

PROPOSED

**Minutes of a Regular Meeting
Pittsfield Charter Township Board of Trustees, October 27, 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, Director Billy Weirich, Director Matthew Best, Director Patricia Denig, Mark Pascoe, Linda Graesser, Rich Turer, Commissioner Caroline Sanders, Christina Lirones, Drew Saunders, Jenny, Judy Eveler, Kayla, Lauren Buckley, Lucas Larson, Stephen Holwerda, Stephen Lynn, Kellie Blair, Chris Nichols, Mark Hannibal.

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 Krone, to approve the agenda as amended. Supervisor Grewal requested item 12.1 be struck from the agenda, noting the item will return for the Board's consideration once a Public Hearing is scheduled in order to meet statutory requirements.

MOTION CARRIED

4. Public Comment I

Judy Eveler detailed the petition process undertaken for the traffic calming measures in the Kirtland Hills and Burnham Woods neighborhoods, and expressed her appreciation for the Board's consideration.

Linda Graesser stated that some neighborhood residents, including herself, were not included in the petition process, and while she is not against traffic calming measures, she is unclear how they will be paid for. She requested that the Board pause on this initiative due to the number of signatures gathered in opposition, and allow time for residents to obtain information tied to the funding of future maintenance costs.

Rich Turer expressed disappointment on the transparency of the neighborhood association in regards to the petitioning process, and stated concerns tied to emergency issues, where emergency vehicles are delayed.

Lauren Buckley spoke in favor of traffic calming measures in the Kirtland Hills neighborhood.

Chris Nichols, 3547 Burnham Road, spoke in support of the traffic calming measures on behalf of the Burnham Woods group, and worked to organize the petition and gather signatures.

Stephen Holwerda, 3690 Burnham Road, stated he is in strong support of the traffic calming measures, and mentioned working with the Township's Public Safety Community Coordinator, Ritchie Coleman, to review traffic study data from that neighborhood.

4.1 Board Response to Public Comment I

None

5. Approval of Minutes

5.1 Approve the Minutes of the Regular Meeting held on October 13, 2021

Moved by Clerk Anzaldi, supported by Trustee Urda-Thompson, to approve the minutes of the Regular Meeting held on October 13, 2021, with the correction of changing Trustee Brown to Trustee Edwards-Brown on page four at 11.3 and page five at 11.4.

MOTION CARRIED

6. Public Hearings/Presentations/Proclamations

6.1 Public Hearing: Proposed FY 2022 Pittsfield Charter Township Budget

Supervisor Grewal opened the public hearing at 6:18 p.m.

Trustee Edwards-Brown asked what the \$6,000 training line item under Human Resources was allocated for, as the only other places she saw training-specific line items were under Police and Fire.

Supervisor Grewal clarified that training line items associated with individual departments were for staff trainings, such as additional certifications and conferences. Supervisor Grewal added that staff-wide trainings, such as DEI training, will go under professional services and contracts.

Trustee Krone asked for clarification on the various millage rates listed in the proposed budget.

Director Tracy Watkins noted that the millage rate of 4.0403 was the maximum allowable tax rate, but the Township has elected to remain at a tax rate of 3.9923 and not pursue the higher rate.

Supervisor Grewal noted that the general fund millage rate has remained unchanged since November 2008.

Supervisor Grewal closed the public hearing at 6:23 p.m.

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 Receive the September 2021 Republic Services Rubbish Collection Report**
- 8.2 Receive the October 27, 2021 Personnel Report**
- 8.3 Approve payment to consultants for general services in the amount of \$21,980.50**
- 8.4 Receive the August 2021 Building Activity Report**
- 8.5 Receive the September 2021 Building Activity Report**
- 8.6 Approve payment to consultants for UMS General Services in the amount of \$22,153.87**

- 8.7 Approve payment of Accounts Payable checks #39940 through #40122 in the amount of \$864,316.90**
- 8.8 Approve payment of Payroll Payables Check #1441 through #1449 in the amount of \$2,615.46**
- 8.9 Approve payment of Payables ACH from 9/25/21 through 10/15/21 in the amount of \$63,985.25.**
- 8.10 Receive the September 2021 Revenue/Expenditure Report**
- 8.11 Approve payment of Pay ACH Payables from 9/29/21 through 10/15/21 in the amount of \$1,100.00**
- 8.12 Approve payment of Tax Checking Fund Check #23029 through #23040 in the amount of \$328,023.42.**
- 8.13 Receive September 2021 activity report for the Department of Public Safety**
- 8.14 Approve payment to Consultants for Parks and Recreation General Services in the amount of \$9,332.82**

Moved by Trustee Jaffer, supported by Clerk Anzaldi, to approve consent agenda items 8.1 through 8.14.

MOTION CARRIED

9. Items from the Treasurer

- 9.1 Adopt a Resolution Listing Qualified Institutional Depositories for Township Funds, Resolution #21-54. See Attachment 1.**

Moved by Treasurer Scribner, supported by Clerk Anzaldi, to adopt a Resolution Listing Qualified Institutional Depositories for Township Funds, Resolution #21-54.

Treasurer Scribner noted the reason for the update is Huntington Bank purchased TCF Bank, necessitating Huntington being added to the list of qualified depositories, and TCF being removed. All other institutions on the Township's list remain unchanged.

ROLL CALL:

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

MOTION CARRIED

10. Items from the Clerk

10.1 Approve placement of the Street Lighting Special Assessment Districts on the 2021 tax roll

Moved by Trustee Jaffer, supported by Clerk Anzaldi, to approve placement of the Street Lighting Special Assessment Districts on the 2021 tax roll.

ROLL CALL:

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

MOTION CARRIED

10.2 Motion to Correct the Name “Zone Entertainment” to “Zone Entertainment LTD” on Resolution #21-28, and to Authorize the Clerk to Correct Related Documentation.

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to correct the name “Zone Entertainment” to “Zone Entertainment LTD” on Resolution #21-28, and to authorize the Clerk to correct related documentation.

MOTION CARRIED

11. Items from the Supervisor

11.1 Adopt a Resolution to Reaffirm Compliance with the Requirements of PA 152 of 2011 for Fiscal Year 2021 by Adopting the Hard Cap Option, Resolution #21-52

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to Adopt a Resolution to Reaffirm Compliance with the Requirements of PA 152 of 2011 for Fiscal Year 2021 by Adopting the Hard Cap Option, Resolution #21-52.

ROLL CALL:

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

MOTION CARRIED

- 11.2 Authorize the Supervisor and Clerk to enter into an Agreement for employer provided insurance benefit rates for 2022, and authorize the Human Resources Director to sign the agreements for the same on behalf of the Township, subject to Township Attorney approval**

Moved by Clerk Anzaldi, supported by Treasurer Scribner, to authorize the Supervisor and Clerk to enter into an Agreement for employer provided insurance benefit rates for 2022, and authorize the Human Resources Director to sign the agreements for the same on behalf of the Township, subject to Township Attorney approval.

MOTION CARRIED

- 11.3 Approve payment for additional emergency repairs of Engine 1 of up to \$12,500**

Moved by Treasurer Scribner, supported by Trustee Krone, to approve payment for additional emergency repairs of Engine 1 of up to \$12,500.

MOTION CARRIED

- 11.4 Approve payment for emergency repairs on Engine 1 retroactively for a total of \$6,319.24**

Moved by Clerk Anzaldi, supported by Trustee Krone, to approve payment for emergency repairs on Engine 1 retroactively for a total of \$6,319.24.

MOTION CARRIED

- 11.5 Authorize the Supervisor and Clerk to enter into an Agreement between the Washtenaw County Road Commission and Pittsfield Charter Township for the installation of 7 speed humps, pavement markings, and signs on Burnham Rd, Landin Trl, and Arcadia Dr., for a cost not to exceed \$66,898.15 including contingency, subject to Township Attorney approval**

Moved by Clerk Anzaldi, supported by Trustee Krone, Authorize the Supervisor and Clerk to enter into an Agreement between the Washtenaw County Road Commission and Pittsfield Charter Township for the installation of 7 speed humps, pavement markings, and signs on Burnham Road, Landin Trail, and Arcadia Drive, for a cost not to exceed \$66,898.15 including contingency, subject to Township Attorney approval.

Supervisor Grewal noted that the Township has worked with residents in the Kirtland Hills and Burnham Woods neighborhoods since 2009/2010 to address the traffic issues, and appreciates the work residents have contributed.

Trustee Krone offered clarification on the collaboration between the Township and the Washtenaw County Road Commission on this project.

Clerk Anzaldi asked for clarification on when the petition was completed, and noted the residents have reached out to ask if the placement of the speedhumps can be modified.

Director West stated that the petition was received, reviewed, and returned to the Road Commission on October 4, 2021.

Supervisor Grewal specified that any modifications to the design would be up to the determination of the Road Commission and would need to be prompted by the neighborhood.

Trustee Urda-Thompson highlighted Linda Graesser's question on the costs to the community for this project, and asked for clarification on who will fund this project.

Supervisor Grewal replied that the Township is approving the expenditure of funds for this project, as it impacts public roads.

MOTION CARRIED

11.6 Adopt a Resolution authorizing the township to issue and sell a series of bonds in the maximum amount of \$30,000,000.00 to finance the improvements to the wastewater collection system, subject to Township Attorney approval, Resolution #21-56

Moved by Clerk Anzaldi, supported by Treasurer Scribner, adopt a Resolution authorizing the township to issue and sell a series of bonds in the maximum amount of \$30,000,000.00 to finance the improvements to the wastewater collection system, subject to Township Attorney approval, Resolution #21-56.

ROLL CALL:

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

NAYES: None

ABSENT: None

ABSTAIN: None

MOTION CARRIED

11.7 Authorize the Supervisor and Clerk to sign the Memorandum of Understanding between DTE and Pittsfield Charter Township for its municipal energy subscription through the 20MW solar photovoltaic energy project at the Wheeler Center (4250 Platt Rd)

Moved by Trustee Krone, supported by Trustee Jaffer, authorize the Supervisor and Clerk to sign the Memorandum of Understanding between DTE and Pittsfield Charter Township for its municipal energy subscription through the 20MW solar photovoltaic energy project at the Wheeler Center (4250 Platt Road).

Trustee Krone asked for clarification on the contract language referencing the 85% and 15% split of electrical usage, how much will come from renewable sources, and the cost impacts.

Supervisor Grewal specified that the Township will not always need to use its whole energy allocation to power all its municipal buildings, and that 85% of the energy provided by the Wheeler Center solar farm, and the remaining 15% percent provided by a subscription-based program from other renewable sources. Supervisor Grewal went on to clarify that the energy rate can fluctuate, as it is contingent on the market-rate of renewables at any given time.

MOTION CARRIED

11.8 Adopt a Resolution to tentatively award construction contract for wastewater system improvements. Resolution #21-55

Moved by Trustee Jaffer, supported by Trustee Krone, Adopt a Resolution to tentatively award construction contract for wastewater system improvements, Resolution #21-55

Clerk Anzaldi asked if the award of this contract is tentative, and if there was another vendor being considered.

Director Weirich specified that the tentative awarding of a contract is part of the SRF funding process and that no other vendors are being considered. Director Weirich additionally specified that the loan will not close or be awarded until December 10, 2021.

Trustee Krone asked for clarification on the cost difference between the bond and the bid, how the scope of the project may have changed, and how the portion of the project that was pulled back will be financed.

Director Weirich stated that the bids came in higher than anticipated, and spoke to cost-saving measures that were taken, while still addressing the needed critical infrastructure repairs, remaining fiscally responsible, and meeting the overall project objectives. He noted that phase 2 of this project will occur in 2022 or 2023, and that the rehabilitation portion of the project will be a much less intrusive. Director Weirich specified that the difference between the projected project cost and the amount of the bonds being issued.

Supervisor Grewal noted that the portion of the wastewater system improvements that were eliminated as a cost-saving measure can be done as future upgrade and rehabilitation projects. Supervisor Grewal went on to highlight a recent public forum to inform residents in the proximity of the project, as well as the general public.

Trustee Jaffer asked if this project will impact the Township's budget.

Director Weirich stated the project costs are reflected in the proposed budget under the Utilities Fund Budget, as Debt Obligation.

ROLL CALL:

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

MOTION CARRIED

- 11.9 Authorize the Supervisor and Clerk to enter into an Agreement with Stantec Consulting Michigan Inc. for Construction engineering services for the US-12 Wastewater Improvements Project for an amount not to exceed \$2,763,266.00 subject to Township Attorney approval.**

Moved by Clerk Anzaldi, supported by Treasurer Scribner, Authorize the Supervisor and Clerk to enter into an Agreement with Stantec Consulting Michigan Inc. for Construction engineering services for the US-12 Wastewater Improvements Project for an amount not to exceed \$2,763,266.00 subject to Township Attorney approval.

MOTION CARRIED

12. Unfinished Business

None

13. New Business

None

14. Liaison Reports

None

15. Public Comment II

Linda Graesser asked why the petition in opposition she submitted was not taken into consideration by the Board as they made their decision, as she believes it would have brought the number of signatures below the Road Commission's 75% threshold. Ms. Graesser went on to state that she is not opposed to traffic calming, her issue is with how this process was handled and would like more information.

15.1 Board Response to Public Comment II

Supervisor Grewal stated that the Township will pass along her comments to the Road Commission team, as the Township follows the Road Commission's process and it is their decision how to proceed.

16. Adjournment

Moved by Trustee Jaffer, supported by Clerk Anzaldi, to adjourn the meeting at 7:26 p.m.

MOTION CARRIED

Jonathan Mazza, 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 October 27, 2021

Resolution Listing Qualified Institutional Depositories for Township Funds.

I am submitting to the Board a Resolution to update the "Listing of Qualified Institutional Depositories for Township Funds". The reason for the update is the Huntington Bank purchase of TCF Bank. We are adding Huntington Bank to the list and removing TCF Bank. All of the other depositories still qualify for as depositories for Township Funds.
