

**ANN ARBOR CHARTER TOWNSHIP
BOARD OF TRUSTEES
MINUTES OF MEETING
MONDAY, OCTOBER 16, 2017**

I. CALL TO ORDER

The regular monthly meeting of the Ann Arbor Charter Township Board of Trustees was called to order by Supervisor Moran at 7:32 p.m.

Present: Supervisor Michael Moran, Clerk Rena Basch, Treasurer Della DiPietro, Trustees John Allison, Ken Kohrs, and Claudia Sedmak.

Absent: Randolph Perry

Also Present: Township Attorneys Sandra Sorini-Elser and Sarah Williams, Controller Becky Jacques, Township Planner Sally Elmiger, Fire Chief Mark Nicholai, and Utilities Director Rick Judkins.

II. CITIZEN PARTICIPATION - No citizen signed up for participation.

DiPietro moved to amend the agenda to advance item VII.A. Kohrs seconded the motion which was adopted unanimously.

VII.A. PUBLIC HEARING on Request for IFT from Toyota for Expansion of the Toyota Caltly Design Center

Kristen Tabor Vice President of Technical Strategy and Planning for Toyota's R& D operations in Michigan presented their request for an industrial facilities exemption for the expansion of the Toyota Caltly Design Center. Tabor noted that Toyota is in its 40th year of operations and has shown a commitment to the Township with their latest expansion of the power train facility. Tabor indicated they are seeking to expand the Caltly Styling Design Studio which will allow them to expand their overall activities in North America that will allow for full vehicle design including the styling and early phase of their projects. Tabor reported the project consists of demolishing 55,000 square feet of existing facility and replacing it with an upgraded and refurbished 55,000 square feet facility. Tabor noted the facility will include state of the art modeling and prototype capabilities, and will allow for best in class styling and advance design concept work. Tabor also noted the expansion includes one of the first buildings for the 2050 environmental target for reduction of CO2 and reduced energy and water usage.

Moran noted this is the time set for the public hearing, and that Toyota has asked the Board to adjourn action tonight so they can include the 2050 environmental target information in their application. Tabor provided visual aids of the project and answered a series of questions from the Board. Moran opened the public hearing at 7:43 p.m. There were no public comments. Basch reported no comments were received from the entities that were required to be notified of the public hearing. Moran closed the public hearing at 7:44 p.m.

III. APPROVAL OF MINUTES

Corrections to 9/18 /17 minutes: On page 1 under item V.A in the last line strike “Jennifer Olmstead” and insert “Kristen Taybar”; on page 2 under item F in the 5th line after “water” insert “system” and in the last line strike “lucky” and insert “fortunate”; on page 3 under item IV. in the 4th line strike ‘Council” and insert “Counsel”, strike “whether” and insert “when under the Open Meetings Act a”, after “call” insert “is allowed for a recommending body like the Utilities Committee.” striking the remainder of the sentence. **DiPietro moved approval of the September 18, 2017 meeting minutes as amended. Sedmak seconded the motion which was adopted unanimously.**

IV. 2017 THIRD QUARTER FINANCIAL REVIEW—Becky Jacques, Controller
 Controller Jacques presented the financial statements through August 31, 2017 and also provided a memorandum highlighting the revenue and expenditures for the third quarter. Jacques reported she has proposed some future budget amendments to reflect the latest projections for State Revenue Sharing, decrease in the general fund expenditures for the parking lot expansion that will be pushed back to next year, increase in the fire fund for national fire protection software, and changes to the building department fund for bringing the zoning official/building inspector back in house. Jacques noted the Treasurer is doing a great job of managing over 25 million dollars with 22 million of that in custodial accounts holding municipal and federal bond investments. Jacques reported the building department revenue is lower than this time last year but is higher than the total revenue for 2015 which indicates the building activity in the Township continues to be robust. **Allison moved to accept the 2017 Budget through the end of the Third Quarter. Kohrs seconded the motion which was adopted unanimously.**

V. SECOND PRESENTATION OF 2018 BUDGET—Becky Jacques, Controller

A. PUBLIC HEARING on BUDGET

Jacques reported property taxes are the largest source of revenue for the Township but it takes a while to receive the revenue as taxes are based on the prior year taxable values. Jacques also reported according to the Township assessor there are no significant annexations projected for next year. Jacques noted personnel costs are big part of the budget for union and non-union employees with wages based on a 3% increase. Jacques also noted elected officials’ compensation is set by the Compensation Commission, but they had not met prior to the budget report, so money has been placed in contingency to cover any potential increases that will need to be allocated later to the appropriate accounts. Moran noted that \$60,000 has been budgeted for the broadband feasibility study but it has not been approved by the broadband committee.

Jacques announced the millage rates remain unchanged from last year with an allocated general operating millage of 0.7669 mills, voter authorized millage of 3.9800 for public safety, and voter authorized millage of 0.6712 for farmland preservation, for a total levy equal to 5.4181 mills. Moran opened the public hearing at 8:09 p.m. There were no public comments. Moran closed the public hearing at 8:10 p.m.

B. Board Discussion and 2018 General Appropriations Act Resolution

Basch moved approval of the 2018 General Appropriations Act dated October 16, 2017.

Kohrs seconded the motion which was adopted unanimously.

VI. ANNEXATIONS, ORDINANCES, CONDITIONAL USES, ZONING**A. AZ-2-17 Request for Release for Annexation by Owner—Owners of Parcel I- 09-18-180-008, aka 1427 Warrington Circle, request release of 1+ acre parcel for connection to city utilities because of failed septic system.**

Moran reported the petitioner is requesting annexation due to a failed septic field. DiPietro noted taxes have been paid in full. **Allison moved to approve AZ-2-17 Petition for Annexation by Release. DiPietro seconded the motion which was adopted unanimously.**

B. AZ-3-17 Request for Release for Annexation by Owner—Owners of Parcel I- 09-18-425-006, aka 2410 Newport Road, request release of 1.048 acre parcel for construction of a new home with access to city utilities.

Moran reported the owner is building a new home to access to City water and sewer. DiPietro noted taxes have been paid in full. **DiPietro moved to approve AZ-3-17 Petition for Annexation by Release. Allison seconded the motion which was adopted unanimously.**

C. Amendment to Zoning Code, Sections 74-605(a)(c)(d)(f)(m) and (n)(7) Tree and Woodland Resource Preservation—Recommended for adoption by Planning Commission at its meeting October 2, 2017

Attorney Sorini presented the proposed amendment as recommended by the Planning Commission. Attorney Sorini explained the primary purpose of the amendment is to clarify when a woodland stewardship plan can be used for tree removal under the Ordinance. The amendment also addresses some administrative issues such as fees for review of Woodland Stewardship Plans or amendments to tree removal permits. Attorney Sorini also reported the amendment clarifies that clear cutting pursuant to a woodland stewardship plan is only for long term forest management and regrowth, and not prior to or in anticipation of development of the land. **Sedmak moved to approve Amendments to Zoning Code Sections 74-605(a)(c)(d)(f)(m) and (n)(7) Tree and Woodland Resource Preservation. Allison seconded the motion which was adopted unanimously.**

D. Amendment to Zoning Code, Sections 74-2, 74-461, 74-547(a)— Recommendations from Planning Commission in green and red; recommendations from legal counsel in blue.

Attorney Sorini presented the proposed amendments as recommended by the Planning Commission. Attorney Sorini reported that according to case law municipalities can't prohibit activities that comply with GAAMPS so the ordinance has been revised accordingly to address CAFO's and sod farms. Elmiger reported there are animal ~~citing-site location~~ GAAMPS that limit the number of animal units in relation to residential development. Elmiger also reported there are nutrient GAAMPS that apply to sod farms. Attorney Sorini summarized the changes as

highlighted in the text. Basch recommended striking the language on page 6 in the last paragraph “when such optional means is elected” as it is unnecessary and confusing. The Board reviewed the requirements and regulations for farm markets as an accessory use under the Ordinance. **Moran reminded the Board that tonight’s approval is only for concept.** **Basch moved to approve the draft in concept, striking on page 6 of the proposed draft amendment “when such optional means is elected.” Allison seconded the motion which was adopted unanimously.**

VII. APPOINTMENTS, RESOLUTIONS, REPORTS, DISCUSSIONS

B. Set Public Hearing on Fleming Creek No. 1 & 2 Street Light Assessments

Allison moved to set a public hearing on Fleming Creek No. 1 & 2 Street Light Assessments for November 20, 2017. DiPietro seconded the motion which was adopted unanimously.

C. Public Safety

1. Sheriff’s Office

The Board received a written report from the Sheriff’s Department.

2. Fire Department

Chief Nicholai submitted a written report to the Board on the department’s activity for the month of September 2017. Chief Nicholai also requested Board approval for the purchase of turnout gear to reflect the correct bid amount of \$13,711.95 **Allison move to approve the purchase of turnout gear in the amount of \$13,711.95. DiPietro seconded the motion which was adopted unanimously.**

D. Utilities Department

Judkins submitted a written report to the Board on the department’s activity for the month of September 2017. Judkins also requested Board approval of Stantec’s proposal for the Water System Asset Management Program Development. Moran reported there are no grant opportunities at this point like the SAW grant for the sewer. Attorney Williams noted the need to clarify some minor items in the proposal. **DiPietro moved approval of Stantec proposal for the Water System Asset Management Program Development in the amount of \$18,700 subject to Township attorney approval. Basch seconded the motion which was adopted unanimously.** Moran requested that Kohrs be appointed to the Utilities Committee during Allison’s absence. **DiPietro moved to appoint Ken Kohrs as a temporary member of the Utilities Committee for 6 months given Allison’s absence. Allison seconded the motion which was adopted unanimously.** DiPietro reported she continues to contact the City to complain of the odors coming from the sewer plant.

E. Supervisor’s Report

Moran reported the Dixboro Road Shared Use Trail project is complete. Moran also reported he attended a meeting in Waterloo regarding the Iron Bell Trail, a trail envisioned from Belle Isle to Iron Mountain, and the need for additional funding to join existing trails together. Moran noted there would be two trails for one each for walking and biking.

F. Clerk's Report

Basch reported the Election Commission met this evening and everything is on track for the November 7, 2017 special election. Basch also reported the new voting equipment has been tested.

G. Treasurer's Report

DiPietro submitted a written report to the Board.

H. Planning Commission

Allison reported on the September 11, 2017 Planning Commission meeting. The minutes of the meeting were included in the Board packets.

I. Building Department

Pace submitted a written report to the Board.

J. Approval of Claims Listings

Allison moved approval of the claims listing dated September 15, 2017 in the amount of \$5893.42. Sedmak seconded the motion which was adopted unanimously. Sedmak moved approval of the claims listing dated October 2, 2017 in the amount of \$38,051.57. Kohrs seconded the motion which was adopted unanimously. Kohrs moved approval of the claims listing dated October 10, 2017 through October 11, 2017 in the amount of \$395,175.23. Sedmak seconded the motion which was adopted unanimously.

VIII. INFORMATION ONLY ITEMS

Basch reported the WCWRC extended the public comment period for the Solid Waste Management Plan.

IX. NON-AGENDA ITEMS

DiPietro requested Board approval of the Township's portion for improvements to the Geddes Avenue and Warren Court drains in the amount of \$883.23. **DiPietro moved to pay \$883.23 for the maintenance of Geddes Avenue and Warren Court drains. Allison seconded the motion which was adopted unanimously.**

X. PUBLIC COMMENT

There were no public comments.

XI. ADJOURNMENT

DiPietro moved to adjourn the meeting at 9:27p.m. Allison seconded the motion which was adopted unanimously.