



REGULAR MEETING OF THE BOARD OF TRUSTEES

June 8, 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:

<https://us02web.zoom.us/j/84684941046>

Or One tap mobile:

1-301-715-8592 (84684941046#) or 1-312-626-6799 (84684941046#)

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Webinar ID: 846 8494 1046

International numbers available: <https://us02web.zoom.us/u/kVn9EsO6>

6:00 P.M.:

CALL TO ORDER

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

ADOPTION OF AGENDA

APPROVAL OF MINUTES: May 25, 2021

PUBLIC COMMENT

PAYMENT OF BILLS

PRESENTATION:

- 1) REDEVELOPMENT READY COMMUNITIES PROGRAM

SPECIAL HEARING:

- 1) PETITION TO APPEAL SOLICITING, CANVASSING, AND PEDDLING LICENSE DENIAL; CHAPTER 54 ARTICLE II SECTION 54-33; FOR TARLOCHAN GILL

CONSENT CALENDAR:

- 1) CONSIDER AUTHORIZATION TO PARTICIPATE IN THE MICHIGAN ECONOMIC DEVELOPMENT CORPORATION REDEVELOPMENT READY COMMUNITIES PROGRAM (MSD)
- 2) CONSIDER AWARD OF A CONTRACT TO CADILLAC ASPHALT FOR THE 2021 MAJOR ROADS -ASPHALT PROJECT FOR THE 2021 ROAD IMPROVEMENT PROGRAM AND AUTHORIZE A BUDGET AMENDMENT (MSD)
- 3) CONSIDER AN INCREASE OF \$80,000 TO PO 2019-2942 FOR ADDITIONAL ROAD WORK RELATED TO FIRE STATION #2 CONSTRUCTION (MSD)

GENERAL CALENDAR:

- 1) CONSIDER AWARD OF CDBG HOUSING REHABILITATION CONTRACTS (FBD)
- 2) CONSIDER APPROVING A MERIT COMMISSION RECOMMENDATION FOR A POSITION RECLASSIFICATION IN PUBLIC SAFETY (POLICE/FIRE)
- 3) CONSIDER APPROVAL FOR A PURCHASE ORDER INCREASE FOR PRESERVATION PARK PAVILION (CLS)
- 4) CONSIDER APPROVAL OF A PURCHASE ORDER FOR RELIABLE LANDSCAPING, INC. (CLS)
- 5) CONSIDER APPROVAL OF TWO EMERGENCY PURCHASE ORDERS FOR THE UNDERGROUND LINE SERVICE REPAIR AT HERITAGE PARK (CLS)

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 – May 25, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, May 25, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 7:00 p.m.

Members Present: Foster, Ganguly, Graham-Hudak, Siegrist, Slavens & Sneiderman
All members stated their location is Canton Township

Members Absent: Borninski

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

Adoption of Agenda:

Motion by Siegrist, supported by Sneiderman to adopt the agenda as amended adding a Resolution for APIA. Motion carried unanimously by roll call vote by all members present.

Approval of Minutes:

Motion by Siegrist supported by Foster to approve the May 4, 11, & 18 2021 Board minutes as presented. Motion carried unanimously by roll call vote by all members present.

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 by all members present.

CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF May 25, 2021		
101	GENERAL FUND	354,638.62
204	ROADS FUND	1,097.69
206	FIRE FUND	392,970.51
207	POLICE FUND	181,114.87
208	SUMMIT OPERATING (General)	20,443.19
219	STREET LIGHTING	21,234.23
230	CABLE TV FUND	5,887.53
246	TWP (COMMUNITY) IMPROVEMENT	2,500.00
248	DDA - CANTON	27,977.64
261	E-911 UTILITY	0.00
265	ORGANIZED CRIME - DRUG ENFORCEMENT	1,278.39
274	CDBG	0.00

276	NSP GRANTS FUND	0.00
401	CAP PROJ - ENERGY PROJECT	38,846.75
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	0.00
584	GOLF FUND	47,408.39
592	WATER & SEWER FUND	1,524,647.20
596	SOLID WASTE	15,871.54
661	FLEET	33,880.77
701	TRUST & AGENCY FUND	3,782.50
702	CUSTODIAL FUND	27,543.00
736	POST EMPLOYMENT BENEFITS	16,000.00
852	SPECIAL ASSESSMENT DEBT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
302	CAPITAL PROJECT DEBT SERVICE	0.00
		0.00
TOTAL - ALL FUNDS		2,717,122.82

Item R-1.

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

Resolution to declare May 2021 as Asian American and Pacific Islanders Month in Canton Township

WHEREAS, in 1977, Congress introduced a House resolution to proclaim the first 10 days of May as Asian Pacific Heritage Week, a celebration of Asians and Pacific Islanders in the United States;

WHEREAS, in October 1978, President Jimmy Carter signed a joint resolution designating this as an annual celebration, which we now know as Asian Pacific Heritage Week;

WHEREAS, in 1990, May was chosen to commemorate the immigration of the first Japanese to the United States, which was in May 1843, and to mark the anniversary of the completion of the transcontinental railroad on May 10, 1869, in which the majority of the workers who laid the tracks were Chinese immigrants;

WHEREAS, in 1990 Congress voted to expand Asian Pacific Heritage from a week to a month-long celebration and in May 1992, the month of May was permanently designated as Asian Pacific American Heritage Month;

WHEREAS, studies have found that the academic needs of Asian American and Pacific Islander students are frequently overlooked;

WHEREAS, understanding Asian and Pacific Islander history is an important part of celebrating Asian American and Pacific Islander Heritage Month;

WHEREAS, Asian Americans and Pacific Islanders have endured and overcome hardship and heartache. In the earliest years of their immigration, tens of thousands of Gold Rush pioneers, coal miners, transcontinental railroad builders, as well as farm and orchard laborers, were subject to unjust working conditions, prejudice, discrimination, and opportunity-limiting laws like the Chinese Exclusion Act of 1882 and the Immigration Act of 1924 and then later the internment of Japanese Americans during World War II;

WHEREAS, even in the face of discrimination and hate, generations of Asian Americans, Native Hawaiians, and Pacific Islanders have helped make this country what it is today;

WHEREAS, racially motivated discrimination and harassment is at a high with a national and local spike in hate crimes against the AAPI community, especially targeting its Muslim, South Asian, and Southeast Asian members;

WHEREAS, the history of Asian Americans and Pacific Islanders in the United States is inextricably tied to the story of the United States;

WHEREAS, the Asian-American and Pacific Islander community is an inherently diverse population, composed of more than 45 distinct ethnicities and more than 100 language dialects; now, therefore be it,

NOW THEREFORE BE IT RESOLVED, that the Canton Township Board of Trustees strongly encourages our community to observe, recognize, and celebrate the culture, heritage, and contributions of Asian American and Pacific Islanders to our nation, state and our township and hereby declare May 2021 Asian American Pacific Islander Month in Canton Township.

Motion by Ganguly, supported by Sneideman to adopt the resolution as presented. Motion carried unanimously by roll call vote by all members present.

Public Hearing:

Item PH-1. Public Hearing for Approval to Amend the 2019 CDBG Program Year Annual Action Plan

Motion by Siegrist, supported by Slavens to open the Public Hearing at 7:08 p.m. to hear comments on the amended 2019 Annual Action Plan. Motion carried unanimously by roll call vote by all members present.

Mike Sheppard and Carolyn Cox promoted to panelists.

Public Comment: Public comment was held. There were no public comments.

Motion by Siegrist, supported by Slavens to close the Public Hearing at 7:11 p.m. Motion carried unanimously by roll call vote by all members present.

Motion by Siegrist, supported by Slavens to adopt the 2019 Annual Action Plan and authorize the submission of this plan to the Department of Housing and Urban Development (HUD), and to approve the following budget amendment:

Increase Revenue:		
# 274-000.501_0009	(Federal Grants Covid-19)	\$348,090
Increase Expenses:		
#274-667.877	(Program Administration)	\$69,618
#274-667.955_0001	(Misc. Township Emergency)	\$278,472

Motion carried unanimously by roll call vote by all members present.

Item PH-2. Public Hearing for Approval of the PY 2021 Annual Action Plan and the Five-Year Consolidated Plan

Motion by Siegrist, supported by Slavens to open the public hearing at 7:13 p.m. for comment on the PY 2021-2025 Consolidated Plan and the 2021 Annual Action Plan. Motion carried unanimously by roll call vote by all members present.

Public Comment: Public comment was held. There were no public comments.

Motion by Siegrist, supported by Slavens to close the Public Hearing at 7:16 p.m. Motion carried unanimously by roll call vote by all members present.

Motion by Siegrist, supported by Slavens to adopt the Program Year 2021-2025 Consolidated Plan and the Program Year 2021 Annual Action Plan and authorize the submission of the Five-Year Consolidated Plan and Annual Action Plan to the Department of Housing and Urban Development (HUD). Motion carried unanimously by roll call vote by all members present.

Item C-1. Consider Adoption of a Resolution for Approval of Application for additional MERS Service Credit by employee.

Motion by Siegrist, supported by Sneiderman to adopt the resolution allowing the purchase of additional service credit by Joseph Keimig. Motion carried unanimously by roll call vote by all members present.

Item C-2. Consider Approval of Application for MLCC Special Liquor Licenses

Motion by Siegrist, supported by Sneiderman to authorize to amend the time of the sale and consumption of alcohol for the Rally on Ridge event hosted by Canton Leisure Services from 5:30-9:00pm to 4:00-9:00pm at on Saturday, July 24, 2021.

I further move to authorize the sale and consumption of alcohol at the Rally on Ridge Event being held on July 24, 2021 from 4:00pm-9:00pm; and furthermore;
I move that the following resolution be adopted:

That Partnership for the Arts, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on July 24, 2021 during the Rally on Ridge at Preservation Park located at 500 N. Ridge Rd, Canton, Michigan, County of Wayne.

I further move to authorize the sale and consumption of alcohol at The Thursday Night Concert fundraiser to include two additional dates of June 17, 2021 and June 24, 2021; and furthermore;

I move that the following resolution be adopted:

That Maraschino's Bar & Restaurant, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on June 17, 2021 and June 24, 2021 during the Thursday Night Concerts at Preservation Park located at 500 N. Ridge Rd, Canton, Michigan, County of Wayne.

I further move to authorize the sale and consumption of alcohol at the Bites and Barn event being held on Jul 13, Aug 3, and Sept 14 from 6-8pm; and furthermore;

I move that the following resolution be adopted:

That Maraschino's Bar & Restaurant, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on Jul 13, Aug 3, and Sept 14 during the Bites and Barn event at Preservation Park located at 500 N. Ridge Rd, Canton, Michigan, County of Wayne.

I further move to authorize the sale and consumption of alcohol at the Pride OUTside Event being held at the amphitheater stage in Heritage Park on July 9, 2021; and furthermore;

I move that the following resolution be adopted:

That Maraschino's Bar & Restaurant, through its duly elected officers, make application to the MLCC for a Special License for the sale of alcohol for consumption on the premises to be in effect on July 9, 2021 during the Pride Outside Event at Heritage Park Amphitheater located at 1010 Canton Center Rd, Canton, Michigan, County of Wayne.

Motion carried unanimously by roll call vote by all members present.

Item G-1. Consider Approval of Site Plan for Home Depot Outlot

Motion by Siegrist, supported by Slavens to adopt the resolution as presented for the approval of the site plan for the Hope Depot outlot.

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

Approval of the Site Plan for the Home Depot Outlot

WHEREAS, the Project Sponsor has requested approval of the Home Depot Outlot Site Plan on property located on tax parcel 049-99-0001-719, located south side of Ford Road and east of Lotz Road; and

WHEREAS, the Planning Commission reviewed the Site Plan for the Home Depot Outlot and voted 9-0 to recommend approval of the request as it meets the design requirements of the Zoning Ordinance and is consistent with the approved Special Land Use plan for Home Depot Outlot, subject to conditions;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Site Plan for the Home Depot Outlot on tax parcel 049-99-0001-719, located south side of Ford Road and east of Lotz Road, as provided in the plan documents, including a modification to allow 82 parking spaces and parking in the front yard as shown on the plans, subject to any necessary revisions to the landscape plan to comply with the Zoning Ordinance and modifications to add signage and/or curbing to prevent 180-degree right turns exiting the pickup window lane.

Motion carried unanimously by roll call vote by all members present.

Item G-2. Consider Approval of a Special Land Use for a Group Child Care Home (Shannon Franke Day Care)

Motion by Siegrist, supported by Slavens to approve the resolution as presented for special land use for a group child care home (Shannon Franke Day Care).

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

Approval of the Special Land Use for a Group Child Care Home (Shannon Franke Day Care)

WHEREAS, the Project Sponsor, Shannon Franke, has requested Special Land Use approval for a Group Child Care Home at 7138 Fox Woods Dr., located in the Fox Meadows Condominium; and,

WHEREAS, the Planning Commission reviewed the request and applicable criteria and voted 9-0 to recommend approval of the Special Land Use, including a modification to the separation distance from 6700 Sturbridge to allow the current separation distance of approximately 1,250 ft., subject to the condition that the owner maintains all State licensing for the Group Child Care Home;

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 a Group Day Care Home for Shannon Franke at 7138 Fox Woods Dr. on tax parcel no. 038-07-0039-000, including a modification to the separation distance from 6700 Sturbridge to allow the current separation distance of approximately 1,250 ft., subject to the condition that the owner maintains all State licensing for the Group Child Care Home.

Motion carried unanimously by roll call vote by all members present.

Item G-3. Consider Approval of a Purchase Order Increase for a Dumpster Enclosure at CSC

Motion by Siegrist, supported by Slavens to approve an increase to PO#2020-00002657 in the amount of \$1,150 to be paid from account #401-755.970_0080 to Carpentry Concepts and Ceilings, L.L.C. 18786 Susanna Livonia, MI 48152 for the dumpster enclosure at CSC, project #200080. Motion carried unanimously by roll call vote by all members present.

Item G-4. Consider Awarding Contract and Approve Purchase Order for projects in connection with the Capital Improvement Program

Motion by Siegrist, supported by Sneiderman to approve the contracts and approve the purchase orders for the Heritage Park Ballfield and Heritage Park Parks Maintenance Building Roofing projects to Roof One LLC 275 S.Telegraph, Pontiac, MI 48341 and the Fellows Creek Siding project to Gold Star Commercial264 Executive Drive, Troy MI 48083 as identified in the Capital Improvement Plan:

Project #	Description Account #	Amount
210017	Heritage Park: Parks 401-752.970_0020 And Golf Maint. Bldg. Roof Replacement	\$45,340
200068	Heritage Park Ballfield 401-752.970_0020 Bldg. Roof Replacement	\$9,675
210022	Fellows Creek Club House Siding 401-772.970_0020	\$28,750

Motion carried unanimously by roll call vote by all members present.

Item G-5. Consider Approving a Request to Purchase Ammunition

Motion by Siegrist, supported by Slavens to approve the purchase of ammunition utilizing State of Michigan Contract Pricing from Kiesler Police Supply, in the amount of \$54,242. Motion carried unanimously by roll call vote by all members present.

Item G-6. Consider Approving the Purchase of One Digital Plan Review Table and an Associated Amendment to the 2021 Fire Budget

Motion by Siegrist, supported by Sneideman to approve the purchase of one Digital Plan Review Table from iProject Solutions in the amount of \$10,410; and to approve an amendment as listed below to the 2021 Fire Budget for this purchase.

Increase 2021 Fire Revenues:		
Fund Balance Appropriation:	#206-000.695	\$10,410

Increase 2021 Fire Appropriations:		
Capital Outlay Computers & Equipment	#206-336-50.970_0010	\$10,410

Motion carried unanimously by roll call vote by all members present.

Additional Public comment was held.

Adjourn: Motion by Siegrist, supported by Sneideman to adjourn the meeting at 8:02 p.m.
Motion carried unanimously by roll call vote.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 8, 2021

AGENDA ITEM #SH-1

ITEM : Petition to Appeal Soliciting, Canvassing, and Peddling License Denial; Chapter 54 Article II Section 54-33; for Tarlochan Gill.

PRESENTER: Michael A. Siegrist

INDIVIDUALS IN ATTENDANCE:

EXECUTIVE SUMMARY: On April 16, 2021 Tarlochan Gill submitted an application for a Soliciting, Canvassing, and Peddling License for his ice cream truck business. The license application was denied on April 30, 2021 by the Township Clerk citing the applicant or activity license constitutes an apparent danger to the health, safety, and welfare to the people of the Township. Public Safety indicated that Mr. Gil had been stopped in Westland on March 19, 2019 for speeding in a school zone. This coupled with two traffic violations in 2016 (impeding traffic, failure to stop in the assured clear distance) prompted the recommendation for denial.

STRATEGIC PLAN/GOALS: Meets the requirements of the Township Ordinance Chapter 54, Article II, Section 54-33.

ACTION REQUESTED: Hear appeal of applicant and for the Board to render an appeal determination.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: The Clerk's Office will follow up with a written statement of determination to the applicant.

DIRECTOR'S RECOMMENDATION: Determination to be made by the Board of Trustees.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

***MODEL RESOLUTION:**

1. I move to open the appeals hearing to the denial of a 2021 License for Tarlochan Gill.
2. I move to close the appeals hearing to the denial of a 2021 License for Tarlochan Gill.

3. I move that the determination of the Board of Trustees, upon hearing all the evidence submitted and reviewing documents is deny/approve the appeal and uphold the Clerk's denial/overturn the denial of a 2021 license for Tarlochan Gill.

ATTACHMENTS:

- Public Safety Complaints
- Original License Application
- Denial Letter
- Appeal Request Letter

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 8, 2021

AGENDA ITEM #C-1

ITEM: Consider Authorization to Participate in the Michigan Economic Development Corporation Redevelopment Ready Communities Program

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None

EXECUTIVE SUMMARY: The Michigan Economic Development Corporation (MEDC) established the Redevelopment Ready Communities Program as a voluntary technical assistance initiative to help communities shape their future by building a foundation of planning, zoning, sustainability, and economic development best practices, and integrating them into everyday functions. Communities who engage in the RRC process commit to improving development readiness by agreeing to undergo a rigorous assessment and working locally to integrate the best practices which include planning and engagement, zoning, development review, boards and commissions, economic development and marketing, and identifying redevelopment ready sites. There is no cost to participate in the Redevelopment Ready Communities Program, and the MEDC offers staff support, grant opportunities, and networking opportunities throughout the certification process.

BACKGROUND: Upon approval of a resolution to authorize the Township's participation in the MEDC Redevelopment Ready Communities program, the RRC program will identify strengths, weaknesses, and gaps in the Township's redevelopment processes that may deter opportunities for sustainability and investment in the future. There is no cost to participate in the Redevelopment Ready Communities program, and the Township may withdraw from the program at any time during the process without penalty.

As of May 2021, 52 communities in the state of Michigan have achieved full RRC certification and another 243 communities are currently seeking certification.

To qualify for RRC certification, a community must achieve compliance with the 6 RRC Best Practices which are summarized as follows, including some key tasks to be completed:

1. Plans and Public Engagement that include:

- A Master Plan that reflects the community's desired direction for the future, identifies priority redevelopment areas, and addresses complete streets (including non-motorized infrastructure);
- A Downtown Plan or Corridor Plan(s) that includes pedestrian-oriented development elements and mixed uses;
- A Capital Improvement Plan that coordinates with adopted community plans and the budget;

- A Public Participation Plan that identifies stakeholders, including those not normally at the visioning table, and both traditional and proactive engagement methods.
2. Zoning Ordinance standards that include the following, many of which are on staff's list of priorities when the Zoning Ordinance is updated:
 - Alignment with the Master Plan;
 - Accessibility and user-friendliness;
 - Development standards that include provisions for mixed use buildings (e.g., Cherry Hill Village), outdoor dining, and context-sensitive design standards such as front-facing doorways, minimum ground floor transparency, and parking in the rear of buildings;
 - Housing diversity, including many housing types that Canton Township already permits in certain zones (e.g., townhouses, attached single-family residential, stacked flats, and residential above commercial, which is permitted in Cherry Hill Village);
 - Parking flexibility, including electric vehicle charging stations, reduction of required parking spaces based on actual demands, bicycle parking, shared parking, and connections between parking lots;
 - Green infrastructure, including renewable energy, low impact development techniques (rain gardens, etc.), steep-slope protections, open space preservation, buffering standards around natural features, and native landscaping.
 3. Development Review that includes well-defined processes, points of contact, conceptual review, internal review (e.g., similar to the Township Development Review Committee), approval authorities, access to information, project tracking, and continued improvement.
 4. Boards and Commissions, including recruitments processes, skillsets, orientation materials, bylaws, annual reports, training, and joint meetings.
 5. Economic Development and Marketing, including strategies, incentive policies, and marketing plans.
 6. Redevelopment Ready Sites, including prioritizing sites (for example, locations along Michigan Ave. and Ford Rd.), community vision, potential resources, property information package, and marketing.

STRATEGIC PLAN/GOALS: As noted above and in the enclosed documents, many of the RRC Best Practices either support or fulfill the Township's goals and objectives for a Welcoming Community, Healthy Ecosystem, Quality Infrastructure, Organizational Climate & Culture, and Financial Stability.

ACTION REQUESTED: To authorize the Charter Township of Canton's participation in the Michigan Economic Development Corporation Redevelopment Ready Communities Program.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A. There is no cost to participate in the MEDC Redevelopment Ready Communities Program.

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 RECOMMEDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Authorization to Participate in the Michigan Economic Development Corporation
Redevelopment Ready Communities Program**

WHEREAS, the Michigan Economic Development Corporation (MEDC) has established the statewide Redevelopment Ready Communities (RRC) Program to empower communities to further establish and increase sustainability and potential business growth by becoming compliant with MEDC best practices; and

WHEREAS, RRC is a program that provides technical assistance to and certifies Michigan communities that actively engage stakeholders and plan deliberate, fair, and consistent processes; and

WHEREAS, the Charter Township of Canton recognizes the value of the RRC Program and seeks to improve its redevelopment readiness via a detailed review of existing development standards and processes; and

WHEREAS, the RRC program includes evaluating and strengthening the development-related partnerships between the Township Board of Trustees and stakeholder organization such as the MEDC, the Downtown Development Authority, Planning Commission, and Zoning Board of Appeals; and

WHEREAS, the RRC Program and MEDC staff will assist Canton Township in making timely and necessary updates to the Comprehensive Plan and Zoning Ordinance; and

WHEREAS, the RRC Program will open and expand opportunities for further State revenue and support for Canton Township through recognition by the MEDC;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby authorize the Charter Township of Canton to participate in the MEDC Redevelopment Ready Communities Program and pursue RRC Certification, including use of the RRC Best Practices and evaluation process to improve the Township’s development standards, processes, and stakeholder communication.

ATTACHMENTS:

1. RRC Process
2. RRC Map of Participating Communities
3. RRC Best Practices

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 8, 2021

AGENDA ITEM #C-2

ITEM: Consider Award of a Contract to Cadillac Asphalt for the 2021 Major Roads - Asphalt Project for the 2021 Road Improvement Program and Authorize a Budget Amendment

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: The designs for the planned 2021 road improvements on the Major Roads were completed in April 2021, and the two projects designated as Major Roads – Asphalt (Haggerty, US-12 to Van Born and Sheldon, Cherry Hill to Ford) were publicly bid in May 2021. Seven contractors submitted bids for this work on May 6, 2021, ranging from \$1,356,864 to \$1,898,507. Cadillac Asphalt, Inc. was the apparent low bidder at \$1,356,864. Our engineer, Fishbeck, Inc. (Fishbeck) evaluated the bids and recommends an award to Cadillac Asphalt. Municipal Services recommends award of this contract to Cadillac Asphalt along with award of construction engineering to Fishbeck in the amount of \$144,558.00. It should be noted that the Township Board awarded the engineering for the 2020 and 2021 road projects to Fishbeck on October 22, 2019.

BACKGROUND: In 2018 a 1.45-mill road funding millage was approved by the voters in the August Primary ballot, and based on the public education sessions prior to the vote, Canton committed to begin construction on road repairs immediately in the 2019 construction season, and planned and developed scopes of work for three years of projects (2019 through 2021). The initial two years have been completed, and these two projects are the final Major Road projects for 2021.

In the Fall of 2018 Canton Township retained Fishbeck as designer for the Major Road projects. Fishbeck completed the design, obtained all approvals and permit reviews, and has bid the project in anticipation of starting the work in the spring. The recommendation letter from Fishbeck which includes a summary of all the bidders is provided as Attachment 1. The bid from Cadillac Asphalt is provided as Attachment 2. The proposal from Fishbeck is provided as Attachment 3.

STRATEGIC PLAN/GOALS: Quality Infrastructure – Canton Roads Program

ACTION REQUESTED: Consider award of a contract to Cadillac Asphalt for Major Roads - Asphalt projects in the amount of \$1,356,864 plus a 10% contingency of \$135,686 for a total of \$1,492,550. Consider award of a contract to Fishbeck in the amount of \$144,958 plus a 10% contingency of \$14,495 for a total of \$159,453.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this project will come from the Road Construction Fund, #204-446-11.970_0050 (Roads Major – Capital Outlay) in an amount not-to-exceed \$1,652,003. Currently, all road millage funds are placed in Account 204-446-11.801_0040 (Roads, Major – Professional Services, Engineering), therefore a budget amendment will be required.

IMPLEMENTATION PLAN: Upon Board approval, Engineering Services will issue purchase orders for this work to Cadillac Asphalt and Fishbeck. and will initiate the work.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the following budget amendment:

Increase Expenditures:

Roads, Major – Capital Outlay	#204-446-11.970_0050	\$1,652,003
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Decrease Expenditures:

Roads, Major – Professional Services, Engineering	#204-446-11.801_0040	\$1,652,003
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I move to approve a purchase order and contract with Cadillac Asphalt for the 2021 Major Roads - Asphalt Project construction in the amount of \$1,356,864 plus a 10% contingency of \$135,686 for a total of \$1,492,550.

I move to approve a purchase order and contract with Fishbeck, Inc. for the 2021 Major Roads – Asphalt Project construction engineering in the amount of \$144,958 plus a 10% contingency of \$14,495 for a total of \$159,453.

ATTACHMENTS:

1. Recommendation Letter from Fishbeck and Bid Tabulation
2. Proposal from Cadillac Asphalt
3. Proposal from Fishbeck

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 8, 2021

AGENDA ITEM#C-3

**ITEM: Consider an Increase of \$80,000 to PO 2019-2942 for Additional Road Work
Related to Fire Station #2 Construction**

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Construction of Fire Station #2 is nearing completion. A portion of this work originally included removing and replacing a small portion of the south side of Warren Road within the right of way. With input from Engineering Services, it was determined the necessary scope for the original work would leave a new small patch in the right of way among a portion of Warren Road that needs repair. Therefore, it was determined that this would be an ideal time to perform more extensive repairs on the south side of Warren Road.

Staff is recommending an increase to P.O. 2019-2942 to Dailey Company to fund the additional Warren Road pavement work.

BACKGROUND: Construction of the new Fire Station No.2 includes removal of old water service lines that lay underneath a portion of the Warren Road right of way. To remove these old services leads, a portion of the paved right of way in the Copper Creek Condominium entrance needs to be removed and replaced. However, the paved right of way in the entrance, as well as the deceleration and right turn exit lane are also in need of repair. Engineering Services determined this would be an opportune time to have needed repairs made to the south right of way deceleration lane and associated paved areas. This work will be performed by the General Contractor who has already went through the Townships bidding process and is under contract for the fire station work. With this being said the RFP process as spelled out in the purchasing policy will not be followed, but a change order is requested. As they will already be on site to complete paving work that is part of the original contract, there is opportunity to take advantage of cost savings associated with the current contractor already being on site and not needing additional mobilization dollars be paid to a different contractor. Additionally, the existing contractor had to replace a portion of the concrete road in front of the new Fire Station No. 2. They will be using the same pricing and construction methodology on the additional work this requested P.O. increase will cover. All work will be directed and inspected by Engineering Services and Wayne County.

The additional paving work will be funded by the millage dollars dedicated to Wayne County primary roads.

STRATEGIC PLAN/GOALS: Quality Infrastructure – Canton Roads Program

ACTION REQUESTED: Consider increase of PO 2019-2942 in the amount of \$80,000, which includes a 15% contingency.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this project will come from the Road Construction Fund, #204-446-11.970_0050 (Roads Major – Capital Outlay) in an amount not-to-exceed \$80,000.

IMPLEMENTATION PLAN: Upon approval, the contractor will be notified of the PO increase, and work will begin

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to increase Purchase Order No. 2019-2942 for the Dailey Company in the amount totaling \$80,000 from account number Road Construction Fund, #204-446-11.970_0050 (Roads Major – Capital Outlay) for additional Warren Road pavement rehabilitation as part of the Fire Station No. 2 contract.

ATTACHMENTS:

1. Contractor Estimate
2. Location map

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 8, 2021

AGENDA ITEM #G-1

ITEM: Consider Award of CDBG Housing Rehabilitation Contracts

PRESENTER: Wendy Trumbull, Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: Under Canton’s affordable housing program, federal dollars are used to pay for major and minor repairs to owner-occupied single-family homes in Canton. The participating families must meet HUD income requirements. Formal bid procedures were followed and the public bid opening was held on April 8th, 2021 for the CDBG housing rehabilitation program. The bid results for the projects ready for Board approval are attached. Only one company submitted complete bids for the 2 projects. The Finance & Budget Department is requesting to approve contracts for multiple HUD/CDBG funded home rehabilitation projects that exceed the \$10,000 purchasing threshold.

BACKGROUND INFORMATION: The Community Development Block Grant Program caps rehabilitation work of mobile homes to \$5,000 and single-family homes to \$25,000. In instances where the formal bids came in higher than the allowable limits, we work with the contractor to change the scope slightly to come within those limits. For homes that come under, we request a contingency in case unforeseen problems arise. We are requesting a contingency of \$2,100 for the Twyckingham home. Funding is available within the CDBG program

The bids were developed by the Building Department, and the lowest responsible and responsive bid for each home is being submitted. The qualifying low bids are as follows:

<u>Street</u>	<u>Home Type</u>	<u>Contractor</u>	<u>Low Bid/Cap</u>
XXXX Twyckingham	Single Family Home	Optimum Contracting Solutions	\$15,000
XXXX Rector Dr.	Single Family Home	Optimum Contracting Solutions	\$25,000

STRATEGIC PLAN/GOALS: Housing Rehabilitation addresses the HUD goal of preserving safe and affordable housing. The projects help residents to continue to live in Canton in their own homes.

ACTION REQUESTED: Approve contracts for the two projects.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Available grant dollars will be utilized to fund these projects.

IMPLEMENTATION PLAN: Work should commence immediately after contract signings. Finance Department staff and Municipal Services Department inspectors cooperate on housing rehabilitation projects.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve the two housing rehabilitation contracts to Optimum Contracting Solutions listed below totaling \$40,000.

<u>Street</u>	<u>Home Type</u>	<u>Contractor</u>	<u>Low Bid/Cap</u>
XXXX Twyckingham	Single Family Home	Optimum Contracting Solutions	\$15,000
XXXX Rector Dr.	Single Family Home	Optimum Contracting Solutions	\$25,000

ATTACHMENTS: CDBG Housing Rehabilitation Invitation to Bid

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 8, 2021

AGENDA ITEM #G-2

**ITEM: Consider Approving a Merit Commission Recommendation for a Position
Reclassification in Public Safety**

PRESENTER: Chris Stoecklein, Director of Fire Services
Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police and Fire Departments are requesting the Board of Trustees approve a reclassification of the current Grade 5 position of Executive Assistant/Communications Specialist–Public Safety, to a Grade 6 position of Business Operations Coordinator–Police and Fire Services. The Merit Commission unanimously approved this reclassification on May 17, 2021, following their review of the new job description and factor analysis provided by Human Resources. If approved, this reclassification will be effective immediately.

BACKGROUND INFORMATION: A Job Analysis Questionnaire was completed by the current position holder, with the support of the Directors of Fire and Police Services. The current position has evolved over the years, and the new job description and factor analysis accurately reflect the position being proposed. The current position holder will reset from a Grade 5-Step 10, to a Grade 6-Step 8, with minimal financial implications for the remainder of 2021. This position is currently funded by 70% Police Budget and 30% Fire Budget, both of which will be adjusted accordingly for 2022 & beyond.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the Merit Commission recommendation to reclassify the current Grade 5 position of Executive Assistant/Communications Specialist–Public Safety, to a Grade 6 position of Business Operations Coordinator–Police and Fire Services.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The grade/step increase is under \$1,000 and will be absorbed by the current 2021 Police and Fire budgets.

IMPLEMENTATION PLAN: n/a

DIRECTOR’S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the Merit Commission recommendation to reclassify the current Grade 5 position of Executive Assistant/Communications Specialist–Public Safety, to a Grade 6 position of Business Operations Coordinator–Police and Fire Services.

ATTACHMENTS: Attachment A – Merit 2021 Salary Grade System

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 8, 2021

AGENDA ITEM #G-3

ITEM: Consider Approval of a Purchase Order Increase for Preservation Park Pavilion Construction

PRESENTER: Greg Hohenberger, Leisure Service Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: As the Pavilion at Preservation Park neared completion, a few additions were necessary to complete the project. CLS staff were informed by the Township Engineering department that a second manhole is required at the site located just south of the new grinder station near the Bartlett Travis House. This manhole was not a part of the original scope and was added on during construction. The second manhole is an additional cost of \$8,900.

Additionally, a cross connection control system, which is necessary to prevent backflow, was purchased and installed at the site as well. This was not a budgeted item but is necessary as a function of the additional manhole. The cross-connection control system is an additional cost of \$575.

These additions were not included in the original budgeted amount of \$332,465 and will need additional funds. Therefore, we are recommending a purchase order increase in the amount of \$8,994.50 to be paid from account #246-750.970_0020 to PO#2020-00001917 to fund the additional manhole and cross connection that is required by the Township Engineering Department.

BACKGROUND:

In May 2020, a Request for Proposal (RFP) was advertised for Preservation Park Pavilion Design and Build Project. Carpentry Concepts and Ceilings, L.L.C was awarded the contract with a proposed cost of \$322,782. In addition, a 3% contingency was added in the amount of \$9,683, bringing the total cost of the project to \$332,465.

The Preservation Park Pavilion is a Design Build project. It was anticipated that only one manhole would be necessary for that site. However, during inspection, the Canton Engineering Department informed Leisure Services staff that a second manhole was necessary in order to meet code.

Throughout the project, the contingency dollars were spent on items such as ADA grading, required grease traps and sinks, and additional electrical work at the site. Of the \$9,683 contingency dollars, only \$480.50 remains. The total cost of the second manhole is \$8,900 and

the addition of the cross connection control system is \$575 leaving \$8,994.50 unfunded.

STRATEGIC PLAN/GOALS: Improve Infrastructure

ACTION REQUESTED: Approve a purchase order increase to PO#2020-00001917 for Carpentry Concepts and Ceilings, L.L.C 18786 Susanna Livonia, MI 48152 for the Preservation Park Pavilion Design and Build Project.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are available in account #246-750.970_0020 – Capital Improvement Fund

IMPLEMENTATION PLAN: Upon approval, PO#2020-00001917 will be increased.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve an increase to PO#2020-00001917 in the amount of \$8,994.50 to be paid from account #246-750.970_0020 – Capital Improvement Fund to Carpentry Concepts and Ceilings, L.L.C. 18786 Susanna Livonia, MI 48152 for the additional manhole and cross connection for the Preservation Park Pavilion.

ATTACHMENTS:

Attachment A – Carpentry Concepts Manhole Invoice

Attachment B – Carpentry Concepts Cross Connection Invoice

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 8, 2021

AGENDA ITEM #G-4

ITEM: Consider Approval of a Purchase Order for Reliable Landscaping, Inc.

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Reliable Landscaping, Inc. provides many services for Canton Township, and is often called upon to help with urgent restoration of properties throughout the community as improvement projects are completed. These restoration projects are often required outside of the scope of larger projects and are not always included in project costs. Upon review of past projects and in working with Reliable Landscaping, Inc. it was determined that there were a number of outstanding invoices which have yet to be paid. In order to keep in good standing with this reputable company who continues to provide great service to Canton Township, Leisure Services is requesting an approval of a purchase order in the amount of \$52,895.25.

BACKGROUND:

Many projects have been completed and coordinated through Leisure Services since 2017. A number of these projects required additional restoration work after completion of the original project, and staff reached out to Reliable Landscaping, Inc. to assist in completing the work. Through a recent vacancy in Leisure Services created by a retirement, an account review determined that there were a number of outstanding invoices that have yet to be paid, dating back to 2017. These invoices include work completed at various sites throughout the Township, including the golf course, several parks, historical properties, and Public Safety. A complete listing of open invoices, individual amounts, and job descriptions are provided in (**Attachment A**). Moving forward, purchasing policies has been reiterated to current employees and will be a point of emphasis with the future Projects and Facilities Manager.

STRATEGIC PLAN/GOALS: Welcoming Community by providing well maintained properties as a space for community gathering

ACTION REQUESTED: Approve a purchase order in the amount of \$52,895.25 for Reliable Landscaping, Inc. at 8285 N Lilley Rd, Canton, MI 48187.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Approve the following budget amendments:

Increase Expenditures

584-773-57.801_0050	Pheasant Run Golf Club	\$22,835
	Professional and Contractual Services	
101-752-50.801_0050	General Fund Parks	\$21,260
	Professional and Contractual Services	

Fund Balance

Decrease

584-773-50.999	Transfer to Fund Balance	\$22,835
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Increase

101-000.695	Fund Balance Appropriation	\$21,260
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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:

1) I move to approve the following budget amendments:

Increase Expenditures

584-773-57.801_0050	Pheasant Run Golf Club	\$22,835
	Professional and Contractual Services	
101-752-50.801_0050	General Fund Parks	\$21,260
	Professional and Contractual Services	

Fund Balance

Decrease

584-773-50.999	Transfer to Fund Balance	\$22,835
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Increase

101-000.695	Fund Balance Appropriation	\$21,260
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2) I further move to approve a purchase order for Reliable Landscaping, Inc. 8285 N Lilley Rd, Canton, MI 48187 in the amount of \$52,895.25 to be paid from the following accounts:

<u>Division</u>	<u>Account</u>	<u>Amount</u>
Police	207-301-50.930_0020 M&R Buildings	\$5,835
Parks	101-752-50.801_0050 Prof. & Contractual Serv.	\$21,260
Pheasant Run Golf	584-773-57.801_0050 Prof. & Contractual Serv.	\$22,835
Historic District Commission	101-803.930_0020 M&R Buildings & Additions	\$2,965

ATTACHMENT:

Attachment A – Reliable Landscaping, Inc. Open Invoices

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: June 8, 2021

AGENDA ITEM #G-5

ITEM: Consider Approval for two Emergency Purchase Orders for the Underground Line Service Repair at Heritage Park

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

On Friday, May 7, 2021, Facility Services was notified that the Parks/Golf Maintenance Building was experiencing issues with their power. Upon investigation, Facility Services staff determined that two of the three legs were reading at 75% and noticed that the COVID Testing site was also experiencing power issues. Corby Energy Services, Inc., a preferred contractor who was on site for the emergency generator final inspection at Fire 1, was contacted immediately to investigate where they confirmed that the power was being interrupted. Corby supplied generators to temporarily get the power back running and then called Utilities Instrumentation Service (UIS) to determine the cause of the issue.

On May 26, 2021 Corby Energy and UIS each submitted an invoice for their services totaling \$22,577.42. Corby Energy Services, who provided generator service to power the COVID trailer, submitted an invoice in the amount of \$2,765 and will be paid from the COVID fund account. UIS, the contractor who fixed the underground service line, submitted their invoice in the amount of \$19,812.42 and will be paid from the Community Improvement fund. Invoices provided in 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. Upon their approval, the purchase orders were submitted (Attachment B.)

BACKGROUND:

Corby Energy Services Inc., who was on site for the emergency generator final inspection at Fire 1, was contacted immediately to investigate the power outage at the Parks/Golf Maintenance Building as well as the COVID Testing site. Corby confirmed that the power was being interrupted and supplied both locations with generators. Corby Energy then contacted UIS to evaluate and repair the issue.

Since this was an urgent matter and the nature of the cause was unknown, costs for the items and services were undetermined until the issue was fixed. On May 18, 2021, a memo was provided to the Township Supervisor and Director of Finance & Budget informing them of the issue with a timeline detailing the steps taken for repair (Attachment C.)

STRATEGIC PLAN/GOALS: Improve Infrastructure

ACTION REQUESTED: Authorize an emergency purchase order to Corby Energy P.O. Box 970, Belleville, MI 48112 in the amount of \$2,765 for the generator service at the COVID testing site and a second purchase order to Utilities Instrumentation Service 2290 Bishop Circle East, Dexter MI 48130 in the amount of \$19,812.42 for the repair of underground service lines in Heritage Park.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are available in the following accounts:

<u>Contractor</u>	<u>Account</u>	<u>Amount</u>
Corby Energy Service	# 101-261.955_0001 COVID Fund	\$2,765
Utilities Instrumentation Service	#246-750-970.0020 Community Improvement Fund	\$19,812.42

IMPLEMENTATION PLAN: Upon Board approval, two emergency purchase orders will be approved. One to Corby Energy Services, Inc. for the generator service at the COVID testing site and a second to Utilities Instrumentation Service for the repair of underground service lines at Heritage Park.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve an emergency purchase order to Corby Energy Services, Inc. P.O. Box 970, Belleville, MI 48112 in the amount of \$2,765 for the generator service at the COVID testing site to be paid from the COVID Fund account #101-261.955_0001 and a second purchase order to Utilities Instrumentation Service 2290 Bishop Circle East, Dexter MI 48130 in the amount of \$19,812.42 for the repair of underground service lines in Heritage Park to be paid from the Community Improvement Fund 246-750-970.0020.

ATTACHMENT:

Attachment A: Corby Energy Services, Inc. and UIS Invoices

Attachment B: Second Memo with Supervisor and Finance Director Approvals

Attachment C: First Memo with Supervisor and Finance Director Acknowledgements