

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, AUGUST 8, 2017**

APPROVED MINUTES

Supervisor Heise called the meeting to order at 7:00 p.m.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Patrick Fellrath, Director of Public Services
Dan Phillips, Fire Chief
Thomas Tiderington, Police Chief
Kevin Bennett, Township Attorney
David Richardson, Spalding DeDecker Assoc.
Laura Haw, McKenna Associates
Amy Hammye, Deputy Clerk
Cindy Kushner, Accountant
Alice Geletzke, Recording Secretary
25 Members of the Public

B. PLEDGE OF ALLEGIANCE – Led by Richard Sharland.

C. APPROVAL OF AGENDA
Regular Meeting - Tuesday, August 8, 2017

Mr. Heise added two documents pertaining to Item F.6, a memo dated July 28 and a broker evaluation work sheet. He also asked that Item F.4, WTUA Annual Budget, be moved forward on the agenda to be discussed prior to Item F.1.

Moved by Mr. Heitman and seconded by Mr. Vorva to approve the agenda for the Board of Trustees regular meeting of August 8, 2017 as amended. Ayes all.

D. APPROVAL OF CONSENT AGENDA

D.1 **Approval of Minutes:**
Regular Meeting – Tuesday, July 18, 2017

D.2 **Acceptance of Communications, Resolutions, Reports:**

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Fire Department Monthly Report – June, 2017
Thank You Letter to Department of Public Works Crew

D.3 Approval of Township Bills:

FUND	ACCT	ALREADY PAID	TO BE PAID	TOTAL:
General Fund	101	936,054.64	232,571.86	1,168,626.50
Solid Waste Fund	226	5,973.04	59,954.35	65,927.39
Improvement Revolving (Capital)	246	--	--	--
Drug Forfeiture Fund	265	--	--	--
Drug Forfeiture Fund	266	--	--	--
Golf Course Fund	510	2,268.50	4,416.24	6,684.74
Senior Transportation	588	10,410.01	218.90	10,628.91
Water/Sewer Fund	592	742,149.04	187,292.76	929,441.80
Trust and Agency	701	22,000.00	--	22,000.00
Police Bond Fund	702	9,795.00	--	9,795.00
Tax Pool	703	--	15.64	15.64
Special Assessment Capital	805	29.65	167,159.80	167,189.45
TOTALS:		1,728,679.88	651,629.55	<u>\$2,380,309.43</u>

Moved by Mr. Heitman and seconded by Mr. Clinton to approve the consent agenda for the Board of Trustees regular meeting of August 8, 2017. Ayes all.

E. PUBLIC COMMENTS AND QUESTIONS – There were none.

F. NEW BUSINESS

Copies of all of the Resolutions listed below are on file in the Clerk's office for public perusal.

F.4 WTUA Annual Budget for 2017/2018 Fiscal Year
Resolution #2017-08-08-28 - Aaron Sprague

Aaron Sprague, Director of WTUA operations, reviewed their budget for the Fiscal Year 2017/2018. He reported a budget decrease this year because of the wastewater treatment budget, due to the diversion of flow to WTUA rather than through Wayne County. For the next five years or so about \$800,000 per year will be budgeted for future repairs and improvements, with the system having been found in good shape by the SAW grant. He believes that the swap

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option with the City will be implemented which is that a portion of the City flow which currently comes to WTUA will be diverted to YCUA for treatment and the four sub areas through Plymouth and Canton Townships will continue to flow to Wayne County.

Moved by Mr. Vorva and seconded by Mr. Heitman to accept and approve the WTUA proposed Annual Budget as submitted for the fiscal year ending September 30, 2018 and to authorize the Township Clerk to sign Resolution #20170-08-08-28 indicating same. Ayes all on a roll call vote.

F.1 Polytec, Inc. – Public Hearing and Request for a 12 Year Industrial Facilities Exemption – Jerry Vorva, Clerk

Moved by Mr. Vorva and seconded by Mr. Heitman to open the public hearing at 7:12 p.m. Ayes all.

Laura Haw of McKenna Associates reviewed the approvals of the Planning Commission for building the new Polytec facility.

Two representatives of Polytec addressed the Board and answered questions regarding the scope of their business which produces laser-based measuring systems for various markets. They noted the building will be mostly for offices and engineering.

There were no questions or comments from the public.

Moved by Mr. Heitman and seconded by Mr. Vorva to close the public hearing at 7:16 p.m. Ayes all.

Moved by Mr. Heitman and seconded by Mr. Vorva to approve Resolution #2017-08-08-26 to approve the application of Polytec, Inc., for a 12-year Industrial Facilities Exemption for land and the new building located at 47909 Halyard Drive in the Halyard Industrial Park, as requested. Ayes all on a roll call vote.

F.2 Water Rate Increase – Resolution #2017-08-08-26 - Treasurer Clinton

Board members reviewed the material presented by Mr. Clinton and his recommendation for a 5% increase. They also discussed the impact the various percentages would have on the average residential water bill and the revenue to be derived in order to cover future repairs and infrastructure needs.

Moved by Mr. Heise and seconded by Mr. Vorva to revise, effective immediately, the Plymouth Township Comprehensive Fee Schedule to reflect an 8% water and sewer rate increase. The

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new Water Consumption Rate will be \$4.08 per 1000 gallons and the new Sewer Disposal Use Rate will be \$6.12 per 1000 gallons, as specified in Resolution #2017-08-08-27.

ROLL CALL: YEAS: Heise, Vorva Curmi, Clinton, Heitman
NAYS: Dempsey, Doroshewitz

Motion carried.

F.3 Powell Road Rezoning Request – Laura Haw

Ms. Haw reviewed the Planning Commission’s recommendation for rezoning the parcel.

Applicant Cane Klokanovski addressed the Board regarding his plan to build 10-12 homes on the parcel.

The Board discussed their desire to have the density of trees maintained at the rear of the property.

Moved by Mr. Heitman and seconded by Mr. Vorva to approve Application 2249-0617 for the rezoning of Parcel R-78-046-99-00002-707 from R-1-H, Single-Family Residential, to R-1-S, Single-Family Residential, as described in the Amended Zoning Map. Ayes all on a roll call vote.

F.5 Service Agreement for Plymouth Township OPEB Actuarial Services,
Resolution #2017-0-08-29 – Cindy Kushner

Ms. Kushner reviewed the requirements of the Governmental Accounting Standards Board (GASB) for an actuarial valuation report to determine OPEB liabilities, generally post-retirement health care.

Moved by Mr. Dempsey and seconded by Mr. Clinton to adopt Resolution #2017-08-08-29 to authorize the Township Clerk to sign the Service Agreement dated July 12, 2017 with Watkins Ross in the amount of \$5,800.00 for the GASB No. 45 report for the fiscal year ending December 31, 2017 and an additional \$1,900.00 for the GASB No. 75 report for the fiscal year ending December 1, 2018 for a total price of \$7,700.00 to be paid in two installments as the work is completed. Ayes all on a roll call vote.

F.6 Authorization to Enter Into An Agreement with Signature Associates in response to their RFP for Real Estate Brokerage and Consulting Services – Resolution #2017-08-08-30 – Supervisor Heise

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Mr. Heise reviewed ownership of various portions of the former DEHOCO property, including the portion owned by Plymouth Township subject to the settlement agreement with Wayne County. He noted that, under the terms of the agreement, certain infrastructure improvements that could be required of a developer of the site such as installation of water and sewer, rebuilding a portion of Ridge Road, or recreation infrastructure improvements and protection of wetlands. He reviewed the process for obtaining RFP's for Real Estate Brokerage and Consulting Services for the sale of the property and his review of those received, along with Gary Roberts and Trustee Heitman. Their recommendation is for Signature Associates.

Board members discussed at length whether this item should be held over to a study session to further discuss parameters for the property and to receive a formal presentation from the recommended firm.

Dave Green from Signature Associates addressed the Board and answered questions regarding the strategy for procuring interested parties and presenting them to the Board. He also reviewed the accomplishments of his firm in the area.

Mr. Heise asked Mr. Green to return to a study session on August 15, 2017 so that the Board can share with him a vision for the property consistent with zoning, the master plan, the linear park established, and the broader vision for the Five Mile Corridor project. He also asked that Laura Haw, the Township planner, be present.

Moved by Mr. Heise and seconded by Mr. Heitman to authorize the Township Supervisor to negotiate and execute a Brokerage Agreement with Signature Associates, based on their response to the July 7 RFP, for the sale of Plymouth Township's parcel of land on Five Mile Road and Ridge, for a broker commission not to exceed 5 percent non-co-op, or 6 percent in a co-op transaction, for a term not to exceed one year; and to authorize the Supervisor and Clerk to sign any required documents necessary to secure this commitment.

ROLL CALL: AYES: Heise, Heitman, Clinton, Dempsey, Doroshewitz, Vorva
NAYS: Curmi

Motion carried.

The Board recessed briefly at 9:05 p.m. and returned to session at 9:13 p.m.

F.7 Bond Refunding Proposal – Miller, Canfield, Resolution #2017-08-0-31 –
Treasurer Clinton and Supervisor Heise

Mr. Bendzinski of Bendzinski & Company, municipal financial advisors, addressed the Board and answered questions regarding their services in connection with the bond refunding proposal, which would be to serve as municipal advisors to get the best interest rates available

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on the bonds. The bond counselors will be Miller Canfield who will be responsible for all the legal requirements being met, and there will be underwriters who will buy the bonds. He noted an engagement letter could be provided to the Board for his company's services as municipal advisors.

It was agreed to proceed with contracting with Miller Canfield, then Mr. Bendzinski could appear in two weeks with an engagement letter for his firm as well as a recommendation for an underwriter.

Moved by Mr. Dempsey and seconded by Mr. Curmi to enter into a retainer agreement with Miller Canfield for the purpose of contracting for "bond counsel" services as outlined in their engagement letter of June 19, 2017 and to authorize the Township Supervisor and the Township Clerk to sign this letter and to enter it and Resolution #2017-08-08-31 into the record indicating our intent to evaluate and explore the potential for refunding of bonds which would be eligible and cost effect for the Township. Ayes all on a roll call vote.

F.8 Storm Drain Agreement for Hines Park Lincoln Mercury Parking Lot Expansion
– Resolution # 2017-08-08-32

Moved by Mr. Dempsey and seconded by Mr. Curmi to adopt Resolution #2017-0-08-32 authorizing the Township Supervisor to sign the Wayne County Permit M-49546 and approve the Storm Drain Agreement with Hines Park Lincoln Mercury, Inc., and authorize the Township Supervisor and Clerk to execute same. Ayes all on a roll call vote.

F.9 The Reserve of Plymouth – Off-Site Water Main Easement – Dave Richmond
Resolutions #2017-0-08-33

Moved by Mr. Dempsey and seconded by Mr. Heitman to approve Resolution #2017-08-08-33 authorizing the Township Clerk to sign the Off-Site Water Main Easement for "The Reserve of Plymouth," contingent on approval from the Township Attorney and Engineer and to forward same to the County for recording. Ayes all on a roll call vote.

F.10 The Reserve of Plymouth – Water Main Easement, Dave Richmond
Resolution #2017-08-0-34

Moved by Mr. Dempsey and seconded by Mr. Clinton to approve Resolution #2017-08-08-34 authorizing the Township Clerk to sign the Water Main Easement for "The Reserve of Plymouth", contingent on approval from the Township Attorney and Engineer and to forward same to the County for recording. Ayes all on a roll call vote.

F.11 The Reserve of Plymouth – Sanitary Sewer Easement – Dave Richmond
Resolution #2017-08-08-35

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Moved by Mr. Dempsey and seconded by Mr. Vorva to approve Resolution #2017-08-08-35 authorizing the Township Clerk to sign the Sanitary Sewer Easement for “The Reserve of Plymouth”, contingent on approval from the Township Attorney and Engineer and to forward same to the County for recording. Ayes all on a roll call vote.

F.12 Water Asset Management Study – Patrick Fellrath

Mr. Fellrath reviewed the requirement for a Water Asset Management Plan by the Michigan Department of Environmental Quality (MDEQ) under Michigan Safe Drinking Water Act 399. He indicated the Township met with Hubbell, Roth & Clark regarding the needs and scope of work for help in submitting an approvable plan by the January 1, 2018 deadline.

Moved by Mr. Dempsey and seconded by Mr. Heitman to approve the attached Professional Services Agreement with Hubbell, Roth and Clark, Inc. for an amount not to exceed \$13,760 for completing a Water Asset Management; and authorize the Township Supervisor and Clerk to sign the agreement contingent upon legal review and approval by the Township Attorney. Ayes all on a roll call vote.

F.13 Purchase of Voting Equipment, Resolution
#2017-08-08-36 – Clerk Vorva

Mr. Vorva reviewed the mandate from the Federal Government that new election equipment be provided by the States. He indicated that 12 new tabulators and bins will be provided for each precinct and 3 will be provided for the absentee counting boards. Also provided will be equipment for each precinct that accommodates disabled voters. However, the Township will also need to acquire a new computer with Election Management software, 3 additional tabulators for the absentee boards, and a wireless listener that allows precinct workers to send results to the Clerk’s office and to Wayne County. In addition, tables and chairs may have to be purchased for the ADA equipment.

Board members discussed whether to approve a not-to-exceed \$50,000 total or a lesser amount.

Moved by Mr. Heise and seconded by Clerk Vorva to approve Resolution #2017-08-08-36 authorizing the Township Clerk to sign and forward this resolution to the State to secure the allocation of State grant money and their purchase of the new voting equipment as well as our local purchase in an amount not to exceed \$50,000 out of Fiscal Year 2017 and modify the budget accordingly.

ROLL CALL: AYES: Heise, Vorva, Clinton,
NAYS: Dempsey, Heitman, Curmi, Doroshewitz

Motion defeated.

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Moved by Mr. Heise and seconded by Mr. Curmi to reconsider the vote on the prior motion on Resolution 2017-08-08-36. (There was no vote taken on this motion.)

Mr. Heise moved to rescind the previous motion on Resolution 2017-08-08-36. Seconded by Mr. Vorva. Ayes all.

Moved by Mr. Curmi and seconded by Mr. Vorva to approve Resolution 2017-08-08-36 authorizing the Township Clerk to sign and forward this resolution to the State to secure the allocation of State grant money. The purchase of new voting equipment from Dominion Voting is authorized in the amount of not to exceed \$35,000 from the 2017 fiscal year budget. Ayes all on a roll call vote.

G. SUPERVISOR AND TRUSTEE COMMENTS

Mr. Heise commented on his ongoing communications with DTE regarding the continuing power outages.

Mr. Doroshewitz expressed his concerns about the condition of the agenda packets and the late receipt of them.

Mr. Vorva accepted responsibility for the agendas and responded with possible reasons, including being understaffed, the extra work in his office on the audit and his hospitalization.

Mr. Heitman commented on street repairs and visiting businesses through Wayne County and MEDC to express appreciation and foster business retention and expansion.

Mr. Curmi expressed concern about the budget, and discussed an ad he saw for a full-time accountant. He and Mr. Vorva discussed the problems in staffing the Accounting Department and possible solutions.

Mr. Heise discussed the possible items for the upcoming Study Session on August 15.

H. PUBLIC COMMENTS AND QUESTIONS – There was none.

I. ADJOURNMENT

Moved by Mr. Vorva and seconded by Mr. Heitman to adjourn the meeting at 10:25 p.m. Ayes all.

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Jerry Vorva, Township Clerk

Approved at Board of Trustees Regular Meeting of August 22, 2017