

**Charter Township of Canton
Board Proceedings – November 22, 2022**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, November 22, 2022, in-person. Supervisor Graham-Hudak called the meeting to order at 7:01 p.m.

Members Present: Borninski, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneideman
Members Absent: Foster

Adoption of Agenda:

Motion by Siegrist, supported by Slavens to adopt the agenda as amended removing item G-15 and adding G-0, G-0A, and G-0B. Motion carried unanimously.

Approval of Minutes:

Motion by Siegrist, supported by Slavens to approve the minutes from October 25, November 1, and November 15, 2022.

Public Comment: Public comment was held.

Payment of Bills:

Motion by Slavens supported by Borninski to approve the payment of bills as presented. Motion carried unanimously.

CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF November 22, 2022		
101	GENERAL FUND	1,052,037.55
204	ROADS FUND	543,853.37
206	FIRE FUND	879,934.04
207	POLICE FUND	694,999.97
208	COMMUNITY CENTER FUND	44,193.83
219	STREET LIGHTING FUND	0.00
230	CABLE TV FUND	12,221.32
246	COMMUNITY IMPROVEMENT FUND	11,985.00
248	DDA - CANTON	11,748.04
260	INDIGENT DEFENSE FUND	18,364.50
261	E-911 UTILITY	280,506.77
265	ORGANIZED CRIME - DRUG ENFORCEMENT	0.00
274	CDBG FUND	0.00
276	NSP GRANTS FUND	0.00
285	AMERICAN RESCUE PLAN ACT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
302	CAPITAL PROJECT DEBT SERVICE	0.00
401	CAPITAL PROJECTS FUND	247,551.84
402	CAP PROJ - WATER & SEWER	0.00
403	CAP PROJ - ROAD PAVING	0.00

584	GOLF FUND	18,872.18
592	WATER & SEWER FUND	2,019,803.00
596	GARBAGE & RUBBISH COLLECTIONS	2,251.18
661	FLEET MAINTENANCE FUND	31,666.38
701	TRUST & AGENCY FUND	928.00
702	CUSTODIAL FUND	5,381.00
736	POST EMPLOYMENT BENEFITS FUND	0.00
852	SPECIAL ASSESSMENT DEBT SERVICE	0.00
TOTAL - ALL FUNDS		5,876,297.97

Recognition:

- 1) Sergeant Bergsma and Sergeant Posont
- 2) Lieutenant Shulman and Lieutenant Mullally
- 3) Captain Kennedy and Captain Bialy

Public Hearing:

Motion by Siegrist, supported by Slavens to open the public hearing at 7:16 p.m. to hear comment regarding the proposed Fiscal Year 2023 Budget. Motion carried unanimously.

Motion by Siegrist, supported by Slavens to close the public hearing at 7:18 p.m. after hearing no comments on the proposed Fiscal Year 2023 Budget. Motion carried unanimously.

Motion by Siegrist, supported by Borninski to adopt the resolution as presented for the Fiscal Year 2023 Budget. Motion carried unanimously.

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

Public Hearing and adoption of Fiscal Year 2023 Budget

Whereas, Act 359 of 1947, The Charter Township Act, requires that the annual budget be adopted by resolution;

Whereas, pursuant to MCLA 141.412 and .413, notice of a Public Hearing on the proposed 2023 budget was published in a newspaper of general circulation on November 10, 2022 and a Public Hearing on the proposed budget was held on November 22, 2022, now, therefore, be it;

Resolved, that estimated total revenues and expenditures for the 2023 fiscal year are hereby appropriated on a fund level basis. Totals by fund are as follows:

<u>Fund #</u>	<u>Fund Description</u>	<u>2023 Proposed Budget</u>
101	General Fund	\$ 37,544,993
204	Roads Fund	\$ 6,575,000
206	Fire Fund	\$ 18,719,500
207	Police Fund	\$ 27,592,697
208	Community Center Fund	\$ 4,670,416

219	Street Lighting Fund	\$ 291,650
230	Cable TV Fund	\$ 1,761,408
246	Community Improvement Fund	\$ 3,445,242
248	Downtown Development Authority	\$ 1,692,658
260	Indigent Defense Fund	\$ 400,000
261	911 Service Fund	\$ 499,328
265	Organized Crime-Drug Enforcement	\$ 631,000
274	CDBG Fund	\$ 395,000
301	Energy Project Debt Service	\$ 425,322
302	Capital Projects Debt Service	\$ 1,369,874
401	Capital Projects Fund	\$ 1,817,822
584	Golf Course Fund	\$ 5,398,495
592	Water & Sewer Fund	\$ 40,716,829
596	Garbage & Rubbish Collection	\$ 4,953,936
661	Fleet Maintenance Fund	\$ 2,152,109
736	Post Employment Benefits Fund	\$ 5,234,250
852	Special Assessment Debt Service Fund	\$ 152,208

Further Resolved, that the Township Supervisor has the authority to approve budget adjustments between departments based upon recommendation by the appropriate Department Director and the Finance and Budget Director in accordance with adopted policies;

Further Resolved, that the Charter Township of Canton Board adopts the 2023 budget for the various funds on a fund level. Township officials responsible for the expenditures authorized in the budget may expend Township funds up to, but not to exceed, the total appropriation authorized for each fund;

Further Resolved, that the millage levy previously approved by the Board on September 13, 2022 will be utilized to support the 2023 budget

Further Resolved, that there shall not be any new positions created that shall result in an increase in employee headcount within a department or division without prior Township Board approval;

Further Resolved, that the Township Supervisor has the authority to fill existing vacant and budgeted positions and reclassified positions based upon the recommendation by the appropriate Department Director and the Finance and Budget Director; and

Further Resolved, that claims against the Township shall be approved by the Charter Township of Canton Board prior to being paid. The Township Clerk and the Township Treasurer may authorize payment of certain claims prior to approval by the Township Board to avoid late penalties, service charges and interest, for example utilities and payroll, in accordance with approved salaries and hourly rates adopted by the Township Board. The Township Board shall receive a list of those claims paid prior to approval, for approval at the next Board meeting.

Consent Calendar:

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

Motion by Siegrist, supported by Sneideman to adopt the Resolution allowing the purchase of additional service credit by Edward Johnson. Motion carried unanimously.

Item C-2. Consider Adoption of a Resolution for Approval of Application for Additional MERS Service Credit by Employee (Kennedy)

Motion by Siegrist, supported by Sneideman to adopt the Resolution allowing the purchase of additional service credit by Michael Kennedy. Motion carried unanimously.

Item C-3. Establish Board of Trustees Meeting Dates for 2023

Motion by Siegrist, supported by Sneideman to establish the Canton Township Board of Trustees meeting schedule for the year 2023 as follows: The Township Board shall meet on the first, second, third, fourth, and fifth Tuesdays of each month in regular session, excluding April 18th, July 4th, August 8th, October 31st, November 7th, and December 26th. The first, third and fifth Tuesdays, the Township Board shall meet in a work or study session at 6:00 p.m. and all other meetings shall be at 7:00 p.m.

Meetings are normally held in the Board of Trustees meeting room on the First Floor of the Charter Township of Canton Administration Building, 1150 Canton Center South, Canton, Michigan. Meetings may be canceled based on the needs of the Township. All adjustments to this schedule to be posted individually on the Canton Website as well as posted on the Announcement Boards at the Township Administration Building. Motion carried unanimously.

Item C-4. Consider Approval of 2023 Building Board of Appeals Meeting Dates

Motion by Siegrist, supported by Sneideman to establish the Canton Township's Building Board of Appeals meeting schedule for the year 2023. Meetings will be scheduled as needed and will be held at the Charter Township of Canton Administration Building, 1150 S. Canton Center Road. Motion carried unanimously.

Item C-5. Consider 2023 Planning Commission Meeting Dates

Motion by Siegrist, supported by Sneideman to set the 2023 Planning Commission Meeting schedule at 7:00 p.m. on the following dates: January 9th, February 6th, March 6th, April 3rd, May 1st, June 5th, July 10th, August 7th, September 11th, October 2nd, November 6th, and December 4th. Motion carried unanimously.

Item C-6. Consider 2023 Zoning Board of Appeals Meeting Dates

Motion by Siegrist, supported by Sneideman to set the 2023 Zoning Board of Appeals meeting schedule for 7:00 p.m. on the following dates: January 12th, February 9th, March 9th, April 13th, May 11th, June 8th, July 13th, August 10th, September 14th, October 12th, November 9th, and December 14th. Motion carried unanimously.

Item C-7. Consider Increasing Blanket Purchase Order for Municipal Services

Motion by Siegrist, supported by Sneideman to approve amendment to the following purchase order: PO#2022-00000071 Dominic's Cement Works Inc. increase from \$60,000 to \$71,000 using account # 592-536.930_0050 Maintenance and Repair Infrastructure. Motion carried unanimously.

Item C-8. Amend Planning Services Fee Schedule for Temporary Outdoor Dining Permits

Motion by Siegrist, supported by Sneiderman to approve revisions to the Planning Services Fee Schedule associated with a Certificate of Compliance for Temporary Outdoor Dining, effective November 23, 2022, to add a fee of \$100 for re-reviews of applications from the prior year that have made no plan changes in the following year, which lowers the current \$350 fee for these applications. Motion carried unanimously.

Item C-9. Consider Request to Decrease/Increase Police Blanket Purchase Orders

Motion by Siegrist, supported by Sneiderman to approve decreasing the blanket purchase order issued to Allie Brothers by \$2,500, and increasing the blanket purchase order issued to Priority One by \$2,500 to accommodate the Police Department's uniform purchases for 2022. Motion carried unanimously.

General Calendar:

Item G-0. Consider Approval of 3.00% Across the Board Wage Increase for Merit (Full-Time, Non-Union) Employees, Elected Officials and Appointed Officials for the 2023 Fiscal Year

Motion by Siegrist, supported by Slavens to approve a 3.00% across the board wage scale increase for Merit Employees, elected officials and appointed officials for the 2023 fiscal year. Motion carried unanimously.

Item G-0A. Consider Approval of a Premium Bonus to Employees other than Elected Officials and the Deputy Supervisor.

Motion by Siegrist, supported by Ganguly to recuse Trustee Borninski from voting on this item due to a disclosed conflict of interest. Motion carried.

Motion by Siegrist, supported by Slavens to recuse Supervisor Graham-Hudak from voting on this item due to a disclosed conflict of interest. Motion carried.

Motion by Siegrist, supported by Sneiderman to approve a \$1,500.00 premium bonus to all full-time employees other than elected and appointed officials that work during the pay period ending December 10, 2022.

Additionally, to approve a \$750.00 premium bonus to all continuing part-time, hourly part time, interns, seasonal and variable hour staff who work during the pay period ending December 10, 2022 and who worked 250 hours or more during the period of January 1, 2022 through November 26, 2022. Inactive seasonal staff will be evaluated based on the 250 or more hours worked from January 1, 2022 through November 26, 2022 and must be in good standing with the Township.

Further, to approve the related budget amendment totaling \$783,964.00 across all funds, as attached. Motion carried.

Ayes: Ganguly, Siegrist, Slavens, Sneiderman
Nays: None
Abstain: Borninski, Graham-Hudak
Absent: Foster

Item G-0B. Consider Request to Alter Part-Time Wages for Election Inspectors

Motion by Siegrist, supported by Slavens to approve the November 8, 2022 election payroll for a total amount not to exceed \$63,000 and accept the recommendation applying the existing rates to shifts in the AVCB. Motion carried unanimously.

Item G-1. Consider Two New Appointments and One Reappointment to the Planning Commission

Motion by Siegrist, supported by Slavens that the Canton Board of Trustees appoint Alan Cruz and Gordon Janowski to the Planning Commission for a term to expire on 12/31/25, and that the Canton Board of Trustees reappoint Nancy Eggenberger to the Planning Commission for a term to expire on 12/31/25. Motion carried unanimously.

Item G-2. Consider Two New Appointments to the Zoning Board of Appeals

Motion by Siegrist, supported by Borninski that the Canton Board of Trustees appoint Greg Greene to the Zoning Board of Appeals with a term to begin on 1/1/23 and expire on 12/31/25, and that the Canton Board of Trustees appoint Tareq Rahman as an alternate to the Zoning Board of Appeals, with a term to begin on 1/1/23 and expire on 12/31/25. Motion carried unanimously.

Item G-3. Consider Approval of Amendment No. 4 to the Water Service Contract Between the Great Lakes Water Authority and Canton Township

Motion by Siegrist, supported by Slavens to approve Amendment #4 to the Water Service Contract between the Great Lakes Water Authority and the Charter Township of Canton as presented; and further authorize the Township Supervisor and Clerk to sign the amendment on behalf of Canton. Motion carried unanimously.

Item G-4. Consider First Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding Markham Rezoning

Motion by Siegrist, supported by Slavens to introduce and hold the first reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance of Planning Application #052-RZ-7552, which rezones tax parcel no. 052-99-0033-000 (39609 Lotzford Rd.) from R-2, Single Family Residential and Corporate Park Overlay District to R-2, Single Family Residential without the Corporate Park Overlay District.

Further, to table consideration of the amendment for a second reading on December 13, 2022. Motion carried unanimously.

Item G-5. Consider Approval of the Removal and Replacement of Roof Top Units at the Summit

Motion by Siegrist, supported by Borninski to approve the contract and approve a purchase order for Quality Aire Systems, 328 W 6 Mile Road, Whitmore Lake, MI 48189 in the amount of 189,980 plus a 10% contingency amount of \$18,998 making the total \$208,978 to replace the three (3) RTU's at the Summit.

<u>Description</u>	<u>Account#</u>	<u>Amount</u>
Summit RTU Replacement	246-265.970_0020	\$208,978

Motion carried unanimously.

Item G-6. Consider Approval of the Purchase and Install of Two (2) Mini Split Systems at the Pheasant Run Golf Course

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

<u>Increase Revenue:</u>		
584-774-50.699_1010	Transfers In	\$20,680
<u>Decrease Revenue:</u>		
246-000.699_1010	Transfers In	\$20,680
<u>Increase Expenditure:</u>		
101-969.995_5840	Transfers Out	\$20,680
584-773-50.970_0020	Capital Outlay Buildings	\$20,680
<u>Decrease Expenditure:</u>		
101-969.995_2460	Transfers Out	\$20,680
246-265.970_0020	Capital Outlay Buildings	\$20,680

Further, to approve the contract and approve a purchase order for Quality Aire Systems, 328 W 6 Mile Road, Whitmore Lake, MI 48189 in the total amount of \$18,800 plus a 10% contingency of \$1,880 making the total \$20,680 to install two (2) Mini Split units at Pheasant Run Golf Course. Motion carried unanimously.

Item G-7. Consider Approval for the Addition of a Full Time Tech IV's for the Facilities Department

Motion by Siegrist, supported by Slavens to approve the addition of one (1) full time Tech IV's for the Facilities Services Department; and to approve the below amendment to the 2023 Community Center Fund Budget:

<u>Increase Revenues:</u>		
Fund Balance Appropriation:	#208-000-695	\$69,234
<u>Increase Expenditures:</u>		
Salaries & Wages	#208-757-56.703_0010	\$36,875
Fringe Benefits (various):	#208-757-56.724XXXX	\$32,359

Motion carried unanimously.

Item G-8. Consider Increasing Existing Purchase Orders for Bidigare Contractors, Inc. and Fishbeck for the 2022 Water Main Capital Improvement Project

Motion by Siegrist, supported by Sneiderman to increase subject PO 2022-00001468 by \$113,678 for Bidigare Contractors, Inc. for the 2022 Water Main Capital Improvement Project utilizing funds budgeted in account #592-536.970_0050 Capital Outlay Infrastructure, and to increase subject PO 2021-00001132 by \$12,668, for Fishbeck. for the 2022 Water Main Capital Improvement Project utilizing funds budgeted in account #592-536.970_0050 Capital Outlay Infrastructure. Motion carried unanimously.

Item G-9. Consider Approval of an Agreement with Wayne County to Provide Winter

Maintenance on 9.28 Miles (18.21 Lane Miles) of County Roads

Motion by Siegrist, supported by Slavens to approve the agreement with Wayne County to provide additional winter maintenance for 9.28 miles (18.21 lane miles) of County local roads and authorize the payment of \$16,983.74 from Account #101-447-03.801_0050 (ROW Maintenance - Professional & Contractual Services) and authorize the Township Clerk to sign the agreement resolution on behalf of Canton. Motion carried unanimously.

Item G-10. Consider Authorization to Purchase New Cardio Equipment

Motion by Siegrist, supported by Slavens to approve a budget transfer of \$690 from Account #208-757-60.762, Program Activities Supplies to Account #208-757-50.970_0030, Capital Outlay Machinery and Equipment, further to approve the purchase for three pieces of fitness equipment from Direct Fitness Solutions, 600 Tower Road, Mundelein, IL 60060 in the amount of \$18,495 as well as the purchase of five pieces of fitness equipment from All Pro Fitness Things, 35539 Schoolcraft Road, Livonia, MI 48150 in the amount of \$30,195. Motion carried unanimously.

Item G-11. Consider Approval of Application for MDNR Spark Grant

Motion by Siegrist, supported by Borninski to authorize the submission of the application to the Michigan Department of Natural Resources for a SPARK Grant towards the Revitalization of Township owned property at 6125 N. Ridge Road, and to accept the funds if approved. Further, to approve the following resolution in support of the Michigan Natural Resources Spark Grant:

**RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON

MICHIGAN NATURAL RESOURCES
SPARK GRANT**

RESOLUTION OF AUTHORIZATION

WHEREAS, Charter Township of Canton supports the application submission of the Michigan Spark Grant for the park development at 6125 N. Ridge Road to include an accessible playground and parking, bioswales, trail and sidewalk connectivity, sledding hill, and an educational community center located on the North West Corner of Ford and Ridge Roads; and,

WHEREAS, the proposed application is supported by the Community’s approved Five-Year Parks and Recreation Master Plan; and,

WHEREAS, Charter Township of Canton is hereby making a financial commitment to the project in the amount of \$1,000,000 matching funds; and,

NOW THEREFORE, BE IT RESOLVED that Charter Township of Canton hereby authorizes submission of a Michigan Spark Grant Application, and further resolves to make available its financial obligation amount of \$1,000,000 during the 2022-2023 fiscal year.

AYES: Borninski, Ganguly, Graham-Hudak, Siegrist, Slavens, Sneiderman

NAYES:

ABSENT: Foster

MOTION APPROVED.

I hereby certify that the forgoing is a true and correct copy of a resolution duly made and passed by the Board of Trustees of the Charter Township of Canton, County of Wayne, Michigan, at their regular meeting held on Tuesday, November 22, 2022, at 7:00 p.m. in Canton Township, Michigan with a quorum present.

Michael Siegrist, Clerk

Date

Item G-12. Consider Approval to Develop the Tyler ERP to Invoice Cloud Integration

Motion by Siegrist, supported by Borninski to approve a Purchase Order and Award professional services to Tyler Technologies in the amount of \$30,215 for integration between Tyler ERP and Invoice Cloud™.

Further, to approve the following budget adjustment:

Increase Expenditures:	592-560.930_0015 Maintenance & Repair Software	\$30,215
Increase Revenues:	592-000.695 Fund Balance Appropriation	\$30,215

Motion carried unanimously.

Item G-13. Consider Approval to Purchase Replacement Network Switches

Motion by Siegrist, supported by Borninski to approve the creation of a purchase order to CDW Government for the purchase of replacement of network switches in an amount not to exceed \$21,895.00. Motion carried unanimously.

Item G-14. Consider Approving On-Site Medical Services for Firefighter Physical Exams and an Associated Amendment to the 2022 Fire Budget

Motion by Siegrist, supported by Slavens to approve the purchase of on-site medical services for firefighter medical exams from Bio-Care, Inc., in the amount of \$85,232, of which 90% of the expense will be reimbursed through a FEMA Assistance to Firefighter Grant.

Additionally, to approve the below listed amendment to the 2022 Fire Budget:

Increase Fire Revenue:

Federal Grants	#206-000.501	\$22,709
Fund Balance Appropriation	#206-000-695	\$ 3,523

Increase Fire Appropriations:

Employee Medical Exams	#206-336-50.805	\$26,232
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Motion carried unanimously.

Item G-15. (Removed)

Item G-16. Consider a Request to Approve Letter of Agreement Between Canton Township and the American Federation of State, County and Municipal Employees (AFSCME Local 3860)

Motion by Siegrist, supported by Slavens that we approve the Letter of Agreement between Canton Township and the American Federation State, County and Municipal Employees (AFSCME Local 3860). Motion carried unanimously.

Additional Public comment was held.
Additional Board comment was held.

Adjourn: Motion by Siegrist, supported by Slavens to adjourn the meeting at 8:47 pm. Motion carried unanimously.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor