

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF REGULAR MEETING  
JANUARY 15, 2019**

**Supervisor Stumbo called the meeting to order at approximately 7:03 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, Heather Jarrell Roe, Monica Ross-Williams and Jimmie Wilson, Jr.

**Members Absent:** None

**Legal Counsel:** Wm. Douglas Winters

**PRESENTATION OF THE DRAFT OF THE YPSILANTI TOWNSHIP PARKS AND RECREATION MASTER PLAN**

Megan Masson-Minock, Carlisle Wortman Associates, Consultants to Ypsilanti Township stated Carlisle Wortman had the pleasure of working with the Township Board of Trustees, Planning Commission and Park Commission on the 2040 Master Plan which would enable the Township to have a vision for what they wanted to be 5, 10 and 20 years from now. She explained the update would qualify the Township to apply for grants from the Michigan Department of Natural Resources.

Ms. Masson-Minock introduced her colleague, Chris Nordstrom who she said had worked diligently to come up with the Draft of the Ypsilanti Township Parks and Recreation Master Plan. He stated the reason for this update was to provide guidance for the Township over the next five years in applying for grants from three primary sources: the Michigan Natural Resources Trust Fund, Recreation Passport and possibly the Land and Water Conservation Fund, which is federally funded.

Chris Nordstrom, Carlisle Wortman, provided an overview of the PowerPoint presentation of the Draft of the Ypsilanti Township Parks and Recreation Master Plan. (See Attached)

Mr. Nordstrom reported work on the Draft Plan began May 23, 2018 and included a number of opportunities for public comment, beginning with an online survey in June through Oct 21, a second survey that had been made available during Sept. and Oct., an Open House at the Civic Center on Sept. 10, as well as various meetings with the steering committee. He stated the Draft had been available for public viewing since Nov. 29 online and at the Township's website and hard copies had been available here at the Civic Center, the Community Center and the District Library. He explained the Public Hearing this evening was to gather final comments from the public. He stated the Plan should be available for adoption before the Feb. 1 deadline and at that point the Township would be eligible for grants, for which the deadline was April 1.

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Mr. Nordstrom stated the big picture gathered from the survey was that the residents were generally happy with the parks, but were mainly concerned regarding their maintenance. He provided several statistics regarding the various parks and stated the top rated park was Ford Heritage and the lowest were four "micro parks" which the public felt were not well maintained. Mr. Nordstrom stated 98% said the main improvement they would like to see was better maintenance of the parks overall and 83% wanted access to paths and trails to be expanded. He stated 93% stated they would support a millage for recreation development at some level.

**PUBLIC HEARING**

**A. 7:00 PM – RESOLUTION 2019-02, ADOPTION OF THE 2019-2023  
YPSILANTI TOWNSHIP PARKS AND RECREATION MASTER PLAN**

**Supervisor Stumbo opened the Public Hearing at 7:16 PM.**

Supervisor Stumbo stated the Draft Plan was discussed in the Work Session for one hour and 45 minutes. She reported the Parks Commission recommended approval of the Plan.

Supervisor Stumbo reported the Resolution would be formally adopted at a Special Meeting of the Board of Trustees.

Supervisor Stumbo asked if there were any comments or questions from the audience.

Arloa Kaiser, Township Resident voiced her opinion that if only a little over 100 people had participated in this survey, that was not a very good representation of the Township's population.

Chris Nordstrom responded the 113 from the Survey Monkey and over 500 from the Cobalt survey was a very typical number regarding a recreation plan and felt it generally reflected the values of the community.

Cassandra Barrett, Township Resident stated she would like to see the park hours of operation expanded and parks opened more months in the year.

**The Public Hearing closed at 7:21 PM.**

**PUBLIC COMMENTS**

Arloa Kaiser stated she was against having a Compensation Committee since she felt the board was elected by the people and should be able to deal with the good, bad and ugly.

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**CONSENT AGENDA**

**A. MINUTES OF THE DECEMBER 18, 2018 WORK SESSION, CLOSED SESSION  
AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR JANUARY 15, 2019 IN THE AMOUNT OF  
\$1,307,845.99**
- 2. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR DECEMBER 2018 IN  
THE AMOUNT OF \$29,543.87**
- 3. CHOICE HEALTH CARE ADMIN FEE FOR DECEMBER 2018 IN THE  
AMOUNT OF \$1,101.00**

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

**D. DECEMBER 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 provided reflection upon the completion of new contracts for the two AFSCME Unions and the Teamsters and preparing for Firefighter negotiations.

Attorney Winters reported several ways the Township was continuing to increase revenue:

- American Center for Mobility made payment of \$173,000 in 2018 and in 2019 we can expect \$218,000
- The Township received \$80,000 from DTE from the Escrow Account
- Phase II for Rivergrove Condominium Development to develop 75 lots
- Liberty Square - only 2 lots remaining before the Township will have complete ownership
- Demolition of Kettering and Thurston Schools both to possibly be conveyed to the Township
- Kaiser School was sold to Greater Faith Transition Center –
- Cleanup efforts for 923 Ecorse, the former Forbes Cleaners to aid in the Redevelopment of the Ecorse Corridor Improvements
- Conveyed last remaining house, 835 Lamay purchased from County to Habitat

**NEW BUSINESS**

**1. REQUEST FOR LOCAL GOVERNMENT APPROVAL OF A SMALL WINEMAKERS LICENSE AND AN ON PREMISE TASTING PERMIT FOR PATRICK ECHLIN AND JEFFREY FRASURE TO BE LOCATED AT 1497 ECORSE RD.**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarell Roe for approval of a Small Winemakers License and an On Premise Tasting Permit for Patrick Echlin and Jeffrey Frasure to be located at 1497 Ecorse Rd.**

Patrick Echlin and Jeff Frasure, both Township residents and owners of Maniacal Mead Co. provided a brief description of their business. Mr. Echlin stated the business was to open at 1497 Ecorse in a building that had been a pizza business but had gone under several times, and they hoped to be an anchor in the redevelopment of Ecorse Road. Mr. Frasure explained mead was a wine made from fermenting honey, yeast and water to which multiple fruits could be added and their preference was 14% alcohol.

Mr. Echlin reported they were leasing the space from a landlord that owned the property which included a car wash on the other end. He explained it was licensed for food service that was one of the requirements for opening such an establishment. He stated he also owned 734 Brewery.

Treasurer Doe asked if there was adequate parking. Mr. Echlin stated they had repainted the lines after meeting with the Zoning Department and they now met the requirements for code compliance with 28 spaces, he said this included parking spaces that were required for the car wash.

Mr. Echlin stated they were starting small and since there was only one bathroom their tap room capacity was 15 people.

Trustee Jarrell Roe asked if Larry was thinking of the place by Los Amigos. She encouraged them if this particular location doesn't work out to continue to seek a place in Ypsilanti Township.

Mr. Eichlin said they were committed to this location as they had invested in the property already and had a lease. Mr. Echlin wanted to clarify this current request was not for 734 Brewery on this site. He stated, based on his current experiences, there was lack of clarity on how a business started within the Township, which Supervisor Stumbo agreed that could be and she apologized for that. He stated he had met with Charlotte Wilson, Planning Director, many times, going over the code and had brought in an architect, reviewed requirements based on occupancy, intended use, parking and the original site plan. More discussion followed

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regarding Charlotte Wilson's letter regarding Zoning Approval. He stated a site plan wasn't required because it was not a change in use because it had been serving as a food service establishment and would continue to do so. He continued that in terms of alcohol, there was not provision in the code since a liquor license was not required.

Supervisor Stumbo said that the board normally had more information for this type of business before voting.

Trustee Ross-Williams asked if they were looking to open as a small wine serving business for 20 or just make the wine at the location. Mr. Echlin clarified it was for serving only 13 people with 2 employees and it would function as a retail wine sales as well as wine tasting counter. Trustee Ross-Williams asked if there was enough room for both of those things to take place. Mr. Echlin stated their architect had assured them there was enough parking and room in the building and they would begin with being open Thursday, Friday and Saturday evenings and possibly Sunday afternoons. Trustee Ross-Williams said it is a wine sampling business right. Mr. Echlin said yes it was for wine sampling sales at a mini-bar and for retail sales also.

Patrick Echlin stated they had complied with everything the Building Department has asked for, including a plan which the architect had drawn up and building permits that had been approved. He said they were only waiting for the Board's approval.

Trustee Ross-Williams said she was trying to make sure that all the uses you are planning on doing at the site can be done in the space.

Clerk Lovejoy Roe offered clarification that if they were just a business and not in need of a wine making license and tasting on premises permit they would not need to appear before this Board, but since they had requested the "On Premise Wine Tasting Permit", the State of Michigan required local approval.

Trustee Ross-Williams restated for clarification, she said today we are only approving this day the wine maker license. Mr. Echlin answered Trustee Ross-Williams and said we are requesting both approvals, the Wine Maker License and the On Premise Tasting Permit.

Patrick Echlin provided an explanation of the process. He said they would mail in their paperwork to the State which had around eight different levels the application would go through, requiring inspections and reviews, but that was all being held up until local approval was obtained. He stated the final inspections would include the Fire Department and Health Department inspections.

Trustee Eldridge asked for the days and hours of operation. Mr. Echlin stated they would open Thursday, Friday and Saturday from 6:00 PM to Midnight for bar usage and some Sunday afternoons for retail sales. Trustee Eldridge also asked if any new lighting or camera installation was planned for the exterior of the building. Mr.

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Echlin stated it was already well lit because the adjoining car wash was open 24/7 and a security system was already in place as well.

Treasurer Doe stated the Development Team normally reviewed a site plan regarding a new business and he would like to table this requested until such time that review could take place. Mr. Echlin stated he had been told a site plan was not necessary since there was no change in the use of the location. It was agreed a site plan was not required because there was no change in use. Treasurer Doe said he thought the pizza place did not have inside seating. Mr. Echlin indicated it had inside seating before as a pizza place.

Supervisor Stumbo questioned if they were going to use the car wash to park. Mr. Echlin stated they were not using the car wash for parking but since they had reconfigured the parking there were enough spaces for both businesses. Mr. Frasure stated their landlord was the owner of the car wash and they had no ties to it. She said Charlotte Wilson's memo was only a zoning determination memo.

Patrick Echlin stated his understanding of Zoning was not to recommend approval of a business but rather to state this was an approved use of a location/ business and Supervisor Stumbo agreed Ms. Wilson had verified the zoning. Supervisor Stumbo stated there was more information that the Board had not seen at this time and that she supported the business but needed more information.

Mr. Echlin asked what other information was needed.

Treasurer Doe stated a brewery was going to be in that location in the past and it had not been approved because at that time there was not enough parking and he requested again to table this item. Jeffrey Frasure responded they had been on site for two hours with Charlotte Wilson, Planning Director and Sarah Jo Shipley Economic Development Director regarding the parking and had been approved. Mr. Echlin stated the Board would be adding additional expense to a business that was trying very hard to open, if they tabled the request.

Trustee Ross-Williams asked if there was any way to do a Motion To Call The Question on this item.

Note: Trustee Wilson left the meeting at 7:40 PM.

**A motion was made by Trustee Ross-Williams, supported by Trustee Jarrell Roe To Call The Question.**

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

**The motion to Call the Question passed.**

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**The motion that was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to approve a Small Winemakers License and an On Premise Tasting Permit for Patrick Echlin and Jeffrey Frasure to be located at 1497 Ecorse Rd. was repeated.**

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

**Supervisor Stumbo and Treasurer Doe indicated they wanted more information as why they voted no.**

**The Motion carried.**

Clerk Lovejoy Roe suggested for future improvements to the Township processes to ask Sara Jo Shipley, Economic Development Director and Mike Radzik, Director of Office of Community Standards, if possible to meet with the applicants to find ways for the process to be less cumbersome and be “Business Ready”.

Supervisor Stumbo requested more information to be included in the packet in the future for any new business coming to the Board for approval so it would be easier to make informed decisions.

**2. REQUEST TO APPROVE THE YPSILANTI TOWNSHIP PARKS COMMISSION RECOMMENDATION TO PROCEED WITH A SKATEPARK PROJECT AT THE PROPOSED LOCATON OF COMMUNITY CENTER PARK AND THE ESTIMATED ASSOCIATED MAINTENANCE COSTS OF \$5,000.00 ANNUALLY**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve the Ypsilanti Township Parks Commission recommendation to proceed with a Skatepark Project at the proposed location of Community Center Park and the estimated associated Maintenance Costs of \$5,000.00 annually.**

Sara Jo Shipley reported the Washtenaw County Parks and Recreation Commission had applied and received a grant from the Tony Hawk Foundation and the Ralph C. Wilson Foundations for \$250,000 and the Washtenaw Parks and Rec had matched the grant amount of \$250,000 to build a 10,000 square foot Skatepark. She stated the Parks Commission recommended the Skatepark project be located at the Community Center Park at the corner of Midway and Clark.

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Trustee Eldridge asked if our attorney had looked over the paperwork regarding liability when the Township acquired the responsibility of the park. Ms. Shipley stated since it was a dangerous sport, since those participating knew that ahead of time they understood they participated at their own risk. Supervisor Stumbo stated Lisa (Stanfield, Deputy Clerk) had discussed this with MMLLPP and they had verified there would be no additional liability.

Clerk Lovejoy Roe stated only liability to the Township would be if we staffed the Skatepark and we had no intention of doing that.

Supervisor Stumbo explained the only action for this item this evening was to approve the proposed location.

Treasurer Doe stated they had received sample photos and wondered what could be done here. Ms. Shipley stated the design was yet to be decided and would ultimately be decided by the users in the future.

Trustee Ross-Williams asked if the Parks Commission would have input regarding the design. Ms. Shipley reported one person on the Parks Commission had already volunteered to be a part of that decision.

Discussion followed on:

- Maintenance issues which included mowing, and since we already mow that area it will be less once construction has taken place, cleaning of restrooms, the concrete “lip” and the cost of paint for inevitable graffiti.
- Comparison to the Skatepark at Prospect Park, which was homemade and constructed of wood. This one would be much larger, 10,000 square feet and constructed of concrete.
- Plenty of parking close by and for evenings when baseball games were held, overflow parking was available at the Community Center.
- The location would be conducive for Superior Township and Belleville residents to use.

**The motion carried unanimously.**

### **3. RESOLUTION 2019-03, OWNERS DAM SAFETY PROGRAM**

Supervisor Stumbo explained this was required by FERC, the Federal Energy Regulatory Commission in order to remain compliant.

**A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to approve Resolution 2019-03, Owners Dam Safety Program. (See Attached)**



The motion carried unanimously.

**4. RESOLUTION 2019-04, ADOPTION OF THE POVERTY EXEMPTION GUIDELINES AND APPLICATION**

**A motion was made by Trustee Ross-Williams, supported by Trustee Jarrell Roe to approve Resolution 2019-04, Adoption of the Poverty Exemption Guidelines and Application. (See Attached)**

The motion carried unanimously.

**5. REQUEST APPROVAL OF THE 2019 BOARD OF REVIEW MEETING DATES AND COMPENSATION**

**A motion was made by Trustee Jarrell Roe, supported by Trustee Eldridge to approve the 2019 Board of Review Meeting Dates and Compensation.**

The motion carried unanimously.

**6. REQUEST OF KAREN WALLIN, HUMAN RESOURCES TO CHANGE THE ASSISTANT DIRECTOR OF GOLF TO AN EXEMPT (SALARIED) POSITION AND TO INCREASE THE YEARLY SALARY FROM \$31,065.00 TO \$37,065.00**

**A motion was made by Treasurer Doe, supported by Trustee Jarrell Roe to approve request of Karen Wallin, Human Resources to change the Assistant Director of Golf to an exempt (salaried) position and to increase the yearly salary from \$31,065.00 to \$37,065.00.**

Karen Wallin, Human Resource Director stated Clayton Farnsworth had been with the Township almost a year. She reported after a study of the 2018 Golf Season and looking forward to 2019, to see what could have been done better and/or more efficiently, it had been determined it would be best to have a management employee on site at all times and moving Clayton into a salaried position would allow for either Kirk Cameron, Director of Golf or Clayton to be there. She explained there would be an approximate savings of \$6,800.00 a year since there would be no overtime pay required for Clayton and there would be no need to hire two seasonal employees, at least one for the pro-shop and one employee for the

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outside would be eliminated. She said Clayton would also be picking up the additional duty of supervision of the seasonal employees.

Trustee Jarrell Roe requested clarification if Mr. Farnsworth were hired would that eliminate the hiring of a seasonal employee. Karen Wallin said that was correct.

Trustee Eldridge asked how the \$6,800.00 savings had been figured. Karen Wallin stated part of this savings was because of the elimination of seasonal employees, and the elimination of 100 plus hours of overtime had been factored into the equation.

Karen Wallin stated there had been nothing but positive reports regarding Clayton and reported he had been a great addition to the Golf Course and Kirk Cameron appreciated him as well.

**The motion carried unanimously.**

**7. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 2259 VALLEY DR. IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to approve request of Mike Radzik, OCS Director for authorization to seek legal action if necessary to Abate Public Nuisance for property located at 2259 Valley Dr. in the amount of \$10,000.00 budgeted in line item #101-950-000-801-023**

Supervisor Stumbo stated the property had been vacant since November of 2018 and had not complied with notification from the Township, which had deem the property in violation. She stated the neighbors were very concerned.

**The motion carried unanimously.**

**8. RESOLUTION 2019-01, ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEE'S**

Supervisor Stumbo explained this was a revision of a previously approved Resolution that did not address a 3% increase for Deputy Assessor, a Building Director position that had been approved as well as the Golf Operations Director.

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution 2019-01, Administrative and Confidential Employee's Salary. (See Attached)**

**The motion carried unanimously**

**9. BUDGET AMENDMENT #1**

Clerk Lovejoy Roe read the Budget Amendment into the record.

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Budget Amendment #1. (See Attached)**

**The motion carried unanimously**

**AUTHORIZATIONS AND BIDS**

- 1. REQUEST OF MICHAEL SARANEN, HYDRO OPERATIONS TO WAIVE THE FINANCIAL POLICY AND APPROVE THE QUOTE FROM FONDRIEST ENVIRONMENTAL FOR A REPLACEMENT WEATHER RADIO STATION AND RADIO COMMUNICATION EQUIPMENT IN THE AMOUNT OF \$8,223.18 BUDGETED IN LINE ITEM #252-252-000-976-000**

**A motion was made by Clerk Lovejoy Roe, Supported by Trustee Eldridge to waive the Financial Policy and approve the quote from Fondriest Environmental for a replacement Weather Radio Station and Radio Communication Equipment in the amount of \$8,223.18 budgeted in line item #252-252-000-976-000.**

**The motion carried unanimously.**

**OTHER BUSINESS**

Supervisor Stumbo stated La Fuente Restaurant requested approval for the Transfer of Ownership of 2018 Class C License, even though the State of Michigan does not require it, the Township's Ordinance does.

The Board all agreed to add this item to the agenda.

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to transfer 2018 Class C License for Business/Sunday Sales Permit**

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**for La Fuente, Inc. from 1926-1930 Whittaker Road to 1960 Whittaker Road, Ypsilanti Township, Washtenaw County and waive the application fee of \$1,000.**

Discussion followed regarding parking.

**The motion carried unanimously.**

**A motion was made to adjourn by Clerk Lovejoy Roe, supported by Treasure Doe.**

**The motion carried unanimously**

The meeting was adjourned at 8:35 p.m.  
Respectfully Submitted,

Brenda L. Stumbo, Supervisor  
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

# Charter Township of Ypsilanti

## RESOLUTION NO. 2019-03

### OWNERS DAM SAFETY PROGRAM (ODSP)

**WHEREAS**, the Charter Township of Ypsilanti, in Washtenaw County Michigan, currently holding a license with the Federal Energy Regulatory Commission (FERC) to operate the Ford Lake Hydroelectric Project (Project) #5334, and

**WHEREAS**, the FERC requires the Charter Township of Ypsilanti to develop, implement, fund and continue to support the ODSP, per the FERC guideline, for the Project until such time that the Charter Township of Ypsilanti releases ownership or the Project is no longer under the jurisdiction of the FERC, and

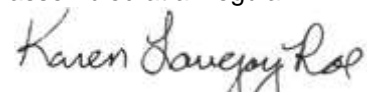
**WHEREAS**, the ODSP document clearly defines the responsibility for the Charter Township of Ypsilanti and its employees, and consultants, and

**WHEREAS**, the purpose of this Resolution is not new to the Charter Township of Ypsilanti, but rather a re-dedication to dam safety and the responsibilities that come with owning the Project, and

**WHEREAS**, by the action of this document, the Charter Township of Ypsilanti is showing the commitment to the FERC to operate a safe Project, prioritizing safety over any other goals, and

**NOW THEREFORE**, be it resolved that the Charter Township of Ypsilanti Board of Trustees acknowledges the Owners Dam Safety Program to maintain compliance with the FERC and define the role of Charter Township of Ypsilanti related to the Project.

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. 2019-03 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on January 15, 2019.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

## CHARTER TOWNSHIP OF YPSILANTI

### RESOLUTION NO. 2019-04

#### **POVERTY EXEMPTION GUIDELINES & APPLICATION**

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

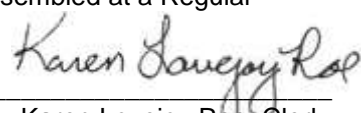
**WHEREAS**, pursuant to Section 211.7u, Ypsilanti Charter Township, Washtenaw County adopts the following guidelines and application for the Supervisor and Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons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

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

- 1) Be an owner and occupy as a homestead (primary residence) the property for which an exemption is requested, as of Tax Day, December 31 of the proceeding year.
- 2) File a claim with the Supervisor or board of Review, accompanied by federal and state income tax returns for all persons residing in the homestead, including property tax credit returns, filed in the current or immediately preceding year.
- 3) Meet the income threshold guidelines (maximum income) adopted by the Township Board. The income threshold as adopted is that all household income cannot exceed 30% of the median income for Ann Arbor (Washtenaw County) as published by the United States Department of Housing and Urban Development (HUD) as of December 31 of the preceding year. These income thresholds will be used as long as they are higher than the Federal Poverty Guidelines as determined annually by the United States Office of Management and Budget.
- 4) Meet the maximum asset eligibility test as follows: Assets other than the taxpayer's primary residence, standard mode of transportation and usual household goods valued at more than \$25,000 will be considered and added to the household income to determine eligibility.
- 5) The revised Taxable Value with the Poverty Exemption, subject to the above guidelines, shall be the lesser of the current taxable value on the assessment roll and the following formula calculating the minimum taxable value via the Poverty Exemption Guidelines.  
**(State of Michigan Homestead Tax Credit (MI 1040CR) + 3.5% of Income) / Current Millage Rate = Minimum Taxable Value**

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

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2019-04 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on January 15, 2019.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

# RESOLUTION NO. 2019-01

(Revising Resolution No. 2018-39)

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

**WHEREAS** in 2018, AFSCME and Teamsters contracts were negotiated and ratified with a 3% increase in wages for 2018 and 2019; and

**WHEREAS** in 2018, administrative and confidential employees also received a 3% increase;

**NOW THEREFORE BE IT RESOLVED** that the salaries for administrative and confidential employees be increased by 3% in 2019 and are recommended to be as follows:

	<b>2018 Total Salary</b>	<b>2019 Total Salary</b>
Deputy Supervisor	\$59,188	\$ 60,964
Deputy Clerk	\$59,188	\$ 60,964
Deputy Treasurer	\$59,188	\$ 60,964
Deputy of Elections		\$ 55,231
Human Resource Generalist II	\$58,192	\$ 59,938
Quality Assurance Specialist	\$53,056	\$ 54,648
Accounting Director	\$76,072	\$ 78,354
Assessor	\$45,000	\$ 45,000
Note 1 Deputy Assessor		\$ 73,709
Note 2 Building Director	\$82,400	\$ 80,000
Recreation Services Manager	\$63,668	\$ 65,578
Hydro Operator	\$59,563	\$ 61,350
Fire Chief	\$84,159	\$ 86,684
Police Services Administrator	\$88,305	\$ 90,954
OCS Executive Administrator	\$63,668	\$ 65,578
14B District Court Judge	\$45,724	\$ 45,724
Magistrate/Court Administrator	\$78,242	\$ 80,589
Secretary/Court Recorder	\$53,035	\$ 54,626
Secretary/Court Recorder	\$53,035	\$ 54,626
Residential Services Director		
Golf Course Superintendent	\$79,791	\$ 82,185
Golf Operations Director	\$49,440	\$ 50,923
Note 3 Assistant Golf Operations Director		\$ 37,065
Golf Course Maintenance	\$31,462	\$ 32,406

Note 1 - The Deputy Assessor position was restored by the Township Board on August 24, 2018. The amount in this includes the 3% increase for 2019.

Note 2 - The Building Director position has now been filled.

Note 3 - It is recommended that the Assistant Golf Operations Director be a non-union position. A memo will be provided by Human Resources.

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. 2019-01 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on January 15, 2019.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI  
2019 BUDGET AMENDMENT #1**

January 15, 2019

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

**101 - GENERAL OPERATIONS FUND**

**Total Increase** \$549,730.00

Request to increase and rebudget project for OHM - professional engineering design for a bus stop at Schooner Cove and South Huron River Drive, which was approved on August 21, 2018 for \$14,330 . Only \$235 was completed in 2018. The bus stop will be funded by a Community Development Block Grant (CDBG) through Washtenaw County.

Revenues:	FEDERAL GRANTS - CDBG	101-000-000-522.000	\$14,095.00
			\$14,095.00
			\$14,095.00
Expenditures:	CDBG PROJECT - CAPITAL OUTLAY	101-970-000-974.100	\$14,095.00
			\$14,095.00
			\$14,095.00

Request to increase and rebudget for Washtenaw County Road Commission agreements approved during 2018. The total amount budgeted for 2018 was \$1,009,336 and the expenditures totaled \$473,701. The remaining \$535,635 will need to be rebudgeted for 2019. This will funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$535,635.00
			\$535,635.00
			\$535,635.00
Expenditures:	Highway & ST - Road Construction	101-446-000-818.022	\$535,635.00
			\$535,635.00
			\$535,635.00

**249 - BUILDING DEPARTMENT FUND**

**Total Increase** \$15,639.00

Request to increase and rebudget to facilitate a professional service contract with Graphic Sciences, Inc. to scan & digitize old paper property records approved August 22 and November 11 of 2018. The total budgeted for 2018 was \$100,000 and the expenditures totaled \$84,361. The remaining \$15,639 will need to be rebudgeted for 2019. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	249-000-000-699.000	\$15,639.00
			\$15,639.00
			\$15,639.00
Expenditures:	Professional Services	249-249-000-801.000	\$15,639.00
			\$15,639.00
			\$15,639.00



**CHARTER TOWNSHIP OF YPSILANTI  
2019 BUDGET AMENDMENT #1**

January 15, 2019

**266 - LAW ENFORCEMENT FUND**

**Total Increase \$10,478.00**

Request to increase and rebudget project for OHM - to provide design specification, bid package and oversee bidding for replacement of the emergency generator at LEC. This project was approved on December 4, 2018 for \$18,900. The partially completed amount in 2018 was \$8,422. We will need \$10,478 to complete the project in 2019. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	266-000-000-699.000	\$10,478.00
		<b>Net Revenues</b>	<u><u>\$10,478.00</u></u>
Expenditures:	BLDG MAINT/1501 S Huron Station LEC	266-301-000-931.015	\$10,478.00
		<b>Net Expenditures</b>	<u><u>\$10,478.00</u></u>

**590 - COMPOST FUND**

**Total Increase \$4,311.00**

Request to increase budget for PTO payout request of 180 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	590-000-000-699.000	\$4,311.00
		<b>Net Revenues</b>	<u><u>\$4,311.00</u></u>
Expenditures:	Salaries pay out - PTO	590-590-000-708.004	\$4,005.00
	FICA	590-590-000-715.000	\$306.00
		<b>Net Expenditures</b>	<u><u>\$4,311.00</u></u>

Motion to Amend the 2019 Budget (#1)

Move to increase the General Fund budget by \$549,730 to \$9,481,219 and approve the department line item changes as outlined.

Move to increase the Building Department Fund budget by \$15,639 to \$870,196 and approve the department line item changes as outlined.

Move to increase the Law Enforcement Fund budget by \$10,478 to \$7,674,054 and approve the department line item changes as outlined.

Move to increase the Compost Fund budget by \$4,311 to \$569,276 and approve the department line item changes as outlined.