

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE APRIL 4, 2023 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: Ryan Hunter, John Newman II, Gloria Peterson and Debbie Swanson

**Members Absent:** None

**Legal Counsel:** Wm. Douglas Winters

**4. PUBLIC COMMENTS**

One public comments was given.

**5. CONSENT AGENDA**

**A. MINUTES OF THE MARCH 21, 2023 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR APRIL 4, 2023 IN THE AMOUNT OF \$880,658.37**

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 and Jason Iacoangeli, Planning Director gave a detailed explanation of the demolition process for Gault Village. Residents voiced concern for the demolition and how it will affect their homes and neighborhood. Mr. Iacoangeli added that the township would be employing SME, to perform oversight of the environmental abatement, disposal and demolition.

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**NEW BUSINESS**

**1. RESOLUTION 2023-03, AUTHORIZING THE DIVISION OF PLATTED LOTS IN WATSONIA PARK SUBDIVISION**

A motion was made by Clerk Jarrell Roe and seconded by Trustee Hunter to approve Resolution 2023-03, authorizing the division of platted lots in Watsonia Park Subdivision (see attached).

The motion passed unanimously

**2. REQUEST TO APPROVE THE CREATION, POSTING, AND FILLING OF A MAINTENANCE SUPERINTENDENT POSITION WITHIN THE TEAMSTER UNION**

A motion was made by Trustee Peterson and seconded by Treasurer Eldridge to approve the request for the creation, posting and filling of a Maintenance Superintendent position within the Teamster Union.

Supervisor Stumbo stated this position has been vacant for some time.

The motion carried unanimously.

**3. REQUEST APPROVAL TO STOP FUNDING THE NATIONWIDE OBRA ACCOUNT AND TO REINSTATE THE EMPLOYER/EMPLOYEE SOCIAL SECURITY TAXES FOR TEMPORARY, SEASONAL AND COMMISSION EMPLOYEES**

A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to approve the request to stop funding the Nationwide OBRA account and to reinstate the employer/employee social security taxes for temporary, seasonal, and commission employees.

Supervisor Stumbo stated this item was discussed during the work session.

The motion passed unanimously.

**4. RESOLUTION 2023-04, ESTABLISHMENT OF WATER/SEWER SUBSIDY INCOME LEVELS**

A motion was made by Clerk Jarrell Roe and seconded by Trustee Swanson to approve Resolution, 2023-04, Establishment of Water/Sewer Subsidy Income Levels (see attached).

Supervisor Stumbo stated the previous subsidy was \$20.00 and has not changed since 2017. She added the subsidy is being increased to \$40.00 due to the rise in water/sewer bills and the economy.

The motion passed unanimously.

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**5. REQUEST TO PAY ALL APPOINTED BOARD MEMBERS AND COMMISSIONERS A \$75.00 STIPEND IN THE AMOUNT OF \$5,000.00 BUDGETED IN LINE ITEM #101-101-704-000 CONTINGENT UPON APPROVAL OF THE BUDGET AMENDMENT**

A motion was made by Trustee Peterson and seconded by Treasurer Eldridge to approve the request to pay all appointed board members and commissioners a \$75.00 stipend for a total amount of \$5,000.00 budgeted in line item #101-101-704-000 contingent upon the budget amendment.

Supervisor Stumbo stated this would allow all boards and commissions appointees to be compensated the same.

The motion passed unanimously.

**6. REQUEST TO APPROVE THE PROPOSAL FROM MIDWESTERN CONSULTING TO PROVIDE A DRONE SURVEY IN THE AMOUNT OF \$64,000.00 BUDGETED IN LINE ITEM #213-753-801-500 CONTINGENT UPON APPROVAL OF THE BUDGET AMENDMENT**

A motion was made by Treasurer Eldridge and seconded by Clerk Jarrell Roe to approve the proposal from Midwestern Consulting to provide a drone survey in the amount of \$64,000.00 budgeted in line item #213-753-801-500 contingent upon approval of the budget amendment.

Supervisor Stumbo stated this would go around Ford Lake and provide a survey and schematic design and also include depth and topography measurements.

The motion passed unanimously.

**7. REQUEST TO APPROVE DESIGN ENGINEERING BY MIDWESTERN CONSULTING AND STANTEC FOR NORTH BAY PARK ACCESSIBILITY AND IMPROVEMENT STUDY IN THE AMOUNT OF \$9,962.00 BUDGETED IN LINE ITEM #213-753-801-500 CONTINGENT UPON APPROVAL OF THE BUDGET AMENDMENT**

A motion was made by Trustee Peterson and seconded by Clerk Jarrell Roe to approve design engineering by Midwestern Consulting and Stantec for North Bay Park Accessibility and Improvement study in the amount of \$9,962.00 budgeted in line item #213-753-801-500 contingent upon approval of the budget amendment.

Supervisor Stumbo stated this is required to submit for grants.

The motion passed unanimously.

**8. BUDGET AMENDMENT #4**

Clerk Jarrell Roe read the budget amendment into the record.

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

Supervisor Stumbo discussed the budget amendments and what they were for.

**AUTHORIZATIONS AND BIDS**

**1. REQUEST TO APPROVE THE PROPOSAL FROM RANDALL MASCHARKA FOR TOWNSHIP PHOTOGRAPHY SERVICES**

A motion was made by Clerk Jarrell Roe and seconded by Treasurer Eldridge to approve the proposal from Randall Mascharka for township photography services.

Clerk Jarrell Roe stated this will go along with the website update to provide better pictures.

The motion passed unanimously.

**2. REQUEST TO ACCEPT THE PROPOSAL FROM OOMA ENTERPRISE FOR AIRDIAL SERVICE**

A motion was made by Treasurer Eldridge and seconded by Clerk Jarrell Roe to accept the proposal from OOMA Enterprise for airdial service.

Supervisor Stumbo stated this is for emergency call boxes at the fire stations and an alarm system at the hydro station.

The motion passed unanimously.

**3. REQUEST TO SEEK BIDS FOR CONSTRUCTION SERVICES FOR INSPECTION OF SPILLWAY GATES AND CONCRETE REPAIR AT THE HYDRO STATION**

A motion was made by Treasurer Eldridge and seconded by Clerk Jarrell Roe to approve the request to seek bids for construction services for inspection of spillway gates and concrete repair at the hydro station.

Supervisor Stumbo stated a bid recommendation would come back to the board for approval.

The motion passed unanimously.

**OTHER BUSINESS**

There was no other business.

**BOARD MEMBER UPDATES**

There were no board member updates.


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

Motion carried unanimously.

The meeting was adjourned at approximately 7:53pm.

Respectfully Submitted,

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

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

Resolution No. 2023-03

CHARTER TOWNSHIP OF YPSILANTI  
RESOLUTION REGARDING THE DIVISION OF A PLATTED LOT

Resolution authorizing the division of platted lots in Watsonia Park Subdivision

WHEREAS, the owner of lots 173-186, lots 408-441 including vacated Edgewood Ave, Beverly Ave and vacated alley of Watsonia Park Subdivision has made a request to change lot boundaries 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 Director 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 A:**

All of Lots 408-415, part of lots 434-437, all of lots 438-441, the S ½ of vacated Edgewood Ave (60 ft. wide) adj to lots 408 and 441, part of E ½ of vacated Beverly Ave (60 ft. wide) adj to lots 437-441 all inclusive , Watsonia Park Sub, part of sec 13, T3S, R7E recorded in L 6 of plats, P 33, Wash Cty Records, Also described as, Beg at SE corner of lot 415; TH S 88-34-22 W AL S-line of lots 415 and 434 192.50 ft.; TH N 33-17-58 W AL the E-LY line of a temp work space easement, rec L 5473, P 802, Wash Cty Records, 232.18 Ft; TH N 00-00-00 E AL the C-Line of Vacated Beverly Ave, 135.82 Ft; TH N 16-27-26 E Al the E-Ly Line of right of way for Highway purposes Recorded in L 889, P 534, Wash Cty Records, 17.81 Ft; TH N 88-34-22 E AL C-Line of Vacated Edgewood Ave, 314.96 Ft; TH S 00-00-00 E AL W-Line of Watson St (60 ft. Wide) 350.01 Ft. to POB. CON 2.28 AC

**PARCEL B:**

All of Lots 173-186, Lots 416-433, part of lots 434-437, All of Vacated 20 ft. wide alley and part of E ½ of Vacated Beverly Ave (60 ft. wide), All Inclusive, Watsonia Park Sub being part of NW ¼ of sec 13, T3S, R7E as recorded in L6 of plats, P33, Wash Cty records, more particularly described as: Beg at SE corner of lot 186; TH S 88-34-22 W AL N-Line of State ST (86 ft. wide), 320.01 ft.; TH N 00-00-00 E AL C-line of vacated Beverly Ave, 684.24 Ft; TH S 33-17-58 E AL E-LY line of a temporary work space easement recorded L 5473, P802, Wash Cty records, 232.18 Ft; TH N 88-34-22 E AL N-Line of lots 416 and 433, 192.50 Ft; TH S 00-00-00 E AL W-line of Watson St (60 Ft wide), 487.01 Ft to the POB. Con 3.87 AC

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. 2023-03 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 4, 2023.



Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION NO. 2023-04**

**ESTABLISHMENT OF WATER/SEWER SUBSIDY INCOME LEVELS**

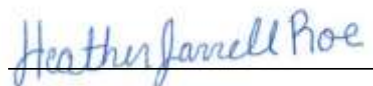
**WHEREAS**, Ypsilanti Township has established a water and sewer bill subsidy program for Township citizens of limited income; and

**WHEREAS**, Ypsilanti Township adopts the following guidelines for the Supervisor's Office to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, filed in the immediately preceding year;

- 1) All household income cannot exceed 30% of the median income for Ann Arbor (Washtenaw County) as published annually by the Michigan State Housing Development Authority for Section 8 housing vouchers. The most recently available guidelines shall be used by the Supervisor's Office.
- 2) A copy of the applicant's completed and signed Federal Income Tax Return (if required to file), and/or Michigan Homestead Property Tax Credit Claim (1040 CR) and/or Social Security Statement for the prior year must be submitted for the application to be considered. Additionally, a copy of the prior year Federal Income Tax Return for any other occupant of the homestead is required.
- 3) Applicants are requested to black out all references to social security numbers prior to submitting necessary paperwork.
- 4) Water/Sewer subsidies must be applied for each year. If a subsidy is granted, it is for one year only.
- 5) Applicants must reside in the Charter Township of Ypsilanti and be the property owner. Verification of this shall be completed when application is submitted.
- 6) The subsidy shall show on the applicants Ypsilanti Community Utilities Authority bill as a \$40.00 credit.

**NOW THEREFORE BE IT RESOLVED** that Supervisor's Office shall follow the above stated policy in granting and denying subsidies, unless the Supervisor determines there are substantial and compelling reasons why there should be a deviation from the policy and these are communicated in writing to the claimant.

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. 2023-04 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 4, 2023.



Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI  
2023 BUDGET AMENDMENT #4**

**April 4, 2023 REVISED**

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

<b>101 - GENERAL OPERATIONS FUND</b>	<b>Total Increase</b>	<b>\$672,399.00</b>
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Request to increase budget and add a new general ledger number to pay stipends for various appointed board members and commissioners. This will be funded by an appropriation of prior year fund balance .

Revenues:	Prior Year Fund Balance	101-000-699.999	\$5,000.00
		<b>Net Revenues</b>	<b>\$5,000.00</b>
Expenditures:	Appointed Officials	101-101-704.000	\$5,000.00
		<b>Net Expenditures</b>	<b>\$5,000.00</b>

Request to increase budget for PTO payout of available hours to be paid at 75%. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$1,499.00
		<b>Net Revenues</b>	<b>\$1,499.00</b>
Expenditures:	Salaries Payout PTO	101-191-708.004	\$1,392.00
	FICA	101-191-715.000	\$107.00
		<b>Net Expenditures</b>	<b>\$1,499.00</b>

Request to increase the budget for water and sewer hardship rebates. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$10,400.00
		<b>Net Revenues</b>	<b>\$10,400.00</b>
Expenditures:	Contribution Water Hardship	101-272-836.100	\$10,400.00
		<b>Net Expenditures</b>	<b>\$10,400.00</b>



**CHARTER TOWNSHIP OF YPSILANTI  
2023 BUDGET AMENDMENT #4**

April 4, 2023 REVISED

**101 - GENERAL OPERATIONS FUND**

Request to increase the budget and add a new general ledger number for blight removal. This request is for the demolition of the structure located at Gault Village. Homrich was awarded the base bid of \$587,000. The contract still needs to be review by legal council and approved by the Board. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$587,000.00
		Net Revenues	\$587,000.00
Expenditures:	Blight Removal - Gault Village	101-729-806.091	\$587,000.00
*Revised 4-4-23		Net Expenditures	\$587,000.00

Request to increase the budget and add a new general ledger number for blight removal. This request is for the construction engineering service oversite required for the demolition located at Gault Village at an estimate of \$68,500. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$68,500.00
		Net Revenues	\$68,500.00
Expenditures:	Blight Removal - Gault Village	101-729-806.091	\$68,500.00
*Revised 4-4-23		Net Expenditures	\$68,500.00

**213 - BIKE, SIDEWALK, REC, ROADS FUND (BSRII)**

**Total Increase \$73,963.00**

Request to increase the budget and add a new general ledger number for professional services for preliminary studies, surveys and designs needed to apply for grants for the Ford Lake Loop project. This request is for the engineering firm of Midwestern Consulting to provide a survey of the Lake area. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	213-000-699.999	\$64,000.00
		Net Revenues	\$64,000.00
Expenditures:	Prof Serv - Grant Prelim Studies	213-753-801.500	\$64,000.00
		Net Expenditures	\$64,000.00

Request to increase the budget and add a new general ledger number for professional services for preliminary studies, surveys and designs needed to apply for grants for the Ford Lake Loop project. This request is for the engineering firm of Midwestern Consulting to subcontract Stantec Architecture engineers to provide an accessibility and improvement study for North Bay Park. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	213-000-699.999	\$9,963.00
		Net Revenues	\$9,963.00
Expenditures:	Prof Serv - Grant Prelim Studies	213-753-801.500	\$9,963.00
		Net Expenditures	\$9,963.00

**CHARTER TOWNSHIP OF YPSILANTI  
2023 BUDGET AMENDMENT #4**

April 4, 2023 REVISED

**226 - ENVIRONMENTAL SERVICES FUND**

**Total Increase \$80,000.00**

Request to increase the budget for contractual chipping service due to sever storms. Additional funds are needed as the scope of the clean up services needed for residential curbside tree chipping was more than originally expected. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	226-000-699.999	\$80,000.00
		Net Revenues	<u><u>\$80,000.00</u></u>
Expenditures:	Contractual Services	226-528-818.000	\$80,000.00
*Revised 4-4-23		Net Expenditures	<u><u>\$80,000.00</u></u>

**236- 14B DISTRICT COURT FUND**

**Total Increase \$2,125.00**

Request to increase budget for PTO payout of available hours to be paid at 75%. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	236-000-699.999	\$2,125.00
		Net Revenues	<u><u>\$2,125.00</u></u>
Expenditures:	Salaries Payout PTO	236-286-708.004	\$1,974.00
	FICA	236-286-715.000	\$151.00
		Net Expenditures	<u><u>\$2,125.00</u></u>

Motion to Amend the 2023 Budget (#4) REVISED

Move to increase the General Fund budget by \$672,399 to \$13,543,374 and approve the department line item changes as outlined.

Move to increase the Bike, Sidewalk, Rec, Roads (BSRII) Fund budget by \$73,963 to \$3,408,460 and approve the department line item changes as outlined.

Move to increase the Environmental Service Fund budget by \$80,000 to \$3,824,633 and approve the department line item changes as outlined.

Move to increase the 14B District Court Fund budget by \$2,125 to \$1,721,709 and approve the department line item changes as outlined.