

PROPOSED

**Minutes of a Regular Meeting
Pittsfield Charter Township Board of Trustees, May 27, 2020
E.A. Jackson Morris Hall, The Robert A. Lillie Service Center
6201 W. Michigan Avenue, Ann Arbor, Michigan 48108**

Members Present: Grewal, Anzaldi, Scribner, Edwards-Brown, Jaffer, Krone, Ralph
Members Absent: None
Others Present: Deputy Clerk Lyn Sebestyen, Director Matt Harshberger, Interim
Utilities Director Billy Weirich, Fire Chief Sean Gleason,
Christina Lirones, Darcy Berwick, Stephanie Atkinson.

1. Call Meeting to Order

Supervisor Grewal called the meeting to order at 6:30 p.m. A quorum was present.

Supervisor Grewal requested a moment of silence for lives lost during the COVID-19 pandemic.

2. Roll Call

Members Present: Grewal, Anzaldi, Scribner, Edwards-Brown, Jaffer, Krone, Ralph
Members Absent: None

2.1 Approval of the Agenda

Moved by Trustee Krone, supported by Trustee Ralph, to approve the agenda as submitted.

MOTION CARRIED

3. Public Comment I

Christina Lirones, 151 E. Textile Road, appreciated the moment of silence. She stated that Ken Brostrom passed away. Mr. Brostrom served as Township Trustee from 2000 to 2008. While in office, he was integral to implementing woodland and wetland ordinances, and the acquisition of the initial portion of the Pittsfield Preserve. She spoke of his intelligence, noting he had his PhD and was a professor at Wayne State University. She also spoke of his kindness, remembering he was able to speak with anyone. Ms. Lirones requested No Thru Truck signs for the health, welfare, and safety of Township residents that live in and visit the Pittsfield Preserve neighborhood. She noted that Campbell Road is especially susceptible to being a shortcut for trucks. She emphasized that Campbell, Payeur, Morgan, and Stone School Roads are designated as No Thru Truck roads and are prescribed in the ordinance to have those signs posted. She requested that the Board contact the Washtenaw County Road Commission (WCRC) to acquire those signs at an inexpensive cost. She requested that the Board ensure the public is active in the decision making process for Township projects, including item 10.5. She

also requested that the owner of Arbor Oaks pay their full share for the cost of item 10.5. She requested that the existing concrete sidewalks remain as is.

Darcy Berwick appreciated the moment of silence, and wanted to also acknowledge those lost in honor of Memorial Day. She is currently a candidate for Washtenaw County Commissioner District 4. She said she would welcome discussion with Pittsfield Township Trustees and residents at any point.

Stephanie Atkinson was thankful for the moment of silence at the beginning of the meeting. She is pleased with item 10.5 being on the agenda, as many people will benefit from that project. She requested information on how maintenance for Platt Road Greenway will impact the Township's budget, specifically the General Fund and the Parks Millage.

3.1 Board Response to Public Comment

Supervisor Grewal addressed Ms. Atkinson's request for Platt Road Greenway's maintenance funding and also spoke more broadly about how Township sidewalks and greenways are maintained. She noted no Park Millage funds go toward this maintenance.

4. Approval of Minutes

4.1 Approve Minutes of the Regular Meeting held on May 13, 2020

Moved by Trustee Jaffer, supported by Clerk Anzaldi, to approve the minutes of the May 13, 2020 regular meeting.

MOTION CARRIED

5. Public Hearings/Presentations/Proclamations

None

6. Communications

6.1 Communications

Moved by Trustee Krone, supported by Trustee Jaffer, to receive and file communications.

MOTION CARRIED

7. Consent Agenda

7.1 Approve payment of Account Payables Checks #35279 through #35401 in the amount of \$436,231.54

7.2 Approve payment of Payroll Payables Checks #1216 through #1222 in the amount of \$4,548.17

7.3 Approve payment to Consultants for General Services in the amount of \$27,720.21

7.4 Receive the April 2020 Republic Services Rubbish Collection Report

7.5 Receive the April 2020 Activity Report for the Department of Public Safety

7.6 Receive the May 27, 2020 Personnel Report

7.7 Receive the Parks and Recreation Director's Monthly Report

Moved by Clerk Anzaldi, supported by Trustee Ralph, to approve consent agenda items 7.1 through 7.7.

MOTION CARRIED

8. Items from the Treasurer

8.1 Settlement Update

Treasurer Scribner provided the Settlement Update (see Attachment 1).

Moved by Trustee Krone, supported by Clerk Anzaldi, to receive the Settlement Update.

MOTION CARRIED

9. Items from the Clerk

None

10. Items from the Supervisor

10.1 Adopt a Resolution to Establish the Drug Law Enforcement Fund, Special Revenue Fund 265, Resolution #20-22

Moved by Clerk Anzaldi, supported by Trustee Jaffer, to adopt a Resolution to Establish the Drug Law Enforcement Fund, Special Revenue Fund 265, Resolution #20-22.

Director Harshberger stated that the Township's DEA position was created about a year ago, and the establishment of this fund is required under statute in order to log and prove separation of how federal funds and state funds are distributed in the DEA program.

Supervisor Grewal noted that many budget amendments will likely be coming to the

Board post-COVID-19 due to its impact on the Township's general fund.

Trustee Ralph requested an update on the DEA program.

Director Harshberger provided the Board with the amount received from state and federal drug forfeitures since the creation of the Township's DEA program.

Treasurer Scribner requested information on what those funds can be spent on.

Director Harshberger stated those funds are directed towards any law enforcement related expenditures, and noted federal funds can be spent on anything for law enforcement except wages and fringes.

ROLL CALL:

AYES: Grewal, Anzaldi, Scribner, Edwards-Brown, Jaffer, Krone, Ralph
NAYS: None
ABSENT: None
ABSTAIN: None

MOTION CARRIED

10.2 Approve the 2020 budget for the Drug Law Enforcement Fund

Moved by Treasurer Scribner, supported by Trustee Edwards-Brown, to approve the 2020 budget for the Drug Law Enforcement Fund.

MOTION CARRIED

10.3 Approve the sale of Tanker 1 (1986 Four Guys tanker) for nonemergency use or scrap metal, at current market value

Moved by Clerk Anzaldi, supported by Trustee Krone, to approve the sale of Tanker 1 (1986 Four Guys tanker) for nonemergency use or scrap metal, at current market value.

MOTION CARRIED

10.4 Adopt a Resolution Authorizing a Six-Month Deferment of Rubbish and Recycling Payments for all Pittsfield Township Residential Customers, Serviced by Republic Services, Resolution #20-24

Moved by Treasurer Scribner, supported by Trustee Krone, to adopt a Resolution Authorizing a Six-Month Deferment of Rubbish and Recycling Payments for all Pittsfield Township Residential Customers, Serviced by Republic Services,

Resolution #20-24.

Supervisor Grewal noted this is part of a series of resolutions that the Board has approved since March 15 to take care of the Township's most vulnerable community members. She also relayed to the Board that the Township has been requesting bids that should be received today for rubbish and recycling to ensure residents are getting the best service at the lowest rate.

ROLL CALL:

AYES: Grewal, Anzaldi, Scribner, Edwards-Brown, Jaffer, Krone, Ralph
NAYS: None
ABSENT: None
ABSTAIN: None

MOTION CARRIED

10.5 Authorize the Supervisor and Clerk to enter into an Agreement with the Washtenaw County Road Commission for Platt Road Greenway Phase 2

Moved by Trustee Jaffer, supported by Treasurer Scribner, to authorize the Supervisor and Clerk to enter into an Agreement with the Washtenaw County Road Commission for Platt Road Greenway Phase 2.

Supervisor Grewal stated that these agreements are part of how public roads have to be done due to all Township public roads being under WCRC jurisdiction. She reminded the Board that Platt Road Greenway Phase 1 was the first greenway in Washtenaw County, and gave a background on how that project was completed in record time. She also gave an overview of grant funding for Platt Road Greenway Phase 2 and the successes with integrating non-motorized pathways throughout the Township. She stated that the first virtual Township forum will be regarding Platt Road Greenway Phase 2 and will be conducted next week.

Trustee Krone asked what the anticipated cost to the Township will be.

Supervisor Grewal stated that at this time, they are engaging private sector partners that are located right along this greenway location. They are also working with the Washtenaw County Parks and Recreation Department to apply for the Connected Communities grant. The Township last received this grant five years ago, and she anticipates the Township being very competitive in receiving this grant again.

MOTION CARRIED

10.6 Approve the quote from DTE Energy to install gas service at 1750 Oak Valley Drive (District 3 Booster station), for a cost not to exceed \$15,903

Moved by Clerk Anzaldi, supported by Trustee Jaffer, to approve the quote from DTE Energy to install gas service at 1750 Oak Valley Drive (District 3 Booster station), for a cost not to exceed \$15,903.

MOTION CARRIED

10.7 Authorize the Supervisor and Clerk to enter into an Agreement with Stantec Consulting for construction engineering services related to the District 3 Booster Station Rehabilitation Phase 1, for a cost not to exceed \$32,500, subject to Township Attorney approval

Moved by Treasurer Scribner, supported by Clerk Anzaldi, to authorize the Supervisor and Clerk to enter into an Agreement with Stantec Consulting for construction engineering services related to the District 3 Booster Station Rehabilitation Phase 1, for a cost not to exceed \$32,500, subject to Township Attorney approval.

Trustee Ralph asked if the Township ever bids out engineering plans to other companies.

Supervisor Grewal said the Township regularly goes with Stantec because of their familiarity with the Township's various sites.

Interim Director Weirich stated that his department has sent larger projects out for bid in the past. He noted the Request for Qualifications on this project went out for bid, and they felt Stantec was the most qualified. He agreed that for projects that require intimate knowledge of the site, the preferred company to work with is Stantec.

MOTION CARRIED

10.8 Authorize the Supervisor and Clerk to enter into an Agreement with Reliance Building (Novi, MI), low bidder, for District 3 Booster Station Rehabilitation for a cost not to exceed \$290,000 including contingency, subject to Township Attorney approval

Moved by Clerk Anzaldi, supported by Trustee Jaffer, to authorize the Supervisor and Clerk to enter into an Agreement with Reliance Building (Novi, MI), low bidder, for District 3 Booster Station Rehabilitation for a cost not to exceed \$290,000 including contingency, subject to Township Attorney approval.

Supervisor Grewal thanked Interim Director Weirich for coordinating all of the work that needed to be done for District 3 Booster Station.

MOTION CARRIED

11. Unfinished Business

None

12. New Business

None

13. Liaison Reports

Trustee Ralph commended Corporal James Maudlin and Officer John Pattwell for successfully apprehending an individual that held a Township resident at gunpoint and discharged a firearm in the Home Depot parking lot last week. He said they did a fantastic job.

Trustee Jaffer also wanted to thank those officers and the Department of Public Safety for their service.

Clerk Anzaldi provided the Board with an update regarding how COVID-19 is impacting upcoming elections. She recognized and was grateful for the work of election inspectors and acknowledged some are choosing not to work the August election to stay home and stay safe. She anticipates an increase in voter participation and relayed that Senator Irwin has introduced a bill to make all Michigan elections conducted by mail only.

Supervisor Grewal recognized that there are a number of different variables that are fluid in the midst of the COVID-19 pandemic. She stated that the Township has a strong team and appreciates all the work being done to keep everyone safe and healthy.

14. Adjournment

Moved by Trustee Krone, supported by Trustee Jaffer, to adjourn the meeting at 7:12 p.m.

MOTION CARRIED

Michelle L. Anzaldi, Clerk
Pittsfield Charter Township

Mandy Grewal, Supervisor
Pittsfield Charter Township

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Pittsfield Charter Township

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Board Meeting Notes May 27, 2020

Good evening everyone, I want to update you on our Tax collection and settlement process. **Settlement** - is the process for the County and the Township to reconcile the tax collection and the remaining delinquent taxes. From those numbers the County reimburses the township for the real property taxes, special assessment and administration fees due to the township.

- The township submitted our settlement package to the County May 15, 2020. Typically, we submit this in March but due to Covid-19 the offices were closed and we had to make alternative arrangements. In the board packet is the 2019 tax settlement summary.
- The township is expected to receive the amount due \$317,545.51 from the County for the outstanding real property taxes, administration fee and special assessments. The County has indicated that they are behind on reviewing settlements and that we should not expect the check before the end of the summer.
- This year we collected 98.4% of the taxes levied, the same as last year.

The graph provided, shows how much in taxes we levied for each entity, from left to right from the lowest to highest amount levied.

The Treasurer's office strives to provide friendly and quality service to all of our residents as we prepare for the 2020 tax collection cycle.