

CHARTER TOWNSHIP OF CLINTON
REGULAR MEETING OF THE BOARD OF TRUSTEES
MONDAY, NOVEMBER 28TH, 2016

PRESENT:	ROBERT J. CANNON	SUPERVISOR
	KIM MELTZER	CLERK
	PAUL GIELEGHEM	TREASURER
	JOE A. ARAGONA	TRUSTEE
	MIKE KEYS	TRUSTEE
	KENNETH PEARL	TRUSTEE
	JENIFER WEST	TRUSTEE

ABSENT: NONE

The Regular Meeting of the Board of Trustees was called to order at 6:30 p.m. in the Township Board Chambers, Clinton Township Civic Center. Also in attendance was Mr. Jack Dolan, Township Attorney. The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Ms. Meltzer requested the following deletion from tonight's agenda:
Item #9 – Appointments to the Planning Commission

Ms. Meltzer requested the following additions to tonight's agenda:
Item #12 - Approval of 2017 Township Board Meeting Schedule
Item #13 - Request to be Recognized as a Non-Profit Organization:
Teacher's Pet: Dogs and Kids Learning Together

Motion by Mr. Pearl, supported by Ms. West, to approve tonight's agenda with the deletion of Item #9 and the addition of Items #12 and #13. Roll Call: Ayes – Pearl, West, Aragona, Keys, Cannon, Gieleghem, Meltzer. Nays – None. Absent – None.

1. DIGITAL IMAGING UPDATE

Ms. Meltzer explained that since 2013, the Township has been very proactive to implement a records management system, and she stated that Ms. Jennifer Baranski, Records Manager, is going to discuss an update.

Ms. Baranski stated that the Township bought the Laser Fiche software, and the overall goal is to maintain accuracy and transparency, as well as efficiency in handling the Township's records. This will eliminate duplication in looking at the process the employees use. She informed that public records are governed by the State of Michigan's Government Records #10, and the Township will be submitting their own Records Retention Schedule, which meets or exceeds the State's standards, to the State of Michigan. One of the aspects of the Laser Fiche software is FORMS, which allows information to be routed, and she added it is great in terms of information access, making it readily available to answer citizen inquiries and requests. She noted it eliminates duplicate information and provides standardized methodology. She cited the example of a "Licensing form" and how that would go through the system. It would be submitted to the Clerk's office, and from there, it would be routed through the workflows to the appropriate places where that information is needed. They use workflows to organize department document imaging. Ms. Baranski indicated she writes the workflows so they go into the appropriate computer folders. The employees enter the information, click "submit" and the workflow does the rest. In this process, only the appropriate people see the information, but it allows them to address Township-wide document management, including acquisition, disposition and archiving of documents. She stated she works on records inventory with the department heads and key personnel. They focus on which records, the users of those records, and how they are used. She added inventories help to determine what processes are used, removing the chance for duplication. She cited the example of covenant and easement records, where multiple departments may have to use them.

Ms. Baranski informed that the first records inventory was completed in the Supervisor's office. They removed duplicates, determined what needed to be scanned, and it was scanned manually. She indicated they ran into some areas where they had to distinguish the difference between types of documents, such as the difference between "Proclamations" and "Resolutions". Ms. Baranski stated they were working on the records in the Clerk's office concurrently, but there were many more records to go through because the Clerk's office is officially the "keeper of the records". They ended up with approximately 25,000 documents that were reviewed with their staff. Through the retention schedule, they could dispose of a lot of them, and they determined some of the records needed to be transferred to other departments for their storage. She stated approximately 70% of the public files were not addressed because they are files that should be scanned and transferred to digital format.

Ms. Baranski informed that she also worked with the Building Department, using the State of Michigan Records Retention Schedule specific to that department. They needed to scan microfilm and microfiche that is currently in 16 mm and 35 mm format, and the sheer volume of these records will take some time. She explained that the Building Department will benefit from a Township-wide

collaboration, such as BS&A, and they can create a connection between BS&A, Laser Fiche and paper documents to make sure they all work together.

Mr. Pearl inquired as to how these records are being backed up.

Ms. Baranski replied they are working with the Township's Information Technology (IT) Department and assured everything is being backed up daily. She stated IT is storing the back-up off-site with their disaster recovery partners, and the information is also held on the Township's servers. She assured it is not being stored on a cloud.

Mr. Pearl inquired as to how the Township moves forward on this. He inquired as to whether they will still be contracting with Laser Fiche once everything is transferred to a digital format.

Ms. Baranski stated there is anywhere from 100 to 150 years of backlog, so moving forward, each department will be responsible for scanning and documenting with Laser Fiche.

Mr. Pearl inquired as to whether the public will have access to this information.

Ms. Baranski replied they will not have access right away; however, it could be possible in the future to provide information through a web portal.

Mr. Pearl felt that meeting minutes would be something the public would find advantageous to be able to access.

Ms. Baranski noted that a public portal could coordinate the request so appropriate information is redacted as necessary. She replied to further inquiry that one microfiche can contain a lot of information about the same parcel, and she compared it to medical records. Ms. Baranski stated the representative from Laser Fiche is present tonight to answer questions the Board may have.

Mr. Roger Holtslander, 23140 Wellington Crescent, Clinton Township, Michigan 48036, stated he was glad to see the Township go "paperless" and inquired as to whether this will be done with all departments.

Mr. Cannon replied affirmatively.

Mr. Holtslander inquired as to whether this will speed up the FOIA process.

Mr. Cannon replied it will not speed it up much because someone will still have to go through to look up the information, redact any information necessary, etc.

Ms. Baranski clarified that this is advantageous because the request can be forwarded to multiple departments at the same time.

Ms. Meltzer noted that if they implement a public portal, there may be less of a demand for FOIA requests because the public would be able to access many of the records themselves. She emphasized this is a long-term goal.

Mr. Holtslander inquired as to the timeframe for this process to be completed.

Ms. Meltzer replied there is no end date, but it is a work-in-progress.

Mr. Aragona inquired as to whether there will be a plan to destroy the documents that need to be disposed of.

Ms. Baranski replied that there will be a destruction of information as they go along, so there will be more memory freed up; however, she added that more memory will also be needed as more documents continue to be scanned.

Ms. West commended Ms. Baranski for doing a great job. She questioned whether some of this could not have been “bundled” so that the Township could save some money.

Ms. Baranski replied that the Township received the state contract pricing, so bundling would give them no price advantage.

Mr. Terry Buchanan, 1551 E. Lincoln, Madison Heights, Michigan, explained each department has different types of records. He explained the Clerk’s office involves strictly paper scanning, whereas microfilm is different. Some files are on 16 mm film, which are documents that measured letter or legal size, and other files are on 35 mm film, which are documents measuring anything larger than 11” by 17”. When the original documents were filmed years ago, the Township was able to save money by having several documents placed together and scanned on 35 mm film, so it is now a slow process to separate those filmed documents. He stated they have the contract with the State of Michigan, so it is public pricing. Mr. Buchanan replied to inquiry that Ms. Baranski provides them with the structure for naming the files, and it is easy with the Building Department’s records because they deal with addresses.

Mr. Gielegghem inquired as to whether this will occur for each department.

Ms. Baranski replied the plan is to go from department to department, and they try to find departments that have synergy. She felt the Building and Assessing departments go together. She is aware that the Department of Public Services is anxious to get their inventory done, but summer and fall are not good times for them because of their workload, so there are a lot of factors. Ms. Baranski

replied to further inquiry that naming the Clerk's files is more complicated because there are so many types, whereas Building Department's files always relate to an address or parcel of land.

Mr. Gielegghem inquired as to how they determine the departments that want some of the same information.

Ms. Baranski replied the metadata templates are worked out with the departments. They are specific to the document type, and the mandatory information is determined by talking to those departments. Documents can belong to departments, but it must be a collaborative format for all departments. She explained they may add or remove information as they go along.

Mr. Gielegghem noted the proposed vendor had the lowest price and they perform work for the State of Michigan, yet there are already budget amendments proposed tonight because the costs are higher than originally planned. He inquired as to the reason for this.

Ms. Baranski replied that in the Clerk's office, the original estimate was including Board minutes and packets; however, when they looked at all the documents, they felt there are more types they would want to digitize, and it did not make sense to not include those documents. The volume and importance of it makes more sense to do it together, so the scope of the project expanded. She clarified that the scope of the project did not expand for the Building Department, but the estimate was done by looking at the file cabinets and not looking at any exact measurements. She added it was also based on a previous pricing schedule.

Mr. Buchanan clarified the original calculations were based on an estimate. They knew it was going to come out as a Request for Proposal (RFP), so they provided an idea of what it would be. When they looked at it a lot closer, they came up with a closer estimate.

Mr. Gielegghem felt it possibly should have been a Request for Quote (RFQ) process first.

Ms. Baranski replied that for an RFP, it is mandatory that the bidders must come out and take the measurements.

Mr. Buchanan replied the vendor must have firm pricing. They have a price and estimate how many items are involved. If the number of items is more than originally estimated, the price will increase.

Ms. Baranski replied that eight different imaging companies responded to the RFP.

Ms. Meltzer commended Ms. Baranski for the phenomenal job she did on the RFP. She felt that is the way to go and they can “put a line in the sand”. She reminded that the Township has never done this, and she wanted to make sure that the process is accurate, efficient and that the information will be available to the public. She noted that the Township hired Ms. Baranski, who has the knowledge, and she is advancing her own skills, which is also to the Township’s advantage. She added they are also open to new suggestions.

Mr. Gielegem inquired as to whether this work will be able to be budgeted more accurately in the future for the other departments.

Ms. Baranski felt that is a safe assumption. She felt it was a valuable lesson for the Township to learn about firm pricing.

Mr. Buchanan replied to inquiry that the digital images are written to a DVD to be used as a transfer medium. They also write an import file, and Ms. Baranski will take the index data and update Laser Fiche. It will also scan and store on the server.

Mr. Pearl inquired as to whether they are going to review these documents on the DVD’s to make sure all the files have been included.

Ms. Baranski replied that Mr. Buchanan’s group will provide the Township with testing so they can do that. She has also provided quality assurance guidelines to each department.

Mr. Pearl questioned how they will know that all the files are there. He questioned what method they will be using to make sure that every document has been scanned.

Mr. Buchanan replied that there are some files where they will know how many they are getting back, and he cited the example of Township Board minutes and packets. He explained that if his company is not provided with a list that names each file, they have no way to verify that information. He stated they place smart barcodes on documents for each box they receive. They then know they have a certain number of bar codes for each box, and they verify that they have that many images when they are done. He added the only way they can provide 100% assurance is to have a list of each document provided to them. He commented that only .001 percent of his clientele provides this because of the work volume involved in creating such a list.

Ms. Baranski replied that the Township will keep a list of the files they are sending, so they will know how many come back. Once they are satisfied that everything has been returned, the original documents will be destroyed per the paper schedule, and that will be done as soon as possible to decrease liability.

Mr. Pearl stated he would like to see a portal where the public will be able to access some of this information. He questioned as to whether that can be started before every department has had their documents scanned.

Ms. Baranski replied the Township can purchase that module to have the ability for a portal, but she cautioned it does not make sense to give a department that ability until they have done all their imaging and scanning.

Ms. Meltzer stated that there is a cost associated with the ability to provide that information through a portal, so that would have to come back to the Township Board for approval later.

Mr. Russell Holtslander, 23140 Wellington Crescent, Clinton Township, Michigan 48036, stated it seems the Township did not give the company much leeway when they provided them with the original information. He noted there were seven other vendors, and he questioned whether any of them were asked how much data they would provide for that same price. He felt they may be less expensive.

Mr. Buchanan replied they were the only vendor who provided the price.

Discussion took place regarding the pricing.

Mr. Russell Holtslander inquired as to the criteria for determining what will be destroyed.

Ms. Baranski replied they will go by the State Retention Schedules, but she added if there are extremely old documents, they could contact the Historical Commission.

Motion by Mr. Pearl, supported by Ms. West, to receive and file the Digital Imaging Update provided by Ms. Jennifer Baranski, Records Manager. Roll Call: Ayes – Pearl, West, Aragona, Keys, Cannon, Gieleghem, Meltzer. Nays – None. Absent – None. Motion carried.

2. BUDGET AMENDMENT: BUILDING DEPARTMENT

Mr. Barry Miller, Superintendent of the Building Department, stated that to start, he preferred to get a budget approval for a specific dollar amount and get as much scanned as possible for that amount. The need to have the “not to exceed” pricing is so that they can get the records digitized and do away with the microfilm/microfiche machine. He pointed out that a lot of departments in the Township use the Building Department’s records and, when allowed permission

through Laser Fiche, would be able to view those records from their desk without physically having to come down to their department.

Ms. West noted that once all the records are digitized, she questioned whether it would be up to the Building Department's staff to scan and maintain the records from that point.

Ms. Baranski replied that microfilm and microfiche do not comprise all the files. There are archived files in that department and in storage. She stressed getting the files digitized that are currently on film and fiche is the most important because of the Township's ability to read them.

Ms. West inquired as to when everything will be completed.

Ms. Baranski felt once the Clerk's records are digitized, that department will be complete, and they will go forward scanning their own documents from that point; however, the Building Department will be "chipping away" at this over the years because of the sheer volume and types of files they have.

Mr. Miller stressed that they have been going paperless in the Building Department since 2013, and have been storing documents in BS&A, which is not the proper place for them to be stored. He claimed that if they continue to store documents in BS&A, it will bog that program down. He pointed out they have sixty years of building permits and plans, and it would be difficult for their staff to catch up, so it will be a slow process.

Mr. Pearl stated one of the problems in the computer industry is companies going out of business, proprietary software, etc. He inquired as to Laser Fiche's record as far as history, and what happens if they stop providing this service or go out of business.

Ms. Baranski replied if Laser Fiche goes away, the files are all in PDF format, so any system would be able to read them, which is one of the reasons they chose to go that route.

Mr. Pearl inquired as to whether there is any problem with this stored data losing its quality over time.

Ms. Baranski replied the quality should remain the same over time. She cautioned, however, that the quality of the file will only be as good as what is put into it. She informed that Laser Fiche will be taking pictures of the pictures that are already on film and fiche, and there can be some degradation of quality in that, but once it is done, it will not continue to lose quality.

Motion by Mr. Pearl, supported by Ms. West, to receive and file the letter dated November 22nd, 2016 from the Building Department Superintendent, and approve a budget amendment in the amount of \$16,061 to the computer costs for the department to digitize their records. Roll Call: Ayes – Pearl, West, Aragona, Keys, Cannon, Gielegghem, Meltzer. Nays – None. Absent – None. Motion carried.

3. BUDGET AMENDMENT: CLERK'S OFFICE

Motion by Mr. Gielegghem, supported by Mr. Keys, to receive and file the letter dated November 22nd, 2016 from the Township Clerk and approve a budget amendment in the amount of \$10,500 to the computer costs for the department to digitize their records. Roll Call: Ayes – Gielegghem, Keys, Aragona, Pearl, Cannon, West, Meltzer. Nays – None. Absent – None. Motion carried.

4. BID AWARD: DOCUMENT IMAGING – BUILDING DEPARTMENT

Motion by Ms. West, supported by Mr. Aragona, to award the bid for the Building Department's Digital Imaging to the lowest qualified bidder, Graphic Sciences, in the amount of \$37,851.45. Roll Call: Ayes – West, Aragona, Keys, Pearl, Cannon, Gielegghem, Meltzer. Nays – None. Absent – None. Motion carried.

5. BID AWARD: DOCUMENT IMAGING – CLERK'S OFFICE

Motion by Ms. West, supported by Mr. Keys, to award the bid for the Clerk's Office Digital Imaging to the lowest qualified bidder, Graphic Sciences, in the amount of \$18,373.29. Roll Call: Ayes – West, Keys, Aragona, Pearl, Cannon, Gielegghem, Meltzer. Nays – None. Absent – None. Motion carried.

6. SITE DEVELOPMENT PLAN: CLINTON CREEK ASSISTED LIVING & MEMORY CARE: 3.03 ACRES OF LAND E/GARFIELD, S/18 MILE ROAD, ADDRESSED AS 40500 GARFIELD (SECTION 17)

Motion by Mr. Pearl, supported by Ms. West, to receive, file and concur with the letter dated November 15th, 2016 from the Secretary of the Clinton Township Planning Commission, and approve the Site Development Plan for Clinton Creek Assisted Living & Memory Care, to be located on 3.03 acres of land fronting the east line of Garfield, south of 18 Mile Road, addressed as 40500 Garfield Road (Section 17), as submitted. Roll Call: Ayes – Pearl, West, Aragona, Keys, Cannon, Gielegghem, Meltzer. Nays – None. Absent – None. Motion carried.

7. REQUEST APPROVAL TO ATTEND BUDGETED AGING IN AMERICA CONFERENCE - SENIOR CENTER DIRECTOR

Motion by Ms. West, supported by Mr. Keys, to receive and file the letter from the Senior Center Director and approve the request to attend the 2017 Aging in America Conference to be held in Chicago, Illinois on March 20th through 24th, 2017, at an estimated cost of \$2,115, which is a budgeted amount. Roll Call: Ayes – West, Keys, Aragona, Pearl, Cannon, Gielegghem, Meltzer. Nays – None. Absent – None. Motion carried.

8. APPOINTMENTS TO THE CULTURAL DIVERSITY COMMITTEE

Motion by Mr. Cannon, supported by Mr. Pearl, to receive and file the letter dated November 16th, 2016 from the Administrative Aide, and reappoint Ms. Lynette Holmes, Ms. Renee Arrington-Johnson, Ms. Kirkanne Moseley and Mr. Henry Sommerstorfer to the Cultural Diversity Committee, each for two year terms to expire on November 30th, 2018; further, to appoint Ms. Elaine McGigor and Mr. Mitchell Bergeron to fill the two open terms on the Cultural Diversity Committee, with Ms. McGigor's term to expire on November 30th, 2018 and Mr. Bergeron's term to expire on November 30th, 2017; further, to reappoint Ms. Joie West as the board representative on the committee. Discussion ensued.

Mr. Roger Holtslander inquired as to whether all the positions on this committee are now filled.

Mr. Cannon replied affirmatively.

Mr. Holtslander was pleased that the Board has filled all the positions.

Roll Call: Ayes – Cannon, Pearl, Aragona, Keys, West, Gielegghem, Meltzer. Nays – None. Absent – None. Motion carried.

9. APPOINTMENTS TO THE PLANNING COMMISSION

This item was deleted from tonight's agenda.

10. APPOINTMENT TO THE CONSERVATION COMMITTEE

Motion by Mr. Cannon, supported by Mr. Pearl, to receive and file the letter dated November 16th, 2016 from the Administrative Aide and reappoint Mr. Paul Gielegghem as the board representative on the Conservation Committee for a two-year term expiring on November 30th, 2018. Roll Call: Ayes – Cannon, Pearl, Aragona, Keys, West, Gielegghem, Meltzer. Nays – None. Absent – None. Motion carried.

11. REQUEST TO APPROVE M-59 (HALL ROAD) STAMPED PAVER AND MAST ARM TRAFFIC SIGNAL ENHANCEMENTS

Mr. Cannon provided some history of this project, which has been called “Project 17”. The plan was originally to tear up and repave M-59, from Mound to I-94, and there was not going to be a cost to the local communities; however, they did not have sufficient funds to complete the project so the scope of the project changed to repave only from Mound Road to Hayes Road. Mr. Cannon stated that he and Mr. Santia argued with the Michigan Department of Transportation (MDOT) that Clinton Township has a major college, a major hospital and a large shopping center that impact traffic on M-59, so they would like to see the repaving project extended to I-94. They received a letter in response indicating that it will be designed to extend to Romeo Plank Road, and if there is sufficient money, they will go that far. He stated they found the money to extend the project as far east as Romeo Plank Road.

Mr. Carlo Santia, Director of the Department of Planning and Community Development, explained they have had meetings with the adjoining communities, and MDOT determined that the communities should look at some enhancements, although the cost for those would have to be absorbed by the local communities. He explained that Van Dyke was recently reconstructed, and the City of Sterling Heights requested these same enhancements in crosswalks and traffic signals. They also had additional landscaping, which will also be done along M-59, and they had large street signs, or markers, added. Mr. Santia explained that MDOT prepared some estimates for these enhancements along M-59, and presented them to the various communities affected. He stated it appears all are on board to this point, with Clinton Township being the last community to vote on it. He added that Shelby Township has approved the mast arm traffic signals and they will be approving the stamped crosswalks as well, although they have not yet approved the crosswalks. Mr. Santia summarized that these enhancements will cost Clinton Township approximately \$358,000.

Mr. Cannon stated that the City of Sterling Heights will be paying nearly \$900,000 for their share of those enhancements. He added they are also adding additional landscaping and two golden rings, signifying “The Golden Corridor”. He stated that cost for the rings and landscaping is being split with Shelby Township, and that cost does not include the traffic signals and crosswalk enhancements. He commented that Clinton Township will receive the advantage of those enhancements without having to pay for them.

Mr. Pearl recalled the mast arm traffic signals were installed along Metropolitan Parkway, but the Township was not charged extra for them. He expressed concern about the price and stated that he would be in favor of the crosswalk

improvements because that is a safety issue. He stated he would like to hear from the other Board members regarding their opinions on the traffic signals.

Mr. Cannon stated the mast arm traffic signals hold up better in the wind and they are much nicer in appearance.

Mr. Pearl inquired as to whether there are a lot of traffic accidents along Hall Road.

Police Chief Posavetz replied affirmatively, stating the accidents occur for numerous reasons, but he did not know whether any are specifically related to the traffic signals. He reiterated there are many reasons for the accidents, but the majority are rear-end collisions because of distracted drivers and the high volume of traffic.

Mr. Pearl acknowledged that the mast-arm traffic signals are probably easier to see, but he suggested that they could seek private funding for those signal enhancements.

Mr. Cannon replied that the project is scheduled to begin at Mound in early 2017 and extend to Dalcoma. In 2018, they will go from Dalcoma to Romeo Plank, and he understood that the Township will pay as the expenditures occur.

Mr. Santia confirmed the Township will pay as the work is completed, with the majority to be paid towards the end of 2018.

Mr. Cannon assured that as soon as they have completed up to Romeo Plank Road, the Township will be asking when they intend to complete the stretch between Romeo Plank Road and I-94. He stressed he agrees with the cost of the crosswalks because of the safety factor, and when they are put in, pedestrians tend to walk on them. He mentioned that there was a recent fatality of a man on a bicycle who was crossing Hall Road as he was coming home from work. He indicated he has talked with the Macomb Township Supervisor about possibly of their community extending the bike path along Romeo Plank, north of Hall Road, but she was opposed because of the danger in crossing Hall Road. He felt the crosswalk enhancements will make it a little safer.

Ms. Meltzer thanked Mr. Cannon and Mr. Santia for fighting to have Clinton Township included in the project because their original plan was to not extend further east than Hayes. She recalled the State was going to pay for these aesthetic enhancements, but they shifted their funding to include a larger portion of Hall Road, and put the cost of the enhancements on the local communities. She admitted the enhancements will not make the road entirely safe but it will help. She felt it is a good project, but commented that the cost is substantial. She felt the Board should approve it but on the condition that they will pay for it

as the work is done and not up front. She stated that way, the Township can allocate funds out of the next couple of budget years for these enhancements.

Mr. Aragona inquired as to whether there is any way of making up the difference between the span wire traffic signals and the mast arm traffic signals.

Mr. Santia stated that the costs differ depending upon the location. Clinton Township will be sharing costs with Macomb Township, and that is how they arrived at the price. He advised the federal funding will cover the standard span wire traffic signals, but any community that wants the mast arm signals will have to pay more because it is considered an enhancement. Mr. Santia explained the typical markings for sidewalks is to have them marked with paint or white tape thermoplastic. They can be marked with “zebra” striping, but most them are two lines. He clarified that they will be striped asphalt because the entire road will be asphalt. He assured the stamped asphalt will be very visible.

Mr. Aragona understood the stamped crosswalks are for a safety issue. He inquired as to whether there is a safety concern that would warrant the mast arm traffic signals. He inquired as to whether there is any type of other fund for such a large cost.

Mr. Cannon replied that it would have to come out of the General Fund, but it can be spread over two years. He pointed out that the Township Parking Lot project is \$100,000 under budget, so they could use that money toward these enhancement costs if that is something the Board wants to do. He replied to further inquiry that \$100,000 under-budget figure is as of today.

Mr. Gieleghem noted that \$100,000 that was not spent on the parking lot will go back into the General Fund.

Mr. Keys stated he has seen the benefits of stamped crosswalks, and he inquired as to whether these two enhancements could be voted on separately. He suggested it may be a possibility to go forward with the stamped crosswalks and wait on the traffic signal enhancements.

Mr. Cannon stated they can be voted on separately.

Mr. Gieleghem inquired as to the current locations of the overhead traffic lights.

Mr. Santia replied to inquiry that one is at Hayes, another at the cross-over east of Hayes, one at Tilch, one west of Garfield, one at Garfield, one east of Garfield, one in front of the mall, another west of Romeo Plank Road, one at Romeo Plank Road, and another east of Romeo Plank Road.

Mr. Gieleghem clarified he was looking for existing locations throughout the Township where the mast arm signals are in use.

Mr. Santia replied they are put in wherever the intersections are being modernized. He noted there are some along Metro Parkway, a couple along 15 Mile Road, and along Gratiot.

Mr. Gieleghem understood the safety factor and the fact that if Clinton Township is the only community along the Hall Road corridor that does not opt for these enhancements, they will look “less appealing”. He expressed concern that there is no funding source for this other than the General Fund. He felt they have asked the Township and the employees to make a lot of sacrifices, and there is a “divide” between the north and south ends of the Township. He felt when an investment of this nature is made in the north end of the Township, there needs to be a corresponding investment in the south end of the community, where there is a greater need for redevelopment. Mr. Gieleghem felt, as a Board, they need to be cognizant and sensitive to that so they can back up any investment with a corresponding reinvestment to the parts of the community who believe they have left behind.

Mr. Cannon stated that, over the last fifteen years, the Township has spent more in the south end than they have spent in the north end. He cited numerous sewer projects, as well as the establishment of the Downtown Development Authority district, which enabled the installation of lighting on a major road, as well as not only weed-cutting along the Gratiot median but also landscaping improvements all the way from 14 Mile to Wellington Crescent. He added that they are still looking to improve Groesbeck. He commented that everyone drives on Hall Road at one point or another, and the Township has three points of pride in that area: a major college, a hospital and a new mall. He stated the hospital is now a major hospital and has expanded, and the college has expanded as well, offering four-year degrees through its University Center. Mr. Cannon pointed out that the surrounding communities have all approved these enhancements, so if Clinton Township does not approve them, it will appear obvious to motorists as they drive through the Clinton Township section of Hall Road.

Mr. Pearl suggested that the Board approve the crosswalk enhancements this evening, and try to find private funding from the businesses in the area for the fancier traffic signals. He felt the crosswalks are important for safety, especially if the surrounding communities are installing them. He agreed with Mr. Cannon that a lot of money has been invested in sidewalks for the south end of the Township, and although the sewers are not visible, he stated a tremendous amount of money went into the sewer improvements to make sure the basements of homes in the south end do not flood.

Motion by Mr. Pearl, supported by Mr., Keys, to receive and file the letter dated November 22nd, 2016 from the Supervisor, and approve the participation in the enhancements to the M-59 Reconstruction Project by approving the “Stamped HMA Crosswalks” in the amount of \$98,010.00. Discussion ensued.

Ms. Meltzer inquired as to whether the cost of the mast arm signals could go up if the Township does not approve them this evening. She inquired as to whether the price would be locked in if it were to be approved tonight.

Mr. Santia replied that MDOT is looking for an answer so they can bid it with or without the mast arm signals. He indicated if the Township comes back later and opts in, it could be a problem and possibly result in a higher cost because it would have to be added to the contract. It would not be included in the original bid. He felt approving it now would be locking in the price because it would be included in the original bid for the project. He explained MDOT will be bidding this out as one project extending from Mound to Romeo Plank. He suggested they can wait two weeks and pose some questions to MDOT in that time frame to get clarification on whether it can be added later.

Ms. Meltzer liked the idea of voting on these two issues separately, but she questioned what happens if MDOT’s bid cost comes in much higher, and whether they can pass that additional cost on to the local communities.

Mr. Dolan replied that the request from MDOT, as presented, is they are asking each community to commit to a specific dollar amount, as they have broken it down on their documentation. He clarified they are not asking the Township to pay for the cost of the installation, nor are they asking the Township to pay the difference should there be some change that increases the cost.

Mr. Santia agreed with Mr. Dolan’s assessment of the proposal.

Mr. Dolan suggested the Board can specify that by amending their motion to include the verbiage “in an amount not to exceed \$98,010.00”.

Mr. Pearl amended his motion, and Mr. Keys amended his support, to change the motion on the floor to reflect the following:

Motion by Mr. Pearl, supported by Mr., Keys, to receive and file the letter dated November 22nd, 2016 from the Supervisor, and approve the participation in the enhancements to the M-59 Reconstruction Project by approving the “Stamped HMA Crosswalks” in an amount not to exceed \$98,010.00. Discussion ensued.

Mr. Russell Holtlander stated he liked getting that amount down to \$98,010 rather than the \$358,100 proposed. He pointed out that the Township just reached their full complement of police officers, but according to data he has read that indicates a recommended number of police officers per capita, he felt

the Township could still use at least 27 more officers. He understood the need for the stamped crosswalks for safety issues, but he questioned \$260,000 for “pretty traffic lights” when he equated that amount could pay for two additional police officers. He added that the \$100,000 left from the Civic Center parking lot improvements could nearly pay for another police officer. Mr. Holtslander felt the investments in the south end and the north end are not equal, because the investments made in the south end are necessary, whereas the proposed \$260,000 investment in the north end is for “a fancy light”. He questioned why the Township is not addressing sidewalks in the north end, noting several areas where there are gaps.

Mr. Roger Holtslander, 23140 Wellington Crescent, Clinton Township, Michigan 48036, felt the south end of the Township needs a lot of help, and he stated he was involved with the South Gratiot Business Group, and later the DDA. He stressed they got street lights, and he felt that is important for businesses to have lighting. He commented on what has been done along Woodward. He felt, however, that if neighboring communities are spending this money for these improvements, the Township must do the same to assure the businesses in the area that they are investing in their future as well. He stressed these improvements are signals to businesses that the Township is doing what is necessary to bring people in. He felt the Township cannot always be divided between “north end” and “south end”, and it is one Township. He pointed out that this improvement may be made in the “north end”, but that is also where taxes are being generated from businesses. He reiterated his feeling that more can be done on Gratiot, but he did not feel that they can say no to these enhancements, commenting that the business owners are doing what they are supposed to do, and this Board “needs to step up”. He suggested waiting for two weeks to get more information, but ultimately recommended it be approved.

Ms. West inquired as to whether all the crosswalks have pedestrian crossing signals as well.

Mr. Santia replied affirmatively, and noted that is not part of this enhancement cost. He replied to further inquiry that the span wire signals are not as visible, especially when the wind is blowing. The mast arm signals require less maintenance and they tend to last longer. MDOT and the County will share in the maintenance costs. Mr. Santia addressed Mr. Russell Holtslander’s earlier comment about gaps in sidewalks in the north end, stating that they are working on those to eliminate the gaps.

Ms. West inquired as to whether they can bring the issue of the traffic signal enhancements back to the Board in two weeks, and possibly the Finance Department can report, or they can talk to businesses to see if there is any interest in doing something regarding these enhancements.

Mr. Cannon stated they will alert the State that they have approved the request for the crosswalk enhancements and are exploring alternatives for the traffic signal enhancements.

Roll Call (**on amended motion**): Ayes – Pearl, Keys, Aragona, Cannon, West, Gielegghem, Meltzer. Nays – None. Absent – None. Motion carried.

12. APPROVAL OF 2017 TOWNSHIP BOARD MEETING SCHEDULE

Motion by Mr. Gielegghem, supported by Mr. Pearl, to approve “Schedule A” for the 2017 Township Board Meetings, as presented. Roll Call: Ayes – Gielegghem, Pearl, Aragona, Keys, Cannon, West, Meltzer. Nays – None. Absent – None. Motion carried.

13. REQUEST TO BE RECOGNIZED AS A NON-PROFIT ORGANIZATION: TEACHER’S PET: DOGS AND KIDS LEARNING TOGETHER

Ms. Nicole Pawlowski-Herr explained they are an intervention program for at-risk individuals. They have three current facilities in Oakland County and they are looking to expand into Macomb County. They bring in dogs, and the kids learn to train them as part of their therapy. They have been in existence for eleven years, and as of January, they have helped 3,100 dogs and more than 2,000 children. They are seeking the non-profit organization status so they can hold a ticketed progressive raffle like some of the local schools. She also invited anyone interested in the program to visit their facility.

Motion by Ms. West, supported by Mr. Aragona, to receive and file the letter dated November 16th, 2016 from Ms. Nicole Pawlowski-Herr, Board Treasurer of Teacher’s Pet: Dogs and Kids Learning Together, and approve the Resolution for Teacher’s Pet: Dogs and Kids Learning Together to be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses. Roll Call: Ayes – West, Aragona, Keys, Pearl, Cannon, Gielegghem, Meltzer. Nays – None. Absent – None. Motion carried.

APPROVAL OF MINUTES OF NOVEMBER 14TH, 2016 REGULAR TOWNSHIP BOARD MEETING

Motion by Ms. West, supported by Mr. Gielegghem, to approve the minutes of the November 14th, 2016 Regular Township Board Meeting as submitted. Roll Call: Ayes – West, Gielegghem, Aragona, Keys, Pearl, Cannon, Meltzer. Nays – None. Absent – None. Motion carried.

APPROVAL OF BILLS

Motion by Mr. Pearl, supported by Mr. Gieleghem, to approve the bills as presented. Roll Call: Ayes – Pearl, Gieleghem, Aragona, Keys, Cannon, West, Meltzer. Nays – None. Absent – None. Motion carried.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

Motion by Mr. Keys, supported by Mr. Aragona, to adjourn the meeting. Roll Call: Ayes – Keys, Aragona, Pearl, Cannon, West, Gieleghem, Meltzer. Nays - None. Absent – None. Motion carried. The meeting adjourned at 8:28 p.m.

Respectfully submitted,

KIM MELTZER, CLERK
CHARTER TOWNSHIP OF CLINTON