



**CANTON ADMINISTRATION BUILDING  
1150 S. CANTON CENTER ROAD  
CANTON, MI 48188  
REGULAR BOARD MEETING  
FEBRUARY 25, 2020**

**7:00 P.M.:**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: ANTHONY, FOSTER, GRAHAM-HUDAK, SIEGRIST, SLAVENS, SNEIDEMAN &  
WILLIAMS

ADOPTION OF AGENDA

APPROVAL OF MINUTES: FEBRUARY 4, 11, and 18, 2020

CITIZEN'S NON-AGENDA ITEM COMMENTS/PUBLIC COMMENT

PAYMENT OF BILLS

**CONSENT CALENDAR:**

- 1) CONSIDER APPROVAL OF CONTRACT FOR FENCING MAINTENANCE AND REPAIR (CLS)
- 2) CONSIDER APPROVAL OF CONTRACT EXTENSION FOR FIRE SAFETY SYSTEMS SERVICE & EQUIPMENT (CLS)
- 3) CONSIDER APPROVAL OF APPLICATION FOR MLCC SPECIAL LIQUOR LICENSES (CLS)
- 4) CONSIDER AUTHORIZATION OF 2020 FY SPECIALIZED SERVICES OPERATING ASSISTANCE PROGRAM AGREEMENT WITH SMART (CLS)
- 5) RESOLUTION REGARDING THE EXPLORATION OF DISTRICT COURT CONSOLIDATION (SUPERVISOR)
- 6) REQUEST BUDGET AMENDMENT FOR THE CARRYOVER OF FISCAL YEAR 2019 OPEN PURCHASE ORDERS TO FISCAL YEAR 2020 (FBD)

**GENERAL CALENDAR:**

- 1) CONSIDER APPROVAL OF A SPECIAL LAND USE FOR VA COMMUNITY OUTPATIENT CLINIC (MSD)
- 2) CONSIDER AWARD OF CONTRACT FOR A 2020 TREE PLANTING PROGRAM TO CRIMBOLI NURSERY (MSD)

- 3) CONSIDER AUTHORIZATION OF A PURCHASE ORDER TO FISHBECK, INC. FOR PROFESSIONAL ENGINEERING SERVICES FOR THE 2020 ROAD IMPROVEMENT PROGRAM (MSD)
- 4) CONSIDER TWO CONTRACTS; ONE TO BIDIGARE CONTRACTORS, INC. AND THE OTHER TO FISHBECK FOR THE 2020 WATER MAIN CAPITAL IMPROVEMENT PROJECTS (MSD)
- 5) CONSIDER APPROVAL OF LEASE FOR TORO REELMASTER MOWING UNITS & MULTI PRO SPRAYER (CLS)
- 6) CONSIDER APPROVAL OF TWO CONTRACTS AND PURCHASE ORDERS FOR THE 2020 PAVING MAINTENANCE PROGRAM (CLS)
- 7) CONSIDER APPROVAL TO AWARD THE BID, AMEND THE BUDGET AND SUBMIT A PURCHASE ORDER FOR A WE-GO- ROUND AND PLAYGROUND SURFACING INSTALLATION AT HERITAGE PARK (CLS)

OTHER  
ADJOURN

#### ACCESS TO PUBLIC MEETINGS

In accordance with the Americans with Disabilities Act, individuals with disabilities who require special accommodations, auxiliary aids or services to attend or participate at the meeting/hearing should contact Kerreen Conley, Human Resources Manager, at 734-394-5260. Reasonable accommodations can be made with advance notice.

**Charter Township of Canton Board  
Proceedings – February 4, 2020**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, February 4, 2020 at 1150 Canton Center S. Canton, Michigan. Supervisor Williams called the meeting to order at 4:00 p.m.

Members Present: Anthony, Foster, Graham-Hudak, Siegrist, Slavens, Sneiderman, Williams  
Members Absent: None

**STUDY SESSION:**

The Board of Trustees toured the GFL Single Stream Recycling processing facility.

Public comment was held.

Other: None

**Adjourn:** The Supervisor adjourned the meeting at 5:31 p.m.

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Michael A. Siegrist, Clerk

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Pat Williams, Supervisor

**Charter Township of Canton  
Board Proceedings – February 11, 2020**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, February 11, 2020 at 1150 Canton Center S. Canton, Michigan. Supervisor Williams called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance to the Flag.

Members Present: Anthony, Foster, Graham-Hudak, Siegrist, Slavens, Sneideman, Williams  
 Members Absent: None  
 Staff Present: Director Meier, Deputy Director – Police - Baugh, Director Trumbull, Director Smith, Director Hohenberger, Rob Creamer, Building Official, Jeff Goulet, Community Planner, William Serchak, Engineering Services Manager

Motion by Siegrist, supported by Sneideman to move from open session to closed session under section 8(e) of the Open Meetings Act for the purpose of consulting with an attorney regarding legal strategy in connection with pending litigation at 6:32 p.m. Motion carried unanimously with a roll call vote.

Motion by Siegrist, supported by Anthony to move from closed to open session at 6:48 p.m. Motion carried unanimously.

**Adoption of Agenda**

Motion by Siegrist, supported by Anthony to adopt the agenda as amended, adding Item G-0. Motion carried unanimously.

**Approval of Minutes**

Motion by Siegrist, supported by Graham-Hudak to approve the proposed January 25, and 28 and February 4, 2020 minutes. Motion carried unanimously.

Public comment was held.

**Payment of the Bills:**

Motion by Slavens, supported by Sneideman to approve payment of the bills as presented. Motion carried unanimously.

<b>CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF February 11, 2020</b>		
101	GENERAL FUND	645,475.29
204	ROADS FUND	0.00
206	FIRE FUND	218,200.42
207	POLICE FUND	293,985.63
208	SUMMIT OPERATING (General)	118,119.61
219	STREET LIGHTING	0.00

230	CABLE TV FUND	8,196.45
245	PUBLIC IMPROVEMENT	55,289.00
246	TWP (COMMUNITY) IMPROVEMENT	0.00
248	DDA - CANTON	3,464.01
261	E-911 UTILITY	462.48
265	ORGANIZED CRIME - DRUG ENFORCEMENT	91,370.29
274	CDBG	7,219.49
275	ARRA GRANTS FUND	0.00
276	NSP GRANTS FUND	0.00
401	CAP PROJ - ENERGY PROJECT	0.00
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	43,643.00
584	GOLF FUND	13,792.20
592	WATER & SEWER FUND	1,681,927.68
596	SOLID WASTE	289,153.70
661	FLEET	25,882.38
701	TRUST & AGENCY FUND	6,684.33
702	CONSTRUCTION ESCROW	962.05
736	POST EMPLOYMENT BENEFITS	91,184.58
852	SPECIAL ASSESSMENT DEBT	0.00
<b>TOTAL - ALL FUNDS</b>		<b>3,595,012.59</b>

**Consent Calendar:**

**Item C-1. Consideration of Second Reading and Adoption of an Ordinance Amending Chapter 90 of the Canton Code of Ordinances, Sec. 90-93, The Cherry Hill Historic District**

Motion by Siegrist, supported by Foster to remove from the table, hold the second reading and adopt an ordinance amending Chapter 90, Sec. 90-93, the Cherry Hill Historic District. Motion carried unanimously.

**Item C-2. Consider Approval of Contract Extension with Kennedy Industries, Wolverine Power Systems and Interstate Security, Inc.**

Motion by Siegrist, supported by Foster to award the extensions of following contracts: Wolverine Power Supply, 50160 Pontiac Trail, Suites 8&9, Wixom, MI 48393; Kennedy Industries, Inc., 4925 Holtz Drive, Wixom, MI 48393; Interstate Security, Inc., 51233 Oro Drive, Shelby, MI 48315. Motion carried unanimously.

**Item C-3. Consider Second Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances regarding the Cedar Group Investment Rezoning**

Motion by Siegrist, supported by Foster to remove from the table and hold the second reading of the proposed amendment to Appendix A-Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance which rezones the subject parcel (tax parcel no. 051-99-0003-000) from R-1, Single-Family Residential District to R-6, Single-

Family Attached Residential District. Motion carried unanimously.

Motion by Siegrist, supported by Foster to adopt and publish the second reading of the ordinance amending Appendix A-Zoning of the Code of Ordinances of the Charter Township of Canton which rezones the subject parcel (tax parcel no. 051-99-0003-000) from R-1, Single-Family Residential District to R-6, Single-Family Attached Residential District, with an effective date of February 27, 2020. Motion carried unanimously.

**General Calendar:**

**Item G-0. Consider Amending the Prior Action of the Board With Respect to the Demolition of 870 Lotz Road**

Motion by Siegrist, supported by Slavens to amend the prior action of the Township Board ordering the demolition of 870 Lotz Road within 28 days of January 14, 2020. Motion carried unanimously.

Motion by Siegrist, supported by Sneiderman to confirm the finding of the Dangerous Building Hearing Officer that 870 Lotz Road is a Dangerous Building as defined in the Township Ordinance, and that the building shall be demolished within 60 days of the date of the show cause hearing, January 14, 2020. If demolition is not undertaken by the property owner within this period, the Township is hereby authorized as set forth by law to undertake demission and bill the property owner the cost of doing so. Motion carried unanimously.

**Item G-1. Consider Waiving the Penalty for Failure to File Property Transfer Affidavits**

Motion by Siegrist, supported by Slavens to approve the following resolution. Motion carried unanimously:

**RESOLUTION OF BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF CANTON, MICHIGAN**

**WAIVER OF PENALTIES FOR FAILURE TO FILE PROPERTY TRANSFER AFFIDAVITS**

Whereas the Township of Canton is aware that Michigan statute, MCL211.27a(10) requires the buyer, grantee or other transferees of a property to notify the appropriate assessing office within 45 days when a transfer of ownership occurs;

Whereas MCL211.27a(10) further requires that such notification be made on a form prescribed by the State Tax Commission, commonly known as a Property Transfer Affidavit (form 2766 or L-4260);

Whereas the Township is aware that MCL211.27b(1)(c) and (d) provides for specific penalties to be levied if the appropriate assessing office is not notified within 45 days;

Whereas MCL 211.27b(5) allows the governing body to waive, by resolution, the penalty levied under subsection (1)(c) or (d);

Whereas the Canton Township Assessing office has procedures in place to notify the buyer, grantee or transferee of a property when the Property Transfer Affidavit has not been filed;

Whereas the Township of Canton has determined the costs to administer and collect the penalty, then share collected penalties with other taxing jurisdictions outweighs the benefit;

Whereas the Township finds the collection of penalties is unnecessary; now, therefore be it

*Resolved*, the Board of Trustees of the Township of Canton, as provided in MCL211.27b(5), waives the collection of penalties under subsections (1)(c) or (d), and also any resolution, policy or directive in conflict with this Resolution is hereby repealed.

**Item G-2. Consider Approval of a Budget Amendment for Professional and Contractual Services – Legal.**

Motion by Siegrist, supported by Slavens to approve the following Budget Amendment:  
Increase Expenditure: Professional and Contractual Services – Legal #101-270.801\_0020: \$35,000. Increase Revenue: Fund Balance Appropriation #101-000.695: \$35,000. Motion carried unanimously.

**Item G-3. Consider Approval of Reappointments and New Appointment to the Community Development Block Grant (CDBG) Advisory Council**

Motion by Siegrist, supported by Slavens to reappoint Katherine Martin and Sylvester Noetzel to the CDBG Advisory Council for a three year term, effective January 1, 2020 and expiring on December 31, 2022. Motion carried unanimously.

Motion by Siegrist, supported by Slavens to E. Colleen Conklin to the CDBG Advisory Council for the remainder of Duke Morrow's unfulfilled term, expiring on 12/31/2020. Motion carried unanimously.

**Item G-4. Consider Award of C.D.B.G. Housing Rehabilitation Contracts**

Motion by Siegrist, supported by Slavens to approve the four housing rehabilitation contracts to Stratton Home Improvement listed below totaling \$95,800 and the associated budget adjustment utilizing CDBG grant dollars. Stratton Home Improvement xxxxx Edenbrooke \$25,000; Stratton Home Improvement xxxx Forest \$20,800; Stratton Home Improvement xxxx Hannan \$25,000; Stratton Home Improvement xxxx Ranier \$25,000.

Increase Revenue: 274-000.501 (Federal Grants) CDBG \$75,000  
Increase Expenditure: 274-694.890 (Housing Rehabilitation) CDBG \$75,000  
Motion carried unanimously.

**Item G-5. Consider Approval of the Purchase of a 2020 Chevrolet Tahoe K-9 Unit**

Motion by Siegrist, supported by Slavens to approve the purchase of the 2020 Chevrolet Tahoe. Motion carried unanimously.

**Item G-6. Consider Award of a Contract to Dan’s Excavating, Inc. for the Ridge Road Paving Project**

Motion by Siegrist, supported by Slavens to approve the following budget adjustment:

Increase Revenues:

101-000.695 Fund Balance Appropriation \$400,000

852-000.695 Fund Balance Appropriation \$500,000

403-000.699\_1010 Transfer In – General Fund \$400,000

403-000.699\_8520 Transfers In Spec Assess – Debt Service \$500,000

403-000.695 Fund Balance Appropriation \$165,000

Increase Expenditures

101-696.995\_4030 Transfers Out Cap Projects – Roads \$400,000

852-905.995\_4030 Transfers Out Cap Projects – Roads \$500,000

403-446-02.970\_0050 Capital Outlay Infrastructure \$1,065,000

Motion carried unanimously.

Motion by Siegrist, supported by Slavens to approve a contract to Dan’s Excavating, Inc. for of \$3,596,396.43 with a 5% contingency of \$179,819.82 for a total award of \$3,776,216.25. Motion carried unanimously.

Motion by Siegrist, supported by Anthony to approve a contract to Fishbeck, Inc. for of \$312,350 with a 10% contingency of \$31,235 for a total award of \$343,585. Motion carried unanimously.

**Item G-7. Consider Approving an Amendment to the Partners in Architecture Contract for A/E Services on Fire Station No. 2**

Motion by Williams, supported by Siegrist to approve a contract amendment for Partners in Architecture in the amount of \$7,998, to cover reimbursable costs incurred for site work performed outside of the original scope of services quoted for Fire Station No. 2. Motion carried unanimously.

**Item G-8. Consider the Purchase of 12 Taser X26P Units and Accessories**

Motion by Siegrist, supported by Sneiderman to waive the bidding process and approve the purchase of 12 Taser X26P packages from the sole-source vendor Axon Enterprise, Inc., in the amount of \$19,994.50. Motion carried unanimously.

**Item G-9. Consider Amendment to, and Approval of, Operations Policy Seven (O:07) Procedure for Conduct of Township Board Meetings**



Motion by Siegrist, supported by Slavens to approve Operations Policy Seven and the proposed amendments. Motion carried unanimously.

Additional Public comment was held.

**Adjourn:** Motion by Anthony, supported by Sneiderman to adjourn at 7:36 p.m. Motion carried unanimously.

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Michael A. Siegrist, Clerk

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Pat Williams, Supervisor

**Charter Township of Canton Board  
Proceedings – February 18, 2020**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, February 18, 2020 with the Library Board of Directors at 1150 Canton Center S. Canton, Michigan. Supervisor Williams called the meeting to order at 6:00 p.m.

Township Board:

Members Present: Foster, Graham-Hudak, Siegrist, Slavens, Sneideman, Williams

Members Absent: Anthony

Library Board:

Members Present: Eggenberger, Farrell, Lee, Pandit, Watts

Members Absent: Turner

**STUDY SESSION:**

The Board of Trustees and the Library Board discussed the community survey results. Public comment was held.

Public comment was held

**Adjourn:** Motion by Siegrist, supported by Foster to adjourn the meeting at 7:11 p.m. The Motion carried by all members present.

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Michael A. Siegrist, Clerk

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Pat Williams, Supervisor

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** February 25, 2020

**AGENDA ITEM:** #C-1

**ITEM:** Consider Approval of Contract for Fencing Maintenance and Repair

**PRESENTER:** Greg Hohenberger, Leisure Services Director

**INDIVIDUALS IN ATTENDANCE:** None anticipated

**EXECUTIVE SUMMARY:**

On December 5, 2019, Leisure Services staff advertised Request for Proposal (RFP) for Fencing Maintenance and Repair for Canton owned facilities (Attachment A.) After careful evaluation, Leisure Services staff is requesting to award the contract to Michigan Fence Outlet, LLC. (Attachment B.) Individual purchase orders over \$10,000 will be brought to the Board for approval.

**BACKGROUND:**

Canton Township owns many facilities and parks with original fencing. This fencing over time has that has deteriorated and are in desperate need of repair.

On December 5, 2019, Leisure Services staff advertised RFP for Fencing Maintenance and Repair for Canton owned facilities and parks.

Two Companies submitted proposals:

Contractor Name
Michigan Fence Outlet
Nationwide Construction Group

Of the two companies, Michigan Fence Outlet listed their hourly rate as \$79.00 per man hour and 6 foot galvanized chain link – installed at \$26.00 per linear foot (Attachment C.) Nationwide Construction Group costs came in at \$100 per man hour and \$29.27 per linear foot for 6 foot.

With pricing and other various factors in mind, the Leisure Services selection committee reviewed and scored both proposals. Through the process, the team selected Michigan Fence Outlet.

**STRATEGIC PLAN/GOALS:** Strengthen Operational Efficiency

**ACTION REQUESTED:** Authorize the Supervisor to sign the contract for Michigan Fence Outlet, LLC, 46705 Erb Drive, Macomb, MI 48042

**BUDGET ACCOUNT NUMBERS:**

Funds to repair any fencing will be determined on a project-by-project basis. Any purchase order over \$10,000 will be brought to the Board for approval.

**IMPLEMENTATION PLAN:**

Upon Board approval, the contractor will be notified.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to award the contract to Michigan Fence Outlet, LLC, 46705 Erb Drive, Macomb, MI 48042 for the Fencing Maintenance and Repair for Canton Township Facilities and Parks.

**ATTACHMENTS:**

Attachment A: Request for Proposal

Attachment B: Contract – Michigan Fence Outlet, LLC.

Attachment C: Michigan Fence Price Sheet

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** February 25, 2020

**AGENDA ITEM:** #C-2

**ITEM: Consider Approval of Contract Extension for Fire Safety Systems Service & Equipment**

**PRESENTER:** Greg Hohenberger, Leisure Services Director

**INDIVIDUALS IN ATTENDANCE:** None anticipated

**EXECUTIVE SUMMARY:**

In January 2020, Leisure Services staff advertised an Invitation to Bid for Fire Safety Systems Service & Equipment for Canton owned facilities. Vanguard Fire & Security was the sole bidder and the current contract holder for Canton Township. We are requesting a 3-year contract extension of Fire Safety Systems Service & Equipment to Vanguard Fire & Security (Attachment A.) Any purchase order over \$10,000 will be brought to the Board for approval.

**BACKGROUND:**

On November 27, 2012 the Township Board approved a contract for testing of security and fire systems. The contractor was selected through a Request for Proposal process resulting in an agreement with Vanguard Fire & Security Systems who was selected to maintain, repair and test fire alarms, fire suppression systems, and emergency sirens.

To ensure that Canton Township is receiving the most competitive service and pricing, Leisure Services staff advertised an Invitation for Bid for Fire Safety Systems Service & Equipment on January 16, 2020. As a result, Vanguard Fire & Security, Inc. was the sole bidder for the contract making this an extension of their current contract.

**STRATEGIC PLAN/GOALS:**

Strengthen Operational Efficiency - Maintain Financial Stability

**ACTION REQUESTED:** Authorize the Supervisor to sign a 3-year contract for Vanguard Fire & Security Systems, Inc., PO Box 9218 Grand Rapids, MI 49509.

**BUDGET ACCOUNT NUMBERS:**

Funds to repair any fire or emergency system will be determined on a project-by-project basis. Any purchase order over \$10,000 will be brought to the Board for approval.

**IMPLEMENTATION PLAN:**

Upon Board approval, the contractor will be notified.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to award the 3-year contract extension to Vanguard Fire & Security Systems, Inc. PO Box 9218 Grand Rapids, MI 49509 for the Fire Safety Systems Service & Equipment for Canton Township Facilities.

**ATTACHMENTS:**

Attachment A: Contract - Vanguard Fire & Security Systems, Inc.

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: February 25, 2020**

**AGENDA ITEM #C-3**

**ITEM: Consider Approval of Application for MLCC Special Liquor Licenses**

**PRESENTER:** Greg Hohenberger, Leisure Services Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:**

In 2019, four fundraising events will be held in conjunction with Canton Leisure Services at various township facilities that will require application to the Michigan Liquor Control Commission for special liquor licenses:

- 29<sup>th</sup> Annual Liberty Fest: June 18-20, 2020
- 7<sup>th</sup> Annual Rally on Ridge: July 25, 2020
- 11<sup>th</sup> Annual Brew, Brats & Bands at the Barn: September 12, 2020
- Thursday Night Live concerts: June 25- August 13, 2020

Leisure Services is requesting Township Board approval to submit application to the Michigan Liquor Control Commission and to authorize the sale and consumption of alcohol at these fundraisers.

**BACKGROUND:**

- Canton's 29<sup>th</sup> Annual Liberty Fest will take place June 18-20, 2020 in Heritage Park. In a partnership with Canton Leisure Services, the Canton Rotary Club will once again be making the application to the Michigan Liquor Control Commission for a special license. Canton Rotary will secure the appropriate permits and will keep the proceeds from the actual alcohol sales over the course of the three days.
- Canton Leisure Services will host the 7<sup>th</sup> Annual Rally on Ridge event on July 25, 2020 from 5:30 p.m. to 9:00 p.m. at Preservation Park/Cherry Hill School. In addition to the food trucks, we will be selling beer and wine with proceeds to benefit the Canton Farmers Market. Canton Leisure Services will apply for the one-day special liquor license for this event.
- The Canton Historical Society is hosting the 11th Annual "Brew, Brats & Bands at the Barn," a fundraiser to be held at the Cady-Boyer Barn in Preservation Park on Saturday, September 12, 2020 from 6-9 p.m. The event will feature a concert with beer and food being sold for the purpose of raising funds to benefit the Canton Historical Society. Canton Leisure Services will apply for the one-day special liquor license for this event.
- Canton Leisure Services will again be doing the new and improved Thursday night concert series this summer, which offers weekly music at the amphitheater in Heritage Park. Again this year will be food trucks, local restaurants, and beer/wine sales. Maraschino's Bar & Restaurant will be making application to the Michigan Liquor Control Commission, and all alcohol sales will benefit the Second Chance at Life charity. (June 25, July 9-16-23-30, August 6-13)

**STRATEGIC PLAN/GOALS:** Attractive Community – Align Program Offerings with Demographics

**ACTION REQUESTED:** Authorize the sale and consumption of alcohol at the above-listed 2019 fundraiser events.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** \$150 application fees for the 7-25-20 Rally on Ridge event are available in Account #101-756-59.762 – Recreation/Special Events/Program Activity Supplies. \$100 application fees for the 9-12-20 event at the Cady-Boyer Barn are available in Account #101-803.955 – Historic District Commission/Miscellaneous. The Canton Rotary Club will be seeking the liquor licenses for the Liberty Fest event and will be responsible for those application fees. Maraschino’s Bar & Restaurant will be seeking liquor licenses for the Thursday Night Live concerts and will be responsible for those application fees.

**IMPLEMENTATION PLAN:** The sites will be set up according to the requirements of the Liquor Control Commission.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to authorize the sale and consumption of alcohol at the 29th Annual Liberty Festival on June 18-20, 2020, and furthermore; I move that the following resolution be adopted:

That the Canton Rotary, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on June 18-20, 2020 during Liberty Festival at Heritage Park located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne.

I further move to authorize the sale and consumption of alcohol at The Rally on Ridge event on Saturday, July 25, 2020; and furthermore; I move that the following resolution be adopted:

That the Charter Township of Canton, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Saturday, July 25, 2020 at Preservation Park located at 500 N. Ridge Road in Canton, Michigan, County of Wayne and that the Township Supervisor and Clerk be authorized to sign and submit this application.

I further move to authorize the sale and consumption of alcohol at The Canton Historical Society’s “Brew, Brats & Bands at the Barn” fundraiser on Saturday, September 12, 2020; and furthermore; I move that the following resolution be adopted:



That the Charter Township of Canton, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Saturday, September 12, 2020 at the Cady-Boyer Barn in Preservation Park located at 500 N. Ridge Road in Canton, Michigan, County of Wayne and that the Township Supervisor and Clerk be authorized to sign and submit this application.

I further move to authorize the sale and consumption of alcohol at the Thursday Night Live concerts being held on June 25, July 9, July 16, July 23, July 30, August 6, and August 13, 2020; and furthermore; I move that the following resolution be adopted:

That Maraschino's Bar & Restaurant, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on the following dates during the Thursday Night Live concerts at Heritage Park located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne.

- June 25, 2020
- July 9, 2020
- July 16, 2020
- July 23, 2020
- July 30, 2020
- August 6, 2020
- August 13, 2020

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: February 25, 2020**

**AGENDA ITEM# C-4**

**ITEM: Consider Authorization of 2020 FY Specialized Services Operating Assistance Program Agreement with SMART**

**PRESENTER:** Greg Hohenberger, Leisure Services Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:**

The Township submitted its annual Specialized Services application with SMART to provide funding for the Canton Mobility Transportation program. SMART has notified the Township that it is eligible for \$35,559 under the program from October 1, 2019 through September 30, 2020. This is a funding increase of \$3,671 from FY2019.

Canton Leisure Services is requesting Board authorization for the Specialized Services Operating Assistance Program Agreement with SMART.

**BACKGROUND:**

Canton Township applied for and was awarded a Specialized Services Operating Assistance Program grant from the Suburban Mobility Authority for Regional Transportation (SMART). The grant will be utilized for the Canton Mobility Transportation Services program, which provides transportation for seniors and disabled individuals.

- The grant is for \$35,559, which is an increase allocation of \$3,617 for Canton from FY 2019.
- The grant contract covers the period of October 1, 2019 through September 30, 2020.
- These funds are in addition to the \$88,692 Municipal Credit grant, which the Township was awarded for FY 2020. In addition, fare box revenue collected from program riders in FY 2019 was \$42,717.
- The total annual contract with Nankin Transit Commission to provide transportation services is not to exceed \$412,395.
- The two grants and fare box revenue offset the Nankin Transit Commission contract amount. The balance of the contract amount is covered through the Township's General Fund and budgeted in Social Services – Transportation.

**STRATEGIC PLAN/GOALS:** Meet Diverse Expectations of the Community

**ACTION REQUESTED:** Authorize the FY2020 Specialized Services Operating Assistance Program Agreement with SMART.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:**

Grant funds will be reimbursed to the Township. Transportation funds are expended from Social Services-Transportation Account #101-670.860.

**IMPLEMENTATION PLAN:**

Leisure Services will process the grant which is in effect from October 1, 2019 through September 30, 2020. Grant funds will be utilized for the Township's Transportation Contract with the Nankin Transit Commission.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to approve the FY 2020 Specialized Services Operating Assistance Agreement between SMART and the Charter Township of Canton for \$35,559 and to authorize the Township Supervisor to sign the contract on behalf of the Township.

**ATTACHMENTS:**

**Attachment A:** Specialized Services Operating Assistance Agreement



**RESOLUTION OF  
BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF CANTON,  
MICHIGAN**

**Resolution Regarding the Exploration  
Of District Court Consolidation**

WHEREAS, the Charter Township of Canton (the “Township”) desires to explore ways to provide services in a cost-effective manner to its taxpayers;

WHEREAS, the Township Board has expressed a desire to reduce expenditures from its general fund and increase revenues in a fiscally prudent manner;

WHEREAS, District Court consolidation with other jurisdictions has been explored over the past several years;

WHEREAS, representatives from the Michigan Department of Treasury have requested that any City Council or Board of Trustees interested in exploring Court Consolidation pass a Resolution indicating such; now, therefore be it

*Resolved*, that the Board of Trustees of the Charter Township of Canton formally indicates its willingness to explore District Court consolidation with the 29<sup>th</sup> District Court in Wayne, or other interested communities.

February 25, 2020

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Michael Siegrist, Canton Township Clerk

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** February 25, 2020

**AGENDA ITEM #C-6**

**ITEM: REQUEST BUDGET AMENDMENT FOR THE CARRYOVER OF FISCAL YEAR 2019 OPEN PURCHASE ORDERS TO FISCAL YEAR 2020**

**PRESENTER:** Wendy Trumbull, Finance & Budget Director

**INDIVIDUALS IN ATTENDANCE:** None anticipated.

**EXECUTIVE SUMMARY:** The Finance & Budget Department is requesting to carryover prior year purchase orders not complete during the fiscal year 2019. This will require the Board to approve an increase of the 2020 budget.

**BACKGROUND INFORMATION:** At the end of each fiscal year, there are numerous open purchase orders for goods and services budgeted and ordered in that fiscal year. A majority of these open purchase orders are for items received in that fiscal year but paid for in the subsequent year; the expense is recorded as an accounts payable at the end of that year and these purchase orders are closed.

However, some of the open purchase orders are for items that were not received by the end of the fiscal year, and these purchase orders carry over into the succeeding fiscal year to complete the transactions. A fund balance reserve is made at the end of the year for these purchase commitments. And, in many cases, there are not sufficient budget funds in the line item budgets for these items, so the succeeding fiscal year's budget must be amended.

A listing of the 2019 purchase orders carried over into fiscal year 2020 follows the model resolution.

**STRATEGIC PLAN/GOALS:** Demonstrate fiscal responsibility.

**ACTION REQUESTED:** Budget amendments in several funds for purchase orders that were open at the end of 2019 and carried over to 2020. Amounts have been rounded up to the next dollar for the budget amendments as Canton Township's budget is in whole dollars. As a result of this rounding up, some totals may exceed the actual purchase order totals.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Numerous accounts in the General, Roads, Fire, Police, Community Center, Community Improvement, Downtown Development Authority, Community Development Block Grant, Capital Projects-Roads, Water & Sewer, Post-Employment Benefits.

**IMPLEMENTATION PLAN:** If approved, the budget amendments will be posted by Finance.

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** I move to approve the following 2020 budget amendment increases for purchase order commitments carried over from 2019: General Fund (101) increase of \$319,641; Roads Fund (204) increase of \$114,697; Fire Fund (206) increase of \$6,343,277; Police Fund (207) increase of \$160,818; Community Center Fund (208) increase of \$11,390; Community Improvement Fund (246) increase of \$370,200; Downtown Development Authority Fund (248) increase of \$50,077; Community Development Block Grant Fund (274) increase of \$149,780; Capital Projects – Roads Fund (403) increase of \$2,900; Water & Sewer Fund (592) increase of \$1,039,172; Post-Employment Benefits Fund (736) increase of \$4,250.

**ATTACHMENTS:**

2019 Purchase Orders Carryover List

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: February 25, 2020**

**AGENDA ITEM #G-1**

**ITEM: Consider Approval of a Special Land Use for VA Community Outpatient Clinic**

**PRESENTER:** Jade Smith, Municipal Services Director

**INDIVIDUALS IN ATTENDANCE:** Mandy Gauss, CESO

**EXECUTIVE SUMMARY:** The applicant is proposing to develop a 45,000 square foot outpatient medical clinic for the Veteran’s Administration on the southern portion of a 20 acre site located east of Lotz Road and north of Ford Road. Primary access will be provided from the existing commercial driveways along the north side of the Sam’s Club property and the north-south driveway from Ford Road in between Sam’s Club and Wal-Mart. The east-west drive will be extended 450 feet to the east to provide access and circulation for the VA parking lot. A southbound right-turn lane will be added to Lotz Road north of Ford to mitigate additional traffic impacts.

**BACKGROUND:**

The request meets most of the general criteria for special land use approval. However, the traffic analysis recommends that a right-turn lane from southbound Lotz to westbound Ford be added and that the left turn phases from Lotz to Ford be adjusted to reduce delays on Lotz Road. MDOT will evaluate and adjust the signal timing (see attached MDOT response.) The project sponsor has proposed to construct the recommended right-turn lane on Lotz Road. Review of the traffic study indicates that this will mitigate the additional traffic generated by the clinic and will improve a portion of the existing deficiencies and delays at the intersection.

Please see attached applicant responses to the Special Land Use Criteria and additional information requested by the Planning Commission at the January 6, 2020 meeting. A variance from the wetland buffer on the north side of the paved area was granted by the Zoning Board of Appeals on December 12, 2019 based on the minor wetland disturbance required to develop the site.

**-Existing Zoning:** LI, Light Industrial District

**-Location:** East of Lotz Road and North of Ford Road

**-Net Acres:** 20.2 acres (part of)

**-Existing Land Use:** Vacant

**-Surrounding Land Use**

N - LI, A.W. Lee Junkyard

S - C-3/Corporate Park Overlay – Sam’s Club and Wal-Mart

E - City of Westland (Industrial)

W- LI, Sam's Club Detention Pond and MR, Frontage Residential on Lotz Rd.

**-Comprehensive Plan:** Light Industrial

**- Community Planner's Recommendation:** Approval, subject to Wayne County approval of the proposed right-turn land addition to Lotz Road as proposed by the project sponsor.

**-Planning Commission Recommendation:** The Planning Commission vote 6-0 to recommend approval of the request for special land use for a medical clinic on parcel no. 048-99-0022-701, as the proposal meets the general criteria for special land use, subject to approval of the addition of the proposed right-turn lane on southbound Lotz Road north of Ford Road by Wayne County.

**STRATEGIC PLAN/GOALS:** N/A

**ACTION REQUESTED:** Approval the request for special land use for a medical clinic on parcel no. 048-99-0022-701, as proposed.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** N/A

**IMPLEMENTATION PLAN:** N/A

**MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** N/A

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

RESOLUTION OF  
BOARD OF TRUSTEES  
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Approval of the Special Land Use for the VA Outpatient Clinic**

**WHEREAS,** the Project Sponsor, Johnson Healthcare real Estate has requested special land use approval for a medical clinic (VA Outpatient Medical Clinic) on the east side of Lotz Road between Ford and Warren Roads; and,

**WHEREAS,** the Planning Commission reviewed the request and special land use criteria and voted 6-0 to recommend approval as the proposal meets the general criteria for special land use, subject to approval of the addition of the proposed right-turn lane on southbound Lotz Road north of Ford Road by Wayne County;

**BE IT RESOLVED,** the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the request for special land use for a medical clinic on parcel no. 048-99-0022-701, as the proposal meets the general criteria for special land use, subject to approval of the addition of the proposed right-turn lane on southbound Lotz Road north of Ford Road by Wayne



County and all other applicable local and state regulations.

**ATTACHMENTS:**

1. Planning Commission Minutes
2. Zoning Map
3. Commitment Letter and Plan for Right-Turn Lane
4. Traffic Consultant Review
5. Special Land Use Responses
6. Concept Plans

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: February 25, 2020**

**AGENDA ITEM #G-2**

**ITEM: Consider Award of Contract for a 2020 Tree Planting Program to Crimboli Nursery**

**PRESENTER:** Jade Smith, Municipal Services Director

**INDIVIDUALS IN ATTENDANCE:** N/A

**EXECUTIVE SUMMARY:** Planning Services received five qualified bids for a Spring 2020 Tree Planting Project to replace trees along various major Roads throughout the community. The lowest qualified bidder was Crimboli Nursery, Inc. with a bid of \$29,820 for the work.

**BACKGROUND:** The qualified low bidder of the 2020 Spring Tree Planting Program is Crimboli Nursery who has performed numerous landscaping projects in Canton for many years. It is well qualified to perform the tree installation work. The three lowest bidders are shown below for your review.

Crimboli Nursery Inc.	\$29,820
Reliable Landscaping, Inc.	\$35,375
Marine City Nursery Co.	\$39,780

**STRATEGIC PLAN/GOALS:** N/A

**ACTION REQUESTED:** Approval of the low bid for the 2020 Spring Tree Planting to Crimboli Nursery to perform tree planting work for a base price of \$29,820 plus an additional \$5,180 reserve to plant trees as needed (per the unit price prices quoted in the bid) throughout the year for a total purchase order not to exceed \$35,000.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The funds for this project are available in account #101-585.801\_0050, Maintenance and Repair Grounds. The Tree Fund Account is used to plant and maintain trees on major roads and Canton property, and this is a continuation of that program.

**IMPLEMENTATION PLAN:** Planning Services will notify and make arrangements to execute the contract.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to award a contract for the 2020 Spring Tree Planting to Crimboli Nursery to perform tree planting work along major streets for a base bid price of \$29,820 plus an additional \$5,180 reserve to plant trees as needed (per the unit price prices quoted in the bid) throughout the year for a total purchase order not to exceed \$35,000.

**ATTACHMENTS:**

1. Bid Tabulation Sheet
2. Unit Costs

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** February 25, 2020

**AGENDA ITEM #G-3**

**ITEM: Consider Authorization of a Purchase Order to Fishbeck, Inc. for Professional Engineering Services for the 2020 Road Improvement Program**

**PRESENTER:** Jade Smith, Municipal Services Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:** On October 22, 2019, the Township Board authorized extension of our contract with Fishbeck, Inc. (Fishbeck) for the 2020 and 2021 projects. Since October, the following projects have been authorized: Canton Center/Warren, Haggerty (Warren to Hanford), and Haggerty (Palmer to Michigan). The scope of work for these projects has been settled, and the detailed engineering design and construction costs have been determined.

**BACKGROUND:** In 2018 the Board approved ballot language for a 1.45-mill road funding millage which was approved in August 2018. The Township is entering the second year of this program and details of the proposed 2020 and 2021 major road projects were presented to the Township Board last year during a study session. The scope of these three projects was developed with the County Engineers and engineering costs are provided in the attached proposal from Fishbeck.

**STRATEGIC PLAN/GOALS:** Board Goal #2: Maintenance of Infrastructure in the community

**ACTION REQUESTED:** Consider approving a purchase order for Fishbeck, Inc. in the amount of \$209,137 along with a 10% contingency of \$20,914 for a total of \$230,051 for the design and construction services for the three Major Roads Projects for 2020.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The funds for this change order will come from the Road Construction Fund, #204-446-11.801\_0040 (Roads Primary – Professional & Contractual Engineering) in an amount not-to-exceed \$230,051.

**IMPLEMENTATION PLAN:** Upon Board approval, Engineering Services will issue a purchase order contract with Fishbeck under their Professional Master Services Agreement.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** (1) I move to approve a purchase order contract for the 2020 Major Road construction projects to Fishbeck, Inc. in the amount of \$230,051.

**ATTACHMENTS:**

1. Letter from Fishbeck, Inc. – Proposal for Design Services

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: February 25, 2020**

**AGENDA ITEM#G-4**

**ITEM: Consider Two Contracts; One to Bidigare Contractors, Inc. and the Other to Fishbeck for the 2020 Water Main Capital Improvement Project**

**PRESENTER:** Jade Smith, Municipal Services Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:** The 2018 Water Master Plan identified a number of projects necessary to meet the existing and future water demands of our customers. In addition to the Master Plan, staff is constantly evaluating locations that are experiencing multiple main breaks in a relatively small area.

Staff is recommending award of contract to Bidigare Contractors, Inc. for the 2020 Water Main Capital Improvement Project (CIP) for an amount not to exceed \$2,588,225.00, which includes a 15% contingency.

This award of contract covers the construction and installation of the Warren Road Pressure Reducing Valve (PRV), as well as a continuation of contract for water main replacement of existing, underperforming, unreliable water main.

Staff is also recommending continuation of contract for construction management and inspection services to Fishbeck for an amount not to exceed \$73,624.00. Fishbeck served in the same position for the 2019 Water Main CIP.

**BACKGROUND:** In order to better control water pressure variations within our drinking water distribution system, a detailed water analysis was completed by OHM Advisors. The study verified that construction of a Pressure Reducing Valve (PRV) along Warren Road, west of Ridge Road, would help maintain system pressures for our customers. The proposed valve will be located in the northwest quadrant of the township and help control high water pressures.

The water main replacement of existing water main is all located within Glengarry Village Subdivision No. 1 (GVS1) for 2020. This location was chosen based on multiple factors:

1. Multiple main breaks have occurred in GVS1, exceeding five breaks within two years of the one-mile-of-pipe subject area.
2. Replacement of the water main will require removal and replacement of sidewalk flags for every homes' water service lead. The Township sidewalk replacement program was scheduled to serve GVS1 in 2020, but has since been moved to 2021. This will prevent homeowners from absorbing the cost of sidewalk replacement, only to see the sidewalk removed and replaced again due to a main break or the proposed replacement.
3. GVS1 has entered into the 2021 Local Road Replacement program funded by the Township Road Millage. Staff desires to complete this water main CIP before the road improvements so as not to disturb, damage, or replace new pavement.

Bids were solicited for construction of the PRV, and opened on February 6, 2020. Five (5) bids were submitted. A bid of \$289,796 was made by Bidigare Contractors, Inc. and was selected as the lowest qualified bidder.

Bidigare Contractors, Inc. was awarded the 2019 Water Main CIP at the June 25, 2019 meeting of the Township Board. At that time, the bid received from Bidigare was the lowest qualified bidder. The project was substantially completed by the end of 2019. Staff was satisfied with the work performed, and desires to extend the 2019 contract to cover the 2020 Water Main CIP. Bidigare Contractors, Inc. has provided a letter stating that they would extend their unit prices to any additional work scheduled for 2020. The letter is included, along with an engineer's estimate for the work.

Fishbeck was also awarded construction management and inspection services for the 2019 Water Main CIP. They have served well in this capacity. Fishbeck has been instrumental in working through the permitting process with outside agencies, as well as developing standards and procedures for Canton Township water main replacement.

**STRATEGIC PLAN/GOALS:** Provide adequate water pressures in our system for both public use and firefighting demands. Provide a water distribution system that meets consumer needs and provides reliable service to our customers.

**ACTION REQUESTED:** Award a continuation of contract to Bidigare Contractors, Inc. for a total award of \$2,588,225.00.

Award a continuation of contract to Fishbeck for a total award of \$73,624.00.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Currently there is budgeted funds in Capital Outlay Infrastructure 592.536-970\_0050 in the amount of \$400,000 to cover the cost of the Warren Rd. Pressure Reducing Valve and Vault and \$1,000,000 for 2020 Watermains. However, a Budget Amendment is necessary to fund the whole project which totals \$2,661,849.

**IMPLEMENTATION PLAN:** Upon approval:

1. The contract will be extended, a P.O. entered, and a notice of award will be provided to Bidigare Contractors, Inc.
2. The contract will be extended, a P.O. entered, and a notice of award will be provided to Fishbeck.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

I move to approve the following budget amendment; and further award contracts as presented in the amount totaling \$2,661, 849 for the 2020 Water Main Capital Improvement Projects; and further authorize the Township Supervisor or Clerk to sign the contracts on behalf of the Charter Township of Canton.

<u>Increase Expenditure</u>	
592-536.970_0050 Capital Outlay Infrastructure	\$1,261,849
<u>Decrease Expenditure</u>	
592-536-999 Transfer to Fund Balance	\$1,261,849

**ATTACHMENTS:**

1. OHM Advisors Letter of Recommendation
2. Bid Tabulation (PRV)
3. Bidigare Contractors, Inc. letter
4. Engineers Estimate (water main replacement)
5. Fishbeck Scope of Services
6. Location Map (PRV)
7. Location Map (GVS1)



**Consider CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE:** February 25, 2020

**AGENDA ITEM #G-5**

**ITEM: Consider Approval of Lease for Toro Reelmaster mowing units & Multi Pro Sprayer**

**PRESENTER:** Greg Hohenberger, Leisure Services Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:** Pheasant Run Golf Club uses many pieces of turf maintenance equipment to maintain the 27 hole golf course. Three of our current mowers and one green sprayer unit are well beyond their useful life in years and hours of service. We recommend the approval of lease of three (3) Toro Reelmaster 5140-D mowing units and one (1) Toro Multi Pro 1750 green sprayer unit from Spartan Distributors in the amount of \$43,596.27 per year for five years plus a one-time \$250.00 documentation fee. With this option we will own the vehicles at the end of the lease. These mowers/sprayer are a sole source and municipal priced, which means these mowers cannot be bought at a lower price. There is one quote reflecting the municipal price from Spartan Distributors (Attachments A&B.)

**BACKGROUND:** Turf and grounds maintenance equipment are essential components of providing high quality facility conditions. The units in need of replacement are approximately 19 years old with more than 6,200 average hours of operation. These units have an average replacement cycle of 8 years or 3,000 hours of operation. The equivalent in mileage on an automobile would be roughly 200,000 miles. These units are close to their breaking point and repair costs are increasing annually. Also, replacement parts have become obsolete further complicating the repair process. It is recommended that Canton Township lease three (3) Toro Reelmaster 5140-D mowing units and one (1) Toro Multi Pro 1750 green sprayer unit.

**STRATEGIC PLAN/GOALS:** High Quality Parks, Facilities, Services & Programs, Environmental Responsibility

**ACTION REQUESTED:** Approve the lease of three (3) Toro Reelmaster 5140-D mowing units and one (1) Toro Multi Pro 1750 green sprayer unit from Spartan Distributors in the amount of \$43,596.27 per year for five years plus a one-time \$250.00 documentation fee.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds were budgeted in Pheasant Run Golf Club, Lease Payments, account #584-773-50.945 in the amount of \$50,000.00 per year for five years.

**IMPLEMENTATION PLAN:** Upon Board approval, a purchase order will be generated.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** I move to approve the leases of three (3) Toro Reelmaster 5140-D mowing units and one (1) Toro Multi Pro 1750 green sprayer unit from Spartan Distributors in the amount of \$43,596.27 per year for five years plus a one-time \$250.00 documentation fee.

**ATTACHMENTS**

Attachment A – Spartan Quote

Attachment B – Sole Source Letter

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: February 25, 2020**

**AGENDA ITEM#G-6**

<b>ITEM: Consider Approval of Two Contracts and Purchase Orders for the 2020 Paving Maintenance Program</b>
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**PRESENTER:** Greg Hohenberger, Leisure Services Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:** In December 2019, a Request for Proposal was advertised for a Paving Maintenance Program for various pavement restoration projects throughout Township properties. Five proposals were received and all companies were interviewed by a panel consisting of Leisure Services, Municipal Services and Finance staff. After careful evaluation, staff chose to divide the contract between two companies to fit the Townships needs. As the needs of the Township vary, we are recommending to award one contract to True North Asphalt to maintain all the sealcoating and crack sealing needs for the Township. A second contract is recommended for Danjo Construction, LLC who will maintain all the patching, repair and emergency calls when needed. Cost sheets provided in Attachments C & D.

We are requesting to enter into a 3-year agreement with an option for three year renewals with both True North Asphalt and Danjo Construction, LLC. Costs will be determined on a project-by-project basis, based on fee schedule provided in the agreement. (Attachments A & B.) All individual purchase orders over \$10,000 will be brought to the Board for approval.

**BACKGROUND INFORMATION:** The Township owns and operates multiple parking areas, roadways and paths. The condition of these paved areas range from good to poor. Many of these areas have large pot holes, cracks and conditions that contribute to the accelerated deterioration of the surface. In an effort to complete spot repairs and necessary routine maintenance to extend the life of paved surfaces at specific areas of the township, specifications were designed to include pothole filling, pavement repair, crack sealing, sealcoating and restriping.

Leisure Services has budgeted \$110,000 for this type of work for the 2020 paving season. A blanket purchase order will be put in for True North Asphalt in the amount of \$50,000 and another blanket purchase order will be put in for Danjo Construction, LLC in the amount of \$50,000. The remaining \$10,000 will be held in reserve for additional repairs as necessary.

A Request for Proposal was drafted for 2020 Paving Maintenance Program. Proposals were received as follows:

Vendor Name
A&R Sealcoating
Danjo Construction, LLC
Gibraltar Construction Company
T&M Asphalt Paving, Inc.
True North Asphalt

The proposals were reviewed and each proposer was interviewed. Through a scoring process which included fixed pricing and other various factors, the team selected both Danjo Construction, LLC and True North Asphalt.

**STRATEGIC PLAN/GOALS:** Create and ensure quality facilities and services.

**ACTION REQUESTED:** Award the contract for the General Paving Rehabilitation to True North Asphalt, 1241 East 11 Mile, Madison Heights, MI 48071 and submit a purchase order in the amount of \$50,000. Award a second contract to Danjo Construction, LLC, 5781 S. Sheldon Rd, Suite B, Canton, MI 48188 and submit another purchase order in the amount of \$50,000. The remaining \$10,000 will be held in reserve for additional repairs as necessary.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds are available in Account #246-750.970\_0020 Capital Outlay Buildings and Improvements.

**IMPLEMENTATION PLAN:** Upon Board Approval, a purchase order and contract will be generated for True North Asphalt and Danjo Construction, LLC.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:** I move to award a 3-year contract and submit a purchase order for the General Paving Rehabilitation to True North Asphalt, 1241 East 11 Mile, Madison Heights, MI 48071 in the amount of \$50,000 to be paid from account #246-750.970\_0020 Capital Outlay Buildings and Improvements for sealcoating and crack sealing.

I move to award a 3-year contract and submit a purchase order to Danjo Construction, LLC, 5781 S. Sheldon Rd, Suite B, Canton, MI 48188 in the amount of \$50,000 to be paid from account #246-750.970\_0020 for patching and repair as well as emergency calls.

**ATTACHMENTS:**

Attachment A: Contract with True North Asphalt

Attachment B: Contract with Danjo Construction, LLC

Attachment C: DanJo Cost Sheet

Attachment D: True North Cost Sheet

**CANTON COMMUNITY  
REQUEST FOR BOARD ACTION**

**MEETING DATE: February 25, 2020**

**AGENDA ITEM #G-7**

**ITEM: Consider Approval to Award the Bid, Amend the Budget and Submit a Purchase Order for a We-Go- Round and Playground Surfacing Installation at Heritage Park**

**PRESENTER:** Greg Hohenberger, Leisure Services Director

**INDIVIDUALS IN ATTENDANCE:** None Anticipated

**EXECUTIVE SUMMARY:**

In January 2020 a Request for Bid was advertised for a We-Go-Round and Playground Surfacing Installation at Heritage Park. There was one bid provided by Penchura, LLC in the amount of \$156,562. The fund balance remaining in the CDBG budget for this project is \$103,000. Therefore, in order to meet the budget, Leisure Services staff determined some of the scope of work can be done in-house and negotiated a lower cost with the contractor. A summary is provided in Attachment C. The attachment summarizes the negotiated bid with Penchura, LLC as well as what work will be done in-house by staff.

We are requesting to award the bid and approve a Purchase Order in the amount of \$113,000 for the Heritage Park North Pavilion We-Go-Round and Playground Surfacing Installation to Penchura, LLC. The total cost is not to exceed \$113,000 which includes a \$5,000 contingency, with \$103,000 to be paid from Account #274-694.878- CDBG ADA Improvements and \$10,000 to be paid from account #101-752-99.970\_0080 Parks Capital Outlay Land Improvements.

**BACKGROUND INFORMATION:**

Heritage Park North Pavilion is in need of some necessary upgrades as well as improvements to be more inclusive. Currently, the existing accessible play feature is old and is not supported by the suppliers, therefore, replacement parts are not available. In addition, the grounds made of woodchip fibers making it less accessible for wheelchairs or other necessary equipment access the play structures. Canton Leisure Services staff agreed that the We-Go-Round, which is a structure that allows wheelchairs to gain access and spin around similar to a Merry-Go-Round, would be an excellent addition to the park.

On August 13, 2019 the Board approved a contract for the consulting services of MCSA Group, Inc. to provide planning, design and construction administration services for renovation and development of playgrounds throughout Township parks (Item #G-7). These park improvements are being funded through Community Development Block Grants (CDBG.)

**STRATEGIC PLAN/GOALS:** Livable/Walkable/Attractive Community: Park Development Plan

**ACTION REQUESTED:** Award the bid, amend the budget and approve a purchase order to Penchura LLC, 889 Old US 23, Brighton, MI 48114 in the amount of \$113,000 for the Heritage Park North Pavilion We-Go-Round and Playground Surfacing Installation.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The project negotiated cost of \$113,000 with Penchura, LLC will be funded by two separate accounts. Of the total amount, \$103,000 will be taken from Account #274-694.878- CDBG ADA Improvements and will require the following budget adjustment:

**Increase Revenue**

274-000.501 (Federal Grants)	CDBG	\$43,000
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**Increase Expenditure**

274-694.878 (ADA improvements)	CDBG	\$43,000
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The remaining \$10,000 will require the following budget amendment:

**Decrease Budget:**

101-752-50.930_0070	Parks Maintenance & Repair Grounds	\$10,000
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**Increase Budget:**

101-752-99.970_0080	Parks Capital Outlay Land Improvements	\$10,000
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**IMPLEMENTATION PLAN:** Upon Board approval, a contract will be awarded, two budgets will be amended and a purchase order will be submitted.

**DIRECTOR'S RECOMMENDATION:** Approval

**FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:** Approval

**SUPERVISOR'S RECOMMENDATION:** Approval

**MODEL RESOLUTION:**

- 1) I move to award a contract and approve a purchase order with Penchura, LLC, 889 Old US 23, Brighton, MI 48114 in the amount of \$113,000. Of the total amount, \$103,000 will be taken from Account #274-694.878- CDBG ADA Improvements.
- 2) I move to approve the following budget adjustments:

**Increase Revenue**

274-000.501 (Federal Grants)	CDBG	\$43,000
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**Increase Expenditure**

274-694.878 (ADA improvements)	CDBG	\$43,000
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**Decrease Budget:**

101-752-50.930_0070	Parks Maintenance & Repair Grounds	\$10,000
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**Increase Budget:**

101-752-99.970_0080	Parks Capital Outlay Land Improvements	\$10,000
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**ATTACHMENTS:**

Attachment A: Penchura Proposed Play Feature

Attachment B: Site Plan

Attachment C: Proposed Summary