

PROPOSED

**Minutes of a Regular Meeting
Pittsfield Charter Township Board of Trustees, August 10, 2022
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 Jill Mitchell, Recording Clerk Kaly Coburn, Director John Adams, Director Tracy Watkins, Director Matt Harshberger, Planning Consultant Ben Carlisle, Commissioner Caroline Sanders, Mary Ellen Wall, Al Paas, Daicia Price, Spencer Schafer, Steve Schafer, Nathan Voght, Nathan Baldermann, Christina Lirones

1. Call Meeting to Order

Clerk Anzaldi called the meeting to order at 6:32 p.m. A quorum was present.

2. Pledge of Allegiance

Led by Clerk Anzaldi.

3. Roll Call

Members Present: Anzaldi, Scribner, Edwards-Brown, Jaffer, Krone, Urda-Thompson
Members Absent: Grewal

Clerk Anzaldi requested a motion to appoint a Chair Pro Tem.

Moved by Trustee Krone, supported by Trustee Jaffer, to appoint Clerk Anzaldi as Chair Pro Tem for the August 10, 2022 meeting.

MOTION CARRIED

3.1 Approval of the Agenda

Clerk Anzaldi requested the addition of item 10.3, to Adopt a Resolution to Temporarily Relocate the Polling Location for Precincts 3 & 4 in Pittsfield Charter Township Due to Covid-19 Related Restrictions Effective for the November 8, 2022 General Election, Resolution #22-27.

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

MOTION CARRIED

4. Public Comment I

Dr. Dacia Price introduced herself to the Board and she discussed the upcoming training, Dismantling Racism, for Pittsfield Township employees and Board members. See Attachment 1.

4.1 Board Response to Public Comment I

The Board thanked Dr. Price for coming, and expressed interest in attending the upcoming sessions.

5. Approval of Minutes

5.1 Approve the Minutes of the Regular Meeting held on July 13, 2022

Moved by Trustee Jaffer, supported by Trustee Krone, to approve the minutes of the Regular Meeting held on July 13, 2022.

MOTION CARRIED

5.2 Approve the Minutes of the Working Session held on July 13, 2022

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to approve the Minutes of the Working Session held on July 13, 2022.

MOTION CARRIED

6. Public Hearings/Presentations/Proclamations

6.1 Presentation of the 2021 Annual Comprehensive Financial Report, Nathan Baldermann

Nathan Baldermann presented an overview of the 2021 Annual Comprehensive Financial Report. Mr. Baldermann recognized Director Watkins hard work in creating the report.

6.2 Presentation of The Byrd Center Historic District Committee Preliminary Report, Mary Ellen Wall

Mary Ellen Wall presented The Byrd Center Historic District Committee Preliminary Report and Al Paas was in attendance for any questions. Trustee Edwards-Brown recognized the hard work of The Byrd Center Historic District Committee to put together the comprehensive report.

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 Receive the August 10, 2022 Personnel Report

8.2 Receive the June 2022 Revenue/Expense Report

8.3 Approve payment of Payroll Payables ACH #66 through #75 in the amount of \$5,834.45

8.4 Approve payment of Payroll Payables Check #1499 through #1500 in the amount of \$3,743.76

- 8.5 Approve payment of Accounts Payable ACH #266 through #295 in the amount of \$1,109,873.81**
- 8.6 Approve payment of Accounts Payable Check #42216 through #42482 in the amount of \$3,214,098.65**
- 8.7 Approve payment of Tax Payables ACH #73 through #92 in the amount of \$7,123,712.34**
- 8.8 Approve payment of Tax Payables Check #23101 through #23104 in the amount of \$31,614.99**
- 8.9 Approve payments for Community Development General Services in the amount of \$8,093.46**
- 8.10 Approve payment to consultants for Municipal Services General Services in the amount of \$14,205.00**
- 8.11 Approve payment to consultant for Utilities Engineering Services in the amount of \$8,450.58**
- 8.12 Receive the June 2022 Republic Services rubbish collection report**
- 8.13 Receive the June 2022 activity report for the Department of Public Safety**
- 8.14 Receive the June 2022 activity report for the Department of Building Services**
Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to approve consent agenda items 8.1 through 8.14.

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 Trustee Urda-Thompson, to receive and file the Quarterly Cash Balance Report.

MOTION CARRIED

9.2 Adopt a Resolution Listing Qualified Institutional Depositories for Township Funds, Resolution #22-26

Moved by Treasurer Scribner, supported by Trustee Urda-Thompson, to adopt a Resolution Listing Qualified Institutional Depositories for Township Funds, Resolution #22-26.

Treasurer Scribner provided a report for the Resolution 22-26. See attachment 3.

ROLL CALL:

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

NAYES: None

ABSENT: Grewal

ABSTAIN: None

MOTION CARRIED

10. Items from the Clerk

10.1 Primary Election Update

Clerk Anzaldi provided the Primary Election Update. See attachment 4. She discussed the issues of scarcity of polling locations within the Township, especially with regards to Covid-19 restrictions. Clerk Anzaldi thanked her staff and election inspectors for all their hard work on election day.

Moved by Treasurer Scribner, supported by Trustee Urda-Thompson, to receive and file the Primary Election Update Report.

MOTION CARRIED

10.2 Authorize the Township Supervisor and Clerk to enter into a software agreement BS&A for a cost not to exceed \$235,000, subject to Township Attorney approval

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to authorize the Township Supervisor and Clerk to enter into a software agreement BS&A for a cost not to exceed \$235,000, subject to Township Attorney approval.

Director Watkins discussed the need to upgrade the BS&A software, stating the new features will provide faster processing times, allow real time use, and allow easy remote access. She mentioned this will benefit the Finance Department, but includes the Assessing, Municipal Services, Building Departments, and Treasurer's Office.

MOTION CARRIED

10.3 Adopt a Resolution to Temporarily Relocate the Polling Location for Precincts 3 & 4 in Pittsfield Charter Township Due to Covid-19 Related Restrictions Effective for the November 8, 2022 General Election, Resolution #22-27

Moved by Treasurer Scribner, supported by Trustee Krone, to adopt a Resolution to Temporarily Relocate the Polling Location for Precincts 3 & 4 in Pittsfield Charter Township Due to Covid-19 Related Restrictions Effective for the November 8, 2022 General Election, Resolution #22-27.

Trustee Krone requested the Resolution be corrected to state August 10, 2022, instead of August 8, 2022 where necessary. See Attachment 5.

ROLL CALL:

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

MOTION CARRIED

11. Items from the Supervisor

11.1 Adopt a Resolution to Adopt the 2022 Millage Rates, Resolution #22-24

Moved by Treasurer Scribner, supported by Trustee Urda-Thompson, to adopt a Resolution to Adopt the 2022 Millage Rates, Resolution #22-24.

Clerk Anzaldi noted the correction to Resolution #22-24 with the updated millage rates for 2023, originally not included in the electronic packet. See attachment 6.

ROLL CALL:

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

MOTION CARRIED

11.2 Authorize the Township Supervisor and Clerk to enter into a phone system service upgrade and renewal for the townshipwide Avaya phone system, subject to Township attorney approval

Moved by Trustee Krone, supported by Trustee Jaffer, to authorize the Township Supervisor and Clerk to enter into a phone system service upgrade and renewal for the townshipwide Avaya phone system, subject to Township attorney approval.

MOTION CARRIED

12. Unfinished Business

12.1 Adopt at Second Reading of Ordinance No. 337 Noise Ordinance Amending Chapter 14, Article VIII

Moved by Trustee Krone, supported by Trustee Urda-Thompson, to adopt at Second Reading of Ordinance No. 337 Noise Ordinance Amending Chapter 14, Article VIII.

ROLL CALL:

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

MOTION CARRIED

12.2 Adopt at Second Reading for ZOA #22-223, The Walden Planned Unit Development

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to adopt at Second Reading for ZOA #22-223, The Walden Planned Unit Development.

ROLL CALL:

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

NAYES: None

ABSENT: Grewal

ABSTAIN: None

MOTION CARRIED

13. New Business

13.1 Adopt a Resolution to Approve a Brownfield Plan for 4025 Packard Road, Resolution #22-25

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to adopt a Resolution to Approve a Brownfield Plan for 4025 Packard Road, Resolution #22-25.

The Board expressed they were happy to see this move forward.

ROLL CALL:

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

NAYES: None

ABSENT: Grewal

ABSTAIN: None

MOTION CARRIED

14. Liaison Reports

Treasurer Scribner noted the importance of the Board members to review The Byrd Center Historic Committee Preliminary Report. She mentioned the hard work that went into creating the report.

15. Public Comment II

None

15.1 Board Response to Public Comment II

None

16. Adjournment

Moved by Trustee Krone, supported by Trustee Jaffer, to adjourn the meeting at 7:17 p.m.

MOTION CARRIED

Kaly Coburn, Recording Clerk
Pittsfield Charter Township

Michelle L. Anzaldi, Clerk
Pittsfield Charter Township

Mandy Grewal, Supervisor
Pittsfield Charter Township



Creating Culturally Inclusive Communities By Dismantling Racism

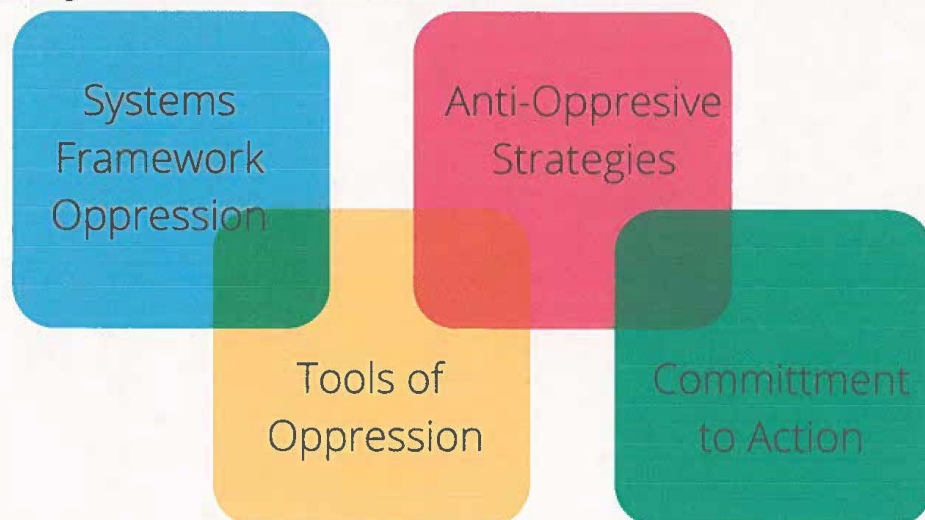
Goal: To work together as a team to continue to strive towards creating a culturally inclusive work environment as an organization in order to support the mission of advancing diversity, equity, and inclusion.

Participants will engage in regular dialogue to define structural and systemic impacts on staff/constituents of the organization.

Through guided workshops, participants will identify challenges, solutions, and ongoing actions to support the dismantling of systematic oppression in order to create an organizational culture that supports the recognition and appreciation of various cultures and social identities.

Developing a diverse, equitable, and inclusive culture includes intervention at the micro, mezzo and macro levels. Supporting organizational shifts includes a systematic process that includes engagement, assessment, targeting goals, plan development, implementation and evaluation. This proposal seeks to support the organization in adopting an inclusive community culture for the internal organization and among community partnerships using a strategic and engaging approach.

It is recommended that a minimum of four sessions to develop a cohort of leaders within the organization that are able to engage in meaningful learning and dialogue. Cohorts that are representative of various roles within the organization will support the cross integration of knowledge, skills and experiences. Two hour sessions will incorporate scaffolding of exposure and learning with group exercises and outside assignments and tasks to complete. This model supports a "train the trainer" model that equips participants in being able to train others throughout the organization. Selected participants will engage in the session and then participate in follow up 2 hour trainings on delivering content to others after each session.



Each session will build and connect with each other



Pittsfield Charter Township

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Email: treasurer@pittsfield-mi.gov
Website: www.pittsfield-mi.gov

Office of the Treasurer

Patricia Tupacz Scribner
Township Treasurer
treasurer@pittsfield-mi.gov

Orna Angus
Deputy Treasurer
anguso@pittsfield-mi.gov

Kristina L. Dillion
Assistant to Treasurer
dillionk@pittsfield-mi.gov

Board Meeting Notes for August 10, 2022

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.

As shown in the last quarterly report, which is included in your packet, we redeemed the Capital Improvement and Water/Sewer Account CDs to have the funds available for the US-12 Wastewater Project, as discussed in the April 27th Board Meeting.

Our cash flows are consistent with previous second quarter reporting. In this quarter, we are beginning to see a higher rate of return on our cash management/investment accounts as compared to the last quarter. I will continue to stay focused on the security of our funds while staying attentive to any rate increases.



Pittsfield Charter Township

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Office of the Treasurer

Patricia Tupacz Scribner
Township Treasurer
treasurer@pittsfield-mi.gov

Orna Angus
Deputy Treasurer
anguso@pittsfield-mi.gov

Kristina L. Dillion
Assistant to Treasurer
dillionk@pittsfield-mi.gov

Board Meeting Notes for August 10, 2022

Resolution Listing Qualified Institutional Depositories for Township Funds #22-26

I am presenting to you an updated resolution for the Qualified Depositories in Pittsfield Charter Township. Level One Bank is now a division of First Merchants Bank and will transition to First Merchants Bank as of August 29, 2022. The bank signs and website are scheduled to transition by October 2022. The updated resolution reflects this acquisition by First Merchants Bank.



Pittsfield Charter Township
Clerk's Office

6201 West Michigan Avenue, Ann Arbor, MI 48108
Phone: (734) 822-3120 • Fax: (734) 944-8024
Website: www.pittsfield-mi.gov

Michelle L. Anzaldi
Township Clerk
manzaldi@Pittsfield-mi.gov

Jill Mitchell
Deputy Clerk
mitchellj@Pittsfield-mi.gov

August 2, 2022 Primary

Pittsfield has 29,613 registered voters. There were 7,352 ballots cast and Pittsfield had an overall voter turnout of 25%, lower than in 2020 and 2018.

Precinct	Registered Voters	Ballots Cast	In-Person Voting	Absentee	Voter Turnout
Precinct 1	2,330	583	241	342	25%
Precinct 2	1,918	454	202	252	24%
Precinct 3	2,219	594	201	393	27%
Precinct 4	2,421	375	156	219	15%
Precinct 5	1,621	381	163	218	24%
Precinct 6	2,615	712	268	444	27%
Precinct 7	2,788	740	219	521	27%
Precinct 8	1,160	359	127	232	31%
Precinct 9	2,491	800	201	599	32%
Precinct 10	2,804	570	257	313	20%
Precinct 11	2,638	864	215	649	33%
Precinct 12	2,267	638	215	423	28%
Precinct 13	2,341	282	120	162	12%
Total Township	29,613	7,352	2,585	4,767	25%
Washtenaw County	315,405	87,526			27%
State of Michigan	8,149,433	2,163,091			27%

Historical	Registered Voters	Ballots Cast	In-Person Voting	Absentee	Voter Turnout
August 2, 2016	24,496	3,848	2,755	1,093	16%
August 7, 2018	25,563	8,711	6,939	1,772	34%
August 4, 2020	28,045	11,000	2,553	8,447	39%

Sources:

<https://mivc.sos.state.mi.us/VoterCount/Index>

https://mielections.us/election/results/2022PRI_CENR_TURNOUT.html

<https://electionresults.ewashtenaw.org/electionreporting/aug2022/index.jsp>

Michelle L. Anzaldi
Pittsfield Township Clerk

**PITTSFIELD CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN
RES #22-27**

**RESOLUTION TO TEMPORARILY RELOCATE THE POLLING LOCATION FOR
PRECINCTS 3 AND 4 IN PITTSFIELD CHARTER TOWNSHIP DUE TO COVID-19
RELATED RESTRICTIONS EFFECTIVE FOR THE
NOVEMBER 8, 2022 GENERAL ELECTION**

August 8~~th~~10, 2022

At a Regular Meeting of the Township Board of Pittsfield Charter Township, Washtenaw County, Michigan, held at the Township Administration Building located at 6201 W. Michigan Avenue, in said Township, on the 8~~th~~10th day of August, 2022 at 6:30 p.m.

Present:

Absent:

The following preamble and resolution were offered by _____ and supported by _____.

WHEREAS, MCL 168.662 (1) states the legislative body in each city, village, and township shall designate and prescribe the place or places of holding an election for a city, village, or township election, and shall provide a suitable polling place in or for each precinct located in the city, village, or township for use at each election; and

WHEREAS, MCL 168.662 (4) states the legislative body of a city, village, or township shall not establish, move, or abolish a polling place less than 60 days before an election unless necessary because a polling place has been damaged, destroyed, or rendered inaccessible or unusable as a polling place; and

WHEREAS, precincts 3 and 4 currently utilize Chinmaya Mission, 4760 Packard Street, Ann Arbor, Michigan as a polling location; and the Chinmaya Mission National Organization has informed Pittsfield Charter Township that the use of Chinmaya Mission is prohibited at this time due to COVID-19 related restrictions;

NOW THEREFORE BE IT RESOLVED, that the Pittsfield Charter Township Board of Trustees approves the temporary relocation of precincts 3 and 4 polling location from Chinmaya Mission, 4760 Packard Street, Ann Arbor, Michigan to Carpenter Elementary School, 4250 Central Boulevard, Ann Arbor, Michigan for the November 8, 2022 General Election.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION DECLARED _____.

Michelle L. Anzaldi, Clerk
Pittsfield Charter Township

Dated: August____, 2022

CERTIFICATE

I, Michelle L. Anzaldi, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Pittsfield Charter Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on August 8~~10~~, 2022, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Michelle L. Anzaldi, Clerk
Pittsfield Charter Township

Dated: August____, 2022

**PITTSFIELD CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN
RES # 22-24**

A RESOLUTION OF ADOPTING THE 2022 MILLAGE RATES

August 10, 2022

At a Regular Meeting of the Township Board for Pittsfield Charter Township, Washtenaw County, Michigan, held at the Pittsfield Township Administration Building, located at 6201 W. Michigan Avenue, in said Township on Wednesday the 10th day of August, 2022 at 6:30 p.m.

Present:

Absent:

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS, Pittsfield Charter Township Board of Trustees upholds its responsibilities to the electorate to monitor Township funds and be good stewards of the tax dollars; and,

WHEREAS, per MCL Sections 211.24e, 211.34 and 211.34d, Pittsfield Charter Township is required to complete the 2022 Tax Rate Request Millage Request Report to the Washtenaw County Board of Commissioners;

NOW THEREFORE BE IT RESOLVED, that the Pittsfield Charter Township Board of Trustees establishes the following millage rates for the 2023 Fiscal Year:

General Fund Operating Millage	3.9923 Mills
Special Voter Approved Parks and Recreation Millage	0.4697 Mills
Special Voter Approved Public Safety Millage	<u>2.9370 Mills</u>
TOTAL MILLS	7.3990 Mills

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION DECLARED _____.

Mandy Grewal, Supervisor
Pittsfield Charter Township

Dated:

CERTIFICATE

I, Michelle Anzaldi, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Pittsfield Charter Township, County of Washtenaw, State of Michigan, at a Regular Meeting held on, August 10, 2022, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Michelle L. Anzaldi, Clerk
Pittsfield Charter Township

Dated: