CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
APRIL 11, 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/84415328622

Or One tap mobile:
1-301-715-8592 (84415328622#) or 1-305-224-1968 (84415328622#)

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Webinar ID: 844 1532 8622

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

7:00 P.M.:

CALL TO ORDER
ROLL CALL: BORNINSKI, FOSTER, GANGULY, GRAHAM-HUDAK, SIEGRIST, SLAVENS, SNEIDEMAN
ADOPTION OF AGENDA
APPROVAL OF MINUTES: MARCH 28, 2023
PUBLIC COMMENT ON AGENDA ITEMS ONLY
PAYMENT OF BILLS

PRESENTATION:

1) YOUTH ADVISORY COUNCIL

RESOLUTION:

1) RESOLUTION RECOGNIZING APRIL 2023 AS AUTISM ACCEPTANCE MONTH IN CANTON TOWNSHIP

2) RESOLUTION REAFFIRMING APRIL 22 AS EARTH DAY IN CANTON TOWNSHIP FOR ALL FUTURE GENERATIONS AND ENCOURAGING RESIDENTS, BUSINESSES, AND INSTITUTIONS TO CELEBRATE OUR ENVIRONMENT AND PROMOTE THE WELLBEING OF THE EARTH

3) RESOLUTION RECOGNIZING SARAH DAVIS

CONSENT CALENDAR:

1) CONSIDER PURCHASE OF WATER METERS AND METERING CONTROL DEVICES FOR 2023 (MSD)

2) CONSIDER AWARD OF A PURCHASE ORDER CONTRACT TO OHM ADVISORS FOR COMPLETION OF AN UPDATE TO CANTON'S WATER DISTRIBUTION SYSTEM MASTER PLAN (MSD)

GENERAL CALENDAR:

1) CONSIDER WAIVING THE BIDDING PROCESS AND APPROVAL OF THE REPAIR OF THE ROTARY IN-GROUND HOIST AT FLEET SERVICES (MSD)

2) CONSIDER APPROVAL OF AMENDING THE 2023 ENGINEERING BUDGET AND THE PURCHASE OF A 2023 FORD F150 FOR ENGINEERING SERVICES (MSD)

3) CONSIDER APPROVAL OF SITE PLAN AMENDMENT FOR S&J ASPHALT PAVING (MSD)

4) CONSIDER RESOLUTION TO APPROVE WATER AND SEWER RATES FOR THE 2023 FISCAL YEAR PURSUANT TO PART I, CHAPTER 74 ENTITLED "UTILITIES", ARTICLE II, DIVISION 2, SUBDIVISION II ENTITLED "SCHEDULE OF RATES AND CHARGES", SECTION 74-83 (MSD)

5) CONSIDER APPROVAL OF A PURCHASE ORDER TO CAREY & PAUL GROUP FOR ENTERTAINMENT AND SOUND AT THE THURSDAY NIGHT LIVE CONCERT SERIES (CLS)

6) CONSIDER REQUEST TO ALLOCATE FUNDS FOR CHERRY HILL VILLAGE PROJECT ACCOUNTS (CLS)

7) CONSIDER AUTHORIZING A BUDGET AMENDMENT AND PURCHASE ORDER FOR THE PEACE POLE PLAZA PROJECT (CLS)

8) CONSIDER ACCEPTING A US DEPARTMENT OF HEALTH AND HUMAN SERVICES GRANT FOR USE OF THE SHELDON SCHOOL AS A COVID-19 TESTING SITE (FIRE)

9) CONSIDER APPROVING A REQUEST TO PURCHASE AMMUNITION (POLICE)

10) CONSIDER THE PURCHASE OF 16 TASER X26P UNITS AND ACCESSORIES (POLICE)

11) CONSIDER SALE OF CANTON TOWNSHIP PROPERTY AND AUTHORIZE SUPERVISOR TO SIGN ALL DOCUMENTS NECESSARY TO CLOSE SALE (SUPERVISOR)

PUBLIC COMMENT
BOARD COMMENT
ADJOURN

Charter Township of Canton
Board Proceedings – March 28, 2023

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, March 28, 2023, in-person. Supervisor Graham-Hudak called the meeting to order at 6:00 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 March 14, 2023. Motion carried unanimously.

Closed Session:

Motion by Siegrist, supported by Slavens to go into closed session for the purpose of discussing the purchase or lease of real property under MCL 15.268(1)(d). Motion carried unanimously.

Motion by Siegrist, supported by Slavens to return from closed session. 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 March 28, 2023		
101	GENERAL FUND	936,918.81
204	ROADS FUND	96,094.66
206	FIRE FUND	502,345.53
207	POLICE FUND	1,208,739.39
208	COMMUNITY CENTER FUND	69,997.38
219	STREET LIGHTING FUND	24,991.89
230	CABLE TV FUND	10,973.20
246	COMMUNITY IMPROVEMENT FUND	14,183.00
248	DDA - CANTON	31,587.81
260	INDIGENT DEFENSE FUND	12,570.26
261	E-911 UTILITY	195,880.70
265	ORGANIZED CRIME - DRUG ENFORCEMENT	0.00
274	CDBG FUND	95,875.00
276	NSP GRANTS FUND	0.00

285	AMERICAN RESCUE PLAN ACT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
302	CAPITAL PROJECT DEBT SERVICE	0.00
401	CAPITAL PROJECTS FUND	221,282.76
402	CAP PROJ - WATER & SEWER	0.00
403	CAP PROJ - ROAD PAVING	0.00
584	GOLF FUND	107,100.59
592	WATER & SEWER FUND	1,435,294.50
596	GARBAGE & RUBBISH COLLECTIONS	329,060.30
661	FLEET MAINTENANCE FUND	41,467.54
701	TRUST & AGENCY FUND	4,605.00
702	CUSTODIAL FUND	16,136.00
736	POST EMPLOYMENT BENEFITS FUND	132,069.65
852	SPECIAL ASSESSMENT DEBT SERVICE	0.00
	TOTAL - ALL FUNDS	**5,487,173.97**

Presentation:

1) Water & Sewer Rates

2) Sidewalk Repair Program

Public Hearing:

Item PH-1. Consider Holding the Public Hearing for the 2023 Sidewalk Repair Program

Motion by Siegrist, supported by Borninski to open the public hearing at 7:30 p.m. to hear comments on the necessity of sidewalk repairs pursuant to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989. Motion carried unanimously.

Robert Pruet, 44089 Harsdale Dr, spoke against the program.

Steve Khoeler, 1195 Brookline, spoke against the program.

Dennis Poet, 1210 Brookline, spoke against the program.

Elizabeth Thompson, 1806 Rainier Blvd, spoke against the program.

Brian Utley, 42450 Saltz, spoke against the program.

Dennis Jones, 613 N Corrine Blvd, spoke against the program.

Motion by Siegrist, supported by Slavens to close the public hearing at 7:52 p.m. to hear comments on the necessity of sidewalk repairs pursuant to the Township Sidewalk Ordinance, Sidewalk Repair Program Policy and as provided in Public Act 80 of the Public Acts of 1989. Motion carried unanimously.

Motion by Siegrist, supported by Sneideman to adopt the attached resolution requiring replacement of sidewalks in Brentwood Estates, Cavalier Village North, Cavalier Village South, Cavalier Village West, McIntyre Gardens, McIntyre Gardens #1, McIntyre Manor, and miscellaneous locations as indicated on the attached list and published in the PNW on March 22, 2023. Motion carried unanimously.

Resolution:

Item R-1. **Resolution Declaring the Month of April as "Fair Housing Month" in Canton Township**

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

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON

Resolution Declaring the Month of April as "Fair Housing Month" in Canton Township

Whereas the year 2023 marks the 55th anniversary of the passage of the Federal Fair Housing Act: Title VIII of the Civil Rights Act of 1968, as amended; and

Whereas this law guarantees that housing throughout the United States should be made available to all citizens without regard to race, color, religion, sex, family status, disability or national origin; and

Whereas equality of opportunity for all is a fundamental policy of this nation, state and township; and

Whereas barriers which diminish the rights and limit the options of any citizen will ultimately diminish the rights of all citizens.

Now therefore be it resolved, that the Charter Township of Canton Board of Trustees designates the month of April 2023 as "Fair Housing Month" in Canton Township. We encourage the residents of our community to join in this observance.

Motion carried unanimously.

Consent Calendar:

Item C-1. **Consider Approval of Annual Maintenance & Technical Support Agreement for Cityworks Asset Management Software**

Motion by Siegrist, supported by Borninski to approve payment of the Annual Software Maintenance and Technical Support Agreement for Cityworks from Azteca Systems, Inc., 11075 South State St., Suite 24, and Sandy, UT 84070 and approve a purchase order for a not-to-exceed amount of $46,200. Motion carried unanimously.

Item C-2. **Consider Adoption of a Resolution for Approval of Application for Additional MERS Service Credit by Employee**

Motion by Siegrist, supported by Borninski to adopt the Resolution allowing the purchase of additional service credit by Joey Mullally. Motion carried unanimously.

Item C-3. **Consider Approving an Increase to the Blanket Purchase Order Issued to Kent Communications, Inc.**

Motion by Siegrist, supported by Borninski to increase the blanket purchase order to KCI in the amount of $2,500. Motion carried unanimously.

Item C-4. Consider Approval of Conference Expense for Township Supervisor

Motion by Siegrist, supported by Borninski to approve the expense of $2,850 for the Supervisor to attend Mackinac Policy Conference May 30-June 2, 2023. Motion carried unanimously.

Item C-5. Consideration of Second Reading of an Ordinance Amending Chapter 2 Article V Section 2-240 and Section 2-244 of the Canton Code of Ordinances

Motion by Siegrist, supported by Borninski to remove from the table, hold the second reading and adopt an ordinance amending Chapter 2 Article V Section 2-240 Equal Opportunity and Non-Favoritism. Motion carried unanimously.

Item C-6. Consideration of Second Reading of an Ordinance Amending Chapter 50 Parks and Recreation Article II Titled Department of Leisure Services of the Canton Code of Ordinances

Motion by Siegrist, supported by Borninski to remove from the table, hold the second reading and adopt an ordinance amending Chapter 50 Article II Department of Leisure Services. Motion carried unanimously.

General Calendar:

Item G-1. Consider Award of a Contract to Cipparrone Contracting Inc. for the 2023 Local Road Millage Improvements

Motion by Siegrist, supported by Slavens to approve the following Budget Amendment:

Increase Revenue:

204-000.695	Fund Balance Appropriation	$43,813

Increase Expenditure:

204-446-12.970_0050	Local Roads Capital Outlay Infrastructure	$43,813

Further, to approve to Cipparrone Contracting Inc. for a total award of $2,006,871.24 for 2023. Additionally, to approve continuation of this contract as described in the Background, for 2024 through 2027 to Cipparrone Contracting Inc., including the approval of purchase orders in 2024 – 2027 in an amount not to exceed the Board approved budget for each given year. Motion carried unanimously.

Item G-2. Consider Award of a Contract and Purchase Order to Cadillac Asphalt, Inc. for the 2023 Major Roads - Asphalt Project for the 2023 Road Improvement Program, & Approve a Contract Amendment with Fishbeck LLC for Construction Engineering and Testing (CE)

Motion by Siegrist, supported by Slavens to approve the following Budget Amendment:

Increase Revenue:

204-000.695	Fund Balance Appropriation	$579,000

Increase Expenditure:

204-446-11.970_0050	Major Roads Capital Outlay Infrastructure	$579,000

Further, to purchase order and award a contract with Cadillac Asphalt for the 2023 Major Roads - Asphalt Project construction in the amount of $3,051,876.26 plus a 10% contingency of $305,188.00 for a total of $3,357,064.26 from the Fund 204-446-11.970_0050. Additionally, approve a contract amendment and increase purchase order #2022-2130 with Fishbeck LLC under their existing master services agreement for CE Services for the 2023 Major Roads - Asphalt Project in the amount of $470,442.00 plus a 10% contingency of $47,044 for a total of $517,486 from the Fund 204-446-11.970_0050. Motion carried unanimously.

Item G-3. Consider Site Plan Approval for BJ's Wholesale Club Automobile Filling Station

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

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of Site Plan for BJ's Wholesale Club Automobile Filling Station

Whereas the Project Sponsor has requested site plan approval of an automobile filling station use on parcel no. 71-040-99-0006-708 at 43690 Ford Rd.; and,

Whereas the Planning Commission reviewed the site plan and applicable criteria, and voted 5-2 to recommend approval of the request, with conditions, as it is consistent with the Ford Sheldon Newman Planned Development and meets the requirements of the Charter Township of Canton Zoning Ordinance;

Now therefore it be resolved, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the BJ's Wholesale Club Automobile Filling Station site plan in Planning Application #040-SPC-7608 on tax parcel no. 71-040-99-0006-708 at 43690 Ford Road, subject to all State, County, and Township requirements and subject to execution of the PD Agreement after satisfactory review by Township legal counsel.

Motion carried unanimously.

Item G-4. Consider Site Plan 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 Site Plan for True Storage Mini-Warehouse

Whereas the Project Sponsor has requested site plan 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 7-0 to recommend approval, with conditions, as the request meets the requirements of the Charter Township of Canton Zoning Ordinance;

Now therefore be it resolved, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the True Storage Mini-Warehouse site plan in Planning Application #003-DIR-7689 on tax parcel no. 71-003-99-0008-707 at 7444 N. Haggerty Rd., subject to all State, County, and Township requirements.

Motion carried unanimously.

Item G-5. Consider Approval of the Purchase of a New 2023 Vermeer AX17 Brush Chipper

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

Increase Revenue:			
101-000.695	Fund Balance Appropriation		$41,962
Increase Expenditure:			
101-585.970_0030	Capital Outlay Machines & Equipment	$41,962	

Additionally, to award a purchase order contract to Vermeer Midwest for an amount not-to exceed $104,902.00 for the purchase of a new 2023 Vermeer AX17 Brush Chipper from the following accounts: $31,470 (592-536.970_0030), $31,470 (592-537.970_0030) and $41,962 from 101-585.970_0030. Motion carried unanimously.

Item G-6. Consider Waiving the Bidding Process and Approve the Purchase of one 2023- 20 Foot Enclosed Landscape Trailer

Motion by Siegrist, supported by Sneideman to approve the purchase of one 2023- 20-foot enclosed landscape trailer from Kelley & Sons Trailers, 12620 N Telegraph Rd Carleton, MI 48117 for an amount not to exceed $17,169.00. Motion carried unanimously.

Item G-7. Consider Approval of Upgrading Existing Fiber Data Lines at Fire Station #1

Motion by Siegrist, supported by Slavens to create a new purchase order to D2 Technologies, LLC in an amount not to exceed $13,000 for installation of upgraded fiber optic cabling between CPS and FS1. I further move to approve the following budget adjustment:

Increase Revenues:		
261-000.695	Fund Balance Appropriation	$13,000.00
Increase Expenditures:		
261-346-50.970_0010	Capital Outlay Computers and Equipment	$13,000.00

Motion carried unanimously.

Item G-8. Consider Approval to Purchase CivicOptimize Solution

Motion by Siegrist, supported by Sneideman to create a new purchase order to CivicPlus in an amount not to exceed $18,862.50 for implementation of CivicOptimize. Motion carried unanimously.

Item G-9. **Consider Approval of Resolution Approving Settlement Agreements in Opioid Litigation Involving Teva, CVS, Walmart and Allergan**

Motion by Siegrist, supported by Slavens to approve the resolution approving the settlement agreements in opioid litigation involving Teva, Allergan, CVS and Walmart and authorize the Township Supervisor to sign any necessary documents in order to effectuate the settlement. Motion carried unanimously.

Item G-10. **Consider Approval of Statement of Work with CivicPlus, LLC for Municode Ordinance Supplemental Services**

Motion by Siegrist, supported by Slavens to approve the Statement of Work between Canton and CivicPlus, LLC and authorized the Clerk to sign on behalf of Canton Township. Motion carried unanimously.

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

Adjourn: Motion by Siegrist, supported by Slavens to adjourn the meeting at 8:53 p.m. Motion carried unanimously.

Michael A. Siegrist, Clerk	Anne Marie Graham-Hudak, Supervisor

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON,
MICHIGAN

Recognizing April 2023 as Autism Acceptance Month in the Charter Township of Canton

Whereas the Centers for Disease Control estimates that 1 in every 36 children in the United States have Autism Spectrum Disorder (ASD), and are among the more than 3.5 million Americans living with an Autism Spectrum Disorder;

Whereas the number of adults living with ASD is expected to increase dramatically over the next few years as adolescents age into adulthood;

Whereas ASD is a complex disability requiring greater recognition, understanding and acceptance to ensure that all individuals living with ASD are accurately diagnosed and appropriately supported throughout their lives;

Whereas ASD is a developmental disability resulting in varying levels of impairment of an individual's ability to learn, develop healthy interactive behaviors and understand verbal, nonverbal and reciprocal communication;

Whereas there is no known single cause of autism, but increased awareness, funding and acceptance can help families today;

Whereas individuals living with ASD can be assisted in reaching their greatest potential through accurate early diagnosis, appropriate education and intervention;

Whereas April has widely been known as “Autism Awareness Month” as a way to empower autistic individuals and their families, however the autism community has called for a shift in language to match the growing need for acceptance and opportunities in education, employment, accessible housing, affordable health care and comprehensive long-term services;

Whereas it is important to further increase awareness about autism signs, symptoms and opportunities through information and referrals, events, resources and community partnerships with businesses and organizations dedicated to building inclusive experiences; and

Whereas Autism is a reality that affects millions of families every day, and while our nation has made progress in supporting those with Autism, we are only beginning to understand the factors behind the challenges faced; now, therefore be it;

Resolved that the Board of Trustees of the Charter Township of Canton does hereby proclaim April 2023 as “Autism Acceptance Month” throughout Canton Township and encourages all citizens to learn what more they can do to support individuals on the Autism Spectrum and their families. That during Autism Acceptance Month, we recommit our resolve to support those with ASD as they continue to strengthen our families, communities, nation and world.

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF
CANTON, MICHIGAN

Reaffirming April 22 as Earth Day in Canton Township for All Future Generations and Encouraging Residents, Businesses, And Institutions to Celebrate Our Environment and Promote the Wellbeing of the Earth

Whereas the Earth and its ecosystems are our home, and in order to achieve a just balance among the economic, social, and environmental needs of present and future generations, it is necessary to promote harmony with nature and the Earth;

Whereas everyone in Canton has a right to a healthy environment and pollution has been associated with several health issues affecting the Earth's population;

Whereas plastic waste can be found everywhere, land or sea, even in the most remote places on the planet, affecting both humans and animals and approximately only 10% of plastic waste is recycled;

Whereas humankind is currently facing tremendous global challenges, among them the need to manage waste as landfills become full and the population increases;

Whereas human-generated greenhouse gas emissions from fossil fuel combustion—exacerbated by unsustainable land use—are a leading cause of climate change;

Whereas it is essential to involve the community in the design and implementation of solutions for pressing environmental issues; and

Whereas Earth Day is an annual reminder of the constant need for environmental activism, stewardship commitments, and sustainability efforts; now, therefore be it,

Resolved, the Board of Trustees of the Charter Township of Canton does hereby proclaim April 22 "Earth Day" throughout Canton Township and encourage all residents, businesses, and institutions to use Earth Day to celebrate our environment and promote the wellbeing of the Earth, in the State of Michigan and Township of Canton.

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Resolution Recognizing Sarah Davis

Whereas the Canton Police Department recognizes the importance of its heroic citizens and their involvement in the accomplishment of its mission;

Whereas on April 1, 2023, Sarah Davis was driving down Haggerty Road in Canton where she observed an elderly man walking on the sidewalk in the rain;

Whereas Ms. Davis thought the man matched the description on an endangered missing man posted on Canton Public Safety's Facebook page the previous day;

Whereas Ms. Davis contacted the police department and reported the exact location of the individual;

Whereas police officers responded and confirmed his identity as the person who had been missing for 48-hours;

Whereas Canton Fire Department paramedics were called to the location and transported the man to a local hospital for medical treatment; now, therefore be it

Resolved, the Board of Trustees of the Charter Township of Canton upon recommendation of the Director of Police Services does hereby recognize Sarah Davis for her commendable contribution to the Canton community and to the Canton Police Department.

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

MEETING DATE: April 11, 2023 **AGENDA ITEM: C-1**

<u>ITEM:</u> Consider Purchase of Water Meters and Metering Control Devices for 2023

<u>PRESENTER:</u> Jade Smith, Municipal Services Director

<u>INDIVIDUALS IN ATTENDANCE:</u> None Anticipated

<u>EXECUTIVE SUMMARY:</u> 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.

In the past, Canton has purchased from Etna Supply Company, a sole source supplier for Sensus meters and equipment. For this reason, we are requesting a waiver of the purchase policy requirements to solicit bids. The total value of the inventory required for 2023 is $486,292.60

<u>BACKGROUND:</u> Nothing additional

<u>STRATEGIC PLAN/GOALS:</u> 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.

<u>ACTION REQUESTED:</u> Accept the quote from Etna Supply Company and approve a purchase order not to exceed $384,488.50 The Public Works Division proposes to purchase; (150) 5/8x3/4inch Iperl water meters, , (400) 1" angle meter stops, (400) 1" meter couplings, (150) 2 inch Omni T2 meters, (5) 3 inch Omni T2 meters, and associated maintenance equipment and supplies during the 2023 calendar year.

<u>BUDGET IMPLICATIONS & ACCOUNT NUMBER:</u> 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.

<u>IMPLEMENTATION PLAN:</u> 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

<u>DIRECTOR'S RECOMMENDATION:</u> Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to accept the quote from Etna Supply Company and approve a purchase order not to exceed $486,292.60 and authorize the Public Works Division to purchase the necessary meter equipment and supplies. I further move to waive the Finance Purchasing Policy requiring formal bids, as these items are supplied under a sole-source contract through the Etna Supply Company.

ATTACHMENTS:

1. 2023 Etna Supply Company Quote

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: April 11, 2023 **AGENDA ITEM: C-2**

ITEM: Consider Award of a Purchase Order Contract to OHM Advisors for Completion of an Update to Canton's Water Distribution System Master Plan

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: The Michigan Department of Environment, Great Lakes and Energy (EGLE) requires public drinking water systems to update Water Master Plans on a five (5) year cycle. OHM Advisors has completed numerous recent studies of Canton's Water System. With OHM's familiarity of Canton's water distribution system, staff is recommending that the required water master plan update be awarded to OHM Advisors for a not to exceed fee of $69,300.

BACKGROUND: Canton's last Water Master Plan update was completed in 2018. The Master Plan will incorporate the components of a Water Reliability Study, General Plan, and Asset Management Plan. There are many elements common in these documents. Completing these together will result in a more efficient inventory and robust Capital Improvement Plan (CIP) This plan will address the requirements of the
Michigan Department of Environment, Great Lakes, and Energy (EGLE) Safe Water Drinking Act (Act 399).

STRATEGIC PLAN/GOALS: Quality Infrastructure - Operate and maintain our water distribution system in accordance with the Michigan Safe Drinking Water Act – PA399.

ACTION REQUESTED: Award a purchase order contract to OHM Advisors for the update of Canton's Water Distribution Master Plan.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funding for this project was included in the 2023 budget; account #592-536.801_0040, Professional and Contractual Svc Engineering. The proposed cost for updating the plan is $69,300.

IMPLEMENTATION PLAN: Upon approval by the Board of Trustees, a purchase order for the prescribed services will be created and OHM Advisors will be authorized to proceed.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award a purchase order contract to OHM Advisors for completion of Canton's Water Distribution System Master Plan Update for an amount not-to-exceed $69,300.

ATTACHMENTS:

1. OHM Advisors proposal – dated March 20, 2023

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: April 11, 2023 **AGENDA ITEM: G-1**

ITEM: Consider Waiving the Bidding Process and Approval of the Repair of the Rotary In-Ground Hoist at Fleet Services

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: Fleet Services had an inspection done by Allied Incorporated on all Township owned vehicle hoists as part of an annual inspection and maintenance program mandated by MIOSHA. The Rotary Model: 60C120EMBIO in-ground hoist at the main Fleet building was found to need repair. Repairs needed are listed in the Allied provided a quote for these repairs.
Since installation, there has been an issue with ground water filling up the pit of the in-ground hoist. To mitigate this issue and protect the hoist from future damage, Fleet asked Allied Inc. to provide a quote to install a sump pump in the pit. The price for installation of the sump pump is included in the quote for repair of the hoist.
The quote from Allied Inc. states that all spoils are to remain on site. Public Works has agreed to remove all spoils from the Fleet Services building. This will save the Township money for removal and disposal fees.
Allied Incorporated is the licensed sales and service provider for Rotary Lift, the manufacturer of Fleet's in-ground hoist, therefore, it is requested that the Board waive the bidding process and approve the quote provided by Allied Inc.
Due to the nature of the project, it is possible for circumstances to arise which will cause the project to exceed the estimated cost. Therefore, it is requested that a 10% contingency be added to the quote to cover any unforeseen costs.

BACKGROUND:

STRATEGIC PLAN/GOALS: To provide a safe working environment for Canton Township employees and maintain crucial Fleet Services equipment.

ACTION REQUESTED: Waive the bidding process and approve the repair of the in-ground hoist and installation of a sump pump at the Fleet Services building by Allied Incorporated in the amount of $19,627.25 plus a 10% contingency in the amount of $1,963 for a total of $21,590.25.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The estimated cost for all quoted work is $19,627.25 plus 10% for a total of $21,590.25. Funds are budgeted in the 661-530.930_0020 Maintenance and Repair Buildings and Additions account.

IMPLEMENTATION PLAN: Upon approval by the Township Board, the purchase order will be created. A start date will be scheduled with Allied Incorporated. The repairs will take 2-4 weeks to complete. Public Works will handle removal of spoils.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to waive the bidding process and approve the repair of the Rotary Model: 60C120EMBIO in-ground hoist and installation of a sump pump at Fleet Services by Allied Incorporated, 240 Metty Drive, Ann Arbor, MI 48106 plus 10% contingency for a total amount of $21,590.25. Funding for this will come from 661-530.930_0020 Maintenance and Repair Buildings and Additions account.

ATTACHMENTS:

1. Allied Inc. quote
2. Allied Inc. service/inspection report

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: April 11, 2023 | **AGENDA ITEM: G-2**

ITEM: Consider Approval of Amending the 2023 Engineering Budget and the Purchase of a 2023 Ford F150 for Engineering Services

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: Engineering Services has a need to purchase a new vehicle to replace a 2005 Chevrolet Trailblazer with 99,700 miles, that is currently being used by their Utility Inspectors. The Trailblazer, being 18 years old and having nearly 100,000 miles, fits the first two criteria of the Fleet Replacement Policy (PW:607). It also fits the third criteria as it has intermittent engine issues that would require costly repairs.
Fleet has obtained a quote from Gorno Ford for a 2023 Ford F150 in the amount of $39,603. This exceeds the $35,000 budgeted by $4,603. However, it should be noted that there are no vehicles available that fit the needs of the department for the budgeted amount.

The Township will utilize the MiDEAL Contract #4WDL-0073a pricing received from Gorno Ford.

The vehicle that is proposed to be purchased has been evaluated for alternative fueling sources including electric. It should be noted that this vehicle will not be a Hybrid or Electric model due to the limited availability of fully Electric Vehicles or Hybrid Vehicles at this time.

BACKGROUND: The Fleet Replacement Policy PW:607 has four criteria to establish replacement of an existing vehicle; 1) Vehicle Age, 2) Vehicle Mileage, 3) Maintenance & Repair Costs, and 4) Physical Appearance/Condition.

STRATEGIC PLAN/GOALS: Ensuring that the Canton Township fleet includes hybrid and or electric vehicles and maintaining the assets, to extend the useful life cycle until replacement is necessary.

ACTION REQUESTED: Approve the purchase of one (1) 2023 Ford F150 for Engineering Services.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The cost to purchase one (1) 2023 Ford F150 with options is $39,603 from Gorno Ford via MI-DEAL Contract #4WDL-0073a. Funds are budgeted in the 101-447-50.970_0040 Capital Outlay Vehicles account for $35,000. With the additional funds needed the following budget amendment will be needed:

Increase Revenue:

101-000.695	Fund Balance Appropriation	$4,603

Increase Expenditure:

101-447-50.970_0040	Capital Outlay Vehicles	$4,603

IMPLEMENTATION PLAN: Upon approval by the Township Board, the purchase order will be created. Delivery can be expected 2-4 weeks from the approval date. The new vehicle will be delivered to the Fleet Service Center.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1) I move to approve the following Budget Amendment:

    Increase Revenue:

101-000.695	Fund Balance Appropriation	$4,603

    Increase Expenditure:

101-447-50.970_0040	Capital Outlay Vehicles	$4,603

2) I move 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 $39,603. Funding for this vehicle will come from the 101-447-50.970_0040 Capital Outlay Vehicles account.

ATTACHMENTS:

1. Gorno Ford Pricing and spec sheet
2. Fleet Replacement Policy PW:607

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: April 11, 2023 **AGENDA ITEM: G-3**

ITEM: Consider Approval of Site Plan Amendment for S&J Asphalt Paving

PRESENTER: Jade Smith, Municipal Services Director

OWNER/REPRESENTATIVE: Jeff Gossett (S&J Asphalt Paving)/Dominic Maltese (D.J. Maltese Construction)

EXECUTIVE SUMMARY: S&J Asphalt Paving is a paving contracting company at 39571 and 39603 Michigan Ave., which is located on the south side of Michigan Ave. between Lotz Rd. and Hannan Rd. The original site plan was approved in 1990 for the eastern parcel only. The applicant proposes the following changes to the site, which consists of two (2) parcels:

- Construction of a 3,475-sq. ft. addition to the west side of the warehouse/office building, which consists of expansion of both the warehouse and office areas.
- Expanding the parking lot westward and expanding the paved areas on the south side of the site to be used for vehicle storage, equipment storage, and maneuvering.
- Construction of a detention basin southwest of the building and parking lot.
- Related changes to the landscaping, loading, dumpster enclosure, lighting, fencing, and fuel tanks.

At its meeting on January 11, 2023, the Planning Commission recommended approval of the site plan, subject to conditions. The plans have since been revised to comply with these conditions. If the site plan is approved, the next step will be for the applicant to submit plans to the Engineering Services Division and Building & Inspections Services Division for review prior to construction.

BACKGROUND AND ANALYSIS:

Location: 39571 Michigan Ave. (parcel 141-99-0013-000) and 39603 Michigan Ave. (parcel 141-99-0012-000), which are adjacent parcels located on the south side of Michigan Ave. between Lotz Rd. and Hannan Rd.

Net Acres: 5.7 acres

Existing Land Use(s): S&J Asphalt Paving

Existing Zoning: LI, Light Industrial

Surrounding Zoning and Land Uses:

North – C-3, Regional Commercial; Mel's Auto Rental, Repair, and Sales
South – GI, General Industrial; MSA Delivery Services
East – LI, Light Industrial; Vacant
West – LI, Light Industrial; Vacant

Comprehensive Plan Future Land Use Map Classification: Mixed Use

Surrounding Comprehensive Plan Future Land Use Map Classifications:
North – General Commercial
South – General Industrial
East – Mixed Use
West – Mixed Use

Land Use. Contractors' establishments are permitted uses in the LI zoning district, subject to the requirements of Section 22.03 which primarily regulates outside storage of materials and supplies (noted below).

Outdoor Storage: While there are currently materials stored in the rear (south) of the property, the site plan states, "All outdoor materials stored on the property will be removed from the site." The remaining outside items stored on the site will be vehicles and equipment, which are proposed to be located behind the building to the south. After the Planning Commission recommended approval of the site plan on January 11, 2023, the applicants modified the plans to expand the paving south of the building for additional vehicle storage, equipment storage, and maneuvering. If materials are proposed to be stored on the site in the future, they must meet the requirements of Section 22.03 for location and screening.

Schedule of Regulations: The plans submitted illustrate compliance with the requirements of the LI zoning district for: minimum lot width (60 ft.); maximum building height (40 ft.); front yard setbacks (40 ft.); side yard setbacks (15 feet, with a total of 40 feet for both sides); and rear yard setbacks (20 feet).

Access Management: There is one point of access to the site, which is from Michigan Ave. There are also 2 curb cuts on Michigan Ave. that do not have driveway entrances, and the applicant proposes to remove these 2 unused curb cuts. The applicant proposes to relocate the site access westward to allow room for the proposed building addition and to improve access management. The driveway will be 30 feet wide, which is required by Section 4.01(D)(4) of the Zoning Ordinance. A truck maneuvering plan is on Sheet C-8, which illustrates a turnaround area south of the building. After the Planning Commission recommended approval of the site plan on January 11, 2023, the applicant expanded the paving and modified the maneuvering plan for better traffic flow.

Parking: Additional parking spaces are proposed to meet the requirements of Section 4.01(C)(6) of the Zoning Ordinance for the current uses as well as the proposed expansion of the warehousing and offices. Parking calculations are provided on Sheet C-1 based on floor area calculations (**10 parking spaces required** for the office area [2,363 sq. ft. divided by 1 space per 200 sq. ft.] and **8 parking spaces required** for the warehouse area [5 plus 7,307 sq. ft. divided by 1 space per 1,500 sq. ft.]). However, based on the number of employees (28), Section 4.01(C)(6) requires 5 parking spaces plus 1 per employee – a total of **33 parking spaces required**. There are **36 parking spaces proposed**. Because Section 4.01(C)(6) allows the number of parking spaces to exceed the minimum number of required spaces by not more than 10%, the 36 parking spaces proposed comply with the Zoning Ordinance.

Loading: Section 4.02(B) of the Zoning Ordinance requires 1 loading space, which is located to the south (rear) of the building.

Architecture: The proposed addition to the building will be primarily brick on the office area and structural concrete block and metal siding on the warehouse, with the brick and block matching the existing colors. Section 26.06 requires office areas of industrial buildings to be 75% brick, and 83% brick is proposed for the office areas. Section 26.06 limits metal siding to 50%, and the warehouse will be 26% metal siding.

While no rooftop mechanical equipment is shown, Section 2.26 of the Zoning Ordinance requires screening of any rooftop mechanical equipment. Final screening, if applicable, will be verified during building permit plan review.

Landscaping, Screening, and Tree Preservation: A landscape plan has been submitted that is designed to comply with the requirements of Article 5 of the Zoning Ordinance for frontage landscaping, foundation landscaping, parking lot landscaping, detention pond landscaping, and general site landscaping. Additionally, a restoration plan is included for the south side of the site where material storage will be removed.

The landscape plans include a tree removal and preservation plan. Tree mitigation planting of 2 trees is proposed on the landscape plans in accordance with Article 5A of the Zoning Ordinance. A Tree Removal Permit will be required after site plan review.

The site is surrounded by a chain link fence. A new 6-foot-high pressure-treated privacy fence is proposed around the perimeter of the area where vehicles, equipment, and fuel will be stored. At the January 11, 2023 Planning Commission meeting, the proposed fencing was only proposed along the south and west sides of the site, but the applicant has since modified the plans to include the additional fencing.

Lighting: A photometric plan submitted is designed to comply with the illumination standards of Section 2.13 of the Zoning Ordinance, except that some fixture types must be adjusted to be full cutoff and downward-facing only. Adjustable fixtures are not recommended.

Signage: There is no existing or proposed ground sign. While there will likely be building signage, no building signage is illustrated on the plans. Any signage changes will be reviewed by the Building & Inspection Services Division in accordance with the standards of Article 6A of the Zoning Ordinance.

Dumpster Enclosure: A new dumpster enclosure is proposed to the south (rear) of the building. The enclosure is designed to comply with Section 2.14 of the Zoning Ordinance, including 8-foot walls that match the brick of the building, a stone cap, bollards, and a conforming opaque gate.

Fuel Tanks: There are four (4) fuel tanks proposed to be located south of the building along the east lot line. Two (2) of the tanks appear to have been established in 2009 without a record of approval, and a third tank in the middle of the site is proposed to be relocated next to the 2 existing tanks. Section 7.02(F) of the Zoning Ordinance requires all storage tanks for flammable liquid materials above ground to be located at least 150 feet from all property lines, and be surrounded by earth embankments, dikes, or another type of approved retaining wall capable of containing the total capacity of all tanks so enclosed. The tanks are less than 150 feet from the eastern property line, and the applicant has applied for a variance which was approved by the ZBA on January 12, 2023. According to the applicant, there are two (2) walls to the tanks. The tanks are proposed to be located in a 74.5’ x 21.7’ containment area, which will be surrounded on the south, east, and north sides by a brick wall that will match the dumpster enclosure wall and on the west side by opaque gates. Beneath the containment area will be a drain system for spill control.

- **Community Planner’s Recommendation:** Approval of the site plan amendment for S&J Asphalt Paving at 39571 Michigan Ave. (parcel 141-99-0013-000) and 39603 Michigan Ave. (parcel 141-99-0012-000), subject to all State, County, and Township requirements including modifying the light fixtures to comply with Section 2.13 of the Zoning Ordinance.

- **Planning Commission’s Recommendation:** At its meeting on January 11, 2023, the Planning Commission voted 9-0 to recommend approval of the site plan amendment for S&J Asphalt Paving at 39571 Michigan Ave. (parcel 141-99-0013-000) and 39603 Michigan Ave. (parcel 141-99-0012-000), subject to all State, County, and Township requirements and subject to the following conditions being satisfied prior to Township Board review of the site plan: (1) Revising the truck turn template or expanding the paved area on the south side of the site accordingly; (2) modifying the light fixtures to comply with Section 2.13 of the Zoning Ordinance to be full cutoff and downward-facing only; and (3) obtaining a variance from the ZBA to have fuel tanks located less than 150 feet from a lot line or complying with Section 7.02(F) of the Zoning Ordinance if a variance is not approved.

  As noted above, the plan review conditions recommended by the Planning Commission have been satisfied, though the corrections for the light fixtures pursuant to Section 2.13 of the Zoning Ordinance must be made prior to issuance of the building permit. We recommend that these corrections be a condition of site plan approval by the Township Board.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approval of the S&J Asphalt Paving Site Plan Amendment (Planning Application #141-ADS-7416) at 39571 Michigan Ave. (parcel 141-99-0013-000) and 39603 Michigan Ave. (parcel 141-99-0012-000), subject to all State, County, and Township requirements, including modifying the light fixtures to comply with Section 2.13 of the Zoning Ordinance.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A.

IMPLEMENTATION PLAN: N/A.

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION'S RECOMMENDATION: Approval, subject to corrections to be made during Engineering Division review and subject to outside agency permits.

FIRE MARSHAL'S RECOMMENDATION: Approval.

BUILDING OFFICIAL'S RECOMMENDATION: Approval, subject to corrections to be made during Building Division permit review.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Site Plan Amendment for S&J Asphalt Paving

WHEREAS, the Project Sponsor has requested approval of a site plan amendment for S&J Asphalt Paving on tax parcels 141-99-0013-000 (39571 Michigan Ave.) and 141-99-0012-000 (39603 Michigan Ave.); 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 BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the S&J Asphalt Paving site plan amendment in Planning Application #141-ADS-7416 on tax parcels 141-99-0013-000 (39571 Michigan Ave.) and 141-99-0012-000 (39603 Michigan Ave.), subject to all State, County, and Township requirements, including modifying the light fixtures to comply with Section 2.13 of the Zoning Ordinance.

ATTACHMENTS:
1. Planning Commission Minutes
2. Zoning Map and Aerial Map

3. Site Plan Materials

<u>NEXT STEPS:</u> If the site plan is approved, the next step will be for the applicant to submit plans to the Engineering Services Division and Building & Inspections Services Division for review prior to construction.

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

MEETING DATE: April 11, 2023 **AGENDA ITEM: G-4**

<u>ITEM</u>: Consider Resolution to Approve Water and Sewer Rates for the 2023 Fiscal Year Pursuant to Part I, Chapter 74 Entitled "Utilities", Article II, Division 2, Subdivision II Entitled "Schedule of Rates and Charges", Section 74-83

<u>PRESENTER:</u> Jade Smith, Municipal Services Director

<u>INDIVIDUALS IN ATTENDANCE:</u> None Anticipated

<u>EXECUTIVE SUMMARY:</u> Each year staff prepares a comprehensive analysis of proposed rates and charges for water and sewer services based on the true cost-of-service. The Board has adopted those recommendations and it is now necessary to adopt a resolution to reflect the changes being proposed.

In order to satisfy the revenue requirements for the 2023 fiscal year, the attached rate changes are recommended for adoption by the Board of Trustees. The new rates would take effect on all customers' bills starting May 1, 2023 and represents an average bi-monthly increase of 0% to the user.

<u>STRATEGIC PLAN/GOALS:</u> N/A

<u>ACTION REQUESTED:</u> Introduce and adopt the resolution

<u>BUDGET IMPLICATIONS & ACCOUNT NUMBER:</u> N/A

<u>IMPLEMENTATION PLAN:</u> Adoption of the resolution with an effective date of May 1, 2023.

<u>DIRECTOR'S RECOMMENDATION:</u> Approval

<u>FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:</u> Approval

<u>SUPERVISOR'S RECOMMENDATION:</u> Approval

<u>MODEL RESOLUTION:</u> I move to approve a resolution as follows:

WHEREAS, Chapter 74, Division 2, Subdivision II, §74-83. *Schedule of rates and charges* of the Code of Ordinances for the Canton Charter Township provides that the Township Board shall annually adopt the rates, fees or charges charged for services provided by resolution to ensure the sound financial operation of the water or sewer systems; and

WHEREAS, the Director of Finance and the Director of Municipal Services Division have reviewed the operational condition of the Township's water and sewer system and have recommended adoption of the rates set forth in the attached document;

NOW THEREFORE BE IT RESOLVED, that all recommended rates, fees or charges for services provided shall be implemented as of May 1, 2023,

ATTACHMENTS:

1. 2023 Water/Sewer Rate Sheet
2. 2022 Water/Sewer Rate Sheet

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: April 11, 2023 **AGENDA ITEM: G-5**

ITEM: Consider Approval of a Purchase Order to Carey & Paul Group for Entertainment and Sound at the Thursday Night LIVE Concert Series

PRESENTER: Jon LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Leisure Services is requesting approval of a purchase order in the amount of $17,075 to Carey & Paul Group to provide entertainment and sound for the 2023 Thursday Night LIVE Concert Series. Funds are budgeted in account #101-756-59.801_0070– Professional and Contractual Services

BACKGROUND: Canton Leisure Services has been utilizing the services of Carey & Paul Group for more than 20 years to contract services for numerous special events to include face painting, bands, fire jugglers, dancers, characters and more. In the past, summer concert performances have been booked through various agents based on participation selection and through individual contracts. In 2023, based on staff selection, Carey & Paul Group will be contracting 6 of the 7 bands for the Thursday Night LIVE Concert Series. Collectively, the payment to the bands for 6 separate concerts totals $8,675. Additionally, Carey & Paul Group have also provided a quote to provide professional and consistent sound for each of the 7 concerts for a total of $8,400.

STRATEGIC PLAN/GOALS: Welcoming Community

ACTION REQUESTED: Approve a purchase order in the amount of $17,075 to be paid from account #101-756-59.801_0070– Professional and Contractual Services to Carey & Paul Group, P.O. Box 187, Troy, MI 48099.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are budgeted in account #101-756-59.801_0070– Professional and Contractual Services

IMPLEMENTATION PLAN: Upon Board approval, 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 a purchase order to Carey & Paul Group, P.O. Box 187, Troy, MI 48099 in the amount of $17,075 to be paid from account #101-756-59.801_0070– Professional and Contractual Services

ATTACHMENTS:
Attachment A - Contract

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: April 11, 2023 **AGENDA ITEM # G-6**

ITEM: Consider Request to Allocate Funds for Cherry Hill Village Project Accounts

PRESENTER: Jon LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: N/A

EXECUTIVE SUMMARY: In March of 2023, Canton Township entered into an Inter-Governmental Agreement with Wayne County to receive $4,750,000 in America Rescue Plan Act (ARPA) funds to use towards the Canton Town Square project at Cherry Hill Village. The Town Square project will invest in some of the Community's most treasured assets, including the Village Square Park, Historic Arts Factory Building, Factory Park, Cherry Hill School, Preservation Park, trails, public parking improvements, wayfinding and programming in the Towns Square. Per the agreement, Canton is responsible for allocating $4,750,000 in funds for matching the Wayne County ARPA funds. The Community Development Department is seeking approval to increase the Capital Projects – Cherry Hill Village budget to conduct the design and development of the designated projects in the agreement.

BACKGROUND INFORMATION:
Through the Wayne County ARPA Agreement, Canton will coordinate the work to the design and develop the Village Square (surrounding the Cherry Hill School), Factory Community Center and Park, Preservation Park, a trails network, marketing and promotion, and wayfinding.

STRATEGIC PLAN/GOALS: Quality Infrastructure, Welcoming Community

ACTION REQUESTED: Approve the budget amendment to allocate funds for the Cherry Hill Village development.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: A new fund (404 – Capital Projects – CHV) has been created for the purpose of recording revenues and expenses related to the Cherry Hill Village Development project. The following budget amendment is necessary to establish a funding for this newly created fund:

Increase Revenues:		
404-706.501	Federal Grants	$4,750,000
404-727.699_2460	Transfers In Community Improvement	$3,905,485
246-000.695	Fund Balance Appropriation	$3,905,485
Increase Expenses:		
404-706.801_0050	Professional Services	$4,750,000
404-727.801_0050	Professional Services	$3,905,485
246-969.995_4040	Transfers Out – CHV	$3,905,485

IMPLEMENTATION PLAN: Upon approval, a budget amendment will be made

DIRECTORS RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1) I move to approve the following budget amendment:

Increase Revenues:

404-706.501	Federal Grants	$4,750,000
404-727.699_2460	Transfers In Community Improvement	$3,905,485
246-000.695	Fund Balance Appropriation	$3,905,485

Increase Expenses:

404-706.801_0050	Professional Services	$4,750,000
404-727.801_0050	Professional Services	$3,905,485
246-969.995_4040	Transfers Out – CHV	$3,905,485

ATTACHMENTS:

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: April 11, 2023 **AGENDA ITEM # G-7**

ITEM: Consider Authorizing a Budget Amendment and Purchase Order for the Peace Pole Plaza Project

PRESENTER: Jon LaFever, Community Development Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: According to WorldPeace.org, a Peace Pole is an "internationally-recognized symbol of the hopes and dreams of the entire human family, standing vigil in silent prayer for peace on earth. Each Peace Pole bears the message 'May Peace Prevail on Earth' in different languages." To provide the Canton Community with a place to gather in times of mourning, silence, or celebration, a Peace Pole Plaza has been proposed for Heritage Park. Leisure Services has worked with Canton's current provider of landscaping, Reliable Landscaping, Inc. to design this future space complete with plantings and natural seating, with the Peace Pole as its focal point. Many local community organizations have stepped forward to assist with the funding of this project, with the hope that it will ultimately be paid for through sponsorships and donations. The total cost of the project is $39,378.50.

BACKGROUND: To provide the Canton Community with a common gathering space, a team of staff chose the most common languages spoken amongst Canton residents, including: Spanish, French, German, Chinese, Korean, Polish, Arabic, Urdu, Hindi, Japanese, Gujarati, and Punjabi. These languages are all featured on Canton's Peace Pole, which is permanently etched to welcome visitors for years to come. A conceptual plan for this Peace Pole Plaza is attached, along with a map of the proposed location which is prominently placed near the main entry into the park and amphitheater.

The Peace Pole Plaza project has already received generous funding. An initial $10,000 was received by Dr. Iltefat Hamzavi, MD FAAD of Hamzavi/Dermatology Specialists and his family. Since then, additional donations have been received by Pilz Automation Safety, L.P. ($7,500), and local houses of worship such as St. Thomas a'Becket Catholic Church and Geneva Presbyterian Church. Other donations have been pledged as well, with approximately $22,500 received to date. Additionally, a memorial brick program will be implemented into the project for community members to have their commemorative message etched into the Plaza for years to come. Funds received through this program will continue to offset installation costs and future maintenance needs.

STRATEGIC PLAN/GOALS: Welcoming Community

ACTION REQUESTED: Approve a budget amendment in the amount of $39,379, and the purchase order for Reliable Landscaping, Inc., 8285 Lilley Road, Canton MI 48187 in the total amount of $39,378.50.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Currently, $22,500 in donations have been collected. The following budget amendment is necessary:

Increase Revenue		
101-000.695	Fund Balance Appropriation	$17,379
101-752-50.675	Donations	$22,000
Increase Expense		
101-752-50.970_0080	Capital Outlay Land Improvements	$39,379

IMPLEMENTATION PLAN: Upon Board Approval, a budget amendment will be made, and a purchase order will be generated.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1) I move to approve the following budget amendment:

Increase Revenue		
101-000.695	Fund Balance Appropriation	$17,379
101-752-50.675	Donations	$22,000
Increase Expense		
101-752-50.970_0080	Capital Outlay Land Improvements	$39,379

2) I further move to award the purchase order for Reliable Landscaping, Inc., 8285 Lilley Road, Canton MI 48187 in the total amount of $39,378.50 to be paid from account #101-752-50.970_0080 - Capital Outlay Land Improvements.

ATTACHMENTS:

Attachment A: Peace Pole Plaza Concept

Attachment B: Heritage Park Proposed Future Site of Peace Pole Plaza

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: April 11, 2023 **AGENDA ITEM #G-8**

ITEM: Consider Accepting a US Department of Health and Human Services Grant for Use of the Sheldon School as a COVID-19 Testing Site

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: Canton Township was awarded a US Department of Health & Human Services grant through the State of Michigan's MDHHS for use of the Sheldon School for COVID testing services. The agreement provides for $6,000 per month for use of this facility, from October 1, 2022 – May 31, 2023.

BACKGROUND INFORMATION: Sheldon School has been utilized as a testing and vaccination site since February 2022. This is the first funding Canton Township has received for use of this building.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve accepting a US Department of Health and Human Services grant for use of the Sheldon School as a COVID-19 testing site.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: General Fund Revenue Account.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION:

1) I move to approve accepting a US Department of Health and Human Services grant for use of the Sheldon School as a COVID-19 testing site;
2) Additionally, I move to authorize William Hayes and Joseph Bialy to sign the lease as a form of acceptance on behalf of the Township.

ATTACHMENTS: Attachment A – Building Rental Agreement

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: April 11, 2023 **AGENDA ITEM #G-9**

ITEM: Consider Approving a Request to Purchase Ammunition

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to purchase ammunition for rifles and handguns from Kiesler Police Supply in the amount of $30,207.80. Kiesler is quoting the ammunition utilizing the State of Michigan Contract Pricing.

BACKGROUND INFORMATION: This rifle and handgun ammunition will be used for on duty and training/qualifications for all sworn personnel.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the purchase of ammunition utilizing State of Michigan Contract Pricing from Kiesler Police Supply, in the amount of $30,207.80.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this purchase will be utilized from the Police Operating Supplies Account # #207-301-50.760_0001.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the purchase of ammunition utilizing State of Michigan Contract Pricing from Kiesler Police Supply, in the amount of $30,207.80.

ATTACHMENTS: Attachment A – Price Quote from Kiesler Police Supply

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: April 11, 2023 **AGENDA ITEM #G-10**

ITEM: Consider the Purchase of 16 Taser X26P Units and Accessories

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The police department is requesting to purchase 16 Taser X26P units, accessories and warranties from Axon Enterprise, Inc., in the amount of $34,215.60.

Axon Enterprise, Inc., is proprietary, and is the sole-source vendor of their product. Taser brand is the industry standard and a feasible, alternate option does not exist on the market to-date.

BACKGROUND INFORMATION: The Township Board originally approved the purchase of Tasers in 2005, as a means of a less-lethal force application by police officers. At that time, department policy was established for Tasers to be purchased and carried by all sworn police officers. The department maintains a rotating annual replacement schedule to phase out expired units.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Waive the bidding process and approve the purchase of 16 Taser X26P units and accessories from Axon Enterprise, Inc., in the amount of $34,215.60.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: This purchase shall be expensed as listed below from the 2023 Police budget:

Capital Machinery & Equipment	207-301-50.970_0030	$25,000.00
Program Expenses – JAG 2022	207-301-50.763_0029	$9,206.00
Program Expenses- ORC Forfeiture	207-301-50.763_0005	$ 9.60

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

<u>MODEL RESOLUTION:</u> I move to waive the bidding process and approve the purchase of 16 Taser X26P units and accessories from the sole-source vendor Axon Enterprise, Inc., in the amount of $34,215.60, utilizing funds in the 2023 Police Budget.

<u>ATTACHMENTS:</u> Attachment A – Price Quote from Axon Enterprises, Inc.
Attachment B – Sole Source Vendor Letter

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

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

ITEM:	**Consider sale of Canton Township property and authorize Supervisor to sign all documents necessary to close sale.**

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Canton Township has received a Letter of Intent from Sheila Stanley of 134 N. Willard, offering $7,500 for three parcels (approximately 0.15 acres total) east of Willard Street and west of the ITC corridor, north of Saltz Road (060-01-0780-300, 060-01-0779-300, 060-01-0788-300).

BACKGROUND: In June of 2020, Ms. Sheila Stanley offered to purchase three vacant parcels of land behind her home. Canton's Engineering Manager Bill Serchak noted that Canton has a sanitary main running through these parcels. The main is shown on the original drawing, generally along the rear property line, with a portion that runs diagonally through the site.

Canton will retain an easement over this main which will be part of the property transfer. The easement will prohibit any construction or structures over or near the sanitary main, and the Purchase Agreement includes the condition to grant the sanitary easement.

Ms. Stanley is aware of the easement and has stated that she intends to use the space as a play area for her grandchildren, with no plans to build anything on the land. The purchase agreement was negotiated back in 2020 between Canton's previous Corporation Counsel and Ms. Stanley, however the purchase was never completed.

Ms. Stanley desires to finalize the purchase and legal counsel at Foster Swift has updated the purchase agreement.

STRATEGIC PLAN/GOALS: Welcoming Community.

ACTION REQUESTED: Approve the revised purchase agreement and authorize Supervisor to sign any and all documents necessary to close the sale.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The proceeds from the sale would be placed in the Community Improvement Fund (246-000.671), with a portion (approximately $1,000) used for surveying and recording of the easement.

IMPLEMENTATION PLAN: With Board approval, Supervisor Graham-Hudak will complete the sale of property located east of Willard Street and to the west of the ITC corridor.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approved.

SUPERVISOR'S RECOMMENDATION: Approved.

MODEL RESOLUTION: I move that Canton accept the updated purchase agreement with the Letter of Intent from Sheila Stanley and authorize Township Supervisor Graham-Hudak to sign the Purchase Agreement and any other documents necessary to complete the sale of the parcels located east of Willard Street and to the west of the ITC corridor, north of Saltz Road.

ATTACHMENTS:

1. Purchase Agreement between Canton Township and Ms. Sheila Stanley with Letter of Intent.