

**ANN ARBOR CHARTER TOWNSHIP  
BOARD OF TRUSTEES MEETING MINUTES  
MONDAY, MARCH 17, 2008**

**I. CALL TO ORDER**

The regular monthly meeting of the Ann Arbor Charter Township Board of Trustees was called to order by Supervisor Moran at 7:31 p.m. at the Township Hall, 3792 Pontiac Trail, Ann Arbor, Michigan, 48105.

Present: Supervisor Michael Moran, Trustees John Allison, Della DiPietro, Richard Dieterle and Randolph Perry.

Absent: Clerk Rena Basch.

Also Present: Township Attorney Sandra Sorini Elser, Fire Chief Rick Ericson and Utilities Superintendent Rick Judkins.

**II. CITIZEN PARTICIPATION** – No citizen signed up for participation.**III. APPROVAL OF MINUTES**

Corrections to the 2/18/08 minutes: On page 2 in the first paragraph second line strike “and six years”, and under item B in the motion strike “until recommendation from the Planning Commission”. On page 3 under item E in the seventh line strike “and sees it” and insert “He sees the current proposed authority”. On page 4 under item L after “Zirbes” add “request for sewer service”. **DiPietro moved approval of the February 18, 2008 minutes as amended. Allison seconded the motion which was adopted unanimously. DiPietro moved approval of the March 6, 2008 special meeting minutes. Dieterle seconded the motion which was adopted unanimously.**

**Allison moved to amend the agenda to advance items V.B. and V.C. DiPietro seconded the motion which was adopted unanimously.**

**V.B. Road Closings for Dexter-A2 Run**

Moran reminded the Board they had previously approved the road closure for the race but construction plans for Huron River Drive may now interfere with the event. Hal Wolfe the Dexter-Ann Arbor Run Race Director explained construction is now planned to begin on May 1st for work on Huron River Drive between Bird and Main. The revised course now puts the finish line at the new Skyline High School and requires the closing of Maple Road for approximately 2 to 4 hours with 17 houses directly impacted. All subdivisions have access through Newport and Craig roads. Wolfe said he needs two lanes closed for 2 hours and one lane for 4 hours. Wolfe said the WCRC has not approved the plans for the race. Perry noted that Wolfe would also need Scio Township’s approval for the Maple Road closure since it is at the Township’s dividing line. **DiPietro moved approval of the new route and closure of Maple Road from Huron River Drive to Craig Road from 8:00 a.m. to 9:30 a.m. for two lanes, and from 9:30 a.m. to 11:30 a.m. for one lane, contingent upon WCRC and/or Sheriff’s Department approval, advance notification of the Barton Plateau neighborhood, deliberate notification either by phone call or hand delivery of the 17 trapped residences, and Scio Township approval. Allison seconded the motion which was adopted unanimously.**

**V.C. Road Improvement Agreement with WCRC and Domino’s Farms Office Park**

Jon Petz with Domino’s Farms explained this is a three party agreement between the Township, WCRC, and Domino Farms for improvements to Earhart Road which concludes the Phase Six

expansion of the office park. Petz said they have reached a reasonable settlement with the WCRC and copies of the plans have been submitted to the Township's engineer. Petz said construction is expected to begin the second week of June with an expected duration of six to eight weeks. **Allison moved to approve the road improvement agreement for Earhart Road with Domino's Farms Office Park and the WCRC. DiPietro seconded the motion which was adopted unanimously.**

#### **IV. ANNEXATIONS, ORDINANCES, CONDITIONAL USES, ZONING**

##### **A. AZ-2-08 Release for Annexation**

Moran noted this is a release for annexation by Trustees Nicholas, Jeremy and Kristine Maher of parcel number 81-09-23-375-004, aka Glazier Road, for connection to city utilities. **Allison moved approval of the petition for release of annexation for AZ-2-08. Dieterle seconded the motion which was adopted unanimously.**

##### **B. Zoning Ordinance Amendment**

Moran noted this is an amendment to Section 74-426 establishing a process for approval of conditional uses not specifically listed for any district. Moran advised the Board the Township attorney has drafted a memo addressing the issues raised by Trustee Perry which will be distributed to Board members later this week. Moran said the item will remain tabled and should be ready for discussion at the Board's April meeting.

#### **V. APPOINTMENTS, RESOLUTION, REPORTS, DISCUSSIONS**

##### **A. NSK IFT Application**

Moran explained this is an application for a tax abatement for real and personal property. Moran said there is new construction on site but it is not outside the bounds of the existing walls therefore there are no site plan issues. Perry noted there were no supporting documents to support their application. **DiPietro moved to set a public hearing for April ~~21~~22, 2008 on NSK contingent upon them filing a full application detailing their personal and real property at least two weeks prior to the hearing. Dieterle seconded the motion which was adopted unanimously.**

##### **D. Social Security Number Privacy Policy**

Moran advised the Board that the Township is required to have a social security number privacy policy. Clerk Basch has proposed the current privacy policy and the Township attorney has reviewed it and suggested two revisions in sections 2 and 3.j. Perry suggested changes in section 3.b.,c.,d., e., f. and g. **Perry moved to adopt the resolution approving a social security number privacy policy with the following changes: In section 2 in the fourth line after "disclose" add "or public-ally display", in sections 2.b,c,d,e, and f, remove the initial words "all or" and replace with the word "no" and in the following line strike the word "not", in section 3.d. move the last sentence to section 3.g and remove the words "all or" and replace with the word "no" and in the following line strike the word "not", in section 3.j. strike "knowingly obtains uses or discloses Social Security numbers for unlawful purposes or contrary to the requirements of" and replace with the word "violates". Allison seconded the motion which was adopted unanimously.**

##### **E. Carlisle/Wortman Associates, Inc.**

Moran informed the Board that Carlisle/Wortman Associates, Inc is requesting an increase in fees. Moran supplied the Board with the old and new rate schedule. **DiPietro moved approval of the new hourly rates proposed by Carlisle/Wortman Associates, Inc for hourly fees and**

for the development review fee schedule. Allison seconded the motion which was adopted unanimously.

#### **F. Discussion regarding appointing a Treasurer**

Moran informed the Board that Treasurer Forshee resigned as of March 15, 2008. Moran requested that the Board permit Joanne Collins as one of two signatory's on Township's financial documents until a new Treasurer is appointed. **DiPietro moved to approve Joanne Collins Deputy Treasurer as a permitted signatory on Township financial documents until a new Treasurer is appointed as long as there is a second signature by Supervisor Michael Moran or Clerk Rena Basch. Allison seconded the motion which was adopted unanimously.** Moran noted the Board will need to make a decision on whom to appoint as Treasurer by the next meeting because of the deadline for filing for election in May. Moran said there are three interested applicants and he will forward their resumes and contact information to Board members for consideration at their April meeting. **DiPietro moved to ask the Supervisor to draft a suitable resolution thanking Treasurer Forshee for her 49 years of dedicated service to the Township and its residents. Dieterle seconded the motion which was adopted unanimously.**

#### **G. Supervisor's Report**

Moran updated the Board on the current status of the police authority study and the possibility of contracting with the City of Ypsilanti for police services. Moran reported that he continues to serve on the County Relationships with LUGS Committee and despite the reductions in taxable value the Township is probably financially healthier than any other jurisdiction in the County.

#### **H. Clerk's Report**

No report. The Elections Commission Report was included in the Board's packets.

#### **I. Treasurer's Report**

Written report submitted to the Board.

#### **J. Planning Commission**

Allison reported on the Planning Commission meeting held on March 3, 2008 and the workshop meeting held on March 10, 2008. The minutes were included in the Board's packets.

#### **K. Public Safety**

##### **1. Fire Department**

Chief Ericson reported a recent brake repair for the department's fire truck exceeded \$5000 and requested the Board's approval for the expenditure. **Dieterle moved approval of the brake job expenditure in excess of \$5000. Allison seconded the motion which was adopted unanimously.** Ericson reported the SCBA equipment arrived last week and should be in service in approximately 30 days. Ericson also updated the Board on the department's Capital Improvement Plan.

**2. Sheriff's Department** - Sergeant P. Cook submitted a written report to the Board.

##### **L. Utilities Department**

Judkins reported he is seeking to replace the department's 1996 Ford 350 and provided the Board with his first price for a new truck. Judkins reported on the Soil Erosion Homeowners guide and the notification from the City of Ann Arbor regarding violations of drinking water standards. Judkins requested the Board approve the agreements with the Huron River Watershed Council

for the continuation of the nonpoint source pollution public education program. **Allison moved to authorize the Supervisor to commit the Township to continue in the advertising and the direct mail program regarding Phase II storm water issues for January to December 2008. DiPietro seconded the motion which was adopted unanimously.** Judkins also reported that the WCC has agreed to pay \$82,250 due to changes in the scope of the project. Moran requested the Board accept the bid of Higgins Construction and authorize the payment of \$658,389 for the WCC water main loop project. **DiPietro moved that the Board accept the bid from Higgins Construction in the amount of \$559,371 and the cost of the project not to exceed \$658,389 which includes a 5% construction contingency conditioned on the WCC paying the Township \$323,345. Allison seconded the motion which was adopted unanimously.** Moran also requested the Board's approval to negotiate a contract with Mrs. Zirbes for an amount equal to the estimated \$24,000 plus charge for sewer services. **DiPietro moved to authorize Supervisor Moran to negotiate with Georgette Zirbes for a contract to receive service from the Ayrshire sewer district. Perry seconded the motion which was adopted unanimously.**

**M. Building Department**

John Hamlin submitted a written report to the Board.

**N. Farmland and Open Space Preservation Board**

Allison reported on the FOSPB meetings held on January 28, 2008 and February 25, 2008. The minutes were included in the Board's packets. Allison requested the Board approve property appraisals for the PDR program. **Allison moved to authorize Supervisor Moran to approve property appraisals for two parcels identified by the FOSPB. Dieterle seconded the motion which was adopted unanimously.**

**O. Approval of Claims Listing**

**DiPietro moved approval of the claims listing for February 15, 2008 in the amount of \$1,666.03. Allison seconded the motion which was adopted unanimously.**

**Allison moved approval of the claims listing for February 26, 2008 in the amount of \$26,082.96. DiPietro seconded the motion which was adopted unanimously.**

**Allison moved approval of the claims listing for March 3, 2008 in the amount of \$46,089.45 DiPietro seconded the motion which was adopted unanimously.**

**Dieterle moved approval of the claims listing for March 12, 2008 in the amount of \$75,688.14. DiPietro seconded the motion which was adopted unanimously.**

**VI. INFORMATIONAL ITEMS** - Items were included in the Board's packets.

**VII. NON-AGENDA ITEMS** – None

**VIII. PUBLIC COMMENTS** – None

**X. ADJOURNMENT**

**DiPietro moved to adjourn the meeting at 9:27 p.m. Allison seconded the motion which was adopted unanimously.**