

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
REGULAR MEETING  
TUESDAY, SEPTEMBER 12, 2017  
APPROVED MINUTES**

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

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Dan Phillips, Fire Chief  
Thomas Tiderington, Police Chief  
Kevin Bennett, Township Attorney  
David Richardson, Spalding DeDecker Assoc  
Laura Haw, Comm. Dev. Dir./Planner  
Sandra Groth, Deputy Clerk  
Amy Hammye, Deputy Treasurer  
Sue Brams, Executive Asst. to Supv.  
Cindy Kushner, Accountant  
Alice Geletzke, Recording Secretary  
22 Members of the Public

**B. PLEDGE OF ALLEGIANCE – Ed Haggerty**

**C. APPROVAL OF AGENDA**  
Tuesday, September 12, 2017

Moved by Trustee Heitman and seconded by Clerk Vorva to approve the agenda for the Board of Trustees regular meeting of September 12, 2017. Ayes all.

**D. APPROVAL OF CONSENT AGENDA**

- D.1 Approval of Minutes:**  
Regular Meeting – Tuesday, August 22, 2017  
Study Session – Tuesday, September 5, 2017  
Closed Session – Tuesday, August 22, 2017
- D.2 Acceptance of Communications, Resolutions, Reports:**  
Fire Department – Monthly Report, April, 2017

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**D.3 Approval of Township Bills:**

<b>FUND</b>	<b>ACCT</b>	<b>ALREADY PAID</b>	<b>TO BE PAID</b>	<b>TOTAL:</b>
General Fund	101	856,117.12	\$ 222,515.44	<b>\$1,078,632.56</b>
Solid Waste Fund	226	6,257.86	159.00	<b>6,416.86</b>
Improvement Revolving (Capital)	246	--	--	--
Drug Forfeiture Fund	265	--	--	--
Drug Forfeiture Fund	266	--	--	--
Golf Course Fund	510	2,786.45	11,186.56	<b>13,973.01</b>
Senior Transportation	588	9,191.70	142.71	<b>9,334.41</b>
Water/Sewer Fund	592	122,481.55	69,062.09	<b>191,543.64</b>
Trust and Agency	701	--	17,979.15	<b>17,979.15</b>
Police Bond Fund	702	4,435.00	--	<b>4,435.00</b>
Tax Pool	703	--	--	--
Special Assessment Capital	805	29.65	2,183.75	<b>2,213.00</b>
<b>TOTALS:</b>		<b>\$1,001,299.33</b>	<b>\$323,228.70</b>	<b>\$1,324,528.03</b>

Moved by Clerk Vorva and seconded by Trustee Dempsey to approve the Consent Agenda for the Board of Trustees regular meeting of September 12, 2017. Ayes all.

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

**F. NEW BUSINESS**

1) Approval of Ball Street Rezoning – Laura Haw

Mrs. Haw reviewed the Planning Commission recommendation for the rezoning from VP vehicular parking, to R-1 single-family residential, to allow the property owner to combine with a parcel to the south to allow for a residential expansion.

Moved by Trustee Curmi and seconded by Trustee Dempsey to approve Application 2253-0717 for the rezoning of Parcel R-78-059-01-0036-000 from VP, Vehicular Parking, to R-01, Single Family Residential, as described in the Amended Zoning Map, with the condition that the subject parcel is combined with the parcel immediately adjacent to the south to form a single, conforming zoning parcel. Ayes all on a roll call vote.

2) Approval of McKenna Agreement – Laura Haw

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Mrs. Haw answered questions from the Board regarding various aspects of the proposed contract, which have been adjusted since discussed at the study session.

Moved by Supervisor Heise and seconded by Trustee Heitman to approve the proposed 2017 agreement for professional and technical advisory services with McKenna Associates, effective immediately.

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

Motion carried.

3) Approval of Planning Fees, Resolution #2017-09-12-37 – Laura Haw

Moved by Trustee Heitman and seconded by Clerk Vorva to approve Resolution 2017-09-12-37, adopting the Community Development Schedule of Fees as presented on September 12, 2017 and to incorporate these newly revised fees into the Comprehensive Fee Schedule effective immediately. Ayes all on a roll call vote.

A copy of the Resolution is on file in the Clerk's office for public perusal.

4) Approval of S.W.A.T. Intergovernmental Agreement–Resolution #2017-05-23-15  
Police Chief Tiderington

Moved by Trustee Dempsey and seconded by Trustee Heitman to adopt Resolution 2017-09-12-38 to continue participation with the Western Wayne County Special Operations Team and to authorize the Chief of Police and Township Supervisor to sign the Memorandum of Understanding on behalf of the Charter Township of Plymouth. Ayes all on a roll call vote.

A copy of the Resolution is on file in the Clerk's office for public perusal.

5) Adopt Ordinance 1016- Amendment #21 – RV Ordinance – Second Reading -  
Supervisor Heise

Mr. Heise noted receipt of about a half dozen e-mails either objecting to the former 4-hour format or in support of the revised 24-hour format.

Moved by Supervisor Heise and seconded by Clerk Vorva that Ordinance 1016, Amendment 21, RV Ordinance, be considered read for the second time, becoming effective upon publication in the newspaper of record.

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

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NAYS:       Heitman

Motion carried.

A copy of the Ordinance is on file in the Clerk's office for public perusal.

- 6) Approval of Final Invoice for Plante-Moran Cash Reconciliation Project – Treasurer Clinton

Treasurer Clinton spoke on the actual work of preparing for the 2016 audit costing substantially more than the \$40,000 approved because of the depth of the situation. With a difference in understanding as to whether the additional work would be billed, Plante-Moran billed an additional \$18,667.50. They have since reduced that amount by \$6,222.50, leaving \$12,445.00 owed.

Moved by Clerk Vorva and seconded by Treasurer Clinton to authorize the Township Clerk to enter payment in the amount of \$12,445.00 to serve as payment in full for the balance of the professional services of Plante-Moran for the 2016 bank reconciliation and to direct the Township Clerk and Treasurer to sign the check and send it to Plante-Moran.

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

Motion carried.

- 7) 2018 Budget Discussion - Supervisor Heise

Board members discussed various aspects of the proposed budget with Accountant Cindy Kushner. Trustee Dempsey asked that a copy of the budget summary sheets provided by Trustee Doroshewitz be included in the official record for this meeting.

**G. SUPERVISOR AND TRUSTEE COMMENTS**

Police Chief Tiderington updated Board members on dealing with the increased truck traffic on Back, North Territorial and Ridge Roads.

Supervisor Heise noted the hiring of three new firefighters. Station 2 will be reopening on September 29 at 3 p.m. He also noted probable items for the Study Session on September 19.

Trustee Heitman asked that people in the community welcome new businesses to town. He also asked that the sign ordinance be reviewed.

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Clerk Vorva said a part-time accountant has been hired who will be working three days per week.

Treasurer Clinton announced that his office will be open until 5 p.m. on Thursday, September 14, for the final day of collection of summer taxes without interest. The on-line system has been successfully operating.

**H. PUBLIC COMMENTS AND QUESTIONS**

Duane Zantop and Chris Hunter had objections to an attempt to close Dunstone Street in Beacon Hill by residents of Walnut Creek because of the volume and speed of traffic. Supervisor Heise said it is up to the County as to whether or not this would be allowed. He encouraged the HOA of Beacon Hill to go on record with the County as to their feelings on the matter.

**I. ADJOURNMENT**

Moved by Trustee Heitman and seconded by Clerk Vorva to adjourn the meeting at 9:13 p.m. Ayes all.

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Jerry Vorva, Township Clerk

Minutes approved at Board of Trustees regular meeting of September 26, 2017.

**Plymouth Township  
2018 Budget Analysis**

		2017 Budget	2017 Actuals (Forecast)	2017 Variance	2017 Variance Percent	2018 Budget	2018 Increase over 2017 Actuals	2018 Increase / Decrease over 2017 In %	Comment and questions
	<b>Revenue</b>								
262	Elections	\$0	\$0			\$40,000	\$40,000	n/a	Election year / machines
290	Gen Operating	\$5,669,500	\$6,497,143	(\$827,643)	-12.7%	\$6,730,231	\$233,088	3.6%	Includes 1% Tax Administration Fee
305	Law Enforcement	\$3,702,000	\$3,319,701	\$382,299	11.5%	\$3,375,049	\$55,348	1.7%	
325	Communications	\$530,000	\$499,000	\$31,000	6.2%	\$482,000	(\$17,000)	-3.4%	
336	Fire	\$2,440,000	\$2,462,573	(\$22,573)	-0.9%	\$2,530,073	\$67,500	2.7%	
371	Building	\$816,000	\$1,047,500	(\$231,500)	-22.1%	\$1,172,250	\$124,750	11.9%	
400	Community Development	\$85,000	\$150,000	(\$65,000)	-43.3%	\$120,000	(\$30,000)	-20.0%	
691	Parks	\$5,000	\$1,000	\$4,000	400.0%	\$162,000	\$161,000	16100.0%	\$162K from Wayne County Parks
851	Block Grant	\$90,000	\$145,499	(\$55,499)	-38.1%	\$90,000	(\$55,499)	-38.1%	
	<b>Totals</b>	<b>\$13,337,500</b>	<b>\$14,122,416</b>	<b>(\$784,916)</b>	<b>-5.6%</b>	<b>\$14,701,603</b>	<b>\$579,187</b>	<b>4.1%</b>	
	<b>Expenses</b>								
101	Board	\$57,436	\$55,200	\$2,236	4.1%	\$56,682	\$1,482	2.7%	
171	Supervisor	\$404,272	\$376,500	\$27,772	7.4%	\$363,187	(\$13,313)	-3.5%	
201	Information Services	\$298,225	\$246,350	\$51,875	21.1%	\$306,539	\$60,189	24.4%	
209	Assessors	\$317,295	\$286,900	\$30,395	10.6%	\$267,200	(\$19,700)	-6.9%	
215	Clerk	\$529,402	\$593,750	(\$64,348)	-10.8%	\$646,657	\$52,907	8.9%	Election year
220	Civil Service	\$3,087	\$3,600	(\$513)	-14.3%	\$2,077	(\$1,523)	-42.3%	
247	Board of Review	\$10,400	\$10,400	\$0	0.0%	\$4,250	(\$6,150)	-59.1%	
253	Treasurer	\$341,334	\$393,750	(\$52,416)	-13.3%	\$353,280	(\$40,470)	-10.3%	Professional Service - Audits
262	Elections	\$0	\$1,825	(\$1,825)	-100.0%	\$122,145	\$120,320	6592.9%	
265	Township Hall and Grounds	\$195,417	\$194,750	\$667	0.3%	\$137,719	(\$57,031)	-29.3%	
290	General Operating	\$867,476	\$1,138,206	(\$270,730)	-23.8%	\$1,268,420	\$130,214	11.4%	Firefighters
305	Law Enforcement	\$3,957,527	\$4,098,000	(\$140,473)	-3.4%	\$4,227,270	\$129,270	3.2%	
315	Emergency Preparedness	\$30,000	\$20,000	\$10,000	50.0%	\$18,000	(\$2,000)	-10.0%	
325	Communications	\$1,242,337	\$1,198,800	\$43,537	3.6%	\$1,595,700	\$396,900	33.1%	Equipment Purchase
336	Fire	\$3,508,009	\$3,445,300	\$62,709	1.8%	\$3,977,163	\$531,863	15.4%	
371	Building	\$436,581	\$503,315	(\$66,734)	-13.3%	\$703,862	\$200,547	39.8%	
400	Community Development	\$173,782	\$158,895	\$14,887	9.4%	\$0	(\$158,895)	-100.0%	No community development
442	Intergovernmental	\$80,000	\$80,000	\$0	0.0%	\$105,000	\$25,000	31.3%	Why is it up?
446	Traffic and Safety	\$74,500	\$771,000	(\$696,500)	-90.3%	\$76,000	(\$695,000)	-90.1%	What is the \$700K contractual services for
528	Water and Refuse	\$0	\$2,786	(\$2,786)	-100.0%	\$0	(\$2,786)	-100.0%	
691	Park	\$423,158	\$400,550	\$22,608	5.6%	\$235,991	(\$164,559)	-41.1%	Where is the savings? \$160K
801	Planning Commission	\$38,950	\$38,950	\$0	0.0%	\$13,945	(\$25,005)	-64.2%	No legal expenses? Publishing?
815	ZBA	\$3,155	\$3,155	\$0	0.0%	\$3,445	\$290	9.2%	
851	Block Grant	\$25,000	\$125,000	(\$100,000)	-80.0%	\$7,565	(\$117,434)	-93.9%	
954	Insurance	\$150,000	\$175,000	(\$25,000)	-14.3%	\$150,000	(\$25,000)	-14.3%	
995	Community Services	\$50,000	\$50,000	\$0	0.0%	\$56,000	\$6,000	12.0%	
976	Capital Improvements	\$95,000	\$0	\$95,000	n/a	\$0	\$0	n/a	
	<b>Total Expenses</b>	<b>\$13,312,343</b>	<b>\$14,371,982</b>	<b>(\$1,059,639)</b>	<b>-7.4%</b>	<b>\$14,698,093</b>	<b>\$326,116</b>	<b>2.3%</b>	

Plymouth Township  
2018 Budget Analysis

VARIANCES	\$25,157	(\$249,566)	\$274,723	-7.4%	\$3,505	\$253,071	1.8%
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