

**ANN ARBOR CHARTER TOWNSHIP
BOARD OF TRUSTEES MEETING MINUTES
MONDAY, MAY 18, 2009**

I. CALL TO ORDER

The regular monthly meeting of the Ann Arbor Charter Township Board of Trustees was called to order by Supervisor Moran at 7:32 p.m. at the Township Hall, 3792 Pontiac Trail, Ann Arbor, Michigan, 48105.

Present: Supervisor Michael Moran, Clerk Rena Basch, Treasurer Della DiPietro, Trustees John Allison, Randolph Perry, Richard Dieterle, and Claudia Sedmak.

Also Present: Township Attorney Sandra Sorini Elser, Utilities Superintendent Rick Judkins and Township Engineers Damien Wetzel and Andy Daleo.

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

III. APPROVAL OF MINUTES

Corrections to the 4/20/09 minutes: On page 2 under item V.A in the fourth paragraph second line after “reasons” insert “that” and on page 3 in the third paragraph in the third line strike “for lack of support” and insert “on a 3 to 4 vote with Allison, DiPietro and Moran in favor.” On page 3 under item B in the first line strike “15” and insert “18”. **DiPietro moved approval of the April 20, 2009 meeting minutes as amended. Dieterle seconded the motion which was adopted unanimously.**

Allison moved to amend the agenda to advance item V.A.1. DiPietro seconded the motion which was adopted unanimously.

V. A. Utilities Department

1. Infrastructure Report

Wetzel introduced the State of Infrastructure Report that the Township Board approved in August 2008. Wetzel thanked the Utilities Committee and Utilities Superintendent for their diligent work at gathering all of the sanitary sewer and water main data. Wetzel introduced Andy ~~Dalziel~~Dalziel, Managing Principal with Stantec, to present their findings.

Dalziel presented the State of Infrastructure Report as a tool to determine the revenues needed to maintain the Township’s underground infrastructure on an annual basis in perpetuity. Dalziel said they used an analysis of 100 years because the shorter timeline of 20 to 30 years tends to hide larger problems within the network. Dalziel explained as infrastructure ages, it deteriorates, and then fails. Dalziel gave a brief synopsis of the assets within the analysis. Overall the Township has \$36 million in asset replacement value that needs to be maintained. Dalziel presented a wastewater pipe life-cycle analysis, wastewater financial assessment, water pipe condition assessment, water pipe life-cycle analysis, and water financial assessment. Dalziel said the Township received a C+ grade for water service in that the current level of revenue generated to manage the network is approximately \$1.1 million short of the sustainable funding level required. The Township received a C grade for wastewater service in that the current revenue generated to manage the network is approximately \$0.4 million short of the sustainable funding level required. Dalziel added these shortfalls do not include annual maintenance and operational costs.

DiPietro moved to advance item IV.B. Allison seconded the motion which was adopted unanimously.

IV. B. Adoption of the International Property Maintenance Code

The Township attorney presented the proposed modifications to the ordinance. The Township attorney explained the revisions address the definition of residential rental structure, incorporation of a new method for registration, and removal of the fine and fee schedule. The Township attorney explained a fine and fee schedule is included in a separate resolution and also recommended the administrative portion of the search warrant fee be \$100. **Basch moved approval of the International Property Maintenance Code on first reading with changes on page 1, striking the word “certain” under the first and fifth WHEREAS, and adding language under section 104.7 “See general record retention standards for Townships issued by the state.” Sedmak seconded the motion which was adopted unanimously. Allison moved to table the resolution approving the fine and fee schedule for the property maintenance code until second reading. DiPietro seconded the motion which was adopted unanimously.**

DiPietro moved to amend the agenda to advance item V.O.2. Basch seconded the motion which was adopted unanimously.

V.O.2. Discussion regarding rebuilding of Township barn

Moran explained the Township acquired a barn along with property that was donated by the Silverman Company. Moran said in the process of taking action in dealing with collapsed barns around the Township the Township discovered their barn is in need of repair. Hamlin explained the barn needs a new roof and is at risk of collapsing. Hamlin received 3 quotes from 3 barn builders to determine the cost for various repairs. The Board reviewed the bids and discussed the pros and cons of repairing the barn and whether they want to keep it. **Perry moved to refer the question of use, destruction or repair of the barn to the Farmland Open Space Preservation Board and ask them to analyze the 3 proposals. DiPietro seconded the motion which was adopted unanimously.**

IV. ANNEXATIONS, ORDINANCES, CONDITIONAL USES, ZONING

A. PDR Ordinance Amendment

Moran indicated this is the proposed amendment to the PDR ordinance to permit compensation for Farmland and Open Space Preservation Board members. **Allison moved to approve on second reading the amendment to Chapter 48 of the PDR ordinance. Basch seconded the motion which was adopted unanimously.**

C. Storm Water Management Ordinance.

Moran reported due to a busy month he was not able to make revisions to the proposed ordinance and is deferring the matter to the June meeting.

V. APPOINTMENTS, RESOLUTION, REPORTS, DISCUSSIONS

A. Utilities Department

2. Monthly Report - Judkins submitted a written report to the Board.

B. Fleming Creek 1 and 2 Special Assessment Street Light Districts Public Hearing

Moran indicated this matter has been set for a public hearing tonight. Moran opened the public hearing at 8:51 p.m. There were no public comments. Moran closed the public hearing at 8:52

p.m. Allison moved to approve the resolution for Fleming Creek Subdivisions 1 and 2 Street Lighting Assessment for 2009 at the rates of Fleming Creek 1 \$20.25 and Fleming Creek 2 \$18.77. Basch seconded the motion which was adopted unanimously.

C. Washtenaw County Road Commission

Moran reported he attended a meeting with the WCRC, WCC and Pittsfield Township regarding repairs to Clark Road. Moran said the Township has been asked to use their matching funds of \$12,450 for the project. WCC has been asked to contribute 75,000 towards the project and Pittsfield Township has agreed to contribute 5,000. Moran said the life span of the project would be 7 to 10 years. The Board discussed the remaining local road projects and decided to defer improvements to next year. **Allison moved to approve one application of calcium chloride for dust control in the amount of \$16,636.20, and reallocate \$12,450 in matching funds for Clark Road repair. DiPietro seconded the motion which was adopted unanimously.**

D. Resolution Adopting an Identity Theft Prevention Program

Basch reported she used a resolution and policy from another township as an example and took the ~~outlook~~ from the SIMS program and combined the two. Basch said this is primarily based on ~~existing township policy that has policies that have~~ been shared by ~~other~~ township clerks. Basch said the staff has expressed concerned about procedures for fraud detection regarding new accounts and how it may be inconvenient for residents to have to report in person to provide identification. Basch said she would like the bare minimum requirements and the law provides that policies can be tailored to ones particular circumstances. **DiPietro moved approval of the resolution adopting an identity theft prevention program with changes discussed tonight. Allison seconded the motion which was adopted unanimously.**

E. Resolution Regarding Administrative Fee on Tax Collections

DiPietro reported the one percent administrative fee is allowed to cover the costs for collecting taxes which includes the treasurer and assessor offices and related expenses. DiPietro said the Township's actual costs are currently at the 1 percent rate versus the .8 percent currently in effect. **DiPietro moved to amend the administrative fee from .8% to 1% to fully cover the Township's expenses for collecting taxes. Basch seconded the motion which was adopted unanimously.**

F. Resolution to Assess Delinquent Sewer Charges

DiPietro reported the Township code has a strict process regarding collection of unpaid sewer charges. DiPietro said this is a first time occurrence and the resolution allows the Township to place the delinquent bill on the summer tax roll for 4050 East Huron Service Drive. **Allison moved to approve the resolution to assess delinquent sewer charges as a tax on 4050 East Huron River Service Drive. Sedmak seconded the motion which was adopted unanimously.**

G. Resolution to establish fees to disconnect and reconnect sanitary sewer service

Moran reported the purpose of this resolution is to initiate discussion before any action is taken by the Board. Judkins said there is a minor fee for water but it could be very expensive to try to shut off sewer service. Moran said more discussion is needed and recommended the Township continue to work on this issue. **DiPietro moved to table the resolution. Allison seconded the motion which was adopted unanimously.**

H. SPARK

Moran said the Township has supported SPARK operations in the past with contributions in the amount of \$2000. Moran reported SPARK is currently requesting a contribution in the amount of \$2000 for 2009. **Allison moved to approve a \$2000 contribution to SPARK for 2009. Basch seconded the motion which was adopted unanimously.**

I. Public Safety

- 1. Fire Department** – No report.
- 2. Sheriff Department** - Sergeant P. Cook submitted a written report to the Board.

J. Supervisor's Report

Moran reported on the activities of the financial subcommittee for police services. Moran also updated the Board on the current status of the PALL/Gelman pollution plume and reported the park and ride lot storm water issues are close to being resolved. Moran also reported MDOT is requesting that the Township be responsible for maintaining the paths for the proposed improvements to the US 23/Geddes Road interchange.

K. Clerk's Report

Basch reported on voter turn out for May 5, 2009 School Board Election. Basch also reported she is reviewing the draft of the first code supplement and will have a draft policy for document retention for the June meeting.

L. Treasurer's Report

DiPietro submitted a written report to the Board.

M. Planning Commission

Allison reported on the Planning Commission meeting held on May 6, 2009. The minutes were included in the Board's packets.

N. Building Department

Hamlin submitted a written activity report to the Board.

O. Farmland and Open Space Preservation Board

Allison reported applications for the federal program are due June 1, 2009, and the Township currently has 4 properties that have applied for a total of 409 acres.

P. Approval of Claims Listing

Allison moved approval of the claims listing for May 1, 2009 in the amount of \$248,237.84. Dieterle seconded the motion which was adopted unanimously. Basch moved approval of the claims listing for May 13, 2009 in the amount of \$168,436.44. DiPietro seconded the motion which was adopted unanimously.

VI. INFORMATIONAL ONLY ITEMS - Items were included in the Board's packets.

VII. NON-AGENDA ITEMS - None

VIII. PUBLIC COMMENT - None

IX. ADJOURNMENT - DiPietro moved to adjourn the meeting at 10:00 p.m.

APPROVED