

CITY OF SOUTH LYON  
REGULAR COUNCIL MEETING  
SEPTEMBER 11, 2017

Mayor Galeas called the meeting to order at 7:30 p.m.

Mayor Galeas led those present in the Pledge of Allegiance

Mayor Galeas asked for a moment of silence in memory of September 11, 2001

Mayor Galeas also asked everyone for their thoughts and prayers for everyone affected by the hurricanes.

PRESENT: Mayor Galeas, Councilmembers: Kivell, Kramer, Kurtzweil, Parisien, Rzyzi and Wedell

ALSO PRESENT: City Manager Ladner, Chief Collins, Chief Kennedy, Attorney Wilhelm and Clerk Deaton

MINUTES

CM 9-1-17 MOTION TO APPROVE MINUTES

Motion by Rzyzi, supported Kurtzweil

Motion to approve minutes as presented

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS

Councilmember Kurtzweil asked if the payment for \$1,018,907.74 to The Bank of New York Mellon was for a bond payment. City Manager Ladner stated it was for the bond payment. Councilmember Kurtzweil asked what the payment to South Lyon Schools marked for school debt is for. City Manager Ladner stated that is for a tax disbursement. We collect taxes then we disburse payments to the schools, library and County.

Councilmember Kivell asked about the payment to Plante Moran for capital improvement. City Manager Ladner stated that is for the auditing of that account.

CM 9-2-17 MOTION TO APPROVE THE BILLS

Motion by Kramer, supported by Kivell

Motion to approve the bills as presented

VOTE: MOTION CARRIED UNANIMOUSLY

AGENDA

CM 9-3-17 MOTION TO APPROVE THE AGENDA

Motion by Kramer, supported by Rzyzi

Motion to approve the agenda as presented

VOTE: MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT- None

OLD BUSINESS

1. Appointment of Erin Kopkowski to Planning Commission

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Mayor Galeas stated he would like to appoint Erin Kopkowski to the Planning Commission. He stated he has known her for a long time and she has good experience. Councilmember Kivell stated she has a construction company and has a good understanding of the environment.

CM 9-4-17 MOTION TO APPROVE APPOINTMENT TO PLANNING COMMISSION

Appointed by Mayor Galeas, supported by Kivell

Motion to appoint Erin Kopkowski to the Planning Commission

VOTE: MOTION CARRIED UNANIMOUSLY

2. Consider first reading of ordinance amendment rezoning parcel 21-30-126-003, West End Industrial Park, from the I-1 District (light industrial) to the RM-1 District (multiple-family residential)

City Manager Ladner stated this was postponed to this specific reading pending the City receiving additional information. She stated she received a letter from our planning consultant stating we have yet to receive the information and he apologized for the delay. She stated Mr. Linnell and his client are here if they would like to speak to this, but she suggests we postpone this item to a future meeting after the report is received. Councilmember Wedell asked if we postpone this until the next meeting is that enough time for the report to come in. City Manager Ladner stated we will have it before the next meeting. Councilmember Kivell asked if the West End people were notified about this being tabled. City Manager Ladner stated that was a misunderstanding between her and Carmine, she thought he was going to notify them when he sent her the letter. Councilmember Kivell stated there was enough time when the packet was done that someone should have notified them. Mr. Linnell stated this has been going on for months and the process has been very cumbersome. He would like advanced notice next time. City Manager Ladner stated she will make sure he is notified in the future if this item will be tabled. Mr. Linnell asked if the people doing the report have committed to a date for the report to be ready. City Manager Ladner stated she will check with Carmine, but she believes they have committed to a date. Councilmember Parisien apologized again and suggested if they don't hear from anyone before the next Council meeting to follow up with the City Manager. Councilmember Kivell asked if we will be waiting for Fullers response as well? City Manager Ladner stated no. Councilmember Kivell asked if we can share the report with Mr. Linnell when it is ready. City Manager Ladner stated we can share the information with them. Councilmember Kivell stated he believes that will be in all of our best interest to do so. Council apologized to them for the inconvenience and thanked them for their time.

CM 9-5-17 MOTION TO POSTPONE UNTIL THE 1<sup>ST</sup> MEETING IN OCTOBER

Motion by Kivell, supported by Ryzyi

Motion to postpone until the 1<sup>st</sup> meeting in October

VOTE: MOTION CARRIED UNANIMOUSLY

Mayor Galeas noticed Erin Kopkowski was in the audience and informed her she was appointed to the Planning Commission and asked if she wanted to say anything. Ms. Kopkowski 202 Wells Street stated she was on Council for 10 years and she wanted to help with Planning Commission.

3. Considered revised vacation accrual policies for all Non-Union employees, Department Heads and City Manager

City Manager Ladner stated this resolution revises the accumulation of annual leave for Department Heads, City Manager and all non-union administrative employees. She further stated including the changes made in the AFSCME contract, this will now include 50% of the full-time employees. Councilmember Kurtzweil asked Attorney Wilhelm why does the motion include all non-union employees, but the resolution does not. Attorney Wilhelm stated this is based on the personnel manual subsection 4 which is Department Heads and the City Manager only. He stated it is separate. He stated it is a little confusing, but he believes he has the information correct. He stated the Department Heads and City Manager are eligible to bank more than other employees. Councilmember Kurtzweil stated he did a nice job on the resolution. Councilmember Kivell stated there is a typo in section III. Attorney Wilhelm stated he will take care of that. Attorney Wilhelm stated there is now a maximum of 5 days to carryover 2 years with a total of 10 days, but it will not be paid out at the time of separation from the City.

#### CM 9-6-17 MOTION TO APPROVE REVISED VACATION ACCRUAL POLICY

Motion by Kivell, supported by Wedell

Motion to approve the revised vacation accrual policies for all Non-Union employees, Department Heads and City Manager

VOTE: MOTION CARRIED UNANIMOUSLY

#### NEW BUSINESS

1. Consider second reading of Ordinance to reduce the number of Planning Commission members from 9 to 7 and bring the division into compliance with the Michigan Planning Enabling Act

Attorney Wilhelm stated there have been no changes from the first reading. He stated they are having a hard time getting 9 members which is a high number for a community of this size and reducing it to 7 is allowed by the law. He stated there were provisions made to bring the commission into compliance with the Michigan Planning Enabling Act. Councilmember Parisien stated she went on our website to see who is on the Planning Commission and the website is out of date. She stated she is requesting to have that information updated. City Manager Ladner stated she will have the website updated tomorrow.

#### CM 9-7-17 MOTION TO APPROVE SECOND READING

Motion by Kramer, supported by Rzyzi

Motion to approve the second reading of the ordinance to repeal the existing and adopt a new Division 4, in Chapter 2, Article V of the Code of Ordinances for the City of South Lyon as presented

VOTE: MOTION CARRIED UNANIMOUSLY

2. Consider second reading of Ordinance to increase the value of purchases requiring City Council approval and competitive bidding and clarify purchasing authority in emergency circumstances

City Manager Ladner stated this has been discussed in the past and this is the second reading. She stated this ordinance updates the purchasing ordinance. She stated this revises the limit the City Manager or a Department Head can spend from \$2,000 to \$5,000. She further stated this also changes the requirement competitive bidding and we are increasing the no competitive bidding for anything under \$10,000 and anything over that dollar amount must be approved by Council. Attorney Wilhelm stated this also clarified that you can solicit bids by telephone, but you must have the quotes or bids in writing.

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Councilmember Rzyzi stated this seems to make the process smoother and allows the City Manager to do her job easier. He further stated he envisions this being the first step for local bidders to get preference but they would still have to show they are the most competitive. He further stated Tim did a very good job on this resolution. Councilmember Parisien stated she takes issue with this because if we are having budget issues, she doesn't want to expand the amount of money they can spend without Council approval, she would rather lower it. Councilmember Kivell stated nothing can still take place without City Manager approval. Councilmember Parisien stated this is a step back. If we are trying to focus on getting us out of the redline, we shouldn't be raising the limits. She stated this seems to be a step backward. It would be different if we weren't having budget issues. She stated this has worked so far, why do we want to change this, especially in a budgetary crisis. Councilmember Kurtzweil clarified that if it is under \$10,000 it is open market and needs prior approval from City Council and it is only under \$5,000 that you need the City Manager's approval but not Council's. She further stated she thinks this is a good step towards modernizing and streamlining governmental decisions. Attorney Wilhelm stated the language doesn't read well, but it creates more efficiency for the Department Heads and the City Manager. Councilmember Rzyzi stated Attorney Wilhelm needs to give himself more credit.

#### CM 9-8-17 MOTION TO APPROVE SECOND READING

Motion by Kurtzweil, supported by Rzyzi

Motion to approve the second reading of the Ordinance to amend the purchasing ordinance Article VI Purchasing Chapter 2- administration of the Code of Ordinances of the City of South Lyon as presented

VOTE:

MOTION CARRIED- 1 OPPOSED

BUDGET- No Discussion was held

#### DOWNTOWN

Bob Donohue stated driving in this morning he was proud to see Chief Kennedy and the Fire Department for putting the flag downtown representing September 11<sup>th</sup>. Mr. Donohue stated Oakland County's Heritage Conference is downtown this Friday and there will be approximately 125 people in town. Mr. Donohue stated the business directory is at the printer and should be back in about 2 weeks. Gary Fagin and his daughter who are the owners of the Good Day Café have added more sponsorship money so we can print more directories. He further stated they are hoping to open in 4-6 weeks. He stated the Tropical Smoothie store is now open and it is great. Mayor Galeas asked about the status of the signs from the Road Commission for the no truck turns downtown. Mr. Donohue stated he will check in with him but it should be happening soon. Mayor Galeas stated the cones at the Farmers Market are helping to get people across the street. Chief Collins stated we are using the yield to pedestrian signs instead of the stop at the crosswalk signs because that could congest traffic more than anticipated. Mr. Donohue stated the South Lyon Hotel will not be open during Pumpkinfest because the Health Department will not allow for a partial opening which is what they were hoping to do, but they are hoping to open October 1<sup>st</sup>. Mayor Galeas stated the wait will be worth it because the inside is looking amazing. Mr. Donohue stated the interior is a great design and more of an industrial feel. He stated the interesting tie in with Superb Fabricating with the rail details and they will eventually replace the wood fence as well. Michigan Seamless Tube will be involved with the foot rails for the bars.

#### MANAGERS REPORT

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City Manager Ladner stated she wants to acknowledge Patriots Day and all the men and women serving our Country. She further stated Steve Renwick who used to be the DPW Superintendent passed away this weekend. She stated she didn't personally know him, but have heard many good things about him. City Manager Ladner stated the Pumpkinfest Committee is still looking for volunteers. She stated you can still enter the scarecrow contest, as well as the Pumpkinfest Run. She further stated this Friday is the Heritage Conference hosted by South Lyon and Lyon Township and Bob Donohue will be hosting a walking tour in the morning and afternoon if anyone is interested.

Councilmember Ryzyi stated the entrance of the Knolls, the crosswalk does not have the bumps for the ADA compliance at the crosswalk must have been missed. City Manager Ladner stated she will look into that because that should be done. Councilmember Ryzyi stated a veteran mentioned to him that the Historic Village didn't have a light on the Flag during the night hours. City Manager Ladner stated she will check into it. City Manager Ladner stated the visitation for Steve Renwick is on Tuesday and the funeral on Wednesday at 11:00 at Phillips Funeral Home.

### COUNCIL COMMENTS

Councilmember Kivell stated the Depot Day was spectacular and there was a plaque ceremony for Bob Martin and Bob Tremitiere. He further stated it was nice to see all the DPW guys that attended.

Councilmember Kivell stated Depot Day is an interesting event. He stated they had someone that acted as a Doctor from the late 1700's that had the apothecary table showing how they would attend to people's ailments back then. He further stated the Beekeeper is always interesting. He stated the vendors were nice and there were tractors and he enjoyed the fact we capitalized on the parking lot on the south side of Dorothy Street. Councilmember Kivell asked if MERS supplied the City Manager with the information. City Manager Ladner stated she has part of the information and is hoping to get the rest of the information before the next meeting. Councilmember Kivell stated there was a resident that had mentioned that she had a hot water tank replaced and the cost of the permit was \$180.00. He stated he spoke with some of the surrounding communities to see what their fees were and they were anywhere from \$40.00 to \$50.00. He stated he contacted Dennis Smith the building inspector and he suggested we change the cost to \$54.00 because that will cover the activity cost of the two inspections that are needed. He further stated he would like this to be addressed and he urges anyone on Council or anyone in the public if they think the fee is too high, call City Hall or let him know and we can review it. He stated when we approved the fee schedule there was an understanding that we were comparable to our neighbors and we aren't.

Councilmember Kivell asked if there was a reason the City Attorney only had 49 hours. He stated we pay for 80 hours of retainer and he hopes we can stay close to that in the future. Attorney Wilhelm stated there was a period where there wasn't too much happening, but this month we are close to the 80 hours again. Councilmember Kivell stated how sorry he is for the loss of Steve Renwick and how hard it must be for his parents Jack and Janet Renwick.

Councilmember Kivell stated we have spent a lot of money and time on the website and it is a very lackluster product. There is a lot of stuff that isn't on there and he would really like Joan or someone like that should have the ability to add things to the website in more real time than what is happening. He further stated we spend a lot of time and money and it should be functional to assist people that live here. He urges the City Manager to loosen the reigns on being the only person allowed to add things to the website. City Manager Ladner stated all office personnel had training and access to make changes to the website. Councilmember Parisien asked if we have a checks and balance system to make sure that someone actually checks to make sure the changes are happening. City Manager Ladner stated the purpose of training everyone was to have each department do their own updates. Councilmember

Parisien stated the buck has to stop with someone and there needs to be another check point to make sure nothing falls through the cracks. We are lacking and we need another system and procedure in place. She further stated she isn't blaming anyone but it needs to be tended to. Mayor Galeas stated he agrees each department should be responsible for their own department and the updates need to be done. Councilmember Parisien asked if a resident calls City Hall and asks a question, and the person that normally deals with that isn't there, she would hope we would offer customer service and do what we can to get them the answer, or send an email but not passing the buck. She stated we should never be telling our residents that it is someone else's fault. City Manager Ladner stated if someone calls City Hall we will get them any information they need, we do not pass the buck. Councilmember Kivell stated if someone is not in the office that day whomever answers the phone can send a note or an email to that person. City Manager Ladner stated we do have a place on the website that someone can ask a question and it will go to the person in that department. Councilmember Parisien stated she is more concerned with the City employee part of it. She stated we still need a better system and it shouldn't be that hard. Councilmember Kivell stated he is delighted the Fire Department flies the Flag downtown as a tribute to 9/11.

Councilmember Ryzyi stated the City Manager is doing a good job. The website has come a long way, it has been updated and user friendly. He stated there is always room for improvement. Councilmember Ryzyi stated other things we have brought up to date is online bill payments, grant software, and he thinks technologically the City is moving in the right direction. He stated the fee schedule has been updated, dangerous building codes have been updated, the Board of Review has been revitalized and we have new businesses coming to town and we are finally working on MERS.

Councilmember Ryzyi stated the South Lyon East Cougars Varsity Football team won their game over Dexter 42 to 13 and he congratulated them. He stated Wendy's is offering discounts for our 55 and over residents. He stated he is looking forward to Pumpkinfest and he knows everyone is looking forward to it.

Councilmember Parisien stated Pumpkinfest still needs volunteers and if you know a good band, they still need bands for the Battle of the Bands and anyone can go to [southlyonareapumpkinfest.com](http://southlyonareapumpkinfest.com) if they are interested. She stated she ran in the Witches Hat Run and it is very well done and a great atmosphere running with all the people. She further stated she wanted to thank the person that made the logo for the Witches Hat Run, it is totally different and very cool. Councilmember Parisien stated the Pumpkinfest Run is on the 23<sup>rd</sup> if anyone is interested, the running community is huge.

Councilmember Wedell thanked the Fire Department for flying the Flag to recognize 9/11.

Councilmember Kramer stated his thoughts and prayers are with Steve Renwick's family.

Councilmember Kurtzweil stated she wants to let everyone know the Garden Club will be meeting tomorrow night at the Salem South Lyon Library if anyone is interested. She stated she received the phone call over the weekend regarding Steve Renwick. She stated it was a tough weekend. Steve Renwick is of a passing generation. He was the most perfect public servant. He was very humble, he didn't look for fanfare, he came to work every day and did his job very quietly, he never asked to be in the paper. He was just the perfect public servant and he will be missed. She further stated with his passing it is also a passing of the generation of public servants that served the public and stayed out of the politics, he just came to work and did his job for the community. She further stated he was the finest head of the DPW because of his humility and his kindness.

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Councilmember Kurtzweil stated she wanted to thank all of the first responders of South Lyon and also the first responders that risked their lives on 9/11. She further stated we need to remember all those that have lost their lives so suddenly, particularly those from 9/11. She stated let's remember those that have been devastated from the hurricanes and those in Mexico and let's remember to pray for those families that have been changed by grief and loss. She stated she hopes those that have survived are healed from their memories of devastation and let's pray for their strength and courage. Councilmember Kurtzweil stated the text for this comment came from Catholic Relief Services. Councilmember Kurtzweil stated we are blessed to be in a community like South Lyon, we have a roof over head, we have electricity, we have food in our refrigerator, we are able to travel our roads, we are extremely blessed in this community. She stated she hopes in the next few weeks we can donate to the Red Cross and find a way to give someone a hug or find another way to show an act of kindness to help those that are less fortunate. She further stated we need to keep all those individuals that have been hurt by war, terror or natural disasters and keep them in our prayers.

Mayor Galeas stated years ago he was in charge of the music for Pumpkifest and he is hoping what can potentially happen is we will have many students from the high schools participate and he hopes more bands apply. He stated he doesn't know anyone personally that was involved with 9/11 and he can remember being in shock and he still is. He goes on to discuss when he was involved in the first tough mudder race that took place after 9/11 and how emotional it was to be involved with firefighters and police and their families. It was very humbling, and he hopes that no one ever forgets what happened and how it has affected all of us.

Mayor Galeas stated there are a lot of changes happening downtown and watching the amount of people coming into town is great. He further stated he wants to challenge everyone to shop local shops, there are a lot going on. Mayor Galeas stated he wants to give his condolences to the Renwick family, Steve was a very humble, amazing man. He had many, many friends and he set a good example for everyone.

#### ADJOURNMENT

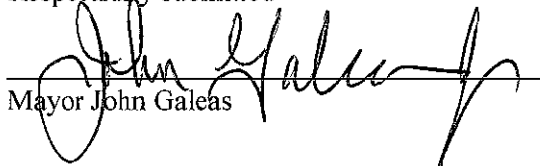
#### CM 9-9-17 MOTION TO ADJOURN

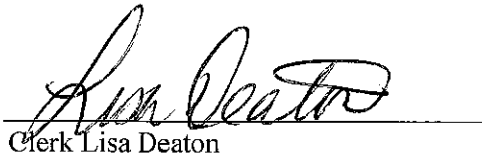
Motion by Kivell, supported by Rzyzi  
Motion to adjourn the meeting at 8:42 p.m.

VOTE:

MOTION CARRIED UNANIMOUSLY

Respectfully submitted

  
\_\_\_\_\_  
Mayor John Galeas

  
\_\_\_\_\_  
Clerk Lisa Deaton