



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
FEBRUARY 28, 2017**

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 14 & 21, 2017

RECOGNITION:

- 1) DARRELL CLEM – MPARKS MEDIA ADVOCATE OF THE YEAR

CITIZEN'S NON-AGENDA ITEM COMMENTS

PAYMENT OF BILLS

CONSENT CALENDAR:

- 1) CONSIDER SECOND READING OF AN AMENDMENT TO APPENDIX A – ZONING OF THE CODE OF ORDINANCES FOR THE GUZZO-BRUNI REZONING (MSD)
- 2) CONSIDER SECOND READING AND ADOPTION OF AN ORDINANCE TO AMEND CHAPTER 46, ARTICLE VI, DIVISION 2, ENTITLED “CONTROLLED SUBSTANCES” BY ADDING NEW SECTION 46-387 (PSD/LEGAL)

GENERAL CALENDAR:

- 1) CONSIDER APPROVAL OF THE MINOR PLANNED DEVELOPMENT AND APPROVAL OF THE SITE PLAN FOR THE GLENS AT CAMBRIDGE CONDOMINIUM (MSD)
- 2) CONSIDER APPROVAL OF THE SITE PLAN FOR MICHIGAN HAGGERTY COMMERCIAL CENTER (LEO'S CONEY ISLAND RESTAURANT) (MSD)
- 3) CONSIDER APPROVAL OF THE FINAL SITE PLAN FOR PHASE 2 OF RIVER HILL RIDGE AT CHERRY HILL VILLAGE SITE CONDOMINIUM (MSD)
- 4) CONSIDER APPROVAL OF AMENDMENT NO. 2 TO THE SOLID WASTE COLLECTION & DISPOSAL SERVICES CONTRACT WITH GREEN FOR LIFE USA, INC. (MSD)

- 5) CONSIDER AWARD OF A CONTRACT FOR THE PURCHASE OF 450 MUELLER CURB STOPS, 450 MUELLER CORPORATION STOPS AND 50 ONE-INCH UNIONS FROM ETNA SUPPLY (MSD)
- 6) CONSIDER AWARD OF CONTRACT FOR THE 2017 TREE MAINTENANCE PROJECTS TO FRANK'S LANDSCAPING AND SUPPLIES, LLC (MSD)
- 7) CONSIDER AWARD OF CONTRACT FOR THE 2017 TREE REMOVAL & PRUNING PROJECT TO OWEN TREE SERVICE, INC. (MSD)
- 8) CONSIDER APPROVAL TO AUTHORIZE THE PLANNING COMMISSION TO COMMENCE THE FIVE YEAR EVALUATION OF THE COMPREHENSIVE PLAN AND AUTHORIZATION TO DISTRIBUTE ANY PROPOSED AMENDMENTS FOR REVIEW AND COMMENT (MSD)
- 9) CONSIDER AWARD OF A CONTRACT FOR THE PURCHASE OF 17,000 FEET OF TYPE K COPPER TUBING, 450 STOP BOXES AND RODS FROM HD SUPPLY WATERWORKS (MSD)
- 10) CONSIDER AWARD OF A CONTRACT TO MANNIK & SMITH GROUP FOR ADDITIONAL ENGINEERING SERVICES FOR THE VILLAGE ARTS FACTORY PATHWAY DESIGN (MSD)
- 11) CONSIDER APPROVAL OF 2017 FY SPECIALIZED SERVICES OPERATING ASSISTANCE PROGRAM (CLS)
- 12) CONSIDER APPROVAL OF AMENDMENTS TO THE SENIOR ADVISORY COUNCIL BYLAWS (CLS)
- 13) CONSIDER APPROVAL OF LAWN MAINTENANCE CONTRACT FOR 2017-2020 (CLS)
- 14) BUDGET AMENDMENTS FOR THE CARRY OVER OF FISCAL YEAR 2016 OPEN PURCHASE ORDERS TO FISCAL YEAR 2017 (FBD)
- 15) CONSIDER APPROVAL OF PURCHASE ORDERS FOR EMERGENCY POWER OUTAGE REPAIRS (CLS)

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 14, 2017**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, February 14, 2017 at 1150 Canton Center S., Canton, Michigan. Supervisor Williams called the meeting to order at 7:01 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: Director Hohenberger, Director Faas, Director Meier, Director Trumbull

Adoption of Agenda

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

Approval of Minutes

Motion by Foster, supported by Anthony to approve the Board Minutes of January 24, 2017 as presented. Motion carried by all members present.

Motion by Slavens, supported by Anthony to approve the Board Minutes of January 31, 2017 as presented. Motion carried by all members present.

Motion by Anthony, supported by Foster to approve the Board Minutes of February 7, 2017 as presented. Motion carried by all members present.

PUBLIC SAFETY PROMOTION RECOGNITIONS:

R-1: Recognition of Canton Public Safety Promotions as follows:

Police Sergeants: David Eyl and David Juras
Fire Captain: James Harrison
Police Lieutenants: James Harrison and Michael Kennedy
Deputy Chief – Fire: Jamie Strassner
Deputy Chief – Police: Craig Wilsher

Clerk Siegrist performed the Oath of Office for these promotions. Supervisor Williams presented the recipients with their new badges of rank.

Motion by Siegrist, supported by Williams to enter the promotions into the public record. Motion carried by all members present.

Citizen's Non-Agenda Item Comments: Jim Leddy, 6757 Brookshire, commented in support of a Township Program to facilitate Road Repairs using township funds to repair individual subdivision streets.

Harold Kominars, 41900 South Drive, requested the board investigate the noise levels of the incineration facility at Lilley and Michigan Ave. Director Faas offered to have a conversation with the operators of the facility.

Kathy Filas, 5765 Wedgewood, commented on Solid Waste Disposal and the company holding the contract with the township. Ms. Filas also questioned when meeting minutes are available. Clerk Siegrist explained they are posted the morning after approval at a regular meeting.

Walt Filas, 5765 Wedgewood, commented on the company contracted by Canton to do the Solid Waste Disposal and Recycling for Canton Township.

Payment of Bills

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

February 14, 2017		
101	GENERAL FUND	892,498.91
206	FIRE FUND	390,408.11
207	POLICE FUND	610,569.53
208	SUMMIT OPERATING (General)	80,196.39
219	STREET LIGHTING	25,505.70
230	CABLE TV FUND	9,652.23
246	TWP (COMMUNITY) IMPROVEMENT	14,125.00
248	DDA - CANTON TWP ACCT	33,379.96
261	E-911 UTILITY	5,485.29
274	CDBG	4,704.26
402	CAP PROJ - SUMMIT CONSTR	385,652.02
555	Solid Waste	227,186.28
584	GOLF FUND	23,498.82
592	WATER & SEWER FUND	856,046.58
661	FLEET	41,318.83
701	TRUST & AGENCY FUND	0.00
702	CONSTRUCTION ESCROW	1,805.00
736	POST EMPLOYMENT BENEFITS	149,927.24
TOTAL - ALL FUNDS		3,751,960.15

CONSENT CALENDAR:

Item C-1. Reappointments to the Tax Board of Review. (Supv.)

Motion by Siegrist, supported by Anthony that the Canton Board of Trustees approve the reappointments of Carol Richardson and Anthony Rosati to the Canton Tax Board of Review for a two-year term to expire on March 1, 2019. Motion carried by all members present.

Carol Richardson and Anthony Rosati are two experienced members of Canton’s Tax Board of Review. There is currently a need to fill five positions on the Tax Board of Review, including

Carol and Anthony's positions which expire in March of 2017. After doing a call for resumé and reviewing the credentials of those interested, Supervisor Williams is recommending the reappointment of these two experienced individuals to fill two of the five openings. This decision is based on their excellent service and also the benefit of retaining experienced people to help the Tax Board of Review business run smoothly.

Item C-2. Appointments to the Tax Board of Review. (Supv.)

Motion by Siegrist, supported by Anthony that the Canton Board of Trustees approve the appointments of Charles Ten Broeck, Lisa Manwell, and Lois Beerbaum to the Canton Tax Board of Review for two-year terms to expire on March 1, 2019. Motion carried by all members present.

It has been common practice for Canton Township's Tax Board of Review to have two 4-person Boards to offer as many night appointments as we can to our residents. A four-person board is made up of three members and an alternate. To continue with the practice of offering two boards, there is currently a need to fill five positions on the Tax Board of Review – four board members and one alternate. After doing a call for resumé and reviewing the credentials of those interested, Supervisor Williams is recommending the appointments of three new individuals to the Tax Board of Review: Charles Ten Broeck, Elizabeth (Lisa) Manwell as board members, and Lois Beerbaum as an alternate. Information on all three candidates is attached. The recommendation for the two remaining spots on the Tax Board of Review are reappointments being presented to the Board of Trustees in a separate Request for Board Action.

Item C-3. Reappointments to the Building Board of Appeals. (Supv.)

Motion by Siegrist, supported by Anthony to re-appoint Greg Trombley and Joseph Philips to the Building Board of Appeals for two (2) year term to expire March 31, 2019. Motion carried by all members present.

The Building Board of Appeals currently has five (5) members appointed by the Board of Trustees. The Board of Trustees has a desire to expand the Board of Appeals to the seven member maximum allowed by State law.

Greg Trombley has been a member of the Building Board of Appeals (BBA) since 1999. The current resume is attached. The term for Greg Trombley will expire on March 31, 2017. The new two (2) year term will expire on March 31, 2019.

Joseph Philips has been a member of the BBA since 2012 and currently serves as the Chairperson. The current resume is attached. The term for Joseph Philips will expire on March 31, 2017. The new two (2) year term will expire on March 31, 2019.

Item C-4. Appointments to the Building Board of Appeals. (Supv.)

Motion by Siegrist, supported by Anthony to appoint Gianfranco Palazzolo, Harpreet Singh Sachdeva and Michael Schultz to the Building year term to expire February14, 2019. Motion

carried by all members present.

The Building Board of Appeals has five (5) members appointed by the Board of Trustees. The Board of Trustees has a desire to expand the Board of Appeals to the seven member maximum allowed by State law.

Gianfranco Palazzolo, Harpreet Singh Sachdeva and Michael Schultz have expressed interest in filling the BBA vacancy. A current resume is attached for each appointee. The terms for Gianfranco Palazzolo, Harpreet Singh Sachdeva and Michael Schultz will expire on February 14, 2019.

Item C-5. Reappointments to the Downtown Development Authority Board. (Supv.)

Motion by Siegrist, supported by Anthony that the Canton Township Board of Trustees reappoint Janet Volante to serve on the Board of Directors of the Downtown Development Authority of the Charter Township of Canton for a four-year term ending February 14, 2021.

Motion carried by all members present.

The State of Michigan Public Act 197 of 1975, enabling legislation for the establishment of a Downtown Development Authority, provides for a Board of 8 to 12 members. A majority of the members must have an interest located in the Development area (owner of property, owner of a business, manager, employee, resident), while the remaining members may be citizens at large. Janet Volante's appointment to the DDA Board expires on February 26, 2017. Janet has been a dedicated, contributing member of the Canton DDA and has expressed his interest in being reappointed to the DDA Board for another term.

In addition to over 30 years experience as a banking and finance professional, Janet has a long history of involvement in the Canton Community, highlighted by serving on the boards of the Canton Chamber of Commerce, Growth Works Inc., ITT Technical Institute Advisory Board, as well as serving on the St. Joseph Hospital Fundraising Development Committee and Chairperson of the Canton Chamber of Commerce Building Fund. Janet's valued contributions to the community have been recognized with a 1995 Canton Community Achiever Award Athena Award in 1994. She is a graduate of the Leadership Canton Class of 1996.

Item C-6. Consideration of a Motion to Rescind Previous Appointments to the Election Commission, and Further Appoint Two Members in Compliance with the Charter Township Act. (Clerk)

Motion by Siegrist, supported by Anthony to rescind the appointments of Supervisor - Pat Williams and Treasurer - Dian Slavens, to the Election Commission for Canton Township with terms expiring November 20, 2020. Motion carried by all members present.

Motion by Siegrist, supported by Anthony to appointment Trustee Anthony and Trustee Sneiderman to the Election Commission for Canton Township with terms expiring November 20, 2020. Motion carried by all members present.

On Tuesday, December 13, 2016 the Board of Trustees appointed the Supervisor, Clerk and Treasurer to the Canton Township Election. However, Section 4 of the Charter Township Act provides for the appointment of the Clerk and two trustees:

Nomination of candidates for township office; conducting primary election; duties of township clerk; duties and composition of board of township election commissioners.

Sec. 4. Candidates for township office in charter townships shall be nominated at the general primary election held in the township before each general election at which township officers are to be elected. The primary election shall be conducted, as near as may be, pursuant to the Michigan election law, 1954 PA 116, MCL 168.1 to 168.992. Duties of the county clerk in the conduct of primary elections shall be performed by the township clerk with respect to the nomination of township officers, and the duties of the county board of election commissioners shall be performed for each township by a **board of township election commissioners to be composed of the township clerk and the 2 trustees appointed by the township board.**

Accordingly, the prior action of the Board must be rescinded, and appointments made to the election commission in compliance with the Charter Township Act. It is the recommendation of the Township Clerk that the board appoint Trustee Sneideman and Trustee Anthony to replace the previous appointments of Supervisor Williams and Treasurer Slavens, with terms to expire November 20, 2020.

Item C-7. Consider Approval of an Application for MLCC Special Liquor Licenses. (CLS)

Motion by Siegrist, supported by Anthony to approve the agreement and authorize the sale and consumption of alcohol at The Celtic Celebration on Saturday, June 10, 2017; and furthermore, I move that the following resolution be adopted:

That the Canton Soccer Club, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Saturday, June 10, 2017 at Independence Park located on Denton Road in Canton, Michigan, County of Wayne. Motion carried by all members present.

Motion by Siegrist, supported by Anthony to authorize the sale and consumption of alcohol at the 26th Annual Liberty Festival on June 15-17, 2017, and furthermore; I move that the following resolution be adopted:

That the Canton Rotary, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on June 15-17, 2017 during Liberty Festival at Heritage Park located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne. Motion carried by all members present.

Motion by Siegrist, supported by Anthony to authorize the sale and consumption of alcohol at

The Rally on Ridge event on Tuesday, July 25, 2017; and furthermore; I move that the following resolution be adopted:

That the Charter Township of Canton, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Tuesday, July 25, 2017 at Preservation Park located at 500 N. Ridge Road in Canton, Michigan, County of Wayne and that the Township Supervisor and Clerk be authorized to sign and submit this application. Motion carried by all members present.

Motion by Siegrist, supported by Anthony to authorize the sale and consumption of alcohol at The Canton Historical Society's "Brew, Brats & Bands at the Barn" fundraiser on Saturday, September 9, 2017; and furthermore; I move that the following resolution be adopted:

That the Charter Township of Canton, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Saturday, September 9, 2017 at the Cady-Boyer Barn in Preservation Park located at 500 N. Ridge Road in Canton, Michigan, County of Wayne and that the Township Supervisor and Clerk be authorized to sign and submit this application. Motion carried by all members present.

In 2017, four fundraising events will be held in conjunction with Canton Leisure Services at various township facilities that will require application to the Michigan Liquor Control Commission for special liquor licenses:

- The Canton Soccer Club is hosting The Celtic Celebration 2017 Fundraiser event on June 10, 2017, from 5:30 pm - 10:00 pm at Independence Park, which will include beer and wine tasting with entertainment. Canton Soccer Club will secure the appropriate permits and apply for the one-day special liquor license.
- Canton's 26th Annual Liberty Fest will take place June 15-17, 2017 in Heritage Park. In a partnership with Canton Leisure Services, the Canton Rotary Club will once again be making the application to the Michigan Liquor Control Commission for a special license. Canton Rotary will secure the appropriate permits and will keep the proceeds from the actual alcohol sales over the course of the three days.
- Canton Leisure Services will host the 4th Annual Rally on Ridge event on July 25, 2017 from 5:30 p.m. to 9:00 p.m. at Preservation Park/Cherry Hill School. Due to growing demand, in addition to the food trucks, we will be selling beer and wine with proceeds to benefit the Canton Farmers Market. Canton Leisure Services will apply for the one-day special liquor license for this event.
- The Canton Historical Society is hosting the 8th annual "Brew, Brats & Bands at the Barn," a fundraiser to be held at the Cady-Boyer Barn in Preservation Park on Saturday, September 9, 2017 from 6-9 p.m. The event will feature a concert with beer and food being sold for the purpose of raising funds to benefit the Canton Historical Society. Canton Leisure Services

will apply for the one-day special liquor license for this event.

Item C-8. Consider a Resolution approving Application for an Autistic Child Area Caution Sign. (PSD)

Motion by Siegrist, supported by Anthony to authorize the Township Clerk to sign the Wayne County permit application. I further move the following resolution be adopted. Motion carried by all members present.

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

WHEREAS, Canton resident, Tommie Lee Taylor, has requested caution "Autistic Child Area" sign to be installed on both sides of the street near his residence located at 648 Merrimac, lot #142 Brookside Village Subdivision No. 1; Canton Township Michigan; and,

WHEREAS, the Canton Public Safety Department has reviewed this application and recommends approval of Mr. Taylor's request; and,

WHEREAS, the Charter Township of Canton accepts full responsibility for the purchasing, installing, and maintaining of the signs to be installed at the specific locations permitted by Wayne County, to provide for the safety and welfare of our residents and,

WHEREAS, the funds for the purchase of the signs will be expensed from the 2017 Police - Miscellaneous Account #207-301-50.956; and,

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby APPROVE the request of Canton resident, Tommie Lee Taylor to install caution "Autistic Child Area" signs near his residence.

The Board of Trustees of the Charter Township of Canton, Michigan further authorizes the Township Clerk to sign the Wayne County permit application.

The Police Department is in receipt of a homeowner's request for caution "Autistic Child Area" signs to be installed on both sides of the street near the residence located at 648 Merrimac. *(Wayne County Department of Public Services determines suitable locations to place the signs.)*

The homeowner, Tommie Lee Taylor, has two Autistic sons age 8 and 6. Per Mr. Taylor, the boys often exhibit little concern of their surroundings, specifically related to their own personal safety. By installing the caution signs, motorists would be alerted to the need for extra caution while passing through the area of the family residence.

The resolution shall include authorization for the Township Clerk to sign the Wayne County Application for Permit to have the signs installed. The Police Department will order and pay for the signs; and Public Works has agreed to install the signs at the locations permitted by Wayne County. The purchase price of the signs is estimated to be \$150 each.

GENERAL CALENDAR:

Item G-1. Consider First Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances for the Guzzo-Bruni Rezoning. (MSD)

Motion by Siegrist, supported by Foster to introduce and hold the first reading of the proposed amendment to the zoning map found in Appendix A of the Code of Ordinances for the Guzzo-Bruni Rezoning as provided in the attached ordinance and map. Motion carried by all members present.

Motion by Siegrist, supported by Foster to table consideration of the amendment to the zoning map found in Appendix A of the Code of Ordinances for the Guzzo-Bruni Rezoning as provided in the attached ordinance and map and hold a second reading on February 28, 2017. Motion carried by all members present.

A copy of the complete text of this Proposed Ordinance Amendment is available at the Clerk's Office of the Charter Township of Canton, 1150 S. Canton Center Road, Canton, MI., 48188, during regular business hours. The approved text of the Amendment will be published in the Canton Eagle/Associated Newspaper within the meeting minute's synopsis of the date of approval. 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 R-2, Single-Family Residential to R-4, Single-Family Residential to accommodate a single-family detached or site condominium project. The zoning to the west is R-6 and is currently developed as apartments. The property to the east is zoned R-2 and R-6 with a non-conforming firewood business located at the Canton border. The property to the south is Brookside Village Subdivision, which is zoned R-5. The requested zoning is generally consistent with the Medium- High Density Residential designation on the Future Land Use Plan, which allows for a maximum of 8 dwelling units/acre. The R-4 zoning would allow for a maximum of 4 dwelling units/acre, well below the maximum that can be considered.

Item G-2. Consider Award of a Contract for Professional Design and Engineering Services to Northwest Consultants, Inc. for Improvements at Independence Park – Parking Lot, Sidewalk Gaps and Trail Connections. (MSD)

Motion by Siegrist, supported by Foster to award a contract and purchase order for engineering consulting services for the Independence Park Project to Northwest Consultants, Inc. in an amount of \$31,570 plus a 10% contingency of \$3,157 for a not-to-exceed amount of \$34,727. Motion carried by all members present.

Repairs to the Independence Park soccer facility are scheduled for construction in the summer of 2017. The Engineering Services Division solicited proposals from our seven prequalified consulting firms for engineering of the parking lot improvement, sidewalk gaps, and trail connections in the park area. The proposals included costs for design, bid assistance, construction assistance for three distinct project areas: (a) parking lot reconstruction, (b) sidewalk gaps on Denton Road, and (c) future trail connections in the area. Each consultant also provided an alternate cost for geotechnical investigation of the parking lot. The project has an

aggressive design schedule and we plan to bid out construction of the parking lot in March. Three firms submitted proposals on January 20, 2017, Northwest Consultants, Stantec and Wade-Trim. Northwest Consultants, Inc. (NCI) furnished the lowest cost proposal and can meet the aggressive schedule.

At this time Engineering Services proposes to award only a portion of that work which includes: (1) the design for all three project areas (parking lot, sidewalk gaps, and trail connections), (2) bidding assistance for the parking lot and (3) the geotechnical investigation for a total of \$31,570. The remaining expense for construction staking and other costs will be awarded with the construction bid award, as necessary.

Engineering Services recommends including a ten (10) percent contingency of \$3,157 for a total contract award of \$34,727 to NCI. This work will be funded by the Community Improvement Fund.

Item G-3. Consider Award of a Contract to Rotondo Construction Inc. for the 2017 Repair and Gap Program. (MSD)

Motion by Siegrist, supported by Foster to award a contract for the 2017 Sidewalk Repair Program in the amount of \$520,000 to Rotondo Construction Inc. and further authorize the Township to extend the contract with Rotondo Construction Inc. into the 2018 and 2019 program years based on satisfactory performance and stable prices. Motion carried by all members present.

Motion by Siegrist, supported by Foster to award a contract for engineering consulting services for the Sidewalk Gap construction staking and inspection services to Northwest Consultants, Inc. in an amount of \$10,000. Motion carried by all members present.

Motion by Siegrist, supported by Foster to award a contract for Township facility repairs in the amount of \$24,200 to Rotondo Construction Inc. Motion carried by all members present.

The Canton Township Sidewalk Repair (SWR) program began in 1999 and the proposed 2017 program includes several areas of concrete construction across the Township: (1) targeted areas east of Haggerty Road, (2) areas called in by complaint or request in the remainder of the Township and (3) sidewalk gaps. In addition the contractor hired through this program is utilized for repairs on various Township facilities during the construction season.

Engineering Services Division solicited public bids for the program from qualified contractors in January. Four bids were opened on Thursday, January 19, 2017, and Rotondo Construction Inc. was determined to be the lowest qualified responsive bidder. A brief history of the program as well as a complete summary of the work areas with the detailed bid tabulations and the recommendation are provided as attachments.

The amount budgeted for the SWR program in 2017 is \$520,000 for construction and a fixed allowance of \$10,000 for our engineer, Northwest Consultants, Inc. (NCI), for survey and engineering services related to the gap locations. The proposal from Rotondo Construction, Inc.

for this program is \$517,885 which is slightly under the amount budgeted. Engineering Services recommends approving this program for the entire budget of \$520,000, including the \$2,115 as a small construction contingency. Engineering Services also recommends approving the \$10,000 allowance for NCI for survey and engineering. In addition, Canton Leisure Services (CLS) has a budget of \$24,200 for facility repairs at the Summit.

Item G-4. Consider Approval of Budget Amendment for Funds Received from the Community Foundation for Southeast Michigan – Healthy Food Connection Grant. (CLS)

Motion by Siegrist, supported by Foster I move to approve a budget amendment to increase the following accounts for a total increase in revenue of \$21,000 and increase expense account \$21,000, per contributions from the Foundation for Southeast Michigan – Healthy Food Connect grant:

Increase Revenues:

101-691-49.539	State Grants	\$ 21,000
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Increase Expenses:

101-691-49.705_0015	Part-time Wages	\$ 3,800
101-691-49.742	Program Supplies	\$ 8,200
101-691-49.801_0050	Professional & Contractual Services	\$ 9,000

Motion carried by all members present.

Canton Leisure Services received a Healthy Food Connect grant through the Community Foundation for Southeast Michigan (CFSEM). Healthy Food Connect is a regional initiative focusing on increasing healthy food access for children and seniors. Funded by the Michigan Health Endowment Fund and the CFSEM, this initiative aims to support exemplary existing food access activities while encouraging new community collaborations.

Canton Leisure Services is partnering with Canton Community Mobility Transportation Services provided by Huron Valley Ambulance (HVA) and local senior housing provider, Canton Place. With the funding provided through this grant, the goal is to provide transportation, education, and weekly access to the Canton Farmers Market for seniors who may have limited resources. Canton seniors who qualify for food assistance programs and reside outside of Canton Place will also be eligible. The total cost of the program will be \$21,000 and 100% covered by the CFSEM grant with no net cost to the Township.

In May of 2016, the Board approved the application and acceptance of this grant and funds, and at the time the Recreation budget was amended. However, the grant was not finalized nor received until late in the Farmers Market season, preventing the program from starting until the 2017 season. The cash was received in full during 2016, however has been deferred and will be recognized as revenue in 2017. As a result, the 2017 Recreation budget requires an amendment in order to make the funds available for the upcoming season.

Item G-5. Consider Approval of an Inter-Governmental Agreement Between Wayne County and Canton Township for Improvements to Victory Park. (CLS)

Motion by Siegrist, supported by Foster to authorize the Supervisor to sign the Intergovernmental Agreement between Wayne County and Canton Township for Improvements to Victory Park and to authorize the Finance Department to make necessary budget adjustments to record the Wayne County contribution and the related expenditures. Motion carried by all members present.

A Wayne County Parks Millage was approved by voters in 2002 and renewed in 2009 and 2016 for seven more years. As a provision to this millage, Wayne County parks has agreed to reinvest a maximum of 15% back into individual communities. Annually, communities submit project proposals based on the allocated funds from the county. See Attachment A for a synopsis of Wayne County millage funds allocated to Canton.

For 2016, Canton submitted for improvements to Victory Park in the amount of \$114,360. This project is included in our Master Plan. This will allow us to accelerate much needed renovations to the Canton sports fields. Our original intent was to upgrade 4 fields (1 quad) per year for three years using General Fund dollars. This will allow us to upgrade 2 quads this year (1 from General Fund, 1 from County funds). The 3rd quad would be upgraded in 2018.

Wayne County has agreed to fund improvements to Victory Park in the amount of \$114,360, as provided in the table below:

TABLE OF PROPOSED IMPROVEMENTS - VICTORY			
ID	ITEM	DESCRIPTION	ROUGH COST ESTIMATE
A	Replace dirt infield	Remove and replace original clay infield material. Repair washout areas	\$70,000
B	Upgrade field drainage and turf	Install under drains and regrade and re-establish turf to control flooding on 4 fields	\$40,000
C	Upgrade safety netting between fields	Replace old and add new netting on 4 fields, estimated 16,500 sq. ft.	\$4,360
		TOTAL	\$114,360

These improvements are designed to upgrade the quality of the ball fields, which are currently over 30 years old and in need of enhancements. An Intergovernmental Agreement (IGA) between Wayne County and Canton has been drafted for approval by both governing authorities

Item G-6. Consider Authorization of Lease Agreement for Golf Cars for Fellows Creek Golf Club. (CLS)

Motion by Siegrist, supported by Slavens to authorize the Supervisor to sign the lease agreement for 115 golf cars for Fellows Creek Golf Club with Golf Cars Plus, 607 North Main Street,

Plainwell, Michigan 49080, in the amount of \$80,046.96/per year from 2017 through 2021 to be paid from Account #584-697-77.945 (Lease Payments). Motion carried by all members present.

Motion by Siegrist, supported by Foster to authorize the following 2017 budget amendment:

Increase Revenue	584-697-78.673	Sale of Fixed Assets	\$168,297
Increase Expense	584-697-78.945	Lease Payments	80,047
Increase Expense	584-756-50.990	Transfer to Fund Balance	88,250

Motion carried by all members present.

The current fleet of golf cars for Fellows Creek were purchased in 2008. Industry standard for replacement is every five to seven years. This fleet of 99 golf cars have been in service for 9 seasons and have exceeded their life expectancy. The cars are showing excessive wear in many areas including body panels, seats, and floorboards. The condition of these golf cars reflects negatively on the image of the facility and require additional maintenance. The costs of maintenance on these cars have increased dramatically over the last few years with approximately \$5,000 in supply expenses annually to prepare the fleet for the season. Additionally, about \$8,000 is spent annually on rentals of extra golf cars.

The current vehicles (99 – 2008 Club Car DS) were included in bid specifications for sale. Three companies submitted qualified bids in January 2017.

	Unit Price	Trade-in	Net Price
Spartan Distributors (EZ Go RXV)	\$ 4,177.44	\$ 1,475.00	\$ 2,702.44
Golf Cars Plus (Yamaha The Drive 2 DR2A)	\$ 3,952.44	\$ 1,700.00	\$ 2,252.44
Midwest Golf & Turf, LLC (Club Car/ Precedent)	\$ 4,263.20	\$ 1,800.00	\$ 2,463.20

Golf Cars Plus submitted the lowest bid for Yamaha DR2A golf cars. In November 2015, Pheasant Run Golf Club replaced its golf car fleet with Yamaha YDRA models and since then has had a good relationship with Yamaha. Our recommendation is to lease the vehicles, in the amount of \$80,046.96/year, over five years from Golf Cars Plus and trade in our current vehicles. With this option, we can purchase the vehicles for \$1.00 at the end of the lease. The lease program includes an interest rate of 3.8% through Wells Fargo.

This plan includes trade-in value for the cars currently owned. A portion of the trade-in will be applied to cover the six 2017 payments with the balance applied to the principle, lowering our annual cost.

Item G-7. Consider Bid Award for the Purchase and Installation of Primary Switchgear at the Canton Administration Complex. (CLS)

Motion by Siegrist, supported by Foster to award the Primary Switchgear Replacement at the Canton Administration Complex to Rauhorn Electric Inc., 17171 23 Mile Road, Maco

42 in the amount of \$184,932 to be paid out of the Community Improvement Fund. Motion carried by all members present.

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

Increase Revenue: 246-000-695 Fund Balance Appropriation \$184,932
Increase Expenditures: 246-750-970_0050 Capital Outlay Infrastructure \$184,932

Motion carried by all members present.

In 2015, a power outage occurred at the Summit on the Park and Pheasant Run Clubhouse due to an electrical cable failure. This resulted in a significant repair bill and disruption of facility activities. Due to the age of the existing electrical infrastructure, which is over 20 years old, it was recommended to the Board that an inspection and any necessary preventative maintenance be performed to prevent future problems.

On May 10, 2016, the Board approved a proposal which solicited for the Design & Build Improvements of Electrical Infrastructure at the Canton Administration Complex. Based on the plan, staff recommended the following items be completed as part of the first phase of the project:

- Inspection and maintenance of primary switch cabinets
- Inspection and maintenance of primary transformers and underground cabling
- Inspection and maintenance of Public Safety Dispatch battery backup system
- Removal and replacement of outdoor park electrical cabinet
- Review of alternate power source to complex
- Inspection and maintenance of failing Summit banquet dimmer panel

During the initial inspection of the primary switchgear, it was revealed the equipment was in such deteriorated condition that any additional inspection or maintenance could render the equipment inoperable leaving the Canton Administration Complex without power. DTE, who was on site for the initial inspection, stated that immediate steps should be taken to repair the equipment.

Peter Basso Associates Inc. Consulting Engineers, the firm involved in the design and implementation of the initial project, was contracted to design the Primary Switchgear Replacement bid specifications. An Invitation to Bid was issued on 1/5/2017 and the following bids were received:

Name of Contractor	Total Cost of Bid
Rauhorn Electric Inc.	\$184,932.00
J. Ranck Electric Inc.	\$196,933.00
Corby Energy Services Inc.	\$199,275.00
Douglas Electric Company	\$204,320.00

Rauhorn Electric was determined to be the qualified low bidder. Rauhorn has done excellent work for the Township in the past.

Item G-8. Consider First Reading of an Ordinance to Amend Chapter 46, Article VI, Division 2, Entitled “Controlled Substances” by Adding a New Section 46-387. (MSD)

Motion by Siegrist, supported by Slavens to introduce and hold the first reading of an Ordinance to Amend Chapter 46, Article VI, Division 2, Entitled “Controlled Substances” by Adding a New Section 46-387. Motion carried by all members present.

Motion by Siegrist, supported by Anthony to table consideration of an Ordinance to Amend Chapter 46, Article VI, Division 2, Entitled “Controlled Substances” by Adding a New Section 46-387 and hold a second reading on February 28, 2017. Motion carried by all members present.

Canton Township does not have an ordinance requiring lawfully prescribed controlled substances to be transported in their original, pharmacy-issued containers. This can cause an issue for police and/or firefighter/paramedics when an individual subject to search is discovered to be carrying a variety of medication in (usually) pill form, or for an individual needing emergency medical treatment. While the individual may claim they have a prescription for the controlled substance, without the original prescription bottle, this cannot be easily verified. The proposed text amendment would require that lawfully prescribed controlled substances be carried in their pharmacy-issued containers, so a police officer and/or firefighter/paramedic will be able to ascertain: (1) what the medication is and (2) that the holder has a valid prescription for the medication.

A copy of the complete text of this Proposed Ordinance Amendment is available at the Clerk's Office of the Charter Township of Canton, 1150 S. Canton Center Road, Canton, MI., 48188, during regular business hours. The approved text of the Amendment will be published in the Canton Eagle/Associated Newspaper within the meeting minute's synopsis of the date of approval.

A complete copy of the Ordinances for Canton Township is available at www.canton-mi.org.

Item G-9. Consider a Renewal of Dedicated Internet Data IT Service. (PSD)

Motion by Siegrist, supported by Slavens to approve Canton entering into a five-year contract of Internet Data T1 service for the Police Department's connection to the 35th District Court's Video Arraignment System from 123.Net, Inc., in the amount of \$299 per month, utilizing funds budgeted in the 2017 Police Contracted Services Account. Motion carried by all members present.

The Police Department utilizes an internet connection dedicated to the 35th District Court's Video Arraignment System. In 2010, the Court's technology moved away from slow-leased telecommunication lines to an internet-based video arraignment system. The Court maintains and supervises the head-end equipment of the system, but participating agencies are responsible for their own connection to the Court. Canton's service is out of contract with our provider, with a current monthly cost \$371.

Canton's ITS Manager has recommended entering into a five-year contract with the current service vendor 123.Net, Inc., for an amount of \$299 per month. (A three-year contract is also available for \$319 per month). Neither the 35th District Court, nor Canton have any plans of

changing the video arraignment system in the near future, so taking advantage of the maximum savings available is the ITS recommendation. Therefore, the Police Department is requesting the Board to approve the five-year contract of Internet Data T1 service for its connection to the 35th District Court's Video Arraignment System from 123.Net, Inc., to be billed monthly, in the amount of \$299 per month.

Item G-10. Consider Approving the Purchase of Three Fire Apparatus Vehicles. (PSD)

Motion by Siegrist, supported by Slavens approve the purchase of one (1) Heavy Rescue vehicle and two (2) Engine Pumper vehicles from Pierce Manufacturing, Inc., in Appleton, Wisconsin. Motion carried by all members present.

Motion by Siegrist, supported by Slavens to approve the listed budget amendments to the 2017 Fire budget utilizing Fire Fund Balance for the second Engine Pumper and for purchasing the vehicles in lieu of financing. Motion carried by all members present.

Based on recommendations from the Township's Fleet Services Supervisor, the Fire Department has three fire apparatus vehicles in need of replacement.

The first is a 1996 Heavy Rescue Unit (apparatus #96-U4) which has been deferred for replacement since 2011. This unit, which has 102,100 miles, currently requires extensive maintenance to keep it in service. The vehicle is the only one of its kind in the Fire Department's fleet, carrying large, specialized tools needed in rescues and fires, including the commonly known "jaws of life" extrication equipment. In 2012, firefighters refurbished the compartments of the Heavy Rescue unit to accommodate newer rescue equipment that wouldn't fit in the outdated 96-U4 vehicle. If replaced, this vehicle will be taken out of service and stored off-site at the DPW building, only to be used as a spare should the new vehicle go down for an extensive period of time.

The second and third vehicles are 2002 Fire Engine Pumpers (apparatus #02-E5 & 02-E6) which are both due for replacement this year, per Fleet Services Vehicle Rotation Schedule. These two engines were manufactured by American LaFrance, a company that is no longer in business making parts impossible to order. Currently, Fleet Services is having parts fabricated from alternate sources to keep both vehicles in service at a high cost to the Township. Both vehicles have excessive use: 02-E5 is at 171,100 miles, and 02-E6 is at 144,400 miles. The Fire Department has one engine replacement budgeted in 2017 and one in 2018, but due to the costs incurred to keep this vehicle in service, the Fleet Service Manager and Public Safety Director are recommending pulling one Engine Pumper forward from the 2018 budget and purchasing both Engine Pumpers this year. If replaced, these two vehicles will either be sold for parts or traded-in, whichever provides for the most revenue back to the Township.

In preparation for this request, the Fire Department worked with the Finance Department to solicit separate bids for a Heavy Rescue unit and (2) Engine Pumpers. Pierce Manufacturing Inc., was the only vendor to bid on all of the vehicles

A breakdown of the bids and a prepayment discount offer is listed below:

Heavy Rescue Bid Pierce Manufacturing, Inc.		(2) Engine Pumpers Bid Pierce Manufacturing, Inc.	
Pierce Rescue (1)	\$685,852.00	Pierce Pumpers (2)	146,246.00
Less Prepay Discount Offer	(37,374.40)	Less Prepay Discount Offer	(47,509.50)
TOTAL	\$648,477.60	TOTAL	\$1,098,736.50

It should be noted, Fire Administration researched comparable pricing and Pierce Manufacturing, Inc., agreed to honor 2016 Houston-Galveston Area Council (H-GAC) pricing, which is 3% lower than current H-GAC pricing. (H-GAC establishes competitively priced contracts to support local government efficiency.)

The combined total for all three vehicles from Pierce Manufacturing is \$1,747,214.10. Funds are budgeted in the 2017 Fire Capital Outlay Vehicles Account #206-336-50.970.0040 in the amount of \$1,245,000 for (1) Engine Pumper and (1) Heavy Rescue. The remaining balance of \$502,214.10 would require a Budget Adjustment to utilize Fire Department Fund Balance toward the second Engine Pumper.

In review of this purchase, the Finance Director is recommending purchasing the vehicles as opposed to financing them as originally planned in the 2017 budget; therefore, requiring additional budget amendments as listed below:

Revenue Accounts	Account #	Increase Amount	Decrease Amount
Bond Proceeds	206-000-698		\$1,245,000
Fund Balance Appropriation	206-000-695	\$833,121	

Expense Accounts	Account #	Increase Amount	Decrease Amount
Capital Outlay – Vehicles	206-336-50.970.0040	\$502,215	
Other Debt Principal	206-336-50.993		\$249,000
Other Debt Interest	206-336-50.996		\$62,250
Transfer to Fund Balance	206-336-50.990		\$602,844

Item G-11. Consider Approving the Purchase of (10) Taser X26P Units. (PSD)

Motion by Siegrist, supported by Slavens to waive the bidding process due to Taser International Inc., being a sole provider of Taser products, and approve the purchase of (10) X26P Taser units with accessories from Taser International Inc., in the amount of \$14,560.21, utilizing 2017 budgeted drug forfeiture funds. Motion carried by all members present.

In 2005, the Township Board first approved the purchase of Taser X26 units to be used as a means of less-lethal force application by police officers. Tasers were purchased for all sworn officers who were newly required to carry department-issued Tasers.

In 2014, the X26 model had been fully-phased out by Taser International, making repairs problematic as parts were no longer available. The department began an annual rotational

schedule, replacing approximately 10-20 Tasers per year with the new X26P model. This plan would allow for all officers, in phases, to receive a new Taser within the manufacturer's five-year recommended shelf life. Along with the replacements, Tasers were also purchased as necessary to accommodate newly hired police officers.

Over the past three years, the department has replaced almost all of the original X26 units, but several are still being carried by non-patrol, special assignment officers. The department is requesting to purchase 10 Tasers this year, to complete the final phase out of X26, and to accommodate new officers being hired in 2017. All 10 units will be deployed this year—the department does not keep a stock of extra units on-hand.

Taser International Inc., is proprietary, and is the sole-source distributor of their product. Taser is the industry standard and a feasible alternate option does not exist on the market to-date.

The cost to purchase (10) X26P Tasers, batteries, holsters and 4-year warranties is \$14,560.21. Funds in the amount of \$15,000 are budgeted in the 2017 Police Program Expense Drug Forfeiture Account for this purchase.

Item G-12. Consider the Purchase of (25) Body Cameras. (PSD)

Motion by Siegrist, supported by Slavens to waive the bidding process and approve the 2017 purchase of 25 BodyVISION XV camera systems in the amount of \$15,578.75, from L-3 Mobile Vision, Inc., a state contract vendor, and the department's current vendor for the in-car camera system and server. Motion carried by all members present.

On December 8, 2015, the Township Board approved the purchase of 60 body cameras to be issued to patrol officers (Item #G-12). This decision was based on the potential benefits identified with the use of body cameras including

- Accurate documentation of police-public contacts, arrests, and critical incidents
- Unbiased evidence collection for use with investigations and convictions of suspects
- Transparency of police department to enrich the public's trust
- Footage captured could prove useful for training, especially regarding officer safety
- Added resource for use in the investigation of citizen complaints
- Protect officers from false claims of misconduct

The department was originally approved to purchase the BodyVISION camera system by L-3 Mobile Vision, Inc. In addition to the camera quality and ease of use, the BodyVISION camera system was the only product that directly interfaced with the department's current server used for the L-3 Mobile Vision In-Car Camera System. By utilizing cameras from the same vendor, a seamless transition from vehicle to body camera footage will exist, along with simplified, one-stop retrieval of camera footage from both types of devices. The BodyVISION camera was also on the Michigan state contract list.

In March, 2016, before the order was fulfilled, the department was notified by Mobile Vision Inc., of the release of a new, upgraded model, the BodyVISION R4 (now XV), replacing the

original BodyVISION camera. This upgraded camera included several technological improvements as well as a longer battery life. At our request, L3 Mobile Vision placed our original order on hold until a decision could be made as to upgrading our camera order.

On April 12, 2016, the Township Board approved the revised, upgraded purchase of (60) BodyVISION R4 (now XV) cameras. The cameras arrived in the fall, and have since been in the process of being deployed.

This year, the police department is requesting to purchase (25) additional BodyVISION XV cameras from L-3 Mobile-Vision Inc., to allow for a camera to be issued to every police officer & sergeant. The cost of purchasing (25) camera systems, which includes the camera, docking station, power supply, spring clip, alligator clip, USB charging cable and one-year warranty, is \$569.05 per unit. The additional cameras will also require 1 additional Dell Switch and 4 additional Charging Systems for a purchase grand total of \$15,578.75.

L-3 Mobile-Vision Inc., is a sole-source vendor for BodyVISION cameras. And, because the Michigan State Contract for body cameras is currently being updated, L-3 Mobile Vision is honoring its 2016 Michigan State Contract price for this purchase.

Funds are budgeted in the 2017 Police Capital Outlay Computers & Equipment Account #207-301-50.970.0010 to accommodate this purchase.

Item G-13. Approve IT Services – Email Archive Service Renewal. (FBD)

Motion by Siegrist, supported by Slavens to approve the renewal of supplemental email archiving licensing within the Township’s Office 365 email installation in an amount not to exceed \$15,600. Motion carried by all members present.

In 2015 the Township moved its email platform to the Cloud, specifically Office 365 which has worked well for the Township since that time. To streamline and complete the consolidation of email and related services in the Cloud, in 2016 The Township enrolled in Office 365 email archiving.

As requested in 2016, IT Services is requesting the waiving of the requirement of publishing a Requests for Proposal for this purchase. Microsoft’s pricing for government is set regardless of which vendor would respond to a Request for Proposal. Being permitted to continue purchasing from CDW Government who is already established as the “Vendor of Record with Microsoft” would streamline the purchase and licensing with Microsoft, not a trivial matter. The Township purchases all Microsoft licensing through CDW Government from State of Michigan pricing schedules.

Item G-14. Approve IT Services – Virtual Servers Expansion. (FBD)

Motion by Siegrist, supported by Graham-Hudak to approve the purchase of Dell server hardware to expand the Township’s current VMware Virtual Computing environment. A

purchase order to Dell Computers will be created with a total not to exceed \$17,445. Motion carried by all members present.

Most Township data and business applications reside and operate from within the Township's VMWare Virtual Computing environment which is critical to the day to day operation of all Township applications. That virtual environment is currently comprised of three (3) servers with above average amounts of random access memory, processors and access to disk storage. Each of these three servers operates 11-15 Windows or Linux virtual servers each in support of Township networking infrastructure, business applications and electronic document storage. Upcoming necessary upgrades to the Logos Financial Application and several Municipal Service business applications require newer versions of software to be upgraded. The current three host servers are at their maximum processing capabilities and the need to expand the environment is now critical to meet the needs of the upcoming upgrades.

This purchase will permit the IT Services to provide needed computing resources to those departments whose business applications require updating.

ADDITIONAL PUBLIC COMMENT: George Miller, 1946 Briarfield, question "tip fees" and royalties associated with the disposal facility in Canton. He also questioned the time limitation on comment at a public meeting. (Usually 3 minutes).

OTHER: None

ADJOURN: Motion by Anthony, supported by Siegrist to adjourn at 8:31 p.m. Motion carried by all members present.

Michael A. Siegrist, Clerk

**Charter Township of Canton
Board Proceedings – February 21, 2017**

A regular study session meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, February 21, 2017 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
Carolyn Cox, Rob Creamer, Bill Serchak, Bob Belair, Jeff Goulet, Jon
LaFever, Brad Sharp, Janet Aiello
Staff Absent: None

Adoption of Agenda

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

STUDY SESSION:

TOPIC: 2018 Budget

Director Trumbull presented a PowerPoint regarding the 2018 Budget to the board covering the following topics:

- 2018 Revenue Assumptions
- 2018 Expenditure Assumptions

Director Faas presented a PowerPoint regarding Municipal Services portion of the 2018 Budget to the board covering the following topics:

- 2018 MSD Staffing
- 2018 MSD Budget Summary
- 2018 Highlights: Building & Inspection Services
2018 Building & Inspection Services Staffing
- 2018 Highlights: Planning Services
2018 Planning Services Staffing
- 2018 Highlights: Engineering Services
Traffic Signal Infrastructure Painting
2018 Engineering Services Staffing
- 2018 Highlights: Community Improvement Fund
Summit on the Park – 40% of the West Parking Lot
Phase 1 of the Administration Building Parking Lot
Veteran’s Way (Heritage Drive to Civic Center Blvd)
- 2018 Highlights: Public Works
- 2018 Highlights: Solid Waste Services
- 2018 Highlights: Stormwater Drains
- 2018 Highlights: Water Distribution System
2010 Water Master Plan Projects (Priority #4 of 27)

- 2018 Highlights: Sanitary Sewer Collection System
- 2018 Public Works Staffing
- 2018 Highlights: Fleet Services
Fleet Services Staffing
- MSD Strategic Plan

Director Hohenberger presented a PowerPoint regarding Leisure Services portion of the 2018 Budget to the board covering the following topics:

- Canton Strategic Priorities & Core Values
- Canton Leisure Services Highlights
- Canton Budget Process
- Canton Leisure Services Budget Overview – General
- Canton Leisure Services Budget Overview – Facilities Maintenance
- Canton Leisure Services Budget Overview – Parks
- Canton Leisure Services Budget Overview – Cemetery and Social Services
- Canton Leisure Services Budget Overview – Senior Services
- Canton Leisure Services Budget Overview – Recreation
- Canton Leisure Services Budget Overview – Administration and Sports Center
- Canton Leisure Services Budget Overview – Performing Arts Center and Historic District Commission
- Canton Leisure Services Budget Overview – Facilities Maintenance
- Canton Leisure Services Budget Overview – Summit Community Center
- Canton Leisure Services Budget Overview – Cable
- Canton Leisure Services Budget Overview – Fellows Creek Golf Club
- Canton Leisure Services Budget Overview – Pheasant Run Golf Club
- Canton Leisure Services Capital Projects

Clerk Siegrist reviewed the equipment portion of the Clerk's Office Budget.

Director Trumbull resumed the PowerPoint presentation on the 2018 Budget:

- 2018 Capital Projects – Non Public Safety
- Outstanding Debt Issues
- Debt Schedule (Principal and Interest)
- 2018 Total Revenues by Fund
- 2018 Total Expenditures by Fund
- 2018 Projected Fund Balance

A complete copy of the PowerPoint presentation is available in the Township Clerk's Office, 1150 S. Canton Center Road, Canton MI 48188 during regular business hours or by calling 734-394-5120.

Trustee Sneiderman asked how Canton's 1.1 mills for general fund compares to other communities. Director Trumbull agreed to get this information for the board.

Supervisor Williams notified the audience the Automated Recycling topic is being investigated. Several of the board members have questions that need to be addressed. Once the answers are received, the board will decide whether to bring it to the 2-28-2017 meeting.

ADDITIONAL PUBLIC COMMENT:

George Miller, 1946 Briarfield, asked what the \$10000 for the Dog Park will be used for. Director Hohenberger explained the budget is for various upgrades to the park and entrance system. The user fees cover the entire budgeted amount. Miller asked about royalties from the tip fees covering the Summit facility. Miller asked if there is a grievance form. Director Meier explained there is a citizen complaint form.

Walt Filas, resident, commented on the 2016 explanation of taxes published by the treasurer's office with regard to solid waste disposal and additional automated recycling fees. He would like the option not to pay the user fee for a service that is not mandatory.

Kathy Filas, resident, asked if ordinance negated the contract with GFL because the township did not solicit bids. Supervisor Williams replied no. Filas asked who is responsible for injuries inflicted as a result of sidewalk damage. Williams replied the property owner or the township. Filas asked if ordinance requires home owners to maintain their sidewalks. Williams replied yes. Filas asked how to file a complaint. Williams replied complaints are filed with Public Safety – Ordinance.

OTHER: None

ADJOURN: Motion by Siegrist, supported by Sneiderman to adjourn at 9:03 p.m. Motion carried by all members present.

Michael A. Siegrist, Clerk

Copies of the PowerPoint presentations, as well as the complete text of the Board Minutes are available at the Clerk's office of the Charter Township of Canton, 1150 S. Canton Center Rd, Canton, MI 48188, 734-394-5120, during regular business hours and can also be accessed through our web site www.canton-mi.org after Board approval.

INTER-OFFICE CORRESPONDENCE
Leisure Services Department



TO: Pat Williams, Township Supervisor

FROM: Greg Hohenberger, Leisure Services Director

DATE: February 21, 2017

TOPIC: **RECOGNITION OF DARRELL CLEM**
AS THE 2017 M-PARKS MEDIA ADVOCATE OF THE YEAR

AWARD PRESENTED TO: Darrell Clem, Plymouth-Canton Observer & Eccentric

Darrell Clem is the winner of the mParks 2017 Media Advocate of the Year Award, which was publicly announced on February 3 at the mParks Conference in Grand Rapids. The Canton Board of Trustees and the Leisure Services Department would like to take this opportunity to officially present this award and recognize Darrell for his “dedicated efforts to promote the importance of Parks and Recreation” in the Canton Community.

Darrell Clem, a long-time staff writer for the Canton Observer and hometownlife.com, embodies what it means to be a media advocate and vocal supporter of Parks and Recreation. Darrell always has the best interest of Canton Township and the Leisure Services Department, and uses special care in taking the right approach on its behalf. He attends many Leisure Services events, and he fully embraces and shares the mission and passion for the Canton Community.

Throughout the years, Darrell has made significant contributions to the local community through his coverage and strong ability to portray Canton in an incredibly positive light. Constantly taking the time to ensure accuracy in his reporting, Darrell contacts staff to fact check prior to releasing a story, and is always fair and honest in reporting.

A fine example of Darrell’s work was portrayed when funds were threatened for local Therapeutic Recreation programs. Darrell crafted stories which highlighted the importance for these services while skillfully painting a picture of need for additional funding. Within hours of the story being posted, local authorities reached out to assure the funding would be supplied and the wheels were put into motion.

In a community that strongly supports its local Parks and Recreation Department, one has to look no further than to the local writer who so eloquently portrays the value and importance that the programs, facilities, and services bring to its residents. On behalf of the Canton Community and the Parks and Recreation profession, Canton Leisure Services hereby honors Darrell Clem and his continued efforts to share our story.

The Board of Trustees of the Charter Township of Canton does hereby congratulate Mr. Darrell Clem as the winner of the Media Advocate of the Year Award and thanks him for outstanding service and contributions to the Canton Community.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #C-1

ITEM: Consider Second Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances for the Guzzo-Bruni Rezoning

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUAL IN ATTENDANCE: Francis Boji

EXECUTIVE SUMMARY: The applicant is proposing to rezone the subject property from R-2, Single-Family Residential to R-4, single-family residential to accommodate a single-family detached or site condominium project. The zoning to the west is R-6 and is currently developed as apartments. The property to the east is zoned R-2 and R-6 with a non-conforming firewood business located at the Canton border. The property to the south is Brookside Village Subdivision, which is zoned R-5. The requested zoning is generally consistent with the Medium-High Density Residential designation on the Future land Use Plan, which allows for a maximum of 8 dwelling units/acre. The R-4 zoning would allow for a maximum of 4 dwelling units/acre, well below the maximum that can be considered.

BACKGROUND INFORMATION: The Planning Commission voted 5-0 to recommend approval of the request to rezone the subject tax parcel # 052-99-0038-000 from R-2, Single-Family Residential to R-4, Single-Family Residential District.

-Existing Zoning: R-2, Single-Family Residential

-Location: North side of Cherry Hill Road between Lotz and Hannon Roads

-Net Acres: 7.19 acres

-Existing Land Use: vacant

-Surrounding Land Use

N - R-2, ITC electrical transmission corridor

S - R-5, Brookside Village Subdivision

E - R-2 and R-6, Frank's Firewood at the border (nonconforming use)

W- R-6, Cinnamon Point Apartments

-Comprehensive Plan: Medium-High Density residential (up to 8 d.u/acre)

STRATEGIC PLAN/GOAL: N/A

ACTION REQUESTED: Remove consideration of the proposed zoning ordinance amendment from the table and approve the amendment to change the zoning on the subject parcel from R-2, Single-Family Residential to R-4, Single-Family Residential District.

BUDGET IMPLICATONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: If approved, the second reading of the ordinance will be published and the Clerk's Office will provide the text amendment to Municode.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL MOTION: I move to remove from the table, adopt, and publish the second reading of an ordinance to amend Appendix A – Zoning of the Code of Ordinances for the request to rezone the subject tax parcel # 052-99-0038-000 from R-2, Single-Family Residential to R-4, Single-Family Residential District.

ATTACHMENTS:

1. Final Ordinance
2. Zoning Map

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #C-2

<p>ITEM: CONSIDERATION OF SECOND READING AND ADOPTION OF AN ORDINANCE TO AMEND CHAPTER 46, ARTICLE VI, DIVISION 2, ENTITLED “CONTROLLED SUBSTANCES” BY ADDING A NEW SECTION 46-387.</p>

PRESENTER: Josh Meier

INDIVIDUALS IN ATTENDANCE: None anticipated.

BACKGROUND: Canton Township does not have an ordinance requiring lawfully prescribed controlled substances to be transported in their original, pharmacy-issued containers. This can cause an issue for police and/or firefighter/paramedics when an individual subject to search is discovered to be carrying a variety of medication in (usually) pill form, or for an individual needing emergency medical treatment. While the individual may claim they have a prescription for the controlled substance, without the original prescription bottle, this cannot be easily verified. The proposed text amendment would require that lawfully prescribed controlled substances be carried in their pharmacy-issued containers, so a police officer and/or firefighter/paramedic will be able to ascertain: (1) what the medication is and (2) that the holder has a valid prescription for the medication.

STRATEGIC PLAN/GOALS: Protect the health, safety and welfare of Township residents and the general public.

ACTION REQUESTED: Remove from the table and consider holding the Second Reading and adopting a proposed text amendment to Chapter 46 of the Township Code, Article VI, Division 2, Section 46-387.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None.

IMPLEMENTATION PLAN: If approved, the ordinance will be published and become effective on March 9, 2017.

DIRECTOR’S RECOMMENDATION:

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION:

SUPERVISOR’S RECOMMENDATION:

MODEL RESOLUTION:

I move to remove from the table, hold the second reading, and adopt an amendment to the Canton Township Code of Ordinances, amending Chapter 46, Article VI, Division 2, by adding a new Section 46-387, to be published and become effective on March 9, 2017.

ATTACHMENTS:

1. Draft text amendment to Chapter 46, Article VI, Division 2, Section 46-387 (clean).

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-1

ITEM: Consider Approval of the Minor Planned Development and Approval of the Site Plan for the Glens at Cambridge Condominium

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUAL IN ATTENDANCE: James Galbraith, Rick Hirth

EXECUTIVE SUMMARY: The Glens at Cambridge is a proposed 10.86 acre Minor Planned Development of 92 attached condominium units in a new-traditional layout. MM Canton Center LLC (MMC) is the successor developer for this incomplete southeast section of the original Cambridge Planned Development. The traditional architecture is consistent with the original Planned Development (PDD). The overall density is 8.47 dwelling units/acre, which is consistent with the underlying density of Traditions at Cambridge. This density is less than the maximum 12 dwelling units/acre allowed under Multi-Family Residential zoning. Nine two-story buildings are proposed using four different facades and three different lengths to create eight, ten and twelve unit buildings. The building fronts face each other, the ends of the buildings, a fence, or a green space area with the garage and vehicle-activity areas grouped at the rear. All units have two-car garages. The access will be from Canton Center and Saltz Roads, which are also the entrances to Traditions at Cambridge. The market demand analysis shows an increasing demand to support a growing active adult population within Canton. The project is consistent and integrated with the design intent of the previous project and improves upon many of the interior design components.

BACKGROUND INFORMATION: The Planning Commission voted 5-0 to recommend approval of the Minor Planned Development and Final Site Plan for The Glens at Cambridge Condominium, located on tax parcel # 061-99-0006-708, as proposed.

The developer proposes to complete the development with the design intent of the prior PDD. The nine buildings will be constructed using the existing built infrastructure of utilities and street layout in an architectural design that is consistent and complimentary to Traditions at Cambridge. The façade materials are brick, stone and siding. The Glens at Cambridge will use the existing interior street system, open space, community center, and recreational facilities in common with Traditions at Cambridge. The perimeter streetscape along Canton Center and Saltz Roads will be improved with additional landscaping, and decorative fencing will be rehabilitated including the masonry columns and wrought iron fence panels. The ample open space and enhanced landscaping that creates interesting allees, vistas and focal points are additional positive benefits to future residents of the development. The PDD will be a fully integrated development with respect to building facades, architectural detailing, exterior building materials, landscape treatment, ground lighting, stone monuments, and signage. Open space for The Glens at Cambridge is 44%, and open space for Traditions at Cambridge greatly exceeds the 25% minimum required.

Proposed variances and modifications relate to building lengths, building spacing/setbacks, perimeter property line setbacks, and minor building height. These are all similar to conditions

in the prior PDD that were approved. They are further explained in Exhibit D of the Planned Development Agreement.

The installation of the PDD improvements, the quality of design, coordinated architectural integration of the component elements, completion of the project as originally intended, and favorable fiscal impact of the PDD upon the Township and the Plymouth-Canton School District represent definite benefits to the residents of Canton Township.

A master association will be established for the purpose of maintenance of common elements shared by the two associations, including storm facilities, streets, common areas, and the Community Center.

The proposal is consistent with the spirit and purpose of the Zoning Ordinance and the Future Land Use policies of the Comprehensive Plan.

- **Existing Zoning:** MR, Multiple Family Residential

- **Location:** Canton Center north of Saltz Road

- **Net Acres:** 10.86 acres

- **Existing Land Use:** Vacant

- **Surrounding Land Use**

N – MR, Multiple family residential, Traditions at Cambridge Condominium

S – R-3, Single family residential, Meadowbrook Subdivision

O-1, Office, U of M Medical offices

E – R-4, Single family residential, Embassy Square Subdivision

W – R-6, Single family attached, vacant (originally a part of Traditions at Cambridge)

- **Comprehensive Plan:** Medium-Low Density Residential (up to 3 d.u./acre)

STAGEGIC PLAN/GOALS:

ACTION REQUESTED: Approve the Minor Planned Development and the Site Plan for the Glens at Cambridge Condominium.

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

Minor Planned Development and Site Plan for The Glens at Cambridge Condominium

WHEREAS, the project sponsor has requested minor planned development and site plan approval for The Glens at Cambridge Condominium on parcel # 061-99-0006-708; and,

WHEREAS, the Planning Commission reviewed the site plan and made a recommendation to approve the request to grant minor planned development and site plan 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 project sponsor to approve the minor planned development and final site plan for The Glens at Cambridge Condominium, subject to any and all state and local development regulations, as described in the analysis and recommendation attached hereto and made a part hereof.

ATTACHMENTS:

1. Zoning Map
2. Planning Commission Minutes
3. Draft Development Agreement
4. Site Plan

061-PDM-3702
061-SPB-3905

THE GLENS AT CAMBRIDGE – Consider minor PDD and site plan approval for parcel no. 061 99 0006 708. Property is located north of Saltz Road and west of Canton Center Road.

Mr. Goulet stated that the The Glens at Cambridge is a proposed 10.86 acre Minor Planned Development of 92 attached condominium units in a neo-traditional layout. Mr. Goulet indicated that MM Canton Center LLC (MMC) is the successor developer for this incomplete southeast section of the original Cambridge Planned Development and that the traditional architecture is consistent with the original Planned Development (PDD). Mr. Goulet explained that the overall density is 8.47 dwelling units/acre, which is consistent with the underlying density of Traditions at Cambridge and that the density is less than the maximum 12 dwelling units/acre allowed under MR zoning. Mr. Goulet explained that the nine two-story buildings proposed use four different facades and three different lengths to create eight, ten and twelve unit buildings. Mr. Goulet indicated that the building fronts face each other, the ends of the buildings, a fence, or a green space area with the garage and vehicle-activity areas grouped at the rear and that all of the units have two-car garages. Mr. Goulet explained that the access will be from Canton Center and Saltz Roads, which is also the entrance to Traditions at Cambridge. Mr. Goulet stated that the market demand analysis shows an increasing demand to support a growing active adult population within Canton. Mr. Goulet indicated that the project is consistent and integrated with the design intent of the previous project and improves upon many of the interior design components.

Mr. Goulet explained that the developer proposes to complete the development with the design intent of the prior PDD. Mr. Goulet stated that the nine buildings will be constructed using the existing built infrastructure of utilities and street layout in an architectural design that is consistent and complimentary to the Traditions At Cambridge and that the façade materials are brick, stone and siding. Mr. Goulet explained that The Glens at Cambridge will use the existing interior street system, open space, community center, and recreational facilities in common with the Traditions At Cambridge. Mr. Goulet explained that the perimeter streetscape along Canton Center and Saltz Roads will be improved with additional landscaping and decorative fencing will be rehabilitated including the masonry columns and wrought iron fence panels. Mr. Goulet indicated that the ample open space and enhanced landscaping that creates interesting alleys, vistas and focal points are additional positive benefits to future residents of the development. Mr. Goulet stated that the PDD will be a fully integrated development with respect to building facades, architectural detailing, exterior building materials, landscape treatment, ground lighting, stone monuments, and signage. Mr. Goulet indicated that open space for the The Glens at Cambridge is 44%, and open space for Traditions at Cambridge greatly exceeds the 25% minimum required. Mr. Goulet stated that proposed variances and modifications relate to building lengths, building spacing/setbacks, perimeter property line setbacks, and minor building height and are all similar to conditions in the prior PDD that were approved. Mr. Goulet stated that the installation of the PDD improvements, the quality of design, coordinated architectural integration of the component elements, completion of the project as originally intended, and favorable fiscal impact of the PDD upon the Township and the Plymouth-Canton School District represent definite benefits to the residents of Canton Township. Mr. Goulet indicated that a master association will be established for the purpose of maintenance of common elements shared by the two associations, including storm facilities, streets, common areas, and the Community Center. Mr. Goulet stated that the proposal is consistent with the spirit and purpose of the Zoning Ordinance and the Future Land Use policies of the Comprehensive Plan.

Motion by Zuber, supported by Dodson, to open the public hearing. Ayes all present on a voice vote.

Mr. Jim Galbraith, explained that they acquired the property under consideration from the bank in May of 2015. Mr. Galbraith stated that it was necessary to contract the land area that is under consideration from the Traditions Condominiums due to the passage of time and to distinguish this from the existing condominiums. Mr. Galbraith stated that the project will be seamless within the community itself architecturally and from a design standpoint. Mr. Galbraith indicated that there will be shared access at Canton Center and Saltz Roads along with the common areas and community building. Mr. Galbraith stated that there will be 92 units arranged in 9 buildings and that they have made a significant improvement to the plan. Mr. Galbraith indicated that the existing infrastructure, utilities, and sewer and water were all installed prior to the downturn in the housing market. Mr. Galbraith explained that they have adapted the plan so it will appear seamless in the community. Mr. Galbraith stated that he was happy to answer any questions and are excited to move forward with this phase.

Chairman Greene asked for comment from the audience.

There were no comments from the audience either in favor or against the proposed project.

Motion by Zuber, supported by Dodson, to close the public hearing. Ayes all present on a voice vote.

Commissioner Dodson stated that she has received many calls about the Traditions relative to completion of the community building and swimming pool and whether it will be incorporated together with this project. Mr. Galbraith explained that there will be a complete renovation of the community building along with common operation and maintenance and care of the building. Mr. Galbraith stated that the building will be handled under a unification of 2 associations. Mr. Galbraith stated that The Glens own the building but the Traditions as co-owners have another untethered right to use the building. Mr. Galbraith explained that there will be a total renovation inside and that they are in the process of setting up an umbrella association to take care of all the common elements between the 2 associations.

Chairman Greene verified that the units have basements with egress windows. Mr. Galbraith explained that the units are similar to what has been done in the Traditions. Mr. Galbraith explained that the basements are divided with a demising wall between the units with egress windows. Chairman Greene verified that each unit has access to their own part of the basement. Commissioner Dodson indicated that many owners will finish their basement off and use them as a bonus room. Commissioner Zuber explained that egress windows are a requirement of the Building Code.

Commissioner Graham-Hudak stated that the Traditions are aesthetically pleasing and based on the number of units there will be an increase in traffic along Saltz Road which is difficult to maneuver through currently. Commissioner Graham-Hudak inquired if there were concerns for traffic with the additional influx of residents. Mr. Goulet explained that the roads were planned exactly as if the Traditions were built out originally.

Mr. Goulet explained that the original PDD has the 2 major entrances onto Canton Center Road and 1 on Saltz Road with another future access to Gorman Road out to Ford Road.

Chairman Greene indicated that there was an emergency access gate at Canton Center Road. Mr.

Goulet explained that it is a grass paver outlet for emergency purposes only and that the Fire Department requested another point of access due to the length of road behind Building 4. Mr. Goulet explained that the gate will be incorporated into the existing fence to appear seamless. Chairman Greene inquired of signage between the 2 developments. Mr. Goulet explained that there is a garden wall at the entrance to The Glens which will designate it from the Traditions.

Motion by Dodson, supported by Perkins, to move to recommend approval of the proposed Minor Planned Development and site plan for The Glens at Cambridge Condominium on parcel #061-99-0006-708, as the project meets the general criteria and provides the required definite benefits for approval of a Planned Development and meets all applicable design specifications for Site Plan approval.

Ayes: Dodson, Graham-Hudak, Greene, Perkins and Zuber
Absent: Engel and Okon

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-2

**ITEM: Consider Approval of the Site Plan for Michigan Haggerty Commercial Center
(Leo's Coney Island Restaurant)**

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUAL IN ATTENDANCE: Mr. Thom Dumond

EXECUTIVE SUMMARY: The project sponsor is proposing to develop a 4,192 square foot commercial building for Leo's Coney Island on a 1.74 acre triangular parcel between Michigan Avenue and the Rouge River west of Haggerty Road. A variance was granted by the Zoning Board of Appeals from Section 2.24.C for encroachment into the 75 foot buffer from the top of the bank of the Rouge River on December 8, 2016. Access to the site is provided off of Michigan Avenue. Adequate parking and means of vehicular circulation have been provided. An underground stormwater storage system is proposed.

Proposed building materials are jumbo brick, burnished concrete block, and limestone panels. Architectural elevations and colored renderings of the proposed building are included with this packet. The proposed exterior building materials meet ordinance requirements.

A landscape plan is included with this packet. Appropriate plant material and quantities have been provided. A number of native replacement trees required by tree removal will be located north and east of the parking lot. The replacement trees and short native grasses will provide a natural transition down to the Wayne County park area and Rouge River corridor.

BACKGROUND INFORMATION: The Planning Commission voted 4-1 to recommend approval of the Site Plan for Michigan Haggerty Commercial Center, located on tax parcel # 137-99-0001-000 and 137-99-0002-001 with the condition that the sponsor explore ways of locating the handicap parking closer to the building entrance. The Site Plan was revised as requested.

- Existing Zoning: C-3, Regional Commercial

- Location: North of Michigan Avenue west of Haggerty Road

- Net Acres: 1.74 acres

- Existing Land Use: Vacant

- Surrounding Land Use & Zoning:

N- WC, Wayne County Parks

S- C-3, Marathon Gas Station

LI, Warehouse Building
E- WC, Wayne County Parks
W- C-3, Vacant

- **Comprehensive Plan:** General Commercial

STRATEGIC PLAN/GOALS:

ACTION REQUESTED: Approve the Site Plan for Michigan Haggerty Commercial Center – Leo’s Coney Island.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: If approved, the applicant will be notified.

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

Site Plan for Michigan Haggerty Commercial Center

WHEREAS, the project sponsor has requested site plan approval for Michigan Haggerty Commercial Center located north of Michigan Avenue just west of Haggerty Road, on tax parcels # 137-99-0001-000 and 137-99-0002-001; and,

WHEREAS, the Planning Commission reviewed the site plan and made a recommendation to approve the request to grant final site plan approval with a recommendation to move the handicap parking closer to the entrance;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the request of the project sponsor to approve the site plan for Michigan Haggerty Commercial Center as revised for handicap parking, and subject to any and all state and local development regulations, as described in the analysis and recommendation attached hereto and made a part hereof.

ATTACHMENTS:

1. Zoning Map
2. Site Plan
3. Planning Commission Minutes

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-3

ITEM: Consider Approval of the Final Site Plan for Phase 2 of River Hill Ridge at Cherry Hill Village Site Condominium

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUAL IN ATTENDANCE: Danny Veri, Livonia Builders

EXECUTIVE SUMMARY: River Hill Ridge at Cherry Hill Village Site Condominium (Phase 2) is the easterly part of the River Hill Ridge Planned Development and is a southerly extension from Harrison Street in Cherry Hill Village. This portion of the River Hill Ridge development incorporates 5.35 acres of property purchased from the Township which connects the original 2 phases of the development via Eisenhower Drive.

Phase 2 includes 84 units on 30.6 acres, ranging in width from 55 feet to 70 feet. This phase also includes the pathway extension from the bike path in the ITC easement in Cherry Hill Village to Proctor Road. The final site plan has 2 construction phases as shown on the plans. The site plan request is consistent with provisions of the first amendment to the River Hill Ridge Planned Development Agreement.

BACKGROUND INFORMATION: The Planning Commission voted 5-0 to recommend approval of the Final Site Plan for Phase 2 of River Hill Ridge at Cherry Hill Village Site Condominium, located on tax parcel # 076-99-0002-705, as proposed.

- **Existing Zoning:** R-3, Single-Family Residential

- **Location:** North of Proctor between Ridge and Denton Roads

- **Net Acres:** 30.6 acres

- **Existing Land Use:** Vacant/Agricultural

- **Surrounding Land Use**

N – RA and R-1 Cherry Hill Village Overlay) - Cherry Hill Village PDD

S – R-3, Rouge River and Frontage Residential north of Proctor Road

E – RE, Woods of Central Park

W –R-3, River Hill Ridge at Cherry Hill Village (Phase 1)

- **Comprehensive Plan:** Medium-Low Density Residential (up to 3 dwelling units/acre)

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the Final Site Plan for Phase 2 of River Hill Ridge at Cherry Hill Village Site Condominium.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

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

Final Site Plan for River Hill Ridge at Cherry Hill Village Site Condominium (Phase 2)

WHEREAS, the project sponsor has requested final site plan approval for Phase 2 of River Hill Ridge at Cherry Hill Village Site Condominium located north of Proctor Road between Ridge and Denton Roads, on tax parcel # 076-99-0002-705; and,

WHEREAS, the Planning Commission reviewed the site plan and made a recommendation to approve the request to grant final site plan 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 project sponsor to approve the final site plan for Phase 2 of River Hill Ridge at Cherry Hill Village Site Condominium, subject to any and all state and local development regulations, as described in the analysis and recommendation attached hereto and made a part hereof.

ATTACHMENTS:

1. Planning Commission Minutes
2. Zoning Map
3. Site Plan

076-SFP-3901 **RIVER HILL RIDGE AT CHERRY HILL VILLAGE PHASE 2 –**

Consider final site plan approval for part of parcel no. 076 99 0002 705. Property is located north of Proctor Road and west of Denton Road. Mr. Goulet stated that River Hill Ridge at Cherry Hill Village Site Condominium (Phase 2) is the easterly part of the River Hill Ridge Planned Development and is a southerly extension from Harrison Street in Cherry Hill Village. Mr. Goulet explained that this portion of the River Hill Ridge development incorporates 5.35 acres of property purchased from the Township which connects the original 2 phases of the development via Eisenhower Drive. Mr. Goulet stated that Phase 2 includes 84 units on 30.6 acres, ranging in width from 55 feet to 70 feet and also includes the pathway extension from the bike path in the ITC easement in Cherry Hill Village to Proctor Road. Mr. Goulet indicated that the final site plan has 2 construction phases as shown on the plans. Mr. Goulet stated that the site plan request is consistent with provisions of the first amendment to the River Hill Ridge Planned Development Agreement.

Mr. Danny Veri, Livonia Builders, stated the review was thorough and was happy to answer any questions.

Mr. Goulet explained that Wayne County has required additional improvements on Ridge Road with this phase. Mr. Goulet indicated that they will extend the deceleration taper on Ridge Road based on the speed on Ridge Road along with the additional units exiting onto Ridge Road. Commissioner Graham-Hudak inquired of the tree inventory list. Mr. Goulet explained that the tree inventory list is a list of all the trees regulated on the site that indicate which trees will be removed and where they will be replaced on the site. Mr. Goulet explained that they are preserving a number of trees to the south and within the Rouge River corridor area as well and that the only trees being removed are in the actual development area north of the river.

Commissioner Graham-Hudak inquired if the open space area fits with Cherry Hill Village. Mr. Goulet indicated that there are several open spaces in the first phase which provides access to the Rouge River. Mr. Goulet indicated that the second phase has a large detention area. Mr. Goulet stated that the second phase include a large detention area, park and bike path through the power line corridor. Mr. Goulet stated that there is a substantial amount of open space within the development as well and that the parks area are separated out so that everyone will have access to a park. Mr. Goulet indicated that there is also a playground set within Phase 2 with street lighting at all the intersections and at the corner of the parks and gazebo area.

Motion by Dodson, supported by Perkins, to move to recommend approval of the Final Site Plan for Phase 2 of River Hill Ridge at Cherry Hill Village Site Condominium, located on part of parcel no. 076-99-0002-705, as proposed.

Ayes: Dodson, Graham-Hudak, Greene, Perkins and Zuber
Absent: Engel and Okon

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-4

ITEM: Consider Approval of Amendment No. 2 to the Solid Waste Collection & Disposal Services Contract with Green for Life USA, Inc. (d/b/a CWR II)

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Paul Denski, GFL Environmental USA Inc.

EXECUTIVE SUMMARY: In order to implement automated recycling collection services, a contract amendment is necessary with Green for Life USA, Incorporated which recently acquired the prior solid waste contractor's business. Staff is recommending approval of Amendment No. 2 to the solid waste collection & disposal contract which includes pricing for these services, as well as an extension of four years beyond the current contract that expires in 2020. If approved, the new services would commence the first week of June 2017.

BACKGROUND INFORMATION: The current solid waste collection and disposal services contract was awarded by the Township Board in 2008 to incorporate the single stream recycling program. It was amended on March 23, 2011 primarily to make adjustments, in the form of reductions, to the previously agreed to inflationary price increase language waiving the 3% annual increase in exchange for a one year extension of the contract to a maximum of term ending in July 2020.

The 2017 budget for solid waste collection services was approved by the prior Board of Trustees with the intent to implement automated recycling collection services in the spring of 2017. In December of 2016, the Township received a proposal from Green for Life USA, Inc. (GFL) for the implementation of automated recycling collection services after a period of negotiation with staff.

That proposal was modified in February reducing the length of the mandatory extension from five years to four years and increasing the optional extension from two years to three years. In order for GFL to amortize the purchase of the trucks and the 64 gallon carts needed to provide this service, a contract extension of four (4) years minimum is necessary. An optional three (3) year extension is provided for in Amendment No. 2 beyond those four years. Otherwise, the original terms of the contract remain in force. Staff has calculated the financial impact of the new service and is recommending approval.

STRATEGIC PLAN/GOALS: To provide excellent customer service.

ACTION REQUESTED: Approve contract Amendment No. 2.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Revenues from the solid waste collection fee will cover the cost increase during the term of the contract.

IMPLEMENTATION PLAN: Upon approval, the contract amendment will be executed and the carts and trucks will be ordered by GFL USA, Inc.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE & BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve Amendment No. 2 to the solid waste collection services contract with Green For Life USA Inc. (d/b/a CWR II), and authorize the Township Supervisor to sign the contract amendment on behalf of Canton Township.

ATTACHMENTS:

1. Proposal dated 12/1/2016 from GFL USA Inc.
2. Letter dated 2/17/2017 from GFL USA Inc.
3. Amendment No. 2

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: Feb. 28, 2017

AGENDA ITEM: G-5

ITEM: Consider Award of a Contract for the Purchase of 450 Mueller Curb Stops, 450 Mueller Corporation Stops and 50 One Inch Unions from ETNA Supply

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: In order to provide necessary water service to new homes within the community, brass supplies will be needed by our Public Works Division. Public Works received three (3) bids on the requested materials on February 9, 2017. The Etna Supply Company of Grand Rapids submitted the lowest bid in an amount of \$48,875.

BACKGROUND INFORMATION: Nothing additional

STRATEGIC PLAN/GOALS: Provide water service to our customers.

ACTION REQUESTED: Award a contract for the purchase of 450 Mueller curb stops, 450 Mueller Corporation stops, and 50 One Inch unions from Etna Supply Company.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds will come from Water Inventory Account #592-536.939

IMPLEMENTATION PLAN: Upon approval, Public Works will enter a purchase order and order the materials.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award a contract for the purchase of 450 Mueller curb stops, 450 Mueller Corporation stops, and 50 One Inch unions from the Etna Supply Company of Grand Rapids for an amount not-to-exceed \$48,875.

ATTACHMENTS:

1. Bids received
2. Itemized bid comparison

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-6

ITEM: Consider Award of Contract for the 2017 Tree Maintenance Projects to Frank's Landscaping and Supplies, LLC

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Planning Services received four qualified bids for the 2016 Tree Maintenance Projects. Work includes the following maintenance work on Canton property or in the public right-of-way at various locations: Cultivation, fertilization and mulching of trees, stake removal, and watering. The 2016 Invitation to Bid allowed the contract to be renewed for a second year if agreeable to the Township and Contractor.

The lowest qualified bidder was Frank's Landscaping & Supplies, LLC with a bid of \$13,000.00 to cultivate, fertilize, and mulch 500 trees, remove stakes and straps on 100 trees, and water 800 trees in 2016. An option to extend the contract was included in the bid document last year, but not exercised at the time of approval.

BACKGROUND INFORMATION: The qualified low bidder of the tree maintenance projects is Frank's Landscaping & Supplies who has performed this and similar work for Canton for the last two years. It is qualified to perform the street tree work, and it has provided reliable, responsive service. This is a very cost effective tree maintenance program supported by the Tree Fund Account.

Below is a summary of bids received.

	<u>Frank's Landscaping</u>	<u>Reliable Landscaping</u>	<u>Crimboli Nursery</u>
Cultivate, fertilize, mulch	\$ 6,900	\$ 7,500	\$ 7,500
Remove stakes, straps	500	300	500
Water	<u>5,600</u>	<u>6,400</u>	<u>20,000</u>
	\$13,000	\$14,200	\$28,000

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approval of an extension of the low bid for 2016 tree maintenance in 2017 to Frank's Landscaping & Supplies for a total purchase order of \$13,000.00.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this project are available in account #101-285.930_0070, Tree Program Repair and Maintenance. The Tree Fund Account is used to maintain trees on major roads and Canton property, and this is a

continuation of that program.

IMPLEMENTATION PLAN: If approved Planning Services will enter a purchase order for the work.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award an extension of a 2016 contract for the 2017 Tree Maintenance Projects to Frank's Landscaping and Supplies, LLC for a total amount not-to-exceed \$13,000.

ATTACHMENTS:

1. Bid Tabulation Sheet

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-7

ITEM: Consider Award of Contract for the 2017 Tree Removal & Pruning Project to Owen Tree Service, Inc.

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Planning Services received four qualified bids for the 2016 Tree Removal and Pruning Project for tree maintenance work on major roads and Canton property. Based on a probable scope of work for tree removal and pruning, Owen Tree Service was the low bidder and was awarded a contract in the amount of \$12,000.00 last season. An option to extend the contract was included in the bid documents last year but not exercised at the time of approval. Owen Tree Service performed well last year and is holding its price for 2017. As such, staff is recommending the contract be extended for an amount not-to-exceed \$12,000.

BACKGROUND INFORMATION: The four bidders were; Owen Tree Service, Davey Tree, Crimboli Nursery and Chop. The qualified low bidder of the tree removal and pruning project is Owen Tree who has performed similar work for Canton for many years. It is well qualified to perform the street tree work, and it has provided very reliable, consistent service. This is a very cost effective tree maintenance program supported by the Tree Fund Account.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approval of an extension of the low bid for tree removal and pruning to Owen Tree Service to perform tree work for a total purchase order of \$12,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this project are available in account #101-285.930_0070, Tree Program Repair and Maintenance. The Tree Fund Account is used to maintain trees on major roads and Canton property, and this is a continuation of that program.

IMPLEMENTATION PLAN: If approved, the Planning Services staff will enter a purchase order for the work.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award an extension of a 2016 contract for the 2017 Tree

Removal and Pruning Project to Owen Tree Service for a total amount not-to-exceed \$12,000.

ATTACHMENTS:

1. Bid Tabulation Sheet

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-8

ITEM: Consider Approval to Authorize the Planning Commission to Commence the Five Year Evaluation of the Comprehensive Plan and Authorization to Distribute any Proposed Amendments for Review and Comment

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Pursuant to Public Act 33 of 2008, the community's Comprehensive Plan shall be evaluated every five years. The legislative body is required to approve the distribution of proposed Plan amendments to each municipality bordering the Township, the regional planning commission, the County Board of Commissioners, the public utilities, and the railroad companies located within the Township prior to holding a public hearing on said changes.

BACKGROUND INFORMATION: N/A

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Authorize the Planning Commission to commence the required 5-year evaluation of the Comprehensive Plan and the distribution of any recommended Plan amendments as required by P.A. 33 of 2008.

BACKGROUND IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Planning Services will coordinate study sessions and informational sessions with the Planning Commission and the Township Board as needed to kick off the process to identify areas of concern and to establish sub-committees to review and analyze these areas in conjunction with Planning Services staff.

DIRECTOR'S RECOMMENDATION: Approval.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATIONS: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL MOTION: I move to authorize Planning Services and the Planning Commission to commence the required 5-year evaluation of the Comprehensive Plan and the distribution of any recommended Plan amendments as required by P.A. 33 of 2008.

ATTACHMENTS:

1. N/A

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: Feb. 28, 2017

AGENDA ITEM #G-9

ITEM: Consider Award of a Contract for the Purchase of 17,000 Feet of Type K Copper Tubing, 450 Stop Boxes and Rods from HD Supply Waterworks

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: In order to provide necessary water service to new homes within the community, copper water service line and supplies will be needed by our Public Works Division. Public Works received five (5) bids on the requested materials on February 9, 2017. HD Supply Waterworks from Canton was the low bid for copper tubing, stop boxes and rods in the amount of \$66,160.

BACKGROUND INFORMATION: Nothing additional

STRATEGIC PLAN/GOALS: Provide water service to our customers.

ACTION REQUESTED: Award a contract for the purchase of 17,000 feet of Type K Copper Tubing, 450 Stop Boxes and Rods from low bidder HD Supply Waterworks.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds will come from Water Inventory Account #592-536.939

IMPLEMENTATION PLAN: Upon approval, Public Works will enter a purchase order and order the materials.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award a contract for the purchase of 17,000 feet of Type K Copper Tubing, 450 Stop Boxes and Rods to HD Supply Waterworks for an amount not-to-exceed \$66,160.

ATTACHMENTS:

1. Bids received
2. Itemized bid comparison

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-10

ITEM: Consider Award of a Contract to Mannik & Smith Group for Additional Engineering Services for the Village Arts Factory Pathway Design

PRESENTER: Tim Faas, Municipal Service Director

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: This previously approved pathway project has moved into the final design and bidding stages with the Michigan Department of Transportation (MDOT) and additional funds are required to continue with this project. MSG submitted a proposal for \$9,155.13 to cover this additional design and engineering services to carry it through to the receipt of bids.

BACKGROUND INFORMATION: The Village Arts Factory pathway project was initiated in 2015 and includes design and construction of a 700' long asphalt pathway and bridge structure over the Rouge River that crosses Cherry Hill Road, west of Ridge Road along the south side of the roadway.

In December 2015, the Canton Township Board approved a contract with the Mannik & Smith Group (MSG) for design services in an amount of \$34,910. That amount has recently been expended and additional work, beyond the estimate prepared by MSG, is necessary to complete the project to meet the various Federal & State requirements.

The Township was successful in obtaining a TAP Grant from SEMCOG last year for \$202,700; however, was not successful in obtaining the matching MDNR Trust Fund Grant to fund the balance of the project. Staff is currently assessing the options for finding the matching amount for the project.

STRATEGIC PLAN/GOALS: The Township has a desire to fill sidewalk gaps each year to provide a safe and connected pedestrian system including connection to existing trails in the community.

ACTION REQUESTED: Consider award of a contract for additional engineering consulting services to the Mannik & Smith Group under their existing master services agreement in the amount of \$9,155.13.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this work come from the Right-of-Way Engineering account #101-447-03.801_0050 Professional & Contractual Services.

IMPLEMENTATION PLAN: Upon approval, Engineering Services will notify the consultant and the purchase order will be entered.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award a contract and issue a purchase order for additional engineering consulting services for the Village Arts Factory pathway to Mannik & Smith Group under their existing master services agreement in the amount not-to-exceed \$9,155.13.

ATTACHMENTS:

1. Mannik & Smith Group Proposal (Dated 1/18/2017)

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM#G-11

ITEM: Consider Approval of 2017 FY Specialized Services Operating Assistance Program

PRESENTER: Greg Hohenberger, Director of Leisure Services

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

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 Township Transportation Program 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, 2016 through September 30, 2017.
- These funds are in addition to the \$88,692 Municipal Credit grant, which the Township was awarded for FY2017. Fare box revenue collected from program riders in FY2016 was \$25,642.
- The total annual contract with Huron Valley Ambulance (HVA) to provide transportation services is not to exceed \$457,736.20
- 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 \$311,460.20 is covered through the Township's General Fund.
- Opt in communities levy 1.0 mills for SMART. Canton would pay approximately \$3.5 million dollars for SMART services. By opting out, Canton residents save over \$3.0 million dollars.

STRATEGIC PLAN/GOALS: Provide High Quality Services

ACTION REQUESTED: Approve the 2017 FY Specialized Services Operating Assistance Program contract with SMART.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Grant funds will be reimbursed to the Township. Transportation funds are expended from Social Services-Transportation Account #101-670.860.

IMPLEMENTATION PLAN: Leisure Services will process the grant which is in effect from October 1, 2016 through September 30, 2017. Grant funds will be utilized for the Township's Transportation Contract with Huron Valley Ambulance.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the 2017 FY Specialized Services Operating Assistance Program contract with SMART in the amount of \$31,942 and to authorize the Township Supervisor to sign the contract.

ATTACHMENTS

Attachment A– Contract

Attachment B– Canton Mobility Data Report

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-12

<u>ITEM:</u> Consider Approval of Amendments to the Senior Advisory Council Bylaws

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

The Senior Advisory Council (S.A.C.) was created in 1981 to “promote the enrichment of the lives of the aging who reside in the Township.” The S.A.C. members are volunteers who provide input and feedback for the development of programs, trips and events for the Club 55+ Senior Center.

The S.A.C. consists of 17 members who provide representation from each of the stakeholder groups. These groups include five Township employees, six at-large members, and one representative from the following social clubs: Afghan, Asian Indian, Living with Low Vision, Pioneers, Red Hats and Zesters.

During the most recent S.A.C. meeting held on January 16, 2017, the Council voted unanimously to update the by-laws as presented (Attachment A), in order to properly reflect the current structure and function of the Council. Any revisions to the S.A.C. by-laws must be approved by the Board of Trustees (Attachment B).

STRATEGIC PLAN/GOALS:

Promote the Community, Educate and Inform Residents

ACTION REQUESTED: Amend the Senior Advisory Council by-laws as presented.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: The Adult Services Specialist will notify the Senior Advisory Council members at their next scheduled meeting in March.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move that the Board of Trustees of the Charter Township of Canton approve the amendment to the Senior Advisory Council Bylaws as presented.

ATTACHMENTS:

Attachment A - Updated Bylaws

Attachment B – Revisions to Bylaws

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-13

ITEM: Consider Approval of Lawn Maintenance Contract for 2017-2020

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

The Canton Parks Division performs lawn maintenance service at specific sites as identified in the Canton Parks Division Lawn Maintenance Schedule (Attachment A). During peak season months, the Parks Division utilizes a contractor to supplement lawn maintenance to ensure a consistent level of service at Township facilities.

Request for Proposals were solicited for Lawn Maintenance for a 3-year contract with a mutual option to opt out annually. On February 2, 2017, proposals were received from eight contractors:

VENDOR	TOTAL PER CUT	TOTAL FOR 30 CUTS
Frank's Landscaping	\$ 2,203.00	\$ 66,090.00
C&D Lawn Care Services, LLC	\$ 3,900.00	\$ 117,000.00
AJ's Maintenance	\$ 1,472.00	\$ 44,160.00
Reliable Landscaping	\$ 1,195.00	\$ 35,850.00
Brilar, LLC	\$ 1,552.00	\$ 46,560.00
Payne Landscaping, Inc.	\$ 4,450.00	\$ 133,500.00
Owens Landscaping	\$ 1,920.00	\$ 57,600.00
Progressive Irrigation Inc.	-----	\$ 65/Acre

Three companies were interviewed. Reliable Landscaping provided the low proposal price of \$35,850 for year one, and they will cap price increases at 3% per year with a three year contract (Attachment B). The proposal was based on 30 cuts; however, we are requesting approval of additional cuts as needed, due to weather conditions or special events, in an amount not to exceed an additional \$2,500.

STRATEGIC PLAN/GOALS:

Leisure Services: Provide premier facilities; efficiently utilize resources, demonstrate fiscal responsibility

ACTION REQUESTED: Award the lawn maintenance contract to Reliable Landscaping in the amount of \$35,850 with an additional \$2,500 contingency for additional cuts, if needed, for a total amount not to exceed \$38,350.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds were budgeted in the following accounts:

<u>Division</u>	<u>Account Number</u>	<u>Amount</u>
Parks	#101-270-50.801_0050	\$10,350
<i>Parks (contingency)</i>	<i>#101-270-50-801_0050</i>	<i>\$2,500</i>
Cemeteries	#101-276-801_0050	\$7,350
Historic District Commission	#101-803-930-0020	\$3,000
Public Safety (Fire #1, #2, & #3)	#206-336-50.930-0020	\$3,300
Public Safety (Police)	#207-301-50.930-0020	\$5,850
Municipal Services (Public Works)	#592-536.930_0070	\$3,240
Municipal Services (Public Works)	#592-537.930_0070	\$ 960
Municipal Services (Fleet Maintenance)	#661-550.930_0070	\$1,800
Total		\$38,350

IMPLEMENTATION PLAN: Upon Board approval, the contractor will be notified and a purchase order will be secured.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award the 2017-2020 lawn maintenance contract to Reliable Landscaping, 8285 Lilley Rd, Canton, MI 48187 with the additional contingency amount and a price increase cap at 3% per year.

Funds are to be paid out of the following accounts:

Parks	#101-270-50.801_0050	\$10,350
<i>Parks (contingency)</i>	<i>#101-270-50-801_0050</i>	<i>\$ 2,500</i>
Cemeteries	#101-276-50.801_0050	\$ 7,350
Historic District Commission	#101-803-930-0020	\$ 3,000
Public Safety (Fire #1, #2, & #3)	#206-336-50.930-0020	\$ 3,300
Public Safety (Police)	#207-301-50.930-0020	\$ 5,850
Municipal Services (Public Works)	#592-536.930_0070	\$ 3,240
Municipal Services (Public Works)	#592-537.930_0070	\$ 960
Municipal Services (Fleet Maintenance)	#661-550.930_0070	\$ 1,800

Total **\$38,350**

ATTACHMENTS:

Attachment A – Parks Division Lawn Maintenance Schedule

Attachment B - Proposal Prices

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-14

**ITEM: BUDGET AMENDMENTS FOR THE CARRYOVER OF FISCAL YEAR
2016 OPEN PURCHASE ORDERS TO FISCAL YEAR 2017**

PRESENTER: Wendy Trumbull, Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

BACKGROUND: 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 2016 purchase orders carried over into fiscal year 2017 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 2016 and carried over to 2017. 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, Capital Projects, Community Improvement, Capital Projects-Water & Sewer, Capital Projects-Roads, 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 2017 budget amendment increases for purchase order commitments carried over from 2016: General Fund (101) increase of \$123,660; Fire Fund (206) increase of \$17,868; Police Fund (207) increase of \$48,918; Community Center Fund (208) increase of \$3,260; Community Improvement Fund (246) increase of \$230,022; Capital Projects-Water & Sewer (402) increase of \$3,875,920; Capital Projects-Roads (403) increase of \$404,302; Golf Course Fund (584) increase of \$27,371; Water & Sewer Fund (592) increase of \$1,173,201; Fleet Maintenance Fund (661) increase of \$15,282.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: February 28, 2017

AGENDA ITEM #G-15

ITEM: Consider Approval of Purchase Orders for Emergency Power Outage Repairs

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: On February 9, 2017, the electrical power was lost to the Summit on the Park and the Pheasant Run Clubhouse. Emergency steps were taken to restore power and heat to the buildings. The problem resulted from a failure of the primary electrical cable that runs from the Summit to Pheasant Run located in the transformer behind the Summit. Action steps taken included:

- temporary connection of generator power at Pheasant Run
- primary power cable damage repair
- testing of existing cables
- replacement of 150 amp power breakers
- miscellaneous electrical equipment inspections

Five contractors were called for assistance to ensure the buildings were not damaged and to restore permanent power as quickly as possible.

• Van Buren Electric	\$ 1,670.00
• Michigan CAT	\$ 3,091.00
• RKA Petroleum	\$ 296.43
• Rauhorn Electric	\$ 1,121.00
• Utilities Instrumentation Services(UIS)	\$ 6,932.35

<u>TOTAL</u>	<u>\$13,110.78</u>
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STRATEGIC PLAN/GOALS: Provide High Quality Services

ACTION REQUESTED: Authorize purchase orders for emergency power restoration.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The total cost of \$ 13,110.78 to be paid from Account # 101-265.930_0020, Maintenance & Repair Buildings & Additions. The current account balance is \$25,555.00. This is an unbudgeted expense and a future budget amendment may be necessary.

IMPLEMENTATION PLAN: Upon Board approval, purchase orders will be generated and the invoices will be paid.

DIRECTOR’S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION:

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION: I move to approve Purchase Orders for the following companies for emergency power restoration at the Summit and Pheasant Run Clubhouse with funds to be paid from Account #101-265.930_0020:

• Van Buren Electric Company, 141N. Mill St, Plymouth MI	\$1,670.00
• Michigan CAT, 25000 Novi Road, Novi MI	\$3,091.00
• Rauhorn Electric Inc., 17171 23 Mile Rd. Macomb, MI 48042	\$1,121.00
• RKA Petroleum Companies, 28340 Wick Rd Romulus, MI 48174	\$ 296.43
• Utilities Instrumentation Services (UIS), 2290 Bishop Circle, East Dexter, MI 48130	\$6,932.35
	<hr/>
	TOTAL
	\$ 13,110.78