



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
MARCH 13, 2018**

7:00 P.M.:

CALL TO ORDER
PLEDGE OF ALLEGIANCE

CALL FOR A MOTION TO APPOINT TREASURER SLAVENS TEMPORARY CLERK FOR THIS MEETING ONLY

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

ADOPTION OF AGENDA

APPROVAL OF MINUTES: FEBRUARY 27, 2018

CITIZEN'S NON-AGENDA ITEM COMMENTS/PUBLIC COMMENT

PAYMENT OF BILLS

PRESENTATION:

- 1) mPARKS STATE ELECTED OFFICIAL AWARD TO STATE REPRESENTATIVE KRISTY PAGAN

CONSENT CALENDAR:

- 1) REQUEST TO ALTER PART-TIME WAGES FOR ELECTION INSPECTORS (CLERK)
- 2) CONSIDER APPROVAL OF APPLICATION FOR MLCC SPECIAL LIQUOR LICENSES (CLS)
- 3) RESOLUTION DECLARING APRIL FAIR HOUSING MONTH IN CANTON TOWNSHIP (FBD)

GENERAL CALENDAR:

- 1) CONSIDER APPROVAL OF THE FINAL SITE PLAN FOR WESTRIDGE ESTATES OF CANTON (PHASE 3) SITE CONDOMINIUM (MSD)
- 2) CONSIDER APPROVAL OF A BUDGET AMENDMENT & AWARD OF A PURCHASE ORDER CONTRACT TO THE MANNIK & SMITH GROUP FOR ADDITIONAL DESIGN AND CONSTRUCTION ENGINEERING SERVICES FOR THE HISTORIC FORD FACTORY PATHWAY PROJECT (MSD)

- 3) CONSIDER APPROVAL OF AN EXTENSION OF THE CONTRACT WITH ARC DOCUMENT SOLUTIONS FOR PHASE 2 OF THE BUILDING & INSPECTION SERVICES DIVISION DOCUMENT SCANNING PROJECT (MSD)
- 4) CONSIDER PAYMENT OF ANNUAL GIS SOFTWARE MAINTENANCE FEES TO ESRI (ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.) (MSD)
- 5) CONSIDER AWARD OF CONTRACT FOR A 2018 TREE MAINTENANCE PROJECT TO FRANK'S LANDSCAPING & SUPPLIES (MSD)
- 6) CONSIDER AWARD OF A PURCHASE ORDER CONTRACT TO CORE AND MAIN FOR THE PURCHASE OF 23,000 FEET OF TYPE K COPPER TUBING, BRASS FITTINGS, CURB STOP BOXES AND RODS (MSD)
- 7) CONSIDER AWARD OF CONTRACT FOR A 2018 STREET TREE PLANTING PROGRAM TO RELIABLE LANDSCAPING (MSD)
- 8) CONSIDER AWARD OF A PURCHASE ORDER CONTRACT TO THE NORTHWEST CONSULTANTS, INC. FOR CONSTRUCTION ENGINEERING, INSPECTION AND TESTING SERVICES FOR THE 2018 TOWNSHIP PARKING LOT PAVING PROGRAM (MSD)
- 9) CONSIDER CHANGE OF AWARD AND AUTHORIZATION OF PROJECTS FOR POND BANK STABILIZATION (CLS)
- 10) CONSIDER APPROVAL OF UNDERGROUND UTILITY EASEMENT AGREEMENT WITH VERIZON WIRELESS AT VICTORY PARK (CLS)
- 11) CONSIDER THE PURCHASE OF FOUR IN-CAR CAMERA/DVR SYSTEMS AND ACCOMPANYING 2018 BUDGET AMENDMENT TO THE POLICE FUND (PSD)
- 12) CONSIDER APPROVING THE PURCHASE OF REPLACEMENT SERVER FOR THE NICE RECORDING LOGGER, ALONG WITH ACCOMPANYING 2018 BUDGET AMENDMENT TO THE E/911 FUND (PSD)
- 13) CONSIDER UPGRADING THE CONTROL EQUIPMENT FOR OUTDOOR WARNING SIREN SYSTEM AND ACCOMPANYING 2018 BUDGET AMENDMENT TO GENERAL FUND (PSD)

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 27, 2018**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, February 27, 2018 at 1150 Canton Center S., Canton, Michigan. Supervisor Williams called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance to the Flag.

Roll Call

Members Present: Anthony, Foster, Graham-Hudak, Siegrist, Sneideman, Williams
 Members Absent: Slavens
 Staff Present: Director Hohenberger, Director Faas, Director Meier, Director Trumbull, Erika Hidalgo

Adoption of Agenda

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

Approval of Minutes

Motion by Foster, supported by Siegrist to approve the Board Meeting Minutes of February 13, 2018 as presented. Motion carried by all members present.

Motion by Anthony, supported by Sneideman to approve the Board Study Session Minutes of February 20, 2018 as presented. Motion carried by all members present.

Citizen’s Non-Agenda Item Comments:

George Miller, 1946 Briarfield, commented on local streets flooding, a guardrail mutilation, potholes on local roads not being filled, and the landfill facility. Supervisor Williams request Director Faas inquire about the status of the guardrail on Palmer Road.

William Asper, 44273 S. Umberland Circle, commented on the condition of the roads in Canton and how repairs are handled. Supervisor Williams explained a Roads Task Force is in place and is working on options for the township

Payment of the Bills:

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

February 27, 2018		
101	GENERAL FUND	516,553.92
206	FIRE FUND	305,455.61
207	POLICE FUND	338,668.27
208	SUMMIT OPERATING (General)	85,760.65
219	STREET LIGHTING	24,935.42
230	CABLE TV FUND	8,500.02
246	TWP (COMMUNITY) IMPROVEMENT	14,621.00

248	DDA - CANTON TWP ACCT	38,595.59
274	CDBG	10.00
555	Solid Waste	1,787.37
584	GOLF FUND	19,460.48
592	WATER & SEWER FUND	1,667,033.30
661	FLEET	36,758.16
701	TRUST & AGENCY FUND	7,775.00
702	CONSTRUCTION ESCROW	9,393.00
736	POST EMPLOYMENT BENEFITS	128,633.70
TOTAL - ALL FUNDS		3,203,941.49

PUBLIC HEARING:

PH-1: Consider Holding the Public Hearing for 2018 Sidewalk Repair Program. (MSD)

Motion by Williams, supported by Siegrist to open the Public Hearing at 7:08 p.m. to hear comments on the necessity of sidewalk repairs pursuant to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989. Motion carried by all members present.

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

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

Director Faas gave a presentation explaining how the program works. Erika Hidalgo - Engineer, was there to handle individual requests for reinspections.

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

Several residents commented on the Sidewalk Repair Program:

Mitchel Thielen, 1633 Crestview Drive questioned billings, missed locations, and using money to repair sidewalks and not roads.

William Asper, 44273 S. Umberland Circle, commented on a tree in the easement damaging sidewalk and sewer. Mr. Asper cited a case where the City of Warren was responsible for payment of this. He feels it is Canton's responsibility to pay for this.

Joan Neubacher, 39735 Wales, commented on trees in her subdivision with either low hanging branches or that are causing sidewalk damage. She inquired who is responsible for the trees.

Mike Burke, 1463 Ledgewood Drive, commented on the marking criteria and felt there were areas missed.

Doris Burke, 1463 Ledgewood Drive, commented on hazardous areas that are not marked.

Ms. Qin, 41448 Greenwood Drive, commented on her individual markings. She will request a re-inspection.

John Dimaggio, S. Sheldon Road, retired Wayne County employee and contractor, inquired about the quality of the concrete used for sidewalk repair and asked how this quality is verified. He asked if the sidewalks are "sealed" and what warranty comes with the work.

Bob Parker, 6806 Weathersfield, commented Wayne County will remove dead trees in the easement.

Director Faas and Supervisor Williams addressed each speakers concerns. Also, some of the speakers gave information to Ms. Hidalgo for reinspections or to investigate areas that are not marked.

Motion by Siegrist, supported by Sneiderman to close the Public Hearing at 7:50 p.m. to hear comments on the necessity of sidewalk repairs pursuant to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989.. Motion carried by all members present.

Trustee Anthony asked the price of concrete. Director Faas explained the pricing is \$6/square foot for 4" and \$6.83/square foot for 6" (which runs across a driveway).

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

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

Resolution Approving 2018 Sidewalk Repair Program Parcel List

Motion by Siegrist, supported by Sneideman to adopt the replacement of sidewalks pursuant to the Township Sidewalk Ordinance and Sidewalk Repair Program Policy Provided in Public Act 80 of the Public Acts of 1989 in Aziz Estates #1, Aziz Estates #2, Brookside Village #1, Brookside Village #2, Brookside Village #3, Brookside Village #4, Brookside Village #5, Brookside Village West, Camden Park, Dasher Heights and Westfield Estates, Canton Country Acres, Century Farms, Cherry Hill Orchards, Echo Forest, Oakvale, Palmer Manor, Pheasant Creek, Pheasant Creek North, Pheasant Woods, Salem Manor, Sierra Heights #1, Sierra Heights #2, Stonegate, Villa Maria, Woodwind Estates and Miscellaneous locations as indicated and published in the Canton Eagle on February 8th & February 22nd, 2018.

Michael Siegrist
Canton Township Clerk

CONSENT CALENDAR:

Item C-1. Resolution in Recognition of SEMCOG’s 50th Anniversary. (Supv.)

Motion by Siegrist, supported by Sneideman to adopt the following resolution. Motion carried by all members present.

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

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

WHEREAS, SEMCOG’s earliest years set the tone for much of the work we do today and will to do in the future; and

WHEREAS, Canton’s Supervisor serves on SEMCOG’s Transportation Coordinating Council (TCC) and Regional Clearinghouse Review Committee, allowing Canton Township to have direct input into planning and funding of initiatives; and

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

- Promoting informed decision making to improve Southeast Michigan and its local governments by providing insightful data analysis and direct assistance to member governments;
- Promoting the efficient use of dollars for infrastructure investment and governmental effectiveness;

- Developing regional solutions that go beyond the boundaries of individual local governments; and
- Advocating on behalf of Southeast Michigan in Lansing and Washington; and

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

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

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

Item C-2. Consider Second Reading of an Ordinance to amend Chapter 98 of the Canton Code of Ordinances to bring the Ordinance into compliance with State Law and to increase the size of the Planning Commission to nine members. (MSD)

Motion by Siegrist, supported by Sneiderman to remove from the table and hold the Second Reading of the proposed amendment to Chapter 98 of Canton Township Code of Ordinances. Motion carried by all members present.

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

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

Motion by Siegrist, supported by Sneiderman to adopt the ordinance to amend Chapter 98 of Canton Code of Ordinances, which shall be published and become effective on March 08th, 2018.

**STATE OF MICHIGAN
COUNTY OF WAYNE**

CHARTER TOWNSHIP OF CANTON

CHAPTER 98

AN ORDINANCE TO AMEND CHAPTER 98 OF THE CANTON TOWNSHIP CODE OF ORDINANCES, ARTICLE II, ENTITLED "PLANNING COMMISSION," TO BRING THE ARTICLE INTO COMPLIANCE WITH STATE LAW.

THE CHARTER TOWNSHIP OF CANTON ORDAINS:

Section 1. Amendment to Code.

Chapter 98, Article II, entitled "Planning Commission" is hereby repealed in its entirety and replaced with the following:

ARTICLE II. - PLANNING COMMISSION

Sec. 98-31. - Established.

In accordance with Act No. 33 of the Public Acts of Michigan of 2008 (MCL 125.3801 et seq.), as amended, and section 3.11 of the charter, there is hereby established a planning commission to be designated the planning commission of the township. The planning commission existing in the township on the effective date of this Code shall be the township planning commission provided for herein and its members shall continue to serve, subject to the provisions of Act No. 33 of 2008, and this article. This article shall be officially known and described as the "Canton Township Planning Commission Ordinance."

Sec. 98-32. - Members; appointment, removal.

(a) The commission shall consist of nine (9) members appointed by the supervisor with the approval of a majority of the township board elected and serving. To be qualified to be a member and remain a member of the commission, the individual shall be a qualified elector of Canton Township.

(b) The membership of the planning commission shall be representative of important segments of the community, such as the economic, governmental, educational, and social development of the township, in accordance with the major interests as they exist in the township, such as natural resources, recreation, education, public health, government, transportation, residential uses, industry, and commerce. The membership shall also be representative of the entire geography of the township to the extent practicable.

(c) Members shall be appointed for three-year terms and until their successors are appointed and qualified; provided, however, the initial appointments effective on or after June 30, 2011, shall occur in such a manner as to create three (3) sets of staggered appointments, with the initial term of the first set of three (3) members to be no more than one year, the second set of three (3) members to be no longer than two (2) years, and the third set of three (3) members to be no longer

than three (3) years, such that, as nearly as possible, the terms of one-third (1/3) of all commission members will expire each year.

(d) The township board may remove a member of the planning commission for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing. Before casting a vote on a matter on which a member of the planning commission may reasonably be considered to have a conflict of interest, the member shall disclose the potential conflict of interest to the planning commission. The member is disqualified from voting on the matter if so provided by the bylaws or by a unanimous vote of the remaining members of the planning commission. Failure of a member to disclose a potential conflict of interest as required by this subsection constitutes malfeasance in office. For purposes of this subsection, a "conflict of interest" exists when a member of the planning commission or a member of their family has a proprietary or financial interest in an issue or matter that is before the planning commission beyond that which is experienced by the public in general, or the member may receive or gain a financial benefit as a result of a vote on such issue or matter, or which would result in a violation of the Standards of Conduct for Public Officers and Employees Act, 196 PA 1973 (being MCL 15.341 et seq.), the Incompatible Public Offices Act, 566 PA 1978 (being MCL 15.181 et seq.), or any other state law or township ordinance, ethics code or policy provision applicable to conflicts of interest.

Sec. 98-33. - Officers.

(a) The planning commission shall elect a chairperson, a vice-chairperson, and a secretary from its members, and may create and fill other offices as it considers advisable. The term of each office shall be one (1) year, with opportunity for reelection as specified in the planning commission bylaws.

(b) The planning commission may also appoint advisory committees whose members are not members of the planning commission.

Sec. 98-34. - Authority, powers, duties.

The planning commission shall have the powers and duties as set forth in P.A. 33 of 2008, as amended, being the Michigan Planning Enabling Act, M.C.L. 125.3801 et seq.; and P.A. 110 of the Public Acts of 2006, as amended, being the Michigan Zoning Enabling Act, MCL 125.3101 et seq.).

Sec. 98-35. - Compensation.

All members of the planning commission shall be compensated at a rate to be determined by resolution of the township board.

Sec. 98-36. - Meetings.

(a) The planning commission shall hold at least four (4) regular meetings each year, and shall by resolution determine the time and place of the meetings.

(b) Unless otherwise provided in the planning commission's bylaws, a special meeting of the planning commission may be called by the chairperson or by two (2) other members, upon written request to the secretary. Unless the bylaws otherwise provide, the secretary shall send written notice of a special meeting to planning commission members at least forty-eight (48) hours before the meeting.

(c) The business that the planning commission may perform shall be conducted at a public meeting held in compliance with the Open Meetings Act, Public Act 267 of 1976, MCL 15.261 et seq.

(d) The planning commission shall keep a public record of its resolutions, transactions, findings, and determinations. A writing prepared, owned, used, in the possession of, or retained by a planning commission in the performance of an official function shall be made available to the public in compliance with the Freedom of Information Act, Public Act 442 of 1976, MCL 15.231 et seq.

Sec. 98-37. - Bylaws.

The planning commission shall adopt bylaws for the transaction of business. For purpose of this article, the term "bylaws" shall mean and include bylaws or rules of procedure adopted by the planning commission.

Sec. 98-38. - Annual report.

The planning commission shall make an annual written report to the township board concerning its operations and the statuses of its planning activities, including recommendations regarding actions taken by the township board related to planning and development.

Sec. 98-39. - Employees, consultants.

The planning commission may appoint such employees as it may deem necessary for its work whose appointment, promotion, demotion and removal shall be subject to the same provisions of law as govern other employees of the township.

Sec. 98-40. - Zoning proposals; procedures.

The following procedures shall govern proposed amendments to or reenactments of the zoning ordinance of the township, including text amendments and amendments or alterations in the zoning map:

(1) The planning commission shall review all proposed zoning ordinances or amendments thereto and shall hold a public hearing thereon if such hearing is required by this article, chapter 34 of this Code or P.A. 110 of the Public Acts of 2006, as amended (being the Michigan Zoning Enabling Act, MCL 125.3101 et seq.) and shall provide notice of the public hearing in accordance with the following:

- a. Except as otherwise provided in P.A. 110 of the Public Acts of 2006, as amended, if the planning commission holds a public hearing, notice of the public hearing shall first be published in a newspaper of general circulation in the township not less than fifteen (15) days before the date of the hearing.
- b. For applications involving the rezoning of ten (10) or fewer adjacent properties and for other applications as to which a public hearing is required under this article, chapter 34 of this Code or P.A. 110 of the Public Acts of 2006, as amended, a notice of public hearing shall be given by mail or delivery service in accordance with said P.A. 110 or delivered in person to the following:
 1. The applicant and the owner of the subject property, if different from the applicant.
 2. All persons to whom real property is assessed for property taxes within three hundred (300) feet of the property that is the subject of the application regardless of whether the property or structure is located in the township.
 3. One (1) occupant of each dwelling unit or spatial area in each building that contains four (4) or less dwelling units and is located within three hundred (300) feet of the subject property regardless of whether it is located in the township.
 4. The owner or manager of a building containing more than four (4) dwelling units, who shall be requested in writing to post the notices at the primary entrance of the building, but failure of such posting shall not constitute a lack of notice to the owners or occupants of such dwelling units.
 5. If the above-described 300-foot radius extends outside the township's boundaries, the notice shall nevertheless be provided outside the township's boundaries, within the 300-foot radius, to all persons stated above in this subsection.
- c. The notices of public hearing under this section shall include the following information:
 1. A description of the application or request.
 2. An identification of the property that is the subject of the applications or request. The notice shall include a listing of all existing street addresses within the property; provided, however, that street addresses do not need to be created and listed if no such addresses currently exist within the property; and provided further that street addresses do not need to be listed if eleven (11) or more adjacent properties are being proposed for rezoning.
 3. The date and time the application or request will be considered, and the location of the public hearing.

4. The location or address where written comments concerning the application or request will be received, and the period of time within which such written comments may be submitted.
5. Any other information required under P.A. 110 of the Public Acts of 2006, as amended, being the Michigan Zoning Enabling Act, MCL 125.3101 et seq.

(2) If the township board is required or opts to hold a public hearing on any of the matters listed in subsection (1), above, the township board shall comply with the public notice requirements contained therein.

(3) Following township board adoption of a zoning ordinance or any subsequent amendments thereof, the zoning ordinance or subsequent amendments shall be filed with the clerk of the township, and a notice of ordinance adoption shall be published in a newspaper of general circulation in the township within fifteen (15) days after adoption.

Sec. 98-41. - Approval, ratification, and reconfirmation.

All official actions taken by all Canton Township Planning Commissions, preceding the enactment of this section are hereby approved, ratified and reconfirmed. Any project, review, or process taking place at the effective date of the enactment of this section shall continue with the planning commission confirmed by this article, subject to the requirements of this article, and shall be deemed a continuation of any previous matter before the planning commission.

SECTION 2. SEVERABILITY

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

SECTION 3. REPEAL OF CONFLICTING ORDINANCES

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

SECTION 4. SAVINGS CLAUSE

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

SECTION 5. PUBLICATION

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

SECTION 6. EFFECTIVE DATE

This Ordinance, as amended, shall be effective upon publication.

CERTIFICATION

The foregoing Ordinance was duly adopted by the Township Board of Trustees of the Charter Township of Canton at its regular meeting called and held on the 28th day of February, 2018, and was ordered to be given publication in the manner required by law.

Michael Siegrist, Clerk

Introduced: February 13, 2018
Adopted: February 28, 2018
Published: March 8, 2018
Effective: March 8, 2018

A copy of the complete text of this Ordinance 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.

GENERAL CALENDAR:

Item G-1. Consider Approval of the Final Planned Development for Bickford of Canton Senior Living Facility. (MSD)

Motion by Siegrist, supported by Sneiderman to adopt the following resolution. Motion carried by all members present.

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

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

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

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

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

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

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

-Existing Zoning: C-2, Community Commercial District

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

-Net Acres: 3.67 acres of a 7.15 acre site

-Existing Land Use: Vacant

- Surrounding Land Use & Zoning:

N- C-2. Vacant and Fraser Bicycles

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

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

W- R-4, Sunflower No. 11 Subdivision

- Comprehensive Plan: Community Commercial

-Community Planner's Recommendation: Approval

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

Item G-2. Consider Approval of the Special Land Use and Site Plan for Life Covenant Church Outdoor Pavilion and Recreation Courts. (MSD)

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

**RESOLUTION OF
BOARD OF TRUSTEES**

February 27, 2018

12

CHARTER TOWNSHIP OF CANTON

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

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

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

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

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

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

-Existing Zoning: Light Industrial

-Location: Northwest corner of Haggerty and Warren Road

-Net Acres: 3.7 acres of the 9 acre site

-Existing Land Use: Church

-Surrounding Land Use

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

S - LI-R, Yazaki North America

E - LI- Light Industrial/Office

W- LI- Vacant

Comprehensive Plan: Light Industrial

Community Planner's Recommendation: Approval

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

Trustee Sneiderman asked if the residents in the area were notified. Director Faas replied yes. There had been a noise concern from some of the residents outside of the 300' notification

radius. David Garvey, student at Salem High School and representative for the church youth group, explained in the past the youth group had used the church parking lot for their activities and have never had any complaints. They also canvassed surrounding neighborhoods regarding this project and received no negative feedback. Mr. Garvey and his brother are earning their Eagle Scout certificates through this project. They are expecting to complete this project in time for their 2018 summer activities.

Item G-3. Consider Approval of the Special Land Use for Primrose School of Canton Child Care Center. (MSD)

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

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

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

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

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

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

Christina Petraca, 45282 Gerald Ct., asked what is going to happen to the parcel behind the proposed school. Director Faas and Candice Briere - Metro Consulting Assoc., representative for the project, explained how the parcel will be split and what may be constructed on the adjoining parcels. The final decision would be the decision of the owner of that parcel. As for landscaping, that would be up to the eventual owner of the parcel as well.

Trustee Sneiderman asked how the shared access would be handled. Director Faas explained there would be an agreement created regarding shared access.

The applicant is proposing to develop a 12,400 square foot pre- school on 1.72 acres of a 3 acre site located east of Canton Center Road and south of Cherry Hill road. The site will be provided access to Canton Center from a private road utilizing an existing curb cut that will serve the parcel directly on Canton Center and an office site proposed between the vacant parcel and proposed day care center. The preliminary plan meets all of the site design standards for a day

care, including the setbacks and buffers to existing residential uses to the east and south. The structure is one-story brick building that fits in with the surrounding residential uses.

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

-Existing Zoning: O-1, Office District

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

-Net Acres: 1.72 acres

-Existing Land Use: Vacant

-Surrounding Land Use

N - C-2, Busch's Grocery Store

S - R-3, Pineview Estates

E - R-3, Kingston Estates

W- O-1, vacant

-Comprehensive Plan: Local Shopping

-Community Planner's Recommendation: Approval. The request meet a general criteria for a special land use and the specific site design criteria for child care centers.

-Planning Commission Recommendation: The Planning Commission voted 7-0 to recommend approval of the request for special land use for a child care center on part of parcel no. 086-99-0002-701, as proposed.

Item G-4. Consider Approval of a Budget Amendment to Adjust the Allocation of Time Charged by the Secretary IV Position Shared with the DDA. (MSD)

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

Increase:

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

Decrease:

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

Motion carried by all members present.

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

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

Item G-5. Consider Approval of an Extension of the Contract with Rotondo Construction Corporation Along with Approval of a Budget Amendment for the 2018 Sidewalk Repair Program. (MSD)

Motion by Siegrist, supported by Sneiderman to approve an extension of the contract with Rotondo Construction Corporation for the 2018 sidewalk repair program in the amount of \$826,600; and further authorize the Township to further extend the contract with Rotondo Construction Corporation into the 2019 program year based on satisfactory performance and stable prices. Motion carried by all members present.

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

Increase Revenues:

Fees – Sidewalk Replacements #101-000.626 \$275,400

Fund Balance Appropriation #101-000.695 \$ 87,200

Increase Expenses:

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

Motion carried by all members present.

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

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

Item G-6. Consider Approval for Pheasant Run Golf Club Security System Upgrades. (CLS)

Motion by Siegrist, supported by Foster to approve security system upgrades to the Pheasant Run Golf Clubhouse with Interstate Security, Inc., 51233 Oro Drive, Shelby Township, Michigan 48315, in the amount of \$14,990 to be paid from Account # 584-756-50.970_0010 Capital Outlay Computers and Equipment. Motion carried by all members present.

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

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

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

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

Trustee Sneideman asked if there will be security system upgrades at Fellows Creek as well. Director Hohenberger stated that system has already been upgraded.

Item G-7. Consider Purchase of Toro Greenmaster Mowing Units. (CLS)

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

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

Turf and grounds maintenance equipment are essential components of providing high quality facility conditions. Three mowers in need of replacement are over 20 years old with more than 4,600 average hours of operation. These mowers have an average replacement cycle of 6 years or

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1,700 hours of operation. The equivalent in mileage on an automobile would be roughly 200,000 miles. These units are close to their breaking point and repair costs are increasing annually. It is recommended that Canton Township purchase three (3) Toro Greenmaster 3150-Q mowing units.

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

Item G-8. Consider Approval of Temporary Six Month Lease Renewal for Human Services Center. (CLS)

Motion by Siegrist, supported by Sneiderman to approve the Township Supervisor to sign the renewal of the Lease with Growth Works for the operation of the Human Services Center for a temporary six month term beginning March 1, 2018 and ending September 3, 2018. Motion carried by all members present.

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

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

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

Item G-9. Consider Approving Alternate Vendor for Power Stretcher Installation. (PSD)

Motion by Siegrist, supported by Foster to approve switching the vendor for installation of power stretchers from Inst-A-Tech, LLC, to Halt Fire, for the same amount of \$9,000. Motion carried by all members present.

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

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

Item G-10. Consider Approving a One-Year Contract for Public Safety Legal Services. (PSD)

Motion by Siegrist, supported by Sneiderman to approve a one-year contract for Public Safety legal services with Michigan Police Legal Advisor Group, in the amount of \$25,000, to be paid in monthly installments of \$2,083.33. Motion carried by all members present.

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

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

Trustee Sneiderman asked when this type of legal advisor group would be used as opposed to using our in-house legal advisor. Director Meier explained this group is a subject matter expert that will verify we are in compliance with all federal and state requirements.

Item G-11. Budget Amendments for the Carryover of Fiscal Year 2017 Open Purchase Orders to Fiscal Year 2018. (FBD)

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

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

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.

Clerk Siegrist asked if these amounts are typical. Director Trumbull replied they are normal.

Item G-12. Resolution in Support of Accountability for County Roads and Funding Needs for State Infrastructure Investment. (Clerk)

Motion by Siegrist, supported by Foster to adopt the following resolution. Motion carried by all members present.

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

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

WHEREAS, officials are elected in 1,240 townships to represent more than half of all Michigan residents and are responsible for the majority of economic development occurring in Michigan; and

WHEREAS, local officials are the most responsive to residents and are most knowledgeable about the needs of their constituents; and

WHEREAS, Canton Township has spent in excess of \$10 million dollars out of the general fund over the last decade on over 208 miles of neighborhood and 59 miles of County primary roads; and

WHEREAS, The Michigan Transportation Fund Act, PA 51 of 1951 created a formula to distribute transportation funds for road repair and maintenance amongst governmental units with jurisdiction over roads; and

WHEREAS, Townships have no jurisdiction over public roads, receive no direct funding from Public Act 51, and are serviced through their respective county; and

WHEREAS, PA 51 of 1951 creates no accountability mechanism to ensure that revenue

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

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

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

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

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

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

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

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

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

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

In March of 2016, Governor Snyder created the 21st Century Infrastructure Commission which recognized that Michigan invests less in State and local capital spending than the National

average and \$2.5 billion per year less than the surrounding Great Lake's States. The Commission identified an Infrastructure Investment Gap of \$4 billion annually, an amount not covered by additional revenues from the \$600 million State fuel tax and registration fee increases of 2015 (taking effect in 2021) and potential \$600 million State budget surplus appropriation for future road maintenance.

Supervisor Williams stated this resolution is a reflection of the frustration felt by every member of the board.

Trustee Foster explained the Roads Task Force is hard at work and will be reporting their progress to the board in the near future.

Trustee Sneiderman asked where Michigan ranked in standings of how much money is spent per capita for roads.

Clerk Siegrist explained the statistics in the resolution were taken from the governor's 21st Century Infrastructure Commission. He discussed a recent Cranes issue that showed Michigan spends far below what the surrounding Great Lakes states spend.

ADDITIONAL PUBLIC COMMENT: None

OTHER: Trustee Graham-Hudak commented on the great work done by Canton Public Safety during the recent soft lock-down at PCEP.

ADJOURN: Motion by Sneiderman, supported by Anthony to adjourn at 7:52 p.m. Motion carried by all members present.

Michael A. Siegrist, Clerk

Pat Williams, Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: 3/13/18

AGENDA ITEM #C-1

ITEM: Request to Alter Part-Time Wages for Election Inspectors.
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PRESENTER: John Anthony and Steven Sneideman

INDIVIDUALS IN ATTENDANCE: None

EXECUTIVE SUMMARY: Canton Township current employs up to 350 inspectors for an election. These Election Inspectors are a major component in the election process. The board of trustees voted in 2015 to raise salaries for Precinct Chairs and Vice-Chairs by \$25, and election inspectors by \$20. In addition to the \$20 payment for training, a stipend of \$20 has been available for an individual inspector for the use of their private cellphone. This incentive dates back to the time when cellphone carriers charged by individual minutes as opposed to providing a package. As a result, Clerk Siegrist has recommended and the Election Commission approved an elimination of the stipend and a reallocation to election inspector wages. To bring the election inspector wages into alignment with the Chair and Vice-Chair increases of 2015, the Election Commission approved an increase from \$155 to \$160. The creation of a “greeter” position was also approved for 18 locations at a wage of \$150.

BACKGROUND INFORMATION: An analysis of the previous six elections indicated that the current proposal can meet the need to assist voters impacted by the precinct realignment with greeters, removed the \$20 stipend for cellphone usage, and increase the Part-Time wages for election inspectors at a lower rate than previous election staffing. There is no impact to the 2018 budget.

STRATEGIC PLAN/GOALS: To maintain exemplary service and accuracy in election administration.

ACTION REQUESTED: Accept and concur with the Election Commission resolution altering part-time wages for election inspectors and elimination of cellphone stipend.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None

IMPLEMENTATION PLAN: Once approved, the increase would be implemented by the Clerk's Office, Human Resources, and Finance & Budget.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:

SUPERVISOR'S RECOMMENDATION:

***MODEL RESOLUTION:** I move to accept and concur with the Board of Election Commissioners for the Charter Township of Canton's resolution approving the elimination of the \$20 cellphone stipend, increase in part-time wages for election inspectors of \$5, and the creation of a "Greeter" position for \$150.

ATTACHMENTS:

1. Proposed Minutes for Election Commission Meeting Dated February 27, 2018
2. Election Commission Recommendation Trends
3. Election Commission Recommendation Primary

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM #C-2

ITEM: Consider Approval of Application for MLCC Special Liquor Licenses

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

In 2018, three 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:

- 27th Annual Liberty Fest: June 14-16, 2018
- 5th Annual Rally on Ridge: July 21, 2018
- 9th Annual Brew, Brats & Bands at the Barn: September 8, 2018

Leisure Services is requesting Township Board approval to submit application to the Michigan Liquor Control Commission and to authorize the sale and consumption of alcohol at these fundraisers.

BACKGROUND:

- Canton's 27th Annual Liberty Fest will take place June 14-16, 2018 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 5th Annual Rally on Ridge event on July 21, 2018 from 5:30 p.m. to 9:00 p.m. at Preservation Park/Cherry Hill School. 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 9th Annual "Brew, Brats & Bands at the Barn," a fundraiser to be held at the Cady-Boyer Barn in Preservation Park on Saturday, September 8, 2018 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.

STRATEGIC PLAN/GOALS: Attractive Community – Align Program Offerings with Demographics

ACTION REQUESTED: Authorize the sale and consumption of alcohol at the above-listed 2018 fundraiser events.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: \$100 application fees for the 7-21-18 Rally on Ridge event are available in Account #101-691-59.742 – Recreation/Special Events/Program Activity Supplies. \$100 application fees for the 9-8-18 event at the Cady-Boyer Barn are available in Account #101-803.956 – Historic District Commission/Miscellaneous. The Canton Rotary Club will be seeking the liquor licenses for the Liberty Fest event and will be responsible for those application fees.

IMPLEMENTATION PLAN: The sites will be set up according to the requirements of the Liquor Control Commission.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to authorize the sale and consumption of alcohol at the 27th Annual Liberty Festival on June 14-16, 2018, 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 14-16, 2018 during Liberty Festival at Heritage Park located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne.

I further move to authorize the sale and consumption of alcohol at The Rally on Ridge event on Saturday, July 21, 2018; 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, July 21, 2018 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.

I further move to authorize the sale and consumption of alcohol at The Canton Historical Society's "Brew, Brats & Bands at the Barn" fundraiser on Saturday, September 8, 2018; 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 8, 2018 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.



***Resolution Declaring the Month of April as “Fair Housing Month”
in Canton Township***

WHEREAS, *the year 2018 marks the 50th anniversary of the passage of the Federal Fair Housing Act: Title VIII of the Civil Rights Act of 1968, as amended; and*

WHEREAS, *this law guarantees that housing throughout the United States should be made available to all citizens without regard to race, color, religion, sex, family status, disability or national origin; and*

WHEREAS, *equality of opportunity for all is a fundamental policy of this nation, state and township; and*

WHEREAS, *barriers which diminish the rights and limit the options of any citizen will ultimately diminish the rights of all citizens.*

NOW THEREFORE BE IT RESOLVED that the Charter Township of Canton Board of Trustees designates the month of April 2018 as “Fair Housing Month” in Canton Township. We encourage the residents of our community to join in this observance.

Date

Pat Williams, Canton Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM # G-1

**ITEM: Consider Approval of the Final Site Plan for Westridge Estates of Canton
(Phase 3) Site Condominium**

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Mike Noles, Toll Brothers and Eric Lord, Atwell

EXECUTIVE SUMMARY: The Township Board approved a Special Land Use for a Cluster Development for Westridge Estates on May 13, 2014. The Special Land Use granted approval of up to 274 dwelling units. The Final Site Plan for Phase 1, approved in December of 2014, included 100 lots on the northerly 68 acres of the overall development. Phase 2 included an additional 70 units located in the southeast portion of the site and the main road extension west to Napier Road which was approved in June of 2016. Phase 3 includes the final 104 units which will be constructed in 2 consecutive construction phases to complete the development.

BACKGROUND:

- **Existing Zoning:** R-2 and R-3, Single-Family Residential

- **Location:** South of Ford Road between Ridge and Napier Roads

- **Net Acres:** 60.19 acres

- **Existing Land Use:** Agricultural

- **Surrounding Land Use & Zoning:**
 - N- R-2, Westridge Estates
 - S and E- R-3, Westridge Estates
 - W- RR, Frontage Residential on Napier and Superior Township

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

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

- **Planning Commission Recommendation:** The Planning Commission voted 7-0 to recommend approval for the final site plan for phase 3 of Westridge Estates Site Condominium.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approval of the Final Site Plan for Phase 3 of Westridge Estates of Canton Site Condominium.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Final Site Plan for Phase 3 of Westridge Estates Site Condominium

WHEREAS, the Project Sponsor has requested final site plan approval for Phase 3 of Westridge Estates Site Condominium, located on the south side of Ford Road between ridge and Napier Roads; and,

WHEREAS, the Planning Commission reviewed the final site plan and voted 7-0 to recommend approval of the request, subject to provision of financial guarantees prior to review and approval by the township Board;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the request for final site plan for Phase 3 of Westridge Estates Site Condominium on tax parcel nos. 069-99-0010-702 and 069-99-0010-703, subject to any and all applicable state and local development regulations.

ATTACHMENTS:

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

069-SFP-4660

WESTRIDGE ESTATES OF CANTON PHASE III – Consider final site plan approval for parcel nos. 069 99 0010 702 and 069 99 0010 703. Property is located west of Ridge Road between Cherry Hill and Ford Road.

Mr. Goulet explained that the Township Board approved a Special Land Use for a Cluster Development for Westridge Estates on May 13, 2014 and that the Special Land Use granted approval of up to 274 dwelling units. Mr. Goulet indicated that the Final Site Plan for Phase 1, approved in December of 2014, included 100 lots on the northerly 68 acres of the overall development. Mr. Goulet stated that Phase 2 included an additional 70 units located in the southeast portion of the site and the main road extension west to Napier Road which was approved in June of 2016 and that Phase 3 includes the final 104 units which will be constructed in 2 consecutive construction phases to complete the development.

Mr. Mike Noles, Toll Brothers, stated that they have had much success in Canton and it is a popular neighborhood. Mr. Noles stated that they are looking for more property in Canton to continue doing business.

Commissioner Graham Hudak inquired of the traffic potential. Mr. Goulet explained that traffic was addressed several years ago during the initial site plan process and improvements were done along Ridge Road. Mr. Goulet explained that the project met the requirements and worked with Wayne County to get the road widened at Ridge and Ford Roads for a turn lane and it was their contribution to the road improvement pursuant to the traffic analysis at that time. Mr. Goulet indicated that there are some deficiencies to the road but they were existing before this development was in existence. Mr. Goulet indicated that there is a traffic signal at the Saltz and Ridge Road intersections but based on the original traffic analysis they have met all the requirements and did improvements at their expense.

Commissioner Bennett inquired of any plans at Napier Road. Mr. Goulet stated that the road is a County line road and they maintain alternate sections of the road.

Motion by Zuber, supported by Perkins, to move to recommend approval of the Final Site Plan for Phase 3 of Westridge Estates of Canton Site Condominium on tax parcel nos. 069-99-0010-702 and 069-99-0010-703, as proposed, subject to provision of the required financial securities prior to review and approval of the Township Board.

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

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM #G-2

ITEM: Consider Approval of a Budget Amendment & Award of a Purchase Order Contract to the Mannik & Smith Group for Additional Design and Construction Engineering Services for the Historic Ford Factory Pathway Project

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Now that MDOT has been authorized to receive bids on this project, the Township must retain an engineering firm to oversee the construction later this year. It is an obligation of the Township to fund this expense under the intergovernmental agreement approved by the Board with Wayne County. Mannik & Smith Group is the designer of record for this project and has provided a proposal for the construction engineering in the amount of \$42,649. A budget amendment is also necessary as these funds were not budgeted in 2018.

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. The design has been completed and the bidding process is underway with MDOT.

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

ACTION REQUESTED: Approve a contract with the Mannik & Smith Group for the construction engineering of the Historic Ford Factory Pathway in the amount of \$42,649. Also approve the budget amendment necessary to fund these expenses.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this project will require a budget amendment the community improvement fund. The following budget amendment is necessary to fund these expenses as depicted below.

Increase Expense:

#246-441.970_0050 Community Improvement – Capital Outlay Infrastructure \$42,649

Increase Revenue:

#246-000.695 Fund Balance Appropriation \$42,649

IMPLEMENTATION PLAN: Upon approval, Engineering Services will issue a purchase order for this work to Mannik & Smith Group under their existing Master Services Agreement.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: 1) I move to approve a purchase order contract with the Mannik & Smith Group for the construction engineering for the Historic Ford Factory Pathway project in an amount not-to-exceed \$42,649 under the existing Master Services Agreement; and

2) Further, I move to approve a budget amendment to fund the construction engineering expenses as follows:

Increase Expense:

#246-441.970_0050 Community Improvement – Capital Outlay Infrastructure \$42,649

Increase Revenue:

#246-000.695 Fund Balance Appropriation \$42,649

ATTACHMENTS:

1. Proposal from Mannik & Smith Group

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM #G-3

ITEM: Consider Approval of an Extension of the Contract with ARC Document Solutions for Phase 2 of the Building & Inspection Services Division Document Scanning Project

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In June of 2017, the Board awarded Phase 1 of this five year project to ARC Document Solutions (ARC) of Clawson, Michigan. ARC has performed well under the first phase of the project and has offered to extend its unit prices to the Township for Phase 2. Staff is recommending approval of a contract extension to ARC Document Solutions of Clawson in an amount not-to-exceed \$40,000 for Phase 2. This would leave \$9,000 for any support expenses from Kiriworks for the import of the documents into On-Base and/or the purchase of any hardware for the project.

BACKGROUND INFORMATION: The Municipal Services Department has been engaged in a pilot project to demonstrate a document management software program using On-Base since early 2015. The initial phase focused on water service stop box cards for Public Works, plus a host of other Public Works and Engineering records. The second phase of the pilot dealing with recommendations on Township-wide implementation is to be completed over the next twelve months.

Building & Inspection Services has an estimated 570,000 records currently, the majority of which must be retained forever according to the State of Michigan record retention laws. As such, we consciously decided to make these records a high priority over the next several years. The first 50,000 some odd commercial & industrial project drawings were scanned and imported into the On-Base software for retrieval electronically from July 2017 through January 2018.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve an extension of the contract to ARC Document Solutions for Phase 2 of the Building & Inspection Services Scanning Project in an amount not-to-exceed \$40,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A budget of \$49,000 was approved for Phase 2 of this project. The expenses for this project are budgeted in Account # 101-371.801_0050 (Professional & Contractual Services).

IMPLEMENTATION PLAN: With Board approval, a new PO will be issued under the terms of the existing contract. The scanning work will start in March.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve an extension of the professional services contract with ARC Document Solutions for Phase 2 of the Building & Inspection Services Document Scanning Project in an amount not-to-exceed \$40,000.

ATTACHMENTS:

1. Letter from ARC Document Solutions
2. Phase 2 Document Scanning Project Budget

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM # G-4

**ITEM: Consider Payment of Annual GIS Software Maintenance Fees to ESRI
(Environmental Systems Research Institute, Inc.)**

PRESENTER: Tim Faas, Municipal Services Director

OWNER/REPRESENTATIVE: None anticipated

EXECUTIVE SUMMARY: The Township staff has been utilizing Geographic Information System (GIS) software for over twenty (20) years. This software houses the property and land record information plus the public-owned utilities on over 31,000 parcels that is used by staff from Municipal Services, Public Safety, Leisure Services and the DDA. Over 60 employees rely on this software to provide ongoing service to the public.

In order to keep the software operating properly with the host of numerous other applications township-wide, the developer (ESRI) requires the Township to pay annual software maintenance and support fee of \$30,600 which has been budgeted by the various departments for 2018. The annual fee is a standard fee provided to government agencies and is non-negotiable.

Over the years, GIS software provides clear benefits in employee productivity (allowing Canton to keep our staffing levels low) and in customer service (allowing Canton to provide fast and efficient response to inquiries and to manage projects more effectively).

BACKGROUND: Nothing Further

STRATEGIC PLAN/GOALS: As the use of GIS data becomes more wide spread in the Township we continue to maintain our goal of using ESRI software products and those products that work in conjunction with ESRI.

ACTION REQUESTED: Approval of payment of the annual software maintenance fees.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Cost of the ESRI annual maintenance fee for 2018/2019 is \$30,600 (see quote #25824653 attached). Funding is available in the 2018 budgets for Planning, Public Works and Public Safety, as follows:

- Planning Services	Account #101-853.930_0010	\$12,800.00
- Public Works - Water	Account #592-536.930_0010	\$ 5,720.00
- Public Works - Sewer	Account #592-537.930_0010	\$ 8,580.00
- Public Safety	Account #207-301-50.801_0050	\$ 3,500.00
		Total = \$30,600.00

IMPLEMENTATION PLAN: Planning Services will provide ESRI with the approved Purchase Order.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to authorize the payment to ESRI for Maintenance and Support from March 2018 to March 2019, for a total cost not-to-exceed of \$30,600.

ATTACHMENTS:

1. Renewal quotation from ESRI

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM # G-5

ITEM: Consider Award of Contract for a 2018 Tree Maintenance Project to Frank's Landscaping & Supplies

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: N/A

EXECUTIVE SUMMARY: Planning Services received four qualified bids for a 2018 Tree Maintenance Project. 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 lowest qualified bidder was Frank's Landscaping & Supplies with a bid of \$18,500 to cultivate, fertilize, and mulch 727 trees, remove stakes and straps on 100 trees, and water 1,000 trees. The 2018 contract provides for an option to extend the service for two additional years at the same pricing.

BACKGROUND: The qualified low bidder of the street tree planting program is Frank's Landscaping & Supplies who has performed this and similar work for Canton the last few years. It is well qualified to perform the tree maintenance work. The three lowest bidders are shown below for your review.

Frank's Landscaping & Supplies	\$18,500.00
The Grounds Guys	\$27,231.28
Crimboli Nursery	\$39,131.25

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approval of the low bid for 2018 tree maintenance to Frank's Landscaping & Supplies for a total purchase order of \$18,500, and approval to renew the bid for a second and third year at the same unit prices.

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: Planning Services will notify and make arrangements to execute the contract.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award a contract for a 2018 Tree Maintenance Projects for a total amount not-to-exceed \$18,500, and to renew a contract for a second and third year at the same price.

ATTACHMENTS:

1. Bid Tabulation Sheet of Unit Costs
2. Invitation to Bid Document

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM: G-6

ITEM: Consider Award of a Purchase Order Contract to Core and Main for the Purchase of 23,000 Feet of Type K Copper Tubing, Brass Fittings, Curb Stop Boxes and Rods

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 brass supplies will be needed by our Public Works Division. Public Works received Two (2) bids on the requested materials on February 15, 2018. Core and Main, located in Canton (formerly HD Supply), submitted the lowest responsible bid for copper tubing, and supplies in the amount of \$150,841.50.

BACKGROUND: The charges for a customer to connect to the water system cover the expense to purchase these materials.

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

ACTION REQUESTED: Authorize the purchase of 23,000 feet of type k copper tubing, and brass supplies from low bidder Core and Main.

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 purchase order contract to Core and Main for the purchase of 23,000 feet of Type K copper tubing, and brass fittings for an amount not-to-exceed \$150,841.50.

ATTACHMENTS:

1. Invitation to Bid Document
2. Bid Summary
3. Detailed Pricing

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM # G-7

ITEM: Consider Award of Contract for a 2018 Street Tree Planting Program to Reliable Landscaping

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: N/A

EXECUTIVE SUMMARY: Planning Services received six qualified bids for a 2018 Street Tree Planting Project for installation of trees on major roads and Canton property. The lowest qualified bidder was Reliable Landscaping, Inc. with a bid of \$25,120 for the work.

BACKGROUND: The qualified low bidder of the street tree planting program is Reliable Landscaping who has performed numerous landscaping projects in Canton for many years. It is well qualified to perform the street tree work. The three lowest bidders are shown below for your review.

Reliable Landscaping	\$25,120
Evergreen Tree & Restoration	\$26,450
Frank's Landscaping & Supplies	\$27,100

Due to budget constraints the total number of trees will be reduced to maintain the budgeted amount of \$20,000.00.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approval of the low bid for tree removal and pruning to Reliable Landscaping to perform tree planting work for a total purchase order of \$20,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this project are available in account #101-285.930_0050, Professional and Contractual Services. The Tree Fund Account is used to plant and maintain trees on major roads and Canton property, and this is a continuation of that program.

IMPLEMENTATION PLAN: Planning Services will notify and make arrangements to execute the contract.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award a contract for a 2018 Street Tree Planting Project to Reliable Landscaping, Inc for a total amount not-to-exceed \$20,000.

ATTACHMENTS:

1. Bid Tabulation Sheet
2. Unit Costs
3. Invitation to Bid Documents

INVITATION TO BID FOR:

SPRING 2018 STREET TREE PLANTING PROGRAM

DATE OPENED: FEBRUARY 15TH, 2018

TIME: 3:00 PM

NAME	ADDRESS PHONE NUMBER	DATE RECEIVED	TOTAL BID AMOUNT	(Check if included)
Owens Landscaping	2050 Marie Street Westland, MI 48185 (734) 326-9280	2/13/2018	\$28,833.70	<input type="checkbox"/> PA 517 <input type="checkbox"/> BID BOND
Frank's Landscaping & Supplies	39115 Michigan Wayne, MI 48184 (313) 278-4855	2/15/2018	\$27,100.00	<input type="checkbox"/> PA 517 <input type="checkbox"/> BID BOND
Reliable Landscaping Inc.	8285 Lilley Road Canton, MI 48187	2/15/2018	\$25,120.00	<input type="checkbox"/> PA 517 <input type="checkbox"/> BID BOND
Crimboli Nursery	50145 Ford Rd. Canton, MI 48187 (734) 495-1700	2/15/2018	\$32,218.00	<input type="checkbox"/> PA 517 <input type="checkbox"/> BID BOND
Evergreen Tree & Restoration Inc.	21719 Springhill Romulus, MI (734) 348-7287	2/15/2018	\$26,450.00	<input type="checkbox"/> PA 517 <input type="checkbox"/> BID BOND
The Grounds Guys	7986 N. Telegraph, Ste#200 Newport, MI 48166 (734) 636-2047	2/15/2018	\$38,886.48	<input type="checkbox"/> PA 517 <input type="checkbox"/> BID BOND
				<input type="checkbox"/> PA 517 <input type="checkbox"/> BID BOND
				<input type="checkbox"/> PA 517 <input type="checkbox"/> BID BOND
				<input type="checkbox"/> PA 517 <input type="checkbox"/> BID BOND
				<input type="checkbox"/> PA 517 <input type="checkbox"/> BID BOND

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM #G-8

ITEM: Consider Award of a Purchase Order Contract to the Northwest Consultants, Inc. for Construction Engineering, Inspection and Testing Services for the 2018 Township Parking Lot Paving Program

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Engineering Services is proceeding with bidding and construction of the 2018 Township parking Lot paving program including the completion of the West Summit parking lot and the East Administration Building asphalt parking lots. Engineering Services plans to consolidate both designs, and award the bidding and construction engineering to a single firm, Northwest Consultants, Inc. (NCI), in an amount of \$51,715.

BACKGROUND INFORMATION: In 2015, Northwest Consultants, Inc. (NCI) completed the design of West Summit Parking lot. The Mannik & Smith Group (MSG) is finalizing the design for the East Administration Building parking lot. Please note the attached proposal from NCI includes several options for services. The award will include two portions of this proposal “Project 1” for \$34,195, and “Project 2”, Option 2B for \$17,520, resulting in a total cost of \$51,715.

STRATEGIC PLAN/GOALS: Provide asset management services for parking lot pavements at various Township facilities.

ACTION REQUESTED: Approve a contract with Northwest Consultants, Inc. for bidding assistance, construction engineering, inspection, and testing for the 2018 Parking Lot Paving program in the amount of \$51,715.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this project will come from the community improvement fund, #246-441.970_0050 Community Improvement – Capital Outlay Infrastructure \$51,715

IMPLEMENTATION PLAN: Upon approval, Engineering Services will issue a purchase order for this work to NCI under their existing Master Services Agreement.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve a purchase order contract with Northwest Consultants, Inc. for bidding, construction engineering and testing for the 2017 Township Parking Lot paving program in an amount not-to-exceed \$51,715 under the existing Master Services Agreement.

ATTACHMENTS:

1. Proposal from Northwest Consultants, Inc.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM#G-9

ITEM: Consider Change of Award and Authorization of Projects for Pond Bank Stabilization

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In March 2017, bids were solicited for the reconstruction of the eroded bank on the retention pond at the front of the Summit and the pond on Hole #10 of Pheasant Run. JSS-Macomb, LLC submitted the lowest qualified bid in the amount of \$194,156.40. That bid was renegotiated with JSS-Macomb and revised to an amount of \$125,500. On November 14, 2017 the Board awarded the contract for the Pond Bank Stabilization project to JSS-Macomb LLC.

Since that approval, staff has made repeated attempts to contact JSS-Macomb without success. Numerous phone calls and emails have not been returned. A registered letter was sent advising JSS-Macomb that failure to respond would result in JSS-Macomb being removed from consideration for this project. No contact has been made.

Reliable Landscaping, Inc., 8285 Lilley Rd, Canton, MI 48187 is the second lowest bidder for the Pond Bank Stabilization Project. In order to maintain the currently approved bid amount, Leisure Services staff negotiated a final scope of work to not exceed \$125,500 with Reliable Landscaping. The project will include the complete re-stabilization on the Summit pond and a portion on the Pheasant Run Hole #10 pond as shown in draft contract - Attachment A.

BACKGROUND INFORMATION: This project will install a pond bank stabilization system on both ponds. This work has been engineered and bid out with the following bids received:

Company	Address	Bid Amount
JSS-Macomb	14218Claremont, Shelby Twp, MI 48315	\$194,156.40
Reliable Landscaping,	8285 Lilley, Canton, MI 48187	\$248,229.50
Anglin Civil	13000Newburgh, Livonia, MI 48150	\$331,407.00
Stante Excavating	46912 Liberty, Wixom, MI 48393	\$564,685.35

While JSS-Macomb submitted the lowest qualified bid, their failure to return communications has forced staff to consider using the second lowest qualified bid. That bid amount is greater than the current budget; therefore, staff has negotiated a revised scope of work with the contractor. The negotiated amount is provided in the draft contract as part of Attachment A. The total budget

for this project is 125,500; therefore, the second lowest bid amount of 248,229.50 was renegotiated to the balance budget amount of \$125,500 to be taken from Account #101-270-50.970_0080 Parks Capital Outlay Land Improvement (\$79,338) and Pheasant Run Capital Outlay Machinery and Equipment (46,162)

STRATEGIC PLAN/GOALS: Highest and Best Use of All Properties

ACTION REQUESTED: Approve the contract for the Summit and Pheasant Run Hole #10 Pond Bank Stabilization to Reliable Landscaping, Inc., 8285 Lilley Rd, Canton MI 48187 and authorize a purchase order in the amount of \$125,500 which includes the installation of a new irrigation system for the planned reconstructed Summit pond bank.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds to be paid through the following accounts:

101-270-50.970_0080 Parks Capital Outlay Land Improvement	\$79,338
584-756-50.970_0030 Capital Outlay Machinery and Equipment	\$46,162

IMPLEMENTATION PLAN: Upon Board approval, purchase orders will be generated and Reliable Landscaping, Inc., 8285 Lilley Rd, Canton MI 48187 will be notified.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to authorize the Supervisor to sign the contract for the Summit and Pheasant Run Hole #10 Pond Bank Reconstruction with Reliable Landscaping, Inc., 8285 Lilley Rd, Canton MI 48187 in the amount of \$125,500. Funds to be paid from Account #101-270-50.970_0080 Parks Capital Outlay Land Improvement (\$79,338) and Account #584-756-50.970_0030 Pheasant Run Capital Outlay Machinery and Equipment (\$46,162).

I further move to close Purchase Order #3650 for JSS-Macomb, LLC.

ATTACHMENTS:

Attachment A: Contract

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM #G-10

**ITEM: Consider Approval of Underground Utility Easement Agreement with Verizon
Wireless at Victory Park**

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In 2017 Verizon Wireless requested an underground utility easement agreement to allow for upgrades to the existing communications tower located on the property at Victory Park. The easement agreement will allow for the installation of underground conduits to service the tower. As a condition of the agreement, Verizon has agreed to install an underground conduit for the exclusive use of Canton Township for communications.

BACKGROUND INFORMATION: Verizon Wireless is currently planning to upgrade the existing communications tower at Victory Park. In order to perform the work, Verizon requires an underground utility easement agreement to install underground conduit on park property. As part of the project, Verizon agrees to install a conduit for exclusive use of Canton. It is the intent of the Township to use the conduit to install a communications line running from Michigan Avenue to the Canton Sports Center to enhance current infrastructure.

STRATEGIC PLAN/GOALS: Cutting Edge Technology - Infrastructure

ACTION REQUESTED: Approve underground utility easement agreement, authorize the Supervisor to sign agreement.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: No budget implications.

IMPLEMENTATION PLAN: Upon Board approval, Leisure Services will provide a copy of agreement for Supervisor's signature and forward signed copy to Verizon for authorization.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the Underground Utility Easement Agreement with Verizon Wireless for installation of underground conduits at Victory Park and to authorize the Supervisor to sign.

ATTACHMENTS:

Attachment A - Agreement

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM #G-11

**ITEM: Consider the Purchase of Four In-Car Camera/DVR Systems and Accompanying
2018 Budget Amendment to the Police Fund**

PRESENTER: Joshua C. Meier, Director of Public Safety

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to purchase four Flashback 3 In-Car Camera DVR systems to be installed in the new patrol cars approved by the Board in February. The department is further requesting to waive the bidding process to allow for continuity in purchasing the same camera/DVR's currently being utilized in the fleet of vehicles. L3 Mobile Vision is the sole-source provider of Flashback 3, and is quoting a total price of \$23,002.40.

BACKGROUND INFORMATION: L3 Mobile-Vision, Inc., has been the sole-source provider of Flashback in-car camera/DVR's for the department since the practice of cameras began in Canton. The department relies heavily on in-car camera footage for a variety of reasons including citizen complaints, lawsuits, investigations, officer review and training. Every patrol vehicle on the road is outfitted with a camera and DVR.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the purchase four Flashback 3 In-Car Camera/DVR systems from L3 Mobile Vision in the amount of \$23,002.40. In addition, waive the bidding process and approve the specified budget amendment to utilize Drug Forfeiture funds for this purchase.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A 2018 budget amendment is required to utilize Drug Forfeiture funds for this purchase, increasing expense account #207-301-50.743.0003, and decreasing Transfer to Fund Balance Account #207-301-50.990.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the purchase four Flashback 3 In-Car Camera/DVR systems from L3 Mobile Vision in the amount of \$23,002.40. In addition, to waive the bidding process and approve the specified budget amendment to utilize Drug Forfeiture funds for this purchase.

<i>Increase Appropriations:</i>		
Program Expense Drug Forfeiture:	#207-301-50.743.0003	\$23,000

<i>Decrease Appropriations:</i>		
Transfer to Fund Balance:	#207-301-50.990	\$23,000

ATTACHMENTS: Attachment A – L3 Mobile-Vision, Inc. Price Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM #G-12

**ITEM: Consider Approving the Purchase of Replacement Server for the NICE Recording
Logger, along with Accompanying 2018 Budget Amendment to the E/911 Fund**

PRESENTER: Joshua C. Meier, Director of Public Safety

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Public Safety Department is requesting to replace the server for its NICE Recording Logger. The current server is eight years old and at end of life status— with replacement parts no longer available/reliable for this important piece of equipment.

The NICE Recording Logger is integrated into the dispatch console for recording and playback of 48 lines including all 911 calls, non-emergency phone lines, and police, fire and dispatch radio communications. For this reason the department is requesting to waive the bidding process and purchase the upgraded NICE replacement server from Van Belkum, utilizing State of Michigan Bid Pricing, at a total cost of \$19,669.98.

BACKGROUND INFORMATION: In 2012, the Township Board approved the purchase of a NICE Perform eXpress Recording Logger from Van Belkum out of Grand Rapids, Michigan. That system has fulfilled the Public Safety Department’s need to record and playback all 911 calls, non-emergency phone lines, and police, fire and dispatch radio communications for the past six years. The NICE system has received two software upgrades since inception, but is now in need of a system server replacement, as it has fallen out of warranty and the ability to make repairs is no longer a reliable option. The NICE Recording Logger is the industry standard, and is incorporated into the department’s complex Motorola dispatch console—including a portion of the system being covered on the Motorola annual dispatch console service agreement.

The proposed upgraded server is designed to accommodate VOIP phone lines, being considered for purchase by the Township later this year. The quote includes two analog cards to accommodate the current phone system in the meantime.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the purchase of a replacement server for the NICE recording system from Van Belkum, in the amount of \$19,669.98; additionally to waive the bidding process and approve the specified budget amendment to the 2018 E/911 Fund.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds in the amount of \$15,000 are budgeted in the 2018 E/911 Capital Outlay Computers & Equipment Account #261-346-50.970.0010. A budget amendment increasing said account by \$4,670, and decreasing the E/911 Transfer to Fund Balance Account #261-346-50.990 by \$4,670 is being requested to complete this purchase.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the purchase of a replacement server for the NICE recording system from Van Belkum, in the amount of \$19,669.98; additionally to waive the bidding process and approve the specified budget amendment to the 2018 E/911 Fund.

<i>Increase Appropriations:</i>		
Capital Outlay Computers and Equipment:	#261-346-50.970.0010	\$4,670

<i>Decrease Appropriations:</i>		
Transfer to Fund Balance:	#261-346-50.990	\$4,670

ATTACHMENTS: Attachment A – Van Belkum Price Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: March 13, 2018

AGENDA ITEM #G-13

**ITEM: Consider Upgrading the Control Equipment for Outdoor Warning Siren System
and accompanying 2018 Budget Amendment to General Fund**

PRESENTER: Joshua C. Meier, Director of Public Safety

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Public Safety Department is requesting to upgrade the control equipment on Canton's Outdoor Warning Siren System. The proposed upgrade would include replacing control equipment at each of the system's 16 remote siren locations, replacing control cabinets at six locations, and replacing the control point hardware and software with all Federal Signal equipment. All of the Township's sixteen actual sirens will remain in service, with an estimated life expectancy of 30-35 years, with proper maintenance.

West Shore Services, Inc., is proposing a total cost of \$99,380 for the upgrade project. West Shore Services, Inc., is the only authorized dealer of Federal Signal Outdoor Warning Siren products for Public Safety agencies in the State of Michigan, therefore the department is requesting to waive the bidding process and contract with the sole-source provider.

BACKGROUND INFORMATION: Outdoor Warning Siren Systems are utilized as a life-saving alert to warn individuals outside to take shelter from an imminent danger or threat to their safety. Threats can be weather-related, such as a tornado; industrial-accident, such as a nuclear plant disaster; or an act of terrorism or warfare.

During a recent inspection of the Township's Outdoor Warning Siren System, it was discovered that the controls at six siren locations are not functioning and in need of repair, at a cost of almost \$12,000. After researching further into the aging sirens, the Public Safety Department's recommendation is to replace all control equipment system-wide.

Approval of this upgrade would make Canton's Outdoor Warning Siren System interoperable with neighboring communities and Wayne County, allowing for mutual aid assistance and activation. It would also provide for a remote two-way radio control and status monitor to detect anomalies that may impact the operability and readiness of the system.

With the increasing social media/electronic presence in our daily lives, the question of how we are notified can be debated, but current figures show an average community sign-up rate for social media updates is between 18-22% of a community's population. Further, as Canton promotes a livable, walkable community, it becomes of the utmost importance to continue to maintain a functioning Outdoor Warning Siren System for individuals who are pedestrian-commuting, or out enjoying our parks and recreation facilities free of their electronic devices.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve upgrading the control equipment for Canton's Outdoor Warning Siren System with Federal Signal products from West Shore Services, Inc., in the amount of \$99,380. In addition, waive the bidding process as West Shore Services is a sole-source provider, and approve the proposed 2018 budget amendment to the General Fund.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: 2018 Budget Amendment required, increasing Emergency Management Capital Outlay Land Improvements #101-426-970.0080 by \$99,380, and increasing use of Fund Balance appropriation #101-000.695 by \$99,380.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve upgrading the control equipment for Canton's Outdoor Warning Siren System with Federal Signal products from West Shore Services, Inc., in the amount of \$99,380.

In addition, to waive the bidding process, and approve the proposed 2018 budget amendment to the General Fund.

<i>Increase Appropriations:</i>		
Capital Outlay Land Improvements:	#101-426-970.0080	\$99,380

<i>Increase Revenue:</i>		
Fund Balance Appropriation:	#101-000.695	\$99,380

ATTACHMENTS: Attachment A – West Shore Services, Inc., Price Quote
Attachment B – West Shore Services, Inc. Sole Source Letter