

**ANN ARBOR CHARTER TOWNSHIP
BOARD OF TRUSTEES
MINUTES OF MEETING
MONDAY, DECEMBER 19, 2016**

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 7:30 p.m.

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

Absent: Clerk Rena Basch and Trustee Randolph Perry.

Also Present: Township Attorney Matt Rechten, Controller Becky Jacques, Fire Chief Mark Nicholai, and Utilities Director Rick Judkins.

II. CITIZEN PARTICIPATION

No citizen signed up for participation.

III. APPROVAL OF MINUTES

Allison moved approval of the November 21, 2016 meeting minutes as drafted. Kohrs seconded the motion which was adopted unanimously.

IV. PRESENTATION OF BUDGET 2017

A. Public Hearing

Controller Becky Jacques announced the millage rates for 2017 with general operating millage of 0.7669 mills, 3.9800 mills for public safety, and 0.6712 mills for farmland preservation, for a total levy of 5.4181 mills with an estimated tax revenue of \$2,741,700. Jacques noted state revenue sharing is expected to remain flat with a possible 1% increase. Jacques reported the Public Safety Fund has been receiving contributions from non-profit organizations, however, the WCC will no longer be making a contribution resulting in a loss of \$165,000. Jacques reported \$150,00 has been budgeted for the Building Department Fund permit fees, and the Utility Fund will pass on the City's rate increase for water and sewer with a 2.9% increase in water rates and a 4.4% increase in sewer rates. Jacques also reported the capital outlay for 2017 includes technology upgrades, new voting equipment, parking lot expansion, road improvements, trail development, and sewer lining and equipment. Moran opened the public hearing at 7:57 p.m. There were no public comments. Moran closed the public hearing at 7:58 p.m.

B. General Appropriations Act Resolution Approving Budget and Setting Millage Rates

DiPietro moved approval of the 2017 General Appropriations Act Resolution dated December 19, 2016 as drafted with the addition of the Clerk's certification. Sedmak seconded the motion which was adopted unanimously.

C. Fourth Quarter 2016 Budget Amendments

Controller Becky Jacques presented the fourth quarter 2016 budget amendment requests. Jacques explained the General Fund adjustment of \$37,137 reflects an increase in revenue for Newman's judgment payment, the Public Safety Fund adjustment of \$146,266 reflects a decrease in revenue from WCC, and an adjustment of \$37,500 reflects an increase in the transfer to the Fire Fund, due to the transition of the former chief to the new chief and overtime costs. Jacques also explained the Building Department Fund adjustment of \$179,000 reflects an increase in the budget due to increased construction activity, and the Capital Improvement Fund adjustment of \$392,000 reflects a decrease due to funds that won't be expended for a new fire truck and other fire equipment. Jacques also reported the Grant Fund adjustment of \$74,200 reflects an increase in the budget to show grant activity. Jacques noted the Grant Fund is a reimbursement fund with no fund balance. **Allison moved approval of the fourth quarter budget amendments as presented by the controller in document dated December 12, 2016. Kohrs seconded the motion which was adopted unanimously.**

V. ANNEXATIONS, ORDINANCES, CONDITIONAL USES, ZONING - None

VI. APPOINTMENTS, RESOLUTIONS, REPORTS, DISCUSSIONS

A. Approval of Rate increase for Bodman, PLC

Moran reported the Township attorney hasn't requested a rate increase in two years and recommended approval of their request for an \$10 hourly rate increase. **DiPietro moved approval of the \$10 hourly rate increase effective January 1, 2017 for Bodman PLC. Allison seconded the motion which was adopted unanimously.**

B. Approval of Meeting Dates for 2017

Moran requested Board approval of the Township's meeting dates for the 2017 calendar year as proposed by the Clerk. **Allison moved approval of the 2017 Meeting Dates as presented. DiPietro seconded the motion which was adopted unanimously.**

C. Resolution to Establish Special Assessment District (SAD) for Tech Park Roads, and set Public Hearing on SAD for January 15, 2017.

Moran reported road funding needed for the Ann Arbor Technology Park is estimated at a total of \$1,615,000 with an MDOT grant contributing \$507,500 and the WCRC matching \$217,500 including \$140,000 for preliminary engineering leaving a balance to be funded of \$750,000. Moran reported a meeting was held with Tech Park businesses in which they worked out a proposed road funding plan using a formula based on road frontage and square footage. Moran reported the proposed special assessment district is outlined in Exhibit A with detailed cost, road frontage, and square footage breakdown to be paid by each user. **Allison moved approval of the Resolution Declaring Intention to Establish Ann Arbor Technology Park Public Roadway Special Assessment District under Michigan Act 188 of the Public Acts of 1954,**

as amended draft dated December 15, 2016, and scheduling public hearing for January 16, 2017. Sedmak seconded the motion which was adopted unanimously.

D. Report of Personnel Committee

Moran reported the Personnel Committee has recommended a 3% increase for salaried employees and part time employees; with the exception of the Fire Chief's salary as it is determined by contract, and an additional \$0.25 ~~cent~~ increase per hour for ~~a part-time employee~~ Mary Kendall for taking on additional duties and flexibility. **Allison moved approval of the Personnel Committee's recommendations for salary increases as listed in the memorandum. Kohrs seconded the motion which was adopted unanimously.**

E. 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 November.

F. Utilities Department

Judkins submitted a written report to the Board on the department's activity for the month of November. Judkins also reported the Township was awarded the SAW grant and that a kick-off meeting is scheduled for January 5, 2017.

G. Supervisor's Report

Moran reported the Township will be receiving another \$300,000 grant from the MNRTF for the Dixboro Road Shared-Use Trail project, and that he is doubtful the Warren Road culvert will be repaired this year as it is currently being held up by the MDEQ permitting process. Moran reported variances are needed for the parking lot expansion, and he would like to return to discussions regarding broadband services in 2017. Moran also reported on the U of M East Medical Center expansion and the current status of the EPA petition regarding the PALL pollution plume.

H. Clerk's Report - No report.

I. Treasurer's Report - DiPietro reported winter tax bills have been mailed.

J. Planning Commission

Allison reported on the December 5, 2016 Planning Commission meeting. The minutes were included in the Board's packets.

K. Building Department - Pace submitted a written report to the Board.

L. Farmland Preservation Committee

Allison reported there was no meeting but that two members resigned and will need to be replaced.

M. Approval of Claims Listings

Kohrs moved approval of the claims listing dated November 21, 2016 through December 1, 2016 in the amount of \$73,047.09. Allison seconded the motion which was adopted unanimously. Sedmak moved approval of the claims listing dated December 13, 2016 through December 14, 2016 in the amount of \$147,157.07. Allison seconded the motion which was adopted unanimously.

VII. INFORMATION ONLY ITEMS

Moran reported WATS is conducting a survey to develop a new non-motorized transportation plan. Moran noted WATS has provided a conceptual map of county bike commuter routes and regional connections along with a community questionnaire. Moran requested Board members communicate their comments to him by January 16th.

VIII. NON-AGENDA ITEMS

Moran reported the City has asked the Township to waive the annexation fees for Braun Park that was released a year ago, but hasn't been annexed. **DiPietro moved to not waive the annexation fee for Braun Park. Sedmak seconded the motion which was adopted unanimously.**

Moran reported the Utility Director is requesting a fee increase for the Township's construction permit. Judkins reported the Township is noticing the construction permits significantly overrun the current fees required to complete the job. Judkins noted by increasing the required fees for the permit the applicants will see a more realistic cost to construct. **DiPietro moved approval of the increase in the construction permit fee and inspection deposit. Sedmak seconded the motion which was adopted unanimously.**

DiPietro requested ideas for the Township newsletter and that articles be submitted by January 15th.

IX. PUBLIC COMMENT

Moran thanked the Board for their service to the Township.

X. ADJOURNMENT

DiPietro moved to adjourn the meeting at 9:21 p.m.