



**CANTON ADMINISTRATION BUILDING  
1150 S. CANTON CENTER ROAD  
CANTON, MI 48188  
REGULAR BOARD MEETING  
JUNE 14, 2022**

**To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Canton Township residents; the Canton Township Board of Trustees will also offer this meeting by video teleconference.**

**Individuals may attend the meeting in person or join the video teleconference by going to:**

<https://us02web.zoom.us/j/88577416428>

Or One tap mobile:

1-301-715-8592 (88577416428#) or 1-312-626-6799 (88577416428#)

Or Telephone:

1-301-715-8592 or 1-312-626-6799

Webinar ID: 885 7741 6428

International numbers available: <https://us02web.zoom.us/j/88577416428>

**6:30 P.M.:**

CALL TO ORDER

ROLL CALL: BORNINSKI, FOSTER, GANGULY, GRAHAM-HUDAK, SIEGRIST, SLAVENS, SNEIDEMAN

ADOPTION OF AGENDA

APPROVAL OF MINUTES: MAY 10, 24 & 31, 2022

PUBLIC COMMENT ON AGENDA ITEMS ONLY

PAYMENT OF BILLS

**PRESENTATION:**

- 1) AUDIT PRESENTATION
- 2) YOUTH ADVISORY COUNCIL

**RESOLUTION:**

- 1) RESOLUTION RECOGNIZING JUNE 3, 2022 AS GUN VIOLENCE AWARENESS DAY AND TO PREVENT GUN VIOLENCE

**PUBLIC HEARING:**

- 1) PUBLIC HEARING FOR APPROVAL OF THE 2022 CDBG PROGRAM YEAR AND ANNUAL ACTION PLAN

**CONSENT CALENDAR:**

- 1) CONSIDER APPROVAL OF AN EXTENSION OF THE CONTRACT WITH ARC DOCUMENT SOLUTIONS FOR CONTINUOUS SCANNING OF THE BUILDING & INSPECTION SERVICES DIVISION DOCUMENTS (MSD)
- 2) CONSIDER BID AWARD FOR REMOVAL AND REPLACEMENT OF SUMMIT ROOF TOP UNIT #3 FAN MOTOR (MSD)
- 3) CONSIDER APPROVING THE ANNUAL PAYMENT OF WESTERN WAYNE COUNTY MUTUAL AID ASSOCIATION DUES (FIRE)
- 4) REQUEST APPROVAL OF THE TOWNSHIP'S 2021 ANNUAL COMPREHENSIVE FINANCIAL REPORT (FBD)

**GENERAL CALENDAR:**

- 1) CONSIDER APPROVAL TO REFUND FUNDS FOR THE SPECIAL ASSESSMENT LEXINGTON SQUARE SUBDIVISION AND WETHERSFIELD CONDOMINIUM (FBD)
- 2) CONSIDER APPROVING A POLICE POLICY AND TRAINING ADVISOR PROGRAM (POLICE)
- 3) CONSIDER FIRST READING OF AN AMENDMENT TO CHAPTER 36 "EQUAL RIGHTS" IN THE CANTON TOWNSHIP CODE OF ORDINANCES (POLICE)
- 4) CONSIDER AMENDMENT OF THE 2022 PERFORMING ARTS CENTER BUDGET (CLS)
- 5) CONSIDER APPROVAL OF CONSULTING SERVICES TO PERFORM FIVE-YEAR STRATEGIC PLAN – LEISURE SERVICES (CLS)

PUBLIC COMMENT  
BOARD COMMENT  
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 Rachelle Howell, Human Resources Manager, at 734-394-5260. Reasonable accommodations can be made with advance notice. A complete copy of the Access to Public Meetings Policy is available at [www.canton-mi.org](http://www.canton-mi.org).

**Charter Township of Canton  
Board Proceedings – May 10, 2022**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, May 10, 2022. Supervisor Graham-Hudak called the meeting to order at 7:00 p.m.

Motion by Sneiderman, supported by Foster to appoint Treasurer Slavens as temporary secretary for this meeting only. Motion carried by all members present.

Members Present: Foster, Graham-Hudak, Slavens, Sneiderman  
Members Absent: Borninski, Ganguly, Siegrist

**Adoption of Agenda:**

Motion by Slavens, supported by Foster to adopt the agenda with the addition C- 2. Motion carried unanimously.

**Approval of Minutes:**

Motion by Slavens, supported by Sneiderman to approve the April 26, 2022 Board Minutes as presented. Motion carried unanimously.

**Public Comment:** Public comment was held.

**Payment of Bills:**

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

<b>CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF May 10, 2022</b>		
101	GENERAL FUND	686,419.55
204	ROADS FUND	54,504.65
206	FIRE FUND	194,209.40
207	POLICE FUND	304,646.19
208	SUMMIT OPERATING (General)	62,962.79
219	STREET LIGHTING	0.00
230	CABLE TV FUND	5,995.77
246	TWP (COMMUNITY) IMPROVEMENT	5,058.00
248	DDA - CANTON	8,558.84
261	E-911 UTILITY	465.00
265	ORGANIZED CRIME - DRUG ENFORCEMENT	46,532.07
274	CDBG	0.00
276	NSP GRANTS FUND	0.00
285	AMERICAN RESCUE PLAN ACT	69.57
301	ENERGY PROJECT DEBT SVCE FUND	207,023.74
302	CAPITAL PROJECT DEBT SERVICE	0.00
401	CAP PROJ - ENERGY PROJECT	133,562.00

402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	0.00
584	GOLF FUND	34,473.84
592	WATER & SEWER FUND	637,392.97
596	SOLID WASTE	364,517.00
661	FLEET	33,777.69
701	TRUST & AGENCY FUND	4,135.00
702	CUSTODIAL FUND	2,761.55
736	POST EMPLOYMENT BENEFITS	99,222.15
852	SPECIAL ASSESSMENT DEBT	0.00
<b>TOTAL - ALL FUNDS</b>		<b>2,886,287.77</b>

**Appeals Hearing:**

**Item AH-1. Petition to Appeal Soliciting, Canvassing and Peddling License Denial; Chapter 54 Article II Section 54-33; Tarlochan Gill**

Motion by Slavens, supported by Sneiderman to open the Appeals Hearing at 7:03 p.m. to hear comments on the Petition to Appeal Soliciting, Canvassing, and Peddling License Denial; Chapter 54 Article II Section 54-33; for Tarlochan Gill. Motion carried unanimously.

Tarlochan Gill’s Sister spoke on behalf of Tarlochan Gill and spoke for 2 minutes in favor of the appeal.

Police Chief Chad Baugh spoke for 2 minutes on the issue.

Motion by Slavens, supported by Foster to close the Public Hearing at 7:10p.m. Motion carried unanimously.

Motion by Slavens, supported by Sneiderman to move that the determination of the Board of Trustees, upon hearing all the evidence submitted and reviewing documents is to deny the appeal and uphold the Clerk’s denial the of a 2022 license for Tarlochan Gill. Motion carried unanimously.

**Consent Calendar:**

**Item C-1. Consider Accepting a Justice Assistance Grant and an Associated Amendment to the 2022 Police Budget**

Motion by Slavens, supported by Sneiderman to approve the acceptance of a Justice Assistance Grant for specified equipment through the U.S. Department of Justice, in the amount of \$8,728.90; and to approve the below listed amendment to the 2022 Police Budget:

**Increase 2022 Police Revenues:**

Federal Grants	#207-000.501	\$8,729
----------------	--------------	---------

**Increase 2022 Police Appropriations:**

Program Expenses 2018 JAG	#207-301-50.763_028	\$8,729
---------------------------	---------------------	---------

Motion carried unanimously.

**Item C-2. Consider Second Reading of Repeal and Replacement Chapter 22, Article III, Division 2 of the Canton Code of Ordinances entitled “Tax Exemption for Lincolnshire Apartments**

Motion by Slavens, supported by Sneiderman to hold the second reading of Repeal and Replacement of Chapter 22, Article III, Division 2, “Tax Exemption for Lincolnshire Apartments.” Motion carried unanimously.

**General Calendar:**

**Item G-1. Consider Authorizing the Use of Township Property for Eagle Scout Project**

Presentation given by Braden Michalak’s Troop 784.

Motion by Slavens, supported by Sneiderman to authorize the use of Kinyon Cemetery for Braden Michalak’s Eagle Scout Project. Motion carried unanimously.

**Item G-2. Consider Approval of a Purchase Order and Award Bid for Printing, Sorting and Distribution of the Discover Brochure**

Motion by Slavens, supported by Sneiderman to award a contract for the printing, sorting, and distribution of four editions of the Discover Brochure to Grand Blanc Printing, 9449 Holly Road, Grand Blanc, MI 48439 and to approve a 2022 purchase order in the amount of \$15,800, a 2023 purchase order in the amount of \$31,600 and a 2024 purchase order in the amount of \$15,800 for a total of \$63,200 to Grand Blanc Printing, 9449 Holly Road, Grand Blanc, MI 48439. Motion carried unanimously.

**Item G-3. Consider Approval of the Leisure Services Budget Amendments to fulfill Board Initiatives**

Motion by Slavens, supported by Sneiderman to approve the following budget amendments:

**Increase Programming for our Diverse Community:**

Increase Revenue

101-000.695	Fund Balance Appropriation	\$20,000
-------------	----------------------------	----------

Increase Expense

101-756-59.801_0070	Professional and Contractual Services	\$14,800
101-756-47.801_0070	Professional and Contractual Services	\$5,200

**Increase for Senior Services:**

Increase Revenue

101-000.695	Fund Balance Appropriation	\$10,000
-------------	----------------------------	----------

Increase Expenses

101-672-53.801_0050	Professional and Contractual Services	\$10,000
---------------------	---------------------------------------	----------

Motion carried unanimously.

**Item G-4. Consider Approval of Service Contract for Supplemental Irrigation System Services**

Motion by Slavens, supported by Sneiderman to award a 3-year service contract to Reliable Landscaping, Inc., 8285 Lilley Road, Canton MI 48187 for the Supplemental Irrigation System Services for Canton Township. Motion carried unanimously.

**Item G-5. Consider Authorization of Bid Award for 2022 Bus Transportation**

Motion by Slavens, supported by Sneiderman to award the 2022 Bus Transportation Services to First Student Charter Bus Rental, 1717 Park St, Suite #225, Naperville IL, 60563 in the amount not to exceed \$27,060.00 from the following accounts:

Camp Canton & Canton Activity Crew Recreation Enrichment	#101-756.61.762	\$9,660
B.L.O.C.K. Contractual Services	#101-756-62.801_0050	\$420
Therapeutic Recreation -Camp ABLE and Camp Leisure Club Transportation	#101-691-63.860	\$16,980

Motion carried unanimously.

**Item G-6. Consider Approval of Amended 2021 Agreement and 2022 Contract Extension with Kickers of Canton, LLC for Restaurant Operations at the Canton Sports Center**

Motion by Slavens, supported by Sneiderman to amend the 2021 agreement with Kickers of Canton, LLC to waive the minimum guaranteed amount due to Canton from \$80,000 to \$62,529 and to authorize a 2022 contract extension ending December 31, 2022 with Kickers of Canton, LLC, 46555 W. Michigan Ave, Canton MI 48188. Motion carried unanimously.

**Item G-7. Consider Approval of Adding Responsible Contracting to Purchasing Policy**

Motion by Slavens, supported by Sneiderman to approve the Responsible Contracting Policy to become effective July 1, 2022 after the request for proposal templates, and other related internal documents have been updated. Motion carried unanimously.

**Item G-8. Consider Approving the Repair of One Outdoor Warning Siren**

Motion by Slavens, supported by Sneiderman to approve the purchase of one replacement siren speaker for Canton's outdoor warning siren system from West Shore Services, Inc., in the amount of \$13,364. Motion carried unanimously.

**Item G-9. Consider a Request to Approve the Purchase of 20 Body Armor Vests from On Duty Gear, LLC**

Motion by Slavens, supported by Sneiderman to approve the purchase of 31 Armor Express Razor Level II vests from On Duty Gear, LLC, at the state bid price of \$13,235, including shipping. Motion carried unanimously.

Motion by Slavens, supported by Sneideman to amend the motion and approve the purchase of 20 Armor Express Razor Level II vests from On Duty Gear, LLC, at the state bid price of \$13,235, including shipping. Motion carried unanimously.

**Item G-10. Consider Approving a Request to Award the General Contractor Bid for Dispatch Expansion and Interior Renovations in the Public Safety Building with Associated Auxiliary Expenses and Associated 2022 Budget Amendments**

Motion by Slavens, supported by Sneideman to approve awarding the bid for General Contractor of the PSD dispatch expansion and interior renovations to Axiom Construction Services Group, LLC, in the total amount of \$4,915,000, which includes a \$340,000 construction contingency. Motion carried unanimously.

Motion by Slavens, supported by Sneideman to approve awarding the addendum bid for CIP projects to Axiom Construction Services Group, LLC, in the amount of \$75,900. Motion carried unanimously.

Motion by Slavens, supported by Sneideman to approve the purchase of auxiliary expenses as stipulated for this construction project in an amount not-to-exceed \$761,750. Motion carried unanimously.

Motion by Slavens, supported by Sneideman to approve the attached budget amendments as listed on Attachment AA to accommodate motions 1-3. Motion carried unanimously.

**Item G-11. Consider Approving the Purchase of Furniture for the Public Safety Dispatch Center and an Associated Amendment to the 2022 E/911 Budget**

Motion by Slavens, supported by Sneideman to approve the purchase of furniture for the Public Safety Dispatch Center from Watson Consoles, via Thomas Shelby & Company, in the amount of \$127,246 and approve the below listed amendment to the 2022 E/911 Budget to accommodate this purchase:

**Increase 2022 E/911 Revenue**

E/911 - Fund Balance Appropriation	#261-000.695	\$127,246
------------------------------------	--------------	-----------

**Increase 2022 E/911 Appropriations**

Capital Outlay Office Equipment & Furniture:	#261-346-50.970_0060	\$127,246
--	----------------------	-----------

Motion carried unanimously.

**Item G-12. Consider Approving the Purchase of Furniture Associated with the Public Safety Building’s Interior Renovation Project with an Associated 2022 Budget Amendments**

Motion by Slavens, supported by Sneideman to approve the purchase of furniture associated with the Public Safety Building’s interior renovation project in the amount of \$192,469.58, from Kentwood Office Furniture; and additionally, to approve the below 2022 budget amendments to accommodate this purchase:

**Increase 2022 Revenues:**

Police - Fund Balance Appropriation:	#207-000.695	\$16,439
Police – State Drug Forfeiture Appropriation:	#207-000.695_1001	\$138,923
Fire – Fund Balance Appropriation:	#206-000.695	\$30,945
E/911 – Fund Balance Appropriation:	#261-000.695	\$6,164

**Increase 2022 Appropriations:**

Police – Capital Outlay Furniture:	#207-301-50.970.0060	\$16,439
Police – Program Exp. Drug Forfeiture:	#207-301-50.763_0003	\$138,923
Fire – Capital Outlay Furniture:	#206-336-50.970_0060	
E/911 – Capital Outlay Furniture:	#261-346-50.970_0060	

Motion carried unanimously.

**Item G-13. Consider A Request to Approve an Administrative Service Fee Agreement with Lincolnshire Preservation Limited Dividend Housing Association, LLC**

Motion by Slavens, supported by Sneiderman to approve the Administrative Service Fee Agreement with Lincolnshire Preservation Limited Dividend Housing Association, LLC. Motion carried unanimously.

**Item G-14. Consider A Request to Approve Letters of Agreement Between Canton Township and The American Federation of State, County and Municipal Employees (AFSCME) Local 3860**

Motion by Slavens, supported by Sneiderman to approve both Letters of Agreement between Canton Township and the American Federation of State, County and Municipal Employees (AFSCME) Local 3860. Motion carried unanimously.

**Item G-15. Consider A Request to Approve Contract with Tdk Advisors, LLC**

Motion by Slavens, supported by Sneiderman to approve the contract with TDK Advisors, LLC and to approve the following budget adjustment, as discussed with the Board at the January 18, 2022 study session regarding a 5-year plan:

**Increase Appropriations**

Fund Balance Appropriation	# 101-000.695	\$100,000
----------------------------	---------------	-----------

**Increase Expenditures**

Professional & Contractual Services - Professional	# 101-728.801_0050	\$100,000
--	--------------------	-----------

Motion carried unanimously.

Additional Public comment was held.  
Additional Board comment was held.

**Adjourn:** Motion by Slavens, supported by Foster to adjourn the meeting at 8:20 pm. Motion carried unanimously.

---

Dian Slavens, Treasurer

---

Anne Marie Graham-Hudak, Supervisor



**Charter Township of Canton  
Board Proceedings – May 24, 2022**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, May 24, 2022, in-person. Supervisor Graham-Hudak called the meeting to order at 6:30 p.m.

Members Present: Borninski, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneiderman  
Members Absent: Foster

**Adoption of Agenda:**

Motion by Siegrist, supported by Sneiderman to adopt the agenda as presented. Motion carried unanimously.

**Closed Session:**

- 1) Discuss Pending Litigation (Hunter V Canton Township)
- 2) Discuss Material Subject to Attorney-Client Privilege
- 3) Discuss Purchase or Lease of Real Property

Motion by Siegrist, supported by Slavens to go into closed session to consider material exempt from discussion or disclosure by state or federal statute, and particularly the discussion of attorney’s written legal memorandum. mcl 15.268(h), to discuss pending litigation (Hunter v. Canton Township) and to discuss the purchase or lease of real property. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Borninski to open from closed session. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Sneiderman to amend the agenda, adding item G-0 “Consider Authorizing Counsel to Negotiate toward a Settlement in FP Development v. Canton as discussed in closed session.” Motion carried unanimously.

**Approval of Minutes:**

None.

**Public Comment:** Public comment was held.

**Payment of Bills:**

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

<b>CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF May 24, 2022</b>		
101	GENERAL FUND	724,487.74

204	ROADS FUND	58,497.16
206	FIRE FUND	447,201.39
207	POLICE FUND	599,354.05
208	SUMMIT OPERATING (General)	56,229.48
219	STREET LIGHTING	21,284.07
230	CABLE TV FUND	12,474.64
246	TWP (COMMUNITY) IMPROVEMENT	2,737.50
248	DDA - CANTON	24,730.94
261	E-911 UTILITY	6,144.97
265	ORGANIZED CRIME - DRUG ENFORCEMENT	1,246.63
274	CDBG	759.52
276	NSP GRANTS FUND	0.00
285	AMERICAN RESCUE PLAN ACT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
302	CAPITAL PROJECT DEBT SERVICE	0.00
401	CAP PROJ - ENERGY PROJECT	24,550.00
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	0.00
584	GOLF FUND	40,512.87
592	WATER & SEWER FUND	1,078,751.91
596	SOLID WASTE	3,394.47
661	FLEET	45,105.86
701	TRUST & AGENCY FUND	0.00
702	CUSTODIAL FUND	15,031.69
736	POST EMPLOYMENT BENEFITS	142,101.49
852	SPECIAL ASSESSMENT DEBT	0.00
	<b>TOTAL - ALL FUNDS</b>	<b>3,304,596.38</b>

**Consent Calendar:**

**Item C-1. Consider Resolution for the Township Board to Be the Adopting Body for the Master Plan and to Establish a Master Plan Advisory Board**

Motion by Siegrist, supported by Borninski to approve the resolution as presented.

RESOLUTION OF  
BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Authorization for the Master Plan to be Adopted by Township Board of Trustees**

**WHEREAS**, the current Canton Township Master Plan was adopted in 2017, and the Michigan Planning Enabling Act requires communities to review their Master Plans every five (5) years; and,

**WHEREAS**, Canton Township has deemed it necessary to update the Master Plan in accordance with the Michigan Planning Enabling Act;

**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees of the Charter Township of Canton, Michigan does hereby take the following actions:

1. Directs the Planning Commission to begin the update of the Master Plan in accordance with the Michigan Planning Enabling Act;
2. Asserts the right of the Board of Trustees to adopt the Township Master Plan in accordance with the Act after approval by the Planning Commission;
3. Establishes a Master Plan Advisory Board to be comprised of Township Trustees, Planning Commissioners, and members of the public at large, and authorizes the Township Supervisor to select members of the Advisory Board.

Resolution passed unanimously.

**Item C-2. Consider Approval of Professional Services Agreement for Master Plan Consulting Services**

Motion by Siegrist, supported by Borninski to approve a Professional Services Agreement with McKenna Associates for the Master Plan project in an amount not to exceed \$94,500, subject to approval of the contract by Township legal counsel and to approve the following budget amendment for the Master Plan update:

Increase Revenue

Account # 101-000.695	\$69,500	Fund Balance Appropriation
-----------------------	----------	----------------------------

Increase Expense

Account # 101-701.801_0050	\$69,500	Professional and Contractual Svc Professional
----------------------------	----------	---

Motion carried unanimously.

**Item C-3. Consider Approval of the Purchase of 20-Ton Tag-a-Long (Tilt Top) Equipment Trailer**

Motion by Siegrist, supported by Borninski to approve the purchase of a 20-ton tag-a-long tilt top trailer from Trail Boss Trailers 15722 US Highway 45, Macon Mississippi 39341 for an amount not to exceed \$34,650. Motion carried unanimously.

**Item C-4. Consider Approval of 2023 Vector Combination Sewer Cleaning Truck and an Associated Budget Amendment to the 2022 Water & Sewer Budget**

Motion by Siegrist, supported by Borninski to award a purchase order contract to Jack Doheny Company, 777 Dohney Drive, Northville, MI 48167 for an amount not to exceed \$507,027 for the purchase and approve the purchase of the 2023 Vector Combination Sewer Cleaning truck utilizing the Sourcewell Contract # 101221-VTR and to approve the following budget amendment to the 2022 Water and Sewer budget:

Increase Revenue

592-000.695	Fund Balance Appropriation	\$507,027
-------------	----------------------------	-----------

Increase Expenditure

592-537.970_0040	Capital Outlay Vehicles	\$507,027
------------------	-------------------------	-----------

Motion carried unanimously.

**Item C-5. Consider Authorization of Permit for 2022 Liberty Fest Fireworks Display**

Motion by Siegrist, supported by Borninski to authorize the Canton Township Clerk to sign the permit for ACE Pyro, LLC, authorizing their permission to possess, transport and display fireworks at Canton’s Liberty Fest on June 17, 2022. Motion carried unanimously.

**Item C-6. Consider Request to Increase the Purchase Order Issued to Partners in Architecture**

Motion by Siegrist, supported by Borninski to approve increasing Purchase Order #2021-00001408, issued to Partners in Architecture, by \$4,000 for reimbursables as listed in their A& E contract approved by the Board in 2021. Motion carried unanimously.

**Item C-7. Consider the Purchase of a One-Year Extended Warranty for 800 MHz Radios**

Motion by Siegrist, supported by Borninski to approve the purchase of a one-year extended warranty for Motorola 800 MHz mobile and portable radios in the amount of \$18,851.50, from Mobile Communications America, Michigan, the local authorized repair vendor of Motorola products. Motion carried unanimously.

**Item C-8. Resolution of Support for Michigan Townships Association’s Robert R. Robinson Scholarship Application**

Motion by Siegrist, supported by Borninski to adopt the Resolution of Support for Jessica Hobbs to apply for the Michigan Townships Association’s Robert R. Robinson Scholarship. Motion carried unanimously.

**Item C-9. Consider Approval to Create Fund 260 – Indigent Defense Fund and Associated Budget**

Motion by Siegrist, supported by Borninski to approve the creation of Fund 260 – Indigent Defense Fund and the following budget amendment:

**Increase Revenue:**

Account # 260-000.539	State Grant Revenue	\$360,000
Account # 260-000.580	Contributions from Local Units	\$40,000

**Increase Expenditures:**

Account # 260-286.801_0020	Professional Services Legal	\$400,000
----------------------------	-----------------------------	-----------

Motion carried unanimously.

**General Calendar:**

**Item G-0. Consider Authorizing Counsel to Negotiate toward a Settlement in FP Development v. Canton as discussed in closed session.**

Motion by Siegrist, supported by Slavens to authorize counsel to negotiate toward a settlement in FP Development v. Canton as discussed in closed session. Motion carried unanimously.

**Item G-1. Consider Contract Amendment with Great Lakes Contracting Solutions, LLC for the Canton Center, Ford to Warren Full Reconstruct Road Project & Approve a**

**Contract Amendment with Fishbeck LLC for Construction Engineering and Testing**

Motion by Siegrist, supported by Slavens to approve the following budget amendment as presented and awarding a construction contract amendment and purchase order to Great Lakes Contracting Solutions, LLC. for the Canton Center Road (Ford to Warren) Project in the amount of \$4,498,037.92 with a 10% contingency of \$449,803.79 for a total contract amount of \$4,947,841.71 from the Fund #204-446-11.970\_0050. Motion carried unanimously.

Motion by Siegrist, supported by Slavens to approve a contract amendment and purchase order with Fishbeck LLC under their existing master services agreement for CE Services for the 2022 Major Roads - Asphalt Project in the amount of \$104,508 plus a 10% contingency of \$10,451 for a total of \$114,959 from the Fund #204-446-11.970\_0050. Motion carried unanimously.

Motion by Siegrist, supported by Sneiderman to approve the following Budget Amendment as presented:

**Increase Revenue:**

204-000.695	Fund Balance Appropriation	\$838,485
-------------	----------------------------	-----------

**Increase Expenditure:**

204-446-11.970_0050	Major Roads Capital Outlay Infrastructure	\$838,485
---------------------	---	-----------

Motion carried unanimously.

**Item G-2. Request to Purchase Computer Workstation Replacements**

Motion by Siegrist, supported by Ganguly to create a new purchase order to Dell Computers in an amount not to exceed \$80,678.16 from account 101-228.970\_0010 to cover the cost of replacement laptops, computers, and displays. Motion carried unanimously.

**Item G-3. Request to Upgrade Cyber Security Subscription Level**

Motion by Siegrist, supported by Borninski to create a purchase order to KnowBe4 Inc. in an amount not to exceed \$12,993 to cover the cost of increasing user training licenses for the duration of the Township’s current agreement. Motion carried unanimously.

**Item G-4. Consider Approval of Fund Balance Commitments for Board Related Goals**

Motion by Siegrist, supported by Borninski to commit the unspent fund balance resulting from these projects in the Community Improvement Fund at the end of 2022 for the following priorities:

Sidewalk Gap (\$500,000*4 years)		\$ 2,000,000
Ridge Road Development		\$ 1,000,000
Pocket Parks		\$ 550,000
Admin Building Renovations		\$ 250,000
Cherry Hill Redevelopment		\$ 4,000,000
Other future priorities identified by the Board		<u>\$ 1,000,000</u>
		\$ 8,800,000

And further move to approve the following budget amendment for the spending of the ARPA funds:

<b><u>Decrease Revenue</u></b>		
Fund Balance Appropriation	207-000.695	1,000,000
<b><u>Increase Revenue</u></b>		
Transfers In from ARPA	101-000.699_2850	7,551,719
Transfers In from ARPA	207-000.699_2850	1,000,000
Other Grants Federal	285-000.528_0003	8,551,719
<b><u>Increase Expense</u></b>		
Transfers Out to Community Improvement	101-969.995_2460	7,551,719
Transfers Out to General Fund	285-706.995_1010	7,551,719
Transfers Out to Police	285-706.995_2070	1,000,000

Motion carried unanimously.

**Item G-5. Consider Approval of a Purchase Order for Sound & Lighting Support Services for the 2022 Liberty Festival**

Motion by Siegrist, supported by Slavens to authorize a purchase order in the amount \$21,085.00 from account # 101-756-47.801\_0070 – Professional and Contractual Svc Special Events for Great Lakes Sound, Inc., 230 Arco Drive, Toledo, OH 43607. Motion carried unanimously.

**Item G-6. Consider Approving the Purchase of 20 Avail Web Rocket IoT Modems and an Associated Amendment to the 2022 Fire Budget**

Motion by Siegrist, supported by Borninski approve the purchase of 20 Avail Web Rocket IoT modems from Utility Associates, Inc., in the amount of \$53,400 and to approve a 2022 Amendment to the Fire Budget as listed below:

**Increase 2022 Police Revenues:**  
 Fire Fund Balance – Fund Balance Appropriation: #206-000.695 \$53,400

**Increase 2022 Police Appropriations:**  
 Capital Outlay Computers: #206-336-50.970\_0010 \$53,400

Motion carried unanimously.

**Item G-7. Consider Approving the Purchase of a Three-Year Subscription to CodeRED with an associated 2022 Emergency Management Budget Amendment**

Motion by Siegrist, supported by Borninski to approve the purchase of a three-year subscription to CodeRED, from OnSolve, for an annual amount of \$14,921.44; and to approve a 2022 Emergency Management Budget Amendment as listed below for this purchase:

**Increase Revenues:**  
 General Fund – Fund Balance Appropriation: #101-000.695 \$6,921.00

**Increase Appropriations:**

Emergency Management – Maint. Software Support #101-426-930\_0015 \$6,921.00

Motion carried unanimously.

**Item G-8. Consider the Purchase of 16 Taser X26P Units and Accessories**

Motion by Siegrist, supported by Slavens to waive the bidding process and approve the purchase of 16 Taser X26P units and accessories from the sole-source vendor Axon Enterprise, Inc., in the amount of \$24,988.52, utilizing funds in the 2022 Police Budget. Motion carried unanimously.

**Item G-9. Consider Waiving the Bidding Process and Approve the Purchase of Two Motorola 800 MHz Mobile Radios**

Motion by Siegrist, supported by Borninski to waive the bidding process and approve the purchase of two Motorola mobile radios from Motorola Solutions, Inc., in the amount of \$11,477, utilizing E/911 Funds. Motion carried unanimously.

**Item G-10. Consider Approval of the Purchase of 33 Honeywell Barcode Scanners**

Motion by Siegrist, supported by Borninski to approve the purchase of 33 Honeywell Barcode Scanners from MSS Software and the following Budget Adjustment:

**Increase Revenue:**

Acct# 101-000.695 Fund Balance Appropriation \$6,305

**Increase Expense:**

Acct# 101-262.970\_0010 Professional Services \$6,305

Motion carried unanimously.

**Item G-11. Consider a Request to Approve Service Agreement Between Canton Township and the Partnership for the Arts & Humanities**

Motion by Sneiderman, supported by Borninski to allow Clerk Siegrist to recuse himself due to a conflict of interest. Motion carried 5-0-1 with Clerk Siegrist abstaining.

Motion by Slavens, supported by Borninski to approve the service agreement with the Partnership for the Arts & Humanities to provide programming in the arts and humanities in Canton Township and the following budget adjustment:

**Increase Expenditures:**

101-728-801-0050 Professional Services \$14,000

**Increase Revenue:**

101-006-695 Fund balance appropriation \$14,000

Motion carried 5-0-1 with Clerk Siegrist abstaining.

Additional Public comment was held.

Additional Board comment was held.

**Adjourn:** Motion by Siegrist, supported by Sneideman to adjourn the meeting at 8:38pm. Motion carried unanimously.

---

Michael A. Siegrist, Clerk

---

Anne Marie Graham-Hudak, Supervisor



**Charter Township of Canton  
Board Proceedings – May 31, 2022**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, May 31, 2022 in person. Supervisor Graham-Hudak called the meeting to order at 6:01 p.m.

Members Present: Borninski, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneiderman

Members Absent: Foster

**Adoption of Agenda:**

Motion by Siegrist, supported by Slavens to adopt the agenda. Motion carried unanimously.

**Study Session:**

- 1) Update on Organizational Assessment Recommendations
- 2) Ridge Road Park Plan

**Public Comment:**

Public comment was held.

**Adjourn:** Motion by Siegrist, supported by Slavens to adjourn the meeting at 8:30 p.m. Motion carried unanimously.

---

Michael A. Siegrist, Clerk

---

Anne Marie Graham-Hudak, Supervisor

RESOLUTION OF  
BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Resolution Recognizing June 3, 2022 as Gun Violence Awareness Day and to  
Prevent Gun Violence**

Whereas the Board of Trustees for the Charter Township of Canton recognizes that June 3, 2022 as National Gun Violence Awareness Day;

Whereas every day, more than 100 Americans are killed by gun violence;

Whereas Americans are 25 times more likely to die by gun homicide than people in other high-income countries;

Whereas far more Americans have been killed with guns in the U.S. than have died in all our wars combined;

Whereas America has now suffered more than 246 mass shootings in 2022 and the recent tragedy at Robb Elementary School in Uvalde, TX in which 19 third and fourth graders and two educators were killed;

Whereas our children have been practicing active shooter drills for over 10 years in the Plymouth Canton Community Schools; and firearms have surpassed car accidents as the leading cause of death for children;

Whereas in Michigan, a person is killed with a gun every eight hours, nonfatally injured with a gun every two;

Whereas the suicide rate is 1.8 times higher for veterans in Michigan; and whereas veterans experience a 15% increase in firearm related suicides, due to high gun ownership and a lack of timely access to physical and mental health services;

Whereas women in abusive relationships are five times more likely to be killed if their male abuser has access to firearms; and

Whereas Canton Township lost officer Ed Jagst, a 21-year veteran of the Police Department, to gun violence in 2021, forever affecting the Canton Township community; now therefore be it,

*Resolved* the Board of Trustees of the Charter Township of Canton recognizes June 3, 2022 as Gun Violence Awareness Day;

*Further Resolved* public safety shall continue to distribute free trigger locks to residents for home gun safety;

*Further Resolved* shall continue to provide instruction led seminars on active shooter survival in businesses for local government and business entities, and workplace violence prevention;

*Further Resolved* shall continue to conduct yearly active shooter trainings in public schools;

*Further Resolved* shall join the Everytown movement against gun violence; and

*Further Resolved* implore the Michigan State Legislature and the United States Congress to move swiftly to enact common sense measures that will reduce the number of deaths in Michigan and the nation by firearms.

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** June 14, 2022

**AGENDA ITEM #PH-1**

**ITEM: Public Hearing for Approval of the 2022 CDBG Program Year and Annual Action Plan**

**PRESENTER:** Wendy Trumbull, Finance and Budget Director

**INDIVIDUALS IN ATTENDANCE:** None anticipated

**EXECUTIVE SUMMARY:** The CDBG Advisory Council is submitting its recommendations for projects and project funding for the PY 2022 CDBG (Community Development Block Grant) program. The Department of Housing and Urban Development (HUD) requires an annual action plan be submitted for this Program Year (PY). The annual action plan has been available to the public since May 19<sup>th</sup> for the 30-day public comment period and this meeting represents our second public hearing.

**BACKGROUND:** The goal of the CDBG program is to assist low- and moderate-income Canton residents. The recommendations provided by the CDBG Advisory Council were formulated following a virtual public hearing on project proposals on May 19, 2022. Council recommendations generally follow the CDBG Five Year Consolidated Plan, especially with regards to the recommendations for human service agencies funding.

This Program Year, 2022 CDBG program is consistent with past years' programs and includes a mixture of public service agencies and construction projects. The 30-day public comment period for the 2020 CDBG program will end on June 18, 2022, and all comments will be recorded and submitted to HUD. The total CDBG budget for Program Year 2022 is \$374,107. The recommended projects are First Step (\$19,916), Neighborhood Legal Services (\$19,000), Canton Youth Connection Program (\$17,200) Program Administration (\$74,821), Accessible Pathway at Victory Park (ADA Project) (\$143,170) and Housing Rehabilitation (\$100,000). The human service agencies (First Step and Neighborhood Legal Services Michigan) are recommended to receive approximately the same allocations as last year. For fuller project descriptions and recommended budgets, please see the attached exhibit.

**STRATEGIC PLAN/GOALS:** Welcoming Community and Financial Stability

**ACTION REQUESTED:** Hold the public hearing and adopt the CDBG Advisory Council recommendations for projects and project funding ("Annual Action Plan") for the PY 2022 CDBG program.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The PY 2022 CDBG allocation is \$374,107.

**IMPLEMENTATION PLAN:** The program adopted by the Board will be forwarded to HUD as Canton Township's official PY 2022 CDBG Action Plan. Actual program funding begins on July 1, which is the beginning date of the 2022 federal fiscal year. The Finance Department administers the CDBG program.

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

(1) I move to open the public hearing to hear comment on the Advisory Council recommendations for the PY 2022 Community Development Block Grant Program.

(2) I move to close the public hearing.

(3) I move to adopt the 2022 Annual Action Plan and authorize the submission of the 2022 Annual Action Plan to the Department of Housing and Urban Development (HUD).

**ATTCHMENT:** PY2022 CDBG Annual Action Plan Project Descriptions

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: June 14, 2022**

**AGENDA ITEM #C-1**

**ITEM: Consider Approval of an Extension of the Contract with ARC Document Solutions for Continuous Scanning of the Building & Inspection Services Division Documents**

**PRESENTER:** Jade Smith, Municipal Services Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:** Building and Inspection Services has successfully digitized all archived residential and commercial approved building plans in storage and is now scanning current plans on an ongoing basis. ARC has performed well under previous phases of the project and has offered to extend its unit prices to the Township for another year for ongoing scanning needs. Staff is recommending approval of a contract extension to ARC Document Solutions of Clawson in an amount not-to-exceed \$30,000 for the continuation of scanning services.

**BACKGROUND INFORMATION:**

Building and Inspection Services set out in early 2015 to digitize approved building plans in an effort to readily share documents between departments by using I-Plan display tables and On-Base software, a document management program. In 2020, scanning was minimal due to Covid-19 restrictions however in 2021 and 2022, ARC scanned over 25,000 sheets of residential and commercial plans. Today, Building and Inspection Services has digitized all archived building plans and will now periodically send plans for scanning on a routine basis.

**STRATEGIC PLAN/GOALS:** N/A

**ACTION REQUESTED:** Approve an extension of the contract to ARC Document Solutions for continual scanning needs of the Building & Inspection Services Scanning Project in an amount not-to-exceed \$30,000.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** A budget of \$30,000 was approved for scanning services. The expenses for this project are budgeted in Account # 101-371.801\_0050 (Professional & Contractual Services).

**IMPLEMENTATION PLAN:** With Board approval, a new purchase order will be issued under the terms of the existing contract. The scanning work is ongoing and necessary to digitize current incoming plans.

**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 continuing scanning services of the Building & Inspection Services Document Scanning Project in an amount not-to-exceed \$30,000.

**ATTACHMENTS:**

1. Pricing proposal from ARC Document Solutions for 2022
2. 2022 Document Scanning Project Budget

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: June 14, 2022**

**AGENDA ITEM #C-2**

**ITEM: Consider Bid Award for Removal and Replacement of Summit Roof Top Unit #3 Fan Motor**

**PRESENTER:** Jade Smith, Director Municipal Services

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:** Roof Top Unit #3 at The Summit on The Park services the aquatics center and was replaced last in 2013. During cooling start up this year it was discovered that one of the two supply motors was inoperable. After having the equipment diagnosed, it was confirmed that the motor failed without a possible repair. Summit Roof Top Unit #3 set to be replaced in 2024 under our CIP program. Due to replacement being two years away, it is necessary to have the second supply fan motor replaced to properly keep temperatures in the aquatics center and provide redundancy for any systems failures.

**BACKGROUND:**

Mechanical Systems Services was one of two bidders, MSS' bid came in \$4,279 lower than the second bid and adhered to all the outlined specs. This project requires a crane rental due to the weight and roof location of the motor replacement, all necessary permits and costs are included in the bid amount. The bid amount is \$15,012 and we will be adding a 15% contingency to cover any unforeseen obstacles. The total PO amount will be for \$17,263 which includes the 15% contingency amount.

**STRATEGIC PLAN/GOALS:** Improve Infrastructure

**ACTION REQUESTED:** Award the bid for RTU fan motor replacement at the Summit on The Park and approve a purchase order and contract in the amount of \$17,263.00 from Account #246-265.970\_0020 Capital Outlay Buildings and Improvements to Mechanical Systems Services, 1731 E Eleven Mile Rd, Madison Heights, MI 48071.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds are available in the Capital Outlay Buildings and Improvements Account #246-265.970\_0020.

**IMPLEMENTATION PLAN:** Upon Board approval, a purchase order will be generated and contract will be issued.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** I move to award the bid for the RTU #3 Fan Motor Replacement at The Summit on The Park to Mechanical Systems Services, 1731 E Eleven Mile Rd, Madison Heights, MI 48071, in an amount of \$17,263 to be paid from Account #246-265.970\_0020 Capital Outlay Buildings and Improvements.



**ATTACHMENTS:**

**Attachment A** – Invitation to Bid

**Attachment B** - Bid Form

**Attachment C** – Final Contract

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** June 14, 2022

**AGENDA ITEM #C-3**

**ITEM: Consider Approving the Annual Payment of Western Wayne County Mutual Aid Association Dues**

**PRESENTER:** Christopher Stoecklein, Director of Fire Services

**INDIVIDUALS IN ATTENDANCE:** None anticipated

**EXECUTIVE SUMMARY:** The Canton Fire Department is a member of the Western Wayne County Fire Department Mutual Aid Association, a consortium of approximately 20 departments throughout Western-Wayne, Washtenaw and Oakland counties. This association is run under the Inter-Local Agreement in conjunction with the Urban Cooperation Act of 1976, and allows departments to provide reciprocal services to each other when requested. Canton's 2022 dues are \$17,427.68, and include:

- \$ 3,000.00 – Association Dues Base Annual Amount
- \$14,427.68 – Western Wayne Association Dues per capita, based on 2010 census

**BACKGROUND INFORMATION:** Health Emergency Medical Services, Inc., (HEMS) is a contractor for the State of Michigan and represents the Department of Health in Western Wayne County. HEMS acts as a medical control for all ambulance services in Western Wayne County. HEMS establishes medical protocol and coordinates communications between the transporting agencies and hospitals. In 2000, the Mutual Aid Association became financially active with HEMS securing one seat on the Board of Directors. This has proven to be a beneficial relationship for both HEMS and community fire departments in the association.

HIRT (Hazardous Incident Response Team) responds to major hazardous material incidents. USAR (Urban Search and Rescue) responds to "technical" rescues such as trench cave-ins or high angle rescues. Because it is not economically feasible for individual departments to acquire and maintain the specialized equipment and training necessary to respond to these high-risk, low-frequency incidents, Western Wayne Mutual Aid has established these specialized teams. HIRT and USAR utilize two firefighters from each participating fire department to respond to specialized incidents as requested.

**STRATEGIC PLAN/GOALS:** n/a

**ACTION REQUESTED:** Approve payment of the annual Western Wayne County Mutual Aid Association dues in the amount of \$17,427.68.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds for this payment will be expensed from the 2022 Fire Budget Account #206-336-50.960 Payment to Other Units of Government.

**IMPLEMENTATION PLAN:** n/a

**DIRECTOR'S RECOMMENDATION:** Approve

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approve

**SUPERVISOR'S RECOMMENDATION:** Not Available

**MODEL RESOLUTION:** I move to approve payment of the 2022 Western Wayne County Fire Department Mutual Aid Association dues in the amount of \$17,427.68.

**ATTACHMENTS:** Attachment A – Western Wayne County Mutual Aid invoice

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: June 14, 2022**

**AGENDA ITEM #C-4**

**ITEM: Request Approval of the Township's 2021 Annual Comprehensive Financial Report**

**PRESENTERS:** Wendy Trumbull, Finance and Budget Director  
Sarah Clay, Accounting Manager  
Alisha Watkins, Partner, Plante & Moran  
Philip Femminineo, Senior Auditor, Plante & Moran

**INDIVIDUALS IN ATTENDANCE:** N/A

**EXECUTIVE SUMMARY:** As required by State law, the Auditing Firm of Plante & Moran performed the Township's Annual Financial Audit for the fiscal year ended December 31, 2021. The results of that Audit, which are reported in the Township's Annual Comprehensive Financial Report, were covered in detail. We are requesting that the Board of Trustees receive and place on file the Township's Annual Comprehensive Financial Report. The results of this audit were presented by our Auditor's earlier during the Board Meeting.

**BACKGROUND INFORMATION:** No additional information.

**STRATEGIC PLAN/GOALS:** Financial Stability

**ACTION REQUESTED:** To accept the Township's 2021 Annual Comprehensive Financial Report.

**BUDGET IMPLEMENTATIONS & ACCOUNT NUMBER:** None

**IMPLEMENTATION PLAN:** Copies will be available for public review at the Clerk's Office and the Canton Public Library.

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** I move to receive and place on file the 2021 Township's Annual Comprehensive Financial Report.

**ATTACHMENTS:** None

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: June 14, 2022**

**AGENDA ITEM #G-1**

**ITEM: Consider Approval to refund funds for the special assessment Lexington Square Subdivision and Wethersfield Condominium**

**PRESENTER:** Wendy Trumbull, Finance & Budget Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:** A public hearing was held June 18, 2013 to confirm the assessment roll for both Lexington Square Subdivision and Wethersfield Condominium. Bonds were purchased for each project: Lexington \$580,000 and Wethersfield \$785,000. The overall cost of both projects came in less than anticipated, with the remaining funds due and funds obligated to bond costs exceeding the 5% surplus. Thus, the Township needs to issue refunds in accordance with the Public Improvements Act 188 of 1954 Section 41.732. Additionally, although the SAD policy says that in the event that a refund is due to the homeowners that the future property tax bill will be reduced, we are proposing to send all residents a refund by the end of July to ensure they receive what is owed to them more expediently.

**BACKGROUND:** The Public Improvements Act 188 of 1954 Section 41.732 Special Assessment roll refunds states: Should the total amount collected on assessments prove larger than necessary by more than 5% of the original roll, then the surplus shall be prorated among the properties assessed in accordance with the amount assessed against each and applied toward the payment of the next township tax levied against such properties, respectively, or if there be no such tax then it shall be refunded to the persons who are the respective record owners of the properties on the date of the passage of the resolution ordering such refund.

A public hearing was held June 18, 2013 to confirm the assessment roll for both Lexington Square Subdivision and Wethersfield Condominium. Bonds were purchased for each project: Lexington \$580,000 and Wethersfield \$785,000. The overall cost of both projects came in less than anticipated, with the remaining funds due and funds obligated to bond costs exceeding the 5% surplus. Both bond issuances will be paid off in April 2023; however, the Township has enough cash on hand to make the remaining debt payments without needing to collect anything additional on the tax rolls. Both Lexington and Wethersfield have some residents who have paid in full and some who have a remaining balance to be paid on the 2022 roll. At this time, we would like to offset the balance due from residents and produce refunds to all parcels for the remainder, as illustrated in the provided attachments.

**STRATEGIC PLAN/GOALS:** Financial Stability

**ACTION REQUESTED:** Authorize the refund of special assessment funds to both Lexington Square Subdivision and Wethersfield Condominium.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds from these projects are held in both funds 403 (Capital Projects – Roads) and fund 852 (Special Assessment Debt Service). A transfer needs to be completed to combine the funds into one account. Additionally, an expense will be recorded in fund 852 when refunds are processed.

Increase Revenue		
403-000.695	Fund Balance Appropriation	237,055
852-000.699_4030	Transfers In	237,055

Decrease Revenue		
852-000.695	Fund Balance Appropriation	99,565

Increase Expense		
403-446-02.995_8520	Transfers Out	237,055
852-905.964	Refunds	137,490

**IMPLEMENTATION PLAN:** If approved, refunds will be issued to current parcel owners in July 2022 by the Finance Department.

**FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** I move to waive the special assessment policy of issuing refunds to current parcel owners via their next property tax bill and approve check refunds to the current parcel owners for Lexington Square Subdivision and Wethersfield Condominiums by July 31, 2022.

I further move to approve the following budget amendments:

Increase Revenue		
403-000.695	Fund Balance Appropriation	237,055
852-000.699_4030	Transfers In	237,055

Decrease Revenue		
852-000.695	Fund Balance Appropriation	99,565

Increase Expense		
403-446-02.995_8520	Transfers Out	237,055
852-905.964	Refunds	137,490

**ATTACHMENTS:** A) Refund chart for Lexington Square Subdivision  
B) Refund chart for Wethersfield Condominium

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** June 14, 2022

**AGENDA ITEM #G-2**

**ITEM: Consider Approving a Police Policy and Training Advisor Program**

**PRESENTER:** Chad Baugh, Director of Police Services

**INDIVIDUALS IN ATTENDANCE:** n/a

**EXECUTIVE SUMMARY:** The Police Chief is requesting approval of a Police Policy and Training Advisor Program from Michigan Law Enforcement Training Associates, LLC, to supplement the department's current MPLAG agreement, for an average of 96 hours per year, billed in monthly increments of \$1,000.

**BACKGROUND INFORMATION:** As a supplement to the current MPLAG agreement, this new agreement will provide professional services to include the legal review of training program outlines, scenario-based training, and use of force. This training is designed to advert risk for first-line employees and supervisors implementing and exercising law enforcement and today's best policing practices, to include providing technical assistance in establishing a full-time constitutional and holistic training division. The program will also provide for quality control of the internal investigation and citizen communication process.

**STRATEGIC PLAN/GOALS:** n/a

**ACTION REQUESTED:** Approve the one-year purchase of a Police Policy and Training Advisor Program from Michigan Law Enforcement Training Associates, LLC, in the total amount of \$12,000, to be paid in \$1,000 monthly increments.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds for this training will be expensed from the 2022 & 2023 Police Training & Education Account #207-301-50.910\_0001.

**IMPLEMENTATION PLAN:** n/a

**DIRECTOR'S RECOMMENDATION:** Approve

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approve

**SUPERVISOR'S RECOMMENDATION:** Not Available

**MODEL RESOLUTION:** I move to approve the one-year purchase of a Police Policy and Training Advisor Program from Michigan Law Enforcement Training Associates, LLC, in the total amount of \$12,000, to be paid in \$1,000 monthly increments.

**ATTACHMENTS:** Attachment A – Michigan Law Enforcement Training Associates, LLC, Quote



**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** June 14, 2022

**AGENDA ITEM #G-3**

**ITEM: Consider First Reading of an Amendment to Chapter 36 “Equal Rights” in the  
Canton Township Code of Ordinances**

**PRESENTER:** Chad Baugh, Director of Police Services

**INDIVIDUALS IN ATTENDANCE:** n/a

**EXECUTIVE SUMMARY:** An amendment is being requested to Chapter 36 “Equal Rights” in the Canton Township Code of Ordinances, pertaining to sections regarding protected status, practices, investigation, penalties, and annual reporting.

**BACKGROUND INFORMATION:** In 2014, the Township Board approved the addition of Chapter 36 “Equal Rights” to the Canton Township Code of Ordinances. Upon review of this ordinance, the attached summary of amendments are being proposed to include familial status and medical conditions to protected status; to add public service practices, to change the assigned investigative body from the Supervisor to the Police Department, to add violations and penalties, and to add an annual reporting requirement.

**STRATEGIC PLAN/GOALS:** n/a

**ACTION REQUESTED:** Introduce and table the proposed amendment to the Chapter 36 “Equal Rights” Canton Township Code of Ordinances.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds

**IMPLEMENTATION PLAN:** A second reading will be scheduled for June 28, 2022.

**DIRECTOR’S RECOMMENDATION:** Approve

**FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION:** Approve

**SUPERVISOR'S RECOMMENDATION:** Not available

**MODEL RESOLUTION:** I move to introduce the first reading of an amendment to the Chapter 36 “Equal Rights” Canton Township Code of Ordinances; I further move to table for consideration a proposed text amendment to the Township Code of Ordinances and schedule a second reading for June 28, 2022.

**ATTACHMENTS:** Attachment A – Draft of proposed changes to Chapter 36 “Equal Rights” Ordinance

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: June 14, 2022**

**AGENDA ITEM #G-4**

**ITEM: Consider Amendment of the 2022 Performing Arts Center Budget**

**PRESENTER:** Greg Hohenberger, Director of Leisure Services

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:** In September of 2021, the Board authorized receipt of an additional funding award from the Shuttered Venue Operators Grant (SVOG) in the amount of \$93,756.13. This additional funding was provided through reporting eligibility, and is required to be expensed by June 30, 2022. Leisure Services recommended the use of these additional funds towards offsetting costs of staff wages and fringes, utilities, and contracted services for shows put on by the Village Theater. Due to the timing of when the funds were received, the \$93,756.13 was deposited into the 2022 Performing Arts Center revenue line item, but no ensuing budget adjustments were made for expenses. In an effort to maximize use of these additional funds, Leisure Services is requesting an amendment to increase the expense line items in the amount of \$47,000, while increasing the budgeted revenue by \$93,757.

**BACKGROUND:** The Shuttered Venue Operators Grant (SVOG) program was established by the Economic Aid to Hard-Hit Small Businesses, Nonprofits, and Venues Act, and amended by the American Rescue Plan Act. The program, administered by the U.S. Small Business Administration's Office of Disaster Assistance, provided eligible applicants the opportunity to qualify for grants equal to 45% of their grossed earned revenue in the year prior to the COVID-19 disaster. Throughout the United States and the World, performance venues took a significant hit, thus leaving performers, artists, and crews without work. The goal of the program was to provide funding resources to allow performing arts venues support to get workers back to doing what they do best, taking to the stage through music, acting, comedy and other artistic forms.

**STRATEGIC PLAN/GOALS:** Financial Stability

**ACTION REQUESTED:** Approve the amendments to the Performing Arts Center budget.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The following Budget amendments are necessary:

**Increase Revenue:**

101-761-50.501_0009 – Federal Grants COVID 19	\$93,757
---	----------

**Increase Expenses:**

101-761-50.801_0050 – Professional and Contractual Services	\$28,000
101-761-50.924_0010 - Utilities Electric	\$ 9,000
101-761-50.924_0020 - Utilities Gas	\$10,000

**Decrease Revenue:**

101-000.695 - Fund Balance Appropriation	\$46,757
--	----------

**IMPLEMENTATION PLAN:** Upon Board approval, the appropriate budgets will be amended.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to approve the following budget amendments:

Increase Revenue:

101-761-50.501_0009 – Federal Grants COVID 19	\$93,757
---	----------

Increase Expenses:

101-761-50.801_0050 – Professional and Contractual Services	\$28,000
---	----------

101-761-50.924_0010 - Utilities Electric	\$ 9,000
--	----------

101-761-50.924_0020 - Utilities Gas	\$10,000
-------------------------------------	----------

Decrease Revenue:

101-000.695 - Fund Balance Appropriation	\$46,757
--	----------

**ATTACHMENT:**

N/A

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** June 14, 2022

**AGENDA ITEM #G-5**

**ITEM: Consider Approval of Consulting Services to Perform Five-Year Strategic Plan – Leisure Services**

**PRESENTER:** Greg Hohenberger, Leisure Services Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:**

A Request for Proposal was advertised on April 14, 2022 for Consulting Services to Perform a Five-Year Strategic Plan – Leisure Services where the results came back with zero submittals. Due to an existing relationship while working on the Feasibility Study for the Summit on the Park, the Leisure Services staff is recommending contracting with BerryDunn, previously known as GreenPlay, for the CLS Five-Year Strategic Plan.

**BACKGROUND:**

Canton Leisure Services Strategic Plan is used as a guide for departmental operations, supports the Master Plan and is an accreditation requirement. The strategic planning process includes soliciting community and employee feedback. In 2020 CLS conducted a community wide survey; in 2021 we began the Master Planning process which is now being followed by the Strategic Plan. The Strategic Plan will outline goals, service levels and the strategies Leisure Services will implement to support the Master Plan and Township Mission. Components of the plan will include vision, mission and core values as well as a SWOT (strengths, weaknesses, opportunities and threats) analysis, operational analysis and financial analysis.

**STRATEGIC PLAN/GOALS:**

Welcoming Community

**ACTION REQUESTED:** Award the Consulting Services to Perform Five-Year Strategic Plan – Leisure Services to BerryDunn, 2211 Congress Street, Portland, ME 04102.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:**

Funds are available in account number 101-750-801\_0050 for this project.

**IMPLEMENTATION PLAN:** BerryDunn will be notified upon award and a purchase order will be processed.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** I move to award the CLS strategic plan project to BerryDunn, 2211 Congress Street, Portland, ME 04102 for Consulting Services to Perform a 5-Year Strategic Plan – Leisure Services in an amount not to exceed \$39,825 to be taken from Budget Account # 101-750-801\_0050.

**ATTACHMENT:**

Attachment A – Strategic Plan Consulting Services RFP

Attachment B – Bid Results

Attachment C – BerryDunn Proposal