



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
SEPTEMBER 28, 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 will also offer this meeting by video teleconference.

Individuals may attend the meeting in person or join the video teleconference by going to:
<https://us02web.zoom.us/j/82822576111>

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Webinar ID: 828 2257 6111

International numbers available: <https://us02web.zoom.us/j/82822576111>

7:00 P.M.:

CALL TO ORDER

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

ADOPTION OF AGENDA

APPROVAL OF MINUTES: SEPTEMBER 14, 2021

PUBLIC COMMENT

PAYMENT OF BILLS

CONSENT CALENDAR:

- 1) CONSIDER APPROVAL TO ACCEPT THE SUPPLEMENTAL AWARD FROM THE SHUTTERED VENUE OPERATORS GRANT (CLS)
- 2) CONSIDER APPROVAL OF THE REPLACEMENT OF TWO A/C CONDENSERS AND TWO CASED COILS FOR HUMAN SERVICES BUILDING IN CONNECTION WITH THE CAPITAL IMPROVEMENT PROGRAM (MSD)
- 3) CONSIDER REAPPOINTMENTS TO TAX BOARD OF REVIEW (SUPERVISOR)
- 4) CONSIDER APPROVING A 2021 EMERGENCY MANAGEMENT BUDGET ADJUSTMENT (FIRE)

GENERAL CALENDAR:

- 1) REQUEST PURCHASE OF COMPUTER WORKSTATION & MONITOR REPLACEMENTS (FBD)
- 2) CONSIDER RESOLUTION REGARDING ZONING NONCONFORMITIES AS A RESULT OF MDOT FORD ROAD BOULEVARD PROJECT (MSD)
- 3) CONSIDER SPECIAL LAND USE FOR INDOOR PET BOARDING AND TRAINING FACILITY (DOGOLGY UNIVERSITY) (MSD)
- 4) CONSIDER APPROVING THE PURCHASE OF UPGRADED LIVESCAN EQUIPMENT AS REQUIRED BY CLEMIS (POLICE)
- 5) CONSIDER WAIVING THE BIDDING PROCESS AND APPROVE THE PURCHASE OF A CLE ADVANCED COVERT POLE CAMERA SYSTEM (POLICE)
- 6) CONSIDERATION OF FIRST READING OF AN ORDINANCE AMENDING CHAPTER 46 OF THE CANTON CODE OF ORDINANCES TO COMPLY WITH THE RAISE THE AGE LEGISLATION, PUBLIC ACTS 97-114 OF THE MICHIGAN PUBLIC ACTS OF 2019 (POLICE)
- 7) CONSIDER AN INCREASE OF PO 2021-1305 AND PO 2020-1366 FOR THE 2021 ROAD IMPROVEMENT PROGRAM (MSD)
- 8) CONSIDER REQUEST TO INCREASE BLANKET PURCHASE ORDER FOR HUMAN RESOURCES (SUPERVISOR)

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 – September 14, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, September 14, 2021 virtually. Supervisor Graham-Hudak called the meeting to order at 7:00 p.m.

Members Present: Borninski, Foster, Ganguly, Graham-Hudak, Siegrist (Boyne Falls, MI), Slavens, Sneiderman

Members Absent: None

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

Approval of Minutes:

Motion by Siegrist supported by Borninski to approve the August 17, 24, & 31, 2021 Board minutes as presented. Motion carried unanimously by roll call vote.

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 September 14, 2021		
101	GENERAL FUND	1,396,625.03
204	ROADS FUND	1,300,558.38
206	FIRE FUND	1,143,537.18
207	POLICE FUND	1,207,330.95
208	SUMMIT OPERATING (General)	99,227.25
219	STREET LIGHTING	0.00
230	CABLE TV FUND	16,507.25
246	TWP (COMMUNITY) IMPROVEMENT	0.00
248	DDA - CANTON	238,495.29
261	E-911 UTILITY	472.68
265	ORGANIZED CRIME - DRUG ENFORCEMENT	46,246.02
274	CDBG	7,087.00
276	NSP GRANTS FUND	82,751.59
401	CAP PROJ - ENERGY PROJECT	8,988.32
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	4,958.69
584	GOLF FUND	45,962.76
592	WATER & SEWER FUND	538,153.14
596	SOLID WASTE	481,927.74

661	FLEET	36,072.80
701	TRUST & AGENCY FUND	8,138.70
702	CONSTRUCTION ESCROW	2,352.00
736	POST EMPLOYMENT BENEFITS	89,913.36
852	SPECIAL ASSESSMENT DEBT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
302	CAPITAL DEBT SERVICE FUND	0.00
TOTAL - ALL FUNDS		6,755,306.13

Presentation:

- 1) **Growth Works Award to Student Resource Officers**
Presented by Sara Parker

- 2) **Ranjeev Puri, State Representative**

Closed Session to Discuss Confidential Legal Opinion

Motion by Siegrist, supported by Sneiderman to move to closed session. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Borninski to move to open session. Motion carried unanimously by roll call vote.

Adoption of Agenda:

Motion by Siegrist, supported by Ganguly to adopt the agenda as amended adding item G-a and moving item G-6 to item G-b. Motion carried unanimously by roll call vote.

Resolution:

Item R-1. Consider Resolution Proclaiming September 2021 Hispanic Heritage Month in Canton Township.

Motion by Slavens, supported by Siegrist to approve the resolution as presented proclaiming September 2021 Hispanic Heritage month in Canton Township.

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

Proclaiming September 2021 Hispanic Heritage Month in Canton Township

Whereas Canton Townships Hispanic and Latinx population has grown over the last decade, according to the Census Bureau and is currently 3% of the population, up from 2% in 2010;

Whereas with over 60 million Hispanic Americans residing in the United States, Hispanic Americans make up the largest minority group in the nation and have significantly contributed to our government, culture, and economy over generations;

Whereas the Hispanic community in America has made many important advances in areas of law, religion, agriculture, art, music, education, technology, architecture, cuisine, theatre, and exploration;

Whereas Hispanic Americans have provided Canton Township, the State of Michigan and the United States with unique social and cultural influences, fundamentally enriching the extraordinary character of our state and nation;

Whereas Canton Township is fortunate to count among its population of residents of Spanish and Latin American descent, who grow businesses, offer innovative ideas, strengthen our economy, create jobs, and contribute to our daily lives;

Whereas during this month, Canton Township as well as the State of Michigan's Hispanic American community will celebrate Hispanic Heritage Month through a series of special events featuring Hispanic history, food, dance, and art, celebrating the rich tradition and many contributions this community has made; and

Whereas we appreciate and honor the countless achievements of Hispanic Americans and continue our efforts to ensure Canton Township is a welcoming community that provides just and equal opportunities for all; Now, therefore be it,

Resolved that the Board of Trustees of the Charter Township of Canton does hereby proclaim September 2021 Hispanic Heritage Month in Canton Township.

Motion carried unanimously by roll call vote.

Public Hearing:

Item PH-1. Public Hearing and approval of Millage Rates for December 1, 2021 Tax Levy

Public Comment: Public comment was held, no comments

Motion by Siegrist, supported by Sneiderman to open the public hearing at 8:24 p.m. for comment on the Millage Rates for December 1, 2021 Tax Levy. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Ganguly to open the public hearing at 8:27 p.m. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Sneiderman to approve the millage rates to be levied by Canton Township on December 1, 2021 be set as follows:

Charter Mills (General Fund)	1.4760
Fire Protection Special Assessment	3.7480
Police Protection Special Assessment	5.6760
Roads Assessment	<u>1.4097</u>
Total	12.3097

Motion carried unanimously by roll call vote.

Consent Calendar:

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

Motion by Siegrist, supported by Foster to adopt the Resolution allowing the purchase of additional service credit by Jeremy Quinn. Motion carried unanimously by roll call vote.

Item C-2. Consider Approval for a Purchase Order Increase for Food & Beverage, Pro Shop and Grounds Maintenance at Pheasant Run Golf Club

Motion by Siegrist, supported by Foster to approve an increase the following Purchase Orders:

Company	Address	PO#	Increase Amount	Total PO Amount	Account #
Gordon Food Service	P.O. Box 88029 Chicago, IL 60680	2021-00000696	\$1,000	\$14,000	584-773-74.761
Pepsi Beverage Company	P.O. Box 75948 Chicago, IL 60675	2021-00000696	\$3,000	\$21,000	584-773-74.761
Sysco Detroit, LLC	41600 Van Born Rd Canton, MI 48188	2021-00001554	\$9,000	\$56,000	584-773-74.761
Acushnet Company	P.O. Box 844324 Boston, MA 02284	2021-00000699	\$5,500	\$73,250	584-773-75.751
Siteone Landscape Supply, LLC	24110 Network Place Chicago, IL 60673	2021-00000691	\$1,000	\$41,000	584-773-57.930_0070

Motion carried unanimously by roll call vote.

Item C-3. Consider Approval of a Budget Amendment to Replace Items Lost Due to the Cady-Boyer Barn Fire and to Approve a Purchase Order for the Tent Rental Extension at Preservation Park

Motion by Siegrist, supported by Foster to approve the following budget amendment for the Replacement items from the Cady-Boyer Barn:

Increase Revenue		
Acct #101-000.698	Insurance Settlements	\$40,520
Increase Expense		
Acct# 101-803.930_0020	Maintenance & Repair Building and Additions	\$40,520

And, to increase PO#2021-00001867 with Canton Canopies, 8471 Ronda Drive Canton, MI 48187 in the amount of \$5,475 for a total amount of \$16,445. Motion carried unanimously by roll call vote.

Item C-4. Consider Revised Language of the Award and Authorization of a Purchase Order to Purchase Softballs for Canton Sports Center

Motion by Siegrist, supported by Foster to clarify the three-year contract, expiring March 17, 2023 that will authorize the purchase of no more than 400 dozen 12” league softballs from Rawlings Sporting Goods, in an amount not to exceed \$15,000 from Account #101-755-50.760 Canton Sports Center– Operating Supplies each year. Motion carried unanimously by roll call vote.

General Calendar:

Item G-a. Consider approval of Severance and Release Agreement with Human Resources Manager

Motion by Siegrist, supported by Sneiderman to approve the terms of a severance and release agreement with the Township’s Human Resource Manager and authorize the Township Supervisor to sign on behalf of Canton Township. Motion carried unanimously by roll call vote.

Item G-b. Consider Approval of a Budget Amendment, Purchase Order and Contract Award for an Architect and Engineer Firm for the Capital Improvement Plan

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

Increase Revenue:

Account# 246-000.695	Fund Balance Appropriation	\$600,000
Account # 401-000.699_2460	Transfers in Community Improvement Fund	\$600,000

Increase Expenditures:

Account# 246-969.995_4010	Transfers Out – Capital Projects	\$600,000
Account#401-261.801_0050	Professional Services	\$600,000

And to award a contract and approve a purchase order for architectural services to A3C – Collaborative Architecture in connection with the Capital Improvement Plan for an amount not to exceed \$600,000 based on \$9,000,000 of capital projects. Motion Carried unanimously by roll call vote.

Item G-1. Consider Affirming Creation of Position of Corporation Counsel as a Merit System Position, and Confirm Appointment of Kristin Kolb as Township Attorney for Canton Township

Motion by Siegrist, supported by Borninski to affirm the creation of the office of Corporation Counsel, which shall be a position subject to the Merit System and placed at Grade 12. And, further move to confirm the appointment of Kristin Kolb as the township attorney for Canton Township. Motion carried unanimously by roll call vote.

Item G-2. Request approval of InformaCast Paging Licensing & Support Renewal

Motion by Siegrist, supported by Slavens to approve the renewal of InformaCast phone system paging system licensing which provides advanced paging across the Township’s telephone system in an amount not to exceed \$18,864. Motion carried unanimously by roll call vote.

Item G-3. Request Approval of Incentive for Vaccination against COVID-19 for Part Time Employees

Motion by Siegrist, supported by Sneiderman to exclude Borninski due to conflict of interest. Motion carried unanimously by roll call vote.

Motion by Siegrist supported by Slavens to approve that part-time employees receive a bonus equivalent to 4 hours at their primary job rate upon proof of the second dose of the COVID-19 vaccination to the Human Resources Department to continue through March 31, 2022. And, to authorize use of the ARPA Grant dollars for this and other COVID-19 mitigation efforts as outlined in the grant guidance in an amount not-to-exceed \$100,000. And, further move to approve the following budget adjustment:

Increase Revenues		
285-000.528_0003	Other Grants Federal	\$100,000
Increase Expenditures		
285-706.703_0100	Salaries & Wages Misc.	\$100,000

Motion carried unanimously by roll call vote excluding Borninski.

Item G-4. Consider Bid Award for ADA Improvements at the DPW Building

Motion by Siegrist, supported by Slavens to award the bid for the ADA Improvements at the Township Department of Public Works Building (DPW) to Urbans Partition & Remodeling Co., 19430 Gerald, Northville, MI 48167 in an amount of \$62,500 to be paid from Account #274- 694.878 ADA Improvements. Motion carried unanimously by roll call vote.

Item G-5. Consider Approval of the Replacement of 12 Unit Heaters, 5 A/C Units and 3 Furnaces at the DPW Building

Motion by Siegrist, supported by Slavens to award a purchase order contract to Allied Building Service, 1801 Howard St. Detroit Mi 48216 in the not to exceed amount of \$68,885 for the replacement of DPW Unit Heaters, Furnaces and A/C units. Motion carried unanimously by roll call vote.

Item G-6. (Moved to Item G-b)

Item G-7. Consider Appointment to Board of Ethics

Motion by Siegrist, supported by Slavens to approve that the Canton Board of Trustees approve the appointment of Charise Anderson to the Board of Ethics with a term expiring on 8/14/24. Motion carried unanimously by roll call vote.

Item G-8. Reconsider sale of Canton property and authorize Supervisor Graham-Hudak to sign all documents necessary to close on the sale.

Motion by Siegrist, supported by Slavens to approve that Canton accept the Letter of Intent from Maria Harshe and authorize Supervisor Graham-Hudak to sign the formal Purchase Agreement and any other documents necessary to complete the sale of the parcel located on the southwest corner of Michigan and Beck. Motion carried unanimously by roll call vote.

Additional Public comment was held.

Adjourn: Motion by Sneideman, supported by Borninski to adjourn the meeting at 9:04 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: September 28, 2021

AGENDA ITEM#C-1

<p><u>ITEM:</u> Consider Approval to Accept the Supplemental Award from the Shuttered Venue Operators Grant</p>
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PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY:

In early 2021, Canton Leisure Services, with the help of the Finance Department, applied to the U.S. Small Business Administration's Office of Disaster Assistance for the Shuttered Venue Operators Grant (SVOG.) In July, Canton was notified that it was eligible to receive \$187,512.26 in grant funding, which was accepted by the Township Board on August 10, 2021. Following reporting of the Village Theater's January-June 2021 revenue, Leisure Services was notified that the Township is eligible to receive an additional \$93,756.13 in funding. The additional funds are to be expensed by June 30, 2022. Leisure Services is recommending to use the non-match grant award towards offsetting costs of staff wages/fringes, utilities and contracted services for shows at the Village Theater.

BACKGROUND INFORMATION:

The Shuttered Venue Operators Grant (SVOG) program was established by the Economic Aid to Hard-Hit Small Businesses, Nonprofits, and Venues Act, and amended by the American Rescue Plan Act. The program, administered by the U.S. Small Business Administration's Office of Disaster Assistance, provided eligible applicants the opportunity to qualify for grants equal to 45% of their grossed earned revenue in the year prior to the COVID-19 disaster. Throughout the United States and the World, performance venues took a significant hit, thus leaving performers, artists, and crews without work. The goal of the program was to provide funding resources to allow performing arts venues support to get workers back to doing what they do best, taking to the stage through music, acting, comedy and other artistic forms.

STRATEGIC PLAN/GOALS: Financial Stability

ACTION REQUESTED: Approve to amend the budget and accept the Shuttered Venue Operators Grant

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None

IMPLEMENTATION PLAN:

If approved, Leisure Services will implement the grant

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to accept the supplemental grant award from the Shuttered Venue Operations Grant in the amount of \$93,756.13 to be used toward covering costs of staff wages/fringes, utilities and deposits on shows for the upcoming season at the Village Theater. !

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: September 28, 2021

AGENDA ITEM #C-2

ITEM: Consider Approval of the Replacement of Two A/C Condensers and Two Cased Coils for Human Services Building in Connection with the Capital Improvement Program

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: In connection with the Capital Improvement Plan, we are recommending the following project be awarded. Our Township owned Human Services Building, 50430 Schoolhouse is leased by Growth Works. In June of 21' two (2) of five (5) A/C units became inoperable. Although we have A/C in most areas of the building, we have experienced much warmer conditions in our frequently used public meeting rooms. We have received seven (7) bids for this particular project.

Vendor	Project Description	Amount Budgeted	Amount Awarded
Goyette Mechanical	Air-cooled Condensing Units	\$27,035	
	Natural Gas Furnace Units	\$16,794	
	Total Costs for A/C Units replaced	\$43,829	\$41,538

The project above has gone through the Request for Bid process, with the lowest qualified bid being recommended for award, and fall within the budget amount in the Program. *Note Goyette Mechanical was not initially the lowest bidder, Miller-Boldt was significantly lower at \$26,700. Upon further discussions with Miller-Boldt they decided to withdraw their bid due to an oversight on providing accurate costs.

BACKGROUND: In 2019, the Township Board approved a 5-year Capital Improvement Plan, which identified a significant amount of needed improvements within the Township. The item being brought forth today is identified as a priority within that Plan and fall within the budget. Four out of the five total HVAC units are from 2001 with a life expectancy of 20 years maximum. In June of this year units #2 and #3 at Human Services became inoperable due to failed compressors. The cost to replace the compressors in units #2 and #3 is between \$10,000 and \$15,000, with the cost to fully replace the units coming in at \$41,538 which is under our budgeted CIP amount for replacement. This project is satisfying two out of the four HVAC units outlined in the CIP, replacing condensers and cased coils in the furnace and more funding will be needed in the future CIP to replace the other two HVAC units. In 2020 we replaced AC unit number #5 per the CIP.

STRATEGIC PLAN/GOALS: Quality Infrastructure - as identified in the Capital Improvement Plan. Furthermore, we will be improving the efficiencies of our equipment, with energy-efficient compressors and a high-efficiency condenser coil made of corrugated aluminum fins and rifled refrigeration-grade copper tubing. Finally, we will be removing the old units which currently operate under R-22 refrigerants, as of January 1st 2020 the EPA has implemented a ban on the production and import of R-22, except for continuing servicing needs of existing equipment. R410A is the replacement which is a Chlorine-free refrigerant making it much better for our environment.

ACTION REQUESTED: Award the contract and purchase order for the above-mentioned project to Goyette Mechanical, 3842 Gorey Ave P.O Box 33. Flint, MI 48501 in the amount of \$41,538.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funding as follows:
For Capital Improvements funds we budgeted for 2021 in the following accounts.

<u>Project #</u>	<u>Description</u>	<u>Account #</u>	<u>Amount</u>
200060 & 200067	Human Service Center A/C Unit	401-261.970_0020	\$41,538

IMPLEMENTATION PLAN: Upon Board Approval, a purchase order will be generated and vendor contacted to begin project. A project schedule will be established and Goyette Mechanical will order all of the equipment and parts in order to complete the project.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to approve the contract and approve a purchase order for Goyette Mechanical to replace two A/C Condensers and two Cased Coils project as identified in the Capital Improvement Plan:

<u>Project #</u>	<u>Description</u>	<u>Account #</u>	<u>Amount</u>
200060 & 200067	Human Service Center A/C Unit	401-261.970_0020	\$41,538

ATTACHMENTS:

Attachment A: Bid Summary

Attachment B: ITB

Attachment C: Contract

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: September 28, 2021

AGENDA ITEM#C-3

ITEM: Consider Reappointments to the Canton Tax Board of Review

PRESENTER: Anne Marie Graham Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: In reviewing the Tax Board of Review roster, it was discovered that two members need formal reappointment by the Township Board. Elizabeth Manwell has been serving on the Tax Board of Review since 2017, and Paul Talwar since 2019. Our Assessor has stated both are doing a great job, and both completed the training mandated by the state. The Boards and Commissions Interview Committee recommends reappointment for both Elizabeth and Paul.

BACKGROUND INFORMATION: The Tax Board of Review is a 3-member board required by state law who hear property assessment appeals. Canton has always tried to maintain two 3-member boards plus an alternate member so we can offer more times to the residents who are making appeals. The Tax Board of Review hears appeals two times per year: March and December. Tax Board of Review members are appointed to two-year terms.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the reappointments of Elizabeth Manwell and Paul Talwar.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: There are funds built into the budget each year to cover the work of the Tax Board of Review members.

IMPLEMENTATION PLAN: Supervisor's office will let Elizabeth and Paul know of their approval.

DIRECTOR'S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move that the Canton Board of Trustees approve the reappointments of Elizabeth Manwell and Paul Talwar to the Canton Tax Board of Review for two-year terms to expire on 9/28/23.

ATTACHMENTS: None

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: September 28, 2021

AGENDA ITEM #C-4

ITEM: Consider Approving a 2021 Emergency Management Budget Adjustment

PRESENTER: Chris Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Fire Chief is requesting the Board of Trustees approve an adjustment to the 2021 Emergency Management Budget in the amount of \$1,500 to accommodate a re-classification of the current Grade 4 position of Emergency Management Planner/Coordinator, to a Grade 8 position of Emergency Manager, approved by the Merit Commission on August 30, 2021.

BACKGROUND INFORMATION: Budget adjustment for 2022 and beyond will be made as required through the normal budget process.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the below adjustment to the 2021 Emergency Management Budget, to accommodate a re-classification of the new Emergency Manager position.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

<i>Increase Revenues:</i>		
General Fund – Fund Balance Appropriation:	# 101-000-695	\$1,500

<i>Increase Appropriations:</i>		
General Fund – Emergency Mgt Salaries:	#101-426-703_0010	\$1,250
General Fund – Emergency Mgt Various Fringes:	#101-426.724_ xxxx	\$ 250

IMPLEMENTATION PLAN: n/a

DIRECTOR’S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION: I move to approve an adjustment to the 2021 Emergency Management Budget as listed below:

<i>Increase Revenues:</i>		
General Fund – Fund Balance Appropriation:	# 101-000-695	\$1,500

<i>Increase Appropriations:</i>		
General Fund – Emergency Mgt Salaries:	#101-426-703_0010	\$1,250
General Fund – Emergency Mgt Various Fringes:	#101-426.724_xxxx	\$ 250

ATTACHMENTS: None

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: September 28, 2021

AGENDA ITEM #G-1

ITEM: Request Purchase of Computer Workstation & Monitor Replacements
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PRESENTER: Wendy Trumbull, Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: IT Services prepares annual budgets to replace one fourth of the Township wide fleet of personal computers every year. This request is for the 2021 replacement computers and computer monitors. A smaller number of computers are being replaced than initially budgeted due to the grant funding received in 2020, which replaced a significant number of workstations with laptops. That purchase allowed the Township to respond to the COVID-19 pandemic by permitting employees to work remotely when possible. Due to those computer replacements in 2020, there exists excess budget dollars in 2021 computer replacement funding, which IT Services is seeking to repurpose for additional monitor replacements in combination with existing funded monitor upgrades.

There are currently 185 monitors in use throughout the Township that are 8 years or older and whose size no longer provide for employee efficiencies when utilizing modern software applications. IT believes providing employees with monitor upgrades of 24” widescreen format will allow employees to be more productive.

BACKGROUND INFORMATION: In the IT Services 2021 computer capital budget, there exist line items for the replacement of computers and monitors. In 2020, the Township received Federal grant funding, which allowed IT services to provide laptop computers to a number of employees in response to the COVID pandemic. A number of those replacements included computers budgeted to be replaced in 2021. IT Services needs to replace fewer computers than originally budgeted for in 2021, which consequently provides an excess of funding.

IT Services is requesting that the excess funding from Capital Outlay – Replacement Computers transaction line item in the 2021 101-228.970_0010 account be repurposed to increase the Capital Outlay – Replacement Monitors 101-228.970_0010 transaction line item, which will allow IT to replace 185 total monitors instead of the originally budgeted 110 replacements.

IT Services solicited pricing from Dell Computers for all computer and monitor replacements. The Dell OptiPlex line of computers, which the Township has used exclusively for the past 15 years, continues to provide great value while also providing extremely negligible amounts of post-purchase hardware support. Pricing from Dell is derived from the Dell / State of Michigan Technology contract.

STRATEGIC PLAN/GOALS: Efficiently utilize resources and maintain fiscal responsibility while still providing employees with modern computer workstations and display monitors, which have a track record of providing high levels of uptime to all Township Divisions.

ACTION REQUESTED: Permit IT Services to create a Purchase Order in an amount not to exceed \$59,764 to Dell Computers for the purchase of a total of 9 computers and 185 computer monitors.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funding for these purchases exists and will be expensed from the ITS Division's 101-228.970_0010 Capital Outlay Computers and Equipment. It is requested that Budget Action Request be approved as detailed below:

101-228.970_0010 Capital Outlay

Transaction	Budgeted	Actual Cost	Requested Adjustment
Replacement Computers	\$49,500	\$16,275.57	Decrease \$20,388
Replacement Monitors	\$23,100	\$43,487.95	Increase \$20,388

IMPLEMENTATION PLAN: The installation of the new computers and monitors will be deployed in a manner which will least impact the operation of Township employees. All plans and schedules will be cleared with departmental Directors first and communicated to the employee base prior to any replacement being completed.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to create a new purchase order to Dell Computers in an amount not to exceed \$59,764 to cover the cost of purchasing 9 computers and 185 monitors.

ATTACHMENTS:

Laptops - US_QUOTE_3000097957709.1.pdf Dell Quote – 5 Laptops and accessories
Monitors - US_QUOTE_3000097958459.1.pdf Dell Quote – 185 Monitors
PRGC-AIO - US_QUOTE_3000097959863.1.pdf Dell Quote – PRGC POS All-in-One PCs
Workstation - US_QUOTE_3000097958841.1.pdf Dell Quote – IT Services Workstation

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: September 28, 2021

AGENDA ITEM #G-2

ITEM: Consider Resolution Regarding Zoning Nonconformities as a Result of MDOT Ford Road Boulevard Project

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None

EXECUTIVE SUMMARY: The Michigan Department of Transportation (MDOT) proposes a future reconstruction of Ford Road from east of Haggerty Road to west of Sheldon Road. The proposed reconstruction includes a proposed boulevard along this area of Ford Road as well as a proposed boulevard along parts of Haggerty Road, just north and south of Ford Road. The project may require MDOT to acquire additional right-of-way in certain areas for any widening necessary for the proposed boulevard and turning loons. Before MDOT begins any right-of-way acquisition, MDOT is seeking a resolution from the Canton Township Board of Trustees that addresses any zoning nonconformities on properties impacted by the project, including reduced setbacks, loss of parking spaces, loss of landscaping, and loss of open space.

BACKGROUND: The resolution enclosed for consideration designates as legally nonconforming any zoning nonconformities resulting from MDOT's Ford Road project. In general, a zoning nonconformity takes place when a conforming structure, use, or lot becomes nonconforming due to lawful actions such as a Zoning Ordinance text amendment, rezoning, or acquisition of a public right-of-way. Nonconformities are addressed in Article 3 of the Zoning Ordinance, which allows legal nonconformities to continue unless a change or expansion of a nonconformity is proposed by the owner that requires a variance application to the Zoning Board of Appeals. Otherwise, Article 3 of the Zoning Ordinance allows legal nonconformities to continue, including continuance through changes in tenancy or ownership provided there is no change in the nature or character of the nonconformity.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: To approve zoning nonconformities and modifications as a result of MDOT's proposed Ford Road project, and to waive fees for site plan applications and variance applications that may be required for any property as a result of the Project.

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 RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of Zoning Nonconformities as a Result of MDOT Project

WHEREAS, In April 2014, the Charter Township of Canton ("Canton Township") and the Michigan Department of Transportation ("MDOT"), with the participation of Canton Township Downtown District Authority ("DDA") and Wayne County ("County"), conducted a traffic and environmental study to address safety and congestion concerns involving the stretch of roadway known as M-153 (Ford Road) in Canton Township. The purpose of the study was to identify a preferred alternative for improvements on Ford Road between Lotz Road and Sheldon Road; and

WHEREAS, The parties identified an alternative that will improve operational service on Ford Road between Lotz Road and Sheldon Road without degrading I-275 interchange operations; and

WHEREAS, At a regular meeting of the Township Board on December 4, 2018, the Board approved an agreement with MDOT for the Ford Road (M-153) Boulevard Project (the "Project"); and

WHEREAS, The Project includes the installation of a boulevard to improve traffic flows along Ford Road and at the intersections of Ford and Haggerty Roads; and

WHEREAS, The installation of a boulevard will result in the widening of parts of Ford Road and Haggerty Road, which may impact, among other things: front and side yard setbacks, parking requirements, required open space, and required landscaping installations. As a result, some of the properties within the Project area may be considered nonconforming pursuant to the terms of Canton Township's Zoning Ordinance; and

WHEREAS, Canton Township desires to ensure that those properties rendered nonconforming

as a result of the Project will not be negatively impacted with respect to future use and development of the properties; and

WHEREAS, Canton Township agrees to waive certain requirements under Article 3 of the Zoning Ordinance including front and side yard setbacks, parking requirements, required open space, and certain required landscaping installations requirements; and

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby resolve the following:

1. That those properties along Ford Road and Haggerty Road which, as a result of the Project, are deemed nonconforming under the provisions of Article 3 of the Canton Township Zoning Ordinance, are hereby designated as legally nonconforming
2. That those properties which are deemed nonconforming as a result of the Project shall not be required to correct any nonconformities as a result of the Project upon development or redevelopment of their property unless required by Article 3.00 of the Zoning Ordinance.
3. That any property that has a nonconformity established as result of the Project shall be documented as a legally nonconforming site in accordance with Section 3.02 of the Zoning Ordinance.
4. Certain variances that may be required as a result of the Project are approved as follows:
 - a. Pursuant to Section 6.10(D), footnote (e) of the Zoning Ordinance, any front yard setbacks changed as a result of the Project are hereby approved as a conforming front yard setback in the Central Business District (CBD) Overlay.
 - b. Pursuant to Section 4.01(C)(6) of the Zoning Ordinance, any reductions in the number of parking spaces below the required minimum number of spaces as a result of the Project are hereby approved.
 - c. All reductions in the minimum width of the landscape buffer adjacent to the road pursuant to Section 6.10(E)(7) as a result of the Project are hereby approved.
 - d. Any open space that is lost as a result of the right-of-way acquisition, even if it reduces the amount of open space below the 25% minimum required in Section 6.10(E)(1), shall not be required to be replaced and shall be deemed approved.
 - e. The Community Planner may administratively approve other variances as a result of the Project that are deemed minor in nature in the opinion of the Community Planner. Other such variances deemed major in nature by the Community Planner will be referred to the Zoning Board of Appeals for consideration of a variance or referred to the Township Board of Trustees for consideration of an amendment to this resolution.
5. The fees for any site plan review projects or variance requests that may be required for any property as the result of the Project are hereby waived.
6. That additional changes to any affected properties initiated by the owner will still be required to seek a variance from the Zoning Board of Appeals for the expansion of a nonconformity

or, if applicable, seek a modification from the Planning Commission.

ATTACHMENTS:

1. Resolution

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: September 28, 2021

AGENDA ITEM #G-3

ITEM: Consider Special Land Use for Indoor Pet Boarding and Training Facility (Dogology University)

PRESENTER: Jade Smith, Municipal Services Director

OWNER/REPRESENTATIVE: Matthew Lamarand (Project Sponsor)

EXECUTIVE SUMMARY: The project sponsor proposes to operate an indoor pet boarding and training facility at 44125 Ford Rd., which is the site of the former Magformers. The site is located on the south side of Ford Road, east of Sheldon Rd., which is located between Brookline St. and Elmhurst St. The parcel is zoned C-2, Community Commercial on the north 110 feet and OSP, Off-Street Parking on the south 100 feet. The building is located in the C-2-zoned portion of the parcel except for the approximately southern 10 feet of the building, which is located in the OSP-zoned portion of the parcel. Therefore, the southern 10 feet of the building is not proposed to contain the indoor pet boarding and training use at this time. Indoor pet boarding and training facilities are special land uses in the C-2 zoning district subject to Section 6.02(K)(3) of the Zoning Ordinance, which prohibits outdoor runs and exercise areas.

At its meeting on September 13, 2021, the Planning Commission recommended approval of the Special Land Use, subject to the site maintaining the standards of the previously approved site plans and meeting the noise standards of Section 7.02(A) of the Zoning Ordinance.

BACKGROUND AND ANALYSIS:

Location: South side of Ford Rd., east of Sheldon Rd., which is located between Brookline St. and Elmhurst St. (parcel no. 71-057-01-0013-301 at 44125 Ford Rd.).

Existing Zoning:

- North 110 feet of parcel: C-2, Community Commercial and Central Business District (CBD) Overlay.
- South 100 feet of parcel: OSP, Off-Street Parking and Central Business District (CBD) Overlay.

Net Acres: Approximately 0.76 acres

Existing Land Use(s): Retail, which was formerly occupied by Magformers.

Surrounding Zoning and Land Uses:

North – C-2 and CBD Overlay, Friday’s restaurant

South – OSP, parking lot; R-5, Single-Family Residential, single-family residences

East – C-2 and CBD Overlay, bank; OSP and CBD Overlay, parking lot

West – C-2 and CBD Overlay, office; R-5, Single-Family residential, single-family residences

Comprehensive Plan Future Land Use Map Classification:

- North ±110 feet of parcel: Community Shopping
- South ±100 feet of parcel: Medium Density Residential (up to 4 dwelling units per acre)

Surrounding Comprehensive Plan Future Land Use Map Classifications:

North – Community Shopping

South – Medium Density Residential (up to 4 dwelling units per acre)

East – Community Shopping and Medium Density Residential (up to 4 dwelling units per acre)

West – Community Shopping and Medium Density Residential (up to 4 dwelling units per acre)

Proposed Special Land Use: The proposed use of an indoor pet boarding and training facility is a special land use in the C-2 zoning district, subject to Section 6.02(K)(3) of the Zoning Ordinance. Indoor pet boarding and training facilities allow for the indoor boarding, day care, and training of dogs and cats, but are not permitted to have outdoor runs. The indoor pet boarding and training use is proposed to be indoors, and no outdoor runs are permitted. The most recent site plan for the site (057-SPC-3638) was approved in 2016, and added parking and storm water detention on the south side of the site, as well as landscaping, screening, and lighting on the site pursuant to the standards of the Zoning Ordinance. While a previous version of the Special Land Use plan included a proposal to remove 4 parking spaces south of the building and use it for a fenced-in bathroom area for dogs, this proposal was removed from the plans after it was discovered that its location is in the OSP district. An application to rezone this portion of the site from OSP to C-2 has been received by the Township and will be considered at a future Planning Commission meeting.

Schedule of Regulations: The plans submitted illustrate that the proposed development is designed to comply with the dimensional requirements for indoor pet boarding and training uses in the C-2 zoning district and CBD Overlay for: maximum building height (3 stories/50 feet); rear yard setback (30 feet) and lot frontage (100 ft.). Although the front yard setbacks on the north and west sides are less than the 50-foot minimum, these were previously approved with the original building and Section 6.10(D) allows the Planning Commission to reduce the front yard setback in the CBD Overlay. Finally, while the lot area less than the 1-acre minimum and the east side yard setback is less than 15 feet, these are pre-existing nonconformities that are not proposed to change.

Development Standards for Indoor Pet Boarding Facilities: Section 6.02(K)(3) of the Zoning Ordinance contain the following standards for indoor pet boarding facilities:

- **Outdoor Runs/Exercise Areas.** Outdoor runs and/or exercise areas are not permitted

in conjunction with these facilities. There are no outdoor runs or exercise areas proposed.

- **Parking.** The applicant shall demonstrate that parking is adequate for the employees and patrons of the facility based on the size and scope of the business. The most applicable parking requirement is for kennels, which require 1 space per 400 sq. ft. of usable floor area plus 1 space per employee. The plans exceed this standard and were designed based on retail use, which requires more parking spaces than a kennel.
- **Number of Animals.** The applicant shall specify the maximum number of dogs and cats proposed to be boarded. In no case shall the facility house more than 50 dogs and/or cats. The plans submitted by the applicant states that there will be 42-50 dogs anticipated at any one time.
- **Floor Plan.** The applicant shall provide a conceptual floor plan showing the layout of the proposed facility including the exercise area for dogs, if applicable. A floorplan is included.
- **Setbacks.** The building proposed to house the pet boarding facility shall be located at least 60 feet from any residential dwelling on adjacent property. There nearest residence on the west side of Brookline is approximately 140 feet from the building and the nearest residence on the east side of Brookline is approximately 195 feet from the building.

Access Management: There are two (2) existing points of access, which will be maintained: one (1) point of access from Brookline to the west and one (1) point of access from the adjacent commercial site (bank) to the east.

Site Development Standards: No exterior changes are proposed. Therefore, the site and building must maintain compliance with the previously-approved site plans (including 057-SPC-3638) for: parking, landscaping and screening, lighting, signage, dumpster enclosure, and other related standards.

Special Land Use Review Standards: Based on the items noted above, we find that the proposed indoor pet boarding and training facility in Canton Township meets the Special Land Use criteria of Section 27.03(C) of the Zoning Ordinance as follows:

- The proposed indoor pet boarding and training use will be compatible with adjacent nonresidential and residential land uses, provided it maintains the standards of the previously approved site plans and meets the noise standards of Section 7.02(A) of the Zoning Ordinance.
- The proposed indoor pet boarding and training use will be compatible with the principles and objectives of the Canton Township Master Plan with regard to the Community Commercial classification on the Future Land Use Map and its policies to encourage service uses which serve a larger segment of the residential community.
- The proposed uses will continue to be adequately served by essential public facilities and services.
- The site will have access to Brookline St. and an internal drive to the east of the site from the adjacent commercial development.
- The site will maintain the existing pedestrian circulation system, including internal sidewalks.

- The proposed use is not expected to be detrimental to public health, safety, and welfare, provided it maintains the standards of the previously approved site plans and meets the noise standards of Section 7.02(A) of the Zoning Ordinance.
 - The proposed use is expected to enhance the surrounding environment and not discourage the appropriate development and use of adjacent land or buildings, provided it maintains the standards of the previously approved site plans and meets the noise standards of Section 7.02(A) of the Zoning Ordinance.
 - The proposed use will not unreasonably interfere with or discourage the appropriate development and use of adjacent land and buildings, provided it maintains the standards of the previously approved site plans and meets the noise standards of Section 7.02(A) of the Zoning Ordinance.
 - The location of the proposed use will not result in a residential use being surrounded by non-residential uses.
 - The proposed use is expected to enhance the economic well-being and welfare of the Township, and is not expected to result in excessive duplication of this service in the community.
- **Community Planner's Recommendation:** Approval of the special land use for an indoor pet boarding and training facility use on parcel no. 71-057-01-0013-301 at 44125 Ford Rd., subject to the site maintaining the standards of the previously approved site plans and meeting the noise standards of Section 7.02(A) of the Zoning Ordinance.
- **Planning Commission's Recommendation:** At its meeting on September 13, 2021, the Planning Commission voted 7-0 to recommend approval of the special land use for an indoor pet boarding and training facility use on parcel no. 71-057-01-0013-301 at 44125 Ford Road as the request meets the Special Land Use criteria of the Canton Township Zoning Ordinance pursuant to the information and plans provided, subject to the site maintaining the standards of the previously approved site plans and meeting the noise standards of Section 7.02(A) of the Zoning Ordinance.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approval of the special land use for an indoor pet boarding and training facility use on parcel no. 71-057-01-0013-301 at 44125 Ford Road, subject to the site maintaining the standards of the previously approved site plans and meeting the noise standards of Section 7.02(A) of the Zoning Ordinance.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A.

IMPLEMENTATION PLAN: N/A.

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION'S RECOMMENDATION: Approval.

FIRE MARSHAL'S RECOMMENDATION: Approval.

BUILDING OFFICIAL’S RECOMMENDATION: N/A.

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: N/A.

SUPERVISOR’S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Special Land Use for Dogology University Indoor Pet Boarding and Training Facility

WHEREAS, the Project Sponsor has requested special land use approval for an indoor pet boarding and training facility on parcel no. 71-057-01-0013-301 at 44125 Ford Road; and

WHEREAS, the Planning Commission reviewed the request and applicable criteria and voted 7-0 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 for an indoor pet boarding and training facility on parcel no. 71-057-01-0013-301 at 44125 Ford Road, as the request meets the Special Land Use criteria of the Canton Township Zoning Ordinance pursuant to the information and plans provided, subject to the site maintaining the standards of the previously approved site plans and meeting the noise standards of Section 7.02(A) of the Zoning Ordinance.

ATTACHMENTS:

1. Planning Commission Minutes
2. Zoning Map and Aerial Map
3. Special Land Use Plans
4. Special Land Use Criteria

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: September 28, 2021

AGENDA ITEM #G-4

ITEM: Consider Approving the Purchase of Upgraded LiveScan Equipment as Required by CLEMIS

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to purchase upgraded equipment for its LiveScan systems located in Booking and Records. The upgrades are mandated for all CLEMIS users, utilizing Idemia Identity & Security USA, LLC, as the service providing vendor. The total cost to upgrade both LiveScan systems is \$16,542.

BACKGROUND INFORMATION: LiveScan is the electronic method of fingerprinting for arrestees (Booking) and miscellaneous state licensing applicants (Records). Idemia Identity & Security USA, LLC, has been selected as the providing vendor by CLEMIS, and will be responsible for all LiveScan configurations including AFIS interfacing for state fingerprint submissions, site installation, training and a one-year on-site warranty.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Approve the purchase of upgraded LiveScan equipment as required by CLEMIS, utilizing their service provider Idemia Identity & Security USA, LLC, in the amount of \$16,542.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds are budgeted for this upgrade project in the 2021 Police Capital Outlay Machinery & Equipment Account #207-301-50.970_0030.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION: I move to approve the purchase of upgraded LiveScan equipment as required by CLEMIS, utilizing their service provider Idemia Identity & Security USA, LLC,

in the amount of \$16,542, utilizing funds budgeted in the 2021 Police Capital Outlay Machinery & Equipment Account.

ATTACHMENTS: Attachment A – Price Quote from Idemia Identity & Security USA, LLC

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: September 28, 2021

AGENDA ITEM #G-5

**ITEM: Consider Waiving the Bidding Process and Approve the Purchase of a CLE
Advanced Covert Pole Camera System**

PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Police Department is requesting to purchase a CLE Advance Covert Pole Camera System in the amount of \$10,749.56 from Covert Law Enforcement. This price quote was obtained utilizing federal GSA pricing, in lieu of the Township's bidding process. The department was awarded a JAG grant earlier in the year for surveillance equipment in the amount of \$8,704. The balance will be paid using forfeiture funds.

BACKGROUND INFORMATION: The Investigations Division has been in need of an upgraded surveillance camera system for some time now, and applied for the federal JAG grant in 2019. The funding was approved and became available earlier this year, and the department has been researching the best equipment for their needs. The CLE Advanced Covert Pole Camera was selected, and it was then discovered that this camera has a pre-negotiated schedule contract with the United States General Services Administration (GSA). Our Finance Department has determined that Canton Township qualifies as a local municipal government to take part in GSA pre-negotiated pricing being offered.

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Waive the bidding process and approve the purchase of a CLE Advanced Covert Pole Camera System from Covert Law Enforcement in the amount of \$10,749.56, utilizing federal GSA pricing, in lieu of the Township's bidding process.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds in the amount of \$8,704 will be utilized from the 2021 Police JAG Expense Account #207-301-50.763_0012; and \$2,045.56 will be utilized from the 2021 Police Omnibus Forfeiture Account #207-301-50.763_0020.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION: I move to waive the bidding process and approve the purchase of a CLE Advanced Covert Pole Camera System from Covert Law Enforcement in the amount of \$10,749.56, utilizing federal GSA pricing, in lieu of the Township's bidding process.

ATTACHMENTS: Attachment A – Covert Law Enforcement Price Quote via GSA

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: September 28, 2021.

AGENDA ITEM #G-6

ITEM: Consideration of first reading of an ordinance amending Chapter 46 of the Canton Code of Ordinances to comply with the Raise the Age legislation, Public Acts 97-114 of the Michigan Public Acts of 2019.
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PRESENTER: Chad Baugh, Director of Police Services

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The Board is being asked to consider an amendment to various sections of Charter 46 of the Canton Code of Ordinances, entitled “Offenses and Miscellaneous Provisions,” that will increase the age at which individuals in the juvenile justice system are treated as adults from 17 to 18 years old.

BACKGROUND: On October 31, 2019, Governor Gretchen Whitmer signed into law a package of bills that increased the maximum age of juvenile court jurisdiction from 17 to 18 years old (PA 98-113), established funding to ensure that 17-year olds can access services available in the juvenile justice system (PA 114 and PA 97), and prohibited the placement of youth under 18 in adult jails and prisons and provided access to age-appropriate rehabilitation PA 102, 104, 105, and PA 111). These bills take effect on October 1, 2021.

When the bills were signed into law in 2019, Michigan was one of only four remaining states in the United States where 17-year olds were automatically treated as adults for criminal offenses. Although lowering the age to 17 was intended to “get tough on youth crime,” it created significant safety issues for the minors and significant additional expenses, rather than focusing on diversion and rehabilitation for young offenders. The money that was going to the costs of incarcerating 17-year olds can now be redirected to diversion programs, education, and rehabilitation, which can greatly reduce the chance of these minors re-offending.

STRATEGIC PLAN/GOALS: Ensure Canton’s ordinances are in compliance with state law.

ACTION REQUESTED: Introduce, hold the first reading, and schedule a second reading of an ordinance amending Chapter 46, Sections 46-243, 46-501, 46-503, and 46-534 of the Canton Code of Ordinances.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None.

IMPLEMENTATION PLAN: If approved, a second reading would be scheduled for October 12, 2021.

DIRECTOR’S RECOMMENDATION:

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION:

SUPERVISOR'S RECOMMENDATION:

MODEL RESOLUTION:

(1) I move to introduce for first reading an ordinance amending Chapter 46, Sections 46-243, 46-501, 46-503, and 46-534 of the Canton Code of Ordinances.

(2) I further move to schedule a second reading on October 12, 2021.

ATTACHMENTS:

1. Draft text amendment to Chapter 46, Sections 46-243, 46-501, 46-503, and 46-534.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: September 28, 2021

AGENDA ITEM: #G-7

ITEM: Consider an Increase of PO 2021-1305 and PO 2020-1366 for the 2021 Road Improvement Program

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: At the April 13, 2021 meeting of the Township Board, the Board awarded contracts with Great Lakes Contracting Services, LLC (Great Lakes) and Spalding DeDecker (SDA) for work on the 2021 Residential Program under the Road Improvement Millage. Since that time, as the work has progressed, some adjustments to the work within two individual subdivisions and in the unmatched work have been identified. Therefore, the current Purchase Orders for both Great Lakes and SDA will need to be increased.

BACKGROUND: Central Park Phase I: The HOA submitted the full amount of the match for \$200,000 of road work which they planned as a two-year project. Prior to the start of construction, Central Park Phase I requested to increase the size of the 2021 project and do all of their work in 2021. Given the extent of work at this subdivision, and the availability of the contractor, their \$100,000 project for the 2022 was moved forward into 2021. Completing this work in 2021 frees up resources for additional residential work in 2022. Therefore, we recommend the budget for Central Park Phase I project be increased from \$100,000 to \$200,000. The purchase order for Great Lakes will be increased by \$82,000 and the purchase order for SDA will be increased by \$18,000.

Pheasant Woods: The Pheasant Woods subdivision had originally submitted for a \$100,000 project; however, the bid came in at approximately \$95,000, and the original PO was issued for \$95,000. However, during the project, the additional work was identified for concrete repairs, and therefore we recommend an increase of \$5,000 to the purchase order for Great Lakes, increasing it to \$100,000.

Unmatched Catch Basin/Drainage Work: During the course of the 2021 construction season, SDA and Canton have identified additional drainage and catch basin work in various miscellaneous locations which can be conducted this year therefore we recommend an increase of \$50,000 to the Great Lakes purchase order.

STRATEGIC PLAN/GOALS: Quality Infrastructure

ACTION REQUESTED: Consider increase of \$137,000 to Purchase Order 2021-1305 and an increase of \$18,000 to Purchase Order 2020-1366 for additional requested work on the subdivision Road Improvement Program.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for the Residential projects will come from the Road Construction Fund, #204-446-12.970_0050 (Roads Local – Capital Outlay). To accomplish this, a budget amendment is required:

Increase Expenditure:

204-446-12.970_0050 Capital Outlay Infrastructure 78,000

Increase Revenue:

204-000.695 Fund Balance Appropriation \$78,000

IMPLEMENTATION PLAN: Upon Board approval, this work will continue for Great Lakes Contracting Solutions, LLC, and SDA.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTIONS:

I move to increase Purchase Order 2021-1305 by \$137,000 for Great Lakes Contracting Services, LLC for the 2021 concrete residential road project.

I move to increase Purchase Order 2020-1366 by \$18,000 for Spalding DeDecker, Inc. for the 2021 concrete residential road project. And further;

I move to make the following budget amendments:

Increase Expenditure:

204-446-12.970_0050 Capital Outlay Infrastructure 78,000

Increase Revenue:

204-000.695 Fund Balance Appropriation \$78,000

ATTACHMENTS

None

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: September 28, 2021

AGENDA ITEM #G-8

ITEM: Consider Request to Increase Blanket Purchase Order for Human Resources

PRESENTER: Anne-Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: At the beginning of 2021, the board approved a blanket purchase order to Suburban Occupational Health. After analyzing the purchase needs for the remainder of the year and taking into account new hires and the return to work hiring testing required due to extended Pandemic absences, we are requesting to increase the blanket purchase order by \$14,000. This is a request for a blanket purchase order increase only; no changes are being requested to the 2021 Human Resources budget.

Vendor	Blanket PO Number	Request PO Increase Amount
Suburban Occupational Health	#542	\$14,000

BACKGROUND INFORMATION: None

STRATEGIC PLAN/GOALS: n/a

ACTION REQUESTED: Increase the blanket purchase order issued to Suburban Occupational Health by \$14,000, utilizing funds budgeted in the Employee Medical Exams account.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds to increase this purchase order are currently available in the 2021, Employee Medical Exams, Account #101-270.871.

IMPLEMENTATION PLAN: n/a

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve increasing the blanket purchase order issued to Suburban Occupational Health by \$14,000, to accommodate the Occupational Health testing and evaluations through the remainder of 2021.

ATTACHMENTS: None