CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
FEBRUARY 28, 2023
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 will also offer this meeting by video teleconference.

Individuals may attend the meeting in person or join the video teleconference by going to:
https://us02web.zoom.us/j/81618495077

Or One tap mobile:
1-305-224-1968 (81618495077#) or 1-309-205-3325 (81618495077#)

Or Telephone:
1-305-224-1968 or 1-309-205-3325

Webinar ID: 816 1849 5077

International numbers available: https://us02web.zoom.us/u/kgWLjEsoj

7:00 P.M.:

CALL TO ORDER
ROLL CALL: BORNINSKI, FOSTER, GANGULY, GRAHAM-HUDAK, SIEGRIST, SLAVENS, SNEIDEMAN
ADOPTION OF AGENDA
APPROVAL OF MINUTES: FEBRUARY 14 & 21, 2023
PUBLIC COMMENT ON AGENDA ITEMS ONLY
PAYMENT OF BILLS

RECOGNITION:

1) LSAC MEMBER – RECOGNITION OF SERVICE

RESOLUTION:

1) RESOLUTION RECOGNIZING THE SIGNIFIGANCE OF BLACK HISTORY MONTH

CONSENT CALENDAR:

1) CONSIDER SECOND READING OF AN AMENDMENT TO CHAPTER 14 ANIMALS IN THE CANTON TOWNSHIP CODE OF ORDINANCES REGARDING RESTITUTION FOR MEDICAL EXPENSES (POLICE)

2) CONSIDER APPROVAL OF PAYMENT FOR WATER METERS (MSD)

3) RECEIVE AND FILE THE PLANNING COMMISSION 2022 ANNUAL REPORT (MSD)

4) CONSIDER APPROVING A SIX-MONTH EXTENSION TO THE EMBEDDED SOCIAL WORKER CONTRACT WITH HEGIRA HEALTH, INC. (POLICE)

5) REQUEST BUDGET AMENDMENT FOR THE CARRYOVER OF FISCAL YEAR 2022 OPEN PURCHASE ORDERS TO FISCAL YEAR 2023 (FBD)

6) REQUEST APPROVAL FOR A ONE-YEAR ANNUAL MAINTENANCE AGREEMENT FOR TYLER TECHNOLOGIES NEW WORLD SYSTEMS ERP (FBD)

GENERAL CALENDAR:

1) CONSIDER TWO CONTRACTS; ONE TO BIDIGARE CONTRACTORS, INC. AND THE OTHER TO OHM ADVISORS FOR THE JOY ROAD AND PRV WATER MAIN CAPITAL IMPROVEMENT PROJECT AND APPROVE A BUDGET AMENDMENT (MSD)

2) CONSIDER WAIVING THE BIDDING PROCESS AND APPROVAL OF THE EMERGENCY REPAIR OF POLICE DEPARTMENT VEHICLE PD2076 (MSD)

3) CONSIDER APPROVAL OF THE FIRST AMENDMENT TO THE BERKSHIRE APARTMENTS PLANNED DEVELOPMENT DISTRICT (MSD)

4) CONSIDER WAIVING THE BIDDING PROCESS AND APPROVE THE PURCHASE OF FOUR MOTOROLA 800 MHZ MOBILE RADIOS (FIRE)

5) CONSIDER APPROVING A ONE-YEAR CONTRACT RENEWAL WITH MICHIGAN POLICE LEGAL ADVISOR GROUP, INC., AND ASSOCIATED AMENDMENT TO THE 2023 POLICE BUDGET (POLICE)

6) REQUEST APPROVAL TO RENEW OFFICE 365 LICENSING (ITI)

7) CONSIDER APPROVAL TO PURCHASE GOLF CARTS FOR PHEASANT RUN AND FELLOWS CREEK GOLF CLUBS (CLS)

8) CONSIDER APPOINTMENT AND REAPPOINTMENTS TO THE TAX BOARD OF REVIEW (SUPERVISOR)

9) CONSIDER APPOINTMENTS TO THE DOWNTOWN DEVELOPMENT AUTHORITY (DDA) BOARD (SUPERVISOR)

10) CONSIDER APPROVING MERIT COMMISSION RECOMMENDATION FOR POSITION RECLASSIFICATION AND NEW POSITION OF HUMAN RESOURCES ASSOCIATE (SUPERVISOR)

11) CONSIDER APPROVAL OF COLLECTIVE BARGAINING AGREEMENT WITH THE POLICE OFFICERS ASSOCIATION OF MICHIGAN (POAM) FOR A TERM COMMENCING JANUARY 1, 2023 THROUGH DECEMBER 31, 2026 (SUPERVISOR)

12) CONSIDER REQUEST TO APPROVE MERIT COMMISSION RECOMMENDATION FOR RESIDENT SERVICE ADVOCATE FOR THREE YEARS (SUPERVISOR)

13) CONSIDER REQUEST TO APPROVE AGREEMENT FOR CONSULTING SERVICES BETWEEN CANTON TOWNSHIP AND CAPITOL RELATIONS, LLC (SUPERVISOR)

14) CONSIDER REAPPOINTMENT TO THE HISTORIC DISTRICT COMMISSION (SUPERVISOR)

PUBLIC COMMENT
BOARD COMMENT
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 Rachelle Howell, 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.

Charter Township of Canton
Board Proceedings – February 14, 2023

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, February 14, 2023, in-person. Supervisor Graham-Hudak called the meeting to order at 7:00 p.m.

Members Present: Borninski, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneideman
Members Absent: Foster

Adoption of Agenda:

Motion by Siegrist, supported by Slavens to adopt the agenda as presented. Motion carried unanimously.

Approval of Minutes:

Motion by Siegrist, supported by Borninski to approve the minutes from June 7, 2022, July 19, 2022, October 18, 2022, January 24, 2023, and February 7, 2023. Motion carried unanimously.

Recognition:

Item R-1. Resolution Recognizing the Retirement of Captain Michael Kennedy

Motion by Graham-Hudak, supported by Siegrist to approve the resolution as presented.

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Resolution Recognizing the Retirement of Captain Michael Kennedy

Whereas the Canton Police Department recognizes the importance of its employees;

Whereas in 2001, Michael Kennedy was hired as a Police Officer for the Canton Police Department; he promoted up through the ranks to Captain in 2022;

Whereas early in his career, Michael worked in road patrol as an officer, simultaneously serving on numerous special units including TEAM instructor, Evidence Technician and Field Training Officer;

Whereas during his promotions to Sergeant and Lieutenant he served as a leader in nearly every aspect of the department including platoon commander in the patrol division, and as both the Special Services and Investigative Lieutenant;

Whereas throughout his career Michael continued to advance his educational background, earning his Master's Degree in Business Administration and completing numerous specialized training courses including Eastern Michigan University's Police Staff and Command School;

Whereas Michael was one of the youngest officers to be hired into the department and grew into a self-motivated leader of his peers, leading by example and displaying passion and dedication in his service to the community and to the officers he worked with and supervised along the way;

Whereas Michael was an active union board member for many years representing police officers and command officers in their respective bargaining units;

Whereas Michael has maintained the highest level of professionalism in every aspect of his service with Canton for the past 21 years;

Resolved, the Board of Trustees of the Charter Township of Canton is appreciative of the commitment to excellent service as demonstrated by Captain Michael Kennedy;

Further Resolved, the Board of Trustees of the Charter Township of Canton does hereby recognize Michael Kennedy for his commendable contribution to the Canton community and the Canton Police Department.

Motion carried unanimously.

Public Comment: Public comment was held.

Payment of Bills:

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

CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF February 14, 2023		
101	GENERAL FUND	928,342.99
204	ROADS FUND	636,862.95
206	FIRE FUND	375,156.10
207	POLICE FUND	733,669.67
208	COMMUNITY CENTER FUND	140,717.23
219	STREET LIGHTING FUND	922.14
230	CABLE TV FUND	32,707.48
246	COMMUNITY IMPROVEMENT FUND	5,132.75
248	DDA - CANTON	10,871.78
260	INDIGENT DEFENSE FUND	7,142.55
261	E-911 UTILITY	94,254.41
265	ORGANIZED CRIME - DRUG ENFORCEMENT	48,327.26
274	CDBG FUND	67,366.44
276	NSP GRANTS FUND	0.00
285	AMERICAN RESCUE PLAN ACT	24.93
301	ENERGY PROJECT DEBT SVCE FUND	0.00
302	CAPITAL PROJECT DEBT SERVICE	0.00
401	CAPITAL PROJECTS FUND	125,175.65
402	CAP PROJ - WATER & SEWER	0.00
403	CAP PROJ - ROAD PAVING	0.00
584	GOLF FUND	23,900.18
592	WATER & SEWER FUND	1,330,868.98
596	GARBAGE & RUBBISH COLLECTIONS	330,943.69

661	FLEET MAINTENANCE FUND	47,441.34
701	TRUST & AGENCY FUND	5,195.00
702	CUSTODIAL FUND	1,063.54
736	POST EMPLOYMENT BENEFITS FUND	254,885.61
852	SPECIAL ASSESSMENT DEBT SERVICE	850.14
	TOTAL - ALL FUNDS	**5,201,822.81**

Presentations:

1) Youth Advisory Council

Consent Calendar:

Item C-1. Consider Second Reading of an Amendment to Appendix A- Zoning of the Code of Ordinances to Add Drive-Through Restaurants to Fast Food Restaurants as a Special Land Use in the C-3, Regional Commercial District and C-4, Interchange Service District

Motion by Siegrist, supported by Borninski to remove from the table and hold the second reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance, which adds drive-through restaurants to fast food restaurants as a Special Land Use in the C-3 and C-4 zoning districts, further, to adopt and publish the ordinance amending Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton, which adds drive-through restaurants to fast food restaurants as a Special Land Use in the C-3 and C-4 zoning districts. Motion carried unanimously.

Item C-2. Consider Second Reading of an Amendment to Appendix A- Zoning of the Code of Ordinances to Establish Standards for Solar Energy Systems

Motion by Siegrist, supported by Borninski to remove from the table and hold the second reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance, which establishes standards for Solar Energy Systems, further, to adopt and publish the ordinance amending Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton, which establishes standards for Solar Energy Systems. Motion carried unanimously.

Item C-3. Consider Approval of an Extension of the Contract with ARC Document Solutions for Continuous Scanning of the Building & Inspection Services Division Documents

Motion by Siegrist, supported by Borninski to approve a one year extension of the professional services contract with ARC Document Solutions for continuing scanning services of the Building & Inspection Services Document Scanning Project in an amount not-to-exceed $30,000. Motion carried unanimously.

Item C-4. Consider Approval of Application for MLCC Special Liquor Licenses

Motion by Siegrist, supported by Borninski to authorize the sale and consumption of alcohol at the Liberty Festival on June 15-17, 2023, and furthermore; I move that the following resolution be adopted:

That the Partnership for the Arts, through its duly elected officers, make application to

The MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on June 15-17, 2023 during Liberty Festival at Heritage Park located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne.

I further move to authorize the sale and consumption of alcohol at The Rally on Ridge event on Saturday, August 26 & 27, 2023; and furthermore; I move that the following resolution be adopted:

That the Charter Township of Canton, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Saturday, August 26 & 27, 2023 at Ridge Road and Cherry Hill in Canton, Michigan, County of Wayne and that the Township Supervisor and Clerk be authorized to sign and submit this application.

I further move to authorize the sale and consumption of alcohol at "Brew, Brats & Bands at the Barn" fundraiser on Saturday, September 23, 2023; and furthermore; I move that the following resolution be adopted:

That the Partnership for the Arts, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Saturday, September 23, 2023 in Preservation Park located at 500 N. Ridge Road in Canton, Michigan, County of Wayne.

I further move to authorize the sale and consumption of alcohol at the Thursday Night Live concerts being held on June 29, July 6, July 13, July 20, July 27, August 3, and August 10, 2023; and furthermore; I move that the following resolution be adopted:

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

- June 29, 2023
- July 6, 2023
- July 13, 2023
- July 20, 2023
- July 27, 2023
- August 3, 2023
- August 10, 2023

I further move to authorize the sale and consumption of alcohol at the Pride OUTside Event being held at the amphitheater stage in Heritage Park on July 8, 2023 from 6:30-pm-8:30pm; and furthermore; I move that the following resolution be adopted:

That Maraschino's Bar & Restaurant, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on July 8, 2023 during the Pride Outside Event at Heritage Park Amphitheater located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne.

Motion carried unanimously.

<u>General Calendar:</u>

Item G-1. Consider Joy Road Business Center Condominium Plan

Motion by Siegrist, supported by Slavens to approve to resolution as presented.

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Condominium Site Plan for Joy Road Business Center

Whereas the Project Sponsor has requested condominium site plan approval for the office use on parcel no. 71-010-99-0010-000 at 45185 Joy Road; and

Whereas the Planning Commission reviewed the request and applicable criteria and voted 9-0 to recommend approval, with conditions, as the request meets the requirements of the Charter Township of Canton Code of Ordinances;

Now therefore let it be resolved, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Joy Road Business Center condominium site plan in Planning Application #010-SPB-7601 on tax parcel no. 71-010-99-0010-000 at 45185 Joy Road, subject to any modifications required by the Township legal counsel to the Master Deed and Bylaws.

Motion carried unanimously.

Item G-2. Consider Site Plan Approval for Patel Brothers Grocery Store

Motion by Siegrist, supported by Sneideman to approve the resolution as presented.

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Site Plan for Patel Brothers Grocery Store

Whereas the Project Sponsor has requested site plan approval for a grocery store use on parcel no. 71-039-99-0006-701 at 6130 N. Canton Center Rd.; and

Whereas the Planning Commission reviewed the request and applicable criteria and voted 9-0 to recommend approval, with conditions, as the request meets the requirements of the Charter Township of Canton Code of Ordinances;

Now therefore it be resolved, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Patel Brothers Grocery Store site plan in Planning Application #039-SPC-7586 on tax parcel no. 71-039-99-0006-701 at 6130 N. Canton Center Rd., subject to all State, County, and Township requirements, including correcting the landscape plans to comply with Article 5 of the Zoning Ordinance.

Motion carried unanimously.

Item G-3. Consider Special Land Use for Mini-Warehouse (True Storage)

Motion by Siegrist, supported by Slavens to approve the resolution as presented.

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Special Land Use for True Storage

Whereas the Project Sponsor has requested special land use approval for a mini-warehouse establishment use on parcel no. 71-003-99-0008-707 at 7444 N. Haggerty Rd.; and

Whereas the Planning Commission reviewed the request and applicable criteria and voted 9-0 to recommend approval, with conditions, as the request meets the criteria of special land use approval in Section 27.03(C) of the Zoning Ordinance;

Now therefore it be resolved**,** the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the special land use for the mini-warehouse establishment use in Planning Application #003-SLU-7553 on tax parcel no. 71-003-99-0008-707 at 7444 N. Haggerty Rd., as the request meets the Special Land Use criteria of the Canton Township Zoning Ordinance pursuant to the information and plans provided, subject to all State, County, and Township requirements, including required plan corrections during site plan review.

Motion carried unanimously.

Item G-4. Consider Approval of the Purchase of One 2023 Ford F150 for Facilities Maintenance.

Motion by Siegrist, supported by Slavens to approve the purchase of one (1) 2023 Ford F150 from Gorno Ford. 22025 Allen Road Woodhaven, MI 48183 via the MI-DEAL Contract #4WDL-0073a in the amount of $40,616. Funding for this vehicle will come from the 101-265.970_0040 Capital Outlay Vehicles account. Motion carried unanimously.

Item G-5. Consider Approval to Purchase a Toro Greenmaster 3150-Q Mower for Pheasant Run Golf Club.

Motion by Siegrist, supported by Sneideman to award the purchase of a Toro Greenmaster 3150-Q Mower from Spartan Distributor, 487 West Davidson Street, PO Box 246, Sparta, MI 49345 in the amount of $43,158.18 to be paid from account #584-773-50.970_0030 Capital Outlay Machinery and Equipment. Motion carried unanimously.

Item G-6. Consider Approval of a Purchase Order for Workman Square Maintenance

Motion by Siegrist, supported by Borninski to approve the following budget amendment for the maintenance of Workman Square:

<u>Increase Revenue</u>		
General Fund – Fund Balance Appropriation:	101-000.695	$34,424

<u>Increase Expense</u>
General Fund –

Parks Capital Outlay Land Improvements	101-752-50.970_0080	$34,424

Further, to approve a Purchase order for Reliable Landscaping, Inc. 8285 Lilley Rd, Canton, MI 48187 in the amount of $34,424. Motion carried unanimously.

Item G-7. Consider Appointments to the Commission for Culture, Arts & Heritage

Motion by Siegrist, supported by Slavens that the Board of Trustees of the Charter Township of Canton approve the appointments of Jaspreet Gill, Rose Harrell, Mirada Jenkins Carter, and Vivek Chavan to the Commission for Culture, Arts & Heritage for a three-year term to expire December 31, 2025. Motion carried unanimously.

Motion by Siegrist, supported by Slavens that the Board of Trustees approve the appointment of Kevin Ryan as the Partnership for the Arts representative to the Canton Commission for Culture, Arts & Heritage. Motion carried unanimously.

Item G-8. Consider Authorization of 2023 FY Specialized Services Operating Assistance Program Agreement with SMART

Motion by Siegrist, supported by Slavens to approve the FY 2023 Specialized Services Operating Assistance Agreement between SMART and the Charter Township of Canton for $43,377 and to authorize the Township Supervisor to sign the contract on behalf of the Township. Motion carried unanimously.

Item G-9. Consider Approval for a Purchase Order for Shipping Costs of 3 Solar Lights for Canton's Parks

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

<u>Decrease Expense</u>		
101-750.970_0010	Capital Outlay Computers and Equipment	$2,650
<u>Increase Expense</u>		
101-752-50.970_0080	Capital Outlay Land Improvements	$2,650

Further, to approve the Purchase Order for Shipping Costs to Clear World, LLC., 1613 Justin Road, Metairie, LA 70001 in the amount of $2,650 to be paid from account 101-752-50.970.0080 Capital Outlay Land Improvements. Motion carried unanimously.

Item G-10. Consider Approval to Purchase Additional DocuSign and SolarWinds Licenses

Motion by Siegrist, supported by Slavens to approve the creation of a purchase order to DocuSign in an amount not to exceed $4,000 for additional licenses. I further move to approve the creation of a purchase order to SolarWinds in an amount not to exceed $2,340 for additional licenses. Motion carried unanimously.

Item G-11. Consider First Reading of an Amendment to Chapter 14 Animals in the Canton Township Code of Ordinances Regarding Restitution for Medical Expenses

Motion by Siegrist, supported by Borninski to introduce the first reading of an amendment to Chapter 14 of the Canton Township Code of Ordinances; additionally, further move to table for consideration a proposed text amendment to the Township Code of Ordinances and schedule a second reading for February 28, 2023. Motion carried unanimously.

Item G-12. Consider Waiving the Bidding Process and Approve Two Proposals from EMPCO Inc., for Internal Promotional Processes with an Associated Amendment to the 2023 Police Budget

Motion by Siegrist, supported by Slavens to approve waiving the bidding process and accept two proposals from EMPCO Inc., for internal promotional process of police sergeant and captain, for a grand total not to exceed $24,895, additionally, approve an amendment to the 2023 Police Budget to accommodate this purchase as listed below:

Increase Police Revenues:		
Fund Balance Appropriation:	#207-000.695	$20,000
Increase Police Appropriations:		
Professional & Contracted Services:	#207-301-50.801_0050	$20,000

Motion carried unanimously.

Item G-13. Consider Approval of Renewing FOIA Software

Motion by Siegrist, supported by Slavens to approve the NextRequest renewal expenditure in the total amount of $18,795.00 with 75% being charged to Canton Police Department account #207-301-50.930_0015 and the remaining 25% being charged to the Clerk's account #101-215.801_0050. Motion carried unanimously.

Item G-14. Consider Sale of Canton Property and Authorize Supervisor Graham-Hudak to Sign All Documents Necessary to Close on the Sale.

Motion by Siegrist, supported by Slavens that Canton accept the Letter of Intent from Colliers International, and authorize Supervisor Graham-Hudak to sign the formal Purchase Agreement and any other documents necessary to complete the sale of the parcel located on Lotz Road. Motion carried unanimously.

Additional Public comment was held.
Additional Board comment was held.

Adjourn: Motion by Siegrist, supported by Slavens to adjourn the meeting. Motion carried unanimously.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

Charter Township of Canton
Board Proceedings – February 21, 2023

A special meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, February 21, 2023 in person. Supervisor Graham-Hudak called the meeting to order at 6:00 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens
Members Absent: Sneideman

Adoption of Agenda:

Motion by Siegrist, supported by Slavens to adopt the agenda. Motion carried unanimously.

Study Session:

1) Discussion: Intersections

Public Comment:

Public comment was held.

Adjourn: Motion by Siegrist, supported by Slavens to adjourn the meeting at 7:13 p.m. Motion carried unanimously.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

RESOLUTION OF BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

RESOLUTION RECOGNIZING THE SIGNIFIGANCE OF BLACK HISTORY MONTH

Whereas the theme of Black History Month for 2023 is Black Resistance. This theme honors and recognizes the resistance of historic and ongoing oppression of Black Americans;

Whereas the first Africans were brought involuntarily to the shores of the Americas as early as the 17th century, suffering enslavement and subsequently faced the injustices of lynch mobs, segregation, and denial of basic, fundamental rights;

Whereas despite slavery, African-Americans in all walks of life have made significant contributions throughout the history of the United States;

Whereas beginning in the early decades of the twentieth century, African-American migration patterns included relocation from the rural South to Northern and Midwestern cities;

Whereas such migrations resulted in more diverse and stratified interracial and intra-racial urban population amid a changing social milieu;

Whereas racial suburbanization has resulted in stable integration and economic opportunity in Canton;

Whereas the birthdays of Abraham Lincoln and Frederick Douglass inspired the creation of Negro History Week, the precursor to Black History Month;

Whereas the month of February is officially celebrated as Black History Month, which dates back to 1926 when Dr. Carter G. Woodson set aside a special period of time to recognize the heritage and achievement of Black Americans; now, therefore be it

Resolved, that the Board of Trustees of the Charter Township of Canton does hereby recognize the significance of Black History Month as an important time to acknowledge and celebrate the contributions of African-Americans in the Nation's history, and encourages the continued celebration of this month to provide an opportunity for all people to learn about the past and better understand the experiences which shape our township: and recognize that ethnic and racial diversity of Canton enriches and strengthens the Township.

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 14, 2023 **AGENDA ITEM #C-1**

ITEM: Consider Second Reading of an Amendment to Chapter 14 Animals in the Canton Township Code of Ordinances Regarding Restitution for Medical Expenses

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: An amendment is being requested in the Canton Township Code of Ordinances, pertaining to Chapter 14-Animals, Chapter 14, Article 1, Section 14-8, to allow for restitution of medical expenses for victims.

BACKGROUND INFORMATION:

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Remove from the table, hold second reading, and adopt an amendment to Chapter 14 of the Canton Township Code of Ordinances regarding restitution for medical expenses.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: No financial implications.

IMPLEMENTATION PLAN: If approved the ordinance will be published and become effective March 10, 2023.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to remove from the table, hold second reading, and adopt an amendment to Chapter 14 of the Canton Township Code of Ordinances regarding restitution for medical expenses, to be effective March 10, 2023.

ATTACHMENTS: Attachment A – Draft of proposed changes to Chapter 14 (redline)
Attachment B – Final document

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28 2023 **AGENDA ITEM: #C-2**

ITEM: Consider Approval of Payment for Water Meters

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In order to supply and maintain water service for residential and commercial accounts, The Public Works Division maintains an inventory of supplies. This inventory is replenished yearly in order to meet projections for the upcoming year. Equipment such as water meters and radio read transceivers (MXU) are installed for new projects and also replaced as equipment wears out.

The Public Works Division continues an on-going replacement program for older meters and MXU devices. This on-going program allows for older, less accurate devices to be replaced with new accurate devices that provide less water loss in our system. Canton's 26,000 plus active water accounts are now all equipped with radio read devices which allow a streamlined, less labor-intensive collection of meter data.

Due to the unprecedented nature of the global supply chain shortages we were advised of extremely long lead times by our supplier ETNA that 1'' Water Meters have a minimum 36-week lead time for delivery of 1" Water Meters. On 1-12-2021, 10-26-2021 and 1-0-2022 we presented RBA's which the board approved and the P.O'S and were not carried over from the previous years. We have received the 1" meters and are seeking payment approval.

BACKGROUND: Nothing additional

STRATEGIC PLAN/GOALS. Quality Infrastructure/ All new sites will require a water meter and MXU to be installed to accurately measure water consumption. Our on-going maintenance procedures also include monitoring and maintaining present equipment and replacing ineffective equipment when necessary.

ACTION REQUESTED: Approve payment to Etna Supply Company in the amount of $87,700.00 for Water Meters ordered in 2021 and 2022 and received in 2023
BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this purchase are budgeted in account #592-536.939 (Inventory Purchased). Revenue offsets a significant amount of this cost from new developments.

IMPLEMENTATION PLAN: Upon approval by the Board of Trustees, the Finance Department will contact the Etna Supply Company 529-32nd Street S.E. Grand Rapids, MI 49548-2392

DIRECTOR'S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve payment to Etna Supply Company and approve a purchase order not to exceed $87,700.00 for the purchase of Water Meters ordered in 2021,2022 and received in 2023

ATTACHMENTS:

1. Etna Supply Company Invoices

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM #C-3**

ITEM: Receive and File the Planning Commission 2022 Annual Report

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None

EXECUTIVE SUMMARY: The Michigan Planning Enabling Act (Public Act 33 of 2008) requires the Planning Commission to make an annual written report to the Township Board concerning its operations and the status of planning activities, including recommendations regarding actions by the Township Board related to planning and development. At its meeting on February 6, 2023, the Planning Commission approved the enclosed 2022 Annual Report and 2023 Work Plan.

BACKGROUND: Included in the Planning Commission 2022 Annual Report and 2023 Work Plan is a summary of activity for applications reviewed by the Planning Services Division and the Planning Commission during 2022. A summary of the general development trends and of the various activities and programs in which the Planning Services Division is involved is also provided in this report. This report is summarized as follows:

1. Planning Commission Meetings in 2022
2. Plans Reviewed in 2022 and the Status of Ongoing Development
3. Master Plan Update
4. Planning Services Division Operations Updates and Accomplishments
5. Community Strategic Plan 2021 – 2024
6. 2023 Work Plan

STRATEGIC PLAN/GOALS: Organizational Climate and Culture, Quality Infrastructure, and Healthy Ecosystem

ACTION REQUESTED: To receive and file the Planning Commission 2022 Annual Report.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION'S RECOMMENDATION: N/A

FIRE MARSHAL'S RECOMMENDATION: N/A

BUILDING OFFICIAL'S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMEDATION: Approval

MODEL RESOLUTION: I move to receive and file the Planning Commission 2022 Annual Report and 2023 Work Plan, which was adopted by the Planning Commission on February 7, 2022, in accordance with the Michigan Planning Enabling Act.

ATTACHMENTS:

1. 2022 Annual Planning Commission Activity Report and 2023 Work Plan

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM #C-4**

ITEM: Consider Approving a Six-Month Extension to the Embedded Social Worker Contract with Hegira Health, Inc.

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting a six-month extension on its contract with Hegira Health Inc., for Embedded Social Worker services. Hegira has agreed to this extension, with the existing terms and conditions of the agreement.

BACKGROUND INFORMATION: At the Board Meeting on March 23, 2021, a contract for Embedded Social Worker services was approved (G-13) in the amount of $6,908.92 per month for twelve months, which began on August 29, 2021. An extension to the contract was proposed in August to extend through November 30, 2022, and a second extension was proposed and approved to extend through February 2023. The police department is again requesting additional time needed to solicit for bids to enhance its social worker program.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve a six-month extension to the Embedded Social Worker Contract with Hegira Health, Inc.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds currently budgeted for a year-long social worker program will be used for this six-month expense.

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 a six-month extension to the embedded social worker contract with Hegira Health, Inc.

ATTACHMENTS: Attachment A – Extension agreement letter from Hegira Health, Inc.

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM #C-5**

ITEM: Request Budget Amendment for the Carryover of Fiscal Year 2022 Open Purchase Orders to Fiscal Year 2023

PRESENTER: Wendy Trumbull, Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Finance & Budget Department is requesting to carryover prior year purchase orders not complete during the fiscal year 2022. This will require the Board to approve an increase of the 2023 budget.

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

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

A listing of the 2022 purchase orders carried over into fiscal year 2023 follows the model resolution.

STRATEGIC PLAN/GOALS: Financial Stability

ACTION REQUESTED: Approve budget amendments in several funds for purchase orders that were open at the end of 2022 and carried over to 2023. Amendment amounts have been rounded up to the next dollar, as Canton Township's budget is in whole dollars. As a result of this rounding up, some totals may exceed the actual purchase order totals.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Numerous accounts in the General, Roads, Fire, Police, Community Center, Cable TV, Community Improvement, Downtown Development Authority, 911 Service, Community Development Block Grant, Capital Projects, Golf Course, Water & Sewer, and Garbage and Rubbish Collection.

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

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the following 2023 budget amendments increasing the expenditures for purchase order commitments previously accrued and carried over from 2022:

Fund	Amount
General Fund (101)	$916,084
Roads Fund (204)	$1,232,968
Fire Fund (206)	$409,983
Police Fund (207)	$2,758,170
Community Center Fund (208)	$18,495
Cable TV Fund (230)	$6,622
Community Improvement Fund (246)	$718,712
Downtown Development Authority Fund (248)	$47,967
911 Service Fund (261)	$820,761
Community Development Block Grant Fund (274)	$314,692
Capital Projects Fund (401)	$2,887,741
Golf Course Fund (584)	$48,436
Water & Sewer Fund (592)	$733,317
Garbage and Rubbish Collections Fund (596)	$44,006

ATTACHMENTS: 2022 Purchase Orders Carryover List

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM #C-6**

ITEM: Request Approval for a One-Year Annual Maintenance Agreement for Tyler Technologies New World Systems ERP

PRESENTER: Wendy Trumbull, Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: The Township has been using the New World Systems (NWS) ERP as our integrated financial management system since 2008. This program is essential to the daily operation of payroll, utility billing, accounts payable, purchasing, budgeting, financial management, and community development, among other functions. The proposed agreement includes a 5% price increase from last year's contract and will expire on 4/30/2024, at which time we can choose to renew again for another year.

BACKGROUND INFORMATION: The New World ERP annual maintenance is allocated between the General and Water & Sewer Funds. It is integral to the daily functions of the Township.

STRATEGIC PLAN/GOALS: Financial Stability

ACTION REQUESTED: To approve a one-year maintenance agreement with Tyler Technologies for the New World Systems ERP.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Costs are split between the General and Water & Sewer Funds. The one-year costs are anticipated not to exceed $145,033:

$116,856 General 101-210.930_0015 Software Maintenance
$28,177 Water & Sewer 592-560.930_0015 Software Maintenance

This expense is budgeted for in the funds.

IMPLEMENTATION PLAN: Finance will enter a PO and send the appropriate documentation and payment to Tyler Technologies.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve one-year of annual maintenance services from Tyler Technologies for the New World Systems ERP for an amount not to exceed $145,033.

ATTACHMENTS: Tyler New World ERP Renewal Quote

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM # G-1**

ITEM: Consider Two Contracts; One to Bidigare Contractors, Inc. and the Other to OHM Advisors for the Joy Road and PRV Water Main Capital Improvement Project and Approve a Budget Amendment

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

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

Staff is recommending award of contract to Bidigare Contractors, Inc. for the Joy Road and PRV Water Main Capital Improvement Project (CIP) with the following breakdown: Contract amount; $1,551,828, contingency amount (15%); $232,774, total amount; $1,784,602.

This award of contract is based on the Request for Proposals received on February 2, 2023. Two proposals were submitted. Staff evaluated these proposals based on the Responsible Contractor Policy.

Staff is also recommending continuation of contract for construction management and inspection services to OHM with the following breakdown: Contract amount; $136,450, contingency amount (5%); $6,822, total amount; $143,272.

In December of 2021, OHM was awarded the design and construction bidding process work for this project.

BACKGROUND: The installation of a new 12-inch water main on Joy Road, from Burr Ridge Court to Amberley Boulevard is being constructed based on our Capital Improvement priority list. The construction of this water main is necessary to provide redundancy within the system and to maintain water quality standards.

The removal of six inactive pressure reducing valves is also part of this project. These valves have been out of service and not in use based on the recommendations of the 2018 Hydraulic Analysis. As they are not in use, they create a maintenance liability, and should be removed.

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

ACTION REQUESTED: Award a new contract to Bidigare Contractors, Inc. for a total award of $1,784,602. Award a continuation of contract to OHM for a total award of $143,272. Available funds are budgeted in 592-536.970_0050 Capital Outlay Infrastructure.

IMPLEMENTATION PLAN: Upon approval:

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

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to award contracts as presented in the amount totaling $1,784,602 to Bidigare Contractors, Inc. and $143,272 to OHM for the Joy Road and PRV Water Main CIP; and further authorize the Township Supervisor or Clerk to sign the contracts on behalf of the Charter Township of Canton

ATTACHMENTS:

1. Joy Road and PRV Water Main CIP Bid Tabulation
2. Responsible Contracting Memo
3. Engineers Estimate Joy Road and PRV Water Main CIP

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28,2023 **AGENDA ITEM #G-2**

ITEM: Consider Waiving the Bidding Process and Approval of the Emergency Repair of Police Department Vehicle PD2076

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: Police Department vehicle PD2076 has significant roof damage caused by the lightbar contacting the garage door while backing out of the Police Department garage. Repair of the vehicle is requested due to the age (3 years old), mileage (64,920 miles) and lack of availability of a replacement. The last order for 6 Police Interceptors was submitted in February 2022 and there is still no delivery date.

Fleet Services obtained two estimates for repair of the vehicle, one from Gerber Collision and the other from Blackwell Ford. Gerber Collision estimated the cost to repair at $19,568.91. The estimated cost to repair at Blackwell Ford is $11,741.95. Due to the significant difference in estimates, it is requested that the Board approve repairs through Blackwell Ford. Time for Blackwell Ford to complete the work is approximately 3-4 weeks.

In addition to the estimate a 25% contingency equal to $2,935.49 is also being requested, as it is possible that the final cost to repair could exceed the estimate due to unforeseen damage and extra labor. This would bring the total repair cost up to $14,677.44.

The approximate cost of a new vehicle is $42,765. Therefore, the cost of repairs is only 34% of a new vehicle and will allow PD2076 to be returned to service much faster than waiting for a replacement.

BACKGROUND: N/A

STRATEGIC PLAN/GOALS: Ensuring that the Canton Township Police Department has the vehicles necessary to serve the community.

ACTION REQUESTED: Waive the bidding process and approve the repair of PD2076 for the Canton Police Department.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The estimated cost to repair Vehicle

PD2076 with contingency amount is $14,677.44 by Blackwell Ford. Funds are budgeted in the 661-530.930_0040 account for Maintenance and Repair of Vehicles.

IMPLEMENTATION PLAN: Upon approval by the Township Board, the purchase order will be created. Fleet Services will coordinate repair with Blackwell Ford.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: Move to waive the bidding process and approve repairs to PD2076 at Blackwell Ford, 41001 Plymouth Rd, Plymouth, MI 48170 in the amount of $11,741.95 plus a 25% contingency of $2,935.49, for a total amount not to exceed $14,677.44.

ATTACHMENTS:

1. Estimate from Blackwell Ford
2. Estimate from Gerber Collision

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM #G-3**

ITEM: Consider Approval of the First Amendment to the Berkshire Apartments Planned Development District

PRESENTER: Jade Smith, Municipal Services Director

OWNER/REPRESENTATIVE: James Galbraith (MM Canton Center, LLC)

EXECUTIVE SUMMARY: At its meeting on November 24, 2020, the Township Board of Trustees approved approval of the Final Planned Development District (PDD) and Site Plan for Berkshire Apartments, which is a project of 172 apartment units on the approximately 24.63 acres. The project site is located on the north side of Saltz Road, west of Waterside Road which is west of Canton Center Road. Since that time, the applicant has made changes to the internal sidewalk network to make it more accessible to the residents. As a result of adding sidewalk in front of several buildings, many buildings have been moved back to meet the 22-foot front yard setback requirement between the front of the unit and the sidewalk, which allows adequate space for parking in a driveway. Therefore, the PDD must be amended to account for the resulting changes to the Schedule of Modifications, which are modifications from certain requirements of the Zoning Ordinance that are permitted through the formal PDD process. There are no changes to the number of units, open spaces, or setbacks to adjacent parcels.

At its meeting on February 6, 2023, the Planning Commission recommended approval of the PD Amendment. If the PD Amendment is approved, the applicant will coordinate revisions with the Engineering Services Division and Building & Inspection Services Division

BACKGROUND AND ANALYSIS:

Location: North side of Saltz Road, west of Waterside Rd.

Net Acres: 24.63 acres

Existing Land Use: Multi-family residential under construction

Existing Zoning: R-6, Single Family Attached Residential and PDD

Surrounding Zoning and Land Uses:
North – R-3, Vacant
South – R-3, Ashton Woods Site Condominium and Meadowbrook Subdivision
RR, Single-family residential
East – MR (Planned Development), Traditions at Cambridge PD and The Glens at

Cambridge PD
West – R-3, Cobblestone Ridge Subdivision

Comprehensive Plan: Medium-High Density Residential (up to 8 dwelling units/acre)

Surrounding Comprehensive Plan Future Land Use Map Classifications:
North – Medium-Low Density Residential (3 dwelling units/acre)
South – Medium-Low Density Residential (3 dwelling units/acre)
East – Medium-High Density Residential (8 dwelling units/acre)
West – Medium-Low Density Residential (3 dwelling units/acre)

Proposed Site Changes. Significant changes include:

- Relocating the sidewalk from the south side of Georgian Lane, which has no units, to the north side of Georgian Lane, which has 24 units.
- Relocating the sidewalk from the west side of Stonewall Lane, which has no units, to the east side of Georgian Lane, which has 16 units.
- Relocating the sidewalk from the north side of Graystone Lane, which has no units, to the south side of Graystone Lane, which has 16 units.
- Placing a sidewalk in front of 6 units on the west side of Georgian Lane.
- Including additional interior sidewalk linkages in other parts of the development.
- Reducing the parking lots in the southwest part of the site from 6 spaces to 4 spaces.

As a result of adding sidewalk in front of several buildings, many buildings have been moved back to meet the 22-foot front yard setback requirement between the front of the unit and the sidewalk, which allows adequate space for parking in a driveway. The resulting changes to the Schedule of Modifications are listed below.

Schedule of Regulations and Modifications. Enclosed are the Schedule of Modifications recorded in the original PDD Agreement approved by the Township Board of Trustees on November 24, 2020 as well as the proposed Schedule of Modifications. Based on the sidewalk changes and other site changes illustrated on the plans, the resulting changes to the Schedule of Modifications are summarized as follows:

- Lengthening Buildings 5 and 24 from 198'-8" to 203'-6".
- Reducing the rear-to-rear separation distance between Buildings 15 & 16 from 53.7' to 53.04'.
- Reducing the rear-to-rear separation distance between Buildings 9 & 17 from 61.63' to 55.98'.
- Reducing the rear-to-rear separation distance between Buildings 5 & 24 and Buildings 6 & 23 from 78.33' to 72.67'.
- Reducing the side-to-rear separation distance between Buildings 6 & 7 from 40.03' to 35.27'.
- Reducing the side-to-rear separation distance between Buildings 8 & 18 to 55.50'.
- Increasing the driveway length at the north end of Building 9 from 20.16' to 20.3'.
- Reducing the setback between a parking lot and Building 2 from 18.09' to 10.30'.
- Reducing the setback between a parking lot and the south end of Building 4 from

22.47’ to 22.14’.

- Reducing the setback between a parking lot and the north end of Building 4 from 22.40’ to 22.19’.
- Reducing the setback between a parking lot and Building 10 from 21.63’ to 18.46’.
- Reducing the setback between a parking lot and Building 9 to 21.48’.

PD Agreement. The PD Agreement amendment is consistent with the Township’s PD Agreement template, and the Township legal counsel has reviewed the amendment.

- **Community Planner’s Recommendation:** Approval of the Amendment No. 1 and associated site plan changes to the Berkshire Apartments PDD on tax parcel no. 061-99-0006-707, as provided in the Planned Development Agreement and plan documents, subject to all State, County, and Township requirements, as the proposed changes improve the internal sidewalk network and provide more units with direct access to the sidewalk network.

- **Planning Commission’s Recommendation:** At its meeting on February 6, 2023, the Planning Commission voted 7-0 to recommend approval of Amendment No. 1 and associated site plan changes to the Berkshire Apartments PDD on tax parcel no. 061-99-0006-707, as provided in the Planned Development Agreement and plan documents, subject to all State, County, and Township requirements.

STRATEGIC PLAN/GOALS: Quality Infrastructure, which includes creating more accessibility via walking as a Strategy.

ACTION REQUESTED: Approve Amendment No. 1 and associated site plan changes to the Berkshire Apartments PDD on tax parcel no. 061-99-0006-707, as provided in the Planned Development Agreement and plan documents, subject to all State, County, and Township requirements.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A.

IMPLEMENTATION PLAN: N/A.

MUNICIPAL SERVICES DIRECTOR’S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION’S RECOMMENDATION: Approval.

FIRE MARSHAL’S RECOMMENDATION: Approval.

BUILDING OFFICIAL’S RECOMMENDATION: N/A.

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: N/A.

SUPERVISOR’S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of Planned Development District Amendment No. 1 for Berkshire Apartments

WHEREAS, the Project Sponsor has requested approval of Amendment No. 1 to the Planned Development District for Berkshire Apartments (Planning Application #061-PDDA-7644), located on the north side of Saltz Road between Canton Center Road and Beck Road; and,

WHEREAS, the Planning Commission reviewed the Amended Planned Development Plan and Planned Development Agreement, and voted 7-0 to recommend approval of the request, with conditions, as it meets the criteria for a Planned Development, results in definite benefits to the community, and complies with the applicable site design requirements of the Zoning Ordinance except where modifications are approved;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve Amendment No. 1 to the Berkshire Apartments Planned Development and associated site plan changes in the subject application (Planning Application #061-PDDA-7644) on tax parcel no. 061-99-0006-707, as proposed in the Planned Development Agreement and plan documents, subject to all State, County, and Township requirements.

ATTACHMENTS:
1. Planning Commission Minutes
2. Zoning Map and Location Map
3. Proposed PDD Plan and Schedule of Modifications
4. Previously Approved PDD Plan and Schedule of Modifications
5. Proposed PDD Agreement

NEXT STEPS: If the PD Amendment is approved, the applicant will coordinate revisions with the Engineering Services Division and Building & Inspection Services Division.

CANTON COMMUNITY
<u>REQUEST FOR BOARD ACTION</u>

MEETING DATE: February 28, 2023 **AGENDA ITEM #G-4**

ITEM: Consider Waiving the Bidding Process and Approve the Purchase of Four Motorola 800 MHz Mobile Radios

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Fire Department is requesting to purchase two Motorola APX6500 mobile radios and two Motorola SPX6500-03 handheld mobile radios in the total amount of $24,515.38. Due to the necessity of continuity in radio equipment, purchasing the same radio as currently owned is imperative; therefore, the department requests to waive the bidding process and purchase the above model radios from Motorola Solutions (a sole-source vendor). Funds budgeted in the 2023 E/911 Capital Computers Account will be utilized for this purchase

BACKGROUND INFORMATION: In response to the FCC's narrow banding requirements, on March 12, 2012, the Township Board approved Canton Police and Fire Departments transition to the State of Michigan's MPSCS 800 MHz Radio System. This $1.8 million dollar project included a multitude of components, including all new radios for dispatch, police/fire vehicles, and individual officer/firefighter portable radios.

The Motorola radios being requested for purchase are the same make and model of current radios being used, and include all mounting, charging, trunking and programming to be 100% compatible with the department's current inventory. Warranties are included with the purchase with coverage of three years for the mobile, and five years for the portables.

These radios will be placed in two new engines and two new administrative vehicles.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Waive the bidding process and approve the purchase of four Motorola mobile radios from Motorola Solutions, Inc., in the amount of $24,515.38, utilizing budgeted E/911 Funds.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are budgeted in the 2023 E/911 Capital Outlay Computers Account #261-346-50.970.0010.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to waive the bidding process and approve the purchase of four Motorola mobile radios from Motorola Solutions, Inc., in the amount of $24,515.38, utilizing E/911 Funds.

ATTACHMENTS: Attachment A – Motorola Price Quote A
Attachment B - Motorola Price Quote B

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM #G-5**

ITEM: Consider Approving a One-Year Contract Renewal with Michigan Police Legal Advisor Group, Inc., and Associated Amendment to the 2023 Police Budget

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to renew its annual contract with the Michigan Police Legal Advisor Group, Inc. (MPLAG), for legal advice on administrative and operational issues, department policies, and legal update training. The contract renewal is based on 144 hours per year, and is paid in monthly installments, for a total cost of $34,560.

In addition, the Police Department is requesting an amendment to its 2023 budget for this expense.

BACKGROUND INFORMATION: The Police Department has maintained various contracts with MPLAG since 2018, validating the importance of legal services and consultation specific to law enforcement. This contract is merging two separate 2022 agreements into one, and incorporating legal advising on PTAGG, which was covered by grant funding last year.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve a one-year contract renewal for legal services with Michigan Police Legal Advisor Group LLC, in the amount of $34,560, and an associated budget amendment to the 2023 Police budget.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The 2023 Police budget has $25,000 budgeted for this service, requiring an amendment to increase the Police Fund Balance Appropriation Account #207-000-695 by $9,560, and to increase Professional & Contractual Services - Legal Account #207-301-50.801_0020 by $9,560.

IMPLEMENTATION PLAN: Upon Board approval, the departments will prepare a contract based on this proposal, for signature by the Township Supervisor.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION:

1) I move to approve a one-year contract renewal for police legal services with Michigan Police Legal Advisor Group LLC, in the amount of $34,560.

2) In addition, I move to approve the below amendment to the 2023 Police budget:

Increase 2023 Revenues:		
Police Fund Balance Appropriation	#207-000.695	$9,560

Increase 2022 Appropriations:		
Police Professional & Contractual Services - Legal	#207-301-50.801_0020	$9,560

ATTACHMENTS: Attachment A – MPLAG Contract Proposal

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM #G-6**

ITEM: Request Approval to Renew Office 365 Licensing

PRESENTER: Victor Ibegbu, Director of Information Technology and Innovation

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In April of 2022, the Township migrated email services and adopted the full Microsoft Office 365 services by entering into a 3-year agreement with Microsoft. The first year of the agreement expires on 4/30/2023, and renewal through Dell Computers should be initiated 45 days prior to that date.

BACKGROUND: In 2022, the Township's ITI Department migrated existing email services to the Microsoft government cloud as part of its adoption of the .GOV domain name change initiative. Concurrent with that migration, the Township adopted the expanded use of Office 365 offerings by entering into a 3-year agreement with Microsoft for varying levels of Microsoft licensing distributed amongst Township employees. As the 4/30/2023 renewal date approaches, Dell Computers' recommendation is to initiate the renewal process far enough in advance to ensure sufficient time exists for the renewal to be processed by Dell Computers and ultimately by Microsoft.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: As the initial purchase and consequently this renewal are negotiated by the State of Michigan Technology contract, the ITI Department is requesting that the Township Board waive the purchasing policy requirement of publishing a Request for Proposal for this request. ITI further requests that the Township Board authorize the ITI Department to create a purchase order made to Dell Computers in an amount not to exceed $170,000.00 for the 2023 Microsoft 365 services renewal and potential licensing additions throughout the renewal period.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Sufficient funding was budgeted for and exists in the ITI Department 101-228.930_0015 Maintenance & Repair Software Support account.

IMPLEMENTATION PLAN: Information Technology and Innovation Services will handle the purchase, provide the final approved purchase order to Dell Computers, and perform follow-up to ensure the renewal has been processed prior to the expiration date.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to waive the Township purchasing policy requirement to publish a Request for Proposal for this purchase. I further move to approve the creation of purchase order(s) in the amount not to exceed $170,000.00 to Dell Computers for the 2023 renewal of the Township's multi-year agreement with Microsoft for Microsoft 365 services.

ATTACHMENTS: Office 365 Year 2 Renewal Quote from Dell

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM #G-7**

ITEM:	**Consider Authorization of a 2024 Purchase of Golf Cars for Pheasant Run and Fellows Creek Golf Club**

PRESENTER: Greg Hohenberger, Director of Leisure Services

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: On December 15, 2022, CLS staff advertised an Invitation to Bid (ITB) for Purchase or Lease of Golf Cars. As a result, four companies submitted a proposal with Midwest Golf & Turf proposing the lowest cost of $715,674 total after the trade-in value of 209 carts were subtracted. Additionally, Fellows Creek is requesting to purchase 2 Club Car Carryalls with Portable Refreshment Centers at an additional cost of $28,600. Fellows Creek has $33,000 in the 2024 capital budget for beverage carts. Therefore, Canton Leisure Services is recommending to purchase 240 club cars and 2 carryalls with portable refreshment centers for a total of $744,274.

BACKGROUND: The current fleet of golf cars for CLS golf division were purchased in 2016/2017. Industry standard for replacement is every five to seven years. This fleet of golf cars will have been in service for seven or eight seasons. Due to the growth in golf since Covid-19, the current carts have seen an excessive amount of wear and tear specifically in the body panels, seats, floorboards, and windshields. The condition of these golf cars reflects negatively on the image of the facility and continuously require additional maintenance. The cost of maintenance on these vehicles have increased dramatically over the last two years with approximately $25,000 in expenses to prepare the fleet for the next season. Fleet Maintenance has reviewed the proposals and recommend Midwest Golf & Turf golf cars.

The golf market is very competitive and in addition to a superb course, we must maintain quality service and equipment. Purchasing new golf cars keeps us competitive with other courses, which is essential in retaining existing golfers and attracting new golfers. If the current fleet is not replaced, significant dollars will need to be spent prior to the 2024 season for parts/labor: starters/generators, batteries, tires, brakes, and body repairs. Estimates are approximately $35,000+ in addition to the normal start-up costs. Each golf car is used on average 200 hours per season and totaling over 1,500 hours per cart by the end of 2023.

In addition, the ITB requested quotes for both gasoline and lithium-ion cars. The lithium-ion cars came in significantly higher at $511,920 more than the gasoline cars and did not include the cost of infrastructure estimated at $1 million per course.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Approve the 2024 purchase of 240 gasoline golf cars from Midwest Golf & Turf, 2111 Haggerty Rd., Commerce Twp. MI 48390, for Pheasant Run and Fellows Creek Golf Club in the total amount of $744,274.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A 2023 PO will be entered, but will not be expensed until 2024, which has funds available in account number #584.105 - Goods on Order.

IMPLEMENTATION PLAN: Upon approval, Midwest Golf & Turf will be notified, and a purchase order will be submitted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:
I move to approve the purchase of 240 gasoline golf cars for Pheasant Run and Fellows Creek Golf Clubs from Midwest Golf & Turf, 2111 Haggerty Rd., Commerce Twp. MI 48390, for a total amount of $744,274 to be paid from Account #584.105 - Goods on Order. A 2023 PO will be entered but will not be expensed until 2024.

ATTACHMENTS:
Attachment A – Request for Proposal
Attachment B – Bid Results
Attachment C – Club Car Proposal

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM# G-8**

ITEM: Consider Appointment and Reappointments to the Canton Tax Board of Review

PRESENTER: Anne Marie Graham Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: The Tax Board of Review is a 3-member board required by state law who hear property assessment appeals. Canton has always tried to maintain two 3-member boards plus an alternate member so we can offer more times to the residents who are making appeals. The Tax Board of Review hears appeals two times per year: March and December.

Three Board of Review members have terms expiring in March of 2023, and another has moved out of the community. The Supervisor is recommending reappointment for Irfan Jafry, Paul Talwar, and Ethan Petzold, and recommending the new appointment of Lynda James-Gilboe to fill the vacancy.

BACKGROUND INFORMATION:

In early 2020, Canton began a new process for filling vacancies on boards and commissions. People interested in appointment or reappointment must fill out an online application and go through an interview process with three of Canton's Trustees (referred to as the Boards and Commissions interview committee). The interview committee makes selections and provides information at board meetings when appointments are on the agenda.

Lisa Manwell was first appointed to the Tax Board of Review in 2017, and Paul Talwar was first appointed in 2019. They are currently the longest-serving Board of Review members, and having their experience and expertise is important to Board of Review operations. The Assessor has shared that their attendance and performance are both excellent.

Ethan Petzold and Irfan Jafry were first appointed in 2021. Irfan's attendance and performance warrant reappointment. Ethan Petzold has also served the Board of Review well. Since the current alternate has moved out of Canton, Ethan Petzold will move into the alternate position, and Lynda James-Gilboe will move into the Board member position.

Lynda James-Gilboe has been a hands-on leader in all aspects of marketing throughout her career, from creative writing, project management, to strategic marketing management. She has extensive market research and master data management experience and led forecasting and pricing activities at three companies. Led pricing normalization initiatives, bringing together different pricing models and philosophies. She is now self-employed, and her business services include project management leadership (systems integration, business operations, business integration), customer experience consulting, guest lecturing, and leadership mentoring.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the reappointments of Elizabeth Manwell, Irfan Jafry, Paul Talwar and Ethan Petzold, and approve the new appointment of Lynda James-Gilboe.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: There are funds built into the budget each year to cover the work of the Tax Board of Review members.

IMPLEMENTATION PLAN: Supervisor's office will work with the Assessor's office to let the Elizabeth, Irfan, Paul and Ethan know of their reappointments, and to let Lynda know of her appointment. We will then set up Board of Review training for all members.

DIRECTOR'S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move that the Canton Board of Trustees approve the appointment of Lynda James-Gilboe to the Canton Tax Board of Review for a two-year term to expire on 3/1/25.

I move that the Canton Board of Trustees approve the reappointments of Irfan Jafry, Elizabeth Manwell and Paul Talwar to the Canton Tax Board of Review for two-year terms to expire on 3/1/25.

I move that the Canton Board of Trustees approve the reappointment of Ethan Petzold to the Alternate position of the Canton Tax Board of Review, with a term to expire on 3/1/25.

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM # G-9**

ITEM: Consider Appointments to Downtown Development Authority Board

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE None anticipated

EXECUTIVE SUMMARY: 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 to12 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. The DDA currently has three vacancies to fill, two citizen representatives and one business representative.

BACKGROUND INFORMATION:

John Camp has lived in Canton for 31 years and currently works as the General Counsel for Plastipak Packaging in Plymouth. In addition to working his full-time job, he and his wife are also part owners of Waxing the City, a business located within the DDA District. Mr. Camp has a Bachelor of Arts degree from Michigan State University in Supply Chain Management and a Juris Doctor degree from the Wayne State University Law School. As a business representative to the DDA, Mr. Camp believes he can bring a diverse commercial perspective and hopes to help improve the aesthetics and walkability within the district.

Jacob Uhazie has lived in Canton for three years and currently works as the Planning and Economic Development Coordinator for the City of Livonia. He holds a Bachelor's of Science in Biology from Grand Valley State University and a Masters of Urban Planning form the University of Louisville. As a citizen representative to the DDA, Mr. Uhazie would like to help the corridor thrive by ensuring it remains a place that attracts the highest quality development.

Kyle Selter has lived in Canton for five years and currently works as a Project Engineer for OHM Advisors. Mr. Selter holds a Bachelor of Science in Civil Engineering from the University of Michigan and is a licensed and registered Professional Engineer with design expertise in municipal capital improvement projects including; roadway, sidewalk, pathway, street lighting, water main, sanitary sewer and storm sewer. As a citizen representative to the DDA, Mr. Selter believes he could use his experience to help the DDA analyze the public infrastructure within the district and provide insight to benefits, risks and alternatives related to any planned improvements.

Based on their completed applications and oral interviews, the committee feels all three candidates would make excellent additions to the DDA Board of Directors.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Appointments of John Camp, Jacob Uhazie and Kyle Selter to the Board of Directors of the Downtown Development Authority for a four-year term.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Upon approval, the Supervisor will direct the Downtown Development Coordinator to contact the Board Members and provide appropriate orientation information.

DIRECTOR'S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move that the Canton Township Board of Trustees appoint John Camp, Jacob Uhazie and Kyle Selter to serve on the Board of Directors of the Downtown Development Authority of the Charter Township of Canton for a four-year term beginning February 28, 2023 and ending February 28, 2028.

ATTACHMENT:
John Camp Resume
Jacob Uhazie Resume
Kyle Selter Resume

CANTON COMMUNITY
<u>REQUEST FOR BOARD ACTION</u>

MEETING DATE: February 28, 2023 **AGENDA ITEM # G-10**

ITEM:	**Consider Approving Merit Commission Recommendation for Position Reclassification and New Position of Human Resources Associate**

<u>PRESENTER:</u> Anne Marie Graham-Hudak, Supervisor

<u>INDIVIDUALS IN ATTENDANCE:</u> Rachelle Howell, HR Manager

<u>EXECUTIVE SUMMARY:</u> The Supervisor's Office is requesting the Board of Trustees approve the retitle and reclassification of the Human Resources Specialist, Grade 4 to the Human Resources Coordinator, Grade 6. Additionally, a request is being made to the Board of Trustees to approve a new position of Human Resources Associate, Grade 4. The retitle and reclassification of the Human Resources Specialist as well as the new position of Human Resources Associate were approved at the December 12, 2022 Merit Commission Meeting.

<u>BACKGROUND:</u> The functions of the Human Resources Specialist have changed significantly and become more complex over the years with the shift to self -funded insurance and the reporting requirements of the organization. The Human Resources Specialist position has taken on responsibilities beyond the scope of the current salary grade. The position will move from Grade 4, Step 9 to Grade 6, Step 5.

Additionally, the Human Resources Division has undergone recent transitions and work assignments are being rebalanced. There is a significant need for the Human Resources Associate position that will be responsible for the tracking and administration of leave benefits. The Human Resources Associate will also be responsible for assisting the Human Resources Coordinator in working with all aspects of the fringe benefits afforded to Township employees, assisting with new hire onboarding, creating the benefits bulletin, tracking new hire probationary periods and assisting with multiple committees.

<u>STRATEGIC PLAN/GOALS</u>: Organizational Climate and Culture

<u>ACTION REQUESTED:</u> Approve the Merit Commission recommendation to reclassify the position of Human Resources Specialist Grade 4 to the position of Human Resources Coordinator, Grade 6. Approve the new position of Human Resources Associate, Grade 4.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The budget impact for both the reclassification of the Human Resources Specialist position and the addition of the Human Resources Associate is approximately $73,000 in 2023. A budget amendment for 2023 is being requested with this addition. If approved, the position changes will be incorporated into future budgets.

IMPLEMENTATION PLAN: If approved, the reclassification of the Human Resources Specialist position would occur March 1, 2023. The Human Resources Associate position would be posted with the intent on filling the position in the spring.

DIRECTOR'S RECOMMENDATION: NA

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the Merit Commission recommendation to reclassify the position of Human Resources Specialist, Grade 4 to the position of Human Resources Coordinator, Grade 6. I further move to approve the Merit Commission recommendation to create the Human Resources Associate position, Grade 4.

I further move to approve the following budget amendment:

Increase Expenditures:

101-270.703_0010	Salaries & Wages	$35,000
101-270.724_xxxx	Fringes – Various	$38,000

Increase Revenues:

101-000.695	Fund Balance Appropriation	$73,000

ATTACHMENTS: Attachment A – Merit 2023 Salary Grade System

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM # G-11**

ITEM:	**Consider Approval of Collective Bargaining Agreement with the Police Officers Association of Michigan (POAM) for a term commencing January 1, 2023 through December 31, 2026.**

PRESENTER: Joseph Hawver, Deputy Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The current Collective Bargaining Agreement with the Police Officers Association of Michigan (POAM) expired on December 31, 2022. The parties have come to an agreement on terms for a new, four-year agreement expiring on December 31, 2026. The POAM has already ratified the new agreement.

BACKGROUND: Canton Township has reached a new agreement with its police officers' workforce. The new agreement raises wages 3% annually through the end of 2026. The new agreement also creates a new retirement plan for members, moves the holiday check from January to November each year, allows for lateral pay at the discretion of the Township and maintains the other benefits in the existing contract.

The POAM bargaining unit has voted to ratify the new agreement with the Township.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the Collective Bargaining Agreement.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A request to amend the 2023 budget as a result of the contractual changes will be requested in August, as there are many vacancies currently which can absorb the added costs. Future budgets will be developed pursuant to this contract.

IMPLEMENTATION PLAN: Upon approval the POAM contract will be signed, and the copies printed and distributed to all appropriate parties.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the Collective Bargaining Agreement between the Charter Township of Canton and the Police Officers Association of Michigan (POAM) with a term ending December 31, 2026, and authorize the Township Supervisor sign on behalf of Canton Township.

ATTACHMENTS: None.

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM # G-12**

ITEM: Consider Request to Approve Merit Commission Recommendation for Resident Service Advocate for Three Years

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Township is a growing community, both in population and diversity, committed to excellent resident service. The Resident Service Advocate will be a professional position responsible for creating an internal service structure which improves communication and accountability between residents and Canton Township. The Advocate will ensure the facilitation of timely and professional service to all Canton residents. The position will play an integral role in communicating the needs of residents to Township government and resolving a number of resident concerns across Township functions. The position of Resident Service Advocate was approved at the November 9th, 2022 Merit Commission Meeting and is a grade five on the merit scale.

After three-years, a report will be given to the Board showing the Resident Service Advocate's impact in the community.

BACKGROUND INFORMATION: The need to effectively service resident concerns is growing in the Canton community, as the population in the community continues to grow. In addition, as Canton's population grows, so does its population diversity and diversity of needs in the community.

During the recession of 2009 and 2010, a number of positions in the Township focused on resident service were eliminated, combined into existing positions or decentralized across departments, resulting in less-focused resident service in the Township. The Resident Service Advocate will refocus and facilitate:

- Methods of tracking and reporting resident concerns throughout Township departments;
- Advocacy for resident concerns;
- Systems dedicated to "closing the loop" on issues communicated to the Township by residents across Township functions;
- Enhanced service to Canton's many Homeowners' Associations (HOAs) and condominium associations;
- Township educational efforts on important community issues to Canton residents;
- All Canton residents receive excellent service from the Township.

STRATEGIC PLAN/GOALS: Organizational Climate and Culture/Welcoming Community

ACTION REQUESTED: Approve the Resident Service Advocate.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A budget amendment for approximately 9 months of this position being added is included with this request, totaling approximately $72,500. If approved, future budgets will be amended to include this position.

IMPLEMENTATION PLAN:

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to approve the merit commission recommendation to create the Resident Service Advocate, grade five, for a three-year period and approve the following budget amendment:

Increase Expenditures:		
101-171.703_0010	Salaries & Wages	$46,420
101-171.724_xxxx	Fringes – Various	$26,058
Increase Revenues:		
101-000.695	Fund Balance Appropriation	$72,478

ATTACHMENTS: Merit 2023 Salary Grade System

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM # G-13**

ITEM: Consider Request to Approve Agreement for Consulting Services Between Canton Township and Capitol Relations, LLC

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Given the number of issues that impact Township government, the need to work with a consulting service to advocate for Canton Township with Wayne County and Lansing has become a necessity. Canton has been working with Capitol Relations, LLC for over one year, with tangible results for the community, including success in enhanced road funding, funding for sidewalk improvements, funding for existing programs, and funding for transformative projects in the Canton community. Capitol Relations has also helped the Township in important policy matters and the county and state level.

We are requesting that the Board approve an agreement with Capital Relations, LLC to represent Canton Township in Wayne County and Lansing for $5,000.00 per month through the end of 2024.

BACKGROUND INFORMATION: Canton Township has long been working to obtain funding from Wayne County and Lansing for various projects. Capitol Relations, LLC has a proven record of success in Canton and other southeastern Michigan communities.

STRATEGIC PLAN/GOALS: Quality Infrastructure/Financial Stability

ACTION REQUESTED: Approve the contract with Capitol Services, LLC; also approve a budget adjustment and authorize the Township Supervisor to sign on behalf of Canton Township.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

IMPLEMENTATION PLAN: Upon approval, the Township Supervisor will sign the agreement and forward to Capitol Relations LLC.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to approve an agreement with Capitol Services, LLC through the end of 2024.
2. I move to approve the budget adjustment as follows:

   Increase Expenditures:

101-261.801_0050	Professional Services	$16,000

   Increase Revenues:

101-000.695	Fund Balance Appropriation	$16,000

3. I move to authorize the Township Supervisor to sign on behalf of Canton Township

ATTACHMENTS: None

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: February 28, 2023 **AGENDA ITEM #** G-14

ITEM: Consider Reappointment to the Historic District Commission

PRESENTER: Ann Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: On February 5, 2023, one term for Commissioner on the Historic District Commission (HDC) expired. The Commissioner, Bill Tesen has agreed to serve another three-year term that will expire on February 5, 2026.

Bill Tesen has served on the Commission Chairperson since 2020 and has been a contributing member to the commission the entire time. He is a great asset to the Commission with his knowledge, resources, and commitment to historic preservation.

BACKGROUND:
Per MCL 399.204 Historic District Commission consists of not less than 7 or more than 9 members. Canton's Historic District Commission consists of 8 members, one of which is a representative of the Canton Historical Society.

Long term commitment to this commission and community is the foundation of the historical prospective that is requisite for the review and implementation of the U.S. Department of Interior - Secretary of the Interior's Standards for the Treatment of Historic Properties whose recommendations guide this commission. Without a solid historical perspective, the commission loses its ability to maintain and safeguard the heritage of the township.

STRATEGIC PLAN/GOALS:
Re-appointment of qualified individuals to the Historic District Commission.

ACTION REQUESTED:
Approve Supervisor Graham Hudak's recommendation for re-appointment of Bill Tesen for a three-year term on the Historic District Commission.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:
Historic District Commissioners are unpaid.

IMPLEMENTATION PLAN:
The employee liaison to the HDC, Ellen Thomas, will inform Bill of his reappointment.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: NA

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:
*I move to approve the reappointment of Bill Tesen to the Canton Historic District Commission for a three-year term effective through February 5, 2026.