



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
JUNE 13, 2023**

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:

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Webinar ID: 850 9817 9733

International numbers available: <https://us02web.zoom.us/j/85098179733>

6:00 P.M.:

CALL TO ORDER

ROLL CALL: BORNINSKI, FOSTER, GANGULY, GRAHAM-HUDAK, SIEGRIST, SLAVENS,
SNEIDEMAN

ADOPTION OF AGENDA

APPROVAL OF MINUTES: MAY 23, 2023

PUBLIC COMMENT ON AGENDA ITEMS ONLY

PAYMENT OF BILLS

**CLOSED SESSION: CONSIDER PURCHASE OR LEASE OF REAL PROPERTY & UPDATE ON
UNION NEGOTIATIONS**

PRESENTATIONS:

- 1) 2022 AUDIT PRESENTATION
- 2) YOUTH ADVISORY COUNCIL (YOUTH NEEDS ASSESSMENT, MAY & JUNE DEI
EFFORTS, RECRUITMENT FOR THE 23-24 PROGRAM YEAR)

APPEALS HEARING:

- 1) PETITION TO APPEAL SOLICITING, CANVASSING AND PEDDLING LICENSE DENIAL;
CHAPTER 54 ARTICLE II SECTION 54-33; TARLOCHAN GILL

CONSENT CALENDAR:

- 1) CONSIDER A REQUEST TO APPROVE LETTER OF AGREEMENT BETWEEN CANTON TOWNSHIP AND THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME LOCAL 3860) (MSD)
- 2) CONSIDER APPROVAL OF AN AGREEMENT TO EXERCISE OPTION FOR AN EXTENSION OF THE 2008 CLAY STOCKPILE AGREEMENT WITH SAUK TRAIL DEVELOPMENT, INC. (MSD)
- 3) CONSIDER APPROVAL OF THE PURCHASE OF TWO DODGE DURANGOS FOR THE POLICE DEPARTMENT (MSD)
- 4) CONSIDER APPROVING THE ANNUAL PAYMENT OF WESTERN WAYNE COUNTY MUTUAL AID ASSOCIATION DUES (FIRE)
- 5) CONSIDER APPROVING A LATERAL PAY BENEFIT TO ONE ELIGIBLE POAM BARGAINING UNIT EMPLOYEE (POLICE)
- 6) CONSIDER APPROVING THE POLICE ACADEMY COSTS FOR SEVEN CANDIDATES WITH AN ASSOCIATED AMENDMENT TO THE 2023 POLICE BUDGET (POLICE)
- 7) REQUEST APPROVAL OF THE TOWNSHIP'S 2022 ANNUAL COMPREHENSIVE FINANCIAL REPORT (FBD)

GENERAL CALENDAR:

- 1) CONSIDER APPROVAL OF A CONTRACT WITH GREENSPOT FOR THE INSTALLATION AND OPERATION OF ELECTRIC VEHICLE CHARGING STATIONS AT VARIOUS TOWNSHIP OWNED LOCATIONS (MSD)
- 2) CONSIDER AWARD OF A CONTRACT TO AL'S ASPHALT PAVING COMPANY FOR PAVING OF VETERAN'S WAY AND AN AWARD TO WADE/TRIM ASSOCIATES FOR CONSTRUCTION ENGINEERING AND TESTING SERVICES (MSD)
- 3) REQUEST RENEWAL OF VMWARE SOFTWARE SUPPORT AGREEMENT (ITI)
- 4) REQUEST RENEWAL OF DELL STORAGE SERVERS SUPPORT AGREEMENT (ITI)
- 5) REQUEST APPROVAL TO PURCHASE TRAINING FOR ITI MANAGER (ITI)
- 6) CONSIDER APPROVAL OF APPLICATION FOR MDNR SPARK GRANT (CLS)
- 7) CONSIDER APPROVING THE MERIT COMMISSION RECOMMENDATION OF THE ADMINISTRATIVE MANUAL OF THE MERIT POLICY (SUPERVISOR)
- 8) CONSIDER WAGE ADJUSTMENT FOR TAX BOARD OF REVIEW (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 – May 23, 2023**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, May 23, 2023, in-person. Supervisor Graham-Hudak called the meeting to order at 7:00 p.m.

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

Adoption of Agenda:

Motion by Siegrist, supported by Foster to adopt the agenda, with the addition of an update from GFL.
Motion carried unanimously.

Approval of Minutes:

Motion by Siegrist, supported by Borninski to approve the minutes from May 9, 2023. Motion carried unanimously.

Public Comment: Public comment was held.

Payment of Bills:

Motion by Siegrist, 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 May 23, 2023		
101	GENERAL FUND	1,223,791.42
204	ROADS FUND	2,235.82
206	FIRE FUND	248,668.03
207	POLICE FUND	396,558.68
208	COMMUNITY CENTER FUND	74,051.45
219	STREET LIGHTING FUND	25,036.49
230	CABLE TV FUND	11,836.07
246	COMMUNITY IMPROVEMENT FUND	7,086.60
248	DDA - CANTON	13,696.66
260	INDIGENT DEFENSE FUND	20,008.46
261	E-911 UTILITY	812.97
265	ORGANIZED CRIME - DRUG ENFORCEMENT	44,237.92
274	CDBG FUND	39,393.74
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	1,050.00
402	CAP PROJ - WATER & SEWER	0.00
403	CAP PROJ - ROAD PAVING	0.00

404	CAP PROJ - CHV DEVELOPMENT	4,035.00
584	GOLF FUND	124,102.71
592	WATER & SEWER FUND	1,499,624.97
596	GARBAGE & RUBBISH COLLECTIONS	36,418.95
661	FLEET MAINTENANCE FUND	40,539.52
701	TRUST & AGENCY FUND	-32.40
702	CUSTODIAL FUND	0.00
736	POST EMPLOYMENT BENEFITS FUND	215,137.67
852	SPECIAL ASSESSMENT DEBT SERVICE	0.00
TOTAL - ALL FUNDS		4,028,290.73

Public Hearing:

Item PH-1. Public Hearing for Approval of the 2023 CDBG Program Year and Annual Action Plan

Motion by Siegrist, supported by Sneideman to open the public hearing to hear comment on the Advisory Council recommendations for the PY 2023 Community Development Block Grant Program. Motion carried unanimously.

Motion by Siegrist, supported by Borninski to close the public hearing. Motion carried unanimously.

Motion by Siegrist, supported by Sneideman to adopt the 2023 Annual Action Plan and authorize the submission of the 2023 Annual Action Plan to the Department of Housing and Urban Development (HUD). Motion carried unanimously.

Consent Calendar:

Item C-1. Consider Resolution Regarding United States Department of Agriculture (USDA) Forest Service Urban & Community Forestry Inflation Reduction Act Grant Application

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

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

USDA Forest Service Urban & Community Forestry Inflation Reduction Act Grant

Whereas the Charter Township of Canton supports the submission of an application for the USDA Forest Service Urban & Community Forestry Inflation Reduction Act grant for eligible tree-related activities and planting; and

Whereas the proposed application is supported by the DDA Master Plan, Leisure Services Five-Year Recreation Master Plan, and decades of budgeted Township activities to plant and maintain trees; and

Whereas the Charter Township of Canton hereby makes a financial commitment to the grant consistent with expenditures from its adopted 2023 budget, including staff time, for the 5 years of the grant award; now therefore it be;

Resolved, the Board of Trustees of the Charter Township of Canton, Michigan does hereby authorize the submission of a USDA Forest Service Urban & Community Forestry Inflation Reduction Act grant application and further resolves to make available its financial contribution during the grant term.

Motion carried unanimously.

Item C-2. Consider Resolution Regarding Correction of Errors on the Zoning Map

Motion by Siegrist, supported by Borninski to authorize the Planning Services Division staff to make corrections to the Charter Township of Canton Zoning Map when the legislative history provides clear evidence of an error and the appropriate correction. Motion carried unanimously.

Item C-3. Consider Approval of Reallocation of Fund Balance Commitments for Board Related Goals

Motion by Siegrist, supported by Borninski to reallocate the committed fund balance in the Community Improvement Fund for projects as shown in the table below:

	Available as of_ <u>12/31/2022</u>	<u>Reallocated</u>	Updated <u>Available</u>
Sidewalk Gap – Reduce as grants specifically received for this project	2,000,000	(2,000,000)	-
Admin Building Renovations	250,000	182,088	432,088
Cherry Hill Redevelopment	94,515	225,670	320,185
Other future priorities identified by the Board	965,000	(407,758)	557,242
Fire Station #4	-	2,000,000	2,000,000
	3,309,515	-	3,309,515

Motion carried unanimously.

Item C-4. Consider Approving a Lateral Pay Benefit to Three Eligible POAM Bargaining Unit Employees

Motion by Siegrist, supported by Borninski to approve a lateral pay benefit to three eligible POAM bargaining unit employees beginning May 28, 2023. Motion carried unanimously.

Item C-5. Consider Authorization of Permit for 2023 Liberty Fest Fireworks Display

Motion by Siegrist, supported by Borninski to authorize the Canton Township Clerk to sign the permit for ACE Pyro, LLC, authorizing their permission to possess, transport and display fireworks at Canton's Liberty Fest on June 16, 2023. Motion carried unanimously.

General Calendar:

Item G-1. Consider Approval of the Purchase of Two Ford Maverick Hybrids for Building

and Inspection Services

Motion by Siegrist, supported by Sneideman to approve the purchase of two (2) 2023 Ford Maverick Hybrids for Building and Inspection Services from Gorno Ford. 22025 Allen Road Woodhaven, MI 48183 via the MI-DEAL Contract #071B7700181/171180000001104 in the amount of \$55,942. Funding for this vehicle will come from the 101-371.970_0040 Capital Outlay Vehicles account. Motion carried unanimously.

Item G-2. Consider Special Land Use for Automobile Service Station (Discount Tire)

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

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

Approval of the Special Land Use for Discount Tire

Whereas the Project Sponsor has requested special land use approval for an automobile service station establishment use on parcel no. 71-131-02-0001-000 at 5008 Research Dr.; and

Whereas the Planning Commission reviewed the request and applicable criteria and voted 8-0 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 automobile service station establishment use in Planning Application #131-SLU-7534 on tax parcel no. 131-02-0001-000 at 5008 Research Dr., 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 any required plan corrections during site plan review.

Motion carried unanimously.

Item G-3. Consider Approval of a (3) Year Contract and a (2) Year Option with Land Matters for the Acquisition of Rights of Ways (ROW) and Easements to Support the Township's Sidewalk Gap Program and other Township Construction Projects

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

Increase Revenues:

403-000.539	State Grants	\$375,000
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Increase Expense:

403-444-20.930_0050	Maintenance and Repair Infrastructure	\$375,000
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Further, to approve a (3) year contract with Land Matters for an amount not-to-exceed \$225,000 and to authorize the Township Clerk to sign the contract on behalf of Canton Township. Motion carried unanimously.

Item G-4. Consider Awarding a Contract and Purchase Order for Administration Building Renovations

Motion by Siegrist, supported by Sneideman to approve the budget amendment listed below.

Increase Revenues:

101-000.699_2460	Transfers In - Community Improvement	418,968.00
246-000.695	Fund Balance Appropriation	418,968.00
592-000.695	Fund Balance Appropriation	66,279.00

Increase Expenses:

101-228.970_0020	Capital Outlay – Buildings	362,162.00
101-253.970_0020	Capital Outlay – Buildings	1,906.00
101-750.970_0020	Capital Outlay – Buildings	54,900.00
246-969.955_1010	Transfers Out – General	418,968.00
592-560.970_0020	Capital Outlay – Buildings	66,279.00

Further, to award the bid for the Administration Building Renovations to The Albert M. Higley Co. 719 Griswold St., Detroit, Michigan 48226 in an amount of \$485,245.25 for the Administration Building Renovations. Motion carried unanimously.

Item G-5. Consider Awarding a Contract and Purchase Order to Replace Tile at the Summit on the Park and Victory Park Ballfield Lights & Renovations Pursuant to the 2019 Capital Improvement Plan

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

Increase expense:

401-757.970_0020	Capital Outlay – Summit	2,421,455.00
401-755.970_0080	Capital Outlay – Victory Park	1,322,624.00
401-755.970_0020	Capital Outlay – Victory Park	1,099,490.00
401-261.960	Contingency	220,919.00
101-969.995_4010	Transfers out CIP	5,022,118.00

Decrease expense:

401-755.970_0050	Capital Outlay – Victory Park	-42,370.00
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Increase Revenue:

101-000.695	Fund Balance Appropriation	5,022,118.00
401-000.699_1010	Transfer in General	5,022,118.00

And to award a contract and purchase order to AM Higley in the amount totaling \$5,527,040.30 to renovate tile at the Summit on the Park pool facility. The project scope includes the lap pool, family pool, spa, sauna, pool deck, men's locker room, women's locker room, and family locker room. Also, to replace light poles and lights at Victory Park, Pavilion Roof replacement, fence and backstop replacement, window glazing, and carpentry work; further authorize the Township Supervisor or Clerk to sign the contracts on behalf of the Charter Township of Canton; and to award a Purchase Order to Vigas Tile Company in the amount totaling \$794,781 for the installation of the new tile; and award a Purchase Order to Musco Sports Lighting in the amount of \$1,547,600 for the cast concrete bases with integrated lighting grounding, 33 60' galvanized steel poles, 357 factory aimed and assembled luminaires, including BallTracker luminaires. Motion carried unanimously.

Item G-6. Consider Award of CDBG Housing Rehabilitation Contracts

Motion by Siegrist, supported by Borninski to approve the two housing rehabilitation contracts to Optimum Contracting and Structure Tech Restoration listed below totaling \$50,000. We are also requesting to refund all of the permit fees once the work has been completed and approved by the building department.

<u>Street</u>	<u>Home Type</u>	<u>Contractor</u>	<u>Low Bid/Cap</u>
XXXX Old Bridge	Single Family Home	Optimum Contracting	\$25,000
XXXX Ravenwood	Single Family Home	Structure Tec Restoration	\$25,000

Motion carried unanimously.

Item G-7. Request Approval to Create the GIS Coordinator and Asset Management Specialist Positions

Motion by Siegrist, supported by Sneiderman to increase the General Fund headcount by one (1) by creating the GIS Coordinator position; and to approve the creation of the Asset Management Specialist, which will replace the Asset Management Supervisor position; and, to approve the following budget amendment to account for approximately 6 months of salary for the GIS Coordinator position:

Increase Revenues:

101-000.695	Fund Balance Appropriation	\$56,678
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Increase Expenditures:

101-228.703_0010	Salaries & Wages	\$37,909
101-228.724_xxxx	Various fringes	\$18,769

Motion carried unanimously.

Item G-8. Consider Approval of the Addition of a Full-Time, Certified Therapeutic Recreation Specialist position for Leisure Services Community Development

Motion by Siegrist, supported by Borninski to approve the addition of the Recreation Specialist – Certified Therapeutic Recreation Specialist position; and to approve the following budget amendment:

Increase Revenue

101-000.695	Fund Balance Appropriation	\$45,923
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Increase Expense

101-756-63.703_0010	Salaries & Wages	\$28,921
101-756-63.724_XXXX	Various Fringe benefits	\$17,002

Motion carried unanimously.

Item G-9. Consider Authorization of Bid Award for 2023 Bus Transportation

Motion by Siegrist, supported by Borninski to award the 2023 Bus Transportation Services to National Trails LLC, 11940 Merriman Rd, Livonia MI, 48150 in the amount, not to exceed \$26,040.00 from the following accounts:

101-756-61.860 (Enrichment)	\$9,982.00
101-756-63.860 (TR)	\$16,058.00

Motion carried unanimously.

Item G-10. Consider Approval of a Purchase Order for Sound & Lighting Support Services for the 2023 Liberty Festival

Motion by Siegrist, supported by Sneiderman to authorize a purchase order in the amount \$28,340 from account # 101-756-47.801_0070 – Professional and Contractual Svc Special Events for Great Lakes Sound, Inc., 230 Arco Drive, Toledo, OH 43607. Motion carried unanimously.

Item G-11. Consider Approval of Printing and Publishing Legal Budget Adjustment

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

Increase Revenues:		
101-000.695	Fund Balance Appropriation	\$25,000
Increase Expenditures:		
101-215.900_0010	Printing and Publishing Legal	\$25,000

Motion carried unanimously.

Item G-12. Consideration of First Reading of an Ordinance Amending Chapter 50 Article I Section 50-3 Open space and nature area preservation, and Article II Section 50-31 Definitions, Parks and Recreation of the Canton Code of Ordinances

Motion by Siegrist, supported by Borninski to introduce for a first reading an ordinance amending Chapter 50 Article I Section 50-3 Open space and nature area preservation, and Article II Section 50-31 Definitions, Parks and Recreation. Motion carried unanimously.

Item G-13. Consideration of Resolution Naming Zibiwés Nature Area and establishing Canton Nature Society to act as informal caretaker

Motion by Siegrist, supported by Borninski to approve the following resolution naming Zibiwés Nature Area and establishing Canton Nature Society to act as informal caretaker:

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

Approval of a Resolution Naming Zibiwés Nature Area and Establishing Canton Nature Society to Act as
Informal Caretaker

Whereas the Charter Township of Canton is a desirable place to live, work and visit in large part due to
the presence of farmland and other open space lands;

Whereas the region continues to experience substantial residential development pressure because of the social, cultural and education benefits of proximity to the cities of Ann Arbor, Detroit, and other urbanized areas of southeast Michigan;

Whereas development has affected the quality of life in Canton leading to fragmented open space and wildlife habitat, loss of productive farmland and forestland, destruction of rural beauty, and the loss of wetlands;

Whereas in removing the name “Patriot Park” from the proposed Nature Area at Ford and Ridge, the Board of Trustees indicated it wanted to deviate from current naming regime of revolutionary or pioneering terms and pay homage to inhabitants of the land prior to European settlement;

Whereas before the French and British came in the 1600s, Michigan was home to several tribes. Michigan’s three largest tribes are the Ojibwe, Odawa and the Potawatomi (Bode’wadmi);

Whereas the Pokagon Band of Potawatomi Indians Representation Outreach Board voted to recommend the name Zibiwés for the parcel designated to be honored, which means Creek;

Whereas since 2009 Canton residents have indicated that they prefer larger, more passive public spaces and, as recent as 2019, indicated that walking and biking trails and nature preserves and nature trails were the two most desirable outdoor engagement opportunities;

Whereas communities like Royal Oak and Troy have partnered with non-profit community organizations to help provide nature education and recreational opportunities; and

Whereas the Board of Trustees has established Healthy Environment as one of its strategic goals; now, therefore, be it;

Resolved, that the Board of Trustees of the Charter Township of Canton does hereby name the subject parcel at Ford and Ridge Roads “Zibiwés Nature Area” and calls for the establishment of the Canton Nature Society to act as informal caretaker for the preserve in conjunction with the Township.

Motion carried unanimously.

Item G-14. Declare Juneteenth a Canton Township-wide holiday

Motion by Siegrist, supported by Foster to approve the adoption of Juneteenth as a Township-wide holiday to be observed on June 19th, and to approve the following budget adjustment:

Increase Revenue:

General Fund	101-000.695	Fund Balance Appropriation	\$9,500
Fire Fund	206-000.695	Fund Balance Appropriation	\$47,600
Police Fund	207-000.695	Fund Balance Appropriation	\$59,600

Increase Expenditures:

General Fund	101-750.713_0015	Overtime	\$9,500
Fire Fund	206-336-40.703_0025	Holiday Pay	\$28,200
	206-336-40.713_0040	Overtime-Holiday	\$19,400
Police Fund	207-301-30.703_0025	Holiday Pay	\$35,300
	207-301-30.713_0015	Overtime	\$24,300

Motion carried unanimously.

Item G-15. Consider Appointments to Downtown Development Authority Board

Motion by Siegrist, supported by Sneedman that the Canton Township Board of Trustees appoint Guruveer Singh and Darshan Patel to serve on the Board of Directors of the Downtown Development Authority of the Charter Township of Canton for a four-year term beginning May 23, 2023 and ending May 23, 2028. Motion carried unanimously.

Item G-16. Consider FOIA 23-341 Appeal

Motion by Siegrist, supported by Sneedman to deny the appeal in full. Motion carried unanimously.

Additional Public comment was held.

Additional Board comment was held.

Adjourn: Motion by Siegrist, supported by Ganguly to adjourn the meeting at 8:57 p.m. Motion carried unanimously.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM #AH-1

ITEM: Petition to Appeal Soliciting, Canvassing and Peddling License Denial; Chapter 54 Article II Section 54-33; Tarlochan Gill
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PRESENTER: Sergeant Colthurst

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: On April 10, 2023 Tarlochan Gill applied for a Soliciting, Canvassing, and Peddling License for his ice cream truck business. The license application was denied on May 3, 2023 by the Township Clerk citing that the applicant or activity license constitutes an apparent danger to the health, safety, and welfare of the people of the township.

BACKGROUND: The license application was denied on May 3, 2023 by the Township Clerk citing that the applicant or activity license constitutes an apparent danger to the health, safety, and welfare of people in the township; in addition to a failure to comply with the requirements of Section 54-33(b)(5) of the Township Code of Ordinances. Which allows the clerk to deny a license to a person whose master driving record indicates that his use of a motor vehicle in association with a requested license may present an unreasonable threat to persons or property within the township by such use of a motor vehicle. Public Safety indicated that Mr. Gill had been stopped in Westland on March 19, 2019 for speeding in a school zone. This coupled with two traffic violations in 2016 (impeding traffic, failure to stop in the assured clear distance) prompted the recommendation for denial.

STRATEGIC PLAN/GOALS: Meets the requirements of the Township Ordinance Chapter 54, Article II, Section 54-33.

ACTION REQUESTED: Hear appeal of applicant and for the Board to render an appeal determination.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: NA

IMPLEMENTATION PLAN: The Clerk's Office will follow up with a written statement of determination to the applicant.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION:

1. I move to open the appeals hearing to the denial of a 2023 License for Tarlochan Gill.
2. I move to close the appeals hearing to the denial of a 2023 License for Tarlochan Gill.
3. I move that the determination of the Board of Trustees, upon hearing all the evidence submitted and reviewing documents is deny/approve the appeal and uphold the Clerk's denial/overturn the denial of a 2023 license for Tarlochan Gill.

ATTACHMENTS:

- Public Safety Complaints
- Original License Application
- Denial Letter
- Appeal Request Letter

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM #C-1

ITEM: Consider a Request to Approve Letter of Agreement Between Canton Township and the American Federation of State, County and Municipal Employees (AFSCME Local 3860)

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Township has a temporary vacancy within the position of Building and Inspection Services Manager. The Township has made the decision to temporarily promote an employee to the position until the position is posted and filled permanently.

BACKGROUND INFORMATION: Canton Township is always striving for good rapport with its labor force. Letters of Agreement (LOAs) are shared understandings between Canton and its collective bargaining units in areas of concern not covered by the current collective bargaining agreement. Sometimes called Letters of Understanding or “side letters,” these agreements allow each party to the collective bargaining agreement to effectively handle issues that warrant attention during the contract period, but were not contemplated by the parties at the time of the agreement.

LOAs are not contracts, as they are not “bargained for” exchanges (one promise exchanged for another) and do not have the essential elements of contract formation (the offer, acceptance and consideration). They are simply principled agreements to an area of concern for the parties. If an LOA differs from the collective bargaining agreement, the collective bargaining agreement controls.

STRATEGIC PLAN/GOALS: Organizational Climate and Culture

ACTION REQUESTED: Approve the temporary promotion of Joe Urbanek to Building and Inspection Services Manager.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None.

IMPLEMENTATION PLAN: Upon approval, the Township Supervisor and bargaining team will sign the Letter of Agreement.

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: Approval

SUPERVISOR’S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move that we approve the Letter of Agreement between Canton Township and the American Federation State, County and Municipal Employees (AFSCME Local 3860).

ATTACHMENTS:

1. Letter of Agreement between AFSCME Local 3860 and the Charter Township of Canton

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM:C-2

ITEM: Consider Approval of an Agreement to Exercise Option for an Extension of the 2008 Clay Stockpile Agreement with Sauk Trail Development, Inc.

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: In 2008 the Board approved an agreement with Sauk Trail Development Incorporated for the use of some vacant land behind the Public Works facility to temporarily store clay to be excavated from the southwest corner of the Sauk Trail Hills landfill for future waste cell construction. This clay will eventually be needed for daily cover and final capping of the waste cells in the landfill.

Since the rate of filling the landfill has slowed over the past few years, Sauk Trail Development Incorporated has triggered its right to exercise the option to extend the 2008 agreement, which ends in 2018, by five years as permitted so in Section II of the agreement.

On or about March 8, 2013, the parties executed an Agreement to Exercise Option (the “Option Exercise Agreement”) to extend the term of the Lease commencing August 1, 2018 and terminating on July 31, 2023. The Option Exercise Agreement provided that the parties may agree to extend the term of the Lease for a second five (5) year renewal term.

The parties have agreed to a second renewal term, commencing on August 1, 2023 and Terminating on July 31, 2028

The Township will realize an additional \$853,618.77 in revenues as a result of the extension in the form of lease payments. This revenue will be directed to the Other Post-Employment Benefits (OPEB) account to offset Township retiree healthcare costs.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the agreement to exercise option for an extension of the 2008 clay stockpile agreement with Sauk Trail Development, Inc.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The revenue from the lease will be directed to the Other Post Employment Benefits (OPEB) account in accordance with the desire of the Board at the time the agreement was executed in 2008.

IMPLEMENTATION PLAN: Upon approval by the Township Board, the Supervisor will sign the agreement and a copy will be forwarded to Republic Services for its files.

DIRECTOR'S RECOMMENDATION: Approval

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

MODEL RESOLUTION: I move to approve the agreement to exercise option for a five year extension of the clay stockpile agreement with Sauk Trail Development, Incorporated and further authorize the Township Supervisor to sign the agreement on behalf of the Township.

ATTACHMENTS:

1. Proposed Agreement to Exercise Option
2. 2018 Extension Agreement
3. Copy of 2008 Approving Original Agreement

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM:C-3

ITEM: Consider Approval of the Purchase of Two Dodge Durangos for the Police Department

PRESENTER: Jade Smith, Municipal Services Director
Chad Baugh, Police Chief

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: Due to the difficulty of obtaining new patrol vehicles for the Police Department from other manufacturers, Fleet obtained a quote for two (2) Dodge Durango police model SUVs from LaFontaine CDJR of Lansing. Price for each vehicle is \$42,545, for a total purchase price for both of \$85,090. This price was provided through Mi-Deal contract #071B7700183.

If purchase of the two (2) Dodge Durangos is approved, there will be a future RBA for purchase of equipment and installation costs.

BACKGROUND: The current order for Ford Explorers was placed in the spring of 2022 and has not yet been received. The order was canceled in September 2022 by Ford without notice and reordered by Ford for the 2023 model year.

The price of these 2023 Dodge Durangos is less than the 2023 Ford Explorers currently on order by \$3,671 each. The Durangos are also more readily available with delivery scheduled in approximately 12-16 weeks. However, Dodge does not offer the police model Durango as a hybrid model.

STRATEGIC PLAN/GOALS: Provide the Police Department with the vehicles necessary to serve the community.

ACTION REQUESTED: Approve the purchase of two (2) 2023 Dodge Durangos for \$42,545 each, total purchase price \$85,090 for both, from LaFontaine CDJR of Lansing.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The cost to purchase two (2) 2023 Dodge Durangos is \$85,090 from LaFontaine CDJR of Lansing. Funds are budgeted in the 207-301-50.970_0040 Police Capital Outlay Vehicles account in the amount of \$228,000.

IMPLEMENTATION PLAN: Upon approval by the Township Board, the purchase order will be created. The vehicles are expected to arrive at the dealership in 12-16 weeks and will be picked up by Fleet Services.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the purchase of two (2) 2023 Dodge Durangos from LaFontaine CDJR, 6131 S Pennsylvania, Lansing, MI 48911 in the amount of \$85,090. Funding for these vehicles will come from the 207-301-50.970_0040 Police Capital Outlay Vehicles account.

ATTACHMENTS:

1. LaFontaine CDJR purchase order
2. LaFontaine CDJR pricing and spec sheet

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM #C-4

ITEM: Consider Approving the Annual Payment of Western Wayne County Mutual Aid Association Dues

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: The Canton Fire Department is a member of the Western Wayne County Fire Department Mutual Aid Association, a consortium of approximately 20 departments throughout Western-Wayne, Washtenaw and Oakland counties. This association is run under the Inter-Local Agreement in conjunction with the Urban Cooperation Act of 1976, and allows departments to provide reciprocal services to each other when requested. Canton's 2023 dues are \$17,427.68, and include:

- \$ 3,000.00 – Association Dues Base Annual Amount
- \$14,427.68 – Western Wayne Association Dues per capita, based on 2010 census

BACKGROUND INFORMATION: Health Emergency Medical Services, Inc., (HEMS) is a contractor for the State of Michigan and represents the Department of Health in Western Wayne County. HEMS acts as a medical control for all ambulance services in Western Wayne County. HEMS establishes medical protocol and coordinates communications between the transporting agencies and hospitals. In 2000, the Mutual Aid Association became financially active with HEMS securing one seat on the Board of Directors. This has proven to be a beneficial relationship for both HEMS and community fire departments in the association.

HIRT (Hazardous Incident Response Team) responds to major hazardous material incidents. USAR (Urban Search and Rescue) responds to "technical" rescues such as trench cave-ins or high angle rescues. Because it is not economically feasible for individual departments to acquire and maintain the specialized equipment and training necessary to respond to these high-risk, low-frequency incidents, Western Wayne Mutual Aid has established these specialized teams. HIRT and USAR utilize two firefighters from each participating fire department to respond to specialized incidents as requested.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve payment of the annual Western Wayne County Mutual Aid Association dues in the amount of \$17,427.68.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this payment will be expensed from the 2023 Fire Budget Account #206-336-50.960 Payment to Other Units of Government.

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 payment of the 2023 Western Wayne County Fire Department Mutual Aid Association dues in the amount of \$17,427.68.

ATTACHMENTS: Attachment A – Western Wayne County Mutual Aid invoice

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM #C-5

ITEM: Consider Approving a Lateral Pay Benefit to One Eligible POAM Bargaining Unit Employee

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to add one additional police officer to RBA #C-4 approved by the board on May 23, 2023, regarding extending the lateral pay incentive to current eligible employees. This officer was inadvertently left off of the original request which should have bumped him from the after one-year police officer pay rate to the after two-year pay rate. The impact of this rate change will be approximately \$7,000 for salary and fringe benefits. This officer's effective date will be the same as the original three, paying him retroactively from May 28, 2023.

BACKGROUND INFORMATION: The Charter Township of Canton and the POAM bargaining unit have reached a tentative agreement which includes a lateral pay incentive for police department employees coming to Canton with experience from another agency. This incentive provides for a new Canton employee to receive a starting pay rate based on their previous years of service, for up to four years.

At the board meeting held on May 23, 2023, the Trustees approved three current employees who were hired to the department with outside law enforcement experience to receive the lateral pay incentive now being offered to new hires. This fourth officer's start date was recorded incorrectly on the spreadsheet used to determine eligibility and he should have been included on the original May 23, 2023 RBA. The financial implication for the 3% pay raise and benefits is approximately \$7,000. The department is also requesting this be retroactive to the same date stipulated on the original date of May 28, 2023, as this was an internal error in recordkeeping.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve a one-year lateral pay benefit to one eligible POAM bargaining unit employee, retroactive to May 28, 2023.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Per Finance & Budget, this request does not require an amendment as these costs will be absorbed by current budgeted funds in the 2023 Police salaries & fringes accounts.

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 one-year lateral pay benefit to one eligible POAM bargaining unit employee, retroactive to May 28, 2023.

ATTACHMENTS: Attachment A – None

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM #C-6

**ITEM: Consider Approving the Police Academy Costs for Seven Candidates with an
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 sponsor seven candidates to the Wayne County Regional Police Training Center, starting in July, 2023. The cost per person for the 17-week basic training academy is \$7,700, for a total expense of \$53,900. The candidates have been selected through the Human Resources job posting and interview process.

The department is also requesting an amendment to their 2023 Police Training budget in the amount of \$29,900 to add to its current budgeted amount of \$24,000.

All academy expenses will be submitted under an MCOLES grant for full reimbursement to the department. (MCOLES grant will be presented to the Board when applicable.)

BACKGROUND INFORMATION: The Police Department, working with Human Resources, continues to be proactive in seeking out police officer recruits. Four of the candidates are currently working part-time as Public Safety Aides, and have met the qualifications for sponsorship to the police academy. The remaining three candidates were selected through a competitive posting and interview process conducted by Human Resources.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the department sponsorship of seven candidates to the Wayne County Regional Police Training Center starting in July 2023, in the amount of \$53,900; in addition, approve an amendment to the 2023 Police Budget to increase the Training account by \$29,900 for this expense.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds in the amount of \$24,000 are currently budgeted in the Police Training Account #207-301-50.810_0001. The department is requesting to amend the budget as listed below to accommodate the additional expense:

<i>Increase Revenues:</i>		
Police Fund Balance Appropriation:	#207-000.695	\$29,900

<i>Increase Appropriations:</i>		
Police Training & Education	#207-301-50.810 0001	\$29,000

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 the department sponsorship of seven candidates to the Wayne County Regional Police Training Center starting in July 2023, in the amount of \$53,900;
- 2) In addition, approve an amendment to the 2023 Police Budget as listed below, increasing the Training account by 29,900 for this expense:

<i>Increase Revenues:</i>		
Police Fund Balance Appropriation:	#207-000.695	\$29,900

<i>Increase Appropriations:</i>		
Police Training & Education	#207-301-50.810 0001	\$29,000

ATTACHMENTS: Attachment A – Wayne County Regional Police Training Center Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM #C-7

ITEM: Request Approval of the Township's 2022 Annual Comprehensive Financial Report

PRESENTERS: Wendy Trumbull, Finance and Budget Director
Sarah Clay, Accounting Manager
Dave Helisek, Partner, Plante & Moran
Keith Szymanski, Principal, Plante & Moran
Philip Femminineo, Senior, Plante & Moran

INDIVIDUALS IN ATTENDANCE: N/A

EXECUTIVE SUMMARY: As required by State law, the Auditing Firm of Plante & Moran performed the Township's Annual Financial Audit for the fiscal year ended December 31, 2022. The results of that Audit, which are reported in the Township's Annual Comprehensive Financial Report, were covered in detail. We are requesting that the Board of Trustees receive and place on file the Township's Annual Comprehensive Financial Report. The results of this audit were presented by our Auditor's earlier during the Board Meeting.

BACKGROUND INFORMATION: No additional information.

STRATEGIC PLAN/GOALS: Financial Stability

ACTION REQUESTED: To accept the Township's 2022 Annual Comprehensive Financial Report.

BUDGET IMPLEMENTATIONS & ACCOUNT NUMBER: None

IMPLEMENTATION PLAN: Copies will be available for public review at the Clerk's Office and the Canton Public Library.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to receive and place on file the 2022 Township's Annual Comprehensive Financial Report.

ATTACHMENTS: None

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM:G-1

ITEM: Consider Approval of a Contract with Greenspot for the Installation and Operation of Electric Vehicle Charging Stations at Various Township Owned Locations

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In May of 2022, the Township completed an EV Infrastructure Plan. The Plan was reviewed by staff and the Board of Trustees. The Plan identified several potential locations to install EV Charging Stations. The Board of Trustees and staff also identified a need to pursue “turn-key” services for the EV Charging Stations.

The Facilities staff has identified Greenspot as a turn-key installer that will install and manage EV Charging Stations. Greenspot has identified two locations as the initial locations for 4 (four) Level 2 EV Charging Stations at each location- Village Theater and the Summit. Greenspot will be responsible for procuring the EV Charging Stations, installing the stations, and all operations and maintenance of the stations. Pursuant to the agreement, the Township will receive 10% of the operating margin generated by the stations. The agreement also allows for expansion of service to additional sites throughout the Township subject to the same terms and conditions.

Additionally, Greenspot has agreed to collaborate with the Township to install, operate, and maintain EV Charging Stations that the Township will be procuring through the US Department of Energy’s Energy and Efficiency Block Grant Program (EECBG). These EV Charging Stations would be located at Township facilities that did not meet Greenspot’s original parameters, but Township has determined would be supportive of advancing EV’s in our community. These locations include, but are not limited to, the Township Administrative Building, the Canton Public Library, Pheasant Run Golf Course, Canton Softball Center, Fellows Creek Golf Course, and Pheasant Run Golf Course. The final locations for the EECBG funded stations will be determined by unit and installation costs. The terms and conditions for this agreement will be the same as the abovementioned agreement, except ownership of the EV Charging Stations will remain with the Township for a period of time in compliance with the US Department of Energy’s EECBG administrative rules and grant guidelines. It is important to note that US Department of Energy is currently creating those rules, but the Township’s legal counsel and Greenspot are reviewing draft language that would limit any risk to the Township.

BACKGROUND INFORMATION:

The Township completed an EV Infrastructure Plan through a grant provided by SEMCOG. The Plan identified several locations around the Township that would be prime candidates for EV

Charging Stations. The Plan also identified several manufacturers of EV Charging Stations and services provided by the manufacturers. The Township at that time indicated that due to lack of in house capacity to operate and manage EV Charging Stations, a turn-key service would be the preferred course of action. To take the next steps of implementing the Plan, the Township engaged the services of PBA as electrical engineers and experts in EV Charging Stations. PBA recommended several turn-key EV Charging Station providers. The Facilities Division reviewed the vendors qualifications and their financial models and determined that Greenspot provided the best model for the Township.

Subsequent to the work completed by the Facilities Division, the Township was notified that it would be receiving a grant through the US Department of Energy's Energy Efficiency and Conservation Block Grant Program (EECBG) in the amount of \$145,500. The preliminary guidance provided for the grant specifically mentioned funding for EV Infrastructure. Moreover, this funding would avoid the standard reporting and application procedures which are significant and time consuming. The Township would be provided a voucher to fund the procurement of the EV Charging Stations. Although Greenspot's normal business model is to own and operate the EV Charging Stations, it is anticipated that the Township would have to maintain ownership of the EV Charging Stations for a period of time. Greenspot has indicated they would follow any US Department of Energy administrative rules and guidance. Currently, the Township's Legal Counsel and Greenspot are working through the language to comply with the US Department of Energy's administrative rules and guidance.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve an agreement with Greenspot to install EV Charging Stations on Township property for Greenspot owned and operated EV Charging Stations and for any EV Charging Stations procured through the US Department of Energy's Energy and Efficiency Block Grant Program.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: I have to determine the account that would receive the revenue from the EV Charging Stations.

IMPLEMENTATION PLAN: With Board approval, the agreement and amendment will be reviewed and approved by Township Legal Counsel and Finance Department prior to execution by the Township Supervisor. Once executed, Greenspot will proceed with installation of EV Charging Stations and the Township will procure EV Charging Stations through the EECBG program for installation by Greenspot.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve an agreement with Greenspot JC, LLC, 155 2nd St, Jersey City, NJ to install EV Charging Stations on Township property. I also move to

approve an agreement to allow Greenspot to install EV Charging Stations procured through the US Department of Energy's Energy Efficiency and Conservation Block Grant Program. Both agreements will be subject to Legal Counsel and Finance Department review and approval prior to execution.

ATTACHMENTS:

1. Agreement with Greenspot

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM: #G-2

ITEM: Consider Award of a Contract to Al's Asphalt Paving Company for Paving of Veteran's Way and an Award to Wade/Trim Associates for Construction Engineering and Testing Services

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In August 2021 Canton Township Engineering Services solicited public bids for six projects in the Heritage Park area, including Veterans Way. Due to funding discussions the project was delayed and funding has been secured from the Roads Millage.

Engineering Services recommends approval of a contract with Al's Asphalt for the Veteran's Way paving project in the amount of \$394,184.50 with a 10% contingency of \$39,418.45 for a total contract of \$433,602.95. Engineering Services also recommends approval of a contract amendment with our engineer Wade Trim for Construction Engineering and Testing in the amount of \$46,400.

BACKGROUND: As a main access to the Canton Township Administration building, Summit on The Park, as well as the St. Joseph medical facility, Veteran's Way is an important access for Canton employees and visitors. Veteran's Way has needed repair for many years, so MSD is requesting that we use Canton Road Millage funds to make appropriate repairs and replacements.

Al's Asphalt was originally awarded this work in 2021 as part of a larger paving project. They have agreed to complete the Veteran's Way work with some adjustments to their 2021 pricing. Their updated bid tab is attached.

STRATEGIC PLAN/GOALS: Board Goal: Quality Infrastructure

ACTION REQUESTED: Approve a contract with Al's Asphalt Paving Co. for the Veteran's Way paving project in the amount of \$394,184.50 with a 10% contingency of \$39,418.45 for a total contract of \$433,602.95. Additionally, approve a contract under our Master Services Agreement with our engineer WTA for Construction Engineering and Testing in the amount of \$46,400.00.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The Veterans Way project will be funded using major roads millage funds. The following budget adjustment is necessary:

Increase Revenue:

204-000.695 Fund Balance Appropriation

\$480,003

Increase Expenditures:

204-446-11.970_0050 Capital Outlay Infrastructure \$480,003

IMPLEMENTATION PLAN: Upon Board approval, ES and Finance will complete the contract with Al's Asphalt Paving Co. and establish the purchase orders and will issue a contract approval and purchase order for this work to Wade/Trim Associates.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTIONS:

1. I move to approve the following Budget Adjustment:

Increase Revenue:

204-000.695 Fund Balance Appropriation \$480,003

Increase Expenditures:

204-446-11.970_0050 Capital Outlay Infrastructure \$480,003

2. I move to award a construction contract to Al's Asphalt Paving Co. for the Veteran's Way paving project in the amount of \$394,184.50 with a 10% contingency of \$39,418.45 for a total contract of \$433,602.95 from the Fund 204-446-11.970_0050.
3. I move to award a contract extension to Wade Trim Associates for engineering services on the Veteran's Way paving project in the amount of \$46,400 from the fund 204-446-11.970_0050.

ATTACHMENTS

- 1 Al's Asphalt Updated Bid
- 2 Wade Trim Proposal

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM #G-3

ITEM: Request Renewal of VMware Software Support Agreement

PRESENTER: Victor Ibegbu, ITI Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: ITI Services is requesting permission to renew our software services and support agreement with VMware, Inc., which expires on July 3, 2023. The Township utilizes VMware ESX server software to provide the environment in which all Township business applications and file services operate. Maintaining access to support and timely updates is critical to the continuity of Township operations and services.

BACKGROUND: Virtualization technologies allow ITI to operate multiple servers on a collection of single servers, which provides more efficient use of processor, RAM memory, and hard disk resources. The primary benefits of this technology have been the cost savings and increased capability to recover from server failures.

Currently, ITI manages 58 virtual servers installed within this virtual environment, which is supported by five (5) physical servers. All major Township Business applications operate within this virtualized environment. It is critical that ITI maintains timely access to software, security, and product updates along with access to 24/7/365 support, all provided by VMware, Inc. ITI is requesting permission to purchase a one-year renewal agreement at a cost of \$11,361.90.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Approve the request to renew the Township's Maintenance and Support agreement with VMware, Inc. for a one-year period. A purchase order to Dell Computers, the owner of VMware, will be made in the amount of \$11,361.90.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The renewal of this agreement was budgeted for in 2023. All required funding will be expensed from the ITI Division's 101-228.930_0015 Maintenance & Repair – Software Support account.

IMPLEMENTATION PLAN: This is a licensing and support renewal agreement only; there is no interruption of services to Township Departments.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the creation of a purchase order in the amount not to exceed \$11,361.90 payable to Dell Marketing for a renewal of VMware software support and maintenance services covering a period of one year.

ATTACHMENTS: Dell - VMware Support/Subscription Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM #G-4

ITEM: Request Renewal of Dell Storage Servers Support Agreement

PRESENTER: Victor Ibegbu, ITI Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: ITI Services is requesting permission to extend our server hardware services and support agreement, which expire on July 1, 2023. The Township utilizes Dell Compellent Storage Servers in conjunction with the VMware virtualization system to provide the environment in which all Township business applications and file services operate. Maintaining access to support and timely updates is critical to the continuity of Township operations and services.

BACKGROUND: Virtualization technologies allow ITI to operate multiple servers on a collection of single servers, which provides for more efficient use of processor, RAM memory, and hard disk resources. The primary benefits of this technology have been the cost savings and increased capability to recover from server failures. That virtual environment is installed on the Dell Storage Servers.

It is critical that ITI maintains timely access to software, security, and product updates along with access to 24/7/365 support, all provided by Dell Computers. ITI is requesting permission to purchase a one-year extended warranty agreement at a cost of \$21,525.06.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Approve the request to renew the Township's Maintenance and Support agreement for a one-year period. A purchase order to the original selling vendor, People Driven Technology, Inc, will be made in the amount of \$21,525.06 to facilitate the timely renewal of this support and warranty service.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The renewal of this agreement was budgeted for in 2023. All required funding will be expensed from the ITI Division's 101-228.930_0015 Maintenance & Repair – Software Support account.

IMPLEMENTATION PLAN: This is a licensing and support renewal agreement only; there is no interruption of services to Township Departments.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the creation of a purchase order in the amount not to exceed \$21,525.06 payable to People Driven Technology, Inc. for a renewal of software support and maintenance services covering a period of one year.

ATTACHMENTS: Dell Compellent SAN Support Renewal Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM #G-5

ITEM: Request Approval to Purchase Training for ITI Manager

PRESENTER: Victor Ibegbu, ITI Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: ITI is requesting permission to purchase training for the ITI Manager to learn how to administer the new firewall. Per the Township purchasing policy, the level of expense for this training requires Board approval.

BACKGROUND: In May of 2023, the Township migrated to a new firewall, and the new systems are significantly more complex than the Township's previous firewalls. The ITI Manager has attended many hours of online, free video instructions; however, the ITI Director believes that a week-long, structured, and uninterrupted training session would be more beneficial for the ITI Manager and the Township overall at this phase of the project. This training will permit the ITI Manager to continue to support the needs of administering the Township's firewalls without significant increases in third party support.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Approve the request to provide training for the ITI Manager

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The cost of this training can be covered by the ITI Training budget for 2023. All required funding will be expensed from ITI's 101-228.810 Training & Education account.

IMPLEMENTATION PLAN: There is no impact to Township services. The ITI Manager will schedule the week of training during a time that will not impact current ITI projects.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: Approve a purchase order in the amount not to exceed \$4,275 payable to Sentinel Technologies for the purchase of Palo Alto certified training coupons.

ATTACHMENTS: Sentinel Technologies – Quote 60121_Training Credit.pdf

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM #G-6

ITEM: Consider Approval of Application for MDNR Spark Grant

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Leisure Services is seeking approval to apply for a Michigan Department of Natural Resources (MDNR) administered Spark Grant. The application for the park development of 6125 N. Ridge Road, also known as Zibiwés Nature Area and Park, to fulfill numerous Board goals while providing the community with a natural and passive park in the northwest quadrant of Canton. At the May 23, 2023 Board Meeting, the Board of Trustees approved the request to rename Ridge Road Park to Zibiwés Nature Area and Park and amended the Chapter 50 Canton Code of Ordinance for Parks and Recreations to allow for the creation of a “Nature Area” which would enable only 10% of a new Nature Area to be designated for active recreation. The Canton Township Board has committed to allocating \$1,000,000 to use as a match towards the park development of Zibiwés Nature Area and Park located at 6125 N. Ridge Road.

Leisure Services is recommending approving the application for the Michigan Spark Grant to assist with the park development of Zibiwés Nature Area and Park located at 6125 N. Ridge Road, Canton MI 48187.

BACKGROUND INFORMATION

Canton’s Park use has vastly increased over the last few years. As indicated from the community input portion of the 2022 Leisure Services Master Plan, residents are seeking more passive parks that include accessibility, connectivity, and environmental sustainability. The Michigan Spark Grant will support projects that provide safe, accessible, public recreation facilities and spaces to improve people’s health, introduce new recreation experiences, build on existing park infrastructure, and make it easier for people to enjoy both indoor and outdoor recreation.

At the May 24, 2022 Board Meeting, the Board agreed to allocate funds by utilizing the Community Improvement Fund for the park development at 6125 N. Ridge Road, Canton MI 48187.

The Spark Grant is made possible through Public Act 53 of 2022 which made available \$65 million of coronavirus state and local fiscal recovery funds. Funding awards will be conducted in three phases, with the next application period due June 26, 2023. Application for the park development of Zibiwés Nature Area and Park will provide the community with a 134-acre

natural park located in the northwest quadrant of the Township featuring a small portion (13 acres) of the Nature Area designated for active recreation. Plans for the park include accessible trails, parking, and a nature-themed playground to be located near the east entrance.

STRATEGIC PLAN/GOALS: Quality Infrastructure, Healthy Ecosystem, Fiscal Stability and Welcoming Community

ACTION REQUESTED: Approve to accept the grant if awarded.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Canton Townships grant writer will assist in submitting the grant application. Once Canton is notified of the award amount, implementation will begin. Policies will be adhered to and proper bidding procedure will be conducted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to authorize the submission of the application to the Michigan Department of Natural Resources for a SPARK Grant towards the Revitalization of Township owned property at 6125 N. Ridge Road, and to accept the funds if approved.
2. Further, I move to approve the following resolution in support of the Michigan Natural Resources Spark Grant:

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

**MICHIGAN NATURAL RESOURCES
SPARK GRANT**

RESOLUTION OF AUTHORIZATION

WHEREAS, Charter Township of Canton supports the application submission of the Michigan Spark Grant for the park development of Zibiwés Nature Area and Park to include accessible trails, parking, and a nature themed playground; and,

WHEREAS, the proposed application is supported by the Community's approved Five-Year Parks and Recreation Master Plan; and,

WHEREAS, Charter Township of Canton is hereby making a financial commitment to the project in the amount of \$1,000,000 matching funds; and,

NOW THEREFORE, BE IT RESOLVED that Charter Township of Canton hereby authorizes submission of a Michigan Spark Grant Application, and further resolves to make available its financial obligation amount of \$1,000,000 during the 2023-2024 fiscal year.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I hereby certify that the forgoing is a true and correct copy of a resolution duly made and passed by the Board of Trustees of the Charter Township of Canton, County of Wayne, Michigan, at their regular meeting held on Tuesday, June 13, 2023, at 7:00 p.m. in Canton Township, Michigan with a quorum present.

Michael Siegrist, Clerk

Date

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM # G-7

ITEM: Consider Approving the Merit Commission Recommendation of the Administrative Manual of the Merit Policy

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE:

EXECUTIVE SUMMARY: The last update to the Merit Policy was in 2013. The Merit Employees, the Merit Commission and the Supervisor's office all agree that the policy needed to be updated. A Merit Policy Review Committee was formed to make recommendations to the Administrative Section of the policy which consists of the Rules Section of the Policy. The Merit Policy Review Committee submitted its recommendation to the Merit Commissioners on May 8, 2023. The Merit Commission approved of the policy revisions and is recommending the Administrative Manual of the Merit Policy to the Board of Trustees.

BACKGROUND: The Merit Policy Review Committee which consisted of five Merit employees and one Merit Commissioner, and one Board Member have been working since November 30, 2022, to revise and update the Administrative Manual of the Merit Policy. The Committee completed its initial review of the Administrative Manual in April 2023. The committee then shared the revisions with the entire Merit Employee Group and provided two opportunities for comment. After each comment period, all feedback and committee responses were shared with the entire Merit Employee Group. The Merit Policy Review Committee submitted its recommendations on May 8, 2023, to the Merit Commission. The Merit Commission is now recommending that the updated Administrative Manual be approved by the Board of Trustees.

STRATEGIC PLAN/GOALS: Organizational Climate and Culture

ACTION REQUESTED: Approval of the Merit Commission recommendation of the Administrative Manual of the Merit Policy.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None.

IMPLEMENTATION PLAN: If approved, the Administrative Manual of the Merit Policy will be effective May 24, 2023.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approved.

SUPERVISOR'S RECOMMENDATION: Approved.

MODEL RESOLUTION: I move to approve the Merit Commission recommendation of the Administrative Manual of the Merit Policy.

ATTACHMENTS:

1. Draft Copy of the Administrative Manual of the Merit Policy

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 13, 2023

AGENDA ITEM# G-8

ITEM: Consider Wage Adjustment for Tax Board of Review

PRESENTER: Anne Marie Graham Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: The Assessor's office recently conducted a Board of Review wage survey of some of our client jurisdictions within close proximity to Canton Township. Our records indicate it has been at least 10 years since the Board of Review has received a wage adjustment. The Assessor has requested the Board of Trustees consider raising the hourly wage for Board of Review members.

BACKGROUND INFORMATION: Canton Township's March Board of Review meetings are typically 6-hour meetings and the July and December Board of Review meetings are each 1-2 hour meetings in length. Based on the regional wage survey, the Assessor is asking that the Canton Township Board of Review hourly wage be increased from \$10/hour to \$15/hour.

A review of the last several years shows we have not exceeded our Tax Board of Review budget, so this consideration does not include a budget adjustment – there is room in account # 101-247.702 to accommodate the wage increase.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve hourly wage increase for the Tax Board of Review.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: While this will increase the actual cost to the Township, it is anticipated that it can be absorbed within the budget approved by the Board.

IMPLEMENTATION PLAN: HR and Finance will be notified of the wage increase and make appropriate adjustments.

DIRECTOR'S RECOMMENDATION: NA

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to raise the Canton Township Board of Review hourly wage from \$10 per hour to \$15 per

hour effective immediately.

ATTACHMENTS:

1. Board of Review Wage Survey