

**PROPOSED**

**Minutes of a Regular Meeting  
Pittsfield Charter Township Board of Trustees, February 24, 2021  
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, Urda-Thompson  
Members Absent: None  
Others Present: Deputy Clerk Lyn Sebestyen, Director Craig Lyon, Director John Adams, Director Jessica West, Township Attorney Jim Fink, Engineer Mark Pascoe, Christina Lirones, Bob Gibbs, Deb Cain, Ray Zora, Saif Dari

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**1. Call Meeting to Order**

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

**2. Pledge of Allegiance**

Led by Supervisor Grewal.

**3. Roll Call**

Members Present: Grewal (meeting remotely at Pittsfield Township), Anzaldi (meeting remotely at Pittsfield Township), Scribner (meeting remotely at Pittsfield Township), Edwards-Brown (meeting remotely at Pittsfield Township), Jaffer (meeting remotely at Pittsfield Township), Krone (meeting remotely at Pittsfield Township), Urda-Thompson (meeting remotely at Pittsfield Township)

Members Absent: None

**3.1 Approval of the Agenda**

Moved by Clerk Anzaldi, supported by Trustee Krone, to approve the agenda.

**MOTION CARRIED**

**4. Public Comment**

None

**4.1 Board Response to Public Comment**

None

**5. Approval of Minutes**

**5.1 Approve the Minutes of the Regular Meeting held on February 10, 2021**

Moved by Clerk Anzaldi, supported by Trustee Edwards-Brown, to approve the minutes of the regular meeting held on February 10, 2021.

**MOTION CARRIED**

**6. Public Hearings/Presentations/Proclamations**

**6.1 Proclamation declaring February 28, 2021 as Rare Disease day in Pittsfield Charter Township**

Supervisor Grewal commented that this is the 11<sup>th</sup> year Pittsfield Township has been participating, originating with former Trustee Stephanie Hunt spearheading on behalf of her son.

**7. Communications**

**7.1 Communications**

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to receive and file communications.

**MOTION CARRIED**

**8. Consent Agenda**

- 8.1 Approve payment of Accounts Payable checks #37649 through #37774 in the amount of \$398,718.37**
- 8.2 Approve payment of Payroll Payables checks #1329 through #1335 in the amount of \$2,158.82**
- 8.3 Approve payment of Tax Checking Payables checks #22902 through #22917 in the amount of \$4,612,891.60**
- 8.4 Approve payment to consultants for Parks and Recreation General Services in the amount of \$7,038.11**
- 8.5 Approve payment to consultants for UMS General Services in the amount of \$23,914.04**
- 8.6 Receive the January 2021 Republic Services Rubbish Collection Report**
- 8.7 Receive the February 24, 2021 Personnel Report**

Moved by Clerk Anzaldi, supported by Trustee Urda-Thompson, to approve consent agenda items 8.1 through 8.7.

**MOTION CARRIED**

**9. Items from the Treasurer**

**9.1 Quarterly Cash Balance Report**

Treasurer Scribner provided the Quarterly Cash Balance Report (see Attachment 1).

Moved by Trustee Krone, supported by Trustee Jaffer, to receive and file the Quarterly Cash Balance report.

**MOTION CARRIED**

**10. Items from the Clerk**

**10.1 Adopt a Resolution to Temporarily Relocate Polling Location for Precincts 3 and 4 in Pittsfield Charter Township due to COVID-19 Related Restrictions Effective for the May 4, 2021 Special Election, Resolution #21-12**

Moved by Clerk Anzaldi, supported by Trustee Krone, to adopt Res #21-12, a Resolution to Temporarily Relocate Polling Location for Precincts 3 and 4 in Pittsfield Charter Township due to COVID-19 Related Restrictions Effective for the May 4, 2021 Special Election.

**ROLL CALL:**

**AYES:** Grewal, Anzaldi, Scribner, Edwards-Brown, Jaffer, Krone, Urda-Thompson

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**MOTION CARRIED**

**10.2 Authorize payment to Hart Intercivic for the annual service and maintenance fees for years 6-10, for a cost of \$60,786.00.**

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to authorize payment to Hart Intercivic for the annual service and maintenance fees for years 6-10, for a cost of \$60,786.00.

**MOTION CARRIED**

**11. Items from the Supervisor**

**11.1 Adopt a Resolution for Re-Appointments to Township Boards, Commissions, and Committees, Resolution #21-13**

Moved by Treasurer Scribner, supported by Trustee Edwards-Brown, to adopt Res #21-13, a Resolution for Re-Appointments to Township Boards, Commissions, and Committees.

**ROLL CALL:**

**AYES:** Grewal, Anzaldi, Scribner, Edwards-Brown, Jaffer, Krone, Urda-Thompson

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**MOTION CARRIED**

- 11.2 Authorize the Supervisor and Clerk to enter into a Farmers Market Contract Services Agreement for the 2021 Double Up Food Bucks Farmers Market Grant Agreement, subject to Township Attorney approval.**

Moved by Clerk Anzaldi, supported by Trustee Edwards-Brown, to authorize the Supervisor and Clerk to enter into a Farmers Market Contract Services Agreement for the 2021 Double Up Food Bucks Farmers Market Grant Agreement, subject to Township Attorney approval.

Supervisor Grewal commented that food assistance usage has almost doubled from the previous year and expressed appreciation to Market Manager Tina Lloyd for her efforts.

**MOTION CARRIED**

- 11.3 Authorize the Supervisor and Clerk to enter into an Agreement with Mission Control GG, Inc for the Parks and Recreation Esports Program, subject to Township Attorney approval**

Moved by Clerk Anzaldi, supported by Trustee Krone, to authorize the Supervisor and Clerk to enter into an Agreement with Mission Control GG, Inc for the Parks and Recreation Esports Program, subject to Township Attorney approval.

Supervisor Grewal thanked Township Recreation Manager Kim McIntire for continuing to rethink recreation during the pandemic, and the collaboration with regional partners.

Clerk Anzaldi expressed excitement for the ability of kids to be able to connect with one another.

Treasurer Scribner extended compliments to all involved.

**MOTION CARRIED**

- 11.4 Authorize the Supervisor and Clerk to enter into an Agreement with the Washtenaw County Road Commission for the installation upgrade of mast arms at the intersections of Textile and Maple and Textile and Lohr in an estimated amount not to exceed \$294,460, 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 the Washtenaw County Road Commission for the installation upgrade of mast arms at the intersections of Textile and Maple and Textile and Lohr in an estimated amount not to exceed \$294,460, subject to Township Attorney approval.

Trustee Urda-Thompson inquired if there were other alternatives to the mast arms, as she is concerned with the cost and size of the structure.

Supervisor Grewal replied that this design is consistent within the Township, and this project is a Washtenaw County Road Commission project upgrading the traffic signals from poles to standard poles.

Treasurer Scribner and Trustee Jaffer like the look and stability of the mast arms.

Clerk Anzaldi asked if there was a cost breakdown between mast arms and the wood poles with wires, and whether there was a plan for where future mast arms would be installed.

Trustee Krone expressed concern that putting a signal in at Textile and Lohr could create potential for cut through traffic into one of the residential neighborhoods if traffic backs up. He continued that he would have appreciated the Road Commission engaging with residents a bit more before making these installations.

Supervisor Grewal added that there is a public forum scheduled for the spring and the Township will be sure to let the public know details and will also include the information in the Board of Trustees packet.

### **MOTION CARRIED**

#### **11.5 Approve Pedestrian Street Lighting Project Proposal Per DTE recommendations for a cost not to exceed \$50,000 including contingency**

Moved by Trustee Jaffer, supported by Clerk Anzaldi, to approve Pedestrian Street Lighting Project Proposal Per DTE recommendations for a cost not to exceed \$50,000 including contingency.

Clerk Anzaldi and Trustee Urda-Thompson both expressed concerns about the large number of lights recommended by DTE.

Director Jessica West commented that the number of lights is based on the location of current pedestrian crossings to bring them up to a safety standard.

Deborah Cain of DTE responded that solar is not a current option through DTE right now.

### **MOTION CARRIED**

#### **12. Unfinished Business**

None

#### **13. New Business**

None

#### **14. Liaison Reports**

None

#### **15. Public Comment II**

Christina Lirones, 151 E. Textile Rd., requested No Thru Truck signs in the Pittsfield Preserve neighborhood on Campbell, Payeur, Morgan, and Stone School Roads, for the safety of the neighborhood and per Township Ordinance.

Saif Dari, commented that he would like solar panels or other lighting options to be considered for the Pedestrian Street Lighting Project, despite the relationship the Township has with DTE.

#### **15.1 Board Response to Public Comment II**

Trustee Urda-Thompson conveyed her desire that the Board contact the Washtenaw County Road Commission regarding No Thru Truck signs on Campbell, Stone School, Morgan and Payeur Roads. She would like to get this resolved before construction begins on Michigan Avenue and has noticed truck drivers cutting through when they should not because of weight restrictions. If the Township can spend \$17,000 in maintenance costs for street lights, then they can afford eight No Thru Truck signs on four roads.

Clerk Anzaldi asked that the No Thru Truck signs to be placed on the agenda for a meeting discussion. She clarified her vote for the Street Lighting Project. She feels strongly that for safety reasons streets lights are necessary for that area, but would like to see the Township explore other lighting options.

Supervisor Grewal responded that the No Thru Truck signs will be placed on a working session agenda as the map would need to be revised.

#### **16. Adjournment**

Moved by Clerk Anzaldi, supported by Trustee Jaffer, to adjourn the meeting at 7:03 p.m.

#### **MOTION CARRIED**

A Working Session of the Board of Trustees will convene following the Regular Meeting of the Board of Trustees.

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Jill Mitchell, Recording Clerk  
Pittsfield Charter Township

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Michelle L. Anzaldi, Clerk  
Pittsfield Charter Township

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Mandy Grewal, Supervisor  
Pittsfield Charter Township

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## Pittsfield Charter Township

6201 West Michigan Avenue, Ann Arbor, MI 48108  
Phone: (734) 822-3140 • Fax: (734) 944-0292  
Email: [treasurer@pittsfield-mi.gov](mailto:treasurer@pittsfield-mi.gov)  
Website: [www.pittsfield-mi.gov](http://www.pittsfield-mi.gov)

Office of the Treasurer

Patricia Tupacz Scribner  
Township Treasurer  
[treasurer@pittsfield-mi.gov](mailto:treasurer@pittsfield-mi.gov)

Orna Angus  
Deputy Treasurer  
[anguso@pittsfield-mi.gov](mailto:anguso@pittsfield-mi.gov)

Kristina L. Dillion  
Assistant to Treasurer  
[dillionk@pittsfield-mi.gov](mailto:dillionk@pittsfield-mi.gov)

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### Board Meeting Notes for February 24, 2021 - Quarterly Cash Balance

Good Evening, as Treasurer, I am providing a summary of the investment activities as required by state law governing the investment of surplus funds. Public Act 20 Stipulates that the investment officers shall provide a written report quarterly to the governing body concerning the investment of funds.

In the fourth quarter, we distributed the tax funds from the 2020 summer tax collection to the appropriate units. This accounts for the large decrease in funds, which is consistent with years past.

We have seen little change in the low interest rates. As our Certificates of Deposit mature, we are exploring ways to keep our funds secure and maintain interest accruals. We are focusing on the security of our funds as we keep an eye out for any rate increases.

