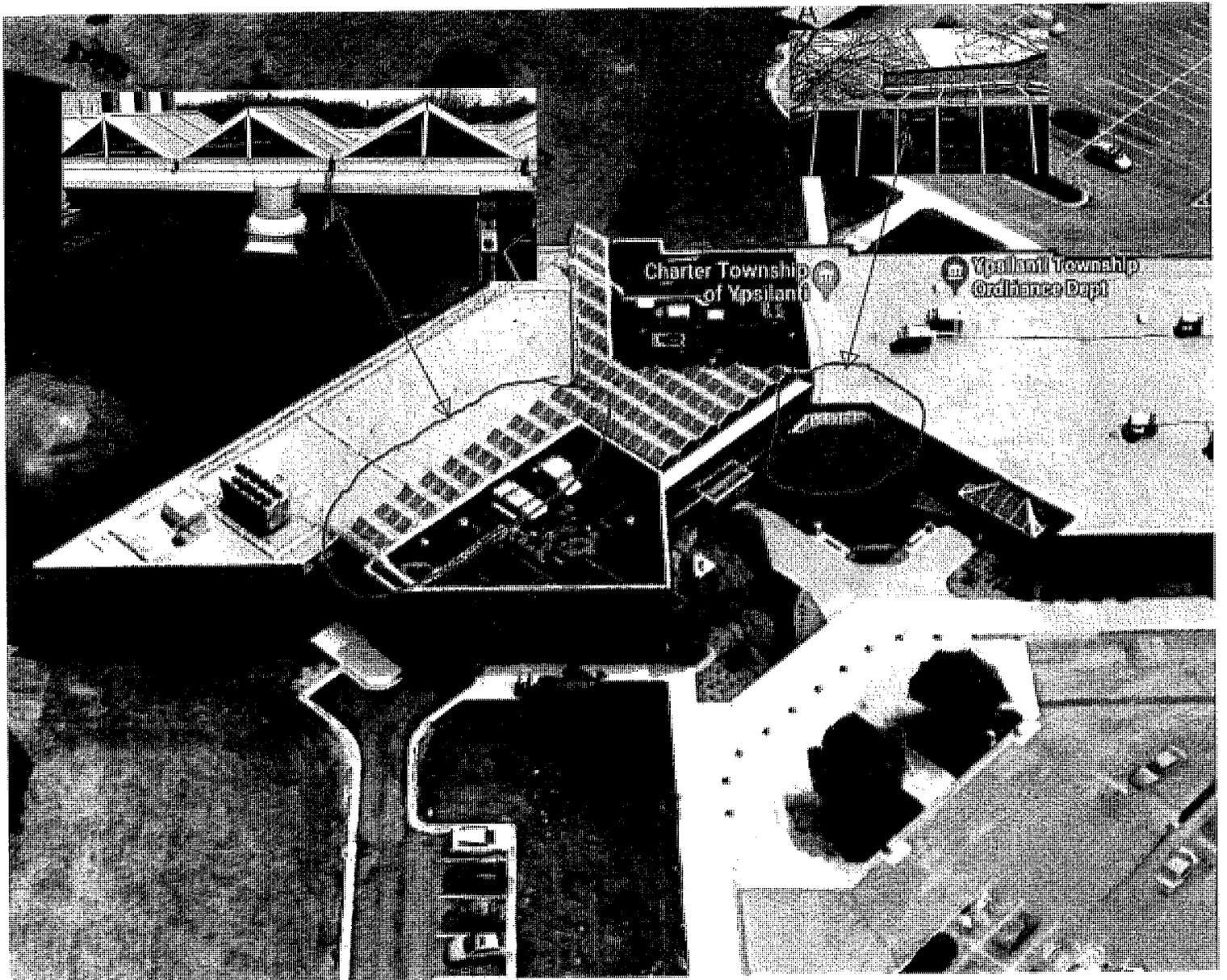
This contract consists of the services described above together with the attached General Conditions. This is the entire contract and supersedes all other terms except as noted. Please read the general conditions carefully. As written authorization, please sign and date at the bottom of the General Conditions, and return a copy of all pages.

SME

Signature

Eric A. Murrell RA CCS CSI  
 Typed or printed name

May 14, 2018  
 Date



## SME GENERAL CONDITIONS

- 1. DEFINITIONS:** In this Agreement, the party agreeing to have the services performed is the "CLIENT." The CLIENT's CLIENT shall be referred to as the "OWNER." Unless expressly stated otherwise, SME, its employees, agents, subconsultants and subcontractors, are collectively referred to as "SME." The "services" to be provided under this Agreement are defined in SME's Proposal and subsequent written amendments, change orders, or otherwise-authorized additional services.
- 2. INVOICING AND PAYMENT:** SME will submit invoices to CLIENT monthly and a final bill upon completion of services. Payment is due upon presentation of invoice to the CLIENT and is past due 30 days from date of the invoice. CLIENT agrees to pay a service charge of 1-1/2% per month, or the maximum rate allowed by law, whichever is greater, on past due accounts.
- 3. INSTRUMENTS OF SERVICE:** All reports, field data, field notes, laboratory test data, calculations, estimates, and other documents prepared by SME in connection with this Project shall be considered instruments of service, and shall remain the property of SME. SME grants CLIENT and OWNER a limited license to use such instruments of service for the purpose of designing, constructing, maintaining or repairing work that is part of this Project. Any reuse of SME's instruments of service for any purpose other than the limited license granted herein is prohibited and SME shall have no responsibility to CLIENT, OWNER or third parties for unauthorized use of its instruments of services.
- 4. RECORDS RETENTION:** SME will retain pertinent records relating to the services performed for CLIENT for a period of time consistent with SME's File Management Plan, a copy of which will be provided to CLIENT upon request. During that period, the records will be made available to the CLIENT at reasonable times. At the end of the retention period indicated in SME's File Management Plan, SME may, in its sole discretion, dispose of all such records.
- 5. SME MAKES NO WARRANTY, EXPRESS OR IMPLIED, WITH REGARDS TO ITS SERVICES.**
- 6. TERMINATION:** Either party may terminate this Agreement upon at least 7 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof. Such termination will not be effective if that substantial failure is remedied before expiration of the period specified in the written notice. This Agreement shall also be automatically terminated upon a suspension of the Project for more than 3 months. In the event of termination, CLIENT will pay SME for services performed to the termination notice date plus reasonable termination expenses. In the event of termination, or suspension, prior to completion of all reports contemplated by this Agreement, SME may complete such analyses and records as are necessary to complete the files and may also complete a report on the services performed to the date of notice of termination or suspension. The expenses of termination or suspension include all direct costs of completing such analyses, records, and reports.
- 7. DISPUTES:** If any dispute arising out of or relating to this Agreement, or its breach, is not settled through direct discussions, the parties agree that as a condition precedent to litigation or arbitration, they will endeavor for 30 days following written notice by one party to the other of a dispute or breach, to settle the dispute by mediation with the assistance of a neutral mediator. In any litigation or arbitration, if applicable, the parties agree that the prevailing party is entitled to recover all reasonable costs incurred in defense or prosecution of the claim, including its staff time, court costs, attorney's fees, and other claim-related expenses. Notwithstanding, SME has no obligation to mediate with CLIENT prior to litigation when collecting fees owed by CLIENT.
- 8. AUTHORIZATION:** By signing these General Conditions, CLIENT agrees to accept the proposal, including these General Conditions and any Special Conditions, as the Agreement governing SME's services and the relationship between the parties. If CLIENT gives SME other-than-written authorization to proceed with services after receiving SME's written proposal, CLIENT accepts the proposal, these General Conditions, and any Special Conditions, as the Agreement governing SME's services, and the Agreement is effective, except for those provisions that CLIENT objects to in writing within 7 days following the other-than-written authorization.
- 9. SAFETY:** SME will be responsible only for the safety of SME employees. Unless otherwise explicitly described in our scope of services, the scope of services does not include job or site safety for, or supervision or direction of, the work of others. The presence of SME on the job site should not be construed to in any way relieve the CLIENT, other contractors, or other parties on the site of the obligation and responsibilities for their personal safety and the safety of their employees, consultants, and subcontractors.
- 10. INSURANCE:** SME and its staff are protected by worker's compensation insurance and SME has coverage under General Liability and Professional Liability insurance policies. SME will provide CLIENT with evidence of such policies upon written request. SME is not responsible for any loss, damage or liability arising from acts of CLIENT, its agents, staff, and other consultants employed by CLIENT.
- 11. INDEMNIFICATION:** To the fullest extent permitted by law, CLIENT shall hold harmless, defend, and indemnify SME from and against all claims, damages, losses and expense, including reasonable attorney fees, arising out of the performance of SME's services or the materials of others in connection with the Project regardless of whether or not such claim, damage, loss or expense is caused in part by SME; provided however, that this obligation shall not apply to claims, damage, loss or expense caused solely by negligence of SME.

**12. GOVERNING LAW:** The parties agree that this Agreement shall be governed in all respects by the laws of the State of Michigan.

**13. LIMITATION OF LIABILITY:** In consideration for SME's undertaking to perform services at the rates set forth on the Fee Schedule attached to SME's proposal or the lump sum fee provided, CLIENT agrees to limit all potential liability of SME to CLIENT, its employees, agents, successors and assigns, for any and all claims, losses, breaches, damages or expenses arising from, or relating to SME's performance of services on this Project, such that SME's total aggregate liability to CLIENT, its employees, agents, successors and assigns shall not exceed \$50,000 or SME's total fee for the services rendered on the Project, whichever is greater. The CLIENT understands that it may negotiate a higher limit of liability in exchange for an appropriate increase in SME's fee.

- a) CLIENT further agrees that it will require all of its contractors and consultants on this project and their respective subcontractors and subconsultants, be bound by an identical limitation of SME's aggregate liability in their agreements for work on this Project.
- b) CLIENT further agrees that it will require all of its contractors and subcontractors defend and indemnify CLIENT and SME from any and all loss or damage, including bodily injury or death, arising from contractor or subcontractors performance of work on this Project, regardless of whether or not such claim, damage, loss or expense is caused in part by SME provided however, that this obligation shall not apply to claims, damage, loss or expense caused by the sole negligence or fault of SME.

**14. PERIOD OF LIMITATION:** Notwithstanding any period of limitations that might otherwise apply, the parties agree that no action, claim or proceeding of any kind, whether in tort, contract or equity arising out of SME's services may be brought against SME more than two years after the first to occur of the following events: (i) the date of CLIENT's acceptance, use or occupancy of the Project that is the subject of this engagement, or (ii) the date of SME's last service in connection with this Project.

**15. ADDITIONAL SERVICES:** If SME provides services at the request of CLIENT, in addition to those described in the scope of work contained in SME's proposal, CLIENT agrees that these general conditions including any Special Conditions shall apply to all such additional services.

**16. AGREEMENT:** This Agreement includes SME's Proposal, these General Conditions, and any other Special Conditions, Fee Schedules, or other documents provided with SME's Proposal. This Agreement constitutes the entire contractual relationship between the parties and cannot be changed except by a written instrument signed by both parties. All preprinted Terms and Conditions on CLIENT's Purchase Order(s) or acknowledgement forms are inapplicable to this Agreement. In the event any provision of this Agreement is held invalid or unenforceable, the other provisions will remain in full force and effect, and binding upon the parties. All the terms of this Agreement, including provisions relating to limitation and allocation of liability, shall survive the completion and/or termination of this Agreement. This Agreement cannot be assigned by either party without the written consent of the other party.

Please complete and return the signed General Conditions to SME to indicate acceptance of this proposal and to initiate work on the referenced project. The CLIENT's signature or direction to proceed also indicates that he/she has read or has had the opportunity to read the General Conditions and agrees to be bound by such General Conditions.

**SME PROPOSAL**

Proposal No.: P01545.18b  
Project Name: Ypsilanti Township Offices Water Testing  
Project Location: Ypsilanti, Michigan

**CLIENT PROPOSAL AND AGREEMENT ACCEPTANCE (Please Print or Type)**

CLIENT Signature: Brenda L. Stumbo / Karen Lovejoy Roc Date: June 20, 2018  
Printed Name: Brenda L. Stumbo / Karen Lovejoy Roc  
Title: Supervisor / Clerk  
CLIENT (Company) Name: Charter Township of Ypsilanti  
Address: 7200 S. Huron River Dr  
Ypsilanti, MI 48197  
Telephone No.: \_\_\_\_\_ Email: \_\_\_\_\_

*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

*JULY 3, 2018 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$	778,400.50
HAND CHECKS -	\$	629,584.49
CREDIT CARDS PURCHASES -	\$	0.00
GRAND TOTAL -	\$	<b>1,407,984.99</b>

Check Date	Check	Vendor Name	Amount
Bank AP AP			
06/14/2018	179032	COMCAST CABLE	234.85
06/14/2018	179033	DELTA DENTAL PLAN OF MICHIGAN	12,799.38
06/14/2018	179034	PNC EQUIPMENT FINANCE, LLC	7,022.07
06/14/2018	179035	YPSILANTI COMMUNITY	2,373.30
06/20/2018	179036	COMCAST CABLE	104.35
06/20/2018	179037	COMCAST CABLE	171.78
06/20/2018	179038	COMCAST CABLE	154.85
06/20/2018	179039	COMCAST CABLE	114.85
06/20/2018	179040	COMCAST CABLE	114.58
06/20/2018	179041	DTE ENERGY**	72,494.01
06/20/2018	179042	WASHTENAW COUNTY TREASURER#	29,198.00
06/20/2018	179043	WASHTENAW COUNTY TREASURER#	18,275.00
06/20/2018	179044	WASHTENAW COUNTY TREASURER#	19,974.00
06/20/2018	179045	WASHTENAW COUNTY TREASURER#	3,848.00
06/20/2018	179046	WASTE MANAGEMENT	686.12
06/20/2018	179047	WASTE MANAGEMENT	245.67
06/20/2018	179048	WASTE MANAGEMENT	865.41
06/20/2018	179049	WASTE MANAGEMENT	1,688.32
06/20/2018	179050	WASTE MANAGEMENT	40,600.27
06/20/2018	179051	WASTE MANAGEMENT	30,509.73
06/20/2018	179052	WASTE MANAGEMENT	105,018.15
06/20/2018	179053	WASTE MANAGEMENT	1,300.00
06/20/2018	179054	WASTE MANAGEMENT	5,208.10
06/20/2018	179055	WEX BANK	2,306.98
06/20/2018	179056	WINDSTREAM	425.40
06/20/2018	179057	DONNA JONES	20.00
06/21/2018	179058	CONSTELLATION NEW ENERGY	12,800.98
06/19/2018	179059	BARR ENGINEERING COMPANY	3,333.58
06/19/2018	179060	LANGUAGE LINE SERVICES	130.97
06/27/2018	179061	BLUE CROSS BLUE SHIELD OF MI	138,010.34
06/27/2018	179062	BLUE CROSS BLUE SHIELD OF MI	37,702.88
06/27/2018	179063	DELTA DENTAL PLAN OF MICHIGAN	12,979.65
06/27/2018	179064	STANDARD INSURANCE COMPANY	4,845.10
06/27/2018	179065	VISION SERVICE PLAN	2,737.32
06/27/2018	179066	AGNES NYARKO-ALLOTEY	43.50
06/27/2018	179067	BRITTNEY WARD	43.50
06/27/2018	179068	CHELSEA VARNEY	18.00
06/27/2018	179069	CHRISTOPHER IROHA	43.50
06/27/2018	179070	DANIEL NORRIS	18.00
06/27/2018	179071	DIETER OTTO	18.00
06/27/2018	179072	DOUGLAS BRITTON	18.00
06/27/2018	179073	EUGENE COCHRAN	18.00
06/27/2018	179074	GARY COWARD	18.00
06/27/2018	179075	HABITAT FOR HUMANITY - HURON VALLEY	60,000.00
06/27/2018	179076	HEIDI VITSO	18.00
06/27/2018	179077	JACQUELYN NASS	43.50
06/27/2018	179078	JEFFREY JONES	18.00
06/27/2018	179079	JESUS BARRIENTOS	18.00
06/27/2018	179080	JOY RODE	18.00
06/27/2018	179081	JUSTIN GAMBLE	18.00
06/27/2018	179082	JUSTIN MCGEORGE	66.00
06/27/2018	179083	KYLA GURGANUS	66.00
06/27/2018	179084	LAURA MANARY	18.00
06/27/2018	179085	LISA HALL	43.50
06/27/2018	179086	LISA OLIVER	43.50
06/27/2018	179087	MATTHEW MCDONALD	43.50
06/27/2018	179088	MICHAEL BOEHL	18.00
06/27/2018	179089	MICHAEL MCINTOSH	66.00
06/27/2018	179090	MICHAEL RAFFIN	66.00
06/27/2018	179091	NANCY MAYO	66.00
06/27/2018	179092	NATASHA MILLS	66.00
06/27/2018	179093	NICOLE LOEWEN	66.00
06/27/2018	179094	RONALD GIPSON	18.00
06/27/2018	179095	SHARON CASEY	18.00
06/27/2018	179096	STEPHEN JOY	18.00
06/27/2018	179097	SUE WEBSTER	18.00
06/27/2018	179098	TYRONE STEWART	18.00
06/28/2018	179099	WASHTENAW COUNTY TREASURER#	200.00

AP TOTALS:

Total of 68 Checks:	629,584.49
Less 0 Void Checks:	0.00
Total of 68 Disbursements:	629,584.49

Check Date	Check	Vendor Name	Amount
Bank AP AP			
07/03/2018	179100	A & R TOTAL CONSTRUCTION, INC.	92.14
07/03/2018	179101	A.F. SMITH ELECTRIC	9,115.80
07/03/2018	179102	AAATA	634.07
07/03/2018	179103	ACUSHNET COMPANY	98.78
07/03/2018	179104	AL WALTERS HEATING AND COOLING	300.00
07/03/2018	179105	ALLGRAPHICS CORPORATION	328.00
07/03/2018	179106	ALLSHRED SERVICES	550.00
07/03/2018	179107	AMAZON CAPITAL SERVICES	557.04
07/03/2018	179108	AMERICAN DREAM HOME IMPROVEMENT	142.50
07/03/2018	179109	ANN ARBOR WELDING SUPPLY CO	228.78
07/03/2018	179110	ANTHONY SCOTT	30.00
07/03/2018	179111	APPLIED IMAGING	2,833.22
07/03/2018	179112	BONNER ADVISORY GROUP	437.50
07/03/2018	179113	BSN SPORTS	122.68
07/03/2018	179114	CALEB HALE	60.00
07/03/2018	179115	CARLISLE/WORTMAN ASSOCIATES	14,387.75
07/03/2018	179116	CARSON LEIDLEIN	63.00
07/03/2018	179117	CHELSEA BRODFUEHRER	1,554.30
07/03/2018	179118	CITY OF YPSILANTI	308.97
07/03/2018	179119	CITY OF YPSILANTI	44,772.10
07/03/2018	179120	COLD CUT KRUISE	67.28
07/03/2018	179121	COMPLETE BATTERY SOURCE	816.60
07/03/2018	179122	CONGDON'S	13.78
07/03/2018	179123	CRYSTAL FLASH, INC.	14,030.66
07/03/2018	179124	DAN KIMBALL	424.48
07/03/2018	179125	DANA BILBEISI	42.00
07/03/2018	179126	DAVID IRWIN	200.00
07/03/2018	179127	DAWN FARM	6,906.74
07/03/2018	179128	DELVECCHIO THOMPSON III	85.00
07/03/2018	179129	DINGES FIRE COMPANY	1,094.95
07/03/2018	179130	DOMINICK TOLF	40.00
07/03/2018	179131	DTE ENERGY - INVESTMENT REC	957.50
07/03/2018	179132	DTE ENERGY MICHCON	766.25
07/03/2018	179133	DTE ENGERY	575.00
07/03/2018	179134	EMALINE HICKS	20.00
07/03/2018	179135	EMERGENCY VEHICLE SERVICES	1,051.28
07/03/2018	179136	ENBRIDGE ENERGY	7,433.75
07/03/2018	179137	FEDERAL EXPRESS CORPORATION	29.12
07/03/2018	179138	FERGUSON ENTERPRISES, INC.	470.77
07/03/2018	179139	FIBER LINK	290.50
07/03/2018	179140	GORDON FOOD SERVICE INC.	512.05
07/03/2018	179141	GORNO FORD	69,615.00
07/03/2018	179142	GRAINGER	437.88
07/03/2018	179143	GRIFFIN PEST SOLUTIONS	93.00
07/03/2018	179144	HOME DEPOT	777.78
07/03/2018	179145	JEFFREY ROSEMAN	30.00
07/03/2018	179146	JUMP-A-RAMA	1,008.00
07/03/2018	179147	KADEN KUMPELIS	55.00
07/03/2018	179148	KAREN LOVEJOY ROE	165.72
07/03/2018	179149	KOLBE CZUPINSKI	24.00
07/03/2018	179150	LAWRENCE HENDRICKS	30.00
07/03/2018	179151	LEAH DIEBEL	135.00
07/03/2018	179152	LESLIE SIMPSON	90.00
07/03/2018	179153	LOOKING GOOD LAWNS	9,900.00
07/03/2018	179154	LOWE'S	375.06
07/03/2018	179155	MAIL FINANCE	1,059.40
07/03/2018	179156	MARCUS DRUMMER	75.00
07/03/2018	179157	MARIALANA BRANCH	120.00
07/03/2018	179158	MARK HAMILTON	1,500.00
07/03/2018	179159	MAYNARDS AUTO SERVICE CENTER	10.00
07/03/2018	179160	MCMASTER-CARR	90.86
07/03/2018	179161	MIA SORRELL	40.00
07/03/2018	179162	MICHAEL BODARY	60.00
07/03/2018	179163	MICHIGAN ABILITY PARTNERS	3,067.20
07/03/2018	179164	MICHIGAN LINEN SERVICE, INC.	1,086.55
07/03/2018	179165	MICHIGAN RECREATION & PARK	735.00
07/03/2018	179166	NAPA AUTO PARTS	99.94
07/03/2018	179167	NETWORKFLEET, INC	587.45
07/03/2018	179168	NEXT GENERATION ENVIRONMENTAL	4,500.00
07/03/2018	179169	NFPA	186.35
07/03/2018	179170	OFFICE EXPRESS	1,593.31
07/03/2018	179171	ORCHARD, HILTZ & MCCLIMENT INC	5,543.50
07/03/2018	179172	PARK ATHLETIC SUPPLY	80.00
07/03/2018	179173	PARKER ALLEN	140.00
07/03/2018	179174	PARKWAY SERVICES, INC.	375.00
07/03/2018	179175	PEPSI BEVERAGES COMPANY	237.60
07/03/2018	179176	PINTER'S FLOWERLAND, INC.	170.08
07/03/2018	179177	PREISS COMPANIES	596.25

A/P Checks

Check Date	Check	Vendor Name	Amount
07/03/2018	179178	PRINTING SYSTEMS	1,813.85
07/03/2018	179179	PRIORITY ONE EMERGENCY	99.98
07/03/2018	179180	QUILL CORPORATION	62.46
07/03/2018	179181	RAND ROBINSON	106.00
07/03/2018	179182	RESIDEX, LLC	4,775.84
07/03/2018	179183	ROLYAN BUOYS	188.00
07/03/2018	179184	SAM'S CLUB DIRECT	980.08
07/03/2018	179185	SETH SORRELL	20.00
07/03/2018	179186	SHERWIN WILLIAMS COMPANY	170.40
07/03/2018	179187	SIGNS BY TOMORROW	405.75
07/03/2018	179188	SILVER LINING TIRE RECYCLING	340.00
07/03/2018	179189	SITEONE LANDSCAPE SUPPLY, LLC	656.91
07/03/2018	179190	SOUTHERN COMPUTER WAREHOUSE	1,409.27
07/03/2018	179191	SPARTAN DISTRIBUTORS	490.23
07/03/2018	179192	STADIUM TROPHY	714.84
07/03/2018	179193	STANDARD PRINTING	150.00
07/03/2018	179194	STANTEC	432.00
07/03/2018	179195	STATE OF MICHIGAN	78.00
07/03/2018	179196	STATE OF MICHIGAN***	120.00
07/03/2018	179197	TERMINIX PROCESSING CENTER	54.00
07/03/2018	179198	TERRY CONDIT	120.00
07/03/2018	179199	TINA HOTCHKISS	200.00
07/03/2018	179200	TODD BARBER	1,650.00
07/03/2018	179201	TRENDSET COMMUNICATIONS GROUP	3,106.73
07/03/2018	179202	UNITED STATES TREASURY	375.83
07/03/2018	179203	UNIVERSITY TRANSLATORS	998.49
07/03/2018	179204	UWAIFO F. OSAIGBOVO	10,000.00
07/03/2018	179205	VALERIE BASS	315.00
07/03/2018	179206	VICTORY LANE	222.67
07/03/2018	179207	VISHNU PATCHEAK	28.00
07/03/2018	179208	W.J. O'NEIL COMPANY	3,449.17
07/03/2018	179209	WASHTENAW COMMUNITY COLLEGE#	3,536.29
07/03/2018	179210	WASHTENAW COUNTY SHERIFF'S OFFICE	93.00
07/03/2018	179211	WASHTENAW COUNTY TREASURER	4,438.51
07/03/2018	179212	WASHTENAW COUNTY TREASURER#	481,341.70
07/03/2018	179213	WASHTENAW COUNTY TREASURER#	12,631.00
07/03/2018	179214	WASHTENAW INTERMEDIATE	3,804.44
07/03/2018	179215	WHISPERING MEADOWS HOMES LLC	6,700.00
07/03/2018	179216	YPSILANTI COMMUNITY	3,474.47
07/03/2018	179217	YPSILANTI COMMUNITY SCHOOLS - WR	9,511.10
07/03/2018	179218	YPSILANTI DISTRICT LIBRARY	1,902.22
07/03/2018	179219	YSHELU JOHNSON	300.00

AP TOTALS:

Total of 120 Checks:	778,400.50
Less 0 Void Checks:	0.00
Total of 120 Disbursements:	<u>778,400.50</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

*JULY 17, 2018 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$	1,032,489.79
HAND CHECKS -	\$	159,803.10
CREDIT CARD PURCHASES-	\$	<u>7,029.23</u>
GRAND TOTAL -	\$	<b>1,199,322.12</b>

Clarity Health Care Deductible – JUNE 2018

ACH EFT -	\$	43,225.83
ADMIN FEE -	\$	1,133.25

Check Date	Check	Vendor Name	Amount
Bank AP AP			
07/03/2018	179220	AT & T	30.31
07/03/2018	179221	AT & T	133.87
07/03/2018	179222	CHARLES POPE	778.91
07/03/2018	179223	CLEAR RATE COMMUNICATIONS, INC	854.26
07/03/2018	179224	COMCAST BUSINESS	1,239.00
07/03/2018	179225	COMCAST CABLE	114.85
07/03/2018	179226	MICHIGAN ABILITY PARTNERS	1,065.60
07/03/2018	179227	MICHIGAN STATE DEPT. OF TREASURY	29,801.44 V
07/05/2018	179228	WASHTENAW COMMUNITY COLLEGE#	2,536.29 V
07/09/2018	179229	COLD CUT KRUISE	59.40
07/09/2018	179230	CONGDON'S	7.88
07/10/2018	179231	STATE OF MICHIGAN	1,274.00
07/10/2018	179232	STATE OF MICHIGAN	548.26
07/10/2018	179233	CHELSEA BRODFUEHRER	767.25
07/10/2018	179234	NEXT GENERATION ENVIRONMENTAL	100,079.50
07/11/2018	179235	AAATA	505.36
07/11/2018	179236	MICHIGAN STATE DEPT. OF TREASURY	29,693.02
07/11/2018	179237	WASHTENAW COMMUNITY COLLEGE#	2,522.98
07/11/2018	179238	WASHTENAW COUNTY TREASURER	4,573.57
07/11/2018	179239	WASHTENAW INTERMEDIATE	3,983.88
07/11/2018	179240	YPSILANTI COMMUNITY SCHOOLS - WR	9,571.33
07/11/2018	179241	YPSILANTI DISTRICT LIBRARY	1,999.87

AP TOTALS:

Total of 22 Checks:	192,140.83
Less 2 Void Checks:	32,337.73
Total of 20 Disbursements:	159,803.10

User: mharris

CHECK NUMBERS 179242 - 179340

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
Bank AP AP			
07/17/2018	179242	A & R TOTAL CONSTRUCTION, INC.	551.40
07/17/2018	179243	AAATA	168.74
07/17/2018	179244	ACCUSHRED LLC	270.00
07/17/2018	179245	AL WALTERS HEATING AND COOLING	402.50
07/17/2018	179246	AMAZON CAPITAL SERVICES	1,297.47
07/17/2018	179247	ANN ARBOR CLEANING SUPPLY	1,239.47
07/17/2018	179248	ANN ARBOR WELDING SUPPLY CO	112.87
07/17/2018	179249	ASAP DRUG SCREENS	40.00
07/17/2018	179250	AUTO VALUE YPSILANTI	370.98
07/17/2018	179251	BACK TO NATURE LAWN CARE	97.25
07/17/2018	179252	CALEB HALE	100.00
07/17/2018	179253	CANZANO CONTRACTING CORPORTATION	7,400.00
07/17/2018	179254	CARSON LEIDLEIN	63.00
07/17/2018	179255	CARTER LUMBER COMPANY	349.93
07/17/2018	179256	CENTRON DATA SERVICES	1,304.80
07/17/2018	179257	CHELSEA BRODFUEHRER	737.55
07/17/2018	179258	CINCINNATI TIME SYSTEMS	784.75
07/17/2018	179259	COLD CUT KRUISE	88.80
07/17/2018	179260	CONGDON'S	61.33
07/17/2018	179261	COURT INNOVATIONS INC	2,175.00
07/17/2018	179262	CRYSTAL FLASH, INC.	2,496.45
07/17/2018	179263	DAN KIMBALL	78.45
07/17/2018	179264	DELVECCHIO THOMPSON III	85.00
07/17/2018	179265	DTE ENERGY COMPANY -	6,094.55
07/17/2018	179266	EMERGENCY VEHICLE SERVICES	788.09
07/17/2018	179267	FLEETPRIDE	227.41
07/17/2018	179268	GOOSEWORKS, LLC	1,000.00
07/17/2018	179269	GORDON FOOD SERVICE INC.	351.88
07/17/2018	179270	GRAINGER	410.73
07/17/2018	179271	GREAT LAKES TREE SERVICE	460.00
07/17/2018	179272	HEIKK'S DECORATED APPAREL	193.00
07/17/2018	179273	HOME DEPOT	1,463.34
07/17/2018	179274	HURON RIVER WATERSHED COUNCIL	2,434.96
07/17/2018	179275	JACQUELYN POGUE	50.00
07/17/2018	179276	JAMES LEFFEL & CO.	86,354.85
07/17/2018	179277	KEARNS BROTHERS INC	50.00
07/17/2018	179278	LARDNER ELEVATOR COMPANY	210.00
07/17/2018	179279	LEAH DIEBEL	217.50
07/17/2018	179280	LELA SILLS	100.00
07/17/2018	179281	LISA GODO	196.00
07/17/2018	179282	LOMBARDO HOMES OF SE MI LLC	67,340.00
07/17/2018	179283	LOOKING GOOD LAWNS	6,956.00
07/17/2018	179284	MARCELLA ARNOLD	100.00
07/17/2018	179285	MARCUS DRUMMER	105.00
07/17/2018	179286	MARIALANA BRANCH	60.00
07/17/2018	179287	MARLOVE BRASWELL	100.00
07/17/2018	179288	MCLAIN AND WINTERS	128,117.29
07/17/2018	179289	MICHAEL BODARY	120.00
07/17/2018	179290	MICHIGAN LINEN SERVICE, INC.	485.95
07/17/2018	179291	MUNICIPAL CODE CORPORATION	4,431.62
07/17/2018	179292	NAPA AUTO PARTS	66.35
07/17/2018	179293	OAKLAND COUNTY	1,863.25
07/17/2018	179294	OFFICE EXPRESS	1,599.20
07/17/2018	179295	ORCHARD, HILTZ & MCCLIMMENT INC	2,072.00
07/17/2018	179296	PARKER ALLEN	60.00
07/17/2018	179297	PARKWAY SERVICES, INC.	375.00
07/17/2018	179298	PINTER'S FLOWERLAND, INC.	55.45
07/17/2018	179299	RAND ROBINSON	60.00
07/17/2018	179300	REGINA MAYNARD	30.00
07/17/2018	179301	RENT A WRECK	119.00
07/17/2018	179302	RESIDEX, LLC	4,713.43
07/17/2018	179303	S.E.M.M.I.A.	160.00
07/17/2018	179304	SAM'S CLUB DIRECT	394.58
07/17/2018	179305	SAND SALES COMPANY LLC	1,577.88
07/17/2018	179306	SHERWIN WILLIAMS COMPANY	199.90
07/17/2018	179307	SHRADER TIRE & OIL	994.85
07/17/2018	179308	SITEONE LANDSCAPE SUPPLY, LLC	906.78
07/17/2018	179309	SPARTAN DISTRIBUTORS	541.08
07/17/2018	179310	STADIUM TROPHY	345.11
07/17/2018	179311	STANDARD PRINTING	500.00
07/17/2018	179312	STANTEC	22,733.74
07/17/2018	179313	STATE OF MICHIGAN***	240.00
07/17/2018	179314	TEAM GOLF	179.60
07/17/2018	179315	TERRY CONDIT	60.00
07/17/2018	179316	TINA HOTCHKISS	36.80
07/17/2018	179317	TODD BARBER	725.00
07/17/2018	179318	TRENDSSET COMMUNICATIONS GROUP	2,484.88
07/17/2018	179319	U.S. BANK, N.A.	450.00

User: mharris

CHECK NUMBERS 179242 - 179340

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
07/17/2018	179320	ULLIANCE	938.10
07/17/2018	179321	UNIVERSITY TRANSLATORS	1,451.71
07/17/2018	179322	VALERIE BASS	330.00
07/17/2018	179323	VAN BUREN SCHOOL DISTRICT	111.55
07/17/2018	179324	VAN BUREN STEEL & FABRICATING	328.50
07/17/2018	179325	VICTORY LANE	36.97
07/17/2018	179326	W.J. O'NEIL COMPANY	3,660.00
07/17/2018	179327	WALLSIDE INC.	50.00
07/17/2018	179328	WASHTENAW COMMUNITY COLLEGE#	971.60
07/17/2018	179329	WASHTENAW COUNTY LEGAL NEWS	295.00
07/17/2018	179330	WASHTENAW COUNTY ROAD COMMISSION	633,125.00
07/17/2018	179331	WASHTENAW COUNTY TREASURER	8,172.50
07/17/2018	179332	WASHTENAW COUNTY TREASURER	3,553.06
07/17/2018	179333	WASHTENAW COUNTY TRIAL COURT	494.97
07/17/2018	179334	WASHTENAW INTERMEDIATE	1,385.43
07/17/2018	179335	WAYNE ISD	64.49
07/17/2018	179336	YPSILANTI COMMUNITY SCHOOLS - WR	1,097.71
07/17/2018	179337	YPSILANTI COMMUNITY SCHOOLS - YP	2,657.74
07/17/2018	179338	YPSILANTI DISTRICT LIBRARY	923.44
07/17/2018	179339	YSHELU JOHNSON	315.00
07/17/2018	179340	ZEP SALES & SERVICE	289.23

## AP TOTALS:

Total of 99 Checks:

1,032,489.79

Less 0 Void Checks:

0.00

Total of 99 Disbursements:

1,032,489.79

Check Date	Check	Vendor Name	Description	Amount
Bank CARDS COMERICA COMMERCIAL CARD				
07/17/2018	34(E)	COMERICA BANK	WASTE INK COLLECTION TANK FOR RICOH D670	95.95
			POSTAGE FOR PASSPORT 6-7-18 TRANS #43672	24.70
			POSTAGE FOR PASSPORT 6-8-18 TRANS #43678	6.70
			POSTAGE FOR PASSPORT 6-8-18 TRANS #43681	6.70
			POSTAGE FOR PASSPORT 6-12-18 TRANS #4370	6.70
			POSTAGE FOR PASSPORT 6-13-18 TRANS #4371	24.70
			POSTAGE FOR PASSPORT 6-13-18 TRANS #4371	6.70
			POSTAGE FOR PASSPORT 6-13-18 TRANS #4371	6.70
			POSTAGE FOR PASSPORT 6-14-18 TRANS #4372	6.70
			POSTAGE FOR PASSPORT 6-14-18 TRANS #4372	6.70
			POSTAGE FOR PASSPORT 6-15-18 TRANS #4373	6.70
			POSTAGE FOR PASSPORT 6-15-18 TRANS #4373	6.70
			POSTAGE FOR PASSPORT 6-15-18 TRANS #4373	6.70
			POSTAGE FOR PASSPORT 6-15-18 TRANS #4373	6.70
			POSTAGE FOR PASSPORT 6-15-18 TRANS #4373	6.70
			POSTAGE FOR PASSPORT 6-15-18 TRANS #4373	6.70
			POSTAGE FOR PASSPORT 6-15-18 TRANS #4373	6.70
			POSTAGE FOR PASSPORT 6-15-18 TRANS #4373	6.70
			POSTAGE FOR PASSPORT 6-18-18 TRANS #4374	6.70
			POSTAGE FOR PASSPORT 6-18-18 TRANS #4375	6.70
			CAREER TRACK RENEWALS THROUGH 12/2020 FO	5,174.00
			MEDIUM FRAMES WITH PLASTIC FOUNDATION	243.59
			BIRDBATHS FOR BEES	139.92
			HOLMES ROAD STATION KEYS	78.90
			3 KEYS FOR CLERK'S FILE CABINETS AND HOL	21.00
			MATRIX - RESPONSIVE VIRTUEMART JOOMLA TE	82.88
			TEXT BOOK AND SCAN SHEET FOR KIRK SHERWO	76.95
			BEE SUPPLIES	262.24
			PORTEUS KIOSK SUBSCRIPTION	504.00
			SYNCOVERY PRO FIVEPACK FOR WINDOWS	199.90
				<u>7,029.23</u>
CARDS TOTALS:				
			Total of 1 Checks:	7,029.23
			Less 0 Void Checks:	0.00
			Total of 1 Disbursements:	<u>7,029.23</u>

OFFICE OF THE TREASURER  
LARRY J. DOE



MONTHLY TREASURER'S REPORT  
JUNE 1, 2018 THROUGH JUNE 30, 2018

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	5,888,770.53	3,692,640.96	3,966,712.78	5,614,698.71
101 - Payroll	160,445.02	1,009,455.20	967,302.06	202,598.16
101 - Willow Run Escrow	143,263.77	47.10	0.00	143,310.87
206 - Fire Department	4,145,645.01	303,644.50	2,018,012.57	2,431,276.94
208 - Parks Fund	24,556.34	33.40	308.23	24,281.51
212 - Roads/Bike Path/Rec/General Fund	1,040,269.52	64,915.67	30,396.89	1,074,788.30
226 - Environmental Services	3,011,150.36	107,215.30	247,796.50	2,870,569.16
230 - Recreation	255,287.21	55,308.29	147,792.17	162,803.33
236 - 14-B District Court	411,199.93	143,280.86	239,260.90	315,219.89
244 - Economic Development	68,115.20	93.46	0.00	68,208.66
248 - Rental Inspections	98,189.29	19,865.02	34,768.96	83,285.35
249 - Building Department Fund	1,200,216.69	109,208.37	107,932.67	1,201,492.39
250 - LDFA Tax	139,099.53	191.02	0.00	139,290.55
252 - Hydro Station Fund	638,427.62	4,040.51	24,677.54	617,790.59
266 - Law Enforcement Fund	6,011,404.96	294,903.65	167,644.70	6,138,663.91
397 - Series "B" Cap. Cost of Funds	45,742.63	62.70	0.00	45,805.33
398 - LDFA 2006 Bonds	129,606.21	177.84	0.00	129,784.05
584 - Green Oaks Golf Course	202,941.63	99,066.80	113,440.15	188,568.28
590 - Compost Site	652,999.71	66,803.22	41,966.89	677,836.04
595 - Motor Pool	201,171.42	5,391.32	12,655.56	193,907.18
701 - General Tax Collection	101,506.64	6,797.28	10,779.25	97,524.67
703 - Current Tax Collections	69,991.31	321.32	395.28	69,917.35
707 - Bonds & Escrow/GreenTop	1,609,940.97	97,402.23	85,312.27	1,622,030.93
708 - Fire Withholding Bonds	62,197.32	20.44	0.00	62,217.76
893 - Nuisance Abatement Fund	71,299.51	11,807.03	2,478.36	80,628.18
ABN AMRO Series "B" Debt Red. Cap.Int.	0.00	0.00	0.00	0.00
<b>GRAND TOTAL</b>	<b><u>26,383,438.33</u></b>	<b><u>6,092,693.49</u></b>	<b><u>8,219,633.73</u></b>	<b><u>24,256,498.09</u></b>

# ATTORNEY REPORT

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GENERAL LEGAL UPDATE

# **NEW BUSINESS**

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**CHARTER TOWNSHIP OF YPSILANTI  
2018 BUDGET AMENDMENT #11 (Revised 7/16/18)**

July 17, 2018

AMOUNTS ROUNDED TO THE NEAREST DOLLAR

<b>101 - GENERAL OPERATIONS FUND</b>	<b>Total Increase</b>	<b>\$8,148.00</b>
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Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 40 hours for one employee to be paid out at 75%. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$758.00
		Net Revenues	\$758.00
Expenditures:	Salary-Pay Out	101-201-000-708.004	\$704.00
	FICA&Medicare	101-201-000-715.000	\$54.00
		Net Expenditures	\$758.00

Request to increase budget to purchase a trailer for transporting our skid steer, brush deck and other heavy equipment. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$7,390.00
		Net Revenues	\$7,390.00
Expenditures:	Equipment	101-774-000-977.000	\$7,390.00
		Net Expenditures	\$7,390.00

<b>212 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII)</b>	<b>Total Increase</b>	<b>\$20,540.00</b>
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Request to increase budget for professional service of Carlisle/Wortman partnering with Stantec to prepare a non-motorized transportation plan for the Township. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	212-000-000-699.000	\$20,540.00
		Net Revenues	\$20,540.00
Expenditures:	Professional Services	212-212-000-801.000	\$20,540.00
		Net Expenditures	\$20,540.00

<b>266 - LAW ENFORCEMENT FUND</b>	<b>Total Increase</b>	<b>\$3,429.00</b>
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Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 100 hours for one employee to be paid out at 75%. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	266-000-000-699.000	\$3,429.00
		Net Revenues	\$3,429.00
Expenditures:	Salary-Pay Out	266-301-000-708.004	\$3,185.00
	FICA&Medicare	266-301-000-715.000	\$244.00
		Net Expenditures	\$3,429.00

Motion to Amend the 2018 Budget (#11) (Revised 7/16/18):

Move to increase the General Fund budget by \$8,148 to \$10,074,881 and approve the department line item changes as outlined.

Move to increase the Bike, Sidewalk, Rec, Roads, General (BSRII) Fund budget by \$20,540 to \$2,128,555 and approve the department line item changes as outlined.

Move to increase the Law Enforcement Fund budget by \$3,429 to \$7,275,770 and approve the department line item changes as outlined.

Motion to Amend the 2018 Budget (#11):

Move to increase the General Fund budget by \$8,148 to \$10,074,881 and approve the department line item changes as outlined.

Move to increase the Bike, Sidewalk, Rec, Roads, General (BSRII) Fund budget by \$20,540 to \$2,128,555 and approve the department line item changes as outlined.

Move to increase the Building Fund budget by \$5,000 to \$768,188 and approve the department line item changes as outlined.

Move to increase the Law Enforcement Fund budget by \$3,429 to \$7,275,770 and approve the department line item changes as outlined.



AT&T Michigan  
Angela Wesson  
METRO Act Administrator  
54 N. Mill Street  
Mailbox #30  
Pontiac, MI 48342

June 1, 2018

Ypsilanti Charter Township Clerk  
7200 S Huron River Dr  
Ypsilanti, MI 48197

**METRO ACT RIGHT OF WAY PERMIT EXTENSION**

Dear Ypsilanti Charter Township Clerk,

This is a letter agreement which extends the existing METRO Act Permit issued by the Ypsilanti Charter Township/Washtenaw County to Michigan Bell Telephone Company d/b/a AT&T Michigan ("AT&T") which expires on December 31, 2018. The extension is for a term to end on December 31, 2023.

If this is agreeable, please sign both copies of the extension letter agreement in the place provided below and return to AT&T Michigan at the address on this letterhead. Upon receipt AT&T will acknowledge and return one copy for your files.

Additional information regarding this renewal request may be found at <http://www.michigan.gov/mpsc>. Please click on Telecommunications, METRO Act/Right of Way, and AT&T 5 Year permit extension.

We would appreciate return of the signed copies within 30 days of receiving this request. Your cooperation is appreciated.

If you have any questions feel free to contact Ms. Angela Wesson via e-mail, [AD3245@att.com](mailto:AD3245@att.com) or 248-456-0361.

Agreed to by and on behalf of the  
**Ypsilanti Charter Township**

**Michigan Bell Telephone Company d/b/a  
AT&T** acknowledges receipt of this  
Permit Extension granted by the municipality.

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

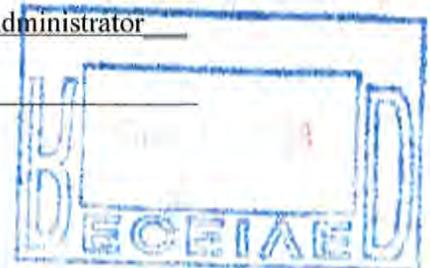
By: \_\_\_\_\_  
Angela Wesson

Its: \_\_\_\_\_

Its: METRO Act Administrator

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

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



# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION NO. 2018-19

### RESOLUTION REGARDING THE DIVISION OF A PLATTED LOT IN YPSI LITTLE FARMS SUBDIVISION

WHEREAS, the owners of a portion of Lots 66 and 67 Ypsi Little Farms Subdivision has made a request to change lot boundaries between two parcels previously approved and recorded; and

WHEREAS, Township ordinance no. 2000-243, Article IX, Section 11.01 states that "Upon the filing of a petition, by the owner or owners of all interest therein, with the Township Board, the platted lots, outlot, or parcels of land in existing recorded plats may be partitioned or divided upon resolution of the Township Board into not more than four (4) parts, each of which shall, in regard to width, depth and area, conform to the terms and provisions of the Charter Township of Ypsilanti Zoning Ordinance, as amended; and

WHEREAS, the Township Planning and Development Coordinator has reviewed the division and confirmed that the resulting parcels meet the minimum requirements for lot size and road frontage as set forth by Section 2000 of the Township Zoning Ordinance.

THEREFORE, BE IT RESOLVED, that the revised property descriptions are approved as follows:

#### LEGAL DESCRIPTIONS:

##### **PARCEL 1:**

PART OF LOTS 66 AND 67 OF YPSI LITTLE FARMS SUB, COM AT THE SW COR LOT 66, TH AL W LINE OF LOT 66 AND E LINE OF S FORD BLVD, N 01-54-29 W 153.00' TO POB. TH CON AL LINE, N 01-54-29 W 126.00', TH N 88-23-54 E 216.00', TH AL E LINE OF LOT 67 S 01-54-29 E 126.00', TH S 88-23-54 W 216.00' TO POB. CONT 27,216 SF, .625 AC.

##### **PARCEL 2:**

PART OF LOT 66 AND 67 OF YPSI LITTLE FARMS SUBDIVISIOIN. COM AT THE SW COR OF LOT 66, TH AL W LINE LOT 66 AND E LINE OF S FORD BLVD, N 01-54-29 W 60' TO POB. TH CON AL N 01-54-29 W 93.00', TH N 88-23-54 E 216.00', TH AL E LINE LOT 67, S 01-54-29 E 93.00', TH S 88-23-54 W 216.00' TO POB. CONT 20,088 SF, .461 AC

*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: July 3, 2018

To: Ypsilanti Township Board

From: Brian McCleery  
Assistant Assessor

Cc: Charlotte Wilson  
Planning and Development Coordinator

Re: Request to approve Resolution 2018- to Change Platted Lot Boundary Line in Ypsi Little Farms Subdivision lots 66 and 67, boundary line adjustment of the existing 2 parcels in order to resolve building encroachment of the property lines.

Parcel: 275 S Ford Blvd: K-11-11-272-005, Part of Lots 66 and 67  
291 S Ford Blvd: K-11-11-272-004, Part of Lots 66 and 67

**New Parcels:**

**PARCEL 1: 275 S Ford Blvd**

PART OF LOTS 66 AND 67 OF YPSI LITTLE FARMS SUB, COM AT THE SW COR LOT 66, TH AL W LINE OF LOT 66 AND E LINE OF S FORD BLVD, N 01-54-29 W 153.00' TO POB. TH CON AL LINE, N 01-54-29 W 126.00', TH N 88-23-54 E 216.00', TH AL E LINE OF LOT 67 S 01-54-29 E 126.00', TH S 88-23-54 W 216.00' TO POB. CONT 27,216 SF, .625 AC.

**PARCEL 2: 291 S Ford Blvd**

PART OF LOT 66 AND 67 OF YPSI LITTLE FARMS SUBDIVISIOIN. COM AT THE SW COR OF LOT 66, TH AL W LINE LOT 66 AND E LINE OF S FORD BLVD, N 01-54-29 W 60' TO POB. TH CON AL N 01-54-29 W 93.00', TH N 88-23-54 E 216.00', TH AL E LINE LOT 67, S 01-54-29 E 93.00', TH S 88-23-54 W 216.00' TO POB. CONT 20,088 SF, .461 AC

The Assessor's Office is requesting approval for the attached boundary line change as the change would constitute a revision in the previously approved lot lines in a recorded plat. The proposed division would adjust the boundary lines to remove a building encroachment from 275 S Ford Blvd upon the vacant lot 291 S Ford Blvd parcel.

Ypsilanti Township's local ordinance requires Township Board approval if there are any revisions to the original lot line or previously approved changes in a recorded plat. This is required as the Board has already approved the original plat and the requested boundary line change is a revision to the previously approved boundaries

The Planning and Development Coordinator has verified that the boundary line adjustment will not create any non-conforming conditions.



CHARTER TOWNSHIP OF YPSILANTI

ASSESSORS OFFICE
7200 S. HURON RIVER DRIVE
YPSILANTI, MICHIGAN 48197

PROPERTY DIVISION APPLICATION

Metes and Bounds, combines also

This form is designed to comply with applicable local zoning, land division ordinances and §109 of the Michigan Land Division Act (formerly the subdivision control act, P.A. 591 of 1996.) MCL 560. 101 et seq.

The applicant MUST answer all questions and include ALL attachments, or this application will be returned with no further action. Bring or mail to the Assessors Office three (3) copies of all drawings/surveys and attachments. If you chose to do a preliminary division first, you must supply three copies of your drawings and dimensions, and the 45-day limit is waived.

Table with 3 columns: Fees for Division Application, Division Fees, Review Fees. Rows include Metes and Bounds, One (1) to four (4) Divisions, and Five (5) divisions and over.

Approval of a division of land is required before it is sold when the newly created parcel is less than 40 acres (§102(e&f)). Property line adjustments or corrections shall be reviewed in the same manner as a property division. On the lines below, please indicate where the applicant wants this form sent when the review of the application is completed.

RECEIVED

MAR 12 2018

YPSILANTI TOWNSHIP ASSESSING DEPARTMENT

Name: Jody Jendon
Address: 273 S. Ford Blvd
City - State - Zip: Ypsilanti, MI 48198

1. LOCATION of parent parcel to be divided:

Address: 291 Road Name: S. Ford Blvd
Parent Parcel #: K-11-11-272-004 J-005

Note: If there is a Principle Residence Exemption on the parent parcel after the division or combination has been approved, a new Principle Residence Exemption must be re-filed for the new parcel number assigned to the Homestead Site.

Legal description of Parent Parcel (attach extra sheet if necessary)

Please see next page.

2. PROPERTY OWNER:

Name: Jody Jendon Phone No.: (734) 480-3148
Address: 273 S. Ford Blvd
City: Ypsilanti State: MI Zip Code: 48198

**Legal description of Parent Parcel**

**YP 107-66-B-1 PARCEL "A" THE S. 424 FT., OF LOTS 66 & 67 YPSI LITTLE FARMS SUB. ACCORDING TO THE PLATT THEREOF AS RECORDED IN LIBER 4 OF PLATT, PG, 11 WASH. CTY. RECORDS EXC TH SLY 60 FT. OF SAID LOTS 66 & 67 AND EXC THE N 245 FT. OF THE S 424 FT. OF LOT 66 & ALSO EXC. THE N 145 FT. OF THE S 424 FT. OF LOT 67.**

**3. APPLICANT INFORMATION** (if not property owner)

Contact Person's Name: Jody Jendon Business Name: Reflections Custom Cycles  
Address: 273 S. Ford Blvd Phone No.: (734) 480-3148  
City: Ypsilanti State: MI Zip Code: 48198

**4. PROPOSAL** - Describe the division (s) being proposed:

1. Number of new parcels 2
2. Intended use (residential, commercial, etc.) Commercial

3. The division of the parcel provides access to an existing public road by: (check one)

Each new division has frontage on an existing public road.  
 A new public road, proposed road name: \_\_\_\_\_  
(Road name cannot duplicate an existing name)

A new private road 66 feet in width, for one or more buildable lot(s) proposed road  
Name: \_\_\_\_\_  
(Road name cannot duplicate an existing name)(Must have CED approval)

A recorded easement (driveway). (Not less than 33 feet in width. (This does not create a buildable lot.)

4. Write here, or attach a legal description of the proposed new road, easement or shared driveway (attach sheets if needed). \_\_\_\_\_

5. Attach a legal description for each *proposed new parcel and the remaining portion of the parent parcel*. (Two separate descriptions added together are not acceptable.)

**5. FUTURE DIVISIONS**

1. Number of future divisions that could be allowed, but are not allowed, and are not included in this application? \_\_\_\_\_ # of divisions

2. The number of future divisions being transferred from the parent parcel to another parcel? \_\_\_\_\_

3. Identify the other parcels \_\_\_\_\_  
(See section 109(2) of the Statute. Make sure your deed includes both statements as required in section 109(4) of the Statute.)

**6. DEVELOPMENT SITE LIMITS:**

Check each that represents a condition, which exists on the parent parcel of any part of the parcel:

- \_\_\_\_\_  Is riparian or littoral (it is a river or lake front parcel).
- \_\_\_\_\_  Includes a wetland.
- \_\_\_\_\_  Is property within a flood plain?
- \_\_\_\_\_  Includes slopes more than twenty five percent or steeper.
- \_\_\_\_\_  Is on muck soils or soils known to have severe limitation for on site sewage systems.
- \_\_\_\_\_  Is known or suspected to have an abandoned well, underground storage tank or contaminated.

**7. ATTACHMENTS:**

*Please Note: The Charter Township of Ypsilanti has 45 days after filing to approve or deny a proposed division if all of the following requirements are met (Sec 109 of PA 591)*

\_\_\_\_\_ **A.**

1. A **certified survey**, sealed by a professional surveyor at a scale of no less than **1" = 200'** of proposed division(s) of parent parcel;

**OR**

2. A map/drawing to scale of no less than **1" = 200'**, of proposed division(s) of parent parcel **and waive the 45 day time limit by signing here:**

Signature: \_\_\_\_\_ *[Handwritten Signature]*

**The survey or map must show all of the following:**

- (1) Current boundaries (as of March 31, 1997)
- (2) All previous divisions made after March 31, 1997 (indicate when made or none)
- (3) The proposed division(s)
- (4) Dimensions of the proposed divisions
- (5) Existing and proposed road/easement rights-of-way
- (6) Easements for public utilities from each parcel to existing public utility facilities (**DTE FORM**)
- (7) Any existing improvements (buildings, wells, septic system, driveways ..)
- (8) Show existing improvements distance from parcel boundaries.
- (9) Any of the features checked in **question number 6.**

**MUST ALSO INCLUDE**

- (a) Each resulting parcel must have an adequate and accurate legal description.
- (b) Each resulting parcel is included in a tentative parcel map showing parcel areas, parcel widths, parcel depths, parcel lines, public utility easements, and accessibility (road, etc).
- (c) Each resulting parcel smaller than ten (10) acres has a depth of not more than four (4) times the width.
- (d) Each resulting parcel has a width and an area not less than required by the Township Zoning Ordinance.
- (e) The division meets all Section 108, PA 591 requirements (number of resulting parcels).
- (f) Each resulting parcel that is a development site must have the following: adequate public utility easements from parcel to existing facilities.

\_\_\_\_ B. A soil evaluation or septic system permit for each proposed *parcel of less than one acre* prepared by the Health Department, or an indication that approval will occur for service by public sewer system. **Otherwise** attach a letter of agreement that the divided parcel is "unbuildable" and the following phrase must be included as part of the legal description on the deed or land contract. *"It has been determined and agreed to that the hereto described property is to be forever considered to be an unbuildable site as is defined by the Charter Township of Ypsilanti Land Division Ordinance."*

Owners signature of agreement: \_\_\_\_\_ Dated: \_\_\_\_\_

\_\_\_\_ C. An evaluation/indication that approval will occur for service by a public water system, or a well permit for potable water if public water is not available, for each proposed parcel, if building construction is intended. **Otherwise** attach a letter of agreement that the divided parcel is "unbuildable" and the following phrase must be included as part of the legal description on the deed or land contract. *"It has been determined and agreed to that the hereto described property is to be forever considered to be an unbuildable site as is defined by the Charter Township Land Division Ordinance."*

Owners Signature of Agreement: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_ D. A copy of any transferred division rights (§109(4) of the Act) in the parent parcel.

\_\_\_\_ E. A Total Fee of \$ 150.- is included with this application.

\_\_\_\_ F. Proof of ownership or letter of authorization as agent. (Deed)

**All taxes on property must be current.**

**IMPROVEMENTS:** Describe any existing improvement (buildings, well, septic, etc.) which are on the parent parcel or indicate none (attach extra sheets if needed):

None

**AFFIDAVIT** and **PERMISSION** for municipal, county and state officials to enter the property for inspections:

I/We hereby agree that the statements made above are true, and if found not to be true this application and any approval will be void.

Further, I/We agree to comply with the condition and regulations provided with the parent parcel division.

Further, I/We agree to give permission for officials of the municipality, county and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspection to verify that the information of the application is correct at a time mutually agreed with the applicant.

Further, I/We understand this is only a parcel division which conveys only certain rights under the applicable local land division ordinance, the local zoning ordinance, and the State Land Division Act (formerly the Subdivision Control Act P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996), MCL 560.101 et seq.), and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other property rights.

Further, I/We understand that all existing special assessments will remain with the parent parcel or may be paid in full before the land division is approved. I/We also understand that taxes will not be prorated by the Treasurers office.

Further, I/We hereby request approval for the Charter Township Assessors Office and the Community and Economic Development to divide the parcel(s) as described herein and to change the Township assessment roll accordingly.

Further, I/we am/are the legal owner(s) and prospective purchaser(s) of the parcel(s) described herein, and to the best of my/our knowledge, the decision of land requested does not violate the State land Division Act (PA 591 of 1997, as amended), and it is understood that approval to divide this parcel does not change the obligations of present or future owners to comply with all of the applicable ordinances of the Charter Township of Ypsilanti.

Finally, even if this division is approved, I/we understand zoning, local ordinances and State Acts change from time to time, and if changed, the divisions made here must comply with the new requirements unless deeds, land contracts, leases or surveys representing the approved divisions are recorded with the Register of Deeds or the division is built upon before the changes to the law are made. (If the above is not accomplished I/We realize there will be a need for the land division to be processed again.)

Property owner's Signature: Jody Jendron Date: 3/12/18

Co-owner's Signature: Scott Powers Date: 3-9-2018

**DO NOT WRITE BELOW THIS LINE**

\*\*\*\*\*

Reviewer's Action: Total \$ \_\_\_\_\_ Receipt No. \_\_\_\_\_

Number of divisions allowed by Statute: \_\_\_\_\_ Number of divisions requested: \_\_\_\_\_

\_\_\_\_\_ Approved: Conditions, if any: \_\_\_\_\_

\_\_\_\_\_ Denied: Reasons: \_\_\_\_\_

# NOTICE TO ASSESSOR OF TRANSFER OF THE RIGHT TO MAKE A DIVISION OF LAND

Issued under authority of Land Division Act (P.A. 288 of 1967 as amended by P.A. 87 of 1997). Filing is mandatory.

This form must be filed by an owner of a parent parcel or parent tract of land when the owner creates a parcel from the parent parcel or parent tract and transfers the right to make a further division to the owner of the created parcel. This form must be filed within 45 days of the transfer of the right to make a division. This form must be filed with the assessor of the city or township where the property is located.

1. Street Address of Parent Parcel or Parent Tract <i>291 S. Ford Blvd</i>		2. County <i>Washtenaw</i>	4. Date of Transfer of Right to Make a Division           <b>PIN</b> , this number ranges from 10 to 25 digits. It usually includes hyphens and sometimes includes letters. It is on the property tax bill and on the assessment notice.
3. City/Township/Village Where Real Estate is Located <i>Ypsilanti</i>		<input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village	
5. Property Identification Number (PIN) of Parent Parcel or Parent Tract. If you don't have a PIN, attach legal description. <i>See attached for legal description</i>			
6. Name of Owner of Parent Parcel or Parent Tract <i>Jody Jendon</i>		Address of Owner of Parent Parcel or Parent Tract <i>5935 ELLIS Rd Ypsilanti, MI 48197</i>	
7. Property Identification Number (PIN) of Created Parcel if PIN has already been assigned. <i>K-11-11-272-004</i>			
8. Name of Owner of Created Parcel <i>Jody Jendon</i>		Address of Owner of Created Parcel <i>5935 ELLIS Rd Ypsilanti, MI 48197</i>	

THE FOLLOWING QUESTIONS MUST BE ANSWERED.

1. Did the parent parcel or parent tract have any unallocated divisions under the Land Division Act, P.A. 288 of 1967, MCL 560.101 to 560.293? Check appropriate box below:

YES

NO

If the YES box was checked, go to question 2. If the NO box was checked, go to question 3.

2. How many unallocated divisions did the parent parcel or parent tract have prior to this transfer?  
Enter number here \_\_\_\_\_.

3. Were there any unallocated divisions transferred to the newly created parcel?

YES

NO

If the YES box was checked, go to question 4. If the NO box was checked, go to the signature area of the form.

4. How many unallocated divisions were transferred to the newly created parcel? Enter number here \_\_\_\_\_.

### CERTIFICATION

I certify that the information above is true and complete to the best of my knowledge.

Signature of Owner of Parent Parcel or Parent Tract <i>Jody Jendon</i> <i>Scott Powers</i>	Date <i>3/12/18</i> <i>3-9-2018</i>	If Signer is other than the owner, print name and title
--	---	---

**Legal description of Parent Parcel**

**YP 107-66-B-1 PARCEL "A" THE S. 424 FT., OF LOTS 66 & 67 YPSI LITTLE FARMS SUB. ACCORDING TO THE PLATT THEREOF AS RECORDED IN LIBER 4 OF PLATT, PG, 11 WASH. CTY. RECORDS EXC TH SLY 60 FT. OF SAID LOTS 66 & 67 AND EXC THE N 245 FT. OF THE S 424 FT. OF LOT 66 & ALSO EXC. THE N 145 FT. OF THE S 424 FT. OF LOT 67.**

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

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TO: Brian McCleery, Assistant Assessor, Charter Township of Ypsilanti

FROM: Charlotte Wilson, Planning and Development Coordinator

DATE: March 20<sup>th</sup>, 2018

SUBJECT: Boundary Adjustment of K-11-11-272-004 & K-11-11-272-005

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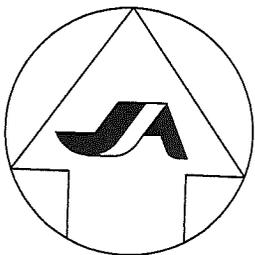
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Per your request, we have reviewed the request for a boundary adjustment of the above parcels. We verify the application complies with the Zoning and Division Ordinances of the Township.

If you have any questions, or need more information, please do not hesitate contacting me.

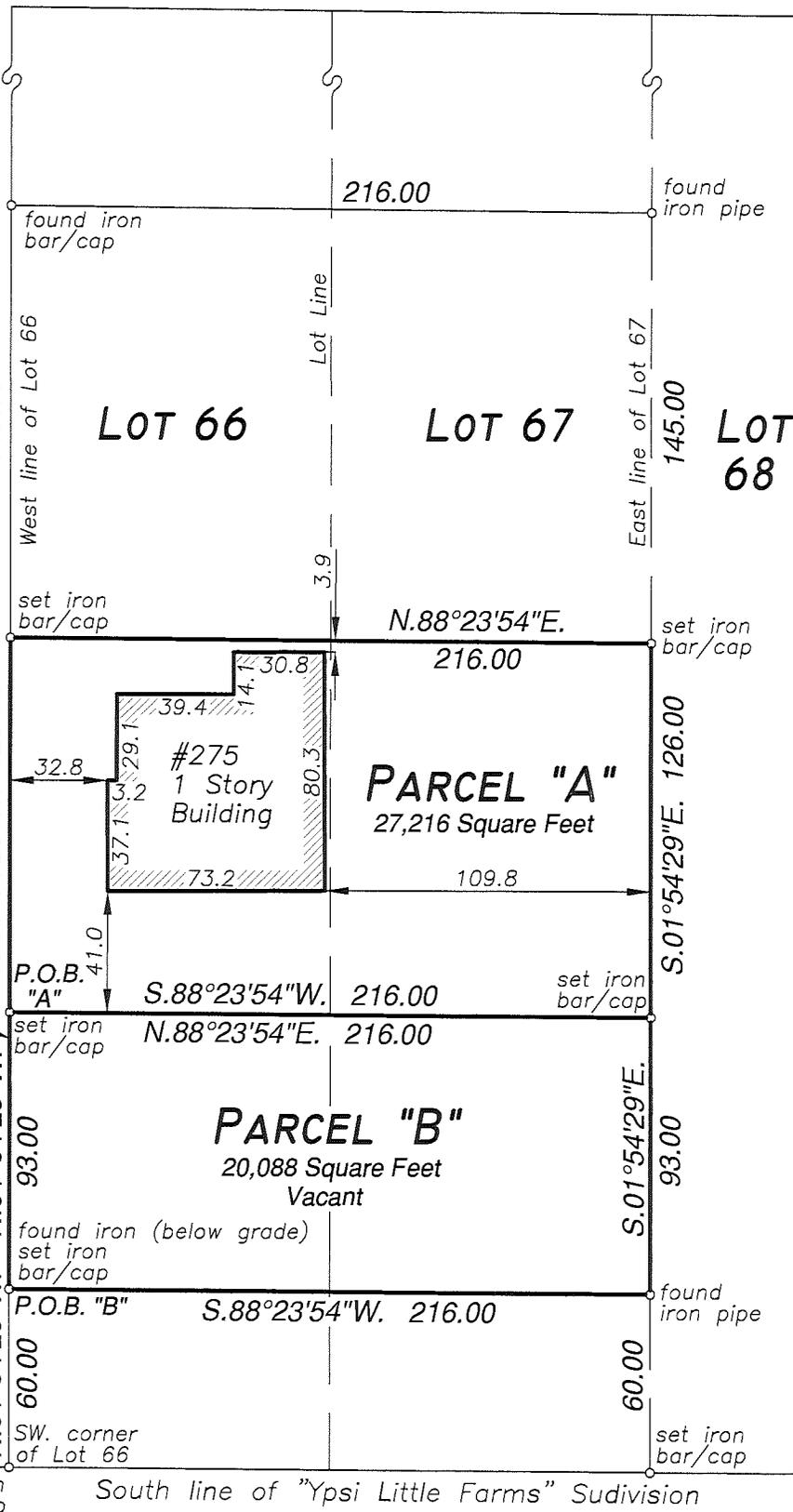


# RUSSELL ST.



LOT 64

EAST LINE OF  
**S. FORD BLVD.**  
(108' WIDE)



Know what's below.  
Call before you dig.

Surveyor's Certificate: I hereby certify that this survey was prepared by me, or under my direct supervision, that I am a duly licensed Professional Surveyor under the laws of the state of Michigan, that this survey complies with the requirements of Section 3, P.A. 132 of 1970, as amended, and that the error of closure of the unadjusted field observations was less than 1 to 5,000.

*[Signature]*  
I. John Jekabson P.S. #19836



## CERTIFIED SURVEY

Part Sections 10 and 11, Town 3 South, Range 7 East,  
Ypsilanti Township, Washtenaw County, Michigan.

Prepared for: Reflections Custom Cycles, LLC

**JEKABSON & ASSOCIATES, P.C.**

Professional Land Surveyors  
1320 Goldsmith, Plymouth, MI 48170  
(734) 414-7200 (734) 414-7272 fax



DATE	22 Feb 18
JOB NO.	97-06-099
SCALE	1" = 60'
DRAWN	JGE
CHECKED	IJJ
SHEET	1 OF 2

**ORIGINAL DESCRIPTIONS:**

TAX ID: K-11-11-275-004

LAND IN THE YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, DESCRIBED AS:  
THE SOUTH 424.0 FEET OF LOTS 66 AND 67 OF YPSI LITTLE FARMS SUBDIVISION, AS  
RECORDED IN LIBER 4, PAGE 11, WASHTENAW COUNTY RECORDS, EXCEPT THE  
SOUTHERLY 60.0 FEET OF SAID LOTS 66 AND 67, AND EXCEPT THE NORTH 245.0 FEET  
OF THE SOUTH 424.0 OF LOT 66 AND ALSO EXCEPT THE NORTH 145.0 FEET OF THE  
SOUTH 424.0 FEET OF LOT 67.

TAX ID: K-11-11-275-005

LAND IN THE YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, DESCRIBED AS:  
COMMENCING AT THE SOUTHWEST CORNER OF LOT 66 OF YPSI LITTLE FARMS  
SUBDIVISION, AS RECORDED IN LIBER 4, PAGE 11, WASHTENAW COUNTY RECORDS, T3S,  
R7E, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, THENCE NORTHERLY 179.0  
FEET ALONG THE WESTERLY LINE OF SAID LOT 66 AND THE EASTERLY LINE OF FORD  
BOULEVARD FOR A PLACE OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG  
THE WESTERLY LINE OF SAID LOT 66 AND THE EASTERLY LINE OF FORD BOULEVARD  
100.0 FEET; THENCE EASTERLY DEFLECTING 90°26'30" TO THE RIGHT 108.05 FEET TO  
THE EASTERLY LINE OF SAID LOT 66; THENCE DEFLECTING 89°33'30" TO THE RIGHT  
100.0 FEET ALONG THE EASTERLY LINE OF SAID LOT 66; THENCE WESTERLY  
DEFLECTING 90°26'30" TO THE RIGHT 108.06 FEET TO THE PLACE OF BEGINNING,  
BEING A PART OF SAID LOT 66 OF YPSI LITTLE FARMS SUBDIVISION

**DESCRIPTIONS AFTER SURVEY:**

**PARCEL "A"**

PART OF LOT 66 AND LOT 67 OF "YPSI LITTLE FARMS", A SUBDIVISION, AS RECORDED  
IN LIBER 4, PAGE 11, WASHTENAW COUNTY RECORDS, TOWN 3 SOUTH, RANGE 7  
EAST, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, DESCRIBED AS;  
COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 66; THENCE ALONG WEST  
LINE OF LOT 66 AND THE EAST LINE OF S. FORD BOULEVARD, NORTH 01°54'29" WEST  
153.00 FEET TO THE **POINT OF BEGINNING**; THENCE CONTINUING ALONG SAID LINE  
NORTH 01°54'29" WEST 126.00 FEET; THENCE NORTH 88°23'54" EAST 216.00 FEET;  
THENCE ALONG EAST LINE OF LOT 67, SOUTH 01°54'29" EAST 126.00 FEET; THENCE  
SOUTH 88°23'54" WEST 216.00 FEET TO THE **POINT OF BEGINNING**. CONTAINS 27,216  
SQUARE FEET OR 0.625 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF  
RECORD.

**PARCEL "B"**

PART OF LOT 66 AND LOT 67 OF "YPSI LITTLE FARMS", A SUBDIVISION, AS RECORDED  
IN LIBER 4, PAGE 11, WASHTENAW COUNTY RECORDS, TOWN 3 SOUTH, RANGE 7  
EAST, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, DESCRIBED AS;  
COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 66; THENCE ALONG WEST  
LINE OF LOT 66 AND THE EAST LINE OF S. FORD BOULEVARD, NORTH 01°54'29" WEST  
60.00 FEET TO THE **POINT OF BEGINNING**; THENCE CONTINUING ALONG SAID LINE  
NORTH 01°54'29" WEST 93.00 FEET; THENCE NORTH 88°23'54" EAST 216.00 FEET;  
THENCE ALONG EAST LINE OF LOT 67, SOUTH 01°54'29" EAST 93.00 FEET; THENCE  
SOUTH 88°23'54" WEST 216.00 FEET TO THE **POINT OF BEGINNING**. CONTAINS 20,088  
SQUARE FEET OR 0.461 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF  
RECORD.

BEARINGS RELATE TO: MICHIGAN STATE PLANE COORDINATE SYSTEM

**CERTIFIED SURVEY**

Part Sections 10 and 11, Town 3 South, Range 7 East,  
Ypsilanti Township, Washtenaw County, Michigan.  
Prepared for: Reflections Custom Cycles, LLC

**JEKABSON & ASSOCIATES, P.C.**

Professional Land Surveyors  
1320 Goldsmith, Plymouth, MI 48170  
(734) 414-7200 (734) 414-7272 fax



DATE	22 Feb 18
JOB NO.	97-06-099
SCALE	N/A
DRAWN	JGE
CHECKED	IJJ
SHEET	2 OF 2



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

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June 29, 2018

Brenda Stumbo  
Township Supervisor  
Ypsilanti Township  
Tilden R. Stumbo Civic Center  
7200 South Huron River Drive  
Ypsilanti, Michigan 48197

RE: Proposal of Services Non-Motorized Transportation Plan

Dear Ms. Stumbo:

Carlisle/Wortman Associates is pleased to submit a proposal of services to prepare a Non-Motorized Transportation Plan for the Township. Our on-going work with the Township on the Comprehensive and Recreation plans make us uniquely qualified to assist you with the Non-Motorized Plan.

We are pleased to partner with Stantec on this project. Stantec brings vast amounts of engineering and non-motorized transportation development expertise to this project, and will be an invaluable asset to the community during plan development and implementation phases of the project.

We are enclosing a work plan, timeline, and fees for your review. The proposal that follows is structured to briefly introduce our approach and project team. We look forward to discussing this in more detail.

Sincerely,

CARLISLE/WORTMAN ASSOCIATES, INC.

CARLISLE/WORTMAN ASSOC., INC.  
**Benjamin R. Carlisle, AICP, LEED AP**  
Principal

CARLISLE/WORTMAN ASSOC., INC.  
**Chris Nordstrom, PLA, ASLA**  
Landscape Architect

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## **The Charter Township of Ypsilanti Non-Motorized Master Plan Work Plan, Timeline, and Fees**

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Ypsilanti Township is requesting assistance with the development of the Township's first Non-Motorized Transportation Plan. This plan will provide long-range guidance for non-motorized transportation within the Township, and will identify current and future non-motorized alignments within the Township and connecting to regional and neighboring amenities. The plan will strive to accommodate pedestrians, bicyclists, and users of all abilities.

The Non-motorized plan will seek to build upon and enhance the preliminary findings of the ongoing Recreation and Comprehensive Plan efforts. The Plan will evaluate regional planning efforts, particularly the recently updated Washtenaw Area Transportation Study (WATS), and its impact on Township activities.

As with the Recreation Plan, the Non-motorized Plan would benefit by having guidance provided by a small Steering Committee. This Committee, consisting of 3 to 5 individuals, could be made up by representatives from the Planning Commission, Township Board, Park Commission, and the general public. Carlisle/Wortman can assist the Township with formation of this Committee. We expect to work in close coordination with the Steering Committee and Township Staff throughout the process of developing this project. We have included one public meeting and two meetings with the Steering Committee. Other communications will be completed electronically via e-mail and by telephone.

While the main outcome of the proposed work effort is a plan document, our involvement with the development of a Township non-motorized transportation system can be on-going, with the next phase focusing on grant preparation and fund raising. We can also assist with later phases including design, engineering and construction.

### **Project Highlights**

The proposed work effort will include the following elements:

- An analysis of local conditions, including existing and planned pathways, sidewalks and bikelanes
- A determination of the area's potential destinations, including recreation resources, schools, places of employment, commercial businesses, other landmarks and places of interest
- Public participation
- Design guidelines, including recommendations for facility improvements
- Strategies addressing cost, tools and methodologies for implementation
- Integration with other planning and development initiatives

The following work plan details the tasks described above. In addition, a timeline with fees further describes when each task would be completed.

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## W o r k P l a n

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### 1. Project Initiation

- Hold project kick-off meeting with Steering Committee, staff, and any other interested parties. At this meeting, the work plan and schedule will be refined, project goals set, and key project milestones and meetings identified. This meeting will also be used to identify key players and establish the public participation program. Issues to address include plans for public workshop, types of public participation desired, and the dates and locations for the workshop.
- Collect any existing plans, background information and map data for the projects.
- Prepare updated local and regional inventory maps.

### 2. Inventory & Analysis

- Review current and past planning documents, recreation, and demographic information relevant to the project.
- Investigate local policies and planning considerations relevant to the project.
- Analyze local conditions through field inventories and other means to determine probable destinations and evaluate corridors and routes that present opportunities.
- Interview stakeholders or other interest groups (phone interviews) to identify local conditions, determine probable non-motorized transportation destinations, and understand concerns and issues.
- Prepare Non-Motorized Transportation Inventory of existing pathways, sidewalks and bikelanes.
- Prepare a digital base map and record analysis onto map.
- Prepare inventory and analysis data and conclusions.
- Carefully consider the following connections and extensions:
  - Border-to-Border trail extension
  - Underground Railroad Trail connection
  - State of Michigan Iron Belle Trail connection
  - Other destinations and opportunities identified above

### 3. Public Participation

- Conduct a public workshop to gain input and support for the project. This workshop can be incorporated as part of proposed workshops for the Recreation and/or Comprehensive Master Plans:
  - Use Township's website, social media, and other sources for announcements
  - Participants identify opportunities and constraints
  - Workshop participants map potential routes and priorities on aerial maps
  - Workshop participants prioritize conclusions and preferences
- Present public input outcomes and conclusions to Steering Committee for review and comments.

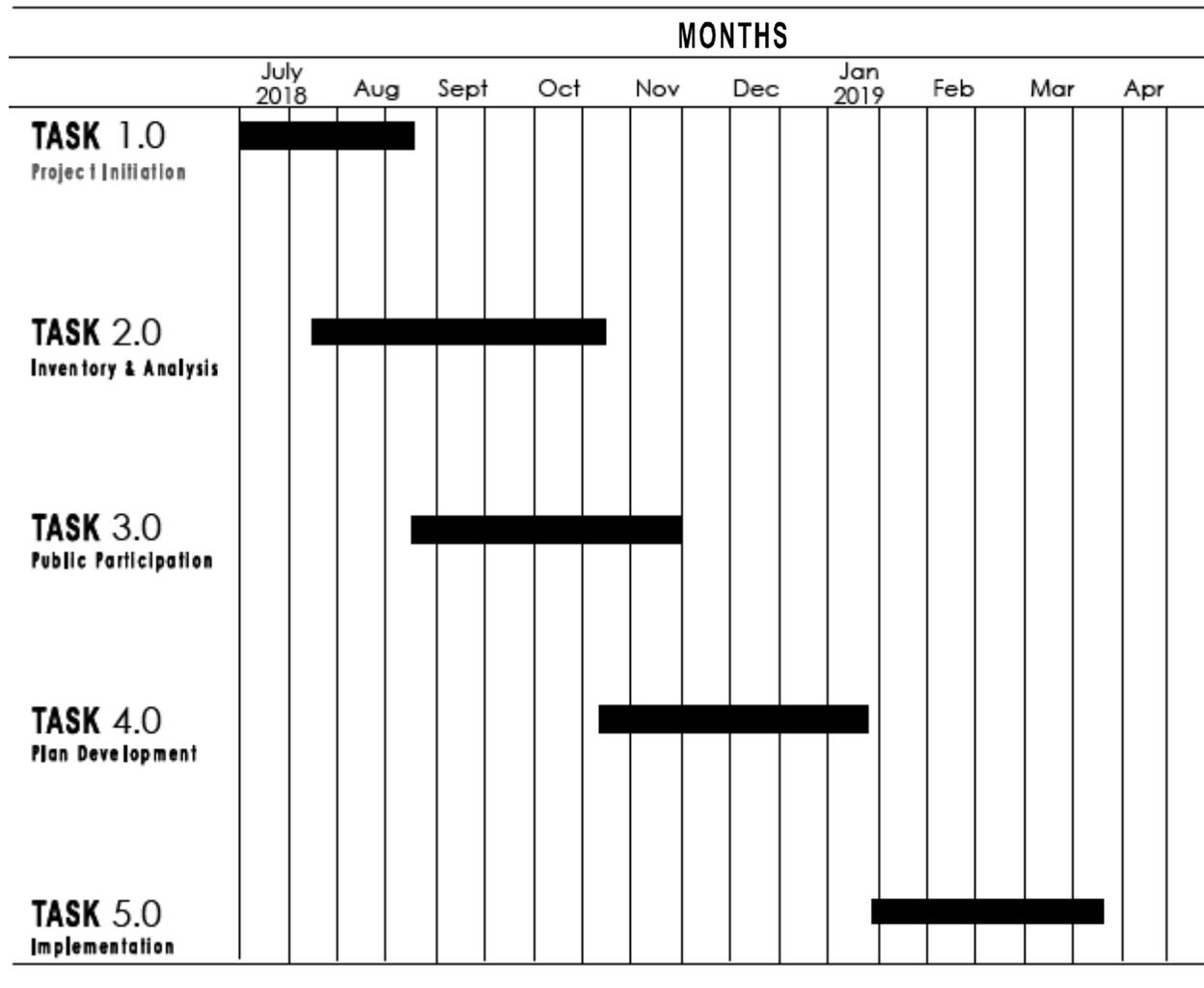
#### **4. Plan Development**

- Develop a hierarchy for the non-motorized facilities (multi-use trail, bike lane, paved shoulder and bicycle route), design standards for each type of facility as well as guidelines for pedestrian amenities, access, and signage.
- Develop an implementation schedule that provides strategies for implementing the area-wide non-motorized facilities and that addresses priority, phasing, and funding. Possible funding sources include, but is not limited to, MDNR administered grants (MNRTE, Recreation Passport, and LWCF), Washtenaw County Connecting Communities Grant Program, and the MDOT Transportation Alternatives Program (TAP) and the Congestion Mitigation Air Quality (CMAQ) programs, both of which are administered in coordination with the Southeast Michigan Council of Governments (SEMCOG).
- Prepare the Ypsilanti Township non-motorized facility map and master plan document as well as goals and objectives for the implementation of the non-motorized plan.
- Include design standards and recommend facility improvements.
- Recommend policy, planning, and regulatory mechanisms that would be effective in implementing the non-motorized plan and suggest specific programs to institute these mechanisms and educate residents.
- Submit draft plan to Steering Committee for review; receive comments and discuss revisions with Committee.
- Make draft document and map available for public review and comments.
- Discuss public comments with Steering Committee and make final changes.
- Prepare a Power Point presentation highlighting the project which can be used as a future marketing tool and present final plan Committee.

## T i m e l i n e

The inter-related nature of the Recreation, Comprehensive, and Non-motorized plans allows for an economy of scale and combining activities at strategically convenient points can represent a significant cost savings for the Township. The primary driver for the proposed schedule is the March 1, 2019 deadline for the Recreation Plan. The Non-motorized plan can be completed at a later date, but it would be beneficial to have a completed plan on file to be used as supplemental materials for MDNR grant proposals which are due by April 1, 2019.

The proposed tasks can and often will overlap; this flexibility allows us to streamline the planning efforts and provide a completed project in a timely fashion. This proposed timeline can be adjusted to best meet the needs of Township staff and other stakeholders, although leaving ample time for public commentary is strongly encouraged.



**F e e s**

<b>Task</b>	<b>Principal Ben Carlisle (hours)</b>	<b>Project Planner Chris Nordstrom (hours)</b>	<b>Engineering Stantec (hours)</b>	<b>Support Staff</b>
Task 1: Project Initiation	4	6	-	4
Task 2: Inventory & Analysis	4	32	10	4
Task 3: Public Participation	16	32	-	-
Task 4: Plan Development	12	32	30	-
Task 5: Implementation	4	2	-	8
Total Hours	40	104	40	16
Hourly Rate	\$105/hr.	\$92.50/hr.	\$144/hr.	\$60/hr.
Fee	\$4,200	\$9,620	\$5,760	\$960

**Project Cost Not to Exceed:**

**\$ 20,540**

Meetings: Three meetings are included in the proposal: a kickoff meeting and two Steering Committee meetings. Additional meetings can be accommodated as needed and will be billed at hourly rates.

Proposal accepted by:

\_\_\_\_\_  
Signature Date  
Brenda Stumbo  
Township Supervisor  
Ypsilanti Charter Township

\_\_\_\_\_  
Signature Date  
Benjamin Carlisle, AICP  
Principal  
Carlisle/Wortman Associates, Inc.

\_\_\_\_\_  
Signature Date  
Karen Lovejoy Roe  
Township Clerk  
Ypsilanti Charter Township

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION 2018-20**

**RESOLUTION OF SUPPORT FOR  
HEWITT ROAD SAFETY IMPROVEMENTS GRANT APPLICATION**

**WHEREAS**, this Board desires to improve pedestrian safety along Hewitt Road between Michigan Avenue and Washtenaw Avenue (M-17) located in Sections 6, 7 and 18 of the Charter Township of Ypsilanti; and

**WHEREAS**, this Board recognizes that the Washtenaw County Road Commission will submit a safety grant application to the Michigan Department of Transportation to be considered in the 2020 funding cycle. The focus of this grant will be to fund safety improvements for pedestrians along Hewitt Road between Michigan Avenue and Washtenaw Avenue (M-17); and

**WHEREAS**, this Board acknowledges that if the grant is awarded, this Board has agreed to pay for the required matching funds and construction engineering costs as designated by the granting agency; and

**NOW, THEREFORE, BE IT RESOLVED** that this Board supports the Washtenaw County Road Commission in its pursuit of a safety grant from the Michigan Department of Transportation to improve pedestrian safety along Hewitt Road between Michigan Avenue and Washtenaw Avenue (M-17).

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION 2018-18  
(In Reference to Ordinance 2018-479)**

**Amending the Township Code of Ordinances, Chapter 46, Township Parks,  
Regulating Possession of Firearms in Township Parks**

**Whereas**, the Ypsilanti Township Code of Ordinances Chapter 46 currently contains regulations prohibiting possession of air or gas soft guns including paint ball guns in Township Parks; and

**Whereas**, the Michigan Legislature has expanded the definition of firearms which are permitted under Michigan's Open Carry Law (MCL 123.1101 – 123.1104); and

**Whereas**, the expanded definition includes possession of guns which expel a BB or pellet by spring, gas or air; specifically including paint ball guns that expel plastic balls filled with paint; and

**Whereas**, the Township Code provision prohibiting the possession of air and gas soft guns including paint ball guns conflicts with the expanded definition of firearms permitted under Michigan's Open Carry Law;

**Now Therefore,**

**Be it resolved**, that Ordinance No. 2018- 479 is hereby adopted by reference.

**CHARTER TOWNSHIP OF YPSILANTI**

**ORDINANCE NO. 2018-479**

**An Ordinance to Amend the Charter Township  
of Ypsilanti's Code of Ordinances, Chapter  
46 Township Parks, Section 61**

The Charter Township of Ypsilanti hereby ordains that the Ypsilanti Township Code of Ordinances, Chapter 46, Township Parks, Section 61 entitled Possession and Use of Firearms, is amended to read as follows:

It shall be unlawful for any person within park property to:

1. Possess, carry, fire or discharge, or cause to be fired or discharged across, in or into any portions of the park, any spear, bow and arrow, crossbow, or sling shot, ~~air or gas soft gun or paint ball gun,~~ except for the purposes designated by the Board in an area and at times designated by the Board;
2. Possess, set off or attempt to set off or ignite any firecracker, fireworks, smoke bombs, rockets, black powder guns or other pyrotechnics without authorization from the Director; or
3. Discharge or cause to be discharged, a firearm, pistol, pellet gun, air rifle, ~~air or shot gun, or paint ball gun,~~ as defined by Michigan law, MCL 750.222, as amended, in or into any portion of a Township Park.

Any unauthorized or illegal weapon, explosive, or other pyrotechnic within a park shall be subject to seizure by a law enforcement officer.

**Severability**

Should any section, subdivision, sentence, clause or phrase of this Ordinance be declared by the Courts to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part as invalidated.

**Publication**

This Ordinance shall be published in a newspaper of general circulation as required by law.

**Effective date**

This Ordinance shall become effective upon publication in a newspaper of general circulation as required by law.

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



Charter Township of Ypsilanti  
Residential Services Division

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484.0073  
Fax: (734)544.3501

[www.ytown.org](http://www.ytown.org)

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# MEMORANDUM

TO: Ypsilanti Township Board of Trustees

FROM: Wayne Dudley – Residential Services Department

DATE: 07/02/2018

RE: Request Authorization to extend the contract with YNLL for the 2018 Season from September 1, 2018 thru November 1, 2018 and to allow the three full time officials to approve these amendments in the future

I have been notified that the YNLL would like to extend their lease agreement to accommodate their fall season, 9/1/2018 thru 11/1/2018.

Please see the attached proposed agreement to extend the YNLL contract to be able to facilitate their Fall League and also allow the 3 officials to authorize this in the future when requested.

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



**Charter Township of Ypsilanti**  
**Residential Services Division**

**7200 S. Huron River Drive**  
**Ypsilanti, MI 48197**  
**Phone: (734) 484.0073**  
**Fax: (734)544.3501**

[www.ytown.org](http://www.ytown.org)

06/27/2018

Nichole Serman  
Ypsi National Little League (YNLL)

Nikki, because of the existing contract wording, we need to have the YNLL sign an agreement to extend the season as requested. See articles below to that effect:

Art III, Sec 1 - During the period of April 1, 2015 through August 30, 2020, the YNLL shall have the preferred use of the TWP. ball fields #1 mid #2 along with the concession stand at Harris Park, as assigned by the TWP., for regular season play, league playoffs, make-up games, and practices.....

Sec 4 - If the YNLL should desire to use the TWP, fields, outside of the contracted use dates, for additional tournaments, tryouts or for special events, clinics or programs, the YNLL shall make a written request to the TWP. a minimum of fourteen days prior to the start of the event. Any and all additions, tournaments or special programs shall not be included in this agreement, but shall require a separate written agreement, as mentioned above, by both parties.

This letter also serves to remind you that all conditions of upkeep and maintenance are in place by both parties as stated in the lease agreement signed 04/21/2015 by both the YNLL and the Township, including the Article IV listed below.

Art IV. OBLIGATIONS OF THE YNLL, Sec 4. Pay all utility costs (water and electric) for the use of the associated facilities (field lights, concession stand, field irrigation system) during their use of the facilities.

By signing below, both parties agree to extend the YNLL season thru to Nov 1st, 2018 with all the conditions of the existing contract also extended.

YNLL also realizes that because of possible weather conditions and the Townships election schedule the first week in November, it will be necessary to winterize the shelter no later than the October 27<sup>th</sup>. YNLL will be responsible for providing and paying for Porta-Johns for bathroom facilities if needed.

\_\_\_\_\_  
Signed for the YNLL

\_\_\_\_\_  
Brenda Stumbo \ Twp Supervisor

\_\_\_\_\_  
Title

\_\_\_\_\_  
Karen Lovejoy-Roe \ Twp Clerk

Cc'd  
Brenda Stumbo  
Angie Verges  
Karen Lovejoy Roe  
Javonna Neel  
Myla Harris  
Carl Girbach

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety | Planning & Zoning | Code Enforcement | Police Services

---

To: Karen Lovejoy Roe, Clerk  
From: Michael Radzik, OCS Director  
Re: **Request to authorize legal action to abate public nuisances at 2124 Bomber Ave and 1217 Davis St in the amount of \$20,000 budgeted in 101-950.000-801.023**  
Date: July 5, 2018

The Office of Community Standards is seeking authorization to proceed with legal action in Washtenaw County Circuit Court to abate public nuisances that exists at:

### **1217 Davis St**

This single family house in the Ecorse Road corridor was formerly a rental property until it was purchased by Adam Magiera of Ann Arbor in a Sheriff's Foreclosure Sale on May 17, 2018. After Mr. Magiera failed to respond to a Vacant Structure Certification request within 30 days, OCS staff obtained an administrative warrant to inspect the property on June 27, 2018. The inspection revealed a myriad of code violations that resulted in the house being condemned and its occupancy certificate being revoked. The exterior blight and sanitation/infestation issues further make it hazardous for nearby neighbors.



7200 S. Huron River Drive • Ypsilanti, MI 48197 • (734) 485-4393

## CHARTER TOWNSHIP OF YPSILANTI

### **2124 Bomber Ave**

This single family house in the Lakeview neighborhood area has been the subject of blight enforcement under three different owners over the past five years. In 2017, a blight enforcement case resulted in execution of a district court order to clean up the exterior grounds of the property at a cost of \$3,292. During the clean-up, OCS staff observed conditions inside the house that established probable cause to obtain an administrative warrant to inspect the house on February 16, 2018. By March 26, 2018, both the interior and exterior of the property had been cleared of blight, however the occupancy certificate was revoked and the house was condemned. OCS staff then learned that the property had been transferred on March 3, 2018 from Dakota & Sarah Harzberg to local landlord Peter Burgard. Since then, some exterior walls have been gutted, the grounds are again littered with blight and construction debris, and the house appears to be structurally unsafe. Although Mr. Burgard obtained a building permit to make repairs, the property remains open, unsecure and in a dangerous and blighted condition.



Both of these cases were granted administrative authorization to initiate circuit court proceedings due to the length of time between Board or Trustee meetings and the need to move swiftly to protect the health and safety of the community. I respectfully request formal approval for court action, as it is definitely necessary.

Thank you.

# 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: Mike Radzik, OCS Director  
Re: **Request to authorize legal action to abate a public nuisance by padlocking at 1335 Commonwealth Ave in the amount of \$10,000 budgeted in 101-950.000-801.023**  
Date: July 9, 2018

The Office of Community Standards is seeking to confirm authorization granted administratively to initiate legal action in Washtenaw County Circuit Court to abate a drug trafficking public nuisance that exists at:

1335 COMMONWEALTH AVE

This single family rental property in the Holmes neighborhood watch district was the site of a narcotics trafficking investigation by the Washtenaw County Sheriff's Office in May 2018. The investigation yielded evidence of heroin and cocaine trafficking by a subject who was living at the house since being paroled by the Michigan Department of Corrections in 2017. The property is one of eight rental units owned by T&S Equities, LLC of Saline, MI. After obtaining administrative approval, a lawsuit was filed against the property owner, the tenant leaseholder, and the suspected drug dealer on June 29, 2018. The show cause hearing is scheduled for July 18, 2018 at which time the Township will seek to have the property declared a public nuisance and abated by padlocking for up to one year as authorized by state law.



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**CHARTER TOWNSHIP OF YPSILANTI**  
**RESOLUTION NO. 2018-21**  
**ESTABLISH TOWNSHIP SUPERVISOR'S SALARY**

**WHEREAS** according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for elected officials shall be determined by the township board; and

**WHEREAS** in 2018, AFSCME, Teamsters, Administrative/Confidential employees and Elected Officials did not receive a wage increase and remained at their 2017 salaries; and

**WHEREAS** in 2018, the Teamster and Firefighter contracts were negotiated and ratified with a 3% increase in wages; and

**WHEREAS** in 2018, the Administrative/Confidential employees received a 3% increase; and

**WHEREAS** the AFSCME contract is currently being negotiated;

**NOW THEREFORE BE IT RESOLVED** that the salary for the office of Supervisor shall receive a 3% increase from \$79,400.19 to \$81,782.20; and

**BE IT FURTHER RESOLVED** that elected officials' wages will be paid bi-monthly per our auditor's recommendation.

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION NO. 2018-22

### ESTABLISH TOWNSHIP CLERK'S SALARY

**WHEREAS** according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for elected officials shall be determined by the township board; and

**WHEREAS** in 2018, AFSCME, Teamsters, Administrative/Confidential employees and Elected Officials did not receive a wage increase and remained at their 2017 salaries; and

**WHEREAS** in 2018, the Teamster and Firefighter contracts were negotiated and ratified with a 3% increase in wages; and

**WHEREAS** in 2018, the Administrative/Confidential employees received a 3% increase; and

**WHEREAS** the AFSCME contract is currently being negotiated;

**NOW THEREFORE BE IT RESOLVED** that the salary for the office of Clerk shall receive a 3% increase from \$79,400.19 to \$81,782.20; and

**BE IT FURTHER RESOLVED** that elected officials' wages will be paid bi-monthly per our auditor's recommendation.

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION NO. 2018-23

### ESTABLISH TOWNSHIP TREASURER'S SALARY

**WHEREAS** according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for elected officials shall be determined by the township board; and

**WHEREAS** in 2018, AFSCME, Teamsters, Administrative/Confidential employees and Elected Officials did not receive a wage increase and remained at their 2017 salaries; and

**WHEREAS** in 2018, the Teamster and Firefighter contracts were negotiated and ratified with a 3% increase in wages; and

**WHEREAS** in 2018, the Administrative/Confidential employees received a 3% increase; and

**WHEREAS** the AFSCME contract is currently being negotiated;

**NOW THEREFORE BE IT RESOLVED** that the salary for the office of Treasurer shall receive a 3% increase from \$79,400.19 to \$81,782.20; and

**BE IT FURTHER RESOLVED** that elected officials' wages will be paid bi-monthly per our auditor's recommendation.

# **AUTHORIZATIONS AND BIDS**

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# CHARTER TOWNSHIP OF YPSILANTI



## OFFICE OF RESIDENTIAL SERVICES

Environmental Services Division

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TO: Township Board

FROM: Carl Girbach *CA Girbach/HN*

DATE: July 9, 2018

RE: Request authorization to waive the financial policy and accept the low quote from Trailer Sales of Michigan, Inc. in the amount of \$7,390 to purchase a trailer, contingent on approval of budget amendment, to be charged to line item 101-774-000-977-000

Attached please find three (3) quotes to purchase a trailer for transporting our skid steer and brush deck. We are requesting authorization to waive the financial policy and accept the low quote from Trailer Sales of Michigan, Inc. in the amount of \$7,390 to purchase a trailer, contingent on approval of budget amendment. This purchase will be charged to line item 101-774-000-977-000.

Our skid steer and brush deck are too wide and heavy for our existing trailers.

If you have any questions, please contact me.

tk

Attachments

cc: Brenda L. Stumbo, Township Supervisor





# BUYERS ORDER

## Trailer Sales of MI, Inc.

1345 E. Kimmel Road Ph: 517-879-0801  
 Jackson, MI 49201 Fx: 517-788-8035

**Buyers Order #:** 334658  
**Buyers Order Date:** 6/28/2018  
**Salesperson:** Bryan Miller  
**Customer ID:** 44535  
**Ship Via:** Customer Pick-up  
**Terms:** Check

# 140998

**Bill To:**  
 Ypsilanti Township  
 7200 S Huron Dr  
 Ypsilanti, MI 48197

**Ship To:** 44535  
 Ypsilanti Township  
 7200 S Huron Dr  
 Ypsilanti, MI 48197

**Phone:** 734-328-4452  
**Fax:**  
**Cell:**  
**Alt:#**

**GVWR** 25000

Item	Description	Base Price	Options	Additional Options	Total Price	Extended Price
FMFP-25000-25.5D	HD Deluxe Flatbed Tag-a-long / 10K Axle / 25.5'	\$7190.00	\$200.00	\$0.00	\$7390.00	\$7390.00
	Coupler	Adj. Pintle (std)	\$0.00			
	Dovetail	5.5' Wood (std)	\$0.00			
	Toolbox Lid	Yes (Std)	\$0.00			
	Ramps	63" Lay Flat	\$0.00			
	Jack	Dual 12K drop ft (std)	\$0.00			
	Spare Tire	Yes	\$200.00			
	Paint	Black (std)	\$0.00			
	Plug Type	7-way RV (std)	\$0.00			

**Totals 1**

**Sale Amount:** \$7,390.00  
**Tax:** \$0.00  
**Documentation:** \$0.00  
**Total:** \$7,390.00  
**Payment:**

**Notes:**

- Hauling various equipment and material not over 19200 lbs
- PO#

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. For inquiries, please call (517) 879-0801.

Shipper # \_\_\_\_\_  
 Invoice # \_\_\_\_\_  
 Receipt # \_\_\_\_\_  
 Check# \_\_\_\_\_

# DR Trailer SALES

PLATE NO. \_\_\_\_\_

DATE MAILED: \_\_\_\_\_

DELIVERY DATE: TBD

ORDER DATE: \_\_\_\_\_

NAME: Charter Township of Ypsilanti

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: 734-544-3514

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

COUNTY: \_\_\_\_\_

D/L #: \_\_\_\_\_

BIRTH DATE: \_\_\_\_\_

STOCK NO.: ETA - 14 days

VIN #: \_\_\_\_\_

WEIGHT: \_\_\_\_\_

**\*ALL SPECIAL ORDERS NON REFUNDABLE \***  
**\*\*ALL USED TRAILERS SOLD AS IS\*\***  
**\*\*\*ALL SALES FINAL\*\*\***

CUSTOMER SIGNATURE: \_\_\_\_\_

SELLER SIGNATURE: Mike / Jason

MAKE: Big Tex

MODEL: 22 PH

SIZE: 20 BK + 5

GVW: 27,800

COLOR: \_\_\_\_\_

FEATURES: Mega ramps

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SALE PRICE: 9,599.<sup>00</sup>

TAX: \_\_\_\_\_

LICENSE: \_\_\_\_\_

TITLE: 15

SERVICE FEE: 59

TOTAL: 9,673.<sup>00</sup>

DEPOSIT: \_\_\_\_\_

BALANCE: \_\_\_\_\_





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## MEMORANDUM

To: Charter Township of Ypsilanti Trustees

From: Fire Chief Eric Copeland 

Date: July 12, 2018

Subject: Authorization to award the bid from Rapid Roofing for replacement of the roof at 20 S. Hewitt Road (Station #3) budgeted in line item: #206-970-000-971-008 for **CAPITAL OUTLAY – PROPERTY IMPROVEMENT – FY 2018.**

In service to the Township, I am requesting for the July 17, 2018 Township Board regular meeting to present the following item(s) for consideration.

- 1) Authorization to award the bid for roof replacement at fire station #3 located at 20 S. Hewitt Road to Rapid Roofing Company, located in Ypsilanti Township, the low bid has previously done work in the Township at the Ford Blvd. facility back in 2015.

Below are the results from the July 12, 2018 bid opening:

- **Rapid Roofing of Ypsilanti Township, \$15,167.00**
- **Optimum Contracting Solutions LLC of Bloomfield Hills, \$15,375.00**
- **Armstrong Enterprises, Inc. of Pinckney, \$21,550.00**
- **Weatherseal Home Improvements, Inc. of Shelby Twp., \$23,055.00**
- **Duke Roofing Company of Pittsfield Twp., \$36,000.00**

Thank you,

Fire Chief Eric Copeland

# OTHER BUSINESS

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