

PROPOSED

**Minutes of a Regular Meeting
Pittsfield Charter Township Board of Trustees, October 13, 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 Jill Mitchell, Director Tracy Watkins, Director Jessica West, Mark Pascoe, Jonathan Mazza, Akram Mufid, Alize Asberry Payne, Aurelia Berger Lirones, Christina Lirones, Drew Saunders, Lucas Larson, George, Jayme Rubley, Kari Martin

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 Clerk Anzaldi.

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 Jaffer, to approve the agenda.

MOTION CARRIED

4. Public Comment I

George requested the contact information for the party responsible for the street cleaning in the Washtenaw Heights neighborhood to pass along feedback tied to the quality of work, and asked if Director Harshberger was in attendance to answer questions in regards to police officer staffing levels. Supervisor Grewal stated that while Director Harshberger was not in attendance, he is always available to individuals reaching out. The Supervisor went on to clarify that street sweeping is under the jurisdiction of the Washtenaw County

Road Commission, and that the township will pass along the complaint on the quality of the work done in Washtenaw Heights.

Akram Mufid commented on a window installation for the Lohr Project.

4.1 Board Response to Public Comment I

Supervisor Grewal stated that the variance request is a matter for the Planning Commission to deliberate, and asked if Trustee Jaffer, as the Planning Commission liaison would like to elaborate. Trustee Jaffer invited Mr. Mufid to bring this matter to before the Planning Commission.

5. Approval of Minutes

5.1 Approve the Minutes of the Regular Meeting held on September 22, 2021

Moved by Trustee Krone, supported by Clerk Anzaldi, to approve the minutes of the Regular Meeting held on September 22, 2021.

MOTION CARRIED

5.2 Approve the Minutes of the Working Session held on September 22, 2021

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to approve the minutes of the Working Session held on September 22, 2021.

MOTION CARRIED

6. Public Hearings/Presentations/Proclamations

6.1 Bridge Design Aesthetic for Michigan Avenue Corridor Infrastructure Improvement Project

Director Jessica West and Kari Martin, MDOT, introduced the design aesthetic of the Michigan Avenue bridge.

Treasurer Scribner and Clerk Anzaldi complimented the proposed design. Trustee Urda-Thompson and Treasurer Scribner asked about the guardrail height in regards to safety. Supervisor Grewal noted that safety concerns were considered during the design process, and Ms. Martin confirmed that the design follows safety standards, and provided the walkway and barrier height dimensions.

7. Communications

7.1 Communications

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

MOTION CARRIED

8. Consent Agenda

- 8.1 Approve payment of Accounts Payable checks #39804 through #39939 in the amount of \$2,360,270.51**
- 8.2 Approve payment of Tax Checking Fund checks #22995 through #23012 in the amount of \$37,964,150.68**
- 8.3 Approve payment of Tax Checking Payables Check #23013 through #23028 in the amount of \$12,176,931.95**
- 8.4 Approve payment of AP ACH Payables from 9/17/21 through 9/24/21 in the amount of \$232,446.11**
- 8.5 Approve payment of Pay ACH Payables for 9/16/21 in the amount of \$550.00**
- 8.6 Approve payment to Consultants for General Services in the amount of \$5,670**
- 8.7 Receive the August 2021 Activity Report for the Department of Public Safety**
- 8.8 Approve payment of Payroll Payables checks #1436 through #1440 in the amount of \$4,289.46**
- 8.9 Receive the October 13, 2021 Personnel Report**

Moved by Trustee Jaffer, supported by Clerk Anzaldi, to approve consent agenda items 8.1 through 8.9.

MOTION CARRIED

9. Items from the Treasurer

- 9.1 Update on Delinquent Personal Property**

Moved by Trustee Krone, supported by Trustee Jaffer, to approve consent agenda item 9.1.

MOTION CARRIED

10. Items from the Clerk

None

11. Items from the Supervisor

11.1 Authorize the Supervisor and Clerk to sign the Master Agreement with DTE Energy for Municipal Street Lighting, subject to Township Attorney approval

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to authorize the Supervisor and Clerk to sign the Master Agreement with DTE Energy for Municipal Street Lighting, subject to Township Attorney approval.

MOTION CARRIED

11.2 Approve Park Commissions recommendation to enter into an Agreement with Local Life Maintenance Group, LLC (Local Life) of Ann Arbor, Michigan for trail restoration for a cost not to exceed \$12,000, including contingency

Moved by Clerk Anzaldi, supported by Trustee Krone, to approve Park Commissions recommendation to enter into an Agreement with Local Life Maintenance Group, LLC (Local Life) of Ann Arbor, Michigan for trail restoration for a cost not to exceed \$12,000, including contingency.

MOTION CARRIED

Supervisor Grewal commended Parks Superintendent Rich Wade on finding cost effective maintenance solutions.

11.3 Adopt a Resolution to Establish the American Rescue Plan Act Fund, Special Revenue Fund 285, Resolution #21-51

Moved by Trustee Jaffer, supported by Trustee Krone, to adopt a Resolution to Establish the American Rescue Plan Act Fund, Special Revenue Fund 285, Resolution #21-51.

ROLL CALL:

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

NAYES: None

ABSENT: None

ABSTAIN: None

MOTION CARRIED

Trustee Brown asked for the categories eligible for funding via the American Rescue Plan Act, specifically the ability to use funds towards anti-racism training, and other equity-related initiatives.

Supervisor Grewal stated that the Federal Government is prioritizing the use of these funds towards infrastructure projects and COVID-19 relief, and the expansive list of

categories can be found in the Working Session packet from the September 22, 2021 Board meeting.

Finance Director Tracy Watkins clarified that the funds can be used on specified categories.

11.4 Approve the budget for the American Rescue Plan Fund 285

Moved by Trustee Jaffer, supported by Treasurer Scribner, to approve the budget for the American Rescue Plan Fund 285.

MOTION CARRIED

Supervisor Grewal noted that the 2022 budget will go for First Reading at the October 27, 2021 meeting, and Second Reading at the November 10, 2021 meeting, following the November 2, 2021 millage vote.

Trustee Brown requested that equity training be included in the 2022 Budget, and noted she has passed along training suggestions specifically for the police department to Director Harshberger. Supervisor Grewal stated that Human Resources Director Patricia Denig will bring a report expanding on related trainings before the Board later this year, or early next, and coordinate with Director Harshberger to further this initiative.

12. Unfinished Business

None

13. New Business

None

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 Clerk Anzaldi, to adjourn the meeting at 7:00 p.m.

MOTION CARRIED

Jonathan Mazza, Recording Clerk
Pittsfield Charter Township

Michelle L. Anzaldi, Clerk
Pittsfield Charter Township

Mandy Grewal, Supervisor
Pittsfield Charter Township

TO: Board of Trustees
FROM: Patricia Tupacz Scribner, Treasurer
DATE: October 13, 2021
SUBJECT: DELINQUENT PERSONAL PROPERTY TAX COLLECTION

As of March 24, 2021, we had 118 delinquent personal property accounts for the 2020 personal property taxes. Today, we have 36:

- Three have payments plans
- Nine we are pursuing further collections
- Twenty-four are deemed uncollectable and will be written off through the Circuit Court in five years, since the businesses have closed and we are unable to locate to pursue further collections

Since May of 2009 we have collected over \$2 million in delinquent personal property taxes.

My office will continue its due diligence in resolving the delinquent personal property taxes and I will update the Board in early 2022.