



REGULAR MEETING OF THE BOARD OF TRUSTEES

June 22, 2021

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 are conducting all meetings by video teleconference.

Public comments may be submitted to Michael.Siegrist@Canton-mi.org at any time prior to the meeting. Additionally, a public drop box is located outside of the Township Administration Building at 1150 S Canton Center Rd. Canton, MI 48188. The Clerk will read comments submitted within the Rules of the Township Board during the meeting. Members of the public who attend by telephone or video may address the Board during the public comment period via videoconference.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82617585404>

Or One tap mobile:

1-312-626-6799 (82617585404#) or 1-646-558-8656 (82617585404#)

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Webinar ID: 826 1758 5404

International numbers available: <https://us02web.zoom.us/j/82617585404>

6:00 P.M.:

CALL TO ORDER

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

ADOPTION OF AGENDA

APPROVAL OF MINUTES: JUNE 8 & 15, 2021

PUBLIC COMMENT

PAYMENT OF BILLS

PRESENTATION:

- 1) 2020 AUDIT PRESENTATION

CONSENT CALENDAR:

- 1) CONSIDER TIME AMENDMENT FOR REMAINING 2021 MEETING DATES FOR THE COMMISSION FOR CULTURE, ARTS & HERITAGE (CLS)
- 2) CONSIDER APPROVING THE ANNUAL PAYMENT OF WESTERN WAYNE COUNTY MUTUAL AID ASSOCIATION DUES (FIRE)

- 3) REQUEST APPROVAL OF THE TOWNSHIP'S 2020 ANNUAL COMPREHENSIVE FINANCIAL REPORT (FBD)

GENERAL CALENDAR:

- 1) CONSIDER WAIVING THE PURCHASING POLICY AND APPROVE THE EMERGENCY PURCHASE OF A FORD EXPLORER HYBRID POLICE INTERCEPTOR AND APPROVE THE BUDGET AMENDMENT FOR THE POLICE DEPARTMENT (MSD)
- 2) CONSIDER FIRST READING OF AN AMENDMENT TO APPENDIX A – ZONING OF THE CODE OF ORDINANCES REGARDING JS3 INVESTMENTS, LLC REZONING (MSD)
- 3) CONSIDER WAIVING THE BIDDING PROCESS AND APPROVE A PROPOSAL FROM EMPCO INC., FOR AN INTERNAL PROMOTIONAL PROCESS (POLICE)
- 4) CONSIDER APPROVAL FOR THE EMERGENCY PURCHASE OF BOARD ROOM AUDIO AND VIDEO EQUIPMENT FOR STREAMING CAPABILITIES (CLS)

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. A complete copy of the Access to Public Meetings Policy is available at www.canton-mi.org.

**Charter Township of Canton
Board Proceedings – June 8, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, June 8, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 6:02 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens & Sneiderman
Siegrist location Lelanau County, all other members stated their location is Canton Township

Members Absent: None

Staff Present: Director Hohenberger, Director Smith, Director Trumbull, Director Baugh, Director Stoecklein, Community Planner Sloan, Sergeant Shulman

Adoption of Agenda:

Motion by Siegrist, supported by Foster to adopt the agenda as amended adding a Resolution for Juneteenth and Items G-0a and G-0b. Motion carried unanimously by roll call vote.

Approval of Minutes:

Motion by Siegrist supported by Foster to approve the May 25, 2021 Board minutes as presented. Motion carried unanimously by roll call vote.

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 by roll call vote.

CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF June 8, 2021		
101	GENERAL FUND	531,306.65
204	ROADS FUND	368,170.73
206	FIRE FUND	513,135.13
207	POLICE FUND	622,745.36
208	SUMMIT OPERATING (General)	80,120.43
219	STREET LIGHTING	0.00
230	CABLE TV FUND	12,591.21
246	TWP (COMMUNITY) IMPROVEMENT	6,005.00
248	DDA - CANTON	7,400.56
261	E-911 UTILITY	474.12

265	ORGANIZED CRIME - DRUG ENFORCEMENT	45,767.60
274	CDBG	4,904.75
276	NSP GRANTS FUND	0.00
401	CAP PROJ - ENERGY PROJECT	10,042.50
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	0.00
584	GOLF FUND	43,697.31
592	WATER & SEWER FUND	740,095.88
596	SOLID WASTE	388,152.15
661	FLEET	32,991.22
701	TRUST & AGENCY FUND	714.00
702	CUSTODIAL FUND	5,819.46
736	POST EMPLOYMENT BENEFITS	217,932.57
852	SPECIAL ASSESSMENT DEBT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
302	CAPITAL PROJECT DEBT SERVICE	0.00
		0.00
TOTAL - ALL FUNDS		3,632,066.63

Presentation:

- 1) Redevelopment Ready Communities Program

Presented by Community Planner Patrick Sloan and Intern Christine Ross

Special Hearing:

Item SH-1. Public Hearing for Petition to Appeal Soliciting, Canvassing, and Peddling License Denial; Chapter 54 Article II Section 54-33; for Tarlochan Gill.

Motion by Siegrist, supported by Slavens to open the Public Hearing at 7:01 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 by roll call vote.

Jaijit Gill was appointed to represent Tarlochan Gill and spoke for five minutes in favor of the appeal. Sergeant Shulman presented for five minutes on the issues that resulted in the denial. The trustees each spoke about their concerns over the police reports regarding Tarlochan Gill.

Motion by Foster, supported by Borninski to close the Public Hearing at 7:30 p.m. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Borninski 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 2021 license for Tarlochan Gill. Motion carried unanimously by roll call vote.

Item R-1.

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

Commemorating June 19, 2021 as “Juneteenth Independence Day” in Canton Township in recognition of June 19, 1865, the date on which slavery legally came to an end in the United States.

WHEREAS, the transatlantic slave trade system established both Europe and North America as world powers by and through the commoditization of Africans. Millions of Africans suffered disease and death on the eight-week voyages across the Middle Passage;

WHEREAS, from 1619 through 1865, millions of Africans and their descendants were enslaved in the United States, the thirteen American colonies, and eventually the United States of America;

WHEREAS, maritime, agricultural, insurance, defense, tobacco, sugar, and cotton industries were established off profits from the atrocities of slavery;

WHEREAS, Michigan served as the major hub of the Underground Railroad and home to several white abolitionists, including U.S. Representative and U.S. Senator Jacob Merritt Howard, Guy Beckley of Ann Arbor, Erastus Hussey of Battle Creek, and Seymour Finney of Detroit;

WHEREAS, through the work of these great men of all colors, the Second Baptist Church of Detroit, Friends of the Fugitives, Anti-Slavery Society, and other institutions, thousands of slaves were freed;

WHEREAS, Canton historian David Curtis has invested more than 200 hours of research into the home located at 43425 Warren Road in Canton, which is believed to be the third oldest home in our community, and a possible stop on the underground railroad and a refuge for runaway slaves on their way to Canada;

WHEREAS, effective January 1, 1863, “all persons held as slaves” were to be freed under the Emancipation Proclamation, in which word of this proclamation did not reach Texas until two and a half years later, on June 19, 1865, following his statement, June 19th (Juneteenth) became the emancipation date of those long suffering for freedom;

WHEREAS, this tradition of celebration has remained strong well into the 21st century to recognize the triumph of the human spirit over the cruelty of slavery and to honor the strength, endurance, and faith of African American ancestors;

WHEREAS, slavery was abolished through the passage of the 13th Amendment to the United States Constitution in 1865, after the end of the Civil War;

WHEREAS, it is imperative that citizens across the state join together to acknowledge a time in our history that carried on the nation’s ideals of equality and democracy and celebrate the joys of liberty and justice for every American citizen; and

WHEREAS, in June 2005, Governor Jennifer M. Granholm signed legislation officially designating the third Saturday in June as Juneteenth National Freedom Day in Michigan and Senator Martha G. Scott sponsored Senate Bill 384 to recognize Juneteenth as an official state holiday; Now, therefore be it,

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Charter Township of Canton commemorates June 19, 2021, as Juneteenth Independence Day and recognize the devastating legacy of American slavery, and encourage all residents to educate each other and future generations on the history of slavery in order to ensure this tragedy will never be forgotten or repeated and to and celebrate African American history and culture, while continuing to promote diversity, equality, and a strong sense of community in Canton Township.

Motion by Ganguly, supported by Sneideman to adopt the resolution as presented. Motion carried unanimously by roll call vote.

Item C-1. Consider Authorization to Participate in the Michigan Economic Development Corporation Redevelopment Ready Communities Program

Motion by Siegrist, supported by Slavens to adopt the resolution for Authorization to Participate in the Michigan Economic Development Corporation Redevelopment Ready Communities Program as presented.

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

**Authorization to Participate in the Michigan Economic Development Corporation
Redevelopment Ready Communities Program**

WHEREAS, the Michigan Economic Development Corporation (MEDC) has established the statewide Redevelopment Ready Communities (RRC) Program to empower communities to further establish and increase sustainability and potential business growth by becoming compliant with MEDC best practices; and

WHEREAS, RRC is a program that provides technical assistance to and certifies Michigan communities that actively engage stakeholders and plan deliberate, fair, and consistent processes; and

WHEREAS, the Charter Township of Canton recognizes the value of the RRC Program and seeks to improve its redevelopment readiness via a detailed review of existing development standards and processes; and

WHEREAS, the RRC program includes evaluating and strengthening the development-related partnerships between the Township Board of Trustees and stakeholder organization such as the MEDC, the Downtown Development Authority, Planning Commission, and Zoning Board of Appeals; and

WHEREAS, the RRC Program and MEDC staff will assist Canton Township in making timely and necessary updates to the Comprehensive Plan and Zoning Ordinance; and

WHEREAS, the RRC Program will open and expand opportunities for further State revenue and support for Canton Township through recognition by the MEDC;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby authorize the Charter Township of Canton to participate in the MEDC Redevelopment Ready Communities Program and pursue RRC Certification, including use of the RRC Best Practices and evaluation process to improve the Township's development standards, processes, and stakeholder communication.

Motion carried unanimously by roll call vote.

Item C-2. Consider Award of a Contract to Cadillac Asphalt for the 2021 Major Roads - Asphalt Project for the 2021 Road Improvement Program and Authorize a Budget Amendment

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

Increase Expenditures:

Roads, Major – Capital Outlay #204-446-11.970_0050 \$1,652,003

Decrease Expenditures:

Roads, Major – Professional Services, Engineering #204-446-11.801_0040 \$1,652,003

And, to approve a purchase order and contract with Cadillac Asphalt for the 2021 Major Roads - Asphalt Project construction in the amount of \$1,356,864 plus a 10% contingency of \$135,686 for a total of \$1,492,550, and, to approve a purchase order and contract with Fishbeck, Inc. for the 2021 Major Roads – Asphalt Project construction engineering in the amount of \$144,958 plus a 10% contingency of \$14,495 for a total of \$159,453. Motion carried unanimously by roll call vote.

Item C-3. Consider an Increase of \$80,000 to PO 2019-2942 for Additional Road Work Related to Fire Station #2 Construction

Motion by Siegrist, supported by Slavens to approve increase Purchase Order No. 2019-2942 for the Dailey Company in the amount totaling \$80,000 from account number Road Construction Fund, #204-446-11.970_0050 (Roads Major – Capital Outlay) for additional Warren Road pavement rehabilitation as part of the Fire Station No. 2 contract. Motion carried unanimously by roll call vote.

Item G-0a. Request to Purchase Voter Precinct Laptop Replacements

Motion by Siegrist, supported by Slavens to approve the following budget amendment and for the purchase of replacement Dell laptops for use by the Township Clerk in the execution of election responsibilities at the State of Michigan negotiated price with Dell:

Increase Revenue:

101-000.695 (Fund Balance Appropriation) \$38,600.00

Increase Expenses:

#101-262.970_0010 (Capital Outlay Computers) \$38,600.00

Motion carried unanimously by roll call vote.

Item G-0b. Request for Resolution of Local Body of Government to Recognize “Partnership for the Arts & Humanities” As a Nonprofit in the Community for Purposes of Making an Application for a "Charitable Gaming License" to the Bureau of State Lottery.

Motion by Siegrist, supported by Borninski approve the resolution for the “Partnership for the Arts & Humanities”, 355 N. Canton Center Rd, Canton, MI 481887 to be recognized as a non-profit organization for the purpose of obtaining a charitable gaming license. Motion carried unanimously by roll call vote.

Item G-1. Consider Award of CDBG Housing Rehabilitation Contracts

Motion by Siegrist, supported by Sneiderman to approve the two housing rehabilitation contracts to Optimum Contracting Solutions listed below totaling \$40,000.

Street	Home Type	Contractor	Low Bid/Cap
XXXX Twyckingham	Single Family Home	Optimum Contracting Solutions	\$15,000
XXXX Rector Dr.	Single Family Home	Optimum Contracting Solutions	\$25,000

Motion carried unanimously by roll call vote.

Item G-2. Consider Approving a Merit Commission Recommendation for a Position Reclassification in Public Safety

Motion by Siegrist, supported by Slavens to approve the Merit Commission recommendation to reclassify the current Grade 5 position of Executive Assistant/Communications Specialist–Public Safety, to a Grade 6 position of Business Operations Coordinator–Police and Fire Services. Motion carried unanimously by roll call vote.

Item G-3. Consider Approval of a Purchase Order Increase for Preservation Park Pavilion Construction

Motion by Siegrist, supported by Borninski to approve an increase to PO#2020-00001917 in the amount of \$8,994.50 to be paid from account #246-750.970_0020 – Capital Improvement Fund to Carpentry Concepts and Ceilings, L.L.C. 18786 Susanna Livonia, MI 48152 for the additional

manhole and cross connection for the Preservation Park Pavilion. Motion carried unanimously by roll call vote.

Item G-4. Consider Approval of a Purchase Order for Reliable Landscaping, Inc.

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

Increase Expenditures		
584-773-57.801_0050	Pheasant Run Golf Club	\$22,835
	Professional and Contractual Services	
101-752-50.801_0050	General Fund Parks	\$21,260
	Professional and Contractual Services	
Fund Balance		
Decrease		
584-773-50.999	Transfer to Fund Balance	\$22,835
Increase		
101-000.695	Fund Balance Appropriation	\$21,260

And, further move to approve a purchase order for Reliable Landscaping, Inc. 8285 N Lilley Rd, Canton, MI 48187 in the amount of \$52,895.25 to be paid from the following accounts:

Division Account Amount		
Police	207-301-50.930_0020 M&R Buildings	\$5,835
Parks	101-752-50.801_0050 Prof. & Contractual Serv.	\$21,260
Pheasant Run Golf	584-773-57.801_0050 Prof. & Contractual Serv.	\$22,835
Historic District	101-803.930_0020 M&R Buildings & Additions	\$2,965
Commission		

Motion carried unanimously by roll call vote.

Item G-5. Consider Approval for two Emergency Purchase Orders for the Underground Line Service Repair at Heritage Park

Motion by Siegrist, supported by Sneiderman to approve an emergency purchase order to Corby Energy Services, Inc. P.O. Box 970, Belleville, MI 48112 in the amount of \$2,765 for the generator service at the COVID testing site to be paid from the COVID Fund account #101-261.955_0001 and a second purchase order to Utilities Instrumentation Service 2290 Bishop Circle East, Dexter MI 48130 in the amount of \$19,812.42 for the repair of underground service lines in Heritage Park to be paid from the Community Improvement Fund 246-750-970.0020. Motion carried unanimously by roll call vote.

Additional Public comment was held.

Adjourn: Motion by Sneiderman, supported by Foster to adjourn the meeting at 8:03 p.m. Motion carried unanimously by roll call vote.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**Charter Township of Canton
Board Proceedings – June 15, 2021**

A Joint Study Session meeting of the Board of Trustees and Planning Commission of the Charter Township of Canton was held Tuesday, June 15, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 6:04 p.m.

Township Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens & Sneideman

All members stated their location is Canton Township

Township Members Absent: Sneideman

Planning Members Present: Acharya, Eggenberger, Engel, Foster, Greene, Weber, And Zuber

All members stated their location is Canton Township

Planning Members Absent: Okon, Singh

Staff Present: Director Hohenberger, Director Smith, Community Planner Sloan, Deputy-Director LaFever

Adoption of Agenda:

Motion by Siegrist, supported by Borninski to adopt the agenda as amended adding on an agenda item. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Borninski to approve the Supervisor's recommendation to close the Administration Building on Friday, July 2, 2021. Motion carried unanimously by roll call vote.

Presentation:

- 1) Joint Meeting With Planning Commission to Discuss Canton Leisure Services Recreation Master Plan

Presented by Community Planner Patrick Sloan, Director of Leisure Services Greg Hohenberger, and Deputy-Director LaFever.

Motion by Siegrist, supported by Borninski to go move into closed session to consider material exempt from discussion or disclosure by state or federal statute as authorized under mcl 15.268(h).

Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Slavens to return from closed session at 8:47 p.m. Motion carried unanimously by roll call vote.

Public Comment was held.

Adjourn: Motion by Siegrist, supported by Foster to adjourn the meeting at 8:53 p.m. Motion carried unanimously by roll call vote.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 22, 2021

AGENDA ITEM #C-1

ITEM: Consider Time Amendment for Remaining 2021 Meeting Dates for the Commission for Culture, Arts & Heritage

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: At the June 10, 2021 Commission for Culture, Arts and Heritage Meeting, the committee motioned to amend the time of the remaining 2021 meetings from 7:00pm to 6:00pm. If approved, the August 12, 2021 and the November 18, 2021 Cultural Commission meetings will commence at 6:00pm.

BACKGROUND:

In accordance with the Open Meetings Act, the Commission for Culture, Arts & Heritage is required to establish and post a schedule of board meetings for the calendar year. The proposed meeting dates are February 11, 2021, May 13, 2021, August 12, 2021 and November 18, 2021.

On March 23, 2021, CLS presented an RBA to the Board to establish the 2021 Canton Commission for Culture, Arts & Heritage meeting schedule at 7:00 p.m. in the Lower Level Meeting Room E of the Administration Building, 1150 S. Canton Center Road, quarterly on the designated Thursday of the established months.

STRATEGIC PLAN/GOALS: Michigan Law requires local approval.

ACTION REQUESTED: Approve the amended times from 7:00pm to 6:00pm for the remaining 2021 dates for the regular meetings of the Canton Commission for Culture, Arts & Heritage.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None

IMPLEMENTATION PLAN: The amended meeting schedule for the Commission for Culture, Arts & Heritage will be posted in the Administration Building and on Canton's website.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to amend the times from 7:00pm to 6:00pm for the remaining the 2021 Canton Commission for Culture, Arts & Heritage meeting scheduled on August 12, 2021 and November 18, 2021.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 22, 2021

AGENDA ITEM #C-2

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 2021 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 2021 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:

MODEL RESOLUTION: I move to approve payment of the 2021 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 22, 2021

AGENDA ITEM #C-3

**ITEM: Request Approval of the Township's 2020 Annual Comprehensive
Financial Report**

PRESENTERS: Wendy Trumbull, Finance and Budget Director
Sarah Clay, Accounting Manager
Alisha Watkins, Partner, Plante & Moran
Keith Szymanski, Senior Manager, 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, 2020. 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.

STRATEGIC PLAN/GOALS: To provide accurate Annual Financial Reports on a timely basis.

ACTION REQUESTED: To accept the Township's 2020 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 2020 Township's Annual Comprehensive Financial Report.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 22, 2021

AGENDA ITEM #G-1

ITEM: Consider Waiving the Purchasing Policy and Approve the Emergency Purchase of a Ford Explorer Hybrid Police Interceptor and Approve the Budget Amendment for the Police Department

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: On the morning of June 10, 2021 this Police Interceptor was involved in a roll over accident at Ford and Haggerty causing significant body damage to the vehicle. As such, Fleet Services is recommending replacement.

The damaged vehicle will be sent to auction via our online auction site, Bidcorp.com. The proceeds from this sale will partially offset the cost of the replacement vehicle.

If approved by the Board, Fleet Services will replace the unit with a 2021 Ford Explorer Hybrid per the Macomb County Bid awarded to Signature Ford. A budget amendment in an amount of \$35,834 is necessary, as this unit was not budgeted for replacement in 2021.

STRATEGIC PLAN/GOALS: Quality Infrastructure – Begin to migrate to hybrid or electric vehicles for township fleet

ACTION REQUESTED: Approve the emergency replacement of one (1) 2021 Ford Explorer Hybrid and approve the required budget amendment.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The cost to purchase one (1) Ford Explorer Hybrid is \$35,834 from Signature Ford via the Macomb County Bid. A budget amendment will be necessary to correct the budget. A purchase order will be issued from the Police Capital Outlay Vehicles Account #207-301-50.970_0040

IMPLEMENTATION PLAN: Upon approval by the Township Board, a purchase order for Signature Ford will be generated for the Ford Explorer Hybrid. Delivery can be expected 60-90 days from order date. The new unit will be delivered to the Fleet Service Center. All technology will be removed from the old vehicle and re-installed into the new unit.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to approve a budget amendment for the replacement of the Ford Explorer as follows:

Increase Expenditures:

207-301-50.970_0040 (Capital Outlay Vehicles) \$35,834

Increase Revenues:

207-000-695. (Appropriation Fund Balance) \$35,834

2. I move to approve the purchase of one (1) 2021 Ford Explorer Hybrid from Signature Ford, 3942 W. Lansing Rd, Perry, MI 48872 via a Macomb County Bid #21-18 MY2021 in the amount of \$35,834.

ATTACHMENTS:

1. 2021 Ford Explorer Hybrid Build Specifications.
2. Photos of damaged Police Interceptor.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 22, 2021

AGENDA ITEM #G-2

ITEM: Consider First Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding JS3 Investments, LLC Rezoning

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Imad Sitto (owner)

EXECUTIVE SUMMARY: The applicant proposes to rezone a single parcel located east of Haggerty Road between Ford Road and Cherry Hill Road (2100 Haggerty Road), from C-4, Interchange Service – Central Business District Overlay, to C-3, Regional Commercial – Central Business District Overlay. There is a vacant structure previously used as a restaurant and associated parking/improvements on the parcel.

The applicant states in their application that they propose to put the property to “retail and storage” use. However, any storage would be required to be accessory to the principal retail use. The current C-4 district does not allow standalone retail uses unless they are part of a larger planned shopping center, which the subject site is not large enough to accommodate. If the site is rezoned to C-3, then any permitted use in the C-3 district could be established at the site subject to all Zoning Ordinance requirements. Therefore, the proposed retail land use is conceptual at this time and could change based on the available development options of the Zoning Ordinance.

BACKGROUND AND ANALYSIS:

Location. East of Haggerty Road between Ford Road and Cherry Hill Road.

Existing Zoning: C-4, Interchange Service – Central Business District Overlay.

Net Acres: Approximately 1.71 acres

Existing Land Use: Vacant structure previously used as a restaurant and associated parking/improvements.

Surrounding Zoning and Land Uses:

North – C-4 (Central Business District Overlay); vacant lot and restaurant (Bowery Grill and Pub)

South – C-4 (Central Business District Overlay); professional offices (Haggerty Professional Plaza)

East – C-4 (Central Business District Overlay); hotel (La Quinta Inn)

**West – C-3 (Central Business District Overlay); mini-warehouses/self-storage
(Public Storage)**

Comprehensive Plan: General Commercial

Review Considerations: Section 27.06(D)(4) of the Zoning Ordinance consists of ten standards of review to be considered prior to action. Based on our review of the application materials, the Comprehensive Plan, and the site area, we find that the application meets each of the ten rezoning standards of review as follows:

- (1) The proposed amendment will be in accordance with the basic intent and purpose of the Zoning Ordinance, as the amendment is consistent with the Comprehensive Plan whose policies the Zoning Ordinance is intended to implement.
- (2) The proposed amendment is consistent with the Comprehensive Plan of the Township. The Future Land Use Map of the Comprehensive Plan designates the subject property as General Commercial, which is consistent with the C-3, Regional Commercial zoning district. Moreover, Policy 1.2.3 of the Comprehensive Plan calls for a General Commercial designation for regional and highway-oriented commercial uses. Considering the subject property's close proximity to I-275 (less than one mile from the interchange), the property is appropriate for regional and highway-oriented commercial uses, as it is a convenient location for the traveler or overnight visitor to the community.
- (3) Conditions have changed since the Zoning Ordinance was adopted, as there has been significantly less demand for developing new retail shopping centers within the C-4, Interchange Service zoning district, in which retail uses are essentially limited to shopping centers. There has not been an apparent demand for uses permitted within the C-4 zoning district on the subject property.
- (4) The amendment will correct an inequitable situation created by the Zoning Ordinance, in that retail uses outside of a shopping center are not permitted within the C-4, Interchange Service zoning district but are permitted in the adjoining C-3, Regional Commercial zoning district directly west across Haggerty Road and eight-hundred feet south of the subject property on the east side of Haggerty Road.
- (5) The amendment will not result in exclusionary zoning, as the rezoning is supported by the Future Land Use Map of the Comprehensive Plan and there is a C-3, Regional Commercial zoning district directly west across Haggerty Road.
- (6) The amendment will not set an inappropriate precedent, as it is consistent with the Comprehensive Plan policies and Future Land Use Map, and there is a C-3, Regional Commercial zoning district directly west across Haggerty Road and eight-hundred feet south of the subject property on the east side of Haggerty Road.
- (7) The proposed rezoning is consistent with the existing land uses of surrounding property. Existing surrounding uses include vacant land and a restaurant to the north, professional offices to the south, a hotel to the east, and mini-warehouses/self-storage to the west—none of which is foreseeably incompatible with a potential retail and storage use, although the mini-warehouses/self-storage is an existing nonconforming use that is otherwise not permitted in the C-3 district. Further, the proposed rezoning is a downzoning permitting uses which are often less intensive than those permitted within the C-4, Interchange Service zoning district.

- (8) If the proposed rezoning is approved, it appears that all of the requirements of the proposed zoning classification can be complied with on the subject parcel. The area of the subject property is approximately 1.7 acres, which is generally adequate for all requirements of the C-3, Regional Commercial zoning district to be met. However, specific development requirements as will be addressed at the time of site plan review and, if necessary, special land use review.
- (9) The proposed zoning, C-3, Regional Commercial, is consistent with the trends in land development in the general vicinity of the subject property, as there is a C-3 zoning district directly west across Haggerty Road and eight-hundred feet south of the subject property on the east side of Haggerty Road. Further, there has been significantly less demand for developing new retail shopping centers within the C-4, Interchange Service zoning district, in which retail uses are essentially limited to shopping centers. There has not been an apparent demand for uses permitted within the C-4 zoning district on the subject property.
- (10) The subject property will be serviced by an adequate road system (Haggerty Road), and water and sanitary sewer service is available in the area. The impact on the roads and utilities will be known when a development proposal is submitted, as commercial uses vary based on the nature of the use. If upgrades to the Township water and sewer system are necessary for a future use, the applicant will be required to make the necessary upgrades at that time. Likewise, a traffic study may be required for a future use proposal.

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

- **Planning Commission Recommendation:** At its meeting on June 7, 2021, the Planning Commission voted 9-0 to recommend approval of the request to rezone parcel no. 71-050-99-0009-003 from C-4, Interchange Service – Central Business District Overlay to C-3, Regional Commercial – Central Business District Overlay.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Introduce, hold the first reading, and table the proposed rezoning amendment to Appendix A – Zoning of the Code of Ordinances, which proposes to rezone parcel no. 71-050-99-0009-003 from C-4, Interchange Service District and Central Business District Overlay to C-3, Regional Commercial District and Central Business District Overlay.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION'S RECOMMENDATION: N/A

FIRE MARSHAL'S RECOMMENDATION: N/A

BUILDING OFFICIAL’S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: N/A

SUPERVISOR’S RECOMMEDATION: Approval

MODEL MOTIONS:

1. I move to introduce and hold the first reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance, which rezones tax parcel no. 71-050-99-0009-003 from C-4, Interchange Service District and Central Business District Overlay to C-3, Regional Commercial District and Central Business District Overlay.

2. Further, I move to table consideration of the amendment for a second reading on July 13, 2021.

ATTACHMENTS:

1. Planning Commission Minutes
2. Draft Ordinance and Map

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 22, 2021

AGENDA ITEM #G-3

ITEM: Consider Waiving the Bidding Process and Approve a Proposal from EMPCO Inc., for an Internal Promotional Process

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to waive the bidding process and accept a proposal from EMPCO, Inc., to run an internal promotional process for the position of Police Sergeant. This process would establish a two-year eligibility list, as required by union contract. The cost for this proposal is based on an estimated 18 officers participating in the process, totaling \$17,170.

BACKGROUND INFORMATION: To remain consistent with prior promotional processes, the Police Department and Human Resources are requesting to waive the bidding process and use EMPCO, Inc., for the creation and administration of the testing. Consistency is crucial to ensure the department maintains the high standards expected of its command staff through current and future progressions of law enforcement. EMPCO Inc., is considered the leader in professionally-run hiring and promotional processes.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Waive the bidding process and approve the proposal from EMPCO Inc., for an internal promotional process for the position of Police Sergeant, for an estimated amount not to exceed \$17,170.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this process will be expensed from the 2021 Police Professional & Contracted Services – Professional Account #207-301-50.801_0050.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION: I move to waive the bidding process and approve the proposal from EMPCO Inc., for an internal promotional process for the position of Police Sergeant, for an estimated amount not to exceed \$17,170.

ATTACHMENTS: Attachment A – Proposal from EMPCO, Inc.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 22, 2021

AGENDA ITEM #G-4

ITEM: Consider Approval for the Emergency Purchase of Board Room Audio and Video Equipment for Streaming Capabilities
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PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

Due to the Covid -19 Pandemic, the Board of Trustees and Planning Commission meetings were forced to take place via Zoom and not in the Board Room. The Michigan Legislature has mandated that meetings must start taking place in person by December 2021. For Canton Township to comply with this order and still allow for those individuals that are not comfortable or able to meet in person, the audio and video equipment in the Board Room will need to be upgraded to allow for streaming capabilities. PROVIDEO Systems provided a quote in the amount of \$11,316 for the equipment and streamlining services in the Township Board Room (Attachment A.)

In addition to the possible equipment shortage, the streamlining capabilities are of high importance making this a timely matter. The Cable Supervisor met with the Leisure Services Director and Finance Director requesting to waive the bidding process for the equipment. Canton has a long-standing working relationship with PROVIDEO and currently hold a service contract with them (Attachment B.)

BACKGROUND:

Due to the order in place to return to live meetings, the Cable staff contacted PROVIDEO Systems to help design and price a streaming solution for the Board Room. It was determined that with parts and labor the cost for this project would cost \$11,316.

PROVIDEO Systems currently holds a service contract with Canton for all audio and video projects and have an excellent work history with the Township who consistently secure township bids at the lowest cost.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED:

Amend the budget as follows:

Decrease Budget for 230-250.999 and Transfer to Fund Balance	\$11,316
Increase Budget for 230-250.970_00010 Capital Outlay Computers & Equipment	\$11,316

Authorize an emergency purchase order in the amount of \$11,316 for the upgrade of the Audio/Visual equipment in the Township Board Room of the Administration Building to PROVIDEO Systems, 26471 Southpoint Road, Perrysburg, OH, 43551.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

Decrease Budget: 230-250.999 and Transfer to Fund Balance \$11,316

Increase Budget: 230-250.970_00010 Capital Outlay Computers & Equipment \$11,316

IMPLEMENTATION PLAN: Upon Board approval, the emergency purchase order to PROVIDEO Systems will be approved for the upgrade of the A/V equipment.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to authorize the budget adjustment of:

Decrease Budget for 230-250.999 Transfer to Fund Balance \$11,316

Increase Budget for 230-250.970_00010 Capital Outlay Computers & Equipment \$11,316

2. I further move to approve the emergency equipment upgrade for the Canton Township Administration Board Room to PROVIDEO Systems, 26471 Southpoint Road, Perrysburg, OH, 43551 in the amount of \$11,316 to be paid from Account #230-250.970_00010 Capital Outlay Computers & Equipment.

ATTACHMENT:

Attachment A: PROVIDEO Quote

Attachment B: PROVIDEO Service Contract