

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE DECEMBER 15, 2020 REGULAR MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:00 p.m. on a Zoom Virtual Board meeting. Supervisor Stumbo stated because this meeting is on Zoom we would not be able to do The Pledge of Allegiance or a moment of silent prayer.

Members Present: Supervisor Stumbo, Clerk Heather Jarrell Roe, and Treasurer Eldridge
Trustees: John Newman, Gloria Peterson,
Debbie Swanson, and Jimmie Wilson, Jr.

Members Absent: none

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS - none

CONSENT AGENDA

A. MINUTES OF THE NOVEMBER 17, 2020 REGULAR MEETING

B. STATEMENTS AND CHECKS

- 1. STATEMENTS AND CHECKS FOR DECEMBER 15, 2020 IN THE AMOUNT OF \$737,850.61**
- 2. CHOICE HEALTHCARE DEDUCTIBLE ACH EFT FOR SEPTEMBER 2020 IN THE AMOUNT OF \$29,426.43**
- 3. CHOICE HEALTHCARE ADMIN FEE FOR SEPTEMBER 2020 IN THE AMOUNT OF \$1,267.00**

C. TREASURER'S REPORT NOVEMBER 2020

A motion was made by Treasurer Eldridge, supported by Clerk Jarrell Roe to Approve the Consent Agenda.

The motion carried unanimously.

ATTORNEY REPORT

- A. GENERAL LEGAL UPDATE (given in work session)**

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NEW BUSINESS

- 1. REQUEST AUTHORIZATION TO APPROVE CHANGE ORDER #1 FOR THE CONSTRUCTION OF THE GROVE ROAD PATHWAY IN THE AMOUNT OF \$9,110.20 AS BUDGETED IN LINE ITEM #212-970-000-997-007**

A motion was made by Clerk Jarrell Roe, supported by Trustee Swanson to Approve Change Order #1 for the construction of the Grove Road Pathway in the Amount of \$9,110.20 as Budgeted in Line Item #212-970-000-997-007 (see attached).

The motion carried unanimously.

- 2. REQUEST TO APPROVE DEPOSIT OF FUNDS RECEIVED FROM THE PUBLIC SAFETY AND PUBLIC HEALTH PAYROLL REIMBURSEMENT (PSPHPR) PROGRAM AND FROM THE CORONAVIRUS RELIEF LOCAL GOVERNMENT GRANTS (CRLGG) PROGRAM INTO THE FIRE PENSION FUND**

A motion was made by Treasurer Eldridge, supported by Trustee Peterson to Approve Deposit of Funds Received from the Public Safety and Public Health Payroll Reimbursement (PSPHPR) Program and From the Coronavirus Relief Local Government Grants (CRLGG) Program into the Fire Pension Fund.

The motion was carried unanimously.

- 3. REQUEST TO APPROVE THE AGREEMENT BETWEEN DTE AND YPSILANTI TOWNSHIP FOR TWO (2) 136W LED OVERHEAD STREETLIGHTS AT THE INTERSECTION OF WENDELL AND E. CLARK ROAD IN THE AMOUNT OF \$810.92 BUDGETED IN LINE ITEM 101-956-000-926-050**

A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to Approve the Agreement Between DTE and Ypsilanti Township for Two (2) 136W LED Overhead Streetlights at the Intersection of Wendell and E. Clark Road in the Amount of \$810.92 Budgeted in Line Item 101-956-000-926-060 (see attached).

The motion was carried unanimously.

- 4. REQUEST TO APPROVE UPDATES TO TOWNSHIP BOARD POLICY**

A motion was made by Treasurer Eldridge, supported by Trustee Swanson to Approve Updates to Township Board Policy (see attached).

Trustee Wilson questioned if there were any changes during the Work Session since he wasn't able to attend.

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Treasurer Eldridge explained the changes made during the Work Session.

The motion was carried unanimously.

5. REQUEST TO APPROVE 2021 CONTRACT AND RENEWALS

A motion was made by Trustee Peterson, supported by Clerk Jarrell Roe to Approve 2021 Contract and Renewals (see attached).

The motion was carried unanimously.

6. RESOLUTION 2020-35, DESIGNATION OF DEPOSITORIES

A motion was made by Clerk Jarrell Roe, supported by Trustee Wilson to Approve Resolution 2020-35, Designation of Depositories (see attached).

The motion was carried unanimously.

7. RESOLUTION 2020-36 ROBERTS RULES OF ORDER

A motion was made by Clerk Jarrell Roe, supported by Trustee Wilson to Approve Resolution 2020-36 Roberts Rules of Order (see attached).

The motion was carried unanimously.

8. RESOLUTION 2020-37 DESIGNATION OF NEWSPAPERS OF CIRCULATION

A motion was made by Clerk Jarrell Roe, supported by Trustee Eldridge to Approve Resolution 2020-37 Designation of Newspapers of Circulation (see attached).

The motion was carried unanimously.

9. RESOLUTION 2020-38 2021 BOARD MEETING DATES

A motion was made by Clerk Jarrell Roe, supported by Trustee Wilson to Approve Resolution 2020-38 2021 Board Meeting Dates (see attached).

Treasurer Eldridge asked for a friendly amendment to add the first Tuesday dates during the summer months to the board meeting dates.

Clerk Jarrell Roe and Trustee Wilson accepted the amendment.

The motion was carried unanimously.

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10. BUDGET AMENDMENT #16

A motion was made by Clerk Jarrell Roe, supported by Trustee Eldridge to Approve Budget Amendment #16 (see attached).

The motion was carried unanimously.

OTHER BUSINESS

- 1. AUTHORIZATION TO EXECUTE LETTER OF AGREEMENT FOR CONTRACT EXTENSION BETWEEN THE CHARTER TOWNSHIP OF YPSILANTI AND THE YPSILANTI TOWNSHIP 14-B DISTRICT COURT AFSCME LOCAL 3451 THAT RUNS THROUGH DECEMBER 31, 2021 AND TO EXECUTE THE LETTER OF AGREEMENT FOR THE CONTRACT AGREEMENT WITH THE CHARTER TOWNSHIP OF YPSILANTI AND AFSCME LOCAL 3451**

A motion was made by Clerk Jarrell Roe, supported by Trustee Peterson to Approve Authorization to Execute Letter of Agreement for Contract Extension Between the Charter Township of Ypsilanti and the Ypsilanti Township 14-B District Court AFSCME Local 3451 that runs through December 31, 2021 and to Execute the Letter of Agreement for the Contract Agreement with the Charter Township of Ypsilanti and AFSCME Local 3451.

The motion was carried unanimously.

BOARD MEMBER UPDATES

Trustee Wilson wished everyone a happy holiday with their family.

Supervisor Stumbo stated she received an email from the President & CEO of the YMCA and she said Washtenaw County approved the additional \$45,000.00 Grant to pay for the feasibility study for the new YMCA branch in Ypsilanti Township. Supervisor Stumbo said this will give our community something positive to focus on in 2021.

Supervisor Stumbo stated we distributed thousands of mask that Ford Motor Company donated. She said she looks forward to working with this board in the new year.

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A motion was made by Trustee Wilson, supported by Treasurer Eldridge to Adjourn.

Motion carried unanimously.

The meeting was adjourned at approximately 7:23PM

Respectfully Submitted,

**Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti**

**Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti**

CHANGE ORDER



Project: Ypsilanti Township - Grove Road Pathway PHII-Rawsonville

Job Number: 0098-19-0030

Owner: Ypsilanti Township
7200 S. Huron River Dr.
Ypsilanti, MI 48197
(734) 484-4700

Change Order Number: 1
Date: 10/29/2020
Print Date: 12/1/2020

Contractor: Best Asphalt, Inc.
6334 N. Beverly Plaza
Romulus, MI 48174
(734) 729-9440

Note:

TO THE CONTRACTOR:

You are hereby directed to comply with the changes to the contract documents. This change order reflects work completed or anticipated.

OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
(734) 522-6711

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY CHANGED BY THIS CHANGE ORDER DOCUMENT.

THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM OF:	\$9,110.20
Original Contract Amount:	\$228,627.50
Contract Amount Including Previous Change Orders:	\$228,627.50
Amount of this Change Order:	<u>\$9,110.20</u>
REVISED CONTRACT AMOUNT:	\$237,737.70

Accepted By

Best Asphalt, Inc. Matt Parks

Date 12/2/2020

Approved By

Brenda L. Stumbo | Heather Jarrell Roe

Date 12-16-2020

Recommended By

Brenda L. Stumbo | Heather Jarrell Roe
Matthew D. Parks
Matt Parks, Principal

Date _____

Digitally signed by Matthew D. Parks
DN: cn=US, email=parks@ohm-advisors.com,
o=OHM Advisors, cn=Matthew D. Parks
Date: 2020.12.02 09:53:54 -0500

Items

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorized Quantity	Unit Price	Total Increase
THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT						
Division: A - 1 - Grove Road Removal						
1	Pavt, Rem	71.00 Syd	137.70	208.70	\$10.00	\$1,377.00
3	Curb and Gutter, Conc, Rem	125.00 Ft	144.00	269.00	\$10.00	\$1,440.00
SUB-TOTAL INCREASES DIVISION A - 1 - Grove Road Removal:						\$2,817.00
Division: B - 2 - Grove Road Construction						
6	Shared Use Path, Grading	10.00 Sta	3.50	13.50	\$2,100.00	\$7,350.00
8	Shared Use Path, Aggregate Base, 6 inch	733.00 Syd	78.00	811.00	\$14.50	\$1,131.00
9	Shared Use Path, HMA 13A, 3 inch	577.00 Syd	77.50	654.50	\$21.00	\$1,627.50
10	Conc Pavt, Nonreinf, 6 inch	71.00 Syd	105.90	176.90	\$94.00	\$9,954.60
13	Sidewalk Ramp, Conc, 6 inch	388.00 Sft	535.60	923.60	\$15.00	\$8,034.00
14	Sidewalk, Conc, 4 inch	528.00 Sft	1331.60	1859.60	\$12.00	\$15,979.20
SUB-TOTAL INCREASES DIVISION B - 2 - Grove Road Construction:						\$44,076.30
Division: D - 4 - Hydropark Construction						
24	Concrete Curb and Gutter, Detail F4	206.00 Ft	100.50	306.50	\$50.00	\$5,025.00
25	Detectable Warning Surface	10.00 Ft	27.50	37.50	\$50.00	\$1,375.00
36	Turf Establishment	9.00 Sta	12.57	21.57	\$400.00	\$5,028.00
37	Adjust Drainage/Utility Structure	1.00 Ea	6.00	7.00	\$300.00	\$1,800.00
48	Crack Sealing	1300.00 Ft	3472.73	4772.73	\$0.66	\$2,292.00
SUB-TOTAL INCREASES DIVISION D - 4 - Hydropark Construction:						\$15,520.00
Division: E - 5 - Misc.						
42	Stump, Rem, 6 inch to 18 inch	12.00 Ea	21.00	33.00	\$100.00	\$2,100.00
45	Hand Patching	7.00 Ton	3.00	10.00	\$350.00	\$1,050.00
SUB-TOTAL INCREASES DIVISION E - 5 - Misc.:						\$3,150.00
THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT						
Division: A - 1 - Grove Road Removal						
2	Sidewalk, Rem	235.00 Syd	-9.20	225.80	\$18.00	(\$165.60)
4	Silt Fence	1436.00 Ft	-536.00	900.00	\$1.50	(\$804.00)
5	Erosion Control, Inlet Protection, Fabric Drop	6.00 Ea	-6.00	0.00	\$100.00	(\$600.00)
SUB-TOTAL DECREASES DIVISION A - 1 - Grove Road Removal:						(\$1,569.60)
Division: B - 2 - Grove Road Construction						
7	Driveways, Aggregate Base 6 inch	27.00 Syd	-27.00	0.00	\$7.50	(\$202.50)
11	Concrete Curb and Gutter, Detail F4	148.00 Ft	-148.00	0.00	\$50.00	(\$7,400.00)
12	Detectable Warning Surface	25.00 Ft	-25.00	0.00	\$50.00	(\$1,250.00)
15	Turf Establishment	8.50 Sta	-8.50	0.00	\$400.00	(\$3,400.00)
SUB-TOTAL DECREASES DIVISION B - 2 - Grove Road Construction:						(\$12,252.50)
Division: C - 3 - Hydropark Removal						
17	Curb and Gutter, Conc, Rem	26.00 Ft	-26.00	0.00	\$10.00	(\$260.00)
18	Silt Fence	1874.00 Ft	-1874.00	0.00	\$1.50	(\$2,811.00)
19	Erosion Control, Inlet Protection, Fabric Drop	2.00 Ea	-2.00	0.00	\$100.00	(\$200.00)
SUB-TOTAL DECREASES DIVISION C - 3 - Hydropark Removal:						(\$3,271.00)
Division: D - 4 - Hydropark Construction						
20	Class II Sand, Subgrade	124.00 Ton	-100.00	24.00	\$28.00	(\$2,800.00)
26	Sidewalk Ramp, Conc, 6 inch	301.00 Sft	-301.00	0.00	\$15.00	(\$4,515.00)
27	Sidewalk, Conc, 4 inch	900.00 Sft	-900.00	0.00	\$12.00	(\$10,800.00)
34	Park Trash Receptacle, Typical	2.00 Ea	-2.00	0.00	\$140.00	(\$280.00)
SUB-TOTAL DECREASES DIVISION D - 4 - Hydropark Construction:						(\$18,395.00)
Division: E - 5 - Misc.						
39	Audio Video Route Survey	1.00 Ls	-1.00	0.00	\$3,000.00	(\$3,000.00)
41	Tree, Rem, 6 inch to 18 inch	8.00 Ea	-8.00	0.00	\$450.00	(\$3,600.00)
43	Sidewalk, Rem	20.00 Syd	-20.00	0.00	\$18.00	(\$360.00)
44	Subgrade Undercutting, Type II (Special)	59.00 Cyd	-45.00	14.00	\$89.00	(\$4,005.00)
SUB-TOTAL DECREASES DIVISION E - 5 - Misc.:						(\$10,965.00)
Division: F - 6 - Permits						

Ypsilanti Township - Grove Road Pathway PHII-Rawsonville

46 SESC Permit/Inspection Allowance	4000.00	Dir	-4000.00	0.00	\$1.00	(\$4,000.00)
47 WCRC Permit/Inspection Allowance	6000.00	Dir	-6000.00	0.00	\$1.00	(\$6,000.00)
SUB-TOTAL DECREASES DIVISION F - 6 - Permits:						(\$10,000.00)

Exhibit A to Master Agreement


Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of December 8, 2020 between DTE Electric Company ("Company") and the Charter Township of Ypsilanti ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated May 7, 2018 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests the Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	59443637	
	If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	[E. Clark and Wendell Ave], as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	2	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install two (2) 17' support arms, and two (2) 136w LED with gray housing on existing wood pole. Remove existing 65w LED and existing 6' support arm.	
5. Estimated Total Annual Lamp Charges	\$537.84	
6. Estimated Total Annual Post Charges if selected	\$0.00	
7. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$1,617.68
	Credit for 3 years of lamp charges: New Install Only	\$806.76
	CIAC Amount (cost minus revenue)	\$810.92
	Credit for Post Charge, if selected	\$0.00
8. Payment of CIAC Amount:	Due promptly upon execution of this Agreement \$810.92	
9. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
	<p>If Post Charge "box" <input type="checkbox"/> is checked the Customer agrees to following term:</p> <p>10 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.</p>	

<p>10. Does the requested Customer lighting design meet IESNA recommended practices?</p>	<p>(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices</p> <p><i>Brenda L. Stumbo</i> <i>Heather Jarrell Roe</i></p> <p><i>Brenda L. Stumbo</i> <i>Heather Jarrell Roe</i></p> <p style="text-align: right;"></p>
<p>11. Customer Address for Notices:</p>	<p>Charter Township of Ypsilanti 7200 S. Huron River Dr. Ypsilanti, MI 48197 Attn: Heather Jarrell Roe</p>

12. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) YES NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts. When replacement equipment or spare parts are installed from Customer's inventory, the Company will credit Customer in the amount of the then current material cost of Company standard street lighting equipment.

B. Customer will maintain an initial inventory of at least 0 posts and 0 luminaires and any other materials agreed to by Company and Customer, and will replenish the stock as the same are drawn from inventory. Costs of initial inventory are included in this Agreement. The Customer agrees to work with the Company to adjust inventory levels from time to time to correspond to actual replacement material needs. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at _____.
Access to the Customers inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to the Company:

Name: _____ Title: _____

Phone Number: _____ Email: _____

The Customer will notify the Company of any changes in the Authorized Customer Representative. The Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by the Company.

D. In the event that SOM is damaged by a third party, the Company may (but is not required to) pursue a damage claim against such third party for collection of all labor and stock replacement value associated with the damage claim. Company will promptly notify Customer as to whether Company will pursue such claim.

E. In the event that SOM becomes obsolete or no longer manufactured, the Customer will be allowed to select new alternate SOM that is compatible with the Company's existing infrastructure.

F. Should the Customer experience excessive LED equipment failures, not supported by LED manufacturer warrantees, the Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at the Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of the Customer.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

DTE Electric Company

By: _____

Name: _____

Title: _____

Customer:

Charter Township of Ypsilanti

By: Brenda L. Stumbo | Heather Jarrell Roc 

Name: Brenda L. Stumbo | Heather Jarrell Roc

Title: Supervisor | Clerk

December 16, 2020

Attachment 1 to Purchase Agreement

Map of Location

[To be attached]

2021 Annual List of Contracts and Renewals

VENDOR/FIRM	DESCRIPTION
ACD.net	Civic Fiber Internet
Adobe	Creative Cloud Subscription/Stock Art
Ann Arbor SPARK Dues	Membership Agreement
Ann Arbor SPARK East Dues	Membership Agreement
APEX	Assessing Drawing Software
Applied Imaging	Printer Repair and Maintenance
Ascend	Health Care Agent
Atlantic Welding Supply	Welding Tank Rentals
Automatic Irrigation Supply	GSP Service Plan - 3 Year 11/1/2017
BackBlaze	Offsite Data Storage
Barr Engineering	Ford Lake Licensing Issues & compliance support
Barracuda	Offsite eMail Achives
Biddle Consulting Group	HR Testing Software (OPAC)
Blue Cross/Blue Shield of Michigan	Employee Health Care
BS&A	Financial, Tax & Building Software Apps
CDWG	Microsoft Enterprise Agreement
Cincinnati Time	Time Attendance - NovaTime Software
CivicPlus	CivicRec
Clarity Benefit Solutions	Employee HRA, FSA and Dependent Care Reimbursement
Clear Rate Communications	Telephone Service
Code42	Offsite Data Storage
Coffee Tree Group	Cyber Security Monitoring
Cognito LLC	Online Forms Builder
Comcast	Internet Services
Comcast	Cameras/Video Project based
Comcast Enterprise	WAN Network
Conference of Western Wayne	Firefighter Testing Program
Constellation Energy	Gas Service
Conti	Cameras/Video Project based
Crystal Flash	Fuel Delivery
Cummins Sales and Service	Warranty work for Fire Trucks
D & B Power Associates, Inc.	UPS Maintenance
Dearborn National	Employee Disability and Life
Delta Dental	Employee Dental Services
DNS Filter	DNS Filtering Service
DTE Energy	Township Utilities
Duo	Two Factor Authentication
Dynamic Media	SiriusXM Civic Hold Music
EMPCO, Inc.	Fire Dept. Promotional Testing
ESRI	GIS Software Maintenance
Fiber Link Inc.	Miss Dig marking
FuelCloud	ipads and virtual fuel tracking
Gabriel Roeder Smith & Company	Actuary for Pension & OBEP General Employees
General Code	Laserfiche - work management system
Global Processing	Credit card processing - Rec Center
GMIS	Michigan Governmental IT Professionals
Golf Cart Plus	Golf Cart Maintenance
Google Apps	Google Apps
Gooseworks, Inc	Control goose population
Government Finance Officers Assoc.	Membership Dues
Governmental Consultant Services (GCSI)	Lobbyist Firm - Retainer Fee
Granite Network	Plain Old Telephoen Lines
Guardian Alarm	Security Alarm & Door Access System
Hootsuite	Social Media Manager Services
Huron River Watershed	Membership & Dues
Huron River Watershed	Facilitation Services - Planning
IBM	Cloud Services
Imperva	Webserver Application Firewall
International Assoc. of Electrical Inspectors	Dues
International Code Council	Membership Dues
IPS Drug Testing	DOT Random Screens
KnownBe4	CyberAwareness Testing
Lastpass	Password Management
Mailchimp	Email Listserv Manager

2021 Annual List of Contracts and Renewals

VENDOR/FIRM	DESCRIPTION
Maps by Wagner	Police/Fire/Elections/Residential Services Maps
McLain & Winters	Township Attorneys
Merit.edu	Zimbra Maintenance
MERS	Employee Retirement System
MI Association of Fire Chiefs	Annual Dues for Fire Chief
Michigan Assessor Association	Dues for Assessor Office
Michigan Association of Planning (MAP)	Planning Commission and ZBA Board membership
Michigan Fire Inspector's Society	Inspector test & materials & Education conference
Michigan Government Finance Officers Assoc.	Membership Dues - Accounting Director
Michigan Municipal League	Liability Insurance
Michigan Municipal League	Worker's Comp Insurance
Michigan Recreation & Park Assoc.	Membership and Dues
Michigan Township Association	Membership Dues
Monday.com	Task Board
Monitis.com	External Network Monitoring
Munetrix	Web support - Dashboard & Citizen's Guide
National Fire Protection Association	Certified Fire Protection Specialist
National Recreation and Park Association	Professional Memberships for Recreation Staff
Netwrix Corporation	Network Activity Reporting
Parkway Services	Port-A-John Rental
PDQ.com	PDQ Software
PNC Institutional Investments	Employer Portion of Fire Dept. Pension
Porteus	Kiosk Software
Premier Safety & Service	Annual SCBA Testing - Fire Semi Annual Routine Calibration - Hydro
Priority Systems	Printer repair and maintenance
PSLZ	Auditors/Rana Emmons CPA
Public Financial Mgmt.	Bond Review QPS Printing
Ricoh	Printer Maintenance
Sagnoma	FreePBX
Screenconnect Software, LLC	Remote Screenshare
Scrypt	Inbound Faxing - HIPAA
SEMCOG	South East Michigan Council of Governments -Dues
SipStation	Faxing Services
SiteGround	GolfGreenOak.com Website
Society for Human Resource Management	HR Professional Annual Membership
Spears Fire & Safety	Fire Extinguisher Inspections/Maintenance
StarWinds	vSAN Software
State of Michigan	MiDeal Membership
Survey Monkey	Online Survey Platform
TeeSnap	Green Oaks Golf Course Point of Sale System
TeeSnap	Parks Point of Sale System
Thomson Reuters	Fixed Assets Software Total Fitness
Trello	Project Management
Trendset LLC	Structured Cabling
UIS - Utilities Instrumentation Service	Electrical Testing and SCADA Monitoring
Ulliance	Employee Assistance Program (EPA)
Unifirst Corp.	Employee uniforms
Vanguard Group	Employer Portion of Fire Dept. OPEB
Veeam	Backup Software
Verizon	Mobile Phones
Verizon Connect	Vehicle GPS
Vision Service Plans (VSP)	Vision Insurance
VMWare	Server Virtualization Software
Vultr	Virtual Private Servers
W.J. O'Neil	Mechanical - HCVA
Wasbi	Offsite Data Storage
Washtenaw Area Transportation Study Dues	match necessary for federal funds
Washtenaw County CED -	Senior Nutrition Program Washtenaw County Mutual Aid
Washtenaw County Treasurer	Sheriff Services
Michigan Urgent Care Ann Arbor	Pre-employment Drug Screen/DOT Screens
Waste Management	Trash Haulers
West Shore Services, Inc	Maintenance of Outdoor Sirens

2021 Annual List of Contracts and Renewals

VENDOR/FIRM	DESCRIPTION
Wex Bank	Gas & Oil Card
WJ O'Neil	HVAC Software
XMission	Mail Services for Park Commission
Yamaha Commercial Finance	Lease Agreement for Golf Carts
YCUA	Lift Stations, Vehicle and Equipment Repair
Ypsilanti City DPW	Road Salt
Ypsilanti Meals on Wheels	Annual Contribution
Zimbra	email/Webmail server
Zoho Corp	ManageEngine Software
Revised: December 4, 2020	

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2020-35

**DESIGNATION OF DEPOSITORIES
FOR 2021**

NOW THEREFORE, BE IT RESOLVED that Bank of Ann Arbor-Ypsilanti Office, Comerica Bank, Charter One, Ann Arbor State Bank, Fifth Third Bank, Chase Bank, PNC Bank, United Bank & Trust, Fidelity Bank, Huntington National Bank, Key Bank, TCF Bank, Washtenaw Federal Credit Union, Vanguard Group and their successors be designated depositories for all Charter Township of Ypsilanti funds and securities for the 2021 calendar year.

I, Heather Jarrell 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. 2020-35 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 15, 2020.



Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2020-36

ADOPTION OF ROBERT'S RULES OF ORDER

NOW THEREFORE, BE IT RESOLVED that Robert's Rules of Order shall be adopted by the Charter Township of Ypsilanti Board of Trustees for the 2021 calendar year.

I, Heather Jarrell 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. 2020-36 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 15, 2020.



Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2020-37

DESIGNATION OF NEWSPAPER OF CIRCULATION

NOW THEREFORE, BE IT RESOLVED that Washtenaw Legal and MLive/AnnArbor.com be designated as the newspapers of general circulation for the Charter Township of Ypsilanti advertisements and publications for the 2021 calendar year.

I, Heather Jarrell 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. 2020-37 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 15, 2020.



Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

Resolution No. 2020-38

**ADOPTION OF REGULAR BOARD MEETING DATES
FOR THE 2021 CALENDAR YEAR**

NOW THEREFORE, BE IT RESOLVED that the attached schedule of dates and times be adopted for the Charter Township of Ypsilanti for the 2021 calendar year.

I, Heather Jarrell 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. 2020-38 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 15, 2020.



Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
BOARD OF TRUSTEES**

SCHEDULE OF MEETINGS FOR 2021

Work Session 5:00 p.m. Civic Center Board Room	Regular Meeting 7:00 p.m. Civic Center Board Room
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In 2021, the Township Board will meet on the 1st and 3rd Tuesday of each month in February, March, April, May, October, November and December and on the 1st or 3rd Tuesday of each month in January, June, July, August and September.

Tuesday January 19, 2021

Tuesday February 2, 2021
Tuesday February 16, 2021

Tuesday March 2, 2021
Tuesday March 16, 2021

Tuesday April 6, 2021
Tuesday April 20, 2021

Tuesday May 4, 2021
Tuesday May 18, 2021

Tuesday June 1, 2021*
Tuesday June 15, 2021

Tuesday July 6, 2021*
Tuesday July 20, 2021

Tuesday August 3, 2021*
Tuesday August 17, 2021

Tuesday September 7, 2021*
Tuesday September 21, 2021

Tuesday October 5, 2021
Tuesday October 19, 2021

Tuesday November 2, 2021
Tuesday November 16, 2021

Tuesday December 7, 2021
Tuesday December 21, 2021

All meetings are held at the Ypsilanti Township Civic Center Building, 7200 S. Huron River Drive, Ypsilanti Township

Special Meetings may be called with 24-hour notification.

Pre-approval of Statements and Checks is authorized when no Board Meeting is held, with formal approval at the next regularly scheduled meeting, contingent on Board Members review and no objection.

****Board members should plan to reserve the first Tuesday of June, July, August and September in case a Special Meeting needs to be scheduled.***

**CHARTER TOWNSHIP OF YPSILANTI
2020 BUDGET AMENDMENT #16**

December 15, 2020

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND

Total Increase \$539,507.00

Request to increase budget for retirement payouts. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$17,196.00
		Net Revenues	<u><u>\$17,196.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	101-171-000-708.004	\$10,979.00
	FICA	101-171-000-715.000	\$839.00
	Salaries Pay Out - PTO & Sick	101-265-000-708.004	\$4,682.00
	FICA	101-265-000-715.000	\$358.00
	Salaries Pay Out - PTO & Sick	101-371-000-708.004	\$314.00
	FICA	101-371-000-715.000	\$24.00
		Net Expenditures	<u><u>\$17,196.00</u></u>

Request to increase budget to cover for election wage expense for Township employee who helped in the Clerks office with election preparation. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$5,811.00
		Net Revenues	<u><u>\$5,811.00</u></u>
Expenditures:	Perm Wages	101-215-000-706.000	\$2,364.00
	FICA	101-215-000-715.000	\$3,447.00
		Net Expenditures	<u><u>\$5,811.00</u></u>

Request to increase budget legal services for meetings, legal research and opinions for board of zoning meetings etc. Also due to the higher number of contract reviews and contract negotiations like Waste Management, Looanfeather Park projects, and Golf cart lease this year. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$59,500.00
		Net Revenues	<u><u>\$59,500.00</u></u>
Expenditures:	Legal Services	101-210-000-801.002	\$59,500.00
		Net Expenditures	<u><u>\$59,500.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2020 BUDGET AMENDMENT #16**

December 15, 2020

Request to increase budget legal services. This is due to the higher number of nuisance abatement, "padlock statute" and vacant abandoned properties this year. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$77,000.00
		Net Revenues	\$77,000.00

Expenditures:	Public Nuisance - Legal Service	101-950-000-801.023	\$77,000.00
		Net Expenditures	\$77,000.00

Request to increase budget to transfer funds from General Fund to Recreation Fund for operations such as payroll and health care. Due to the circumstances revolving around the COVID-19 pandemic, the revenue has been extremely low. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$180,000.00
		Net Revenues	\$180,000.00

Expenditures:	Transfer to Recreation Fund	101-999-000-968.230	\$180,000.00
		Net Expenditures	\$180,000.00

Request to increase budget to transfer funds from General Fund to 14B District Court Fund for operations such as payroll and health care. Due to the circumstances revolving around the COVID-19 pandemic, the revenue has been extremely low. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$200,000.00
		Net Revenues	\$200,000.00

Expenditures:	Transfer to 14B Court	101-999-000-969.236	\$200,000.00
		Net Expenditures	\$200,000.00

212 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII)	Total Increase	\$11,869.00
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Request to increase the budget for construction change order for services of Best Asphalt for Phase II Grove Road Path Connecting Communities project. This will be funded by grant funds from Washtenaw County Parks.

Revenues:	County Grant - Connecting	212-000-000-540.200	\$11,869.00
		Net Revenues	\$11,869.00

Expenditures:	Capital Outlay - Pathway	212-970-000-997.007	\$11,869.00
		Net Expenditures	\$11,869.00

**CHARTER TOWNSHIP OF YPSILANTI
2020 BUDGET AMENDMENT #16**

December 15, 2020

230 - RECREATION FUND

Total Increase \$0.00

Request to increase the budget for a transfer of funds in from the General Fund. Funds are needed for operations in the Recreation Fund due to the circumstances revolving around the COVID-19 pandemic. Most of the activities had to be canceled so there is a \$180,000 shortage of budget revenue as listed. The net effect of the transfer to the budget will be zero. This will be funded by a transfer in of funds from the General Fund.

Revenues:	TRANSFER IN: GENERAL FUND	230-000-000-697.000	\$180,000.00
		Net Revenues	<u><u>\$180,000.00</u></u>
Revenues:	RECREATION/ADULT SPORTS	230-000.000-630.000	(\$6,845.00)
	RECREATION/YOUTH SPORTS	230-000.000-631.000	(\$52,281.00)
	RECREATION/DANCE	230-000.000-632.000	(\$37,065.00)
	RECREATION/SENIOR CITIZEN DUE	230-000.000-635.000	(\$6,563.00)
	RECREATION/OTHER ACTIVITIES	230-000.000-636.000	(\$18,414.00)
	RECREATION/SR. CITZ. ACT. FEE	230-000.000-637.000	(\$8,614.00)
	BUILDING / FIELD RENTAL	230-000.000-639.000	(\$218.00)
	FORD LAKE GATE FEES	230-000.000-641.001	(\$50,000.00)
		Net Expenditures	<u><u>(\$180,000.00)</u></u>

236 - 14 B DISTRICT COURT FUND

\$67,235.00

Request to increase budget for retirement payouts. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	236-000-000-699.000	\$67,235.00
		Net Revenues	<u><u>\$67,235.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	236-136-000-708.004	\$62,457.00
	FICA	236-136-000-715.000	\$4,778.00
		Net Expenditures	<u><u>\$67,235.00</u></u>

Request to accept transferred funds from General Fund to 14B District Court Funds for operations such as payroll and health care. Due to the circumstances revolving around the COVID-19 pandemic, the revenue has been extremely low. The net to the Fund Balance will be zero because we will increase the transfer in revenue line and decrease the fines and costs revenue line. This will be funded by a Transfer of cash from General Fund to 14B District Court Fund.

Revenues:	Transfer In: General Fund	236-000-000-697.000	\$200,000.00
		Net Revenues	<u><u>\$200,000.00</u></u>
Revenues	14B Court Costs	236-000-000-602.136	(\$200,000.00)
		Net Expenditures	<u><u>(\$200,000.00)</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2020 BUDGET AMENDMENT #16**

December 15, 2020

249 - BUILDING DEPARTMENT FUND

Total Increase \$676.00

Request to increase budget for retirement payout. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	249-000-000-699.000	\$676.00
		Net Revenues	<u><u>\$676.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	249-249-000-708.004	\$628.00
	FICA	249-249-000-715.000	\$48.00
		Net Expenditures	<u><u>\$676.00</u></u>

266 - LAW ENFORCEMENT FUND

Total Increase \$1,690.00

Request to increase budget for retirement payout. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	266-000-000-699.000	\$1,690.00
		Net Revenues	<u><u>\$1,690.00</u></u>
Expenditures:	Salaries pay out - PTO	266-301-000-708.004	\$628.00
	FICA	266-301-000-715.000	\$48.00
	Salaries pay out - PTO	266-304-000-708.004	\$942.00
	FICA	266-304-000-715.000	\$72.00
		Net Expenditures	<u><u>\$1,690.00</u></u>

Motion to Amend the 2020 Budget (#16)

Move to increase the General Fund budget by \$539,507 to \$10,951,656 and approve the department line item changes as outlined.

Move to increase the BSRII Fund budget by \$11,869 to \$2,583,156 and approve the department line item changes as outlined.

Move to increase the 14B District Court Fund budget by \$67,235 to \$1,850,051 and approve the department line item changes as outlined.

Move to increase the Building Department Fund budget by \$676 to \$906,031 and approve the department line item changes as outlined.

Move to increase the Law Enforcement Fund budget by \$1,690 to \$8,124,523 and approve the department line item changes as outlined.