

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.

July 6, 2021

Work Session – 6:00pm

Regular Meeting – 7:00 p.m.

Ypsilanti Township Civic Center

7200 S. Huron River Drive

Ypsilanti, MI 48197



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.

WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI TUESDAY, JULY 6, 2021

6:00pm

1. INDUSTRIAL AND COMMERCIAL REVITALIZATION DISTRICT.....CARLISLE WORTMAN
2. AGENDA REVIEWSUPERVISOR STUMBO
3. OTHER DISCUSSION BOARD MEMBERS

An aerial photograph of an industrial park in Ypsilanti Township, Michigan. The scene features several large, white industrial buildings with grey corrugated metal roofs. A large parking lot in the foreground is filled with cars, and a road curves through the area. The ground is partially covered in snow, indicating a winter or early spring setting. A semi-truck is visible near one of the buildings. A dark grey rectangular box is overlaid on the center of the image, containing white text.

INDUSTRIAL AND COMMERCIAL
REVITALIZATION DISTRICT

Ypsilanti Township

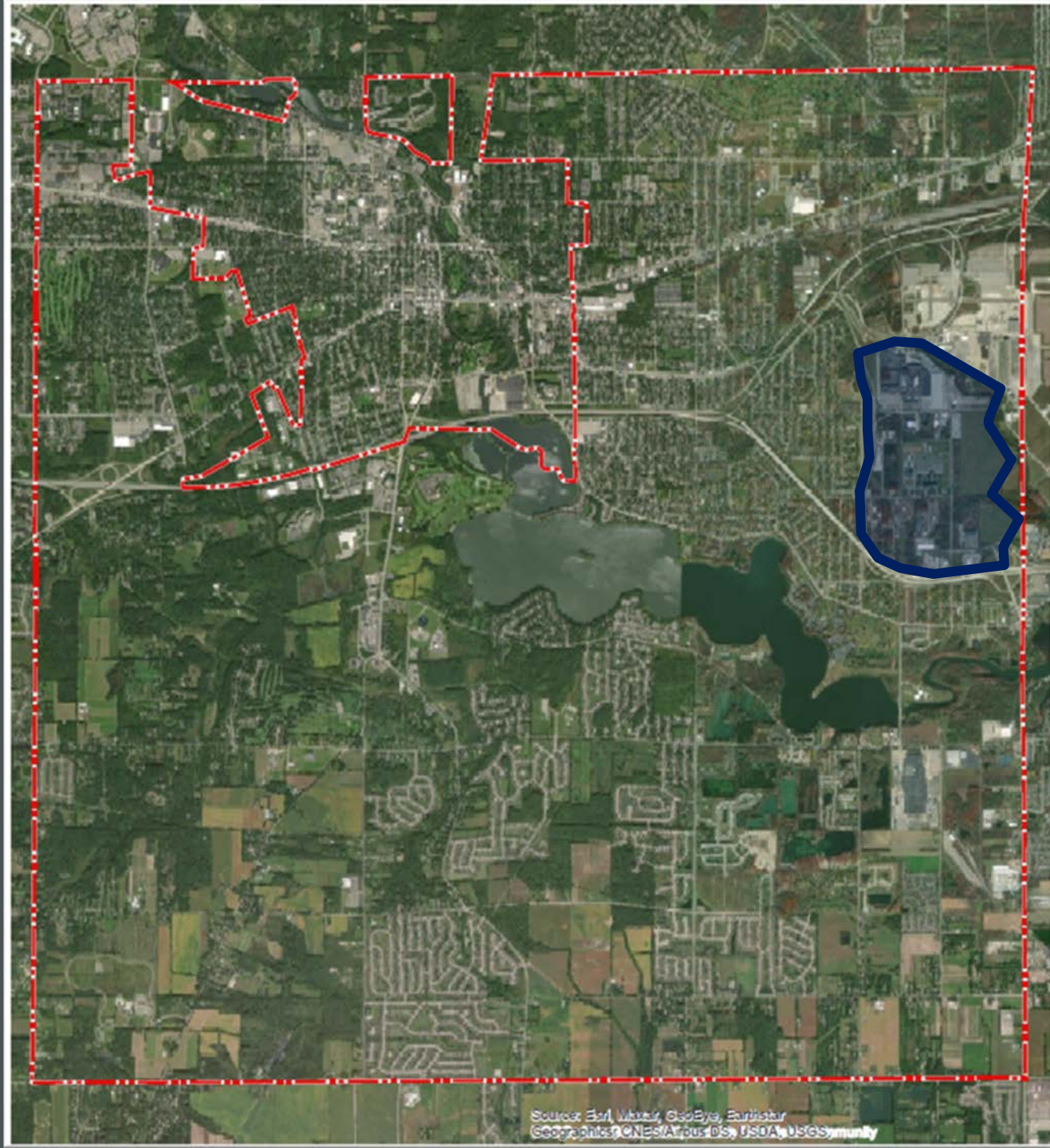
Intent

- Create a new district to utilize strategic advantages to stimulate investment in high-tech, logistics, research and development and the emerging marihuana market in an area that is need of investment and economic development.
- Envisioned result
 - Revitalize area
 - Stimulate investment
 - Leverage locational advantages
 - Increase township property revenue
 - Create jobs



Geography

- Northwest portion of Township
- Bounded by
 - Wiard to the west
 - Rawsonville to the east
 - I-94 to the south
 - Airport boulevard to the north
- Area around Ypsilanti Community Utility Authority
- South of Willow Run Airport / ACM



Existing Zoning

- Mix of Industrial Zoning
 - I-C, Industrial and Commercial
 - Heavy Industrial
 - Research and Development
 - I-1, Light Industrial
 - Light Industrial
 - I-2, General Industrial
 - General Industrial



Overlay Area Zoning









- General Industrial
- Heavy Industrial
- Industrial and Commercial

Existing Land Use

- +/- 650 acres
- Uses do not necessarily match zoning
- Mix of varied uses
 - Vacant : 86 parcels
 - Industrial: 23 parcels
 - Single Family : 17 parcels
 - Other: 28 parcels
- Many uses, including single-family residential are legal non-conforming uses



Overlay Area ELU

 Vacant	 Single-Family Housing	 TCU	 Retail/Residential
 Office	 Industrial	 Retail	 Mix

Existing Conditions

- Lack of Investment
- Lack of Infrastructure
- Blight
- Ordinance enforcement
- Dilapidation



Why?

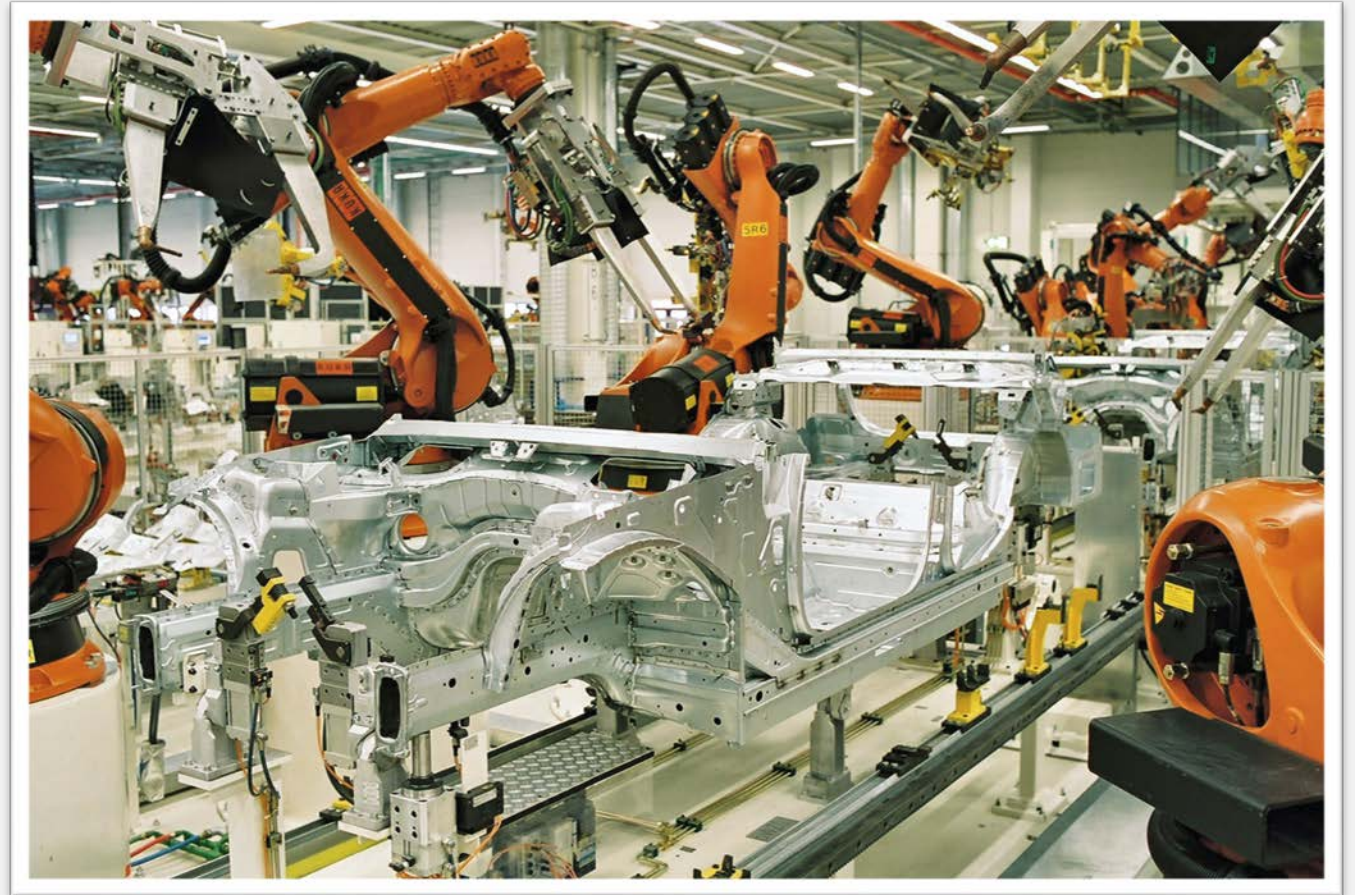
- **Reality:** without township focus, area will never become an economic and job creation hub, or expand the township tax base.

- **Timing is right**

- Township going through zoning ordinance and map update
- Leverage opportunities including growth of marihuana industry

- **Rational and Advantages:**

- The area designated for the Industrial and Commercial Revitalization District has historically been underutilized and has lacked investment.
- However, its unique location and current conditions provides some very specific advantages that would permit revitalization for high-tech, distribution, and marihuana uses.



Advantages

- Size and Vacancy of Parcels
- Location



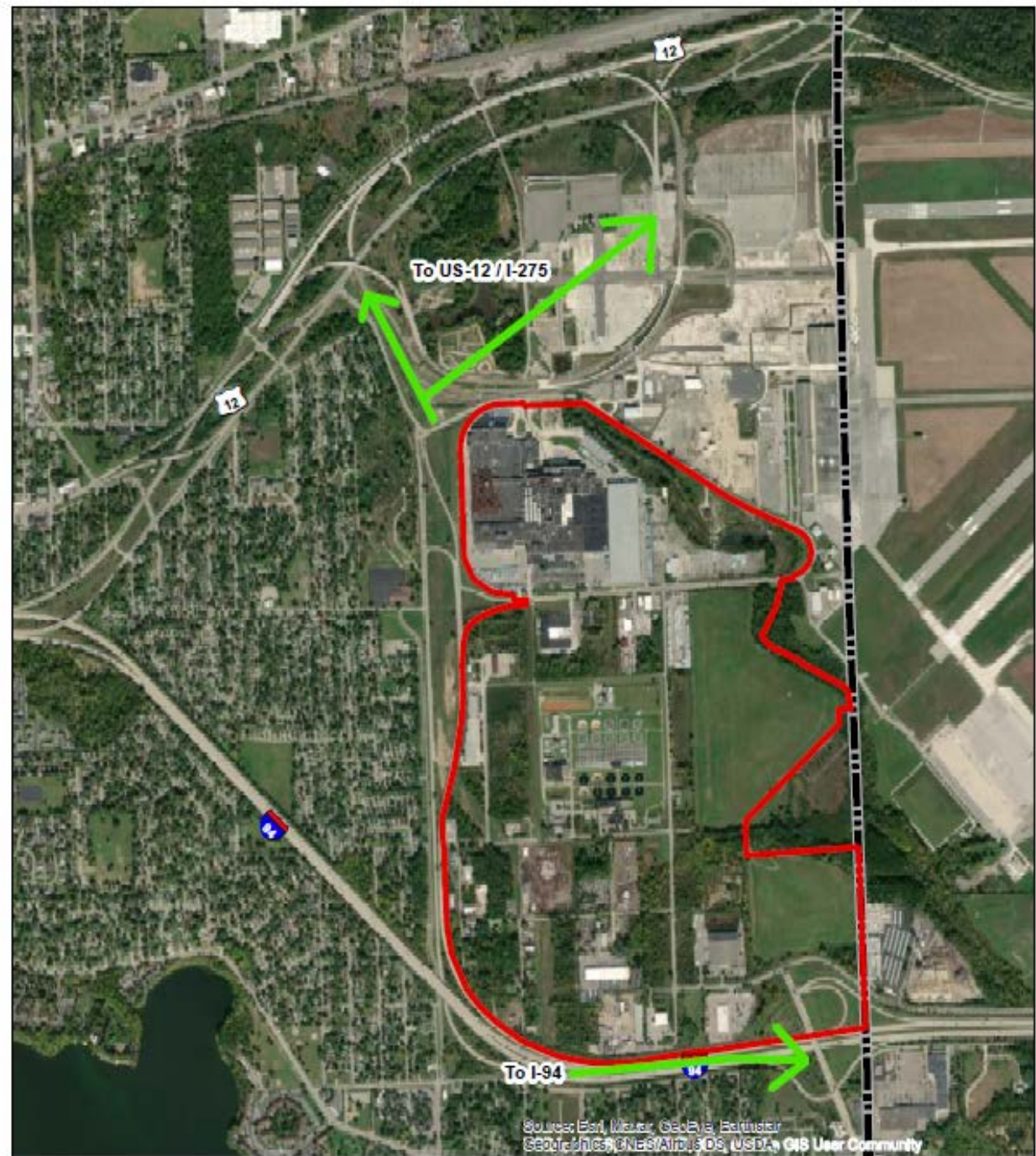
Size of Parcels and number of Vacant Parcels

- +/- 650 acres
- One of the biggest hinderances to large scale development is a lack of large parcels and specially those that are vacant parcels.
- The District has over 36 medium-sized parcels (0.5 acres and above), 22 large parcels (1.0 acre and above).
- Overall there are approximately 86 parcels that are vacant, including 20 township owned parcels



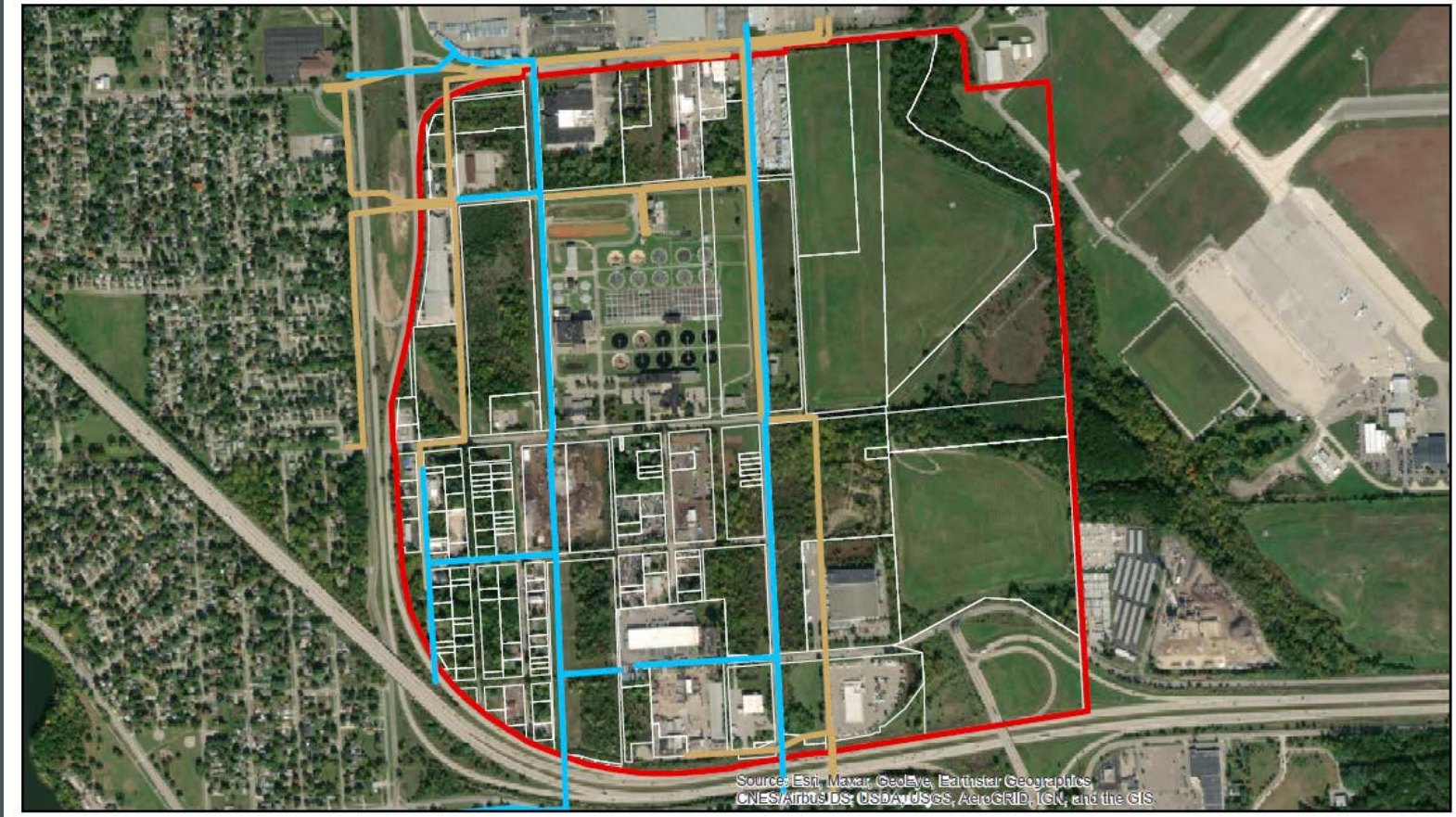
Location and Road Network Access

- The District is strategically located with direct access to a regional road network.
- I-94 is accessible within 5 minutes, I-275 is accessible within 10 minutes, US-23 is accessible within 5 minutes, US-12 is accessible within
- Rawsonville Road has expressway access and can accommodate all large truck traffic.
- Access is especially important for distribution, and manufacturing users.
- Close proximity to Willow Run and Metro Airport



Disadvantages

- Utilities
 - Utilities are limited
- Existing Conditions



Reality

There are unique locational advantages and opportunities in the district: Location, Location, Location

Will require township focus and investment

Realistically without zoning changes, and township investments the area will not be improved in the foreseeable future

Private development and investment is necessary for continued growth of the township

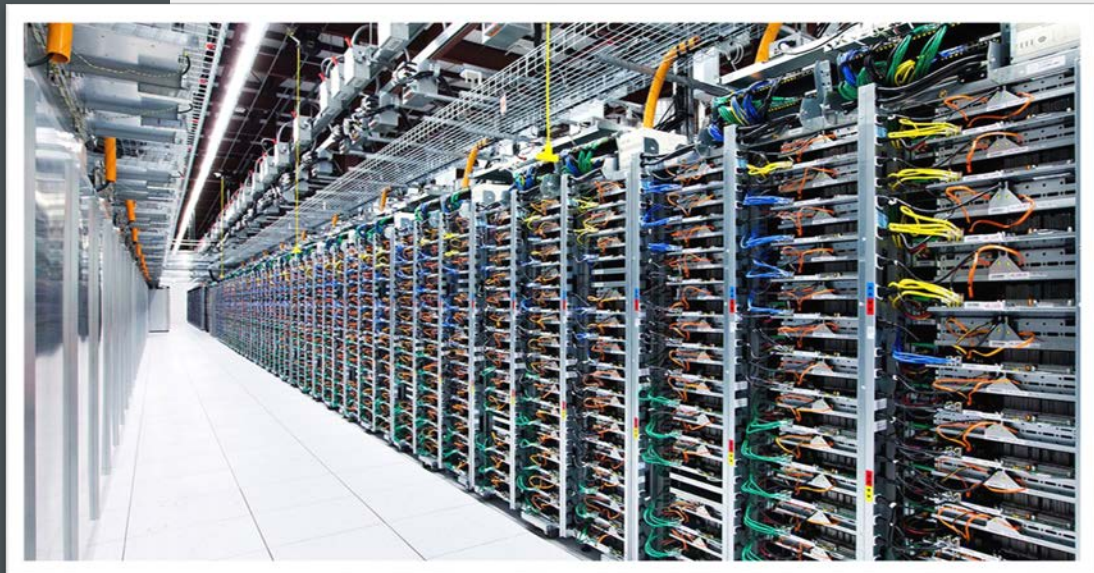


Industrial and Commercial Zoning District: Zoning Details

- Intent:
 - Create a new district to utilize strategic advantages to stimulate investment in high-tech, logistics, research and development and the emerging marihuana market in an area that is need of investment and economic development.
 - Create a new district that focuses on development and job creation hub, and expand the Township tax base.
- Uses:
 - High Tech + R and D
 - Warehousing and Logistics
 - Marihuana

High Tech + R and D

- Research and Development, Laboratories, experimental technology testing facilities.
- Avionic repair and manufacturing including airplanes, helicopters and drones.
- Green infrastructure and technology.
- Data centers for the storage and warehousing of computer servers.



Warehousing and Logistics

- Last mile logistics and distribution warehouses and uses.
 - Think Regional Amazon Centers or FedEx
- Large Scale Customer Fulfillment Centers
 - Large Scale Suppliers, Transport Hub, and Aviation



Marihuana

- Two license types
 - MMFLA (medical):
 - Grower
 - Processor
 - Provisioning Center (dispensary)
 - Safety Compliance Facility (Research and Development)
 - Secure Transporter
 - MRTMA (recreational):
 - Grower
 - Microbusiness
 - Processor
 - Retailer
 - Safety Compliance Facility (Research and Development)
 - Secure Transporter
 - Designed Consumption Establishment
 - Temporary Marijuana Event



Marihuana Regulations

- Odor control
- All activities shall be conducted indoor
- Other than signage, no visibility of activities
- No use of marihuana shall be permitted, other than consumption lounges

Process

- Board discussion on district and provides direction
- Based on discussion from Board, district will be incorporated into comprehensive Zoning Ordinance update
- Will go to PC for Public Hearing and back to Board for two readings

Questions and Discussion

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

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.

REGULAR MEETING AGENDA **TUESDAY, JULY 6, 2021** **7:00 P.M.**

1. CALL TO ORDER
2. PUBLIC COMMENTS (THREE MINUTES PER PERSON)
3. CONSENT AGENDA
 - A. MINUTES OF THE JUNE 15, 2021 WORK SESSION AND REGULAR MEETING
 - B. STATEMENTS AND CHECKS FOR JULY 6, 2021 IN THE AMOUNT OF \$1,064,468.97
4. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

NEW BUSINESS

1. REQUEST FOR APPROVAL TO REQUIRE THE COVID-19 VACCINATION FOR NEW HIRES AS RECOMMENDED BY THE SAFETY COMMITTEE
2. RESOLUTION 2021-19, TEMPORARY ROAD CLOSURE REQUEST FOR “RUN SCREAM RUN” 5K, 10K, AND KID’S MILE RUN ON OCTOBER 9, 2021

AUTHORIZATIONS AND BIDS

1. REQUEST APPROVAL TO SEEK PROPOSALS FOR PROFESSIONAL SERVICES TO ASSIST IN THE ADMINISTRATION OF AMERICAN RESCUE PLAN ACT FUNDS OF 2021

OTHER BUSINESS

BOARD MEMBER UPDATES

PUBLIC COMMENTS

CONSENT AGENDA

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JUNE 15, 2021 WORK SESSION MEETING**

Supervisor Stumbo called the meeting to order at approximately 6:00 p.m. on a Zoom Virtual Board meeting.

Members Present: Supervisor Stumbo, Clerk Heather Jarrell Roe, and Treasurer Eldridge
Trustees: Gloria Peterson, Debbie Swanson, Jimmie Wilson, John Newman
(All members stated that they were present in Ypsilanti Township)

Members Absent: none

Legal Counsel: Wm. Douglas Winters

1. WRRMA AND WRRMA QUALITY IMPROVEMENT GRANT UPDATE
.....**MICHAEL HOFFMEISTER, RESIDENTIAL SERVICES DIRECTOR**
THEO EGGERMONT, DEPT. OF PUBLIC WORKS

Supervisor Stumbo stated that Mike Hoffmeister is not at this meeting tonight but Mr. Eggermont is here to conduct this presentation.

Mr. Eggermont explained the WRRMA Quality Improvement Grant and what it will be used for. He said the value of the grant is \$240,000.00 and we receive a lot of support through the recycling partnership. He said that there is approximately 30% of the recycling that is contaminated. He said this contamination causes additional cost and is a safety hazard for the employees. He said they have had a lot of success with this program in helping reduce the amount of trash that contaminates the recycling. He said this program will start with a pre-audit to get a baseline which will let us know how much contamination we have. He said they do a lot of education and outreach explaining the program to residents. Mr. Eggermont stated after notifying resident about the program they will send out inspectors to examine the residents recycling and if there are items that are not recyclable the resident will get a tag explaining what they found. He said at the end of the program they will do another audit to see how effective it was. Mr. Eggermont said the goal is to reduce contamination and it has been highly successful.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JUNE 15, 2021 WORK SESSION MEETING
PAGE 2**

Supervisor Stumbo stated this was a great way to find out where we are at and what we can do better.

Trustee Wilson stated that we were interested in the grant. He asked how many team members would be in the field. Mr. Eggermont said they have 12 team members.

Trustee Newman asked if they would inspect the whole recycling bin. Mr. Eggermont stated they are not digging through the bin. He said they are just glancing at what is in there.

AGENDA REVIEW.....SUPERVISOR STUMBO

CONSENT AGENDA

A. MINUTES OF THE JUNE 1, 2021 WORK SESSION REGULAR MEETING

B. STATEMENTS AND CHECKS

- 1. STATEMENTS AND CHECKS FOR JUNE 15, 2021 IN THE AMOUNT OF \$541,354.99**
- 2. CLARITY HEALTHCARE DEDUCTIBLE ACH EFT FOR MAY 2021 IN THE AMOUNT OF \$56,733.10**
- 3. CLARITY HEALTHCARE ADMIN FEE FOR MAY 2021 IN THE AMOUNT OF \$1,190.00**

C. TREASURER'S REPORT APRIL 2021

ATTORNEY REPORT

- A. GENERAL LEGAL UPDATE – Attorney Winters will be at the Regular Board Meeting**

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JUNE 15, 2021 WORK SESSION MEETING
PAGE 3**

NEW BUSINESS

1. REQUEST OF SUNRISE HOSPITALITY FOR AN A-1 HOTEL LICENSE FOR USE AT THE HAMPTON INN LOCATED AT 515 JAMES L. HART PKWY

Treasurer Eldridge stated they the hotel has been open about 6 weeks and there capacity levels are still rather low. He said the A-1 Hotel license would still come out of the Townships' allotted liquor license and the Township Liquor Committee concluded that they would not generate enough business and have not been open long enough to see what the capacity level might be. Treasurer Eldridge said that this is only intended for their hotel guests and even at 100% capacity the committee questioned if that would even generate enough business to allow one of the few licenses the Township has left. He said they advised Sunrise Hospitality of the multiply licenses that are currently held in escrow in Washtenaw County that they would be able to purchase.

Mr. Batel, Sunrise Hospitality stated they do not have a full service restaurant and it would be too expensive to purchase a license in escrow. He said they would like the Township to let them have a license for five years and if the Township needed it for a new establishment in Ypsilanti Township they would return it to the Township.

Supervisor Stumbo stated she is not aware of that option in the State of Michigan.

Treasurer Eldridge stated that is not allowed in the State of Michigan.

2. REQUEST APPROVAL OF THE FIRST AMENDED ARTICLES OF INCORPORATION OF THE WASHTENAW REGIONAL RESOURCE AUTHORITY (WRRMA)

Trustee Swanson asked about the section that stated if it was dissolved it would be equally distributed and wanted to know if you are a larger or smaller community would it still be equal.

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MINUTES OF THE JUNE 15, 2021 WORK SESSION MEETING
PAGE 4**

Supervisor Stumbo stated that each participate gets one vote no matter how large or small a community you have.

Theo Eggermont stated the language is required in the contract even if it doesn't pertain to your community.

3. REQUEST TO WAIVE THE FINANCIAL POLICY AND AWARD THE LOW QUOTE FOR WINDOW TINTING AT THE CIVIC CENTER TO ALLIED WINDOW IN THE AMOUNT OF \$11,700.00 BUDGETED IN LINE ITEM #101-265-000-818-001

Clerk Jarrell Roe stated it is a tinted film that would be put on the windows which will reduce the glare so we can see computer screens. She said it will reduce the loss of heat in the winter and air conditioning in the summer. She said because of the plastic barriers that were installed during Covid a glare made it difficult to see people at our counter and the film on the windows will eliminate that.

4. REQUEST TO AUTHORIZE CIRCUIT COURT LITIGATION TO ABATE PUBLIC NUISANCES LOCATED AT 1106 E. MICHIGAN AVE. AND 109 JOHNSON ST. BUDGETED IN LINE ITEM #101-950-000-801-023

Supervisor Stumbo stated Attorney Winters would give an update later in the meeting regarding 1106 E. Michigan Ave.

5. REQUEST TO FORMALLY APPROVE AN AGREEMENT WITH DTE FOR STREETLIGHTING FOR THE US-12 PHASE 2 ROAD IMPROVEMENT PROJECT

Supervisor Stumbo stated they met with DTE and finalized the cost. She said this would be a reoccurring cost each year that would be budgeted.

6. REQUEST TO CANCEL THE AUGUST 3, 2021 BOARD OF TRUSTEES MEETING DUE TO THE SPECIAL ELECTION

Supervisor Stumbo stated they sent out a postcard explaining the proposals and wondered if any of the board had any feedback from residents.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JUNE 15, 2021 WORK SESSION MEETING
PAGE 5**

Trustee Wilson stated residents who he talked with are happy about not increasing taxes but would like less police and more recreation.

**7. REQUEST TO WAIVE THE FINANCIAL POLICY AND PURCHASE TWO (2)
RADAR SPEED DISPLAY TRAILERS FROM KUSTOM SIGNALS, INC. IN THE
AMOUNT OF \$12,710.00 BUDGETED IN LINE ITEM #266-301-000-977-000**

Trustee Swanson asked since they are on trailers are they insured in case of theft.

Supervisor Stumbo stated they were insured and we have never had a theft. She said we have two that will be moved around throughout the Township per resident request.

Michael Radzik, OCS Director stated there is a cable lock system that locks the axel in place which makes it difficult to steal because they would have to lift it up and put it on a flatbed truck. He said we have never had one stolen or even vandalized. He said residents are notified when they are going in their neighborhood and they keep an eye on them also.

AUTHORIZATION AND BIDS

**1. REQUEST TO SEEK SEALED BIDS FOR THE RENOVATION OF THE FIRE
HEADQUARTERS DORMITORY BATHROOM LOCATED AT 222 S. FORD BLVD.**

OTHER DISCUSSION.....BOARD MEMBERS

Trustee Peterson asked Mike Radzik to update them about the 6 year old boy who was shot in Ypsilanti Township.

Mr. Radzik stated he didn't have any new information but said it was an active police investigation. He said the young child that was shot is going to recover nicely and quickly. He said it was a through and through shot in the arm, which is not to diminish the severity of it. He said it could have turned out very differently and we are grateful it didn't. Mr. Radzik stated the individual who is believed to be

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JUNE 15, 2021 WORK SESSION MEETING
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responsible has been charged and is pending trial and he was taken back into custody. He said the Prosecutions' Office petitioned the Court to reconsider the bond and it was raised from \$10,000.00 to \$100,000.00 cash. He said some of our Ordinance Staff has had conversations with the victims' father. He said the father told them he is seeking justice and wants the legal process to takes its course. Mr. Radzik stated more details are not available because it is an open investigation but we will find out more information when this case goes to court.

Trustee Wilson stated the next court date is July 22, 2021 and we will get more information after that hearing.

Attorney Winters explained why there is a request for authorization in Circuit Court to abate public nuisance located at 1106 E. Michigan Ave., Ypsilanti on the Agenda tonight. He said this has been the most heart wrenching experience that we have ever been involved with in quite some time. He said this situation is still evolving with more information than we had even a week ago. Attorney Winters stated on 6/3/2021 our office was contacted by the OCS to notify us what was occurring at 1106 E. Michigan Ave. He said the OCS had been in contact with the Public Health Department and LARA. He said LARA oversees the licenses for cemeteries, funeral homes, and crematoriums for the State of Michigan. He said they were at the site exercising a search warrant in regards to a complaint that was initiated by a former employee reported on the conditions on how this crematorium was conducting business. He said we issued a search warrant so our Ordinance Officers could inspect this business. He said there were so many code violations that all we could do is go into litigation. Attorney Winters stated other agencies who are involved with this situation, we as a Township wanted all the bodies that were found in this building to be taken to a licensed crematorium where they could be properly identified and then have the cremation completed. Attorney Winters stated that Mr. Parker from LARA cancelled the meeting that was scheduled with the full time Officials after he was notified that there would been additional township representation present at the meeting. He said there was 39 bodies in that building on June 7, 2021 and out of them only about 8 or 9 had the proper paperwork to complete a cremation. Attorney Winters stated he went over to the crematory and saw people going in and out of the building. He said he spoke with one of the gentlemen and asked what he was doing and if the bodies were still in the building.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JUNE 15, 2021 WORK SESSION MEETING
PAGE 7

He said the man told him they were burning drugs that were brought over from the University of Michigan Police Department and that he had just spoke with Mr. Parker who told him he could start cremation on the bodies that they have the paperwork for. Attorney Winters stated this was not what the Township would authorize and that the Township would be pursuing litigation with this crematory. He said we got a court order to deny occupancy of the building but it did allow for removal of the bodies to a license facility. He said that although Attorney McLain had talked with the Attorney General but was not told that the Attorney General's Office had already entered a cease and assessed on June 4, 2021. He said we did not get a copy of it until this past week. Attorney Winters stated that the owner of the crematorium, O'Neal Swanson II, had his license revoked in 2018 by the Board of Examiners of Mortuary Science for numerous violations and was charged with 10 felony counts. Attorney Winters stated that in 2019 he pleaded guilty to two of the counts and after he paid a fine of \$75,000.00 in criminal restitution and he was discharged from probation on these felony counts on May 24, 2021 which is the same day the Township received the original complaint from the former employee.

Michael Radzik, OCS Director stated that one of our ordinance officers had nightmares after inspecting that building. He said today, after our field staff was there checking on things at that location, he was told that there were refrigerated trucks parked in the back where bodies are being stored. Mr. Radzik stated our staff overheard conversations on speaker phones where workers were talking to loved ones of the deceased. He said they were crying and screaming to the staff asking where their loved ones were and stating they have had their bodies for months. He said that he commends the staff, attorney, and board for handling this.

Trustee Swanson stated that she also thanked everyone who has been trying to rectify this. She said it was important for the families that proper identification happens. She said it is hard for her to imagine 55 bodies and she believes that some people might not be aware of this because she thinks if they did there would be more media involvement.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JUNE 15, 2021 WORK SESSION MEETING
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The meeting was adjourned at approximately 6:49PM.

Respectfully Submitted,

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

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JUNE 15, 2021 REGULAR BOARD MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:00 p.m. done as Zoom Virtual Board meeting.

Members Present: Supervisor Brenda Stumbo, Clerk Heather Jarrell Roe, and Treasurer Stan Eldridge
Trustees: John Newman, Gloria Peterson,
Debbie Swanson, and Jimmie Wilson, Jr.
(All members stated that they were present in Ypsilanti Township)

Members Absent: none

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS (THREE MINUTES PER PERSON) –None

Supervisor Stumbo stated that Leon Jackson former employee passed away this morning. She said there will be a celebration of his life in July.

CONSENT AGENDA

A. MINUTES OF THE JUNE 1, 2021 WORK SESSION REGULAR MEETING

B. STATEMENTS AND CHECKS

- 1. STATEMENTS AND CHECKS FOR JUNE 15, 2021 IN THE AMOUNT OF \$541,354.99**
- 2. CLARITY HEALTHCARE DEDUCTIBLE ACH EFT FOR MAY 2021 IN THE AMOUNT OF \$56,733.10**
- 3. CLARITY HEALTHCARE ADMIN FEE FOR MAY 2021 IN THE AMOUNT OF \$1,190.00**

C. TREASURER'S REPORT APRIL 2021

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

The motion carried unanimously.

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters stated we will have a special meeting in June regarding the contract with AFSCME.

Attorney Winters stated he received all the documents today regarding the security camera attachment agreement with DTE. He said if we have a special

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JUNE 15, 2021 REGULAR BOARD MEETING
PAGE 2**

meeting for the AFSCME contract we can add this to the agenda or wait for the July meeting if we don't get the special meeting.

Supervisor Stumbo stated there is an upcoming court hearing regarding the shooting of the 6 year old child. She said all gun violence is bad but on an innocent child is totally unacceptable and people need to be held accountable for their action. Supervisor Stumbo stated regarding the issues with the crematorium, the people responsible for that deplorable situation also need to be held accountable. She said she is so proud to serve with a board who stands together for injustices.

NEW BUSINESS

1. REQUEST OF SUNRISE HOSPITALITY FOR AN A-1 HOTEL LICENSE FOR USE AT THE HAMPTON INN LOCATED AT 515 JAMES L. HART PKWY

A Motion was made by Clerk Jarrell Roe, supported by Trustee Wilson to deny the Request of Sunrise Hospitality for an A-1 Hotel License for use at the Hampton Inn located at 515 James L. Hart Pkwy in accordance with the Liquor Commissions recommendation.

Supervisor Stumbo thanked the members of the Township Liquor Commission for all the hard work they do serving on this board.

Clerk Jarrell Roe stated she is hopeful the petitioners will seek to secure a liquor license from the open market to help meet their needs for their hotel.

The motion carried unanimously.

2. REQUEST APPROVAL OF THE FIRST AMENDED ARTICLES OF INCORPORATION OF THE WASHTENAW REGIONAL RESOURCE AUTHORITY (WRRMA)

A Motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge, to Request Approval of the First Amended Articles of Incorporation of the Washtenaw Regional Resource Authority (WRRMA) (see attached).

The motion was carried unanimously.

3. REQUEST TO WAIVE THE FINANCIAL POLICY AND AWARD THE LOW QUOTE FOR WINDOW TINTING AT THE CIVIC CENTER TO ALLIED WINDOW IN THE AMOUNT OF \$11,700.00 BUDGETED IN LINE ITEM #101-265-000-818-001

A Motion was made by Trustee Peterson supported by Trustee Swanson to Approve Request to Waive the Financial Policy and Award the Low Quote for Window Tinting at the Civic Center to Allied Window in the Amount of \$11,700.00 Budgeted in Line Item #101-265-000-818-001.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JUNE 15, 2021 REGULAR BOARD MEETING
PAGE 3**

Attorney Winters stated Mike Hoffmeister should make sure a copy of the warranty should be on file in the Clerks' Office.

The motion was carried unanimously.

4. REQUEST TO AUTHORIZE CIRCUIT COURT LITIGATION TO ABATE PUBLIC NUISANCES LOCATED AT 1106 E. MICHIGAN AVE. AND 109 JOHNSON ST. BUDGETED IN LINE ITEM #101-950-000-801-023

A Motion was made by Treasurer Eldridge, supported by Trustee Wilson to Approve the Request to Authorize Circuit Court Litigation to Abate Public Nuisances Located at 1106 E. Michigan Ave. and 109 Johnson St. Budgeted in Line Item #101-950-000-801-023.

The motion was carried unanimously.

5. REQUEST TO FORMALLY APPROVE AN AGREEMENT WITH DTE FOR STREETLIGHTING FOR THE US-12 PHASE 2 ROAD IMPROVEMENT PROJECT

A Motion was made by Trustee Peterson, supported by Clerk Jarrell Roe to Approve the Request to Formally Approve an Agreement with DTE for Street lighting for the US-12 Phase 2 Road Improvement Project (see attached.

The motion was carried unanimously.

6. REQUEST TO CANCEL THE AUGUST 3, 2021 BOARD OF TRUSTEES MEETING DUE TO THE SPECIAL ELECTION

A motion was made by Clerk Jarrell Roe, supported by Trustee Wilson to Approve the Request to Cancel the August 3, 2021 Board of Trustees Meeting Due to the Special Election

The motion was carried unanimously.

7. REQUEST TO WAIVE THE FINANCIAL POLICY AND PURCHASE TWO (2) RADAR SPEED DISPLAY TRAILERS FROM KUSTOM SIGNALS, INC. IN THE AMOUNT OF \$12,710.00 BUDGETED IN LINE ITEM #266-301-000-977-000

A motion was made by Trustee Swanson, supported by Trustee Peterson to Approve the Request to Waive the Financial Policy and Purchase Two (2) Radar Speed Display Trailers from Kustom Signals, Inc. in the amount of \$12,710.00 Budgeted in Line Item #266-301-000-977-000.

The motion was carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE JUNE 15, 2021 REGULAR BOARD MEETING
PAGE 4**

AUTHORIZATION AND BIDS

- 1. REQUEST TO SEEK SEALED BIDS FOR THE RENOVATION OF THE FIRE HEADQUARTERS DORMITORY BATHROOM LOCATED AT 222 S. FORD BLVD.**

A Motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to Approve the Request to Seek Sealed Bids for the Renovation of the Fire Headquarters Dormitory Bathroom Located at 222 S. Ford Blvd.

The motion was carried unanimously.

BOARD MEMBER UPDATES

Trustee Wilson stated on Saturday at 11:00am they will have a Juneteenth flag raising at the Civic Center.

Clerk Jarrell Roe stated the Clerks' Office is continuing to receive absentee ballot applications. She said the mailer has been sent explaining the proposals to our residents.

Treasurer Eldridge stated he offered his condolences to Leon Jacksons' family. He has known Mr. Jackson since he was a young guy in this Township and he said he has never met a more humble, gracious, and kind person.

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

Motion carried unanimously.

The meeting was adjourned at approximately 7:22PM

Respectfully Submitted,

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

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

Exhibit A to Master Agreement


Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of June 1, 2021 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:	60270097 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:	[Michigan Ave: 94 Ramp to Wiard Rd], as more fully described on the map attached hereto as <u>Attachment 1</u> .								
3. Total number of lights to be installed:	79								
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install thirty-seven (37) 136w LED luminaires with black housing mounted to thirty-seven (37), stock, 30' direct buried, black fiberglass posts with single arms. Install forty-two (42) 136w LED luminaires with black housing mounted to twenty-one (21), stock, 30' direct buried, black fiberglass posts with double arms.								
5. Estimated Total Annual Lamp Charges	\$24,051.60-Ypsilanti Township								
6. Estimated Total Annual Post Charges if selected	\$0.00								
7. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Total Project Costs:</td> <td style="text-align: right;">\$304,635.75</td> </tr> <tr> <td>Credit for 3 years of lamp charges:</td> <td style="text-align: right;">\$72,154.80</td> </tr> <tr> <td>Total Project-CIAC Amount Paid by Washtenaw County Road Commission</td> <td style="text-align: right;">\$232,480.95</td> </tr> <tr> <td>Credit for Post Charge, if selected</td> <td style="text-align: right;">\$0.00</td> </tr> </table>	Total Project Costs:	\$304,635.75	Credit for 3 years of lamp charges:	\$72,154.80	Total Project-CIAC Amount Paid by Washtenaw County Road Commission	\$232,480.95	Credit for Post Charge, if selected	\$0.00
Total Project Costs:	\$304,635.75								
Credit for 3 years of lamp charges:	\$72,154.80								
Total Project-CIAC Amount Paid by Washtenaw County Road Commission	\$232,480.95								
Credit for Post Charge, if selected	\$0.00								
8. Payment of CIAC Amount:	Due promptly upon execution of this Agreement \$232,480.95								
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]

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



**Accounting
Department**

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

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

JULY 6, 2021 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	469,663.32
HAND CHECKS -	\$	594,805.65
CREDIT CARDS PURCHASES -	\$	0.00
GRAND TOTAL -	\$	1,064,468.97

Check Date	Check	Vendor Name	Amount
<i>HAND CHECKS</i>			
Bank AP AP			
06/11/2021	188169	COMCAST CABLE	37.39
06/11/2021	188170	COMCAST CABLE	151.99
06/11/2021	188171	COMCAST CABLE	8,353.10
06/11/2021	188172	DTE ENERGY	73,190.38
06/11/2021	188173	VERIZON WIRELESS	438.85
06/11/2021	188174	VERIZON WIRELESS	2,622.42
06/11/2021	188175	WEX BANK	1,377.14
06/16/2021	188176	MICHIGAN STATE DEPT. OF TREASURY	31,210.94
06/21/2021	188177	BLUE CROSS BLUE SHIELD OF MI	182,140.05
06/21/2021	188178	DEARBORN NATIONAL LIFE INSURANCE	4,638.22
06/21/2021	188179	DELTA DENTAL PLAN OF MICHIGAN	12,823.46
06/21/2021	188180	DTE ENERGY	8,857.73
06/21/2021	188181	GUARDIAN ALARM	1,058.43
06/21/2021	188182	GUARDIAN ALARM	1,684.74
06/21/2021	188183	GUARDIAN ALARM	2,424.39
06/21/2021	188184	VISION SERVICE PLAN	3,705.31
06/21/2021	188185	WASTE MANAGEMENT	6,278.61
06/21/2021	188186	WASTE MANAGEMENT	664.23
06/21/2021	188187	WASTE MANAGEMENT	210,907.70
06/22/2021	188188	DANIEL GASCO	66.00
06/22/2021	188189	LAWRENCE HENDRICKS	140.00
06/22/2021	188190	ROBERT THOMASON	180.00
06/22/2021	188191	VINCENT RONCOLI	60.00
06/22/2021	188192	YSHELU JOHNSON	251.25
06/22/2021	188193	BLUE CROSS BLUE SHIELD OF MI	29,113.50
06/22/2021	188194	GUARDIAN ALARM	179.82
06/22/2021	188195	YAMAHA MOTOR FINANCE CORPORATION	6,900.00
06/23/2021	188196	TINA HOTCHKISS	164.00
06/25/2021	188197	BRENDOLYN RUSS	18.00
06/25/2021	188198	DAKOTA SMITH	66.00
06/25/2021	188199	DANA BILBEISI	84.00
06/25/2021	188200	SANDRA ANN ROGALA	18.00
06/25/2021	188201	ANR PIPELINE	5,000.00

AP TOTALS:		
Total of 33 Checks:		594,805.65
Less 0 Void Checks:		0.00
Total of 33 Disbursements:		594,805.65

Check Date	Check	Vendor Name	Amount
Bank AP AP			
07/06/2021	188202	A DESIGN LINE	43.98
07/06/2021	188203	A.F. SMITH ELECTRIC	711.90
07/06/2021	188204	AAA AUTO PARTS & SERVICE	606.88
07/06/2021	188205	ACCUSHRED LLC	65.00
07/06/2021	188206	ADVANCED COMMUNICATIONS & DATA	680.55
07/06/2021	188207	ALLEGRA PRINTING AND IMAGING	2,536.00
07/06/2021	188208	ALLSHRED SERVICES	900.00
07/06/2021	188209	AMAZON CAPITAL SERVICES	1,951.70
07/06/2021	188210	ANN ARBOR CLEANING SUPPLY	1,456.64
07/06/2021	188211	ANN ARBOR SUMMER FESTIVAL	5,000.00
07/06/2021	188212	ANN ARBOR WELDING SUPPLY CO	279.93
07/06/2021	188213	ARIANA HERRERA-WILDER	45.00
07/06/2021	188214	AUTO VALUE YPSILANTI	447.91
07/06/2021	188215	BANK SUPPLIES	69.76
07/06/2021	188216	BRANDON DRAKE	1,363.60
07/06/2021	188217	BREATHING AIR SYSTEMS	537.14
07/06/2021	188218	CARL ROWSEY	153.69
07/06/2021	188219	CARLISLE/WORTMAN ASSOCIATES	5,437.50
07/06/2021	188220	CASSANDRA KELLY	15.00
07/06/2021	188221	CERTASITE, LLC	394.30
07/06/2021	188222	CHERYL ANN LOPEZ	1,050.00
07/06/2021	188223	CINCINNATI TIME SYSTEMS	322.45
07/06/2021	188224	CIVICPLUS LLC	4,725.00
07/06/2021	188225	COLMAN-WOLF SANITARY SUPPLY CO	121.11
07/06/2021	188226	CRYSTAL FLASH, INC.	5,043.36
07/06/2021	188227	DIVERSE REAL ESTATE (102H)	60,200.00
07/06/2021	188228	EMERGENT HEALTH PARTNERS	7,252.30
07/06/2021	188229	ERIKA JIMERSON	100.00
07/06/2021	188230	FIBER LINK	35.00
07/06/2021	188231	FONDRIEST ENVIRONMENTAL, INC	760.00
07/06/2021	188232	GORNO FORD	39,471.00
07/06/2021	188233	GOVERNMENTAL CONSULTANT SERVICES	3,206.50
07/06/2021	188234	GRAINGER	1,211.82
07/06/2021	188235	GRIFFIN PEST SOLUTIONS	84.50
07/06/2021	188236	HEIKK'S DECORATED APPAREL	171.00
07/06/2021	188237	HOME DEPOT	809.60
07/06/2021	188238	INNOVATIVE OFFICE TECHNOLOGY GROUP	119.57
07/06/2021	188239	INTERGRITY BUSINESS SOLUTIONS LLC	110.16
07/06/2021	188240	IPS DRUG TESTING	40.00
07/06/2021	188241	JCJ CONTRACTING, INC	3,000.00
07/06/2021	188242	JTW PIPES LLC	1,407.40
07/06/2021	188243	JUMP-A-RAMA	1,348.20
07/06/2021	188244	LANGUAGE LINE SERVICES	1,065.32
07/06/2021	188245	LAWRENCE HENDRICKS	100.00
07/06/2021	188246	LOOKING GOOD LAWNS	26,873.00
07/06/2021	188247	LOWE'S	378.30
07/06/2021	188248	LOWER HURON SUPPLY	195.30
07/06/2021	188249	LSQ FUNDING GROUP, L.C.	501.60
07/06/2021	188250	LUBRICATION ENGINEERS	1,337.68
07/06/2021	188251	MELISSA HOLBROOK	13,058.00
07/06/2021	188252	MENARDS, INC.	64.68
07/06/2021	188253	MESSENGER PRINTING	7,463.48
07/06/2021	188254	MI-GMIS	100.00
07/06/2021	188255	MICHIGAN LINEN SERVICE, INC.	1,789.24
07/06/2021	188256	MICHIGAN TOWNSHIP ASSOC.**	99.00
07/06/2021	188257	MICHIGAN TOWNSHIP ASSOC.**	3,253.26
07/06/2021	188258	MIDWEST ENVIRO SOLUTIONS	4,750.00
07/06/2021	188259	MINUTES SOLUTIONS	200.00
07/06/2021	188260	NAPA AUTO PARTS*	193.79
07/06/2021	188261	NFPA	242.15
07/06/2021	188262	NYE UNIFORM EAST	177.02
07/06/2021	188263	OFFICE EXPRESS	138.00
07/06/2021	188264	ORCHARD, HILTZ & MCCLIMENT INC	25,125.50
07/06/2021	188265	PARKWAY SERVICES, INC.	1,155.00
07/06/2021	188266	PEPSI BEVERAGES COMPANY	349.40
07/06/2021	188267	PETER POWER	2,625.00
07/06/2021	188268	PINTER'S FLOWERLAND, INC.	89.35
07/06/2021	188269	PRINTING SYSTEMS	4,459.81
07/06/2021	188270	QUADIANT INC	389.82
07/06/2021	188271	QUADIANT LEASING USA, INC	1,058.70
07/06/2021	188272	RANDAZZO MECHANICAL	47.25
07/06/2021	188273	REDWOOD LIVING, INC.	40,000.00
07/06/2021	188274	RHETT REYES	2,194.50
07/06/2021	188275	RHONDA BATES	16.70
07/06/2021	188276	SAFEWARE	191.67
07/06/2021	188277	SALADINO CONSTRUCTION COMPANY	8,000.00
07/06/2021	188278	SAM'S CLUB DIRECT	92.70
07/06/2021	188279	SAMANTHA ALAPERT	853.30

A/P Checks

Check Date	Check	Vendor Name	Amount
07/06/2021	188280	SERVICE ELECTRIC	492.25
07/06/2021	188281	SGI HEATING & COOLING	67.50
07/06/2021	188282	SHRADER TIRE & OIL	609.12
07/06/2021	188283	SILVER LINING TIRE RECYCLING	250.00
07/06/2021	188284	SOUTHERN COMPUTER WAREHOUSE	98.97
07/06/2021	188285	SPARTAN DISTRIBUTORS	1,513.04
07/06/2021	188286	STADIUM TROPHY	30.80
07/06/2021	188287	STANDARD PRINTING	245.00
07/06/2021	188288	STANTEC	2,016.25
07/06/2021	188289	STAPLES* - ACCOUNT #1026071	48.76
07/06/2021	188290	START RESCUE	1,023.33
07/06/2021	188291	STATE OF MICHIGAN	29,630.19
07/06/2021	188292	STATE OF MICHIGAN	10.00
07/06/2021	188293	STATE OF MICHIGAN*#	30.00
07/06/2021	188294	SUPERIOR GROUNDCOVER	12,402.50
07/06/2021	188295	TARGET SPECIALTY PRODUCTS	486.45
07/06/2021	188296	TASK FORCE TIPS	625.30
07/06/2021	188297	TAYLOR MADE GOLF COMPANY	227.16
07/06/2021	188298	TEAM GOLF	499.59
07/06/2021	188299	TERMINIX PROCESSING CENTER	68.00
07/06/2021	188300	TODD BARBER	6,695.00
07/06/2021	188301	TRACTOR SUPPLY COMPANY	259.95
07/06/2021	188302	UNIFIRST CORPORATION	214.55
07/06/2021	188303	UNITED STATES TREASURY	236.74
07/06/2021	188304	UTILITIES INSTRUMENTATION SERV	875.00
07/06/2021	188305	VERIZON CONNECT NWF, INC.	679.98
07/06/2021	188306	VICTORY LANE	586.71
07/06/2021	188307	W.J. O'NEIL COMPANY	3,549.00
07/06/2021	188308	WASHTENAW COUNTY BAR ASSOC.	340.00
07/06/2021	188309	WASHTENAW COUNTY LEGAL NEWS	35.00
07/06/2021	188310	WASHTENAW COUNTY ROAD COMMISSION	98,609.38
07/06/2021	188311	WASHTENAW COUNTY SHERIFF'S OFFICE	180.00
07/06/2021	188312	WASHTENAW COUNTY TREASURER#	604.95
07/06/2021	188313	WASTE MANAGEMENT	811.27
07/06/2021	188314	WASTE MANAGEMENT	237.04
07/06/2021	188315	WEINGARTZ	74.97
07/06/2021	188316	WHITNEY ELECTRIC & PLUMBING	153.00
07/06/2021	188317	YAMAHA GOLF CARS PLUS	188.53
07/06/2021	188318	YPSILANTI ACE HARDWARE	41.06
07/06/2021	188319	YPSILANTI COMMUNITY	3,003.01

AP TOTALS:

Total of 118 Checks:	469,663.32
Less 0 Void Checks:	0.00
Total of 118 Disbursements:	<u>469,663.32</u>

ATTORNEY REPORT

GENERAL LEGAL UPDATE

NEW BUSINESS

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



**Human Resource
Department**

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-0065
Fax: (734) 484-5160
ytown.org

MEMORANDUM

TO: Charter Township of Ypsilanti Board of Trustees

FROM: Karen Wallin, Human Resource Manager

DATE: July 1, 2021

RE: **Request approval to require COVID-19 Vaccination for New Hires as recommended by the Township Safety Committee.**

The Human Resource Department has received recommendation from the Safety Committee to entertain the thought of requiring all new hires be fully vaccinated against COVID-19.

Requiring new employees be vaccinated will reduce the following:

- Likelihood of spreading COVID-19 to current employees
- Prevent loss work hours
- Reduce stress to other employees due to change in workload due to absences.

We will continue to encourage current employees be vaccinated, however only requiring it for new hires.

Your consideration in this matter is appreciated. Should you have any questions, please feel free to contact HR.

**CHARTER TOWNSHIP
OF YPSILANTI**

RESOLUTION NO. 2021-19

**RESOLUTION REGARDING
TEMPORARY ROAD
CLOSURE**

Resolution authorizing the temporary road closure of Merritt Road between Munger and Stoney Creek for runners to cross Merritt Road at Wiard's Orchard on Saturday, October 9, 2021 from 8:30am to 10:30am for the Run Scream Run 5K, 10K and Kid's Mile.

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

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

NOW THEREFORE, BE IT RESOLVED that the Township of Ypsilanti Board of Trustees designates and agrees that Randal Step, owner R.F. Events be the authorized official designee in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

START/FINISH



Ward's Orchard

REGISTRATION

PARKING

STORE

Pedestrian Entrance

Rolling Hills County Park

MERRITT ROAD

FUTURE PARK DEVELOPMENT

500 feet

MUNGER ROAD

NO ENTRANCE

AID

Water Park (see detail map)

Family Pavilions

Entrance

Prairie Pavilion

Family Pavilions

Gatehouse

Disc Golf Course

Sunshine Pavilion

"The Lodge" Park Headquarters

Woodlands Pavilion

SASSAFRASWOODS

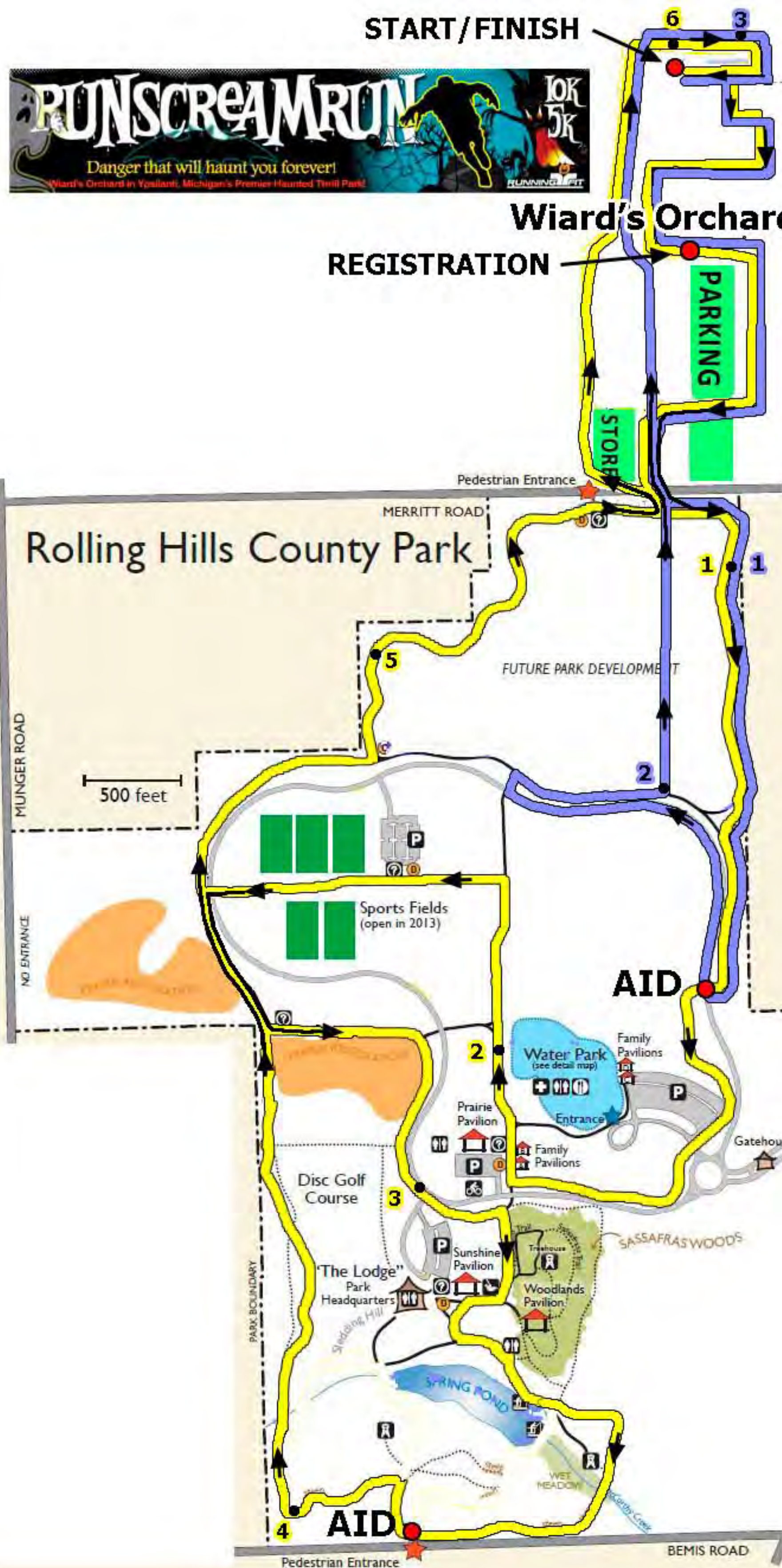
SPRING POND

WET MEADOW

AID

Pedestrian Entrance

BEMIS ROAD



2021 Run Scream Run - Road Crossing Application

From : mandy@rfevents.com Tue, Jun 22, 2021 02:02 PM

Subject : 2021 Run Scream Run - 1 attachment
Road Crossing
Application

To : 'Karen Lovejoy Roe'
<klovejoyroe@ytown.org
>, 'Lisa Garrett'
<Istanfield@ytown.org>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Lisa & Karen!

We are looking forward to being able to host races again

We are looking to get put on the list for Board approval upcoming meeting.

We will be submitting our permit application to Wash Co and they will need Ytown board approval.

Event: Run, Scream, Run

Date: Saturday, October 9, 2021

Start/Finish & parking: Wiard's Orchard

Distances: 5k/10k, Kid's Mile (1 Mile will cross in Rolling Hills)

Expected # of participants: 1,500

Map: Attached, the only road we go on is Merritt this is only to cross from Wiard's Orchard to Rolling Hills.

Road Crossing Time Frame: 5k/10k will start together at 8:30am first runners can be expected in Rolling Hills shortly after that. All races should be finished and packed up by 11:00am

**There will be course marshals at the road crossing
ask traffic to hold until runners cross.**

**There will also be "Runners on Road" crossing sign
warn vehicles before they get to the runners.**

**Randal Step, owner of R.F. Events, as the official
designee for this event**

Please let me know what other information you need. Thank
you for turning this around to WCRC for this event.

Thank you!

Mandy

Mandy Hetfield
RF Events
5700 Jackson Rd
Ann Arbor, MI 48103

 **2015map.pdf**
168 KB

AUTHORIZATIONS AND BIDS

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

MEMORANDUM

To: Ypsilanti Township Board of Trustees

From: Brenda Stumbo, Heather Jarrell Roe, Stan Eldridge

Date: June 30th, 2021

Subject: ***RFP for ARPA Funds Contractor***

Fellow Board Members,

Attached is a Request for Proposal to seek professional services for the Charter Township of Ypsilanti to assist in administration of the American Rescue Plan Act Funds of 2021.

Please contact us with any questions.

REQUEST FOR PROPOSAL

ADMINISTRATION/PROFESSIONAL SERVICES

Request for Proposals

July, 2021

American Rescue Plan

Act of 2021 (ARPA)

RFP – ARPA Administrative Services

July, 2021

Re: American Rescue Plan Act of 2021 Administration

Dear Administrative Service Providers:

Attached is a copy of the Township's Request for Proposals (RFP) for Administration/Professional services. These services are being solicited to assist Ypsilanti Township and its administration and reporting of the American Rescue Plan Act of 2021 stimulus funds.

The submission requires for this proposal are included in the attached RFP. Firms and/or individuals should have past experience with federally funded programs and reporting. Please submit a sealed proposal of services and statement of qualifications. This RFP will also be listed on Michigan Inter-governmental Trade Network (MITN). The deadline for submission is July 15th 2021.

Ypsilanti Township Clerk
7200 S Huron River Dr
Ypsilanti MI 48197

Sincerely,

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

RFP – ARPA Administrative Services

Ypsilanti Township is seeking to enter into a services contract with a competent administration/management/professional service provider to assist the Township in the administration, management and reporting of its funds received through the American Rescue Plan Act of 2021 (“ARPA”). The following outlines the request for proposals.

I. Scope of Work

The professional administration/management/professional service (“Consultant”) to be hired is to provide professional services in the administration, management and reporting of the ARPA funds received by Ypsilanti Township, including but not limited to the scope below.

a. Pre-Funding Services

Consultants will have knowledge of Federal and State rules and guidance concerning pre-funding services and receipt of federal funds. The Consultant will work with the Charter Township of Ypsilanti government to provide concise information needed for receipt and holding of initial and on-going deposits expected as part of the ARPA. The Consultant will have knowledge of interim Final Rules and other guidance released by the U.S. Treasury and other applicable sources.

b. Post-Funding Services

Consultant will advise and oversee fund administration and will work with, and report to, township officials by accurately researching and making determination of eligibility of fund expenditure per Final Rules issued by the U.S. Treasury.

Consultant will review township budgets and work closely with township staff, officials and professional service providers to identify COVID-19 related lost revenues. Consultant will provide budget report and reimbursement recommendation to township officials.

Consultant will review Township Master Plan, infrastructure and utility plans to identify projects that may be eligible for funding per ARPA final rules. Consultant will provide a recommendation to the township board as it pertains to determination guidelines, project specifics and project budgets.

RFP – ARPA Administrative Services

Consultant may attend meetings regarding collaborative efforts for regional ARPA eligible projects. Reports from meetings and recommendations will be made to township officials.

Consultant will draft local rules, program specifications and guidelines for funding plans as directed by Township Board.

c. Reporting

Reports for use of funds, methodology for determination guidelines, and project budgets will be provided to the township officials for each approved expenditure.

Consultant will create filing and maintain complete records of all expenditures of ARPA funds. The complete records and fillings must be provided to the Township Clerk, Accounting Director and Township Attorney.

Consultant will work with township staff to prepare single audits for expenditures. Consultant will work with Accounting Director and auditors as needed.

II. Statement of Qualifications

Ypsilanti Township is seeking to contract with a competent, professional administration/management firm or consultant having substantial experience in federal and local grants and contract management. Additional qualifications include:

- Experience in local municipal funding, budgeting, and auditing
- Experience with local planning and economic development initiatives
- A proven record of collaboration, communication, and project completion.
- Consultant/Firm is not debarred or suspended for any reason in the System for Award Management (SAM)
- Recommendations and referrals from past governmental clients, as well as resumes of all employees and subcontractors (if applicable) who will or may be assigned to provide technical assistance to this project

III. Proposed Cost of Services

RFP – ARPA Administrative Services

Please provide your cost proposal to accomplish the scope of work outlined above and for any additional services required. The proposal must include all foreseeable costs and reimbursable expenditures that are deemed necessary to successfully complete these activities. Please note that the lowest bid will not be used as the sole basis for entering into this contract.

IV. Submission Requirements

- a. Proposal and detailed scope of services
- b. Cost for Services
- c. Grant/Contract Experience
- d. References or referrals
- e. Resumes of full project team
- f. Livable Wage Certification for all employees or contractors related to the project.
- g. Current coverage for professional insurance liability and workers compensation

V. Deadline for Submission

Proposals must be received in the Clerk's office no later than 4pm on July 29th. Bid opening will be held on July 30th at 9 AM, located at 7200 S Huron River Drive, Ypsilanti MI 48197 in the Board Room. It is the responsibility of the submitting party to ensure that the proposal is received in a timely manner. Proposals received after the deadline will not be considered for award, regardless of whether or not the delay was outside the control of the submitting consultant/firm. Please submit your proposal to the following address:

**Ypsilanti Township
ATTN: Clerk's Office
7200 S Huron Drive
Ypsilanti, MI 48197**

The submittal must be delivered in a sealed 9 x 12 or larger envelope clearly marked on the outside ("RFP- ARPA ADMINISTRATIVE SERVICES – 2021") or submitted electronically via MITN's sealed bid process.

Ypsilanti Township is an affirmative/Equal Opportunity Employer. The Township does not discriminate on the basis of race, color national origin, sex, sexual orientation, gender identity, religion, age or handicapped status in employment or the provision of services.

OTHER BUSINESS

BOARD MEMBER UPDATES
