

**ANN ARBOR CHARTER TOWNSHIP  
BOARD OF TRUSTEES MEETING MINUTES  
TUESDAY, APRIL 22, 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 7:33 p.m. at the Township Hall, 3792 Pontiac Trail, Ann Arbor, Michigan, 48105.

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

Also Present: Township Attorney Sandra Sorini Elser, Fire Chief Rick Ericson, Utilities Director Rick Judkins, and Deputy Treasurer Joanne Collins.

**II. CITIZEN PARTICIPATION** – No citizen signed up for participation.

**III. APPROVAL OF MINUTES**

Corrections to the 3/17/08 minutes: On page 2 under item V.A. in the fourth line strike “21” and insert “22” and under item D in the sixth line strike “public ally” and insert “publically”.

**DiPietro moved approval of the March 17, 2008 minutes as amended. Allison seconded the motion which was adopted unanimously.**

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

**A. 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 reminded the Board that they previously looked at this amendment in January, and it was tabled due to issues raised by Trustee Perry. The Township attorney revised the proposed amendment and provided a memorandum addressing those issues. The Township attorney advised the Board the revisions to the amendment make it clear that a request for approval of a similar conditional use may be made only as to a specific proposed location in conjunction with an application for approval of a conditional use permit. In addition, the Township attorney concluded that because conditional use permits are always approved as to specific location, approval or denial of a similar conditional use based on location would not be considered spot zoning as long as the standards for review, approval or denial are consistently followed. **Allison moved approval of the amendment to the zoning code to authorize conditional uses. Dieterle seconded the motion which was adopted unanimously.**

**B. Zoning Ordinance Amendment**

Moran requested the Board to refer the temporary structures ordinance section 74-4 to the planning commission for consideration of an amendment. Under the current ordinance, temporary structures are permitted in very limited circumstances. Moran said this issue has come up in the past and is currently an issue with the Traditions development, and is worthy of the planning commission’s review and recommendation. **DiPietro moved approval to refer zoning ordinance section 74-4 to the planning commission for consideration of amendment. Allison seconded the motion which was adopted unanimously.**

## V. APPOINTMENTS, RESOLUTION, REPORTS, DISCUSSIONS

### A. Fleming Creek

**Basch moved to set a public hearing for the Fleming Creek 1 and 2 Special Assessment Districts for street lighting for May 19, 2008 at 7:30 pm. DiPietro seconded the motion which was adopted unanimously.**

### B. NSK IFT Application

Basch informed the Board that she had not heard from NSK after the Board's request for them to submit a revised IFT application. **DiPietro moved to set a public hearing for May 19, 2008 on NSK's IFT application only if the Township receives a revised application by May 1, 2008. Basch seconded the motion which was adopted unanimously.**

### C. Review Electronic Processing Agreement with Official Payments Corporation

Basch informed the Board that they never passed a resolution approving the contract with Officials Payment Corporation (OPC) for online payments of utility and tax bills. The Township attorney revised the contract to include the right to terminate, standards for services, insurance requirements, and ensuring the Township bank accounts are protected. Basch said she is seeking some direction from the Board and that OPC has not yet agreed to the proposed changes. Perry recommended gathering copies of contracts signed by other jurisdictions. DiPietro suggested a stair-step approach for online payments and to continue to work with the Township attorney and OPC to resolve issues concerning the contract. **Basch moved to table the matter for further consideration. DiPietro seconded the motion which was adopted unanimously.**

### D. Washtenaw County Solid Waste Consortium

**Allison moved approval of payment of \$75 for the Washtenaw County Solid Waste Consortium 2008 membership dues. Dieterle seconded the motion which was adopted unanimously.**

### E. Appointment of Treasurer

Moran indicated Trustee Della DiPietro, Claudia Sedmak, and Robert Baird have all expressed interest in the Treasurer's position. Allison commented that the Board has three very qualified candidates. Allison said Baird has a very accomplished resume, and that Sedmak has a good blend of credentials with her family business, and has been supportive of Township initiatives and currently serves on the Board of Review. Allison said DiPietro has had a distinguished career as an executive with Ford Motor Company and has served on the Board as trustee for 12 years. Allison added that DiPietro has always preached fiscal responsibility and has provided advice on a wide range of issues during her 12 years of service. Basch indicated she had spoken with the three candidates and that she was impressed with all of them. Basch said DiPietro's dedication to the Township has been remarkable, and she has done a very good job serving the Township. **Allison moved to appoint Della DiPietro as Township Treasurer. Basch seconded the motion which was adopted unanimously. DiPietro abstained.**

### F. Supervisor's Report

Moran reported the Police Authority Study has issued its final report. Moran said that a regional police authority would provide a cost savings to the Township if it was calculated on something other than SEV, but the authority would be much more costly to other Townships who currently have lower levels of service. Moran said the Township has learned a lot from the study, and it

was money well spent. Moran said he continues to work with the Sheriff's Department which has been challenging at best. Moran noted the current contract with the Sheriff's Department expires at the end of 2009. The City of Ypsilanti has also provided the Township with a proposed contract for police services. Moran said if Superior Township opts in then the Township must look at Ypsilanti's proposal very seriously. Moran reported our reduction in taxable value, which is down by \$42,269,119 with a SEV loss of \$67,579,630. Huron River Drive will be closed between Bird and Craig Roads for three months this summer as part of the reconstruction project. Moran said he will be requesting approval of a small budget for the employees' break room in order to make necessary repairs after the Sheriff's Department finishes removing their items. Moran also reported a new Township sign is scheduled to be installed. Negotiations for fire union contracts will begin shortly. WATS has put together a transit plan for the county and would like to make a presentation to the Board.

#### **G. Clerk's Report**

Basch reported the auditors have recommended the Board develop two policies, one allowing routine and budgeted expenses to be approved by department heads, something we currently allow up to \$5000 for capital expenditures, and a second policy for security and administration of information systems and technology. Basch said she would try to have draft resolutions for the Board to consider at the next meeting. The ZBA will meet on May 7<sup>th</sup> to consider a sign variance by Conway Trucking for the Earhart Corporate Center. The school board election is set for May 6<sup>th</sup>. Basch also reported that Election Commission members are set by law to be the Supervisor, Clerk and Treasurer. Basch reminded everyone that the filing deadline for local township candidates is May 13<sup>th</sup> by 4:00 p.m.

#### **H. Treasurer's Report**

Joanne Collins provided a written report to the Board. Moran advised that the auditors would like the Board to approve the re-payment of inter-fund loans and inter-fund transfers. **Allison moved approval of transfer of funds of \$153,208 from the Farmland Preservation Fund to the Utility Fund for payment of \$150,000 in principal and 3,208 in interest on the PDR purchase loan effective February 28, 2008. DiPietro seconded the motion which was adopted unanimously. Allison moved approval of transfer of funds of \$9,167 from the Farmland Preservation Fund to the Utility Fund for interest on the PDR purchase loan effective December 31, 2007. Dieterle seconded the motion which was adopted unanimously. Allison moved approval of transfer of funds of \$945,000 from the Public Safety Fund to the Fire Fund for 2008 fire services effective April 30, 2008. DiPietro seconded the motion which was adopted unanimously.**

#### **I. Planning Commission**

Allison reported on the Planning Commission meeting held on April 7, 2008 and the workshop meeting held on April 14, 2008. The minutes were included in the Board's packets.

#### **J. Public Safety**

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

Ericson requested the Board's approval to sell old surplus equipment at the Jackson swap meet to try to peddle or trade equipment for additional revenue and to acquire equipment the department doesn't presently have. **DiPietro moved to give the Chief authority to sell or trade the listed fire equipment provided any transaction over \$20,000 is conditioned upon Board approval.**

**Dieterle seconded the motion which was adopted unanimously.** Ericson also reported on the SCVA grant, site plan review guidelines and the department's ISO rating improvement efforts.

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

**K. Utilities Department**

Judkins reported on the proposal for GIS water system map for the fire department's ISO rating, capital improvement plan, and the soil erosion homeowners' guide.

**DiPietro moved to authorize the Supervisor to sign a contract, approved by the Township attorney, with Georgette Zirbes for design and extension of the sewer line to service her property at a cost not to exceed \$25,000. Basch seconded the motion which was adopted unanimously. Allison moved to authorize the Supervisor to contract with Stantec for Georgette Zirbes sewer service contingent upon her signing the contract. DiPietro seconded the motion which was adopted unanimously.**

**L. Building Department** - John Hamlin submitted a written report to the Board, and requested the Board to approve his proposed fee changes for building permits. **Perry moved approval of the new fee changes recommended by the Township building inspector. DiPietro seconded the motion which was adopted unanimously.**

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

Allison reported on the FOSPB meeting held on March 24, 2008. The minutes were included in the Board's packets.

**N. Approval of Claims Listing**

**Allison moved approval of the claims listing for April 2, 2008 in the amount of \$107,526.50. DiPietro seconded the motion which was adopted unanimously. DiPietro moved approval of the claims listing for April 16, 2008 in the amount of \$193,068.37. Dieterle seconded the motion which was adopted unanimously.**

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

**VII. NON-AGENDA ITEMS**

Moran advised the Board that they need to appoint a Trustee within 45 days. **Perry moved to schedule a special meeting on April 28, 2008 at 7:00 p.m. to consider the appointment of Trustee. Allison seconded the motion which was adopted unanimously.**

**VIII. PUBLIC COMMENTS** – None

**X. ADJOURNMENT**

**Dieterle moved to adjourn the meeting at 10:07 p.m. DiPietro seconded the motion which was adopted unanimously.**