

**PROPOSED**

**Minutes of a Regular Meeting  
Pittsfield Charter Township Board of Trustees, January 11, 2023  
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 Best, Director Harshberger, Interim Fire Chief Dorian, Christina Lirones

---

**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.

**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 Edwards-Brown, to appoint Clerk Anzaldi as Chair Pro Tem for the January 11, 2023 meeting.

**MOTION CARRIED**

**3.1 Approval of the Agenda**

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

**MOTION CARRIED**

**4. Public Comment I**

None

**4.1 Board Response to Public Comment I**

None

**5. Approval of Minutes**

**5.1 Approve the Minutes of the Regular Meeting held on December 14, 2022**

Moved by Trustee Krone, supported by Trustee Jaffer, to approve the minutes of the Regular Meeting held on December 14, 2022.

**MOTION CARRIED**

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

None

**7. Communications**

**7.1 Communications**

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to receive and file communications.

**MOTION CARRIED**

**8. Consent Agenda**

**8.1 Receive the January 11, 2023 Personnel Report**

**8.2 Approve payment of Payroll Payables ACH #117 through #126 in the amount of \$5,982.84**

**8.3 Approve payment of Payroll Payables Check #1509 through #1510 in the amount of \$1,863.63**

**8.4 Approve payment of Accounts Payable ACH #437 through #462 in the amount of \$1,733,297.05**

**8.5 Approve payment of Accounts Payable Check #43600 through #43855 in the amount of \$1,568,911.05**

**8.6 Approve payment of Tax Checking Payables ACH #165 through #180 in the amount of \$2,200,474.20**

**8.7 Approve payment of Tax Checking Payables Check #23126 through #23133 in the amount of \$99,986.20**

**8.8 Approve payment to consultants for Municipal Services General Services in the amount of \$11,042.50**

**8.9 Receive November 2022 Building Activity Report**

**8.10 Receive November 2022 Department of Public Safety Activity Report**

Moved by Trustee Jaffer, supported by Trustee Urda-Thompson, to approve consent agenda items 8.1 through 8.10.

**MOTION CARRIED**

**9. Items from the Treasurer**

None

**10. Items from the Clerk**

None

**11. Items from the Supervisor**

**11.1 Adopt a Resolution Authorizing the Clerk and Supervisor to sign and enter into an agreement with MDOT for the Michigan Avenue Corridor Improvement Project for a cost not to exceed \$3,800, subject to Township Attorney Approval**

Moved by Treasurer Scribner, supported by Trustee Urda-Thompson, to adopt a Resolution Authorizing the Clerk and Supervisor to sign and enter into an agreement with MDOT for the Michigan Avenue Corridor Improvement Project for a cost not to exceed \$3,800, subject to Township Attorney Approval.

Clerk Anzaldi noted this is for Resolution #23-01.

**ROLL CALL:**

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

**NAYES:** None

**ABSENT:** Grewal

**ABSTAIN:** None

**MOTION CARRIED**

- 11.2 Authorize the Township Supervisor and the Township Clerk to enter into an agreement with Johnson Sign Company to replace the damaged monument sign in front of the Pittsfield Township Public Safety Building at 6227 W. Michigan for a cost not to exceed \$12,900.00, subject to Township Attorney approval**

Moved by Treasurer Scribner, supported by Trustee Krone, to authorize the Township Supervisor and the Township Clerk to enter into an agreement with Johnson Sign Company to replace the damaged monument sign in front of the Pittsfield Township Public Safety Building at 6227 W. Michigan for a cost not to exceed \$12,900.00, subject to Township Attorney approval.

Director Weiland clarified that Attorney Jim Fink reviewed the automobile insurance policy of the driver and found there would be no coverage for the damages.

**MOTION CARRIED**

- 11.3 Authorize the Supervisor to enter into an Agreement with Pulte Homes of Michigan LLC for the dedication of a sidewalk easement adjacent to Bella Vista Development, subject to Township Attorney approval**

Moved by Trustee Krone, supported by Trustee Jaffer, to authorize the Supervisor to enter into an Agreement with Pulte Homes of Michigan LLC for the dedication of a sidewalk easement adjacent to Bella Vista Development, subject to Township Attorney approval.

Director Best confirmed both Attorney Jim Fink and the attorney with Pulte Homes drafted the document without the usual language of the Supervisor and Clerk to enter into an Agreement.

Clerk Anzaldi stated that the Clerk typically signs off on any contract approved by the Board.

**MOTION CARRIED**

**11.4 Authorize the Supervisor and Clerk to enter into an Agreement between the Helen McCalla Trust and Pittsfield Charter Township to accept a grant for the purchase of patio furniture for the Community/Senior Center for a cost not to exceed \$9,990.00, subject to Township Attorney approval**

Moved by Trustee Krone, supported by Trustee Jaffer, to authorize the Supervisor and Clerk to enter into an Agreement between the Helen McCalla Trust and Pittsfield Charter Township to accept a grant for the purchase of patio furniture for the Community/Senior Center for a cost not to exceed \$9,990.00, subject to Township Attorney approval.

Director Best noted there is enough storage space inside the Senior Center for the patio furniture during the winter.

**MOTION CARRIED**

**11.5 Approve frame repairs to Fire Dept. Engine 3 by Serra Superior Collision at a cost not to exceed \$7,500.00**

Moved by Treasurer Scribner, supported by Trustee Jaffer, to approve frame repairs to Fire Dept. Engine 3 by Serra Superior Collision at a cost not to exceed \$7,500.00.

Director Harshberger introduced interim Fire Chief Dorian.

Interim Fire Chief Dorian stated during the yearly DOT inspection, deterioration was found in the frame that needs to be replaced.

**MOTION CARRIED**

**11.6 Approve retroactively the emergency repair to Fire Ladder 3 by W. W. Williams in the amount of \$5,393.34**

Moved by Trustee Urda-Thompson, supported by Trustee Krone, to approve retroactively the emergency repair to Fire Ladder 3 by W. W. Williams in the amount of \$5,393.34.

Interim Fire Chief Dorian noted during the yearly DOT inspection, it was found the front brakes needed replaced.

**MOTION CARRIED**

**12. Unfinished Business**

**12.1 Adopt at Second Reading Ordinance 339 Amending Chapter 5 Historic Districts, Article II, Section 525**

Moved by Treasurer Scribner, supported by Trustee Urda-Thompson, to adopt at Second Reading Ordinance 339 Amending Chapter 5 Historic Districts, Article II, Section 525.

Treasurer Scribner commented that the African American Museum has purchased the Byrd property.

**ROLL CALL:**

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

**NAYES:** None

**ABSENT:** Grewal

**ABSTAIN:** None

**MOTION CARRIED**

**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 Jaffer, supported by Trustee Urda-Thompson, to adjourn the meeting at 6:45 p.m.

**MOTION CARRIED**

---

Kaly Coburn, Recording Clerk  
Pittsfield Charter Township

---

Michelle L. Anzaldi, Clerk  
Pittsfield Charter Township

---

Mandy Grewal, Supervisor  
Pittsfield Charter Township