

PROPOSED

**Minutes of a Regular Meeting
Pittsfield Charter Township Board of Trustees, July 14, 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 Matt Harshberger, Director Patricia Denig, Director Kurt Weiland, Director Billy Weirich, Director Jessica West, Mark Pascoe, Attorney Jim Fink, Planner Ben Carlisle, Jonathan Mazza, Park Commissioner Theresa Tupacz, Park Commissioner Anne Fortunato, County Commissioner Caroline Sanders, Christina Lirones, Sam Dodge, Jordan London, Mark Lockwood, Scott Munzel, Markus Mobius, Steve Gabrys, Joseph Maynard, A. Bowman, Drew Saunders.

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 Trustee Krone, supported by Treasurer Scribner, to elect Clerk Anzaldi as Chair Pro Tem for the July 14, 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.

Trustee Krone requested to add an item for to Discuss the Building Permit Fee for the Construction at Montibeller Park.

Clerk Anzaldi added the item as 13.0.

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

MOTION CARRIED

4. Public Comment I

Park Commission Chair Theresa Tupacz requested the Park Director position be filled. She is glad to see the Building Permit for Montibeller Park added to the agenda. Lillie Park is having stormwater draining issues. She was advised by the County to find a Township employee who can assist in applying for a FEMA grant to resolve the flooding.

Park Commissioner Annie Fortunato emphasized the importance of having a Park Director and the negative financial impact caused by having the position vacant.

Christina Lirones, 151 E. Textile Rd., supports the Township hiring a Park Director. She requested No Thru Truck signs on Campbell, Payeur, Stone School, and Morgan Roads. She thanked Trustee Urda-Thompson for meeting with her regarding her sign posting request.

County Commissioner Caroline Sanders asked why the portraits of elected officials are no longer on display in the Administration Building lobby and voiced her support for displaying portraits of Township elected officials.

A. Bowman asked when the Board is planning to return to in-person meetings.

Markus Mobius requested the Township notify property owners and residents neighboring two concentrated Township areas that will be rezoned by upcoming Master Plan amendments.

4.1 Board Response to Public Comment I

Trustee Edwards-Brown agreed with Commissioner Sanders to have Township elected officials' portraits displayed. Trustee Jaffer echoed these sentiments.

Trustee Krone stated that the Board has a working session to discuss when the Board should return to in-person meetings.

Trustee Urda-Thompson asked why the Park Director position has not been posted.

Clerk Anzaldi expressed her disappointment in the Park Director position not being posted. The Supervisor determines how to handle any requests for displays in the lobby.

5. Approval of Minutes

5.1 Approve the Minutes of the Regular Meeting held on June 9, 2021

Moved by Trustee Krone, supported by Trustee Jaffer, to approve the minutes of the regular meeting held on June 9, 2021.

MOTION CARRIED

5.2 Approve the Minutes of the Working Session held on June 9, 2021

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to approve the minutes of the working session held on June 9, 2021.

MOTION CARRIED

6. Public Hearings/Presentations/Proclamations

6.1 Proclamation of Appreciation to Henry “Hank” Fusik for His Service to the Residents of Pittsfield Charter Township

Clerk Anzaldi presented the Proclamation for Henry Fusik and wished both him and retired police dog, Murphy, well in their future endeavors.

6.2 Proclamation of Appreciation to Shawn Booth for His Service to the Residents of Pittsfield Charter Township

Clerk Anzaldi presented the Proclamation for Shawn Booth and wished him well in his future endeavors.

Trustee Edwards-Brown recognized the difficult and often under-appreciated work police officers take, and thanked both Henry Fusik and Shawn Booth for their valuable service.

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 #38753 through #39126 in the amount of \$2,112,156.33**
- 8.2 Approve payment of Payroll Payables checks #1385 through #1397 in the amount of \$7,216.18**
- 8.3 Approve payment of Tax Checking Fund check #22950 in the amount of \$292.32**
- 8.4 Approve payment to Consultants for Community Development General Services in the amount of \$3,235.11**
- 8.5 Approve payment to Consultants for Parks and Recreation General Services in the amount of \$7,237.91**
- 8.6 Approve payment to Consultants for UMS General Services in the amount of \$30,340.36**
- 8.7 Approve payment of subscription invoices in the amount of \$6,950**
- 8.8 Receive the May 2021 Revenue/Expenditure Report**
- 8.9 Receive the 2020 Single Audit Act Compliance Report**
- 8.10 Receive the 2021 Comprehensive Annual Financial Report**

8.11 Receive the Public Act 202 of 2020 Health Care (OPEB) and Pension Reports

8.12 Receive the June 2021 Republic Services Rubbish Collection Report

8.13 Receive the July 14, 2021 Personnel Report

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to approve consent agenda items 8.1 through 8.13.

MOTION CARRIED

9. Items from the Treasurer

9.1 Summer Taxes Billed

Treasurer Scribner provided the Summer Taxes Billed report (see Attachment 1).

Moved by Trustee Krone, supported by Trustee Jaffer, to receive and file the Summer Taxes Billed report.

MOTION CARRIED

10. Items from the Clerk

10.1 Authorize the Supervisor and Clerk to enter into a Five-Year Lease Extension with Broadview Farms for Pittsfield Charter Township Farmland

Moved by Treasurer Scribner, supported by Trustee Krone, to authorize the Supervisor and Clerk to enter into a Five-Year Lease Extension with Broadview Farms for Pittsfield Charter Township Farmland.

MOTION CARRIED

10.2 Adopt a Resolution Revoking the Industrial Facilities Exemption Certificate for SF Motors, Inc., Resolution #21-31

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to adopt a Resolution Revoking the Industrial Facilities Exemption Certificate for SF Motors, Inc., Resolution #21-31.

Clerk Anzaldi provided background on item 10.2.

ROLL CALL:

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

NAYS: None

ABSENT: Grewal

ABSTAIN: None

MOTION CARRIED

11. Items from the Supervisor

11.1 Adopt a Resolution Submitting Public Safety Millage Proposal, Resolution #21-30

Moved by Treasurer Scribner, supported by Trustee Krone, to adopt a Resolution Submitting Public Safety Millage Proposal, Resolution #21-30.

Trustee Krone asked if they can add language to the ballot to clarify that this proposal is to replace the existing millage.

Director Matt Harshberger stated he has yet to hear from Attorney Tom Colis regarding.

Trustee Krone asked if this resolution could be adopted pending attorney approval.

Clerk Anzaldi cautioned that Attorney Colis could respond stating that the language cannot be modified in that way, and requested Director Harshberger to notify the Board of Attorney Colis's response. She suggested adopting Resolution #21-30 as is, and then holding a special meeting to adopt a new resolution rescinding the old language if Attorney Colis approves the new language.

ROLL CALL:

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

NAYS: None

ABSENT: Grewal

ABSTAIN: None

MOTION CARRIED

11.2 Authorize the Supervisor and Clerk to enter into an Agreement with the Washtenaw County Road Commission to cooperate in the funding, design, construction, and development of the State Road Non-Motorized Pathway, subject to Township Attorney approval

Moved by Treasurer Scribner, supported by Trustee Urda-Thompson, to authorize the Supervisor and Clerk to enter into an Agreement with the Washtenaw County Road Commission to cooperate in the funding, design, construction, and development of the State Road Non-Motorized Pathway, subject to Township Attorney approval.

Director Jessica West provided a correction to the memorandum: there is a Township Budget impact of a matching fund requirement that will come from Capital Outlay account 904-970 in 2023. Her department is looking for grant monies to cover this matching fund requirement.

Clerk Anzaldi asked if items 11.2 and item 11.3 are connected, which Director West confirmed. Clerk Anzaldi requested grant applications to be added to Board packets.

Trustee Krone asked for the matching fund requirement amount.

Director West stated that the matching fund requirement is \$436,100.

Trustee Edwards-Brown requested an amended memorandum to be submitted in the next Board packet which includes the matching fund requirement.

Trustee Krone asked if there is a provision to cancel the agreement if the Township cannot pay the matching fund requirement.

Engineer Mark Pascoe cautioned the Township against cancelling agreements. He stated that anytime a part of the project has stalled, all costs incurred at that point are paid and there are no other costs to the Township.

Trustee Edwards-Brown appreciated Trustee Krone voicing his concerns as it changes the nature of item 11.2 knowing there are matching fund requirements.

MOTION CARRIED

- 11.3 Authorize the Supervisor and Clerk to enter into an Agreement with Stantec Consulting Michigan Inc. to provide professional engineering services related to the State Road Corridor Improvements, for a cost not to exceed \$175,500, subject to Township Attorney approval**

Moved by Trustee Krone, supported by Treasurer Scribner, to authorize the Supervisor and Clerk to enter into an Agreement with Stantec Consulting Michigan Inc. to provide professional engineering services related to the State Road Corridor Improvements, for a cost not to exceed \$175,500, subject to Township Attorney approval.

Clerk Anzaldi asked if grant funding is covering the \$175,500.

Director West believed it will be covered by grant funding, but will confirm and if that is not the case, will submit an amended memorandum in the next Board packet.

MOTION CARRIED

- 11.4 Authorize the Supervisor and Clerk to enter into an Agreement with G. Freeland Roofing Systems, Inc. to replace the flat roof at 701 W. Ellsworth Road, for a cost not to exceed \$88,220, 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 G. Freeland Roofing Systems, Inc. to replace the flat roof at 701 W. Ellsworth Road, for a cost not to exceed \$88,220, subject to Township Attorney approval.

MOTION CARRIED

- 11.5 Authorize the Director of Community Development and Township Attorney to pursue the proposed donation of parcel L-12-27-400-001 from BP River Rouge Pipeline Company LLC**

Moved by Trustee Krone, supported by Trustee Urda-Thompson, to authorize the Director of Community Development and Township Attorney to pursue the proposed donation of parcel L 12-27-400-001 from BP River Rouge Pipeline Company LLC.

Attorney Fink provided background for item 11.5.

MOTION CARRIED

- 11.6 Authorize the Supervisor and Clerk to enter into an Agreement with DTE Energy to furnish and install sixty-two street lighting fixtures at pedestrian intersection crossings in various locations across the township, for a cost not to exceed \$50,000 including contingency, 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 DTE Energy to furnish and install sixty-two street lighting fixtures at pedestrian intersection crossings in various locations across the

township, for a cost not to exceed \$50,000 including contingency, subject to Township Attorney approval.

Director West provided background for item 11.6.

Clerk Anzaldi advocated for stronger Township investment in solar energy.

Trustee Krone asked if DTE Energy would be installing additional lights for crossings that WCRC is in the process of installing, like the one on Textile Road. He also noted that a crossing on Lohr Road off of N. Silo Ridge is not on the list of existing pedestrian intersection crossings.

Director West stated that DTE Energy installs pedestrian lighting to improve pedestrian safety, while lighting installed by WCRC is to improve road/driver/vehicle safety. She will check about the Lohr Road crossing Trustee Krone referenced.

Trustee Urda-Thompson and Trustee Jaffer advocated for stronger Township investment in solar energy.

MOTION CARRIED

- 11.7 Authorize the Supervisor and Clerk to enter into an Agreement with DTE Energy to furnish and install thirty-two street lighting fixtures in the Washtenaw Heights neighborhood, for a cost not to exceed \$160,000, 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 DTE Energy to furnish and install thirty-two street lighting fixtures in the Washtenaw Heights neighborhood, for a cost not to exceed \$160,000, subject to Township Attorney approval.

MOTION CARRIED

- 11.8 Adopt a Resolution declaring the township's intent to establish a street lighting Special Assessment District in Arbor Ridge Crossing Phase 1, and setting a Public Hearing date, Resolution #21-19**

Moved by Treasurer Scribner, supported by Trustee Jaffer, to adopt a Resolution declaring the township's intent to establish a street lighting Special Assessment District in Arbor Ridge Crossing Phase 1, and setting a Public Hearing date, Resolution #21-19.

Trustee Urda-Thompson asked if these streetlights can be solar powered.

Director West stated that these lights were installed back in 2017 at the developer's request, and item 11.8 is for establishing a special assessment district for electricity use and maintenance costs.

ROLL CALL:

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

MOTION CARRIED

11.9 Adopt a Resolution declaring the township's intent to establish a street lighting Special Assessment District in Meadows of Arbor Ridge Phase 1, and setting a Public Hearing date, Resolution #21-20

Moved by Treasurer Scribner, supported by Trustee Krone, to adopt a Resolution declaring the township's intent to establish a street lighting Special Assessment District in Meadows of Arbor Ridge Phase 1, and setting a Public Hearing date, Resolution #21-20.

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

13.0 Discuss the Building Permit Fee for the Construction at Montibeller Park

Trustee Krone referenced Chair Tupacz's memo which notified the Board of the unanticipated building permit fee.

Clerk Anzaldi acknowledged the Park Commission has been very careful with the Park Millage Fund. She suggested the building permit fee be paid through General Fund to help alleviate financial pressure from the Park Millage.

Treasurer Scribner supports paying the fee in order to move forward with construction.

Trustee Edwards-Brown thanked Chair Tupacz for bringing this to the Board's attention and Trustee Krone for adding this discussion to tonight's meeting.

Trustee Urda-Thompson supports paying the fee.

Trustee Jaffer agreed that the cost should come from General Fund.

Moved by Trustee Krone, supported by Treasurer Scribner, to approve payment of Building Permit PB21-0409 for construction at Montibeller Park in the amount of \$12,089.20 from General Fund.

MOTION CARRIED

13.1 Approve the First Reading of ZOA #21-216, an Ordinance to Amend the Approved Planned Unit Development for parcels L-12-01-100-005, L-12-01-100-006, L-12-01-100-007, and L-12-01-100-020, Clark and Golfside Lockwood Development

Moved by Treasurer Scribner, supported by Trustee Urda-Thompson, to approve the First Reading of ZOA #21-216, an Ordinance to Amend the Approved Planned Unit

Development for parcels L-12-01-100-005, L-12-01-100-006, L-12-01-100-007, and L-12-01-100-020, Clark and Golfside Lockwood Development.

Planner Ben Carlisle provided background on item 13.1.

Treasurer Scribner did note the Township lost affordable housing units on Golfside Road, and is glad this development can offset that loss.

Clerk Anzaldi stated it was her understanding that this amendment to the Planned Unit Development (PUD) will increase density for the parcels and asked for clarification.

Planner Carlisle clarified that this PUD was never developed, and it is considered a major amendment because the undeveloped site is already zoned PUD.

Trustee Urda-Thompson asked if there are any proposals for a green roof.

Planner Carlisle stated there is no proposed green roof with this development.

Developer Mark Lockwood stated that having a green roof would be a cost burden on a project meant to provide affordable housing with rent well below market rates.

Trustee Urda-Thompson expressed disappointment in not having a green roof. She provided suggestions for incorporating more green initiatives with the development.

Trustee Edwards-Brown believes adding 295 more affordable housing units is incredible. She sympathized with Trustee Urda-Thompson's wish for stronger environmental alternatives, as well as the struggle of low-income residents to find housing. She asked for confirmation that there was a 100-year commitment from the developer.

Planner Carlisle stated the 99-year commitment to affordable housing is standard language for funding affordable housing.

Trustee Krone echoed the need to prioritize more environmentally conscious development designs in the Township.

Clerk Anzaldi understood the push for ecofriendly development in the Township. She also agreed that the Township needs more affordable housing.

Trustee Urda-Thompson asked if there are ways to help future residents of this development by installing solar panels to the roof to offset electricity costs.

Treasurer Scribner encouraged higher income areas of the Township that can take on the cost burden to incorporate green infrastructure.

ROLL CALL:

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

NAYS: None

ABSENT: Grewal

ABSTAIN: None

MOTION CARRIED

- 13.2 Motion to move into closed session as authorized by Section 8 of 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 Treasurer Scribner, supported by Trustee Krone, to move into closed session as authorized by Section 8 of 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 closed session at 8:28 p.m.

The Board reconvened into regular session at 9:29 p.m.

Moved by Trustee Krone, supported by Trustee Edwards-Brown, to authorize the Attorneys and Director of Utilities to proceed with the negotiation of a Purchase Agreement for the real estate discussed in closed session and return to the Board for final approval of the agreement.

ROLL CALL:

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

NAYS: Anzaldi

ABSENT: Grewal

ABSTAIN: None

MOTION CARRIED

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 9:32 p.m.

MOTION CARRIED

Rita K. Lee, Recording Clerk
Pittsfield Charter Township

Michelle L. Anzaldi, Clerk
Pittsfield Charter Township

Mandy Grewal, Supervisor
Pittsfield Charter Township



Pittsfield Charter Township

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Board Meeting Notes for July 14, 2021

Summer Tax Bill Update:

On July 1st, our office mailed this year's summer tax bill, we have seen an increase in early payments. In fact, our office has collected \$1 million more in taxes compared to last year at this time.

The Treasurer's office is committed to provide excellent service to our residents.
