

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES – REGULAR MEETING  
TUESDAY, OCTOBER 28, 2008**

Supervisor Reaume called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance to the Flag.

**MEMBERS PRESENT:** Richard Reaume, Supervisor  
Marilyn Massengill, Clerk  
Ron Edwards, Treasurer  
Kay Arnold, Trustee  
Charles Curmi, Trustee  
Robert Doroshewitz, Trustee  
Steven Mann, Trustee

**ABSENT:** None

**OTHERS PRESENT:** Mark Lewis, Chief Building Official  
Thomas Tiderington, Police Chief  
Mark Wendel, Assistant Fire Chief  
Timothy Cronin, Township Attorney  
Michael Bailey, Dietrich Bailey Associates  
Patrick Fellrath, Township Civil Engineer  
Joseph Bridgman, Deputy Clerk  
13 Members of the Public

**D. APPROVAL OF AGENDA**

Regular Meeting – Tuesday, October 28, 2008

Mrs. Massengill asked that Item I.1 under Unfinished Business, Approve the Adoption of the 2006 International Fire Code with Appendices as the Township Fire Code and the Repeal of Ordinance C-2005-07, be removed from the agenda.

Ms. Arnold asked for the addition of Item I.3 under Unfinished Business, Discussion of ADP Bill.

Mrs. Massengill moved to approve the agenda for the Board of Trustees Regular Meeting of October 28, 2008, as amended. Seconded by Ms. Arnold. Ayes all.

**E. CONSENT AGENDA**

E.1 Approval of Minutes

Regular Meeting – Tuesday, October 14, 2008

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E.2 Approval of Township Bills

		<b>Year 2008</b>
General Fund	(101)	\$369,730.51
General Fund Loan to Downtown Development Authority	(101)	-
Water/Sewer	(592)	730,163.24
Improvement Revolving	(246)	1,650.51
Solid Waste Disposal	(226)	93,571.20
Trust and Agency	(701)	2,153.31
Tax Pool	(703)	7,210.12
Drug Forfeiture	(265)	681.50
Special Assessment Capital Project Fund	(805)	570.80
<b>Total:</b>		<b>\$1,205,731.19</b>

E.3 Approval of Easements – N/A

E.4 Communications-Resolutions-Reports

- a. Communications – N/A
- b. Resolutions – N/A
- c. Reports  
 Building Department, September 2008  
 Fire Department, September 2008  
 Police Department, September 2008  
 Quarterly Financial Statement

Mr. Mann asked that Item E.2, Approval of Township Bills, be removed from the consent agenda.

Mrs. Massengill moved to approve the consent agenda for the Board of Trustees regular meeting of October 28, 2008, with the exception of Item E.2, Approval of Township Bills. Seconded by Ms. Arnold. Ayes all.

Mr. Mann questioned a lighting bill for \$450 for the Fox Pointe Homeowners Association. Mr. Edwards explained the reason for the billing was an agreement of long standing. The association installed the lights at their entrance years ago and is reimbursed by the Township.

Board members discussed briefly the ADP billings--not having had a demonstration and requesting financial justification.

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Mr. Mann moved to approval payment of the Township bills with the exception of the ADP invoices. Seconded by Ms. Arnold. Ayes all.

**F. PUBLIC COMMENT AND QUESTIONS** – There was none.

**G. PUBLIC HEARING** – N/A

**H. COMMUNITY DEVELOPMENT** – N/A

**I. UNFINISHED BUSINESS**

- I.1** Approve the adoption of the 2006 International Fire Code with Appendices as the Township Fire Code and the Repeal of Ordinance C-2005-07  
Ordinance No. C-2008-01  
Second Reading

This item was removed from the agenda to allow department heads to review this further.

- I.2** Freedom of Information Act Request  
Postponed at October 14, 2008 meeting

Joe Bridgman, Deputy Clerk, and Attorney Tim Cronin discussed the proposed policy with Board members.

Mr. Mann moved to approve the Freedom of Information Act Request Policy for the Charter Township of Plymouth, with the amendment recommended by the Township Attorney with changes under FOIA Coordinator Section III, fourth paragraph, with respect to the monthly report to require that the name of the individual seeking the document or record; that the name is best to be required as the record requested; a brief statement as to whether the request pending has been modified, has been withdrawn or abandoned, or has been the subject of a preliminary or final response be included in the policy; and that the Clerk be designated as the FOIA Coordinator. Seconded by Mr. Doroshewitz.

AYES: Mann, Doroshewitz, Edwards, Curmi, Reaume  
NAYS: Massengill, Arnold

Motion carried.

Mr. Bridgman asked for the effective date of the policy.

Mr. Mann said with Board approval, he didn't see why it wouldn't be effective immediately.

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**I.3** Discussion of ADP bills.

Mr. Mann moved to table Item I.3, Discussion of ADP bills, until later in the meeting. Seconded by Mr. Edwards. Ayes all.

AYES: Mann, Doroshewitz, Edwards, Reaume

NAYS: Arnold, Curmi, Massengill

Motion carried.

**J. NEW BUSINESS**

**J.1** Liquor License request from Faisal and Sons Investment, Inc. (d.b.a. Shell Gas Station)

Police Chief Tiderington indicated there is a trend among gas stations to look for ways to increase their revenues, and the Liquor Control Commission is granting these licenses on a regular basis. Though there are none currently in Plymouth Township, there are gas stations in the Metro Detroit area that have SDM licenses (beer and wine sales). There is to be no alcohol consumed on the premises.

Attorney Cronin recommended that this matter be tabled to allow input from planners McKenna Associates and Director of Public Services Anulewicz to examine how this change in usage fits in.

Mr. Mann moved to postpone Item J.1, Liquor License request from Faisal and Sons Investment, Inc., (d.b.a. Shell Gas Station), to allow review by staff and consultants. Seconded by Ms. Arnold. Ayes all.

Mr. Daoud Faisal, owner of the gas station, indicated he would not have made the extensive renovations to his station to meet all the requirements if he felt he would eventually be denied this license. He said if the Board is worried about drinking and driving, a liquor store is located a quarter mile from his station where beer and wine may be purchased. He will not be able to survive in this economy without beer and wine sales.

Ms. Arnold indicated that at no time during his application to the Planning Commission was the possibility of selling beer and wine mentioned.

**J.2** Compuware License Agreement

Mr. Reaume said this agreement is to cover the use of the Compuware property for Fire Department heavy equipment training.

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Attorney Cronin indicated contact had been made by the Fire Department with Mr. Henry of Gale Force Sports and Entertainment (known as Compuware) for use of their parking lot which is an appropriate setting for heavy equipment training. The agreement was reviewed by the IBEX insurance agent, Craig Mansour.

Assistant Fire Chief Wendel noted the Fire Department has used this space in the past and it is the best facility in the township to set up this driving course.

Mr. Edwards moved to approve the Gale Force Sports and Entertainment, LLC, License Agreement and authorize the Supervisor and Clerk to execute same. Seconded by Ms. Arnold. Ayes all.

**J.3 Identity Theft Prevention Program**

Mr. Edwards and Attorney Cronin addressed the Board regarding the need for compliance in implementing this Identity Theft Prevention Program.

Mr. Mann moved to approve the policy and procedures for the Identity Theft Prevention Program. Seconded by Mr. Edwards. Ayes all.

The Board recessed at 8:06 p.m. and resumed session at 8:30 p.m.

The Board then resumed with

**I.3 Discussion of ADP bills.**

Mr. Reaume referred to the copies of the agreement with ADP distributed to the Board, one for monthly services and the set up charge, and one for moving to a designated server at their location for \$950 per month. Service charge is \$940 per month for payroll services and \$950 per month for the hosting services, providing 24-hour access and software upgrades as needed.

Mr. Edwards agreed to check on a difference in the billing at \$997.50. He was under the impression that the pricing would be held for this whole year. The billing for \$987 is based on the number of employees, which can change monthly.

Ms. Arnold asked why the Board didn't receive copies of the agreements before they were signed.

Mr. Edwards said there are a lot of agreements signed for the Township that don't make it to the Board for various things. When the Township went over to ADP from Paychex in 2001, that didn't come before the Board though they were made aware of the change.

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Mr. Mann suggested having Mr. Cronin verify whether it's considered a contract.

The Board discussed various aspects of how the system works.

Mr. Mann said the policy of whether the system should be implemented should have come before the Board.

Mr. Edwards said there was a Board action that was never acted upon after it was passed by a Board previous to this one. A prior Board acted to move this forward in 2000, November 14.

Mr. Curmi suggested Mr. Edwards provide clarification by writing down justification for the program

Mr. Edwards said this program is intended to streamline timekeeping and eliminate problems.

Mr. Mann said the Board needs to hear about those problems and then make the decision as a Board whether to implement this type of program and approve the expenditure and the contract for this type of money.

Mr. Curmi said the Supervisor has a responsibility to sort this matter out and bring forward justification, the summary of expenses paid, and what the long-term implications are.

Mr. Mann said the Board needs to determine if it's feasible and worth the cost.

Mr. Edwards agreed to do it the night of the budget consideration, Monday, November 10.

Ms. Arnold moved to table payment of ADP bills dated September 12, 2008, and October 10, 2008, until the next meeting. Seconded by Mr. Mann.

AYES: Arnold, Mann, Curmi, Doroshewitz, Massengill, Reaume

NAYS: Edwards

Mr. Edwards said he believes there is an obligation to pay these bills; and if the Board decides after November 10, they then can cancel the contract.

**K. DEPARTMENT REVIEW AND COMMENTS – N/A**

**L. SUPERVISOR AND TRUSTEE COMMENTS**

Mr. Reaume asked Township Engineer Bailey for an status update on Fire Station No. 2.

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Mr. Bailey said the monitoring wells are scheduled to be closed on November 11.

Mr. Reaume updated the Board on the marketing of the Township property at Lilley and Ann Arbor Roads and the progress on printing the calendar for the upcoming year.

He then had Township Civil Engineer Fellrath update the Board on progress of the Sheldon Road underpass.

Ms. Arnold said she'd like further study done on Township employees going to a four-day work week.

Mr. Mann asked for information from the assessing department to be available for the budget discussion on the projected revenue losses because of lowered property values.

Mrs. Massengill reported that close to 6,300 absentee ballots have been issued, with a 64% return. She is predicting an 80% to 85% turnout.

Mr. Reaume reminded the Board of the Budget Study Session on November 10 at 7 p.m.

**M. PUBLIC COMMENT** – There was none.

**N. ADJOURN**

Mrs. Massengill moved to adjourn the meeting. Seconded by Mr. Edwards. Ayes all.

Mr. Reaume adjourned the meeting at 9:08 p.m.

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**Marilyn Massengill, Clerk**  
Charter Township of Plymouth

The Charter Township of Plymouth will provide necessary reasonable aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon two weeks notice to the Charter Township of Plymouth. Individuals with disabilities requiring auxiliary aids or services should contact the Charter Township of Plymouth by writing or calling the Human Resource Office, Charter Township of Plymouth, 9955 N. Haggerty Road, Plymouth, Michigan, 48170, (734) 453-3202, TDD users: 1-800-649-3777 (Michigan Relay Service)-