



SPECIAL MEETING OF THE BOARD OF TRUSTEES

May 19, 2020

To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Canton Township residents; the Canton Township Board of Trustees are conducting all meetings by video teleconference.

Public comments may be submitted to Michael.Siegrist@Canton-mi.org at any time prior to the meeting. Additionally, a public drop box is located outside of the Township Administration Building at 1150 S Canton Center Rd. Canton, MI 48188. The Clerk will read comments submitted within the Rules of the Township Board during the meeting. Members of the public who attend by telephone or video may address the Board during the public comment period via videoconference.

Individuals may join the video teleconference by going to:

<https://us02web.zoom.us/j/81134091639>

Or iPhone one-tap:

1-312-626-6799 (81134091639#)

Or Telephone:

1-312-626-6799

Webinar ID: 811 3409 1639

International numbers available: <https://zoom.us/u/auxKi2toZ>

5:00 P.M.:

CALL TO ORDER

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

ADOPTION OF AGENDA

APPROVAL OF MINUTES: MAY 12, 2020

CITIZEN'S NON-AGENDA ITEM COMMENTS/PUBLIC COMMENT

PUBLIC HEARING:

- 1) PUBLIC HEARING FOR APPROVAL TO AMEND THE CDBG 5 YEAR CONSOLIDATED PLAN

GENERAL CALENDAR:

- 1) CONSIDER SALE OF CANTON PROPERTY AND AUTHORIZE SUPERVISOR WILLIAMS TO SIGN ALL DOCUMENTS NECESSARY TO CLOSE ON THE SALE (SUPERVISOR)
- 2) CONSIDER APPROVING THE PURCHASE OF COVERALLS FOR FIREFIGHTER/PARAMEDICS (PSD)

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. A complete copy of the Access to Public Meetings Policy is available at www.canton-mi.org.

General Calendar:

Item G-1. CONSIDER APPROVAL OF THE SITE PLAN FOR HDDS (CANTON DERMATOLOGY) PHASE 2

Motion by Siegrist, supported by Sneideman to approve the site plan resolution for HDDS (Canton Dermatology) Phase 2. Motion carried unanimously by roll call vote.

**RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN
Approval of the Phase 2 Site plan for HDDS (Canton Dermatology)**

WHEREAS, the Project Sponsor, Canton Township, has requested site plan approval for medical office building west side of Canton Center Road north of Cherry Hill Road; and,

WHEREAS, the Planning Commission reviewed the request and voted to recommend approval, subject to modification of the north and west building facades, which have been incorporated into revised building elevations;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the site plan for Approve the site plan for the second phase of the HDDS (Canton Dermatology) office/commercial center on parcel nos. 064-99-0013-704, 064-99-99-0014-702, and 064-99-0016-702, as amended per the Planning Commission's recommendation, subject to all applicable local and state requirements.

Item G-2. CONSIDER APPROVAL OF THE PRELIMINARY SITE PLAN FOR CANTON SHAREEF SITE CONDOMINIUM

Motion by Siegrist, supported by Foster, to approve the preliminary site plan resolution for Canton Shereef Site Condominium. Motion carried unanimously by roll call vote.

**RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN
Approval of Preliminary Site Plan for Canton Shareef Site Condominium**

WHEREAS, the Project Sponsor has requested approval of a Preliminary Site Plan for Canton Shareef, located on the west side of side of Lilley Road, just south of Palmer Road; and,

WHEREAS, at its meeting on March 2, 2020, the Planning Commission reviewed the Preliminary Site Plan and voted 6-0 to recommend approval of the request, as it meets all applicable design standards of the Condominium Ordinance and Zoning Ordinance;

RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby

approve the Preliminary Site Plan for Canton Shareef on tax parcel no. 102-99-0003-000, as provided in the plan documents, subject to any and all applicable state and local development regulations.

Item G-3. CONSIDER APPROVAL OF LOW BIDDERS FOR THE 2020 TREE REMOVAL & PRUNING PROJECT TO ARBOR MASTER TREE SERVICE INC. AND OWEN TREE SERVICE, INC.

Motion by Siegrist, supported by Slaves to approve the tree pruning and removal bids and issue purchase orders from expenditure account #101-585.930_0070 to Arbor Master Tree Service Inc. for an amount not to exceed \$40,500 and to Owen Tree Services, Inc, for an amount not to exceed \$9,000. Motion carried unanimously by roll call vote.

Item G-4. CONSIDER APPROVAL AND AWARD OF A PURCHASE ORDER TO WEINGARTZ OUTDOOR EQUIPMENT TO PURCHASE TWO (2) EXMARK LAZER X-SERIES ZERO TURN MOWERS IN THE AMOUNT OF \$20,798.

Motion by Siegrist, supported by Foster to award a purchase order contract to Weingartz for an amount not-to-exceed \$20,798 for the purchase of Two (2) Exmark Lazer X-Series Zero turn mowers. Motion carried unanimously by roll call vote.

Item G-5. CONSIDER APPROVAL OF EMERGENCY PURCHASE ORDERS

Motion by Siegrist supported by Foster to approve the emergency purchase orders to DBS Print & Marketing for a total of \$17,632. Motion carried unanimously by roll call vote.

Item G-6. CONSIDER APPROVING AN EXTENSION OF THE ANIMAL CONTROL SERVICES CONTRACT

Motion by Siegrist, supported by Slavens, to approve a three-year contract extension with Varmint Police, Inc., 12749 Tuttle Hill Road, Willis, Michigan, in the amount of \$5,053.44 a month (\$60,641.28 annually). Motion carried unanimously by roll call vote.

Item G-7. CONSIDER RENEWING THE LICENSE PLATE READER ANNUAL SUBSCRIPTION

Motion by Siegrist, supported by Slavens, to approve the renewal of Vigilant Solutions License Plate Reader annual subscription through Capitol Electronics, Plainfield, Indiana, in the amount of \$11,250. Motion carried unanimously by roll call vote.

Item G-8. REQUEST TO CONSIDER AUTHORIZING THE FILING OF AN APPEAL IN THE MATTER OF F. P. DEVELOPMENT V CANTON TOWNSHIP

Motion by Siegrist, supported by Sneedman, to authorize the filing of an appeal in the matter of F. P. Development v Canton Township. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported Sneideman to authorize the law firm of Rosati, Schultz, Joppich & Amtsbuechler to continue its representation of Canton Township in this matter. Motion carried unanimously by roll call vote.

Item G-9. APPROVE BUDGET AMENDMENT & SUPPLY PURCHASE FOR 2020 ELECTIONS

Motion by Siegrist, supported by Sneideman to amend the Election budget by approving a transfer in the amount of \$10,860 from account 101-262.970_0010 to account 101-262-900_0040. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Slavens to approve the purchase of envelopes and secrecy sleeves for the remainder of 2020 elections in the amount \$10,860 from the previously used vendor, Printing Systems Inc., and waive the bidding process for this purchase. Motion carried unanimously by roll call vote.

Additional Public comment was held.

Adjourn: Motion by Anthony, supported by Foster to adjourn the meeting at 6:22 p.m. Motion carried unanimously by roll call vote.

Michael A. Siegrist, Clerk

Pat Williams, Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 19, 2020

AGENDA ITEM # PH-1

ITEM: Public Hearing for Approval to Amend the CDBG 5 Year Consolidated Plan

PRESENTER: Wendy Trumbull, Finance and Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: On April 28, 2020 the Board of Trustees approved the amendments of our 2019 Annual Action Plan and our Citizen Participation Plan. These changes included the \$215,200 of supplemental COVID funding as well as reducing the 30 day comment public period to 5 days. After further discussions and consultation with the HUD Detroit field office, it was determined that we also needed to amend our 5 Year Consolidated Plan (2016/2017 – 2020/2021). The 5 Year Consolidated Plan is our road map to identify goals, objectives and strategies for addressing housing and community development needs, including those of the homeless and other special needs populations.

To expedite grantees' use of these funds, HUD is waiving certain requirements and requiring amendments to others. The Department of Housing and Urban Development (HUD) requires any substantial amendment be approved by the governing body, and therefore we are asking the Board to amend the 5 Year Consolidated Plan (2016/2017 – 2020/2021).

This plan was made available to the public for the required 5 day public comment period starting May 14, 2020 and this meeting represents our required public hearing.

STRATEGIC PLAN/GOALS: The recommended new funding requests will help to assist Canton and Canton residents in the war against the pandemic.

ACTION REQUESTED: Hold the public hearing, adopt the amendment to the 5 Year Consolidated Plan.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The Board increased the PY 2019 CDBG allocation by \$215,200 at the 4/28/2020 meeting.

IMPLEMENTATION PLAN: The program amendment adopted by the Board will be forwarded to HUD as Canton Township's official Amended 5 Year Consolidated Plan

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

(1) I move to open the public hearing to hear comment on the amended 5 Year Consolidated Plan

(2) I move to close the public hearing.

(3) I move to adopt the amended 5 Year Consolidated Plan and authorize the submission of the amended 5 Year Consolidated Plan to the Department of Housing and Urban Development (HUD).

ATTACHMENT: Updated Priority Needs Summary

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 19, 2020

AGENDA ITEM # G-1

ITEM: Consider sale of Canton property and authorize Supervisor Williams to sign all documents necessary to close on the sale.

PRESENTER: Pat Williams, Canton Supervisor

INDIVIDUALS IN ATTENDANCE: None

BACKGROUND: On January 28, 2020, the Canton Supervisor received a Letter of Intent from Symmetry Management, offering \$150,000 for approximately 2.8 acres on Michigan Avenue immediately east of the ITC corridor (138-99-0008-700). The assessor has estimated the value of the property at \$150,000.

Symmetry Management intends to develop the property in accordance with all Township ordinances and regulations.

The Letter of Intent has been reviewed by Corporation Counsel, and should the Board approve the Letter of Intent, a formal Purchase Agreement will be drafted then signed by Supervisor Williams.

ACTION REQUESTED: Accept the Letter of Intent to purchase above property.

BUDGET IMPLICATIONS: The proceeds from the sale would be placed in the Community Improvement Fund (246-000.671).

IMPLEMENTATION PLAN: With Board approval, Supervisor Williams will complete the sale of property located on Michigan Avenue, east of the ITC corridor.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION: I move that Canton accept the Letter of Intent from Symmetry Management and authorize Supervisor Williams to sign the formal Purchase Agreement and any other documents necessary to complete the sale of the parcel located on Michigan Avenue east of the ITC corridor.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: May 19, 2020

AGENDA ITEM # G-2

ITEM: Consider Approving the Purchase of Coveralls for Firefighter/Paramedics

PRESENTER: Christopher Stoecklein, Deputy Director of Fire

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Fire Department is requesting to purchase 222 Fire Dex Isolation Coveralls to be worn by firefighter/paramedics responding to calls for service when COVID-19 is suspected. The garments are sold by West Shore Fire, the sole source dealer of Fire Dex products, in the amount of \$175.90 per unit, for a total cost of \$39,049.80.

BACKGROUND INFORMATION: The department requires Firefighter/Medics to wear PPE on all calls for service when COVID-19 is suspected. Currently Firefighter/Medics are wearing paper gowns that are disposed of after each run. The Fire Dex Isolation Coverall is washable and highly durable, allowing repeated use of the coveralls providing a cost-savings to the department over a period of time. In addition to the financial benefit, disposable gowns are becoming increasingly difficult to maintain in stock, making the Fire Dex an ideal option to keep Firefighters protected in PPE.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the purchase of 222 Fire Dex Isolation Coveralls from West Shore Fire, in the amount of \$39,049.80.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The coveralls will be expensed from the Miscellaneous Township Emergency Fund established for purchases related to the COVID-19 pandemic; Fire Budget Account #206-336-50.955.0001.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approval

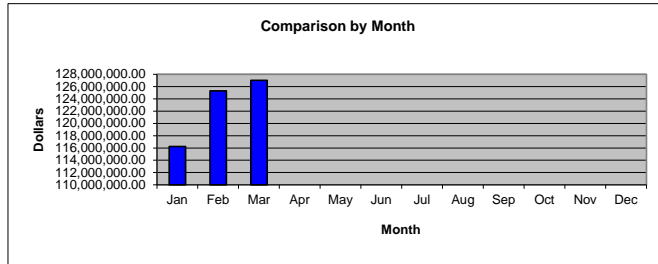
FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve waiving the bidding process due to sole source vendor, and purchase of 222 Fire Dex Isolation Coveralls from West Shore Fire, in the amount of \$39,049.80.

ATTACHMENTS: Attachment A – Quote from West Shore Fire
Attachment B – Sole-Source Vendor Letter

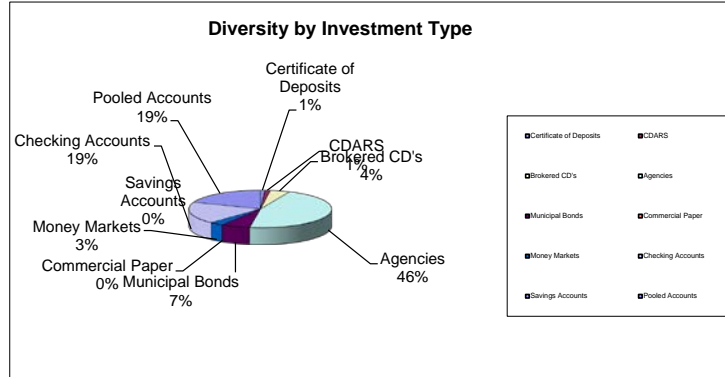
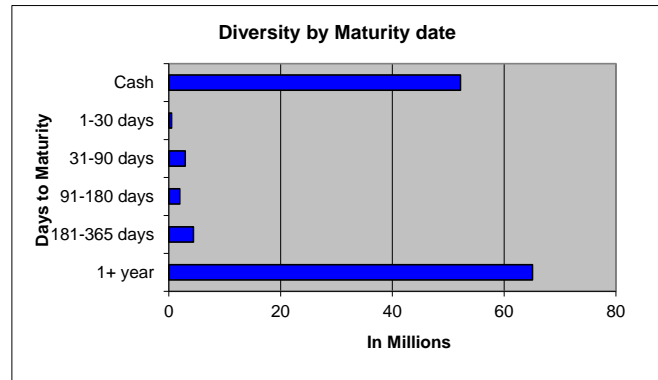
Portfolio Size



Current Portfolio Size

Certificate of Deposits	\$1,270,800.09
CDARS	\$1,533,531.55
Brokered CD's	\$5,649,000.00
Agencies	\$58,120,000.00
Municipal Bonds	\$8,275,000.00
Commercial Paper	\$0.00
Money Markets	\$3,895,402.96
Checking Accounts	\$23,888,965.31
Savings Accounts	\$0.54
Pooled Accounts	\$24,392,875.60
Total	\$127,025,576.05

Diversity



Fund Name	Fund #	Liquid Investments	Certificate of Deposits	Commercial Paper	Agencies/Municipal Bonds	Total By Fund
General Fund	101	6,266,658.14	528,703.87		18,490,000.00	25,285,362.01
Road Improvement	204	4,265,798.08			3,000,000.00	7,265,798.08
Fire Fund	206	6,449,712.38	2,500,000.00		9,025,000.00	17,974,712.38
Police Fund	207	10,177,912.92	250,000.00		14,645,000.00	25,072,912.92
Summit Fund	208	607,143.16				607,143.16
Street Lighting Fund	219	320,379.32				320,379.32
Cable Fund	230	812,723.91	2,653,274.22			3,465,998.13
Township Improvement Fund	246	6,987,114.93				6,987,114.93
E-911 Fund	261	655,419.55	1,360,242.84		250,000.00	2,265,662.39
OC/DE	265	18,378.14				18,378.14
CDBG fund	274	24,768.91				24,768.91
NSP Grant Fund	276	280,103.08				280,103.08
Capital Improvement Fund	402/403	1,940,232.58				1,940,232.58
Solid Waste Fund	596	4,086,031.89			1,250,000.00	5,336,031.89
Golf Fund	584	298,203.31				298,203.31
Water Fund	592	5,506,771.46	650,000.00		18,820,000.00	24,976,771.46
Fleet Maintenance Fund	661	989,871.10			915,000.00	1,904,871.10
Trust & Agency Fund	701	-16,935.74				-16,935.74
Escrows	702	88,782.36				88,782.36
Post Employment Fund	736	1,046,349.37	511,110.71			1,557,460.08
Special Assessment Fund	852	1,371,825.56				1,371,825.56
		52,177,244.41	8,453,331.64	0.00	66,395,000.00	127,025,576.05