

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 15, 2022 REGULAR BOARD MEETING**

Supervisor Brenda Stumbo called the meeting to order at approximately 7:00pm 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

**3. REQUEST TO ENTER INTO CLOSED SESSION FOR DISCUSSIONS ON NEGOTIATIONS WITH THE TPOAM UNION AND TO DISCUSS NEGOTIATIONS ON THE SALE OF LAND**

A motion was made by Trustee Wilson and seconded by Trustee Swanson to enter into closed session for discussion on negotiations with the TPOAM union and to discuss negotiations on the sale of land.

A roll call vote was held.

Stumbo: yes	Newman: yes	Wilson: yes
Jarrell Roe: yes	Peterson: yes	
Eldridge: yes	Swanson: yes	

The motion passed unanimously.

Supervisor Stumbo stated that the Board had agreed to add two agenda items under Other Business, to approve the collective bargaining agreement with TPOAM and to approve the sale of 2.53 acres of land to Aldi.

**4. PUBLIC COMMENTS**

Two public comments were given.

**5. CONSENT AGENDA**

**A. MINUTES OF THE NOVEMBER 1, 2022 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

**1. STATEMENTS AND CHECKS FOR NOVEMBER 15, 2022 IN THE AMOUNT OF \$628,346.01**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 15, 2022 REGULAR BOARD MEETING  
PAGE 2**

- 2. CLARITY HEALTHCARE DEDUCTIBLE ACH FOR OCTOBER 2022 IN THE AMOUNT OF \$37,045.60**
- 3. CLARITY HEALTHCARE ADMIN FOR OCTOBER 2022 IN THE AMOUNT OF 1,368.34**

**C. TREASURER'S REPORT OCTOBER 2022**

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

The motion passed unanimously.

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters gave an update on the Gault Village lawsuit and grants that have been received by the township to move forward with a hazardous environmental assessment for the property.

**NEW BUSINESS**

- 1. REQUEST TO APPROVE THE PROPOSAL FROM JFR ARCHITECTS FOR STEP 2 OF THE CIVIC CENTER SAFETY AND SECURITY UPGRADE PROJECT IN THE AMOUNT OF \$119,631.00 BUDGETED IN LINE ITEM #101-901-971-003**

A motion was made by Trustee Peterson and seconded by Treasurer Eldridge to approve the proposal from JFR Architects for step 2 of the Civic Center Safety and Security Upgrade Project in the amount of \$119,631.00 (see attached).

Michael Hoffmeister, Residential Services Director, detailed the safety and security improvements that are planned for the Civic Center.

The motion carried unanimously.

- 2. BUDGET AMENDMENT #15**

Clerk Jarrell Roe read the budget amendment into the record.

A motion was made by Clerk Jarrell Roe and seconded by Trustee Swanson to approve budget amendment #15 (see attached).

Supervisor Stumbo detailed each budget amendment.

The motion carried unanimously.

**AUTHORIZATIONS AND BIDS**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 15, 2022 REGULAR BOARD MEETING  
PAGE 3**

**1. REQUEST TO AWARD THE LOW BID FOR THE PARKS AND GROUNDS GARAGE ROOFING OVERLAY TO CEI MICHIGAN, LLC IN THE AMOUNT OF \$175,845.00 BUDGETED IN LINE ITEM #101-901-975-200**

A motion was made by Trustee Clerk Jarrell Roe and seconded by Treasurer Eldridge to award the low bid for the Parks and Grounds Garage Roofing Overlay to CEI Michigan, LLC in the amount of \$175,845.00 budgeted in line item #101-901-975-200 contingent upon attorney review.

The motion carried unanimously.

**2. REQUEST TO AWARD THE LOW BID FOR THE COMMUNITY CENTER ROOF SAFETY PROJECT TO CEI MICHIGAN, LLC IN THE AMOUNT OF \$75,650.00 BUDGETED IN LINE ITEM #101-901-975-535**

A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to award the low bid for the Community Center Roof Safety Project to CEI Michigan, LLC in the amount of \$75,650.00 budgeted in line item #101-901-975-535.

Michael Hoffmeister, Residential Services Director, reviewed the details of the project.

The motion carried unanimously.

**OTHER BUSINESS**

**1. REQUEST TO APPROVE THE PROPOSED REAL ESTATE PURCHASE AGREEMENT BETWEEN THE YPSILANTI TOWNSHIP AND ALDI, INC,**

A motion was made by Clerk Jarrell Roe and seconded by Trustee Peterson to approve the proposed real estate purchase agreement between Ypsilanti Township and Aldi, Inc.

Supervisor Stumbo expressed her excitement about the project and stated she hoped it would encourage more investment in the area.

The motion passed unanimously.

**2. REQUEST TO APPROVE THE COLLECTIVE BARGAINING AGREEMENT BETWEEN TPOAM AND YPSILANTI TOWNSHIP FOR THE YEARS 2022-2024**

A motion was made by Clerk Jarrell Roe and seconded by Trustee Wilson to approve the collective bargaining agreement between TPOAM and Ypsilanti Township for the years 2022-2024.

The motion passed unanimously.

**BOARD MEMBER UPDATES**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE NOVEMBER 15, 2022 REGULAR BOARD MEETING  
PAGE 4**

There were no board member updates given.

A motion to adjourn was made by Treasurer Eldridge and seconded by Trustee Wilson

Motion carried unanimously.

The meeting was adjourned at approximately 7:25pm.

Respectfully Submitted,

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

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

September 14, 2022

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

**RE: Step 2 "Execute the Project"  
Architectural and Engineering Professional Services**

**Renovation and Additions at  
Civic Center Building  
7200 S. Huron River Drive  
Ypsilanti, MI 48197**

Hello Mike,

To confirm for you that our current contract from 1-24-2022 remains accurate for any proposed renovation work scope at the existing Civic Center and / or Circuit Court buildings as directed by the Township Administration and Board.

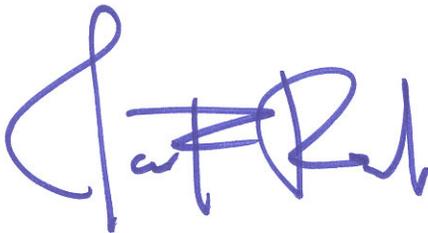
Our professional services fee for "Step 2 – Execute the Project" remains at 5.8 % of the Owners final construction cost. Based on the current conceptual estimate for the Civic Center work only of \$2,062,600.00 from the "Step 1 – Define the Project" phase that would be a conceptual estimated professional fee of \$119,631.00.

This 5.8% fee will include getting the project through design, contract documents and construction phase working with the Township construction manager or general contractor depending on how the procurement process is executed. We will assist the Township in coordinating and securing this work as necessary for the project construction.

We look forward to working with you and the Township on this renovation project and in modernizing the existing Civic Center facility.

If you have any questions or concerns, please feel free to give me a call to review in greater detail.

Sincerely Yours,



James F. Renaud AIA, NCARB  
President

**CHARTER TOWNSHIP OF YPSILANTI  
2022 BUDGET AMENDMENT #15**

**November 15, 2022**

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

<b>101 - GENERAL OPERATIONS FUND</b>	<b>Total Increase</b>	<b>\$655,426.00</b>
--------------------------------------	-----------------------	---------------------

Request to increase budget legal services pertaining to meetings, contract reviews, contract negotiations and other Township legal business. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$87,000.00
		Net Revenues	\$87,000.00
Expenditures:	Legal Services	101-266-801.002	\$87,000.00
		Net Expenditures	\$87,000.00

Request to increase budget legal services for prosecution and domestic violence for Court Due Process. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$57,300.00
		Net Revenues	\$57,300.00
Expenditures:	Legal Service - Prosecution	101-287-801.014	\$22,300.00
	Legal Service - Domestic Violence	101-287-801.020	\$35,000.00
		Net Expenditures	\$57,300.00

Request to increase budget for 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	101-000-699.999	\$70,000.00
		Net Revenues	\$70,000.00
Expenditures:	Public Nuisance - Legal Service	101-729-801.023	\$70,000.00
		Net Expenditures	\$70,000.00

Request to increase budget for legal services pertaining to land use issues, including ordinance and any zoning challenges. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$70,000.00
		Net Revenues	\$70,000.00
Expenditures:	Land Use Issues - Legal Service	101-729-801.024	\$70,000.00
		Net Expenditures	\$70,000.00

**CHARTER TOWNSHIP OF YPSILANTI  
2022 BUDGET AMENDMENT #15**

**November 15, 2022**

Request to increase budget for Parks & Grounds garage roofing overlay project. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$175,845.00
			\$175,845.00
		<b>Net Revenues</b>	<b>\$175,845.00</b>
Expenditures:	Garage Improvements	101-901-975.200	\$175,845.00
			\$175,845.00
		<b>Net Expenditures</b>	<b>\$175,845.00</b>

Request to increase budget for Community Center roof safety project. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$75,650.00
			\$75,650.00
		<b>Net Revenues</b>	<b>\$75,650.00</b>
Expenditures:	Cap Out Comm Ctr Bldg Improvement	101-901-975.535	\$75,650.00
			\$75,650.00
		<b>Net Expenditures</b>	<b>\$75,650.00</b>

Request to increase budget for professional service for design, contract documents and construction phase work for renovation project and in modernizing the existing Civic Center facility.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$119,631.00
			\$119,631.00
		<b>Net Revenues</b>	<b>\$119,631.00</b>
Expenditures:	Civic CTR & 14B Court Improvements	101-901-971.003	\$119,631.00
			\$119,631.00
		<b>Net Expenditures</b>	<b>\$119,631.00</b>

**249 - BUILDING FUND**

**Total Increase** **\$9,066.00**

Request to increase the professional service line for the plan review of Eagle Crest Golf Course performed by Carlisle Wortman. An increase to recognize the revenue earned in building permits will offset this budget amendment.

Revenues:	Building Permits	249-000-491.000	\$9,066.00
			\$9,066.00
		<b>Net Revenues</b>	<b>\$9,066.00</b>
Expenditures:	Professional Services	249-371-801.000	\$9,066.00
			\$9,066.00
		<b>Net Expenditures</b>	<b>\$9,066.00</b>

CHARTER TOWNSHIP OF YPSILANTI  
2022 BUDGET AMENDMENT #15

November 15, 2022

661 - MOTOR POOL FUND

Total Increase \$8,000.00

Request to increase the revenue and expenditure lines used for fuel and oil allocations to other funds. This is due to the higher than anticipated fuel cost.

Revenues:	Fuel and Fluids Revenue	661-000-607.520	\$8,000.00
		Net Revenues	<u>\$8,000.00</u>
Expenditures:	Gas & Oil	661-268-867.000	\$8,000.00
		Net Expenditures	<u>\$8,000.00</u>

Motion to Amend the 2022 Budget (#15)

Move to increase the General Fund budget by \$655,426 to \$11,827,531 and approve the department line item changes as outlined.

Move to increase the Building Fund budget by \$9,066 to \$981,188 and approve the department line item changes as outlined.

Move to increase the Motor Pool Fund budget by \$8,000 to \$387,741 and approve the department line item changes as outlined.