



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
MAY 8, 2018**

7:00 P.M.:

CALL TO ORDER
PLEDGE OF ALLEGIANCE

CALL FOR A MOTION TO APPOINT JOHN ANTHONY PRESIDENT PRO TEM FOR THIS MEETING ONLY

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

ADOPTION OF AGENDA

APPROVAL OF MINUTES: APRIL 10, 17 & 21, 2018; MAY 1, 2018

CITIZEN'S NON-AGENDA ITEM COMMENTS/PUBLIC COMMENT

PAYMENT OF BILLS

PRESENTATION:

- 1) SENIOR ALLIANCE UPDATE
- 2) QUARTERLY INVESTMENT REPORT – TREASURER SLAVENS

CONSENT CALENDAR:

- 1) SECOND READING OF ADDITION OF CHAPTER 2, ARTICLE V TO CANTON TOWNSHIP CODE OF ORDINANCES, ENTITLED "CODE OF ETHICS" SECTIONS 2-225 THROUGH 2-251 (CLERK)
- 2) APPOINTMENT TO THE COMMISSION FOR CULTURE, ARTS & HERITAGE (CLS)
- 3) CONSIDER AUTHORIZATION OF PERMIT FOR 2018 LIBERTY FEST FIREWORKS DISPLAY (PSD)

GENERAL CALENDAR:

- 1) CONSIDER APPROVAL OF A 5-YEAR AGREEMENT WITH WAYNE COUNTY APPRAISAL, LLC (D/B/A WCA ASSESSING), FOR MUNICIPAL ASSESSING SERVICES FOR CANTON TOWNSHIP (SUPERVISOR)
- 2) CONSIDER APPROVAL OF A RESOLUTION TO MAKE A DONATION TO THE MICHIGAN TOWNSHIPS ASSOCIATION TO PROVIDE FINANCIAL ASSISTANCE TOWARD THE DEFENSE OF THE RULING IN MENARD INC. V CITY OF ESCANABA (SUPERVISOR)

- 3) CONSIDER AWARD OF A PURCHASE ORDER CONTRACT TO THE SPALDING DEDECKER, INC. FOR COMPLETION OF A PASER STUDY OF COUNTY AND PRIVATE ROADS (MSD)
- 4) CONSIDER APPROVAL OF A BUDGET AMENDMENT AND AWARD OF A PURCHASE ORDER CONTRACT TO M-TECH FOR THE PURCHASE A GAPVAX COMBINATION SEWER CLEANING TRUCK (MSD)
- 5) CONSIDER APPROVAL OF A BUDGET AMENDMENT AND AWARD OF PURCHASE ORDER CONTRACTS TO ROOFING TECHNOLOGIES ASSOCIATES AND SCHENA ROOFING FOR ROOF REPAIRS AND MAINTENANCE AT THE CANTON PUBLIC WORKS FACILITY (MSD)
- 6) CONSIDER APPROVAL OF A BUDGET AMENDMENT AND AWARD A PURCHASE ORDER CONTRACT TO UTILITY INSTRUMENTATION SERVICES FOR ELECTRICAL PREVENTATIVE MAINTENANCE AT THE CANTON PUBLIC WORKS FACILITY (MSD)
- 7) CONSIDER AWARD OF A PURCHASE ORDER CONTRACT TO TRAIL BOSS TRAILERS, INC. FOR THE PURCHASE OF A 20-TON TAG-ALONG TILT TOP EQUIPMENT TRAILER (MSD)
- 8) CONSIDER APPROVAL OF BID AWARD FOR GENERAL PAVING REHABILITATION (CLS)
- 9) CONSIDER APPROVAL OF BID AWARD FOR SUMMIT GYM FLOOR RESURFACE (CLS)
- 10) CONSIDER APPROVAL OF BID AWARD FOR RENTAL OF LIBERTY FEST TENTS, TABLES AND CHAIRS (CLS)
- 11) CONSIDER APPROVAL OF BID AWARD FOR RENTAL OF LIBERTY FEST GENERATORS AND LIGHT TOWERS (CLS)
- 12) CONSIDER APPROVAL OF BID AWARD FOR TENNIS AND BASKETBALL COURTS REPLACEMENT AND BUDGET AMENDMENT (CLS)
- 13) CONSIDER FIRST READING OF AN ORDINANCE TO AMEND CHAPTER 30, ARTICLE II, OF THE CANTON CODE OF ORDINANCES ENTITLED "FALSE ALARM" TO REVISE SECTIONS 30-35 AND 30-37 TO BRING IT INTO COMPLIANCE WITH THE CURRENT STATE LAW (PSD)
- 14) CONSIDER FIRST READING OF AN ORDINANCE TO AMEND CHAPTER 38, OF THE CANTON CODE OF ORDINANCES, ENTITLED "FIRE PREVENTION AND PROTECTION" TO ADOPT THE 2015 INTERNATIONAL FIRE CODE VERSION (PSD)
- 15) CONSIDER FIRST READING OF AN ORDINANCE TO AMEND CHAPTER 46, ARTICLE VII, DIVISION 1, OF THE CANTON CODE OF ORDINANCES ENTITLED "OFFENSES AND MISCELLANEOUS PROVISIONS" TO REVISE SECTION 46-505 AND 46-506 (PSD)
- 16) CONSIDER REQUEST TO ISSUE PURCHASE ORDER FOR PATROL VEHICLE CONVERSION PARTS (PSD)
- 17) CONSIDER REQUEST TO PURCHASE A WIRELESS INTERCOM/HEADSET SYSTEM (PSD)

18) CONSIDER REQUEST TO PURCHASE A 3D LASER SCANNER SYSTEM (PSD)

19) IT SERVICES – REPLACE/UPGRADE NETWORK STORAGE (FBD)

ADDITIONAL PUBLIC COMMENT

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 – April 10, 2018**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, April 10, 2018 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.

Motion by Siegrist, supported by Anthony to move from open session to closed session at 6:30 p.m. under section 8(e) of the Open Meetings Act for the purpose of discussion of a confidential legal opinion section 8(d) and discussion of the purchase of property. Motion carried by all members present.

Roll Call: Anthony, Foster, Graham-Hudak, Siegrist, Slavens, Sneideman, Williams
Ayes: Anthony, Graham-Hudak, Siegrist, Slavens, Sneideman, Williams
Nays: None
Abstain: None
Absent: Foster
Staff Present: Kolb, Tim Faas

6:30 P.M.: CLOSED SESSION – TO DISCUSS LEGAL OPINION

Motion by Anthony, supported by Sneideman to move from closed session to open session at 7:00 p.m. Motion carried by all members present.

Roll Call

Members Present: Anthony, Graham-Hudak, Siegrist, Slavens, Sneideman, Williams
Members Absent: Foster
Staff Present: Director Hohenberger, Director Faas, Director Meier, Director Trumbull
Kristin Kolb

Adoption of Agenda

Motion by Siegrist, supported by Slavens to amend the agenda to add Item G-A Consider Purchase of Property for Future Trail Extension and G-B Consider Recommendation of Township Attorney Regarding Civil Litigation. Motion carried by all members present.

Approval of Minutes

Motion by Siegrist, supported by Sneideman to approve the Board Meeting Minutes of March 13, 2018 as presented. Motion carried by all members present.

Motion by Siegrist, supported by Sneideman to approve the Board Study Session Minutes of March 20, 2018 as presented. Motion carried by all members present.

Citizen's Non-Agenda Item Comments:

Christine Wofford, 44006 Applewood, commented on a personal matter involving Canton Public Safety.

Dr. Qadir, 45724 Tournament Dr. in Northville, commented on his candidacy for state senate. George Miller, 1946 Briarfield, commented on the condition of township roads, as well as personal matters involving Canton Public Safety.

Payment of the Bills:

Motion by Slavens, supported by Sneiderman to approve payment of the bills as presented. Motion carried by all members present.

March 27, 2018		
101	GENERAL FUND	411,429.32
206	FIRE FUND	450,825.49
207	POLICE FUND	236,228.44
208	SUMMIT OPERATING (General)	41,665.57
219	STREET LIGHTING	24,895.61
230	CABLE TV FUND	133,275.01
246	TWP (COMMUNITY) IMPROVEMENT	3,470.00
248	DDA - CANTON TWP ACCT	11,388.55
261	E-911 UTILITY	9,834.99
274	CDBG	770.00
555	Solid Waste	1,385.99
584	GOLF FUND	38,574.35
592	WATER & SEWER FUND	2,352,722.64
661	FLEET	50,543.97
702	CONSTRUCTION ESCROW	8,989.35
736	POST EMPLOYMENT BENEFITS	66,426.55
852	Refunds	546.11
TOTAL - ALL FUNDS		3,842,971.94

April 10, 2018		
101	GENERAL FUND	250,509.36
206	FIRE FUND	155,706.71
207	POLICE FUND	203,790.40
208	SUMMIT OPERATING (General)	48,062.95
230	CABLE TV FUND	6,176.87
248	DDA - CANTON TWP ACCT	24,309.58
261	E-911 UTILITY	338.88
274	CDBG	324.13
555	Solid Waste	267,094.52
584	GOLF FUND	91,605.35
592	WATER & SEWER FUND	116,821.38
661	FLEET	23,171.01
701	TRUST & AGENCY FUND	8,274.92
702	CONSTRUCTION ESCROW	1,262.86
736	POST EMPLOYMENT BENEFITS	69,924.32
852	Refunds	152,605.25

CONSENT CALENDAR:

Item C-1. Adjustment of Term Expiration Dates for Two Planning Commissioners. (Supv.)

Motion by Siegrist, supported by Sneiderman to approve new term expiration dates of December 31, 2019 for Planning Commissioners Nancy Eggenberger and Chandru Acharya. Motion carried by all members present.

On March 13, 2018, the Board of Trustees approved the appointments of Nancy Eggenberger and Chandru Acharya to the Planning Commission for a three-year term to expire on December 31, 2021. The Township ordinance governing the Planning Commission dictates that the maximum term for an appointment is three years, and appointing through December of 2021 exceeds that by nine months. In addition, the ordinance also dictates the appointments be set up in a way to stagger the terms so no more than 1/3 of the commission is expiring in the same year. The current term expirations for Nancy and Chandru would create a situation of more than 1/3 of the Commission expiring in 2021. The recommendation from the Township’s Legal and Planning departments is that the Board adjust the term expiration dates for Nancy and Chandru to comply with the ordinance. The maximum term per the ordinance is three years, but it is permissible to appoint for less than three. Approving new term expiration dates of December 31, 2019 would balance out the terms as follows:

- December 31, 2018: Dawn Zuber and Craig Engel
- December 31, 2019: Greg Greene, Nancy Eggenberger, and Chandru Acharya
- December 31, 2020: Julia Perkins, Alan Okon, and Laura Bennett

Item C-2. Reappointments to the Historic District Commission. (Supv.)

Motion by Siegrist, supported by Sneiderman to approve the Township Supervisor’s recommendation for reappointment of Terry Bennett and Katherine Martin to the Canton Historic District Commission for three-year terms effective through April 30, 2021.. Motion carried by all members present.

On April 30, 2018, two terms for Commissioners on the Historic District Commission (HDC) will expire. The two Commissioners, Terry Bennett and Katherine Martin, both have agreed to serve another three year term that will expire on April 30, 2021.

Terry Bennett has served on the Commission Chairperson since 1985 and been a contributing member to the commission the entire time. Katherine Martin has served since 2006, she is the only standing member of the commission with a planning background. Both members are a great asset to the Commission with their knowledge, resources, and commitment to historic preservation.

Item C-3. Consider Approval of Waiver of Future Water & Sewer Tap Fees for Four Parcels Along Geddes and Barr Roads. (MSD)

Motion by Siegrist, supported by Sneiderman to waive any future 1-inch Water and Sewer Tap fees for four discrete residential parcels in the Township #71-121-99-0031-000 (50185 Geddes), #71-121-99-0035-000 (4075 Barr Rd), #71-121-99-0036-000 (4125 Barr Rd) and #71-121-99-0037-000 (4175 Barr Rd)], in exchange for payment of \$5,781 for each 1-inch Water and Sewer Tap fees by Pulte Homes. Motion carried by all members present.

Grandview Estates, a condominium development near Geddes and Barr Roads, is currently under development, and is currently obtaining access from various privately-owned parcels for construction of water & sewer utilities and for future work within the Geddes and Barr Road rights-of-way (ROW). Staff is requesting to the Board waive the Water and Sewer Tap Fees for a 1-inch domestic water and sewer service provided that Pulte pays the current 1” Water & Sewer Tap Fees to the Township up-front.

The construction of Grandview Estates condominium requires the developer to obtain public ROW to construct utilities along the frontage of four parcels, three on Barr Road and one on Geddes Road. The parcels and the desired rights-of-way are depicted on the attached sketches. Upon approval of this waiver, Pulte (the developer) can use this offer of a waiver of Water & Sewer tap fees to assist them in obtaining the ROW from these property owners.

If the waiver is accepted by the landowner(s), Pulte will make payment of the Water and Sewer tap fee to the Township for the property in question in the amount of \$5,781 per tap. Upon receipt of these funds, the Township will issue a letter for the use of the property owner waiving any future tap fees for a 1-inch service for their parcel. The parcels affected are #71-121-99-0031-000 (50185 Geddes), #71-121-99-0035-000 (4075 Barr Rd), #71-121-99-0036-000 (4125 Barr Rd) and #71-121-99-0037-000 (4175 Barr Rd).

Item C-4. Appointment to Downtown Development Authority Board. (Supv.)

Motion by Siegrist, supported by Sneiderman to appoint Steven Brock to serve on the Board of Directors of the Downtown Development Authority of the Charter Township of Canton for a four-year term ending April 10, 2022. Motion carried by all members present.

The State of Michigan Public Act 197 of 1975, enabling legislation for the establishment of a Downtown Development Authority (DDA), provides for a Board of 8 to 12 members. A majority of the members must have an interest located in the Development area (owner of property, owner of a business, manager, employee, resident), while the remaining members may be citizens at large. At this time there is an opening on the DDA Board for a new member who has a business or property located in the DDA District.

Steven Brock currently works as the General Manager for Szechuan Restaurant, a family owned and operated business since 1980 located within the DDA District on Ford Road. Steven has expressed his interest in serving the Community as a member of the Canton DDA Board.

Steven has both corporate and small business experience, he previously worked as a Program Manager for an organization building vehicle simulators for Military, Police, Fire and Public Transit. Prior to that, he owned and operated a Valet Parking business in downtown Detroit. Throughout his career he has maintained an entrepreneurial spirit, gaining knowledge and experience in a variety of fields.

GENERAL CALENDAR:

Item G-A. (Added by amendment to the agenda) Consider Purchase of Property for Future Trail Extension. (Supv)

Motion by Siegrist, supported by Slavens to authorize the Supervisor to negotiate with the Seller to finalize a purchase agreement for said parcel on item G-8. Motion carried by all members present.

Canton was offered the opportunity to purchase an approximately 5 acre parcel adjacent to Flodin Park that would provide direct access east to Lilley Road through the future trail extension. The Fellows Creek Drain runs through the property and thus the parcel cannot be built on. The property was purchased last year at tax sale, and was later found by the purchaser to be unbuildable. The parcel has no beneficial use other than open space, and provides the opportunity to extend Canton's trail system at a very reasonable cost.

Item G-B. (Added by amendment to the agenda) Consider Recommendation of Township Attorney Regarding Civil Litigation. (Supv)

Motion by Siegrist, supported by Slavens to authorize the Township Attorney to proceed as directed. Motion carried by all members present.

As discussed with the Board in closed session, the Township Attorney is recommending the Board authorize legal action with respect to certain real property.

Item G-1. Consider the Purchase of Two BMW Police Motorcycles. (PSD)

Motion by Siegrist, supported by Sneiderman to approve waiving the bidding process due to sole-source provider, and approve the purchase of two BMW 1200 RT-P motorcycles for a total cost of \$57,698.72 from BMW Motorcycles of Southeast Michigan. Motion carried by all members present.

Motion by Siegrist, supported by Sneiderman to approve the below recommended amendment to the 2018 Police Budget to utilize Traffic Forfeiture funds for this purchase.

Increase Appropriations:

Program Expense Traffic Forfeiture	#207-301-50.743.0004	\$45,699
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Decrease Appropriations:

Transfer to Fund Balance:	#207-301-50.990	\$45,699
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Motion carried by all members present.

The Police Department is requesting to purchase two BMW 1200 RT-P motorcycles, based on the results of the Michigan State Police Department's vehicle evaluation and cost comparison study. This comprehensive study cited BMW as the best choice over Harley Davidson, due to performance, safety, cost-savings, and the up-fitting process.

BMW is the sole-source provider of their motorcycle, with the nearest dealership being BMW Motorcycles of Southeast Michigan, located in Plymouth. Their quote for a fully-equipped police motorcycle is \$28,849.36, per unit.

For over 25-years, the Canton Police Department has utilized a motorcycle unit as a means of providing visible patrols in the community. Motorcycles are able to navigate through congested traffic, and assist citizens in remote areas. They are utilized for special traffic details and in school crossing zones. Motorcycles are also a highly-effective vehicle to promote community policing, as the vehicles make officers approachable in parking lots and at community events.

Canton has been considering the option of switching from Harley Davidson to BMW for several years, and rather than re-create the comprehensive study by MSP, we are requesting to model our purchase based off of their expert recommendation.

An inquiry was made to BMW regarding any leasing opportunities, but their only option is a lease-to-own program with built-in interest accruals per year, making an outright purchase the desired cost-saving method of ownership. Traffic Forfeiture funds will be utilized for the purchase, if approved.

Item G-2. Consider Adoption of the Recommendations from Municipal Services and Finance and Budget on the 2018 Water and Sewer Rates. (MSD)

Motion by Siegrist, supported by Slavens to adopt the 2018 water and sewer rate study. Motion carried by all members present.

Each year recommendations are prepared by the staff on the proposed water and sewer rates to take effect in May. This year the recommended increases result in an average decrease of 6.35% on a typical customer's bill. The details behind the recommendations were presented to the Board at a study session on March 20, 2018 and a Community Rate Forum was held on March 28, 2018 for which sixteen residents attended.

During January through March, staff updated the annual rate study document to align the system revenues with the cost of services.

Staff's recommendations on the proposed rates are to be effective for any usage billed as of May 1, 2018. These recommendations continue the concepts of the true cost-of-service that have been the basis of the studies previously done by Utility Financial Solutions. Staff did update the capital equity charges section pursuant to the methodology used in the past.

At this time, staff is requesting approval of the proposed water and sewer rates as well as approval of the rate methodology presented in the enclosed true cost-of-service rate study update. The necessary ordinance amendments have been prepared as a separate Board action item. A communication plan is already prepared to inform residents of the changes.

Director Faas complimented Bob Belair from Public Works and Deb Janice and Sarah Clay from Finance for their efforts in this matter.

Item G-3. Consider Approval of First Reading of Code of Ordinance Amendments to Part I, Chapter 74 Entitled “Utilities”, Article II, Division 2, Subdivision II Entitled “Schedule of Rates and Charges”, Section 74-83. (MSD)

Motion by Siegrist, supported by Slavens to introduce and table for consideration the first reading of the Code of Ordinance amendments to Part I, Chapter 74 Entitled “UTILITIES”, Article II, Division 2, Subdivision II entitled “SCHEDULE OF RATES AND CHARGES”, Section 74-83 with publication on April 20, 2018, and then remove from the table for Second Reading on April 17, 2018 with publication date of April 27, 2018 and effective date of May 1, 2018. Motion carried by all members present.

(LEGAL SUMMARY)
**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF CANTON
AMENDMENT TO CODE OF ORDINANCES
CHAPTER 74
UTILITIES ORDINANCE, PART I**

AN ORDINANCE AMENDING THE CHARTER TOWNSHIP OF CANTON CODE OF ORDINANCES PART I, CHAPTER 74 ENTITLED “UTILITIES”, ARTICLE II, DIVISION 2, SUBDIVISION II, ENTITLED “RATES AND CHARGES”, SECTION 74-83.

THE AMENDMENTS TO THE CODE (a) PROVIDE FOR REVISED WATER RATES AND CHARGES (b) PROVIDE FOR REVISED SEWER RATES AND CHARGES.

THE CHARTER TOWNSHIP OF CANTON ORDAINS:

SECTION 1 & 2. AMENDMENT TO THE CODE

This Ordinance is hereby adopted to amend Part 1, Chapter 74, Article II, Division 2, Subdivision II, Section 74-83(a) water rates and charges and Section 74-83(b) sewer rates and charges.

SECTION 3. SEVERABILITY

If any clause, sentence, section, paragraph or part of this Ordinance, or application thereof to any person, firm, corporation, legal entity or circumstances, shall be for any reason adjudged by a Court of competent jurisdiction to be unconstitutional or invalid, said judgment shall not affect, impair or invalidate the remainder of this Ordinance.

SECTION 4. REPEAL

All Ordinances, or part of the Ordinances, in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

SECTION 5. SAVINGS CLAUSE

All rights and duties which have been mattered, penalties which have been incurred, proceedings which have begun and prosecution for violations of law occurring before the effective date of this Ordinance are not affected or abated by this Ordinance.

SECTION 6. PUBLICATION

The Clerk for the Charter Township of Canton shall cause this Ordinance to be published in the manner required by law.

SECTION 7. EFFECTIVE DATE

This Ordinance shall take full force and effect upon publication as required by law.

Copies of the complete text of this Ordinance are available at the office of the Charter Township of Canton, 1150 S. Canton Center Road, Canton, Michigan, 48188, during regular business hours.
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Each year staff prepares a comprehensive analysis of proposed rates and charges for water and sewer services based on the true cost-of-service. The Board has adopted those recommendations and it is now necessary to amend the Township's Utilities Ordinance to reflect the changes being proposed.

In order to satisfy the revenue requirements for the 2018 fiscal year, the attached rate changes are recommended for adoption by the Board of Trustees. The new rates would take effect on all customers' bills starting May 1, 2018 and represent an average quarterly reduction of 6.35%.

Item G-4. Consider Approval of the Site Plan for Bickford of Canton Senior Living Facility. (MSD)

Motion by Siegrist, supported by Slavens to adopt the following resolution. Motion carried by all members present.

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

Approval of the Site Plan for Bickford of Canton Senior Living Facility

WHEREAS, the Project Sponsor has requested approval of the site plan for Bickford of Canton Senior Living Facility, located on the west side of Canton Center Road between Ford and Hanford Roads; and,

WHEREAS, the Planning Commission reviewed the site plan and made a recommendation to approve the request as it is consistent with the Planned Development Agreement and standards for site plan approval;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the site plan for the Bickford of Canton Senior Living Facility, proposed on the north 3.67 acres a tax parcel #037-99-0006-717, subject to any and all applicable state and local development regulations.

The Final Planned Development was approved on February 27, 2018 by the Township Board of Trustees. The proposed development consists of a 40,700 square feet and 64 assisted living units on 3.67 acres. The one-story building exceeds the masonry requirement of the code with 63% brick and stone elements overall. The project will provide a transitional use from the office and commercial uses on Canton Center to the single- family neighborhood to the west, which is less intense than what could be developed under the permitted commercial uses in the C-2 district. The site plan is consistent with the Planned Development Agreement and meets all applicable requirements of the zoning code.

- **Existing Zoning:** C-2, Community Commercial District
- **Location:** West side of Canton Center Road between Ford and Hanford Roads
- **Net Acres:** 3.67 acres of a 7.15 acre site
- **Existing Land Use:** Vacant
- **Surrounding Land Use & Zoning:**
 - N- C-2, Vacant and Fraser Bicycles
 - S- C-2, Vacant part of site and Auto One Repair
 - E- C-2, Essex Office Building and Jewelry Showroom
 - W- R-4, Sunflower No. 11 Subdivision
- **Comprehensive Plan:** Community Commercial
- **Community Planner's Recommendation:** Approval.
- **Planning Commission Recommendation:** The Planning Commission voted 7-0 to recommend approval of the site plan.

Item G-5. Consider Approval of the Site Plan for Northgate Apartments. (MSD)

Motion by Siegrist, supported by Sneiderman to adopt the following resolution. Motion carried by all members present.

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

Approval of the Site Plan for Northgate Apartments

WHEREAS, the Project Sponsor has requested approval of the site plan for Northgate Apartments, located on the north side of Koppernick Road east of Haggerty Road; and,

WHEREAS, the Planning Commission reviewed the site plan and made a recommendation to approve the request as it is consistent with the Conditional Rezoning Statement of Conditions and standards for site plan approval;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the site plan for Northgate Apartments, located tax parcel nos. 004-99-0002-003 and 003-99-0007-004, subject to any and all applicable state and local development regulations.

The project sponsor proposes an apartment complex consisting of 90 units to be located on the north side of Koppernick Road adjacent to the I-275 Expressway. A conditional zoning approval was granted by the Board of Trustees at their meeting of October 10, 2017 containing provisions proposed by the applicant to develop this property as multi-family residential. Provisions included a 25 foot non-disturb buffer adjacent to the Holiday Park Subdivision and inclusion of an 8 foot walking path for use by residents and connecting to the trail along I-275. The plan conforms to requirements of the Zoning Ordinance for multiple family housing and to the approved Statement of Conditions.

-Existing Zoning: R-6, Single Family Attached, Conditional Zoning

-Location: North of Koppernick Road, East of I-275

-Net Acres: 16.3 acres

-Existing Land Use: Vacant

- Surrounding Land Use & Zoning:

N- MR, Crossings of Canton

S- R-5, Frontage Residential

E- R-5, Holiday Park Subdivision

W- I-275 Expressway, C & O Railroad

- Comprehensive Plan: Light Industrial

- Community Planner's Recommendation: Approval

- Planning Commission Recommendation: The Planning Commission voted 7-0 to recommend approval of the site plan

Item G-6. Consider Re-Approval of the Preliminary Site Plan and Approval of the Final Site Plan for Westbury Estates Site Condominium. (MSD)

Motion by Siegrist, supported by Sneiderman to adopt the following resolution. Motion carried by all members present.

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

Preliminary and Final Site Plan Approval for Westbury Estates Condominium

WHEREAS, the Project Sponsor, Pulte Homes, has requested re-approval of the preliminary site plan and approval of the final site plan for Westbury Estates Site

Condominium, located on the south side of Joy Road and west side of Beck Road on tax parcel #s 017-99-0001-713 and 017-99-0001-723; and,

WHEREAS, the Planning Commission reviewed the site plan and made a recommendation to approve the request for preliminary and final site plan approval as the plans are consistent with the original approval and the Planned Development agreement.

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the request of the petitioner to re-approve the preliminary and approve the final site plan for Westbury Estates Site Condominium on tax parcel #s 017-99- 0001-713 and 017-99-0001-723, subject to any and all applicable state and local development regulations.

The project sponsor is proposing a 30 unit single-family residential development on 30.49 acres located south of Joy Road and west of Beck Road. The minimum lot size is 18,000 square feet. Over 13 acres (40%) of the land area is maintained in open space area and much of that area is being replanted with trees to re-establish a wooded area. Access is from Joy Road, which eliminates turning movement issues on Beck across from the high school entrance area. Pulte Homes is purchasing the development rights of this project from the original applicant.

The Planned Development Agreement and Preliminary Site Plan was originally approved by the Township Board on March 24, 2015. The final site plan was reviewed and recommended for approval by the Planning Commission on September 14, 2015, but was never approved by the Township Board since the developer was not ready to move forward at that time. Since the preliminary site plan expired, the applicant is requesting both preliminary and final site plan approval. The site plan is consistent with the provisions of the Planned Development Agreement was approved on March 24, 2015.

-Existing Zoning: R-1, Single-Family Residential

-Location: South of Joy Road and West of Beck Road

-Net Acres: 30.49 acres

-Existing Land Use: Vacant/Agricultural

- Surrounding Land Use

N – R-1, Frontage Residential and Plymouth Township

E – R-2, Plymouth Canton Educational; Park

S – R-1, Raminder Court Private Road

W – R-1, Autumn Court Estates

- Community Planner's Recommendation: Approval

- Planning Commission Recommendation: Voted 5-0 to Recommend Approval

Item G-7. Consider Award of Contract for a 2018 Tree Removal & Pruning Project to Owen Tree Service, Inc. (MSD)

Motion by Siegrist, supported by Anthony to award a contract for a 2018 Tree Removal and Pruning Project to Owen Tree Service, Inc. for a total amount not-to-exceed \$36,500, and to renew a contract for a second year at a five percent increase for an amount not-to-exceed \$38,325 under a separate purchase order in 2019. Motion carried by all members present.

Planning Services received three qualified bids for a 2018 Tree Removal & Pruning Project for maintenance of trees on major roads and Canton property. The lowest qualified bidder was Owen Tree Service, Inc. Based on the anticipated quantities, the contract should be awarded for an amount not-to-exceed \$36,500 in year 1 and \$38,325 in year 2.

The qualified low bidder of the tree removal & pruning project is Owen Tree Service who has performed numerous such projects in Canton for many years. It is well qualified to perform the street tree work. The three bidders are shown below for your review.

Owen Tree Service, Inc.
CHOP LLC
Marathon Resource Management Group

Item G-8. Consider Approval of Annual Maintenance & Technical Support Agreement for Cityworks Asset Management Software (MSD)

Motion by Siegrist, supported by Sneiderman to approve payment of the Annual Software Maintenance and Technical Support Agreement for Cityworks from Azteca Systems, Inc., 11075 South State St., Suite 24, and Sandy, UT 84070 and approve a purchase order for a not-to-exceed amount of \$40,000. Motion carried by all members present.

As part of Canton Township's effort to more effectively automate information processing, Municipal Services incorporated the use of the Cityworks asset management software in 2007. This GIS-centric software is used to record and process Service Requests from residents, businesses and staff, as well as to track labor, material, and equipment costs on Work Orders associated with maintaining over \$300 million worth of water distribution, sanitary sewer collection system, stormwater and fleet assets within the community.

Public Works is requesting approval of the annual maintenance and technical support for the Cityworks software application. This year's cost of \$40,000 is the same as last year's support package.

The annual maintenance and technical support fees are the ongoing costs associated with maintaining the latest version of the software by Azteca. This keeps us current with enhancements to ensure that all users have the latest version of tools used in the software, includes version updates and patches on a regular basis, protects against software viruses and bugs, and most importantly allows us to call Technical Support 24/7 to resolve any issues that occur.

Item G-9. Consider Approval of an Increase to PO #2018-00001413 for Bricco Excavating Co., LLC to Complete the Michigan Avenue Water Main Replacement Project. (MSD)

Motion by Siegrist, supported by Sneiderman to approve an increase to PO #2018-00001413 by \$185,937 for Bricco Excavating Co., LLC for payment of completed restoration work and the replacement of an existing section of water main along Michigan Avenue. Motion carried by all members present.

The 2017 Water System Capital Improvement Program was advertised in April of 2017 and all the work has been awarded to Bricco Excavating Co, LLC. The project included the replacement of 2,220 feet of 6-inch water main along Michigan Avenue, west of Beck. While constructing this portion of the project, the contractor and Township discovered there was an additional 600 feet of 6-inch water main that needed to be replaced, as it is also undersized.

The cost for this extra work is \$133,897 plus a contingency of 20% totaling \$160,676.40. There is also an additional \$84,863.70 of restoration work that has not been paid yet. A total of \$59,603 still remains unspent in the original purchase order. Therefore, Engineering Services is requesting an additional \$185,937 to be added to the purchase order. This includes paying for the additional restoration work as well as a 20% contingency on the proposed additional water main replacement work.

The Board should also be aware that there is additional site restoration work that has been completed, but has not been paid for. This is because the financial responsibility for these quantities needs to be settled between the Township and the Contractor. Once those quantities are settled, Engineering Services will present the information to the Board for approval and payment.

The 2017 Water System Capital Improvement Program encompasses the following projects; completion of a looped system along Michigan Avenue near Beck Road, replacement of water main in Hampton Court Subdivision, and replacement of the water main on Briarfield Drive. The section of pipe to be replaced on Michigan Avenue was a 6-inch main that was too small and outdated. To date, the originally planned replacement is finished, but in completing this work, the Township discovered an additional 600 feet of 6-inch water main which is undersized. Archived information indicated this 600 feet of 6-inch was 8-inch; however this was inaccurate. Therefore, Engineering Services would like to have Bricco Excavating Co. LLC continue working on the project and replace the remaining 6-inch.

Item G-10. Consider Approval of a Budget Amendment and Approval of the Purchase of a Replacement KIP Scanner for the Municipal Services Department. (MSD)

Motion by Siegrist, supported by Slavens to approve a budget amendment to the general fund, Engineering Services budget by:

Increase Expense:

Account #101-447-50.970_0010 (Capital Outlay Computers) \$15,382

Increase Revenue:

Account #101-000.695 Fund Balance Appropriation \$15,382

Motion carried by all members present.

Motion by Siegrist, supported by Anthony to approve the purchase of a KIP 7170 Scanner from ARC Document Solutions for a cost of \$15,382. Motion carried by all members present.

The current KIP scanner is over 10 years old and is due for replacement. Bids were advertised publicly in March and three bids were received on March 15th, 2018. Based on an analysis of the bids ARC Document Solutions of Clawson, Michigan is recommended as the vendor for purchase of the KIP Scanner for an amount of \$15,382. This scanner unit will serve a critical role over the next ten (10) years as the various divisions work on scanning most of the paper records into the OnBase software. ARC Document Solutions is the vendor the Township is currently using to scan the Building plans, so there is a benefit and savings in having the same company configure the new hardware with the OnBase software.

A budget amendment is also necessary in 2018 as this item was budgeted for replacement in 2017; however, staff were unable to complete the bidding process prior to the capital purchasing deadlines. The funds were not expended last year and instead it was decided to purchase the unit in 2018.

The Municipal Services Department uses the KIP scanner and printer extensively. The current machine is over 10 years old and has recurring maintenance issues. Toshiba and ARC Document Solutions both submitted prices on the requested KIP7170. Ricoh Americas submitted a bid for an alternate machine (a Ricoh MP W6700). Due to our long-standing use of the KIP scanner, staff would prefer to retain the same type of equipment.

ARC Document Solutions (ARC) is our current service provider and supplier of the KIP brand equipment. In addition, ARC has been our vendor for service on the current KIP scanner for 20 years and they are also the vendor for the On-Base document scanning program. For this reason, we recommend keeping ARC as our vendor for the KIP scanner and awarding them the bid for this equipment based on the option presented to purchase the unit.

Item G-11. Consider Approval of Proposal for Backflow Gate Valve and Fire Sprinkler Valve Replacement. (CLS)

Motion by Siegrist, supported by Slavens to approve the proposal for the Backflow Gate Valve and Fire Sprinkler Valve Replacement at the Summit on the Park and Township Administration Building to Vanguard Fire and Security Systems Inc., 2101 Martindale Ave. SW, Grand Rapids, Michigan 49509 in the amount of \$17,519.12 to be paid from Account # 246-750-970_0020, Community Improvement Fund, Capital Outlay Buildings and Improvements. Motion carried by all members present.

During a regularly scheduled inspection of Township back flow prevention devices, a six inch double check backflow preventer with bypass and gate valve at the Summit on the Park could not pass the test regimen. Also during that series of inspections, it was observed at the Township Administration Building that a six inch OS&Y fire sprinkler valve and a three inch domestic double check RPZ backflow assembly needed to be replaced as they could not pass the testing protocol. These valves are critical components of the water delivery and Fire Suppression systems for these buildings.

Fire Suppression System maintenance is covered under a current contract with Vanguard Fire & Security Systems. Vanguard provided the attached proposal in the amount of \$17,519.12 to complete the necessary repair work.

The valves and backflow preventers identified are main valves at The Summit on the Park and the Canton Township Administration Building. For this service to be provided, all water will have to be turned off to those buildings during the replacement of the valves. This will require the work to be done after hours. The quotes reflect after hours rates.

Item G-12. Consider Authorization of Bid Award for 2018 Bus Transportation. (CLS)

Motion by Siegrist, supported by Slavens to award the 2018 Bus Transportation Services to First Student, 1717 Park Street Suite 225, Naperville, Illinois 60653 in the amount not to exceed \$18,720 from the following accounts:

101-691-61.801_0050	\$ 5,720.00
101-691-63.860	\$12,480.00
101-691-62.801_0050	\$ 520.00

Motion carried by all members present.

Bids were solicited for summer camp bus services with two companies submitting bids: First Student and Trinity Transportation. The lowest bid was provided by First Student at a cost of \$260.00 per trip, and a total cost of \$18,720.00 (including a contingency for extra buses). Leisure Services is recommending to award the bid to First Student, which has satisfactorily provided transportation services for Canton in the past.

Leisure Services annually provides transportation for State-licensed, revenue-generating day camp programs, which include off-site field trips. Associated fees, including bus expenses, are recovered through participant registration fees. In 2017, a total of \$17,744.50 was spent on bus transportation.

2018 Program Name	# of Bus Trips	Projected Transportation Expense	Total Budgeted Expenses	Budgeted Revenue	Projected Net
Camp Canton	19	\$4,940.00	\$128,427.50	\$155,182.50	\$26,755.00
Camp A.B.L.E.	28	\$7,280.00	\$81,125.00	\$27,392.00	\$(53,733.00)
Leisure Club	14	\$3,640.00	\$87,850.00	\$51,648.00	\$(36,202.00)
Canton Activity Crew	3	\$780.00	\$43,768.00	\$9,650.00	\$(34,118.00)
BLOCK	2	\$520.00	\$11,000.00	\$47,000.00	\$36,000.00
Bus Contingency	6	\$1,560.00			
Total	72	\$18,720.00	\$352,170.50	\$290,872.50	\$(61,298.00)

In order to allow for emergency situations, such as programs needing an extra bus for wheelchair accommodations, six additional trips have been allocated beyond the 66 planned trips as shown in the above table. These six extra buses have been included in the ‘not to exceed’ amount requested.

Item G-13. Consider Approval of Proposal for Cherry Hill Pathway Construction Engineering / I-275 to Lotz Road. (CLS)

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

<u>Increase Revenues:</u>	#101-000.675 Donations	\$10,130
<u>Increase Expenditures:</u>	#101-447-03.970_0050 Capital Outlay Infra.	\$13,800
<u>Decrease Expenditures:</u>	#101-447-03.801_0050 Professional Services	\$ 3,670

Motion carried by all members present.

Motion by Siegrist, supported by Anthony to approve the proposal for Cherry Hill Pathway Construction Engineering I-275 to Lotz to Spalding DeDecker, 905 South Blvd. East, Rochester Hills, MI 48307 in the amount of \$13,800 to be paid from Account #101-447-03.970_0050.

Motion carried by all members present.

The pathway along the south side of Cherry Hill Road providing pedestrian access from Lotz Road to the I-275 Metro Trail was preliminarily designed by Spalding DeDecker as part of the engineering for the Lotz Road Construction Project. To complete the construction of the pathway, the engineer will need to finalize the engineering scope of services.

Currently, funding for the pathway construction has been approved as part of the 2018 Community Development Block Grant (CDBG) program. In order to complete the project, the engineer will need to add to their scope of services to provide bid documents and construction administration.

Spalding DeDecker provided a proposal for the engineering scope of services in the amount of \$13,800. Refer to Attachment A – Scope of Services.

On May 10, 2016 the Board approved the engineering for the Lotz Road Project to Spalding DeDecker. The scope of work included the engineering design for a pathway connection from the intersection of Lotz and Cherry Hill roads to the I-275 Metro Trail. The design of the path was completed at the time that the road work was engineered.

Funding for the engineering is going to be provided in part through the balance remaining in the Abby Woods Development, Community Benefit funds, which was allocated for trail improvements. The balance remaining in Account # 101.255_0041 is \$10,130. Since the total amount of the proposed work is \$13,800 the additional funding of \$3,670 is to be taken from Account #101-447-03.801_0050.

Item G-14. Consider Approval of Bid Award for Fire Station I Roof Replacement and Budget Amendment. (CLS)

Motion by Siegrist, supported by Anthony to award the bid and the contract for the Fire Station I Roof Replacement to Citi Roofing, 6004 Williams Lake Rd., Waterford, MI 48329 in amount not to exceed \$61,160 with funds to be paid from Account #206-336-50.970_0020, Capital Outlay Buildings and Improvements. Motion carried by all members present.

Motion by Siegrist, supported by Slavens to approve the following budget amendment for the

design of the fire station roof:

Increase Expenditures:

#206-336-50.970_0020 (Capital Improvement – Buildings & Improvements) \$7,700

Decrease Expenditures:

206-336-50.990 (Transfer to Fund Balance) \$7,700

Motion carried by all members present.

In March 2018, bids were solicited for the roof replacement at Fire Station I. The lowest qualified bid was provided by Citi Roofing for \$71,660.

After reviewing the bid specs and the budget, we are recommending that the reinstallation of the lightning protection system be omitted from the bid resulting in an \$18,000 reduction in cost. We are also recommending that the bid alternate of \$4,500 be added to the scope of work for laminated shingles along with a \$3,000 contingency.

The revised total including all adjustments is \$61,160. We recommend that Citi Roofing be awarded the bid, including the upgraded shingles and contingency in the amount of \$61,160.

Fire Station I was built in 1997. The shingles on the station house are original to the building and have received several repairs due to failing conditions as well as blown off shingles. The roof is in poor condition and is past its useful life as was documented by Roofing Technologies Associates during a roof inspection.

In March 2018, bid specifications were designed for the replacement of the shingles on Fire Station I with a bid alternate available for the installation of Laminated Shingles. The following companies submitted bids based on the specifications provided:

Name of Company	Submitted Base Bid	Additional Bid Alternate
Citi Roofing	\$71,660.00	\$ 4,500.00
Aspen	\$87,000.00	\$ 6,000.00
Roof One	\$73,480.00	\$29,640.00
Reasonable Construction	\$73,878.00	\$ 2,374.00
Kearns Brothers Inc	\$82,000.00	\$ 6,000.00
Barnett Roofing and Siding	\$83,594.00	\$ 1,995.00
Weather Seal Home Improvement	\$88,994.00	\$17,291.00
Bruttell Roofing	\$95,325.00	\$ 3,139.00

Item G-15. Consider Approval of Bid Award for Pheasant Run Golf Club Roof Replacement. (CLS)

Motion by Siegrist, supported by Sneiderman to award the bid and the contract for the Pheasant Run Golf Club Roof Replacement to Reasonable Roofing, 1728 Michigan, Port Huron, MI 48060 for \$65,185 with funds to be paid from Account #246-750.970_0020, Capital Outlay Buildings and Improvements. Motion carried by all members present.

In March 2018, bids were solicited for the roof replacement at Pheasant Run Golf Club. The lowest qualified bid was provided by Reasonable Roofing for

\$42,780. With the addition of the Bid Alternate for Designer Shingles (on clubhouse only) the bid amount totals \$65,185, which remains the lowest qualified bid. We are recommending that Reasonable Roofing be awarded the bid including the upgraded shingles.

Pheasant Run Golf Club was built in 1997. The shingles on the clubhouse are original to the building and have received several repairs due to failing conditions as well as blown off shingles. The roof is in poor condition and is past its useful life as was documented by Roofing Technologies Associates during a roof inspection.

In March 2018, bid specifications were designed for the replacement of the shingles on the clubhouse with a Bid Alternate available for the installation of premium shingles. The following companies submitted bids based on the specifications provided:

Name of Company	Submitted Base Bid	Bid + Alternate
Reasonable Roofing	\$42,780	\$65,185
Weather Seal Home Improvement Co.	\$61,675	\$73,387
PG Contracting	\$65,630	\$81,180
Aspen Contracting Inc.	\$79,450	\$103,950
Great Lakes Roofing Inc.	\$87,102	\$110,784
Bruttell Roofing Inc.	\$90,121	\$122,247
Roof One	\$86,200	\$97,152

Reasonable Roofing was the lowest qualified bid at \$65,185 including the bid alternate for upgraded shingles.

Item G-16. Consider Approval of Bid Award for Summit Senior Center Renovation and Approval of Budget Amendment. (CLS)

Motion by Siegrist, supported by Slavens to award the bid and the contract for the Summit Senior Center Renovation to Cross Renovation Inc., 34133 Schoolcraft Rd., Livonia, MI 48150 in the amount of \$64,777 to be paid from Account 101-672-50.970_0060, Capital Outlay Office Equipment. Motion carried by all members present.

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

<i>Increase Revenues:</i>	101-000.675 Donations	\$19,777
<i>Increase Expenditures:</i>	101-672-50.970_0060 Capital Outlay Office Equipment	\$19,777

Motion carried by all members present.

On March 15, 2018 bids were received for the Summit Senior Center Renovation. Leisure Services is recommending to award the bid to Cross Renovation Inc., who submitted the lowest qualified bid in the amount of \$64,777.

\$45,000 is budgeted in Account 101-672-50.970_0060 for this project. Funds from the Pulte PDD Agreement and funds raised from the Senior Summit will be transferred to cover the remaining \$19,777 needed.

On February 23, 2016 the Board approved the Planned Development District with Pulte Homes for Grandview Estates. As part of that agreement, Pulte Homes provided a donation of

\$100,000 to Canton Leisure Services as a community benefit. Of that original sum \$18,250 is available in Account 101-000.675 for use in this project.

We are requesting that the remaining \$1,527 needed will be transferred from Account 701-284.0007, funds raised from the Senior Summit.

The Summit on The Park is the anchor to the Canton Township Recreational Facilities portfolio. Each year over 600,000 people attend events, classes, banquets and other activities in this 95,000 square foot Community Center. A very key element to the facility is the Senior Center.

The Senior Center is original to the Summit on The Park, which was built in 1996. Since that time, the room design has remained unchanged. Over the years the center has grown in popularity and is now in need of a renovation to better support the activities, staff and participants using that area. In March of 2017, TMP Associates was contracted to assist staff in developing a design that would better afford users and employees the ability to maximize the space. Those design specifications were put out to bid in March of 2018.

On March 15, 2018 the following bids were received. Cross Renovation Inc. was the lowest qualified bid at \$64,777.

Company	Total
Cross Renovation Inc., 34133 Schoolcraft Rd. Livonia Mi. 48150	\$64,777
Evangelista Corp., 55800 Grand River Ste 150., New Hudson MI 48165	\$77,400
Construction Solutions Inc., 4297 Muirfield Dr., Brighton, MI 48116	\$83,800
Brix Corp., 30591 Schoolcraft Rd., Livonia, MI 48150	\$90,000
Heaney General Contracting, 7560 Carpenter Rd. Ypsilanti, MI 48197	\$128,000

Item G-17. Consider Approval of Bid Award for Summit Carpet Replacement. (CLS)

Motion by Siegrist, supported by Sneiderman to award the bid and the contract for Summit Halls Carpet Replacement to the Seeley Group Ltd., 1411 Lake Lansing Rd., Lansing, MI 48912 in the amount of \$36,624.48 to be paid out of the Capital Outlay Building Improvements Fund, Account #208.757.50.970_0020. Motion carried by all members present.

On March 15, 2018 bids were received for the Summit West End Carpet Replacement. Leisure Services is recommending to award the bid to Seeley Group LTD, who submitted the lowest qualified bid in the amount of \$36,624.48.

The Summit on The Park is the anchor to the Canton Township Recreational Facilities portfolio. Each year over 600,000 people attend events, classes, banquets and other activities in this 95,000 square foot Community Center.

In February 2018, bids were solicited for the replacement of carpet in all of the hallways (excluding banquet) and the Arts II room. The carpet in these areas was installed in 2007 and 2008. While staff has done a good job in maintaining and cleaning the carpet, it is worn, stained and is past its seven years of anticipated life. Replacement carpet tiles are no longer available as well. The replacement carpet, approximately 6,625 square yards with vinyl cover base is heavy

duty commercial grade carpet from the Mohawk Group, Get Smart Collection and is the GT137 Kinesthetic Tile style.

The following qualified bids were received for the Summit Halls Carpet Replacement:

Company	Total
Seeley Group LTD	36,624.48
Independent Carpet One	37,400.00
G & K Floorcovering Inc.	44,804.00

The lowest qualified bid was provided by Seeley Group LTD. This company has performed excellent work in the past for Canton Township.

Item G-18. Consider Approval for Welcome Sign Replacement and Budget Amendment. (CLS)

Motion by Siegrist, supported by Sneiderman to approve a \$7,498 budget amendment to the Community Improvement Fund, Account Number 246-200.970_0080 (Capital Outlay Land Improvements) as follows:

<u>Increase Revenues:</u>	#246-000.696 Insurance Settlement	\$7,498
<u>Increase Expenditures:</u>	#246-200.970_0080 Capital Outlay Land Improve	\$7,498

Motion carried by all members present.

Motion by Siegrist, supported by Sneiderman to approve the proposal from Spectrum Signs & Designs, 3001 S. Gully Road, Suite D, Dearborn, MI 48124, to replace the east bound Michigan Avenue “Welcome to Canton” sign in the amount of \$7,498 to be paid out of the Community Improvement Fund General Government #246-200.970_0080. Motion carried by all members present.

On December 27, 2017 a vehicle struck the eastbound Michigan Avenue center medium “Welcome to Canton” sign. The sign was totally destroyed. Michigan Municipal Risk Management Authority (MMRMA) was contacted and has recommended that the sign be replaced and the expense be submitted for reimbursement. Spectrum Signs & Design, who is currently under contract for sign design and installation, was contacted to design and replace the damaged sign. Spectrum provided a proposal to install a new sign that will look similar to the original sign.

Item G-19. First Reading of Addition of Chapter 2, Article V to Canton Township Code of Ordinances, Entitled “Code of Ethics” Sections 2-225, through 2-251. (Clerk)

Motion by Siegrist, supported by Slavens to introduce and hold the first reading establishing Canton Township Code of Ordinances Chapter 2, Article V, Entitled “Code of Ethics” Sections 2-225, through 2-251. Motion carried by all members present.

On April 4, 2017, in a study session dedicated to the review of the Ethics Policy, the Board established an Ad Hoc Ethics Committee, and Supervisor Williams recommended the appointment of Clerk Siegrist, Trustee Anthony, and Trustee Graham-Hudak. The committee

reviewed the existing policy, material from the Michigan Townships Association, Michigan Municipal League, the Attorney General's office, and benchmark communities, to identify best practices and make a recommendation. The draft ordinance was edited by Corporation Counsel, Human Resources, and the Finance Department to ensure it conformed to existing regulations and requirements. The Board reviewed the proposed policy and made recommendations at a study session on February 20, 2018.

A Board of Ethics would be established to hear complaints against representatives of the Charter Township of Canton and, when there is a reasonable basis to believe that the respondent has violated this ordinance, to refer those complaints for prosecution and/or a disciplinary hearing by the appointing authority. The ordinance provides for penalties for violations of this ordinance. The Ordinance would be reviewed annually.

The Board would hold a first reading at this meeting and a second reading at the May 8, 2018 meeting. The Board would need to repeal policy HR 21 "Ethic's Policy" at the May 8th meeting. The ordinance will be published and become effective on May 17, 2018.

On August 25, 2009, Supervisor Philip LaJoy presented, and the Township Board approved, a Code of Ethics policy to provide practical guidelines for ethical decision-making and to encourage ethical behavior from township representatives responsible to the citizen of our community. This policy would be obsoleted by the ordinance.

Item G-20. Award C.D.B.G. Housing Rehabilitation Contracts. (FBD)

Motion by Siegrist, supported by Anthony to award the contract for a housing rehabilitation at xxxx Forest Trail to Stratton Home Improvement in the amount of \$25,000. Motion carried by all members present.

Motion by Siegrist, supported by Anthony to award the contract for a housing rehabilitation at 39500 Warren Rd Lot x Elm to Stratton Home Improvement in the amount of \$5,000. Motion carried by all members present.

Motion by Siegrist, supported by Anthony to award the contract for a housing rehabilitation at 39500 Warren Rd Lot x Fern to Stratton Home Improvement in the amount of \$5,000. Motion carried by all members present.

Motion by Siegrist, supported by Anthony to award the contract for a housing rehabilitation at 39500 Warren Rd Lot x Hickory to Stratton Home Improvement in the amount of \$5,000. Motion carried by all members present.

Motion by Siegrist, supported by Slavens to award the contract for a housing rehabilitation at 39500 Warren Rd Lot x Oak to Stratton Home Improvement in the amount of \$5,000. Motion carried by all members present.

Under Canton's affordable housing program, the federal dollars are used to pay for major and minor repairs to owner-occupied single family homes in Canton. The participating families

must meet HUD income requirements. Formal bid procedures were followed and the public bid opening was held on March 1, 2018, for the CDBG housing rehabilitation program. The bid results for the projects ready for Board approval are attached. Only one company submitted complete bids for the 5 projects. The Finance & Budget Department is requesting to approve contracts for multiple HUD/CDBG funded home rehabilitation projects with Stratton Home Improvement. Stratton Home Improvement has performed many projects for this CDBG program, and both the homeowners, and Township staff have been satisfied with their quality and service.

The Community Development Block Grant Program caps rehabilitation work of mobile homes to \$5,000 and single family homes to \$25,000. In instances where the formal bids came in higher than the allowable limits, we work with the contractor to change the scope slightly to come within those limits. Funding is available within the CDBG program.

The bids were developed by the Building Department, and the lowest responsible and responsive bid for each home is being submitted. The qualifying low bids are as follows:

Street Home Type Contractor Low Bid/Cap

XXXX Forest Trail	Single Family Home	Stratton Home Improvement	\$25,000
39500 Warren Lot on Elm	Mobile Home	Stratton Home Improvement	\$5,000
39500 Warren Lot on Fern	Mobile Home	Stratton Home Improvement	\$5,000
39500 Warren Lot on Hickory	Mobile Home	Stratton Home Improvement	\$5,000
39500 Warren Lot on Oak	Mobile Home	Stratton Home Improvement	\$5,000

Funds are budgeted in housing rehabilitation #274-666.890 for the five (5) contracts on the single y detached homes.

ADDITIONAL PUBLIC COMMENT: Resident Ms. Wofford commented on the format of the township agenda.

OTHER: None.

ADJOURN: Motion by Anthony, supported by Sneiderman to adjourn at 8:13 p.m. Motion carried by all members present.

Michael A. Siegrist, Clerk

Pat Williams, Supervisor

**Charter Township of Canton
Board Proceedings – April 17, 2018**

A regular study session meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, April 17, 2017 at 1150 Canton Center S., Canton, Michigan. Supervisor Williams called the meeting to order at 5:32 p.m. and led the Pledge of Allegiance to the Flag.

Roll Call

Members Present: Anthony, Foster, Graham-Hudak, Siegrist, Sneideman, Williams
Members Absent: Slavens
Staff Present: Director Faas, Director Meier, Director Trumbull
Kristin Kolb
Staff Absent: Director Hohenberger,

Adoption of Agenda

Motion by Anthony, supported by Sneideman, to approve the agenda as presented. Motion carried by all members present.

As representatives from Cloudz Hookah Lounge were not present, Supervisor Williams, upon consulting with Corporate Counsel Kolb, recommended amending the agenda to move the Consent Calendar to the beginning of the meeting.

Motion by Siegrist, supported by Sneideman to amend the agenda to move the Consent Calendar Item 1. Consider Second Reading of Code of Ordinance Amendments to Part I, Chapter 74 Entitled “Utilities”, Article II, Division 2, Subdivision II Entitled “Schedule of Rates and Charges”, Section 74-83. Motion carried by all members present.

CONSENT CALENDAR:

- 1. Consider Second Reading of Code of Ordinance Amendments to Part I, Chapter 74 Entitled “Utilities”, Article II, Division 2, Subdivision II Entitled “Schedule of Rates and Charges”, Section 74-83. (MSD)**

Motion by Siegrist, supported by Sneideman to remove from the table, adopt and publish the Second Reading of the Code of Ordinance, Part I, Chapter 74 Entitled “UTILITIES”, Article II, Division 2, Subdivision II entitled “SCHEDULE OF RATES AND CHARGES”, Section 74-83 with a publication date of April 27, 2018 and effective date of May 1, 2018. Motion carried by all members present.

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF CANTON
AMENDMENT TO CODE OF ORDINANCES
CHAPTER 74
UTILITIES ORDINANCE, PART I**

AN ORDINANCE AMENDING THE CHARTER TOWNSHIP OF CANTON CODE OF ORDINANCES PART I, CHAPTER 74 ENTITLED “UTILITIES”, ARTICLE II, DIVISION 2, SUBDIVISION II, ENTITLED “RATES AND CHARGES”, SECTION 74-83.

THE AMENDMENTS TO SECTION (a) PROVIDE FOR REVISED WATER RATES AND CHARGES AND SECTION (b) PROVIDE FOR REVISED SEWER RATES AND CHARGES.

THE CHARTER TOWNSHIP OF CANTON ORDAINS:

SECTION 1. AMENDMENT TO SUBDIVISION II RATES AND CHARGES.

This Ordinance is hereby adopted to amend Code of Ordinances, Part 1, Chapter 74, Article II, Division 2, Subdivision II, Rates and Charges to read as follows:

Sec. 74-83. Schedule of rates and charges.

(a) *Water rates and charges.* Water rates and charges shall be as follows:

(1) Consumption rate: \$6.11 per 1,000 gallons.

a. In addition to the consumption charge, there shall be a water cost of service charge per reading cycle, or portion thereof, based on meter size:

TABLE INSET:

Meter Size	Bi-Monthly Customers	Quarterly Customers
1" meter or less	\$7.60	\$11.40
1.5	17.10	25.65
2.0	30.38	45.57
3.0	68.36	102.54
4.0	121.54	182.31
6.0	273.46	410.19
8.0	486.14	729.21
10.0	759.60	1139.40

(2) a) [UNCHANGED]

b) *Water System Equity Charge.* The water system equity charge is based on meter size. The charge for unusual or other conditions shall be determined by the township board.

Size	Ratio Factor**	Water System Equity
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1" or less	1.00	\$ 1,001
2.0"	4.00	4,004
3.0"	9.00	9,009
4.0"	16.00	16,016
6.0"	36.00	36,036
8.0"	64.00	64,064
10.0"	100.00	100,100

**Ratio factor is the ratio of the flow areas of the water meter to the flow area of the 1" meter

c) [UNCHANGED]

d) [UNCHANGED]

e) [UNCHANGED]

(b) *Sewer rates and charges.* Sewer rates and charges shall be as follows:

(1) Sewage treatment rate: \$5.80 per 1,000 gallons of the water used or per 1,000 gallons of metered sewage flow.

a. In addition to the consumption charge, for customers connected to the sanitary sewer system there shall be a wastewater cost of service charge per reading cycle, or portion thereof, based on meter size:

TABLE INSET:

Meter Size	Bi-Monthly Customers	Quarterly Customers
1" meter or less without FD*	\$5.02	\$7.53
1" meter or less with FD*	15.60	23.40
1.5	11.30	16.95
2.0 meter without FD*	20.10	30.15
2.0 meter with FD*	30.68	46.02
3.0	45.22	67.83
4.0	80.38	120.57
6.0	180.86	271.29
8.0	321.54	482.31
10.0	502.40	753.60

*FD means Footing Drains connected to the sanitary sewer system (no sump pump).

(2) Minimum sewage bill:

a. Minimum sewage disposal bill if not connected to the township water system, per quarterly reading cycle: \$156.60 plus applicable fixed charges, based on a minimum volume of 9,000 gallons per month.

b. Minimum sewage disposal bill if not connected to the township water system, per bi-monthly reading cycle: \$104.40 plus applicable fixed charges, based on the County minimum volume of 9,000 gallons per month.

c. If a customer has a township supplied water meter, installed per Township specifications for their non-township water source, then readings from that meter shall be used for sewer charges in lieu of the minimum sewage disposal charge.

(3) [UNCHANGED]

(4) Sewer Connection:

Size	Ratio Factor	Connection Charge
1" or less	1.00	\$ 3,280
2.0"	4.00	13,120
3.0"	9.00	29,520
4.0"	16.00	52,480
6.0"	36.00	118,080
8.0"	64.00	209,920
10.0"	100.00	328,000

(5) [UNCHANGED]

(6) Industrial waste charge (IWC) rates: The following IWC charges are billed as a pass through to the users and become effective on July 1 each year.

TABLE INSET:

METER SIZE (INCHES)	RATES (\$/MONTH)
5 / 8	\$ 3.59
3 / 4	5.39
1	8.98
1 1 / 2	19.75
2	28.72
3	52.06
4	71.80
6	107.70
8	179.50
10	251.30
12	287.20
14	359.00
16	430.80
18	502.60
20	574.40
24	646.20
30	718.00
36	789.00
48	861.60

(7) *Industrial surcharge rates.* The following industrial surcharges will be charged when billed to the township by the Detroit Water and Sewerage Department and become effective on July 1 each year:

- a. Biochemical oxygen demand (BOD) in excess of 275 mg/l . . . \$0.487/lb
- b. Total Suspended Solids (TSS) in excess of 350 mg/l . . . \$0.494/lb
- c. Phosphorus (P) in excess of 12 mg/l . . . \$7.282/lb
- d. Fats, oils and grease (FOG) in excess of 100 mg/l . . . \$0.469/lb

SECTION 3. SEVERABILITY

If any clause, sentence, section, paragraph or part of this Ordinance, or application thereof to any person, firm, corporation, legal entity or circumstances, shall be for any reason adjudged by a Court of competent jurisdiction to be unconstitutional or invalid, said judgment shall not affect, impair or invalidate the remainder of this Ordinance.

SECTION 4. REPEAL

All Ordinances, or part of the Ordinances, in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

SECTION 5. SAVINGS CLAUSE

All rights and duties which have been mattered, penalties which have been incurred, proceedings which have begun and prosecution for violations of law occurring before the effective date of this Ordinance are not affected or abated by this Ordinance.

SECTION 6. PUBLICATION

The Clerk for the Charter Township of Canton shall cause this Ordinance to be published in the manner required by law.

SECTION 7. EFFECTIVE DATE

The Ordinance becomes effective on the 1st day of May, 2018 after publication of the second reading.

This Ordinance was duly adopted and/or considered by the Township Board of Trustees of the Charter Township of Canton at its regular Board meeting called on the 17th day of April, 2018 and was ordered given publication in the manner required by law.

CHARTER TOWNSHIP OF CANTON

By: _____
MICHAEL SIEGRIST
Its: Clerk

Introduced: April 17, 2018
Published: April 27, 2018
Adopted: April 17, 2018
Effective: May 1, 2018

A copy of the complete text of this Ordinance is available at the Clerk's Office of the Charter Township of Canton, 1150 S. Canton Center Road, Canton, MI., 48188, during regular business hours. The approved text of the Amendment will be published in the Canton Eagle/Associated Newspaper within the meeting minute's synopsis of the date of approval. A complete copy of the Ordinances for Canton Township is available at www.canton-mi.org.

SPECIAL HEARING:

1. Appeal by Cloudz Hookah Lounge for denial of a business license.

Motion by Siegrist, supported by Graham-Hudak to open the Special Hearing at 5:38 p.m. for the appeal by Cloudz Hookah Lounge Inc. located at 44942 Ford Road, Canton Mi. for denial of a business license. Motion carried by all members present.

In the absence of the appellant, Clerk Siegrist proceeded to cover the background of Smoking Establishment licensing through the Township as well as certification(s) issued by the State Of Michigan. During this discussion, the attorney for Mr. Ankouny, owner of Cloudz Hookah Lounge arrived. Supervisor Williams explained a portion of the 15 minutes allowed the appellant have already expired. A mutual decision was made for Clerk Siegrist to continue. He then covered the events that led to the denial of the 2018 Smoking Establishment license for Cloudz Hookah.

Following Clerk Siegrist's presentation a representative for Cloudz Hookah Lounge addressed the board, giving details regarding the large amount of money Mr. Ankouny has invested in his business. He stated Mr. Ankouny was ignorant of the laws and regulations governing his business, claiming that all transgressions were not intentional. Although the owner did plead guilty to a violation in court, the court dismissed one of the charges. The representative requested the board grant Mr. Ankouny's appeal and issue the 2018 Smoking Establishment License based upon the fact that he is uneducated regarding the smoking establishment laws. Losing this business would inflict a financial burden on Mr. Ankouny. The representative claimed Mr. Ankouny only owned the business for a partial year and did not understand all the rules.

Mr. Ankouny arrived at the meeting at 5:55 p.m.

Motion by Siegrist, supported by Graham-Hudak to close the Special Hearing at 6:26 p.m. for the appeal by Cloudz Hookah Lounge for denial of a business

Motion by Foster, supported by Sneiderman that the determination of the Board of Trustees, upon

hearing all the evidence submitted and reviewing the application documents is to deny appeal. The applicant may re-apply January of 2019. Motion carried by all members present.

A general decision was made break for 5 minutes to clear the room before starting the Study Session Topic.

STUDY SESSION:

1. Roads Task Force Final Recommendation.

James Kosteva, Resident/Chairperson of the Roads Task Force provided a PowerPoint presentation outlining the work done since the Board established the advisory task force on July 25, 2017 to determine the extent of the infrastructure gap, identify alternative methods for funding, and include a roads assessment of long-range plan in the form of a final recommendation. The staff solicited feedback from members of the task force in attendance, residents in the audience, and the Board on the information presented in advance of finalizing a policy direction.

A copy of the PowerPoint presentation is available through the Clerk's Office during regular business hours or by calling the secretary at 734-394-5120.

The following members of the Roads Task Force addressed the board following Mr. Kosteva's presentation:

1. Bob Parker – Commented on how hard the task force worked and on the unwillingness of Wayne County to attend their meetings or to provide them information.
2. Darian Moore – Presented his opinion regarding Canton becoming a city.
3. Maria Jordan – Presented her opinion of taking control of our roads.
4. Tom Casari – Stated the board needs to proceed with caution and consider all the facts.
5. John Spencer – Stated cities also have millages to repair roads
6. John Jackson – Reminded the board, 29.5% of the roads in Canton are Private Roads and would not benefit in any way from Act 51 or any millage to repair their roads.
7. Doug Adams – Commented on how Act 51 monies are spent in Livonia. Livonia also has a separate millage to repair roads.

Public Comment:

1. Timothy Hoffman, 45215 Danbury Road, requested the board be clear to the public on what will be done, as well as give clear and concise definitions of the types of roads that would be repaired with a millage.
2. Kate Borninski, 45924 Windridge, requested more diverse representation on the Task Force.
3. Ken Wolfe, 44747 Glengarry, commented on roads within his own subdivision, and encouraged the township to investigate all the information before deciding to pursue becoming a city.
4. George Miller, 1946 Briarfield, commented on the gas tax, bike paths, how county commissioners allocate funds, and on expansion joints in the roads.
5. Charles Miller, 47074 Glastonbury, commented on the increase in taxes that would be incurred by becoming a city.

A general decision was made break for 7 minutes – to reconvene at 8:00 p.m.

Board discussion on the findings of the task force and how to proceed ensued.

Trustee Sneideman commented the presentation gave great information, but now he would like definite details, cost comparisons, what would be covered and what won't be covered. He needs more specifics and all details before he could make any type of decision. Dollar figures were included in the presentation that he would like further details and definitions.

Supervisor Williams explained how the Intersection Action Committee used to function in the early 2000's. This might be similar to how a millage might work.

Clerk Siegrist commented on how funds for repairs/upgrades had been allocated in the past and where these fund came from – mostly from federal aid. Director Faas stated he received information from the City of Livonia that their roads projects are funded with Act 51 funds, Federal Aid, and City millage funds. Director Faas explained that negotiations would also be required with the County as well as MDOT prior to being able to take over the roads.

Clerk Siegrist stated that there will still be taxes for Wayne County on top of city taxes, as well as more potential expenses. Siegrist wanted to be sure the task force has proper representation of the private road subdivisions.

Trustee Anthony thanked the Task Force for their hard work. Trustee Anthony commented on various departments/divisions in Wayne County and the mismanagement of money. If Canton becomes a city the taxes will go up. There has to be other options. This Task Force is a start.

Trustee Graham-Hudak questioned what other studies had been done regarding becoming a city and the expenses involved. Director Trumbull explained further research would need to be done to obtain a proper answer. The board has the power to levy up to 3 mills on its own, as well as offer an additional 3 mills for the voters to decide on. The process of becoming a city would take up to 2 years and perhaps longer.

Trustee Foster stated that cities are not allowed to use Act 51 funds on private.

Mr. Kosteva explained the Task Force took on the global idea of how to improve all the roads in Canton.

Supervisor Williams commented on several subdivisions in the township that took advantage of matching funds to repair their own roads.

Trustee Sneideman commented on Ford Road problems, and solutions to other problems with roads in the township. All residents would be responsible for a millage applied to major roads.

Regarding Ford Road, Director Faas explained further details regarding engineering and obtaining right of ways to be able to improve/expand it.

With Treasurer Slavens at a weeklong training session, the board would like to schedule another session to continue this discussion.

Trustee Foster stated the task forces estimate that the township would need to spend \$23.5 million annually for 10 years in order to get our roads where they should be. That includes primary and local roads. This is \$20 million per year more that we would get through Wayne County and/or Act 51. This needs to be acted upon.

Supervisor Williams suggested another task force be set up to delve into the true costs/benefit of becoming a township.

Clerk Siegrist suggested a local millage would be a way to gather funds for roads. A 1 mill would generate approximately \$3.7 million per year. He gave various scenarios of how this could benefit the township and how the funding would work.

Clerk Siegrist explained if the board would like to present this to the voters on the August ballot the wording has to be finalized it by May 11th.

Supervisor Williams stated the board will meet in a special meeting on Saturday April 21, 2018 to reach a consensus.

ADJOURN: Motion by Sneideman, supported by Sneideman to adjourn at 9:40 p.m. Motion carried by all members present.

Michael A. Siegrist, Clerk

Pat Williams, Supervisor

**Charter Township of Canton
Board Proceedings – April 21, 2018**

A special study session meeting of the Board of Trustees of the Charter Township of Canton was held Saturday, April 21, 2018 at 1150 Canton Center S., Canton, Michigan. Supervisor Williams called the meeting to order at 10:30 a.m. and led the Pledge of Allegiance to the Flag.

Roll Call

Members Present: Anthony, Foster, Graham-Hudak, Siegrist, Slavens, Sneideman, Williams
Members Absent: None
Staff Present: Director Faas, Director Meier
Staff Absent: Director Hohenberger, Director Trumbull
Guest Present: James Kosteva – Chairman – Roads Task Force

Adoption of Agenda

Motion by Anthony, supported by Sneideman to approve the agenda as presented. Motion carried unanimously.

STUDY SESSION:

TOPIC 1: Continue Discussion of Roads Task Force Presentation

Director Faas gave an overview of what was presented at the Study Session on April 17, 2018. He reviewed the projected cost (just over \$4.4 million/year) of setting up a Roads Division if Canton Township became a city explaining the figures excludes overhead (higher level management), building utilities, and any other capital improvements. It does not include any heavy duty fixes on the roads.

Regarding PA51 funds/revenue, Director Faas presented an analysis of how the expenses would most likely be allocated if Canton was a city. Director Faas presented spreadsheets with calculation comparisons analyzing city vs township scenarios. Director Faas presented a map of potential roads Canton would have jurisdiction over if it were a city.

PUBLIC COMMENT: (27 Residents were in attendance)

- Tony Gramer, 186 Scarlet Drive, commented on contractor accountability for the materials used as well as the expected life of the pavement.
- Gary Hotycki, 47596 Ten Point Drive, commented on a statement made by Mayor Wilde of Westland regarding how difficult it is for cities to obtain funds from the state.
- Harjot Singh, 2449 E. Woodmont Drive, asked if the contractors be responsible for the quality of materials used for road repairs/construction. If Canton has control of the roads will they be able to set weight limits? Will a millage be temporary?
- Gary Smith, 43697 Swanmere Drive, commented on how the material content of pavement has changed throughout the years.
- Ron Letourneau, 6473 Marshall, (Task Force member) commended the board for setting up the Roads Task Force. Would like to explore becoming a city further.
- Darian Moore, 4022 Bruton, (Task Force member) supported the comments of Mr. Letourneau on investigating becoming a city.

- Charles Miller, 47074 Glastonbury, asked what guarantees we would have regarding getting all the PA51 money. He is against Canton becoming a city.
- Marc Rankin, 302 Savannah Drive, member of Savannah Point Association board with private roads. It is difficult to get a majority of the homeowners to vote to pay for road replacement/repairs. He is encouraged by the proposition of the township getting involved in roads.
- Mike Andro, 47937 Royal Pointe Drive, thanked the board for this initiative. He would rather have the primary roads fixed first, before we take on fixing the subdivision roads. These are the most serious roads.

Supervisor Williams commented on the benefits of the program initiated by Wayne County in 2016 that afforded the opportunity for subdivisions to utilize county funds, with their promise to contribute matching funds, to repair their roads. This program went from approximately \$3.5 million in 2016 to an offer this year of \$388,000 this year. A huge reduction if available funds. The township is investigating work on a local road that serves as more than local – similar to Hanford. There will be more information on this in the future.

Trustee Sneiderman questioned if the township becomes a city, what roads would we have jurisdiction over. Mr. Kosteva stated Canton would assume responsibility for “local” roads – the allocation of the primary roads would be totally negotiable. The map presented at the meeting is a “best guess” on the part of township staff. Roads not turned over, remain the responsibility of the County. Per Director Faas the roads turned over would be between 0 and 58.77 miles of roads in Canton. Once negotiations are completed, the results would be turned over to the MDOT for their approval as to whether this allocation is reasonable. Director Faas explained that there is a provision in the act that allows you to allocate funds for local roads only if you have met a long list of criteria. He has done extensive research, involving several very well qualified sources, prior to putting forth his spreadsheet analysis.

Director Faas recommended extensive research be done utilizing the “ELF” principal of evaluating the engineering aspects, legal aspects, and financial aspects prior to acting on the idea of promoting Canton becoming a city.

Treasurer Slavens asked if PA51 dollars could be used on local roads. Director Faas replied no, under Michigan Law, public funding cannot be used on private roads (about 30% of the subdivision type roads in Canton). Treasurer Slavens asked if an analysis had been done to establish the tax burden on the taxpayers of Canton. Director Faas replied not entirely, just analyzing the roads component.

Clerk Siegrist asked if the roads are now being built better than in the past. Director Faas explained design standards will work provided the weight limits are not exceeded. Maintaining the roads should be a priority. There has not been the money to keep the roads in good condition. Clerk Siegrist asked if PA51 funds are enough to maintain primary roads. Director Faas replied no. Every city that maintains their own roads have a millage to supplement the PA51 funds.

Clerk Siegrist verified that PA51 funds are primarily for road maintenance, not for reconstruction. Director Faas explained PA51 monies are primarily for road maintenance, a

community must prove they are using their funds for maintenance before they can put funds into road construction. Usage of PA51 funds is very complicated and there are restrictions on how these monies can be used.

Clerk Siegrist commented on how PA51 monies received, if Canton becomes a city, would need to be applied to the expenses of creating a “Roads” division. Historically, Wayne County has received about \$16 million to \$18 million federal dollars annually for roads, Canton has received between \$3 million and \$4 million annually for road repair. Canton is one of the 43 municipalities in Wayne County, so we are doing very well as far as a percentage of the money received by the County.

Trustee Anthony stated he truly feels it is time for Canton to do something, whether it is a millage increase, SAD’s, or other measures. He would like more focus on the local roads. Trustee Anthony asked if Canton would be involved in selection of contractors. Director Faas explained most of the repairs/reconstruction are contracted out. Only the day to day maintenance is handled locally. Regarding warranties, Faas explained that warranties drive up costs. Most municipalities follow the State of Michigan standards. Trustee Anthony asked what the life expectancy of a road is. Director Faas explained 20 – 25 years, was the expected useful life, however with maintenance, that can be significantly extended.

Trustee Graham-Hudak asked for an explanation of how the money (\$4.4 million) would be used. Director Faas explained the \$4.4 million is the estimated cost of creating/maintaining a roads division. This included regular road maintenance but not major repairs or reconstruction to roads. It also did not include any overhead costs, traditionally about 10% on the administrative side. Kosteva commented the \$4.4 million is the estimated cost of operating a roads division, but the Task Force would like to have this challenged/investigated further. Faas commented that there is a negotiation process that would take place with Wayne County regarding the roads responsibility.

Supervisor Williams gave a wrap up of the information covered and explained various tasks he has on his agenda regarding roads and the question of cityhood.

TOPCI 2: Reach Consensus of Roads Plan

Director Faas gave a general overview of how investments in projects could be handled. State Roads, County Primary Roads, and Local Roads funding were all addressed. Information was given as to various millage rates and how funds could potentially be handled. Director Faas presented spreadsheets with comparisons regarding these matters. He included subdivision resident participation in projects as well.

Regarding the Task Force’s recommendations:

1. Investments would be made in maintenance, rehabilitation, and repair projects balanced amongst 3 different categories of assets – State Roads, County Primary Roads, and Local Subdivision Roads.
2. Funding for this would be derived from a dedicated Roads Millage to be levied over a 10 year period should the voters agree to do so at an upcoming election.

3. There would be a provision for the property owners in subdivisions that participated in the 2016 County Road Assistance Program where repairs have already been made to their neighborhood subdivision roads and the one remaining subdivision that has a SAD – Lexington Square for preventative maintenance as well as any additional repairs needed to their streets.
4. Address the desire to dedicate some of the monies for improvements to Ford Road.
5. Address the need to have a mix of projects: small, medium, and large scale projects.

Director Faas presented a spreadsheet with millage rate comparisons and various percentages dedicated to each type of project. Each option also allowed for redirection of funds if the need arises.

Director Faas presented a spreadsheet with city options along with a spreadsheet with options for local roads.

A committee would also be assigned for evaluation of local roads.

Faas included pathways and sidewalks as a small percentage of these funds.

Supervisor Williams summed up the session with several decisions to be made.

- Do they want a millage
- How large would the millage be
- How would the monies be directed

Faas presented a spreadsheet with examples of what a 1.45 millage would cost the taxpayers.

Treasurer Slavens commented any millage would have to be something our taxpayers could afford.

Trustee Sneideman asked if paving dirt roads could be included in these calculations.

Copies of the presentations from this meeting as well as the PowerPoint from the April 17, 2018 meeting are available through the Clerk's Office by contacting the secretary during regular business hours: 8:30 a.m. – 4:30 p.m. Monday through Friday 734-394-5120.

The board will work to compile a Request for Board Action for the next meeting with a consensus of how they would like to proceed.

OTHER: None

ADJOURN: Motion by Anthony, supported by Sneideman to adjourn at 12:06 p.m. Motion carried unanimously.

Michael A. Siegrist, Clerk

Pat Williams, Supervisor

**Charter Township of Canton
Board Proceedings – May 1, 2018**

A regular study session meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, May 1, 2018 at 1150 Canton Center S., Canton, Michigan. Supervisor Williams called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance to the Flag.

Roll Call

Members Present: Anthony, Foster, Graham-Hudak, Siegrist, Slavens, Sneideman, Williams
Members Absent: None
Staff Present: Director Hohenberger, Director Faas
Additional Staff: Carolyn Cox – Budget, Benefits, & Internal Audit Mgr.
Bill Serchak - Engineering Services Manager
Staff Absent: Director Meier, Director Trumbull

Adoption of Agenda

Motion by Anthony, supported by Sneideman to approve the agenda as presented. Motion carried by all members present.

GENERAL CALENDAR:

Item G-1: Consideration of Resolution Approving Ballot Language for Road Improvement Millage

Supervisor Williams gave an overview of how this considered resolution came about. Prior to the board discussing this issue he asked for public comment.

Public Comment:

Mark Horvath, 7758 Charrington Drive, requested to hold his comments after the motion is taken. Supervisor Williams agreed.

There was no other public comment at this time.

Trustee Sneideman commented he would prefer the millage be for a 20 year period. A township wide SAD is not feasible at this time. He would like to see all 3 categories of roads (State Roads, Primary County Roads, and Local County Subdivision Roads) be addressed by this type of millage. He would like to see a rate closer to 2 mills rather than the 1.45. He would also like to see sidewalks and paths be covered by this effort.

Treasurer Slavens stated she feels the 1.45 level over 20 years is fair to ask of our voters. We have to invest in our roads. She would not like to see a rate higher than 1.45.

Trustee Foster stated she agrees with the 20 year period. She feels 1.45 would not be a stretch for the community to handle. She is comfortable with the ratios presented by our Municipal Services Department.

Supervisor Williams commented on the problems the Roads Task Force was asked to address, the increase in the gas tax, the increase of federal funds coming to Wayne County as a result of the Census 2020 data and how Act 51 funds will be allocated to Canton. Supervisor Williams also commented on redesigning Ford Road to reduce the amount of hazardous left hand turns. He is in favor of a millage but would rather see it be for a period of 10 years. He wants to ensure that if Canton raises money for roads, that Wayne County will not reduce the amount they are contributing to Canton's roads.

Clerk Siegrist commented on the daunting task of maintaining/repairing our roads and the options open to the township. He is in favor of preparing for Ford Road improvements rather than wait for Wayne County to take the initiative. He would like to see a larger percentage spent on the primary roads, perhaps 55%. He feels 1.45 mills over 20 years is reasonable.

Supervisor Williams stated this would cost the average homeowner in Canton approximately \$145 per year.

Trustee Anthony stated he has been on the board for over 10 years and has only raised taxes once, and that was for the Police and Fire fund. It is tough to raise taxes on the residents, but we have to do something. We have put in 8 times for Tiger Grants for Ford Road, but have never gotten it. However Macomb County was given a grant to pave a road to a dump. Supervisor is working with the county to ensure we have a good working relationship. He is in favor of 1.45 millage for 20 years. This money will stay in our community.

Director Faas explained the intent of this millage, if it passes, is to spread this money around the community, not just for one individual area. We are not taking ownership of the roads, we are taking responsibility for assisting with the maintenance. Priorities will vary from year to year based on the research done by our engineers.

Supervisor Williams explained a future Study Session will tackle the pros and cons of becoming a city.

Trustee Graham-Hudak thanked the Roads Task Force for their efforts with these problems. She is in favor of taking the option of a 1.45 millage over 20 years to the voters. She is proud of this initiative and the steps Canton is taking to tackle the roads problems.

Supervisor Williams opened the meeting up for public comment again.

Additional Public Comment:

Mark Horvath, 7758 Charrington Drive, commented on his opinion of a millage that he feels will be ineffectual.

Mike Malone, 50453 Eisenhower Drive, commented he would like the electeds to reprioritize the township budget rather than request a millage.

Darian Moore, 4022 Bruton, request the township delay placing this on the August 2018 ballot.

Jim Leddy, 6757 Brookshire, commented favorably on the idea of reprioritizing the budget. Mr. Leddy inquired why the township doesn't get more of the Act 51 money.

Gary Hotycki, 47596 Ten Point, commented that he does not want a tax increase. He doesn't want any tax monies spent on subdivision roads. He feels there are other ways to solve the roads problems.

George Miller, 1946 Briarfield, commented on potholes on Palmer and Sheldon Road. He inquired where the funds came from to pay for the paving of these two roads. He inquired about shelters available for senior residents during power outages.

Chuck Miller, 47074 Glastonbury, commented that he does not want to pay any more taxes.

Jim Leddy, 6757 Brookshire, questioned redirecting unspent funds vs. redirecting the overall funds. Director Faas explained how this would work in order to take advantage of potential projects on primary roads.

Motion by Siegrist, supported by Foster to adopt the following resolution adopting a road improvement millage ballot language and direct the Clerk to forward a certified copy of the resolution to the County Clerk for inclusion on the August 7, 2018 Primary Ballot. Motion carried unanimously.

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

RESOLUTION TO ADOPT ROAD IMPROVEMENT MILLAGE BALLOT LANGUAGE

WHEREAS, the Charter Township of Canton communicated an interest in pursuing the feasibility of a road initiative and established an advisory roads task force on July 25, 2017; and

WHEREAS, the Michigan Transportation Fund Act, Public Act 51 of 1951, created a formula to distribute funds for road repair and maintenance that are insufficient to meet the infrastructure needs of the State; and

WHEREAS, the Charter Township of Canton has determined that the condition of roads are substandard and wishes to provide road maintenance and improvements within the Township; and

WHEREAS, Townships may provide road maintenance and improvements, as authorized by Public Act 246 of 1931, MCL 41.271 – 41.290; and

WHEREAS, Townships may contract and cooperate with other entities to provide road maintenance and improvements to protect property and the health, safety, and welfare of the public, as authorized by the Michigan Constitution of 1963 and other laws; and

WHEREAS, Townships may impose and levy *ad valorem* property taxes to finance lawful public services, as authorized by the Michigan Constitution of 1963 and other laws; and

WHEREAS, the Board of Trustees of Charter Township of Canton wishes to levy 1.45 mills to provide public road maintenance and improvements;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Charter Township of Canton, Wayne County, approves the following millage ballot question language and directs the Clerk to submit it to be place on the August primary election ballot:

Shall the Charter Township of Canton, Wayne County, Michigan, levy a new millage of 1.45 mills for 20 years for the purpose of paying the costs of maintaining, improving, rehabilitating, and reconstructing State & County roads in the Township, including pedestrian pathway improvements and storm water drainage improvements, together with all costs of designing and acquiring right-of-way, and appurtenances and attachments thereto, as well as to pay off any principal and interest on any debt issued related to the improvements as described herein?

YES

NO

If approved, the estimated millage (\$ 1.45 per \$1,000 of taxable value) is expected to raise \$5,506,872 in the first year. It is estimated that 97.09% of the annual millage revenue would be disbursed to the Charter Township of Canton for road improvements, and, as required by law, 2.91% would be disbursed to the Charter Township of Canton Downtown Development Authority. The amount disbursed to the Charter Township of Canton Downtown Development Authority shall be collected solely from properties located in the Canton Township Downtown Development Authority.

CERTIFICATION:

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Board of Trustees of the Charter Township of Canton, Wayne County, State of Michigan, at a regular meeting held on the 1st day of May, 2018 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, (referred as “Public Act 267 of 1976”), and that minutes of said meeting were kept and will or have been available as required by Public Act 267 of 1976.

Michael Siegrist, Clerk

Dated: May 2, 2018.

Supervisor Williams explained if this does pass, that begins the next phase of a tremendous amount of work to be done, hiring professionals, completing PASER Studies, and a lot of details to work out. As well as addressing the questions asked this evening.

Trustees Foster, Sneideman, Treasurer Slavens, Clerk Siegrist, Trustee Anthony, and Trustee Graham-Hudak all made closing remarks in support of the millage proposal and placing this before the Canton voters.

Director Faas commented on the great work done by Bill Serchak, Engineering Services Manager with the Roads Task Force. Publically commending him on his efforts.

At 7:07 p.m. the board took a break, reconvening at 7:15 p.m.

Additional Public Comment:

William Asper commented on his opinion regarding the Sidewalk Repair Program, giving his findings with regards to who has responsibility for paying for this program.

Karen Skipper, 228 Buckingham, commented on a personal matter regarding the Sidewalk Repair Program. Engineering Manager Serchak spoke with Ms. Skipper regarding her issues and agreed to check into her concerns.

STUDY SESSION:

TOPIC 1: Pedestrian Pathways & Sidewalk Gaps

PRESENTERS: Tim Faas, Municipal Services Director
Greg Hohenberger, Leisure Services Director

ADDITIONAL PRESENTERS: Jon LaFever, Deputy Director of Leisure Services
Brad Sharp, Facility Services Manager
Bill Serchak, Engineering Services Manager
Erika Hidalgo, Engineer II

The board was provided a presentation outlining the status of the pedestrian pathway and sidewalk gap projects for 2018 and 2019.

Directors Faas and Hohenberger explained the goals of the township regarding pedestrian pathways and sidewalk gaps. Director Hohenberger covered the pathways. Director Faas covered individual sidewalk gaps the township would like to complete, prioritizing the projects for the board. He also covered various grants the township is applying for.

A copy of the PowerPoint presentation is available through the Clerk's office of the Charter Township of Canton, 1150 S. Canton Center Rd, Canton, MI 48188, during regular business hours, or by contacting the Secretary to the Clerk at 734-394-5120.

Trustee Sneiderman inquired the cost of a bridge. Director Faas explained from \$100,000 to \$200,000 based upon the type of bridge constructed.

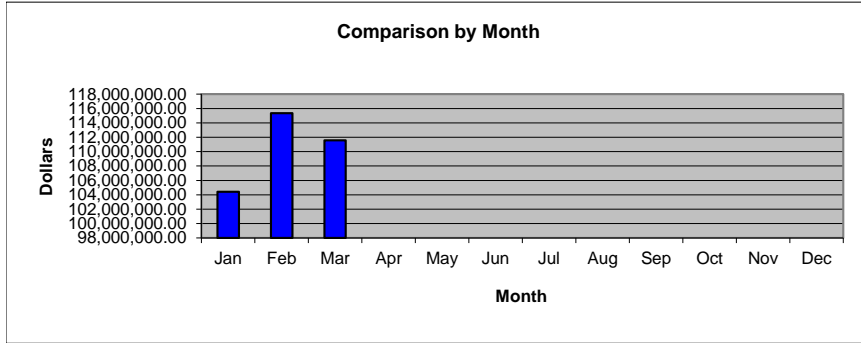
OTHER: Fishing Derby will be this Saturday.

ADJOURN: Motion by Anthony, supported by Foster to adjourn at 8:03 p.m. Motion carried by all members present.

Michael A. Siegrist, Clerk

Pat Williams, Supervisor

Portfolio Size

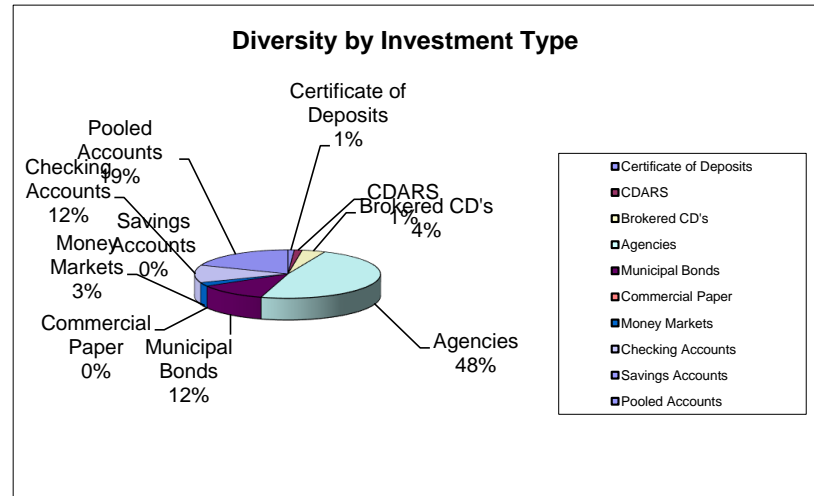
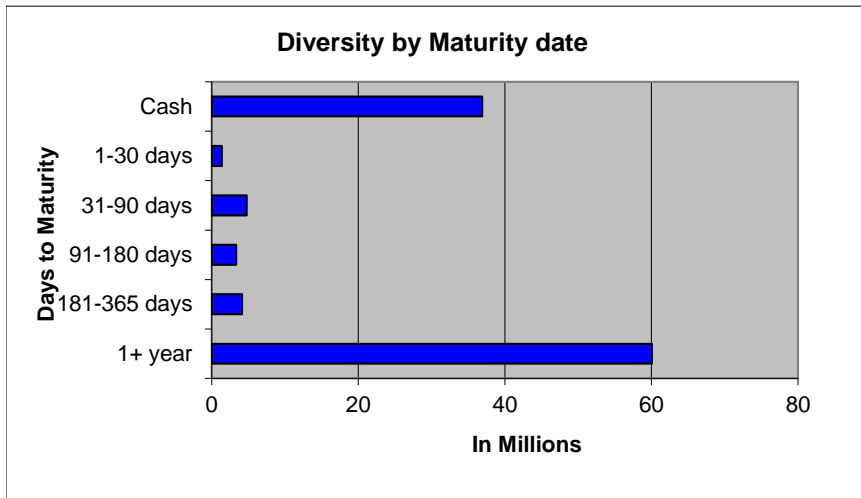


Current Portfolio Size

Certificate of Deposits	\$1,231,859.12
CDARS	\$1,509,741.68
Brokered CD's	\$4,500,000.00
Agencies	\$53,158,000.00
Municipal Bonds	\$13,270,000.00
Commercial Paper	\$0.00
Money Markets	\$2,804,750.42
Checking Accounts	\$12,965,021.87
Savings Accounts	\$5,251.81
Pooled Accounts	\$21,134,776.92

\$110,579,401.82

Diversity



Fund Name	Fund #	Liquid Investments	Certificate of Deposits	Agencies/Municipal Bonds	Total By Fund
General Fund	101	3,678,496.87	508,991.04	19,885,000.00	24,072,487.91
Fire Fund	206	6,418,400.22	1,850,000.00	9,528,000.00	17,796,400.22
Police Fund	207	7,361,137.27	250,000.00	16,305,000.00	23,916,137.27
Summit Fund	208	410,593.07			410,593.07
Street Lighting Fund	219	343,115.87			343,115.87
Cable Fund	230	840,519.58	2,123,421.66		2,963,941.24
Township Improvement Fund	246	3,180,304.59			3,180,304.59
E-911 Fund	261	820,906.03	1,106,630.36	250,000.00	2,177,536.39
CDBG fund	274	164,238.84			164,238.84
NSP Grant Fund	276	254,155.88			254,155.88
Capital Improvement Fund	402/403	999,722.06			999,722.06
Solid Waste Fund	555	3,227,723.09		1,300,000.00	4,527,723.09
Golf Fund	584	455,983.19			455,983.19
Water Fund	592	3,893,073.00	900,000.00	19,160,000.00	23,953,073.00
Fleet Maintenance Fund	661	1,496,048.37			1,496,048.37
Trust & Agency Fund	701	73,555.04			73,555.04
Escrows	702	340,235.05			340,235.05
Post Employment Fund	736	741,559.43	502,557.74		1,244,117.17
Special Assessment Fund	852	2,210,033.57			2,210,033.57
		36,909,801.02	7,241,600.80	66,428,000.00	110,579,401.82

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM # C-1

ITEM: Second Reading of Addition of Chapter 2, Article V to Canton Township Code of Ordinances, Entitled “Code of Ethics” Sections 2-225 through 2-251.

PRESENTER: Michael Siegrist

INDIVIDUALS IN ATTENDANCE: None

EXECUTIVE SUMMARY: The Board held a first reading at the April 10, 2018. The Board needs to repeal policy HR 21 “Ethic’s Policy” at this meeting. The ordinance will be published and become effective on May 17, 2018.

The Township Human Resources Manager shall prepare an ethics orientation to incorporate the contents of this ordinance. The Board of Trustees, Supervisor and H.R. Manager shall notify the public of the availability of appointment to the three new Board of Ethics positions. The call for applicants shall be placed in the next Township Focus and promoted through all available and necessary outlets. Once established, the Chairperson of the Board of Ethics for the Charter Township of Canton shall work with the Township Supervisor to schedule the annual meeting for review of this ordinance.

BACKGROUND INFORMATION: On April 4, 2017, in a study session dedicated to the review of the Ethics Policy, the Board established an Ad Hoc Ethics Committee, and Supervisor Williams recommended the appointment of Clerk Siegrist, Trustee Anthony, and Trustee Graham-Hudak. The committee reviewed the existing policy, material from the Michigan Townships Association, Michigan Municipal League, the Attorney General’s office, and benchmark communities, to identify best practices and make a recommendation. The draft ordinance was edited by Corporation Counsel, Human Resources, and the Finance Department to ensure it conformed to existing regulations and requirements. The Board reviewed the proposed policy and made recommendations at a study session on February 20, 2018

On August 25, 2009, Supervisor Philip LaJoy presented, and the Township Board approved, a Code of Ethics policy to provide practical guidelines for ethical decision-making and to encourage ethical behavior from township representatives responsible to the citizen of our community. This policy would be made obsolete by the ordinance addition.

STRATEGIC PLAN/GOALS: To strengthen operational efficiency and meet the service needs of a changing community.

ACTION REQUESTED: Hold the second reading a proposed addition to Chapter 2 of the Township Code, Sections 2-225 through 2-251 and provide for a May 17, 2018 publication and effective date to the Code of Ordinance. Repeal Canton Township Ethic's Policy, HR: 21.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None

IMPLEMENTATION PLAN: Hold the second reading a proposed addition to Chapter 2 of the Township Code, Sections 2-225 through 2-251 with a publication and effective date of May 17, 2018.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

***MODEL RESOLUTION:** I move to hold the second reading establishing Canton Township Code of Ordinances Chapter 2, Article V, Entitled "Code of Ethics" Sections 2-225, through 2-251.

I move to repeal the Canton Township Ethic's Policy (HR:21) adopted by the Board of Trustees on the 25th day of August, 2009.

ATTACHMENTS:

Ordinance Final Draft

Redline Version of Changes

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #C-2

ITEM: Appointment to the Commission for Culture, Arts & Heritage

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

The Executive Board of the Cultural Commission is recommending the appointment of Virginia Thorne-Herrmann to the Commission for Culture, Arts & Heritage. Per its bylaws, the Commission has designated one position on its board as the Plymouth-Canton Community Schools (PCCS) Representative. The Commission is recommending Virginia to fill this vacant position and serve as the designated PCCS representative for a three-year term through 12/31/2020.

BACKGROUND INFORMATION:

The Commission for Culture, Arts & Heritage was established in 2003 to promote public awareness of cultural arts and heritage in the community. Its members are very dedicated volunteers who advocate the development of high quality cultural activities that are accessible to all.

The Cultural Commission established a selection process for new members as positions become available. A call-out for members is posted through various media outlets including the Focus. The candidates then go through an interview process prior to selection.

Virginia Thorne-Herrmann will fill the vacancy for a school representative on the Commission. She holds a strong background in music education and currently conducts the extra-curricular choir at Dodson Elementary. Virginia also organized and led the new Canton Community Choir for the 2018 MLK Celebration, which was an outstanding accomplishment to pull together within three months.

STRATEGIC PLAN/GOALS: Demographically Oriented Community

ACTION REQUESTED: Appoint Virginia Thorne-Herrmann to the Commission for Culture, Arts & Heritage.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: CLS will notify the candidate of her appointment.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move that the Board of Trustees of the Charter Township of Canton approve the appointment of Virginia Thorne-Herrmann to the Commission for Culture, Arts & Heritage to serve as the PCCS Representative for a three-year term through 12/31/2020.

ATTACHMENTS:

Attachment A – Letter of Interest and Resume

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #C-3

ITEM: Consider Authorization of Permit for 2018 Liberty Fest Fireworks Display

PRESENTER: Joshua C. Meier, Director of Public Safety

INDIVIDUALS IN ATTENDANCE:

EXECUTIVE SUMMARY: The fireworks display permit application and associated documentation from ACE Pyro, LLC, from Manchester, Michigan, has been reviewed by the Fire Marshal and was found to be compliant with all National Fire Prevention Association (NFPA) requirements as well as all state and federal fireworks laws. Canton Fire Department personnel and equipment will be staged at the fireworks location in case an emergency situation arises.

BACKGROUND INFORMATION: In 2016, the Board approved a five-year contract request from Leisure Services with Ace Pyro, LLC, in Manchester, Michigan, to provide the fireworks display for Canton's annual Liberty Fest.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approval for the Canton Township Clerk to sign the permit for a fireworks display to be held June 16, 2018.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: RBA for permit only; no fees associated with this request.

IMPLEMENTATION PLAN: Upon board approval and Township Clerk's signature, the Fire Marshal or his designee will transfer the signed permit to a representative from ACE Pyro, LLC.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to authorize the Canton Township Clerk to sign the permit for ACE Pyro, LLC, authorizing their permission to possess, transport and display fireworks at Canton's Liberty Fest on June 16, 2018.

ATTACHMENTS: Attachment A – Fireworks permit application
Attachment B – Contract service agreement
Attachment C – Certificate of Insurance

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-1

ITEM: Consider Approval of a 5-Year Agreement with Wayne County Appraisal, LLC (d/b/a WCA Assessing), for Municipal Assessing Services for Canton Township.

PRESENTER: Pat Williams, Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The current contract with the Township's assessing contractor, Wayne County Appraisal, LLC, dba WCA Assessing ("WCA"), expires June 30, 2018. The Board is being asked to consider entering into a new, 5-year agreement.

BACKGROUND INFORMATION: WCA has been providing assessing services to Canton Township for many years. The statutory duties of an assessor (the most important being the annual signing of the assessment roll) are performed by a part-time Township employee, with all support functions provided by WCA. The proposed new contract has been updated with the Township's current insurance requirements, as well as some other minor amendments recommended by Canton's tax tribunal defense counsel, including a 180-day termination clause.

WCA has offered to hold fees flat for the first year of the new contract, with increases each year thereafter equating to the amount of CPI + 1%. Additionally, WCA will waive the assessment fees on the first 100 new single-family residential homes, first 100 new single family residential condominiums units and the first 10 new commercial buildings each year of the contract.

STRATEGIC PLAN/GOALS: Update and renew the Agreement for assessing services for the Township.

ACTION REQUESTED: Consider approval of the Agreement

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

IMPLEMENTATION PLAN: Upon approval and execution by the Township, the Agreement will be sent to Wayne County Appraisal, LLC, for execution. The new contract will take effect July 1, 2018.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the proposed Agreement with Wayne County Appraisal, LLC, and authorize the Township Supervisor to sign the Agreement on behalf of Canton Township.

ATTACHMENTS:

Draft Agreement for the 5-year period 2018-2023

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-2

ITEM: Consider Approval of a Resolution to Make a Donation to the Michigan Townships Association to Provide Financial Assistance Toward the Defense of the Ruling in Menard Inc. v City of Escanaba.

PRESENTER: Pat Williams, Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Board is being asked to consider a \$5,000 donation to the Michigan Townships Association in support of the City of Escanaba's continued defense of a favorable ruling from the tax tribunal in a "dark store" case.

BACKGROUND INFORMATION:

STRATEGIC PLAN/GOALS:

ACTION REQUESTED: Approve the proposed resolution authorizing a \$5,000 payment to the Michigan Townships Association in support of the City of Escanaba's defense in the Menard, Inc. tax tribunal appeal.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds will come from [I've asked Wendy to identify the appropriate fund].

IMPLEMENTATION PLAN: Upon approval, a check will be forwarded to the Michigan Townships Association with a request to direct the funds to the City of Escanaba's defense.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the Resolution to Help Defray Legal Costs in Menard Inc. v City of Escanaba "Dark Store" Litigation by Making a Donation to the Michigan Townships Association and authorize a payment of \$5,000 be forwarded to the Michigan Townships Association.

ATTACHMENTS:

Draft Resolution.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-3

ITEM: Consider Award of a Purchase Order Contract to the Spalding DeDecker, Inc. for Completion of a PASER Study of County and Private Roads

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Engineering Services recently solicited proposals for conducting a PAvement Surface Evaluation Rating (PASER) study of County and private roads across the Township. PASER ratings are necessary to determine the repair and maintenance strategy for future improvements. The request for proposal also included development of a model of the roads in the Township utilizing RoadSoft to analyze pavement management strategies for the Township moving forward.

Two firms submitted responses and the staff recommends retaining Spalding DeDecker, Inc. (SDA) for this contract in an amount of \$25,190.

BACKGROUND INFORMATION: In 2017 the Board approved an amendment to the 2018 Road Construction Fund to hire a consultant to undertake a pavement condition rating of public County roads. Below is the list of firms and pricing as provided in their proposals for this work:

<u>Firm</u>	<u>Price</u>
Spalding DeDecker	\$22,900
Wade-Trim	\$38,725

After review of the proposals, staff recommends retaining SDA for this work.

STRATEGIC PLAN/GOALS: Provide asset management services for public County roads across the Township.

ACTION REQUESTED: Approve a contract with Spalding DeDecker, Inc. for completion of the 2018 PASER study and RoadSoft analysis in the amount of \$22,900 with a contingency of \$2,290 for a total of \$25,190.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this project will come from the Road Construction Fund, Account #403-506-02.801_0050 Road Maintenance – Professional & Contractual Services in an amount not-to-exceed \$25,190.

IMPLEMENTATION PLAN: Upon Board approval, Engineering Services will issue a purchase order for this work to SDA under their existing Master Services Agreement.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve a purchase order contract with Spalding DeDecker, Inc. for completion of the 2018 PASER study of County and private roads in the Township and development of a RoadSoft Pavement Management model for an amount not-to-exceed \$25,190 under the existing Master Services Agreement.

ATTACHMENTS:

1. Proposal from Spalding DeDecker, Inc. dated April 26, 2018
2. RFP on PASER Study

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM: G-4

ITEM: Consider Approval of a Budget Amendment and Award of a Purchase Order Contract to M-Tech for the Purchase a GapVax Combination Sewer Cleaning Truck

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: Our Public Works staff cleans and inspects the Township's 360 miles of sanitary sewer on a 5-year continuing cycle. In order to provide the necessary level of service, several sewer cleaning trucks are necessary. Our 1995 Vactor unit has exceeded its serviceable life and is due for replacement.

The truck is to be purchased using the Oakland County Cooperative Purchasing Contract. This contract was competitively bid a few years ago and extends pricing through December 31, 2018. The cost of the purchase is \$449,989 with the options as specified. A budget amendment is necessary; however, was accounted for in the 2018 water and sewer rates recently adopted by the Board.

BACKGROUND: The proposed equipment was originally budgeted for replacement/purchase in 2019. Due to the reduction in both water and sewer costs from our providers in the 2018/2019 rate season, this purchase was moved to 2018 in order to spread capital expenses out and ease effects on future rates. This purchase was calculated into the 2018/2019 water and sewer rates, which were adopted in April.

The vehicle is designed to clean the sewer mains located throughout Canton. Currently, the DPW has three sewer cleaning unit and utilizes the equipment to maintain our 360 miles of sanitary sewer. Proper operation and cleaning of these sewers ensures worry free sanitary flow and disposal of waste water from the Township's 24,000 plus sanitary sewer customers.

The current unit that is scheduled to be replaced and auctioned off is a 1995 Ford L8000 with Vactor equipment components that has exceeded its serviceable life. Public Works has budgeted \$505,422 to replace this unit and the new unit has come in at \$449,989. The price was derived by utilizing the Oakland County Governmental Purchasing Cooperative. We have shopped and surveyed the market and believe the best fit for Canton is the GapVax Combination Sewer cleaning truck manufactured in Johnstown, Pennsylvania. Local communities currently using this vehicle have been interviewed and found to have only favorable comments.

STRATEGIC PLAN/GOALS: Our ongoing maintenance operation includes maintaining present assets and replacing aging equipment when necessary. .

ACTION REQUESTED: Accept the quote from MTech utilizing the Oakland County Governmental Purchasing Cooperative, and award a purchase order contract not-to-exceed \$449,989. The Public Works Division proposes to purchase a GapVax Combination Sewer cleaning truck.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A budget amendment will be necessary for this expense. Funding as follows:

Increase expense: #592-537.970_0040 Capital Outlay Vehicles: \$450,000

Decrease Expense: #592-536.990 Transfer to fund balance: \$450,000

IMPLEMENTATION PLAN: Upon approval by the Township Board of Trustees, the Public Works Division will create a purchase order and place the order with MTech, 7401 First Place, Cleveland Ohio 44146. It is anticipated that the unit will take approximately five (5) months to fabricate.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1) I move to approve the following budget amendment:

Increase expense: #592-537.970_0040 Capital Outlay Vehicles: \$450,000

Decrease Expense: #592-536.990 Transfer to fund balance: \$450,000

2) I further move to award a purchase order contract to MTech for an amount not-to-exceed \$450,000 for the purchase of a GapVax combination Sewer Cleaning unit using the Oakland County Cooperative Contract.

ATTACHMENTS:

1. Quote from MTech dated April 11, 2018
2. Oakland County Governmental Cooperative Bid
3. Photo

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-5

ITEM: Consider Approval of a Budget Amendment and Award of Purchase Order Contracts to Roofing Technologies Associates and Schena Roofing for Roof Repairs and Maintenance at the Canton Public Works Facility

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: As part of Canton Township's effort to effectively manage and maintain its facilities, a study was completed to assess the roof condition of all facilities. In order to maintain roofs properly, and extend the life as long as possible, the study recommended various preventative maintenance activities at the Public Works facility.

The costs obtained by Facilities Maintenance to perform the project management, quality control and monitoring is \$4,200 by Roofing Technologies Associates (RTA). In addition the cost to make some repairs to the main facility and cold storage facility is \$14,000 by Schena Roofing. A budget amendment is necessary; however, was accounted for in the 2018 water and sewer rates recently approved by the Board.

BACKGROUND: In April 2018, Roofing Technologies Associates (RTA) and the Township's selected roofing contractor, Schena Roofing, completed a detailed audit of the roofs at Public Works. Their reports included certain maintenance and preventative maintenance activities necessary to extend the life of the roofs and maintain the asset effectively.

The two proposals cost components are broken down below:

Roofing Technologies Associates

\$1,200 Phase I
\$3,000 Phase III
\$4,200 Total

Schena Roofing

\$ 7,360 Main Building
\$ 6,100 Cold Storage
\$ 1,340 Contingency
\$14,800 Total

STRATEGIC PLAN/GOALS: Maintain Canton's infrastructure and assets in an effective manner.

ACTION REQUESTED: Authorize a purchase order contract with Roofing Technologies Associates for assessment and inspection services for an amount not-to-exceed \$4,200, and a purchase order contract with Schena Roofing for the necessary repairs/maintenance for an amount not-to-exceed \$14,800 at the DPW facility.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A budget amendment will be necessary for the expenses. Funding as follows:

Increase expense: #592-536.930_0020 Water Maintenance and Repair of Buildings: \$9,500
#592-537.930_0020 Sewer Maintenance and Repair of Buildings: \$9,500

Decrease Expense: #592-536.990 Transfer to fund balance: \$19,000

IMPLEMENTATION PLAN: Upon approval by the Board of Trustees, the Public Works staff will enter Purchase Orders for Schena Roofing and for Roofing Technologies Associates.

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:

Increase Expense: #592-536.930_0020 Water Maintenance and Repair of Buildings: \$9,500
#592-537.930_0020 Sewer Maintenance and Repair of Buildings: \$9,500

Decrease Expense: #592-536.990 Transfer to fund balance: \$19,000

I further move to award a purchase order contract to Roofing Technologies Associates for an amount not-to-exceed \$4,200, and a purchase order to Schena Roofing for an amount not to exceed \$14,800 for necessary repairs/maintenance to the Public Works facility roofs.

ATTACHMENTS:

1. RTA letter proposal
2. Schena Roofing Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-6

ITEM: Consider Approval of a Budget Amendment and Award a Purchase Order Contract to Utility Instrumentation Services for Electrical Preventative Maintenance at the Canton Public Works Facility

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: As part of Canton Township's effort to effectively manage and maintain its facilities, Utility Instrumentation Services conducted an electrical inventory audit with a goal to later assess the condition of all facilities. In order to maintain electrical systems properly, and extend the life as long as possible, it is recommended that various preventative maintenance activities be performed at the Public Works facility.

The cost obtained by Facilities Maintenance to perform this work is \$10,974 as part of a larger project for several facilities. A budget amendment is necessary; however, was accounted for in the 2018 water and sewer rates recently approved by the Board.

BACKGROUND: The electrical systems at the DPW have not received any preventative maintenance or inspection since their initial installation (most over 25 years). UIS concluded that certain preventative maintenance activities were necessary to extend the life of the electrical system and verify everything was operating correctly and safely.

STRATEGIC PLAN/GOALS: Maintain Canton's infrastructure and assets in an effective manner.

ACTION REQUESTED: Award a purchase order contract with UIS for necessary preventative maintenance to the electrical system at the DPW facility.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A budget amendment will be necessary for this expense. Funding as follows:

Increase expense: #592-536.930_0020 Water Maintenance & Repair of Buildings:	\$5,500
#592-537.930_0020 Sewer Maintenance & Repair of Buildings:	\$5,500
Decrease Expense: #592-536.990 Transfer to fund balance:	\$11,000

IMPLEMENTATION PLAN: Upon approval by the Board of Trustees, the Public Works staff will enter a Purchase Order for Utility Instrumentation Services (UIS).

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:

Increase Expense: #592-536.930_0020 Water Maintenance & Repair of Buildings:	\$5,500
#592-537.930_0020 Sewer Maintenance & Repair of Buildings:	\$5,500
 Decrease Expense:#592-536.990 Transfer to fund balance:	 \$11,000

I further move to approve a purchase order contract to Utility Instrumentation Services (UIS) for an amount not-to-exceed \$11,000 for necessary maintenance and repairs to the DPW facility electrical systems.

ATTACHMENTS:

1. UIS Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-7

ITEM: Consider Award of a Purchase Order Contract to Trail Boss Trailers, Inc. for the Purchase of a 20-Ton Tag-Along Tilt Top Equipment Trailer

PRESENTER: Tim Faas, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: To perform the daily tasks and services provided by Public Works heavy construction equipment is necessary. In order to safely transport our excavators, backhoes, loaders and other heavy equipment, tag-along tilt top equipment trailers are necessary. These trailers are regulated by Michigan Department of Transportation (MDOT) and require strict upkeep. Canton currently owns two of these units; however, due to the increased workload and additional equipment at Public Works a third has been necessary for some time.

Public Works received two bids on the requested unit on March 29, 2018. Trail Boss Trailers Inc. was the lowest responsive bid in the amount of \$24,875.

BACKGROUND: Nothing further.

STRATEGIC PLAN/GOALS: Safely transport heavy construction equipment to perform services provided by Public Works.

ACTION REQUESTED: Award a purchase order contract to Trail Boss Trailers for the purchase of a 20-ton tag-along tilt top trailer for an amount not-to-exceed \$24,875.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds in the amount of \$25,000 for this purchase were included in the 2018 budget in water account #592-536.970_0030 (50%) and sewer account #592-537.970_0030 (50%).

IMPLEMENTATION PLAN: Upon approval by the Township Board, Public Works will enter a purchase order to Trail Boss Trailers in the amount of \$24,875 and place the order.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award a purchase order contract to Trail Boss Trailers, Incorporated of 15722 US Highway 45, Macon Mississippi 39341 for the purchase of a 20-ton tag-along tilt top trailer for an amount not to exceed \$24,875.

ATTACHMENTS:

1. Bid Summary
2. Product Literature
3. Invitation to Bid Document
4. Photo

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM # G-8

ITEM: Consider Approval of Bid Award for General Paving Rehabilitation

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In March 2018, bids were solicited for General Paving Rehabilitation for small pavement restoration projects throughout Township properties. The lowest qualified bid was provided by S&J Asphalt Paving Company in the amount of \$130,500, which was over the proposed budget of \$100,000, of which \$2,040 has been used for engineering consulting services on this project. The scope of the project was negotiated to include less miscellaneous pavement repairs. With that amendment, S&J Asphalt Paving has agreed to the new total of \$97,960.

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, a bid specification was designed to include pothole filling, pavement repair, crack sealing, sealcoating and restriping.

In March 2018, an invitation to bid was advertised. The following companies submitted bids:

Name of Company	Address	Bid
S&J Asphalt Paving Co.	39571 Michigan Ave., Canton, MI 48188	\$130,500.00
Al's Asphalt Paving Co.	2550 Brest, Taylor, MI 48180	\$145,000.00
Danjo Construction, LLC	5781 S. Sheldon, Ste B, Canton, MI 48188	\$167,940.00
T&M Asphalt Paving Inc.	4755 Old Plank Road, Milford, MI 48381	\$199,090.00

S&J Asphalt was the lowest qualified bid at \$130,500 and has agreed to a reduced scope of work which brings the award total for this project to \$97,960. Specific provision of services and their costs are noted in the attached contract.

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

ACTION REQUESTED: Award the bid for the General Paving Rehabilitation to S&J Asphalt Company, 39571 Michigan Ave., Canton, MI 48188 in the amount of \$97,960.

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 and S&J Asphalt Company will be contacted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award the bid and the contract for the General Paving Rehabilitation project to S&J Asphalt Company, 39571 Michigan Ave., Canton, MI 48188 for \$97,960 with funds to be paid from Account #246-750.970_0020, Capital Outlay Buildings and Improvements.

ATTACHMENTS:

Attachment A – Contract with S&J Asphalt Co.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM # G-9

ITEM: Consider Approval of Bid Award for Summit Gym Floor Resurface

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

In March 2018, bids were solicited for the resurfacing of the Summit Gym Floor. This wood floor and painted lines are original to the building, extremely worn and discolored due to 20 plus years of use and multiple repairs. There is some damaged wood due to a water infiltration issue that has been fixed. This wood will be removed and replaced. Leisure Services is recommending to award the bid to Cedar Creek Flooring, who submitted the lowest qualified bid in the amount of \$19,000.

BACKGROUND:

The following bids were received:

Vendor Name	Address	Proposed Costs
Cedar Creek Flooring	7350 Cedar Creek Rd. Delton, MI 49046	\$19,000.00
Sport Floor Refinishing	4412 E. Grand River Webberville, MI 48892	\$19,573.00
Varsity Flooring	13022 Avolon Drive Shelby Twp. MI 48135	\$24,775.00
Foster Specialty Floors	30681 S. Wixom Rd. Wixom, MI 48393	\$27,385.00
Star Flooring	1601 Steele Ave SW Grand Rapids, MI 49057	\$31,600.00

Cedar Creek Flooring provided the lowest qualified bid for this project at a cost of \$19,000. Cedar Creek Flooring has over 10 years of experience and has completed work for municipalities with outstanding results.

STRATEGIC PLAN/GOALS: Provide High Quality Services

ACTION REQUESTED: Award the Summit Gym Floor Resurface to Cedar Creek Flooring, 7350 Cedar Creek Rd., Delton, MI 49046 in the amount of \$19,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are available in Account No. 208-757-50.970_0020 Capital Outlay Buildings and Improvements.

IMPLEMENTATION PLAN: Upon Board approval, a purchase order and contract will be generated and Cedar Creek Flooring will be contacted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award the bid and the contract for the Summit Gym Floor Resurface to Cedar Creek Flooring, 7350 Cedar Creek Rd., Delton, MI 49046 in an amount not to exceed \$19,000 with funds to be paid from Account #208-757-50.970_0020 Capital Outlay Buildings and Improvements.

ATTACHMENTS:

Attachment A – Contract with Cedar Creek Flooring

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM # G-10

ITEM: Consider Approval of Bid Award for Rental of Liberty Fest Tents, Tables and Chairs

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

In April 2018, bids were solicited for the rental of tents, tables and chairs for the Liberty Festival with options for auto renewals for up to 5 years with an opt-out clause by Canton Township, post-event for each year of the contract. The sole bidder, American Rentals of Lansing, Michigan has been providing the rental of tents, tables and chairs to Canton Township and the Liberty Festival for the past twenty years and has developed a tremendous working relationship as a result. Leisure Services is recommending to award the bid to American Rentals Inc. in the amount not to exceed \$19,500 annually.

BACKGROUND:

Leisure Services facilitates the rental of tents, tables and chairs for patrons and vendors to ensure safety for all and for uniformity throughout the grounds. A significant portion of the direct expenses associated with the Liberty Festival are recovered through participation fees, sponsorships, and third party agreements. Over 125 individual tents and hundreds of tables and chairs are provided throughout the festival. Several large tents are provided for guest comfort, providing shade and a place to sit and enjoy all of the amenities offered throughout. In addition, smaller tents are provided for specific activities – some of which are sponsored by Canton, and many of which are provided to vendors. Those participating in the Marketplace area, such as businesses, community groups and non-profits, are charged varying rates to help cover the associated costs. Sponsor packages and third-party vendor agreements also help offset costs. Now in its 27th year, the Liberty Festival continues to experience growth and is attended by approximately 60,000 people over the course of three days.

STRATEGIC PLAN/GOALS: Provide High Quality Services

ACTION REQUESTED: Award the bid for the rental of tents, tables and chairs for the Canton Liberty Festival with options for auto renewals for up to 5 years with an opt-out clause by Canton Township, post-event for each year of the contract to American Rentals, Inc. 4901 W. Grand River Ave., Lansing, MI 48906 in the amount of \$19,500 annually.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are available in Account No. 101-691-59.940 – Recreation Special Events Rentals.

IMPLEMENTATION PLAN: Upon Board approval, a purchase order will be generated and American Rentals, Inc. will be contacted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award the bid and to authorize a 5-year agreement with an annual opt-out clause for any reason by Canton Township beginning in 2018 for the rental of Liberty Fest tents, tables and chairs to American Rentals, Inc., 4901 W. Grand River Ave., Lansing, MI 48906 in an amount not to exceed \$19,500 annually with funds to be paid from Account #101-691-59.940 – Recreation Special Events Rentals.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-11

ITEM: Consider Approval of Bid Award for Rental of Liberty Fest Generators and Light Towers

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

In April 2018, bids were solicited for the rental of generators and light towers for the Liberty Festival, with options for auto renewals for up to 5 years with an opt-out clause by Canton Township, post-event for each year of the contract. Two bids were received by Michigan CAT and Sunbelt Rentals, Inc., with Sunbelt Rentals submitting the low bid of \$6,755. Both companies are reputable and specified comparable equipment. Leisure Services is recommending to award the bid to Sunbelt Rentals, Inc. in the amount not to exceed \$7,500 annually, with an additional allowance for incidental expenses (i.e. extra fuel costs, service calls, etc.).

BACKGROUND:

The following bids were received:

Company	Address	Bid Amount
Sunbelt Rentals, Inc.	2341 Deerfield Dr., Fort Mill, SC 29715	\$6,755
Michigan CAT	19500 Dix-Toledo Rd., Brownstown Twp., MI 48183	\$7,471

Leisure Services facilitates the provision of electricity and lighting throughout the Festival grounds to ensure the safety of all who participate. Canton Township personnel oversee the implementation and use of the equipment, providing electricity to each of the areas as required. Power is provided for a myriad of reasons, such as refrigeration, lighting, sound, as well as to the many sponsor and vendor booth locations. Additional fees are applied to recover expenses where applicable, and some larger vendors provide their own electrical needs within the specifications of Canton's Fire Marshal.

Light towers are strategically placed at locations of the park which otherwise are not well lit, including placement at Canton Center to assist patrons with crossing the road after the fireworks. Canton supplements the rental of generators and light towers with those already owned, as well as maximizing the availability of electricity and lighting made available throughout Heritage Park.

STRATEGIC PLAN/GOALS: Provide High Quality Services

ACTION REQUESTED: Award the bid for the rental of generators and light towers for the Canton Liberty Festival with options for auto renewals for up to 5 years with an opt-out clause

by Canton Township, post-event for each year of the contract to Sunbelt Rentals, Inc., 2341 Deerfield Drive, Fort Mill, SC 29715 in the amount of \$7,500.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are available in Account No. 101-691-59.801_0070 - Professional and Contractual Svc Special Events.

IMPLEMENTATION PLAN: Upon Board approval, a purchase order will be generated and American Rentals, Inc. will be contacted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award the bid and to authorize a 5-year agreement with an annual opt-out clause for any reason by Canton Township beginning in 2018 for the rental of Liberty Fest generators and light towers to Sunbelt Rentals, Inc., 2341 Deerfield Drive, Fort Mill, SC 29715 in an amount not to exceed \$7,500 annually with funds to be paid from Account # 101-691-59.801_0070 - Professional and Contractual Svc Special Events.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM: G-12

ITEM: Consider Approval of Bid Award for Tennis and Basketball Courts Replacement and Budget Amendment

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

In 2017, Leisure Services applied to utilize Wayne County Park millage funds for replacement of tennis and basketball courts at Flodin Park. Wayne County awarded \$117,697 for this project. Funds in the amount of \$4,760 have already been used for engineering consulting services on this project.

In March 2018, bids were solicited for the replacement of the Tennis and Basketball Courts at Flodin Park. T&M Asphalt submitted the lowest qualified bid in the amount of \$188,222. That bid came in over the amount allocated by Wayne County.

Upon further consideration, staff has determined that there is a significant need to add two basketball courts to the existing scope of work. One is located at Griffin Park and the other is at Freedom Park. Conversations with T&M Asphalt has resulted in the contractor agreeing to add those two courts to the project for an additional \$43,906

With that project amendment, the new total for this work is \$232,128 of which \$112,937 is covered by the balance of the Wayne County funds and the remaining \$119,191 is covered by the General Fund. This is offset by deferring the skylight replacement for the Summit gym budgeted at \$120,000.

BACKGROUND INFORMATION:

This work has been engineered and the following bids were received:

Company	Address	Bid Amount
T&M Asphalt	4755 Old Plank Road Milford, MI 48381 (248) 684.3200	\$188,222.00
Al's Asphalt Paving	25500 Brest Taylor, MI 48180 (734) 946.1880	\$200,800.00
S & J Asphalt	39571 Michigan Ave. Canton, MI 48188 (734) 721.4442	\$204,500.00
Best Asphalt Inc.	6334 N. Beverly Plaza Romulus, MI 48174 (734) 729.9440	\$214,000.00
Nagle Paving Company	39525 West 13 Mile Rd. Novi, MI 48377 (248) 765.3106	\$282,890.00

The “original scope” of this project included the replacement of two tennis courts and one basketball court at Flodin Park. All courts are in bad condition. The tennis courts have large gapping cracks. The pavement, and the anchors which support the nets have shifted as well. Due to extreme poor condition of the other basketball courts and the opportunity to capture any economies of scale, the additional two basketball courts have been added to the scope of work for this project.

Funds coming from the Wayne County Parks Millage fund in the amount of \$117,697 are being used to help pay for this improvement. Of that amount, \$4,760 has been used to have this project engineered and designed. The remaining balance necessary to complete this project based on the negotiated total is \$119,191. It is proposed that those funds be transferred from Account #208-757-50.970_0020 Community Center/Capital Outlay Buildings and Improvements (line item originally designated for Summit Skylights) to Account #101-270-99.970_0080 Parks/Capital Outlay Land Improvements. We are recommending the project funds be reallocated from the skylights project to the tennis & basketball courts, as it is not feasible to initiate both the skylights and gym floor projects during Summit Shutdown. The skylight project will be reallocated to a future budget year.

STRATEGIC PLAN/GOALS: Highest and Best Use of All Properties

ACTION REQUESTED: Approve the contract for Tennis and Basketball Courts Replacement and authorize a purchase order in the amount of \$232,128.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds in amount of \$97,937 are available in Account 101-270-99.970_0080 Parks/Capital Outlay Land Improvements and \$15,000 in 101-270-99.801_0050 Professional Services.

A budget amendment to transfer the additional funds will be made as follows:

Revenue:

Decrease:

208-757-50.699_1010	Transfers in General	\$119,191
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Expenditures:

Decrease:

208-757-50.970_0020	Comm. Center/Capital Outlay Build & Improv.	\$119,191
101-270-99.801_0050	Professional and Contractual Svc	\$ 15,000
101-969.999_2080	Transfers Out Community Center	\$119,191

Increase:

101-270-99.970_0080	Parks/Capital Outlay Land Improvements	\$134,191
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IMPLEMENTATION PLAN: Upon Board approval and completion of the proposed budget transfer, a purchase order will be generated and T&M Asphalt, 4755 Old Plank Road, Milford, MI 48381 will be notified.

DIRECTOR’S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1) I move to approve the following budget amendments:

Revenue:

Decrease:

208-757-50.699_1010	Transfers in General	\$119,191
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Expenditures:

Decrease:

208-757-50.970_0020	Comm. Center/Capital Outlay Build & Improv	\$119,191
101-270-99.801_0050	Professional and Contractual Svc	\$ 15,000
101-969.999_2080	Transfers Out Community Center	\$119,191

Increase:

101-270-99.970_0080	Parks/Capital Outlay Land Improvements	\$134,191
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2) I move to award the bid and the contract for Tennis and Basketball Courts Replacement with T&M Asphalt, 4755 Old Plank Road, Milford, MI 48381 in the amount of \$232,128. Funds will be paid from Account 101-270-99.970_0080 in the amount of \$232,128.

ATTACHMENTS:

Attachment A: Contract with T&M Asphalt

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-13

ITEM: Consider First Reading of an Ordinance to Amend Chapter 30 of the Canton Code of Ordinances

PRESENTER: Josh Meier, Public Safety Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Board is being asked to consider amending the Township's false alarm ordinance, which imposes a fine on repeated public safety runs to respond to security alarms that turn out to have not been an actual emergency.

BACKGROUND: Several years ago, the Township revised its false alarm ordinance to address repeated, unnecessary runs to businesses in the community who failed to address malfunctions with their security alarm systems. After several years of applying the changes, the Treasurer's office has requested amendments to change the timing of the due date for fines, and the process for collecting delinquent fines to be more in line with the process for the collection of delinquent real property taxes.

STRATEGIC PLAN/GOALS: Ensure consistency in processes for collection of fees and fines owed to the Township.

ACTION REQUESTED: Consider holding first reading of an ordinance to amend Section 30-35 and 30-37 of Chapter 30 of the Canton Code of Ordinances.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None.

IMPLEMENTATION PLAN: If the first reading is approved, a second reading will be scheduled for the second meeting in May.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

- (1) I move to introduce for first reading an ordinance which amends Chapter 30, Section 3-35 of the Canton Code of Ordinances.

(2) I further move to table for consideration the proposed text amendment to the Code of Ordinances, and to schedule a second reading for May 22, 2018.

ATTACHMENTS:

1. Draft text amendment (redlined).

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-14

<p>ITEM: Consider First Reading of an ordinance to amend Chapter 38, of the Canton Code of Ordinances, entitled “Fire Prevention and Protection” to adopt the 2015 International Fire Code version.</p>
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PRESENTER: Josh Meier, Public Safety Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Board is being asked to consider an amendment to the Township Code of Ordinances to adopt the most recent version (2015) of the International Fire Code.

BACKGROUND INFORMATION: As with all of the various building codes, the International Fire Code is updated periodically. The Township must amend its ordinances to adopt the revised codes. Currently, Canton follows the 2000 Fire Code, and the Fire Marshall has indicated that the 2015 version should be adopted to recognize current building standards.

STRATEGIC PLAN/GOALS: Make sure Canton’s ordinances are in line with the most recent Code regulations.

ACTION REQUESTED: Introduce, hold the first reading, and table for second reading a proposed text amendment to Chapter 38 of the Township Code.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None.

IMPLEMENTATION PLAN: If approved, a second reading will be scheduled for May 22, 2018.

DIRECTOR’S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: Approval

SUPERVISOR’S RECOMMENDATION: Approval

MODEL RESOLUTION:

(1) I move to introduce for first reading an ordinance which amends Chapter 38 of the Canton

Code of Ordinances.

- (2) I further move to table for consideration the proposed text amendment to the Code of Ordinances, and to schedule a second reading for May 22, 2018.

ATTACHMENTS:

1. Draft text amendment to Chapter 38 (redlined).

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-15

<p>ITEM: Consider first reading of an ordinance to amend Chapter 46, Article VII, Division 1, of the Canton Code of Ordinances entitled “Offenses and Miscellaneous Provisions” to revise Section 46-505 and 46-506.</p>

PRESENTER: Josh Meier, Public Safety Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Board is being asked to consider an amendment to the Township’s ordinance prohibiting minors from possessing tobacco products to include e-cigarettes, vapor products, and alternative nicotine products. Currently, state law does not have a minimum age to purchase or possess vapor products as it does with tobacco-based products.

BACKGROUND INFORMATION: Public Safety has requested the Canton amend its ordinance prohibiting minors from possessing cigarettes and tobacco products to include e-cigarettes, vapor products, and nicotine alternatives. In particular, the school resource officers (SROs) who are assigned to the three public high schools have requested a tool to deal with students found to be in possession of such items. Like possession of tobacco, a violation would be a misdemeanor, with a \$50 fine for a first offense.

STRATEGIC PLAN/GOALS: Protect the public health, safety and welfare of the citizens of Canton Township.

ACTION REQUESTED: Introduce, hold the first reading, and table for second reading a proposed text amendment to Chapter 46 of the Township Code.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None.

IMPLEMENTATION PLAN: If approved, a second reading will be scheduled for May 22, 2018.

DIRECTOR’S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: Approval

SUPERVISOR’S RECOMMENDATION: Approval

MODEL RESOLUTION:

(1) I move to introduce for first reading an ordinance which amends Chapter 46, Article VII of the Canton Code of Ordinances.

(2) I further move to table for consideration the proposed text amendment to the Code of Ordinances, and to schedule a second reading for May 22, 2018.

ATTACHMENTS:

1. Draft text amendment to Chapter 46, Article VII (redlined).

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-16

ITEM: Consider Request to Issue Purchase Order for Patrol Vehicle Conversion Parts

PRESENTER: Joshua C. Meier, Director of Public Safety

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: Public Safety is requesting a purchase order be issued to Cruisers, in Howell, MI, for an amount not to exceed \$28,000, to convert four new Explorer vehicles from factory status to patrol vehicle-ready. Cruisers is the vendor utilized by Fleet Services for all conversion equipment, and is being requested for this purchase to maintain consistency and continuity within Canton's fleet of patrol vehicles.

BACKGROUND INFORMATION: In March, the Police Department was approved to purchase four new Ford Explorers for patrol, utilizing Drug Forfeiture Funds. These four vehicles were not replacements, but additions to the department's fleet, therefore minimal "leftover" parts and equipment are available for use. (Typically, re-usable parts are removed from out of service vehicles and installed into replacement vehicles.)

Conversion parts consist of non-technology items that transform a factory delivered vehicle into a patrol vehicle. Examples include: light bars, push bumpers, sirens, rear seat, door panels, partitions, window guards, etc.

Fleet Services will use any "leftover" parts available within their inventory, but estimates the cost to be just under \$7,000 per vehicle to have them patrol-ready.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve a Purchase Order to Cruisers, in Howell, MI, for patrol vehicle conversion parts in an amount not to exceed \$28,000. Additionally, approve an amendment to the 2018 Police Budget, increasing Capital Outlay Vehicles Account and decreasing the Transfer to Fund Balance Account.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: An amendment is requested to the 2018 Police Budget, increasing the Capital Outlay Vehicles Account #207-301-50.970_0040 by \$28,000, and decreasing the Transfer to Fund Balance Account #207-301-50.990 by \$28,000.

IMPLEMENTATION PLAN:

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve a Purchase Order to Cruisers, in Howell, MI, for patrol vehicle conversion parts in an amount not to exceed \$28,000.

Additionally, I move to approve the listed amendment to the 2018 Police Budget to accommodate this expense:

<i>Increase Appropriations:</i>		
2018 Police Capital Outlay Vehicles Account	#207-301-50.970_0040	\$28,000

<i>Decrease Appropriations:</i>		
2018 Transfer to Fund Balance	#207-301-50.990	\$28,000

ATTACHMENTS: n/a

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-17

ITEM: Consider a Request to Purchase a Wireless Intercom/Headset System

PRESENTER: Joshua C. Meier, Director of Public Safety

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Fire Department is requesting to purchase a Setcom 950 Wireless Intercom/Headset System to outfit twelve fire vehicles. An Invitation to Bid was advertised in March, with ComSource, Inc., out of Plymouth, MI, submitting the lowest of three bids at \$37,476.50.

BACKGROUND INFORMATION: Wireless intercom/headsets are being requested to acknowledge two major concerns: hearing protection and the ability to enhance communications.

The National Fire Protection Association (NFPA) and Occupational Health and Safety Administration (OSHA) have both set standards focused on the importance of preventing hearing loss and providing Firefighters with the necessary safety equipment to safely perform their duties.

Hearing loss is rapidly becoming one of the most common and overlooked occupation-related impairments for Firefighters, due to the constant exposure to high volume noise emitted by the emergency vehicles, engines, sirens and pumps.

Intercom/Headset systems provide protection from the high volume noise associated with running the fire apparatus engines, pumps and sirens, as well as provide a method of communication between all crew members while en route to a scene, allowing them to discuss personnel assignments and vehicle positioning prior to arrival.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the purchase and installation of a SetcomSystem 950 Vehicle Intercom System for twelve vehicles totaling \$37,476.50, from ComSource, Inc., Plymouth, MI.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds in the amount of \$38,500 are budgeted in the 2018 Fire Capital Outlay Machinery & Equipment Account #206-336-50.970.0030.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the purchase and installation of a Setcom System 950 Vehicle Intercom System for twelve vehicles totaling \$37,476.50, from ComSource, Inc., Plymouth, MI.

ATTACHMENTS: Attachment A – Comsource, Inc. Bid
Attachment B – Setcom System 950 Spec Sheet
Attachment C – Bid Tabulation Sheet

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-18

ITEM: Consider Request for the Purchase of a 3D Laser Scanner System

PRESENTER: Joshua C. Meier, Director of Public Safety

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to purchase a Faro Technologies 3D Laser Scanner System to perform accurate tracking and 3D renderings of fatal crash and serious injury accidents. This new system would replace the department's outdated and unserviceable measurement-capturing total station purchased in 2004.

A Request for Proposal was advertised in March, with two proposals for 3D Scanner Systems being submitted. Faro Technologies was the low proposal, quoting a comprehensive system at \$72,043.

BACKGROUND INFORMATION: The Police Department's Accident Investigation Team currently utilizes a total station purchased in 2004 to collect measurements at all fatal and serious injury accident investigations. In addition to being technologically outdated, the department's total station is unserviceable and beginning to fail. Improvements in technology have replaced the old methods of capturing measurements and manually recording measurements with 3D scanners which are quick and accurate at collecting critical data needed for successful investigations and prosecutions. The automatic scanning feature of 3D machines expedites on-scene time, opening up roads sooner following a crash. Faro Technologies 3D Scanner Systems are utilized by the Michigan State Police, and numerous other police agencies in Michigan.

In addition to being used for accident reconstruction, 3D scanners are being used for crime scene investigations including arson, organized retail fraud, robbery, homicide, etc. The scanner automatically captures an entire crime scene, documenting everything including things that might not immediately be known as evidence.

Drug Forfeiture funds will be utilized for this purchase, if approved.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the purchase of a Faro Technologies 3D Laser Scanner System in the amount of \$72,043. Additionally, approve the listed amendment to the 2018 Police Budget, utilizing Drug Forfeiture funds for this purchase.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Amend the 2018 Police Budget increasing the Drug Forfeiture Expense Account #207-301-50.743_0003 by \$72,043, decreasing the Transfer to Fund Balance Account #207-301-50.990 by \$30,471, and increasing the Fund Balance Appropriation Account #207-000.695 by \$41,572.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the purchase of a Faro Technologies 3D Laser Scanner System in the amount of \$72,043.

Additionally, I move to approve the below listed amendment to the 2018 Police Budget, utilizing Drug Forfeiture funds for this purchase:

<i>Increase Appropriations:</i>		
2018 Police Drug Forfeiture Account	#207-301-50.743_0003	\$72,043

<i>Decrease Appropriations:</i>		
2018 Transfer to Fund Balance	#207-301-50.990	\$30,471

<i>Increase Revenue:</i>		
2018 Fund Balance Appropriation	#207-000.695	\$41,572

ATTACHMENTS: Attachment A – Faro Technologies Bid Proposal
Attachment B – Faro 3D Scanner Specifications
Attachment C – Request for Proposal Tabulation Sheet
Attachment D – Proposal Comparison Chart

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 8, 2018

AGENDA ITEM #G-19

ITEM: IT SERVICES – REPLACE/UPGRADE NETWORK STORAGE
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PRESENTER: Wendy Trumbull – Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: Wendy Trumbull – Finance & Budget Director

EXECUTIVE SUMMARY: The majority of Township applications & data are stored on the Township’s existing Storage Area Network (SAN). The current SAN has been in production for seven years and is no longer adequate for the Township’s current needs for space, performance and reliability. The amount of free space available has been fully allocated and is in use, as several Departments are in the beginning stages of accepting and storing more digital data, it is imperative that IT Services upgrade the existing SAN to accommodate the coming need. Additionally, the existing SAN has experienced two hardware failures within the past six months which are indicative of hardware which has been in operation around the clock for the past seven years.

IT Services published a Request for Proposal (RFP), in April, soliciting vendors for proposals for a SAN and networking components upgrade to meet our need. In addition to upgrading our primary storage, the RFP requested as an option to include a second storage solution to be located offsite of the administration data center and to be configured as a near real time backup to the primary storage. A total of five responses were received and have been reviewed by IT Services.

Of the five responses received, only one vendor proposal was within the budget allocated and met the full specifications of the RFP which IT Services published. The selected vendor’s proposal was the 2nd lowest cost of all five responses, the lowest cost solution proposal was disqualified as a Storage Area Network was not proposed. The total budgeted for this project when the budget was created was \$137,800. Eight network switches previously budgeted for 2018 are being deferred to 2019 to accommodate this more critical project.

IT Services is recommending that the Township Board award the equipment and services contract to Access Interactive of Novi, Michigan.

BACKGROUND INFORMATION: The Township’s current Storage Area Network (SAN) maintains most Township data and applications utilized to operate the day to day business processes of all departments. As the current SAN has been in production for seven years, it was budgeted for replacement/upgrade in 2016 by IT Services. The Township’s need for data storage capacity has out-grown the current SAN which is no longer capable of providing storage space for the increasing amount of data, files or applications. More importantly, several the individual components which comprise the existing SAN have had moderate to significant hardware failures

within the past six months, this is simply due to the age of the equipment. Lastly, some Township Departments are in the beginning stages of accepting a significant amount of electronic data and information, as a result the current SAN is incapable of accepting more disks to increase the storage to accommodate those business requirements.

IT Services evaluated the current environment against the multitude of modern solutions by which our data storage needs could be met. In the end, it was decided to craft and publish a Request for Proposal that would hopefully allow the Township to receive a varied series of solution proposals which provide for modern and cost-effective solutions. At the end of the RFP process, a total of five (5) companies responded. All responses included very appropriate solutions for an organization of our size and needs. They ranged from cutting edge to safe and proven with costs to match the expected results.

As so much of the Township's ability to provide services to the residents relies on computers and the data those computers generate and access, it is becoming increasingly imperative that the Township, consider laying the foundation to create a Township Business Continuity Plan. As such, IT Services views this new SAN as the opportunity to lay the cornerstone of a viable and robust plan. In keeping with this spirit, the budget and RFP published, accommodated and designed a secondary Storage Device to act as that foundation.

The RFP published requested that a 2nd Storage Device be included; this secondary device will be configured to act as a replication point for the primary storage device. In the event of a catastrophe at the Administration Building or within the data center itself, the secondary unit will hold a copy of the data from the primary location which in some cases will be up to the minute.

The cost analysis of the five responses are included at the end of this document. While two responses are only separated by \$15,492, the lowest bidder met no requirements of the RFP. The product proposed was not a Storage Device as specified by the RFP, would require an additional \$24,000 in licensing fees and did not provide for approximately \$30,000 of networking equipment required to be able to utilize the solution. For that reason, the IT Services Manager disqualified the lowest bidder's proposal.

The IT Services Manager met with Sales and Engineering representatives from the 2nd lowest bidding company in mid-April. Some additional questions were answered which stemmed from the RFP. A complete understanding of how their proposed solution can be inserted into the current environment to reduce the potential amount of disruption to departments during the migration of data was provided and is very agreeable with IT Services.

Based on pricing and the subsequent interview, the IT Services Manager is very comfortable with requesting that the Township Board award this purchase to Access-Interactive of Novi, Michigan.

STRATEGIC PLAN/GOALS: Efficiently utilize resources and maintain fiscal responsibility while still providing modern data processing and storage environments which provide high levels of uptime to all Township Divisions.

ACTION REQUESTED: In January of 2018, the Township Board approved a Purchase Order

(2018-780) to Dell Marketing LP. A portion of that funding, it was thought, would be utilized to purchase the replacement Storage Devices, Networking Components and Implementation Assistance. Because a Request for Proposal was issued and because Dell Marketing LP did not respond to the RFP; 1) IT Services is requesting to reduce the 2018-780 Purchase Order by \$181,716. 2) Approve a purchase order in an amount not to exceed \$181,716 be made and awarded to Access-Interactive of Novi, Michigan.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funding for this purchase was budgeted for in the IT Services Division 2018 Budget. All required funding exists and will be expensed from the ITS Division's 101-258.970_0010 Capital Outlay Computers and Equipment.

IMPLEMENTATION PLAN: The migration of all existing data and application resources affected by these datacenter upgrades will be implemented in a manner which will least impact the operation of Township employees and residents. All plans and schedules will be cleared with departmental Director's first and communicated to the employee base prior to any work being completed.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve the reduction of existing purchase order 2018-780 by \$181,716.

I further move to create a new purchase order to Access Interactive of Novi, Michigan, in the amount of \$181,716, to cover the costs of equipment and implementation assistance of their proposed Storage Area Network upgrade.

ATTACHMENTS:

Attachment 1: Financial Comparison

Attachment 2: Access Interactive Proposal Response