

CHARTER TOWNSHIP OF YPSILANTI BOARD OF TRUSTEES

Supervisor

BRENDA L. STUMBO

Clerk

HEATHER JARRELL ROE

Treasurer

STAN ELDRIDGE

Trustees

JOHN P. NEWMAN II

GLORIA PETERSON

DEBBIE SWANSON

JIMMIE WILSON, JR.

DECEMBER 15, 2020

Revised 12-15-2020

**Work Session - 6:00 p.m.
Regular Meeting – 7:00 p.m.
Ypsilanti Township Civic Center
7200 S. Huron River Drive
Ypsilanti, MI 48197**

DEPARTMENTAL REPORTS

CHARTER TOWNSHIP OF YPSILANTI FIRE DEPARTMENT

222 South Ford Boulevard, Ypsilanti, MI 48198



MONTHLY REPORT FOR SEPTEMBER 2020

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	18 Fire Fighters
1 Fire Marshal	3 Shift Lieutenants	1 Clerk III / Staff Support

All fire department response personnel are licensed as Emergency Medical Technicians by the State of Michigan Public Health. During the month, the fire department responded to 388 requests for assistance. Of those requests, 176 were medical emergency service calls, with the remaining 212 incidents classified as non-medical and/or fire related.

Department activities for the month of September 2020:

- 1) The Public Education Department participated in the following events:

There was no Public Education due to the Covid-19 pandemic

- 2) Fire fighters received training in the following areas:

- a) Washtenaw County Tech Rescue Team
- b) Washtenaw County HazMat Team
- c) Drone Operations

The Fire Marshal had these activities / events for the month of September 2020:

- 1) Plan Reviews: 5
- 2) Building Inspections: 7
- 3) Fire Investigations: 2
- 4) Completed Covid 19 screenings for staff
- 5) Classes: 3
- 6) Wiard's Haunted House inspection
- 7) HQ kitchen demo
- 8) Assisted in YTFD Retiree Colters' funeral

The Fire Chief attended these meetings / events for the month of September 2020:

- 1) Meetings with Lowe's & Home Deport regarding kitchen makeovers
- 2) Kitchen flooring installed in Stations 1 & 3 (Ford Blvd & Hewitt)
- 3) WAMAA zoom meeting
- 4) Repairs to HQ copier
- 5) Roll off dumpsters for kitchen makeovers
- 6) Assisted in HQ kitchen tear out / demo
- 7) Promotional testing for Officer List
- 8) 2 Zoom classes – Fire Investigators Continuing Education credits
- 9) 90th Birthday Parade for township resident on Wharton
- 10) Dispatch Code Review meeting with officers
- 11) Hydro Dam Safety meeting
- 12) Hospital Cardiac Arrest zoom meeting
- 13) Assisted with Covid 19 staff screenings

There was 0 injuries and 0 deaths reported this month for civilians.

There was 0 injuries and 0 deaths reported this month for fire fighters.

This month the total fire loss, including vehicle fires, is estimated at **\$26,700.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 09/04/2020	7995 Stony Creek	\$ 25,000.00 (building)
2) 09/13/2020	79 S Harris	\$ 0.00 (dumpster)
3) 09/19/2020	9705 Whittaker	\$ 0.00 (Mutual Aid – Augusta Township)
4) 09/19/2020	2120 Rawsonville	\$ 1,700.00 (vehicle)

Respectfully submitted,

Rhonda Bates, Clerical Support Staff
Charter Township of Ypsilanti Fire Department

Attachment: Image Trend Incident Type Report (Summary): 09/01/2020 – 09/30/2020

Ypsilanti Township - Incident Type Report (Summary)
monthly

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
Incident Type Category (FD1.21): 1 - Fire						
111 - Building fire	1	0.26%	20000.00	5000.00	25000.00	93.63%
114 - Chimney or flue fire, confined to chimney or flue	1	0.26%				
131 - Passenger vehicle fire	1	0.26%	1500.00	200.00	1700.00	6.37%
154 - Dumpster or other outside trash receptacle fire	1	0.26%				
Total: 4		Total: 1.03%	Total: 21500.00	Total: 5200.00	Total: 26700.00	Total: 100.00%
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
300 - Rescue, EMS incident, other	44	11.34%				
311 - Medical assist, assist EMS crew	32	8.25%				
320 - Emergency medical service, other	14	3.61%				
321 - EMS call, excluding vehicle accident with injury	56	14.43%				
322 - Motor vehicle accident with injuries	11	2.84%				
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.26%				
324 - Motor vehicle accident with no injuries.	18	4.64%				
Total: 176		Total: 45.36%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
400 - Hazardous condition, other	1	0.26%				
412 - Gas leak (natural gas or LPG)	2	0.52%				
421 - Chemical hazard (no spill or leak)	1	0.26%				
424 - Carbon monoxide incident	3	0.77%				
441 - Heat from short circuit (wiring), defective/worn	1	0.26%				
442 - Overheated motor	1	0.26%				
444 - Power line down	1	0.26%				
480 - Attempted burning, illegal action, other	1	0.26%				
Total: 11		Total: 2.84%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 5 - Service Call						
500 - Service call, other	2	0.52%				
510 - Person in distress, other	1	0.26%				
520 - Water problem, other	1	0.26%				
522 - Water or steam leak	1	0.26%				
531 - Smoke or odor removal	5	1.29%				
550 - Public service assistance, other	3	0.77%				
553 - Public service	3	0.77%				
561 - Unauthorized burning	9	2.32%	0.00	0.00	0.00	0.00%
Total: 25		Total: 6.44%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 6 - Good Intent Call						
600 - Good intent call, other	2	0.52%				
611 - Dispatched and cancelled en route	121	31.19%				
622 - No incident found on arrival at dispatch address	4	1.03%				
631 - Authorized controlled burning	1	0.26%				
651 - Smoke scare, odor of smoke	6	1.55%				
653 - Smoke from barbecue, tar kettle	1	0.26%				
Total: 135		Total: 34.79%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 7 - False Alarm & False Call						
700 - False alarm or false call, other	11	2.84%				
715 - Local alarm system, malicious false	2	0.52%				

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
alarm						
733 - Smoke detector activation due to malfunction	4	1.03%				
735 - Alarm system sounded due to malfunction	1	0.26%				
736 - CO detector activation due to malfunction	3	0.77%				
743 - Smoke detector activation, no fire - unintentional	5	1.29%				
745 - Alarm system activation, no fire - unintentional	9	2.32%				
746 - Carbon monoxide detector activation, no CO	2	0.52%				
	Total: 37	Total: 9.54%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
	Total: 388	Total: 100.00%	Total: 21500.00	Total: 5200.00	Total: 26700.00	Total: 100.00%

CHARTER TOWNSHIP OF YPSILANTI FIRE DEPARTMENT

222 South Ford Boulevard, Ypsilanti, MI 48198



MONTHLY REPORT FOR OCTOBER 2020

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	18 Fire Fighters
1 Fire Marshal	3 Shift Lieutenants	1 Clerk III / Staff Support

All fire department response personnel are licensed as Emergency Medical Technicians by the State of Michigan Public Health. During the month, the fire department responded to 394 requests for assistance. Of those requests, 163 were medical emergency service calls, with the remaining 231 incidents classified as non-medical and/or fire related.

Department activities for the month of October 2020:

- 1) The Public Education Department participated in the following events:
 - a) Plane Pull at Willow Run Airport for PBS Special

- 2) Fire fighters received training in the following areas:
 - a) Washtenaw County HazMat Team
 - b) Water Rescue Team
 - c) Pager System

The Fire Marshal had these activities / events for the month of October 2020:

- 1) Plan Reviews: 4
- 2) Building Inspections: 9
- 3) Fire Investigations: 3
- 4) Completed Covid 19 screenings for staff
- 5) Classes: 5
- 6) Plane Pull at Willow Run Airport for PBS Special

The Fire Chief attended these meetings / events for the month of October 2020:

- 1) Plane Pull at Willow Run Airport for PBS Special
- 2) Kitchen cabinets for Stations 1 & 3 (Ford Blvd & Hewitt)
- 3) WAMAA zoom meeting
- 4) Fire Dispatch zoom meeting
- 5) 2021 Budget with Township Board
- 6) Fire Inspectors Continuing Education zoom classes
- 7) Controlled Burn at Rolling Hills Park
- 8) HazMat Authority Board zoom meeting
- 9) Dispatch meeting with County Sheriffs Department
- 10) Dispatch meeting with Chief Kennedy / Ann Arbor Fire Dept.
- 11) Countertop measurements for Stations 1 & 3
- 12) Ford Lake Hydro EAP meeting
- 13) Assisted with Covid 19 staff screenings
- 14) EMS Commission zoom meeting
- 15) Snow Emergency Council zoom meeting
- 16) Fire Investigation – Lakeshore Blvd
- 17) Hosted Swift Water Rescue meeting
- 18) Completed prep work / paint for HQ kitchen

There was 0 injuries and 0 deaths reported this month for civilians.

There was 0 injuries and 0 deaths reported this month for fire fighters.

This month the total fire loss, including vehicle fires, is estimated at ***\$4,206,450.00***. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 10/02/2020	8646 Talladay	\$ 0.00 (Mutual Aid – Augusta Township)
2) 10/04/2020	2801 Bynan #101	\$ 0.00 (cooking)
3) 10/06/2020	5417 New Meadow	\$ 0.00 (outside rubbish)
4) 10/07/2020	WB I-94	\$ 0.00 (grass)
5) 10/07/2020	956 W Michigan	\$ 0.00 (Mutual Aid – City of Ypsilanti_
6) 10/08/2020	7141 Poplar Drive	\$ 1,000.00 (cooking)
7) 10/09/2020	874 Davis	\$ 2,000.00 (building)
8) 10/12/2020	107 Arnet	\$ 0.00 (Mutual Aid – City of Ypsilanti)
9) 10/13/2020	725 Dorset	\$ 450.00 (cooking)
10)10/16/2020	6335 Tuttle Hill	\$ 2,500.00 (building)
11)10/17/2020	890 N Redwood	\$ 0.00 (trash)
12)10/18/2020	E Forest @ Browning Ct	\$ 500.00 (outside rubbish)
13)10/22/2020	6988 McKean	\$ 0.00 (outside rubbish)
14)10/28/2020	52 Wiard	\$ 1,200,000.00 (road freight vehicles)
15)10/31/2020	2327 Lakeshore Blvd	\$ 3,000,000.00 (building)
16)10/31/2020	2601 Int'l #1246C	\$ 0.00 (cooking)

Respectfully submitted,

Rhonda Bates, Clerical Support Staff
 Charter Township of Ypsilanti Fire Department

Attachment: Image Trend Incident Type Report (Summary): 10/01/2020 – 10/31/2020

Ypsilanti Township - Incident Type Report (Summary)
monthly

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
Incident Type Category (FD1.21): 1 - Fire						
111 - Building fire	6	1.52%	2002000.00	1002500.00	3004500.00	71.43%
113 - Cooking fire, confined to container	4	1.02%	0.00	1450.00	1450.00	0.03%
118 - Trash or rubbish fire, contained	1	0.25%	0.00	0.00	0.00	0.00%
132 - Road freight or transport vehicle fire	1	0.25%	1200000.00		1200000.00	28.53%
143 - Grass fire	1	0.25%				
151 - Outside rubbish, trash or waste fire	3	0.76%	500.00	0.00	500.00	0.01%
Total: 16		Total: 4.06%	Total: 3202500.00	Total: 1003950.00	Total: 4206450.00	Total: 100.00%
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
300 - Rescue, EMS incident, other	27	6.85%				
311 - Medical assist, assist EMS crew	26	6.60%				
320 - Emergency medical service, other	25	6.35%				
321 - EMS call, excluding vehicle accident with injury	60	15.23%				
322 - Motor vehicle accident with injuries	8	2.03%				
323 - Motor vehicle/pedestrian accident (MV Ped)	2	0.51%				
324 - Motor vehicle accident with no injuries.	14	3.55%				
352 - Extrication of victim(s) from vehicle	1	0.25%				
Total: 163		Total: 41.37%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
411 - Gasoline or other flammable liquid spill	1	0.25%				
412 - Gas leak (natural gas or LPG)	1	0.25%				
424 - Carbon monoxide incident	3	0.76%				
440 - Electrical wiring/equipment problem, other	4	1.02%				
445 - Arcing, shorted electrical equipment	2	0.51%				
Total: 11		Total: 2.79%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 5 - Service Call						
500 - Service call, other	2	0.51%				
510 - Person in distress, other	1	0.25%				
531 - Smoke or odor removal	3	0.76%				
551 - Assist police or other governmental agency	4	1.02%				
553 - Public service	3	0.76%				
561 - Unauthorized burning	6	1.52%				
Total: 19		Total: 4.82%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 6 - Good Intent Call						
600 - Good intent call, other	2	0.51%				
611 - Dispatched and cancelled en route	143	36.29%				
621 - Wrong location	1	0.25%				
622 - No incident found on arrival at dispatch address	1	0.25%				
651 - Smoke scare, odor of smoke	6	1.52%				
Total: 153		Total: 38.83%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 7 - False Alarm & False Call						
700 - False alarm or false call, other	5	1.27%				
715 - Local alarm system, malicious false alarm	1	0.25%				
730 - System malfunction, other	1	0.25%				

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
731 - Sprinkler activation due to malfunction	1	0.25%				
735 - Alarm system sounded due to malfunction	4	1.02%				
743 - Smoke detector activation, no fire - unintentional	6	1.52%				
744 - Detector activation, no fire - unintentional	2	0.51%				
745 - Alarm system activation, no fire - unintentional	8	2.03%				
746 - Carbon monoxide detector activation, no CO	2	0.51%				
Total: 30		Total: 7.61%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 9 - Special Incident Type						
911 - Citizen complaint	2	0.51%				
	Total: 2	Total: 0.51%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
	Total: 394	Total: 100.00%	Total: 3202500.00	Total: 1003950.00	Total: 4206450.00	Total: 100.00%

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



Charter Township of Ypsilanti
Hydro Station

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 544.3690
Fax: (734) 544.3626

www.ytown.org

Date: November 13, 2020
To: Clerk's Office
CC: Brenda Stumbo, Supervisor
From: Michael Saranen, Operation Manager
Subject: Department Report (activities in October 2020)

Activities:

Ford Lake Dam

General Operation Summary:

The Hydro Station continues to operate safely and continues to get routine safety inspections and preventive maintenance. Covid-19 has not impacted operations. Operators had 3 after hour call-ins for the month. Back on October 22 at 3:30 am, the hydro shutdown due to an arc caused by a stick. Inspection found no damage and generation continued that evening.

Average precipitation for the month of October is around 2.63", this year it was about 2.52".

Production for the month average despite having unscheduled downtime.

Regulatory:

For 2020-

- update DSSMP
- DSSMR, **Filed Complete**
- Owners Dam Safety Program Review – **Complete**
- EAP Reprint, **Started- preparing to file with FERC**
- EAP annual update and test- **Started**
- EAP Training- TBD
- Part 12 Inspection- **Started, draft report available in mid-November**
- WQ Report – **Draft report out for comment with resource agencies**
- Nuisance Plant Plan Report – **Complete and filed**
- Wildlife Plan Report –
- Historical Activity Report – **Complete and filed**
- Gate Certification –
- Security Review – **Preparing to File with Commission**
- FERC Security Inspection- **Postponed (COVID)**
- FERC Annual Dam Safety Inspection – **Postponed (COVID) Part 12 will satisfy**
- Annual DEQ Lake Operation Monitoring Report- **Complete**
- 5 year shoreline survey and report- **Complete, Filed**
- 5 year Owners Dam Safety Program Audit- **Started**

Supervisor
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www.ytown.org

Date: December 2, 2020
To: Clerk's Office
CC: Brenda Stumbo, Supervisor
From: Michael Saranen, Operation Manager

Subject: Department Report (activities in November 2020)

Activities:

Ford Lake Dam

General Operation Summary:

The Hydro Station continues to operate safely and continues to get routine safety inspections and preventive maintenance. Covid-19 has not impacted operations. Operators had 10 after hour call-ins for the month.

Average precipitation for the month of November is around 2.79", this year it was about 2.63".

Production for the month average despite having unscheduled downtime below average perception.

Regulatory:

- For 2020-**
- update DSSMP, planned in 2021
 - DSSMR, **Filed Complete**
 - Owners Dam Safety Program Review – **Complete**
 - EAP Reprint, **Preparing to file with FERC**
 - EAP annual update and test- **Started**
 - EAP Training- **Started**
 - Part 12 Inspection- **Complete, Filed**
 - WQ Report – **Complete, Filed**
 - Nuisance Plant Plan Report – **Complete and filed**
 - Wildlife Plan Report – **Draft Report out for Resource Agency Comment**
 - Historical Activity Report – **Complete and filed**
 - Gate Certification – **Complete and Filed**
 - Security Review – **Preparing to File with Commission**
 - FERC Security Inspection- **Postponed (COVID)**
 - FERC Annual Dam Safety Inspection – **Postponed (COVID) Part 12 will satisfy**
 - Annual DEQ Lake Operation Monitoring Report- **Complete**
 - 5 year shoreline survey and report- **Complete, Filed**
 - 5 year Owners Dam Safety Program Audit- **Complete, Filed**

Projects:

Transformer Maintenance- Replace the low voltage insulators and clean the oil. Scheduled for March. This is now complete, the bushing hotspot has been corrected. Oil analysis will continue on a regular schedule. No changes.

PLC Replacement- Replaced the 1980's obsolete PLC controller. The new PLC is able to be expanded and has modern security features. This project was approved in April, installation is complete and working satisfactory. Additional programming was approved to automate the Hydro Generators ws done and now in final testing.

Sluice Gate Repairs- Inspections found deteriorated electrical and hydraulic components. Electrical Repairs are complete. Gate control panel is on order with plans to install in November. This is now complete.

Operation Summary

2020	November	YTD	5 Year Ave.
Precipitation total (inches) ¹	2.79	40.02	40.0 ²
Days Online	29.9	269.8	356.3
Generation MWH (estimated)	629.440	9,932.83	10,096.6
Generation MWH lost (estimated)*	5.279	570.127	549.400

After Hour Call In

Water levels	9	56	38
Mechanical/Electrical	1	7	3
Other		2	2
Totals	10	65	43

Recent History	2015	2016	2017	2018	2019
Precipitation total (inches) ²	34.9	36.5	40.8	42.2	45.4
Days Online	345	359.5	362.0	364.2	350.6
Generation MWH (estimated)	7,723.0	8,803.4	10,744.9	10,635.0	12,576.7
Generation MWH lost (estimated)*	419.1	229.8	269.6	552.9	1,005.8

After Hour Call In

Water levels	32	31	26	30	69
Mechanical/Electrical	1	4	5	3	4
Other	1	2	3	0	2
Totals	34	37	34	33	75

¹ Preliminary totals from NOAA for Detroit

² Total from NOAA at U of M Ann Arbor

*losses related to scheduled & unscheduled maintenance and water quality discharges.

Gate Spilling Summary:

Releasing water from the sluice gates is primary to maintain lake level when flow exceeds the powerhouse. At certain times, we can use the gates to help keep the lake mixing to maintain oxygen levels (effectiveness depends on a number of factors) at the bottom of the lake.

The water quality monitoring begins on June 1st and will end on September 30th; operators monitor the water quality conditions and take readings as outline in the WQ Plan. The hydro discharges from the bottom gates to maintain run of river and/or help with water quality in Ford Lake. The Federal License requires we pass water with a minimum of 5mg/l of dissolved oxygen all the time. Therefore, spilling from the bottom gates in the summer for improving the lake is not always possible.

Sluice Gate Usage Summary:

Current Year 2020	Current Year Days Spilled	Current Year Lost KWh*	Current Year Lost \$*	Prior Yr. Lost \$*
January	28.8	0	0	0
February	13.3	0	0	0
March	24.6	0	0	0
April	13.9	0	0	0
May	16.7	0	0	0
June	10.0	56,448	2502	823
July	11.2	50,000	3000	9,653
August	.7	0	0	0
September	.3	0	0	0
October	.7	0	0	0
November	.3	0	0	0
December				0
Totals	109.3	106,448	\$ 2,502	\$ 10,476

*estimated losses from diverting water away from generators for the **purpose improving WQ.**

Sargent Charles Dam

This dam continues to get routine safety inspections and appropriate maintenance.

Projects:

Transformer Maintenance- Replace the low voltage insulators and clean the oil. Scheduled for March. This is now complete, the bushing hotspot has been corrected. Oil analysis will continue on a regular schedule. No changes.

PLC Replacement- Replaced the 1980's obsolete PLC controller. The new PLC is able to be expanded and has modern security features. This project was approved in April, installation is complete and working satisfactory. Additional programming was approved to automate the Hydro Generators is planned for November.

Sluice Gate Repairs- Inspections found deteriorated electrical and hydraulic components. Electrical Repairs are complete. Gate control panel is on order with plans to install in November.

Operation Summary

2020	October	YTD	5 Year Ave.
Precipitation total (inches) ¹	2.52	37.23	40.0 ²
Days Online	30.4	239.9	356.3
Generation MWH (estimated)	471.651	9,303.39	10,096.6
Generation MWH lost (estimated)*	9.702	564.848	549.400

After Hour Call In

Water levels	3	47	38
Mechanical/Electrical	1	6	3
Other		2	2
Totals	4	55	43

Recent History	2015	2016	2017	2018	2019
Precipitation total (inches) ²	34.9	36.5	40.8	42.2	45.4
Days Online	345	359.5	362.0	364.2	350.6
Generation MWH (estimated)	7,723.0	8,803.4	10,744.9	10,635.0	12,576.7
Generation MWH lost (estimated)*	419.1	229.8	269.6	552.9	1,005.8

After Hour Call In

Water levels	32	31	26	30	69
Mechanical/Electrical	1	4	5	3	4
Other	1	2	3	0	2
Totals	34	37	34	33	75

¹ Preliminary totals from NOAA for Detroit

² Total from NOAA at U of M Ann Arbor

*losses related to scheduled & unscheduled maintenance and water quality discharges.

Gate Spilling Summary:

Releasing water from the sluice gates is primary to maintain lake level when flow exceeds the powerhouse. At certain times, we can use the gates to help keep the lake mixing to maintain oxygen levels (effectiveness depends on a number of factors) at the bottom of the lake.

The water quality monitoring begins on June 1st and will end on September 30th; operators monitor the water quality conditions and take readings as outline in the WQ Plan. The hydro discharges from the bottom gates to maintain run of river and/or help with water quality in Ford Lake. The Federal License requires we pass water with a minimum of 5mg/l of dissolved oxygen all the time. Therefore, spilling from the bottom gates in the summer for improving the lake is not always possible.

Sluice Gate Usage Summary:

Current Year 2020	Current Year Days Spilled	Current Year Lost KWh*	Current Year Lost \$*	Prior Yr. Lost \$*
January	28.8	0	0	0
February	13.3	0	0	0
March	24.6	0	0	0
April	13.9	0	0	0
May	16.7	0	0	0
June	10.0	56,448	2502	823
July	11.2	50,000	3000	9,653
August	.7	0	0	0
September	.3	0	0	0
October	.7	0	0	0
November				0
December				0
<hr/> Totals	109.0	106,448	\$ 2,502	\$ 10,476

*estimated losses from diverting water away from generators for the **purpose improving WQ.**

Sargent Charles Dam

This dam continues to get routine safety inspections and appropriate maintenance.



WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL sheriffinfo@ewashtenaw.org

MARK A. PTASZEK
UNDERSHERIFF

To: Brenda Stumbo, Ypsilanti Township Supervisor
From: Chad Teets, Police Services Lieutenant
Cc: Mike Radzik, Ypsilanti Township Police Administrator & Ypsilanti Township Board
Keith Flores, WCSO Police Services Commander, Nancy Hansen, WCSO Police Services Captain
Date: November 6, 2020
Re: October 2020 Police Services Monthly Report

SUMMARY:

During the month of October 2020, there were 3620 calls for service in Ypsilanti Township, a 2% increase in calls for service as compared to October 2019.

OPERATIONS

During October 2020, Patrol Operations responded to calls for service, conducted traffic enforcement, and completed criminal investigations in support of our citizen's quality of life.

The month of October yielded a decrease in home invasions of 25% (9 compared to 12 in 2019). Of these incidents, a domestic relationship and subsequent unauthorized entry into a residence were the common elements. The best prevention methods for a typical residential home invasion are to keep all windows and doors locked, including deadbolts, while away from home. External lighting and visual deterrents such as "Beware of Dog" or alarm signage also discourages criminals.

A reduction of breaking and entering (non-residential buildings) incidents was found, 4 compared to 7 in 2019 (a 43% reduction).

A decrease of robberies was also found during the month of October, 5 compared to 7 in 2019 (a 29% decrease).

A decrease in vehicle thefts (UDAAs) was found, 14 compared to 23 in 2019 (a 39% decrease). Citizens are reminded to lock all vehicle doors and keep ignition keys in separate and secure areas in order to prevent such thefts. Valuables, if left in a vehicle, should be placed in a concealed location. The following website provides further information regarding the reduction of potential for theft of your vehicle, common vehicles targeted, and further information.

<https://www.nhtsa.gov/road-safety/vehicle-theft-prevention>

YOUTH INITIATIVE

The Sheriff's Office continues to partner with courts, probation and social services to ensure that there is accountability beyond Sheriff's Office contact with the offenders that are consistently involved in crimes. From a year to date perspective, comparing 2020 to the same period in 2019, our juvenile offenses and complaints are down 18.2% (from 166 to 203) and our runaway complaints are down 20%, 5 in October 2019 compared to 4 in October 2020.

*Public Safety – Quality Service – Strong Communities
Serving Washtenaw County since 1823*



WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL sheriffinfo@ewashtenaw.org

MARK A. PTASZEK
UNDERSHERIFF

COMMUNITY ACTION TEAM

The purpose of the Community Action Team (CAT) is to respond to situations involving or with a nexus of drugs, guns or violence. The team focuses on the timely assessment and response to tips they receive from our community and community problems identified through crime pattern analysis.

CAT collaboration with the Michigan Department of Corrections in reference to parole compliance contributes to effective monitoring and management of parolees who live in our community. Timely and efficient response to tips regarding parolee misconduct combined with regular unannounced home visits are expected by the parolees that reside in Ypsilanti Township and surrounding areas.

For any violent crime tips related to guns, gang activity or violence in general please call 734-661-9034.

WASHTENAW ALERT (EVERBRIDGE)

As a reminder for residents they can sign up for "Up-to-the-minute updates" from the Washtenaw County Sheriff's Office by email or cell phone at www.washtenaw.org/alerts

HOUSE WATCH

If you plan on being gone for a period of time sign your house up for house checks. The house watch form can be found at: <https://www.washtenaw.org/1743/House-Watch>

NEW FACES

The Sheriff's Office is hiring! We continue to hire highly qualified, motivated and diverse people that are committed to pursuing our mission: Creating public safety, providing quality service, and building strong and sustainable communities.

If you are interested in joining us in serving your community in Police Services, Corrections, Communications, Emergency Services or Community Corrections please check us out at: <https://www.washtenaw.org/1124/Sheriff>

We have rewarding career opportunities available for those seeking a profession with a greater purpose.

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October 2020 Ypsilanti Twp Monthly Call Report (WD)

City: Ypsilanti Twp-YPT



Search Criteria: (This report counts for offenses but excludes UCR status of 'Unfounded'.)

Month:	October
Year:	2020
City:	Ypsilanti Twp-YPT

October 2020 Ypsilanti Twp Monthly Call Report (WD)

City:Ypsilanti Twp-YPT

		----- All Offenses that were Attempted or Completed -----						A R R E S T S -----					
CLASS	Description	Oct/2020	Oct/2019	% CHG	YTD 2020	YTD 2019	% CHG	ADULT		JUV		Total	
								Oct/2020	YTD	Oct/2020	YTD	Oct	YTD
09001	MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%	3	2	50%	0	2	0	0	0	2
09002	NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	0%	0	1	-100%	0	0	0	0	0	0
10001	KIDNAPPING/ABDUCTION	1	0	0%	4	3	33.33%	0	1	0	0	0	1
10002	PARENTAL KIDNAPPING	0	0	0%	0	3	-100%	0	0	0	0	0	0
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	4	3	33.33%	19	27	-29.6%	1	2	0	0	1	2
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	1	-100%	4	6	-33.3%	0	0	0	0	0	0
11003	SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	0%	6	7	-14.2%	0	0	0	0	0	0
11004	SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	1	-100%	5	3	66.66%	0	0	0	0	0	0
11005	SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
11006	SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%	1	0	0%	0	0	0	0	0	0
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	1	0	0%	6	10	-40%	0	1	0	0	0	1
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	2	0	0%	12	8	50%	1	1	0	0	1	1
12000	ROBBERY	5	7	-28.5%	40	44	-9.09%	3	6	0	0	3	6
12001	ROBBERY	0	0	0%	2	2	0%	0	1	0	2	0	3
13001	NONAGGRAVATED ASSAULT	43	44	-2.27%	431	410	5.121%	13	143	0	2	13	145
13002	AGGRAVATED/FELONIOUS ASSAULT	39	22	77.27%	318	235	35.31%	17	137	0	3	17	140
13003	INTIMIDATION/STALKING	9	4	125%	49	65	-24.6%	1	7	0	0	1	7
20000	ARSON	0	0	0%	6	3	100%	0	0	0	0	0	0
21000	EXTORTION	0	0	0%	2	3	-33.3%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	12	15	-20%	99	128	-22.6%	0	21	0	3	0	24

October 2020 Ypsilanti Twp Monthly Call Report (WD)

City:Ypsilanti Twp-YPT

		----- All Offenses that were Attempted or Completed -----						A R R E S T S -----					
CLASS	Description	Oct/2020	Oct/2019	% CHG	YTD 2020	YTD 2019	% CHG	ADULT		JUV		Total	
								Oct/2020	YTD	Oct/2020	YTD	Oct	YTD
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	1	4	-75%	19	27	-29.6%	1	2	0	0	1	2
23001	LARCENY -POCKETPICKING	0	0	0%	2	2	0%	0	0	0	0	0	0
23002	LARCENY -PURSESNAATCHING	2	1	100%	8	3	166.6%	0	0	0	0	0	0
23003	LARCENY -THEFT FROM BUILDING	13	11	18.18%	116	109	6.422%	1	6	0	1	1	7
23004	LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	1	0	0%	1	12	-91.6%	0	0	0	0	0	0
23005	LARCENY -THEFT FROM MOTOR VEHICLE	29	36	-19.4%	204	336	-39.2%	0	2	0	0	0	2
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	1	4	-75%	17	44	-61.3%	0	0	0	0	0	0
23007	LARCENY -OTHER	11	8	37.5%	80	99	-19.1%	0	2	0	0	0	2
24001	MOTOR VEHICLE THEFT	14	22	-36.3%	102	116	-12.0%	0	5	0	1	0	6
24002	MOTOR VEHICLE, AS STOLEN PROPERTY	0	3	-100%	17	20	-15%	0	11	0	0	0	11
24003	MOTOR VEHICLE FRAUD	0	0	0%	3	1	200%	0	1	0	0	0	1
25000	FORGERY/COUNTERFEITING	1	5	-80%	28	20	40%	0	1	0	0	0	1
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	5	3	66.66%	71	62	14.51%	0	0	0	0	0	0
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	8	7	14.28%	68	78	-12.8%	0	1	0	0	0	1
26004	FRAUD -WELFARE FRAUD	0	0	0%	1	0	0%	0	0	0	0	0	0
26005	FRAUD -WIRE FRAUD	0	1	-100%	12	11	9.090%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	9	4	125%	56	44	27.27%	0	0	0	0	0	0
26008	FRAUD - HACKING/COMPUTER INVASION	0	0	0%	0	1	-100%	0	0	0	0	0	0
27000	EMBEZZLEMENT	0	2	-100%	15	13	15.38%	0	0	0	0	0	0
28000	STOLEN PROPERTY	2	3	-33.3%	13	39	-66.6%	1	10	0	0	1	10
29000	DAMAGE TO PROPERTY	28	55	-49.0%	284	296	-4.05%	0	12	0	2	0	14
30001	RETAIL FRAUD -MISREPRESENTATION	1	4	-75%	12	15	-20%	0	0	0	0	0	0

October 2020 Ypsilanti Twp Monthly Call Report (WD)

City:Ypsilanti Twp-YPT

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CLASS	Description	Oct/2020	Oct/2019	% CHG	YTD 2020	YTD 2019	% CHG	ADULT		JUV		Total	
								Oct/2020	YTD	Oct/2020	YTD	Oct	YTD
30002	RETAIL FRAUD -THEFT	15	25	-40%	103	136	-24.2%	0	9	0	1	0	10
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%	0	1	-100%	0	0	0	0	0	0
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	9	6	50%	71	53	33.96%	2	21	0	0	2	21
35002	NARCOTIC EQUIPMENT VIOLATIONS	4	4	0%	35	26	34.61%	0	6	0	0	0	6
37000	OBSCENITY	0	0	0%	5	2	150%	0	0	0	0	0	0
40002	COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	1	0	0%	1	0	0%	0	0	0	0	0	0
52001	WEAPONS OFFENSE- CONCEALED	11	6	83.33%	50	30	66.66%	6	24	1	2	7	26
52003	WEAPONS OFFENSE -OTHER	3	4	-25%	37	21	76.19%	0	4	0	0	0	4
72000	ANIMAL CRUELTY	0	0	0%	7	21	-66.6%	0	0	0	0	0	0
Group A Totals		285	315	-9.52%	2445	2599	-5.92%	47	439	1	17	48	456
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	1	1	0%	5	7	-28.5%	0	0	0	0	0	0
26006	FRAUD -BAD CHECKS	2	1	100%	11	14	-21.4%	0	1	0	0	0	1
36003	PEEPING TOM	0	0	0%	0	1	-100%	0	0	0	0	0	0
36004	SEX OFFENSE -OTHER	0	0	0%	5	6	-16.6%	0	0	0	0	0	0
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	5	3	66.66%	45	31	45.16%	0	1	0	0	0	1
38003	FAMILY -OTHER	0	0	0%	1	0	0%	0	0	0	0	0	0
41002	LIQUOR VIOLATIONS -OTHER	2	1	100%	15	12	25%	0	3	0	0	0	3
42000	DRUNKENNESS	0	0	0%	1	1	0%	0	0	0	0	0	0
48000	OBSTRUCTING POLICE	12	12	0%	108	85	27.05%	0	18	0	0	0	18
49000	ESCAPE/FLIGHT	0	0	0%	3	2	50%	0	2	0	0	0	2
50000	OBSTRUCTING JUSTICE	19	14	35.71%	135	135	0%	6	25	0	0	6	25
53001	DISORDERLY CONDUCT	1	4	-75%	19	20	-5%	0	2	0	0	0	2
53002	PUBLIC PEACE -OTHER	0	0	0%	1	3	-66.6%	0	0	0	0	0	0
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	1	0	0%	17	35	-51.4%	0	1	0	0	0	1
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	18	16	12.5%	140	187	-25.1%	15	95	0	0	15	95

October 2020 Ypsilanti Twp Monthly Call Report (WD)

City:Ypsilanti Twp-YPT

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CLASS	Description	Oct/2020	Oct/2019	% CHG	YTD 2020	YTD 2019	% CHG	ADULT		JUV		Total	
								Oct/2020	YTD	Oct/2020	YTD	Oct	YTD
55000	HEALTH AND SAFETY	0	3	-100%	10	21	-52.3%	0	0	0	0	0	0
57001	TRESPASS	0	4	-100%	28	14	100%	0	3	0	0	0	3
58000	SMUGGLING	0	0	0%	2	2	0%	0	0	0	0	0	0
70000	JUVENILE RUNAWAY	4	5	-20%	40	51	-21.5%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	1	0	0%	60	21	185.7%	0	0	0	0	0	0
75000	SOLICITATION	0	0	0%	0	1	-100%	0	0	0	0	0	0
Group B Totals		66	64	3.125%	646	649	-0.46%	21	151	0	0	21	151
2800	JUVENILE OFFENSES AND COMPLAINTS	15	15	0%	166	203	-18.2%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	22	16	37.5%	229	235	-2.55%	0	4	0	0	0	4
3000	WARRANTS	26	45	-42.2%	347	501	-30.7%	18	247	0	4	18	251
3100	TRAFFIC CRASHES	97	112	-13.3%	872	1078	-19.1%	0	0	0	0	0	0
3200	SICK / INJURY COMPLAINT	190	171	11.11%	1664	1635	1.773%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	745	814	-8.47%	7393	7298	1.301%	0	0	0	0	0	0
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%	4	8	-50%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	815	861	-5.34%	9188	8027	14.46%	0	2	0	3	0	5
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	1150	818	40.58%	7173	9373	-23.4%	0	2	0	0	0	2
3800	ANIMAL COMPLAINTS	56	63	-11.1%	553	692	-20.0%	0	0	0	0	0	0
3900	ALARMS	125	161	-22.3%	1293	1616	-19.9%	0	0	0	0	0	0
Group C Totals		3241	3076	5.364%	28882	30666	-5.81%	18	255	0	7	18	262
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	10	33	-69.6%	0	0	0	0	0	0
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	1	2	-50%	0	0	0	0	0	0
4200	PARKING CITATIONS	0	1	-100%	9	15	-40%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	0	0	0%	7	10	-30%	0	0	0	0	0	0
4500	MISCELLANEOUS A THROUGH UUUU	11	14	-21.4%	152	120	26.66%	0	0	0	0	0	0
4600	LIQUOR CITATIONS / SUMMONS	0	7	-100%	1	7	-85.7%	0	0	0	0	0	0

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CLASS	Description	Oct/2020	Oct/2019	% CHG	YTD 2020	YTD 2019	% CHG	ADULT		JUV		Total	
								Oct/2020	YTD	Oct/2020	YTD	Oct	YTD
4900	TRAFFIC WARNINGS	0	0	0%	0	2	-100%	0	0	0	0	0	0
Group D Totals		11	22	-50%	180	189	-4.76%	0	0	0	0	0	0
5000	FIRE CLASSIFICATIONS	0	0	0%	4	4	0%	0	0	0	0	0	0
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	9	8	12.5%	0	0	0	0	0	0
Group E Totals		0	0	0%	13	12	8.333%	0	0	0	0	0	0
6000	MISCELLANEOUS ACTIVITIES (6000)	42	59	-28.8%	358	564	-36.5%	0	0	0	0	0	0
6100	MISCELLANEOUS ACTIVITIES (6100)	120	112	7.142%	1170	1243	-5.87%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	2	3	-33.3%	56	67	-16.4%	0	0	0	0	0	0
6500	CRIME PREVENTION ACTIVITIES	4	11	-63.6%	54	100	-46%	0	0	0	0	0	0
6600	COURT / WARRANT ACTIVITIES	0	1	-100%	8	9	-11.1%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	30	26	15.38%	235	165	42.42%	0	0	0	0	0	0
Group F Totals		198	212	-6.60%	1881	2148	-12.4%	0	0	0	0	0	0
City : Ypsilanti Twp Totals		3801	3689	3.036%	34047	36263	-6.11%	86	845	1	24	87	869



YPSILANTI TOWNSHIP MONTHLY POLICE SERVICES DATA

October 2020

JERRY L. CLAYTON
SHERIFF

Incidents	Month 2020	Month 2019	% Change	YTD 2020	YTD 2019	% Change
Traffic Stops	1045	652	60%	6174	8089	-24%
Citations	448	472	-5%	3823	4862	-21%
Drunk Driving (OWI)	14	13	8%	99	118	-16%
Drugged Driving (OUID)	4	2	100%	30	38	-21%
Calls for Service Total	3620	3549	2%	31749	34684	-8%
Calls for Service <i>(Traffic stops and non-response medicals removed)</i>	2212	2528	-13%	21944	22959	-4%
Robberies	5	7	-29%	41	46	-11%
Assaultive Crimes	87	74	18%	786	725	8%
Home Invasions	9	12	-25%	95	110	-14%
Breaking and Entering's	4	7	-43%	23	45	-49%
Larcenies	57	60	-5%	427	608	-30%
Vehicle Thefts	14	23	-39%	118	113	4%
Traffic Crashes	77	83	-7%	703	884	-20%
Medical Assists	54	78	-31%	602	642	-6%
Animal Complaints <i>(ACO Response)</i>	16	28	-43%	187	416	-55%
In/Out of Area Time	Month <i>(minutes)</i>	YTD <i>(minutes)</i>	+ = Positive Change - = Negative Change			
Into Area Time	1003	18985				
Out of Area Time	4863	45353				
Investigative Ops (DB)	37595	367967				
Secondary Road Patrol	636	12226				
County Wide	1405	32161				
	Hours Accum.	Hours Used	Balance			
Banked Hours	TBD	TBD	TBD			



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK HEATHER JARRELL ROE • TREASURER STAN ELDRIDGE
TRUSTEES: JOHN P. NEWMAN II • GLORIA PETERSON • DEBBIE SWANSON • JIMMIE WILSON, JR.

THIS MEETING WILL BE CONDUCTED ELECTRONICALLY. PLEASE USE THE INSTRUCTIONS BELOW OR VISIT YTOWN.ORG

WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI TUESDAY, DECEMBER 15, 2020

6:00pm

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

- 1. AGENDA REVIEWSUPERVISOR STUMBO
- 2. OTHER DISCUSSION BOARD MEMBERS

REVIEW AGENDA

- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

OTHER DISCUSSION

- A. BOARD MEMBERS HAVE THE OPPORTUNITY TO DISCUSS ANY OTHER PERTINENT ISSUES



Charter Township of Ypsilanti

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REGULAR MEETING AGENDA

TUESDAY, DECEMBER 15, 2020

7:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
4. 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 NOVEMBER 2020 IN THE AMOUNT OF \$29,426.43
 3. CHOICE HEALTHCARE ADMIN FEE FOR NOVEMBER 2020 IN THE AMOUNT OF \$1,267.00
 - C. TREASURER'S REPORT NOVEMBER 2020
5. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

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 #212-970.000-997-007
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
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 RD IN THE AMOUNT OF \$810.92 BUDGETED IN LINE ITEM 101-956-000-926-050
4. REQUEST TO APPROVE UPDATES TO TOWNSHIP BOARD POLICY
5. REQUEST TO APPROVE 2021 CONTRACTS AND RENEWALS
6. RESOLUTION 2020-35, DESIGNATION OF DEPOSITORIES

7. RESOLUTION 2020-36 ROBERTS RULES OF ORDER
8. RESOLUTION 2020-37 DESIGNATION OF NEWSPAPERS OF CIRCULATION
9. RESOLUTION 2020-38 2021 BOARD MEETING DATES
10. BUDGET AMENDMENT #16

BOARD MEMBER UPDATES

PUBLIC COMMENTS

CONSENT AGENDA

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE DECEMBER 1, 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 HEARING

**A. RESOLUTION 2020-33, 2021 CREATION OF NEIGHBORHOOD STREETLIGHT
SPECIAL ASSESSMENT DISTRICT #220 LATHERS ST.**

Supervisor Stumbo stated they found a technicality in the petition process and they need to correct that before they can have the Public Hearing. She said they will listen to the residents who want to speak about the Resolution.

Kevin Frye, Township Resident stated he and his aunt spearheaded this petition for the streetlights. He said he has spoke with many of his neighbors and most are in favor on getting the streetlights. He asked if the Township help with some of the cost. He said Clerk Lovejoy Roe helped them getting this done and he appreciated all her help. He said he appreciated the township for all they do.

Ms. Toure, Township Resident stated she was in favor of the streetlights.

A motion was made by Treasurer Eldridge, supported by Trustee Wilson to adjourn the public hearing of Resolution 2020-33, Creation of Streetlight Special Assessment District #220 Lathers St.

The motion carried unanimously.

PUBLIC COMMENTS

Alex Thomas, Township Resident stated that he was concerned about various issues in the Township including covid relief, housing costs, law enforcement reform. He said the fourth most popular story on M-Live last year was titled Modern Day Segregation in Ypsilanti Township. He said he wants the Township Board to work at addressing these issues.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE DECEMBER 1, 2020 REGULAR MEETING
PAGE 2**

Monica Williams, Township Resident stated she would like the board to adopt a policy on Ethics and a policy on Conflict of Interest. She said she would like the new board to draft and adopt a conflict of interest and ethics policy for Ypsilanti Township government.

Mark Brink stated his rental property was on W. Michigan Ave. not on Lathers Street. He said he would receive no benefit from the streetlights on Lathers Street.

Myla Harris, VP for AFSCME 3451 and a Township Employee, welcomed the new board members and informed the board that the AFSCME contract would be up for negotiation in the coming year.

CONSENT AGENDA

A. MINUTES OF THE NOVEMBER 17, 2020 REGULAR MEETING

B. STATEMENTS AND CHECKS

1. STATEMENTS AND CHECKS FOR DECEMBER 1, 2020 IN THE AMOUNT OF \$319,909.92

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

The motion carried unanimously.

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters gave an update about the Loonfeather Park grant, the Huron Street Connecting Communities pathway project, and the MDNR Grant. He said the Skate Park that was completed this year, has received great reviews and being used by many township residents. He said he will be meeting this week with Mike Radzik, Mike Hoffmeister, Treasurer Eldridge, Travis McDugald to work on a plan for the security at 14B Court. He said they will be looking at the Supreme Court recommendation regarding one secured entry for both the Civic Center and 14B Court.

Michael Radzik, OCS Director stated the Civic Center was built in the early seventies and has an open floor plan. He said some employees have a concern for their personal safety because of this open floor plan and no security. He said when we did the active shooter training last year what we realized was there was no place to hide and very few exits. He said he believes that this is important to spend the money to get a high level architect who is experienced with this type of project. He

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE DECEMBER 1, 2020 REGULAR MEETING
PAGE 3**

said the Court also needs some renovations since at times offenders and victims sitting on the same benches waiting to go into court.

Trustee Peterson thanked Attorney Winters for sending the emails. She said as a new board member it was helpful.

Trustee Swanson asked if anyone from the court was going to meeting with them regarding the possible renovation.

Attorney Winters stated that Magistrate Nelson would be at the meeting and that the information had been forwarded to the incoming Judge Washington.

Myla Harris stated that most the bailiff are retired law enforcement and wondered if they could be armed. She said she knows that in some courts that is allowed.

Supervisor Stumbo stated they would have to be deputized and that the plan should include that as a possibility. She said that had been prevented it in the past because the Sheriff wasn't interested in deputizing the bailiffs.

NEW BUSINESS

1. REQUEST TO APPROVE AMENDMENT TO THE SUBAWARD OF FEDERAL FINANCIAL ASSISTANCE WITH WASHTENAW COUNTY FOR THE COMMUNITY CENTER FLOORING PROJECT

A motion was made by Treasurer Eldridge, supported by Clerk Jarrell Roe to Approve Amendment to the Subaward of Federal Financial Assistance with the Washtenaw County for the Community Center Flooring Project (see attached).

Michael Hoffmeister, Residential Services Director stated that the bid came in \$70,000.00 under budget. He said the extra funding will help with the Schooner Cove Bus Stop that is the next agenda item.

The motion carried unanimously.

2. REQUEST TO APPROVE AMENDMENT TO THE SUBAWARD OF FEDERAL FINANCIAL ASSISTANCE WITH WASHTENAW COUNTY FOR THE SCHOONER COVE BUS STOP

A motion was made by Clerk Jarrell Roe, supported by Trustee Peterson to Approve Amendment to the Subaward of Federal Financial Assistance with Washtenaw County for the Schooner Cove Bus Stop (see attached).

The motion was carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE DECEMBER 1, 2020 REGULAR MEETING
PAGE 4**

**3. RESOLUTION 2020-34, 2021 BOARDS AND COMMISSIONS
APPOINTMENTS AND REAPPOINTMENTS**

Supervisor Stumbo stated they have an alternate Edward Burnett for the Zoning Board of Appeals. She said Mr. Burnett is a former Park Commissioner. She said if the board approves they would like to add his name to the commission.

There were no objections.

A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to Approve Resolution 2020-34, 2021 Boards and Commissions Appointments and reappointments (see attached).

The motion was carried unanimously.

4. BUDGET AMENDMENT #15

A motion was made by Clerk Jarrell Roe, supported by Trustee Wilson, Jr. to Approve Budget Amendment #15 (see attached).

The motion was carried unanimously.

OTHER BUSINESS

1. DISCUSSION ON OWNERS DAM SAFETY PROGRAM AUDIT REPORT

Michael Saranen, Hydro Operations Manager explained the Audit Report.

BOARD MEMBER UPDATES

Supervisor Stumbo stated the three full time Officials have met twice and we are making sure we are working together as a team. She said she had a meeting today with newly elected County Commissioner, Justin Hodge and she said it was a great meeting. She said she had a conversation today with the YMCA Director, County Commission Jefferson, and Greg Dill. She said because of Covid it has not moved forward as planned but the township has done their part by giving them a firm commitment by providing the future site of the YMCA. She said we are all committed to this project. She said the YMCA will help residents improve the quality of the lives. She said the YMCA will help connect our residents to resources to make sure our young people have the same opportunities that others have in other communities.

Clerk Jarrell Roe stated it was an honor to be here and she said she was excited to move forward together with this Board.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE DECEMBER 1, 2020 REGULAR MEETING
PAGE 5**

A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to Adjourn.

Motion carried unanimously.

The meeting was adjourned at approximately 8:05PM

Respectfully Submitted,

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

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



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www.opportunitywashtenaw.org

November 13, 2020

CR #52282

Supervisor Brenda Stumbo
Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

Dear Supervisor Stumbo,

Washtenaw County wishes to amend the contract with Charter Township of Ypsilanti for the ***Ypsilanti Township Community Center Flooring*** project. Corporation Counsel has indicated that this amendment could be accomplished by a letter signed by both of us. If this amendment is agreeable to you, please sign and return all copies of this letter. You will receive an executed copy of this letter upon completion.

Accordingly, I hereby amend the Agreement for Subaward of Federal Financial Assistance between Washtenaw County and Charter Township of Ypsilanti dated March 4, 2020 and CR# 52282 as follows:

Amend ARTICLE II – SCOPE OF SERVICES as follows:

The Subrecipient will agree to use Washtenaw Urban County 2017 and 2019 CDBG funds for the eligible construction costs associated with the Ypsilanti Township Community Center flooring project located at 2025 E. Clark in the Charter Township of Ypsilanti. Project involves installation of approximately 6,525 square feet of new floor tiles where the existing flooring is in poor condition and poses safety concerns. The contract will be paid for with 2017 and 2019 Urban County CDBG funding, ***not to exceed One Hundred Fifty-Two Thousand Two Hundred Dollars and Zero Cents (\$152,200.00)***, in accordance with the budget in Attachment B.

Amend ARTICLE V – TERM as follows:

This contract begins on the date of this agreement and ends on **May 1, 2021**, with an option to extend an additional 3 months. No costs eligible under this agreement shall be incurred by the Subrecipient before or after these dates, except with prior written approval of the County.

Amend ATTACHMENT A – SCOPE AND LOCATION OF SERVICES & PROJECT TIMELINE as follows:

WASHTENAW COUNTY will contract with the TOWNSHIP for the eligible construction costs associated with the Ypsilanti Township Community Center flooring project located at 2025 E. Clark in the Charter Township of Ypsilanti. Project involves installation of approximately 6,525 square feet of new floor tiles where the existing flooring is in poor condition and poses safety concerns. These activities will be paid for with 2017 and 2019 CDBG funding in accordance with the budget in Attachment B.

PROJECT TIMELINE:

A competitive request for proposals will be issued, to culminate in the selection of a contractor to perform the Ypsilanti Township Community Center flooring replacement project. It is anticipated that the Township will award a bid in Fall 2020 for construction to occur January - February 2021 during a scheduled facility closure.

Activity	Deadline
Bid Opening	October 28, 2020
Charter Township of Ypsilanti will award contract to most responsible and responsive bidder.	November 2020
Pre-Construction meeting	By Dec. 4, 2020
Contractor and Township to complete Section 3 Plan; contractor to submit all required CDBG paperwork.	By Jan. 8, 2021
Contractor will begin construction.	January 18, 2021
Office of Community Development will perform Davis-Bacon Interviews.	Jan. 18 – Feb.12, 2021
Contractor will complete construction.	February 12, 2021
Charter Township of Ypsilanti will submit request for reimbursement from Washtenaw County OCED, along with accompanying proof of payment, original Davis-Bacon payroll forms, and Section 3 Summary Report.	By March 12, 2021
Project Completion Date: 3/31/2021	

Amend ATTACHMENT B – PROJECT BUDGET as follows:

SUMMARY OF TERMS: The COUNTY agrees to pay to or on behalf of the TOWNSHIP an amount not to exceed **One Hundred Fifty-Two Thousand Two Hundred Dollars and Zero Cents (\$152,200.00)** in **2017 and 2019 CDBG Funds** according to the budget on the following page:



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November 13, 2020

CR #52674-1

Supervisor Brenda Stumbo
Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

Dear Supervisor Stumbo,

Washtenaw County wishes to amend the contract with Charter Township of Ypsilanti for the **Schooner Cove Bus Stop** project. Corporation Counsel has indicated that this amendment could be accomplished by a letter signed by both of us. If this amendment is agreeable to you, please sign and return all copies of this letter. You will receive an executed copy of this letter upon completion.

Accordingly, I hereby amend the Agreement for Subaward of Federal Financial Assistance between Washtenaw County and Charter Township of Ypsilanti dated October 29, 2020 and CR# 52674 as follows:

Amend ARTICLE II – SCOPE OF SERVICES as follows:

The Subrecipient will agree to use Washtenaw Urban County **2019 and 2020 CDBG funds for the eligible costs of construction and construction engineering services** for a bus stop enhancement project at Schooner Cove Boulevard and S. Huron River Drive in the Charter Township of Ypsilanti. Project includes a bus bay (pull out) at the northeast corner of Schooner Cove Boulevard and S. Huron River Drive, improvements to existing storm water management system and adjacent asphalt pathway, and addition of a pedestrian crosswalk to access the bus stop from the south side of Huron River Drive. The contract will be paid for with 2019 and 2020 Urban County CDBG funding, **not to exceed Two Hundred and Seven Thousand and Seventy-Seven Dollars and Zero Cents (\$207,077.00)**, in accordance with the budget in Attachment B.

Amend ATTACHMENT B – PROJECT BUDGET as follows:

SUMMARY OF TERMS: The COUNTY agrees to pay to or on behalf of the TOWNSHIP an amount not to exceed **Two Hundred and Seven Thousand and Seventy-Seven Dollars and Zero Cents (\$207,077.00)** in **2019 and 2020 CDBG Funds** according to the budget on the following page:

CHARTER TOWNSHIP OF YPSILANTI

2021 Board and Commissions Appointments and Re-Appointments

Resolution No. 2020-34

REAPPOINTMENTS

Board of Review

Craven, Brenda
Lathion, Marsha
Stevenson, Morley

Expiration Date

12/31/2022
12/31/2022
12/31/2022

Civil Service Commission

Crosby, Hazelette

Expiration Date

12/31/2022

Construction Board of Appeals

Foley, Jesse
McComb, Alan

Expiration Date

12/31/2022
12/31/2022

Huron River Watershed Council

Wilson, Jimmie

Expiration Date

11/20/2024

Local Development Finance Authority (LDFA)

Neel, Javonna

Expiration Date

12/31/2022

Planning Commission

Richie, Sally
Sinkule, Bill
Tawakkul, Muddasar

Expiration Date

12/31/2023
12/31/2023
12/31/2023

Ypsilanti Community Utilities Authority (YCUA)

Peterson, Gloria

Expiration Date

12/31/2023

Zoning Board of Appeals

Wilson, Jimmie

Expiration Date

12/31/2023

APPOINTMENTS

Building Authority

Eldridge, Stan
Neel, Javonna

Expiration Date

12/31/2026
12/31/2026

Construction Board of Appeals

Denney, Thomas
Freeman, Will

Expiration Date

12/31/2022
12/31/2022

Election Board

Newman, John
Jarrell Roe, Heather
Swanson, Debbie

Expiration Date

11/20/2024
11/20/2024
11/20/2024

Liquor Committee

Eldridge, Stan
Swanson, Debbie
Wilson, Jimmie

Expiration Date

11/20/2024
11/20/2024
11/20/2024

Local Development Finance Authority (LDFA)

Eldridge, Stan (Board)
Jefferson, Ricky (Cty. Liaison)
Jarrell Roe, Heather
Stumbo, Brenda

Expiration Date

11/20/2024
12/31/2022
11/20/2024
11/20/2024

Planning Commission

Doe, Larry

Expiration Date

12/31/2023

Police and Firefighters Retirement Board

Eldridge, Stan

Expiration Date

N/A

Southeast Michigan Council of Governments (SEMCOG)

O'Connor, Brad (delegate)

Jarrell Roe, Heather

Expiration Date

11/20/2024

11/20/2024

Washtenaw Regional Recycling Management Authority (WRRMA)

Hoffmeister, Mike (alternate)

Expiration Date

Pleasure of Board

Washtenaw Urban Executive Committee/Home Consortium Board

Stumbo, Brenda (alternate)

Expiration Date

11/20/2024

Weed Commissioner

Greenwood, Tom

Expiration Date

12/31/2022

Zoning Board of Appeals

Sternburgh, Garret

Burnett, Edward (Alternate)

Expiration Date

12/31/2023

12/31/2023

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. 2020-34 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on December 1, 2020.



Heather Jarrell Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
2020 BUDGET AMENDMENT #15**

December 1, 2020

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND **Total Increase** \$11,208.00

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

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$11,208.00
		Net Revenues	<u><u>\$11,208.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	101-253-000-708.004	\$10,390.00
	FICA	101-253-000-715.000	\$818.00
		Net Expenditures	<u><u>\$11,208.00</u></u>

206 - FIRE FUND **Total Increase** \$56,126.00

Request to increase budget for a retirement payout. This retirement includes the payout of accumulated time over a period of a year. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	206-000-000-699.000	\$56,126.00
		Net Revenues	<u><u>\$56,126.00</u></u>
Expenditures:	Salaries Pay Out - of Retirees	206-206-000-708.005	\$12,549.00
	Retiree Time Payouts	206-206-000-708.008	\$43,577.00
		Net Expenditures	<u><u>\$56,126.00</u></u>

212 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII) **Total Increase** \$152,200.00

Request to budget for the Community Center Floor project. The Township has been awarded a CDBG Grant for this project. The construction award amount is \$144,900 and the engineering oversight award amount is \$7,300. This will be funded by a Community Development Block Grant (CDBG) from a sub award of Federal Financial Assistance administered through Washtenaw County.

Revenues:	Community Dev Block Grant (CDBG)	212-000-000-531.000	\$144,900.00
	Community Dev Block Grant (CDBG)	212-000-000-531.000	\$7,300.00
		Net Revenues	<u><u>\$152,200.00</u></u>
Expenditures:	Capital Outlay - Community Center	212-970-000-976.008	\$144,900.00
	Capital Outlay - Community Center	212-970-000-976.008	\$7,300.00
		Net Expenditures	<u><u>\$152,200.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2020 BUDGET AMENDMENT #15**

December 1, 2020

236 - 14 B DISTRICT COURT FUND

\$2,790.00

Request to increase budget for PTO payout request of 60 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	236-000-000-699.000	\$1,395.00
		Net Revenues	<u><u>\$1,395.00</u></u>
Expenditures:	Salaries Pay Out - PTO & Sick	236-136-000-708.004	\$1,296.00
	FICA	236-136-000-715.000	\$99.00
		Net Expenditures	<u><u>\$1,395.00</u></u>

252 - HYDRO STATION FUND

Total Increase \$20,000.00

Request to increase budget for additional cost for a consultant to assist with compliance issues related to Part 12 and Owners Dam Safety. This will be funded by an increase to the Hydro Dam revenues, which are currently \$30,656 more than budgeted.

Revenues:	Ford Lake Hydro Station	252-000-000-641.003	\$20,000.00
		Net Revenues	<u><u>\$20,000.00</u></u>
Expenditures:	Professional Services	252-252-000-801.000	\$20,000.00
		Net Expenditures	<u><u>\$20,000.00</u></u>

590 - COMPOST FUND

Total Increase \$5,901.00

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	\$5,901.00
		Net Revenues	<u><u>\$5,901.00</u></u>
Expenditures:	Salaries pay out - PTO	590-590-000-708.004	\$5,482.00
	FICA	590-590-000-715.000	\$419.00
		Net Expenditures	<u><u>\$5,901.00</u></u>

Motion to Amend the 2020 Budget (#15)

Move to increase the General Fund budget by \$11,208 to \$10,412,149 and approve the department line item changes as outlined.

Move to increase the Fire Fund budget by \$56,126 to \$6,637,251 and approve the department line item changes as outlined.

Move to increase the BSR II Fund budget by \$152,200 to \$2,571,287 and approve the department line item changes as outlined.

Move to increase the 14B District Court Fund budget by \$2,790 to \$1,784,211 and approve the department line item changes as outlined.

Move to increase the Hydro Station budget by \$20,000 to \$585,586 and approve the department line item changes as outlined.

Move to increase the Compost Fund budget by \$5,901 to \$954,758 and approve the department line item changes as outlined.

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



ACCOUNTING DEPT

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-3702
Fax: (734) 484-5154

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

DECEMBER 15, 2020 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	395,569.58
HAND CHECKS -	\$	337,991.06
CREDIT CARD PURCHASES-	\$	<u>4,289.97</u>
GRAND TOTAL -	\$	737,850.61

Clarity Health Care Deductible –

ACH EFT -	\$29,426.43 (NOV)
ADMIN FEE -	\$1,267.00 (NOV)

Check Date	Check	Vendor Name	Amount
<i>HAND checks</i>			
Bank AP AP			
11/30/2020	186906	STATE OF MICHIGAN	39.00
11/30/2020	186907	BLUE CROSS BLUE SHIELD OF MI	187,701.36
11/30/2020	186908	BLUE CROSS BLUE SHIELD OF MI	33,423.98
11/30/2020	186909	DEARBORN NATIONAL LIFE INSURANCE	4,884.03
11/30/2020	186910	DELTA DENTAL PLAN OF MICHIGAN	12,573.18
12/03/2020	186911	AT & T	289.36
12/03/2020	186912	AT & T	50.83
12/03/2020	186913	CLEAR RATE COMMUNICATIONS, INC	870.18
12/03/2020	186914	COMCAST BUSINESS	3,561.66
12/03/2020	186915	COMCAST CABLE	185.42
12/03/2020	186916	COMCAST CABLE	168.40
12/03/2020	186917	DTE ENERGY	74,058.81
12/03/2020	186918	DTE ENERGY	10,451.32
12/03/2020	186919	GRANITE TELECOMMUNICATIONS	3.56
12/03/2020	186920	WASTE MANAGEMENT	50.83
12/03/2020	186921	WASTE MANAGEMENT	284.33
12/03/2020	186922	WASTE MANAGEMENT	489.69
12/07/2020	186923	COMCAST CABLE	92.71
12/07/2020	186924	VERIZON WIRELESS	4,974.19
12/07/2020	186925	VISION SERVICE PLAN	3,743.04
12/07/2020	186926	YPSILANTI COMMUNITY	280.60

AP TOTALS:

Total of 21 Checks:	338,176.48
Less 1 Void Checks:	185.42
Total of 20 Disbursements:	<u>337,991.06</u>

A/P checks

Check Date	Check	Vendor Name	Amount
Bank AP AP			
12/15/2020	186927	ACCUSHRED LLC	65.00
12/15/2020	186928	ADVANCED COMMUNICATIONS & DATA	680.55
12/15/2020	186929	ALLEGRA PRINTING AND IMAGING	1,003.00
12/15/2020	186930	ALLGRAPHICS CORPORATION	295.50
12/15/2020	186931	AMAZON CAPITAL SERVICES	4,205.11
12/15/2020	186932	ANN ARBOR WELDING SUPPLY CO	7,665.71
12/15/2020	186933	APEX SOFTWARE	1,850.00
12/15/2020	186934	APPLIED IMAGING	3,178.73
12/15/2020	186935	AUTO VALUE YPSILANTI	271.86
12/15/2020	186936	CADILLAC ASPHALT	42,742.85
12/15/2020	186937	CARTER LUMBER COMPANY	35.96
12/15/2020	186938	CERTASITE, LLC	559.00
12/15/2020	186939	CGS, INC.	900.00
12/15/2020	186940	CHELSEA LUMBER	1,245.40
12/15/2020	186941	CINCINNATI TIME SYSTEMS	310.65
12/15/2020	186942	CRYSTAL FLASH, INC.	1,599.71
12/15/2020	186943	DELUX TENTS AND EVENTS, LLC	379.20
12/15/2020	186944	DES MOINES STAMP MFG. CO.	119.85
12/15/2020	186945	ELECTION SOURCE	782.28
12/15/2020	186946	FARMER & UNDERWOOD TRUCKING	50,842.99
12/15/2020	186947	FEDERAL EXPRESS CORPORATION	123.39
12/15/2020	186948	GEI CONSULTANTS, INC.	4,840.00
12/15/2020	186949	GOODYEAR TIRE & RUBBER COMPANY	861.46
12/15/2020	186950	GRAINGER	940.66
12/15/2020	186951	GRIFFIN PEST SOLUTIONS	61.00
12/15/2020	186952	HART INTERCIVIC	8,340.00
12/15/2020	186953	HOME DEPOT	593.73
12/15/2020	186954	HOME DEPOT USA	50.00
12/15/2020	186955	JEFFERY BULLOCK	95.00
12/15/2020	186956	JEFFREY WILLIAMS	250.00
12/15/2020	186957	JUNGA ACE HARDWARE	567.49
12/15/2020	186958	KOCH & WHITE	50.00
12/15/2020	186959	LOOKING GOOD LAWNS	1,845.00
12/15/2020	186960	LOWE'S	1,034.84
12/15/2020	186961	LOWER HURON SUPPLY	881.48
12/15/2020	186962	LOYAL ORDER OF MOOSE	1,000.00
12/15/2020	186963	MARRIOTT	4,960.00
12/15/2020	186964	MAX-VIEW WINDOW WASHING, INC.	800.00
12/15/2020	186965	MCCALLA'S FEED SERVICE, INC.	399.00
12/15/2020	186966	MCLAIN AND WINTERS	138,588.52
12/15/2020	186967	MICHIGAN CAT	10,587.00
12/15/2020	186968	MICHIGAN LINEN SERVICE, INC.	1,190.51
12/15/2020	186969	MICHIGAN RECREATION & PARK ASSOC.	747.00
12/15/2020	186970	MICHIGAN URGENT CARE ANN ARBOR	105.00
12/15/2020	186971	MIDWEST ENVIRO SOLUTIONS	2,745.00
12/15/2020	186972	MLIVE MEDIA GROUP	644.50
12/15/2020	186973	MUNICIPAL CODE CORPORATION	950.00
12/15/2020	186974	MURPHY ROBE	733.25
12/15/2020	186975	NATIONAL RECREATION & PARK	205.00
12/15/2020	186976	NYE UNIFORM EAST	8,852.18
12/15/2020	186977	OFFICE EXPRESS	137.59
12/15/2020	186978	OKINAWAN KARATE CLUB	93.50
12/15/2020	186979	OSCAR W. LARSON CO.	847.78
12/15/2020	186980	PARKWAY SERVICES, INC.	130.00
12/15/2020	186981	PETER POWER	1,330.00
12/15/2020	186982	PITTSFIELD CHARTER TOWNSHIP	1,749.31
12/15/2020	186983	PLANNING & ZONING CENTER, INC.	185.00
12/15/2020	186984	POP A LOCK ANN ARBOR	338.00
12/15/2020	186985	PRINTING SYSTEMS	7,324.60
12/15/2020	186986	RHETT REYES	1,935.51
12/15/2020	186987	RHM FLUID POWER	14,807.00
12/15/2020	186988	RICHARD ELLSWORTH	219.41
12/15/2020	186989	RICOH USA, INC.	534.46
12/15/2020	186990	SAM'S CLUB DIRECT	227.98
12/15/2020	186991	SARAH ROLDAN	50.00
12/15/2020	186992	SAXON INC.	48.83
12/15/2020	186993	SHRADER TIRE & OIL	633.07
12/15/2020	186994	SIGNS BY TOMORROW	127.75
12/15/2020	186995	SIGNS IN ONE DAY	360.00
12/15/2020	186996	SOUTHERN COMPUTER WAREHOUSE	1,556.46
12/15/2020	186997	SPARTAN DISTRIBUTORS	4,643.30
12/15/2020	186998	SPECTRUM PRINTERS INC	2,113.41
12/15/2020	186999	STANDARD PRINTING	1,427.00
12/15/2020	187000	STAPLES* - ACCOUNT #1026071	148.72
12/15/2020	187001	STERICYCLE INC	222.24
12/15/2020	187002	TARGET SPECIALTY PRODUCTS	499.00
12/15/2020	187003	THOMAS PIOTROWSKI	675.00
12/15/2020	187004	THOMSON REUTERS - WEST PAYMENT CTR	1,006.00

12/09/2020 11:58 AM
User: mharris
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI Page: 2/2
CHECK NUMBERS 186927 - 187018

Check Date	Check	Vendor Name	Amount
12/15/2020	187005	TINA HOTCHKISS	981.60
12/15/2020	187006	TODD BARBER	2,510.00
12/15/2020	187007	UNIFIRST CORPORATION	480.22
12/15/2020	187008	VLOUD TECH	7,396.20
12/15/2020	187009	VERMEER OF MICHIGAN, INC.	5,221.99
12/15/2020	187010	VICTORY LANE	39.55
12/15/2020	187011	WALLSIDE INC.	50.00
12/15/2020	187012	WASHTENAW COUNTY LEGAL NEWS	285.00
12/15/2020	187013	WASHTENAW COUNTY ROAD COMMISSION	111.44
12/15/2020	187014	WASHTENAW COUNTY TREASURER#	21,060.00
12/15/2020	187015	WASHTENAW GLASS	218.25
12/15/2020	187016	WASHTENAW GOLF CLUB	1,100.00
12/15/2020	187017	YPSILANTI ACE HARDWARE	63.11
12/15/2020	187018	YPSILANTI COMMUNITY	906.94

AP TOTALS:

Total of 92 Checks:	395,569.58
Less 0 Void Checks:	0.00
Total of 92 Disbursements:	<u>395,569.58</u>

Check Date	Check	Vendor Name	Description	Amount
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CREDIT CARDS

Bank CARDS COMERICA COMMERCIAL CARD

12/15/2020	62(E)	COMERICA BANK	2021 IPMC REDLINE PDF FOR ADOPTION REVIE	31.25
			NETWORK CABLES	283.90
			ELECTION SUPPLIES RUBBER BANDS AND PENCI	57.98
			HIGHLIGHTERS FOR ABSENTEE COUNT BOARD	21.43
			POSTAGE FOR MAILING BALLOTS	15.50
			REPLACEMENT BATTERY SUPPLY	81.61
			ANGIE WILL BE USING THE CREDIT CARD TO M	50.00
			PARKING VIOLATION SIGN PLACARDS (BLUE)	730.00
			REPAIR ZIPPER ON ONE ELECTION BALLOT BAG	20.00
			ZIPPER REPAIR ON FIVE BALLOT BAGS	40.00
			WEBINAR ON OSHA RULES FOR COVID19 REPORT	199.00
			SLUICE MOUNTING HARDWARE	130.12
			SCAO EXAMINATION FOR COURT EMPLOYEES	120.00
			COURT RECORDER TRAINING	280.00
			CREDIT CARD DEPOSIT FOR EASTER EVENT 202	50.00
			WATER AND GATORADE	64.13
			NEW PLATES AND BOWELS FOR STATION 1	499.00
			NEW KITCHEN PLATES AND BOWLS	497.07
			NEW SILVERWARE FOR THE STATIONS.	292.06
			PLATES AND BOWLS	418.92
			SURVEYMONKEY RENEWAL	408.00
				<u>4,289.97</u>

CARDS TOTALS:

Total of 1 Checks:	4,289.97
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	<u>4,289.97</u>

**OFFICE OF THE TREASURER
STAN ELDRIDGE**



**MONTHLY TREASURER'S REPORT
NOVEMBER 1, 2020 THROUGH NOVEMBER 30, 2020**

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	5,331,703.58	1,981,703.16	1,636,350.05	5,677,056.69
101 - Payroll	323,779.20	1,130,469.47	1,130,317.61	323,931.06
101 - Willow Run Escrow	145,369.65	1.19	0.00	145,370.84
206 - Fire Department	2,549,579.28	250.02	962,548.11	1,587,281.19
208 - Parks Fund	24,131.16	0.20	462.41	23,668.95
212 - Roads/Bike Path/Rec/General Fund	482,401.36	9,688.55	166,839.50	325,250.41
226 - Environmental Services	1,984,340.56	240.11	442,502.66	1,542,078.01
230 - Recreation	150,048.30	7,051.43	62,090.43	95,009.30
236 - 14-B District Court	56,489.56	84,826.16	99,834.83	41,480.89
244 - Economic Development	70,451.22	0.58	0.00	70,451.80
249 - Building Department Fund	1,472,859.16	63,956.30	102,809.93	1,434,005.53
250 - LDFA Tax	19,993.27	0.16	0.00	19,993.43
252 - Hydro Station Fund	806,848.34	28,295.74	56,972.45	778,171.63
266 - Law Enforcement Fund	5,044,907.09	15,173.80	478,487.75	4,581,593.14
398 - LDFA 2006 Bonds	117,403.12	0.96	0.00	117,404.08
584 - Green Oaks Golf Course	303,655.82	33,601.32	78,638.27	258,618.87
590 - Compost Site	803,607.58	197,226.75	47,760.04	953,074.29
595 - Motor Pool	160,187.67	143,114.92	7,066.52	296,236.07
701 - General Tax Collection	46,516.12	8,689.83	10,744.26	44,461.69
703 - Current Tax Collections	2,146,320.15	107,885.15	570,091.15	1,684,114.15
707 - Bonds & Escrow/GreenTop	1,326,223.92	146,511.30	53,779.73	1,418,955.49
708 - Fire Withholding Bonds	130,498.73	13,059.04	12,508.00	131,049.77
893 - Nuisance Abatement Fund	41,998.64	32,570.89	883.06	73,686.47
GRAND TOTAL	<u>23,539,313.47</u>	<u>4,004,317.03</u>	<u>5,920,686.76</u>	<u>21,622,943.74</u>

ATTORNEY REPORT

GENERAL LEGAL UPDATE

NEW BUSINESS

Supervisor
BRENDA L. STUMBO
Clerk
HEATHER JARREL ROE
Treasurer
STAN ELDRIDGE
Trustees
DEBBIE SWANSON
JOHN P. NEWMAN II
GLORIA PETERSON
JIMMIE WILSON JR.



*Residential Services
Department*

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-0073

ytown.org

MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Mike Hoffmeister, Residential Services Director

Date: December 7, 2020

Subject: 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 #212-970.000-997.007

The Residential Services Department is requesting authorization to approve change order #1 for the construction of the Grove road pathway.

This change order is an adjustment made due to an increase of materials used and after inspection of actual field conditions during the construction of the pathway. This change order #1 also requires a budget amendment. The new contract value will be \$237,737.70.

Please also find attached an additional budget amendment in the amount of \$2,307, presented by OHM via WCPARC that was missed by RSD staff in April of 2020. The Board of Trustees budget amendment this evening, in the amount of \$11,417.20 reflects both changes.

The additional funds requested will be fully refunded Washtenaw County Parks & Recreation Commission as part of the Border to Border trail agreement signed at the April 7, 2020 Board of Trustees regular meeting.

Mike Hoffmeister
Residential Services Director
mhoffmeister@ytown.org
734-544-3515



April 2, 2020

Mr. Mike Hoffmeister
Residential Services Director
Charter Township of Ypsilanti
7200 Huron River Drive
Ypsilanti, MI 48197

Regarding: Grove Road Pathway Phase II
OHM Job No. 0098-19-0030

Dear Mr. Hoffmeister:

Attached for your review and approval is the budget amendment for the Grove Road Pathway Phase II project.

As you know, the Township is working in partnership with Washtenaw County Parks and Recreation Commission (WCPARC) to complete the eastern most segment of the Border to Border (B2B) pathway. The Township contracted Best Asphalt, Inc (Best) for the segment that was finished in late 2019. Based on follow-up discussions and negotiations, Best has agreed to hold their 2019 prices and continue the final two segments of the B2B connecting the segment east of Snow Road and connecting the existing Grove Road pathway to North Hydro Park through the Township owned Rivergrove property.

Please review and if acceptable, approve the attached Budget Amendment. The amendment is formatted similar to a change order and will adjust the past contract with Best and amend the new contract amount and dates so they can continue with the next phase. The dates will be adjusted to start construction in the coming months and be completed in the Fall of 2020. Exact dates are currently in flux with the COVID-19 issue but will be finalized and agreed to prior to construction commencing.

The original contract signed was \$371,747.50 and was adjusted down to \$305,267.50 after the balancing change order. The next phase and the amount of the budget amendment is \$228,176.50 resulting in the total new contract amount to \$533,444.00. Please note that the additional \$228,176.50 will be covered by the WCPARC and the Township will be reimbursed per the agreement.

We feel that Best's previous performance, their willingness to hold prices, and good faith effort to review the design qualifies them to perform this work. The budget amendment also guarantees unit prices and a project budget that is competitive given the current construction climate.

If you concur, please sign and return an executed .pdf file to OHM for our records.

OHM is very excited to see this very important B2B segment completed and to have been part of it while representing the Township. Please contact us if you have any questions.

Sincerely,
OHM Advisors

A handwritten signature in black ink, appearing to read "Matthew D. Parks", is written over a horizontal line.

Matthew D. Parks, PE
Project Manager



cc: Brenda Stumbo, Township Supervisor
Karen Lovejoy Roe, Township Clerk
Larry Doe, Township Treasurer
Tammie Keen, Township Deputy Supervisor
Javonna Neel, Township Accounting Supervisor
Phil Nichols, Best Asphalt
Elliot Smith, OHM
Phil Maly, OHM
File

Budget Amendment



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: 4/2/2020
Print Date: 4/2/2020

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 Budget Amendment 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 BUDGET AMENDMENT DOCUMENT.

THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM OF:	\$228,176.50
Original Contract Amount:	\$371,747.50
Contract Amount Including Previous Change Orders:	\$305,267.50
Amount of this Budget Amendment:	<u>\$228,176.50</u>
REVISED CONTRACT AMOUNT:	\$533,444.00

Accepted By

Best Asphalt, Inc. _____ Date _____

Approved By

Mike Hoffmeister - Resident Services
Director - Ypsilanti Township _____ Date _____

Recommended By

Matt Parks, Principal _____ Date _____

Items Note Div A: Phase I was previously Closed out and not reflected in this amendment.

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: B - Phase II						
Additional Items to the Contract:						
1	Traffic Maintenance and Control	0.00 Ls	1.00	1.00	\$10,000.00	\$10,000.00
2	Audio Video Route Survey	0.00 Ls	1.00	1.00	\$3,000.00	\$3,000.00
3	Mobilization, Max	0.00 Ls	1.00	1.00	\$6,900.00	\$6,900.00
4	TREE, REM, 6 INCH TO 18 INCH	0.00 Ea	8.00	8.00	\$450.00	\$3,600.00
5	STUMP, REM, 6 INCH TO 18 INCH	0.00 Ea	12.00	12.00	\$100.00	\$1,200.00
6	Pavt, Rem	0.00 Syd	71.00	71.00	\$10.00	\$710.00
7	Sidewalk, Rem	0.00 Syd	406.00	406.00	\$18.00	\$7,308.00
8	Curb and Gutter, Conc, Rem	0.00 Ft	151.00	151.00	\$10.00	\$1,510.00
9	Subgrade Undercutting, Type II (Special)	0.00 Cyd	59.00	59.00	\$89.00	\$5,251.00
10	Silt Fence	0.00 Ft	3532.00	3532.00	\$1.50	\$5,298.00
11	Erosion Control, Inlet Protection, Fabric Drop	0.00 Ea	11.00	11.00	\$100.00	\$1,100.00
12	CLASS 2 SAND, SUBGRADE	0.00 Ton	124.00	124.00	\$28.00	\$3,472.00
13	Shared Use Path, Grading	0.00 Sta	20.50	20.50	\$2,100.00	\$43,050.00
14	Driveways, Aggregate Base 6 inch	0.00 Syd	27.00	27.00	\$7.50	\$202.50
15	Hand Patching	0.00 Ton	7.00	7.00	\$350.00	\$2,450.00
16	Shared Use Path, Aggregate Base, 6 inch	0.00 Syd	1870.00	1870.00	\$14.50	\$27,115.00
17	Shared Use Path, HMA 13A, 3 inch	0.00 Syd	1379.00	1379.00	\$21.00	\$28,959.00
18	CONC PAVT, NONREINF, 6 INCH	0.00 Syd	71.00	71.00	\$94.00	\$6,674.00
19	Concrete Curb and Gutter, Detail F4	0.00 Ft	354.00	354.00	\$50.00	\$17,700.00
20	Detectable Warning Surface	0.00 Ft	35.00	35.00	\$50.00	\$1,750.00
21	Sidewalk Ramp, Conc, 6 inch	0.00 Sft	689.00	689.00	\$15.00	\$10,335.00
22	SIDEWALK, CONC, 4 INCH	0.00 Sft	1447.00	1447.00	\$12.00	\$17,364.00
23	PEDESTRIAN AHEAD, YELLOW GREEN PERMANENT SIGN, 6 FOOT	0.00 Ea	2.00	2.00	\$550.00	\$1,100.00
24	SIGN CROSSWALK, YIELD, YELLOW GREEN, PERMANENT SIGN, 6 FOOT	0.00 Ea	2.00	2.00	\$550.00	\$1,100.00
25	Remove and Reset Salvaged Sign	0.00 Ea	1.00	1.00	\$100.00	\$100.00
26	PAVT MRKG, POLYUREA, 12 INCH, WHITE	0.00 Ft	120.00	120.00	\$9.50	\$1,140.00
27	LANDSCAPING, ISLAND	0.00 Ea	1.00	1.00	\$950.00	\$950.00
28	PARK BENCH, TYPICAL	0.00 Ea	2.00	2.00	\$140.00	\$280.00
29	PARK TRASH RECEPTACLE, TYPICAL	0.00 Ea	2.00	2.00	\$140.00	\$280.00
30	WAYFINDING POST, GALV STEEL, 8 FOOT	0.00 Ea	1.00	1.00	\$550.00	\$550.00
31	Turf Establishment	0.00 Sta	18.57	18.57	\$400.00	\$7,428.00
32	SESC Permit/Inspection Allowance	0.00 Dlr	4000.00	4000.00	\$1.00	\$4,000.00
33	WCRC Permit/Inspection Allowance	0.00 Dlr	6000.00	6000.00	\$1.00	\$6,000.00
34	Adjust Drainage/Utility Structure	0.00 Ea	1.00	1.00	\$300.00	\$300.00
SUB-TOTAL INCREASES DIVISION B - Phase II:						\$228,176.50

CHANGE ORDER



Project: Ypsilanti Township - Grove Road Pathway PHII-Rawsonville

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

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

Job Number: 0098-19-0030

Change Order Number: 1

Date: 10/29/2020

Print Date: 12/1/2020

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. Min Met

Date 12/2/2020

Approved By

Mike Hoffmeister - Resident Services
Director - Ypsilanti Township _____

Date _____

Recommended By

Matt Parks, Principal _____

Date _____

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)

Supervisor
BRENDA L. STUMBO
Clerk
HEATHER JARRELL ROE
Treasurer
STAN ELDRIDGE
Trustees
JOHN P. NEWMAN II
GLORIA PETERSON
DEBBIE SWANSON
JIMMIE WILSON JR.

Accounting

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-3702
Fax: (734) 484-5154
www.ytown.org



MEMORANDUM

TO: The Charter Township of Ypsilanti Board of Trustees

FROM: Javonna Neel, Accounting Director
Karen Wallin, Human Resource Manager

DATE: December 7, 2020

SUBJECT: 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.

Earlier this year, The Charter Township of Ypsilanti participated in two reimbursement programs one under the Coronavirus Aid, Relief, and Economic Security (CARES) Act and one under the Coronavirus Relief Local Government Grants (CRLGG) Program, both sponsored by the Michigan Department of Treasury.

We were fortunate to be awarded a total of \$441,317 from these programs. On August 31, 2020 we received \$135,232 from the CRLGG Program and then on September 18, 2020 we received \$306,085 from the CARES Act. As these funds were unexpected, and per Treasury guidelines must be used for the Fire Department, we would like to request that approval be granted to place the entire amount of \$441,317 into the Fire Pension Fund. The Pension Fund has an unfunded accrued liability of \$8,819,509 and is funded at 76.61% as of the latest actuarial report dated December 31, 2019. Placing these extra funds would be beneficial to the pension fund and help with the unfunded accrued liability.

At the last Fire Pension Board meeting we discussed moving this request forward to the Township Board with the Fire Union, and they were in agreement.

Your consideration in this matter is appreciated. Should you have any additional questions, please feel free to contact me at 484-3702 (ext. 3601) or Karen Wallin at 484-0065 (ext. 3741).

Supervisor
BRENDA L. STUMBO
Clerk
HEATHER JARRELL ROE
Treasurer
STAN ELDRIDGE
Trustees
JOHN P. NEWMAN II
GLORIA PETERSON
DEBBIE SWANSON
JIMMIE WILSON, JR.



Charter Township of Ypsilanti

Clerk's Office

7200 S. Huron River
Drive
Ypsilanti, MI 48197
Phone: (734) 484-4700
Fax: (734) 484-5156

To: Ypsilanti Township Board of Trustees

From: Heather Jarrell Roe, Clerk

Date: December 7, 2020

Subject: ***Request to approve agreement between DTE and Ypsilanti Township for two (2) 136w LED overhead fed streetlights at the intersection of Wendell and E. Clark Rd in the amount of \$810.92 budgeted in line item 101-956-000-926.050***

This request is to set accept an agreement between DTE and Ypsilanti Township for two new 136w LED street lights at the intersection of Wendell and E. Clark Rd. This will replace a 65w streetlight that overhangs Wendell with a new 136w light, on a 17' pole. The longer pole will allow for better illumination of the roadway. An additional light, 136w on 17' pole, will also be attached to the current post and overhang onto E.Clark Rd, to better illuminate the roadway. This request comes to the board after an accident at this intersection, where the lack of illumination was noted as a contributing factor in the case. The township currently pays for this streetlights annual operation. The current operational cost per year is \$182.28. The upgrade in wattage plus the additional light will increase our per year cost by \$355.56. This brings us the yearly total of \$537.84.

The total cost that is before the board tonight is a total of \$810.92, this is for the construction of the lights as outlined in the agreement.

Should you have any questions, please contact me.

Heather Jarrell Roe, Ypsilanti Township Clerk



December 8, 2020

Charter Township of Ypsilanti
7200 S. Huron River Dr.
Ypsilanti, MI 48197
Attn: Heather Jarrell Roe

Re: Charter Township of Ypsilanti- E. Clark and Wendell Ave.

Attached is the agreement for the work to be performed in the budget letter that was sent on December 4, 2020. A detailed description of the project is outlined in the agreements. Please print **TWO** copies. Please sign **BOTH** copies in the designated areas. A check in the amount of **\$810.92** is also required at this time. Please return **BOTH** signed agreements (as well as check...made payable to **DTE Energy**) to the following address:

DTE Energy
8001 Haggerty Rd.
Belleville, MI 48111
140 WWSC-Brandon Faron

Upon receipt of BOTH signed copies (and payment), we (DTE Energy) will then sign BOTH copies and return ONE original back to you.

Please call if you have questions, 734-309-2937.

Sincerely,

Brandon R. Faron

Brandon R. Faron
Account Manager
Community Lighting

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	<p>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> <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>_____ </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 warranties, 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: _____

Name: _____

Title: _____



Attachment 1 to Purchase Agreement

Map of Location

[To be attached]



Remove existing 65w LED and support arm.
Install (2) 17' supports arms and (2) 136w LED.



2021 CHARTER TOWNSHIP OF YPSILANTI BOARD RULES (amended 12-11-2020)

Rule 1. Authority.

- 1.1** These rules are adopted by the Board of the Charter Township of Ypsilanti pursuant to MCL 42.7; and shall be reviewed annually at the 1st meeting in December of each year for updates should they be requested or required. A majority vote of the Board shall allow for updates to the policy.

Rule 2. Meetings.

- 2.1 Regular Schedule.** The Township Board shall meet on the first and third Tuesday of each month in regular session. The Township Board shall establish the meeting schedule in December of the prior year. The schedule may be altered due to holidays, elections or lack of agenda items.
- 2.2 Special Meetings.** The Charter Township Board shall meet in Special Session at the call of the Township Clerk upon the written request of the Supervisor or two Members of the Township Board. Notice of Special Meetings shall be given as required by law. Such notices shall be posted at the Civic Center and on the Township Website site at least 18 hours prior to the special meeting and include the date, time and location of the special meeting. The Clerk shall also notify the Board Members of the Special Meeting by email at the Board Members Township email addresses, the purpose, date, time and location of a special meeting at least 24 hours before the time established for the meeting. Business shall not be transacted at a Special Meeting unless the business has been stated in the public notice of the meeting. However, if all members of the Board are present at a Special Meeting, then business that might lawfully come before a Regular Meeting of the Board may be transacted at the Special Meeting per MCL 42.7 (4).
- 2.3 Place of Meetings.** Regularly scheduled meetings shall be held in the Civic Center Board Room. Whenever the regular meeting place of the Township Board shall appear to be inadequate for members of the Public to attend, the meeting can be changed to a larger facility located within the Township upon approval of 2 of the 3 Full-Time Elected Township Officials (Supervisor, Clerk, and Treasurer). A notice of such change shall be prominently posted on the door of the regular meeting place. The Clerk shall also give notice of such change in the location of the Township Board meeting by posting it on the townships' website.



- 2.4 **Time of Meeting.** Regularly scheduled meetings shall begin at 7:00 P.M. unless the Board Members, by majority vote, set a different starting time.
- 2.5 **Change in Schedule.** Changes in the regular meeting schedule shall not be made except upon a majority vote of the Board Members at a regularly scheduled meeting prior to the change date request.

Rule 3. Public Notice of Meetings.

- 3.1 **The Township Clerk** shall be responsible for providing the proper and legal notice for all meetings of the Township Board. Such notification shall include, but not necessarily be limited to, the following.
- 3.2 **Regular Meeting.** The Clerk shall post a notice prior to December 31 of the preceding year indicating the dates, times, and location(s) of the Board's regular meeting schedule for the upcoming year.
- 3.3 **Schedule Change.** Whenever the Board shall change its Regular Schedule of meetings, the Clerk shall post a notice of the change within 2 days following the meeting in which the change was made.
- 3.4 **If the Board shall reschedule** a meeting under the provisions of Rule 2.5, or call a Special Meeting under Rule 2.2, the Clerk shall post a notice of such change within 3 days and no meeting, except emergency meetings, shall be held until the notice shall have been posted as required by law. An emergency meeting may be called by the Township Supervisor, who acts as the Township Emergency Management Coordinator, under the Emergency Management Act 390 of 1976.
- 3.5 **Emergency Meetings.** If an emergency public meeting is held that does not comply with the 18 hour posted notice requirement, the Clerk shall make paper copies of the public notice for the emergency meeting available to the public at that meeting. The notice shall include an explanation of the reasons that the public body cannot comply with the 18-hour posted notice requirement. The explanation shall be specific to the circumstances that necessitated the emergency public meeting, and the use of generalized explanations such as "an imminent threat to the health of the public" or "a danger to public welfare and safety" does not meet the explanation requirements of the law. The Clerk shall follow the law in posting a notice for the emergency meeting, and all postings and notifications in follow up notices with the Washtenaw County Board of Commissioners.



- 3.6 Notification to Media and Others.** The Clerk shall notify, without charge, any newspaper, or radio station of such meeting schedule, schedule changes, or special meetings, whenever such newspaper or radio station have filed with the Clerk, a written request for such notice.

Rule 4. Quorum, Attendance, Call of the Township Board.

- 4.1 Quorum.** Four Board Members shall constitute a quorum for the transaction of business at all meetings of the Township Board. However, in the absence of a quorum, 2 Board Members may adjourn a Regular or a Special Meeting to a later date.
- 4.2 Upon the absence** of the Township Clerk or Township Treasurer, their respectively named Deputies may act in the place of the respective Elected Officials, except for the right to vote, to carry out the Officers business.

Rule 5. Regular Meeting Agenda.

- 5.1 Any Board Member,** or representative of Township committees or Township staff desiring to place a matter on the agenda shall notify the Clerk of such item(s) by 4:30 pm on the Wednesday preceding the next regularly scheduled meeting. This notification shall also require that the submission be accompanied by ALL information and documents relevant to the request. Once all parties have had the opportunity to submit their agenda requests, the Township Clerk shall prepare the agenda of business for all regularly scheduled Township Board Meetings, only after approval of the agenda has been received from 2 of the 3 Full-Time Elected Township Officials (Supervisor, Clerk, and Treasurer). The purpose of the approval shall be to ensure that items have all of the appropriate and relevant information required for consideration by the Board of Trustees. Such items shall be placed under the heading of “New Business” as appropriate. Items that the Clerk does not receive by the stated deadline shall not be considered by the Board, except upon the unanimous consent of all the Board Members who are present at the scheduled Board Meeting.
- 5.2 Distribution of Agenda and Materials.** Upon approval and completion of the agenda, the Clerk shall post on the Township website the agenda and the board packet by 4:30pm on the Friday before the regularly scheduled Board Meeting and no later 18 hours before a Special Board Meeting. The



Clerk shall notify all Board Members, via email, by 4:30pm on the Friday prior to the scheduled Board Meeting that the agenda and board packet are available on the website.

5.3 Order of Business. The agenda shall be arranged in the following order of business:

1. Call to Order
2. Salute to the Flag – Pledge of Allegiance and a moment of Silent Prayer
3. Public Comments ** (Speakers shall be limited to 3 minutes of time, per appearance before the Board of Trustees)
4. Consent Agenda
 - A. Minutes
 - B. Statements and Checks
 - C. Treasurers Report
5. Attorney Report
6. Old Business
7. New Business
8. Authorizations and Bids
9. Other Business
10. Board Member Comments
11. Adjournment **

** Public Comments shall also be allowed on each agenda item and members of the public may also speak on additional items that may not be listed on the agenda. Time is limited to 3 minutes per speaker. A request to speak again on the same issue by the same speaker shall only be considered after all persons have had an opportunity to speak once on the issue currently before the Board.

Rule 6. Conduct of Meetings.

6.1 Chairperson. The Township Supervisor shall moderate and chair all meetings of the Township Board. In the absence of the Supervisor, the Clerk shall assume the duties of the Chair.

6.2 Board Members wishing to speak shall first obtain the approval of the Supervisor, or Chair, and each person who speaks shall address the Supervisor, or Chair. Other persons at the meeting shall not speak unless called on by the Supervisor, or Chair.



6.3 Disorderly Conduct at Meetings. The Supervisor, or Chair, may call to order any person who is being disorderly by speaking, or otherwise disrupting the proceedings by failing to be germane, by speaking longer than the allotted time, by speaking vulgarities or by making personal attacks. Such person(s) shall thereupon be seated until the Supervisor, or Chair, shall have determined whether the person(s) has complied and is in order. The Supervisor, or Chair, shall have the authority to remove any disruptive person(s) from meetings who fail to comply, via assistance from Law Enforcement authorities if necessary.

Rule 7. Record of Meetings.

7.1 Clerk Responsibility. The Township Clerk, or their appointed Deputy, shall be responsible for maintaining the official record and minutes of each meeting of the Board. The minutes shall include all the actions of the Board with respect to motions. The record shall include the names of the mover and seconder and the vote of the Board. The record shall also state whether the vote was by voice vote or by roll call, and when by roll call, the record shall show the yes, or no, for each Board Member.

7.2 Record of Discussion. The Clerk shall not be responsible for maintaining a written record or summary written record of the discussion or comments of the Board Members, nor of comments made by members of the public. The Clerk, however, shall be responsible for making an electronic tape recording of each entire meeting of the Board, and each such recording shall be posted on the Township website within 24 hours of the completion of each Board Meeting.

7.3 Request for Remarks to be Included. Any Board Member may request to have his or her comments, or those of others, printed verbatim as part of the record. The preferred method of request should be made verbally at the public Board Meeting, as it will enable the request to be fulfilled in an easier and shorter time frame. If not made at the Board Meeting, the request can be made via an email request to the Clerk. Such comments that are requested to be verbatim, shall then be included as a part of the official record of the meeting and shall be transcribed exactly by the Clerk from the electronic tape recording of the meeting in question.



Rule 8. Closed Session.

8.1 The Township Board may meet in a closed session only for the following purposes:

(a) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing.

(b) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement, if either party requests a closed hearing.

(c) To consider the purchase or lease of real property up to the time an option to purchase, or lease, that real property is obtained.

(d) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.

(e) To review and consider the contents of an application for employment or appointment to public office if the candidate requests that the application remain confidential. However, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting pursuant to the Open Meetings Act.

(f) To consider material exempt from discussion or disclosure by state or federal statute. A Board is not permitted to go into closed session to discuss an attorney's oral opinion, as opposed to a written legal memorandum. A closed session must be conducted during the course of an open meeting, it is a meeting or part of a meeting of a public body that is closed to the public. The minutes of the open meeting must include the purpose or purposes for which a closed session is held.

8.2 Going into Closed Session. A 2/3 roll call vote of Board Members present is required to call a closed session, except for the closed sessions permitted under Section 8.1 (a) and (b). The roll call vote and the purpose, or purposes, for calling the closed session shall be entered into the minutes of the meeting at which the vote is taken.



- 8.3 Closed Session Minutes.** At each closed session, the Clerk shall keep a separate, and full, record of the discussion. This record of minutes shall not be disclosed to the public, except upon a court order. The Clerk may destroy said minutes after one year and one day have passed following the approval of the minutes of the meeting at which the Board approved the closed session.

Rule 9. Motions and Resolutions.

- 9.1 Statement by Chair, Written Motions and Resolutions.** No motion or resolution shall be adopted until the motion, or resolution, is stated by the person chairing the meeting. All motions, except procedural motions, and resolutions may be required to be in writing upon demand of any member. This request should only be made in cases where an original motion has incurred multiple changes from its original format, so as to ensure that all Board Members present have clarity on what they will be voting on and to also provide transparency to the general public as to what the amended motion contains. A request for a short recess, for the purpose of writing out a motion or resolution, shall be in order. Each written motion or resolution in writing shall be read by the Township Clerk before being voted on by the Board Members.

Rule 10. Boards and Commissions.

- 10.1 Appointments.** The Supervisor shall appoint, with Township Board confirmation, individuals to fill vacancies on all Township boards and commissions.

Rule 11. Voting.

- 11.1 Move the Previous Question.** The vote on any motion to end debate/discussion by moving the previous question (motion) shall require a majority vote of the Board Members present. If defeated the debate/discussion on the previous motion continues.
- 11.2 No Discussion on Motion to Move Previous Question.** After the Supervisor, or Chair, has stated the motion to end debate/discussion and move the previous question/motion, any further debate/discussion is cut off and the vote is taken to end debate/discussion. There is no discussion on the motion to end debate/discussion and move the previous question.



Gloria Peterson

Township Trustee

Date

Debbie Swanson

Township Trustee

Date

Jimmie Wilson

Township Trustee

Date

DRAFT



2021 CHARTER TOWNSHIP OF YPSILANTI BOARD POLICY

Rule 1. Authority.

- 1.1 These policies are adopted by the Board of the Charter Township of Ypsilanti pursuant to MCL 42.7; MSA 5.46 (7) (f), and shall be reviewed annually at the 1st meeting in December of each year for updates should they be requested or required. A majority vote of the Board shall allow for updates.

Rule 2. Meetings.

- 2.1 **Regular Schedule.** The Township Board shall meet on the first and third Tuesday of each month in regular session. The Board shall establish the meeting schedule in December of the prior year. The schedule may be altered due to holidays, elections or lack of agenda items.
- 2.2 **Special Meetings.** The Charter Township Board shall meet in Special Session at the call of the Township Clerk upon the written request of the Supervisor or two Members of the Township Board. Notice of Special Meetings shall be given as required by law. Such notices shall be posted at the Civic Center and on the Township Website site at least 18 hours prior to the special meeting and include the date, time and location of the special meeting. The Clerk shall also notify the Board Members of the Special Meeting by email at the Board Members Township email addresses, the purpose, date, time and location of a special meeting at least 24 hours before the time established for the meeting. Business shall not be transacted at a Special Meeting unless the business has been stated in the public notice of the meeting, or by unanimous approval of Board Members present at the Special Meeting.
- 2.3 **Place of Meetings.** Regularly scheduled meetings shall be held in the Civic Center Board Room. Whenever the regular meeting place of the Township Board shall appear to be inadequate for members of the Public to attend, the meeting can be changed to a larger facility located within the Township upon approval of 2 of the 3 Full-Time Elected Township Officials (Supervisor, Clerk, and Treasurer). A notice of such change shall be prominently posted on the door of the regular meeting place. The Clerk shall also give notice of such change in the location of the Township Board meeting by posting it on the townships' website.
- 2.4 **Time of Meeting.** Regularly scheduled meetings shall begin at 7:00 P.M. unless the Board Members shall, by majority vote, set a different starting time.



2.5 Change in Schedule. Changes in the regular meeting schedule shall not be made except upon a majority vote of the Board Members.

Rule 3. Public Notice of Meetings.

3.1 The Township Clerk shall be responsible for providing the proper and legal notice for all meetings of the Township Board. Such notification shall include, but not necessarily be limited to, the following.

3.2 Regular Meeting. The Clerk shall post a notice prior to December 31 of the preceding year indicating the dates, times, and location(s) of the Board's regular meeting schedule for the upcoming year.

3.3 Schedule Change. Whenever the Board shall change its Regular Schedule of meetings, the Clerk shall post a notice of the change within 2 days following the meeting in which the change was made.

3.4 If the Board shall reschedule a meeting under the provisions of Rule 2.5, or call a Special Meeting under Rule 2.2, the Clerk shall post a notice of such change within 2 days and no meeting, except emergency meetings, shall be held until the notice shall have been posted as required by law. An emergency meeting shall be held only upon the consent of two-thirds of the Board Members and only if a delay would threaten severe or imminent danger to the health, safety & welfare of the public.

3.5 Emergency Meetings. If an emergency public meeting is held that does not comply with the 18 hour posted notice requirement, the Clerk shall make paper copies of the public notice for the emergency meeting available to the public at that meeting. The notice shall include an explanation of the reasons that the public body cannot comply with the 18-hour posted notice requirement. The explanation shall be specific to the circumstances that necessitated the emergency public meeting, and the use of generalized explanations such as "an imminent threat to the health of the public" or "a danger to public welfare and safety" does not meet the explanation requirements of the law. The Clerk shall follow the law in posting a notice for the emergency meeting, and all postings and notifications in follow up notices with the Washtenaw County Board of Commissioners.

3.6 Notification to Media and Others. The Clerk shall notify, without charge, any newspaper, or radio station of such meeting schedule, schedule changes, or special meetings, whenever such newspaper or



radio station have filed with the Clerk, a written request for such notice. The Clerk shall also notify such parties of regular meeting schedules, changes in the schedule or special meetings upon their written request, which can include requests made via email.

Rule 4. Quorum, Attendance, Call of the Township Board.

- 4.1 Quorum.** Four Board Members shall constitute a quorum for the transaction of business at all meetings of the Township Board. However, in the absence of a quorum, 2 Board Members may adjourn a Regular or a Special Meeting to a later date.
- 4.2 Upon the absence** of the Township Clerk or Township Treasurer, their respectively named Deputies may act in the place of the respective Elected Officers, except for the right to vote, to carry out the Officers business.

Rule 5. Regular Meeting Agenda.

- 5.1 The Township Clerk shall** prepare the agenda of business for all regularly scheduled Township Board Meetings, **only after approval of the agenda has been received from 2 of the 3 Full-Time Elected Township Officials (Supervisor, Clerk, and Treasurer).** Any other Board Member, or representative of Township committees or Township staff desiring to place a matter on the agenda shall notify the Clerk of such item(s) by 4:30 pm on the Wednesday preceding the next regularly scheduled meeting. This notification shall also require that the submission be accompanied by all information and documents relevant to the request. Such items shall be placed under the heading of “New Business” as appropriate. Items that the Clerk does not receive by the stated deadline shall not be considered by the Board, except upon the unanimous consent of all the Board Members who are present at the scheduled Board Meeting.
- 5.2 Distribution of Agenda and Materials.** Upon **approval and** completion of the agenda, the Clerk shall post on the Township website the agenda and the board packet by 4:00pm on the Friday before the regularly scheduled Board Meeting and no later 18 hours before a Special Board Meeting. The Clerk shall notify all Board Members, via email, by 4:30pm on the Friday prior to the scheduled Board Meeting that the agenda and board packet are available on the website.



5.3 Order of Business. The agenda shall be arranged in the following order of business:

1. Call to Order
2. Salute to the Flag – Pledge of Allegiance and a moment of Silent Prayer
3. Public Comments ** (Speakers shall be limited to 3 minutes of time, per address)
4. Consent Agenda
 - A. Minutes
 - B. Statements and Checks
 - C. Treasurers Report
5. Attorney Report
6. Old Business
7. New Business
8. Authorizations and Bids
9. Other Business
10. Board Member Comments
11. Adjournment **

** Public Comments shall also be allowed on each agenda item and members of the public may also speak on additional items that may not be listed on the agenda. Time is limited to 3 minutes per speaker. A request to speak again on the same issue by the same speaker shall only be considered after all persons have had an opportunity to speak once on the issue currently before the Board.

Rule 6. Conduct of Meetings.

- 6.1 Chairperson.** The Township Supervisor shall moderate and chair all meetings of the Township Board. In the absence of the Supervisor, the Clerk shall assume the duties of the Chair.
- 6.2 Board Members** wishing to speak shall first obtain the approval of the Supervisor, or Chair, and each person who speaks shall address the Supervisor, or Chair. Other persons at the meeting shall not speak unless called on by the Supervisor, or Chair.
- 6.3 Disorderly Conduct at Meetings.** The Supervisor, or Chair, may call to order any person who is being disorderly by speaking, or otherwise disrupting the proceedings by failing to be germane, by speaking longer than the allotted time, by speaking vulgarities or by making personal attacks. Such



person(s) shall thereupon be seated until the Supervisor, or Chair, shall have determined whether the person(s) has complied and is in order. The Supervisor, or Chair, shall have the authority remove any disruptive person(s) from meetings who fail to comply.

Rule 7. Record of Meetings.

- 7.1 Clerk Responsibility.** The Township Clerk, or their appointed Deputy, shall be responsible for maintaining the official record and minutes of each meeting of the Board. The minutes shall include all the actions of the Board with respect to motions. The record shall include the names of the mover and seconder and the vote of the Board. The record shall also state whether the vote was by voice vote or by roll call, and when by roll call, the record shall show the yes, or no, for each Board Member.
- 7.2 Record of Discussion.** The Clerk shall not be responsible for maintaining a written record or summary written record of the discussion or comments of the Board Members, nor of comments made by members of the public. The Clerk, however, shall be responsible for making an electronic tape recording of each entire meeting of the Board, and each such recording shall be posted on the Township website within 24 hours of the completion of each Board Meeting.
- 7.3 Request for Remarks to be Included.** Any Board Member may request to have his or her comments, or those of others, printed verbatim as part of the record. The request may be made verbally at the public Board Meeting, or the request can be made via an email request to the Clerk. Such comments will be included as a part of the official record of the meeting and shall be transcribed exactly by the Clerk from the electronic tape recording of the meeting in question.

Rule 8. Closed Session.

- 8.1 The Township Board** may meet in a closed session only for the following purposes:
- (a) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing.



(b) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement, if either party requests a closed hearing.

(c) To consider the purchase or lease of real property up to the time an option to purchase, or lease, that real property is obtained.

(d) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.

(e) To review and consider the contents of an application for employment or appointment to public office if the candidate requests that the application remain confidential. However, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting pursuant to the Open Meetings Act.

(f) To consider material exempt from discussion or disclosure by state or federal statute. But note a Board is not permitted to go into closed session to discuss an attorney's oral opinion, as opposed to a written legal memorandum. A closed session must be conducted during the course of an open meeting, it is a meeting or part of a meeting of a public body that is closed to the public. The minutes of the open meeting must include the purpose or purposes for which a closed session is held.

8.2 Going into Closed Session. A 2/3 roll call vote of Board Members present is required to call a closed session, except for the closed sessions permitted under Section 8.1 (a) and (b). The roll call vote and the purpose or purposes for calling the closed session shall be entered into the minutes of the meeting at which the vote is taken.

8.3 Minutes. At each closed session, the Clerk shall keep a separate, and full, record of the discussion. This record of minutes shall not be disclosed to the public, except upon a court order. The Clerk may destroy said minutes after one year and one day have passed following the approval of the minutes of the meeting at which the Board approved the closed session.



Rule 9. Motions and Resolutions.

- 9.1 Statement by Chair, Written Motions and Resolutions.** No motion or resolution shall be adopted until the motion, or resolution, is stated by the person chairing the meeting. All motions, except procedural motions, and resolutions may be required to be in writing upon demand of any member. A request to recess for the purpose of writing out a motion or resolution shall be in order. Each written motion or resolution in writing shall be read by the Township Clerk before being debated by the Board Members.

Rule 10. Boards and Commissions.

- 10.1 Appointments.** The Supervisor shall appoint, with Township Board confirmation, individuals to fill vacancies on all Township boards and commissions.

Rule 11. Voting.

- 11.1 Move the Previous Question.** The vote on any motion to end debate/discussion by moving the previous question (motion) shall require a majority vote of the Board Members present. If defeated the debate/discussion on the previous motion continues.
- 11.2 No Discussion on Motion to Move Previous Question.** After the Supervisor, or Chair, has stated the motion to end debate/discussion and move the previous question/motion, any further debate/discussion is cut off and the vote is taken to end debate/discussion. There is no discussion on the motion to end debate/discussion and move the previous question.
- 11.3 Requirement to Vote.** All Members of the Township Board that are present shall vote on all questions decided by the Board, unless excused by the unanimous consent of the other Board Members present.

Rule 12. Parliamentary Authority.

Roberts Rules of Order, Newly Revised Edition, In Brief, 2004, shall govern all questions or procedure that are not otherwise provided by [these rules](#) or by state law.



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

The Charter Township of Ypsilanti Board Rules shall be reviewed annually at the 1st Board Meeting in December of to ensure that they are current with changing laws or policies.

Should a change be requested, and subsequently made, to the Board Rules it shall be reviewed and voted upon at the 1st Board Meeting in December by all Board Members present at the meeting, with a majority vote required to either approve or deny the change request(s), unless the change(s) is/are mandated by State or Federal Laws. The change(s) would take effect yearly on January 1st

_____	_____	_____
Brenda Stumbo	Township Supervisor	Date
_____	_____	_____
Heather Jarrell Roe	Township Clerk	Date
_____	_____	_____
Stan Eldridge	Township Treasurer	Date
_____	_____	_____
John P. Newman	Township Trustee	Date
_____	_____	_____
Gloria Peterson	Township Trustee	Date
_____	_____	_____
Debbie Swanson	Township Trustee	Date
_____	_____	_____
Jimmie Wilson	Township Trustee	Date

CHARTER TOWNSHIP OF YPSILANTI

TOWNSHIP BOARD POLICY DRAFT in red vs. TOWNSHIP BOARD POLICY ADOPTED in blue

Draft of October 1, 2019 in red vs. Adopted October 15, 2019 in blue

Areas of NO CHANGE are in black

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 ~~shall~~ 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 ~~shall~~ may notify the Clerk of such item by 4:00 pm the Monday preceding the 1st Monday before the next regular board meeting. Such items ~~shall~~ 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 ~~shall~~ may 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 ~~will~~ may notify Board Members when the agenda and board packet are available on the website.

4. Order of Business

The agenda ~~shall~~ 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 ~~shall~~ may moderate and chair all meetings of the Township Board. In the absence of the Supervisor, the Clerk ~~shall~~ 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.

~~The Supervisor may call to order any person who is being disorderly by speaking or otherwise disrupting the proceeding, by failing to be germane, by speaking longer than the allotted time, by speaking vulgarities or by making personal attacks. Such person shall thereupon be seated until the Supervisor shall have determined whether the person is in order.~~

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 ~~will~~ may be posted on the website. Minutes of the Work Session and Regular Meetings ~~will~~ 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.

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.

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.

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.

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.

**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 15, 2021*

Tuesday July 20, 2021*

Tuesday August 17, 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
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Expenditures:	Public Nuisance - Legal Service	101-950-000-801.023	\$77,000.00
		Net Expenditures	\$77,000.00
<hr/>			

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

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
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Expenditures:	Transfer to 14B Court	101-999-000-969.236	\$200,000.00
		Net Expenditures	\$200,000.00
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212 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII)	Total Increase	\$11,869.00
		<hr/>

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

BOARD MEMBER UPDATES
