

City of South Lyon  
Regular City Council Meeting  
January 24, 2022

Mayor Pelchat called the meeting to order at 7:30 p.m.  
Mayor Pelchat led those present in the Pledge of Allegiance  
Roll Call: Councilmembers: Dilg, Kurtzweil, Kivell, Kennedy, Mosier, Hansen  
Also present: City Manager Zelenak, Attorney Hamameh, Chief Sovik, Deputy Chief Weir, DDA  
Director Mack, and Deputy Clerk/Treasurer Pieper  
Absent: Clerk/Treasurer Deaton, and Finance and Benefit Administrator Tiernan

MINUTES

CM 1-1-22 MOTION TO APPROVE MINUTES

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

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS- None

AGENDA

CM1-2-22 MOTION TO AMEND THE AGENDA

Motion by Hansen, supported by Kennedy  
Motion to add item number 3 under New Business communication between city and residents

ROLL CALL VOTE: Dilg- Yes  
Hansen- Yes  
Kivell- Yes  
Mosier- Yes  
Kurtzweil- Yes  
Pelchat- Yes  
MOTION CARRIED UNANIMOUSLY

CM 1-3-22 MOTION TO APPROVE THE AGENDA AS AMENDED

Motion by Kennedy, supported by Hanson  
Motion to approve the agenda as amended  
ROLL CALL VOTE: MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA- None

PUBLIC COMMENT- No public comment was made

DISCUSSION- Downtown

Downtown Development Director Nate Mack stated he interviewed people for the Farmers Market Manager position and extended an offer to someone today. The person has over 20 years in non-profit executive leadership experience. He then stated the DDA Promotions Committee met last week regarding the March 5<sup>th</sup> event that is called South Lyon Carnivale. We have a few sponsorships in place and he has reached out to the downtown restaurants and bars and he has 5 commitments so far that will participate. The DDA Design Committee met to discuss budget priorities such as the pocket park and other related

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projects for the downtown. He then stated the DDA will be walking through the downtown this week to look for areas that can be cleaned up in the spring time. The committee is going to be scheduling a day for a downtown clean up event. Councilmember Dilg asked if the roads will be closed for the South Lyon Carnaval event. Mr. Mack stated they aren't able to close the streets for this event. The event hours will be between 4:00 p.m. -7:00 p.m., and we will have street performers, a few food trucks and a magician.

FIRE CHIEF REPORT \*the entire presentation can be found on the City of South Lyon website\*

Deputy Chief Weir stated we have one trained previous employee that has reapplied and it will be great to have another trained firefighter on staff. He then explained a few of the highlights of the Fire Department annual report. He stated it was a career high in the number of runs which was 1,058 calls for service which was a 20% increase in runs from the previous year. He then stated they installed 56 smoke detectors and they made a hard push with the elderly to get those installed. We received over 200 smoke alarms through the Michigan Safe Grant. Our officers have completed over 3,135 hours of training this year, and the numbers are down due to a lack of applications and new hires. He stated they are brainstorming ideas to gain more interest and he expects the numbers of applicants will be higher this year. He then stated the Fire Department participated in 43 public education and participation events such as the Lake Street Cruise-In, Pumpkinfest and any other parades. He then explained at the varsity football games, the ambulance no longer is there. They cannot staff it, so now the Fire Department is there and they do not charge the schools for that. Deputy Chief Weir stated himself, Captain Armstrong and Sargent Buchanan spent 3 days in Charlotte Michigan meeting with Spartan and their members going over every inch of the new ladder truck. There was a significant amount of work preparing that project, and he was recently informed the build date should begin in the next month or two and we should have it delivered later this year. He then stated they had 16 structure fires they responded to which the majority was mutual aid. The loss for the city was \$57,200 dollars which is not a significantly high number. We didn't have any fires where the building had to be totally demolished afterward. He then stated they had 654 medical calls in 2021. He said there was a slight decrease in 2020 because of the shutdown. Councilmember Kurtzweil asked what the protocol is for when firefighters lose their life in other communities. Deputy Chief Weir stated it is much more of a regional response, but he isn't opposed to reaching out from the city. Councilmember Kurtzweil stated we should send our condolences for the City of South Lyon.

POLICE CHIEF REPORT \*the entire presentation can be found on the City of South Lyon website\*

Chief Sovik thanked Briann Salyers for all her assistance with this report, he supplies the content and it is a great partnership. He stated once he took over as Chief, he decided they should have a mission statement, which is "The mission of the South Lyon Police Department is to maintain excellence in law enforcement while strengthening the partnership with our community." He then stated they have made self-initiated activities of 1,940 with business owners, citizens and visitors. He further stated he is thankful he works in this city and the people in this town supports them and appreciates their style of policing. Chief Sovik stated we have been working on the accreditation process which is normally a 3-year process, but we are hoping to have it completed in 18 months. There are 40 departments that are accredited and then you get reaccredited every 3 years. A very demanding process and he thinks the state will require it later down the road. Chief Sovik stated Sgt. Sederlund is the right person for the job and he has been working on it for a long time, as well as doing some of the detective work. He further stated the first responder monument fund was originally going to be about \$30,000 but we are looking at other options because the original design is going to be much more costly than thought. We currently have approximately \$7,183 toward that fund and we will keep selling the coins and a motorcycle club will be doing a benefit ride in the spring. He stated the monument should be dedicated on 9/11 of this year.

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Chief Sovik stated they are always making improvement and upgrades to the current hardware equipment. He then stated the SRO has been working great, and there has been a great response from the community and administration. Councilmember Kennedy asked if the funds for the First Responder Monument was just the portion the PD has collected. Chief Sovik stated that included the Fire Department and donations made by the public. Councilmember Kurtzweil thanked the community that have an obvious respect for our law enforcement and the numbers are very positive for the Police Department reflects that the young adults in our community are being raised by parents that teach their kids respect and clearly have good ethics and good morals. She further stated her dad taught her and her brothers and sisters right away. Chief Sovik stated we have long retention rates because we do have a great community. It really is the best little city. Councilmember Kivell stated the Police Department has a great relationship with our community and it is reflected by how people behave and how they respond. He then asked about the cement pad for the generator. Chief Sovik stated it has been ready for a while, they are just waiting for the unit to be installed.

UNFINISHED BUSINESS - None

NEW BUSINESS

**1. Oakland County Grant Resolution**

Downtown Development Director Nate Mack stated one of the requirements for the Oakland County Parks and Recreation Grant that he submitted a few weeks ago is the resolution of the governing body authorizing the city to apply for the grant. It lets the County know the city is in support of the grant and the project we're hoping to work on. Councilmember Kurtzweil asked if the \$150,000 is the total cost or just the cost to begin the project. Mr. Mack stated it is to start the project, the total cost is \$405,000. He stated the beginning cost is for clearing out the concrete, getting the site prepped to do the work and we'll go from there. Councilmember Kurtzweil asked if we will apply for another grant to complete the project, or asking the city for the money. Mr. Mack stated we will be asking the city for \$50,000 right now, but if we get this grant, we can apply for grants to go towards the project. Councilmember Kurtzweil then asked if there will be an irrigation system installed. Mr. Mack stated there would be. Some discussion was held regarding the plants and the soil that will be installed.

CM 1-4-22 MOTION TO APPROVE RESOLUTION 01-22

Motion by Kurtzweil, supported by Kennedy  
Motion to approve the resolution authorizing the City of South Lyon to apply for the Oakland County Parks and Recreation Trailways and Park Improvements Grant program

ROLL CALL VOTE: Kivell- Yes  
Dilg- Yes  
Hansen- Yes  
Kennedy- Yes  
Kurtzweil- Yes  
Mosier- Yes  
Pelchat- Yes  
MOTION CARRIED UNANIMOUSLY

**2. 2022-2023 budget meeting dates**

City Manager Zelenak explained that each year the City Council sets dates for the budget meetings to discuss the upcoming 2022-2023 budget. This year we are proposing to hold our pre-budget meetings sometime in the first 2 weeks of March. We will be discussing the potential uses of the ARPA funds that 1-24-2022

we will be receiving from the federal government. Discussion was held regarding what dates Council will be able to meet.

CM 1-5-22 MOTION TO APPROVE BUDGET MEETING DATES

Motion by Kennedy, supported by Hansen

Motion to approve March 2<sup>nd</sup>, 2022 at 6:00 p.m. as the date to hold our City of South Lyon pre-budget meeting and April 6<sup>th</sup>, 2022 at 6:00 p.m. as the date to hold our 2022-2023 budget meeting

ROLL CALL VOTE:

Kurtzweil- Yes

Mosier- Yes

Kivell- Yes

Kennedy- Yes

Dilg- Yes

Hansen- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

**3. Improving communication between city and residents**

Councilmember Hansen stated he would like to improve what we already have in place. Due to the water main break on Friday, several residents had reached out to him asking for guidance because they hadn't heard any updates from the city for some time. A business owner that serves food was concerned about water pressure and he contacted city hall and was told to call back for an update, which he did but there were no updates. He thought we could improve on this. Councilmember Hansen stated that some cities have SMS text message alerts that go out to their residents and some cities have an official Facebook page. Hansen would like to open this discussion up to the entire Council to get some suggestions and ideas. Councilmember Kivell questions how the communities that use the SMS text system capture the numbers. Hansen goes on to explain that the messages go out to all phones in the area, similar to an emergency alert system blitz. Police Chief Sovik states that they have Nixle. Nixle is a free service and you can sign up to get text messages or emails. It's used for law enforcement purposes. If other departments bring that information to SLPD, they can disburse it. He adds that SLPD does not like to take it upon themselves to take information from (in this case) the water department. The water department would need to provide the information and they will be more than happy to send it out. This can be done from an app or a computer. Kivell confirms that you must subscribe to this service to receive the texts or emails and asks Sovik to put this information on the SLPD Facebook page.

Mayor Pelchat suggests possibly putting a person from each department in charge of getting that type of information either to the City Manager or Chief Sovik, so that they can then get that information out to the subscribers. City Manager Zelenak states that the Nixle program has been discussed, he also states that the city does have 3 Facebook pages with a total of over 19,000 followers and states we do not need to add another one. We also post information to the City's webpage. Mayor Pelchat suggests putting information for subscribing to Nixle on our water bills. This would help people that are off the grid. City Manager states that the concern is that everybody gets the same message. He adds, when shares occur, if somebody else is putting something else out there and then it doesn't get shared again, or someone only reads the past message, things becoming confusing. If it comes directly from our departments, we can make sure that we are getting exact messages out.

Councilmember Kurtzweil states that if the city communicates with Council, she is unsure if she can share that with the public and she wants to be careful. So if it's officially from the City, rather than something that was forwarded to her, or something that was from a specific council person, she feels this would definitely help out. Kurtzweil then discusses Nixle and states that she does subscribe to it and also subscribes to it in other communities, so she does get the alerts. She states that it is a great service and she

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reads it all the time. She also adds that maybe by getting used to using this system, it would help us if we get the bond passed for the roads and as we run in to issues with the roads, it will be a good tool to have. Councilmember Kennedy questions if we could have email notification capabilities connected to the City website. Councilmember Dilg states that it gets a little frustrating to not have an update. Is there any way to get information out a little sooner? She was unsure where to send people that were asking questions. People on Facebook start saying things that are not true and it's hard not to step in and correct it if they themselves have not been updated. City Manager Zelenak states that at the time of a water main break, there is a lot happening on site. He states that there was a time frame between approximately 5:00 p.m. and 7:30 p.m. where there wasn't any additional updates that were given. At that time, there are people that will contact Councilmembers and he would like these people to be referred to our Facebook pages or our website to insure that the information is all coming from the same source. Councilmember Dilg questions if once they receive information from the City, can they pass this information along. Zelenak states that he would rather the individuals be referred to the City pages, where that is the most up to date information at that time.

Councilmember Kennedy states that both of these technologies, whether it's the Nixle system or email blasts, offers the city management opportunity to control the narrative and that is really important to push the information out to folks so they are not digging through Facebook or whatever that may or may not be accurate.

Councilmember Hansen confirms that the official Facebook page is Downtown South Lyon. Zelenak states that it is all the pages, as people choose to follow the police department or the fire department, as well as the Downtown South Lyon page. Each page puts out their own communications, but if the City officially makes a Facebook post, we put it out to all three and that reaches almost 19,000 followers. We feel it is not necessary to put out a fourth one. Hansen questions if it would be advantageous and less confusing to change the name of the Downtown page to the City of South Lyon. Zelenak states that it is specific use for the DDA and for the Downtown and we decided that when this was put together we use this one in addition to Police and Fire.

Councilmember Kivell states that he likes the notion of the City page and the Downtown page would end up being a subset of that because it could still end up being hosted on that same page, but it wouldn't end up being relegated to either the emergency services (fire and police) if people are just interested in what's going on in the City in general. Possibly giving them a copy of the Manager's report, not necessarily all of the minutia, but there are certainly things that people would find interesting. Things that we are working on or planning for. City Manager Zelenak states that the people that originally signed up for the DDA Facebook, signed up to get information regarding the downtown. He does understand the point, but feels it may be difficult to change it mid-stream.

BUDGET- No discussion was held

#### PUBLIC COMMENT

Judy Keeling, 62180 Arlington Circle, Unit #5, South Lyon - stated she is a representative of Colonial Acres and everyone appreciates the Police and Fire Department for all they do for our community.

#### MANAGER'S REPORT

City Manager Zelenak stated in February we will have a presentation by members of the Cable Commission regarding the new equipment we will have for the media room. He then stated we are preparing to apply for an Oakland County grant for engineering, analysis and other professional services in support of critical infrastructure, particularly the future expansion of our water system by drilling a new well in a different aquifer than we are currently using. City Manager Zelenak then spoke about the water

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main break that occurred last week. He then stated it was a 12-inch water main break that affected the water pressure throughout the city. We alerted the community and advised we would be updating as new information became available. We also alerted all Councilmembers of the break. During the time the repair was being done, a particular Councilmember contacted the DPW Superintendent during the repairs of this particular break. He urges Councilmembers not to contact employees, especially members of the DPW as they are working on repairs, or projects within the city. That takes the employee away from the project or repairs they are working on. It also creates a safety issue within the hole where those individuals are working. He stated he has had contact with Councilmembers in the past regarding interfering with city operations. What happened Friday night puts the safety of our employees at risk and unfortunately usurps his authority as a City Manager. Our DPW employees did an excellent job at making the repairs under the worst conditions and they cannot be interfered with when making those repairs or responding to personal phone calls from Councilmembers. When you contact employees, you are taking them away from what they should be working on and giving them direction. He stated he doesn't interrupt employees when they are on the job site and in the middle of a project, they know what they are doing. There is many things happening during a water main break, such as materials coming in and going out of the site, presence of water in a hole, bacteria testing, ensuring the excavation is safe, several pieces of equipment being used at the same time along with traffic control. All of this occurred at night. Again, calling employees during situations such as this puts them at risk. He stated Council needs to trust the employees to do their job. He further stated we are making updates to residents when necessary and we did when there was a milestone and the conditions changed. A Councilmember shouldn't be making a call to an employee on site to update the public. Staff will make the call with the advice of other personnel. Staff discusses updates and knows the timelines of repairs such as this. He appreciates if Council would not let this happen again. Councilmember Dilg asked if we still need more people to apply for the road committee. City Manager Zelenak stated we have had 2 people apply as of now, and we need more interest. Councilmember Kurtzweil stated she thinks one of the problems are, they want to keep their face-to-face meetings to a minimum, and that may be why there is some resistance.

#### COUNCIL COMMENTS

Councilmember Kivell stated he is not a big fan of winter, it's sloppy and cold. He stated the last week having the entertainment of watching kids play in McHattie Park, sledding and ice skating was charming, he can live with that kind of winter. He is happy we handled everything the way we have in the last few weeks. He wants everyone to understand, after a water main break, it takes a while for it to totally clear up and the cloudiness will go away.

Councilmember Mosier thanked Deputy Chief Weir and Chief Sovik for their reports. They were nicely done. Both reports are very concise and easy to understand. She then thanked them for all the things they do.

Councilmember Kennedy reminded everyone once again of the importance of dining local and shopping local. Whether it's in person, online, takeout, whatever, your business means the world to our store and restaurant owners. He then stated with today's weather and for the rest of the winter, help our DPW, help you, by parking your cars in your driveway and keep trash receptacles out of the street. This allows the plow drivers the ability to do their job safely and effectively and avoids leaving miniature mountains of snow in the street that with the current weather, could be there for some time to come.

Councilmember Kurtzweil stated a few individuals asked her about some procedures on city council such as to why the mayor isn't included in the debates. She stated, is the first Mayor that follows the Roberts Rules of Order and the Mayor doesn't participate in the debate, he must remain impartial, but he can participate in the vote. She then thanked him for his following the Roberts Rules of Order. She then thanked all the parents and teachers for sending the Christmas cards and thanked everyone. She stated they had great kind words they passed along to her. She stated their kindness goes a long way. She then reminded everyone that when you are visiting our local businesses and restaurants to be kind to the employees, and thank them for coming to work.

Councilmember Hansen reminded everyone that you can apply for free COVID testing through the USPS website, you get 4 test kits per household.

Councilmember Dilg thanked the DPW for the work on the water main break. They did a great job, just as they do with the snow plowing. She is very impressed with the employees. She then reminded everyone of the road committee. Many people will have opinions when we start talking about bond issues, everyone should join the committee so you can be in on this from the beginning and give opinions instead of just complaining afterwards.

Mayor Pelchat stated in the winter, he donates to the Heat and Warmth Fund. It helps people being able to heat their houses in their time of need. He then thanked the community. They welcomed a new baby daughter and there was dinner delivered, and cards. Unfortunately, he lost his grandmother, and he thanked everyone for the cards and concern.

ADJOURNMENT

CM 1-6-22 MOTION TO ADJOURN MEETING

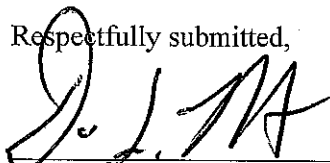
Motion by Kurtzweil

Motion to adjourn the meeting at 8:39 p.m.


VOTE:

MOTION CARRIED

Respectfully submitted,



Mayor Dan Pelchat



Deputy Clerk Judy Pieper