



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
FEBRUARY 27, 2018**

7:00 P.M.:

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: ANTHONY, FOSTER, GRAHAM-HUDAK, SIEGRIST, SLAVENS, SNEIDEMAN &
WILLIAMS

ADOPTION OF AGENDA

APPROVAL OF MINUTES: FEBRUARY 13 & 20, 2018

CITIZEN'S NON-AGENDA ITEM COMMENTS/PUBLIC COMMENT

PAYMENT OF BILLS

PUBLIC HEARING:

- 1) 2018 SIDEWALK REPAIR PROGRAM (MSD)

CONSENT CALENDAR:

- 1) RESOLUTION IN RECOGNITION OF SEMCOG'S 50TH ANNIVERSARY (SUPERVISOR)
- 2) CONSIDER SECOND READING OF AN ORDINANCE TO AMEND CHAPTER 98 OF THE CANTON CODE OF ORDINANCES TO BRING THE ORDINANCE INTO COMPLIANCE WITH STATE LAW AND TO INCREASE THE SIZE OF THE PLANNING COMMISSION TO NINE MEMBERS (SUPERVISOR)

GENERAL CALENDAR:

- 1) CONSIDER APPROVAL OF THE FINAL PLANNED DEVELOPMENT FOR BICKFORD OF CANTON SENIOR LIVING FACILITY (MSD)
- 2) CONSIDER APPROVAL OF THE SPECIAL LAND USE AND SITE PLAN FOR LIFE COVENANT CHURCH OUTDOOR PAVILION AND RECREATION COURTS (MSD)
- 3) CONSIDER APPROVAL OF THE SPECIAL LAND USE FOR PRIMROSE SCHOOL OF CANTON CHILD CARE CENTER (MSD)
- 4) CONSIDER APPROVAL OF A BUDGET AMENDMENT TO ADJUST THE ALLOCATION OF TIME CHARGED BY THE SECRETARY IV POSITION SHARED WITH THE DDA (MSD)
- 5) CONSIDER APPROVAL OF AN EXTENSION OF THE CONTRACT WITH ROTONDO CONSTRUCTION CORPORATION ALONG WITH APPROVAL OF A BUDGET AMENDMENT FOR THE 2018 SIDEWALK REPAIR PROGRAM (MSD)

- 6) CONSIDER APPROVAL FOR PHEASANT RUN GOLF CLUB SECURITY SYSTEM UPGRADES (CLS)
- 7) CONSIDER PURCHASE OF TORO GREENMASTER MOWING UNITS (CLS)
- 8) CONSIDER APPROVAL OF TEMPORARY SIX MONTH LEASE RENEWAL FOR HUMAN SERVICES CENTER (CLS)
- 9) CONSIDER APPROVING ALTERNATE VENDOR FOR POWER STRETCHER INSTALLATION (PSD)
- 10) CONSIDER APPROVING A ONE-YEAR CONTRACT FOR PUBLIC SAFETY LEGAL SERVICES (PSD)
- 11) BUDGET AMENDMENTS FOR THE CARRYOVER OF FISCAL YEAR 2017 OPEN PURCHASE ORDERS TO FISCAL YEAR 2018 (FBD)
- 12) RESOLUTION IN SUPPORT OF ACCOUNTABILITY FOR COUNTY ROADS AND FUNDING NEEDS FOR STATE INFRASTRUCTURE INVESTMENT

ADDITIONAL PUBLIC COMMENT
OTHER
ADJOURN

ACCESS TO PUBLIC MEETINGS

In accordance with the Americans with Disabilities Act, individuals with disabilities who require special accommodations, auxiliary aids or services to attend or participate at the meeting/hearing should contact Kerreen Conley, Human Resources Manager, at 734-394-5260. Reasonable accommodations can be made with advance notice.

**Charter Township of Canton
Board Proceedings – February 13, 2018**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, February 13, 2018 at 1150 Canton Center S., Canton, Michigan. Supervisor Williams called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance to the Flag.

Roll Call

Members Present: Foster, Graham-Hudak, Siegrist, Slavens, Sneiderman, Williams
Members Absent: Anthony
Staff Present: Director Hohenberger, Director Faas, Director Meier, Director Trumbull
Staff Absent: Deputy Director Baugh, Deputy Police Chief Wilsher, Deputy Director Fire Stoecklein, Deputy Fire Chief Strassner

Adoption of Agenda

Motion by Siegrist, supported by Sneiderman, to approve the agenda as presented. Motion carried by all members present.

Approval of Minutes

Motion by Siegrist, supported by Foster to approve the Special Board Meeting Minutes of January 23, 2018 as presented. Motion carried by all members present.

Motion by Siegrist, supported by Foster to approve the Board Meeting Minutes of January 23, 2018 as presented. Motion carried by all members present.

RECOGNITION:

Supervisor Williams accompanied by Director Meier recognized Canton Township Public Safety employees for their actions during a recent incident.

Motion by Siegrist, supported by Slavens to approve and enter the following resolution into the public record. Motion carried by all members present.

**RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON**

**Resolution Recognizing Public Safety Employees Work
During Bank Robbery on January 25, 2018**

Whereas, the Canton Public Safety Department recognizes the value of exceptional employees and the significant role they play in the accomplishment of its mission; and

Whereas, on the afternoon of Thursday, January 25, 2018, Canton Public Safety’s Dispatch Center received reports of an armed robbery in progress, with hostages, at the Citizens Bank on Canton Center Road; and

Whereas, upon conveyance of this information, fifty-seven Public Safety personnel quickly assembled into tactical, investigative, informative and responsive positions, with each of the employees knowing and performing their specific role to the best of their ability; and

Whereas, due to the efforts of all department staff involved, along with assistance from the Western Wayne Special Operations and Crisis Negotiations Teams, Western Wayne Community Response Team, and of the Federal Bureau of Investigations, the four hour and fourteen minute incident ended peacefully, with the release of all hostages and the suspect taken into police custody; and

Whereas, the quick actions, display of knowledge, and exceptional execution of teamwork by the Public Safety Department staff during this dangerous situation was truly reflective of excellence in the delivery of public safety service;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Charter Township of Canton upon recommendation of the Canton Director of Public Safety, does hereby recognize the Public Safety Department staff for their commendable contribution to the Canton community and to the Canton Department of Public Safety.

Citizen’s Non-Agenda Item Comments: None

Payment of the Bills:

Motion by Slavens, supported by Sneiderman to approve payment of the bills as presented.
Motion carried by all members present.

February 13, 2018		
101	GENERAL FUND	711,658.53
206	FIRE FUND	400,960.38
207	POLICE FUND	647,658.08
208	SUMMIT OPERATING (General)	86,319.39
230	CABLE TV FUND	13,848.58
246	TWP (COMMUNITY) IMPROVEMENT	6,457.00
248	DDA - CANTON TWP ACCT	53,328.69
261	E-911 UTILITY	55,328.88
274	CDBG	6,560.00
403	CAP PROJ - ROAD PAVING	1,632.14
555	Solid Waste	270,904.94
584	GOLF FUND	23,160.41
592	WATER & SEWER FUND	1,043,803.20
661	FLEET	50,369.31
702	CONSTRUCTION ESCROW	3,374.00

736	POST EMPLOYMENT BENEFITS	184,265.31
TOTAL - ALL FUNDS		3,559,628.84

CONSENT CALENDAR:

Item C-1. Consider Second Reading of an Amendment to Appendix A- Zoning of the Code of Ordinances Regarding the Cherry Hill Village Overlay District. (MSD)

Motion by Siegrist, supported by Sneideman I move to remove from the table and hold the second reading of the proposed amendment to Section 6.09 of Appendix A-Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance. Motion carried by all members present.

Motion by Siegrist, supported by Sneideman to adopt and publish the second reading of an ordinance to amend Section 6.09 of Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance with an effective date of March 1, 2018. Motion carried by all members present.

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF CANTON
ORDINANCE NO.**

AN ORDINANCE AMENDING APPENDIX A – ZONING, OF THE CODE OF ORDINANCES OF THE CHARTER TOWNSHIP OF CANTON, MICHIGAN, BY AMENDING ARTICLE 6.09, SITE DEVELOPMENT STANDARDS FOR THE CHERRY HILL OVERLAY DISTRICT.

THE CHARTER TOWNSHIP OF CANTON ORDAINS: SECTION 1. AMENDMENT TO CODE.

* * *

ARTICLE 6.00. SITE DEVELOPMENT STANDARDS APPLICABLE TO SPECIFIC USES

Sec. 6.09. – Site development standards for the Cherry Hill overlay district.

D. General Design principles.

Figure 1. Cherry Hill Village Area (see attached amended figure)

* * *

SECTION 2. SEVERABILITY

If any clause, sentence, section, paragraph or part of this Ordinance, or the application of thereof to any person, firm, corporation, legal entity or circumstances, shall be for any reason adjudged by a court of competent jurisdiction to be unconstitutional or invalid, said judgment shall not affect, impair or invalidate the remainder of this Ordinance. It is hereby declared to the legislative intent of this body that the Ordinance is severable, and that the Ordinance would have been adopted had such invalid or unconstitutional provisions not have been included in this ordinance.

SECTION 3. REPEAL OF CONFLICTING ORDINANCES

All Ordinance or parts of Ordinance is conflict herewith is hereby repealed only to the extent necessary to give this Ordinance full force and effect.

SECTION 4. SAVINGS CLAUSE

All rights and duties which have matured penalties which have been incurred, proceedings which have begun and prosecution for violations of law occurring before the effective date of this Ordinance are not affected or abated by this Ordinance.

SECTION 5. EFFECTIVE DATE; PUBLICATION.

A public hearing having been held hereon pursuant to the provisions of Section 103 of Act 110 of the Public Acts of 2006, as amended, the provisions of this Ordinance shall be published within fifteen (15) days of its adoption of publications of a notice in a newspaper circulated in Canton Township stating the date of enactment and effective date, a brief statement as to its regulatory effect and that a complete copy of the Ordinance is available for public purchase, use and inspection at the office of the Township Clerk during the hours of 8:30 AM to 4:30 PM, Local Time. The provision of this Ordinance shall become effective seven (7) days after its publication.

CERTIFICATION

The foregoing Ordinance was duly adopted by the Township Board of Trustees of the Charter Township of Canton at its regular meeting called and held on the 13th day of February, 2018, and was ordered to be given publication in the manner required by law.

Michael Siegrist, Clerk
Introduced: January 23, 2018
Adopted: February 13, 2018
Published: February 22, 2018
Effective: March 1, 2018

A zoning ordinance regulating the development and use of land has been adopted by the legislative body of the Charter Township of Canton. Copies of the complete text of this Ordinance are available at the Clerk's Office of the Charter Township of Canton, 1150 S. Canton Center Road, Canton, MI., 48188, during regular business hours. A complete copy of the Ordinances for Canton Township is available at www.canton-mi.org.

The proposed change to the Cherry Hill Village Overlay District is intended to redefine the Village Core and Village Edge Area as shown of Figure 1 of the District guidelines.

February 13, 2018

The parcels that front the south side of Cherry Hill Road between Denton Road and the power line corridor were originally designated as Village Edge Area 15 years ago when the Overlay was created. The “Edge” area was intended to be limited to residential use at a maximum density of 4 dwelling units/acre. The “Core” area flanks the remainder of Cherry Hill Road to the west in the remaining areas of the village. The “Core” area allows up to 12 dwelling units/acre and a wide variety of community commercial uses.

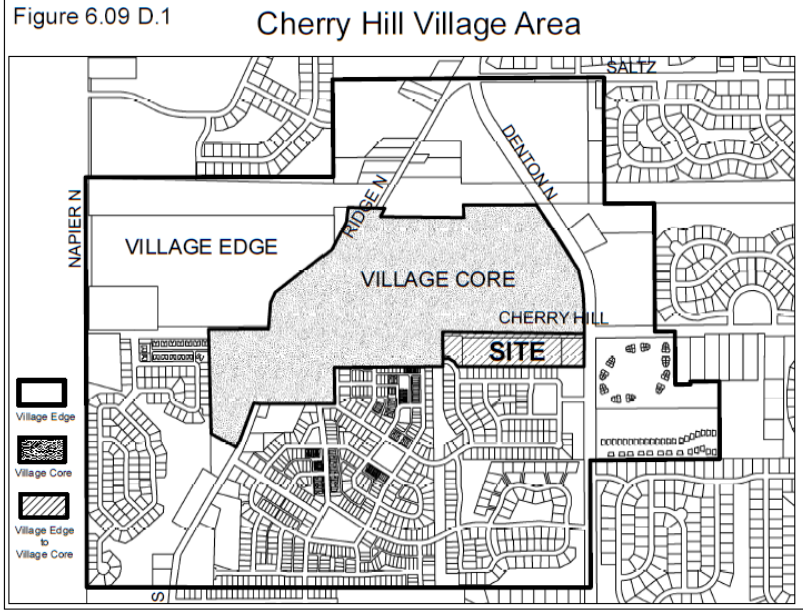
When the original Cherry Hill Village Planned Development was amended to incorporate the 40 acres at the corner of Denton and Cherry Hill, the uses consisted of condominiums and commercial use and the density was spread across the entire 360 acres of the PDD. That PDD agreement is now expired and most of the initial phases of village are built out except for these remaining frontage parcels on the south side of Cherry Hill Road. A phase by phase analysis is attached, which shows the approved number of units versus actual build out of the Village.

Due to many of the condominium units being deleted and substituted with single-family lots and changes to later phases which also lowered the number of units, there would still be a net density decrease of over 140 units if the area is changed to the “Core” area on Figure 1. It was always the intent to have more compact development along Cherry Hill Road that is connected to the bike paths and provide a more urban streetscape. The “Core” area designation would also allow future development to incorporate office and commercial uses, similar to what is approved on the north side of Cherry Hill in the Uptown Development. Those uses would not be recommended if the “Edge” area designation remained.

- **Community Planner’s Recommendation** - Approval

- **Planning Commission Recommendation** - The Commission voted 7-0 to approve the ordinance amendment which will allow flexibility for a mix of uses along Cherry Hill Road pursuant to the overall goals of the Cherry Hill Village Overlay District.

Figure 6.09 D.1



Item C-2. Consider Second Reading of an Amendment to Appendix A- Zoning of the Code of Ordinances Regarding the Summer Park/Pulte Rezoning. (MSD)

Motion by Siegrist, supported by Sneiderman to remove from the table and hold the second reading of the proposed amendment to Appendix A-Zoning of the Code of Ordinances of the Charter Township of Canton which rezones the subject parcel (tax parcel # 118-99-0005-000) from RA, Rural Agricultural to R-2, Single-Family Residential District as provided in the attached ordinance. Motion carried by all members present.

Motion by Siegrist, supported by Sneiderman to adopt and publish the second reading of an ordinance to amend Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton which rezones the subject parcels (tax parcel # 118-99-0005-000) from RA, Rural Agricultural District to R-2, Single-Family Residential District as provided in the attached ordinance with an effective date of March 1, 2018. Motion carried unanimously

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF CANTON
ORDINANCE NO. _____**

AN ORDINANCE AMENDING ARTICLE 8.00 OF APPENDIX A - ZONING, OF THE CODE OF ORDINANCES OF THE CHARTER TOWNSHIP OF CANTON, MICHIGAN WHICH AMENDS THE ZONING DISTRICT BOUNDARIES ON THE ZONING MAP

THE CHARTER TOWNSHIP OF CANTON ORDAINS:

PART I.

ARTICLE 8.00 – ESTABLISHMENT OF ZONING DISTRICTS AND MAP

* * *

Pursuant to Section 27.06 of Appendix A – Zoning, the zoning map is hereby amended by changing the zoning of parcel no. 118-99-0005-000 from RA, Rural Agricultural District to R-2, Single-Family Residential District, as shown on the attached zoning map.

PART II. Severability.

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

PART III. Savings Clause.

The amendment of the Canton Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired, or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the Canton Code of Ordinances set forth in this Ordinance.

PART IV. Repealer.

All other Ordinances or part of Ordinances in conflict herewith are hereby repealed only to the extent to give this Ordinance full force and effect.

PART V. Publication.

The Clerk for the Charter Township of Canton shall cause the ordinance to be published in the manner required by law.

Part VI. Effective Date.

A public hearing having been held hereon pursuant to the provisions of Section 103 of Act 110 of the Public Acts of 2006, as amended, the provisions of this Ordinance shall be published within fifteen (15) days of its adoption of publications of a notice in a newspaper circulated in Canton Township stating the date of enactment and effective date, a brief statement as to its regulatory effect and that a complete copy of the Ordinance is available for public purchase, use and

inspection at the office of the Township Clerk during the hours of 8:30 AM to 4:30 PM, Local Time. The provision of this Ordinance shall become effective seven (7) days after its publication.

CERTIFICATION

The foregoing Ordinance was duly adopted by the Township Board of Trustees of the Charter Township of Canton at its regular meeting called and held on the 13th day of February, 2018, and was ordered to be given publication in the manner required by law.

Michael Siegrist, Clerk

Introduced: January 23, 2018
Adopted: February 13, 2018
Published: February 22, 2018
Effective: March 1, 2018
Effective: December 3, 2015

A zoning ordinance regulating the development and use of land has been adopted by the legislative body of the Charter Township of Canton. Copies of the complete text of this Ordinance are available at the Clerk's Office of the Charter Township of Canton, 1150 S. Canton Center Road, Canton, MI., 48188, during regular business hours. A complete copy of the Ordinances for Canton Township is available at www.canton-mi.org.

The applicant is proposing to rezone the subject property from RA, Rural Agricultural to R-2, Single Family Residential District. The property was previously part of the Hamlet Planned Development to the north but was sold off separately to the owner to the south and was not included in the final phases of the Hamlet that were approved pursuant to a consent judgment for the last phases of the Hamlet. The R-2 zoning is consistent with the Future Land Use Map and consistent with the R-2 zoning to the south and east and consistent with the residential density in the Hamlet.

-Existing Zoning: RA, Rural Agricultural

-Location: North side of Geddes Road west of Denton Road

-Net Acres: 20 acres

-Existing Land Use: vacant

-Surrounding Land Use

N – RA/PDD/Consent, Hamlet and Hamlet Pointe Site Condominiums

S - R-2, vacant

E – RA/PDD/Consent, Hamlet and Hamlet Pointe Site Condominiums

W- Superior Township

-Comprehensive Plan: Medium-Low Density Residential (up to 2 dwelling units/acre)

-Community Planner's Recommendation: Approval

-Planning Commission Recommendation: The Planning Commission voted 6-1 to recommend approval of the request to rezone the subject parcels to R-2.

Item C-3. Consider Second Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding the Volk/Music Rezoning. (MSD)

Motion by Siegrist, supported by Sneiderman to remove from the table and hold the second reading of the proposed amendment to Appendix A-Zoning of the Code of Ordinances of the February 13, 2018

Charter Township of Canton which rezones the subject parcels (tax parcel #s 120-99-0017-001, 120-99-0017-002, and 120-99-0018-702) from RR, Rural Residential District to R-2, Single-Family Residential District as provided in the attached ordinance. Motion carried by all members present.

Motion by Siegrist, supported by Sneideman to adopt and publish the second reading of an ordinance to amend Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton which rezones the subject parcels (tax parcel #s 120-99-0017-001, 120-99-0017-002, and 120-99-0018-702) from RR, Rural Residential District to R-2, Single-Family Residential District as provided in the attached ordinance with an effective date of March 1, 2018. Motion carried unanimously

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF CANTON
ORDINANCE NO. _____**

AN ORDINANCE AMENDING ARTICLE 8.00 OF APPENDIX A - ZONING, OF THE CODE OF ORDINANCES OF THE CHARTER TOWNSHIP OF CANTON, MICHIGAN WHICH AMENDS THE ZONING DISTRICT BOUNDARIES ON THE ZONING MAP

THE CHARTER TOWNSHIP OF CANTON ORDAINS:

PART I.

ARTICLE 8.00 – ESTABLISHMENT OF ZONING DISTRICTS AND MAP

* * *

Pursuant to Section 27.06 of Appendix A – Zoning, the zoning map is hereby amended by changing the zoning of parcel nos. 120-99-0017-001, 120-99-0017-002, and 120-99-0018-702 from RR, Rural Residential District to R-2, Single-Family Residential District, as shown on the attached zoning map.

PART II. Severability.

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

PART III. Savings Clause.

The amendment of the Canton Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired, or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the Canton Code of Ordinances set forth in this Ordinance.

PART IV. Repealer.

All other Ordinances or part of Ordinances in conflict herewith are hereby repealed only

to the extent to give this Ordinance full force and effect.

PART V. Publication.

The Clerk for the Charter Township of Canton shall cause the ordinance to be published in the manner required by law.

Part VI. Effective Date.

A public hearing having been held hereon pursuant to the provisions of Section 103 of Act 110 of the Public Acts of 2006, as amended, the provisions of this Ordinance shall be published within fifteen (15) days of its adoption of publications of a notice in a newspaper circulated in Canton Township stating the date of enactment and effective date, a brief statement as to its regulatory effect and that a complete copy of the Ordinance is available for public purchase, use and inspection at the office of the Township Clerk during the hours of 8:30 AM to 4:30 PM, Local Time. The provision of this Ordinance shall become effective seven (7) days after its publication.

CERTIFICATION

The foregoing Ordinance was duly adopted by the Township Board of Trustees of the Charter Township of Canton at its regular meeting called and held on the 13th day of February, 2018, and was ordered to be given publication in the manner required by law.

Michael Siegrist, Clerk

Introduced: January 23, 2018
Adopted: February 13, 2018
Published: February 22, 2018
Effective: March 1, 2018

A zoning ordinance regulating the development and use of land has been adopted by the legislative body of the Charter Township of Canton. Copies of the complete text of this Ordinance are available at the Clerk's Office of the Charter Township of Canton, 1150 S. Canton Center Road, Canton, MI., 48188, during regular business hours. A complete copy of the Ordinances for Canton Township is available at www.canton-mi.org.

The applicant is proposing to rezone the subject property from RR, Rural Residential to R-2, Single Family Residential District. Two parcels front onto Geddes Road and one parcel fronts onto Denton Road. The proposed rezoning is consistent with the existing R-2 zoning to the north, south and west which is consistent with the Future Land Use Map of the Comprehensive Plan. The parcels will be combined with the property to the west for future development.

-Existing Zoning: RR, Rural Residential
-Location: North side of Geddes Road west of Denton Road
-Net Acres: 10 acres
-Existing Land Use: Single-family residential and vacant
-Surrounding Land Use
February 13, 2018

N – R-2, Achieve Charter Academy

S - RR- frontage residential on south side of Geddes Road and R-2, Grandview Estates

E – R-1, frontage residential on Geddes and Denton Roads

W- R-2, frontage residential and vacant

-Comprehensive Plan: Medium-Low Density Residential (up to 2 dwelling units/acre)

- Community Planner’s Recommendation: Approval

- Planning Commission Recommendation: The Planning Commission voted 6-1 to recommend approval of the request to rezone the parcels to R-2.

**Item C-4. Appointment and Reappointment to the Canton Tax Board of Review.
(Supv.)**

Motion by Siegrist, supported by Sneiderman that the Canton Board of Trustees approve the reappointment of Stan Turek to the Canton Tax Board of Review for a two-year term to expire on 3/1/20, and the appointment of Brooke Franklin as an alternate to the Tax Board of Review for a two-year term to expire 3/1/20. Motion carried by all members present.

Stan Turek and Ron Podolak, two experienced members of Canton’s Tax Board of Review, have terms expiring in March of 2018. Stan Turek has expressed interest in continuing his service, and he has done an excellent job since his appointment in 2012. Ron Podolak, who has also done an excellent job on this board, is unable to continue his service and has submitted a letter of resignation. The Supervisor is recommending the reappointment of Stan Turek. For the open alternate position, the Supervisor is recommending Brooke Franklin. Ms. Franklin has a diverse background in leadership, workforce development and community engagement.

The Tax Board of Review is a 3-member board required by state law who hear property assessment appeals. Canton has always tried to maintain two 3-member boards plus an alternate member so we can offer more times to the residents who are making appeals. The Tax Board of Review hears appeals two times per year: March and December.

**Item C-5. Appointment and Reappointment to the Historic District Commission.
(Supv.)**

Motion by Siegrist, supported by Sneiderman to approve the Township Supervisor’s recommendation for reappointment of Stephen Foley and appointment of JoAnn Dionne to the Canton Historic District Commission for three year terms effective through February 13, 2021.

Stephen Foley and Melissa McLaughlin have served on the Historic District Commission (HDC) for over 30 years each. Stephen Foley, an attorney who has skills that meet the criteria for serving on the Historic District Commission, would like to continue his work on the HDC. Melissa McLaughlin has submitted a letter asking not to be considered for reappointment, which opens a spot for a new appointee. The Supervisor would like to appoint JoAnn Dionne. JoAnn lives in a home in Canton built in the 1870’s and also has experience sorting archival collections, creating inventories, and proofreading finding aids for the Henry Ford Museum. Her bio is attached.

Per MCL 399.204 Historic District Commission consists of not less than 7 or more than 9

members. Canton's Historic District Commission consists of 8 members, one of which is a representative of the Canton Historical Society. The Commission also has a Township Staff representative, Gregg King, and a Secretary, Joan Lager.

Long term commitment to this commission and community is the foundation of the historical perspective that is requisite for the review and implementation of the U.S. Department of Interior - Secretary of the Interior's Standards for the Treatment of Historic Properties whose recommendations guide this commission. Without a solid historical perspective, the commission loses its ability to maintain and safeguard the heritage of the township.

Mr. Foley has served on the commission since 1987. He serves not only as a member familiar with the history of Canton, but serves as legal advisor to the counsel. He was instrumental in rewriting the current Historic District Commission ordinance.

As a contributing member of the commission Mr. Foley's background in various aspects of the law has made him a valued asset to the commission. He has experience in the following fields of law: Trial Attorney, Defense: Personal Injury; Automobile/Truck Negligence; Worker's Compensation; Slip and Fall; Employment Discharge; Civil Rights, Age, Race, Sex and Weight discrimination; EEOC Complaints; Michigan Department of Civil Rights Complaints; Arbitrations; Civil Appeals; Contraction Actions; Real Estate and Labor. He has practiced law since 1977.

Mr. Foley does not receive any compensation for his service, and has agreed to serve another term. Mr. Foley's credentials contribute to Canton Township being certified by the State of Michigan as a Certified Local Government. This certification allows Canton Township's Historic District Commission to apply for Federal grants administered by the State of Michigan Bureau of History. The Bureau of History requires Certified Local Governments' meet credentialing standards of their historic district commission board members.

JoAnn Dionne was a volunteer at The Henry Ford for several years, which deepened her interest in local history. That interest extends to Canton where she grew up and has lived for the last twenty years. Her house was built around 1870.

Item C-6. Consider request of the City of London, Ontario, to use portions of the "Michigan Historic Cemeteries Preservation Guide". (CLS)

Motion by Siegrist, supported by Sneiderman to approve the use of portions of the Michigan Historic Cemeteries Preservation Guide by the City of London, Ontario for non-commercial purposes, subject to appropriate credit being given to Canton Township. Motion carried by all members present.

The Township was contacted by a representative of the City of London, Ontario, with a request to use portions of the "Michigan Historic Cemeteries Preservation Guide," a guidebook that was created by current Township-employee Gregg King with the assistance of Susan Kosky, Kathleen Glynn and Gladys Saborio. Canton Township copyrighted the Guide in 2004.

As the holder of the copyright, the Township Board must authorize reproduction or use of any part of the Guide. The City of London, Ontario desires to put together a “best practices manual” for non-commercial use, for example, for distributing to volunteer groups interested in forming “friends of cemetery” groups and those interested in cemetery restoration and preservation. Appropriate credit will be given to the Canton Guide.

GENERAL CALENDAR:

Item G-1. Consider First Reading of an Ordinance to Amend Chapter 98 of the Canton Code of Ordinances to Bring the Ordinance into Compliance with State Law and to Increase the Size of the Planning Commission to Nine Members. (MSD)

Motion by Siegrist, supported by Sneiderman to introduce for first reading an ordinance which amends Chapter 98 of the Canton Code of Ordinances. Motion carried by all members present.

Motion by Siegrist, supported by Slavens to table for consideration the proposed text amendment to the Code of Ordinances, and to schedule a second reading for February 27th, 2018. Motion carried by all members present.

Chapter 98 of the Canton Code of Ordinances, entitled “Planning,” still cites the Rural Township Zoning Act, which was repealed and replaced by the Michigan Planning Enabling Act in 2008.

Discussions about the make-up the Planning Commission have led to a review of the Township ordinances governing the Planning Commission. While Section 28.03 of the Zoning Ordinances was updated when the state planning law changed in 2008; however, Chapter 98 was not revised. As the Board has indicated a desire to increase the size of the Planning Commission to nine members, Chapter 98 has been reviewed and updates made to bring the ordinance into compliance with the current law, as well as increase the size by adding two members. A budget impact of \$3,000 - \$4,000 will be addressed by a future Request for Board Action if this amendment is approved.

Note: The wrong version of the ordinance amendment was submitted for first reading on January 9 and 23rd, 2018. Due to significant substantive changes in the correct version, a new first reading must be held.

Item G-2. Consider Approval of Amendment #5 to the Uptown Planned Development Agreement. (MSD)

Motion by Siegrist, supported by Slavens to pass the following resolution. Motion carried by all members present.

**RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON**

**AMENDMENT NUMBER 5 TO THE
UPTOWN PLANNED DEVELOPMENT DISTRICT**

WHEREAS, the Project Sponsor, Mr. Mark Highlen, has requested approval for Amendment #5 to the Uptown Planned Development District to be located on Denton Road between Cherry Hill and Ridge Roads, identified as part of tax EDP #072-99-0003-713; and,

WHEREAS, the Planning Commission reviewed the amendment and made a recommendation to approve the request to grant approval, as summarized in the attached written analysis and recommendation.

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the request of the petitioner, Mr. Mark Highlen, to approve the Fifth Amendment to the Uptown Planned Development District subject to any conditions recommended by the Planning Commission and staff, as described in the analysis and recommendation attached hereto and made a part hereof.

Uptown Apartments are part of the Uptown Planned Development District originally approved by the Board of Trustees November 27, 2001. Amendment #3 was approved December 9, 2008 creating the All Seasons Senior Apartments as part of the development area and composed of 145 attached units. Amendment #4 dated April 22, 2014 re-located the Senior Apartments from the previously approved internal location to the part of the property fronting Denton Road and provided for 187 units. Nine apartment buildings, including two previously constructed by another party as condominiums on Cherry Hill Road, and a clubhouse building were then approved.

The applicant now wishes to convert the approved senior apartment element to traditional apartments matching that already constructed in prior phases. Approval of the request will result in a reduction of 35 units, from 187 to 152 total in this phase. Some modifications to the elevations of the buildings that front onto Denton Road across from Fire Station #3 were made based on comments by the Planning Commission.

- **Existing Zoning:** R-1, Single Family Residential/Cherry Hill Village Overlay District
- **Location:** West of Denton Road, North of Cherry Hill Road
- **Net Acres:** 5.43 acres
- **Existing Land Use:** Vacant
- **Surrounding Land Use & Zoning:**
 - N- R-1/Cherry Hill Village Overlay, Canton Township Dog Park
 - S- R-1/Cherry Hill Village Overlay, Vacant
 - E- R-1/Cherry Hill Village Overlay, Uptown Apartments
 - W- R-1/Cherry Hill Village Overlay, Fire Station #3
- **Comprehensive Plan:** Cherry Hill Area
- **Community Planner's Recommendation:** Approval of Amendment #5 to the Uptown Planned

Development Agreement.

Trustee Sneiderman stated the previous plan had commercial parcels designated for grocery store type application. Director Faas reviewed the parcels in the area that are designated commercial for stores, gas stations, banks, etc.

Clerk Siegrist asked when the PDD would expire. Director Faas explained the dates have been extended however he expects the project to move forward quickly.

Item G-3. Consider Approval of the Purchase of (5) Ford Explorer Police Interceptor and Accompanying Amendment to the 2018 Police Budget. (PSD)

Motion by Siegrist, supported by Sneiderman to approve the purchase of five (5) 2018 Ford Explorer Police Interceptors from Signature Ford, 3942 W. Lansing Rd, Perry, MI 48872 via a Macomb County Bid #12-07 MY2018 in the amount of \$140,255. Motion carried by all members present.

Motion by Siegrist, supported by Slavens move to approve the following budget amendment to the 2018 Police Budget:

<u>Increase Appropriations:</u>	Capital Outlay Vehicles #207-301-50.970_0040	\$112,585
<u>Decrease Appropriations:</u>	Transfer to Fund Balance #207-301-50.990	\$112,585

Motion carried by all members present.

The Police Department is requesting approval to purchase five Ford Explorer Police Interceptors. One of these vehicles was presented and approved by the Township Board on January 23, 2018, but the cost of said vehicle was inadvertently omitted from the total dollar amount, requiring re-approval to generate a Purchase Order. The remaining four vehicles are new requests to increase the department's marked patrol fleet, which has remained the same before 2009. Authorized drug forfeiture funds are being recommended to expend on the four additional vehicles.

BACKGROUND: The Fleet Replacement Policy PW:607 has four criteria to establish replacement of an existing vehicles; 1) Vehicle Age, 2) Vehicle Mileage, 3) Maintenance & Repair Costs, and 4) Physical Appearance/Condition.

Although vehicles have been replaced over the past 10 years, the actual number of marked patrol vehicles in the fleet has remained the same since before 2009. Due to the increased number of budgeted positions and the department's new overlap shift, putting more officers on the road during the busiest times, additional marked units are being requested.

All vehicles requested for purchase are quoted using Macomb County Bid Pricing #12-07, Y2017.

Item G-4. Consider Approval of a 2018 Budget Amendment in Account 101-191.970_0030 Capital Outlay Machinery and Equipment by \$5000 to Facilitate the Purchase of Voting Booths and to Approve a P.O. to Election Source, 4615 Danvers Drive SE, Grand Rapids, MI 49512, in an Amount of

not more than \$35,000. (Clerk)

Motion by Siegrist, supported by Slavens to approve an increase in the 2018 Budget in Account 101-191.970_0030 Capital Outlay Machinery and Equipment in the amount of \$5000 for a total of \$35,000. Motion carried by all members present.

Motion by Siegrist, supported by Slavens to approve a purchase order to Election Source, 4615 Danvers Drive SE, Grand Rapids, MI 49512 in an amount not to exceed \$35,000. Motion carried by all members present.

In 1985 the township purchased 340 Voting Booths for voters to use in precincts. With over 30 years wear and tear, these booths are no longer viable. In long range planning for their replacement, the township had spread the anticipated acquisitions in the amount of \$45,000 over a multi-year period. The Clerk, desiring to maximize purchasing power through the use of economies of scale, did not spend the \$15,000 budgeted in 2017. As a result of bulk purchasing, the township will be receiving the same number of booths for a substantially lower cost. The 2018 budget in Elections – Capital Outlay Machinery and Equipment was originally set at \$30,000.

Following a meeting with Election Source, the recommended provider of this type of equipment, the projected amount for new voting booths would be about \$34,000, including shipping. The Clerk is requesting to increase the budget in 101-191.970_0030 Capital Outlay Machinery and Equipment by \$5000 for an overall total of \$35,000, resulting in a savings of \$10,000 from the initially anticipated cost.

In 2017 the State of Michigan required purchase of new election equipment. In addition, the township's voting booths were starting to deteriorate requiring their replacement. The former Clerk had budgeted for the purchase of all these items in 2017 and 2018.

The 2017 budget had been set at \$173,000 for new purchase of new election computers and equipment. Because we purchased some of the equipment directly from Canon Solutions America, the Clerk's Office utilized only \$139,000.

The 2017 budget had been set at \$15,000 for new election furniture and equipment for replacement of the voting booths, however none were purchased in 2017.

Trustee Graham-Hudak asked if the recent Precinct Reconfiguration, and subsequent reduction in number of voting precincts, resulted in purchasing less voting booths than had been anticipated. Clerk Siegrist replied no. State of Michigan Election Law requires one voting booth per 300 voters. The reconfiguration did not result in less voters in Canton just less voting locations.

Item G-5. Consider Adoption of Leisure Services 5-Year Strategic Plan. (FBD)

Motion by Siegrist, supported by Sneiderman to adopt the Leisure Services 5-Year Strategic Plan. Motion carried by all members present.

Pros Consulting, Inc. was contracted to develop an updated 5-Year Strategic Plan for Leisure Services. A strategic plan is vital to provide a clear and unified vision for the department and ensure that resources and energies are focused in the most productive and cost effective manner. Per CAPRA Guidelines, we are requesting that the Canton Township Board of Trustees adopt this strategic plan.

The Leisure Services Strategic Plan development followed an intensive process of data collection, public input, assessment of existing conditions, market research and open dialogue with local leadership and key stakeholders.

The Strategic Plan utilizes the Township goals as strategic priorities which include:

- A livable, walkable, and attractive community for residents
- Increased funding sources and enhanced fiscal sustainability
- A demographically oriented community
- Innovation in transportation/hub for research and development of autonomous vehicles
- Economic development
- Improved infrastructure

Each strategic priority has a series of specific tactics for achieving each strategic initiative identified for 2018.

Item G-6. Consider Approval to Purchase Replacement Golf Cars for Fellows Creek Golf Club. (CLS)

Motion by Siegrist, supported by Sneiderman to approve the purchase of seven replacement golf cars for Fellows Creek Golf Club with Golf Cars Plus, 607 North Main Street, Plainwell, Michigan 49080, in the amount of \$28,420 to be paid from Account #584-697-78.970_0030 (Capital Outlay Machinery & Equipment). Motion carried by all members present.

In February 2017, the Township purchased through a lease to own agreement 115 golf cars for Fellows Creek Golf Club. During two separate incidents in 2017, nine golf cars were stolen from the golf course. Canton Police were able to recover two of the cars. Additional security measures as recommended by Public Safety were put in place.

Our recommendation is to purchase seven vehicles in the amount of \$28,420 from Golf Cars Plus to replace the stolen golf cars. Through Canton's insurance settlement with MMRMA, we will be reimbursed 50%, less \$1,000 deductible, per incident.

The current fleet of golf cars was purchased in 2017 from Golf Cars Plus, who had submitted the lowest bid for Yamaha DR2A golf cars. They have submitted a replacement fleet proposal for 2018 cars at a cost of \$4,060 per unit, totaling \$28,420.

Trustee Graham-Hudak asked how the golf carts were lost. Director Meier explained the incident is currently under investigation. Director Hohenberger stated additional security

measures have been put in place to ensure this does not happen again.

Motion by Siegrist, supported by Sneiderman to approve the following budget amendment:

Increase Expense	584-697-78.970_0030 Capital Outlay Machinery & Equip	\$28,420
Decrease Expense	584-756-50.990 Transfer to Fund Balance	\$15,210
Increase Revenue	584-697-78.696 Insurance Settlements	\$13,210

Motion carried by all members present.

Item G-7. Consider Approval of 2018 FY Specialized Services Operating Assistance Program Agreement with SMART. (CLS)

Motion by Siegrist, supported by Slavens to approve the FY 18 Specialized Services Operating Assistance Agreement between SMART and the Charter Township of Canton for \$31,942 and to authorize the Township Supervisor to sign the contract on behalf of the Township. Motion carried by all members present.

The Township submitted its annual Specialized Services application with SMART to provide funding for the Canton Mobility Transportation program. SMART has notified the Township that it is eligible for \$31,942 under the program from October 1, 2017 through September 30, 2018.

Canton Leisure Services is requesting Board approval for the Specialized Services Operating Assistance Program Agreement with SMART.

Canton Township applied for and was awarded a Specialized Services Operating Assistance Program grant from the Suburban Mobility Authority for Regional Transportation (SMART). The grant will be utilized for the Canton Mobility Transportation Services program, which provides transportation for seniors and disabled individuals.

- The grant is for \$31,942, which is the same allocation Canton secured last year.
- The grant contract covers the period of October 1, 2017 through September 30, 2018.
- These funds are in addition to the \$88,692 Municipal Credit grant, which the Township was awarded for FY2018. Fare box revenue collected from program riders in FY2017 was \$26,739.80.
- The total annual contract with Huron Valley Ambulance (HVA) to provide transportation services is not to exceed \$467,348.68.
- The two grants and fare box revenue noted above offset the HVA contract amount. The balance of the contract amount, which is not to exceed \$319,974.88 is covered through the Township's General Fund.

Trustee Graham-Hudak asked if DARA funds could be used to purchase these vehicles. Director Hohenberger explained the vehicles aren't owned by the township. This contract is simply for operating funds. Maintenance and Upkeep are the only vehicle expenses the township is responsible for.

Item G-8. IT Services – Renewal with Comcast Enterprise Services for Internet

Service. (FBD)

Motion by Siegrist, supported by Sneideman to approve the 3 year agreement with Comcast to provide internet service at an increased capacity for the Township. Motion carried by all members present.

For the past six (6) years the Township has sourced its primary Internet access from Comcast Enterprise Services. The service provided by Comcast has been extremely solid and sound and provides the numerous Departments whose Business applications reside out on the Internet, a very high level of access and uptime.

The current contract with Comcast has expired and the Township is currently in a month-to-month situation. While there is no belief that Comcast will attempt to price gouge the Township, IT Services is recommending an increase in bandwidth capacity from Comcast be obtained. To receive this increase of capacity, the Township must sign a new agreement with Comcast.

As more Township critical or important business applications are sourced from the Internet, the current level of bandwidth capacity has at times shown to be insufficient and has resulted in reduced performance of the various applications.

The IT Services manager contacted Comcast Enterprise Services to solicit cost proposals for capacity increases for the Township, the Township must enter into a new 3-year agreement with Comcast to increase our capacity.

The Township receives its primary Internet access from Comcast Enterprise Services for the past 6 years. During that time there has been one (1) outage by Comcast of the Internet access, that outage lasted a mere 30 minutes.

As more departments make use of the Internet for access to email or their respective departmental business applications, it is imperative that IT Services take the necessary steps to ensure consistent and efficient access to the Internet.

The Township Clerk's primary voter application system will undergo changes in 2018 that will change how the Clerk employees work. Their existing State Voter Application System currently runs "on premise". After the upgrade expected in Q2 of 2018, the Voter Application System will be operating across the Internet sourced by the State. This is a critical & fundamental application for the Township, increased Internet access capacity will ensure continued efficient access for the Clerk's Department to their primary business application. In addition to the Clerk's Office, the

Township's Building Department has undertaken and is about to begin requiring the submission of building plans be in electronic format only. Due to the economic upturn experienced within Canton, the Building department has been and continues to see only growth in their core business. Once the requirement of electronic submittals is fully realized, employees of the Building department will need faster or more efficient Internet access to collect the large amounts of data being submitted to the Township.

The IT Services Manager is forecasting an increase in the need of capacity to the Internet. IT Services contacted Comcast Enterprise for pricing to double our current rate of 50MBPS to 100MBPS. With all things technology, costs eventually come down over time. The current monthly cost for 50mbps is approximately \$1,495/mo. Entering into a new agreement with Comcast will provide for 100mbps capacity at the same monthly rate of \$1,495/mo.

Item G-9. Consider Request to Purchase Ammunition. (PSD)

Motion by Siegrist, supported by Slavens to approve the purchase of ammunition utilizing State of Michigan Contract Pricing from Kiesler's Police Supply, in the amount of \$24,003.
Motion carried by all members present.

The Police Department is requesting to purchase ammunition for rifles and handguns to be used on duty and for training/qualifications, and Simunition cartridges also for training, Kiesler's Police Supply has quoted the ammunition utilizing the State of Michigan Contract Pricing. The total cost for this purchase, with shipping, is \$24,003. Funds for this purchase are budgeted in the 2018 Police Operating Supplies Account.

Item G-10. Consider the Purchase of Mobile and Portable 800 mHz Radios. (PSD)

Motion by Siegrist, supported by Slavens to waive the bidding process and approve the purchase of four mobile and five portable 800 mHz radios from Motorola Solutions, Inc., in the amount of \$47,632.35, utilizing E/911 Funds. Motion carried by all members present.

The Police Department is in need of four Motorola APX6500 Remote Mount Mobile Police Radios and five APX6000 Portable Police Radio Kits. These units will outfit new officers and vehicles, and be the first significant purchase since converting to the State of Michigan's MPSCS 800 mHz Radio System in 2012. Due to the necessity of continuity in radio equipment, purchasing the same radio as currently owned is imperative; therefore, the department requests to waive the bidding process and purchase the above model radios from Motorola Solutions (a sole-source vendor) for a total amount of \$47,632.35.

In response to the FCC's narrow banding requirements, on March 12, 2012, the Township Board approved Canton Police and Fire Departments transition to the State of Michigan's MPSCS 800 mHz Radio System. This \$1.8 million dollar project included a multitude of components, including all new radios for dispatch, police/fire vehicles, and individual officer/firefighter portable radios. At that time, the department purchased extra radios for future growth but that supply has been slowly depleted over the past six years.

The Motorola radios being requested for purchase are the same make and model of current radios being used, and include all mounting, charging, trunking and programming to be 100% compatible with the department's current inventory. Warranties are included with the purchase with coverage of three years for the mobile, and five years for the portables.
This radio purchase is a qualified expense for utilizing E/911 funds.

Motion by Siegrist, supported by Sneideman to approve a budget amendment to accommodate the complete purchase.

<i>Increase Appropriations:</i>
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Capital Outlay Computers & Equipment: #261-346-50.970.0010 \$36,927

<i>Decrease Appropriations:</i>
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Transfer to Fund Balance: #261-346-50.990 \$36,927
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Motion carried by all members present.

Item G-11. Consider Authorizing Agreement for Architectural Services for Public Safety Facilities, and Authorization to Proceed with Phase 1 Needs Assessment. (PSD)

Motion by Siegrist, supported by Graham-Hudak to approve signing the Agreement with Partners in Architecture, PLC, Mt. Clemens, Michigan, for the purpose of Architectural Services for Public Safety Facilities, and to approve the proposed Phase 1 Needs Assessment for the Public Safety Headquarters and Fire Station #2. Motion carried by all members present.

In August, 2017, a Request for Proposal was advertised for Architectural Services for Public Safety Facilities, soliciting for a vendor to review and recommend structural needs for the department's Dispatch, Public Safety Headquarters, Fire Station #2, and Gun Range/Training Facility. Ten formal proposals were submitted and reviewed by a committee of representatives from the Police, Fire, Facilities Maintenance and Finance Departments. In October, 2017, five firms were invited to give formal presentations to the committee, and they were scored on pre-established criteria including: relevant experience, comprehension of the proposed projects, fee schedules, etc. The highest score was awarded to Partners in Architecture, PLC, Mt. Clemens, Michigan (further known as PARTNERS).

A second meeting was held with PARTNERS in December, 2017, to request a Proposal for a Phase 1 Needs Assessment to include: (1a) Improvements to Public Safety Headquarters, (1b) Expansion of Dispatch, and (2) Replacement of Fire Station #2. The PARTNERS Phase 1 proposal includes a "Not to Exceed" price of \$39,500 for Public Safety/Dispatch Needs Assessment, and \$10,500 for Fire Station #2 Needs Assessment. The department is estimating an additional expense of \$5,000 for Police and \$1,000 for Fire to cover reimbursable fees listed in the attached Proposal.

The Public Safety Headquarters was originally built in 1984, with additions made in 1996 and 2002. After 16 years, the department has once again outgrown its square footage and is relying on the Phase 1 Needs Assessment to recommend renovating, repurposing, or expanding the building and office space as recommended by expert architect studies. The dispatch area is at the center of the department's building concerns as the current space offers no room for additional call taker stations, eliminating the ability to add additional call taker staffing.

Fire Station #2 was built in 1976, and stands as originally built 42 years ago. The Township has already contracted with a firm to conduct feasibility studies on the adjacent land to the west of

the station, which was purchased by the Township several years ago. The Township is also in the process of purchasing adjacent land to the east, with the intention of utilizing for a Fire Station #2 expansion or re-build. The Phase 1 Needs Assessment is being requested to ensure a new station can adequately serve the needs of northeastern Canton.

The department has decided to put the Gun Range/Training Facility assessment on hold, as the above projects are taking precedence based on need.

Trustee Sneideman asked when this project would begin. Director Meier replied right away. The department is rapidly outgrowing the current Dispatch Center.

Motion by Siegrist, supported by Slavens to approve the below budget amendments to the 2018 Police and Fire Budgets to accommodate this purchase:

Increase 2018 PD Expense Account	Item	Amount
#207-301-50.743.0021 DEA Forfeiture Funds	Phase 1 "Not to Exceed" Expense for Needs Assessment	\$39,500
	Reimbursable Fees for Travel and Misc. Items (<i>Estimated</i>)	\$5,000
	TOTAL	\$44,500

Decrease 2018 Expense Account	Amount
#207-301-50.990 Transfer to Fund Balance	\$44,500

Increase 2018 FD Expense Account	Item	Amount
#206-336-50.801.0050 Professional Contracted Services	Phase 1 "Not to Exceed" Expense for Needs Assessment	\$10,500
	Reimbursable Fees for Misc. Items (<i>Estimated</i>)	\$1,000
	TOTAL	\$11,500

Decrease 2018 Expense Account	Amount
#206-336-50.990 Transfer to Fund Balance	TOTAL \$11,500

Motion carried by all members present.

Item G-12. Consider Approving a 2018 Fire Budget Amendment for Purchase of Property. (PSD)

Motion by Siegrist, supported by Slavens to approve an amendment to the 2018 Fire Budget in the amount of \$215,000 to purchase property commonly known as 41454 & 41472 Warren Road, in Canton.

Increase Appropriations: Capital Outlay - Land: #206-336-50.970.0070 \$215,000
Decrease Appropriations: Transfer to Fund Balance: #206-336-50.990 \$215,000
 Motion carried by all members present.

The Charter Township of Canton has entered into a Purchase Agreement for property commonly known as 41454 & 41472 Warren Road, in Canton. This land is intended to be used for an expansion/re-build of Canton Fire Station #2. The department is requesting an amendment to their 2018 Fire Budget to accommodate the price quoted in the signed Purchase Agreement, in the amount of \$215,000.

Item G-13. Consider the Purchase of a Vigilant License Plate Reader System & Annual Subscription. (PSD)

Motion by Siegrist, supported by Sneiderman move to approve the purchase of one License Plate Reader System and annual subscription from Vigilant Solutions, in the amount of \$22,525; with subsequent annual subscription costs of \$14,995. Motion carried by all members present.

The Police Department recently requested formal proposals for a license plate reader system, consisting of three cameras, recognition software and database access. Two vendors submitted proposals, with Vigilant Solutions being selected as the low bid and desired product for purchase. Vigilant Solutions License Plate Reader is \$22,525 to purchase, with an annual subscription of \$14,995. Traffic Forfeiture funds would be utilized for this purchase.

Technology continues to advance opportunities in police work, and the license plate reader is one of the best, new investigative tools on the market. License plate reader (LPR) cameras are mounted in patrol vehicles to capture license plate information on moving and parked vehicles. With the Vigilant Solutions LPR product, license plate information is uploaded to a large, searchable database, and stored for inquiries by subscribing/participating police agencies. Currently the system has over 8 billion LPR records (including the metro-Detroit area). Key features of Vigilant Solutions includes:

- License Plate Query – Advanced vehicle location query capabilities
- Mapping Alert Service – Access to data in a GIS user interface
- Stakeout Analytics – Allows investigators to virtually “stakeout” a location
- Locate Analysis – Provides detailed analysis of most likely locations of a vehicle
- Hot List Management – Alert sent when a Vigilant LPR logs a plate entered on hot list
- Agency Management – In house management of users, hot list, auditing, etc.
- Data Sharing – Vigilant provides true agency data sharing information via its server

The Vigilant Solutions LRP system is CJIS compliant, which means it will integrate with the department’s in-car computer system without issue regarding CJIS/LEIN policies.

The purchase price of \$22,525 includes three cameras, startup configurations, end-user training, camera mounting kits, hardware, cabling and the first year’s subscription which includes uploading of license plate information, access to the searchable database, software updates, system service and new hardware annually. The subsequent annual subscription cost of 14,995

will include uploading of license plate information, access to the searchable database, software updates, system service and new hardware annually.

Trustee Sneideman asked what this system does. Deputy Director Baugh explained this system assists in tracking vehicle locations based on the license plate on the vehicle.

Clerk Siegrist asked where the cameras will be located. Deputy Director Baugh explained how the cameras will be allocated and how the technology will capture the data.

Trustee Graham-Hudak asked would this tie into store cameras in the future. Director Meier that is a possibility.

Clerk Siegrist asked if this would be utilized by Wayne County as well. Deputy Director Baugh explained Wayne County would have to purchase their own system.

ADDITIONAL PUBLIC COMMENT: None

OTHER: Trustee Graham-Hudak asked, based on the recent heavy snowfall, could the township hire private contractors to clear township roads. Director Faas explained the township would then have to assume the liability for these roads and felt the township attorney would recommend against any action of this type. Supervisor Williams explained the township is looking into working in conjunction with neighboring communities to assist Wayne County in the future.

Trustee Sneideman congratulated the Olympic Figure Skating pair – the “Shib-Sibs” on their Bronze medal win. They train here in Canton.

ADJOURN: Motion by Siegrist, supported by Sneideman to adjourn at 8:00 p.m. Motion carried by all members present.

Michael A. Siegrist, Clerk

Pat Williams, Supervisor

**Charter Township of Canton
Board Proceedings – February 20, 2018**

A regular study session meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, February 20, 2018 at 1150 Canton Center S., Canton, Michigan. Supervisor Williams called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance to the Flag.

Roll Call

Members Present: Anthony, Foster, Graham-Hudak, Siegrist, Slavens, Williams
Members Absent: Sneideman,
Staff Present: None

Adoption of Agenda

Motion by Anthony, supported by Slavens to approve the agenda as presented. Motion carried by all members present.

STUDY SESSION:

TOPIC 1: Review Ethics Committee Recommendation

Presenter: Clerk Siegrist

Outline of Discussion:

1. Existing Policy – History of Establishment of Ethics Sub Committee
2. Ordinance or Policy
The board discussed the enforceability of this ordinance as pertaining to contractors. This matter will be referred to our corporate counsel.
3. New Items
 - a. Ethics Orientation
 - b. Gift Ban
 - c. New Forms
4. Board of Ethics
5. Enforcing Ordinance
 - a. Process
 - b. Penalties

A complete copy of the document(s) presented to the board is available through the Township Clerk's Office, 1150 S. Canton Center Road, Canton MI 48188 during regular business hours or by calling 734-394-5120.

Supervisor Williams asked the board members if any of them had any ethical concerns over the last 15 months. The members stated no.

As a result of this study session, the Ethics Sub Committee will continue to gather clarification with regard to contractors, review the entire document for grammatical content, and should be able to present the ordinance to the Board of Trustees in March.

ADDITIONAL PUBLIC COMMENT: Mike Schultz, resident, commented favorably regarding establishing this ordinance.

OTHER: None

ADJOURN: Motion by Anthony, supported by Siegrist to adjourn at 7:36 p.m. Motion carried by all members present.

Michael A. Siegrist, Clerk

Pat Williams, Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA # PH-1

ITEM: Consider Holding the Public Hearing for the 2018 Sidewalk Repair Program

PRESENTER: Tim Faas, Municipal Service Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Sidewalk Ordinance became effective on July 1, 1999 and was amended on August 2, 2001 (Chapter 62, Article II, Section 31-36). The ordinance was adopted to protect the public health, safety and welfare of the citizens of the Charter Township of Canton through adoption of regulations concerning the construction and maintenance of sidewalks within the Township. The Sidewalk Ordinance requires the Township to hold a Public Hearing regarding the necessity of repairs for the 2018 Sidewalk Repair Program.

BACKGROUND: The Township is targeting subdivisions, residential, and commercial owners located along the public road right-of-way, in consolidated areas known as "Zone Two" and "Zone Three". The targeted subdivisions this year are located south of Cherry Hill Road between Morton-Taylor Road to Hannan Road. This year's program represents the nineteenth year in sidewalk repairs since the program started. Notice of the Public Hearing has been properly advertised and letters were provided to the residents affected.

STRATEGIC PLAN/GOALS: To provide safe, barrier free sidewalks in the community.

ACTION REQUESTED: Open the Public Hearing, close the Public Hearing and adopt a Resolution finding the necessity of sidewalk repairs pursuant to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Not Applicable

IMPLEMENTATION PLAN: Upon adopting the resolution, those sidewalks not repaired by the owners after 60 days will be repaired by the Township's contractor.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

Motion #1: I move open the Public Hearing to hear comments on the necessity of sidewalk repairs pursuant to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989.

Motion #2: I move to close the Public Hearing after hearing the comments on the necessity of sidewalk repairs to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989.

Motion #3: I move to adopt the attached resolution requiring replacement of sidewalks in **Zone 2** – Aziz Estates #1 & #2, Brookside Village #1-#5, Brookside Village West, Camden Park, Dasher Heights and Westfield Estates
Zone 3 – Canton Country Acres, Century Farms, Cherry Hill Orchards, Echo Forest, Oakvale, Palmer Manor, Pheasant Creek, Pheasant Creek North, Pheasant Woods, Salem Manor, Sierra Heights #1 & #2, Stonegate, Villa Maria, Woodwind Estates
Miscellaneous Locations as indicated and published in the Canton Eagle on February 8, 2018 & February 22, 2018.

ATTACHMENTS:

1. Resolution
2. Additional Information
3. Copy Public Notice
4. Copy of letter sent to residents



Resolution in Recognition of SEMCOG's 50th Anniversary

WHEREAS, SEMCOG was formed in 1968 as a voluntary council of governments for Southeast Michigan, and today has more than 170 members including cities, villages, townships, intermediate school districts, community colleges, and all seven counties; and

WHEREAS, SEMCOG's earliest years set the tone for much of the work we do today and will continue to do in the future; and
WHEREAS, Canton's Supervisor serves on SEMCOG's Transportation Coordinating Council (TCC) and Regional Clearinghouse Review Committee, allowing Canton Township to have direct input into planning and funding of initiatives; and

WHEREAS, working to implement the vision set forth in our bylaws, SEMCOG's primary functions include:

- Promoting informed decision making to improve Southeast Michigan and its local governments by providing insightful data analysis and direct assistance to member governments;***
- Promoting the efficient use of dollars for infrastructure investment and governmental effectiveness;***
- Developing regional solutions that go beyond the boundaries of individual local governments; and***
- Advocating on behalf of Southeast Michigan in Lansing and Washington; and***

WHEREAS, through regional planning, training and assistance to member governments, SEMCOG supports:

- Efficient management and improvement of public infrastructure such as roads, bridges, water, sewer, and stormwater;***
- Less traffic congestion;***
- Better traffic safety (SEMCOG is a national leader on safety issues);***
- Better air quality;***
- Business growth and entrepreneurship; and***
- Educating the region's workforce and connecting people to jobs;***

NOW THEREFORE BE IT RESOLVED, that the Charter Township of Canton Board of Trustees congratulates SEMCOG on their 50th anniversary and looks forward to continued partnership.

Date

Pat Williams, Canton Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27th, 2018

AGENDA ITEM #C-2

<p>ITEM: Consider Second Reading of an Ordinance to amend Chapter 98 of the Canton Code of Ordinances to bring the Ordinance into compliance with State Law and to increase the size of the Planning Commission to nine members.</p>

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Chapter 98 of the Canton Code of Ordinances, entitled “Planning,” still cites the Rural Township Zoning Act, which was repealed and replaced by the Michigan Planning Enabling Act in 2008.

Discussions about the make-up the Planning Commission have led to a review of the Township ordinances governing the Planning Commission. While Section 28.03 of the Zoning Ordinances was updated when the state planning law changed in 2008; however, Chapter 98 was not revised. As the Board has indicated a desire to increase the size of the Planning Commission to nine members, Chapter 98 has been reviewed and updates made to bring the ordinance into compliance with the current law, as well as increase the size by adding two members. A budget impact of \$3,000 - \$4,000 will be addressed by a future Request for Board Action if this amendment is approved.

STRATEGIC PLAN/GOALS: Bring Township ordinances into compliance with State Law.

ACTION REQUESTED: Remove from the table and consider holding the Second Reading and adopting a proposed text amendment to Chapter 98 of the Township Code.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The two additional members will require computers and monthly meeting stipends which is estimated to cost \$3,000 to \$4,000 more per year. A future budget amendment will be necessary if this amendment is approved.

IMPLEMENTATION PLAN: If approved, the ordinance will be published and become effective on March 08th, 2018.

DIRECTOR’S RECOMMENDATION: Approval.

MODEL RESOLUTION:

1. I move to remove from the table and hold the Second Reading of the proposed amendment to

Chapter 98 of Canton Township Code of Ordinances.

2. Further, I move and adopt the ordinance to amend Chapter 98 of Canton Code of Ordinances, which shall be published and become effective on March 08th, 2018.

ATTACHMENTS:

1. Draft text amendment to Chapter 98 (clean).

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM #G-1

ITEM: Consider Approval of the Final Planned Development for Bickford of Canton Senior Living Facility

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Richard Eby, Bickford of Canton, LLC

EXECUTIVE SUMMARY: The Preliminary Planned Development was approved in November 2017 by the Township Board of Trustees. The proposed Planned Development consists of a 40,700 square feet and 64 assisted living units on 3.67 acres. The project will provide a transitional use from the office and commercial uses on Canton Center to the single-family neighborhood to the west, which is less intense than what could be developed under the permitted commercial uses in the C-2 district.

BACKGROUND: The proposed use is also complimentary to the medical office uses in Canton Center corridor in this area and provides a use which is underserved in the Canton market. The plan will preserve the existing vegetation along the Fellows Creek drain, maintaining a natural buffer to the residential uses located west of the drain. The single-story brick building and landscape design will also benefit the neighborhood to the west by providing a low-impact residential-style facility. The comparative values of this project will be equal to or higher than the commercial values of the office uses. Cross access will be maintained to the north and the south for future. Traffic generation is also projected to be less than typical office or commercial uses which could be developed by right on the site.

- **Existing Zoning:** C-2, Community Commercial District

- **Location:** West side of Canton Center Road between Ford and Hanford Roads

- **Net Acres:** 3.67 acres of a 7.15 acre site

- **Existing Land Use:** Vacant

- **Surrounding Land Use & Zoning:**

N- C-2, Vacant and Fraser Bicycles

S- C-2, Vacant part of site and Auto One Repair

E- C-2, Essex Office Building and Jewelry Showroom

W- R-4, Sunflower No. 11 Subdivision

- **Comprehensive Plan:** Community Commercial

- **Community Planner's Recommendation:** Approval
- **Planning Commission Recommendation:** The Planning Commission voted 7-0 to recommend approval of the proposed Final Planned Development on the north 3.67 acres of tax parcel # 036-99-0006-717 for Bickford of Canton Senior Living.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the Final Planned Development for Bickford of Canton Assisted Living Facility.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Approval of the Final Planned Development for
Bickford of Canton Senior Living Facility**

WHEREAS, the Project Sponsor has requested approval of a Final Planned Development for the Bickford of Canton Senior Living Facility, located on the west side of Canton Center Road between Ford and Hanford Roads; and,

WHEREAS, the Planning Commission reviewed the conceptual development plan and development agreement made a recommendation to approve the request as it meets the criteria for a planned development, fulfills an identified need and results in definite benefits to the community;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the request for a Final Planned Development for the Bickford of Canton Senior Living Facility, proposed on the north 3.67 acres a tax parcel #036-99-0006-717, subject to any and all applicable state and local development regulations.

ATTACHMENTS:

1. Planning Commission Minutes
2. Zoning Map
3. PDD Development Plan and Agreement

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM #G-2

ITEM: Consider Approval of the Special Land Use and Site Plan for Life Covenant Church Outdoor Pavilion and Recreation Courts

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Chris and David Garvey

EXECUTIVE SUMMARY: The applicant is proposing to add an outdoor pavilion and several sports courts in vacant property they lease adjacent to their parking lot on the north side of Warren Road. The pavilion is a small band shell for use by the youth group for outdoor music and youth gathering in the evenings during warm weather months.

BACKGROUND/ANALYSIS: Staff's only concern is for potential noise impact from outdoor music events at the pavilion to the residential area to the west. The applicants have indicated the pavilion will be used mostly on Wednesday and Sunday evenings during warm weather.

-Existing Zoning: Light Industrial

-Location: Northwest corner of Haggerty and Warren Road

-Net Acres: 3.7 acres of the 9 acre site

-Existing Land Use: Church

-Surrounding Land Use

N - LI- parking for the church and Light Industrial building north of the drain

S - LI-R, Yazaki North America

E - LI- Light Industrial/Office

W- LI- Vacant

- **Comprehensive Plan:** Light Industrial

- **Community Planner's Recommendation:** Approval

- **Planning Commission Recommendation:** The Planning Commission voted 7-0 to recommend approval of the request to expand the Special Land Use and Site Plan on parcels no. 046-99-0003-714 to add an outdoor stage and band shell and sports courts as shown on the plans.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Recommend approval of the request for special land use and site plan to expand the church facility to include a pavilion and sports court and shown on the plans on parcels no. 046-99-0003-714.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Special Land Use Expansion for Outdoor Uses at Life Church

WHEREAS, the Project Sponsor has requested an expansion of the special land use and site plan approval for Life Church, located on the North side of Warren Road west of Haggerty Road, to add an outdoor pavilion and sports courts; and,

WHEREAS, the Planning Commission reviewed the special land use criteria and site plan for the proposed outdoor pavilion and sport courts at Life Church and voted 7-0 to recommend approval of the request as it meets all applicable criteria.

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the request for expansion of the Special Land Use and Site Plan for Life Church for the purpose of adding an outdoor pavilion and recreation courts on tax parcel no. 046-99-0003-714, subject to any and all applicable state and local development regulations.

ATTACHMENTS:

1. Planning Commission Minutes
2. Zoning Map
3. Special Land Use Criteria and Site Plan

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM #G-3

ITEM: Consider Approval of the Special Land Use for Primrose School of Canton Child Care Center

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Andrew Walters, Metro Consulting Associates

EXECUTIVE SUMMARY: The applicant is proposing to develop a 12,400 square foot pre-school on 1.72 acres of a 3 acre site located east of Canton Center Road and south of Cherry Hill road. The site will be provided access to Canton Center from a private road utilizing an existing curb cut that will serve the parcel directly on Canton Center and an office site proposed between the vacant parcel and proposed day care center. The preliminary plan meets all of the site design standards for a day care, including the setbacks and buffers to existing residential uses to the east and south. The structure is one-story brick building that fits in with the surrounding residential uses.

BACKGROUND/ANALYSIS: The site is located at the east end of the site and is surrounded by Busch's Grocery Store to the north, Kingston Estates to the east, and Pineview Estates to the south. The O-1 zoning was intended to provide a transition from the more intense C-2 commercial uses to the north to the lower intensity residential uses to the east and south. The responses to the special land use criteria are attached for your review. The existing center turn lane on Canton Center will provide adequate stacking for turning movements into and out of the site. Further review of the road geometry will be reviewed at site plan stage in conjunction with the private road design. A market analysis has also been provided which provided support for the proposed facility.

-Existing Zoning: O-1, Office District

-Location: East side of Canton Center Road and south of Cherry Hill Road

-Net Acres: 1.72 acres

-Existing Land Use: Vacant

-Surrounding Land Use

- N - C-2, Busch's Grocery Store
- S - R-3, Pineview Estates
- E - R-3, Kingston Estates
- W- O-1, vacant

-Comprehensive Plan: Local Shopping

- **Community Planner's Recommendation:** Approval. The request meet a general criteria for a special land use and the specific site design criteria for child care centers.
- **Planning Commission Recommendation:** The Planning Commission voted 7-0 to recommend approval of the request for special land use for a child care center on part of parcel no. 086-99-0002-701, as proposed.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the request for special land use for a child care center on part of parcel no. 086-99-0002-701.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Special Land Use for a Child Care Facility for Primrose School of Canton

WHEREAS, the Project Sponsor has requested special land use approval for a Child Care Center for Primrose School of Canton, located on the east side of Canton Center Road south of Cherry Hill Road; and,

WHEREAS, the Planning Commission reviewed the conceptual development plan and special lands use criteria and voted 7-0 to recommend approval of the request as it meets the special land use and design criteria for a child care center.

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the request for Special Land Use for a child care center for Primrose School of Canton on part of tax parcel no. 086-99-0002-701, subject to any and all applicable state and local development regulations.

ATTACHMENTS:

1. Planning Commission Minutes
2. Zoning Map
3. Special Land Use Criteria and Conceptual Plan

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM #G-4

ITEM: Consider Approval of a Budget Amendment to Adjust the Allocation of Time Charged by the Secretary IV Position Shared with the DDA

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: For a number of years the Municipal Services Department (MSD) has shared a secretarial position with the Downtown Development Authority (DDA). That cost share was typically 25% MSD and 75% DDA. Starting in January of 2018, the cost share of this position was changed to 50% MSD and 50% DDA. As such, a budget amendment is necessary to reflect those changes to the budget.

The new time allocation is based on an increased level of effort by the DDA Secretary in assisting with the document scanning project and backfilling other clerical vacancies across MSD. The total additional cost to the general fund is \$21,659 including all wages and fringe benefits.

BACKGROUND: A spreadsheet is attached that depicts the various line item changes required should the Board approve the budget amendment.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approval of a budget amendment to the general fund and DDA fund as outlined on the attached spreadsheet cost analysis.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The \$21,659 budget amendment to the MSD Administrative Budget #101-305 and DDA Budget #248-730 will be adjusted amongst the accounts listed in the attached spreadsheet cost analysis.

IMPLEMENTATION PLAN: Upon approval, the budget amendment will be processed by the Finance & Budget Department staff.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the following budget amendment:

Increase:

Salary & Wages	#101-305.705_0010	\$13,757.00
Various Fringes	#101-305.720_XXXX	\$ 7,902.00
Fund Balance Appropriation	#101-000.695	\$21,659.00

Decrease:

Salary & Wages	#248-730.705_0010	\$13,757.00
Various Fringes	#248-730.720_XXXX	\$ 7,902.00
Fund Balance Appropriation	#248-000.695	\$21,659.00

ATTACHMENTS:

1. Spreadsheet Cost Analysis

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM #G-5

ITEM: Consider Approval of an Extension of the Contract with Rotondo Construction Corporation Along with Approval of a Budget Amendment for the 2018 Sidewalk Repair Program

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In January 2017 Canton Township publicly bid our annual Sidewalk Repair Program, including the sidewalk gaps, and incidental flatwork on Township properties. The Board awarded a contract to Rotondo Construction Corporation from Farmington Hills, Michigan for the 2017 program. Rotondo performed well in the 2017 program with minimal complaints from the residents. As provided for in the RBA from last year, there is a provision to extend this 2017 contract into 2018 “based on satisfactory performance and stable prices”. Staff agree the contractor displayed satisfactory performance and is only requesting a change in the unit cost to reflect the increase in concrete in 2018.

This year’s sidewalk repair program represents the third year of the second cycle in repairs, and both the quantities and scope of work have increased. Based on the concrete unit costs, the total estimated cost for the 2018 program and the portion of the 2017 sidewalk program that was not completed is \$826,600. This represents an increase of \$382,600 beyond that currently budgeted. As such, a budget amendment is necessary to perform the scope of work as priced.

BACKGROUND: Additional details are summarized in two attached documents.

STRATEGIC PLAN/GOALS: To provide safe, barrier free sidewalk and drive approaches in the community in order that pedestrians can safely use the sidewalk system.

ACTION REQUESTED: Authorize Engineering Services to issue a notice to Rotondo Construction Corporation to extend the existing contract with the appropriate changes in unit costs.

Approve a budget amendment to cover the 2018 Sidewalk Replacement Program by increasing the budgeted expenses by \$362,600. Also, increasing the budgeted revenues by \$362,600. All Water and Sewer additional expenses (\$20,000) will be absorbed within the current Water and Sewer Fund, no additional budget is needed.

BUDGET IMPLICATIONS AND ACCOUNT NUMBERS: Maintenance & Repair of Sidewalks account #101-447-03.930_0050 will be increased by \$362,600 to cover this expense. Also, Fees-Sidewalk Replacements account #101-000.626 will be increased by

\$275,400. The remainder budget revenue increase will come from Fund Balance Appropriation #101-000.695 in the amount of \$87,200.

IMPLEMENTATION PLAN: Upon approval, the budget will be amended, a purchase order created and the sidewalk repair program will proceed.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTORS RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve an extension of the contract with Rotondo Construction Corporation for the 2018 sidewalk repair program in the amount of \$826,600; and further authorize the Township to further extend the contract with Rotondo Construction Corporation into the 2019 program year based on satisfactory performance and stable prices; and further,

I move to approve the following budget amendment:

Increase Revenues:

Fees – Sidewalk Replacements	#101-000.626	\$275,400
Fund Balance Appropriation	#101-000.695	\$ 87,200

Increase Expenses:

Maintenance & Repair Sidewalks	#101-447-03.930_0050	\$326,600
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ATTACHMENTS:

1. Concrete Costs (Contractor & Supplier)
2. Memo from Engineering Services (2018 Sidewalk Program Budget and Scope of Work)
3. 2018 Sidewalk Program Budget Spreadsheet

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM #G-6

ITEM: Consider Approval for Pheasant Run Golf Club Security System Upgrades

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: To provide better security at the Pheasant Run Golf Clubhouse, staff budgeted to upgrade the existing camera system and install door access controls to the building exterior. We are requesting approval of security system upgrades in the amount of \$14,990.

Interstate Security, Inc. has a Board approved contract to provide maintenance, repairs and additions for security throughout Canton facilities. The current agreement term is through January 2020.

BACKGROUND INFORMATION: Currently the Pheasant Run Golf clubhouse has eight analog cameras that are over 10 years old and provide very poor imaging quality. The building also does not have a door Access Control System. Therefore, staff negotiated an upgrade to the building security system with Interstate Security that includes the following:

- Replacement of 8 analog cameras with 4 mega-pixel HD digital cameras
- New server and network cable connections for cameras
- Connection of camera digital imaging to local computers
- Connection of camera digital imaging to high-speed internet for remote access
- Install new control panel for door access controls
- Install new electric door hardware and card readers to 2 exterior doors

STRATEGIC PLAN/GOALS: Highest & Best Use of all Properties

ACTION REQUESTED: Approve security system upgrades to the golf club clubhouse with Interstate Security, Inc. the amount of \$14,990.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: \$15,000 budgeted in Account # 584-756-50.970_0010 Capital Outlay Computers and Equipment.

IMPLEMENTATION PLAN: Upon Board approval, a purchase order will be generated and Interstate Security, Inc. will be notified.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve security system upgrades to the Pheasant Run Golf Clubhouse with Interstate Security, Inc., 51233 Oro Drive, Shelby Township, Michigan 48315, in the amount of \$14,990 to be paid from Account # 584-756-50.970_0010 Capital Outlay Computers and Equipment.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM #G-7

ITEM: Consider Purchase of Toro Greenmaster Mowing Units

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Pheasant Run Golf Club uses many pieces of turf maintenance equipment to maintain the 27 hole golf course. Three of our current mowers are well beyond their useful life in years and hours of service. We recommend the purchase of three (3) Toro Greenmaster 3150-Q mowing units from Spartan Distributors in the amount of \$91,571.46.

BACKGROUND: Turf and grounds maintenance equipment are essential components of providing high quality facility conditions. Three mowers in need of replacement are over 20 years old with more than 4,600 average hours of operation. These mowers have an average replacement cycle of 6 years or 1,700 hours of operation. The equivalent in mileage on an automobile would be roughly 200,000 miles. These units are close to their breaking point and repair costs are increasing annually. It is recommended that Canton Township purchase three (3) Toro Greenmaster 3150-Q mowing units.

These mowers are municipal priced, which means these mowers cannot be bought at a lower price at any distributor in the State of Michigan. There is one quote reflecting the municipal price from Spartan Distributors.

STRATEGIC PLAN/GOALS: High Quality Parks, Facilities, Services & Programs - Environmental Responsibility

ACTION REQUESTED: Approve the purchase of three (3) Toro Greenmaster 3150-Q mowing units from Spartan Distributors in the amount of \$91,571.46.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds were budgeted in Pheasant Run Golf Club, Capital Outlay Machinery and Equipment Account #584-756-50.970_0030 in the amount of \$91,571.46.

IMPLEMENTATION PLAN: Upon Board approval, a purchase order will be generated.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the purchase of three (3) Toro Greenmaster 3150-Q mowing units from Spartan Distributors, Department 9538, PO Box 30516, Lansing, MI 48909 in the amount not to exceed \$91,571.46 with funds to be taken from Account #584-756-50.970_0030, Pheasant Run Golf Club, Capital Outlay Machinery and Equipment.

ATTACHMENTS

Attachment A – Spartan Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM #G-8

ITEM: Consider Approval of Temporary Six Month Lease Renewal for Human Services Center

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: The three-year lease agreement with Growth Works, Inc. for management of the Human Services Center has reached its end. Growth Works manages the day-to-day operation of the building, pays for utilities, and recruits service agencies to rent space in the building. The lease is for \$13,893 annually, or \$1 per square foot. The rent is kept low because Growth Works passes the savings on to the service agencies, to entice them to occupy the building. Building tenants include the Canton Community Foundation, Family Service, Inc., and Growth Works. Canton uses the rent for major building repairs and to maintain the grounds. The lease is also kept low to avoid triggering CDBG program income regulations, which would not permit Canton's maintenance of the building and grounds.

Currently, Canton staff and Growth Works are negotiating new terms for the management of the building. These terms will include, "Canton Human Services Center Stakeholders Committee Bylaws" and "Canton Human Services Center Project Handbook." Both parties agree that the bylaws and the handbooks should be finalized before a new three year lease agreement is implemented. Therefore, this temporary lease renewal is required to maintain the current lease terms. The lease will be effective March 1, 2018, and end September 3, 2018.

BACKGROUND INFORMATION: Growth Works performance has been exemplary; they cooperate fully with Canton in enacting policies for operation of the building including providing space for various Township activities, such as Leadership Canton, and cooperating in the use of the building as a voting site.

STRATEGIC PLAN/GOALS: The lease with Growth Works permits cost effective management of the Human Services Center.

ACTION REQUESTED: Approve the lease renewal.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Under the lease terms, Canton receives \$1,157.75 each month in rent, for a total of \$13,893 annually. Rent funds are deposited to 101-000.669—Rent, Human Services Building.

IMPLEMENTATION PLAN: The Finance Department will manage the lease and Leisure Services will maintain the building.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the Township Supervisor to sign the renewal of the Lease with Growth Works for the operation of the Human Services Center for a temporary six month term beginning March 1, 2018 and ending September 3, 2018.

ATTACHMENTS:

Attachment A – Lease Agreement

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM # G-9

ITEM: Consider Approving Alternate Vendor for Power Stretcher Installation

PRESENTER: Joshua C. Meier, Director of Public Safety

INDIVIDUALS IN ATTENDANCE:

EXECUTIVE SUMMARY: On January 23, 2018, the Board approved the purchase of six hydraulic lift stretchers from Stryker, and subsequent installation by Inst-A-Tech, LLC. The Fire Department is now requesting installation instead be performed by Halt Fire, for the same cost of \$9,000.

BACKGROUND INFORMATION: Inst-A-Tech, LLC, was the recommended installer by Stryker Medical during the purchasing process. The Fire Department has since discovered that work performed by an outside contractor on the fairly new ambulances could void the warranties on said vehicles. Therefore, the department is requesting to instead contract with the ambulance vendor, Halt Fire, to have the stretcher systems installed for the same fee that was to be charged by Inst-A-Tech, LLC.

STRATEGIC PLAN/GOALS:

ACTION REQUESTED: Approve switching the vendor for installation of power stretchers from Inst-A-Tech, LLC, to Halt Fire, for the same amount of \$9,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Purchase Order #797-2018 issued to Inst-A-Tech, LLC, in the amount of \$9,000 would be cancelled, and a new purchase order for the same amount would be issued to Halt Fire, utilizing funds already approved in the original RBA dated January 23, 2018.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve switching the vendor for installation of power stretchers from Inst-A-Tech, LLC, to Halt Fire, for the same amount of \$9,000.

ATTACHMENTS: Attachment A – Halt Fire Price Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM # G-10

ITEM: Consider Approving a One-Year Contract for Public Safety Legal Services

PRESENTER: Joshua C. Meier, Director of Public Safety

INDIVIDUALS IN ATTENDANCE:

EXECUTIVE SUMMARY: The Public Safety Department is requesting to establish a contract with the Michigan Police Legal Advisor Group, to provide legal advice on administrative and operational issues, department policies, and legal update training for Police and Fire. The annual contract price of \$25,000 is payable in monthly installments, and is based on 144 hours per year.

BACKGROUND INFORMATION: Last year, the department contracted with the Michigan Police Legal Advisor Group for legal update training and policy review. The events, although successful, validated the importance of legal services and consultation specific to the police and fire service. In addition to training and policy recommendations, this contract will provide 24/7 access to legal advice for management of all public safety-based scenarios with potential legal implications such as employee management, critical incidents and legislative actions.

STRATEGIC PLAN/GOALS:

ACTION REQUESTED: Approve a one-year contract for Public Safety legal services with Michigan Police Legal Advisor Group, in the amount of \$25,000, to be paid in equal monthly installments of \$2,083.33.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds will be utilized from the 2018 Police and Fire Budgeted Professional & Contracted Services –Legal Account #801.

IMPLEMENTATION PLAN:

DIRECTOR’S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve a one-year contract for Public Safety legal services with Michigan Police Legal Advisor Group, in the amount of \$25,000, to be paid in monthly installments of \$2,083.33.

ATTACHMENTS: Attachment A – Michigan Police Legal Advisor Group Price Quote
Attachment B – Agreement with MPLAG

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM #G-11

**ITEM: BUDGET AMENDMENTS FOR THE CARRYOVER OF FISCAL YEAR
2017 OPEN PURCHASE ORDERS TO FISCAL YEAR 2018**

PRESENTER: Wendy Trumbull, Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Finance & Budget Department is requesting to carryover prior year purchase orders. This will require the Board to approve an increase of the 2018 budget.

BACKGROUND INFORMATION: At the end of each fiscal year, there are numerous open purchase orders for goods and services budgeted and ordered in that fiscal year. A majority of these open purchase orders are for items received in that fiscal year but paid for in the subsequent year; the expense is recorded as an accounts payable at the end of that year and these purchase orders are closed.

However, some of the open purchase orders are for items that were not received by the end of the fiscal year, and these purchase orders carry over into the succeeding fiscal year to complete the transactions. A fund balance reserve is made at the end of the year for these purchase commitments. And, in many cases, there are not sufficient budget funds in the line item budgets for these items, so the succeeding fiscal year's budget must be amended.

A listing of the 2017 purchase orders carried over into fiscal year 2018 follows the model resolution.

STRATEGIC PLAN/GOALS: Demonstrate fiscal responsibility.

ACTION REQUESTED: Budget amendments in several funds for purchase orders that were open at the end of 2017 and carried over to 2018. Amounts have been rounded up to the next dollar for the budget amendments as Canton Township's budget is in whole dollars. As a result of this rounding up, some totals may exceed the actual purchase order totals.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Numerous accounts in the General, Fire, Police, Community Center, Cable TV, Community Improvement, Capital Projects-Water & Sewer, Capital Projects-Roads, Golf Course, Water & Sewer Funds, Fleet Maintenance.

IMPLEMENTATION PLAN: If approved, the budget amendments will be posted by Finance.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION:

Approval

MODEL RESOLUTION: I move to approve the following 2018 budget amendment increases for purchase order commitments carried over from 2017: General Fund (101) increase of \$311,656; Fire Fund (206) increase of \$30,353; Police Fund (207) increase of \$5,691; Community Center Fund (208) increase of \$9,845; Cable TV Fund (230) increase of \$126,853; Community Improvement Fund (246) increase of \$104,340; Capital Projects-Water & Sewer (402) increase of \$ 657; Capital Projects-Roads (403) increase of \$80,525; Golf Course Fund (584) increase of \$62,735; Water & Sewer Fund (592) increase of \$2,098,120; Fleet Maintenance Fund (661) increase of \$8,839.

ATTACHMENTS:

2017 Purchase Orders Carryover List

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 27, 2018

AGENDA ITEM # G-12

<p>ITEM: Resolution in Support of Accountability for County Roads and Funding Needs for State Infrastructure Investment</p>
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PRESENTER: Michael Siegrist, Clerk

INDIVIDUALS IN ATTENDANCE: None Expected

EXECUTIVE SUMMARY: Canton Township has spent millions of general fund dollars over numerous decades on over 208 miles of neighborhood and 59 miles of County primary roads. Act 51 established a Transportation Fund in 1951 and a funding model to distribute resources for repair and maintenance to cities, villages, counties, and the State. While townships have no jurisdiction over roads, the Act does not create an accountability mechanism to ensure revenue generated for use inside a township is returned to the jurisdiction in services.

In order to draw attention to the unmet needs due to an inadequate funding model and a mechanism for distribution that lacks accountability, Canton Township has put forward this resolution and will be sending it to its State legislative delegation and the Governor.

BACKGROUND INFORMATION: On July 25, 2017, The Township Board established the Roads Task Force because of concerns that the status of neighborhood roads have begun to impact home values, the state of local and primary county roads have deteriorated to a level that is unacceptable by community standards, and Ford Rd. continues to present challenges.

In March of 2016, Governor Snyder created the 21st Century Infrastructure Commission which recognized that Michigan invests less in State and local capital spending than the National average and \$2.5 billion per year less than the surrounding Great Lake's States. The Commission identified an Infrastructure Investment Gap of \$4 billion annually, an amount not covered by additional revenues from the \$600 million State fuel tax and registration fee increases of 2015 (taking effect in 2021) and potential \$600 million State budget surplus appropriation for future road maintenance.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: To adopt the resolution and send copies to Representative Noble,

Representative Pagan, Senator Colbeck, Governor Snyder, and the Michigan Townships Association.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None

IMPLEMENTATION PLAN: After adoption, the Clerk will forward certified copies of the resolution to the identified individuals.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:

SUPERVISOR'S RECOMMENDATION:

***MODEL RESOLUTION:** I move to adopt the following resolution:

**RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON**

**Resolution – In Support of Accountability for County Roads and
Funding Needs for State Infrastructure Investment**

- WHEREAS,** officials are elected in 1,240 townships to represent more than half of all Michigan residents and are responsible for the majority of economic development occurring in Michigan; and
- WHEREAS,** local officials are the most responsive to residents and are most knowledgeable about the needs of their constituents; and
- WHEREAS,** Canton Township has spent in excess of \$10 million dollars out of the general fund over the last decade on over 208 miles of neighborhood and 59 miles of County primary roads; and
- WHEREAS,** The Michigan Transportation Fund Act, PA 51 of 1951 created a formula to distribute transportation funds for road repair and maintenance amongst governmental units with jurisdiction over roads; and
- WHEREAS,** Townships have no jurisdiction over public roads, receive no direct funding from Public Act 51, and are serviced through their respective county; and
- WHEREAS,** PA 51 of 1959 creates no accountability mechanism to ensure that revenue generated for

use inside a township is returned to the jurisdiction in services; and

WHEREAS, The Governor's 21st Century Infrastructure Commission recognizes that Michigan invests less in State and local capital spending than the National average and \$2.5 billion per year less than the surrounding Great Lake's States; and

WHEREAS, The Commission identified an Infrastructure Investment Gap of \$4 billion annually, an amount not covered by additional revenues from the \$600 million State fuel tax and registration fee increases of 2015 (taking effect in 2021) and potential \$600 million State budget surplus appropriation for future road maintenance.

NOW, THEREFORE BE IT RESOLVED, the Board of Trustees for the Charter Township of Canton supports legislation insuring accountability for County Road Commissions and Public Works Divisions on Public Act 51 expenditures within townships; and

BE IT FURTHER RESOLVED, that the Board supports the establishment of a Township Fund to be created within Act 51 to be spent with township input; and

BE IT FURTHER RESOLVED, that the Board supports the Governor's proposed increase of \$175 million in transportation funding for the 2019 State Budget, recognizing that the Infrastructure Gap will still be greater than \$2.5 billion after 2020.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to Representative Noble, Representative Pagan, Senator Colbeck, Governor Snyder, and the Michigan Townships Association.

ATTACHMENTS: None