



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
JANUARY 23, 2024**

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/88457988376>

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Webinar ID: 884 5798 8376

International numbers available: <https://us02web.zoom.us/j/88457988376>

7:00 P.M.:

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA

APPROVAL OF MINUTES: 1/9/24

PUBLIC COMMENT ON AGENDA ITEMS ONLY

PAYMENT OF BILLS

PRESENTATION:

- 1) HOPE NOT HANDCUFFS

RESOLUTION:

- 1) RESOLUTION DECLARING THE WEEK OF JANUARY 22, 2024 NATIONAL GUN
VIOLENCE SURVIVORS WEEK

CONSENT CALENDAR:

- 1) CONSIDER A REQUEST TO ISSUE A PURCHASE ORDER TO SUBURBAN CALCIUM
CHLORIDE SALES FOR THE 2024 DUST CONTROL PROGRAM (MSD)
- 2) CONSIDER AUTHORIZING THE TOWNSHIP SUPERVISOR TO SIGN MASTER SERVICE
AGREEMENTS WITH FIVE CONSULTANTS (MSD)

- 3) CONSIDER SECOND READING AND ADOPTION OF AN AMENDMENT TO APPENDIX A – ZONING OF THE CODE OF ORDINANCES REGARDING TOP CANTON, LLC CONDITIONAL REZONING (MSD)
- 4) CONSIDER A REQUEST TO APPROVE LETTER OF AGREEMENT (LOA) BETWEEN CANTON TOWNSHIP AND THE POLICE OFFICERS ASSOCIATION OF MICHIGAN (POAM) (SUPERVISOR)
- 5) CONSIDER A REQUEST TO APPROVE LETTER OF AGREEMENT (LOA) BETWEEN CANTON TOWNSHIP AND THE CANTON COMMAND OFFICERS ASSOCIATION OF MICHIGAN (CCOA) (SUPERVISOR)
- 6) REQUEST APPROVAL OF 2024 BLANKET PURCHASE ORDERS (FBD)

GENERAL CALENDAR:

- 1) CONSIDER AWARDING PHASE (2) FOOD WASTE COMPOST PILOT PROGRAM TO MICHIGAN CONSULTING AND ENVIRONMENTAL FOR PROJECT MANAGEMENT AND STAFFING SERVICES (MSD)
- 2) CONSIDER WAIVING THE BIDDING PROCESS AND AWARD A PURCHASE ORDER TO AM HIGLEY FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE PUBLIC WORKS STORAGE FACILITY EXPANSION (MSD)
- 3) CONSIDER AWARD OF DESIGN FOR ROADWAY REPAIR/REPLACEMENT OF CONCRETE ROADS AFFECTED BY ASR TO SPALDING DEDECKER (MSD)
- 4) CONSIDER APPROVING A REQUEST TO PURCHASE AMMUNITION (POLICE)
- 5) CONSIDER APPROVING A MEMBERSHIP AGREEMENT BETWEEN THE CANTON POLICE DEPARTMENT AND THE HOPE NOT HANDCUFFS PROGRAM (POLICE)
- 6) CONSIDER APPROVING THE PURCHASE OF GLOCK HANDGUNS, OPTICS AND ACCESSORIES (POLICE)
- 7) CONSIDER APPROVAL OF UPDATED PURCHASING POLICY (CLERK)

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 – January 9, 2024**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, January 9, 2024, in-person. Supervisor Graham-Hudak called the meeting to order at 7 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneideman
Members Absent: none

Adoption of Agenda:

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

Approval of Minutes:

Motion by Siegrist, supported by Borninski to approve the minutes from December 12th and 19th, 2023. Motion carried unanimously.

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 December 26, 2023		
101	GENERAL FUND	1,001,913.55
204	ROADS FUND	1,193,557.75
206	FIRE FUND	300,645.79
207	POLICE FUND	472,020.17
208	COMMUNITY CENTER FUND	84,554.81
219	STREET LIGHTING FUND	25,935.50
230	CABLE TV FUND	12,414.52
246	COMMUNITY IMPROVEMENT FUND	2,118,320.18
248	DDA - CANTON	153,234.81
260	INDIGENT DEFENSE FUND	34,014.27
261	E-911 UTILITY	598.44
265	ORGANIZED CRIME - DRUG ENFORCEMENT	0.00
274	CDBG FUND	2,418.23
276	NSP GRANTS FUND	0.00
284	OPIOID SETTLEMENT FUND	592.73
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	36,481.00
402	CAP PROJ - WATER & SEWER	0.00
403	CAP PROJ - ROAD PAVING	0.00

404	CAP PROJECT - CHV DEVELOPMENT	0.00
584	GOLF FUND	32,348.01
592	WATER & SEWER FUND	489,359.68
596	GARBAGE & RUBBISH COLLECTIONS	1,509.87
661	FLEET MAINTENANCE FUND	60,219.61
701	TRUST & AGENCY FUND	43,994.47
702	CUSTODIAL FUND	0.00
736	POST EMPLOYMENT BENEFITS FUND	128,953.40
852	SPECIAL ASSESSMENT DEBT SERVICE	0.00
TOTAL - ALL FUNDS		6,193,086.79

CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF January 9, 2023		
101	GENERAL FUND	733,922.16
204	ROADS FUND	49,265.57
206	FIRE FUND	489,697.47
207	POLICE FUND	1,249,392.98
208	COMMUNITY CENTER FUND	65,429.88
219	STREET LIGHTING FUND	0.00
230	CABLE TV FUND	8,743.42
246	COMMUNITY IMPROVEMENT FUND	0.00
248	DDA - CANTON	5,569.58
260	INDIGENT DEFENSE FUND	0.00
261	E-911 UTILITY	445.00
265	ORGANIZED CRIME - DRUG ENFORCEMENT	0.00
274	CDBG FUND	175.00
276	NSP GRANTS FUND	0.00
284	OPIOID SETTLEMENT FUND	1,654.36
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	552,172.61
402	CAP PROJ - WATER & SEWER	0.00
403	CAP PROJ - ROAD PAVING	24.00
404	CAP PROJ - CHV DEVELOPMENT	0.00
584	GOLF FUND	13,583.98
592	WATER & SEWER FUND	1,458,822.24
596	GARBAGE & RUBBISH COLLECTIONS	410,741.02
661	FLEET MAINTENANCE FUND	19,466.05
701	TRUST & AGENCY FUND	4,912.50
702	CUSTODIAL FUND	0.00
736	POST EMPLOYMENT BENEFITS FUND	2,615,584.65
852	SPECIAL ASSESSMENT DEBT SERVICE	0.00
TOTAL - ALL FUNDS		7,679,602.47

Public Comment: Public comment was held.

Resolution:

Item R-1. Resolution Opposing the Salem Township Application for Wastewater Treatment Facility on Fellows Creek

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

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

Resolution Opposing the Salem Township Application for Wastewater Treatment Facility on Fellows Creek

Whereas Canton Township borders Salem Township and is downstream from the proposed Salem Township Urban Service District Wastewater Treatment Plant;

Whereas this proposed sewage plant will discharge 840,000 gallons of flow each day into the Fellows Creek which runs through Canton Township and into the lower Rouge River;

Whereas the discharge of this treated wastewater to the Fellows Creek headwaters will have a detrimental impact to the stream's water quality by altering its flow regime, water temperature and geomorphology, which will affect the benthic macroinvertebrate and fish populations present in the Creek;

Whereas the Salem Springs project would create additional impervious surfaces in the Rouge Watershed, and increased stormwater flows. Sedimentation and nonpoint source pollution associated with the stormwater runoff could also negatively impact Fellows Creek water quality, and also increase the potential of downstream flooding;

Whereas the proposed sewage facility may increase the likelihood of compelled discharge of untreated wastewater into the Fellows Creek which may contain various contaminants, including pathogens and chemicals that could pose health risks to anyone who comes into contact with the water. These contaminants could lead to gastrointestinal illnesses, skin infections, and other waterborne diseases;

Whereas during the early hours of August 24, 2023, Canton Township experienced a historic flooding event that resulted in both a Wayne County and Canton Township declaration of a State of Emergency and a Wayne County Health Advisory due to the compelled discharge of untreated wastewater;

Whereas significant annual rainfall events are up 42% in the Midwest since the 1950s and higher groundwater and lake levels make drainage even more difficult;

Whereas the Fellows Creek is the largest drain in Canton Township, with over 14,000 houses; and

Whereas Fellows Creek runs through the Downtown Development District and major commercial corridor Ford Rd. in a Community with a taxable value assessed at over \$4.8 billion; *now, therefore be it;*

Resolved the Board of Trustees of the Charter Township of Canton opposes the Michigan Department of Environment, Great Lakes and Energy proposed permit for the Salem Township Urban Service District Wastewater Treatment Plant and instead encourages Salem Township to work with surrounding communities on an alternative solution; and

Further Resolved it is not the goal of the Board of Trustees of the Charter Township of Canton to stop development in Salem Township, but rather to address wastewater in the most economical and environmentally responsible way possible for the residents of both Waster Wayne County and Washtenaw County, which could include sending the water directly to the Ypsilanti Community Utilities Authority where it could be treated.

Motion carried unanimously.

Consent Calendar:

Item C-1. Consider Payment by Account for the Lower Rouge River Trail Pedestrian Bridge Deck Replacement

Motion by Siegrist, supported by Slavens to approve payment by account for the Lower Rouge River Trail Pedestrian Bridge decking replacement in the amount of \$980 to Carpentry Concepts and Ceilings, LLC 18786 Susanna Livonia, MI 48152. Motion carried unanimously.

Item C-2. Consider Approval of the Resolution for the WCDPS 2024 Annual Permit Package for Work Within the Wayne County Right-of-Way in 2024

Motion by Siegrist, supported by Slavens to approve Permit A-24093 allowing for the purpose of inspection, repair and routine maintenance for sanitary sewers and water mains, installation of water service connections, application of dust palliatives and repair and replacement of existing sidewalks including pavement repair and restoration. Furthermore, allowing the township to perform special events such as parades, festival celebrations and similar activities to temporarily close a county road. To use a road as a detour for traffic around such activity taking place even on a non-county road, and placement of a temporary banner within the right-of-way in 2024 and authorize the Township Clerk as the designated officer to sign the 2024 Annual Permit for Wayne County Department of Public Services. Motion carried unanimously.

Item C-3. Consider Application for the 2024 Annual MDOT Maintenance Permit

Motion by Siegrist, supported by Slavens to approve the 2024 Annual Permit application for Underground Utility Operations within the Michigan Department of Transportation right-of way; and further authorize the Engineering Services staff to attach insurance documents to the on-line application for the permit. Motion carried unanimously.

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

Motion by Siegrist, supported by Slavens to authorize the sale and consumption of alcohol at the events listed in the background and furthermore; I move to approve the attached resolution:

I move to authorize the sale and consumption of alcohol at the Shine and Thrive event on Friday, March 15, 2024; and furthermore; I move that the following resolution be adopted:

That the Charter Township of Canton, through its duly elected officers, make an application to the MLCC for a Special License for the sale of alcohol for consumption to be in effect on Friday, March 15, 2024 located at 50755 Cherry Hill Rd., Suite 10, Canton, MI 48188 and that the Township Supervisor and Clerk be authorized to sign and submit this application.

I further move to authorize the sale and consumption of alcohol at the Liberty Festival on June 13-15, 2024, and furthermore; I move that the following resolution be adopted:

That the Partnership for the Arts, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on June 13-15, 2024 during Liberty Festival at Heritage Park located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne.

I further move to authorize the sale and consumption of alcohol at the Thursday Night LIVE concerts being held on June 27, July 11, July 18, July 25, August 1, August 8, and August 15, 2024; and furthermore; I move that the following resolution be adopted:

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

- June 27, 2024
- July 11, 2024
- July 18, 2024
- July 25, 2024
- August 1, 2024
- August 8, 2024
- August 15, 2024

I further move to authorize the sale and consumption of alcohol at the Pride OUTside Event being held at the amphitheater stage in Heritage Park on July 13, 2024; and furthermore; I move that the following resolution be adopted:

That Maraschino's Bar & Restaurant, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on July 13, 2024 during the Pride Outside Event at Heritage Park Amphitheater located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne.

I further move to approve the sale and consumption of alcohol at the Concert & Cars event being held at the Village Arts Factory on Wednesdays beginning July 17, 2024 through August 7, 2024; and furthermore; I move that the following resolution be adopted:

That the Partnership for the Arts, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on the following dates during the Concert & Cars event located at 50755 Cherry Hill Rd., Suite 10, Canton, MI 48188

- July 17, 2024
- July 24, 2024
- July 31, 2024
- August 7, 2024

I further move to authorize the sale and consumption of alcohol at The Rally on Ridge event on Friday, July 26, 2024; and furthermore; I move that the following resolution be adopted:

That the Charter Township of Canton, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Friday, July 26, 2024 at Ridge Road and Cherry Hill in Canton, Michigan, County of Wayne and that the Township Supervisor and Clerk be authorized to sign and submit this application.

I further move to authorize the sale and consumption of alcohol at “Brew, Brats & Bands” fundraiser on Saturday, September 14, 2024; and furthermore; I move that the following resolution be adopted:

That the Partnership for the Arts, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Saturday, September 14, 2024 in Preservation Park located at 500 N. Ridge Road in Canton, Michigan, County of Wayne.

I further move to approve the sale and consumption of alcohol at the Artoberfest event being held at the Village Arts Factory on Saturday, September 28, 2024; and furthermore; I move that the following resolution be adopted:

That the Partnership for the Arts, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Saturday, September 28, 2024 at the Village Arts Factory located at 50755 Cherry Hill Rd., Suite 10, Canton, MI 48188

I further move to approve the sale and consumption of alcohol at the Christmas in the Village event being held at the Village Arts Factory on Saturday, December 7, 2024; and furthermore; I move that the following resolution be adopted:

That the Partnership for the Arts, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Saturday, December 7, 2024 at the Village Arts Factory located at 50755 Cherry Hill Rd., Suite 10, Canton, MI 48188

Motion carried unanimously.

Item C-5. Consider Approval of Payment to Airgas for Oxygen and Tank Rentals Provided in Excess of the 2023 Blanket Purchase Order

Motion by Siegrist, supported by Slavens to approve an additional payment to Airgas in the amount of \$2,837.04, for services rendered in excess of the approved blanket purchase order #2023-00000442.

Motion carried unanimously.

General Calendar:

Item G-1. Consider First Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding Top Canton, LLC Conditional Rezoning

Motion by Siegrist, supported by Slavens to introduce and hold the first reading of the proposed amendment, with conditions, to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance and Conditional Rezoning Statement of Conditions of Planning Application #047-COND-7874, which rezones five (5) parcels located on the north side of Ford Rd. between I-275 and Lotz Rd. to C-3, Regional Commercial and Central Business District Overlay, as the proposal meets the standards of Section 27.07 and Section 27.06(D)(4) of the Zoning Ordinance, further, to table consideration of the amendment for a second reading on January 23, 2024. Motion carried unanimously.

Item G-2. Consider Approval to Accept the Out-of-School Time (OST) Learning Grant

Motion by Siegrist, supported by Slavens to amend the budget as stated in the Budgets Implications & Account Number section of the RBA and accept the Out-of-School Time Learning Grant in the amount of \$84,197 to be used toward new and expanded recreational programming in 2024. Motion carried unanimously.

Item G-3. Consider Approval to Accept the Urban and Community Forestry Grant

Motion by Siegrist, supported by Borninski to amend the budget as stated in the Budgets Implications & Account Number section of the RBA and accept the Urban and Community Forestry Grant in the amount of \$20,000 to be used toward planting new trees in community parks in 2024. Motion carried unanimously.

Item G-4. Consider a Request to Extend the Contract with TDK Advisors, LLC

Motion by Siegrist, supported by Slavens to approve a contract extension with TDK Advisors, LLC through December 31, 2025, in an amount of \$24,000 per year, not to exceed \$48,000. Motion carried unanimously.

Item G-5. Consider Approval of a Purchase Order to OHM Advisors for the Engineering, Bid Documents and Owner's Representation for Preservation Park

Motion by Siegrist, supported by Slavens to approve waiving the bidding process, amend the budget as stated in the Budget Implications & Account Number section of the RBA and award the engineering, bid documents and owner's representation for Preservation Park renovations in an amount not to exceed \$169,200 to OHM Advisors. Motion carried unanimously.

Item G-6. Consider Approving the Payment of the 2023 Fire Department On-Site Physical Examinations

Motion by Siegrist, supported by Borninski to approve the payment of the on-site medical services for firefighter physicals, in the amount of \$53,346, with funds from the 2023 Fire Department budget. Motion carried unanimously.

Item G-7. Consider Approving the Police Academy Costs for Two Candidates

Motion by Siegrist, supported by Sneideman to approve the sponsorship of two candidates to the Wayne County Regional Police Training Center starting in January 2024, in the amount of \$15,246. Motion carried unanimously.

Item G-8. Consider Accepting a Justice Assistance Grant and an Associated Amendment to the 2024 Police Budget

Motion by Siegrist, supported by Slavens to approve the acceptance of a Justice Assistance Grant for specified equipment through the U.S. Department of Justice, in the amount of \$11,426. Additionally, I move to approve an amendment to the 2024 Police budget, increasing revenues and expenses in the same amount. Motion carried unanimously.

Item G-9. Consider Awarding Bid to Print the Focus Newsletter

Motion by Siegrist, supported by Sneideman to approve the bid for printing the monthly FOCUS Newsletter with VTEC., for a 12-month period, for \$46,080, plus an additional \$2,000 to cover any special inserts; and further, that pursuant to the bid specifications, the bid may be extended for an additional two-year period upon mutual agreement of VTEC and Canton Township. Motion carried unanimously.

Motion by Sneideman, supported by Siegrist to approve two Clerk mailings in 2024 not to exceed \$3480 per printing. Motion carried unanimously.

Item G-10. Consider Request to Approve Contract of the Deputy Supervisor and Chief Counsel

Motion by Siegrist, supported by Sneideman to approve the employment contract and related budget amendments included for the Deputy Supervisor and Chief Counsel. Motion carried 6-1 with Treasurer Slavens voting no.

Additional Public comment was held.

Additional Board comment was held.

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

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

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

Resolution declaring the week of January 22, 2024 National Gun Violence Survivors Week and honoring all victims and survivors of gun violence and uplifting the resilient voices of survivors across the nation

Whereas every year, more than 43,000 Americans are killed with guns, approximately 76,000 more are shot and wounded, and countless others experience the collective trauma of gun violence;

Whereas on average Michigan has the 25th highest rate of gun deaths in the US and the 19th highest rate of gun injuries in the US;

Whereas Michigan has the 36th highest rate of gun suicide deaths in the US and 56% of gun deaths in Michigan are by firearm suicide;

Whereas firearms are the leading cause of death for children and teens with an average of 103 children and teens dying by guns every year in Michigan, of which 31% are suicides and 64% are homicides;

Whereas gun violence costs Michigan \$16.8 billion each year, of which \$380.5 million is paid by taxpayers;

Whereas 59% of adults in America, including 71% of Black and 60% of Latinx Americans, or someone they care about has experienced gun violence in their lifetime, demonstrating the reach and impact gun violence has in communities across America;

Whereas in advance of early February, when more Americans are killed with guns than are killed in our peer countries in an entire calendar year;

Whereas a gun violence survivor is anyone who has personally experienced gun violence whether firsthand or not;

Whereas forms of gun violence can include, but are not limited to: gun suicides, gun homicides, domestic violence involving a gun, mass shootings and unintentional shootings;

Whereas people in America, in cities across the nation are working to end the senseless violence by advocating for common sense gun safety legislation;

Whereas by commemorating National Gun Violence Survivors Week on January 22 to January 26, communities across America will raise awareness about gun violence and honor the lives stolen by gun violence; and

Whereas we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the hands of those who are a danger to themselves or others and encourage responsible gun ownership to help keep our communities safe; *now, therefore be it;*

Resolved the Board of Trustees of the Charter Township of Canton declares January 22 to January 26, 2024 National Gun Violence Survivors Week and encourages all citizens to support efforts to prevent the tragic effects of gun violence and to honor human lives.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM #C-1

ITEM: Consider a Request to Issue a Purchase Order to Suburban Calcium Chloride Sales for the 2024 Dust Control Program

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: For several years, Canton Township has agreed to apply dust control to Wayne County gravel roads that are not part of their dust control program. Suburban Calcium Chloride Sales has been the service provider for the last several years and has agreed to hold their 2023 pricing. Municipal Services desires to award a purchase order based on this pricing.

BACKGROUND: Fugitive dust from unpaved surface roads can be significant and a nuisance to those who are living adjacent to the roads. In the past, Canton Township has agreed to fund the cost of dust control for seven miles of local gravel roads that are not part of the Wayne County DPS dust control program.

Suburban Oil Company has agreed to hold there 2023 bid pricing of \$0.30 per gallon for the 2024 season.

The 2024 dust control program will include Three (3) applications.

The liquid calcium chloride dust control application bids were advertised on February 9, 2023, and bids were opened on February 23, 2023. There were 3 bids submitted. One from Suburban Oil Company for \$0.30 per gallon, one from Bay Dust Control Division of Liquid Calcium Chloride sales Inc. for \$0.74 per gallon and Big Barneys Dust Control \$0.30 per gallon. The application will consist of 26% calcium chloride which proved satisfactory in previous years.

Based on the Suburban Calcium Chloride Sales pricing, three (3) applications will cost \$18,900. MSD is recommending Suburban Calcium Chloride Sales to provide dust control services in 2024 for an amount not-to-exceed \$20,000.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Authorize Suburban Calcium Chloride Sales to provide Canton's 2024 dust control program on local roads for an amount not to exceed \$20,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Cost for each application is \$6,300. The three applications will cost a total of \$18,900. There is \$20,750 budgeted in Account# 101-447-03.801 0090.

IMPLEMENTATION PLAN: Upon approval, a purchase order will be created and Public Works will notify Suburban Calcium Chloride Sales that they were awarded the 2024 dust control program. They will coordinate the application with the Public Works Division. After the roads have been graded by Wayne County, the calcium chloride will be placed. Public Works shall verify application placement.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to authorize the Finance Department to issue a purchase order to Suburban Calcium Chloride Sales of Taylor, Michigan to provide Canton's 2024 Dust Control Program on local gravel roads for an amount not to exceed \$20,000.

ATTACHMENTS: None

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM: #C-2

**ITEM: Consider Authorizing the Township Supervisor to Sign Master Service Agreements
with Five Consultants**

PRESENTER: Dave Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Engineering Services (Engineering) is requesting the Township Supervisor to sign five Master Service Agreements (MSA) with our previously evaluated and selected consultants to provide engineering services to the Township. These five consultants have agreed to the Township terms and conditions have signed the agreements. They have been working under an MSA with Canton Township since approximately 2013. It is now time to renew these agreements and continue our successful relationship with these service providers.

BACKGROUND: In 2013, Engineering desired to create agreements with a group of consulting firms to provide engineering and architectural planning and project management through a broad array of services. This was accomplished through a public request for proposal and evaluated based on the 2013 finance policy requirements. Attached to this RBA is the original Request for Proposal, the evaluation form used to score the proposals in 2013, and the results of those evaluation forms. Renewing this MSA will allow Engineering the flexibility to solicit for services and select a service provider from a Board Approved group of consultants without the need to use staff time and resources to repeatedly request proposals publicly for similar consulting work.

Engineering has worked well with all the firms below and desires to continue this relationship. The combination of these five firms provides Engineering with all consulting support that is needed by the Division. Furthermore, the service provided continues to be high quality and professionally completed.

Engineering does not believe it is in the best interest of the Township to publicly request qualifications or proposals to find additional consultants to create an MSA with. This would not result in better serving Township needs; the five firms already under contract provide all the services necessary in a professional, productive, cost-effective, efficient manner. Furthermore, five current firms have years of experience working on Township projects, many of which are repeated year over year. Therefore, any new firms would take Township time and resources to be trained on how projects are run, expectations on completing projects, understanding Township policies on bidding, finance, construction requirements, and contract administration.

Using the existing group of firms has allowed Engineering the ability to form relationships with each of these consultants; each working on specific projects that occur every year. This has allowed Engineering to save time and money by having consultants who have learned our process on each project and to apply that knowledge year after year. Many of the projects

Engineering works on each year are similar in scope. The ability to use the same consultant for each job allows for a more streamlined and efficient approach to the required tasks of each project. It should be noted that the MSA does not provide an agreement by either party on the cost of services. When new projects arise, Engineering sends requests for proposals to all five contracted consultants. The proposals received are evaluated on multiple job specific factors, including price, to determine the proposal that will most benefit the Township.

Engineering is requesting that the Board approve the agreements for a term to begin once the MSA is signed, and to end on December 31, 2026, with a provision for an additional two (2) years to be added with Township Supervisor approval.

Engineering is requesting that the Supervisor sign MSAs with the following firms:

1. Wade Trim Associates, Inc.
2. Spalding DeDecker
3. OHM Advisors
4. Fishbeck
5. Mannik Smith Group

The MSA enclosed is the updated 2024 version. This version was reviewed and modified by outside council in cooperation with Engineering and the Supervisor's office.

STRATEGIC PLAN/GOALS: Financial Stability

ACTION REQUESTED:

Wave the Township bidding policy per the information provided in the Background Section.

Authorize the Supervisor to sign the Master Service Agreement with the five consulting firms indicated above.

Authorize the Supervisor to approve a two-year extension, pending Township Supervisor approval, on or before December 31, 2026.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Upon Board approval, the Supervisor shall execute the Agreements.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTIONS:

I move to waive the Township bidding policy based on the information provided in the Background Section.

I move to authorize the Township Supervisor to execute two copies of the Master Service Agreement with the following consulting firms:

1. Wade Trim Associates, Inc.
2. Spalding DeDecker
3. OHM Advisors
4. Fishbeck
5. Mannik Smith Group

I move to authorize the Supervisor to approve a two-year extension, pending Township Supervisor approval, on or before December 31, 2026.

ATTACHMENTS

1. 2013 RFP
2. 2013 RFP – Interview Evaluation
3. 2013 Consolidated reviews of engineering SOQ
4. 2024 final draft of Master Service Agreement

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM #C-3

ITEM: Consider Second Reading and Adoption of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding Top Canton, LLC Conditional Rezoning

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Top Canton, LLC (Steve Robinson, Broder Sachse Real Estate).

EXECUTIVE SUMMARY: The applicant proposes to rezone, with conditions, five (5) parcels located on the north side of Ford Rd. between I-275 and Lotz Rd. from C-4, Interchange Service, C-3, Regional Commercial, and Corporate Park Overlay District to C-3, Regional Commercial and Central Business District Overlay as permitted in Section 27.07 of the Zoning Ordinance. The subject site is about 31 acres. The applicant proposes to retain the existing multi-tenant commercial building that includes The Tile Shop and construct two (2) fast food drive-through restaurants west of the existing multi-tenant commercial building. Fast food drive-through restaurants are special land uses in the C-3 district, which may also be approved through the Planned Development District (PDD) process. The applicant has concurrently made a separate application for a PDD that includes the five (5) subject parcels and one (1) additional parcel to the north.

The Canton Township Board of Trustees held the First Reading of this Zoning Ordinance amendment on January 9, 2024.

BACKGROUND AND ANALYSIS:

Location: North side of Ford Rd. between I-275 and Lotz Rd. Parcel nos. 047-99-0018-703; 048-99-0008-000 (5910 Edinburgh Dr.); 048-99-0010-000; 048-99-0012-003; and 048-99-0012-004 (40150 Ford Rd.).

Net Acres: 31.42 acres

Existing Land Use(s): Multi-tenant shopping center (including The Tile Shop) at 40150 Ford Rd. (parcel 048-99-0012-004). The remaining parcels are vacant.

Existing Zoning: C-4, Interchange Service and Corporate Park Overlay District (CPOD) (parcels 047-99-0018-703; 048-99-0008-000; 048-99-0010-000; and 048-99-0012-003).

C-3, Regional Commercial and CPOD (parcel 048-99-0012-004).

Surrounding Zoning and Land Uses:

North – MR, Multiple Family Residential and CPOD; Village Squire Apartments
LI, Light Industrial; vacant.

South – MRD, Mid-Rise Development and CPOD; vacant.

East – MR, Multiple Family Residential and CPOD; Village Squire Apartments
C-3, Regional Commercial and CPOD; multi-tenant shopping center (Starbucks,
Wingstop, Sweet Bikes, Parthenon Coney Island, etc.).

West – C-4 and CPOD; vacant and I-275.

Existing Comprehensive Plan Future Land Use Map Classification: General
Commercial

Surrounding Comprehensive Plan Future Land Use Map Classifications:

North – General Commercial and Light Industrial

South – General Commercial

East – General Commercial

West – General Commercial

Proposed Zoning District(s): C-3 and CBD Overlay, with conditions.

Proposed Land Uses: Whenever a rezoning of property is proposed, all potential uses which may be made of property in the proposed zoning district must be considered, some of which might not be appropriate for a particular piece of property. A conditional rezoning allows an applicant to voluntarily exclude certain uses from the proposed zoning district in the Conditional Rezoning Statement of Conditions.

All of the uses permitted in the proposed C-3 zoning district are noted in Section 17.02 of the Zoning Ordinance, and most of the properties along Ford Rd. between Canton Center Rd. and I-275 are zoned C-3 or allow for C-3 uses (i.e., C-3 uses are permitted on C-2 zoned properties in the CBD Overlay). The proposed Conditional Rezoning Statement of Conditions excludes the following land uses: automobile filling stations; adult uses; smoking lounges; automobile wash establishments; new and used automobile sales and rental; pawnbrokers; medical marijuana facilities; automobile service stations; and indoor hot tub rentals. Some of these excluded uses are not permitted in the C-3 district, but are listed as excluded in the event the Zoning Ordinance is ever amended to include them in the C-3 district.

The conceptual plan submitted with the conditional rezoning application includes two (2) fast food drive-through restaurants on the vacant parcels and retains the existing multi-tenant shopping center use. The two (2) fast food drive-through restaurants proposed are Chick-fil-A and Portillo's. Although fast food drive-through restaurants are special land uses in the C-3 zoning district, uses illustrated on a conceptual plan are not approved with the conditional rezoning. Section 27.07(C)(1) of the Zoning Ordinance states that any use or development proposed as part of an offer of conditions that would require special land use or a site plan under the terms of the Zoning Ordinance may only commence if a special land use and/or site plan for such use or development is ultimately granted in accordance with the provisions of

the Zoning Ordinance. The applicants have made a separate application for a Planned Development District (PDD) for the proposed land uses and development, and our comments and findings on the PDD application were in an accompanying letter to the Planning Commission.

Finally, the conceptual plan illustrates other off-site uses that are proposed to be part of the PDD application – a hotel and an indoor/outdoor golf driving range and recreation facility. While these off-site uses are part of a larger unified development in the PDD application, and were addressed in an accompanying PDD review letter to the Planning Commission, they are not considered as part of the conditional rezoning application.

Conditional Rezoning Process. The process of a conditional rezoning is very similar to the process of a regular rezoning. In a regular rezoning, conditions cannot be offered by an applicant nor requested by the Township. In a conditional rezoning, the applicant seeking a rezoning may voluntarily propose conditions regarding the use and/or development of land as part of the rezoning request either at the time the application for conditional rezoning is filed or at a later time during the process. If the offer of conditions is amended during the process of conditional rezoning consideration, any amended or additional conditions must be entered voluntarily by the applicant. Additionally, an owner may withdraw in writing all or part of its offer of conditions any time prior to final rezoning action of the Township Board.

When taking action on the conditional rezoning application, the Planning Commission, after the public hearing and consideration of the factors for rezoning set forth in Section 27.06(D) of the Zoning Ordinance, may recommend approval, approval with recommended changes, or denial of the application. The Township Board shall take final action on the conditional rezoning request.

Conditional Rezoning Plan Information. Section 27.07(B)(1) of the Zoning Ordinance requires the conditional rezoning plan to include the same information required on a rezoning application and a special land use plan. The conditional rezoning plan includes this information, which was addressed in more detail in our accompanying PDD review letter to the Planning Commission. While we recommended additional information on the PDD plans at the December 18, 2023 Planning Commission meeting, there is sufficient information on the conditional rezoning plan to satisfy the information requirements of Section 27.07(B)(1).

Conditional Rezoning Statement of Conditions. The Zoning Ordinance requires a conditional rezoning to include a Statement of Conditions which, if approved, must be recorded with the Register of Deeds. Section 27.07 of the Zoning Ordinance includes required content for a Conditional Rezoning Statement of Conditions, which are provided for in the applicant's proposed Statement of Conditions. The Township legal counsel has approved the legal content of the Statement of Conditions. Section 27.07(H) requires the approved development and/or use of the land to commence within two (2) years after the effective date of the conditional rezoning action, which may be extended by the Township Board upon written request by the applicant if it is demonstrated to the Township Board that there is a strong likelihood that the development and/or use will commence within the period of extension and proceed diligently thereafter to completion. Because the applicant has

concurrently applied for PDD approval, and the approval period for PDD's is six (6) years, paragraph 9 of the Statement of Conditions includes provisions that extend the approval of the conditional rezoning for the duration of the PDD if a PDD is approved within the 2-year approval term.

Review Considerations: Section 27.07(C) of the Zoning Ordinance requires the Planning Commission and Township Board to, at a minimum, consider all of the review considerations contained in Section 27.06(D)(4) of the Zoning Ordinance. Section 27.06(D)(4) of the Zoning Ordinance consists of 10 standards of review to be considered prior to action. Based on our review of the application materials, the Comprehensive Plan, and the site area, we find that the application meets each of the 10 rezoning standards of review as follows:

(1) *Will the proposed amendment be in accordance with the basic intent and purpose of the zoning ordinance?*

The basic intent of the Zoning Ordinance is to carry out the policies, goals, and objectives of the Township Comprehensive Plan. This is primarily done by the establishment of use districts and overlays that regulate land in order to accomplish the preferred development and utilization of land in the Township. The proposed amendment would remove the Corporate Park Overlay district (CPOD) from the subject property. The CPOD was created to promote development in accordance with the Lotz Road Corridor Development Plan adopted in the late 1990s. Since that time, a new Comprehensive Plan has been adopted. The current Comprehensive Plan proposes the elimination of the CPOD and proposes utilizing different zoning designations and tools to support the development pattern in the area. Since the adoption of the current Comprehensive Plan in 2018, the Township has adopted amendments that have reduced the area covered by the CPOD. The proposed amendment would be in accordance with the basic intent of the Zoning Ordinance by carrying out the Comprehensive Plan policy by reducing and eliminating the CPOD. The Lotz Rd. Corridor Zoning Strategies of the current Comprehensive Plan (page 64) state the following (in *italics*):

- *Repeal the remaining portion of the Corporate Park Overlay District Guidelines and amend the map exhibit to remove remaining effective areas subject to the guidelines in Section 6.08 of the Zoning code.*

Staff Recommendation: We recommend repealing the CPOD from the subject parcels in the application. However, because there are many other areas in the CPOD that may not yet be ripe for removal from the CPOD, we do not recommend repealing the entire CPOD from the Zoning Ordinance and Zoning Map at this time.

- *Amend the boundaries applicable to the Central Business District (CBD) Guidelines in Section 6.10 of the Zoning code to include the area within the Downtown Development Area (DDA) on the north side of Ford Road, and south of Ford Road to the Willow Creek Drain.*

Staff Recommendation: The subject parcels in the application are in the DDA. Therefore, we recommend expanding the CBD to include the subject parcels in the application.

- *Encourage a change of zoning for the area located south of Ford Road and north of the Willow Creek Drain between Lotz Road and I-275 from MRD, Mid-Rise*

Development to C-3, Regional Commercial.

Staff Recommendation: While this applies to parcels south of Ford Rd. (because most of the parcels north of Ford Rd. already have C-3 and C-4 as the underlying zoning districts), we recommend rezoning the subject parcels to C-3 primarily because we would like to prohibit automobile filling stations (gas stations) on the site, which is a special land use in the C-4 district.

Section 27.07(C) of the Zoning Ordinance requires the offer of conditions to bear a reasonable and rational relationship to the property for which the conditional rezoning is requested. The proposed C-3 zoning, CBD Overlay, and Statement of Conditions (including the excluded land uses) satisfies this requirement.

(2) *Is the proposed amendment consistent with the comprehensive plan of the Township?*

As discussed above, the current Comprehensive Plan's policies include the elimination of the CPOD. The CPOD was an attempt in the 1990s to enact the Lotz Road Corridor Development Plan. That plan envisioned a campus-style development of either a corporate headquarters or comprehensive mixed-use development with a heavily stylized theme or design for each 'campus.' The focal point of the largest campus would have been at Ford and Lotz Roads. However, the area was never developed in this manner, despite the paving and widening of Lotz Rd. Instead, general commercial development continued along the Ford Road corridor. The Comprehensive Plan now envisions using other tools, such as Planned Development Districts (PDDs) in concert with either the Central Business District (CBD) Overlay or the underlying zoning districts, to foster development in the CPOD area. This method has created very attractive developments and has successfully implemented the land use goals throughout the Township, particularly along other areas of Ford Rd.

We note that while this amendment would be consistent with the Township's Comprehensive Plan, it could be the next of many rezoning requests along and near Ford Rd. and Lotz Rd. from property owners who wish remove their properties from the CPOD. It is also important to note that there continues to be strong demand for commercial development and redevelopment along the Ford Road corridor in the eastern part of Canton. A future comprehensive rezoning of similar parcels in the area may be more consistent with the goals of the Township's Comprehensive Plan to reduce and eliminate the CPOD. This would require further study by the Planning Commission.

The Future Land Use Map of the Comprehensive Plan classifies the site as General Commercial, and Policy 1.2.3 of the Comprehensive Plan states, "Establish a **General Commercial** Land Use designation on the Future Land Use Map for regional and highway-oriented commercial uses. Regional commercial uses generally serve the retail and service needs for the entire township and adjacent areas and include larger multi-tenant shopping centers with large "anchor" tenants located on primary arterial roadways that carry high volumes of traffic. Highway-oriented commercial uses should be located within a 1-mile radius of a freeway interchange and provide uses convenient

to the traveler or overnight visitor in the community.” The proposed zoning district (C-3 and CBD Overlay), uses (fast food drive-through restaurants and multi-tenant commercial), and conditions are consistent with the policy of the General Commercial land use designation.

(3) *Have conditions changed since the zoning ordinance was adopted, or was there a mistake in the zoning ordinance, that justify the amendment?*

While the CPOD was not a mistake, it has been identified in the Comprehensive Plan as no longer being necessary. This change in the Comprehensive Plan was after the Zoning Ordinance’s CPOD was adopted, and this justifies amendments that shift towards the new Comprehensive Plan policies. The elimination of the CPOD is one such amendment, though an incremental approach is best due to the large area covered by the CPOD that includes many types of land uses. In the case of the five (5) subject parcels, these parcels have Ford Rd. frontage and are in close proximity to I-275 and many established commercial uses.

(4) *Will the amendment correct an inequitable situation created by the zoning ordinance rather than merely grant special privileges?*

In the CPOD, all land uses are special land uses. Therefore, no applicant in the CPOD has any certainty of use approval when an application is made. Therefore, development activity in the CPOD has been slower than it has in the CBD Overlay, which is located on the west side of I-275. The proposed amendment would allow this site to be developed as others in the Township have been along Ford Rd. west of I-275 in the CBD Overlay, creating an equitable situation.

(5) *Will the amendment result in unlawful exclusionary zoning?*

The amendment will not result in exclusionary zoning. The primary intent of the proposed amendment is not to exclude certain uses or development types.

(6) *Will the amendment set an inappropriate precedent, resulting in the need to correct future planning mistakes?*

The proposed amendment will set a precedent, especially for commercially-zoned parcels in the CPOD; however, the precedent is not contrary to the Comprehensive Plan and overall vision for development in the area. As noted above, although the CPOD was not a mistake, it has been identified in the Comprehensive Plan as no longer being desirable. This change in the Comprehensive Plan was after the Zoning Ordinance’s CPOD was adopted, and this justifies amendments that shift towards the new Comprehensive Plan policies.

(7) *If a rezoning is requested, is the proposed zoning consistent with the existing land uses of surrounding property?*

The proposed amendment would result in the subject site being developed under the C-3 district standards, allowing for development that is consistent with the existing multi-tenant commercial building to the east, which includes a Starbucks with a pickup window. Other compatible uses in the area include Walmart, Sam’s Club, Home Depot, Emagine, and multi-tenant commercial buildings. Finally, the conceptual plan

shows significant building setbacks and landscaping between the multi-family residential development to the north and the proposed commercial development on the subject site which will be closer to Ford Rd. Landscaping was addressed in more detail in our accompanying PDD review letter to the Planning Commission.

(8) *If a rezoning is requested, could all requirements in the proposed zoning classification be complied with on the subject parcel?*

If the proposed rezoning is approved, the parcels of the site will comply with the standards of the C-3 district with CBD Overlay for minimum lot area (1 acre) and minimum lot width (100 ft.). The proposed development must meet the minimum height (3 stories/50 ft.), front yard setbacks (50 ft.), side yard setbacks (15 ft.), and rear yard setbacks (30 ft.) unless modified in the PDD.

(9) *If a rezoning is requested, is the proposed zoning consistent with the trends in land development in the general vicinity of the property in question?*

The development allowed under the proposed C-3 district and CBD Overlay is consistent with the trends in land development in the general area. Other compatible uses in the area include Walmart, Sam's Club, Home Depot, Emagine, and multi-tenant commercial buildings, including the multi-tenant commercial building to the east that includes Starbucks with a pickup window, Wingstop, Sweet Bikes, Parthenon Coney Island, etc. While there are no approved fast food drive-through restaurants along Ford Rd. east of I-275, the use would be compatible with the established uses in the area. However, because fast food drive-through restaurants are special land uses in the C-3 district, the evaluation of their appropriateness on the subject site is made in the PDD review or, if applicable, a special land use application.

(10) *If a rezoning is requested, what is the impact on the township infrastructure?*

The subject parcels along Ford Road have access to public water and sanitary sewer. There are water and sewer mains along Ford Rd., and we will defer to the Engineering Services Division regarding the appropriate connection points and routes. Storm water management will be under the jurisdiction of Wayne County and, possibly, MDOT if there is an outlet proposed to the storm sewer in the MDOT right-of-way.

The parcels access Ford Rd. directly, and the conditional rezoning plan shows the only access to the site being the existing drive on the west side of the existing multi-tenant commercial building at 41050 Ford Rd. A traffic light is proposed at this existing drive, which is subject to MDOT review and approval. The applicants have submitted a Traffic Impact Study (TIS), which is still under review by Canton's traffic engineering consultant and was addressed in more detail in our accompanying PDD review letter to the Planning Commission. A TIS is not a requirement for a rezoning application, and it's possible that traffic impacts of the proposed development could be comparable to a different type of development in the current zoning district; therefore, a review of a TIS is best addressed in the PDD application review. However, the TIS indicates that the site driveway and surrounding intersections can function at an appropriate Level of Services with the improvements noted in the TIS. Any approval of the PDD or site plan is subject to satisfactory traffic review by the MDOT and Canton's traffic

engineering consultant.

- **Community Planner's Recommendation:** Approval.
- **Planning Commission Recommendation:** At its meeting on December 18, 2023, the Planning Commission voted 9-0 to recommend approval of the request to rezone, with conditions, parcel nos. 047-99-0018-703, 048-99-0008-000, 048-99-0010-000; 048-99-0012-003, and 048-99-0012-004 from C-4, Interchange Service, C-3, Regional Commercial, and Corporate Park Overlay District to C-3, Regional Commercial and Central Business District Overlay as permitted in Section 27.07 of the Zoning Ordinance, as the proposal meets the standards of Section 27.07 and Section 27.06(D)(4) of the Zoning Ordinance as stated in the staff report. Prior to recommending approval of the rezoning, the Planning Commission held a duly noticed public hearing and there were public comments received.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Remove consideration of the proposed conditional rezoning amendment from the table and approve the proposed conditional rezoning to Appendix A – Zoning of the Code of Ordinances, which proposes to conditionally rezone parcel nos. 047-99-0018-703, 048-99-0008-000, 048-99-0010-000; 048-99-0012-003, and 048-99-0012-004 from C-4, Interchange Service, C-3, Regional Commercial, and Corporate Park Overlay District to C-3, Regional Commercial and Central Business District Overlay as permitted in Section 27.07 and Section 27.06(D)(4) 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: N/A

FIRE MARSHAL'S RECOMMENDATION: N/A

BUILDING OFFICIAL'S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL MOTIONS:

1. I move to remove from the table and hold the second reading of the proposed conditional rezoning amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance and Conditional Rezoning Statement of Conditions of Planning Application #047-COND-7874, which rezones five (5) parcels located on the north side of Ford Rd. between I-275 and Lotz Rd. to C-3,

Regional Commercial and Central Business District Overlay.

2. Further, I move to adopt and publish the ordinance amending Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton which rezones the five (5) subject parcels located on the north side of Ford Rd. between I-275 and Lotz Rd. to C-3, Regional Commercial and Central Business District Overlay, as the proposal meets the standards of Section 27.07 and Section 27.06(D)(4) of the Zoning Ordinance.

ATTACHMENTS:

1. Draft Ordinance
2. December 18, 2023 Planning Commission Minutes
3. Conditional Rezoning Agreement
4. Zoning Map, Aerial Map, and Future Land Use Map
5. Planning Division Staff Review Letter for the Top Canton PDD Application (January 8, 2024 Planning Commission meeting)
6. Supplemental Documents (Planned Development District [PDD] Location Maps, PDD Plans, Tree/Woodland Site Assessment, Wetland Identification Report, Floodplain Analysis Report, Fiscal Impact Analysis, and Traffic Study Data [Traffic Impact Study, Wade Trim Review, Atwell (applicant) Response, and Wade Trim Review of Response])

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM # C-4

ITEM: Consider a Request to Approve Letter of Agreement (LOA) Between Canton Township and the Police Officers Association of Michigan (POAM)

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Township and the POAM signed a LOA that was approved by the Township Board back on September 12, 2023 that allowed an enhancement of wages and allow for lateral pay for lateral police officer hires. There was a disagreement over the commencement date of the wage increase This new LOA resolves this disagreement.

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 Letter of Understanding between POAM and Canton Township.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

The following budget amendment is necessary to fund this benefit, which costs approximately \$33,600 if all bargaining unit members who began full time with the Township after 10/1/2023 choose to cash out this benefit in lieu of time off:

Increase Revenues:

Fund Balance Appropriation 207-000.695	\$30,900
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Fund Balance Appropriation 206-000.695	\$2,700
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Increase Expenditures:

Overtime	207-301-30.713_0015	\$28,700
Fringe Benefits FICA	207-301-30.724_0010	\$2,200
Overtime	206-336-50.713_0015	\$2,500
Fringe Benefits FICA	207-336-50.724_0010	\$200

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

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approved.

SUPERVISOR'S RECOMMENDATION: Approved.

MODEL RESOLUTION:

1. I move that we approve the Letter of Understanding (LOU) between Canton Township and the Police Officers Association of Michigan (POAM) to provide each bargaining member 10 hours of compensatory time and the related necessary budget amendments totaling \$33,600.

ATTACHMENTS:

1. Letter of Understanding between Canton Township and POAM

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM # C-5

ITEM: Consider a Request to Approve Letter of Agreement (LOA) Between Canton Township and the Canton Command Officers Association of Michigan (CCOA)

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Township and the CCOA signed a LOA that was approved by the Township Board back on September 26, 2023 that provided all bargaining members a 3% raise, transitioned bargaining unit members in the MERS hybrid plan to a new defined benefit plan and a reduction of member contributions from 10% to 8% of income for all members. This new LOA will provide 10 hours of compensatory time to each bargaining unit member and will complete the agreement.

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 Letter of Understanding between CCOA and Canton Township.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The following budget amendment is necessary to fund this benefit, which costs approximately \$10,000 if all bargaining unit members choose to cash out this benefit in lieu of time off:

Increase Revenues: Fund Balance Appropriation	207-000.695	\$10,000
Increase Expenditures:		
Overtime	207-301-30.713_0015	\$9,289

Fringe Benefits FICA

207-301-30.724_0010

\$711

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

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approved.

SUPERVISOR'S RECOMMENDATION: Approved.

MODEL RESOLUTION:

1. I move that we approve the Letter of Understanding (LOU) between Canton Township and the Canton Command Officers Association of Michigan (CCOA) to provide each bargaining member 10 hours of compensatory time and the related necessary budget amendments totaling \$10,000

ATTACHMENTS:

1. Letter of Understanding between Canton Township and CCOA

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM #C-6

ITEM: Request Approval of 2024 Blanket Purchase Orders

PRESENTER: Wendy Trumbull, Finance and Budget Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Blanket Purchase Orders allow for recurring purchases of a specific service or commodity when the quantity of items or frequency of service cannot be fully determined. Attached is the list of 2024 Blanket Purchase Orders for those that either exceed \$30,000 or are expected to have a single purchase in excess of \$1,000.

BACKGROUND: Per Canton's Purchasing Policy F:10, Blanket Purchase Orders will not be issued in excess of \$30,000, nor will a single purchase in excess of \$1,000 be approved without the Board's approval.

STRATEGIC PLAN/GOALS: Financial Stability

ACTION REQUESTED: Approve the list of Blanket Purchase Orders.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The list of Blanket Purchase Orders is attached.

IMPLEMENTATION PLAN: The Blanket Purchase Orders will be entered.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the creation of the 2024 Blanket Purchase Orders as attached.

ATTACHMENT: List of 2024 Blanket Purchase Orders

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23,2024

AGENDA ITEM:G-1

ITEM: Consider Awarding Phase (2) Food Waste Compost Pilot Program to Michigan Consulting and Environmental for Project Management and Staffing Services

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: As a result of the May 17, 2022 study session on food composting, a pilot program to test the interest of Canton Township residents was implemented for 2023. During 2023, the pilot program was successful and the Township is now prepared to enter into the next phase by expanding the number of participants and actively recruiting business participants. Additionally, the Township is seeking more locations for convenient material drop-off locations.

To manage this phase of the pilot program, the Township will partner once again with Michigan Consulting and Environmental (MCE) to manage the program. MCE successfully managed and operated the first phase of the pilot program. The township received positive feedback about MCE and their management of the first phase. It is also important to note that MCE has been proud to provide a variety of environmental services to its customers and municipal partners for nearly 30 years. Their experienced engineers, project managers, geologists, and technicians have provided solid waste management, monitoring and consulting services for the City of Livonia, City of Westland, Gratiot County, Central Wayne County Sanitation Authority – Huron Monofil in Flat Rock, and the Greater Detroit Resource Recovery Authority.

MCE understands that Canton Township long-term goal is for food waste composting to become a standard for Township residents and continue to divert a higher volume of food waste from landfill. MCE looks forward to assisting Canton Township in its landfill diversion efforts.

An amount not to exceed \$105,000 is being sought for approval.

BACKGROUND INFORMATION: N/A

STRATEGIC PLAN/GOALS: Healthy Ecosystem

Program Vision: An accessible and sustainable environment that affords a high quality of life while conserving our natural resources. Be known for abundant green space.

ACTION REQUESTED: Approve Purchase Order for Michigan Consulting and Environmental in the amount of \$105,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this program will come

from Refuse Collection and Disposal, 596-528.801_0080 in an amount not-to-exceed \$105,000.

IMPLEMENTATION PLAN: Upon Approval, Municipal Services will work with MCE to seek volunteers and implement the scope of work. MCE will conduct quarterly updates to the Board of Trustees on the progress of the pilot program.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to approve a Purchase Order in the amount not to exceed \$105,000 to Michigan Consulting and Environmental to provide support staffing and training for the 2024 Food Composting program Phase 2

ATTACHMENTS:

1. MCE Scope of Work/Agreement

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM:G-2

ITEM: Consider Waiving the Bidding Process and Award a Purchase Order to AM HIGLEY for Architectural and Engineering Services for the Public Works Storage Facility Expansion

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: As part of Canton Township's effort to effectively deliver and manage operations, maintain equipment, and inventory, an expansion to the existing DPW storage facility is necessary. Working with the various managers within the Municipal Services Division, it was determined that an 80' X 100' building be constructed in the Public Works yard.

To advance the project, the Public Works division is requesting the use the services of AM Higley. AM Higley is the Township's current Construction Management firm under contract through 2024. AM HIGLEY has agreed to hold their pricing and fees that were competitively bid out by the Township. The Township services AM HIGLEY are providing to the Township have resulted in projects that are completed timely and under budget.

BACKGROUND: In 2002 the existing storage facility was constructed at the Public Works campus. The current building is shared with Leisure Services, Public Safety, and the DDA. Since 2002 the Public Works' fleet, equipment, and inventory has increased and the department has outgrown its portion of the storage facility. Some equipment and inventory is now stored/parked outside. Expanding the storage facility will allow us to securely park all equipment indoors extending the equipment's useful life.

In November of 2023 Public Works and Facilities staff meet with AM Higley our current construction manager under contract with Canton Township for architectural and engineering services for the expansion of the Public Works Storage facility. Approximately 8000 Square feet (100'x80') of new building space is being proposed. The proposal that was received from AM HIGLEY in the amount of \$82,933 included Architectural, Mechanical, Electrical, Structural, Civil Engineering, and Geotechnical Investigation services.

STRATEGIC PLAN/GOALS: Maintain and secure Canton's equipment and inventory.

ACTION REQUESTED: Authorize a purchase order contract with AM HIGLEY for an amount of \$82,933.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this project were allocated in the 2024 budget, accounts 592-536.970_0020 and 592-537.970_0020.

IMPLEMENTATION PLAN: Upon approval by the Board of Trustees, the Public Works

staff will enter a Purchase Order for AM HIGLEY and authorize the design to start. It is anticipated that the design will be completed early spring, and the project construction can be bid accordingly.

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 award a purchase order contract for Architectural, Mechanical, Electrical, Structural, Civil Engineering and Geotechnical Investigation services to AM HIGLEY in an amount of \$82,933.

ATTACHMENTS:

1.Preconstruction Services Proposal

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM:#G-3

**ITEM: Consider Award of Design for Roadway Repair/Replacement of Concrete Roads
Affected by ASR to Spalding DeDecker**

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Engineering Services (ES) is requesting to issue a Purchase Order to Spalding DeDecker (SDA) for the required design work to repair and/or replace local concrete roads affected by ASR in the amount of \$368,200. This is the first required step in the process to make the necessary repairs and/or replacements for six local subdivisions under Wayne County jurisdiction in the Township because of roadway failure due to ASR. Once the design work is completed, Engineering Services will be seeking contractors to begin the repairs and/or replacements. Additionally, the Township will host a meeting with the impacted local subdivisions to update the residents on the completed designs and proposed schedule for construction.

BACKGROUND: Alkali Silica Reaction (ASR) in concrete is an industry wide, commonly seen, accelerated deterioration of concrete, particularly in roads, curbs, and sidewalks. There are many roads throughout the Township that are affected by ASR. Those affected include local subdivision roads under the jurisdiction of Wayne County. These roads deteriorate quickly and fail before the standard lifespan of concrete roads. The subdivisions identified have experienced the rapid deterioration and failure of the concrete driving surface and must be repaired.

On August 8, 2023, SDA was awarded the evaluation of all local subdivision roads under the jurisdiction of Wayne County for deterioration due to ASR. That evaluation has been completed, and ES would like to move forward with designing repairs and replacements of those roads that have been affected by ASR. The subdivisions that require action are:

1. Brookside Village No. 5
2. Meadowbrook No. 1 and No. 2
3. River Park No. 1 and No. 2
4. Stonegate
5. Sunflower Village No. 8
6. Sunflower Village No. 12

Typically, this type of design work would be handled by sending out a Request for Proposal to all the consultants ES has under our Master Service Agreement. In this case, ES is asking the Board to waive the public bidding process because it serves the best interest of the Township. SDA has already completed the ASR evaluation, so it is a cost savings to have them perform the design as this work would have to be duplicated if another firm was awarded the design. Further, SDA

handles the Local Road Improvement Program, which is almost identical to the work we are asking to award now. The experience SDA has with design and project management for local road repair is of great value to the Township; a benefit that validates the waiving of the bidding policy.

The Township Board of Trustees secured state funding to address local road deterioration due to ASR. These funds will be used to pay for the design and repair/reconstruction of the affected roads in the subdivisions identified.

STRATEGIC PLAN/GOALS: Board Goal: Quality Infrastructure

ACTION REQUESTED:

Wave the Township bidding policy based on the information provided above.

Approve the budget amendment below.

Issue a Purchase Order to Spalding DeDecker in the amount of \$368,200 for survey, design, permitting, and bidding of the repair and/or replacement of concrete roads in the identified local subdivisions.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: This ASR Roadway project will be funded using state funds secured by the Township Board. The following Budget Amendment is needed:

Increase Revenue:

204-446-12.539 State Grants	\$368,200
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Increase Expenditures:

204-446-12-.970_0050 Capital Outlay Infrastructure	\$368,200
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IMPLEMENTATION PLAN: Upon Board approval, ES and Finance will establish the purchase order with SDA and commence work.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTIONS:

1. I move to waive the Canton Township bidding policy based on the information provided under the Background section above.
2. I move approve the budget amendment listed above.
3. I move to issue a Purchase Order in the amount of \$368,200 to SDA to perform survey, design, permitting, and bidding of the repair and/or replacement of concrete roads in the

identified local subdivisions.

ATTACHMENTS

1. SDA proposal

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM #G-4

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 \$16,502.60. 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 \$16,502.60.

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 \$16,502.60.

ATTACHMENTS: Attachment A – Price Quote from Kiesler Police Supply

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM #G-5

**ITEM: Consider Approving a Membership Agreement Between the Canton Police
Department and the Hope not Handcuffs Program**

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Canton Police Department is requesting to enter into a membership agreement with the Hope Not Handcuffs program. Hope Not Handcuffs is an initiative of Families Against Narcotics designed to bring law enforcement and community organizations together in an effort to find viable treatment options for individuals seeking help to reduce dependency with heroin, prescription drugs, and other substances.

Upon Township board approval, the department will complete the application for review and acceptance into the program.

BACKGROUND INFORMATION: The agreement between participating police agencies and Hope Not Handcuffs stipulates the responsibilities of both parties when individuals seek out assistance from this program. The Canton Police Department is requesting to enter into this agreement with the full understanding of the important role they will play in linking individuals with the wellness resources of the Hope Not Handcuffs program.

There are no fees associated with this agreement, and all tangible supplies will be provided through the Hope Not Handcuffs program.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the Canton Police Department entering into a membership agreement with the Hope Not Handcuffs program.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: No fees are associated with this membership for the Township.

IMPLEMENTATION PLAN: Upon Township Board approval the application will be signed by the Township Supervisor and submitted to Hope Not Handcuffs for review and approval.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the Canton Police Department entering into a membership agreement with the Hope Not Handcuffs program.

ATTACHMENTS: Attachment A – Hope Not Handcuffs Program Overview & Application

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM #G-6

ITEM: Consider Approving the Purchase of Glock Handguns, Optics and Accessories

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE:

EXECUTIVE SUMMARY: Upon completion of a formal Invitation to Bid process, the Police Department is requesting to trade-in their current Glock handguns and purchase 110 Glock 45 MOS handguns, mounted Holosun light optics and accessories from Kiesler Police Supply, Inc., in the amount of \$114,188.90. Kiesler Police Supply is offering a trade in credit for 95 handguns in the amount of \$27,550, for a net purchase price of \$86,638.90.

Funds from the 2024 Police budget will be utilized for this purchase, including \$11,426 from a recently awarded Justice Assistance Grant for handguns with Holosun light optics (aka red dot).

BACKGROUND INFORMATION: In December 2023, the Township solicited for bids to purchase 110 Glock 45 handguns with mounted Holosun light optics, also referred to as red dot. Red dot sighting systems enhance police accuracy and decision-making, reducing the risk of unintended harm and ensuring safer law enforcement interventions. Their versatility and effectiveness in varied conditions align with the need for adaptable and responsible policing tools. By improving officer proficiency and confidence, these systems contribute to better officer effectiveness, ultimately promoting public safety and trust.

Three vendors submitted bids, with Kiesler Police Supply being the only one to fulfill the specifications of the Invitation to Bid.

Vendor	Amount	Notes
Acme Sports Inc.	\$58,520.00	Not an authorized dealer for Glock; could not provide the specified firearm.
Kiesler Police Supply	\$114,188.90	Quoted specified firearm & optics; offered trade-in credit.
CMP Distributors	\$118,156.90	Not authorized dealer of the specified Holosun Optic (red dot) feature; highest bid.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the purchase of 110 Glock 45 MOS handguns, mounted Holosun light optics and accessories from Kiesler Police Supply, Inc., in the amount of

\$114,188.90. Also, approve the trade-in of 95 handguns for a credit of \$27,550, resulting in a net purchase price of \$86,638.90.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Utilize funds in the 2024 Police Budget as listed below for this purchase:

\$11,426.00 from the Program Expense JAG Account # 207-301-50.763_0030

\$75,212.90 from the Capital Machinery & Equipment Account #207-301-50.970_0030

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the purchase of 110 Glock handguns and proposed accessories, along with the proposed trade-in credit for 95 Glock handguns, for a net purchase price of \$86,638.90 from Kiesler Police Supply Inc.

ATTACHMENTS: Attachment A - Invitation to Bid tabulation sheet
Attachment B – Kiesler Police Supply Bid

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 23, 2024

AGENDA ITEM #G-7

ITEM: Consider Approval of Updated Purchasing Policy

PRESENTER: Michael A. Siegrist, Clerk

INDIVIDUALS IN ATTENDANCE: None

EXECUTIVE SUMMARY: The Clerk's Office was placed in a difficult position in the new year, as it prepares to meet the legal requirements of administering elections.

Because of a discrepancy in how elections mail printers bill for postage, the Clerk's Office was notified they were not in compliance with the purchasing policy and as a result, unable to use an alternative option to respond to being dropped by our current vender. This purchasing issue, at a time when printing and mailing election notices, applications, and ballots are experiencing catastrophic challenges could have resulted in an inability to meet legal deadlines.

Under the existing policy, legally required mailings for other offices, along with services from the United States Postal Service, are exempt from the purchase order requirement, however elections mail is not. This proposed amendment would solve this issue and ensure Canton elections are supported.

BACKGROUND INFORMATION: The State of Michigan uses preferred vendors for election mail due to the legal standards in MCL 168 and the constitutionally required state-funded return postage presence of a business reply mail permit for over 1,500 unique jurisdictions. Because the number of elections notices has tripled and voters have the right to vote an absentee ballot without an excuse and to now receive a ballot for all future elections, the printing houses are struggling to keep up. On January 2, 2024, the Clerk's Office was notified that our approved vender was struggling to print and mail orders placed in November. Hundreds of jurisdictions were notified that their orders were canceled or would not be accepted. The brand-new Early Voting Notice, required under MCL 168.662 had a January 13, 2024 deadline. The Clerk's Office immediately contacted another state-preferred vender Kent Communications, Inc. to print and mail on behalf of Canton.

During 2015 the Board approved Township Policy F:10 "PURCHASING / PROCEDURE/ RULES/ BIDDING" was reviewed and revised to determine its applicability and effectiveness. On November 17, 2015, the Township Board conducted a study session and approved amendments to the policy at the December 8 meeting that year. Changes that were made were, among many other items, the inclusion of a listing of items that are exempted from the purchasing policy limits as established, which includes items such as those that are fiduciary in nature, state

mandated fees, property tax and water bill mailing fees, utilities, and health insurance, and some others.

STRATEGIC PLAN/GOALS: Fiscal Stability

ACTION REQUESTED: To approve the updated purchasing policy to be effective 1/24/2024.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: The updated policy will be posted on the Township's internal website "The Source" with email communication to the entire Township, informing them of the update.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION: I move to approve the updated purchasing policy, F:10 Purchasing/Procedure/Rules/Bidding Policy to be effective January 24, 2024.

ATTACHMENTS:

F 10 Purchasing Policy 1-24-2024 Proposed