



**CANTON ADMINISTRATION BUILDING  
1150 S. CANTON CENTER ROAD  
CANTON, MI 48188  
REGULAR BOARD MEETING  
OCTOBER 12, 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 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/81063877672>

Or One tap mobile:

1-646-558-8656 (81063877672#) or 1-301-715-8592 (81063877672#)

Or Telephone:

1-646-558-8656 or 1-301-715-8592

Webinar ID: 810 6387 7672

International numbers available: <https://us02web.zoom.us/j/81063877672>

**7:00 P.M.:**

CALL TO ORDER

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

ADOPTION OF AGENDA

APPROVAL OF MINUTES: SEPTEMBER 21 & 28, 2021

PUBLIC COMMENT

PAYMENT OF BILLS

**CONSENT CALENDAR:**

- 1) CONSIDERATION OF SECOND READING AND ADOPTION OF AN ORDINANCE AMENDING CHAPTER 46 OF THE CANTON CODE OF ORDINANCES TO COMPLY WITH THE RAISE THE AGE LEGISLATION, PUBLIC ACTS 97-114 OF THE MICHIGAN PUBLIC ACTS OF 2019 (POLICE)
- 2) CONSIDER APPROVING EMPLOYEE TUITION FOR COLLEGE CREDITS AS PERMITTED BY BARGAINING UNIT CONTRACT (POLICE)
- 3) CONSIDER APPROVAL OF THE REMOVAL AND REPLACEMENT OF ROOF TOP UNITS AT THE SUMMIT AND ADMINISTRATION BUILDINGS IN CONNECTION WITH THE CAPITAL IMPROVEMENT PROGRAM (MSD)

- 4) CONSIDER APPROVAL OF THE REMOVAL AND REPLACEMENT OF ROOF TOP UNITS AT CANTON SPORTS CENTER IN CONNECTION WITH THE CAPITAL IMPROVEMENT PROGRAM (MSD)

**GENERAL CALENDAR:**

- 1) CONSIDER FORD SHELDON NEWMAN PLANNED DEVELOPMENT DISTRICT AMENDMENT #2 FOR BJ'S WHOLESALE CLUB (MSD)
- 2) CONSIDER WAIVING THE PURCHASING PROCESS AND ISSUE A PURCHASE ORDER FOR LANDSCAPING RESTORATION FOR THE RIDGE ROAD PAVING PROJECT (MSD)
- 3) CONSIDER APPROVAL TO PURCHASE 2022 SEASON'S FERTILIZER, FUNGICIDE, PLANT PROTECTANT AND NUTRIENTS FOR PHEASANT RUN GOLF CLUB AND PARKS IN 2021 (CLS)
- 4) CONSIDER A REQUEST TO CHANGE THE CUSTOMER SERVICE HOURS OF PUBLIC SAFETY'S RECORDS BUREAU (POLICE)
- 5) CONSIDER APPROVING ADDITIONAL CIVIL ENGINEERING WORK REQUIRED FOR THE FIRE STATION #2 PROPERTY (FIRE)

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 the 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 – September 21, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, September 21, 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  
Location Canton Township

Members Absent: None

Staff Present: Director Hohenberger, Deputy Director LaFever, Business  
Operations Coordinator Aiello

**Adoption of Agenda:**

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

**Study Session:**

- 1) 2022 Five-Year Park and Recreation Master Plan: Review of Draft Plan and Park Maps

**Presentation:** Given by Mckenna

**Public Comment:**

Public comment was held.

**Adjourn:** Motion by Siegrist, supported by Slavens to adjourn the meeting. Motion carried unanimously.

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Michael A. Siegrist, Clerk

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Anne Marie Graham-Hudak, Supervisor

**Charter Township of Canton  
Board Proceedings – September 28, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, September 28, 2021 in person and virtually. Supervisor Graham-Hudak called the meeting to order at 7:01 p.m.

Members Present: Borninski, Foster, Ganguly (Canton), Graham-Hudak, Siegrist, Slavens, Sneiderman  
 Members Absent: None  
 Staff Present: Director Baugh, Director Hohenberger, Director Smith, Director Trumbull,

**Adoption of Agenda:**

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

**Approval of Minutes:**

Motion by Siegrist supported by Slavens to approve the September 14, 2021 Board minutes as presented. Motion carried unanimously.

**Public Comment:** Public comment was held. **Payment of Bills:**

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

<b>CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF September 28, 2021</b>		
101	GENERAL FUND	594,309.17
204	ROADS FUND	341,994.45
206	FIRE FUND	228,488.54
207	POLICE FUND	273,896.40
208	SUMMIT OPERATING (General)	36,740.41
219	STREET LIGHTING	21,171.27
230	CABLE TV FUND	9,513.09
246	TWP (COMMUNITY) IMPROVEMENT	22,582.00
248	DDA - CANTON	22,986.75
261	E-911 UTILITY	24,403.63
265	ORGANIZED CRIME - DRUG ENFORCEMENT	1,258.32
274	CDBG	0.00
276	NSP GRANTS FUND	0.00
401	CAP PROJ - ENERGY PROJECT	5,370.00

402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	9,936.66
584	GOLF FUND	35,923.49
592	WATER & SEWER FUND	116,310.10
596	SOLID WASTE	1,924.87
661	FLEET	32,287.53
701	TRUST & AGENCY FUND	4,572.50
702	CUSTODIAL FUND	30,207.72
736	POST EMPLOYMENT BENEFITS	96,038.06
852	SPECIAL ASSESSMENT DEBT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
302	CAPITAL PROJECT DEBT SERVICE FUND	0.00
<b>TOTAL - ALL FUNDS</b>		<b>1,909,914.96</b>

**Consent Calendar:**

**Item C-1. Consider Approval to Accept the Supplemental Award from the Shuttered Venue Operators Grant**

Motion by Siegrist, supported by Borninski to accept the supplemental grant award from the Shuttered Venue Operations Grant in the amount of \$93,756.13 to be used toward covering costs of staff wages/fringes, utilities and deposits on shows for the upcoming season at the Village Theater. Motion carried unanimously.

**Item C-2. Consider Approval of the Replacement of Two A/C Condensers and Two Cased Coils for Human Services Building in Connection with the Capital Improvement Program**

Motion by Siegrist, supported by Borninski to approve the contract and approve a purchase order for Goyette Mechanical to replace two A/C Condensers and two Cased Coils project as identified in the Capital Improvement Plan:

<b>Project #</b>	<b>Description</b>	<b>Account #</b>	<b>Amount</b>
200060 & 200067	Human Service Center A/C Unit	401-261.970_0020	\$41,538

Motion carried unanimously.

**Item C-3. Consider Reappointments to the Canton Tax Board of Review**

Motion by Siegrist, supported by Borninski that the Canton Board of Trustees approve the reappointments of Elizabeth Manwell and Paul Talwar to the Canton Tax Board of Review for two-year terms to expire on 9/28/23. Motion carried unanimously.

**Item C-4. Consider Approving a 2021 Emergency Management Budget Adjustment**

Motion by Siegrist, supported by Borninski to approve an adjustment to the 2021 Emergency Management Budget as listed below:

**Increase Revenues:**

General Fund – Fund Balance Appropriation: # 101-000-695 \$1,500

**Increase Appropriations:**

General Fund – Emergency Mgt Salaries: #101-426-703\_0010 \$1,250

General Fund – Emergency Mgt Various Fringes: #101-426.724\_XXXX \$ 250

Motion carried unanimously.

**Item G-1. Request Purchase of Computer Workstation & Monitor Replacements**

Motion by Siegrist, supported by Borninski to create a new purchase order to Dell Computers in an amount not to exceed \$59,764 to cover the cost of purchasing 9 computers and 185 monitors.

Motion carried unanimously.

**Item G-2. Consider Resolution Regarding Zoning Nonconformities as a Result of MDOT Ford Road Boulevard Project**

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

RESOLUTION OF  
BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Approval of Zoning Nonconformities as a Result of MDOT Project**

**WHEREAS**, In April 2014, the Charter Township of Canton (“Canton Township”) and the Michigan Department of Transportation (“MDOT”), with the participation of Canton Township Downtown District Authority (“DDA”) and Wayne County (“County”), conducted a traffic and environmental study to address safety and congestion concerns involving the stretch of roadway known as M-153 (Ford Road) in Canton Township. The purpose of the study was to identify a preferred alternative for improvements on Ford Road between Lotz Road and Sheldon Road; and

**WHEREAS**, the parties identified an alternative that will improve operational service on Ford Road between Lotz Road and Sheldon Road without degrading I-275 interchange operations; and

**WHEREAS**, at a regular meeting of the Township Board on December 4, 2018, the Board approved an agreement with MDOT for the Ford Road (M-153) Boulevard Project (the “Project”); and

**WHEREAS**, The Project includes the installation of a boulevard to improve traffic flows along Ford Road and at the intersections of Ford and Haggerty Roads; and

**WHEREAS**, the installation of a boulevard will result in the widening of parts of Ford Road and Haggerty Road, which may impact, among other things: front and side yard setbacks, parking requirements, required open space, and required landscaping installations. As a result, some of the properties within the Project area may be considered nonconforming pursuant to the terms of Canton Township's Zoning Ordinance; and

**WHEREAS**, Canton Township desires to ensure that those properties rendered nonconforming as a result of the Project will not be negatively impacted with respect to future use and development of the properties; and

**WHEREAS**, Canton Township agrees to waive certain requirements under Article 3 of the Zoning Ordinance including front and side yard setbacks, parking requirements, required open space, and certain required landscaping installations requirements; and

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

1. That those properties along Ford Road and Haggerty Road which, as a result of the Project, are deemed nonconforming under the provisions of Article 3 of the Canton Township Zoning Ordinance, are hereby designated as legally nonconforming
2. That those properties which are deemed nonconforming as a result of the Project shall not be required to correct any nonconformities as a result of the Project upon development or redevelopment of their property unless required by Article 3.00 of the Zoning Ordinance.
3. That any property that has a nonconformity established as result of the Project shall be documented as a legally nonconforming site in accordance with Section 3.02 of the Zoning Ordinance.
4. Certain variances that may be required as a result of the Project are approved as follows:
  - a. Pursuant to Section 6.10(D), footnote (e) of the Zoning Ordinance, any front yard setbacks changed as a result of the Project are hereby approved as a conforming front yard setback in the Central Business District (CBD) Overlay.
  - b. Pursuant to Section 4.01(C)(6) of the Zoning Ordinance, any reductions in the number of parking spaces below the required minimum number of spaces as a result of the Project are hereby approved.
  - c. All reductions in the minimum width of the landscape buffer adjacent to the road pursuant to Section 6.10(E)(7) as a result of the Project are hereby approved.
  - d. Any open space that is lost as a result of the right-of-way acquisition, even if it reduces the amount of open space below the 25% minimum required in Section 6.10(E)(1), shall not be required to be replaced and shall be deemed approved.
  - e. The Community Planner may administratively approve other variances as a result of the Project that are deemed minor in nature in the opinion of the Community Planner. Other such variances deemed major in nature by the Community Planner will be referred to the

Zoning Board of Appeals for consideration of a variance or referred to the Township Board of Trustees for consideration of an amendment to this resolution.

5. The fees for any site plan review projects or variance requests that may be required for any property as the result of the Project are hereby waived.
6. That additional changes to any affected properties initiated by the owner will still be required to seek a variance from the Zoning Board of Appeals for the expansion of a nonconformity or, if applicable, seek a modification from the Planning Commission.

Motion carried unanimously.

**Item G-3. Consider Special Land Use for Indoor Pet Boarding and Training Facility (Dogology University)**

Motion by Siegrist, supported by Sneiderman to approve the special land use for an indoor pet boarding and training facility use on parcel no. 71-057-01-0013-301 at 44125 Ford Road, subject to the site maintaining the standards of the previously approved site plans and meeting the noise standards of Section 7.02(A) of the Zoning Ordinance. Motion carried unanimously.

**Item G-4. Consider Approving the Purchase of Upgraded LiveScan Equipment as Required by CLEMIS**

Motion by Siegrist, supported by Slavens to approve the purchase of upgraded LiveScan equipment as required by CLEMIS, utilizing their service provider Idemia Identity & Security USA, LLC, in the amount of \$16,542, utilizing funds budgeted in the 2021 Police Capital Outlay Machinery & Equipment Account. Motion carried unanimously.

**Item G-5. Consider Waiving the Bidding Process and Approve the Purchase of a CLE Advanced Covert Pole Camera System**

Motion by Siegrist, supported by Sneiderman to waive the bidding process and approve the purchase of a CLE Advanced Covert Pole Camera System from Covert Law Enforcement in the amount of \$10,749.56, utilizing federal GSA pricing, in lieu of the Township's bidding process. Motion carried unanimously.

**Item G-6. Consideration of first reading of an ordinance amending Chapter 46 of the Canton Code of Ordinances to comply with the Raise the Age legislation, Public Acts 97-114 of the Michigan Public Acts of 2019.**

Motion by Siegrist, supported by Borninski to introduce for first reading an ordinance amending Chapter 46, Sections 46-243, 46-501, 46-503, and 46-534 of the Canton Code of Ordinances. further move to schedule a second reading on October 12, 2021. Motion carried unanimously.

**Item G-7. Consider an Increase of PO 2021-1305 and PO 2020-1366 for the 2021 Road Improvement Program**



Motion by Siegrist, supported by Sneideman to increase Purchase Order 2021-1305 by \$137,000 for Great Lakes Contracting Services, LLC for the 2021 concrete residential road project. And, to increase Purchase Order 2020-1366 by \$18,000 for Spalding DeDecker, Inc. for the 2021 concrete residential road project. And further; move to make the following budget amendments:

**Increase Expenditure:**

204-446-12.970\_0050 Capital Outlay Infrastructure 78,000

**Increase Revenue:**

204-000.695 Fund Balance Appropriation \$78,000 Motion carried unanimously.

**Item G-8. Consider Request to Increase Blanket Purchase Order for Human Resources**

Motion by Siegrist, supported by Sneideman to approve the purchase of audio-visual training equipment from Metro Detroit Integrated Systems, in the amount of \$15,681.05, utilizing funds budgeted in the 2021 Fire Capital Outlay Computers & Equipment Account. Motion carried unanimously by all members present.

Additional Public comment was held.

**Adjourn:** Motion by Sneideman, supported by Slavens to adjourn the meeting at 7:43 p.m. Motion carried unanimously.

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Michael A. Siegrist, Clerk

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Anne Marie Graham-Hudak, Supervisor

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** October 12, 2021.

**AGENDA ITEM #C-1**

<b>ITEM:</b> Consideration of second reading and adoption of an ordinance amending Chapter 46 of the Canton Code of Ordinances to comply with the Raise the Age legislation, Public Acts 97-114 of the Michigan Public Acts of 2019.
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**PRESENTER:** Chad Baugh, Director of Police Services

**INDIVIDUALS IN ATTENDANCE:** None anticipated.

**EXECUTIVE SUMMARY:** The Board is being asked to consider an amendment to various sections of Charter 46 of the Canton Code of Ordinances, entitled “Offenses and Miscellaneous Provisions,” that will increase the age at which individuals in the juvenile justice system are treated as adults from 17 to 18 years old.

**BACKGROUND:** On October 31, 2019, Governor Gretchen Whitmer signed into law a package of bills that increased the maximum age of juvenile court jurisdiction from 17 to 18 years old (PA 98-113), established funding to ensure that 17-year olds can access services available in the juvenile justice system (PA 114 and PA 97), and prohibited the placement of youth under 18 in adult jails and prisons and provided access to age-appropriate rehabilitation PA 102, 104, 105, and PA 111). These bills take effect on October 1, 2021.

When the bills were signed into law in 2019, Michigan was one of only four remaining states in the United States where 17-year olds were automatically treated as adults for criminal offenses. Although lowering the age to 17 was intended to “get tough on youth crime,” it created significant safety issues for the minors and significant additional expenses, rather than focusing on diversion and rehabilitation for young offenders. The money that was going to the costs of incarcerating 17-year olds can now be redirected to diversion programs, education, and rehabilitation, which can greatly reduce the chance of these minors re-offending.

**STRATEGIC PLAN/GOALS:** Ensure Canton’s ordinances are in compliance with state law.

**ACTION REQUESTED:** Remove from the table, hold the second reading, and adopt an amendment to Chapter 46, Sections 46-243, 46-501, 46-503, and 46-534 of the Canton Code of Ordinances.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** None.

**IMPLEMENTATION PLAN:** If approved, the ordinance will be published and become effective October 21, 2021.

**DIRECTOR’S RECOMMENDATION:**

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

**SUPERVISOR'S RECOMMENDATION:**

**MODEL RESOLUTION:**

- (1) I move to remove from the table, hold the second reading and adopt an ordinance amending Chapter 46, Sections 46-243, 46-501, 46-503, and 46-534 of the Canton Code of Ordinances.

**ATTACHMENTS:**

1. Draft text amendment to Chapter 46, Sections 46-243, 46-501, 46-503, and 46-534.
2. Text amendment to Chapter 46, Sections 46-243, 46-501, 46-503, and 46-534. (Clean)

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** October 12, 2021

**AGENDA ITEM #C-2**

**ITEM: Consider Approving Employee Tuition for College Credits as Permitted by  
Bargaining Unit Contract**

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

**INDIVIDUALS IN ATTENDANCE:** n/a

**EXECUTIVE SUMMARY:** The Police Department is requesting approval of tuition payment in the amount of \$14,104 for college credits for employee Michael Andes, as permitted by his Canton Command Officers Association Bargaining Unit Contract, Article 26.

**BACKGROUND INFORMATION:** The Canton Command Officers Association Bargaining Unit Contract dated January 1, 2019 – December 31, 2022, Article 26, provides for full payment of tuition and fees associated with earning one college degree while employed with the department. Michael Andes is a Lieutenant in the department and is working on his Master's Degree from Eastern Michigan University.

All tuition payments made under this contract are in compliance with IRS regulations.

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

**ACTION REQUESTED:** Approve the payment of \$14,104 to Eastern Michigan University for employee tuition of college credits as permitted by Canton Command Officers Association Bargaining Unit Contract, Article 26, dated January 1, 2019.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds for this expense are budgeted in the 2021 Police Training & Education -Education Account #207-301-50.-910\_0002.

**IMPLEMENTATION PLAN:** n/a

**DIRECTOR'S RECOMMENDATION:** Approve

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

**SUPERVISOR'S RECOMMENDATION:** Approve

**MODEL RESOLUTION:** I move to approve the payment of \$14,104 to Eastern Michigan University for employee tuition of college credits as permitted by Canton Command Officers

Association Bargaining Unit Contract, Article 26, dated January 1, 2019.

**ATTACHMENTS:** Attachment A – Eastern Michigan University Invoice  
Attachment B – CCOA Bargaining Unit Article 26

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: October 12, 2021**

**AGENDA ITEM #C-3**

**ITEM: Consider Approval of the Removal and Replacement of Roof Top Units at the Summit and Administration Buildings in Connection with the Capital Improvement Program**

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

**INDIVIDUALS IN ATTENDANCE:** None anticipated.

**EXECUTIVE SUMMARY:** In connection with the Capital Improvement Plan, we are recommending the following project be awarded. Removal and replacement of five (5) roof top units, four at the Summit and one at the Administration building. Summit units' number #5 Dance Studio, #10 Kids Corner, #12 Walnut Room, and #14 Fitness Center. Administration unit #3 first floor mailroom, loading dock, second floor inspectors, and third floor The B.L.O.C.K. The above listed roof top units were commissioned and installed in 1996 with an expected lifespan of 15 years. Due to the age of the equipment, time and money spent on repairs, equipment failures, and new EPA standards and efficiencies replacements are necessary.

Vendor	Project Description	Amount Budgeted	Amount Awarded
Quality Aire Systems	Administration RTU Replacement (Project # 200016)	\$128,870	\$70,725
BASS Controls	Controls Admin (Project # 200016)	Included above	\$8,852
	Total Admin Project #200016	<b>\$128,870</b>	<b>\$79,577</b>
Quality Aire Systems	Summit RTU Replacement (Project # 210004)	\$414,354	\$353,050
BASS Controls	Control Summit (Project # 200019)	\$134,718	\$13,647
	Total Summit Project #210004 & 200019	<b>\$549,072</b>	<b>\$366,697</b>

The project above has gone through the Request for Proposal process, with the most qualified proposal being recommended for award, and fall within the budget amount in the Program. We have received a total of seven (7) proposals, all of which were interviewed.

**BACKGROUND:** In 2019, the Township Board approved a 5-year Capital Improvement Plan, which identified a significant amount of needed improvements within the Township. The item being brought forth today is identified as a priority within that Plan and fall within the budget. Contingency amounts have been added, Admin RTU \$61,500 plus 15% bringing the total to

\$70,725, Admin controls \$7,698 plus 15% bringing the total to \$8,852, Summit RTU \$307,000 plus 15% bringing the total to \$353,050 and finally Summit controls \$11,867 plus 15% bringing the total to \$13,647. With the RTU's being 25 years of age, we have experienced numerous failures resulting in costly repairs that will only temporarily correct the issues. Our current RTU's require R-22 refrigerants which are very costly and EPA has implemented a ban on production of R-22. With the proposed new JCI units our KW demand reduction between the five (5) units equates to a savings of roughly \$1,110 per year per unit. Another factor is the amount of Greenhouse gases (CO2), Nitrogen Oxides (NOx), Sulfur Dioxides (SO2), and Mercury (Hg) we will reduce going into the ozone by replacing the current units with the recommended JCI units.

**STRATEGIC PLAN/GOALS:** Improve the infrastructure as identified in the Capital Improvement Plan. Furthermore, we will be improving the efficiencies of our equipment, with energy-efficient compressors and a high-efficiency condenser coil made of corrugated aluminum fins and rifled refrigeration-grade copper tubing. Finally, we will be removing the old units which currently operate under R-22 refrigerants, as of January 1<sup>st</sup> 2020 the EPA has implemented a ban on the production and import of R-22, except for continuing servicing needs of existing equipment. R410A is the replacement which is a Chlorine-free refrigerant making it much better for our environment.

**ACTION REQUESTED:** Award the contract and purchase order for the above-mentioned project to Quality Aire Systems, 328 W 6 Mile Road, Whitmore Lake, MI 48189 in the amount of \$423,775. Award the work to our Township wide sole controls contractor to BASS Controls, 6260 18 ½ Mile Road, Sterling Heights, MI 48314 in the amount of \$22,499

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funding as follows:  
For Capital Improvements funds we budgeted for 2021 in the following accounts.

<b>Project #</b>	<b>Description</b>	<b>Account#</b>	<b>Amount</b>
200016	Admin RTU Replacement & Controls	401-261.970_0020	\$79,577
210004	Summit RTU Replacement	401-757.970_0020	\$353,050
200019	Summit Controls	401-757.970_0020	\$13,647

**IMPLEMENTATION PLAN:** Upon Board Approval, a purchase order will be generated and vendor contacted to begin project. A project schedule will be established Quality Aire Systems and BASS Controls will order all of the equipment and parts in order to complete the project.

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

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to approve the contract and approve a purchase order for Quality Aire Systems, 328 W 6 Mile Road, Whitmore Lake, MI 48189 in the total amount of \$423,775 to replace the five (5) RTU's, one (1) at Administration building and four (4) at the Summit. I move to also approve the contract and approve a purchase order for BASS Controls, 6260 18 ½ Mile Road, Sterling Heights, MI 48314 in the total amount of \$22,499 to supply all controls and install to all unit's project as identified in the Capital Improvement Plan:

<b>Project #</b>	<b>Description</b>	<b>Account#</b>	<b>Amount</b>
<b>200016</b>	<b>Admin RTU Replacement &amp; Controls</b>	<b>401-261.970_0020</b>	<b>\$79,577</b>
<b>210004</b>	<b>Summit RTU Replacement</b>	<b>401-757.970_0020</b>	<b>\$353,050</b>
<b>200019</b>	<b>Summit Controls</b>	<b>401-757.970_0020</b>	<b>\$13,647</b>

**ATTACHMENTS:**

- Attachment A: Bid Summary
- Attachment B: RFP
- Attachment C: Contract
- Attachment D: Bid Addendum
- Attachment E: Energy Savings Breakdown



**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: October 12, 2021**

**AGENDA ITEM # C-4**

**ITEM: Consider Approval of the Removal and Replacement of Roof Top Units at Canton Sports Center in Connection with the Capital Improvement Program**

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

**INDIVIDUALS IN ATTENDANCE:** None anticipated.

**EXECUTIVE SUMMARY:** In connection with the Capital Improvement Plan, we are recommending the following project be awarded. Removal and replacement of two (2) twenty-ton roof top units at Canton Sports Center. Both roof top units were purchased and installed in 2006 with a life expectancy of 15 to 20 years. During the beginning of 2021 it was discovered that both units' heat exchangers had some signs of cracking which can cause Carbon Monoxide pollution as well as heat failure. As winter approaches and the condition of the heat exchangers in both units it would be advisable to have both units replaced to avoid the potential of heat failure and/or dangerous amounts of Carbon Monoxide released. Furthermore, the roof top units have significant coil issues, high head pressure trips, and inoperable return air configuration that require costly fixes needed to function properly.

Vendor	Project Description	Amount Budgeted	Amount Awarded
Miller-Boldt INC.	HVAC Replacement Bar (2) roof top units at Canton Sports Center (Project # 200054)	\$33,000	\$68,110

The project above has gone through the Request for Proposal process, with the most qualified bid being recommended for award. Additional funding will be used from the CIP bonded account to supplement the cost of the project.

**BACKGROUND:** In 2019, the Township Board approved a 5-year Capital Improvement Plan, which identified a significant amount of needed improvements within the Township. The item being brought forth today has been identified as a priority within that Plan and fall within the budget. Canton Sports Center operates with just the two RTU's that provide both AC and heat, the cost to replace the failed items versus replacement is not comparable. Miller-Boldt INC. has proposed to install two (2) twenty-ton Trane units (Voyager 2) at CSC, Trane units are considered to be top tier in the industry. Both units will have full BacNet controls so the facilities team will have the ability to monitor and regulate both units from a remote location as well as view real time data while conducting tests on the equipment.

**STRATEGIC PLAN/GOALS:** Improve the infrastructure as identified in the Capital Improvement Plan. Furthermore, we will be improving the efficiencies of our equipment, with energy-efficient compressors and a high-efficiency condenser coil made of corrugated aluminum fins and rifled refrigeration-grade copper tubing. Finally, we will be removing the old units which currently operate under R-22 refrigerants, as of January 1<sup>st</sup> 2020 the EPA has implemented a ban on the production and import of R-22, except for continuing servicing needs of existing equipment. R410A is the replacement which is a Chlorine-free refrigerant making it much better for our environment. Improve the infrastructure as identified in the Capital Improvement Plan

**ACTION REQUESTED:** Award the contract and purchase order of above-mentioned project to Miller-Boldt INC. 21481 Carlo Drive. Clinton TWP, MI 48038 in the amount of \$68,110 which includes a \$10,000 contingency fund.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funding as follows:  
For Capital Improvements funds we budgeted for in 2021 in the following accounts:

<b>Project #</b>	<b>Description</b>	<b>Account#</b>	<b>Amount</b>
<b>200054</b>	<b>HVAC Replacement Bar</b>	<b>401-755.970_0020</b>	<b>\$68,110</b>

**IMPLEMENTATION PLAN:** Upon Board Approval, a purchase order will be generated and vendor contacted to begin project. A project schedule will be established, Miller-Boldt INC. will order all of the equipment and parts in order to complete the project

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

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to approve the contract and a purchase order for Miller-Boldt INC. 21481 Carlo Drive. Clinton TWP, MI 48038 to remove and replace two (2) twenty-ton RTU's at Canton Sports Center as identified in the Capital Improvement Plan:

<b>Project #</b>	<b>Description</b>	<b>Account#</b>	<b>Amount</b>
<b>200054</b>	<b>HVAC Replacement Bar</b>	<b>401-755.970_0020</b>	<b>\$68,110</b>

**ATTACHMENTS:**

- Attachment A: Bid Summary
- Attachment B: RFP
- Attachment C: Contract

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: October 12, 2021**

**AGENDA ITEM #G-1**

**ITEM: Consider Ford Sheldon Newman Planned Development District Amendment #2 for  
BJ's Wholesale Club**

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

**INDIVIDUALS IN ATTENDANCE:** Bryan Amann (Project Sponsor on behalf of Newman Holdings LLC)

**EXECUTIVE SUMMARY:** The applicant, BJ's Wholesale Club, is a retail superstore that proposes to re-occupy the site recently vacated by JC Penney at 43690 Ford Rd. Specifically, the site is located on the north side of Ford Road between Sheldon Rd. and Morton Taylor Rd. The site consists of a 104,718-sq. ft. building, a 415-space parking lot, and an access drive directly from Morton Taylor Road as well as several cross-access points to adjacent sites. The site is part of the Ford Sheldon Newman PDD, which was originally approved in 2004 for the current site, and a site plan for JC Penney was approved in 2007 pursuant to the PDD. The current PDD Agreement permits retail superstores.

The terms of the proposed PDD amendment is summarized as follows.

1. An automobile tire center is proposed as an ancillary use to the retail superstore. The services provided in the tire center will be limited to the rotation, balancing, repair, inflation check, and road-hazard warranty work only on tires purchased at BJ's, and not available for tires not purchased at BJ's. All services will be conducted indoors and not in the parking lot or other outside areas. The bay doors of the automobile tire center shall be opened only during the ingress and egress of a vehicle being serviced, and the garage doors shall remain closed while tire center services are being performed.
2. The on-site trash compactor shall not be operated after 10:00 p.m. or before 6:30 a.m.
3. The minimum number of parking spaces will be reduced from 415 to 399 – a reduction of 16 spaces. Cart Corrals and tire center bay door entrances are proposed in the areas where parking spaces are proposed for removal.

There are no changes proposed to the building footprint or height.

**BACKGROUND AND ANALYSIS:**

**Location:** North side of Ford Rd., between Sheldon Rd. and Morton Taylor Rd. (parcel no. 71-040-99-0006-709 at 43690 Ford Rd.).

**Existing Zoning:** C-2, Community Commercial, Central Business District (CBD) Overlay, and Ford Sheldon Newman PDD

**Net Acres:** 14.43 acres (current site)

**Existing Land Use:** Formerly a retail superstore (JC Penney)

**Surrounding Zoning and Land Uses:**

**North** – R-5, Single-Family Residential, Carriage Hills Subdivision

**South** – C-2, Community Commercial and CBD Overlay, Target and 5/3 Bank

**East** – R-5, Single-Family Residential, Carriage Hills Subdivision

**West** – C-2, Community Commercial and CBD Overlay, Lowe's

**Comprehensive Plan:** Community Shopping

**Land Use.** The site is zoned C-2 and is in the CBD Overlay. The CBD Overlay states that any use listed in the C-3 district shall also be considered as a permitted or special land use in the C-2 district, and retail superstores are special land uses in the C-3 district. The site is subject to an existing PDD Agreement that allows superstores, which are defined in the Zoning Ordinance as a large-scale single-use retail building (also known as a “big box” store) over 40,000 sq. ft. operated under one corporate entity. Therefore, the proposed use of a retail superstore is permitted by the PDD Agreement, which is the same use classification as the previous JC Penney use.

The only land use change proposed by the PDD Agreement amendment is the addition of the automobile tire center (automobile service station use) in the southwest corner of the existing building. The PDD Amendment states the following: *“The services provided in the automobile tire center shall be limited to rotation, balancing, repair, inflation check and road-hazard warranty work only on tires purchased at BJ's. All services only be conducted within the center and not in the parking lot or other outside areas. In order to mitigate the impact of related noises to the residential units north of the Property, the bay doors of the center shall be opened only during the ingress and egress of the vehicle being serviced. The garage doors shall remain closed while tire services are being performed.”* Because the automobile tire center use is classified as an Automobile Service Station use, it is subject to the use standards of Section 6.02(C) of the Zoning Ordinance. The automobile tire center use meets the standards of Section 6.02(C), specifically the requirement of Section 6.02(C)(7) that all equipment be enclosed within the building, and that all service bay doors face away from abutting residentially-zoned or used property and away from adjacent public roads. The three (3) service bay doors for the proposed automobile tire center are located on the west side of the building near the southwest corner, which does not face a residential area or a public road. The nearest portion of the automobile tire center use is located over 350 feet from the northern lot line abutting the Carriage Hills Subdivision.

**Access Management.** The site currently has direct access to Morton Taylor Road to the east via parcel frontage that contains a shared access drive, as well as two (2) points of access to the south and two (2) points of access to the west. The following should be noted regarding the parcel's direct access to Morton Taylor Road as well as the site access in general:

- The original PDD Agreement restricts the delivery hours of product to commercial occupants of the PDD from 6:30 a.m. to 10:00 p.m. No amendments to these terms are

- proposed.
- The access drive on the south side of the store to Morton Taylor Road, which is contained on the subject parcel, has many potholes and is poorly maintained. Section 4.01(B)(9) of the Zoning Ordinance requires severe cracks and potholes to be repaired, which will be a requirement of the Building and Inspection Services Division and the Ordinance Enforcement Division. We also recommend that the design and condition of this access drive be addressed to the satisfaction of the Engineering Services Division during site plan review.

**Schedule of Regulations and Modifications.** The plan meets the Zoning Ordinance requirements of the C-2 district in the CBD Overlay for: front yard setback (50 feet minimum); side yard setback (15 feet minimum); rear yard setback (30 feet minimum), and building height (50 feet maximum). There are no changes to the building footprint or height.

**Parking and Loading.** The parking lot will be reduced from 415 spaces to 399 spaces – a reduction of 16 spaces (12 for cart corrals and 4 for entrance/exit at the automobile tire center on the west side of the building. With a floor area of 104,718 sq. ft., Section 6.10(E)(3)(b) of the Zoning Ordinance requires 413 spaces (i.e., 1 space per 250 sq. ft. for the first 100,000 sq. ft. and 1 space per 350 sq. ft. for all floor area over 100,000 sq. ft.); however, Section 4.01(C)(6) allows the Planning Commission to approve a modification to the minimum number of parking spaces. Our review of several aerial photographs taken at various times from 2014-2021 of other superstores in Canton Township (Walmart, Sam’s Club, Meijer, Target) indicate that parking demands are usually far less than minimum number of spaces required. Also, reviewing parking lots of other BJ’s Wholesale Club locations in the Midwest also indicates parking demands far less than 399 spaces for similar-sized stores. According to the Parking Generation Manual, 5<sup>th</sup> Edition, published by the Institute of Transportation Engineers, the average peak parking demand for a 104,718-sq. ft. Discount Club is between 286 spaces (non-December Saturday) and 396 spaces (December Saturday). Therefore, we believe that the remaining 399 spaces are sufficient for BJ’s Wholesale Club and recommend approval of this number for the site. The original PD Agreement also provides for non-exclusive perpetual reciprocal easement agreements for shared parking with adjacent parcels.

**Architecture.** Architectural changes are proposed on the south and west sides of the building. On the south side of the building, the most significant change is to remove the central doors and infill the area with spandrel glass to match the existing windows, and install a set of doors on each side of the infilled area. At the September 13, 2021 Planning Commission meeting, the applicant had proposed to infill this area with brick to match the existing brick but later decided to propose spandrel glass to make this part of the building more vertically consistent with the other windows of the façade. The final architectural changes will be determined at the time of site plan review. On the west side of the building, the most significant change is to add three (3) glass bay doors to service the proposed automobile tire center. The building will maintain the minimum 50% of brick required by Section 26.06 of the Zoning Ordinance.

**Landscaping.** There is an existing landscape plan on file for the former JC Penney site, and

the site plan must comply with this approved landscape plan. Any changes to the landscape plan must be illustrated on a revised landscape plan in accordance with Article 5 of the Zoning Ordinance and can be addressed during site plan review, if necessary.

**Lighting.** No changes to the lighting are proposed, but any changes must comply with Section 2.13 of the Zoning Ordinance.

**Signage.** Signs are reviewed by the Building & Inspection Services Division pursuant to Article 6A of the Zoning Ordinance. Major signage changes include the wall signage and the multi-tenant freestanding sign along Ford Road, which will be addressed during site plan review.

**Dumpster Enclosure and Grease Trap.** The trash compactor will remain in the enclosure in the northwest corner of the building. An underground grease trap is proposed on the north side of the building.

**PD Agreement.** The PD Agreement amendment meets Township's general requirements and has been reviewed by the Township Attorney.

- **Community Planner's Recommendation:** Approval of the Planned Development District Amendment for BJ's Wholesale Club on parcel no. 71-040-99-0006-709 at 43690 Ford Rd., subject to the access drive being repaired and maintained in accordance with Section 4.01(B)(9) of the Zoning Ordinance and that the design and condition of this access drive be addressed to the satisfaction of the Engineering Services Division during site plan review.
- **Planning Commission Recommendation:** At its meeting on September 13, 2021, the Planning Commission voted 7-0 to recommend approval of the PDD Amendment for BJ's Wholesale Club on parcel no. 71-040-99-0006-709 at 43690 Ford Rd., subject to the access drive being repaired and maintained in accordance with Section 4.01(B)(9) of the Zoning Ordinance, that the design and condition of this access drive be addressed to the satisfaction of the Engineering Services Division during site plan review, and that the bay doors be closed except for ingress and egress of vehicles being serviced.

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

**ACTION REQUESTED:** Approval of the Planned Development District Amendment for BJ's Wholesale Club on parcel no. 71-040-99-0006-709 at 43690 Ford Rd., subject to the access drive being repaired and maintained in accordance with Section 4.01(B)(9) of the Zoning Ordinance and that the design and condition of this access drive be addressed to the satisfaction of the Engineering Services Division during site plan review.

**BUDGET IMPLICATION & ACCOUNT NUMBER:** N/A

**IMPLEMENTATION PLAN:** N/A

**MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION:** Approval

**ENGINEERING SERVICES DIVISION'S RECOMMENDATION:** Approval.

**FIRE MARSHAL'S RECOMMENDATION:** Approval.

**BUILDING OFFICIAL'S RECOMMENDATION:** N/A.

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** N/A

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

RESOLUTION OF  
BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Approval of Ford Sheldon Newman Planned Development District Amendment No. 2 for  
BJ's Wholesale Club**

**WHEREAS,** the Project Sponsor has requested approval of Amendment No. 2 to the Ford Sheldon Newman Planned Development District for BJ's Wholesale Club, located on the north side of Ford Road between Sheldon Road and Morton Taylor Road; and,

**WHEREAS,** the Planning Commission reviewed the Amended Planned Development Plan and Planned Development Agreement, and voted 7-0 to recommend approval of the request, with conditions, as it is consistent with the Ford Sheldon Newman Planned Development and meets the design requirements of the Zoning Ordinance;

**NOW THEREFORE BE IT RESOLVED,** the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve Amendment No. 2 to the Ford Sheldon Newman Planned Development on tax parcel no. 71-040-99-0006-709 at 43690 Ford Road, subject to the access drive being repaired and maintained in accordance with Section 4.01(B)(9) of the Zoning Ordinance, that the design and condition of this access drive be addressed to the satisfaction of the Engineering Services Division during site plan review, and that the PD Agreement amendment include any requirements of the Township Attorney.

**ATTACHMENTS:**

1. Planning Commission Minutes
2. Zoning Map and Aerial Map
3. PDD Plans
4. Proposed PDD Agreement

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** October 12, 2021

**AGENDA ITEM#G-2**

**ITEM: Consider Waiving the Purchasing Process and Issue a Purchase Order for Landscaping Restoration for the Ridge Road Paving Project**

**PRESENTER:** Jade Smith, Township Supervisor

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:** In 2020, Canton Township retained Dan's Excavating, Inc. (Dan's) to construct the Ridge Road -Ford to Warren Paving project. The majority of the project was completed in 2020 and the road was opened to traffic in November. Dan's completed some restoration along the road this Spring, however, as agreed to by the Township and Dan's in 2020, some of the restoration (plantings, trees and landscaping) for the residential properties and right-of-way (ROW) along Ridge Road will be handled directly by the Township. Municipal Services has solicited quotes from landscape contractors and recommends award of a contract to Margolis Companies of Ypsilanti, Michigan for a not to exceed amount of \$17,022.

**BACKGROUND:** In late 2014, the Township and Wayne County DPS began receiving numerous complaints from the users of Ridge Road between Ford Road and Warren Road. The Township and Wayne County agreed to share costs for construction, with Wayne County committing \$1.9 million to the project, with the Township bearing the remaining costs. The Township retained an engineering consultant in 2017 to complete the design the project was bid last year and substantial completion and opening of the road occurred the end of 2020, with some restoration expected in 2021. In the Summer, DTE completed their pole removals and relocations at the corner of Ridge and Hanford, therefore we plan to complete the restoration on two properties (6350 Ridge Road and 6380 Ridge Road) and the associated ROW. Since this is a relatively small project, Engineering Services directly solicited quotes from five local landscape firms and received only one written quote from Margolis Companies (Margolis) for \$15,475 for both properties (attached). Margolis is a reputable contractor in the area, and given the nature of the work, and inability of other local firms to provide quotes, Engineering Services recommends retaining Margolis for a not to exceed contract of \$15,475, with a 10% contingency of \$1,547 for a total contract amount of \$17,022.

**STRATEGIC PLAN/GOALS:** Board Goal: Quality Infrastructure - Maintenance

**ACTION REQUESTED:** With Ridge Road being completed this year all that is left is the restoration work. This restoration job is small and 6 landscapers were contacted to do the work this year. Only two quotes were received. Waive the bidding process and consider award of a contract to Margolis Companies for restoration to be completed this year on Ridge Road.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** None



**IMPLEMENTATION PLAN:** Upon Board approval, Engineering Services will retain contractor and oversee restoration.

**DIRECTOR'S RECOMMENDATION:** Approval

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

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to waive the bidding process and to approve a contract with Margolis Companies for \$17,022 from the Capital Outlay Infrastructure fund, 403-446-02.970\_0050.

**ATTACHMENTS:**

Quote from Margolis Companies



Maintenance and Repair Grounds

\$10,000

\$131,000

**IMPLEMENTATION PLAN:** Upon Board approval, the products will be purchased in 2021 and paid for in 2022

**DIRECTOR'S RECOMMENDATION:** Approval

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

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to waive the bidding process and approve the following blanket purchase orders for 2021 and 2022 for the purchase of 2022's seasons fertilizers, fungicides, plant protectants and nutrients for the Pheasant Run Golf Club and Parks divisions for a total amount not-to-exceed \$131,000 between 2021 and 2022:

Vendor	Site	Account #	Amount
Advanced Turf Solutions 3751 Blair Townhall Rd Traverse City, MI 49685	Pheasant Run Golf Club	584-773-57.930_0070	\$49,000
Harrell's LLC P.O. Box 935358 Atlanta, GA 31193	Pheasant Run Golf Club	584-773-57.930_0070	\$25,000
Siteone Landscape 241100 Network Place Chicago, IL 60673	Pheasant Run Golf Club	584-773-57.930_0070	\$40,000
Siteone Landscape 241100 Network Place Chicago, IL 60673	Parks	101-752-50.930_0070	\$10,000
Nutrien AG Solutions Inc Sunfield Hub Sales 9845 West Grand Ledge Hwy Sunfield, MI 48890	Pheasant Run Golf Club	584-773-57.930_0070	\$7,000
		TOTAL	\$131,000

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** October 12, 2021

**AGENDA ITEM #G-4**

**ITEM: Consider a Request to Change the Customer Service Hours of Public Safety's  
Records Bureau**

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

**INDIVIDUALS IN ATTENDANCE:** n/a

**EXECUTIVE SUMMARY:** The Public Safety Department is requesting to change the Records Bureau hours of customer service from five 8-hour days to four 10-hour days. The proposed new hours would be Monday – Thursday, from 8:00 a.m. to 6:00 p.m.

**BACKGROUND INFORMATION:** Last year, as the Township attempted to maintain some alternative customer service hours of operation during the beginning of the Covid-19 pandemic, the Records Bureau staff noticed a positive customer response to the extended hours of service. In January, the Records Bureau began an official pilot program offering the proposed schedule of four 10-hour days. At the end of June, the Records Bureau Supervisor assessed the response from the pilot service hours and forwarded his recommendation to the Director of Police Services. The recommendation is now being forwarded to the Board for approval to permanently change the hours of operation to best meet the needs of the community, while working within the limits of department staffing and bargaining unit contractual obligations.

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

**ACTION REQUESTED:** Approve the newly proposed hours of operation for the Public Safety Records Bureau to be Monday – Thursday, from 8:00 a.m. – 6:00 p.m.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** n/a

**IMPLEMENTATION PLAN:** If approved, the hours would become permanent effective immediately.

**DIRECTOR'S RECOMMENDATION:** Approve

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

**SUPERVISOR'S RECOMMENDATION:** Approve

**MODEL RESOLUTION:** I move to approve the newly proposed hours of operation for the

Public Safety Records Bureau to be Monday – Thursday, from 8:00 a.m. – 6:00 p.m.

**ATTACHMENTS:** n/a

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** October 12, 2021

**AGENDA ITEM #G-5**

**ITEM: Consider Approving Additional Civil Engineering Work Required for the Fire Station #2 Property**

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

**INDIVIDUALS IN ATTENDANCE:** n/a

**EXECUTIVE SUMMARY:** The Fire Station #2 property on Warren Road required a Damage Assessment and Certification to satisfy the requirements of the EGLE/USACE joint permit for floodway/floodplain modification. This work was performed by the project engineering contractor for Partners in Architecture in the amount of \$29,880.

**BACKGROUND INFORMATION:** As Partners in Architecture (PIA) is working to finalize documentation for the EGLE permit requirements, it was discovered that Canton was never invoiced for this work. Conversations and email with the Director of Public Safety occurred, but no paperwork was officially submitted. PIA paid Sidock Group in full for the assessment, as they were the contracted engineering firm already working on the project. Canton is now being invoiced for the project amount, with no addition mark-up for PIA.

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

**ACTION REQUESTED:** Approve the payment of \$29,880 to Partners in Architecture for the Damage Assessment and Certification work performed for the Township's EGLE/USACE joint permit for floodway/floodplain modification at the Fire Station #2 property on Warren Road.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds for this project will be expensed from the 2021 Fire Professional & Contracted Services Account #206-336-50.801\_0050.

**IMPLEMENTATION PLAN:** n/a

**DIRECTOR'S RECOMMENDATION:** Approve

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

**SUPERVISOR'S RECOMMENDATION:** Approve

**MODEL RESOLUTION:** I move to approve the payment of \$29,880 to Partners in

Architecture for the Damage Assessment and Certification work performed for the Township's EGLE/USACE joint permit for floodway/floodplain modification at the Fire Station #2 property on Warren Road.

**ATTACHMENTS:** Attachment A – Partners in Architecture Invoice