

**PROPOSED**

**Minutes of a Regular Meeting  
Pittsfield Charter Township Board of Trustees, August 11, 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, Jaffer, Krone  
Members Absent: Edwards-Brown, Urda-Thompson  
Others Present: Deputy Clerk Lyn Sebestyen, Director Patricia Denig, Director Matt Harshberger, Director Barb McDermott, Director Tracy Watkins, Director Kurt Weiland, Director Billy Weirich, Director Jessica West, Attorney Jim Fink, Planner Ben Carlisle, Park Commissioner Theresa Tupacz, Park Commissioner Stacy Ebron, Park Commissioner Trish Reilly, County Commissioner Caroline Sanders, Mark Pascoe, Tina Lloyd, Jonathan Mazza, Christina Lirones, Jordan London, Mark Lockwood, Scott Munzel, Drew Saunders, Deborah Nystrom, Leslie Wilkins, Theo Eggermont, Alicia Markey, Erin Perry, Michael Rivet, Missy Stults, Tim Wilhelm, Valerie Brader

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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)  
Jaffer (meeting remotely at Pittsfield Township)  
Krone (meeting remotely at Pittsfield Township)  
Members Absent: Edwards-Brown, Urda-Thompson

**3.1 Approval of the Agenda**

Supervisor Grewal requested the addition of 6.3, a recycling initiative presentation given by Theo Eggermont from the Washtenaw Regional Resource Management Authority.

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

**MOTION CARRIED**

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

Deborah Nystrom, administrator for Carpenter School Neighbors Facebook group, stated there is continuing support for the Street Lighting Assessment in the Washtenaw Heights neighborhood, but there is confusion about light placement and concerns about over-lighting.

Park Commissioner Stacey Ebron commented on concerns she has regarding the proposed reorganization to be discussed in the working session and stated she would like to see better and open communication amongst Township leadership and elected officials.

Leslie Wilkins is a resident of the Washtenaw Heights neighborhood and supports additional lighting for the safety of residents of all ages.

Park Commission Chair Theresa Tupacz echoed comments that Park Commissioner Ebron stated and added her own concerns about, and management of, the Park Director position and communication between the Park Commission and Board of Trustees.

Park Commissioner Trish Reilly shared information about agenda item 13.1 and stated that talking about equity in Washtenaw County is important. She added that the Park Commission is willing to work together with the Township.

Eric Purvis expressed concerns about the reorganization proposed in the Working Session packet and feels there are more options than staff reductions. He questioned the Department of Public Safety being unable to stay within its budget and would like to see the Township educate residents on the importance of passing the millage.

Erin Perry is a resident of the Washtenaw Heights and voiced her strong support for street lights in the neighborhood. She would like to see clarity on the number and positioning of the lights, and costs required by residents.

Christina Lirones, 151 E. Textile Road, is concerned that there are only two scenarios in the Working Session to discuss the FY 2022 Budget. She feels that the Township needs to look at the Township's most expensive expenditures and compare wants, needs and essential services. She added that the Parks Department cannot be severed and Park Commissioners would be put in a difficult position if they were required to manage a Park Director. She stated that placing one director over Utilities, Parks and Community Development would be disastrous because the departments are not similar and the director may or may not be qualified for the position. She expressed surprise that the Park Commission had not been advised or told about the potential reorganization, which indicates a lack of communication with the Park Commission.

Jay Starr, 2894 Dalton Avenue, expressed appreciation that the street lighting project is moving forward in the Washtenaw Heights neighborhood. She recommended that the lights be on to align with the bus service and not necessarily on all night long.

**4.1 Board Response to Public Comment I**

None

**5. Approval of Minutes**

**5.1 Approve the Minutes of the Regular Meeting held on July 14, 2021**

Moved by Clerk Anzaldi, supported by Trustee Jaffer, to approve the minutes of the Regular Meeting held on July 14, 2021.

**MOTION CARRIED**

**5.2 Approve the Minutes of the Working Session held on July 14, 2021**

Moved by Trustee Jaffer, supported by Clerk Anzaldi, to approve the minutes of the Working Session held on July 14, 2021.

**MOTION CARRIED**

**5.3 Approve the Minutes of the Special Meeting held on July 21, 2021**

Moved by Clerk Anzaldi, supported by Trustee Jaffer, to approve the minutes of the Special Meeting held on July 21, 2021.

**MOTION CARRIED**

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

**6.1 Public Hearing: Arbor Ridge Crossing Phase 1 Street Lighting Special Assessment District (SAD)**

The Public Hearing opened at 6:57 p.m.

The Public Hearing closed at 6:57 p.m.

**6.2 Public Hearing: Meadows at Arbor Ridge Phase 1 Street Lighting Special Assessment District (SAD)**

The Public Hearing opened at 6:57 p.m.

The Public Hearing closed at 6:57 p.m.

**6.3 Public Presentation: WRRMA Presentation on Increasing Awareness on Effective Recycling within Pittsfield Township**

Theo Eggermont, WRRMA Manager, shared a presentation about a Quality Improvement Grant WRRMA received to improve recycling in Washtenaw County. See Attachment 1.

Supervisor Grewal requested the presentation and any additional fliers be available to be shared on the Township website.

**7. Communications**

**7.1 Communications**

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

**MOTION CARRIED**

**8. Consent Agenda**

- 8.1 Approve payment of Accounts Payable checks #39127 through #39408 in the amount of \$2,509,737.60**
- 8.2 Approve payment of Payroll Payables checks #1398 through #1411 in the amount of \$7,365.78**
- 8.3 Approve payment of Tax Checking Fund check #22951 through #22960 in the amount of \$1,435,103.20**
- 8.4 Receive the June 2021 Revenue/Expenditure Report**
- 8.5 Approve payment to Consultants for Community Development General Services in the amount of \$17,069.43**
- 8.6 Approve payment to Consultants for Parks and Recreation General Services in the amount of \$13,562.24**
- 8.7 Approve payment to Consultants for UMS General Services in the amount of \$31,492.94**
- 8.8 Receive the June 2021 activity report for the Department of Public Safety**
- 8.9 Receive the July 2021 Republic Services Rubbish Collection Report**
- 8.10 Receive the August 11, 2021 Personnel Report**

Moved by Clerk Anzaldi, supported by Trustee Jaffer, to approve consent agenda items 8.1 through 8.10.

**MOTION CARRIED**

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

### **9.1 Quarterly Cash Balance Report**

Treasurer Scribner provided the Quarterly Cash Balance Report (see Attachment 2).

Moved by Trustee Krone, supported by Clerk Anzaldi, to receive and file the Quarterly Cash Balance Report.

**MOTION CARRIED**

## **10. Items from the Clerk**

### **10.1 Adopt a Resolution Temporarily Relocating Precincts 3 & 4 from Chinmaya Mission, 4760 Packard, to Carpenter Elementary, 4250 Central Boulevard, for the November 2, 2021 Special Election, Resolution #21-34**

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to adopt a Resolution Temporarily Relocating Precincts 3 & 4 from Chinmaya Mission, 4760 Packard, to Carpenter Elementary, 4250 Central Boulevard, for the November 2, 2021 Special Election, Resolution #21-34.

#### **ROLL CALL:**

**AYES:** Grewal, Anzaldi, Scribner, Jaffer, Krone

**NAYS:** None

**ABSENT:** Edwards-Brown, Urda-Thompson

**ABSTAIN:** None

**MOTION CARRIED**

### **10.2 Adopt a Resolution Revoking the Industrial Facilities Exemption Certificate for Pacific Industrial Development Corporations, Resolution #21-40**

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to adopt a Resolution Revoking the Industrial Facilities Exemption Certificate for Pacific Industrial Development, Resolution #21-40.

Clerk Anzaldi stated that this tax exemption was granted in 2018 and Pacific Industrial Development Corporations informed the Clerk's Office that they have not started and will not be completing construction of their building.

#### **ROLL CALL:**

**AYES:** Grewal, Anzaldi, Scribner, Jaffer, Krone

**NAYS:** None

**ABSENT:** Edwards-Brown, Urda-Thompson

**ABSTAIN:** None

**MOTION CARRIED**

### **11. Items from the Supervisor**

#### **11.1 Adopt a Resolution to Request a Compensation Commission Determination of No Salary Increase for all Pittsfield Township Elected Officials, Resolution #21-33**

Moved by Treasurer Scribner, supported by Trustee Krone, to adopt a Resolution to Request a Compensation Commission Determination of No Salary Increase for all Pittsfield Township Elected Officials, Resolution #21-33.

Clerk Anzaldi stated she supports no raises for the Board of Trustees, but feels she cannot speak to the Park Commission providing the same support.

Treasurer Scribner asked why this resolution is coming to the Board before the Compensation Commission has met.

Supervisor Grewal responded that with fiscal constraints, and time commitment to prepare comparative documents, this resolution was created to give the Compensation Commission context regarding how the Board feels. She added that this Resolution does not prohibit the Commission from making their own determinations.

#### **ROLL CALL:**

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

#### **MOTION FAILED**

#### **11.2 Adopt a Resolution to Accept Coronavirus Local Fiscal Recovery Funds (CLERF) by Pittsfield Charter Township, Resolution #21-36**

Moved by Clerk Anzaldi, supported by Trustee Krone, to adopt a Resolution to Accept Coronavirus Local Fiscal Recovery Funds (CLERF) by Pittsfield Charter Township, Resolution #21-36.

Treasurer Scribner asked about a timeline for receiving funds.

Supervisor Grewal stated she cannot give a specific time frame but is hopeful funds will come this Fall, or later in the year.

#### **ROLL CALL:**

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

#### **MOTION CARRIED**

**11.3 Adopt a Resolution of Support for the ChadTough Foundation, RunTough for ChadTough, 1 Mile and 5K Event on Saturday, September 25, 2021, and Notification to the Washtenaw County Road Commission of Support for this event, Resolution #21-35**

Moved by Treasurer Scribner, supported by Clerk Anzaldi, to adopt a Resolution of Support for the ChadTough Foundation, RunTough for ChadTough, 1 Mile and 5K Event on Saturday, September 25, 2021, and Notification to the Washtenaw County Road Commission of Support for this event, Resolution #21-35.

**ROLL CALL:**

**AYES:** Grewal, Anzaldi, Scribner, Jaffer, Krone

**NAYS:** None

**ABSENT:** Edwards-Brown, Urda-Thompson

**ABSTAIN:** None

**MOTION CARRIED**

**11.4 Authorize the Supervisor and Clerk to enter into an Agreement with Shamrock Floorcovering Services, Inc. to install hard surface LVP flooring over the existing tile in the activity room at the Community Center at 701 W. Ellsworth Road for a cost not to exceed \$10,445.41, subject to Township Attorney approval**

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to authorize the Supervisor and Clerk to enter into an Agreement with Shamrock Floorcovering Services, Inc. to install hard surface LVP flooring over the existing tile in the activity room at the Community Center at 701 W. Ellsworth Road for a cost not to exceed \$10,445.41, subject to Township Attorney approval.

**MOTION CARRIED**

**11.5 Authorize the Supervisor and Clerk to enter into an Agreement with J.D. Quality Painting Co. to prepare and paint the fascia and EFIS at the Township Administration Building located at 6201 W. Michigan Avenue, for a cost not to exceed \$8,710, subject to Township Attorney approval**

Moved by Clerk Anzaldi, supported by Trustee Krone, to authorize the Supervisor and Clerk to enter into an Agreement to J.D. Quality Paining Co. to prepare and paint the fascia and EFIS at the Township Administration Building located at 6201 W. Michigan Avenue, for a cost not to exceed \$8,710, subject to Township Attorney approval.

**MOTION CARRIED**

**11.6 Authorize the Supervisor and Clerk to enter into an Agreement with J.D. Quality Painting Co. to prepare and paint the upper metal siding of the garage building located at 701 W. Ellsworth Road, for a cost not to exceed \$6,070, subject to Township Attorney approval**

Moved by Treasurer Scribner, supported by Trustee Jaffer, to authorize the Supervisor and Clerk to enter into an Agreement with J.D. Quality Painting Co. to prepare and paint the upper metal siding of the garage building located at 701 W. Ellsworth Road, for a cost not to exceed \$6,070, subject to Township Attorney approval.

**MOTION CARRIED**

**11.7 Authorize the Supervisor and Clerk to sign a one-year contract extension with Washtenaw County to provide the Department of Public Safety with E-911 and non-emergency police dispatch services, for a cost not to exceed \$145,000, subject to Township Attorney approval**

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to authorize the Supervisor and Clerk to sign a one-year contract extension with Washtenaw County to provide the Department of Public Safety with E-911 and non-emergency police dispatch services, for a cost not to exceed \$145,000, subject to Township Attorney approval.

**MOTION CARRIED**

**11.8 Authorize the Supervisor and Clerk to enter into an Easement Agreement with ALDI Food Market for establishing easements over the water and sewer mains, subject to Township Attorney approval**

Moved by Clerk Anzaldi, supported by Trustee Krone, to Authorize the Supervisor and Clerk to enter into an Easement Agreement with ALDI Food Market for establishing easements over the water and sewer mains, subject to Township Attorney approval.

**MOTION CARRIED**

**11.9 Authorize the Supervisor and Clerk to enter into a five-year Agreement with HydroCorp Inc. to manage and operate the township Cross Connection Control Program, for a cost not to exceed \$131,492 annually, subject to Township Attorney approval**

Moved by Clerk Anzaldi, supported by Trustee Krone, to authorize the Supervisor and Clerk to enter into a five-year Agreement with HydroCorp Inc. to manage and operate the township Cross Connection Control Program, for a cost not to exceed \$131,492 annually, subject to Township Attorney approval.

Trustee Krone asked for clarification about the cost for this project.



Director Weirich responded that the discrepancy in numbers comes from materials and services the Township is opting out of.

**MOTION CARRIED**

**11.10 Adopt a Resolution declaring the township's intent to establish a street lighting Special Assessment District in the Washtenaw Heights neighborhood area, and setting a Public Hearing date, Resolution #21-37**

Moved by Treasurer Scribner, supported by Clerk Anzaldi, to adopt a Resolution declaring the township's intent to establish a street lighting Special Assessment District in the Washtenaw Heights neighborhood area, and setting a Public Hearing date, Resolution #21-37.

Supervisor Grewal thanked all the residents who came to tonight's meeting and spoke during public comment. She added that the Township will work with DTE to ensure resident concerns are considered.

**ROLL CALL:**

**AYES:** Grewal, Anzaldi, Scribner, Jaffer, Krone

**NAYS:** None

**ABSENT:** Edwards-Brown, Urda-Thompson

**ABSTAIN:** None

**MOTION CARRIED**

**11.11 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 #21-38**

Moved by Clerk Anzaldi, supported by Treasurer Scribner, 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 #21-38.

**ROLL CALL:**

**AYES:** Grewal, Anzaldi, Scribner, Jaffer, Krone

**NAYS:** None

**ABSENT:** Edwards-Brown, Urda-Thompson

**ABSTAIN:** None

**MOTION CARRIED**

**11.12 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 #21-39**

Moved by Treasurer Scribner, supported by Clerk Anzaldi, 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 #21-39.

**ROLL CALL:**

**AYES:** Grewal, Anzaldi, Scribner, Jaffer, Krone

**NAYS:** None

**ABSENT:** Edwards-Brown, Urda-Thompson

**ABSTAIN:** None

**MOTION CARRIED**

**12. Unfinished Business**

**12.1 Adopt at Second Reading 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 Clerk Anzaldi, supported by Trustee Krone, to adopt at Second Reading 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.

Supervisor Grewal thanked the Planning Commission and all those who helped bring this project forward to bring affordable housing to the Township.

**ROLL CALL:**

**AYES:** Grewal, Anzaldi, Scribner, Jaffer, Krone

**NAYS:** None

**ABSENT:** Edwards-Brown, Urda-Thompson

**ABSTAIN:** None

**MOTION CARRIED**

**13. New Business**

**13.1 Approve Park Commission's decision to enter into an Agreement with 7 Cylinders Studio for video production services, for a cost not to exceed \$4,750**

Moved by Clerk Anzaldi, supported by Trustee Jaffer, to approve Park Commission's decision to enter into an Agreement with 7 Cylinders Studio for video production services, for a cost not to exceed \$4,750.

**MOTION CARRIED**

**13.2 Approve the First Reading of Ordinance 335, an Amendment to Chapter 30 Taxation of the Pittsfield Charter Township Code, adding Article IV Apartments on Clark**

Moved by Clerk Anzaldi, supported by Trustee Jaffer, to approve the First Reading of Ordinance 335, an Amendment to Chapter 30 Taxation of the Pittsfield Charter Township Code, adding Article IV Apartments on Clark.

**ROLL CALL:**

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

**MOTION CARRIED**

**13.3 Approve the First Reading of ZOA #21-218, Ann Arbor Swift Run – Wheeler Center Solar Field PUD Amendment, as recommended by the Planning Commission**

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to approve the First Reading of ZOA #21-218, Ann Arbor Swift Run – Wheeler Center Solar Field PUD Amendment, as recommended by the Planning Commission.

Supervisor Grewal added that a correction needs to be made on page 3, 4B, of the Development Agreement. L-12-15-400-001 has been split into six parcels and should be listed as the following parcels: L-12-15-400-004, L-12-15-400-005, L-12-15-400-007, L-12-15-400-008, L-12-15-400-009, and L-12-15-400-011. She added that as part of this agreement, DTE will be providing one megawatt of renewable power to the Township for use by its municipal buildings.

**ROLL CALL:**

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

**MOTION CARRIED**

**13.4 Motion to move into closed session pursuant to MCL 15.268(e) to consult with attorneys regarding trial or settlement strategy in connection with Geddes Trust v Charter Township of Pittsfield, Washtenaw Circuit Court Case No. 21-547-CZ**

Moved by Clerk Anzaldi, supported by Trustee Jaffer, to move into closed session pursuant to MCL 15.268(e) to consult with attorneys regarding trial or settlement strategy in connection with Geddes Trusts v Charter Township of Pittsfield, Washtenaw Circuit Court Case No. 21-547-CZ.

**ROLL CALL:**

**AYES:** Grewal, Anzaldi, Scribner, Jaffer, Krone

**NAYS:** None

**ABSENT:** Edwards-Brown, Urda-Thompson

**ABSTAIN:** None

**MOTION CARRIED**

The Board moved into closed session at 7:38 p.m.

Moved by Clerk Anzaldi, supported by Trustee Jaffer to reconvene into regular session.

**MOTION CARRIED**

The Board reconvened into regular session at 8:07 p.m.

**14. Liaison Reports**

None

**15. Public Comment II**

Christina Lirones, 151 E. Textile Road requested No Thru Truck signs to be posted in the Pittsfield Preserve neighborhood for the safety, welfare, and protection of its residents and visitors to the Preserve. Trustee Urda-Thompson has created an email that can be forwarded to the Washtenaw County Road Commission. With upcoming construction on US-12 and US-23, the signs will be crucial as trucks may seek alternative routes. She also expressed appreciation to the Board for approving the Street Light Assessment in the Washtenaw Heights neighborhood.

**15.1 Board Response to Public Comment II**

None

**16. Adjournment**

Moved by Trustee Krone, supported by Trustee Jaffer, to adjourn the meeting at 8:09 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



**Theo Eggermont**

WRRMA Manager

[eggermontt@washtenaw.org](mailto:eggermontt@washtenaw.org)



# QUALITY IMPROVEMENT GRANT

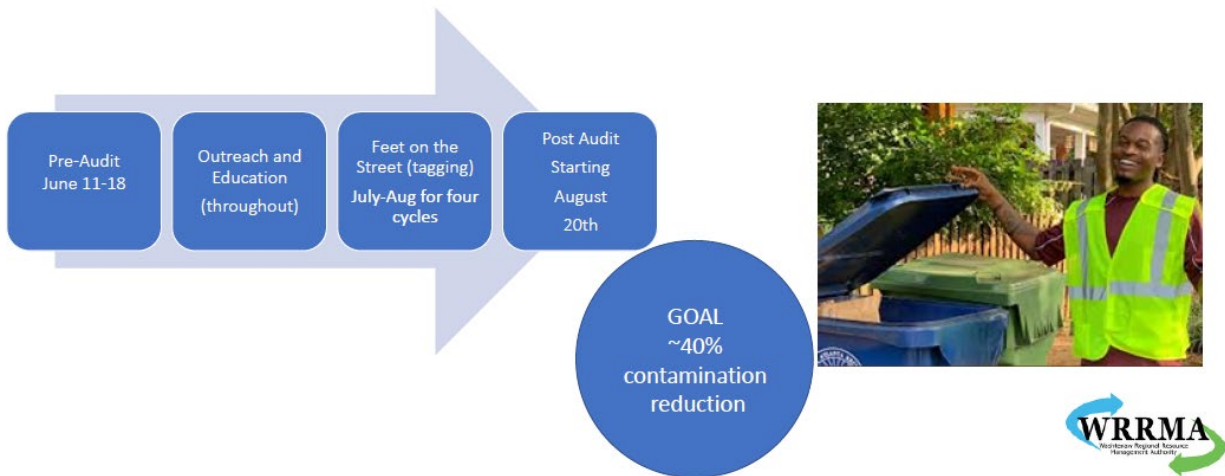


# 20%

**contamination rates that**  
cost the system **money & time**,  
create **safety hazards**  
**for workers**, and means less gets  
recycled



## REDUCING CONTAMINATION: GRANT OVERVIEW



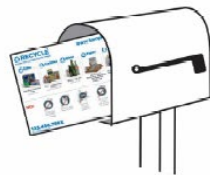
## THREE COMMUNICATIONS TO DRIVE PARTICIPATION AND IMPROVE QUALITY

### DIRECT OUTREACH

#### 1 INFORM AND TRIGGER

#### 2 PERSONALIZED FEEDBACK

#### 3 ISSUE SPECIFIC COMMUNICATIONS



Annual Info Card Mailer



Curbside Feedback



Top Issue Mailer



- 
- PLASTIC BAGS & FILM  
DON'T BELONG IN  
YOUR RECYCLING**
- Return these to retail: plastics bags,  
plastic wrap, and plastic shipping envelopes.
- The graphic features a blue recycling bin with a sad face and a sign that says "NO PLASTIC BAGS & FILM" with a red X over it.

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**Pittsfield Charter Township**

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*Office of the Treasurer*

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

Orna Angus  
Deputy Treasurer  
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Kristina L. Dillion  
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**Board Meeting Notes for August 11, 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.

Our funds remain stable. We have continued to utilize CD's, ICS and Collateralized Sweeps accounts in order to retain interest. Unfortunately, interest rates remain low and there is no indication that they will move up in the short-term.

As always, our focus has been a conservative cash approach. We will continue to watch the market for changes.

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