



REGULAR MEETING OF THE BOARD OF TRUSTEES

April 13, 2021

To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Canton Township residents; the Canton Township Board of Trustees are conducting all meetings by video teleconference.

Public comments may be submitted to Michael.Siegrist@Canton-mi.org at any time prior to the meeting. Additionally, a public drop box is located outside of the Township Administration Building at 1150 S Canton Center Rd. Canton, MI 48188. The Clerk will read comments submitted within the Rules of the Township Board during the meeting. Members of the public who attend by telephone or video may address the Board during the public comment period via videoconference.

Please click the link below to join the webinar:

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Webinar ID: 844 7437 7040

International numbers available: <https://us02web.zoom.us/u/kd5MouBBZp>

7:00 P.M.:

CALL TO ORDER

CALL FOR A MOTION TO APPOINT TREASURER SLAVENS TEMPORARY CLERK FOR THIS MEETING ONLY

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

ADOPTION OF AGENDA

APPROVAL OF MINUTES: MARCH 16 & 23, 2021

PUBLIC COMMENT

PAYMENT OF BILLS

PRESENTATION: Legislative Update, Stephanie Johnson from Khoury Johnson Leavitt

RESOLUTIONS:

- 1) RESOLUTION ESTABLISHING APRIL 22 AS EARTH DAY IN CANTON TOWNSHIP FOR ALL FUTURE GENERATIONS AND ENCOURAGING RESIDENTS, BUSINESSES, AND INSTITUTIONS TO CELEBRATE OUR ENVIRONMENT AND PROMOTE THE WELLBEING OF ALL ON EARTH

- 2) RESOLUTION RECOGNIZING ARAB AMERICAN HERITAGE MONTH AND CELEBRATING THE HERITAGES AND CULTURES OF ARAB AMERICANS AND THE CONTRIBUTIONS OF ARAB AMERICANS TO CANTON TOWNSHIP

CONSENT CALENDAR:

- 1) CONSIDER OF SECOND READING AND ADOPTION OF AN ORDINANCE AMENDING CHAPTER 70 OF THE CANTON CODE OF ORDINANCES, SEC. 70-6, "STOPPING, STANDING OR PARKING" (LEGAL)
- 2) REQUEST APPROVAL FOR A ONE-YEAR ANNUAL MAINTENANCE AGREEMENT FOR TYLER TECHNOLOGIES NEW WORLD SYSTEMS ERP (FBD)
- 3) CONSIDER AWARDED BID AND APPROVE PURCHASE ORDER FOR EXTERIOR AND INTERIOR SIGN REPLACEMENT AT THE PUBLIC WORK BUILDING (MSD)
- 4) CONSIDER THE APPROVAL OF AN EMERGENCY REPLACEMENT PURCHASE FOR A 2021 GMC CARGO VAN FOR THE DEPARTMENT OF PUBLIC WORKS (MSD)
- 5) CONSIDER RETAINING FISHBECK, INC. FOR DESIGN OF A PUBLIC PARKING LOT NEAR THE VILLAGE ARTS FACTORY (MSD)
- 6) CONSIDER APPROVAL OF A PURCHASE FOR THE ENGINEERING DESIGN OF ADA SITE IMPROVEMENTS FOR THE CAPITAL IMPROVEMENT PLAN (CLS)
- 7) CONSIDER AWARDED CONTRACT AND APPROVE A PURCHASE ORDER FOR PLAY AREA FALL SURFACE REPLACEMENT AT FLODIN PARK (CLS)
- 8) CONSIDER AWARDED CONTRACT AND APPROVE A PURCHASE ORDER FOR THE SKYLIGHT REPLACEMENT SUMMIT GYMNASIUM (CLS)
- 9) CONSIDER APPROVAL FOR THE EMERGENCY PURCHASE ORDER TO REPLACE TWO ROOF TOP UNIT 8 COMPRESSORS AT THE TOWNSHIP ADMINISTRATION BUILDING (CLS)

GENERAL CALENDAR:

- 1) CONSIDER AMENDMENT TO APPENDIX A- ZONING OF THE CODE OF ORDINANCES TO ESTABLISH STANDARDS FOR OUTDOOR DINING ACCESSORY TO A RESTAURANT (MSD)
- 2) CONSIDER FIRST READING OF CODE OF ORDINANCE AMENDMENTS TO PART I, CHAPTER 74 ENTITLED "UTILITIES", ARTICLE II, DIVISION 2, SUBDIVISION II ENTITLED "SCHEDULE OF RATES AND CHARGES", SECTION 74-83 (MSD)
- 3) CONSIDER CONTINUATION OF TWO CONTRACTS WITH GREAT LAKES CONTRACTING SOLUTIONS, LLC. AND CONSTRUCTION ENGINEERING SERVICES FOR THE 2021 ROAD IMPROVEMENT PROGRAM (MSD)
- 4) CONSIDER CONTINUATION OF A CONTRACTS WITH ASPHALT SOLUTIONS, INC. AND CONSTRUCTION ENGINEERING SERVICES FROM OUR ENGINEERING CONSULTANT FOR THE 2021 ROAD IMPROVEMENT PROGRAM (MSD)

- 5) CONSIDER APPROVAL OF A PURCHASE ORDER FOR FIRE ALARM AND INTRUSION ALARM SYSTEMS AT THE PARK'S MAINTENANCE BUILDING (CLS)
- 6) CONSIDER APPROVAL OF BOARD VISION, MISSION, OBJECTIVES AND STRATEGIES (SUPERVISOR)
- 7) APPOINTMENTS AND REAPPOINTMENT TO BUILDING BOARD OF APPEALS (MSD/SUPERVISOR)

PUBLIC COMMENT

OTHER

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 Kerreen Conley, Human Resources Manager, at 734-394-5260. Reasonable accommodations can be made with advance notice. A complete copy of the Access to Public Meetings Policy is available at www.canton-mi.org.

**Charter Township of Canton
Board Proceedings – March 16, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, March 16, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 6:02 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneideman
Location of all members is Canton Township, Michigan
Members Absent: None
Staff Present: Director Smith, Director Trumbull

Adoption of Agenda:

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

Study Session:

1) 2021 Recommended Water & Sewer Rates

Presentation: Given by Director Smith and Director Trumbull

Public Comment:

Public comment was held.

Adjourn: Motion by Siegrist, supported by Foster to adjourn the meeting at 8:50 p.m. Motion carried unanimously by roll call vote.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**Charter Township of Canton
Board Proceedings – March 23, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, March 23, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 6:31 p.m.

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

All members stated their location is Canton Township

Members Absent: None

Staff Present: Director Hohenberger, Director Smith, Director Trumbull, Director Baugh, Director Stoecklein

Adoption of Agenda:

Motion by Siegrist, supported by Slavens to adopt the agenda as presented. Motion carried unanimously by roll call vote.

Approval of Minutes:

Motion by Siegrist supported by Foster to approve the March 2, 5, and 9, 2021 Board minutes as presented. Motion carried unanimously by roll call vote.

Presentation:

- 1) CDBG Review, Presented by Jason Smith
- 2) Michigan Independent Citizens Redistricting Commission New Redistricting Process, Presented by Commissioner Rebecca Szetela

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 by roll call vote.

CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF March 23, 2021		
101	GENERAL FUND	428,600.16
204	ROADS FUND	71,416.46
206	FIRE FUND	1,039,724.94
207	POLICE FUND	566,097.15
208	SUMMIT OPERATING (General)	47,889.82
219	STREET LIGHTING	0.00

230	CABLE TV FUND	10,191.59
246	TWP (COMMUNITY) IMPROVEMENT	82,834.67
248	DDA - CANTON	34,472.16
261	E-911 UTILITY	31,323.68
265	ORGANIZED CRIME - DRUG ENFORCEMENT	1,253.93
274	CDBG	4,614.15
276	NSP GRANTS FUND	0.00
401	CAP PROJ - ENERGY PROJECT	234,724.47
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	30.40
584	GOLF FUND	53,772.14
592	WATER & SEWER FUND	1,422,482.99
596	SOLID WASTE	6,470.58
661	FLEET	58,522.85
701	TRUST & AGENCY FUND	18,081.00
702	CUSTODIAL FUND	0.00
736	POST EMPLOYMENT BENEFITS	114,040.06
852	SPECIAL ASSESSMENT DEBT	535.13
301	ENERGY PROJECT DEBT SVCE FUND	0.00
TOTAL - ALL FUNDS		4,227,078.33

Resolution:

Item R-1. Resolution Declaring the Month of April as “Fair Housing Month” in Canton Township

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

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

Declaring the Month of April “Fair Housing Month” in Canton Township

WHEREAS, the year 2021 marks the 53rd anniversary of the passage of the Federal Fair Housing Act: Title VIII of the Civil Rights Act of 1968, as amended; and

WHEREAS, this law guarantees that housing throughout the United States should be made available to all citizens without regard to race, color, religion, sex, family status, disability or national origin; and

WHEREAS, equality of opportunity for all is a fundamental policy of this nation, state and township; and

WHEREAS, barriers which diminish the rights and limit the options of any citizen will ultimately diminish the rights of all citizens.

NOW THEREFORE BE IT RESOLVED, that the Charter Township of Canton Board of Trustees designates the month of April 2021 as “Fair Housing Month” in Canton Township. We encourage the residents of our community to join in this observance.

Motion carried unanimously by roll call vote.

Consent Calendar:

Item C-1. Consider Approval of an Extension of the Contract with ARC Document Solutions for Continuation of Phase 2 of the Building & Inspection Services Division Document Scanning Project

Motion by Siegrist, supported by Slavens to approve an extension of the professional services contract with ARC Document Solutions for continuing scanning services of the Building & Inspection Services Document Scanning Project in an amount not-to-exceed \$30,000. Motion carried unanimously by roll call vote.

Item C-2. Consider Approval of Annual Maintenance & Technical Support Agreement for Cityworks Asset Management Software

Motion by Siegrist, supported by Slavens to approve payment of the Annual Software Maintenance and Technical Support Agreement for Cityworks from Azteca Systems, Inc., 11075 South State St., Suite 24, and Sandy, UT 84070 and approve a purchase order for a not-to-exceed amount of \$44,000. Motion carried unanimously by roll call vote.

Item C-3. Consider 2021 Meeting Dates for the Commission for Culture, Arts & Heritage

Motion by Siegrist, supported by Slavens to establish the 2021 Canton Commission for Culture, Arts & Heritage meeting schedule at 7:00 p.m. in the Lower Level Meeting Room E of the Administration Building, 1150 S. Canton Center Road, quarterly on the designated Thursday of the established months.

Meeting Dates:
February 11, 2021
May 13, 2021
August 12, 2021
November 18, 2021.

Motion carried unanimously by roll call vote.

Item C-4. Consider approval of Budget Amendments to close Fund 276 – Neighborhood Stabilization Program

Motion by Siegrist, supported by Slavens to approve the following budget adjustments to the 2021 budget.

Increase Expense	276-665.995_2740	Transfers Out – CDBG	\$29,394
Increase Revenue	276-000.695	Fund Balance Appropriation	\$29,394
Increase Expense	274-694.999	Transfer to Fund Balance	\$29,394
Increase Revenue	274-000.699_2760	Transfers In – NSP	\$29,394

Motion carried unanimously by roll call vote.

Item C-5. Consider the Purchase of 15 Taser X26P Units and Accessories

Motion by Siegrist, supported by Slavens to waive the bidding process and approve the purchase of 15 Taser X26P units and accessories from the sole-source vendor Axon Enterprise, Inc., in the amount of \$33,002.74, utilizing funds in the 2021 Police Budget. Motion carried unanimously by roll call vote.

General Calendar:

Item G-1. Consideration of First Reading of an Ordinance Amending Chapter 70 of the Canton Code of Ordinances, Sec. 70-6, Stopping, standing or parking

Motion by Siegrist, supported by Slavens move to introduce for first reading an ordinance amending Chapter 70, Sec. 70-6, Stopping, standing or parking, and further move to table for consideration the proposed ordinance amendment, and to schedule a second reading for April 13, 2021. Motion carried unanimously by roll call vote.

Item G-2. Consider Approval of Special Land Use for Canton Crossings Automobile Wash Establishment

Motion by Siegrist, supported by Slavens to approve the Resolution as presented.

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

Approval of the Special Land Use for Canton Crossings Automobile Wash Establishment

WHEREAS, the Project Sponsor has requested special land use approval for an automobile wash establishment use on the north side of Michigan Ave., between Canton Center Rd. and Old Canton Center Rd.; and

WHEREAS, the Planning Commission reviewed the request and applicable criteria and voted 9-0 to recommend approval, with conditions, as the request meets the criteria of special land use approval in Section 27.03(C) of the Zoning Ordinance;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the special land use request for an automobile wash establishment use on parcel no. 71-129-99-0002-710, as the request meets the Special Land Use criteria of the Canton Township Zoning Ordinance pursuant to the information and plans provided, subject to specific design criteria to be addressed and corrected at the time of site plan review, including any required variances.

Motion carried unanimously by roll call vote.

Item G-3. Consider Approval of the Grandview-South Final Site Plan

Motion by Siegrist, supported by Slavens to approve the Resolution as presented.

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

Approval of the Final Site Plan for Grandview-South

WHEREAS, the Project Sponsor has requested approval of the Final Site Plan for Grandview-South, located on the north side of Mott Road between Denton Road and Barr Road and directly south of Grandview Estates; and,

WHEREAS, the Planning Commission reviewed the Final Site Plan for Grandview-South and voted 8-0 to recommend approval of the request as it meets the design requirements of the Zoning Ordinance and Condominium Ordinance, and is consistent with the Planned Development Agreement for Grandview-South;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Final Site Plan for Grandview-South on tax parcel nos. 124-99-0001-701, 124-99-0002-000, 124-99-0003-005, 124-99-0004-000, and 124-99-0010-000, as proposed in the plan documents, including retaining the east dead end of Bluebell Street and accompanying sidewalks to the eastern lot line, and subject to all applicable state and local development regulations.

Motion carried unanimously by roll call vote.

Item G-4. Consider Award of Contract to Fishbeck for the 2021 Water Main Capital Improvement Project

Motion by Siegrist, supported by Slavens to award a contract as presented in the amount totaling \$46,530 for the 2021 Water Main Capital Improvement Projects; and further authorize the Township Supervisor or Clerk to sign the contracts on behalf of the Charter Township of Canton. Motion carried unanimously by roll call vote.

Item G-5. Consider Approving Budget Amendment and Awarding Purchase Order to Leadpoint for Project Management and Staffing Services for the 2021 Recycling Improvement Program

Motion by Siegrist, supported by Slavens to approve the following Budget Amendment:

Increase Revenue:
596-000.539 State Grants \$85,000

Increase Expenditures:
596-528.801_0050 Professional Services \$68,000
596-528-900_0040 Printing and Publishing \$5,136
596-528-762 Program Activity Supplies \$11,864

Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Slavens to approve a Purchase Order in the amount of \$68,000 to Leadpoint to provide staffing and training for the 2021 Recycling Improvement program.
Motion carried unanimously by roll call vote.

Item G-6. Consider Approval to Purchase Digital Plan Review Tables Capability to Review Large Scale Digital Plans in All MSD Divisions

Motion by Siegrist, supported by Borninski to approve purchase contract with iProjectSolutions LLC and Van Buren Electric for the purchase of multiple digital plan tables and associated electrical work needed in an amount not-to-exceed \$57,000. Motion carried unanimously by roll call vote.

Item G-7. Consider Award of Contract, Purchase Order and Budget Amendment for Completion of 2021 Five-Year Park and Recreation Master Plan.

Motion by Siegrist, supported by Borninski to approve the following 2021 General Fund Budget amendment:

Increase Expense:
101-750.801_0050 Prof. & Contractual Services Professional \$6,500

Increase Revenue:
101-000.695 Fund Balance Appropriation \$6,500

Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Borninski to Consider Award of Contract and Purchase Order in the amount of \$46,500.00 to McKenna at the address of 235 E. Main Street, Suite 105,

Northville, Michigan 48167 for the completion of the 2021 Five-Year Park and Recreation Master Plan. Motion carried unanimously by roll call vote.

Item G-8. Consider Award of Bid and Approval of Purchase Order to Stuart Mechanical for the Replacement of Air Conditioning Unit System at Fire Station #1 and Associated 2021 Fire Budget Amendment

Motion by Siegrist, supported by Borninski approve the following budget amendment to the 2021 Fire Budget:

Increase Revenue:

Fire – Fund Balance Appropriation Account #206-000.695 \$24,730

Increase Expenditures:

Fire – Capital Outlay Buildings Account #206-336-50.970_0020 \$24,730

Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Slavens to award the bid and approve a purchase order to Stuart Mechanical, 2275 N. Opdyke Rd., Suite A, Auburn Hills, MI 48326 for the Replacement of Air Conditioning Unit System at Fire Station #1 in the amount of \$24,730 to be paid from account #206-336-50.970_0020- Capital Outlay Building. Motion carried unanimously by roll call vote.

Item G-9. Consider a Budget Amendment, Award of Bid and Approval of Purchase Order to Long Mechanical for the Furnace Replacement to Fire Station #1 and Associated 2021 Fire Budget Amendment

Motion by Siegrist, supported by Slavens to approve the following budget amendment to the 2021 Fire Budget:

Increase Revenue:

Fire – Fund Balance Appropriation Account #206-000.695 \$21,730

Increase Expenditures:

Fire – Capital Outlay Buildings Account #206-336-50.970_0020 \$21,730.

Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by move to award the bid and approve a purchase order to Long Mechanical, 190 E. Main Street, Northville, MI 48167 for the Furnace Replacement at Fire Station #1 in the amount of \$21,730 to be paid from account #206-336-50.970_0020- Capital Outlay Building. Motion carried unanimously by roll call vote.

Item G-10. Consider Awarding Contract and Approve a Purchase Order for Door Replacement at Summit on the Park

Motion by Siegrist, supported by Borninski to award the contract and approve a purchase order for the Door Replacement at Summit on the Park to International Distribution Network Door & Hardware, 37250 Plymouth Rd., Livonia, MI 48150 in the amount of \$55,580 with funds to be paid from account #401-757.970_0020 Capital Improvement Plan. Motion carried unanimously by roll call vote.

Item G-11. Consider Awarding Bid for Full Size Utility Vehicle to be used at Pheasant Run Golf Club.

Motion by Siegrist, supported by Sneiderman to award the bid for Full Size Utility Vehicle, 46061 Van Dyke Ave., Utica, MI 48317 in the amount of \$20,329.41 to be paid from account #584-773-50.970_0030 Capital Outlay Machinery and Equipment. Motion carried unanimously by roll call vote.

Item G-12. Consider Approving a One-Year Contract Extension with Westland Car Care for Towing Services

Motion by Siegrist, supported by Slavens to approve a one-year contract extension with Westland Car Care for towing services, with no change in rates, through April 30, 2022. Motion carried unanimously by roll call vote.

Item G-13 Consider Approving a Proposal from Hegira Health, Inc., for an Embedded Social Worker One-Year Pilot Program and an Associated 2021 Police Budget Amendment

Motion by Siegrist, supported by Slavens to approve the proposal from Hegira Health, Inc., for a one-year embedded social worker services contract in the amount of \$82,907, to be paid in monthly installments of \$6,908.92; Motion carried 6 to 1 with Siegrist voting against the proposal.

Additional Public comment was held.

Adjourn: Motion by Siegrist, supported by Borninski to adjourn the meeting at 10:18 p.m. Motion carried unanimously by roll call vote.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

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

Establishing April 22 as Earth Day in Canton Township for All Future Generations and Encouraging Residents, Businesses, And Institutions to Celebrate Our Environment and Promote the Wellbeing of All on Earth

Whereas the Earth and its ecosystems are our home, and in order to achieve a just balance among the economic, social, and environmental needs of present and future generations, it is necessary to promote harmony with nature and the Earth;

Whereas everyone in Canton has a right to a healthy environment and pollution has been associated with several health issues affecting the Earth's population;

Whereas plastic waste can be found everywhere, land or sea, even in the most remote places on the planet, affecting both humans and animals and approximately only 10% of plastic waste is recycled;

Whereas humankind is currently facing tremendous global challenges, among them the need to manage an increased amount of waste;

Whereas human-generated greenhouse gas emissions from fossil fuel combustion—exacerbated by unsustainable land use—are a leading cause of climate change;

Whereas it is essential to involve the community in the design and implementation of solutions for pressing environmental issues; and

Whereas Earth Day is an annual reminder of the constant need for environmental activism, stewardship commitments, and sustainability efforts; now, therefore be it,

Resolved, the Board of Trustees of the Charter Township of Canton does hereby proclaim April 22 "Earth Day" throughout Canton Township and encourage all residents, businesses, and institutions to use Earth Day to celebrate our environment and promote the wellbeing of all on earth, in the State of Michigan and Township of Canton and the protection of the environment.

Ayes:
Nays:
Abstain:
Absent:

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

**Recognizing Arab American Heritage Month and Celebrating the Heritages and Cultures
of Arab Americans and the Contributions of Arab Americans to Canton Township**

Whereas for over a century, Arab Americans have been making valuable contributions to virtually every aspect of American society: in medicine, law, business, education, technology, government, military service, culture;

Whereas since migrating to America, men and women of Arab descent have shared their rich culture and traditions with neighbors and friends, while also setting fine examples of model citizens and public servants;

Whereas they brought with them to America their resilient family values, strong work ethic, dedication to education, and diversity in faith and creed that have added strength to our great democracy;

Whereas Arab Americans have also enriched our society by sharing in the entrepreneurial American spirit that makes our nation free and prosperous;

Whereas the history of Arab Americans in the US. remains neglected or defaced by misconceptions, bigotry, and anti-Arab hate in the forms of crimes and speech;

Whereas Arab American issues, such as civil rights abuses, harmful stereotyping, and bullying must be combatted in the forms of education and awareness;

Whereas they join all Americans in the desire to see a peaceful and diverse society, where every individual is treated equally and feels safe; and

Whereas the incredible contributions and heritage of Arab Americans have helped us build a better nation; now, therefore be it,

Resolved, that the Board of Trustees of the Charter Township of Canton celebrates the contributions Arab Americans have made to society, and does hereby declare April 2021 National Arab American Heritage Month in Canton Township. We encourage our residents, employees, and the larger community, to join us in this special observance.

Ayes:
Nays:
Abstain:
Absent:

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM # C-1

ITEM: **Consideration of Second Reading and Adoption of an Ordinance Amending Chapter 70 of the Canton Code of Ordinances, Sec. 70-6, “Stopping, standing or parking.”**

PRESENTER: Kristin Kolb, Corporation Counsel

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Township Prosecuting attorney, Greg Demopoulos, has requested an amendment to Section 70-6 of the Canton Code of Ordinances, entitled, “Stopping, Standing or Parking.”

BACKGROUND: Currently, if a defendant has been issued a speeding ticket for the first time, or after a period of time with no infractions, they are offered a reduction to a charge of impeding traffic, which results in -0- points being abstracted to their driving record. However, because this is a state law charge, Canton receives no fees for this ticket upon a plea of “responsible.” By amending Sec. 70-6 as proposed, and making a violation a civil infraction, a person pleading responsible still receives -0- points on their driving record; however, as this is a Township ordinance violation, Canton would receive a portion of the fees paid.

STRATEGIC PLAN/GOALS: Ensure Canton ordinance violations benefit Canton Township and help cover the cost of court activities.

ACTION REQUESTED: Remove from the table, hold the second reading, and adopt an amendment to Chapter 70, Sec. 70-6, “Stopping, standing or parking.”

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None.

IMPLEMENTATION PLAN: If approved, the ordinance will be published and become effective on April 22, 2021

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION:

SUPERVISOR’S RECOMMENDATION:

MODEL RESOLUTION:

I move to remove from the table, hold the second reading and adopt an ordinance amending Chapter 70, Sec. 70-6, “Stopping, standing or parking.”

ATTACHMENTS:

1. Draft text amendment to Chapter 70, Sec. 70-6.
2. Text Amendment to Chapter 70, Sec. 70-6. (Clean)

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM #C-2

<p>ITEM: Request approval for a one-year annual maintenance agreement for Tyler Technologies New World Systems ERP</p>

PRESENTER: Wendy Trumbull, Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: The Township has been using the New World Systems (NWS) ERP as our integrated financial management system since 2008. This program is essential to the daily operation of payroll, utility billing, accounts payable, purchasing, budgeting, financial management, and community development, among other functions. The proposed agreement includes a 3% price increase from last year's contract and will expire on 4/30/2022, at which time we can choose to renew again for another year.

BACKGROUND INFORMATION: The New World ERP annual maintenance is allocated between the General and Water & Sewer Funds. It is integral to the daily functions of the Township.

In 2020, the Township added an additional module to interface the work orders with NWS to CityWorks. This additional module has reduced the need to input data into both software systems and has an added annual maintenance cost.

STRATEGIC PLAN/GOALS: To provide an accurate and high-quality financial ERP system to the Township.

ACTION REQUESTED: To approve a one-year maintenance agreement with Tyler Technologies for the New World Systems ERP.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Costs are split between the General and Water & Sewer Funds. The one-year costs are anticipated not to exceed \$127,958:

\$108,510 General 101-210.930_0015 Software Maintenance
\$19,448 Water & Sewer 592-560.930_0015 Software Maintenance

This expense is budgeted for in the funds; however, due to the additional work order interface, the amount budgeted in the Water and Sewer Fund needs to be increased slightly.

The following amendment will be needed for Water & Sewer:

Increase expense:
\$2,448 Water & Sewer 592-560.930_0015 Software Maintenance

Increase revenues:
\$2,448 Water & Sewer 592-000.695 Fund Balance Appropriation

IMPLEMENTATION PLAN: Finance will enter a PO and send the appropriate documentation and payment to Tyler Technologies.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve one-year of annual maintenance services from Tyler Technologies for the New World Systems ERP in the amount of \$127,958.

I move to approve the following budget amendment for the costs of the NWS work order interface.

Increase expense:
\$2,448 Water & Sewer 592-560.930_0015 Software Maintenance

Increase revenues:
\$2,448 Water & Sewer 592-000.695 Fund Balance Appropriation

ATTACHMENTS: None

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM #:C-3

ITEM: Consider Awarding Bid and Approve Purchase Order for Exterior and Interior Sign Replacement at the Public Work Building

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: During the Capital improvement Program investigation it was found that Signage at Public Works has become dated, dull and requires replacement. On March 25, 2021 bids were returned for sign replacement at the Canton Public Works building. One (1) bid was received from Volk Corporation. References have been checked and Canton Municipal Services/Public Works is recommending Volk Corporation in the amount of \$17,710.

BACKGROUND INFORMATION: N/A

STRATEGIC PLAN/GOALS: Improve and protect Infrastructure.

ACTION REQUESTED: Award the bid for sign replacement at Canton DPW and approve Purchase Order for Volk Corporation in the amount of \$17,710.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

For Capital Improvements funds were budgeted for in 2021 in the following accounts:

Capital Outlay Buildings and Improvements (592-536.970_0020)	\$8,855.00
Capital Outlay Buildings and Improvements (592-537.970_0020)	\$8,855.00

IMPLEMENTATION PLAN: Upon Approval, Public Works will enter a Purchase order in the amount of \$17,710 and notify Volk Corporation of bid award.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to approve a Purchase Order and Award bid for sign replacement at Canton DPW to Volk Corporation in the amount of \$17,710.

ATTACHMENTS:

1. Bid Tabulation
2. Volk Corporation Bid

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM #C-4

ITEM: Consider the Approval of an Emergency Replacement Purchase for a 2021 GMC Cargo Van for the Department of Public Works

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: This vehicle was involved in an accident on the evening of March 21, 2021 causing significant body & frame damage to the vehicle. As such, Fleet Services is recommending replacement.

If approved by the Board, Fleet Services will replace the unit with a 2021 GMC Savana Cargo Van per the Oakland County Bid awarded to Todd Wenzel Chevrolet Buick GMC. There are adequate funds in the 2021 Capital Outlay Vehicles budget to cover the purchase.

STRATEGIC PLAN/GOALS: The damaged vehicle will be sent to auction via our online auction site, Bidcorp.com. The proceeds from this sale will partially offset the cost of the replacement vehicle.

ACTION REQUESTED: Approve the emergency replacement of one (1) 2021 GMC Savana Cargo van.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The cost to purchase one (1) GMC Savana Cargo van is \$33,751 from Todd Wenzel Chevrolet Buick GMC via the Oakland County Bid, a purchase order will be issued from the Capital Outlay Vehicles Account #592.536.970_0040

IMPLEMENTATION PLAN: Upon approval by the Township Board, a purchase order for Todd Wenzel Chevrolet GMC Buick will be generated for the GMC Cargo van. Delivery can be expected in August 2021. The new unit will be delivered to the Fleet Service Center. All technology will be removed from the old vehicle and re-installed into the new unit.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to approve the emergency replacement of the GMC Cargo van and to approve the purchase of one (1) 2021 GMC Cargo van from Todd Wenzel Chevrolet Buick GMC,

35100 Ford Road, Westland MI. 48185 via the Oakland County Bid in the amount of \$33,751

ATTACHMENTS:

1. 2021 GMC Savana Cargo Van Build Specifications.
2. Photos of Damaged Public Works Van.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM: #C-5

ITEM: Consider retaining Fishbeck, Inc. for Design of a Public Parking Lot Near the Village Arts Factory

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Construction of a public parking lot in the Cherry Hill Village area was included in the 2021 bond projects in the Capital Improvement Program. This project includes construction of a 1-acre parking lot, along with drainage improvements, access drives, new lighting and landscaping. Canton Township solicited a proposal from Fishbeck, Inc. (Fishbeck) for engineering services due to their involvement with the private development at the Village Arts Factory (VAF). The proposal for \$23,510 includes Site Plan submittals, landscape plans, civil plans and assistance with bidding.

BACKGROUND: Canton Township purchased this one-acre parcel on Cherry Hill Road, west of Ridge in 2016 with the intention of creating a public parking lot. Funding for this parking lot was included in projects under the recent bond issuance for capital projects. Given that Fishbeck has a master service agreement with the Township, and is also the engineer of record for the private developer (VAF) having completed the storm design, civil site work and survey for the property, Engineering Services did not request competitive proposals.

STRATEGIC PLAN/GOALS: Board Goal #2: Maintenance of Infrastructure in the community

ACTION REQUESTED: Consider issuing a contract to Fishbeck, Inc. in the amount of \$23,510.00.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this project will come from the Capital Improvement Funds, #401-441.970_0050 Project # 200007

IMPLEMENTATION PLAN: Upon Board approval, Municipal Services will issue purchase orders for this work to Fishbeck, Inc.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTIONS:

I move to award engineering to Fishbeck, Inc. for the Cherry Hill VAF parking lot design for \$23,510 and issue a purchase order from account #401-441.970_0050

ATTACHMENTS

- 1 Fishbeck Proposal, Design Engineering Services

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM #C-6

ITEM: Consider Approval of a Purchase for the Engineering Design of ADA Site Improvements for the Capital Improvement Plan

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Township currently holds a service contract with Spalding Dedecker for assistance in General Engineering Design of Canton owned sites. Leisure Services staff is recommending Spalding Dedecker for the engineering design that include ADA for the Capital Improvement Plan (CIP) projects. The total cost for capital upgrade designs including ADA improvements is \$20,000. (Attachment A.)

BACKGROUND:

With the adoption of the ADA Transition Plan at the September 24, 2019 Board Meeting, all ADA needs were determined and were implemented into the Capital Improvement Plan. Spalding Dedecker was the original engineer that provided engineering services for the development of the ADA Transition Plan. In addition, Spalding Dedecker holds a contract with the Canton Engineering department for Continued Engineering and Consultation Work.

Many projects within the Capital Improvement Plan (CIP) require engineering consultation services. Spalding Dedecker is being recommended to assist in the engineering designs for ADA site improvements at Canton Township Facilities under the CIP program using their contracted fee schedule (Attachment B.) The following chart shows Spalding Dedecker’s fees associated with each ADA project.

Project #	Location ADA Site	Account #	Budgeted Amount	Spalding fee
200062	Cherry Hill Village Misc	401-750.970_0025	\$22,387.00	7,399.07
200091	Independence Park	401-752.970_0025	\$4,176.00	1,380.20
200092	Barchester Park	401-752.970_0025	\$3,918.00	1,294.93
200093	Fire Station 3	206-336-50.970_0025	\$2,932.00	969.05
200094	Human Services Center	401-261.970_0025	\$2,074.00	685.47
210035	Victory Park	401-755.970_0025	\$22,165.00	7,325.70
210061	Fellows Creek	401-772.970_0025	\$2,503.00	827.26
210062	Sheldon School	401-261.970_0025	\$358.00	118.32
			\$60,513.00	20,000.00

STRATEGIC PLAN/GOALS: Meet the diverse needs of the community and improve infrastructure

ACTION REQUESTED: Approve a purchase order in the amount of \$20,000 for the CIP site improvements including ADA to Spalding Dedecker, 905 South Blvd East, Rochester Hills, MI 48307.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

Project #	Location ADA Site	Account #	Budgeted Amount	Spalding fee
200062	Cherry Hill Village Misc	401-750.970_0025	\$22,387.00	7,399.07
200091	Independence Park	401-752.970_0025	\$4,176.00	1,380.20
200092	Barchester Park	401-752.970_0025	\$3,918.00	1,294.93
200093	Fire Station 3	206-336-50.970_0025	\$2,932.00	969.05
200094	Human Services Center	401-261.970_0025	\$2,074.00	685.47
210035	Victory Park	401-755.970_0025	\$22,165.00	7,325.70
210061	Fellows Creek	401-772.970_0025	\$2,503.00	827.26
210062	Sheldon School	401-261.970_0025	\$358.00	118.32
			\$60,513.00	20,000.00

IMPLEMENTATION PLAN: Upon Board approval a purchase order will be generated.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve a purchase order for the Engineering Design of the ADA Improvements for the Capital Improvement Plan to Spalding Dedecker, 905 South Blvd East, Rochester Hills, MI 48307 in an amount of \$20,000 to be paid from the following CIP accounts:

200062	Cherry Hill Village Misc	401-750.970_0025	7,399.07
200091	Independence Park	401-752.970_0025	1,380.20
200092	Barchester Park	401-752.970_0025	1,294.93
200093	Fire Station 3	206-336-50.970_0025	969.05
200094	Human Services Center	401-261.970_0025	685.47
210035	Victory Park	401-755.970_0025	7,325.70
210061	Fellows Creek	401-772.970_0025	827.26
210062	Sheldon School	401-261.970_0025	118.32
			20,000.00

ATTACHMENT:

Attachment A – Spalding Dedecker Proposal

Attachment B – Spalding Dedecker Fee Schedule

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM #C-7

ITEM: Consider Awarding Contract and Approve a Purchase Order for Play Area Fall Surface Replacement at Flodin Park

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: On February 25, 2021, two bids were returned for the Play Area Fall Surface Replacement at Flodin Park. Of the two bids, Innovista LLC. had the lowest bid in the amount of \$25,977 (Attachment A.) Staff is recommending Innovista LLC to replace the Play Area Fall Surface at Flodin Park in the amount of \$25,977 to be paid from account #401-752.970_0080 Capital Improvement Plan.

BACKGROUND INFORMATION:

As an approved Capital Improvement Project (CIP) item, Flodin Park has a line item budget of \$27,500 (project #200057) for Play Equipment Fall Surface (non-ADA.) Innovista LLC proposed costs are within budget (Attachment B.)

Project #	Description	Account #	Budget	Proposed Cost
200057	Play Equipment Fall Surface	401-752.970_0080	27,500	25,977

In February 2021, Leisure Services staff advertised an Invitation to Bid (ITB) for the Play Area Fall Surface Replacement at Flodin Park where two bids were received (Attachment C.) Of the two bids, Innovista LLC was the lowest qualified bidder and is being recommended for the Play Area Fall Surface Replacement at Flodin Park project.

STRATEGIC PLAN/GOALS: Improve infrastructure.

ACTION REQUESTED: Award the contract and allow a purchase order in the amount of \$25,977 to be paid from account #401-752.970_0080 Capital Improvement Plan to Innovista LLC, 1238 Anderson Road, Clawson, MI 48017.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: An amount of \$27,500 is budgeted in the CIP. The bid amount of \$25,977 will be paid from account #401-752.970_0080 Capital Improvement Plan.

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated and Innovista LLC will be contacted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award the contract and approve a purchase order for the Play Area Fall Surface Replacement at Flodin Park to Innovista LLC, 1238 Anderson Road, Clawson, MI 48017 in the amount of \$25,977 with funds to be paid from account #401-752.970_0080 Capital Improvement Plan.

ATTACHMENT:

Attachment A: Bid Results

Attachment B: Innovista LLC Bid

Attachment C: Invitation to Bid

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM #C-8

ITEM: Consider Awarding Contract and Approve a Purchase Order for the Skylight Replacement Summit Gymnasium

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: On February 25, 2021, three bids were returned for the Skylight Replacement Summit Gymnasium (Attachment A.) Abbott K. Schlain Company provided the lowest bid in the amount of \$178,520 which included a \$20,000 allowance. This project had an original budget of \$154,000 where an amount of \$3,000 was already encumbered for the project design cost leaving the remaining project budget at \$151,000.

With the assistance of the Township roofing consultant, staff determined that the allowance could be reduced to \$5,000 reducing the bid amount to \$163,520 (Attachment B.) The remaining unbudgeted amount of \$12,520 is recommended to be paid using extra bond proceeds from completed projects from account #401-757.970_0020.

BACKGROUND INFORMATION:

As an approved Capital Improvement Project (CIP) item, Summit on the Park has a line item budget of \$154,000 (project #210009) for Skylight Replacement Summit Gymnasium which included a \$20,000 allowance for unforeseen conditions. Three bids were received with Abbott K. Schlain Company providing the lowest bid in the amount of \$178,520. Due to the cost of the project, staff contacted the township roofing consultant to determine any cost savings on the replacement. The consultant determined that the project should not require a \$20,000 allowance and that the Township should be comfortable reducing the allowance fee to \$5,000. By doing so, Abbott's proposed bid amount is reduced to \$163,520 as shown in the table below.

Project #	Description	Account #	Budget	Proposed Cost
210009	Gymnasium Skylight	401-757.970_0020	154,000	178,520
	Design Cost	401-757.970_0020	(3,000)	
	Contingency	401-757.970_0020		(15,000)
	Extra Bond Funds	401-757.970_0020	12,520	
		Total	163,520	163,520

In February 2021, Leisure Services staff advertised an Invitation to Bid (ITB) for the Skylight Replacement Summit Gymnasium where three bids were received (Attachment C.) Abbott K. Schlain Company provided the lowest bid in the amount of \$178,520 which included a \$20,000 allowance. Even with the reduced allowance amount, the bid was still over budget by \$12,520. After the CIP teams thorough review, it was determined that the extra cost of the project would come from extra bond proceeds from completed projects from account #401-757.970_0020.

STRATEGIC PLAN/GOALS: Improve infrastructure.

ACTION REQUESTED: Award the contract and allow a purchase order in the amount of \$163,520 to be paid from account #401-757.970_0020 Capital Improvement Plan to Abbott K. Schlain Company, PO Box 6029 Plymouth, MI 48170.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: \$163,520 will be paid from account #401-757.970_0020 Capital Improvement Plan

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated and Abbott K. Schlain will be contacted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to award the contract and approve a purchase order for the Skylight Replacement Summit Gymnasium to Abbott K. Schlain Company, PO Box 6029 Plymouth, MI 48170 in the amount of \$163,520 with funds to be paid from account #401-757.970_0020 Capital Improvement Plan.

ATTACHMENT:

Attachment A: Bid Summary

Attachment B: Abbott K. Schlain Company Bid

Attachment C: Invitation to Bid

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM #C-9

**ITEM: Consider Approval for the Emergency Purchase Order to Replace Two Roof Top
Unit 8 Compressors at the Township Administration Building**

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

During spring start-up, staff became aware that Rooftop Unit (RTU) #8 at the Township Administration Building was not working. Due to the urgency of this issue, Bumler Mechanical and Goyette Mechanical were called to determine the cause. Upon inspection, it was determined that two of the compressors were no longer working causing the unit to be inoperable. Both contractors submitted quotes for the replacement of two compressors with Bumler Mechanical providing the lower cost of \$25,130 (Attachment A.)

Due to the urgency of this matter, a memo was sent to the Supervisor and Finance Director requesting to waive the bidding process for the emergency repair (Attachment B.) Upon their approval, a purchase order was submitted (Attachment C.)

BACKGROUND:

Facility Services staff noticed that RTU#8, located at the Township Administration Building, was not working upon spring start-up. This current unit is 18 years old with the expected life of 20-30 years. Parts, such as the compressors, have a life expectancy of 15 years. Bumler Mechanical and Goyette Mechanical were called to evaluate the unit where they determined that two of the compressors had stopped working and would need to be replaced. The estimated timeframe for repairs on the two compressors is 2 weeks. To replace the whole unit would cost approximately \$150,000 and would take as long as 2 months to receive.

Controls and mechanical systems at the Administration Building are listed as items to be replaced within the CIP under project #200016 Administration HVAC needs which has a budget of \$154,000.

STRATEGIC PLAN/GOALS: Provide High Quality Services

ACTION REQUESTED: Authorize an emergency purchase order in the amount of \$25,130 for the replacement of two compressors for RTU #8 at the Canton Township Administration Building to Bumler Mechanical, 6260 18 1/2 Mile Road, Sterling Heights, MI 48314.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

As a budgeted CIP item, the replacement of two compressors on RTU#8 in the amount of \$25,130 will be paid from account# 401-261.970_0020 to Bumler Mechanical.

IMPLEMENTATION PLAN: Upon Board approval, the emergency purchase order to Bumler Mechanical will be approved for the replacement of two RTU #8 compressors.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve the emergency purchase order for the replacement of two RTU #8 compressors for the Canton Township Administration Building to Bumler Mechanical, 6260 18 1/2 Mile Road, Sterling Heights, MI 48314 in the amount of \$25,130 to be paid from Account #401-261.970_0020.

ATTACHMENT:

Attachment A: Bumler Mechanical Quote

Attachment B: Memo

Attachment C: Supervisor and Finance Director Approvals

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM #G-1

**ITEM: Consider Amendment to Appendix A- Zoning of the Code of Ordinances to
Establish Standards for Outdoor Dining Accessory to a Restaurant**

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None.

EXECUTIVE SUMMARY: The proposed amendment to the Canton Township Zoning Ordinance will establish standards for outdoor dining accessory to a restaurant for both seasonal outdoor dining and longer-term outdoor dining.

BACKGROUND AND ANALYSIS: In light of the global pandemic and its impact on businesses, the Township Board adopted a resolution on June 9, 2020 enacting the Canton Business Support Provision. The Business Support Provision set forth temporary standards for outdoor dining, and this Provision was amended by the Township Board on November 24, 2020 to include an extension of time. The proposed Section 6.02(AA) of the Zoning Ordinance acknowledges and incorporates many of the concepts underlying the Business Support Provision. The proposed Zoning Ordinance amendment also incorporates a collection of best practices from several Michigan communities whose outdoor dining standards were researched during the preparation of the proposed amendment.

With the expiration of the amended Business Support Provision, and the Township having no existing standards in place specific to outdoor dining, we propose the enclosed amendment to the Zoning Ordinance to include Section 6.02(AA) setting forth comprehensive standards applicable to non-temporary and temporary or seasonal outdoor dining accessory to a restaurant.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Introduce, hold the first reading, and table the proposed amendment to Appendix A – Zoning of the Code of Ordinances, which proposes Section 6.02(AA) establishing standards for outdoor dining accessory to a restaurant.

COMMUNITY PLANNER'S RECOMMENDATION: Approval.

PLANNING COMMISSION RECOMMENDATION: At its meeting on April 5, 2021, the Planning Commission voted 5-0 to recommend approval of the proposed Zoning Ordinance amendment to establish standards for outdoor dining accessory to a restaurant.

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 MOTION:

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, which establishes standards for outdoor dining accessory to a restaurant.
2. Further, I move to table consideration of the amendment for a second reading on April 27, 2021.

ATTACHMENTS:

1. Draft Ordinance
2. Canton Business Support Provisions
3. Comparative Analysis of Municipal Outdoor Dining Standards

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM #G-2

ITEM: Consider First reading of Code of Ordinance Amendments to Part I, Chapter 74 Entitled “Utilities”, Article II, Division 2, Subdivision II Entitled “Schedule of Rates and Charges”, Section 74-83

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Each year staff prepares a comprehensive analysis of proposed rates and charges for water and sewer services based on the true cost-of-service. The Board has adopted those recommendations and it is now necessary to amend the Township’s Utilities Ordinance to reflect the changes being proposed.

In order to satisfy the revenue requirements for the 2021 fiscal year, the attached rate changes are recommended for adoption by the Board of Trustees. The new rates would take effect on all customers’ bills starting May 1, 2021 and represent an average bi-monthly reduction of 10.95%.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Introduce and publish the ordinance, as amended, for first reading.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: First Reading, April 13, 2021 with a publication date April 16, 2021. Second Reading will occur on April 27, 2021 with a publication date of April 30, 2021 and effective date of May 1, 2021.

DIRECTOR’S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: Approval

SUPERVISOR’S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to introduce and table for consideration the first reading of the Code of Ordinance amendments to Part I, Chapter 74 Entitled “UTILITIES”, Article II, Division 2, Subdivision II entitled “SCHEDULE OF RATES AND CHARGES”, Section 74-83 with publication on April 13, 2021, and then remove from the table for Second Reading on April 27, 2021 with publication date of April 30, 2021 and effective date of May 1, 2021.

ATTACHMENTS:

1. Legal Summary
2. Code of Ordinance Amendment

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM: #G-3

ITEM: Consider Continuation of Two Contracts with Great Lakes Contracting Solutions, LLC. and Construction Engineering Services for the 2021 Road Improvement Program

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Township Engineering Services and our consultants have completed the design for the 2021 major road projects, and for the 13 subdivisions in the residential matching program for 2021. Based on their performance in 2019 and 2020, we have met with Great Lakes Contracting Services, LLC (Great Lakes) and they have agreed to hold their unit rates for the 2021 program. Engineering Services requests that the existing Great Lakes contract for Major Roads Concrete be extended to address one concrete project planned for 2021, Canton Center, Ford to Cherry Hill. In addition, one small area of concrete curb repair along Lotz Road, north of Palmer has been added to the contract with Great Lakes for this year. The other 2021 projects, Haggerty, Van Born to Michigan and Sheldon, Cherry Hill to Ford are asphalt projects and will be publicly bid in the Spring.

Based on our established unit rates from Great Lakes, this estimate for this work is \$663,318.91 (Attachment 1). Based on the nature of this work, we request a 10% construction contingency of \$66,331. Our engineer for the Major roads projects, Fishbeck, Inc. (Fishbeck) has provided a proposal for construction engineering (CE) for \$91,622 (Attachment 2) resulting in a total award under the Major Roads program of \$821,271.91.

Engineering Services also requests that the existing Great Lakes contract for Residential Roads be extended for 2021 to address the concrete subdivision projects. This work includes work in the partner subdivisions and additional miscellaneous drainage repairs in the Township. The Residential Road work is estimated at \$954,265.50 (Attachments 3 and 4). Given the nature of these projects, we request adding 10% contingency to the construction costs, \$95,426. Our engineer, Spalding DeDecker (SDA) has provided two proposals for CE (Attachments 5 and 6) for a total \$108,900. This results in a total award under the Residential roads program of \$1,158,591.50.

BACKGROUND: In 2019 and 2020 Great Lakes successfully completed projects for the road millage projects in Canton. Great Lakes is willing to hold their pricing again for 2021 “Major Roads” projects and for the Residential program. When the millage program commenced in 2018 Canton Township solicited proposals for engineering services on the major roads and for the residential projects. Canton selected Fishbeck, Inc. for engineering services on the Major roads, and selected Spalding DeDecker for engineering services for the residential program. Both of these firms have master services agreements with the Township.

STRATEGIC PLAN/GOALS: Board Goal #2: Maintenance of Infrastructure in the community

ACTION REQUESTED: Consider extension of the contracts with Great Lakes Contracting Solutions, LLC for the 2021 Major Road Concrete projects in the amount of \$663,318.91 with a 10% contingency of \$66,331, for a not to exceed cost of \$729,649.91.

Consider approval of a contract with Fishbeck for Construction Engineering services for the major roads program for \$91,622.

Consider extension of the contracts with Great Lakes Contracting Solutions, LLC for the 2021 Residential Road concrete projects in the amount of \$954,265.50 with a 10% contingency of \$95,426.00, for a not to exceed cost of \$1,049,691.50.

Consider approval of a contract with SDA for Construction Engineering services for the residential roads program for \$108,900.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for the Major Road projects will come from the Road Construction Fund, #204-446-11.970_0050 (Roads Major – Capital Outlay). The funds for the Residential projects will come from the Road Construction Fund, #204-446-12.970_0050 (Roads Local – Capital Outlay).

IMPLEMENTATION PLAN: Upon Board approval, Municipal Services will issue purchase orders for this work to Great Lakes Contracting Solutions, LLC, Fishbeck and SDA.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTIONS:

I move to award a construction contract extension to Great Lakes Contracting Services, LLC for the 2021 Canton Center Major road project and issue a purchase order and a contract extension for the not to exceed amount of \$729,649.91 from the Road Construction Fund, #204-446-11.970_0050 (Roads Major – Capital Outlay).

I move to award construction engineering to Fishbeck, Inc. for the Canton Center Major road project and issue a purchase order for the not to exceed amount of \$91,622 from the Road Construction Fund, #204-446-11.970_0050 (Roads Major – Capital Outlay).

I move to award a construction contract extension to Great Lakes Contracting Services, LLC for the concrete residential road projects for 2021 and issue a purchase order in an amount not to exceed \$1,049,691.50 from the Road Construction Fund, #204-446-12.970_0050 (Roads Local – Capital Outlay).

I move to award construction engineering to Spalding DeDecker, Inc. for the residential concrete program for 2021 and issue a purchase order in an amount not to exceed \$108,900 from the Road Construction Fund, #204-446-12.970_0050 (Roads Local – Capital Outlay).

ATTACHMENTS

- 1 Great Lakes Cost Summary for major roads
- 2 Fishbeck Proposal, Construction Engineering for major roads
- 3 Great Lakes Cost Summaries for residential roads
- 4 Great Lakes Costs Summaries for miscellaneous locations
- 5 Spalding DeDecker Proposal, Construction Engineering for subdivisions
- 6 Spalding DeDecker Proposal, Construction Engineering for misc. locations

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM: #G-4

ITEM: Consider Continuation of a Contracts with Asphalt Solutions, Inc. and Construction Engineering Services from our Engineering Consultant for the 2021 Road Improvement Program

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Township Engineering Services and our consultants have completed the design for the 2021 subdivisions in the residential matching program. Based on their performance in 2020, we have met with Asphalt Specialists, Inc. (ASI) and they have agreed to hold their unit rates for the 2021 program. Engineering Services requests that the existing ASI contract for Residential roads be held over to address asphalt subdivision projects planned for 2021. This work includes work in various subdivisions in the Township. The Residential Road contracted work is estimated at \$391,177 (Attachment 1) and construction engineering costs from Spalding DeDecker, Inc. (SDA) of \$38,700 (Attachment 2). Given the nature of these projects, we request adding a 10 % contingency to the construction costs (\$39,117) resulting in a total, not to exceed cost for these projects of \$468,994.

BACKGROUND: In 2020 ASI successfully completed projects for the road millage projects in Canton. ASI is willing to hold their pricing again for the 2021 Residential program. When the millage program commenced in 2018 Canton Township solicited proposals for engineering services on the major roads and for the residential projects. Canton selected SDA for engineering services for the residential program. SDA has a master services agreements with the Township.

STRATEGIC PLAN/GOALS: Board Goal #2: Maintenance of Infrastructure in the community

ACTION REQUESTED: Consider extension of the contracts with Asphalt Solutions, Inc. for the 2021 Residential Road asphalt projects in the amount of \$391,177 with a 10% contingency of \$39,117, for a not to exceed cost of \$430,294.

Consider approval of a contract with SDA for Construction Engineering services for the residential roads program for \$38,700

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds the Residential projects will come from the Road Construction Fund, #204-446-12.970_0050 (Roads Local – Capital Outlay).

IMPLEMENTATION PLAN: Upon Board approval, Municipal Services will issue purchase orders for this work to Asphalt Solutions, Inc. and SDA.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTIONS:

I move to award a construction contract extension to Asphalt Specialists, Inc. for the concrete residential road projects for 2021 and issue a purchase order in an amount not to exceed \$430,294 from the Road Construction Fund, #204-446-12.970_0050 (Roads Local – Capital Outlay).

I move to award construction engineering to Spalding DeDecker, Inc. for the residential concrete program for 2021 and issue a purchase order in an amount not to exceed \$38,700 from the Road Construction Fund, #204-446-12.970_0050 (Roads Local – Capital Outlay).

ATTACHMENTS

- 1 Asphalt Specialists, Inc. Cost Summaries for residential roads
- 2 Spalding DeDecker Proposal, Construction Engineering for asphalt residential roads

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM #G-5

ITEM: Consider Approval of a Purchase Order for Fire Alarm and Intrusion Alarm Systems at the Park's Maintenance Building

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: As a requirement from the Canton Fire Inspection Department, Leisure Services staff contacted Interstate Security, Inc., who Canton currently holds a security contract, to quote the replacement of the fire alarm and intrusion system at the Park's Maintenance Building. The current fire system is outdated and no longer meets the standard codes. Interstate Security, Inc. worked with a third party (FCSI) and Canton's Fire Marshall to quote devices necessary for this building to meet code. We are recommending Interstate Security, Inc. to purchase and install fire security at the Park's Maintenance Building in the amount of \$15,770.

BACKGROUND INFORMATION:

Upon inspection, fire became aware that the Park's Maintenance Buildings fire alarm and intrusion system was outdated and no longer met code. The Canton Fire Inspection department made Canton Leisure Services aware of these issues and required us to get updated equipment to ensure the safety of our employees.

Leisure Services staff contacted Interstate Security, Inc., who currently hold a security contract with CLS, to quote an improved fire security and intrusion system for the building. Interstate Security, Inc. worked with a FSCI and the Canton Fire Marshall to quote the appropriate devices necessary to meet code (Attachment A.)

STRATEGIC PLAN/GOALS: Improve infrastructure.

ACTION REQUESTED: Approve a purchase order in the amount of \$15,770 to be paid from account #246-750.970_0020 Community Improvement to Interstate Security, Inc. 51233 Oro Dr., Shelby Twp., MI 48315.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: CLS has a budgeted amount of 100,000 for mechanical needs in the community improvement fund. Of the budgeted \$100,000, Leisure Services is recommending to use \$15,770 for the Parks Maintenance Building Fire Alarm and Intrusion Security to be paid from account #246-750.970_0020 Community Improvement.

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated and Interstate Security. Inc. will be contacted.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve a purchase order for the Park's Maintenance Building Fire Alarm and Intrusion Security to Interstate Security. Inc., 51233 Oro Dr., Shelby Twp., MI 48315 in the amount of \$15,770 with funds to be paid from account #246-750.970_0020 Community Improvement.

ATTACHMENT:

Attachment A: Interstate Security. Inc. Proposal

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM # G-6

ITEM: Consider Approval of Board Vision, Mission, Objectives and Strategies

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None Anticipated.

EXECUTIVE SUMMARY: The Canton Board of Trustees have worked hard to develop a vision, mission, and individual program visions with objectives and strategies. These individual objectives and strategies will lead the township goals over the next four years. The individual program visions include Welcoming Community, Healthy Ecosystem, Quality Infrastructure, Organizational Climate & Culture and Financial Stability.

The Vision, Mission, Objectives and Strategies will be placed on the township website and be tracked with various projects. Each project will be evaluated for any cost or timing impacts and presented to board for implementation and funding approval as needed.

BACKGROUND INFORMATION: The Canton Board of Trustees developed vision, mission, objectives and strategies in two public meetings held in February, and then reviewed with Directors and Managers in a public meeting in March.

STRATEGIC PLAN/GOALS: Canton Township Board of Trustees Vision, Mission, Objectives and Strategies

ACTION REQUESTED: Approve the Board developed Vision, Mission Objectives and Strategies

BUDGET IMPLICATIONS & ACCOUNT NUMBER: To be determined on an individual project basis.

IMPLEMENTATION PLAN: Upon approval by the township board, individual projects will be evaluated for cost and timing impact and presented to board for approval for implementation.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: NA

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the Board Vision, Mission, Objectives and Strategies

ATTACHMENTS: Board Vision, Mission, Objectives and Strategies

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: April 13, 2021

AGENDA ITEM # G-7

ITEM: Consider Appointments and Reappointment to the Building Board of Appeals

PRESENTER: Anne Marie Graham-Hudak, Supervisor and Jade Smith, MSD Director

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: Three vacancies have been created on the Building Board of Appeals due to two members choosing not to apply for reappointment and one member being selected to fill a vacancy on the Planning Commission. In addition, another commissioner, Chris Carlisle, had a term expiration date of April 9, 2021. Mr. Carlisle is interested in reappointment.

Information was put in the March Focus newsletter and on social media asking for individuals interested in serving on the Building Board of Appeals to submit an application. Members of this Board must have technical expertise and familiarity with building codes. From the applications submitted, two individuals had the credentials necessary to move forward. Interviews took place in late March and early April. The committee agreed to recommend Sandra Montgomery and Daniel German to the Board of Trustees for new appointments, and also to recommend the reappointment of Chris Carlisle.

Sandra Montgomery is a licensed Professional Engineer registered in the state of Michigan and has worked in facilities for higher education for 20+ years. She is currently a facilities engineer and works with skilled trades, facility managers, code inspectors, construction managers, and building commissioners on a daily basis. She is directly involved with design review for major construction projects as well as daily operations.

Daniel German has been in the commercial construction industry for 14 years. He has worked as a project engineer, a project superintendent, an estimator for both general contracting projects and large concrete projects. He has experience with and still works as a project manager. He holds several safety certifications, has completed the USACE QC/QA program, and is currently studying for his Michigan Residential Builder's License. He has also served honorably as a Combat Engineer in the Marine Corps.

Chris Carlisle was appointed to the BBA in 2019. His professional experience includes work as a Panel Design Manager, consisting of managing/checking other wall panel designers as well as designing open cavity wall panels for commercial, multi-family and residential construction; in addition, he is experienced in inspection of residential homes, foundation, HVAC, electrical, plumbing and roof structure.

BACKGROUND INFORMATION:

The Building Board of Appeals shall consist of members who are qualified in accordance with Public Act 230 and are not current employees of Canton Township. A thorough knowledge of the

current building codes and current construction methods is required. Since 2016, Canton's Building Board of Appeals has had seven members. Public Act 230 states a Building Board of Appeals shall consist of not less than three nor more than seven members.

There are three open positions on the board. Only two are being filled at this time due to the technical requirements needed to serve on this board. A review of current BBA members shows two others who need reappointment, and the Building Department is currently working to encourage them to fill out the required Boards and Commissions application.

STRATEGIC PLAN/GOALS: Mandated by state law. Public Act 230 Excerpt is included for background information on the requirements for the creation of the Building Board of Appeals. Also included is Section 112, Board of Appeals from the 2012 Michigan Building Code.

ACTION REQUESTED: Appoint Sandra Montgomery and Daniel German to the Building Board of Appeals for a two-year term, and reappoint Chris Carlisle for a two-year term.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None

IMPLEMENTATION PLAN: The Building Department will notify Sandra, Daniel, and Chris of their appointments and provide any other orientation information they need.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: NA

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to appoint Sandra Montgomery and Daniel German to the Building Board of Appeals for a two-year term to expire April 12, 2023
2. I move to reappoint Chris Carlisle to the Building Board of Appeals for a two-year term to expire on April 12, 2023

ATTACHMENTS:

1. PA 230 Excerpt