

**ANN ARBOR CHARTER TOWNSHIP  
BOARD OF TRUSTEES MINUTES OF MEETING  
MONDAY, JULY 19, 2010**

**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 7:32 p.m. at the Township Hall, 3792 Pontiac Trail, Ann Arbor, Michigan, 48105.

Present: Supervisor Michael Moran, Clerk Rena Basch, Treasurer Della DiPietro, Trustees Randolph Perry and Claudia Sedmak.

Absent: Trustees John Allison and Richard Dieterle.

Also Present: Township Attorney Sandra Sorini Elser, Utilities Superintendent Rick Judkins, Fire Chief Rick Ericson, Auditor Ken Palka and Comptroller Colleen Coogan.

**II. CITIZEN PARTICIPATION**

Moran noted that Otto Moerhle signed up for citizen participation to address the board regarding the proposed woodland and open burning ordinances. Moran said he spoke to Moerhle prior to the meeting but he is not present tonight.

**III. APPROVAL OF MINUTES**

Corrections to the 6/21/10 minutes: On page 2 under item V.B. in the second line strike “grown” and insert “ground” and under item D in the fourth line insert “annual” before “salary”. On page 3 under item H in the third line insert “approximately” after “paying” and on page 4 under item closed session in the first line after “session” insert “at 10:13 p.m.” DiPietro moved approval of the June 21, 2010 meeting minutes as amended. Basch seconded the motion which was adopted unanimously.

**IV. PRESENTATION OF 2009 AUDIT**

Ken Palka said the audit went very well and the Township is in very good financial position for the end of fiscal year 2009. Palka discussed the auditor’s comment letter and provided recommendations to address internal control issues. Palka recommended the township purchase software for accounting for special projects instead of using excel worksheets. Palka reminded the board they are tax exempt and to try to stay on top of that a little bit more. Palka also recommended the Township reconcile their 941 quarterly reports with the general ledger and to require identification and a password for receiving procedures. Palka also gave a brief overview of the financial statements for the general fund, public safety fund, fire operating fund, building department fund, fire department capital improvement fund, farmland fund, and water and sewer fund. Palka indicated that each fund has reserves and is in good shape. Palka noted the final audit reports will be ready next month.

**V. ANNEXATIONS, ORDINANCES, CONDITIONAL USES, ZONING****A. Woodland Ordinance**

Moran reported he met with Sally Elmiger and Dick Carlisle regarding the board’s preliminary comments and asked them to redraft the ordinance with parameters of excluding residences of a certain size from regulation, a focus on preventing clear cutting, and a general paring down of the ordinance. Moran said he would like them to concentrate on hard numbers from year to year, and to come up with an administrative process, leaving for the board then only those issues that deal with site plans and clear cutting. Moran indicated he should have a redraft of the ordinance for the board next month.

**B. Open Burning Ordinance**

Moran reported he received a letters from Barton Hills Village, Barton Hills Country Club, and Washtenaw Memorial Park expressing concern about the provision prohibiting burning within 1400 feet of a village. Moran

said he contacted the state and was advised this provision is mandated by state law and is an air quality issue not a safety issue, and cannot be waived. Moran noted that he and Perry will continue to work on the ordinance and should have a redraft of the ordinance for the board next month.

## **VI. APPOINTMENTS, RESOLUTIONS, REPORTS, DISCUSSIONS**

### **A. Utilities Department Monthly Report**

Judkins submitted a written report to the Board. Judkins reported he had no items to discuss and provided the board with a copy of the Township's 2009 Water Quality Report.

### **B. Public Safety**

#### **1. Sheriff Department**

Sergeant P. Cook submitted a written report to the board.

#### **2. Fire Department**

Ericson reported he is working on a capital improvement plan project and he will have more information for the board next month. Moran noted the pavement in front of the fire department is in very poor condition and he is in the process of getting bids to replace it.

### **C. C&C Braun PDR Resolution.**

Moran reported the Township attorney recommended a new resolution stating the exact amount of the purchase price for audit purposes. The Township attorney noted the amount of interfund borrowing was increased from \$250,000 to \$650,000 for a total borrowing amount of up to \$1,400,000 due to an anticipated increase in PDR purchases this year. **DiPietro moved approval of the resolution confirming the purchase price and interfund borrowing for C&C Braun with the change on page 2 under item one changing the number \$250,000 to \$650,000 and \$1,000,000 to \$1,400,000. Sedmak seconded the motion which was adopted unanimously.**

### **D. Pre-Approved Volume Submitter Plan Resolution**

Moran reported this is a restatement of the employees' voluntary 457 plan to comply with recent changes in federal regulations. **DiPietro moved approval of the pre-approved volume submitter plan. Basch seconded the motion which was adopted unanimously.**

### **E. WATS 2010-2011 Annual Dues**

Moran reported this is a request from WATS for funding contribution for 2010-2011 in the amount of \$1000. **DiPietro moved approval of the WATS 2010-2011 dues in the amount of \$1000. Basch seconded the motion which was adopted unanimously.**

### **F. Consortium for Solid Waste Management Annual Dues**

Moran said the Township has been a long time member but he does not attend their meetings regularly. Moran said this is a request for \$75 for continued membership in the consortium. **Sedmak moved approval of the Consortium for Solid Waste Management annual dues for 2010-2011 in the amount of \$75. Perry seconded the motion which was adopted unanimously.**

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

Moran reported the Township closed on the Zeeb's PDR purchase and the Township will have preserved 1,035 acres of land which is over half of the goal for the 20 year millage. WCC's proposed ordinance changes have been submitted to Dick Carlisle and he will have a memo on the proposals for the board next month. The Township received the results from the energy audit and will be working with the assets to spend the money by

the end of the year. The Court of Appeals opinion affirmed the Township's summary disposition on the shopping center case. Moran reported Blue Shield Blue Cross and Delta Dental contract renewals increased by 12.27%. Moran indicated BCBS adopted a new rule that if the Township makes any change in their plan they will have to sign a "no wrap" agreement and will lose the reimbursement plan. Moran recommended that the board renew the BCBS plan. **Basch moved approval of BCBS and Delta Dental renewal contract with an increase for BCBS in the amount of \$26,985.36 and for Delta Dental in the amount of \$843.34. Sedmak seconded the motion which was adopted unanimously.** Moran also reported he is scheduled for hip replacement surgery on September 27, 2010.

#### H. Clerk's Report

Basch reported she received WCRC monthly report ~~for saying~~ dust control had been done in the Township. ~~and~~ The electronic poll books will need a printer otherwise a receiving board will be required. Basch reported 500 AV applications were mailed out, 300 AV ballots were requested, and 100 AV ballots have been returned. A ZBA meeting is scheduled to consider a variance request by WCC. Basch also reported AnnArbor.com has been operating for a year and are now eligible to accept legal notices.

#### I. Treasurer's Report

DiPietro submitted a written report to the Board.

#### J. Planning Commission

The minutes of the July 6, 2010 meeting were included in the Board's packets.

#### K. Building Department

Hamlin submitted a written activity report to the Board.

#### L. Farmland Preservation Committee

The Board adjourned to closed session at 8:35 p.m. to discuss PDR purchases that have no purchase agreement. The Board reconvened from closed session at 8:46 p.m. **DiPietro moved to approve the resolution discussed in closed session. Sedmak seconded the motion which was adopted unanimously.**

#### M. Approval of Claims Listings

**Basch moved approval of the claims listings for July 1, 2010 in the amount of \$98,119.31. Sedmak seconded the motion which was adopted unanimously. Sedmak moved approval of the claims listings for July 14, 2010 in the amount of \$75,856.98. Perry seconded the motion which was adopted unanimously.**

**VIII. INFORMATION ONLY ITEMS** - Items were included in the Board's packets.

#### IX. NON-AGENDA ITEMS

Basch reported she received 3 applications for election inspectors after the deadline and therefore the election commission can't appoint them for the August primary. Basch said she would like to bring them on as trainees for the August primary and then appoint them for the November general election.

#### X. PUBLIC COMMENT - None

**XI. ADJOURNMENT - DiPietro moved to adjourn the meeting at 8:56 p.m. Sedmak seconded the motion which was adopted unanimously.**