

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES REGULAR MEETING  
PROPOSED MINUTES**

Tuesday, December 12, 2023  
7:00 PM



**CALL TO ORDER AT 7:00 P.M.**

**A. ROLL CALL:** Kurt Heise\_\_\_\_✓\_\_\_\_, Bob Doroshewitz \_\_\_\_✓\_\_\_\_, Jerry Vorva \_\_\_\_✓\_\_\_\_,  
Jen Buckley\_\_\_\_✓\_\_\_\_, Chuck Curmi\_\_\_\_✓\_\_\_\_, John Stewart\_\_\_\_✓\_\_\_\_,  
Audrey Monaghan Excused

**ALSO PRESENT:** J. Knittel, Police Chief  
P. Conely, Fire Chief  
K. Bennett, Atty  
E. Kutey, Finance Director  
C. Rochon, Deputy Finance Director  
P. Fellrath, Director of Public Services  
L. Simpson, Recording Secretary  
S. Visel, Environmental Services Coordinator

**B. PLEDGE OF ALLEGIANCE:** Trustee Buckley

Supervisor Heise noted that the Closed Session would be removed from the December 12, 2023, Agenda.

**C. APPROVAL OF AGENDA**

- Tuesday, December 12, 2023

Moved by Clerk Vorva and Supported by Treasurer Doroshewitz to approve the agenda as amended for the Board of Trustees meeting of December 12, 2023.

**All Ayes of those present  
Motion Passed**

**D. APPROVAL OF CONSENT AGENDA**

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Trustee Curmi questioned if Mohammed Bazzi who owns J Lube needs to disclose his ownership in an ethics document as he serves on the DDA Board. Supervisor Heise noted that he would double check on this issue.

**D.1 Approval of Minutes**

- Regular Meeting, November 14, 2023

**D.2 Consent Agenda – New Business**

- a. Downtown Development Authority/Brownfield Redevelopment Authority Reappointments, **Resolution # 2023-12-12-96**, *Supervisor Kurt Heise*
- b. Annual Wayne County Road Permit Applications, **Resolution # 2023-12-12-97**, *Patrick Fellrath, PE, Director of Public Services and Kevin Bennett, Township Attorney*
- c. 46200 North Territorial Road Ingress/Egress Easement, **Resolution # 2023-12-12-98**, *Jeremy Schrot, PE, Township Engineer*

**D.3 Consent Agenda - Acceptance of Communications, Correspondence, and Reports**

**a. Reports:**

- Building Department Monthly Report - November 2023
- Fire Department Monthly Report - November 2023
- Planning Department Monthly Report - November 2023
- Police Department Monthly Report - November 2023
- FOIA Monthly Report - Clerk’s Office - November 2023
- FOIA Monthly Report - Police Department - November 2023

**D.4 Approval of Township Bills:**

FUND	ACCT	ALREADY PAID	TO BE PAID	TOTAL:
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General Fund	101	1,585,945.78	143,460.22	1,729,406.00
Drug Forfeiture Federal	262	3,016.90	.00	3,016.90
Drug Forfeiture State	265	1,945.00	.00	1,945.00
Drug Forfeiture IRS	266	.00	58.80	58.80
ARPA	285	.00	7,479.00	7,479.00
Improv. Rev.	446	10,525.00	00	10,525.00
Senior Transportation	588	7,608.91	.00	7,608.91
Water/Sewer Fund	592	135,679.60	561,766.42	697,446.02
Solid Waste Fund	596	7,362.76	130,415.57	137,778.33
Tax Pool	703	18,437.45	.00	18,437.45
Police Bond Fund	710	.00	.00	.00
Special Assessment Capital	805	.00	76,773.25	76,773.25

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TOTALS:		1,770,521.40	919,953.26	2,690,474.66
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Moved by Clerk Vorva and Supported by Trustee Buckley to approve the Consent Agenda for the Board of Trustees meeting of December 12, 2023.

**All Ayes of those present  
Motion Passed.**

Supervisor Heise introduced Sames, a manufacturer of industrial spray-painting equipment, powder equipment, and high viscosity gluing systems, which is a newer business to the Plymouth Township community.

Trustee Stewart thanked them for attending the meeting at his invitation and welcomed them to the Township.

**E. PUBLIC COMMENT *(Limited to 3 Minutes)***

- Dale Bernhardt, Mary Ann Adams, Bea Friedlander, Donald Garlit, Alice Rainville, and Robert Harris all spoke in opposition to the proposed racetrack citing gambling, the need for state subsidies, animal abuse, public health, and poor economic prospects.
- Marily Bertera spoke in support of the racetrack stating that equine horses really do love to race and horse racing has a positive economic impact on the community.
- Patty McConloque, Debra Hardin, and Lisa Sfera all spoke in support of dogs in the parks in Plymouth Township.
- Marika Diamond spoke against Meijer citing crime and additional road maintenance.

**F. NEW BUSINESS**

1. Five Mile Sewer Intergovernmental Agreement, **Resolution # 2023-12-12-99**, *Township Supervisor Kurt Heise, Attorney Steven Mann, Patrick Fellrath, PE, Director of Public Services*

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Supervisor Heise summarized the intergovernmental agreement between Plymouth Township and Northville Township. The agreement recognizes a \$2 million federal grant received a few years ago dedicated to the Michigan International Technology Center (MITC) corridor for infrastructure improvement. The communities will work together to build and extend an existing sewer line from Ridge Road west almost reaching Napier Road. It will serve businesses and condominiums on both the north and south side of Five Mile Road, though Plymouth Township will be the primary user of the sewer. Once it is built, it would be under the control of Western Townships Utility Authority (WTUA). Northville Township's Finance Director is managing this because she manages all the grant monies the MITC has received from all sources.

MITC Attorney Steve Mann added that Plymouth Township will be the main user of the joint line with 86% for Plymouth Township and 14% for Northville Township. He noted that any contract over the \$2 million must be approved by Plymouth Township. If there is no contract by October 1, 2024, both parties would need to approve a contract extension, or it would be terminated.

Moved by Supervisor Heise and Supported by Clerk Vorva that the Board of Trustees adopt **Resolution #2023-12-12-99**, the Intergovernmental agreement between the Charter Township of Northville and the Charter Township of Plymouth for the construction of a sanitary sewer line along Five Mile Road.

**All Ayes of those present  
Motion Passed.**

2. Assessment Services Agreement for the Township of Plymouth and Wayne County Appraisal, LLC (WCA), **Resolution # 2023-12-12-100**, *Township Supervisor Kurt Heise*

Supervisor explained that this is a renewal of another five-year contract with Wayne County Assessing.

Mr. Aaron Powers from Wayne County Assessing added that the contract is essentially the same as previous contracts with new rates, noting a slight change

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back in 2017 and a 5% inflation rider has been added per year. He noted that the last Plymouth Township audit with the State of Michigan was perfect.

Moved by Clerk Vorva and Supported by Trustee Buckley to adopt **Resolution # 2023-12-12-100**, approving the assessment service agreement for the Township of Plymouth and Wayne County Appraisals, LLC for a five-year term, expiring December 31, 2028, and authorizing the Supervisor and Clerk to sign on behalf of the Township.

**All Ayes of those present  
Motion Passed.**

3. Revisions to Township Park Rules and Regulations, **Resolution # 2023-12-12-101**, *Township Supervisor Kurt Heise and Environmental Services Coordinator Sarah Visel*

Supervisor Heise noted some revisions to the Township Parks rules and regulations and added that they have not been updated since 2020. Updates to park hours, shelter reservation availability and fees, and dog registration and regulations are all being considered.

Ms. Visel noted that the Supervisor would be able to approve future changes in fee structures with prior notification to the Township Board. Partly due to staffing, the recommended new park hours would be 8:00 AM to 9:00 PM April through September and 8:00 AM to 6:00 PM October through March. She added that they are proposing changing from two sessions of shelter rental to just one session per shelter per day, 1:00 PM to 7:00 PM with the reservation fee only going up by \$25.

It was decided to discuss hours of operation and allowing dogs in the parks at future meetings. Approving the resolution will require an amended ordinance. Supervisor Heise noted the next Board of Trustees next meeting will be January 9, 2024, the annual goal setting meeting.

Moved by Supervisor Heise and Supported by Trustee Doroshewitz to adopt the proposed Plymouth Township Parks 2024 fee and rental schedule as submitted.

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**All Ayes of those present  
Motion Passed.**

4. FY2023 Budget Adjustments, **Resolution # 2023-12-12-102**, *Elizabeth Kutey, Township Finance Director*

Ms. Kutey presented some proposed budget amendments to the 2023 budget. She noted that most of the items needing adjustments in the general fund were just miscellaneous adjustments to some expense accounts. A few items were in the clerk's department, a few in the fire department, and a few line items in the jail budget. She indicated a change in revenue was due to the replacement of the personal property tax that municipalities receive with the local community stabilization share of money. Line-item details were given in the report.

Moved by Clerk Vorva and Supported by Trustee Stewart that the Plymouth Township Board of Trustees adopt **Resolution # 2023-12-12-102**, authorizing various FY 2023 Budget Amendments as outlined.

**All Ayes of those present  
Motion Passed.**

5. Initial AMI Pricing Negotiations, **Resolution # 2023-12-12-103**, *Township Treasurer Bob Doroshewitz and Patrick Fellrath, PE, Director of Public Services*

Mr. Fellrath described the pricing proposals for water meter replacement and Advanced Metering Infrastructure (AMI). He indicated that the request of the Board is to allow the Department of Public Works (DPW) to work with their consultant to request respondents who provided pricing proposals to negotiate both the pricing and the services offered and for the Board's assistance in negotiating. This would reflect true costs for the services that are actually needed. That information would then be used in the business case evaluation to be presented to the Board in early 2024.

Treasurer Doroshewitz added that having this consulting service gives the Township expert opinions and advice on pricing for exactly what is needed for this meter

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replacement and AMI.

Moved by Clerk Vorva and Supported by Treasurer Doroshewitz to approve E Source Companies, LLC (E Source) to perform professional services as specified in the attached Advanced Metering Infrastructure (AMI) Contract Negotiations Support proposal dated November 27, 2023.

**All Ayes of those present  
Motion Passed.**

**G. PUBLIC COMMENT (*Limited to 3 Minutes*)**

- Marilyn Bertera noted that the Carlo family has been successful in racetracks in Michigan and Ohio for over 75 years, and Pinnacle Racecourse in Huron Township, which failed was owned by a banker with no racetrack experience.
- Dan Stojan commented that the Racetrack will look better than the DeHoco property or the prison which was on Five Mile 20-25 years ago.

**H. BOARD COMMENTS**

Trustee Stewart wished everyone a Merry Christmas and looks forward to working together positively in the best interests of the Township Residents.

Trustee Buckley wished everyone a Merry Christmas and noted that the new Veterans Commission created two new committees to address Veteran Support and Veteran Awareness. She was excited to report that her son, who has been deployed for over 14 months, will be home for Christmas.

Treasurer Doroshewitz wished a Merry Christmas and Happy Hanukkah, and added that everyone made it a fun year.

Clerk Vorva wished everyone Happy New Year, Hanukkah, and Christmas. He also noted that absentee ballot applications were mailed on Monday, and a letter explaining the new early voting information including the additional Dropbox. He



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noted the application should include an email address and phone number in case the office needs to contact the voter.

Trustee Curmi expressed that he hopes to make the building department module available to enter data remotely, as many other companies do. He also wished everyone a Merry Christmas.

Supervisor Heise added that the January 9<sup>th</sup> 2024, meeting will be the annual goal setting meeting. He asked Trustees to come with some ideas. He also noted that the Planning Commission adopted a text amendment to the zoning ordinance, which will allow for greater flexibility to subdivide older or unusual parcels. The second reading of that will be next year. A closed session discussing Meijer and police contracts and the adoption of the joint recreation plan with the City of Plymouth will also take place in January. Sparrs rezoning request will be discussed again at the January 23<sup>rd</sup> meeting. He added that the golf course update will be at the February 6<sup>th</sup> meeting and wished everyone a Merry Christmas, Happy Hanukkah, and Happy New Year.

**I. ADJOURNMENT**

Moved by Trustee Stewart and Supported by Clerk Vorva to adjourn the meeting of the Board of Trustees on December 12, 2023, at 8:15 PM

**All Ayes of those present  
Motion Passed.**

PLEASE TAKE NOTE: The Charter Township of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at all Township Meetings, to individuals with disabilities at the Meetings/Hearings upon two weeks' notice to the Charter Township of Plymouth by writing or calling the following: Human Resource Office, 9955 N Haggerty Road, Plymouth, MI 48170. Phone number (734) 354-3202 TDD units: 1-800649-3777 (Michigan Relay Services)

**The public is invited and encouraged to attend all meetings of the Board of Trustees of the Charter Township of Plymouth**