

**PROPOSED**

**Minutes of a Regular Meeting  
Pittsfield Charter Township Board of Trustees May 26, 2021  
E.A. Jackson Morris Hall, The Robert A. Lillie Service Center  
6201 W. Michigan Avenue, Ann Arbor, Michigan 48108**

Members Present: Anzaldi, Scribner, Edwards-Brown, Jaffer, Krone, Urda-Thompson  
Members Absent: Grewal  
Others Present: Deputy Clerk Lyn Sebestyen, Director Billy Weirich, Director Kurt Weiland, Director Tracy Watkins, Attorney Jim Fink, Park Commissioner Theresa Tupacz, County Commissioner Caroline Sanders, Mark Pascoe, Spencer Cain, Court Reporter Kristen Shankleton, Markus Mobius, Christina Lirones, Sarah Martin, Stacey Bodner, Maria Bailey, Drew Saunders, Bree Arvai, Elizabeth Gibbs, John Pedit

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**1. Call Meeting to Order**

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

**2. Pledge of Allegiance**

Led by Clerk Anzaldi.

Moved by Treasurer Scribner, supported by Trustee Jaffer, to elect Clerk Anzaldi as Chair Pro Tem for the May 26, 2021 meeting.

**MOTION CARRIED**

**3. Roll Call**

Members Present: 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: Grewal

**3.1 Approval of the Agenda**

Moved by Treasurer Scribner, supported by Trustee Jaffer, to approve the agenda as submitted.

## **MOTION CARRIED**

### **4. Public Comment I**

Caroline Sanders, County Commissioner for Pittsfield Township, stated she will be joining Board Meetings, offered support to the Board, and welcomes interaction with residents. Her contact number is 734-249-2143.

Markus Mobius requested that the differences between the proposed Master Plan and the 2010 Master Plan be published so residents can see changes between the two plans. He also requested that changes to the Master Plan be published to surrounding neighborhoods.

Christina Lirones, 151 E. Textile, agreed with Mr. Mobius's comment about publishing pertinent information to affected neighborhoods. She also requested No Thru Trucks signs be posted within the Pittsfield Preserve neighborhood on the following roads: Campbell, Payeur, Stone School and Morgan Roads, for the health and safety of the residents, and visitors to the park.

Theresa Tupacz, chair of the Township Park Commission, updated the Board regarding business from their most recent Park Commission meeting, and added they will be discussing the park at Waters Road and Oak Valley Drive at an upcoming meeting. Ms. Tupacz is concerned about the absence of, and recruitment for, a Parks and Recreation Director and shared consequences resulting from the Township lacking a director.

Sarah Martin, Oak Drive, expressed her support for the Proclamation for Gun Violence Awareness Day and thanked the Board for their support.

Stacey Bodner, events coordinator for Ele's Place Ann Arbor, stated she is present at the meeting should the Board have questions regarding the event and road closure on Hines Drive.

#### **4.1 Board Response to Public Comment I**

Trustee Edwards-Brown welcomed Commissioner Sanders and added that the Board looks forward to working with her. She replied to Mr. Mobius that she forwarded his email to the Board and will respond after she has thoroughly read his message.

Trustee Urda-Thompson replied to Ms. Lirones that she has been in contact with the County and will continue to work with them on No Thru Truck sign placement and cost.

Trustee Jaffer welcomed Commissioner Sanders and thanked her for coming to tonight's meeting. He acknowledged receipt of the email from Trustee Edwards-Brown and added that he hoped a new Parks and Recreation Director would be found soon.

Chair Anzaldi thanked Commissioner Sanders for her attendance and said the Township is fortunate to have her. She commended the Park Commission for their diligence and recognizes the benefit of having a Parks and Recreation Director.

## **5. Approval of Minutes**

### **5.1 Approve the Minutes of the Regular Meeting held on May 12, 2021**

Moved by Trustee Jaffer, supported by Trustee Krone, to approve the minutes of the regular meeting held on May 12, 2021.

**MOTION CARRIED**

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

### **6.1 Proclamation Declaring the First Friday in June to be National Gun Violence Awareness Day in Pittsfield Charter Township**

Chair Anzaldi thanked Sarah Martin and Maria Bailey for their attendance tonight.

Trustee Edwards-Brown added that it was sobering to read the Proclamation and to get a glimpse of the impact of what happens when we don't have gun control.

### **6.2 US-12 Wastewater (Sewer) Improvement Project**

Director Billy Weirich, Mark Pascoe, and Spencer Cain shared a presentation on the US-12 Wastewater (Sewer) Improvement Project, which can be found in the meeting packet.

Trustee Edwards-Brown asked for clarification about Public Health and Sociological/Environmental Risks. Mr. Cain explained the difference in risks between the two alternatives and that the route choice makes the biggest impact or risk. He added that more information can be found in the project plan.

Chair Anzaldi asked about financing. Director Weirich said they are trying to minimize the cost to residents by utilizing grants and spreading the cost over several years.

### **6.3 Public Hearing: Sanitary Collection System Improvement Project**

The Public Hearing opened at 6:23 p.m.

Christina Lirones, 151 E. Textile Road, asked if residents have been informed about the upcoming project and expressed concerns for impact at the sections of Textile Road between Carpenter and US-23, and US-12 and US-23. Ms. Lirones added that this project is needed and is happy to see three lift stations being eliminated because they are problematic.

John Pedit, 3625 Textile Road, stated that as a resident on Textile Road he has not been informed of this project. He is on well and septic, and communicated concerns that construction would affect his water supply and inquired whether they would be obligated to hook up to the sewer line.

Director Weirich stated that this Public Hearing is the first outreach and community meetings could follow with affected neighborhoods to discuss their concerns. He further explained that residents will not be obligated to connect to the sewer line but will have the opportunity to do so. He agreed with Ms. Lirones about eliminating the lift stations because they have a shorter life span, are very costly, dangerous to operate, and are problematic, but added that the lift station at Warner Creek is remaining because the cost of construction was too great. Proposed construction of the line on Textile Road will be down the middle of the street.

Mr. Pascoe added that project information will be available on the Township website.

The Public Hearing closed at 6:35 p.m.

## **7. Communications**

### **7.1 Communications**

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

**MOTION CARRIED**

## **8. Consent Agenda**

- 8.1 Approve payment of Accounts Payable checks #38516 through #38652 in the amount of \$664,733.19**
- 8.2 Approve payment of Payroll Payable checks #1371 through #1378 in the amount of \$14,749.35**
- 8.3 Approve payment to Consultants for UMS General Services in the amount of \$14,695**
- 8.4 Receive the April 2021 Revenue/Expenditure Report**
- 8.5 Receive the April 2021 activity report for the Department of Public Safety**
- 8.6 Receive the April 2021 Building Activity Report**
- 8.7 Receive the April 2021 Republic Services Rubbish Collection Report**
- 8.8 Receive the May 26, 2021 Personnel Report**

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

**MOTION CARRIED**

## **9. Items from the Treasurer**

### **9.1 Settlement Update**

Moved by Trustee Krone, supported by Trustee Jaffer, to receive and file the Settlement Update. See Attachment 1.

**MOTION CARRIED**

**10. Items from the Clerk**

**10.1 Adopt the Pittsfield Charter Township Purchasing Policy**

Moved by Trustee Krone, supported by Treasurer Scribner, to adopt the Pittsfield Charter Township Purchasing Policy.

Chair Anzaldi updated the Board on corrections made since the policy was introduced at a previous working session.

Trustee Edwards-Brown commented that having a written policy that clarifies expectations is excellent and commended Chair Anzaldi and her staff for working on this.

**MOTION CARRIED**

**11. Items from the Supervisor**

**11.1 Adopt a Resolution Authorizing Termination of Agreements Between Pittsfield Charter Township and Northfield Township for Building Department Services and Zoning Official Services, Resolution #21-26**

Moved by Treasurer Scribner, supported by Trustee Urda-Thompson, to adopt Res #21-26, a Resolution Authorizing Termination of Agreements Between Pittsfield Charter Township and Northfield Township for Building Department Services and Zoning Official Services.

**ROLL CALL:**

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

**NAYS:** None

**ABSENT:** Grewal

**ABSTAIN:** None

**MOTION CARRIED**

**11.2 Adopt a Resolution to close Hines Drive from the Gym America driveway at 5555 Hines Drive to Textile Road in Pittsfield Charter Township from 8:00 a.m. to 11:00 a.m. for the Ele's Place Ann Arbor Healing Hearts Family 5k Walk/Run to be held on June 26, 2021, Resolution #21-27**

Moved by Trustee Krone, supported by Treasurer Scribner, to adopt Res #21-27, a Resolution to close Hines Drive from the Gym America driveway at 5555 Hines Drive to Textile Road in Pittsfield Charter Township from 8:00 a.m. to 11:00 a.m. for the Ele's Place Ann Arbor Healing Hearts Family 5k Walk/Run to be held on June 26, 2021.

**ROLL CALL:**

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

**NAYS:** None

**ABSENT:** Grewal

**ABSTAIN:** None

**MOTION CARRIED**

**11.3 Approve the purchase of the Axon body-worn camera system, at a five-year cost not to exceed \$182, 081.78, subject to Township Attorney approval**

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to approve the purchase of the Axon body-worn camera system, at a five-year cost not to exceed \$182,081.78, subject to Township Attorney approval.

Director Harshberger shared a brief history regarding body-worn cameras, and feels this will eventually be a requirement for police departments in the near future. The department has been testing six body cameras.

Treasurer Scribner added she is glad the Township is doing this, not only for the safety of the officers, but also for the safety of residents.

Trustee Edwards-Brown commended DPS for their community engagement and transparency.

**MOTION CARRIED**

**11.4 Adopt a Resolution Adopting a Final Project Plan for Wastewater Collection System Improvements and Designating an Authorized Project Representative, Resolution #21-29**

Moved by Treasurer Scribner, supported by Trustee Krone, to adopt Res #21-29, a Resolution adopting a Final Project Plan for Wastewater Collection System Improvements and Designating an Authorized Project Representative.

Chair Anzaldi requested changes to the Resolution to select a project.

A friendly amendment was offered by Treasurer Scribner, supported by Trustee Krone, to replace “will” with “have” in paragraph three, and add “1” to paragraph four to clarify the Township’s support of Alternative 1 as the selected alternative.

**ROLL CALL:**

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

**NAYS:** None

**ABSENT:** Grewal

**ABSTAIN:** None

**MOTION CARRIED**

**12. Unfinished Business**

None

**13. New Business**

**13.1 Motion to move into closed session as authorized by the Michigan Open Meetings Act for the following reasons:**

**1. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.**

**2. To consider material exempt from discussion or disclosure by state or federal statute.**

Moved by Trustee Krone, supported by Trustee Edwards-Brown, to move into closed session as authorized by the Michigan Open Meetings Act for the following reasons: 1. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained. 2. To consider material exempt from discussion or disclosure by state or federal statute.

**ROLL CALL:**

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

**NAYS:** None

**ABSENT:** Grewal

**ABSTAIN:** None

**MOTION CARRIED**

The Board moved into a closed session at 7:36 p.m.

The Board reconvened into regular session at 8:33 p.m.

**14. Liaison Reports**

None

**15. Public Comment II**

None

**15.1 Board Response to Public Comment II**

None

**16. Adjournment**

Moved by Trustee Krone, supported by Trustee Urda-Thompson, to adjourn the meeting at 8:35 p.m.

**MOTION CARRIED**

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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





## Pittsfield Charter Township

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*Office of the Treasurer*

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### Board Meeting Notes May 26, 2021

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

- The Township submitted our settlement package to the County March 19, 2021.
- The Township is expected to receive \$305,832.24 from the County for the outstanding real property taxes, administration fee and special assessments. The County has indicated that they have reviewed all of the settlements and that we should expect the reimbursement by the end of June.
- This year we collected 98.7% of the taxes levied, very similar to last year.
- We received positive feedback from many tax payers that even through the COVID-19 pandemic, we made ourselves available to residents via email, phone, and in-person appointments. Our commitment to provide excellent service did not waiver. Continuing to provide the Gold Standard of Excellence was especially valuable, as the County was completely closed for several months and we were able to assist residents with various tax issues.

The graph provided shows the amount in taxes 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 2021 tax collection cycle

DRAFT