

**PROPOSED**

**Minutes of a Regular Meeting  
Pittsfield Charter Township Board of Trustees, April 14, 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 John Adams, Engineer Mark Pascoe, County Commissioner Caroline Sanders, Drew Saunders, Christina Lirones.

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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 and Announcement of Location**

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 Adopt a Resolution to Adopt Electronic Meeting Procedures for the Pittsfield Charter Township Board of Trustees, Resolution #21-18**

Moved by Treasurer Scribner, supported by Clerk Anzaldi, to adopt a Resolution to Adopt Electronic Meeting Procedures for the Pittsfield Charter Township Board of Trustees, Resolution #21-18.

**ROLL CALL:**

**AYES:** Grewal, Anzaldi, Scribner, Edwards-Brown, Jaffer, Krone, Urda-Thompson  
**NAYS:** None  
**ABSENT:** None  
**ABSTAIN:** None

**MOTION CARRIED**

**3.2 Approval of the Agenda**

Supervisor Grewal requested to add item 11.4 Adopt a Resolution Supporting Washtenaw County Road Commission's Submission for a Federal Grant for the State Road Corridor, Resolution #21-21 (see Attachment 1).

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

**MOTION CARRIED**

**4. Public Comment I**

Christina Lirones, 151 E. Textile Road, requested the Board contact Washtenaw County Road Commission (WCRC) to request No Thru Truck signs for the Pittsfield Preserve. She emphasized without the signs being posted at the roads she has been advocating for—Campbell, Payeur, Morgan, and Stone School—the ordinance cannot be enforced. She stated posting the signs will not affect federal funding because none of the roads she advocates for are on WCRC's list of primary roads.

**4.1 Board Response to Public Comment I**

Supervisor Grewal contacted the Traffic and Safety Division of WCRC following the March 24, 2021 Working Session to address two points: recommended additional locations for No Thru Truck signs, and the request for signs to be posted at Campbell, Payeur, Morgan, and Stone School Roads. When she receives WCRC's response she will notify the Board.

**5. Approval of Minutes**

**5.1 Approve the Minutes of the Regular Meeting held on March 24, 2021**

Moved by Trustee Jaffer, supported by Trustee Krone, to approve the minutes of the regular meeting held on March 24, 2021.

**MOTION CARRIED**

**5.2 Approve the Minutes of the Working Session held on March 24, 2021**

Moved by Trustee Jaffer, supported by Trustee Krone, to approve the minutes of the working session held on March 24, 2021.

**MOTION CARRIED**

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

**6.1 Proclamation of Appreciation to Rebecca A. Baiocco for Her Service to the Residents of Pittsfield Charter Township**

Supervisor Grewal felt this was a stark reminder of COVID-19 by barring the Board's ability to celebrate Mrs. Baiocco in-person. While the niceties of in-person meeting proclamations are absent due to virtual meeting limitations, Supervisor Grewal wanted to at least put on public record the Board's appreciation of Mrs. Baiocco's extremely long service and dedication to the Township, and she will be sorely missed.

**6.2 Proclamation Declaring April 28, 2021 as Workers Memorial Day in Pittsfield Charter Township**

Supervisor Grewal stated that it is an honor and privilege to continue working closely with Township labor partners and ensure their values are upheld.

**7. Communications**

**7.1 Communications**

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

**MOTION CARRIED**

**8. Consent Agenda**

- 8.1 Approve payment of Accounts Payable checks #38053 through #38250 in the amount of \$2,441,986.23**
- 8.2 Approve payment of Payroll Payable checks #1349 through #1357 in the amount of \$5,775.16**
- 8.3 Approve payment of Tax Checking Fund checks #22935 through #22949 in the amount of \$2,115,450.51**
- 8.4 Approve payment to Consultants for Community Development General Services in the amount of \$5,429.85**
- 8.5 Approve payment to Consultants for UMS General Services in the amount of \$19,129.84**
- 8.6 Receive the February 2021 Building Activity Report**
- 8.7 Approve the application for additional credited service through the Municipal Employees Retirement System (MERS) for Thomas Montgomery, with the entire cost of the purchase of time to be funded by Mr. Montgomery**
- 8.8 Receive the April 14, 2021 Personnel Report**

Moved by Trustee Jaffer, supported by Clerk Anzaldi, to approve consent agenda items 8.1 through 8.8.

**MOTION CARRIED**

**9. Items from the Treasurer**

None

**10. Items from the Clerk**

**10.1 Adopt a Resolution Revoking the Industrial Facilities Exemption Certificate for Lycera, Inc., Resolution #21-16**

Moved by Clerk Anzaldi, supported by Trustee Krone, to adopt a Resolution Revoking the Industrial Facilities Exemption Certificate for Lycera, Inc., Resolution #21-16.

Clerk Anzaldi initiated Resolution #21-16 after it was brought to her attention that Lycera, Inc. vacated the building their tax abatement applied to. The abatement was granted in good faith that Lycera, Inc. would operate at their original location for a long time, and since that is not the case, she recommended revocation of the abatement.

**ROLL CALL:**

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

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**MOTION CARRIED**

**11. Items from the Supervisor**

**11.1 Authorize the Supervisor and Clerk to enter into a Service Agreement with ITRight to enhance the Township's network and cyber security system for a cost not to exceed \$65,000, subject to Township Attorney approval**

Moved by Clerk Anzaldi, supported by Trustee Krone, to authorize the Supervisor and Clerk to enter into a Service Agreement with ITRight to enhance the Township's network and cyber security system for a cost not to exceed \$65,000, subject to Township Attorney approval.

Supervisor Grewal recognized Director John Adams for his work in light of recent statewide and national cybersecurity breaches. ITRight works with a huge network of local units of government, making them the best solution as the Township waits for macro solutions implemented by state and federal entities.

Treasurer Scribner complimented Director Adams and IT Support Technician Bhavin Patel for their due diligence protecting the Township's assets and communications.

Trustee Krone echoed Treasurer Scribner's sentiments and asked if the cost of item 11.1 can be offset by any other related cybersecurity costs.

Supervisor Grewal responded that cost savings from item 11.1 will be determined by how effective the transition to ITRight is. The strategy is to maintain the Township's existing contracts with companies handling back end security functions and avoid potential vulnerabilities during transition. She emphasized that the cost is not to exceed \$65,000 and that is if the Township is unable to phase out existing cybersecurity services. Savings of around \$40,000 to \$50,000 per year is contingent upon on the outcome of item 11.1.

Clerk Anzaldi expressed concern over the cost. She noted that the contingency fund has \$200,000. \$160,000 has been earmarked for streetlighting and \$50,000 has also been earmarked already. She sees item 11.1 as completely warranted and she supports funding it, but asked how the contingency fund can cover this expense.

Supervisor Grewal noted there are upcoming budget revisions in light of the recent cybersecurity breaches, and the Township is looking to expand its IT Department.

**MOTION CARRIED**

**11.2 Authorize the Supervisor and Clerk to enter into an Agreement with the Washtenaw County Road Commission for the 2021 Local Road Maintenance Agreement, subject to Township Attorney approval**

Moved by Treasurer Scribner, supported by Trustee Krone, to authorize the Supervisor and Clerk to enter into an Agreement with the Washtenaw County Road Commission for the 2021 Local Road Maintenance Agreement, subject to Township Attorney approval.

Supervisor Grewal stated the agreement is for maintaining Township road surface conditions and completing subdivisions. Her office worked with Mr. Harmon of WCRC.

Trustee Krone asked for an update regarding the Township's \$4,000,000 bond.

Supervisor Grewal said there is money remaining from the bond. The Township is still looking to fill the Director of Municipal Services position.

**MOTION CARRIED**

Supervisor Grewal confirmed the Township is enrolled in the best dust control program possible.

**11.3 Authorize the Supervisor and Clerk to renew the Contract with Governmental Consultant Services, Inc. for consulting services for a cost not to exceed \$75,600 for the period of June 2021 to June 2023, subject to Township Attorney approval**

Moved by Trustee Jaffer, supported by Clerk Anzaldi, to authorize the Supervisor and Clerk to renew the Contract with Governmental Consultant Services, Inc. for consulting services for a cost not to exceed \$75,600 for the period of June 2021 to June 2023, subject to Township Attorney approval.

Clerk Anzaldi asked if Governmental Consultant Services, Inc. provides a report.

Supervisor Grewal responded that the \$30,000,000 grant funding the Township received through GCSI's work to fund Michigan Avenue and the \$30,000,000 they are in the process of acquiring for the US-12 Sewer project demonstrates effectiveness of their services. She recalled how difficult it was to receive funding prior to working with GCSI, and the company did provide a report in the first contract with the Township. She said she would be happy to request reports for this upcoming period.

**MOTION CARRIED**

**11.4 Adopt a Resolution Supporting Washtenaw County Road Commission's Submission for a Federal Grant for the State Road Corridor, Resolution #21-21**

Supervisor Grewal was notified of WCRC applying for the grant April 12-13, 2021 and that submission for the grant is due April 16, 2021.

Moved by Clerk Anzaldi, supported by Trustee Jaffer, to adopt a Resolution Supporting Washtenaw County Road Commission's Submission for a Federal Grant for the State Road Corridor, Resolution #21-21.

Clerk Anzaldi mentioned Resolution #21-21 will be attached to the minutes in addition to screensharing the resolution during the meeting prior to adoption.

**ROLL CALL:**

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

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**MOTION CARRIED**

Supervisor Grewal stated this is the first time there are available federal grants, and as a result there are many competing submissions. She saw no harm in supporting WCRC's submission.

**12. Unfinished Business**

None

**13. New Business**

None

**14. Liaison Reports**

None

**15. Public Comment II**

Christina Lirones, 151 E. Textile Road, thanked the Board for contacting Brent Schlack regarding the No Thru Truck signs. She expressed concern over the length of time it took for the Board to act on her request as new subdivisions have been built during that time. She refuted that the Township Board, not WCRC, is the body that determines whether No Thru Truck signs are posted according to the ordinance.

**15.1 Board Response to Public Comment II**

Clerk Anzaldi recognized Commissioner Caroline Sanders was in attendance.

Commissioner Caroline Sanders greeted the Board, thanked the Pittsfield Promise PAC, and hopes to attend more frequently.

Supervisor Grewal formally congratulated Commissioner Sanders on being elected.

Trustee Edwards-Brown and Trustee Yaffer expressed condolences for Commissioner Sanders' father passing away.

Supervisor Grewal requested a moment of silence. She wished everyone the best for their physical and mental well-being.

**16. Adjournment**

Moved by Trustee Krone, supported by Clerk Anzaldi, to adjourn the meeting at 7:04 p.m.

**MOTION CARRIED**

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Rita Lee, 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

PITTSFIELD CHARTER TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN  
RES #21-21

RESOLUTION SUPPORTING WASHTENAW COUNTY ROAD COMMISSION'S  
SUBMISSION FOR A FEDERAL GRANT FOR THE STATE ROAD CORRIDOR

April 14, 2021

At a Regular Meeting of the Township Board of Pittsfield Charter Township, Washtenaw County, Michigan, located at the Township Administration Building, 6201 W. Michigan Avenue, in said Township, on the 14<sup>th</sup> day of April, 2021 at 6:30 p.m.

Present:

Absent:

The following preamble and resolution were offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

**WHEREAS**, since 2010, Pittsfield Township has been implementing improvements to its primary corridors through resurfacing, safety medians, street lighting, addressing capacity, road diets; installation of multimodal amenities such as greenway, bike lanes, sidewalks, and mid-block crossings; and, most recently, installation of green infrastructure; and

**WHEREAS**, this consistent, focused, and diligent approach of the past decade has allowed this administration to be the first to significantly improve the road surface, capacity, safety, and multimodality along every single primary corridor in Pittsfield Township (Washtenaw Avenue, Carpenter Road, Packard Road, Golfside Road, Ellsworth Road, Ann Arbor-Saline Road, Maple Road, Oak Valley Road, Lohr Road, Textile Road, and Michigan Ave in 2022) – with the sole exception of State Road; and

**WHEREAS**, this exception is not from lack of trying since the Township successfully leveraged federal funds (2010-2012) to complete an Environmental Assessment for the corridor (Ellsworth to Textile) and established a Corridor Improvement Authority (2013-2018) to accrue local match monies in anticipation of federal funding for the approximately \$30 million improvement project; and

**WHEREAS**, the Board of Trustees voted to dissolve the Corridor Improvement Authority after five (5) years of existence due to its inability to accrue projected revenue along with the complete absence of federal funding at the time; this despite the fact that State Road is one of the two most economically significant corridors (along with Plymouth Road) in Washtenaw County as evidenced by their attraction and retention of businesses over the past decade, per Ann Arbor SPARK data; and

**WHEREAS**, with the recent approval of federal stimulus monies there is some expectation that federal transportation funding might be made available for projects such as State Road and the Washtenaw County Road Commission (WCRC) is taking the lead in exploring this possibility;

**NOW THEREFORE BE IT RESOLVED**, that the Pittsfield Charter Township Board of Trustees enthusiastically and strongly supports the WCRC in all its efforts to seek federal funding to implement the much-needed and long awaited infrastructure improvements – surface conditions, capacity, multimodality, and green infrastructure – as envisioned and adopted in the State Road Environmental Assessment Study.



PITTSFIELD CHARTER TOWNSHIP  
Board of Trustees  
Minutes for a Regular Meeting  
Held March 24, 2021  
Attachment 1

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**ROLL CALL VOTE:**

**AYES:** -

**NAYS:** -

**ABSENT:** -

**ABSTAIN:** -

**RESOLUTION DECLARED** \_\_\_\_\_.

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Mandy Grewal, Supervisor  
Pittsfield Charter Township

Dated: April \_\_\_, 2021

## **CERTIFICATE**

I, Michelle L. Anzaldi, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Pittsfield Charter Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on April 14, 2021, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Michelle L. Anzaldi, Clerk  
Pittsfield Charter Township

Dated: April \_\_, 2021