



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
AUGUST 27, 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/85978511808>

Or One tap mobile:

1-301-715-8592 (85978511808#) or 1-305-224-1968 (85978511808#)

Or Telephone:

1-301-715-8592 or 1-305-224-1968

Webinar ID: 859 7851 1808

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

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: AUGUST 13, 2024

PUBLIC COMMENT ON AGENDA ITEMS ONLY

PAYMENT OF BILLS

RESOLUTION:

- 1) RESOLUTION REGARDING THE RADIOACTIVE WASTE SCHEDULED TO COME TO WAYNE COUNTY

CONSENT CALENDAR:

- 1) CONSIDER INCREASING ONE BLANKET PURCHASE ORDER FOR CRUISERS, INC. (MSD)
- 2) CONSIDER APPROVAL OF 2024 BUDGET ADJUSTMENTS (FBD)
- 3) CONSIDER SECOND READING OF AN AMENDMENT TO THE CANTON TOWNSHIP CODE OF ORDINANCES, CHAPTER 46 OFFENSES AND MISDEMEANOR PROVISIONS (POLICE)

- 4) CONSIDER SECOND READING OF AN AMENDMENT TO THE CANTON TOWNSHIP CODE OF ORDINANCES, CHAPTER 70 ADOPTION OF UNIFORM TRAFFIC CODE (POLICE)

GENERAL CALENDAR:

- 1) CONSIDER AWARD OF CONTRACT TO MICHIGAN CONSULTING & ENVIRONMENTAL TO PERFORM AN ENVIRONMENTAL ASSESSMENT (FBD)
- 2) CONSIDER INCREASING THE PURCHASE ORDER TO AM HIGLEY FOR THE PUBLIC WORKS STORAGE FACILITY EXPANSION (MSD)
- 3) REQUEST APPROVAL FOR A NEW SECURITY CAMERA HEADEND SERVER (MSD)
- 4) CONSIDER AWARDING A CONTRACT AND PURCHASE ORDER TO REPLACE 2 DRINKING FOUNTAINS AT THE VILLAGE THEATER AT CHERRY HILL (MSD)
- 5) CONSIDER AWARDING A CONTRACT AND PURCHASE ORDER TO REPLACE 3 RTUS AT FELLOWS CREEK GOLF COURSE (MSD)
- 6) CONSIDER FIRST READING OF AN AMENDMENT TO APPENDIX A – ZONING OF THE CODE OF ORDINANCES REGARDING CHERRY HILL AND BECK REZONING (MSD)
- 7) CONSIDER APPROVING AMENDMENTS TO THE PARTNERS IN ARCHITECTURE AGREEMENT, WITH AN ADJUSTMENT TO THE 2024 FIRE BUDGET (FIRE)
- 8) CONSIDER AUTHORIZATION OF A PERMIT FOR FIREWORKS DISPLAY (FIRE)
- 9) CONSIDER INCREASE OF AN EXISTING PURCHASE ORDER TO GHD FOR COMPLETION OF THE LOMC TO FEMA FOR FIRE STATION NO. 2 (FIRE)
- 10) CONSIDER APPROVAL BOARD POLICY TB: 03 PROCEDURE FOR CONDUCT OF TOWNSHIP BOARD MEETINGS AND REPEALING OPERATIONS POLICY O:07 AND CREATE OPPORTUNITIES FOR YAC INVOLVEMENT (CLERK)
- 11) CONSIDER APPROVAL BOARD POLICY TB: 04 ORDINANCE AMENDMENT PREPARATION POLICY AND REPEALING OPERATIONS POLICY O: 35 (CLERK)
- 12) CONSIDER APPROVAL OF PTO FOR THE DIRECTOR OF POLICE SERVICES – POLICE CHIEF (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.cantonmi.gov.

**Charter Township of Canton
Board Proceedings – August 13, 2024**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, August 13, 2024, in-person. Supervisor Graham-Hudak called the meeting to order at 7:01 p.m.

Members Present: Borninski, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneiderman

Members Absent: Foster

Adoption of Agenda:

Motion by Siegrist, supported by Slavens to adopt the agenda with the addition of Item #C-3 and moving item #G-19 to #G-0. Motion carried unanimously.

Approval of Minutes:

Motion by Siegrist, supported by Slavens to approve the minutes from July 23, 2024. Motion carried unanimously.

Public Comment: Public comment was held.

Payment of Bills:

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

	CHARTER TOWNSHIP OF CANTON	
	EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF	
	August 13, 2024	
101	GENERAL FUND	1,790,635.24
204	ROADS FUND	1,346,188.72
206	FIRE FUND	629,627.73
207	POLICE FUND	860,109.83
208	COMMUNITY CENTER FUND	126,923.10
219	STREET LIGHTING FUND	25,239.61
230	CABLE TV FUND	31,265.39
246	COMMUNITY IMPROVEMENT FUND	2,154.00
248	DDA - CANTON	17,619.38
260	INDIGENT DEFENSE FUND	8,824.00
261	E-911 UTILITY	28,493.78
265	ORGANIZED CRIME - DRUG ENFORCEMENT	45,056.96
274	CDBG FUND	0.00
276	NSP GRANTS FUND	0.00
284	OPIOID SETTLEMENT FUND	3,067.04
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	125,462.97
402	CAP PROJ - WATER & SEWER	0.00
403	CAP PROJ - ROAD PAVING	122,304.05
404	CAP PROJ - CHV DEVELOPMENT	51,871.50
584	GOLF FUND	719,073.56
592	WATER & SEWER FUND	1,960,084.17
596	GARBAGE & RUBBISH COLLECTIONS	359,735.32
661	FLEET MAINTENANCE FUND	81,287.58
701	TRUST & AGENCY FUND	5,170.00
702	CUSTODIAL FUND	7,298.00
736	POST EMPLOYMENT BENEFITS FUND	363,202.10
852	SPECIAL ASSESSMENT DEBT SERVICE	0.00
	TOTAL - ALL FUNDS	8,710,694.03

Consent Calendar:

Item C-1. Consider Increasing One Blanket Purchase Order for MacQueen Equipment

Motion by Siegrist, supported by Borninski to approve an amendment to the purchase order #2024-00001263 for MacQueen Equipment increase from \$10,000 to \$20,000. Motion carried unanimously.

Item C-2. Consider Request to Increase Purchase Order Issued to GSI, Inc., for Security Camera System Repairs

Motion by Siegrist, supported by Borninski to approve increasing blanket purchase order #2024-0000675 issued to Gemellaro Systems Integration, Inc., (GSI) from \$3,666 to \$10,000 for security camera system repairs. Motion carried unanimously.

Item C-3. Consider Approval of Closing Cost to Obtain Donated Property Located East of Morton Taylor Rd. and North of Michigan Ave.

Motion by Siegrist, supported by Borninski to approve the closing costs for an amount not-to-exceed \$20,000 for the donation of 27 acres of vacant land located on Morton Taylor in Canton Township. Motion carried unanimously.

General Calendar:

Item G-0. Consider WTUA Annual Budget Approval

Motion by Siegrist, supported by Borninski to approve the attached resolution affirming approval of WTUA's proposed budget for the fiscal year ending September 30, 2025.

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

Resolution Considering WTUA Annual Budget Approval

Whereas Western Townships Utilities Authority has prepared a proposed budget for the fiscal year ending September 30, 2025, which has been reviewed by the Finance Committee on July 17, 2024 and the Board of Commissioners on July 22, 2024; and

Whereas the Authority is required to submit a budget to each of the member Townships for approval in August of each year; now therefore be it

Resolved, that the departmental budget for the Authority as presented on page 1 of the Proposed Annual Budget for the fiscal year ending September 30, 2025, in the amounts presented, is hereby approved.

Motion carried unanimously.

Item G-1. Consider Approval of a Three-Year Contract with SAK Construction LLC for As-Needed Sanitary Sewer Maintenance and Repair Services and Consider Waiving the Bid Process

Motion by Siegrist, supported by Slavens to approve a three-year contract with SAK Construction LLC for an annual amount not-to-exceed \$550,000, waive the bid process, and to authorize the Township Clerk and/or Township Supervisor to sign the contract on behalf of Canton Township subject to legal review. Motion carried unanimously.

Item G-2. Consider Increasing the Purchase Order to AM HIGLEY for the Public Works Storage Facility Expansion

Motion by Siegrist, supported by Slavens to approve the purchase order increase for AM. HIGLEY to contract the necessary trades to complete the construction of the Public Works Storage Facility. Motion carried unanimously.

Item G-3. Consider Awarding a Contract and Purchase Order to Replace the Folding Partition Dividers and Track System at the Fellow Creek Golf Course Banquet Center

Motion by Siegrist, supported by Slavens to approve the contract and approve a purchase order for Gardiner C Vose, Inc., in the amount of \$66,825 to replace Folding Partition Dividers at the Fellow Creek Golf Course Banquet Center. Motion carried unanimously.

Item G-4. Consider Approval of a Crew Leader - Maintenance Tech IV Position

Motion by Siegrist, supported by Sneiderman to approve the Crew Leader Maintenance Tech IV position for the Facilities Department. Further, to approve the LOA with AFSCME regarding the creation of the position. Motion carried unanimously.

Item G-5. Consider Awarding a Contract and Purchase Order to Replace the HVAC Split System in the ITI Server Room

Motion by Siegrist, supported by Slavens to approve the contract and approve a purchase order to All City Mechanical & Refrigeration, in the amount of \$23,446.38 to replace the HVAC split system in the ITI Server Room. Motion carried unanimously.

Item G-6. Consider Approval of a Purchase Order to Michigan Cat for the Installation of a Generator at the Fleet Services Building

Motion by Siegrist, supported by Borninski to approve the contract and purchase order to Michigan Cat, 7700 Caterpillar Drive, Grand Rapids, Michigan 49548 in the amount of \$123,889.70 which includes a contingency of \$11,262.70 for the installation of Fleet Services Generator. Motion carried unanimously.

Item G-7. Consider Approval of a Purchase Order for Crimboli Nursery, Inc. for the Summit Parkway Tree Planting Services

Motion by Siegrist, supported by Slavens to approve the budget amendment and to authorize a purchase order in the amount of \$13,446 to Crimboli Nursery, Inc. for the replanting of trees along the Summit Parkway.

Increase Expense:

Account #101-261.955_0001 Misc. Twp. Emergency \$13,446

Decrease Expense:

Account #101-261.960 Contingency \$13,446

Motion carried unanimously.

Item G-8. Consider Approval to Extend Agreement with Nankin Transit Commission and Approval of the Municipal Credit Agreement with Suburban Mobility Authority for Regional Transportation (SMART)

Motion by Siegrist, supported by Slavens to approve the auto-renewal contract agreement and letter of acceptance with Nankin Transit Commission for an additional 3 years of service. Further, to approve the 2024-2025 Municipal Credit Contract between SMART and the Charter Township of Canton for \$92,340 and to authorize the Township Supervisor to sign the contract on behalf of the Township. Motion carried unanimously.

Item G-9. Consider Approval of a Bid Award for Preservation Park Pavilion Construction

Motion by Siegrist, supported by Borninski to approve budget amendment and award the Preservation Park Pavilion construction to The Summit Company for a total project cost of \$1,166,554.80, pending legal review.

Increase Revenues

101-000.695 Fund Balance Appropriation 372,419.00

404-706.580 Contributions from Other Units 151,912.00

404-706.699_1010 Transfers In General Fund 372,419.00

Increase Expenses

101-969.995_4040 Transfers Out CHV 372,419.00

404-706.970_0080 Capital Outlay Land Improvements 524,331.00

Motion carried unanimously.

Item G-10. Consider Approval of Two Purchase orders for the Engineering Assistance in Cherry Hill Village

Motion by Siegrist, supported by Slavens to waive the bidding process and approve the submission of two purchase orders to OHM Advisors for the construction administration services for the Cherry Hill Village water feature for a total project cost of \$67,650 and parking lot construction for a total project cost of \$70,400. Motion carried unanimously.

Item G-11. Consider Awarding a Bid for the Audio-Visual Installation Services for the Cherry Hill Village Factory Building

Motion by Siegrist, supported by Slavens to award the bid for the Audio/Visual Installation Services at the Factory to Conference Technologies, Inc. for a total cost of \$107,154.70. Motion carried unanimously.

Item G-12. Consider Awarding a Bid for the General Construction of the Cherry Hill Village Factory Building

Motion by Siegrist, supported by Slavens to award the bid for the Cherry Hill Village Factory General Construction to D&S Contractors, Inc. for a total cost of \$2,493,267.60, pending legal review. Motion carried unanimously.

Item G-13. Consider Bid Award for Cable Studio Network Attached Storage (NAS) System and Server Room Upgrades

Motion by Siegrist, supported by Sneiderman to award the bid for the NAS Storage System and Server Room Upgrades to Conference Technologies Inc. in the amount of \$47,062.00. Motion carried unanimously.

Item G-14. Consider First Reading of an Amendment to the Canton Township Code of Ordinances, Chapter 46 Offenses and Misdemeanor Provisions

Motion by Siegrist, supported by Sneiderman to introduce the first reading of an amendment to the Canton Township Code of Ordinances, Chapter 46, Offenses and Misdemeanor Provisions. Motion carried unanimously.

Item G-15. Consider First Reading of an Amendment to the Canton Township Code of Ordinances, Chapter 70 Adoption of Uniform Traffic Code

Motion by Siegrist, supported by Slavens to introduce the first reading of an amendment to Canton Township Code of Ordinances, Chapter 70, Adoption of the Uniform Traffic Code. Motion carried unanimously.

Item G-16. Consider Approving an Amendment to the Purchase Order Issued to Kiesler Police Supply, Inc., with an Associated 2024 Police Budget Amendment

Motion by Siegrist, supported by Slavens to approve an amendment to Purchase Order #2024-00000568 issued to Kiesler Police Supply, Inc., increasing it from \$86,638.90 to \$100,504.45 and to approve the budget amendment to Police revenues and expenses, both in the amount of \$13,920.

Increase 2024 Police Revenues:
Miscellaneous Revenue: #207-000.670 \$13,920

Increase 2024 Police Appropriations:
Capital Outlay Machinery: #207-301-50.970.0030 \$13,920

Motion carried unanimously.

Item G-17. Consider Approving a One-Year Contract Renewal with Michigan Police Legal Advisor Group

Motion by Siegrist, supported by Borninski to approve a one-year contract renewal for police legal services with Michigan Police Legal Advisor Group LLC, in the amount of \$34,560. Motion carried unanimously.

Item G-18. Consider Approving an Agreement for Consulting Services between Canton Township and Treatment Intervention Services, LLC., with an Associated Amendment to the 2024 Opioid Recovery Budget

Motion by Siegrist, supported by Borninski to Amend the 2024 Opioid Recovery budget to increase revenue in Insurance Settlements #284-000.698 by \$12,000; and to increase expenses in Professional Services #284-300.801_0050 by \$12,000. Further, to approve a three-year agreement, with an optional renewal, for consulting services between Canton Township and Treatment Intervention Services, LLC, in the amount of \$36,000 annually, to be paid in monthly installments from the Opioid Recovery Fund. Motion carried unanimously.

Item G-19. Consider Increase of Purchase Order to R&R Asphalt Inc for Additional Work on Pheasant Run Golf Course Paths

Motion by Siegrist, supported by Slavens to approve the budget amendment, which increases the Purchase Order referenced above by \$300,400 for R&R Asphalt Inc. to complete the Pheasant Run Golf Course Path Improvements.

Increase Revenue:
Fund Balance Appropriation 101-000-695 \$300,400
Transfers in General 584-773-50.699_1010 \$300,400

Increase Expenditures
Transfer to Golf Course 101-969.995_5840 \$300,400
Capital Outlay Land Improvements 584-773-50.970_0080 \$300,400

Motion carried unanimously.

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

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

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

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

Resolution Regarding the Radioactive Waste Scheduled to Come to Wayne County

Whereas Canton Township borders Van Buren Township and is adjacent to the Wayne Disposal Inc. Hazardous Waste Landfill that is preparing to take 6,000 cubic yards of soil and concrete and 4,000 gallons of ground water contaminated with elevated radiation from Niagara Falls Storage Site in Lewiston, New York, which from 1944 until 1952 served as a primary storage location for wastes and byproducts associated with uranium ore refining;

Whereas the U.S. Army Corps of Engineers is working on a multiyear project to remove the elevated radiation wastes from the Niagara site with 25 semitrailer loads a week of the radioactive waste shipped on local highways and roads, beginning in late August through January 2025;

Whereas the Conference of Western Wayne, comprised of eighteen member communities representing over 730,000 residents passed a resolution in opposition to the proposed plan;

Whereas Canton Township officials were not notified of the upcoming transport of radioactive waste through and near our community and public safety issues of this magnitude affect the entire region and surrounding communities in Michigan, putting our residents, motorists and infrastructure in harm's way;

Whereas government officials and residents have no say in what occurs at Michigan Disposal, although it directly impacts the health and welfare of our communities; and

Whereas questions about why the Wayne Disposal site was selected, why local officials and the public were not notified, what safety measures are being taken for the transport and disposal of materials, whether the waste will be tested before landfilling, what protocols and technologies are being used to safely manage and contain the waste, and what ongoing monitoring of materials all remain unanswered; *now, therefore be it;*

Resolved the Board of Trustees of the Charter Township of Canton formally requests that Wayne Disposal reconsider accepting radioactive waste and the Federal Government seek alternative solutions to disposing of their radioactive and hazardous waste that does not jeopardize our citizens and infrastructure, including changing interstate agreements; and

Further Resolved that Township officials be notified in advance of all transport of the referenced waste, including but not limited to; specific safety measures during transport, routes of the semitrailers and what dates and times these semitrailers will be traveling through our community.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM#C-1

ITEM: Consider Increasing One Blanket Purchase Order for Cruisers, Inc.

PRESENTER: Dave Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: Fleet Services staff extensively use blanket purchase orders for acquisition of goods and services that vary in quantity throughout the year. Blanket purchase order limits are generally set once at the beginning of the fiscal year based on historical average costs. All of the police car equipment, such as lights, sirens, rear partitions, and push bumpers, is obtained from Cruisers, Inc. Fleet has a need to increase the current blanket purchase order for Cruisers due to the delivery of the seven (7) Police vehicles that were ordered in 2022. As mentioned in a previous RBA to increase the PO for Williams Emergency Vehicles, Fleet was not aware that the police cars would be delivered in 2024 when the PO for Cruisers was created for \$30,000.

Even though the additional seven cars were not planned for delivery in 2024, it would be advantageous to the Police Department to get them built and in service this year as there are several patrol cars still in use that have greatly exceeded the normal replacement parameter of 100,000 miles and are not expected to be viable for much longer.

The existing blanket purchase order requires an amendment as follows:

PO #2024-00000115 Cruisers, Inc. from \$30,000 to \$60,000 using account number 661-530.939 (Inventory Purchased)

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the blanket purchase order increase.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Account Number 661-530.939 (Inventory Purchased) will be used to increase the purchase order as noted above. The following Budget Amendment is needed:

Increase Revenue:

661-000.695 Fund Balance Appropriation	\$30,000
--	----------

Increase Expenditure:

661-530-393 Inventory Purchased	\$30,000
---------------------------------	----------

IMPLEMENTATION PLAN: Upon approval by the Township Board, the staff will enter the increase in TYLER.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve the budget amendment listed above and to increase purchase order above from \$30,000 to \$60,000.

ATTACHMENTS: N/A

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM #C-1

ITEM: Consider Approval of 2024 Budget Adjustments

PRESENTER: Wendy N. Trumbull, Finance and Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Township adopted the 2024 budget at the November 28, 2023 Board Meeting, and various adjustments have been made to it since then.

At this time, I am asking the Board of Trustees to approve the attached budget adjustments to the 2024 budget year. A description of the budget adjustments is explained on the attachments.

BACKGROUND: State law mandates that Municipalities adopt an annual budget and that the fiscal year-end expenses do not exceed that budget as amended. The adopted budget is a working document, and as unexpected events occur during the year, adjustments are required to meet the States mandate at year-end.

STRATEGIC PLAN/GOALS: Financial Stability

ACTION REQUESTED: To approve the recommended budget adjustments.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: See attached listing.

IMPLEMENTATION PLAN: If approved, the budget adjustments will be posted to the appropriate accounts.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION: I move to approve the attached listing of budget adjustments to the 2024 budget.

ATTACHMENTS: Charter Township of Canton 2024 Budget Adjustments

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM #C-3

ITEM: Consider Second Reading of an Amendment to the Canton Township Code of Ordinances, Chapter 46 Offenses and Misdemeanor Provisions

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: An amendment is being requested in the Canton Township Code of Ordinances, Chapter 46, Offenses and Misdemeanor Provisions, regarding assault & battery, malicious annoyance & use, fraudulent schemes, possession of a dangerous weapon, and possession or use of controlled substances.

BACKGROUND INFORMATION: The amendments being requested will update several sections of Ordinance 46 including the following:

- *Section 46-31 Assault and battery:* Language clean up only, nothing changes in practice
- *Section 46-32 Malicious annoyance by writing:* Updates to include electronic communications in harassment crimes
- *Section 46-34 Malicious use of service provided:* Updates to include electronic devices in harassment crimes
- *Section 46-112 Fraudulent Schemes:* Adding Identity Theft to local ordinance allowing for the option to charge as misdemeanor (currently felony option only)
- *Section 46-222 Possession of a Dangerous Weapon:* Clarifying Tasers to be included in ordinance allowing for the option to charge as a misdemeanor (currently felony option only)
- *Section 46-383 Possession or use prohibited:* Adding synthetic drugs into local ordinance to allow for the option to charge as a misdemeanor (currently felony option only)

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Remove from the table, hold second reading, and adopt an amendment to Chapter 14 of the Canton Township Code of Ordinances, Chapter 46, Offenses and Misdemeanor Provisions.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: No financial implications.

IMPLEMENTATION PLAN: If approved the ordinance will be published and become effective September 15, 2024.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to remove from the table, hold second reading, and adopt an amendment to the Canton Township Code of Ordinances, Chapter 46, Offenses and Misdemeanor Provisions to be effective September 15, 2024.

ATTACHMENTS: Attachment A – Draft of proposed changes to Chapter 46 (redline)
Attachment B – Final proposed changes to Chapter 46 (clean version)

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM #C-4

ITEM: Consider Second Reading of an Amendment to the Canton Township Code of Ordinances, Chapter 70 Adoption of Uniform Traffic Code

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: An amendment is being requested in the Canton Township Code of Ordinances, Chapter 70, Adoption of the Uniform Traffic Code (UTC) for Michigan Cities, Townships and Villages, updating penalties and forfeiture guidelines to match the UTC.

BACKGROUND INFORMATION: This change is being requested to update several sections of Chapter 70 including:

- *Section 70-1(b) Adoption of Uniform Traffic Code:* Updating language to adopt the Michigan Vehicle Traffic Code as a local ordinance violation.
- *Section 70-1(c) Adoption of Michigan Vehicle Code Forfeiture Laws:* Updating language to allow for the option to process under local ordinance; nothing changes in practice.
- *Section 70-1(d) Penalties:* Updating the local ordinance to allow for the option of penalties to be processed under local ordinance.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Remove from table, hold second reading, and adopt an amendment to the Canton Township Code of Ordinances, Chapter 70, Adoption of Uniform Traffic Code.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: No financial implications.

IMPLEMENTATION PLAN: If approved the ordinance will be published and become effective September 15, 2024.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to remove from the table, hold second reading, and adopt an amendment to Chapter 14 of the Canton Township Code of Ordinances, Chapter 70, Adoption of the Uniform Traffic Code to become effective September 15, 2024.

ATTACHMENTS: Attachment A – Draft of proposed changes to Chapter 70 (redline)
Attachment B – Final proposed changes to Chapter 70 (clean version)

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM #G-1

ITEM: Consider Award of Contract to Michigan Consulting & Environmental to Perform an Environmental Assessment

PRESENTER: Wendy Trumbull, Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Canton Township is in the process of developing Zibiwes Park located at 6125 N. Ridge Rd. Funding for this project is being provided by the Department of Housing and Urban Development, and, therefore, requires an Environmental Review of the property. Quotes were requested, and the initial quote came in at \$7,850. After further review from the consultant, an additional consultation with Michigan's State Historic Preservation Office was required and will cost an additional \$5,910, which necessitates Board approval.

BACKGROUND INFORMATION: An environmental review is the process of reviewing a project and its potential environmental impacts to determine whether it meets federal, state, and local environmental standards. The environmental review process is required for all HUD-assisted projects to ensure that the proposed project does not negatively impact the surrounding environment and that the property site itself will not have an adverse environmental or health effect on end users. Not every project is subject to a full environmental review (i.e., every project's environmental impact must be examined, but the extent of this examination varies); however, every project must be in compliance with the National Environment Policy Act and other related Federal and state environmental laws.

STRATEGIC PLAN/GOALS: Quality Infrastructure.

ACTION REQUESTED: Approve the contract for the environmental review.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Federal grant dollars will be utilized to fund this project.

Increase Revenue:

Account #101-752-50.501 Federal Grants \$13,760

Increase Expense:

Account #101-752-99.970_0080 Capital Outlay Land Improvements \$13,760

IMPLEMENTATION PLAN: Work should commence immediately after contract signing.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION: I move to approve the budget amendment and contract with Michigan Consulting & Environmental for \$13,760 for environmental review services at Zibiweis Park

Increase Revenue:

Account #101-752-50.501 Federal Grants \$13,760

Increase Expense:

Account #101-752-99.970_0080 Capital Outlay Land Improvements \$13,760

ATTACHMENTS: Phase I ESA Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM:G-2

ITEM: Consider Increasing the Purchase Order to AM HIGLEY 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 water and sewer services, the Public Works Division needs to expand their storage facilities for operations, inventory, and equipment maintenance. In collaboration with the managers within the Municipal Services Division, it was determined that a new building constructed within the Public Works yard is feasible.

At the July 23rd board meeting MSD requested and gained approval to purchase the prefabricated building. Additionally at the August 13th board meeting MSD requested and gained approval to increase the PO for AM Higley to contract trades involved to begin constructing the new Public Works Storage Facility.

This request to increase the PO to Am Higley is to secure the final two trade contractors, painting and mechanical.

BACKGROUND: In November of 2023 Public Works and Facilities staff met with AM Higley, the Township's current construction manager under contract for architectural and engineering services for the expansion of the Public Works Storage facility. Approximately 9,643 Square feet (75' x 128') of new building space is being proposed.

In January of 2024, the Township Board awarded a contract for the services of AM Higley. The Township along with AM Higley issued an RFP for this project with responsible contracting included. At the July 23rd board meeting MSD received approval for the prefabricated building purchase also, at the August 13th board meeting MSD received approval for trades except Painting and Mechanical. All bids from trades have followed responsible contacting guidelines.

MSD has been re-scored BP8 (painting) and BP12 (Mechanical) as AM Higley discovered incomplete scope causing the scores under responsible contracting to be incorrect. Attached are the letter of recommendations and the new responsible contracting scores.

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

ACTION REQUESTED: Authorize a purchase order increase to AM HIGLEY for \$172,714.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this project are budgeted in the 2024 budget, the following accounts will be expensed as follows:

592-536.970_0020 - \$86,357
592-537.970_0020 - \$86,357

IMPLEMENTATION PLAN: Upon approval by the Board of Trustees, the Public Works will enter a purchase order for AM. HIGLEY

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve the purchase order increase for AM. HIGLEY to contract the necessary trades to complete the construction of the Public Works Storage Facility in the amount of \$172,714.

ATTACHMENTS:

1. Letter of recommendation for Painting and Mechanical
2. Responsible Contracting

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM:G-3

ITEM: Request Approval for a New Security Camera Headend Server

PRESENTER: Victor Ibegbu, ITI Director; David Norwood, MSD Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Facilities, and ITI Services departments have been jointly working with our security company GSI to identify possible security risk and replacement of portions of our security systems that can provide updated improved service along with state-of-the-art security systems components and solutions.

Beginning in 2024 the Board of Trustees adopted a Capital Improvement Plan which included the replacement of some portions of the system that are vulnerable and overdue for replacement. The purpose of the Request for Proposal is to replace our end-of-life systems, aid in system for the public's safety, and the security of assets and employees with improved and more capable replacement systems.

BACKGROUND: In the fall of 2023, the Township engaged in a rigorous RFP for a Security Systems integrator to take over current support and service of the Townships Camera and Card Access Systems. The scope also included designs, budgeting and proposals for new installations and Life Cycle Replacement. GSI was awarded the RFP with a 5-year agreement.

The Townships current security systems includes cameras that are no longer working, no longer supported by the manufacturer because of their age and/or, are HIK Vision (a China State Surveillance Camera company that has been banned by the FCC in 2022 from all cities, state and federal government agencies any US companies doing work for the US Government).

It was concluded by the Township that all replacement of old cameras would be replaced by Avigilon cameras and that new Avigilon servers would be purchased as a foundation to migrate existing cameras off and onto the new Avigilon servers.

These are the new servers that were targeted by the Township's team and will be provided by, installed by and maintained by GSI.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Award the contract and purchase order GSI Inc. of Troy, MI for Admin ITI Services Headend installation in the amount of \$56,125 with a 6% contingency of \$3,367.50 totaling \$59,492.50

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funding as follows for the 2024 Budget:

Description	Account#	Amount
Building Security-	#101-265.970_0020	\$60,000

IMPLEMENTATION PLAN: The request is to replace the Admin headend and approve the township security system.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the contract and purchase order to GSI Inc. for the security camera server in the amount of \$59,493.

ATTACHMENTS:

1. GSI quote

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 27, 2024

AGENDA ITEM #G-4

ITEM: Consider Awarding a Contract and Purchase Order to Replace 2 Drinking Fountains at the Village Theater at Cherry Hill

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Beginning in 2023 the Board of Trustees adopted a Capital Improvement Plan for the replacement of 2 drinking fountains at Village Theater at Cherry Hill. The drinking fountains are original to the building. Their usage over time has found the brass finish has worn off, making for a less than attractive appearance and we would like to provide a new fountain backstage with a bottle filler for the convenience of the performers.

BACKGROUND: The Village Theater at Cherry Hill is a premiere performing / visual arts and education center offering opportunities for all ages to experience the arts and culture as both participants and patrons. Because of this designation, replacement of worn-out finishes is expected for such a facility. Investing \$14,275.32 to replace the drinking fountains is an upgrade to the overall appearance and is the desired option.

MSD Facilities did not receive any responses to the Invitation to Bid that was published on July 18th, 2024. We then solicited pricing from two prominent township contractors able to perform the drinking fountain replacements and selected the proposal from Continuum Services in the amount of \$14,275.32.

STRATEGIC PLAN/GOALS: Welcoming Community, Quality Infrastructure.

ACTION REQUESTED: Award the contract and purchase order for the above-mentioned work to Continuum Services, 23640 Research Drive, Farmington Hills, Michigan in the amount of \$14,275.32 plus a contingency of \$1,124.68, making the total \$15,400.00.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The cost for Continuum Services to replace 2 drinking fountains at the Village Theater at Cherry Hill including the contingency is \$15,400.00. Funds are budgeted in the account 401-761.970_0020 for Capital Outlay Buildings and Improvements Project # 230026.

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated, and the vendor will be contacted to begin the project. A project schedule will be established. Continuum Services will order all the equipment and parts in order to complete the project.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the contract and approve a purchase order for Continuum Services, in the amount of \$15,400 to replace 2 drinking fountains at the Village Theater at Cherry Hill.

ATTACHMENTS:

1. Invitation to Bid
2. Bid Tab
3. Continuum Services Bid Document

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: August 27, 2024

AGENDA ITEM #G-5

ITEM: Consider Awarding a Contract and Purchase Order to Replace 3 RTUs at
Fellows Creek Golf Course

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Beginning in 2024 the Board of Trustees adopted a Capital Improvement Plan for the replacement of 3 Roof top HVAC units at Fellows Creek Golf Course. The roof top units are over 18 years of age with an original projected life span of 15-20 years. In recent years, the performance of the unit has been declining and it has experienced a few larger issues related to the functions of the unit, including a bad heat exchanger on 1 of the units. These units are considered a critical infrastructure for the course. They maintain the main section of the club house including where banquet events and rentals are held.

BACKGROUND: Knowing the life span of this type of unit should be 15 to 20 years, we are currently at the end of its typical life expectancy. These units for the Fellows Creek Golf Course main club house are in need of replacement. On-going repairs is not a long-term solution. Investing \$162,077.75 to replace the faulty piece of equipment and upgrade the efficiency is the most economical option at this point.

MSD Facilities received 8 bids in responses to the Invitation to Bid that was published on July 18th, 2024. After reviewing the bids, Quality Aire Systems responded with the lowest amount of \$150,770

STRATEGIC PLAN/GOALS: Quality Infrastructure and improved efficiency.

ACTION REQUESTED: Award the contract and purchase order for the above-mentioned work to Quality Aire Systems, 328 6 Mile Road, Whitmore Lake, Michigan in the amount of \$150,770 plus \$11,307.75 contingency amount, making the total \$162,077.75

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The cost for the HVAC Unit Replacements at Fellows Creek Golf Course including the contingency is \$162,077.75 Funds are budgeted in the account 584-772-78.970_0030 for Capital Outlay Machinery and Equipment.

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated, and vendor contacted to begin project. A project schedule will be established Quality Aire Systems will order all the equipment and parts in order to complete the project.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve the contract and approve a purchase order for Quality Aire Systems, in the amount of \$162,077.75 for the HVAC Unit Replacements at Fellows Greek Golf Course.

ATTACHMENTS:

1. Invitation to Bid
2. Bid Tab
3. Quality Aire Systems Bid Document

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM #G-6

ITEM: Consider First Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding Cherry Hill and Beck Rezoning

PRESENTER: David Norwood, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Mike Noles of the Umlor Group, on behalf of Pulte Homes of Michigan, LLC and the Irrevocable Trust of Alphonse J. Jakubowski

EXECUTIVE SUMMARY: The applicant proposes to rezone parcel at 48030 Cherry Hill Rd. (parcel no. 068-99-0007-001), located on the north side of Cherry Hill Rd. and west of Beck Rd., from RR, Rural Residential to R-2, Single Family Residential. The subject parcel is 11 acres and includes a single-family residence. The northern part of the property is farmed. The Mott Drain runs west-to-east through the north part of the site and the ITC power lines run through the north end of the site.

The applicant proposes to assemble the subject parcel with two (2) parcels to the east (068-99-0007-002 and 068-99-0011-704), which are currently zoned R-2, and construct a 68-unit detached single-family residential development on a 34.68-acre site. A conceptual layout plan for the proposed development site is included with the rezoning application, which proposes site access from Cherry Hill Rd. and Beck Rd. The rezoning application is not conditioned on the conceptual layout plan, and the site layout and number of units will be determined subsequently during the site plan review process.

At its meeting on August 12, 2024, the Planning Commission recommended approval of the rezoning application.

BACKGROUND AND ANALYSIS:

Location: 48030 Cherry Hill Rd., located on the north side of Cherry Hill Rd. and west of Beck Rd.

Net Acres: 11.01 acres (parcel 068-99-0007-001)

Existing Land Use(s): Single-family residential and agricultural

Existing Zoning: RR, Rural Residential (minimum lot area of 5 acres)

Proposed Zoning District(s): R-2, Single Family Residential

Surrounding Zoning and Land Uses:

North – RR, Rural Residential (ITC Corridor) and R-2, Single Family Residential (Arlington Park; single-family detached residences)

South – R-2, Single Family Residential (Kirkway Subdivision; single-family detached residences)

East – R-2, Single Family Residential (Agricultural and vacant)

West – RR, Rural Residential (Agricultural and vacant)

Existing Comprehensive Plan Future Land Use Map Classification: Low Density Residential (2 dwelling units per acre)

Surrounding Comprehensive Plan Future Land Use Map Classifications:

North – Low Density Residential (2 dwelling units per acre)

South – Low Density Residential (2 dwelling units per acre)

East – Low Density Residential (2 dwelling units per acre)

West – Low Density Residential (2 dwelling units per acre)

Review Considerations: 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 proposed amendment will be in accordance with the basic intent and purpose of the Zoning Ordinance, as the amendment is consistent with the Comprehensive Plan whose policies the Zoning Ordinance is intended to implement.

Section 1.02 (Purpose) of the Zoning Ordinance is very general and includes the regulation of land development and the establishment of districts. To that end, there are provisions for land development in the Zoning Ordinance, many of which are unique to the underlying zoning district or the zoning district of an adjacent parcel. Land development standards in the Zoning Ordinance include density, setbacks, building height, land use, parking and loading, access management, landscaping and screening, lighting, signage, building design, tree preservation, and natural features setbacks.

When a rezoning application is proposed, Section 27.06(B) of the Zoning Ordinance requires a plot plan that contains data about the site (existing lot lines, natural features, utilities, access, adjacent uses and structures, etc.) as well as a proposed layout plan, if known at the time. Please note that the conceptual development plan submitted by the applicant is **not** an official Site Plan, nor is it a condition of the rezoning; rather, the purpose of the conceptual development plan is to illustrate **how** a proposed residential development **could** be located on the site **if** the proper rezoning and Site Plan approvals are obtained accordingly. Therefore, a recommendation to approve the rezoning application is **not** a tacit or preliminary approval of the conceptual development plan

or a future Site Plan application. Staff's comments on the conceptual development plan are as follows:

- 68 units are shown, which is a density of 2 units per acre. The density shown is consistent with the proposed R-2 district and the Low Density Residential classification on the Future Land Use Map of the Comprehensive Plan.
- The conceptual development plan indicates a future detached condominium site plan application with no modifications or variances indicated. Therefore, the conceptual development planned is intended to meet the minimum front yard, side yard, rear yard, and building separation setbacks of the R-2 district. Because a detached condominium layout is shown, there are no minimum lot areas or lot widths for the units. At the time of site plan review, we will determine whether the plan complies with the Zoning Ordinance and if any variances or modifications will be requested from the applicant at that time. Planning staff will defer comments on the site design and specific zoning compliance until a development application is submitted.
- The Conceptual Development Plan shows 46.9% open space, most of which is shown in existing natural areas (creek, wetlands, and woodlands) and in the ITC corridor. At the time of site plan review, we will discuss a potential easement on the north side of the site to allow for future extension of the ITC trail.
- Two (2) access points to the site are proposed: one (1) from Cherry Hill Rd. and one (1) from Beck Rd. There is a stub street on the west side of the property for a future connection to the site to the west. Site access is subject to change based on the traffic impact study (TIS) and design layout review by Township staff, which takes place at the time of site plan review. The applicant submitted a TIS, which is addressed later in this report. Canton's Engineering Services Division recommends locating the Beck Rd. access farther south than proposed on the conceptual development plan to take advantage of a wider portion of Beck Rd. in this area, which will help northbound left turns and bypass.
- The conceptual development plan shows a proposed layout for stormwater management, which includes a stormwater pond in the southeast part of the site (just north of Dodson Elementary School) that outlets to Mott Drain. Although water and sanitary sewer lines are not shown, there are existing water and sanitary sewer lines along Cherry Hill Rd. and Beck Rd. The eventual utility layout for water, sanitary sewer, and storm sewer will be subject to future review by the Canton Township Engineering Services Division.

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

The proposed amendment is consistent with the Comprehensive Plan of the Township. The Future Land Use Map of the Comprehensive Plan designates the subject property as Low Density Residential, which recommends a density of 2 dwelling units per acre. The subject property has been classified as Low Density Residential on the Future Land Use Map since at least 1994. Currently, the RR zoning classification of the subject property stipulates the minimum lot area is 5 acres, which is a density of one unit per 5 acres. The proposed R-2 zoning district permits a density of 2 dwelling units per acre, which most accurately reflects the Low Density Residential classification on the

Future Land Use Map.

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

Conditions have changed since the Zoning Ordinance was adopted in 1990, as the owners of the subject parcels desire to sell their property for the purposes of development in accordance with the Comprehensive Plan and Zoning Ordinance. The demand for single-family residential use continues in Canton Township and the availability of undeveloped parcels in the community is scarcer.

For example, the following properties east, south, and north of the subject site are classified as Low Density Residential on the Future Land Use Map of the Comprehensive Plan and were rezoned in the past to R-2 for Kirkway subdivision to the south, Canford Park to the west, and Arlington Park to the north.

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

The amendment will correct an inequitable situation created by the Zoning Ordinance rather than grant special privileges because the Comprehensive Plan recommends a zoning of 2 units per acre and the subject parcel is adjacent to the R-2 district to the east and south. Also, the area north of the site on the north side of the ITC corridor is also zoned R-2.

Denial of a rezoning request that has been granted to adjacent and nearby properties within Low Density Residential classification on the Future Land Use Map could create an inequitable situation for the applicant.

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

The amendment will not result in exclusionary zoning, as the amendment is a result of an application by the owner of the subject property, and the subject parcel is adjacent to R-2 zoned properties to the east and south. The density of the proposed R-2 zoning district is in accordance with the recommended density of 2 units per acre by the underlying Future Land Use classification of Low Density Residential.

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

The amendment will not set an inappropriate precedent, as it is consistent with the Comprehensive Plan policies and Future Land Use Map, and the subject parcel is adjacent to R-2 zoned properties to the east and south. Over the last several decades, other properties in the Low Density Residential Future Land Use classification have been rezoned to R-2 for similar purposes.

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

The proposed rezoning is consistent with the existing land uses of surrounding properties. The existing land uses to the north (Arlington Park) and south (Kirkway

subdivision) are detached single-family residential uses, which is a permitted use in the proposed R-2 district. The area to the west is farmed and zoned RR, and there are other R-2 zoned areas in Canton that abut agricultural uses in the RR district, notably Canford Park to the west.

While not adjacent to the subject parcel, Dodson Elementary School is located southeast of the proposed development site. An R-2 zoned area developed for single-family use is consistent with an adjacent elementary school. Any potential incompatibilities in the proximity of uses can be addressed during site plan review with screening and setbacks.

(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, all the requirements of the proposed zoning classification can be complied with on the subject parcel. The subject parcel will comply with the standards of the R-2 district for minimum lot area (20,000 sq. ft.), minimum lot width (100 ft.), and maximum lot depth-to-lot width ratio (3 times). However, specific development requirements and allowable number of units will be addressed at the time of site plan review.

As previously stated, the conceptual development plan submitted by the applicant indicates a future detached condominium application if the rezoning to R-2 is approved. A detached condominium development is permitted in the R-2 district, and the major difference between a detached condominium development and a site condominium development is that the site condominium units consist of the house and yard whereas the detached condominium units consist of the home without the surrounding yard. Therefore, the exterior yard of a detached condominium is a general common element of the condominium development instead of the property of the home's owner. The conceptual development plan illustrates compliance with the following development standards of a detached condominium development in the R-2 district: minimum front yard setback from Cherry Hill Rd. and Beck Rd. (30 feet), minimum rear yard setback (40 feet), minimum side yard setback (15 feet), and minimum separation distance between buildings (20 feet).

Section 2.24(C) of the Zoning Ordinance requires a 25-foot natural stormwater protection buffer along the drain, measured either from the edge of the easement or the top of bank, whichever is greater. The easement will be determined by Wayne County during the plan review process, at which time we will know whether the applicant will need to redesign the layout or seek a modification or variance from Section 2.24(C).

(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 proposed zoning, R-2, Single Family Residential, is consistent with the trends in land development in the general vicinity of the subject property, as the subject parcel is adjacent to R-2 zoned properties to the east and south and near an R-2 zoned property to the north. Residential developments nearby that are zoned R-2 include Canford Park

to the west, Kirkway Subdivision to the south, and Arlington Park to the north.

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

- **Water and Sewer.** The subject property is proposed to be serviced by water and sanitary sewer service, which is available in the area. Water main and sewer main lines are located along Cherry Hill Rd. and Beck Rd. The Comprehensive Plan, which recommends a density of 2 units per acre, recognizes a synchronous relationship between the Township's Sanitary Sewer Master Plan and the Comprehensive Plan. Therefore, there is expected capacity in the water and sewer systems to serve the subject property in accordance with the density recommended by the Comprehensive Plan Future Land Use Map.
- **Roads.** Cherry Hill Rd. and Beck Rd. are both paved and are both under the jurisdiction of Wayne County. There are access points proposed onto both roads. A Traffic Impact Study (TIS) has been prepared by Fleis & VandenBrink, which concludes that the proposed development is expected to have a minimal impact on the adjacent roadway network and that the existing infrastructure can adequately accommodate the projected trips generated by the proposed development plan. Therefore, the TIS does not recommend any mitigation measures. The TIS was reviewed by Wade Trim, Canton Township's traffic engineering consultant. Wade Trim agrees with the methodology and the results of the Fleis & VandenBrink's TIS for the two study intersections. To alleviate the Level of Service (LOS) E condition for the driveway on Beck Road, Wade Trim recommends the addition of a short (50-foot) right-turn lane for the site drive. No improvements are recommended by Wade Trim for the driveway on Cherry Hill Road. Any improvements Cherry Hill Rd. or Beck Rd. are subject to Wayne County review.
- **Natural Features.** According to FEMA, there are no floodplains on the site. The conceptual development plan illustrates wetland area on the south side of the subject parcel, which is subject to EGLE review. Mott Drain is located on the north side of the site and is proposed to be a stormwater outlet. The area around the drain is vegetated. If the site is rezoned and the applicant submits a Site Plan application, we will emphasize locating trees and other vegetation along the drain to buffer it from the development.
- **Stormwater Management.** Stormwater management is under the jurisdiction of Wayne County and will be reviewed once a development application is submitted. The conceptual development plan submitted by the applicant shows a proposed stormwater pond in the southeast part of the site, with an outlet to the Mott Drain.

- **Community Planner's Recommendation:** Approval.

- **Planning Commission Recommendation:** At its meeting on August 12, 2024, the Planning Commission voted 7-0 to recommend approval of the request to rezone parcel no. 068-99-0007-001 from RR, Rural Residential to R-2, Single Family Residential, as the proposal meets the standards of Section 27.06(D)(4) of the Zoning Ordinance as stated in the staff report.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Introduce, hold the first reading, and table the proposed rezoning amendment to Appendix A – Zoning of the Code of Ordinances, which proposes to rezone parcel no. 068-99-0007-001 from RR, Rural Residential to R-2, Single Family Residential.

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 introduce and hold the first reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance of Planning Application #068-RZ-8318, which rezones tax parcel no. 068-99-0007-001 from RR, Rural Residential to R-2, Single Family Residential.
2. Further, I move to table consideration of the amendment for a second reading, which will be held at a future meeting of the Board of Trustees.

ATTACHMENTS:

1. Draft Ordinance
2. August 12, 2024 Planning Commission Minutes
3. Zoning Map, Aerial Map, and Future Land Use Map
4. Site Survey
5. Conceptual Development/Layout Plan
6. Traffic Impact Study, prepared by Fleis & VandenBrink
7. Review of Traffic Impact Study, prepared by Wade Trim

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM # G-7

ITEM: Consider Approving Amendments to the Partners in Architecture Agreement, with an Adjustment to the 2024 Fire Budget

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: The Canton Fire Department is requesting to amend the original agreement with Partners in Architecture (PIA) to increase the reimbursable cost for geotechnical analysis and include emergency traffic signal design and engineering services. The additional cost associated with these services is \$62,446. The department is requesting an adjustment to the 2024 Fire budget to increase the original purchase order with PIA, to cover these costs.

BACKGROUND INFORMATION: On October 24, 2023, the township board authorized an agreement for architectural and engineering services for Fire Station No. 4 with Partners in Architecture (PIA). The department is requesting two amendments to the original agreement with PIA. The first amendment is to increase the reimbursable expense for geotechnical services. Due to difficulty accessing the site and clearing the area to drill soil borings for geotechnical services, additional costs were incurred, beyond the original proposal. The department is requesting an additional amendment to include the cost for emergency traffic signal design and engineering services. Safe and efficient access to Michigan Avenue for emergency vehicles is essential and would require an emergency traffic signal being installed for the fire station. A break down of the additional costs associated with the two amendments are as follows:

Item	Cost
Additional Geotechnical Services Expense	\$4,772
Emergency Traffic Signal Design and Engineering	\$54,700
PIA Mark-Up (5%)	\$2,974
Total	\$62,446

The department is requesting an adjustment to the 2024 Fire budget and to increase the original purchase order 2023-00002965 by \$62,446, to cover the above costs.

STRATEGIC PLAN/GOALS: Fire Department Strategic Plan Goal #3 – Maintain a High Level of Service to the Community Through Maintenance and Acquisition of Physical Resources.

ACTION REQUESTED: Approve the proposed amendments to the original agreement with Partners in Architecture (PIA), increase purchase order 2023-00002965 with PIA by \$62,446, and the below related budget adjustment.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Fund balance would be utilized and then reimbursed, pending state approval from appropriations grant.

<i>Increase Revenues:</i>		
Fire Fund Balance Appropriation:	#206-000.695	\$62,446

<i>Increase Appropriations:</i>		
Professional Contracted Services:	#206-336-50.801_0050	\$62,446

IMPLEMENTATION PLAN: Upon Board approval, the Canton Fire Department will request the above budget adjustment and increase in purchase order 2023-00002965.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION:

Motion to approve the budget adjustment and the amendments to the Partners in Architecture agreement to increase the reimbursable cost for geotechnical analysis and include emergency traffic signal design and engineering services

Increase Revenue:

Account #206-000.695 Fire Fund Balance Appropriation \$62,446

Increase Appropriations:

Account #206-33650.801_0050 Professional Contracted Services \$62,446

ATTACHMENTS: Attachment A – Partners in Architecture Amended Agreement 2024-03
Attachment B – Testing Engineers and Consultants (TEC) Invoices
Attachment C– Partners in Architecture Amended Agreement 2024-02
Attachment D – Spalding DeDecker Emergency Traffic Signal Proposal

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM #G-8

ITEM: Consider Authorization of a Permit for Fireworks Display

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: None

EXECUTIVE SUMMARY: On behalf of Canton's Leisure Services, Ace Pyro, LLC, is requesting approval for a fireworks display to take place in Heritage Park on October 18 (rain date October 19), 2024. The application has been reviewed by the Fire Marshal who confirms compliance with all state and local requirements for the approval of this permit request.

BACKGROUND INFORMATION: Charter Township of Canton Code of Ordinances, Section 46-265, provides for the Township Board to approve the issuance of a permit for the use of fireworks otherwise prohibited by 46-263, (paraphrased) within the township for...public display by municipalities...or other organizations or groups of individuals approved by the township board if the applicable provision of this division and the Act are complied with. The Fire Marshal has reviewed the application and confirms compliance with all requirements.

The applicant has been notified of the requirements for a pre-launch inspection of the site to be conducted by the Fire Marshal, and for a fire engine to be on stand-by during the launch, with the costs of both being billed to the event holder, not to exceed \$800.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the permit request from Ace Pyro, LLC, for a fireworks display to be conducted on October 18 (rain date October 19), 2024, at Heritage Park.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: n/a

IMPLEMENTATION PLAN: Upon board approval and Township Clerk's signature, the Fire Marshal or his designee will transfer the signed permit to a representative from ACE Pyro, LLC.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION:

Motion to authorize the Canton Township Clerk to sign the permit for ACE Pyro, LLC, authorizing their permission to possess, transport and display fireworks in Heritage Park on October 18, 2024 (rain date of October 19, 2024).

ATTACHMENTS: Attachment A – Contract Service Agreement
Attachment B – Site Plan

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM #G-9

**ITEM: Consider Increase of an Existing Purchase Order to GHD for Completion of the
Letter of Map Change to FEMA for Fire Station No. 2**

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: None

EXECUTIVE SUMMARY: The Canton Fire Department is requesting an increase to the scope of work to GHD for preparation and submission of a Letter of Map Change (LOMC) to the Federal Emergency Management Agency (FEMA) on behalf of Canton Township for the new Fire Station No. 2 in the amount of \$19,476.

BACKGROUND INFORMATION: On December 12, 2023, GHD was awarded the design and survey work required to complete the application and permitting process to obtain a Letter of Map Change from FEMA for the Tonquish Creek floodplain located near Fire Station 2.

This LOMC is required as the final close out of the site for Fire Station No. 2. GHD has completed their site survey work and engineering analysis of the floodplain. GHD has applied to FEMA for the LOMC through their permitting process. FEMA returned comments requiring response within 90 days.

The scope of services required to comply with FEMA's request is attached. This scope details the additional work required as well as the additional cost to GHD.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Increase Purchase Order 2023-3014 by \$19,476 for GHD to complete the required LOMC application to FEMA.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this purchase order increase will come from the following account:

Fire – Professional and Contractual Svc: #206-336-50.801_0050	\$19,476
---	----------

A 2024 budget adjustment request was submitted for the additional costs.

IMPLEMENTATION PLAN: Upon Board approval, the Canton Fire Department and Finance will increase the purchase order with GHD and continue work.

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION:

I move to approve the increase in the scope of work to GHD for the completion of the Letter of Map Change in the amount of \$19,476 for Fire Station No. 2.

ATTACHMENTS: Attachment A – GHD Proposal
Attachment B – FEMA Letter

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM # G-10

ITEM: Consider Approval of Board Policy TB: 03 Procedure for Conduct of Township Board Meetings and Repealing Operations Policy O:07 and Create Opportunities for YAC Involvement

PRESENTER: Michael Siegrist, Clerk

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: To establish standards to review the Township Board of Trustees Meetings and the participation of advisory councils and boards, the Board tasked Clerk Siegrist, Treasurer Slavens and Trustee Borninski to serve on an ad hoc review committee to make recommendations on updates to Operations Policy Seven. The committee was tasked with aligning the existing policy with the board goals of “Organizational Climate and Culture” and “Welcoming Community” to ensure that the Youth Advisory Council can fulfill its role in the community. As such, the following recommendation was created to provide space on the agenda for the Youth Advisory Council to participate in the Township Board Meetings.

The committee recommends providing space for two YAC representatives at Township Board Meetings on the agenda and physically in person at the administrative table. They would be granted the ability to present at the same time as other boards and commissions, to ask questions or give council on agenda items during this period, and the ability to provide comments at the end of the meeting during Administrative Comment. A Study Session would be scheduled for early 2025 with the newly elected Board of Trustees to discuss the expansion of this role for future years.

Operations Policy seven is a Township Board Approved procedure for the conduct of Board Meetings and has outdated processes and language regarding virtual meetings that is no longer relevant.

STRATEGIC PLAN/GOALS:

ACTION REQUESTED: Approve Township Board Policy three and repeal Operations Policy seven and create opportunities for YAC involvement.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None

IMPLEMENTATION PLAN: The Clerk will ensure posting accordingly.

DIRECTOR’S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

***MODEL RESOLUTION:**

I move to approve board policy TB: 03 procedure for conduct of township board meetings and repeal operations policy O:07 and create opportunities for YAC involvement in future board meetings.

ATTACHMENTS:

TB: 03 Redlined

TB: 03 Final

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27, 2024

AGENDA ITEM # G-11

ITEM: Consider Approval Board Policy TB: 04 Ordinance Amendment Preparation Policy and Repealing Operations Policy O: 35

PRESENTER: Michael Siegrist, Clerk

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: To ensure uniformity in the preparation of ordinances and text amendments and that the appropriate statutory guidelines are met, along with a streamlined process, Operations Policy 35 should be amended.

BACKGROUND: The previous process for amending and proposing ordinances required the text to be introduced in two motions, one a motion to hold a first reading, and the second a motion to table for a second reading. The policy then indicated the second reading was to occur at the next available meeting. As a result, ordinances were presented through a Request For Board Action process that allowed for little to no discretion or actual legislative process.

Changes have been made to remove the word “shall” and change it to “should” to allow the administration and Township Board more discretion to process ordinance and text amendments, and not obligate the Township Board to take the item up, if the calendar requires the cancelation of a meeting. Additionally, a provision that any modifications between a first reading and a second reading of an ordinance or text amendment would require that ordinance or text amendment to be placed on the general calendar.

STRATEGIC PLAN/GOALS:

ACTION REQUESTED: Approve Township Board Policy four and repeal Operations Policy thirty five.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None

IMPLEMENTATION PLAN: The Clerk will ensure posting accordingly.

DIRECTOR’S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: Approval

SUPERVISOR’S RECOMMENDATION: Approval

***MODEL RESOLUTION:**

I move to approve board policy TB: 04 ordinance amendment preparation and repeal operations policy O:035.

ATTACHMENTS:

TB: 04 Redlined

TB: 04 Final

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: August 27th, 2024

AGENDA ITEM # G-12

ITEM: Consider Approval of PTO for the Director of Police Services – Police Chief

PRESENTER: Joseph Hawver, Deputy Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Director of Police Services – Police Chief entered into a Deferred Retirement Option Program (DROP) with the Township earlier this year. This allowed the Director's eligible pension benefits to be placed into a Trust to access upon formal separation from the Township, in exchange for a guaranteed three-year employment agreement with the Township. To make sure the Director had access to paid-time off (PTO) after entering into the DROP, the Township front-loaded six months' worth of PTO into the Director's bank to be utilized for time off purposes only.

The Township wishes to grant the regularly accumulated hours of PTO to the Director as well, which will equate to 144 additional hours of PTO between July 1, 2024 and December 31, 2024, in addition to the time which was front-loaded when the DROP was implemented earlier this year. Consistent with the DROP agreement between the Director and the Township, the Director is no longer eligible for PTO cash outs.

In accordance with MERS rules, the Director must retire from the Township after this three-year DROP period.

BACKGROUND: The DROP offers an opportunity to retain existing knowledge within the Township while minimally impacting the employee financially. If the Director chooses to enter into the DROP, a percentage of their pension benefit, in this instance 76%, is put into a Trust in the employee's name to be accessed once final separation to the Township has occurred. The employee will continue to make contributions into the MERS plan, however their pension benefit will not increase with more service credit or as their wages increase. The request for this benefit is only for the division for which the Director participates with MERS, and is the only employee within that Division.

STRATEGIC PLAN/GOALS: Organizational Climate and Culture

ACTION REQUESTED: Approve PTO for the Director of Police Services – Police Chief.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None.

IMPLEMENTATION PLAN: If approved, 144 hours of PTO will be added to the Director's time

bank at the regularly accumulated rate.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve granting the Director of Police Services – Police Chief PTO at the regularly accumulated rate between July 1, 2024 and December 31, 2024, which will equate to 144 additional PTO hours.

ATTACHMENTS: None