

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE MARCH 21, 2023 REGULAR BOARD MEETING**

Supervisor Brenda Stumbo called the meeting to order at approximately 7:04pm 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: Ryan Hunter, John Newman II, Gloria Peterson and Debbie Swanson

Members Absent: None

Legal Counsel: Wm. Douglas Winters

4. PUBLIC COMMENTS

Five public comments were given.

5. CONSENT AGENDA

A. MINUTES OF THE MARCH 7, 2023 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

1. STATEMENTS AND CHECKS FOR MARCH 7, 2023 IN THE AMOUNT OF \$1,387,320.18
2. CLARITY HEALTHCARE DEDUCTIBLE ACH FOR FEBRUARY 2023 IN THE AMOUNT OF \$68,299.59
3. CLARITY HEALTHCARE ADMIN FEE FOR FEBRUARY 2023 IN THE AMOUNT OF \$1,465.32

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

The motion passed unanimously.

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters deferred his time for discussion on the proposal for demolition of Gault Village.

NEW BUSINESS

1. **REQUEST TO AWARD THE BID FOR DEMOLITION OF GAULT VILLAGE TO HOMRICH, INC.**

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A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to award the bid for demolition of Gault Village to Homrich, Inc.

Jason Iacoangeli, Planning Director, explained the bidding process for the demolition and the steps taken to get bids for the project.

Jason Lafayette, SME, stated that each company that was selected to bid was prequalified. He added that SME has worked on multiple projects like this with great success.

Discussion and questions continued about the project.

The motion passed unanimously

2. REQUEST TO ACCEPT THE RESIGNATION OF KEITH JASON FROM THE YPSILANTI COMMUNITY UTILITIES AUTHORITY BOARD EFFECTIVE APRIL 27, 2023

A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to accept the resignation of Keith Jason from the Ypsilanti Community Utilities Authority Board effective April 27, 2023.

Supervisor Stumbo stated that Mr. Jason has been on the YCUA board for ten years. She added that he is resigning to spend more time with his family.

The motion carried unanimously.

3. REQUEST TO APPROVE THE LEASE WITH MICHIGAN TOURNAMENT FLEET FOR THE RENTAL OF GOLF CARTS FOR THE JEL SUMMER JAZZ CONCERT SERIES IN THE AMOUNT OF \$3,760.00 BUDGETED IN LINE ITEM #230-754-963-603

A motion was made by Trustee Peterson and seconded by Clerk Jarrell Roe to approve the lease with Michigan Tournament Fleet for the rental of golf carts for the JEL Summer Jazz Concert Series in the amount of \$3,760.00 budgeted in line item #230-754-963-603 contingent upon attorney review of the lease.

There was no discussion.

The motion passed unanimously.

4. REQUEST TO APPROVE CHANGE ORDER #4 WITH STANTEC FOR THE LOONFEATHER POINT PARK RENOVATION PROJECT IN THE AMOUNT OF \$11,858.00 BUDGETED IN LINE ITEM #213-901-975-587

A motion was made by Treasurer Eldridge and seconded by Trustee Peterson to approve change order #4 with Stantec for the Loonfeather Point Park Renovation

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Project in the amount of \$11,858.00 budgeted in line item #213-901-975-587 (see attached).

Supervisor Stumbo stated this should be the last project to finish the park renovation and that the park will be open soon.

The motion passed unanimously.

5. BUDGET AMENDMENT #4

Clerk Jarrell Roe read the budget amendment into the record.

A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to approve budget amendment #4 (see attached).

Supervisor Stumbo stated this amendment also includes funding to contract with a third party for chipper services.

The motion passed unanimously.

AUTHORIZATIONS AND BIDS

1. REQUEST TO SEEK SEALED BIDS FOR A FORD F-150 FOR THE BUILDING DEPARTMENT

A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to approve the request to seek sealed bids for a Ford F-150 for the Building Department.

Supervisor Stumbo stated this will come back to the board.

John Hines, Recreation Director, stated this request came from the building department and would be for the senior building inspector.

The motion passed unanimously.

2. REQUEST TO AWARD THE LOW BID FOR PLAYGROUND MULCH TO SUPERIOR GROUNDCOVER BUDGETED IN LINE ITEM #101-770-818-011

A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to award the low bid for playground mulch to Superior Groundcover budgeted in line item #101-770-818-011.

John Hines, Recreation Director, stated this was actually the second lowest bid, but the township had worked with this company the past few years and they do a great job.

The motion passed unanimously.

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**3. REQUEST TO AWARD THE LOW BID FOR ANNUAL SIDEWALK REPAIR TO CLI
CONCRETE LEVELING, INC. BUDGETED IN LINE ITEM #213-446-982-006**

A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to award the low bid for annual sidewalk repair to CLI Concrete Leveling, Inc. budgeted in line item #213-446-982-006.

John Hines, Recreation Director, stated this was the only bid for the project. He added this is for when residents contact the township about uneven leveling in the sidewalk due to tree roots or some other type of wear and tear.

The motion passed unanimously.

**4. REQUEST TO AWARD THE LOW BID FOR ANNUAL SIDEWALK REPLACEMENT
TO SALIDINO CONSTRUCTION CO. BUDGETED IN LINE ITEM #213-446-982-
006**

A motion was made by Treasurer Eldridge and seconded by Clerk Jarrell Roe to award the low bid for annual sidewalk repair to Salidino Construction, Co. budgeted in line item #213-446-982-006.

John Hines, Recreation Director, stated this is for when the sidewalk cannot be repaired. He added that this was the only bid for the project.

Clerk Jarrell Roe stated that when the bids are viewed on MITN, they are able to see which and how many companies have viewed the bid but chose not to bid and there were quite a few contractors who viewed both sidewalk bids.

The motion passed unanimously.

OTHER BUSINESS

There was no other business.

BOARD MEMBER UPDATES

There were no board member updates.

A motion to adjourn was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge.

Motion carried unanimously.

The meeting was adjourned at approximately 8:18pm.

Respectfully Submitted,

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



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



PROFESSIONAL SERVICES AGREEMENT CHANGE ORDER

Change Order # 4 Date 1 March 2023

"Stantec" Stantec Consulting Michigan Inc.
Stantec Project # 2075154400
1168 Oak Valley Drive, Suite 100
Ann Arbor, MI 48108
Ph: (734) 761-1010
email: mark.pascoe@stantec.com

Client Charter Township of Ypsilanti
Client Project # n/a
7200 South Huron River Drive
Ypsilanti, MI 48197
Ph: (734) 544-3817
email: John Hines CPRP
jhines@ypsitownshiptown.org

Project Name and Location: Loonfeather Point Park Improvements, Ypsilanti, MI

In accordance with the original Professional Services Agreement dated 16 September 2020 and Change Orders thereto, the Agreement changes as detailed below are hereby authorized.

The Change Order 4 scope of work includes: 1. Additional site visits and construction administration to cover time from previous anticipated contractor completion date of August/September 2022 to March 31, 2023. December 1, 2021 is the contractors contract deadline. Additional Township costs are subject to reimbursement through the assessment of Liquidated Damages under the construction contract.

Table with 2 columns: Description and Amount. Rows include Total fees this Change Order (\$11,858.00), Original agreement amount (\$58,696.00), and three Change Order Numbers (1, 2, 3) with amounts \$3,850.00, \$12,500.00, and \$5,000.00. Total Agreement is \$91,904.00.

Effect on Schedule: Contractor closeout anticipated March 31, 2023.

Payments shall be made in accordance with the original agreement terms. All other items and conditions of the original Agreement shall remain in full force and effect.

Stantec Consulting Michigan Inc.

Mark Pascoe, Principal

Print Name and Title

Signature

Mark D. Pascoe

Digitally signed by Mark D. Pascoe
Date: 2023.03.02 07:29:22 -05'00'

Date Signed:

Charter Township of Ypsilanti

Brenda L. Stumbo

Supervisor

Print Name and

Heather Jarrell Roe

Title Clerk

Signature

Brenda L Stumbo

Heather Jarrell Roe

Date Signed:

March 20, 2023

**CHARTER TOWNSHIP OF YPSILANTI
2023 BUDGET AMENDMENT #3 REVISED 3/20/23**

March 21, 2023

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

213 - BIKE, SIDEWALK, REC, ROADS FUND (BSRII)	Total Increase	<u><u>\$402,275.00</u></u>
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Request to carryforward the Loonfeather Park project. The project was scheduled to be finished in 2022 but complications have caused a run over into 2023. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	213-000-699.999	\$102,275.00
		Net Revenues	<u><u>\$102,275.00</u></u>
Expenditures:	Loonfeather Park	21-901-975.587	\$102,275.00
		Net Expenditures	<u><u>\$102,275.00</u></u>

Request to increase the budget for emergency repairs caused by flooding to the Community Center and Golf Shop. This is an ESTIMATED budget. The damage repair may be more extensive and any additional work will be brought back to the Board per the Township's Procurement Policy. This will be funded by an appropriation of prior year fund balance and reimbursement from the insurance company MML.

Revenues:	Insurance Reimbursement	213-000-676.012	\$100,000.00
	Prior Year Fund Balance	213-000-699.999	\$200,000.00
		Net Revenues	<u><u>\$300,000.00</u></u>
Expenditures:	Capital Outlay - Community Ctr	213-901-976.008	\$300,000.00
		Net Expenditures	<u><u>\$300,000.00</u></u>

217 - FIRE SPECIAL MILLAGE CAPITAL FUND	Total Increase	<u><u>\$70,000.00</u></u>
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Request to carryforward and budget for the capital improvement for concrete floor treatment and painting projects approved by the Board on August 16, 2022. These projects were not started in 2022. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	217-000-699.999	\$70,000.00
		Net Revenues	<u><u>\$70,000.00</u></u>
Expenditures:	Capital Outlay Fire Station	217-901-976.005	\$70,000.00
		Net Expenditures	<u><u>\$70,000.00</u></u>

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2023 BUDGET AMENDMENT #3 REVISED 3/20/23**

March 21, 2023

226 - ENVIRONMENTAL SERVICES FUND

Total Increase \$50,000.00

Request to increase the budget for contractual chipping service due to sever storms. Services needed for residential curbside tree chipping. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	226-000-699.999	<u>\$50,000.00</u>
		Net Revenues	<u>\$50,000.00</u>
Expenditures:	Contractual Services	226-528-818.000	<u>\$50,000.00</u>
		Net Expenditures	<u>\$50,000.00</u>

Motion to Amend the 2023 Budget (#3) REVISED 3-20-23

Move to increase the Bike, Sidewalk, Rec, Roads (BSRII) Fund budget by \$402,275 to \$3,334,497 and approve the department line item changes as outlined.

Move to increase the Fire Special Millage Capital Fund budget by \$70,000 to \$2,199,540 and approve the department line item changes as outlined.

Move to increase the Environmental Service Fund budget by \$50,000 to \$3,744,633 and approve the department line item changes as outlined.