

City of South Lyon
Regular City Council Meeting
January 23, 2023

Mayor Pelchat called the meeting to order at 7:30 p.m.
Mayor Pelchat led those present in the Pledge of Allegiance
Roll Call: Mayor Pro Tem Kennedy and Councilmembers: Dilg, Kivell, Mosier, Kurtzweil and Hansen
Also present: City Manager Zelenak, Fire Chief Thorington, Chief Baaki, Finance and Benefit Administrator Tiernan and Clerk/Treasurer Deaton

MINUTES

CM 1-1-23 MOTION TO APPROVE MINUTES- 1/9/23

Motion by Kivell, supported by Kennedy
Motion to approve minutes as presented

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS- None

AGENDA

CM 1-2-23 MOTION TO APPROVE AGENDA

Motion by Dilg, supported by Kennedy
Motion to approve agenda as presented

VOTE: MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

1. DDA Board appointees- Abraham Ayoub and David Barton
2. Linda Benson- Housing Commission
- 3.

CM 1-3-23 MOTION TO REMOVE ITEM #1 AND ADD TO NEW BUSINESS

Motion by Kennedy, supported by Mosier
Motion to remove #1 and add to new business

VOTE: MOTION CARRIED UNANIMOUSLY

CM 1-4-23 MOTION TO APPROVE CONSENT AGENDA

Motion by Kurtzweil, supported by Hansen
Motion to approve consent agenda as amended

VOTE: MOTION CARRIED UNANIMOUSLY

PROCLAMATION *see attached proclamation*

Mayor Pelchat read a proclamation for the Showerman family for their dedication to the city and its residents in regards to the multiple locations of the Showerman's IGA grocery store, as well as serving on multiple boards. Larry Ledbetter of the Historical Society then presented some pictures of the groundbreaking, as well as pictures of the other locations, and family members throughout the years working at their store. He also shared some short stories. He then gave the family a key to the city.

PUBLIC COMMENT- No public comment was held

DISCUSSION- Downtown

Nate Mack the Downtown DDA Director stated he and 4 members of the DDA visited Farmington's social district. They spoke with the business owners and asked if the social district has helped their business. He stated it was nice to see it. They are the second city to have a social district in Oakland County. He then stated they are still working on Carnivale which will be March 4th, 4-7 pm. He stated they are planning to close some streets for the event this year. We had a lot of people attended the event last year, and he hopes they will again this year. He then reminded everyone the Winter Farmers Market will be held this Saturday from 10-2. The Market has been doing great. Mr. Mack stated they are having their local land and business owners meeting this Thursday at 8:30 at the Corner Social. Councilmember Dilg stated she loves the idea of a social district, but she thought there was a reason we couldn't have one. Mr. Mack stated you have to have a social district with commons areas where people can take their drink, but to have a commons area, you have to have two establishments touching that area to participate. He further stated we do have enough of those businesses to abide by the State Law. Councilmember Kurtzweil asked if he has had any discussion with the DDA in Holly? They have a very nice social district and they closed off part of the roadway, and they have nice areas to sit. Mr. Mack stated he knows the Holly DDA Director, but he hasn't discussed this with her, but he will. Councilmember Mosier stated she remembers having a conversation regarding not allowing a social district with a downtown event. Mr. Mack stated they have since changed that law so you don't have to close your social district if there is a downtown event. Councilmember Dilg asked if the social district in Farmington helped the businesses. Mr. Mack stated it helped their business and they have a lot of people coming and going. Councilmember Kivell asked about anything separating the social area from the streets. Mr. Mack stated there is not. Councilmember Kennedy stated in the past Mr. Mack discussed having a shared event with Wixom, and asked if that is still coming along. Mr. Mack stated they discussed an event in the fall, but he hasn't spoken with them recently.

FIRE CHIEF REPORT

Fire Chief Thorington stated the beginning of the year has been busy. We have already had 81 calls. He stated the new ladder truck is still being repaired, and they said it will be like a brand-new truck when we take possession. It is a slow process, as of now, they are saying the end of February. He then stated there was a few units on Franklin Terrace that had to be shut down due to a CO leak as well as combustible gasses from the broiler. There were 6-7 residents that are out of the building until Wednesday. He stated one of the residents CO alarm was going off, and the resident shut it off, then woke up sick and called 911. They are very fortunate. He then reminded the public they are supplying and installing free carbon monoxide detectors for all residents.

POLICE CHIEF REPORT

Chief Baaki stated the Police Department has had a succession plan in place since before Chief Sovik left. He explained as part of the succession plan, we are ensuring that we always have people in place for running the department. He then introduced Lisa Werner as the new Administrative Assistant. She joined in July 2022 and she handles the phones, liens, warrants, FOIA requests, gun permits, and also does crossing guard duty when needed. He stated she is working toward a certified law enforcement records professional. She'll be attending training and when completed, she will be the first administrative assistant in Michigan with that certification. He then introduced Officer Ashley Tokarsky who is our first officer that we ever sponsored. She began as a cadet, then went to the academy and graduated. She began as a Police Officer in November of last year. She is doing a great job. He then introduced Officer Joseph Czapski. He stated he was hired in 2020 and he came from Burton with 10 years' experience. We weren't able to introduce him due to COVID. He was a field training officer there, so he is now our field training officer. He volunteered to go to Evidence school and he is doing a great job. He's also in charge

of our traffic safety division. He stepped up to that challenge to keep all the records and download all the information. He then introduced the Officer of the Year, Chris Faught. He will do anything for you and he'll get the job done with no issues. He then read a memo he received from Lieutenant Sederlund. He then read the memo which explained that Officer Faught was nominated as Officer of the Year. He is a 22-year veteran of South Lyon and is currently a patrol supervisor. His work ethic is impeccable and he does an outstanding job. During 2022 he was always willing to help all department personal and with the departure of our administrative assistant, he took on the clerical duties while supervising her road patrol officers. He also assisted with the accreditation process and he has a great attitude and always willing to help even in off scheduled hours. He further stated he has been selected to take the departments accreditation program in 2023. He is a dedicated employee and exemplifies what it means to be a team player. We are proud to have him as part of our team. Chief Baaki then went on to introduce Officer Schneemann. He stated he is being promoted tonight to Sergeant. He was hired in 2018 and during that time he did many things for our department. He stepped up to be on our defensive tactic instructors which is imperative for us to protect ourselves safely. He also became a member of the mobile field force which is a conglomerate of officers from area departments that are used to meet the threat of civil unrest. He stated he tested for Sergeant in June 2021 and made the list and became part of our succession plan. Chief Baaki stated officially we have Lieutenant Sederlund who was promoted in December when he was promoted to Chief. He stated he can't be happier with him in this position. He stated he is now doing things to move him up. He stated Lieutenant Sederlund was hired part time in 1994 then got promoted to full time in 1995. During that time, he got the Mothers Against Drunk Driving Award 3 years in a row, from 1996-1998. That shows his commitment to safety and keeping potential hazardous drivers off the road which is great. He was promoted to Sergeant in 2014 and during that time he has overseen our Detective Bureau and he was in charge of scheduling our staff. Simunition instructor, and he was in charge of vehicle maintenance and at that time, he was a chemical agent in structure. Right now, he oversees the day to day of the department so he has a lot of responsibility and he has stepped up to the plate with no problems. He is one of those guys that has great attention to detail which is why he was so great as the accreditation manager. He did a really great job. Chief Baaki stated this is what a succession plan looks like. It is to ensure the proper personnel are in place in order to continue with normal operations with no lack of service to the public. The plan is never ending and we encourage our employees to continue their training and education in order to advance into their leadership roles. It is imperative that we continue to recruit officers in order to face the challenges in the future. He further stated he recognizes we are in a transition period when it comes to personnel and understand that new officers need to be brought up in a culture of professionalism. As experienced members of our department retire, it is essential we recruit well-rounded disciplined individuals that are capable of meeting the highest of law enforcement standards.

Councilmember Kivell stated he wants to recognize the bounty of talent we have in our community and we are a very fortunate community.

UNFINISHED BUSINESS

1. ARPA recommendations

City Manager Zelenak explained that Council discussed ARPA funds at meetings in October and November. The State and Local Fiscal Recovery Funds final rules issued in January 2022 outlined eligibility guidelines. Treasury concluded that permitted uses include renovations to governmental facilities, infrastructure repairs and equipment to facilitate and improve government services. Such equipment could be roadways and maintenance, water and sewer services, and trailways and equipment. The goal is to fund investments that serve the needs of the community or assist the municipality in providing those needs. The funding will be recognized as revenue through this fiscal year moved out of revenue and available for use immediately. This was discussed with Plante Moran who works with

multiple communities selected this option with the use of these particular funds. Since the last discussion City Council members have given their input on potential uses for the funds. He has also met with department heads regarding any potential uses for their departments. Some suggestions were for equipment, vehicles within their facilities, election equipment, etc. He then stated the funds must be allocated by December 2024 and spent by December 2026. Councilmember Hansen stated he likes the idea of a structure for the Farmers Market as well as the electric charging stations. He suggests maybe making them dual use options so that during the Farmers Market structure and then also when its not being used for the Farmers Market it can be utilized as parking/a charging station structure so we get twice the usage. Councilmember Dilg stated she thinks we should use the funds for things that are noticeable for the public. Some of the things listed for the departments can be worked into the regular budget. She would love to see anything done with the parks, trails and a social district. That way the public can see what was done with the funds. Councilmember Kennedy stated he would like the bridge replacements and renovations. If the bridge behind the water treatment plant isn't repaired or replaced, it disrupts the continuity of the trail between McHattie Park and Volunteer Park. We can lose the availability and use of that asset. The bridge that has failed at Oak Creek, people in that area lose use of that asset as well. Both are more major purchases that we typically wouldn't have the funds for. A lot of the other things are items that can be worked into the budget. Councilmember Kurtzweil stated she had an opportunity to chat with Doug at Christmas and she is very interested in security upgrades at the water plant. It would be wise for us to anticipate issues and she would like to see the upgrades. She further stated if we are going to have an active downtown, she would like to see the \$400,000 for the Farmers Market. The competition in the area is big, and when Blake's opens their development, it will be huge. She further stated Northville is going to have a huge structure as well. We need to understand Farmers Market is a competitive venue we should put some funds towards our Farmers Market. She then stated she has been working on something for a few years. She asked Clerk Deaton what the \$25,000 would be used for toward Elections. Clerk Deaton stated that is for election equipment for the 9 days of early voting that was passed at the last Election. Councilmember Kurtzweil stated she agrees with that. She then asked if that would assist with not taking the absentee ballots to the County to be counted. Clerk Deaton stated that would require additional equipment and additional election inspectors, so there would be more money needed. Councilmember Kurtzweil stated she is not in favor of our ballots being counted in Pontiac because you have other individuals making determinations on the ballots. She would like those resolved here in the city. Clerk Deaton stated to have the ballots counted here, we would have to hire additional inspectors to be sequestered in a room for the entire day, with additional equipment for the ballots to be counted, but it is possible. Councilmember Hansen stated this money is money we would have never expect to have. We need to think of high-ticket items that it is visible to the community. He wants to advocate for the Oak Creek bridge which connects the trails from 9 Mile to the parks, and to put that money to reconstruction and repair as well as improving Farmers Market. He further stated adding charging stations puts us on the map, it will put us on all the apps. Mayor Pelchat stated he agrees with all of that. His analogy is let's try to get the community something big. He hopes if we go the route of the trails, he hopes in the future we can have a game plan to save money for the upkeep. He further stated sometimes you get caught up in a great idea, but years down the road it needs to be updated. He likes everyone's ideas. It has been a constructive conversation. City Manager Zelenak stated he will narrow down the list based on councils' comments.

NEW BUSINESS

1. DDA Board Appointments

Mr. Barton thanked them for the opportunity and he looks forward to contributing. Mr. Ayoub stated it is going to be nice and its going to be fun. He then thanked Council for the appointment. Ms. Benson thanked Council for the opportunity for joining the Housing Commission and she loves South Lyon and

wants to see it grow and just help everyone, seniors, yuppies and we have to please them so she is looking forward to working with everyone.

CM 1-5-23 MOTION TO APPROVE APPOINTMENTS

Motion by Kennedy, supported by Hansen

Motion to approve appointments of David Barton and Abraham Ayoub to the DDA Board

ROLL CALL VOTE:

Kivell- Yes

Mosier- Yes

Kennedy- Yes

Hansen- Yes

Kurtzweil- Yes

Dilg- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

2. GASB 74/75 actuarial valuation for fiscal year ending June 30, 2022

Finance and Benefit Administrator Tiernan stated the City of South Lyon engaged the Howard E. Nyhart Company to collect data and prepare a comprehensive actuarial valuation report based upon the requirements of GABS 74-75 for fiscal year ending June 30, 2022. She stated the valuation includes PA202 uniform assumptions disclosures that were filed with the State of Michigan. She further stated we receive a new entrant normal cost exhibit for employees hired after July 30, 2018 which is when we change our OPEB and the coverage with our pension but that essentially gives our cost for each new employee hired after that date. Also, the evaluation gives the actuarially determined contribution for the ADC for our upcoming fiscal year. That was evaluated at \$63,467 What has been approved in our budget was that we would use the ADC as well as the normal cost, and use up to \$70,000 towards budgeting as a minimum, but we would go up to \$72,000. Because we had the funds, we paid \$72,000.

3. Fiscal Year 2022-2023 Budget Amendments

Finance and Benefit Administrator Tiernan stated we have a total of \$8,000 amendments for general fund expenditures. \$3,300 for DDA fund expenditures, \$27,321 for drug forfeiture fund expenditures, \$26,175 for water and sewer fund expenditures, and \$29,829 for equipment replacement fund expenditures. She stated most of the items were presented at earlier council meetings. The only new thing is for the water and sewer expenditures for the cellular services for reading the meters.

CM 1-6-23 MOTION TO APPROVE BUDGET AMENDMENTS

Motion by Kurtzweil, supported by Kennedy

Motion to approve budget amendments for fiscal year 2022-2023

ROLL CALL VOTE:

Dilg- Yes

Kennedy- Yes

Hansen-Yes

Kurtzweil- Yes

Mosier- Yes

Kivell- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

4. 2023-2024 Budget Meeting dates

City Manager Zelenak stated each year Council sets dates for our budget meetings to discuss the upcoming 2023-2024 budget. This year we are proposing to hold our pre-budget meeting sometime within the first two weeks of March which we will discuss the road improvement plan and the budget

meeting is proposed the first week of April. Some discussion was held and it was decided to hold the pre-budget meeting on March 1st at 6pm and the budget meeting on April 5th at 6pm.

CM 1-6-23 MOTION TO SET MEETING DATES

Motion by Kennedy, supported by Mosier

Motion to approve March 1st as the date to hold our pre-budget meeting, and April 5th to hold our regular 2023-2024 budget meeting

ROLL CALL VOTE:

Kurtzweil- Yes

Hansen- Yes

Dilg- Yes

Mosier- Yes

Kennedy- Yes

Kivell- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

BUDGET- No discussion was held

PUBLIC COMMENT- No public comment was made

MANAGER'S REPORT

City Manager Zelenak stated at the next meeting we will have the Police and Fire yearly reports on the agenda. He stated the road bond sale took place on Wednesday with Huntington Securities. The amount of the wire to the city will exceed \$8.8 million dollars for road improvements. He further stated we are having an introductory Hagadorn area road improvement meeting on Thursday the 26th from 4-7pm at City Hall for the public to ask questions of the upcoming Hagadorn area road project. The residents whose property fronts the road has been sent a letter advising them of the meeting. City Manager Zelenak stated he met with Oakland County Managers and County Executive Dave Coulter regarding the OC transit millage. He stated County Executive Coulter informed them that those communities that use Peoples Express will be reimbursed by the county for their services and expenses this year. We do not have that in writing nor have we been informed how that reimbursement will take place. We will continue to meet to ensure our residents are receiving additional services from the collection of the county transit millage.

He then stated we are reviewing the opportunities and means at which we will be celebrating the city's 150th anniversary. He has met with the Historical Society to discuss their plans and we are developing a 150th anniversary logo that we will place on city letterhead, magnets on vehicles, events, potential for creating a 150th Christmas ornament. He then stated we received notice through the schools that they are planning on putting in a 155' cell tower on the property located near the pathway on the High School property. Because this is a private company locating a commercial structure on the property, they must get site plan/use variance approval. Councilmember Hansen asked for an update on the electrical vehicle chargers. Mr. Mack stated he has been speaking with a different company, because the original company has not been returning his calls. The new company is more responsive. Councilmember Hansen asked if we could combine the charging stations that aren't available yet with the structure for the Farmers Market. City Manager Zelenak stated that would put the charging stations probably a year behind if we wait for the Farmers Market structure, while we are looking for the design and contractors.

Councilmember Kennedy asked if the delay will impact the rebates from DTE. Mr. Mack stated not that he is aware of. Councilmember Kivell stated by the time the ARPA money is freed up, the advent of expanding the electric charging stations, we will need more, so he thinks we should hang tight with what we've got now and augment down the road when the project is moving in the right direction.

Councilmember Kurtzweil asked about the reimbursement from Oakland County for the transit millage because they don't plan on adding public transportation in our area. City Manager Zelenak stated the County doesn't have a complete plan on what they want to do. He further stated the other entities that provide services and they already deemed they were going to partner with to include in their transportation. Peoples Express was not originally part of that group. The city and other communities that appear to be donor communities are requesting for assistance with our transportation with Peoples Express and to be able to expand the area. They will continue to have discussions. He stated with Peoples Express, that is only 1/5 of what our residents are putting toward that millage and we want more services for our residents. Councilmember Kurtzweil stated it is a win win for the county right now, because they are getting our tax dollars for the next 10 years, and it makes sense we don't have the community for the busses to run out here from the larger areas. We are a bedroom community where many places close up at a certain time, as opposed to other areas, such as Telegraph. At the same time, we really need to do something for them to bring something to the table. City Manager Zelenak stated he has had discussions with other communities around us, we are trying to find a way to benefit our communities, and how to get our residents to hospitals, colleges, and other places. Councilmember Dilg stated she is very happy with the crosswalks and it is a vast improvement. Councilmember Kivell asked when the hole will be filled in at 110 Detroit Street. City Manager Zelenak stated he made contact with the builder a couple weeks ago, and they should be coming out soon to fill that.

COUNCIL COMMENTS

Councilmember Kivell stated he hopes the lights that are in front of City Hall are very bright and he hopes they will be replaced with posts. City Manager Zelenak stated the original posts that came in had problems, so we are waiting for new posts to come in.

Councilmember Kennedy stated he wants to let folks know that the Salem-South Lyon District Library will be offering notary services on Tuesday evening. Brad Heist, from Comerica Bank, will be there from 6pm – 7pm, so bring your documents and your photo id and he'll take care of you. He then stated if you are amateur crime scene investigators, you can join Michigan State Police Lt. Sarah Krebs as she shares her knowledge of how a Forensic Artist works within the police force. In her tenure in the MSP Missing Persons Unit, she and her unit brought closure to hundreds of these once thought cold investigations. So, make plans to attend the program on Thursday, February 9th from 6:30pm to 7:30pm. Registration is required, so go to the Salem-South Lyon District Library website to reserve your seat.

Councilmember Kurtzweil thanked our incredible law enforcement. She welcomed a new family to our community at the closing and safety is the reason they chose South Lyon. Safety is number one for some people in a community that respects our law enforcement. It is a tough job, and its unfortunate that we have a lot of what's going on out there, but our law enforcement is in a community that loves them and respects them. She then thanked Chief Baaki and our police department. She then thanked a good friend of hers, Abe for stepping up and joining the DDA. She stated she can't think of a better individual to sit on the DDA with his experience with real estate. She stated sometimes she just has to ask him what does he think because he has the best common sense and that's 99% of solving problems. She then thanked him for his friendship over the years. She thanked him for joining the DDA. She said that goes for David as well. We are very fortunate to have some new team members.

Councilmember Hansen stated this Thursday from 5:30 – 7:30 at the South Lyon Hotel the Lyon Chamber and the Huron Valley Chamber will be hosting a networking event to get businesses together. On January 30th there is a beer and business networking event at Jonnas Bar and Grill, the Brighton Chamber has joined with other Chambers for a networking event and it will be great to meet some local

business leaders. The South Lyon Creek Clean Up event is April 23rd and we have several sponsors. Probably 9:00 am start time. He then gave a shout out to the Painted Croc which is a new business that took over the pottery studio and he and his daughter were able to paint some pottery. It was a great experience and a lot of people were enjoying it.

Councilmember Dilg stated this was a wonderful meeting to see the information about the Showerman's, and the history of South Lyon and the new members to our boards, and the Police and newcomers and promotions, it was a great meeting and it makes you happy to be on the board.

Mayor Pelchat stated there is a lot of townie pride in the room tonight. We owe some people a thank you for what they have done for the community. He stated before the holidays, he spoke with some people and he is trying to start recognizing and honoring folks in our community that obviously have been great contributors to the city. We are hoping to honor and recognize a family or a business at the second meeting of each month. It was a cool night to be here with all the officers in the house. He is proud of our community.

ADJOURNMENT

CM 1-7-23 MOTION TO ADJOURN

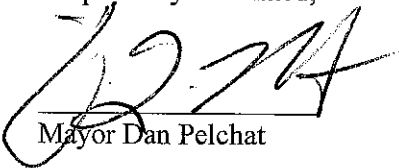
Motion by Kurtzweil

Motion to adjourn the meeting at 9:00 p.m.

VOTE:

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,


Mayor Dan Pelchat


City Clerk/Treasurer Lisa Deaton