

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE APRIL 5, 2022 REGULAR BOARD MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:05PM in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited followed by a moment of silent prayer.

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

**Members Absent:** None

**Legal Counsel:** Wm. Douglas Winters

**2. PUBLIC COMMENTS**

Three public comments were given.

**3. CONSENT AGENDA**

**A. MINUTES OF THE MARCH 15, 2022 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

**1. STATEMENTS AND CHECKS FOR APRIL 5, 2022 IN THE AMOUNT OF \$2,187,664.58**

A motion was made by Clerk Jarrell Roe and supported by Treasurer Eldridge to approve the consent agenda.

The motion passed unanimously.

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters discussed the Township's efforts towards neighborhood stabilization over the years and his concern that things may be worsening again.

**NEW BUSINESS**

**1. RESOLUTION 2022-05, TO CHANGE A PLATTED LOT BOUNDARY LINE IN WASHTENAW CLUBVIEW SUBDIVISION LOT 6, DIVIDING THE ORIGINAL INTO TWO AS A RESULT OF A LOT SPLIT**

Clerk Jarrell Roe read the resolution into the record.

A motion was made by Clerk Jarrell Roe and seconded by Trustee Wilson to approve the Resolution 2022-05, to change a platted lot boundary line in

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Washtenaw Clubview Subdivision Lot 6, dividing the original into two as a result of a lot split (see attached).

Supervisor Stumbo detailed the changes.

Motion carried unanimously.

**2. REQUEST AUTHORIZATION TO PURCHASE A MASSEY FERGUSON TRACTOR FROM DIUBLE EQUIPMENT IN THE AMOUNT OF \$31,346.00 BUDGETED IN LINE ITEM #101-770-977-000 CONTINGENT UPON APPROVAL OF THE BUDGET AMENDMENT**

A motion was made by Trustee Peterson and seconded by Treasurer Eldridge to authorize the purchase of a Massey Ferguson Tractor from Diuble Equipment in the amount of \$31,346.00 budgeted in line item #101-770-977-000 contingent upon approval of the budget amendment.

The motion carried unanimously.

**3. REQUEST TO APPROVE ADDENDUM #2 TO THE AGREEMENT WITH COMMUNITY PUBLISHING AND MARKETING FOR THE TOWNSHIP BROCHURE IN THE AMOUNT OF \$16,595.00 BUDGETED IN LINE ITEMS #226-528-900-000, #230-754-880-000 AND 101-267-900-000**

A motion was made by Trustee Wilson and seconded by Clerk Jarrell Roe to approve addendum #2 to the agreement with Community Publishing and Marketing for the township brochure in the amount of \$16,595.00 budgeted in line items #226-528-900-000, #230-754-880-000 and 101-267-900-000 (see attached).

Supervisor Stumbo stated that this addendum was in response to the increase in the price of paper.

The motion carried unanimously.

**4. REQUEST TO APPROVE THE AGREEMENT WITH THE WASHTENAW COUNTY ROAD COMMISSION FOR THE 2022 LOCAL ROAD IMPROVEMENT PROGRAM IN THE AMOUNT OF \$64,085.08 BUDGETED IN LINE ITEM #101-446-982-000 CONTINGENT UPON APPROVAL OF THE BUDGET AMENDMENT**

A motion was made by Treasurer Eldridge and seconded by Clerk Jarrell Roe to approve the agreement with the Washtenaw County Road Commission for the 2022 Local Road Improvement Program in the amount of \$64,085.08 budgeted in line item #101-446-982-000 contingent upon approval of the budget amendment (see attached).

Supervisor Stumbo stated the three full time officials met with the WCRC and asked them to look at township roads and give them pavement ratings. Supervisor

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Stumbo added that going door to door showed various infrastructure improvements that were needed in the township.

The motion carried unanimously.

**5. REQUEST TO FORMALLY APPROVE A TERMS OF ENGAGEMENT LETTER WITH LAW FIRM OF KERR, RUSSELL AND WEBER, PLC BUDGETED IN LINE ITEM #101-729-801-024**

A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to formally approve a terms of engagement letter with the law firm of Kerr, Russell and Weber, PLC budgeted in line item #101-729-801-024.

Attorney Winters stated that this was for a lawsuit that had been filed against Secretary of State Jocelyn Benson and Township Clerk Heather Jarrell Roe stating that thirty days to gather petitions for a referendum on a zoning ordinance and meet the threshold requirement is not enough time. He added that the language on the petitions is also in question but that is a separate issue from this lawsuit.

Monica Ross-Williams, resident, commented on the township's right to zone its own community.

Supervisor Stumbo commented on the effort that was put into approving the master plan and that marijuana was zoned in an industrial district that is near Rawsonville Rd. and that the petition language was incorrect because the zoning ordinance does not allow marijuana within five feet of a residence.

The motion carried unanimously.

**6. REQUEST TO APPOINT GAGE SMITH TO THE PLANNING COMMISSION FOR A TERM ENDING DECEMBER 31, 2023**

A motion was made by Trustee Wilson and seconded by Treasurer Eldridge to appoint Gage Smith to the Planning Commission for a term ending December 31, 2023.

Supervisor Stumbo stated that Sally Ritchie had recently retired from the Planning Commission after 20 years of service. She added that Gage Smith has been on the Zoning Board of Appeals and is a recent graduate of EMU.

The motion carried unanimously.

**7. BUDGET AMENDMENT #5**

A motion was made Clerk Jarrell Roe and seconded by Trustee Peterson to approve budget amendment #3 (see attached).

The motion carried unanimously.

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**OTHER BUSINESS**

There was no other business discussed.

**BOARD MEMBER UPDATES**

Clerk Jarrell Roe stated that the ARPA committee is working on a webpage and is still evaluating dates for public meetings. She added that the ARPA committee has had two presentations, one from a community group represented by Alyshia Dyer and Alex Thomas and another from Washtenaw County Administrator Greg Dill and Teresa Gillotti to discuss opportunities to partner with the county in their new human services partnership.

Supervisor Stumbo spoke about meeting the with the OCS Dept. and West Willow Neighborhood leadership in regard to the neighborhoods concern with inoperable vehicles and unkempt homes. She added they were looking to send out a mailer to residents to let them know about township ordinances in regard to these issues.

Supervisor Stumbo added that litter in the township is very bad right now and there are two groups who have been working to clean some of it up.

Supervisor Stumbo updated that DTE is now tree trimming in the township and that this will help prevent power outages.

Supervisor Stumbo said that the three fulltime officials had a meeting with the sheriff's department in regard to license plate readers and that the sheriff's department will be holding a community meeting about this issue.

Supervisor Stumbo stated that a letter was received from Alyshia Dyer and that had been forwarded to the business owner and they're going to respond to the questions asked.

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

Motion carried unanimously.

The meeting was adjourned at approximately 7:49pm.

Respectfully Submitted,

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

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

CHARTER TOWNSHIP OF YPSILANTI

Resolution No. 2022-05

RESOLUTION REGARDING THE DIVISION OF A PLATTED LOT

Resolution authorizing the division of platted lots in Washtenaw Club View Subdivision

WHEREAS, the owner of a Lot 6, of Washtenaw Club View Subdivision has made a request to split a lot as previously approved and recorded; and

WHEREAS, Township ordinance no. 2000-243, Article IX, Section 11.01 states that "Upon the filing of a petition, by the owner or owners of all interest therein, with the Township Board, the platted lots, outlot, or parcels of land in existing recorded plats may be partitioned or divided upon resolution of the Township Board into not more than four (4) parts, each of which shall, in regard to width, depth and area, conform to the terms and provisions of the Charter Township of Ypsilanti Zoning Ordinance, as amended; and

WHEREAS, the Township Planning Department has reviewed the division and confirmed that the resulting parcels meet the minimum requirements for lot size and road frontage as set forth by Section 2000 of the Township Zoning Ordinance.

THEREFORE, BE IT RESOLVED, that the revised property descriptions are approved as follows:

LEGAL DESCRIPTIONS:

**PARCEL 1:**

**2600 VERNA ST**

THE PORTION OF LOT 6 WASHTENAW CLUB VIEW SUBDIVISION THAT IS SOUTH OF THE NORTH 118' OF LOT 6 WASHTENAW CLUB VIEW SUBDIVISION

**PARCEL 2:**

**2581 PACKARD RD**

THE N 118' OF LOT 6 WASHTENAW CLUB VIEW SUBDIVISION

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. 2022-05, approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 5, 2022.



Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti

**Community Publishing & Marketing  
2021 Ypsilanti Lifestyle Magazine  
Prepared for the Ypsilanti Township**

**2021 Ypsilanti Lifestyle Magazine**

**Strategy**

This marketing plan is to produce (create, design, layout, print, bind and mail) 3 full size full color 32 page + 4 page cover magazines each year that showcases all of Ypsilanti to its community residences. It is our mission and distinct honor to work hand and hand with the Ypsilanti Township and its Residential Services Department, to collaborate and formulate a production and marketing strategy that facilitates the entire production process for the 2021 Ypsilanti Lifestyle Magazine.

**Specs:**

- 15,500 magazines (approximately 15,000 mailing to residences of Ypsilanti Township per Township's mailing list and/or specifications) with postage being paid by Township. The balance will be carton packed and delivered to the township.
- 32 page + 4 page cover
- Text: 60# c2s gloss and/or matte text
- Cover: 80# c2s Satin Cover with Satin/Matte finish
- 4 color process throughout
- 8.5 x 11 trim (8.75 x 11.25 including 1/8" bleed all 4 sides)
- Saddle stitch along the 11 dimensions (vertical pub)
- CPM will print this project with a company of its choosing (parent company Printwell)
- Entire creation, design, layout will be a collaboration with Ypsilanti Township and CPM
- There will be no advertising in the publication at this time, however, CPM may be able to provide in the future and work out an appropriate deal with Township
- CPM will utilize photos/artwork provided by the Township for the magazine.
- CPM will produce a Digital Version of the magazine that will be accessible for both Android and Apple devices as well as on the Township's and CPM's website.
- The Ypsilanti Township will own all information and graphics/artwork within the 2021 Magazine (this is a Ypsilanti Township project/magazine and all content within the publication, the other material/graphics/information/text/etc. are township property and will not be used in any other context/publication/marketing material without written permission from the Ypsilanti Township).
- Final layout will be approved by the Ypsilanti Township.

Though both parties should do their very best to work out any difficulties and/or problems together, either party may opt out of the agreement with a minimum advance notice of 90 days prior to each scheduled mail date of the subsequent edition.

Total amount due per edition (3 editions per year, 2 in 2021): \$10,452.50/ edition, (\$31,357.50 per year). This will be a three-year agreement from February 2, 2021 – December 2023 (all of 2021, 2022, & 2023)

\*\*\*Addendum – December/January issue 3 for 2021/22 will have 13pt 1 sided magnets (6" x 6" 4/c 1 side) affixed onto either page 3 or page 5 within the publication, detailing recycling information provided by township. The additional charge for the magnets (and affixing them within publication) will be approximately \$9,547.50, thus totaling \$20,000 for the December issue.

1. \*\*\*\*Addendum #2 (proposed February 8, 2022, and finalized February 18, 2022) – Due to the tumultuous supply chain issues within our respective industry, there is a huge paper allocation shortage and thus, a paper increase for the next 3 issues for 2022 year (Spring/Summer, Fall and Winter). Due to the volatility and significant increase, we would like to only amend the 2022 year's pricing and hold off next year to determine whether a portion of the increase can go down for the 2023 year... obviously too early to determine now, but gives us flexibility to take advantage of any cost decrease in future years. \*\* per email on February 16, 2022, between Mike Hoffmeister and Mark Fisher, we have agreed to: *Honor the next magazine at the original price in the bid, amend the remaining magazines for this calendar year and then re-evaluate from there.*

Moving forward, the 2022 pricing will be:

\$10,452.50 – Spring/Summer edition

\$13,500 – Fall edition

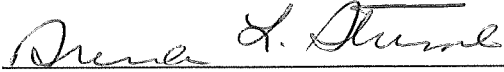
\$24,000 – Winter edition (which will include magnet pricing, to the exact specifications as 2021 addendum from the December/ January issue)

We will invoice approximately 30 days prior to each publication in order to assure prompt payment upon publication mailing/shipping, as well as provide postage cost to customer from database information provided from customer, within 10 days of mailing for separate postage paid directly to USPS by Ypsilanti Township, in order to use township's postage permit indicia.

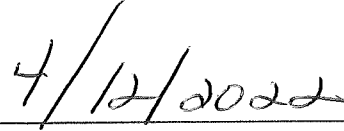
**Community Publishing & Marketing  
2021/22 Ypsilanti Lifestyle Magazine  
Prepared for the Ypsilanti Township**

**2021/22 Ypsilanti Lifestyle Magazine/ Amendment**

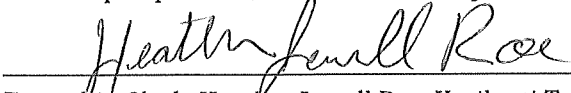
Signatures:



Township Supervisor, Brenda Stumbo, Ypsilanti Township



Date



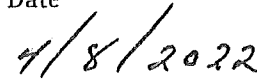
Township Clerk, Heather Jarrell Roe, Ypsilanti Township



Date



Director of Publishing Mark A. Fisher, Community Publishing & Marketing



Date



## 2022 YPSILANTI TOWNSHIP AGREEMENT

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between the Township Board of Ypsilanti Township, Washtenaw County, parties of the first part and the Board of Washtenaw County Road Commissioners, parties of the second part.

WHEREAS, the parties of the first part desire that certain improvements be made upon the local roads in the Township of Ypsilanti, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the parties of the second part will accomplish the improvements as specified herein, all in accordance with the standards of the parties of the second part.

1. **Dust Control (497-11-108):**

Work to include placement of three (3) solid applications of contract brine on all certified local gravel/limestone roads within the township. Estimated 59,580 gallons @ \$0.199 per gallon.  
Estimated cost of contract brine: \$ 11,856.42

2. **Additional Street Sweeping Services:**

Work to include one (1) additional street sweepings on curbed local roads in Ypsilanti Township. 2022 Local Road Sweeping in Ypsilanti Township (one round) = 174.63 curbed miles @ \$98.00 per curbed mile = \$17,113.74 per round.  
Estimated cost: \$ 17,113.74

3. **Merritt Road, Munger Road to Stony Creek Road:**

Work to include cracksealing.  
Estimated project cost: \$ 13,600.00

4. **Section 2, Various Local Roads:**

Work to include cracksealing. Roads to include:  
Emerson Avenue, Holmes Road to end of road  
Outer Lane Drive, Holmes Road to end of road  
Pasadena Avenue, Holmes Road to end of road  
Wiard Road, Michigan Avenue to Holmes Road  
Centennial Avenue, Clark Road to Holmes Road  
Estimated project cost: \$ 13,600.00

5. **N. River Street, Clark Road to end of certification 0.12 miles southerly:**

Work to include ditching, culvert replacement, milling the existing pavement, the placement of 2.5" HMA resurfacing, aggregate shoulders, and associated project restoration.  
Estimated project cost: \$ 51,300.00

6. **Township-wide Limestone Resurfacing:**

Work to include the application of 1,000 tons of 23a limestone with associated dust control on various local roads within the township. Locations to be determined by the Township Supervisor and District Foreman.  
Estimated project cost \$ 20,700.00

**AGREEMENT SUMMARY**

2022 LOCAL ROAD PROGRAM

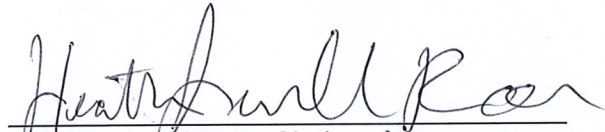
|  |               |
|--|---------------|
| Dust Control                                     | \$ 11,856.42  |
| Additional Street Sweeping Services              | \$ 17,113.74  |
| Merritt Road, Munger Road to Stony Creek Road    | \$ 13,600.00  |
| Section 2, Various Local Roads                   | \$ 13,600.00  |
| N. River Street, Clark Road southerly 0.12 miles | \$ 51,300.00  |
| Township-wide Limestone Resurfacing              | \$ 20,700.00  |
| Subtotal   | \$ 128,170.16 |

Less WCRC 2022 Local Matching Funds \$ 64,085.08

ESTIMATED AMOUNT TO BE PAID BY YPSILANTI TOWNSHIP  
UNDER THIS AGREEMENT DURING 2022: **\$ 64,085.08**

FOR YPSILANTI TOWNSHIP:

\_\_\_\_\_  
Brenda L. Stumbo, Supervisor

  
\_\_\_\_\_  
Heather Jarrell Roe, Clerk

April 7, 2022

FOR WASHTENAW COUNTY ROAD COMMISSION:

\_\_\_\_\_  
Barbara Ryan Fuller, Chair

\_\_\_\_\_  
Sheryl Soderholm Siddall, Managing Director

**CHARTER TOWNSHIP OF YPSILANTI  
2022 BUDGET AMENDMENT #5**

April 5, 2022

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

|                                      |                       |                    |
|--------------------------------------|-----------------------|--------------------|
| <b>101 - GENERAL OPERATIONS FUND</b> | <b>Total Increase</b> | <b>\$95,431.00</b> |
|--------------------------------------|-----------------------|--------------------|

Request to increase budget for the purchase of a Massey Ferguson tractor for Parks and Grounds. This will be funded by an appropriation of prior year fund balance.

|               |                         |                  |             |
|---------------|-------------------------|------------------|-------------|
| Revenues:     | Prior Year Fund Balance | 101-000-699.999  | \$31,346.00 |
|               |                         | Net Revenues     | \$31,346.00 |
| Expenditures: | Equipment               | 101-770-977.000  | \$31,346.00 |
|               |                         | Net Expenditures | \$31,346.00 |

Request to increase budget for road improvements as stated in Agreement #1 with Washtenaw County Road Commission to include dust control, sweeping, crack sealing, and resurfacing on roads . This will be funded by an appropriation of prior year fund balance.

|               |                                |                  |             |
|---------------|--------------------------------|------------------|-------------|
| Revenues:     | Prior Year Fund Balance        | 101-000-699.999  | \$64,085.00 |
|               |                                | Net Revenues     | \$64,085.00 |
| Expenditures: | Highway & ST-Road Construction | 101-446-982.000  | \$64,085.00 |
|               |                                | Net Expenditures | \$64,085.00 |

|  |                       |                   |
|--|-----------------------|-------------------|
| <b>213 - BIKE, SIDEWALK, REC, ROADS FUND (BSRII)</b> | <b>Total Increase</b> | <b>\$2,760.00</b> |
|--|-----------------------|-------------------|

Request to increase budget for the Sugarbrook Park improvement project and funds received from Washtenaw County. This will be funded by an increase to the revenue line for County grants.

|               |                       |                  |            |
|---------------|-----------------------|------------------|------------|
| Revenues:     | County Grant          | 213-000-581.000  | \$2,760.00 |
|               |                       | Net Revenues     | \$2,760.00 |
| Expenditures: | CAP OUTLAY/SUGARBROOK | 213-901-974.034  | \$2,760.00 |
|               |                       | Net Expenditures | \$2,760.00 |

Motion to Amend the 2022 Budget (#5)

Move to increase the General Fund budget by \$95,431 to \$10,244,323 and approve the department line item changes as outlined.

Move to increase the Bike, Sidewalk, Rec, Roads (BSRII) Fund budget by \$2,760 to \$2,575,274 and approve the department line item changes as outlined.