

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
STUDY SESSION  
TUESDAY, MARCH 21, 2017  
APPROVED MINUTES**

Supervisor Heise called the meeting to order at 7:02 p.m.

**MEMBERS PRESENT:** Kurt Heise, Supervisor  
Jerry Vorva, Clerk  
Mark Clinton, Treasurer  
Charles Curmi, Trustee  
Robert Doroshewitz, Trustee  
Gary Heitman, Trustee

**MEMBERS ABSENT:** Jack Dempsey, Trustee

**OTHERS PRESENT:** Patrick Fellrath, Dir. of Public Utilities  
Dan Phillips, Fire Chief  
Thomas Tiderington, Police Chief  
Kevin Bennett, Township Attorney  
David Richmond, Spalding DeDecker  
Laura Haw, McKenna Associates  
Sandra Groth, Deputy Clerk  
Amy Hammye, Deputy Treasurer  
Alice Geletzke, Recording Secretary  
21 Members of the Public

**B. APPROVAL OF AGENDA**

Study Session - Tuesday, March 21, 2017

Moved by Mr. Heitman and seconded by Mr. Vorva to approve the agenda for the Board of Trustees study session of March 21, 2017. Ayes all.

**C. PUBLIC COMMENTS AND QUESTIONS** – There were none.

**D. SENIOR ALLIANCE PRESENTATION** – Meagan Silverman, Community Care

Ms. Silverman updated Board members on the appointment of a new director to the Senior Alliance, Tamera Kiger, and the relocation of their office to 5454 Venoy Road in Wayne. She reviewed the types of services provided to the many communities served, and she provided a detailed account for the \$75,547.02 services provided to residents of Plymouth Township. An invoice for \$2,224.00 has been presented for the Township's match.

**E. BECK ROAD HOTEL PUD** – Laura Haw

Ms. Haw reviewed the process and criteria for obtaining a Planned Unit Development (PUD) and presented background information on the recommendation for denial of the PUD option by the Planning Commission for the property located south of Five Mile and west of Beck Road. Attorney Bennett has clarified that the Township Board has ultimate authority to grant the PUD option, and

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approve the contract, general development plan, and set the terms of the final development plan for the PUD. The Planning Commission reviews and makes recommendation on the general development plan, and the Planning Commission determines whether the final development plan meets the requirements set by the Board.

Since the Planning Commission meeting, applicants Leo Gonzales of CRS Commercial and property owner Ned Jawich have submitted modified concept plans. They addressed the Board and answered questions regarding the market for the proposed extended-stay hotel and additional restaurant. They also discussed the land-locked aspect of the property and any possible effects from the neighboring industrial use.

Mr. Heise noted that this item may be revisited in the future.

**F. SAW GRANT UPDATE – Patrick Fellrath**

Mr. Fellrath gave a presentation regarding history, current activities, and future tasks of the SAW Grant from MDEQ for \$2,000,000 granted in November, 2015 for establishing a sanitary wastewater asset management plan. Among the topics covered were major tasks and whether an asset management plan needed. Board members also discussed water main breaks and manhole inspection and repair which would not be covered under the grant.

Susan Bondie asked about educating residents regarding clearing debris from sanitary sewer screens on their property.

**G. SAD/CRACK SEALING UPDATE – Patrick Fellrath**

Mr. Fellrath updated Board members on five SAD road rehabilitation projects which are scheduled to be completed this summer: Country Acres, Deer Creek, Hunters Creek, Plymouth Commons, and Ridgewood Hills 2, 3 and 4.

**H. GOVERNMENT ACCESS CHANNEL CONTRACTS – Kurt Heise**

Mr. Heise presented information on three contracts with ELAN Engineering , a Comcast preferred vendor, required for restoration of the government access channel. The first contract is for professional services and material for \$14,137.06, the second for a specialized computer system for \$1,729.98, and the third for a video server for \$13,295. Funding is to be made by PEG fees. Once Comcast is reestablished, ELAN will work with Wide Open West.

It was noted the Clerk's office is working with Bob Janks on live-streaming the Board meetings on the web site and coordination will occur with the work done by the Supervisor's office on the cable channels.

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**I. ON-LINE PAYMENT CONTRACT – Mark Clinton**

Mr. Clinton presented information regarding a potential service agreement with Point & Pay for their payment processing solutions which can be integrated into the BS&A software. This would allow online payments via electronic checks and credit cards, integration into the Township website, allow credit card counter payments, an 800 number for phone payments, and direct deposit. There will be no charge to the Township, with a 3% credit card convenience fee for residents and a charge of \$3 for electronic checks.

**J. FEE AMENDMENTS – Mark Clinton**

1. Property Tax Collection Fees – School Summer Taxes
2. Interest and Penalty Charges
3. Property Tax Administration fee

Mr. Clinton presented figures for potential income that may be derived from the fees listed above, if approved. The property tax collection fee would be a 1-year agreement negotiated with Plymouth-Canton Schools and Schoolcraft College. Interest and penalty charges may include, in addition to the required 1% per month on late taxes, an optional 3% late penalty charge on taxes paid after February 14 and before March 1. And a property tax administration fee may be charged up to 1%, as many other communities do, on all summer or winter taxes, or both.

**K. SUPERVISOR AND TRUSTEE COMMENTS**

Mr. Heise indicated he received an offer of \$15,000 for the snow machine, and he'd like to take it.

Mr. Curmi asked for an update on the recreation survey.

Mr. Doroshewitz asked for an update on the legacy costs with the City of Plymouth.

**L. PUBLIC COMMENTS AND QUESTIONS**

Deputy Clerk Sandra Groth thanked the Board for the opportunity to attend training in Mount Pleasant.

**M. ADJOURNMENT**

Moved by Mr. Heitman and seconded by Mr. Vorva to adjourn the meeting at 10:02.

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Jerry Vorva, Township Clerk