

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE OCTOBER 15, 2019 REGULAR 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 Stumbo, Clerk Lovejoy Roe, Treasurer Doe  
Trustees: Stan Eldridge, Heather Jarrell Roe  
Jimmie Wilson, Jr., and Monica Ross-Williams

**Members Absent:** none

**Legal Counsel:** Wm. Douglas Winters

**PUBLIC COMMENTS** - none

**CONSENT AGENDA**

**A. MINUTES OF THE OCTOBER 1, 2019 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR OCTOBER 15, 2019 IN THE AMOUNT OF \$672,812.60**
- 2. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR SEPTEMBER 2019 IN THE AMOUNT OF \$18,434.76**
- 3. CHOICE HEALTH CARE ADMIN FEE FOR SEPTEMBER 2019 IN THE AMOUNT OF \$1,169.00**

**C. SEPTEMBER 2019 TREASURER'S REPORT**

Trustee Eldridge stated he liked how his comments from the last meeting were reflected in the minutes almost verbatim and he said he would like for all the minutes to be verbatim so the residents could read exactly what was said at the meetings by everyone.

Clerk Lovejoy Roe stated she did the minutes from last meeting and said that it took her 4 days. She said she respectfully asked that her department not do the minutes verbatim since there is a recording of the complete meetings. She said if anyone asked that they wanted a particular response verbatim we would be happy to do so but to do it all would be time consuming.

Supervisor Stumbo stated she would like more information reported in the minutes.

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Arloa Kaiser, Township Resident stated she would like the meeting minutes written verbatim.

Trustee Ross-Williams would like the meetings written verbatim. She said she would like video in the future.

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Consent Agenda.**

**The motion carried unanimously.**

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters stated they may have a four year contract with the Firefighters and he would bring that to the board on November 19, 2019. He said having a four year contract would help with budgeting.

Attorney Winters stated that Sheriff Clayton has sent an email stating that they were contributing \$100,000.00 to the cost of the new generator at the Law Enforcement Center on Huron St.

Attorney Winters stated he would like the board to considered rescinding the contract with Gibraltar Construction for the Schooner Cove Bus Stop. He said that Gibraltar has not completed any of the paperwork that is required for them to begin construction.

Attorney Winters stated that the skateboard park that is being constructed in the Township would enhance the quality of recreation in the Township.

Attorney Winters stated that the partnership did not work out with Vayu. He said we were successful in obtaining the insurance but Vayu ran into a glitch with the FAA.

Attorney Winters stated they were still working on the cleanup of Forbes Cleaners.

Attorney Winters stated they were working on the memorandum for the YMCA.

Attorney Winters stated we continue to have public nuisance cases. He said we continue to work in stopping the drug traffic in the Township and we continue to enforce padlocking known drug houses.

Supervisor Stumbo stated they would ask the board to rescind the contract with Gibraltar Construction.

Clerk Lovejoy Roe stated she would like to make it contingent on them not meeting their deadline tomorrow.

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Trustee Jarrell Roe asked if we would have to pay OHM to go out for bid again for this bus stop.

Clerk Lovejoy Roe stated we would need to pay OHM for soliciting bids and making a recommendation so the cost would be minimal.

It was agreed by the board to add this to the agenda.

**NEW BUSINESS**

**1. RESOLUTION 2019-44, ROAD CLOSURE REQUEST FOR WARWICK DRIVE FOR NEIGHBORHOOD BLOCK PARTY**

**A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to Approve Resolution 2019-44, Road Closure Request for Warwick Drive for Neighborhood Block Party (see attached).**

The motion carried unanimously.

**2. REQUEST AUTHORIZATION TO FILL THE VACANT PLANNING DIRECTOR POSITION**

**A motion was made by Trustee Eldridge, supported by Trustee Jarrell Roe to Approve the Request for Authorization to Fill the Vacant Planning Director Position.**

Trustee Jarrell Roe said was excited about filling this position but she questioned the essential functions and the qualifications for this position and said she thought it needed to be clarified to ensure it was ADA acceptable.

Mike Radzik stated Karen Wallin reviewed it to make sure it was ADA compliant.

Trustee Jarrell Roe stated that she was positive the qualifications listed were not ADA complaint. She suggested a friendly amendment to change the language.

Supervisor Stumbo said she would review it to see what needed to be changed.

Clerk Lovejoy Roe suggested we increase both the experience required and the salary range to \$100,000.00. She recommended at least 10 years of experience including supervisory experience. Clerk Lovejoy Roe asked if the Planning Director should be under direction of the Supervisor.

Trustee Ross-Williams stated she agreed with the suggestions and would like a candidate with the experience to hit the ground running. She said the candidate should be able to implement the vision of our master plan. She agreed with Clerk Lovejoy Roe to change the qualifications for a candidate as well as the salary range.

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Trustee Wilson stated he agreed to the suggestions and would like Supervisor Stumbo to look into making those changes.

Mike Radzik, OCS Director stated they looked at all the comparable wage surveys which were available at MTA. He said they looked at townships that had comparable taxable value and population.

Supervisor Stumbo agreed to the higher range for experience.

Clerk Lovejoy Roe said she would like to add basic Economic Development to the list of responsibilities.

Supervisor Stumbo said she would have the recommendations and changes made to the Planning Director job description and send out to the board members for review.

**The motion carried unanimously.**

**3. REQUEST FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 6214 TUTTLE HILL RD. AND 1521 HOLMES RD., 942 HUNTER, AND 413 N. HEWITT IN THE AMOUNT OF \$40,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

**A motion was made by Trustee Eldridge, supported by Trustee Jarrell Roe to Approve the Request for Authorization to Seek Legal Action if Necessary to Abate Public Nuisance for Property Located at 6214 Tuttle Hill Rd. and 1521 Holmes Rd., 942 Hunter, and 413 N. Hewitt in the Amount of \$40,000.00 Budgeted in Line item #101-950-000-801-023.**

Trustee Ross Williams stated, for the record, she was thankful that 1521 Holmes Rd. was on the list because it was an extreme an eyesore for everyone.

Supervisor Stumbo stated these were properties where the owners would not comply.

Trustee Jarrell Roe said she has driven by 942 Hunter and the Ordinance Department tried to work with them but they had 24 complaints and the owner still would not comply.

**The motion carried unanimously.**

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**4. REQUEST AUTHORIZATION TO INCREASE PER PLAYER LEAGUE RATE FROM \$17.00 TO \$18.00 FOR GREEN OAKS GOLF COURSE**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Request for Authorization to Increase Per Player League Rate from \$17.00 to \$18.00 for Green Oaks Golf Course.**

**The motion carried unanimously.**

**5. REQUEST TO APPROVE TOWNSHIP BOARD POLICY WITH ADOPTION DATE OF OCTOBER 15, 2019**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Township Board Policy with Adoption Date of October 15, 2019 with changes as suggested (see attached).**

Trustee Eldridge suggested the audio recordings from the meetings be posted on the website within 24 hours of the meetings.

**The motion carried unanimously.**

**6. RESOLUTION 2019-45, A RESOLUTION AUTHORIZING THE CHARTER TOWNSHIP OF YPSILANTI TO PROVIDE MATCHING FUNDS FOR A TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION TO THE SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Resolution 2019-45, A Resolution Authorizing the Charter Township of Ypsilanti to Provide Matching Funds for a Transportation Alternatives Program Grant Application to the Southeast Michigan Council of Governments and the Michigan Department of Transportation (see attached).**

Trustee Ross-Williams thanked Representative Ronnie Peterson for all his help in improving motorized and non-motorized transportation in Ypsilanti Township.

**The motion carried unanimously.**

**7. REQUEST TO SET PUBLIC HEARING DATE OF NOVEMBER 19, 2019 AT APPROXIMATELY 7:00PM FOR THE 2020 FISCAL YEAR BUDGET**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve Request to Set Public Hearing Date of November 19, 2019 at Approximately 7:00PM for the 2020 Fiscal Year Budget.**

**The motion carried unanimously.**

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**8. BUDGET AMENDMENT #16**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Budget Amendment #16 (see attached).**

**The motion carried unanimously.**

**AUTHORIZATIONS AND BIDS**

**1. REQUEST TO AWARD THE BID FOR A RIDING SPRAYER FOR GREEN OAKS GOLF COURSE TO SPARTAN DISTRIBUTORS IN THE AMOUNT OF \$32,153.06 BUDGETED IN LINE ITEM #212-970-000-977-000**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Request to Award the Bid for a Riding Sprayer for Green Oaks Golf Course to Spartan Distributors in the Amount of \$32,153.06 Budgeted in Line Item #212-970-000-977-000**

Mike Hoffmeister, Residential Director explained the Sprayer they were currently using needed about \$5,000.00 worth of repairs and was being held together with duct tape.

**The motion carried unanimously.**

**OTHER BUSINESS**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to rescind the award for the Schooner Cove Bus Shelter, Pad, and Sidewalk to Gibraltar Construction and to authorize going back out to bid.**

**The motion carried unanimously.**

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

**The motion carried unanimously.**

The meeting was adjourned at approximately 8:20PM.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor  
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION NO. 2019-44

### RESOLUTION REGARDING TEMPORARY ROAD CLOSURE

Resolution authorizing the temporary road closure of Warwick Dr. between Winterfield and Newbury for neighborhood block party on Friday, October 26, 2019 from 10:00am to 7:00pm.

**WHEREAS**, the Charter Township of Ypsilanti Board of Trustees has approved the temporary closure of Ypsilanti Township roads as indicated above; and

**WHEREAS**, the Driveways, Banners, and Parades Act 200 of 1969 requires the Township to authorize an official designated by resolution to make such request from the Road Commission.

**NOW THEREFORE, BE IT RESOLVED** that the Township of Ypsilanti Board of Trustees designates and agrees that Casey Ng-A-Fook, be the authorized official designee in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

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. 2019-44 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 15, 2019.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI**  
**TOWNSHIP BOARD POLICY**  
**Adopted October 15, 2019**

**1. Authority.**

These Policies are adopted by the Board of the Charter Township of Ypsilanti pursuant to MCL 42.7.

**2. Regular Meeting Agenda.**

The Township Clerk may prepare the agenda of business for all regularly scheduled Township Board meetings. Any other Board member, representative of Township committees or Township staff desiring to place a matter on the agenda may notify the Clerk of such item by 4:00 pm the Monday preceding the 1<sup>st</sup> Monday before the next regular board meeting. Such items may be placed under the heading of “New Business” as appropriate. Board members can add items to the agenda before or during the meeting.

**3. Distribution of Agenda and Materials.**

Upon completion of the agenda the Clerk will post on the Township website the agenda and the board packet by the Wednesday before the regular scheduled meetings and no later than 24 hours before a Special Meeting. The Clerk may notify Board Members when the agenda and board packet are available on the website.

**4. Order of Business.**

The agenda may be arranged in the following order of business:

1. Call to Order
2. Pledge of Allegiance and Moment of Silent Prayer
3. Public Comments (limited to 3 minutes) \*\*
4. Consent Agenda
  - A. Minutes
  - B. Statements and Checks
  - C. Treasurers Report
5. Attorney Report
6. Old Business
7. New Business
8. Authorization and Bids
9. Other Business
10. Board Member Updates



## 11. Adjournment

\*\* Public Comments shall also be allowed on each agenda item (limited to 3 minutes)

## **5. Conduct of Meetings.**

The Township Supervisor will moderate and chair all meetings of the Township Board. In the absence of the Supervisor the Clerk may assume the duties of the chair.

Board members wishing to speak shall first obtain the approval of the chair and each person who speaks shall address the chair. Other persons at the meeting shall not speak unless called on by the chair and shall address the chair only.

## **6. Parliamentary Authority.**

*Roberts Rules of Order* shall govern all questions or procedure that are not otherwise provided by this policy or by state law.

## **7. Audio and Video Recordings.**

Audio and/or Video Recordings when available will be posted on the website. Minutes of the Work Session and Regular Meetings may be posted on the website once approved by the Township Board

All Township Board Policies and parts of such insofar as they conflict with the provisions of these policies hereby are rescinded.

**CHARTER TOWNSHIP OF YPSILANTI**  
**RESOLUTION 2019-45**

A RESOLUTION AUTHORIZING THE CHARTER TOWNSHIP OF YPSILANTI TO PROVIDE MATCHING FUNDS FOR A *TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION* TO THE SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION

**WHEREAS**, the Charter Township of Ypsilanti supports the submission of an application titled "Huron Road Non-motorized Trail Segment" to the Transportation Alternatives Program to extend the trail from James L. Hart to the Huron Rd. bridge over I-94;

**WHEREAS**, the Charter Township of Ypsilanti Master Plan 2014-2019 and 2020-2040 calls for continued implementation of the trail network connecting the City of Ypsilanti and the Ypsilanti Township, in addition to completing the non-motorized trail network around Ford Lake along Huron Road; and

**WHEREAS**, the survey conducted as part of the Washtenaw County Parks and Recreation Commission's 2020-2024 Recreation Master Plan indicates that non-motorized trails are the top priority for amenities for Washtenaw County residents; and

**WHEREAS**, the development of this trail segment will provide greater access to transportation and recreation opportunities for Washtenaw County residents in both the City and Township of Ypsilanti; and

**WHEREAS**, the Charter Township of Ypsilanti seeks to augment the County's and Township's voter approved millage funding with outside financial grant assistance; and

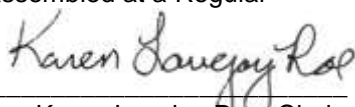
**WHEREAS**, Construction of Phase 1, Huron River Drive to Joe Hall Drive could be completed in 2020, the segment between Joe Hall Drive and James L. Hart currently exists, with this Phase 2 from James L. Hart Drive to Huron Road bridge over I-94 could be completed in 2021 and the Huron Road bridge over I-94 is currently in MDOT's CIP plan for 2022 construction; and

**WHEREAS**, Phase 1 of the Huron Road Trail (0.5 miles, Huron River Drive to Joe Hall) is currently being reviewed by Washtenaw County Parks and Recreation Commission Connecting Community funds in partnership with Ypsilanti Township funds for a 2020 or 2021 construction; and

**WHEREAS**, Phase 2 of the Huron Road Trail (0.2 miles) James L. Hart to I-94 and has an estimated construction cost of \$250,000,

**NOW THEREFORE BE IT RESOLVED** that the Charter Township of Ypsilanti hereby requests \$200,000 (two hundred thousand dollars 80.0%) from the Transportation Alternatives Program and agrees to furnish up to \$50,000 (fifty thousand dollars, 20.0%), as its share of the total construction cost of this project which is estimated to be \$250,000 (two hundred fifty thousand dollars), if a FY 2021 Transportation Alternatives Program grant is awarded to the Washtenaw County Road Commission.

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. 2019-45 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 15, 2019.

  
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Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI  
2019 BUDGET AMENDMENT #16**

**October 15, 2019**

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

<b>101 - GENERAL OPERATIONS FUND</b>	<b>Total Increase</b>	<b><u><u>\$2,327.00</u></u></b>
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Request to increase budget for PTO payout at 75% of the hours requested. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$2,327.00
		Net Revenues	<u><u>\$2,327.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	101-227-000-708.004	\$2,162.00
	FICA	101-227-000-715.000	\$165.00
		Net Expenditures	<u><u>\$2,327.00</u></u>

<b>266 - LAW ENFORCEMENT FUND</b>	<b>Total Increase</b>	<b><u><u>\$2,472.00</u></u></b>
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Request to increase budget for PTO payouts at 75% of the hours requested. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	266-000-000-699.000	\$2,472.00
		Net Revenues	<u><u>\$2,472.00</u></u>
Expenditures:	Salary-Pay Out	266-301-000-708.004	\$2,296.00
	FICA&Medicare	266-301-000-715.000	\$176.00
		Net Expenditures	<u><u>\$2,472.00</u></u>

<b>590 - COMPOST FUND</b>	<b>Total Increase</b>	<b><u><u>\$5,757.00</u></u></b>
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Request to increase budget for PTO payout at 75% of the hours requested. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	590-000-000-699.000	\$5,757.00
		Net Revenues	<u><u>\$5,757.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	590-590-000-708.004	\$5,349.00
	FICA	590-590-000-715.000	\$408.00
		Net Expenditures	<u><u>\$5,757.00</u></u>

Motion to Amend the 2019 Budget (#16)

Move to increase the General Fund budget by \$2,327 to \$10,996,151 and approve the department line item changes as outlined.

Move to increase the Law Enforcement Fund budget by \$2,472 to \$7,834,096 and approve the department line item changes as outlined.

Move to increase the Compost Fund budget by \$5,757 to \$812,684 and approve the department line item changes as outlined.