

**Charter Township of Canton Board Proceedings – November 14, 2017**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday November 14, 2017 at 1150 Canton Center S., Canton, Michigan. Supervisor Williams called the meeting to order at 6:00 p.m. Motion by Anthony, supported by Sneiderman to move from open session to closed session at 6:00 p.m. under section 8(e) of the Open Meetings Act for the purpose of discussion of confidential legal opinions. Motion carried unanimously. **6:00 P.M.: CLOSED SESSION – TO DISCUSS LEGAL OPINIONS Roll Call** Members Present: Anthony, Foster, Graham-Hudak, Siegrist, Slavens, Sneiderman, Williams Members Absent: None Staff Present: Kristin Kolb, Director Trumbull Motion by Anthony, supported by Sneiderman to move from closed session to open session at 7:00 p.m. Motion carried unanimously. **Roll Call** Members Present: Anthony, Foster, Graham-Hudak, Siegrist, Slavens, Sneiderman, Williams Members Absent: None Staff Present: Director Hohenberger, Director Faas, Director Trumbull, Kristin Kolb Staff Absent: Director Meier Supervisor Williams reconvened the Open Meeting at 7:00 p.m. and led the Pledge of Allegiance to the Flag. **Adoption of Agenda** Motion by Sneiderman, supported by Anthony to amend the agenda to remove Item G-13 - Approve Agreement for Construction of Patriot Park Access Driveway, and to add Item G-13A – Consider Request of Corporation Counsel and Authorize to Proceed as Directed Regarding a Labor Matter and Item G13B - Consider Request of Corporation Counsel and Authorize to Proceed as Directed Regarding the Hamlet Pond. Motion carried unanimously. **Approval of Minutes** Motion by Siegrist, supported by Sneiderman to approve the Board Meeting Minutes of October 24, 2017 as presented. Motion carried unanimously. Motion by Siegrist, supported by Sneiderman to approve the Board Study Session Minutes of November 2, 2017 as presented. Motion carried unanimously. Motion by Siegrist, supported by Sneiderman to approve the Board Study Session Minutes of November 7, 2017 as presented. Motion carried unanimously. **Citizen's Non-Agenda Item Comments:** George Miller, 1946 Briarfield, commented on the watermain replacement project on Briarfield. Charles Geller, 51138 Scarborough, commented on his personal water bill and the township's billing methods. Supervisor Williams and Director Faas explained the factors that are used to configure the water/sewer rates will be affected in the future. Rami Farhat, 44451 Fair Oaks Drive, commented regarding a water pipe bursting in his home while he was not home, requesting the township's assistance in paying his water bill. Treasurer Slavens commented the township is not able to use Taxpayer dollars to pay his personal water bill. Treasurer Slavens agreed to a separate meeting with Mr. Farhat to discuss his options. **RECOGNITION: Recognition of John Burdziak** Supervisor Williams acknowledged former trustee John Burdziak and his contributions to the community. Motion by Siegrist, supported by Anthony to enter the following proclamation into the public record. Motion carried unanimously. **Proclamation in Recognition and Honor of John Burdziak WHEREAS**, John served as a Canton Trustee for 13 years and his tenure on the board was marked with great progress in the Canton Community; and **WHEREAS**, John also served on the Planning Commission, Tax Board of Review and the Zoning Board of Appeals for Canton Township; and **WHEREAS**, John also got involved in committee work as a member of the Recreation Advisory Committee, Transportation Advisory Committee and the DDA; and **WHEREAS**, John's heart for service extended beyond the business of Township administration as he served in other areas of Canton Township as President of the Homeowners Association at both Windsor Park and the Vistas III, and also volunteered his time to the Canton Goodfellows and First Step; and **WHEREAS**, John was a true community leader and should be looked to as an example for those who are coming up to help guide Canton Township's future; and **WHEREAS**, We are honored to recognize his work today as he served his community with dignity, respect, dedication and commitment. **NOW, THEREFORE I**, Pat Williams, by virtue of the authority vested in me as Supervisor of the Charter Township of Canton, do hereby honor John Burdziak for his many years of service to our community. **IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the Canton Township to be affixed this 14th day of November, 2017. **SEAL Attest: Signed Payment of the Bills:** Motion by Slavens, supported by Sneiderman to approve payment of the bills as presented. Motion carried unanimously. **CONSENT CALENDAR: Item C-1. Establish Board of Trustees Meeting Dates For 2018. (Clerk)** Motion by Siegrist, supported by Anthony to establish the Canton Township Board of Trustees meeting schedule for the year 2018 as follows: first, second, third, fourth, and fifth Tuesday of each month for the Charter Township of Canton. Regular Meetings of the Board will be held at 7:00 p.m. and Study Session Meetings at 6:00 p.m. Meetings are held in the Charter Township of Canton Administration Building, Board of Trustees meeting room, First Floor, 1150 Canton Center South, Canton, Michigan. Meetings may be cancelled to coordinate with election dates as scheduled for 2018. All adjustments to this schedule to be posted individually. Motion carried unanimously. **GENERAL CALENDAR: Item G-1. Consideration of First Reading of an Ordinance Amending Chapter 90 of The Canton Code Of Ordinances, Sec. 90-93, The Cherry Hill Historic District, by Clarifying the Parcel Identification Number Of Properties Identified as "Contributing" to the District and to Attach a Map of the District as Referenced in the Ordinance. (CLS)** Motion by Siegrist, supported by Sneiderman introduce and hold the first reading an ordinance amending Chapter 90, Sec. 90-93, the Cherry Hill Historic District, to amend and clarify the parcel identification by numbers for the homes listed as contributing to the District, and further to attach a map of the historic district as referenced in the ordinance. Motion carried unanimously. Motion by Siegrist, supported by Foster table for consideration an ordinance amending Chapter 90, Sec. 90-93, the Cherry Hill Historic District, to amend and clarify the parcel identification by numbers for the homes listed as contributing to the District, and further to attach a map of the historic district as referenced in the ordinance and hold a second reading on November 28, 2017. Motion carried unanimously. **Item G-2. Consider Approval of Wage Increase for Merit (Full-Time, Non-Union) Employees for the 2018 Fiscal Year. (Supervisor)** Motion by Siegrist, supported by Slavens to approve the proposed 2.0% across the board wage scale increase for Merit Employees for the 2018 fiscal year, as recommended by the Merit Commission at their meeting of October 30, 2017. Motion carried unanimously. **Item G-3. Consider Approval of Wage Increase for Elected Officials for the 2018 Fiscal Year. (Supervisor)** Motion by Siegrist, supported by Anthony to approve a 2% wage increase for the Canton Township Supervisor, Clerk, Treasurer and Trustees to be effective January 1, 2018. Motion failed by a vote of 7 to 0. **Item G-4. Consider Increasing Blanket Purchase Order for Dominic's Cement Works. (MSD)** Motion by Siegrist, supported by Sneiderman to approve an increase of \$15,000 from water account #592- 536.930.0050 to blanket Purchase Order #2017-00000025, for Dominic's Cement Works to cover costs of needed concrete repairs due to emergency infrastructure repairs. Motion carried unanimously. **Item G-5. Consider Approval of a 2017 Budget Amendment for the Document Scanning Project and Increase Blanket P.O. #2017-00002296 to ARC Document Solutions. (MSD)** Motion by Siegrist, supported by Sneiderman to approve an increase the blanket P.O. to ARC Document Solutions in the amount of \$22,340 for the additional scanning that is required to complete the Commercial Plans Scanning (Phase 1) undertaken by Municipal Services for the On-Base document retention project. Motion carried unanimously. **Item G-6. Consider Approval of Payment of the Annual Software License Fees to Kiriworks for the On-Base Document Management System. (MSD)** Motion by Siegrist, supported by Sneiderman to approve payment of \$12,430, for the annual software license fees to Kiriworks for the On-Base document management system. Motion carried unanimously. **Item G-7. Consider Approval of a Letter of Intent to Purchase Real Estate & Authorize Real Estate Purchase Agreement for 2.44 Acres of Vacant Property on Proctor Road. (MSD)** Motion by Siegrist, supported by Slavens to authorize the Township Supervisor to sign the letter of intent and execute the final purchase agreement for 2.44 acres of vacant property with Livonia Builders Sheffield Park, LLC for an amount of \$183,000. Motion carried unanimously. **Item G-8. Consider Request to Create and Fill the Marketing Specialist Position. (CLS)** Motion by Siegrist, supported by Sneiderman to create and fill the position of Marketing Specialist, Salary Grade 3. Motion carried unanimously. **Item G-9. Consider Approval to Replace Fiber Link Between the Administration Building and the Summit on the Park. (CLS)** Motion by Siegrist, supported by Sneiderman to waive the bid process and authorize the Supervisor to sign the contract for the Replacement of Fiber Link between the Administration Building and the Summit on the Park including the split off component with Western Tel-Com in the amount of \$35,012 to be paid from Cable TV Fund Account # 230-250.970.0010 – Capital Outlay Computers and Equipment and \$7,480 from Account # 101-270-50.970\_0080 Capital Outlay Land Improvements. Motion carried unanimously. Motion by Siegrist, supported by Sneiderman to approved the following budget amendment: **Decrease Expense:** 230-250.990 Transfer to Fund Balance \$35,012 **Increase Expenses:** 230-250.970.0010 Capital Outlay Computers & Equip \$35,012 Motion carried unanimously. **Item G-10. Consider Authorization of Projects for Pond Bank Stabilization Project. (CLS)** Motion by Siegrist, supported by Anthony to authorize the Supervisor to sign the contract for the Summit and Pheasant Run Hole # 10 Pond Bank Reconstruction with JSS-Macomb LLC, 48228 Conifer Drive, Shelby Twp., MI 48315 in the amount of \$125,500. Funds to be paid from Account #101-270-50.970\_0080 Parks Capital Outlay Land Improvement (\$79,338) and Account #584-756-50.970\_0030 Pheasant Run Capital Outlay Machinery and Equipment (\$46,162). Motion carried unanimously. Motion by Siegrist, supported by Slavens to approve the amount of \$24,500 to Reliable Landscaping, Inc., 8285 Lilley Rd, Canton MI 48187 for the installation of a new irrigation system for the planned reconstructed Summit pond bank to be paid from Account #101-270-50.970\_0080, Parks Capital Outlay Land Improvement. Motion carried unanimously. **Item G-11. IT Services – Renewal of CivicPlus Website Hosting Services. (FBD)** Motion by Siegrist, supported by Slavens to approve a purchase order in the amount not to exceed \$15,738.60 payable to CivicPlus Inc. for a renewal of hosting services, software support and maintenance services provided by CivicPlus covering a period of one (1) year. Motion carried unanimously. **Item G-12. Consider Adopting Resolution Creating the Canton Cares Fund of the Canton Community Foundation and Appointing the Initial Advisory Committee. (CLS)** Motion by Siegrist, supported by Sneiderman approve the following resolution creating the Canton Cares Fund of the Canton Community Foundation and appointing members to the Advisory Committee. Motion carried unanimously. **RESOLUTION OF BOARD OF TRUSTEES CHARTER TOWNSHIP OF CANTON RESOLUTION CREATING THE "CANTON CARES FUND" OF THE CANTON COMMUNITY FOUNDATION AND APPOINTING MEMBERS TO THE ADVISORY COMMITTEE R E C I T A T I O N S:** Canton Township sponsors a number of events throughout the year aimed at assisting and benefitting various groups in the community, including, but not limited to, seniors, veterans, youths, the handicapped, residents undergoing times of crisis, and recognizing Township employees. However, because of constitutional and legal limitations on the use of public funds, Canton Township cannot always contribute financially towards these beneficial programs. Many times, generous businesses and residents contribute money, services, and goods towards these programs; however, currently, they are not tax deductible contributions for the donor. In the interest of ensuring future support for these programs, and to offer an incentive for donors, Canton Township, as proposed by Supervisor Williams, desires to create a fund through the Canton Community Foundation to accept donations in support of the various programs offered by the Township. The Canton Community Foundation ("CCF") has agreed to receive, hold and manage funds for the benefit of certain, agreed-upon purposes as set forth in an agreement between Canton Township and the CCF. In accordance with the agreement, an independent advisory committee shall be formed, and which shall be charged with the responsibility to ensure donated funds are allocated in accordance with the mission of the fund. **NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:** The "Canton Cares Fund" is hereby approved to be created as a designated fund of the Canton Community Foundation. The Township Supervisor is hereby authorized to sign the Donor Fund Agreement on behalf of Canton Township. An Advisory Committee is hereby created to administer the Canton Cares Fund, and solicit, accept and make determinations on the use of funds donated, in accordance with the mission and bylaws of the Canton Cares Fund. Members of the Advisory Committee shall be recommended by the Township, Supervisor and confirmed by the Township Board. The Supervisor recommends the following individuals be appointed as the initial members to the Advisory Committee for the stated terms: Jessica Bunjik- One Year initial term Laura Mortier- Two Years initial term Kim Scartelli- Two Years initial term Nadia Mekled- Three Years initial term Kristina Wilson- Three Years initial term Following expiration of the initial terms, all terms on the Advisory Committee shall be for three (3) years. The Advisory Committee shall hold an organizational meeting as soon as practicable and elect a chair, vice-chair, and a secretary, and adopt Bylaws, notice of which shall be transmitted to both the Canton Community Foundation and the Township Board. The Advisory Committee shall report annually to the Township Board on the status of the Canton Cares Fund, which report shall be due 60 days following the close of the calendar year. **CERTIFICATION** I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Board of Trustees of the Charter Township of Canton, County of Wayne, State of Michigan, at a regular meeting held on the 14<sup>th</sup> day of November, 2017 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will or have been made available as required by said Act. Michael Siegrist, Clerk Dated: November 14, 2017. **Item G-13. Approve Agreement for Construction of Patriot Park Access Driveway. (CLS)** Removed by amendment to the agenda. **Item G-13A. Consider Request of Corporation Counsel and Authorize to Proceed as Directed Regarding a Labor Matter** Motion by Siegrist, supported by Slavens to authorize the Township Attorney to proceed in accordance with the direction of the Board regarding a labor matter as discussed in closed session. Motion carried unanimously. **Item G-13B. Consider Request of Corporation Counsel and Authorize to Proceed as Directed Regarding the Hamlet Pond.** Motion by Siegrist, supported by Sneiderman to authorize the Township Attorney to proceed in accordance with the direction of the Board regarding the Hamlet pond as discussed in closed session. Motion carried unanimously. **ADDITIONAL PUBLIC COMMENT:** None **OTHER:** Director Hohenberger invited the board to participate in the Turkey Trot for a Cause on November 23<sup>rd</sup>. Hohenberger reminded the board of the Underwater Bubble Show on November 25<sup>th</sup> at the Village Theater. Performances will be 2:00 p.m. and 6:00 p.m. Clerk Siegrist commented November 16<sup>th</sup> will be a celebration at Gallimore School in Canton commemorating their receiving the National Ranking of Blue Ribbon Status. More information is available at <https://nationalblueribbonsschools.ed.gov/awardwinners/>. **ADJOURN:** Motion by Anthony, supported by Sneiderman to adjourn at 8:07 p.m. Motion carried unanimously. **Michael A. Siegrist, Clerk Pat Williams, Supervisor**