

# **Regular City Council Meeting**

## **October 11, 2021**

### **Agenda**

**7:30 p.m.**      **Call to Order**  
**Pledge of Allegiance**  
**Roll Call**  
**Approval of Minutes: September 27, 2021**  
**Approval of Bills**  
**Approval of Agenda**  
**Consent Agenda**  
**1. Downtown Kids' Trick or Treat**  
**2. Ladies' Night Out November**

**Public Comment**

**Discussion- Downtown**

**Fire Chief Report**  
**Police Chief Report**

**Presentation: 2020-2021 Audit – Plante Moran**

- I. Unfinished Business**
- II. New Business**
  - 1. OCRC – Cost Participation Agreement**
  - 2. Capital Improvement Study for the Clean Water Plant to Update Facilities and Processes as They Pertain to the Wastewater Treatment Plant**
  - 3. Firehouse Subs Grant Acceptance**
- III. Budget**
- IV. Public Comment**
- V. Manager's Report**
- VI. Council Comments**
- VII. Adjournment**

**\*Please see reverse side for rules of conduct for public comment at City Council meetings\***

## **Rules of Conduct for Public Comment at Council Meetings\***

Members of the public may speak at a Council meeting upon recognition by the Mayor. Public comment may only occur during periods designated on the agenda for public comment or a public hearing. A person may speak for up to two (2) minutes during each of the two public comment periods on agenda items or non-agenda items. Waivers of the time requirement may only be granted in the discretion of the Mayor, and waivers to speak at a time other than a designated comment period may only be granted by the Council. Any person wishing to make a presentation longer than two minutes or requiring audio-visual equipment is asked to contact the City Clerk requesting to appear on a future agenda.

A person may only address Council from the podium. Only one person may occupy the podium at a time. All remarks are to be directed to the Mayor and Council. Speakers are not to engage in direct dialog with other meeting attendees.

Any person who violates the Rules of Conduct, disturbs the peace at the meeting, and/or interferes with the meeting may be warned, ordered to be seated, removed, and/or ticketed.

\*This summarizes Council Resolution 04-18. Complete Rules, including guidelines for considering waivers, are available in the Council Chambers and from the City Clerk.

City of South Lyon  
Regular City Council Meeting  
September 27, 2021

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 joined the meeting from South Lyon MI, Kurtzweil joined the meeting from South Lyon MI, and Kennedy joined the meeting from South Lyon MI, Richards joined the meeting from South Lyon MI, Walton joined the meeting from South Lyon MI, and Kivell joined the meeting from South Lyon MI

Also present: City Manager Zelenak, Attorney Hamameh, Chief Sovik, Fire Chief Vogel, DDA Director Mack, Superintendent Varney and Clerk/Treasurer Deaton

MINUTES

CM 9-1-21 MOTION TO APPROVE MINUTES-SEPT 10 2021

Motion by Kivell, supported by Kennedy

Motion to approve the minutes as presented

VOTE: MOTION CARRIED UNANIMOUSLY

Councilmember Richards stated during the discussion about the push camera, he asked Mr. Varney if that would help with our dependence on HRC and that was omitted and it should be added to the minutes.

CM 9-2-21 MOTION TO APPROVE MINUTES- SEPT 13 2021

Motion by Dilg, supported by Kivell

Motion to approve the minutes as amended

VOTE: MOTION CARRIED UNANIMOUSLY

AGENDA

CM 9-3-21 MOTION TO APPROVE THE AGENDA

Motion by Kennedy, supported by Dilg

Motion to approve the agenda as presented

VOTE: MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

1. Cultural Arts appointees, Mack Dobbie and John Hogan
2. Use of Wells Street parking lot for private event

CM 9-4-21 MOTION TO APPROVE CONSENT AGENDA

Motion by Kurtzweil, supported by Kennedy

Motion to approve consent agenda

VOTE: MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT- None

DISCUSSION- Downtown

Nate Mack the Downtown Development Director stated the Farmers Market was well attended during Pumpkinfest. Some of the vendors had previous plans and couldn't attend on Sunday, but there were many there. One of the highlights was on Sunday because Cardinal Farms brought in some of their animals, such as pigs, chicken and goats and a lot of the families really enjoyed it. He then stated he spoke with some of the downtown businesses and the ones that were open during Pumpkinfest said they had a lot of people coming in. He stated he has been notified by DTE that our application for the level 2

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charging stations was approved, so once we get the charging stations installed, DTE will reimburse us \$5,000 which is the cost for the charging stations. Mr. Mack stated the fundraising for Ladies Night has been successful and they have raised \$3,000 so far. He stated he met with DPW to go over the logistics for the road closures for Ladies Night and Cool Yule and the event applications will be coming to Council at the next meeting. He then stated Main Street Oakland County and Genesis Credit Union have offered to print additional flyers for Small Business Saturday for our downtown businesses and they will get them to us. He stated the Pumpkinfest Committee put up the corn stalks downtown and there are a few leftovers that he will put up. He then stated he participated in a webinar in conjunction with the State Treasury Department and the Michigan Downtown Association that was aimed at helping DDA Directors to fill out forms that need to be submitted to the state at the end of every year. Councilmember Dilg stated that was a great job with the Farmers Market during Pumpkinfest and the vendors looked constantly busy. She stated the charging stations are starting to get a lot of interest in social media and that is exciting. She then stated she was impressed with the Ladies Night Out Committee and the money they have raised and she was asked if there could be an outdoor beer tent like we had at the food truck rally. Mr. Mack stated he doesn't think so because the insurance would be very expensive, but they can still have drinks in the shops as long as they aren't taken outside. Councilmember Walton asked if the Farmers Market is full each week. Mr. Mack stated it is most weeks.

#### FIRE CHIEF REPORT

Chief Vogel stated Pumpkinfest was great, and they had no problems or issues. He stated he is continuing to work with staff regarding some projects he had going and making sure the administrative part of the job continues after he leaves. He further stated he is confident we are in good hands and the City Manager has a plan to replace him. Councilmember Dilg stated it has been great working with him and is sad to see him go. She said the firefighters that were at Pumpkinfest did a great job with the kids and they were very happy. Chief Vogel stated they enjoy engaging with the public and the kids love jumping on the fire trucks. We had to adapt to a new location because they moved the air dogs. The crews worked hard on Friday helping Kathy Swan get everything set up for Pumpkinfest. They had a few extra tasks this year, but it was all handled. Councilmember Kivell stated his grand kids were very excited when they seen the firetrucks roll in. He then stated Mike Kennedy had a good relationship with the firefighters and attending the events and reaching out to the community, and Chief Vogel accelerated that even further. They all seem to enjoy being firefighters and the community. Councilmember Walton thanked him for working with us and it has been wonderful, she then wished him luck. Chief Vogel thanked Council for all their support. Councilmember Kennedy wished him and his family the best. Councilmember Richards stated Chief Vogel has initiated new concepts for equipment and safety that we did not have in place before and molded it into the fabric of our system with the fire department and that is a real accomplishment and he then thanked him for his service. Councilmember Kurtzweil thanked him and wished him and his family the best. She stated he has done a lot for the city and more importantly for validating the decision to go with a full-time fire chief. She doesn't know where the city would be without it. She stated he created a lot of opportunities for someone to come in and follow in his footsteps, and he is a great role model. She then wished him luck.

#### POLICE CHIEF REPORT

Chief Sovik stated thanked Kathy Swan, the Pumpkinfest Committee and all the volunteers for doing such a fantastic job. Usually, the Pumpkinfest is a time to really showcase our city and show what we have to offer and this modified version did a great job. He stated the DPW did a great job with the set up and tearing down as well. He stated he will be attending a meeting for the Veterans Memorial tomorrow and he will update Council. He then stated the tasers have been received and everyone has their own and is responsible for the care and use of their own. He stated he submitted four grants to the MMRMA and he is hoping to get about \$13,000 from them. He then stated it was great working with Chief Vogel.

Councilmember Kurtzweil stated she has heard so many comments over the weekend about the South Lyon Police Department and when he and his officers sit and talk with people in the community, you leave a great impression on them and it is so positive, and she thanked him for all the public relations work the Police Department is doing. When you talk with them about things important in their lives, the reaction from people is incredible. Chief Sovik stated when he became Chief, that was one of the things he wanted to focus on and our community interactions with the businesses and residents. Councilmember Kivell stated the Police Department's Facebook presence has been strongly received by residents and the information has a lot more authority when it comes from their site.

#### UNFINISHED BUSINESS- None

#### NEW BUSINESS

##### 1. Award of bid to remove and replace concrete on Liberty Street

City Manager Zelenak explained the city applied and received a grant from Oakland County Local Road Improvement Matching Fund program to improve Liberty Street between Washington and Pontiac Trail. Last year a large section of Liberty was repaired with a portion of the funding coming from the grant from Oakland County. This year the project cost is \$72,278 with \$15,177 coming from the grant. The project will be completed by GM & Sons of Whitmore Lake and completed by change order from last year's award. Councilmember Kivell asked if there is any projection on when the areas of the map that aren't marked going to be replaced or is it because its so robust that it doesn't need any further attention, or are we thinking we might end up finding more money for the repairs. City Manager Zelenak stated we'll continue to apply for funds. The money we receive from the local road program is very specific to commerce and specific streets. There could be a few other ones that are designated for funding. We are completing this project now, and will continue to look as other funding becomes available.

Councilmember Kurtzweil stated she had some cement work done at her house this summer and it was an interesting 6 weeks. She learned that cement does not cure when the temperatures drop 45-50 degrees. She said the letter stated it is anticipated to start the project in October and continue through the end of the year. How do you cure cement when the temperature is below 40? Mr. Darga of HRC stated we plan on beginning next week to start and the temperatures seem to only be getting down into the 50's. He stated we are getting to the part of the year where we will begin using warm water in the concrete mixture which helps. They also have additives that can help. He stated he would be worried if we were working on it in November, but we aren't. Councilmember Kennedy asked if there is a warranty on the workmanship of the project if there is a problem with the concrete. Mr. Darga stated there is a two-year maintenance guarantee bond in the contract. It covers workmanship and quality and HRC will be doing testing there as well. Councilmember Kivell stated concrete is a chemical process so even with the temperatures going down, the process creates its own heat. Councilmember Kurtzweil stated she disagrees, the experts she spoke with said temperatures are critical and you don't pour in November and December.

Councilmember Richards asked Mr. Darga if he can guarantee that we will get six bags mix on the top layer and the base will be compacted with vibrating equipment. He then stated Liberty Street is our emergency route, where will it be diverted to. Mr. Darga stated this is the same time of the year we did the eastbound lane and the aggregate base under the concrete was in pretty good condition, we just ended up putting in a new top two inches of aggregate, and the concrete mix design is currently under review. We do have clear classifications they have to meet and the emergency route will have to be discussed with the Police Chief.

#### CM 9-5-21 MOTION TO APPROVE AWARD OF BID

Motion by Kennedy, supported by Kurtzweil

Motion to approve the award of the bid to remove and replace concrete on Liberty Street to GM & Sons of Whitmore Lake, in the amount not to exceed \$72,278 from Acct No. 202-451-802-100

ROLL CALL VOTE:

Dilg- Yes

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Kennedy- Yes  
 Richards- Yes  
 Kivell- Yes  
 Kurtzweil- Yes  
 Walton- Yes  
 Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

2. Discussion regarding compensation for the City Manager for upcoming year  
 Mayor Pelchat stated at the last Council Meeting on September 13<sup>th</sup>, during the closed session the City Manager's review took place and now we need to discuss the compensation for the upcoming year. Councilmember Kurtzweil stated she is proposing a 3% raise because that number appears to be consistent with the number of what other employees have received. She stated it isn't over reaching and it is important to realize if there is ever a time that we need a City Manager in place, it's now, especially coming up with the road bond. He has experience in road projects and that is a skill set not every city manager would bring to the table. She further stated if you look at how the city was ran by previous managers, it doesn't even compare to the improvements and advancements the city has made under the direction of City Manager Zelenak.

CM 9-5-21 MOTION TO INCREASE COMPENSATION FOR CITY MANGER 3%

Motion by Kurtzweil, supported by Walton

Motion to increase a 3% raise for the City Manager as of October 1 2021 for the upcoming year  
 ROLL CALL VOTE:

Kurtzweil- Yes  
 Walton- Yes  
 Richards- Yes  
 Kennedy- Yes  
 Kivell- No  
 Dilg- Yes  
 Pelchat- Yes

MOTION CARRIED- 1 OPPOSED

BUDGET- No comments were made

PUBLIC COMMENT- No comments were made

MANAGER'S REPORT

City Manager Zelenak stated we will be having our annual audit presentation by Plante Moran on October 11<sup>th</sup> and a proposal for a water treatment plant CIP from HRC. He further stated at the November 22<sup>nd</sup> meeting we will have our yearly MERS presentation. City Manager Zelenak stated he has been meeting with Fire Department staff and reviewing operations and other alternatives for filling the position. It will be posted internally within the week. He then stated the Pontiac Trail drain study he received has an updated estimate for the proposed study which will evaluate the capacity and determine the causes of flooding on Pontiac Trail. Additional work was added to review the capacity of receiving Yerkes Drain as well as the resiliency of the system due to more intensive rain. We have received a copy of the joint funding agreement and it is being reviewed by our City Attorney, after that review it will come to Council for approval. He hopes to actually use the tri party funds to fund this project so there will be minimum expenses to the city. He met with the school representatives regarding the renovation of the school facilities and we are looking at renovations for the school/city administration building, parking lot, roof, hvac units, flooring and a rough estimate for all the projects are over \$800,000. The first portion will be budgeted in the 2022 budget. We are reviewing all the data on the new website and working all the bugs

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out and we will be adding additional items and receive training before going live to the general public. City Manager Zelenak stated there is a preliminary list of responsibilities of the road committee and he has also given Council a draft fact sheet on the road improvement plan for Council to review. Councilmember Dilg stated she loves the idea of a road improvement committee and she is wondering about the time frame. City Manager Zelenak stated he is thinking about 10 people and mainly just south Lyon residents. City Manager Zelenak stated he will let Council know when we will start assembling the committee. Councilmember Dilg asked for an update on the crosswalks and if the one in town will be done before Small Business Saturday. City Manager Zelenak stated we are waiting for all the components to come in and waiting for the County to approve it. Councilmember Kivell stated he did a terrific job on the frequently asked questions about the road improvement plan. They are concise and straight forward and they are easy to understand. Councilmember Kurtzweil stated she discussed this committee with the City Manager earlier and Councilmembers shouldn't be a part of the committee. City Manager Zelenak stated he thinks it should be residents within our community, but that is Council's decision. Councilmember Kurtzweil stated we can drive the message as councilmembers, but it is more important for the residents to be involved in the committee. She then asked Attorney Hamameh if the committee meetings will be under the Open Meetings Act. Attorney Hamameh stated it isn't an easy question, if the committee is making decisions, it will be covered. If it is only making recommendations, it would not necessarily be covered by the OMA. Councilmember Kurtzweil stated it is important because if it is an open meeting the public will have a time to come speak, but if it is not covered by the Open Meetings Act, we will still get minutes, but the public wouldn't be able to attend if it is not an open meeting. Attorney Hamameh stated the public could still attend. Further discussion was held regarding the open meetings act and the road improvement committee. Attorney Hamameh stated she recommends that Council does not attend just as she has said about Planning and ZBA meetings. City Manager Zelenak stated there will be meetings held later that all the public can join to lay out the plans and to start talking about road conditions. The earlier meetings will be for them to assist and guiding how a meeting like that will be held to inform the public. We are offering this as how to fund the roads and the public will be involved. Councilmember Kivell stated we have to understand that if we can't convince people to buy into this program the roads will end up being bad for a long time. We need to take a stance to let the community know they need to take the responsibility of what the cost of those roads will be and we need to make sure it is no more punitive than it has to be to accomplish safety and long-life roads. City Manager Zelenak stated we can't spend money asking the residents to vote yes on this, we have to be a little cautious but provide the information and the committee getting together and informing the public is the biggest things. Councilmember Kivell stated they need to know the consequences of a yes or no vote. Councilmember Kennedy asked if we have an updated project chart for the water plant installation. City Manager Zelenak stated he met with HRC regarding pushing the contractors and getting those charts because we have certain milestones we need to meet and it needs to be completed by June 2022. If it isn't completed by that date, there are damages they will have to pay the city in order to get things done, but since we have not been provided updated charts, we are sending them a letter outlining some of those discussions. Councilmember Kennedy stated they were supposed to begin work on the filters this month and the materials are there. Along those same lines, there are some estimated durations on the drainage study for the downtown, is HRC involved in that as well. City Manager Zelenak stated HRC is completing the study and he has had discussions regarding ensuring that the process doesn't get prolonged and there are individuals that are acting on our behalf as well. Councilmember Kennedy stated he would like to see a chart put together on that as well so we can see very easily where we stand showing if we are behind schedule or on time and what the remedial steps will be to get us back on schedule. He stated we have 5 months to get this done and we can't afford any wasted time. City Manager Zelenak stated we are not the ones completing the study, it's supposed to be completed by the contractors and the only thing they have to complete is by June 2022. Councilmember Kennedy stated if they are behind schedule and it isn't completed, the residents of the city will suffer the consequences because we won't have a fully

operational plant online to provide water during the summer months. We can penalize them but that's of little significance to the residents. We need to be pushing the contractors and HRC. City Manager Zelenak stated he will make the request to the County regarding the gantt chart. Further discussion was held regarding the projects and the gantt charts that are needed. Councilmember Kurtzweil stated things like this happens, and she isn't concerned it won't be completed by the June deadline. Scheduling isn't always perfect and things happen on the job. She then asked if they have given an explanation why timelines haven't been met, is it a labor issue. City Manager Zelenak stated there are two issues, they were using some of their staff on other projects and they are also waiting for approvals from the County and State for dewatering systems and they have been waiting several weeks. Councilmember Kurtzweil stated the state employees aren't working full days and she is working with the state and you can't get in to see them personally, everything has to be mailed. She stated they don't answer or return phone calls. City Manager Zelenak stated this isn't the first time we have met with them regarding getting this done, we are sending them in a strongly worded letter to get the project moving again. Councilmember Kurtzweil asked if they also have a labor shortage so that they are moving employees around. City Manager Zelenak stated that question hasn't been answered. Councilmember Kivell stated if we have a schedule and its not being met, that is problematic. He then asked if the drainage project at Pontiac Trail will breach the railroad tracks and if CSX has to approve it. City Manager Zelenak stated the study won't affect the railroad tracks, but when the work is being done it may. Councilmember Kivell stated he hopes we start early contacting CSX because they sometimes take a while to respond. Councilmember Kennedy stated things change when you begin a project to when its completed, but that is the reason you update the chart to reflect those changes. If you don't have that chart, and you don't keep track, chances are good that it will not be completed. He then stated the state only has to do with the dewatering, it has nothing to do with starting work on the filters. Those are two separate projects, that is not an excuse because they aren't getting that work done. Councilmember Kurtzweil asked Councilmember Kennedy to explain the gantt chart and how it helps to progress on a project. Councilmember Kennedy stated a gantt chart lays out the individual activities involved in the project and it shows the estimated time to complete each of the activities and it shows the relationship between each activity and if one activity is dependent on another activity getting completed before it can start or it can be started simultaneously and they run concurrently and it shows when certain things need to be done by certain dates. Councilmember Richards stated he has been there and he agrees with what everyone has been saying, and they keep telling us that the dewatering is standing in the way of the next stage of completion. We all know there is more to it than that. We should be kept informed. Someone isn't doing their job. He then stated he understands the logic that Council shouldn't attend the road improvement committee, but those of us that have lived here a long time should have some input. The residents deserve to have answers from us.

#### COUNCIL COMMENTS

Councilmember Walton stated the Pumpkinfest committee did a great job again and it was another great weekend.

Councilmember Kivell stated he attended the last movie in the park and it was great fun. He stated it was well attended and it was nice weather and our DPW was awesome getting everything set up and torn down. He then stated Pumpkinfest was terrific and we owe them a great amount of gratitude for them struggling through the obvious difficult times with COVID. He stated people want to be with people and that was a great accomplishment and he congratulated everyone involved.

Councilmember Dilg stated she wanted to say our Attorney is in the Crain's Detroit magazine as a super lawyer. She then welcomed two new businesses, Hometown Consignments near the post office and she would love people to come check her business. She then stated she spoke with the owners of South Lyon Nutrition in Kingsway Plaza and they are having some great promotions. She stated she was finally able



to visit Curvins creamery and it was fantastic. It was a great weekend to get out during Pumpkinfest and she had a great time volunteering. She then thanked the entire Pumpkinfest committee and Kathy Swan is amazing and she is very impressed with her. Everyone was happy to have Pumpkinfest and she is thankful for the high school kids that came out and helped with the kid's area. She then thanked everyone that volunteered. She then congratulated South Lyon High Schools football team for their impressive win over Detroit Country Day. It was great. She then thanked Mark Dobbie and John Hogan for stepping up and joining the Cultural Arts Commission.

\*Councilmember Walton left the meeting at 8:42 p.m.\*

Councilmember Kurtzweil stated she also visited Hometown Consignments and bought a few items, and she is thankful they are there. Consignment shoppes are a great place to go shopping. She then thanked John Hogan for joining the Cultural Arts Commission and he is an incredible individual and he is very committed to the community, he brings a great skill set in theatre and also his connections in music. By him joining the Cultural Arts Commission, it will allow for the commission to do some really incredible things. She then thanked Mr. Dobbie as well and he seems very impressive as well. She then thanked all the cheerleaders and the band members and the foot ball players who made a great impression with the lives of some very special needs children in a very special way and for students in our school district for Victory Day 2021. That day was very memorable and your compassion for another human being who is a little different from you will serve you well as you move on in your journey in life. All of you are role models for her. She has watched and was amazed at how incredibly caring and compassionate they all were. A special thanks goes to Evelyn at the water department that took pictures throughout the event. Her commitment to special needs children is incredible and she stayed with the program and thank you for being a great individual and a great employee. She then thanked Doug Cook for sponsoring the event and thanks for recognizing the special needs of students in our school district. If you need any work done on your car, please go to Cook Automotive.

Councilmember Richards stated they had a fair number of visitors at the museum last week, we had 11 yesterday and 4 the week before. We had three times that many people that came into the park with their dogs and cameras and took pictures. It seemed like some people were doing their own religious services in the gazebo. He then stated the staffing was there and the output from people were very positive and mostly it was people that have never seen the inside of the museum. The other people had been there before so they were walking around the park. He then stated DMV contactors from across the street on the township side was asked by the WRC to proceed and open the drain on our side of the street and they have done a beautiful job. It is 20 years past due. He then stated the county can commit its own equipment to the Yerkes drain project that he has been working on. He stated he volunteered at Pumpkinfest for the first time and he showed up Saturday and Sunday, but he was too weak on Saturday and his balance was off yesterday so he couldn't work. He thanked Kathy Swann and he asked other business owners if they wanted to participate and they indicated they would. He told them to contact Kathy Swann for next year.

Councilmember Kennedy reminded artists from all over that we have a contest to redesign the logo for the South Lyon Wellhead Protection Committee. There will be cash prizes for the top entries and all the details can be found on the city's website at southlyonmi.org. He then reminded everyone about the electronics recycling event taking place on Saturday, October 2<sup>nd</sup>, from 10am until 1pm. at the Salem-South Lyon District Library. They will be happy to help you dispose of your old computers, cell phones, scanners, batteries, and more. So, reduce the clutter in your home and drop them off this weekend. He then stated RRRASOC is having a Household Hazardous Waste collection event this Saturday, October 2<sup>nd</sup>, from 9am until 2pm at the Novi DPW yard located at 26300 Lee BeGole Drive in Novi. So, 9-27-2021

gather up all those containers of pesticides, fluorescent light bulbs, car batteries, used oil, etc. and drop them off. They will also be accepting electronic waste like used computers, cell phones and the like and will offer paper shredding as well. So, clean out the garage and basement this week and drop off all those unwanted items this weekend.

Mayor Pelchat stated each and every time we can put on an event like Pumpkinfest and Cool Yule and whether it is directly related to the city or not, the volunteers make those events happen and that is small town at its best. He then thanked the Pumpkinfest Committee and all the volunteers.

#### CLOSED SESSION

##### CM 9-6-21 MOTION TO ENTER INTO CLOSED SESSION

Motion by Kurtzweil, supported by Dilg

Motion to enter into closed session pursuant to section 8© of the open meetings act, MCL 15.268© for discussion connected with the negotiation of a collective bargaining agreement for IUOE Local 324

ROLL CALL VOTE:

Kivell- Yes  
Kurtzweil- Yes  
Kennedy- Yes  
Richards- Yes  
Dilg- Yes  
Pelchat- Yes

MOTION CARRIED

##### CM 9-7-21 MOTION TO APPROVE UNION CONTRACT

Motion by Kivell, supported by Dilg

Motion to approve the IUOE Local 324 contract with the secretarial bargaining unit

ROLL CALL VOTE:

Kurtzweil- Yes  
Dilg- Yes  
Richards- Yes  
Kennedy- Yes  
Kivell- Yes  
Pelchat- Yes

MOTION CARRIED

#### ADJOURNMENT

##### CM 9-8-21 MOTION TO ADJOURN

Motion by Kurtzweil

Motion to adjourn meeting at 9:18 p.m.

VOTE:

MOTION CARRIED

Respectfully submitted,

\_\_\_\_\_  
Mayor Dan Pelchat

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

FINANCIAL REPORT FOR SEPTEMBER 2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	09/30/2021	INCREASE (DECREASE)	MONTH 09/30/2021	BALANCE	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND									
Revenues									
Dept 000.000									
101-000.000-402.000	REAL PROPERTY TAX	5,198,610.00	918,875.93	0.00	0.00	4,279,734.07	17.68		
101-000.000-423.000	SOUTH LYON WOODS TAX	1,100.00	735.50	91.50	66.86				
101-000.000-444.000	PAYMENT IN LIEU OF TAXES	0.00	0.00	0.00	0.00				
101-000.000-446.000	PENALTIES AND INTEREST	12,000.00	0.00	0.00	0.00				
101-000.000-451.000	BUILDING PERMITS	270,000.00	131,419.00	35,193.50	48.67				
101-000.000-452.000	HEATING & PLUMB. REFG. PERMIT	30,000.00	10,897.50	3,270.00	36.33				
101-000.000-453.000	ELECTRICAL PERMITS	35,000.00	12,095.00	4,884.00	34.56				
101-000.000-454.000	LICENSES & BUSINESS MISC.	2,000.00	790.00	185.00	39.50				
101-000.000-528.000	OTHER FEDERAL GRANTS	250,000.00	0.00	0.00	0.00				
101-000.000-570.000	STATE SHARED REV.	1,063,276.00	217,102.00	217,102.00	20.42				
101-000.000-570.100	STATE REVS	100,000.00	0.00	0.00	0.00				
101-000.000-600.000	BOARD OF APPEALS	1,350.00	0.00	0.00	0.00				
101-000.000-600.100	REZONING FEES	0.00	100.00	100.00	100.00				
101-000.000-630.000	ADMIN FEE PROPERTY TAX	101,500.00	19,250.17	0.00	18.97				
101-000.000-634.000	GRAVE OPENINGS & FOUNDATIONS	40,000.00	7,070.00	1,670.00	17.68				
101-000.000-635.000	W & S ADMIN. CHARGES	0.00	0.00	0.00	0.00				
101-000.000-642.000	POLICE	55,000.00	12,165.71	3,274.68	22.12				
101-000.000-661.000	PARKING VIOLATION	150.00	20.00	10.00	13.33				
101-000.000-662.000	LOCAL COURT FINES	15,000.00	3,361.23	1,855.98	22.41				
101-000.000-663.000	REFUND-(FOR COST OF ARREST)	0.00	0.00	0.00	0.00				
101-000.000-664.000	INTEREST	15,500.00	195.00	0.00	0.00				
101-000.000-664.200	PARK AND REC. INTEREST	0.00	0.00	0.00	0.00				
101-000.000-664.700	INTEREST-MOBILE TOWER	0.00	0.00	0.00	0.00				
101-000.000-665.000	INTEREST-TRANS.CEMETERY INTRE	0.00	0.00	0.00	0.00				
101-000.000-665.200	INTEREST-TRANSFER FROM C&S	0.00	0.00	0.00	0.00				
101-000.000-666.000	INTEREST-EQUALIZ. & CONTINGENC	100.00	4.21	0.00	0.00				
101-000.000-668.000	RENTS & ROYALTIES	0.00	0.00	0.00	0.00				
101-000.000-668.200	RENTS AND ROYALTIES-CABLE	125,000.00	22,586.16	0.00	0.00				
101-000.000-668.300	LEASE--ANTENNA	38,000.00	8,886.75	4,672.31	18.07				
101-000.000-668.400	RENTAL PROPERTIES	0.00	0.00	0.00	0.00				
101-000.000-669.209	CONTRIBUTION-PERPETUAL CARE	49,500.00	0.00	0.00	0.00				
101-000.000-673.000	SALES OF FIXED ASSETS	10,000.00	0.00	0.00	0.00				
101-000.000-674.400	FIRST RESPONDERS MONUMENT	0.00	0.00	0.00	0.00				
101-000.000-675.200	CONTRIBUTIONS-WINTER EVENTS	4,000.00	0.00	0.00	0.00				
101-000.000-675.600	CULTURAL ARTS REVENUES	300.00	0.00	0.00	0.00				
101-000.000-675.800	VETERANS MEMORIAL PROJECT	7,500.00	0.00	0.00	0.00				
101-000.000-676.005	CONTRIBUTION TO PARKS & REC	0.00	0.00	0.00	0.00				
101-000.000-680.000	REIMBURSEMENT FROM HVA	0.00	0.00	0.00	0.00				
101-000.000-692.000	GRANT MONEY	0.00	0.00	0.00	0.00				
101-000.000-692.200	OAKLAND TOGETHER CVT COVID FUNDING	0.00	0.00	0.00	0.00				
101-000.000-694.300	PYMT. OF SIDEWALKS BY RESIDEN	6,250.00	2,381.00	300.00	38.10				
						3,869.00			

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REVENUE REPORT FOR CITY OF SOUTH LYON  
PERIOD ENDING 09/30/2021

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FINANCIAL REPORT FOR SEPTEMBER 2021

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	09/30/2021 NORMAL (ABNORMAL)	09/30/2021 INCREASE (DECREASE)	MONTH 09/30/2021 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE (ABNORMAL)		
Fund 101 - GENERAL FUND										
Revenues										
101-000.000-694.400	CONTRIB. FOR PARK BENCHES	0.00	0.00		0.00	1,817.71	0.00	0.00	0.00	
101-000.000-698.000	MISCELLANEOUS	75,000.00	8,116.74					66,883.26	10.82	
101-000.000-698.100	FIRE MISC.	4,500.00	(1,515.10)				0.00	6,015.10	(33.67)	
101-000.000-698.200	PRIOR YEARS TAXES	5,800.00	0.00				0.00	5,800.00	0.00	
101-000.000-698.210	WEDDING PROCEEDS	1,950.00	0.00				0.00	1,950.00	0.00	
101-000.000-698.220	MMRMA DIVIDENDS	60,000.00	0.00				0.00	60,000.00	0.00	
101-000.000-698.230	SMART CREDITS	5,000.00	(11,134.00)				0.00	16,134.00	(222.68)	
101-000.000-698.300	PROCEEDS FROM DEBT	0.00	0.00				0.00	0.00	0.00	
101-000.000-698.600	GRANT MONIES--FIRE DEPT.	5,000.00	0.00				0.00	5,000.00	0.00	
101-000.000-698.800	GRANT MONIES-POLICE DEPT.	5,000.00	0.00				0.00	5,000.00	0.00	
101-000.000-698.900	GRANT MONIES-CULTURAL ARTS	0.00	0.00				0.00	0.00	0.00	
101-000.000-699.000	TRANSFERS IN	0.00	0.00				0.00	0.00	0.00	
101-000.000-699.209	TRANSFER IN FROM CEMETERY FUN	0.00	0.00				0.00	0.00	0.00	
Total Dept 000.000		7,593,386.00	1,363,402.80			274,426.68		6,229,983.20	17.96	
TOTAL REVENUES		7,593,386.00	1,363,402.80			274,426.68		6,229,983.20	17.96	
Fund 101 - GENERAL FUND:										
TOTAL REVENUES		7,593,386.00	1,363,402.80			274,426.68		6,229,983.20	17.96	

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EXPENDITURE REPORT FOR CITY OF SOUTH LYON  
PERIOD ENDING 09/30/2021

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FINANCIAL REPORT FOR SEPTEMBER 2021

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	09/30/2021	MONTH 09/30/2021	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 101 - GENERAL FUND										
000.000		0.00		0.00		0.00		0.00		0.00
200.000	- ADMINISTRATION	1,535,992.00		449,428.48		200,296.69		1,086,563.52		29.26
276.000	- CEMETERY	144,910.00		30,557.48		11,246.33		114,352.52		21.09
295.000	- SENIOR TRANSPORTATION	87,076.00		7,256.00		7,256.00		79,820.00		8.33
300.000	- POLICE	2,884,688.00		705,020.75		221,134.11		2,179,667.25		24.44
335.000	- FIRE	1,008,331.00		444,363.69		82,597.73		563,967.31		44.07
346.000	- AMBULANCE	5,680.00		0.00		0.00		5,680.00		0.00
440.000	- DEPT. OF PUBLIC WORKS	1,025,197.00		185,856.07		63,681.61		839,340.93		18.13
690.000	- PARKS AND RECREATION	320,493.00		51,463.15		20,972.90		269,029.85		16.06
732.000	- HISTORICAL DEPOT	34,125.00		4,269.16		2,019.59		29,855.84		12.51
800.000	- CABLE COMMISSION	13,925.00		120.00		60.00		13,805.00		0.86
802.000	- CULTURAL ARTS	2,975.00		500.00		500.00		2,475.00		16.81
820.000	- VETERANS MEMORIAL PROJECT	9,000.00		0.00		0.00		9,000.00		0.00
TOTAL EXPENDITURES		7,072,392.00		1,878,834.78		609,764.96		5,193,557.22		26.57
Fund 101 - GENERAL FUND:										
TOTAL EXPENDITURES		7,072,392.00		1,878,834.78		609,764.96		5,193,557.22		26.57

FINANCIAL REPORT FOR SEPTEMBER 2021

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET		09/30/2021		MONTH 09/30/2021		NORMAL (ABNORMAL)	BALANCE	
Fund 202 - MAJOR STREETS										
000.000		0.00		0.00		0.00		0.00		0.00
212.000	- ACCOUNTANT	5,600.00		1,370.00		1,370.00		4,230.00		24.46
451.000	- STREET CONSTRUCTION	90,000.00		0.00		0.00		90,000.00		0.00
463.000	- STREET-ROUTINE MAINT.	161,402.00		39,606.75		9,168.67		121,795.25		24.54
474.000	- TRAFFIC SERVICES	39,098.00		1,614.76		775.41		37,483.24		4.13
478.000	- SNOW PLOWING	94,554.00		4,383.74		0.00		90,170.26		4.64
479.000	- SNOW REMOVAL	7,593.00		278.00		0.00		7,315.00		3.66
485.000	- TRANSFER BETWEEN FUNDS	100,000.00		0.00		0.00		100,000.00		0.00
491.000	- STORM SEWER	7,942.00		2,485.64		543.56		5,456.36		31.30
TOTAL EXPENDITURES		506,189.00		49,738.89		11,857.64		456,450.11		9.83
Fund 202 - MAJOR STREETS:										
TOTAL EXPENDITURES		506,189.00		49,738.89		11,857.64		456,450.11		9.83
Fund 203 - LOCAL STREETS										
000.000		0.00		0.00		0.00		0.00		0.00
212.000	- ACCOUNTANT	5,600.00		1,370.00		1,370.00		4,230.00		24.46
451.000	- STREET CONSTRUCTION	15,000.00		0.00		0.00		15,000.00		0.00
463.000	- STREET-ROUTINE MAINT.	143,202.00		35,503.71		9,293.67		107,698.29		24.79
474.000	- TRAFFIC SERVICES	6,602.00		1,285.28		318.68		5,316.72		19.47
478.000	- SNOW PLOWING	75,382.00		2,431.71		0.00		72,950.29		3.23
485.000	- TRANSFER BETWEEN FUNDS	0.00		0.00		0.00		0.00		0.00
491.000	- STORM SEWER	14,675.00		4,724.34		1,518.12		9,950.66		32.19
TOTAL EXPENDITURES		260,461.00		45,315.04		12,500.47		215,145.96		17.40
Fund 203 - LOCAL STREETS:										
TOTAL EXPENDITURES		260,461.00		45,315.04		12,500.47		215,145.96		17.40
TOTAL EXPENDITURES - ALL FUNDS										
TOTAL EXPENDITURES		766,650.00		95,053.93		24,358.11		671,596.07		12.40

PERIOD ENDING 09/30/2021

FINANCIAL REPORT FOR SEPTEMBER 2021

GL NUMBER	DESCRIPTION	2021-22		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET		09/30/2021		MONTH 09/30/2021		BALANCE		
				NORMAL (ABNORMAL)		INCREASE (DECREASE)		NORMAL (ABNORMAL)		
Fund 592 - WATER & SEWER										
452.000		1,540,000.00		0.00		0.00		1,540,000.00		0.00
540.000	- WATER / REPAIR	150,470.00		18,345.34		5,322.11		132,124.66		12.19
550.000	- SEWER / REPAIR	179,824.00		18,562.68		7,537.94		161,261.32		10.32
555.000	- REFUSE COLLECTION	573,400.00		189,726.78		94,875.86		383,673.22		33.09
556.000	- WATER	1,830,477.00		215,418.35		94,447.67		1,615,058.65		11.77
557.000	- WASTEWATER	3,133,497.00		242,062.41		96,360.75		2,891,434.59		7.72
TOTAL EXPENDITURES		7,407,668.00		684,115.56		298,544.33		6,723,552.44		9.24
Fund 592 - WATER & SEWER:										
TOTAL EXPENDITURES		7,407,668.00		684,115.56		298,544.33		6,723,552.44		9.24

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Check Date	Check	Vendor	Vendor Name	Description	Amount	Status
Bank 01 GEN FUND CHECKING						
09/16/2021	82899	4376	RED WING BUSINESS ADVANTAGE ACCOUNT	SAFETY BOOTS FOR RYAN ROSE & TREVOR P	371.48	Cleared
09/16/2021	82900	4295	AMAZON CAPITAL SERVICES	SURGE PROTECTORS	65.28	Cleared
				MISC FRONT OFFICE SUPPLIES/ORGANIZERS	32.47	Cleared
					97.75	
09/16/2021	82901	5310	ARBOR SPRINGS WATER CO., INC.	WATER	32.00	Cleared
09/16/2021	82902	4163	AXON ENTERPRISE, INC.	(7) TASERS AND ACCESSORIES	9,482.75	Cleared
09/16/2021	82903	4738	BROWNELLS	GUN EQUIPMENT/CLEANING SUPPLIES	45.60	Open
09/16/2021	82904	4532	CAPITAL REAL ESTATE TAX SERV.	TAX OVERPAYMENT/REFUND DUE GROUP CHEC	24,322.63	Open
09/16/2021	82905	3935	CIB PLANNING	PLANNING CONSULTANT & ENGINEERING FEE	6,854.00	Cleared
				PARKS & REC MASTER PLAN PROJECT COORD	5,730.25	Cleared
					12,584.25	
09/16/2021	82906	4148	CITY OF NOVI FIRE DEPARTMENT	INSPECTOR 2 COURSE - MOYNIHAN	300.00	Open
09/16/2021	82907	4741	COMCAST	CITY HALL FAX LINE MONTHLY FEE & INST	172.58	Cleared
09/16/2021	82908	3165	CONSUMERS ENERGY	GAS SERVICE 215 WHIPPLE	128.62	Cleared
09/16/2021	82909	3165	CONSUMERS ENERGY	GAS SERVICE 219 WHIPPLE	34.45	Cleared
09/16/2021	82910	3165	CONSUMERS ENERGY	GAS SERVICE 300 DOROTHY ST # B	15.00	Cleared
09/16/2021	82911	3165	CONSUMERS ENERGY	GAS SERVICE 300 DOROTHY ST	15.00	Cleared
09/16/2021	82912	3165	CONSUMERS ENERGY	GAS SERVICE 250 DOROTHY ST	15.00	Cleared
09/16/2021	82913	3165	CONSUMERS ENERGY	GAS SERVICE 214 W LAKE AND 215 WHIPPLE	123.46	Cleared
09/16/2021	82914	3165	CONSUMERS ENERGY	GAS SERVICE 62395 9 MILE AND 62909 9	33.07	Cleared
09/16/2021	82915	3165	CONSUMERS ENERGY	GAS SERVICE, VARIOUS LOCATIONS	315.69	Cleared
09/16/2021	82916	3165	CONSUMERS ENERGY	GAS SERVICE 335 S WARREN	15.00	Cleared
09/16/2021	82917	3276	CUMMINS SALES & SERVICE	YEAR 4 OF 5 GENERATOR ANNUAL MAINTENANCE	409.34	Cleared
09/16/2021	82918	0962	D & G NATURES WAY LAWN CARE	MID-SUMMER FERTILIZER	94.97	Cleared
09/16/2021	82919	0584	DTE ENERGY	ELECTRIC SERVICE 1098 SHETLAND, 61577	517.98	Cleared
09/16/2021	82920	0584	DTE ENERGY	STREETLIGHTS	8,091.03	Cleared
09/16/2021	82921	3455	EMPLOYEE HEALTH INSURANCE MGMT	AUGUST 2021 MEDICAL WRAP PROCESSING &	832.50	Cleared
				AUGUST 2021 CLAIMS FUNDING	11,314.61	Cleared
					12,147.11	
09/16/2021	82922	5820	FIRST ADVANTAGE OCC HEALTH SVC CORP	DRUG TEST	42.84	Cleared
09/16/2021	82923	4542	GRANDE TRUNKE HOME	MURAL GRANT REIMBURSEMENT CULTURAL AR	500.00	Cleared
09/16/2021	82924	4431	GREATSTAFF SOLUTIONS, LLC	TEMPORARY STAFFING FOR CITY HALL CLERK	930.00	Cleared
09/16/2021	82925	4366	I.T. RIGHT	DISPLAYPORT TO VGA CABLE - PAUL Z	36.92	Cleared
				MICROSOFT 360 SUBSCRIPTION 6/30/2021	36.00	Cleared
					72.92	
09/16/2021	82926	4026	LB OFFICE PRODUCTS	OFFICE SUPPLIES	42.99	Cleared



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Check Date	Check	Vendor	Vendor Name	Description	Amount	Status
09/16/2021	82927	5364	PEOPLES EXPRESS	AUGUST 2021 TRANSPORTATION	7,256.00	Cleared
09/16/2021	82928	0462	PETER'S TRUE VALUE HARDWARE	TOTE	23.99	Open
09/16/2021	82929	1555	PURCHASE POWER	POSTAGE METER REFILL X 3	1,343.35	Cleared
09/16/2021	82930	9065	ASCENSION MICHIGAN AT WORK	DOT PHYSICAL EXAMS FOR BROCK & RACE	124.00	Cleared
09/16/2021	82931	5554	SALEM-SOUTH LYON DISTRICT	TAX DISBURSEMENT/TAXES DUE TO LIBRARY	41,816.09	Cleared
09/16/2021	82932	9062	SCHOOLCRAFT COLLEGE	CULTURAL AND IMPLICIT BIAS TRAINING	1,755.00	Cleared
09/16/2021	82933	4739	SELECT TITLE COMPANY	TAX OVERPAYMENT/REFUND DUE PARCEL ID	52.05	Cleared
09/16/2021	82934	0461	SOUTH LYON COMMUNITY SCHOOLS	TAX DISBURSEMENT/TAXES DUE TO SCHOOLS	389,102.24	Cleared
09/16/2021	82935	4343	STRYKER SALES CORPORATION	AED AND ACCESSORIES	2,965.00	Cleared
09/16/2021	82936	3675	TOSHIBA FINANCIAL SERVICES	CONTRACT PAYMENT FOR 8/15/2021 - 9/15	2,164.33	Cleared
09/16/2021	82937	3600	BOB TREMITIERE	REIMBURSEMENT FOR MUMS FOR WITCH'S HA	27.93	Cleared
09/16/2021	82938	4519	TRUGREEN PROCESSING CENTER	LAWN SERVICE AT VOLUNTEER PARK AND PA	1,423.46	Cleared
09/16/2021	82939	5731	WINDSTREAM	SERVICE PERIOD 8/27/2021 - 9/26/2021	1,871.55	Cleared
09/16/2021	82940	3984	WOW! BUSINESS	CABLE SERVICE DPW	66.00	Cleared
09/23/2021	82941	4556	ADVANCED WATER TREATMENT, INC.	40# SOLAR SALT	28.62	Open
09/23/2021	82942	4295	AMAZON CAPITAL SERVICES	STOVE PANS	14.02	Cleared
09/23/2021	82943	3602	BLUE CROSS BLUE SHIELD OF MICH	OCTOBER 2021 RETIREE HEALTH INSURANCE	2,250.91	Cleared
09/23/2021	82944	3602	BLUE CROSS BLUE SHIELD OF MICH	OCTOBER 2021 HEALTH INSURANCE PREMIUM	41,991.95	Cleared
09/23/2021	82945	3749	KRISPEN S. CARROLL	PAYROLL DEDUCTION CASE # 17-57623-PJS	88.80	Cleared
09/23/2021	82946	4642	COMCAST	SERVICE PERIOD 9/1/21 - 9/30/21	890.43	Cleared
09/23/2021	82947	4315	COMMUNICATIONS TECHNOLOGIES, INC.	MONTHLY PHONE MAINT. 9/20/21 - 10/19/	85.00	Cleared
09/23/2021	82948	6012	CORELOGIC CENTRALIZED REFUNDS	TAX OVERPAYMENTS/TAX REFUNDS DUE (20	74,329.87	Cleared
09/23/2021	82949	4122	GFL ENVIRONMENTAL USA	DUMPFSTER & RECYCLING OCTOBER 2021	1,194.88	Cleared
09/23/2021	82950	4394	GREAT LAKES ACE HARDWARE	ZEP ANTI-BACTERIAL SOAP	25.98	Open
				POST EYE LIGHT CONTROL	39.87	Open
					65.85	
09/23/2021	82951	4410	GUARDIAN	OCTOBER 2021 INSURANCE PREMIUMS	9,783.57	Cleared
09/23/2021	82952	4366	I.T. RIGHT	7FT PATCH AND 2FT PATCH CABLES	16.00	Cleared
09/23/2021	82953	0557	INTL UNION OF OPERATING ENG	MONTHLY DUES	216.34	Cleared
09/23/2021	82954	4745	JOHN EVANS	REIMBURSEMENT FOR CABLED SEWER LINE A	440.00	Cleared
09/23/2021	82955	4026	LB OFFICE PRODUCTS	OFFICE SUPPLIES	169.75	Cleared
				OFFICE SUPPLIES	128.91	Cleared
					298.66	
09/23/2021	82956	1360	LERETA LLC	TAX OVERPAYMENT/TAXES DUE TO ID 80-21	8,255.86	Cleared
09/23/2021	82957	0470	MISDU	PAYROLL DEDUCTION ID 912962522	291.26	Cleared
				PAYROLL DEDUCTION ID 913616706	246.21	Cleared
					537.47	
09/23/2021	82958	0462	PETER'S TRUE VALUE HARDWARE	AUGUST 2021 STATEMENT	2,237.26	Open
09/23/2021	82959	2419	QUICK SILVER MARKETING SOLUTIONS	BUSINESS CARDS - CARLSON	79.00	Open
09/23/2021	82960	0213	ROAD COMMISSION FOR OAKLAND COUNTY	TRAFFIC SIGNAL MAINT. AUGUST 2021	185.99	Open

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09/23/2021	82961	3955	ROSATI, SCHULTZ, JOPPICH	PROFESSIONAL SERVICES RENDERED THROUGH PROFESSIONAL SERVICES RENDERED THROUGH	3,090.00 1,963.00 5,053.00	Open Open
09/23/2021	82962	5554	SALEM-SOUTH LYON DISTRICT	TAX DISBURSEMENT/TAXES DUE TO LIBRARY	79,343.46	Open
09/23/2021	82963	0461	SOUTH LYON COMMUNITY SCHOOLS	CENTER FOR ACTIVE ADULTS MUNICIPAL CO TAX DISBURSEMENT/TAXES DUE TO SCHOOL	43,000.00 V 732,322.73 V 775,322.73	Cleared Cleared
09/23/2021	82964	3456	SWANK MOTION PICTURES, INC.	MOVIES IN THE PARK, "JUMANJI THE NEXT	425.00	Cleared
09/23/2021	82965	0062	VANTAGEPOINT TRANSFERS	ICMA 457 PLAN # 301149 PAYROLL DED 9/	3,466.81	Cleared
09/23/2021	82966	4655	VETERAN FLOORING LLC	TEAR OUT/REPLACE/INSTALL FLOORING IN	1,667.67	Cleared
09/23/2021	82967	3984	WOW! BUSINESS	CABLE SERVICE DPW	193.15	Cleared
09/23/2021	82968	3984	WOW! BUSINESS	CABLE SERVICE - CITY HALL	54.97	Cleared
09/23/2021	82969	3984	WOW! BUSINESS	INTERNET - DIA ACCOUNT	710.00	Cleared
09/23/2021	82970	0461	SOUTH LYON COMMUNITY SCHOOLS	CENTER FOR ACTIVE ADULTS MUNICIPAL CO	43,000.00	Cleared
09/23/2021	82971	0461	SOUTH LYON COMMUNITY SCHOOLS	TAX DISBURSEMENT/TAXES DUE TO SCHOOL	732,322.73	Cleared
09/30/2021	82972	5310	ARBOR SPRINGS WATER CO., INC.	WATER	25.50	Open
09/30/2021	82973	5310	ARBOR SPRINGS WATER CO., INC.	WATER	45.00	Open
09/30/2021	82974	4191	CARL RICHARDS	MONTHLY COUNCIL PAY	180.00	Cleared
09/30/2021	82975	0058	CITY OF SOUTH LYON	WATER 214 WEST LK AND 219 WHIPPLE	169.37	Open
09/30/2021	82976	0058	CITY OF SOUTH LYON	WATER	250.09	Open
09/30/2021	82977	4642	COMCAST	INTERNET DEDICATED LINE OCTOBER 2021	1,500.00	Open
09/30/2021	82978	3165	CONSUMERS ENERGY	GAS SERVICE 23500 N DIXBORO	362.74	Open
09/30/2021	82979	4189	DANIEL PELCHAT	MONTHLY COUNCIL PAY	220.00	Open
09/30/2021	82980	4747	DONNA BROWN	TAX OVERPAYMENT/REFUND DUE PARCEL ID	1,780.80	Open
09/30/2021	82981	0584	DTE ENERGY	ELECTRIC SERVICE 214 W LAKE AND 219 W	834.84	Open
09/30/2021	82982	0584	DTE ENERGY	ELECTRIC SERVICE 335 S WARREN	3,346.55	Open
09/30/2021	82983	0584	DTE ENERGY	ELECTRIC SERVICE 215 WHIPPLE	492.68	Open
09/30/2021	82984	0584	DTE ENERGY	ELECTRIC SERVICE 300 DOROTHY	211.56	Open
09/30/2021	82985	0584	DTE ENERGY	ELECTRIC SERVICE 502 WASHINGTON, 206	148.13	Open
09/30/2021	82986	4469	GFL ENVIRONMENTAL USA	DUMPSTER & RECYCLING OCTOBER 2021	47,437.93	Open
09/30/2021	82987	2586	GLENN KIVELL	MONTHLY COUNCIL PAY	180.00	Open
09/30/2021	82988	6114	MARGARET KURTZWELL	MONTHLY COUNCIL PAY	180.00	Open
09/30/2021	82989	4395	LISA DILG	MONTHLY COUNCIL PAY	180.00	Open
09/30/2021	82990	3928	OAKLAND COMMUNITY COLLEGE/CREST*	LOCK UP INSTRUCTOR TRAINING - SCHNEEM	250.00	Open
09/30/2021	82991	4746	OAKLAND FORTY GROUP LLC	TAX OVERPAYMENT/REFUND DUE PARCEL ID	1,202.97	Open
09/30/2021	82992	0462	PETER'S TRUE VALUE HARDWARE	ZIP TIES	17.29	Open
09/30/2021	82993	4719	PNC BANK	BUSINESS CARD STATEMENT CLOSING 9/17/	6,527.38	Open
09/30/2021	82994	2562	POSTMASTER	POSTAGE FOR OCTOBER 2021 WATER BILL N	1,330.40	Open
09/30/2021	82995	4190	ROSE WALTON	MONTHLY COUNCIL PAY	180.00	Open
09/30/2021	82996	0461	SOUTH LYON COMMUNITY SCHOOLS	HVAC SYSTEM SERVICE AND INSPECTION A/	6,279.56	Open
09/30/2021	82997	4207	STEPHEN KENNEDY	MONTHLY COUNCIL PAY	180.00	Open
09/30/2021	82998	3675	TOSHIBA FINANCIAL SERVICES	COPIER CONTRACT SERVICE PERIOD 9/15/2	111.99	Open
09/30/2021	82999	3675	TOSHIBA FINANCIAL SERVICES	COPIER CONTRACT SERVICE PERIOD 9/16/2	112.12	Open
09/30/2021	83000	3675	TOSHIBA FINANCIAL SERVICES	CONTRACT PAYMENT 9/15/2021 - 10/15/20	1,570.18	Open

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Check Date	Check	Vendor	Vendor Name	Description	Amount	Status
09/30/2021	83001	3984	WOW! BUSINESS	CABLE SERVICE SLFD	12.12	Open
10/07/2021	83002	MISC	GIL JENSEN	UB refund for account: TIMB-000873-00	2,432.18	Open
10/07/2021	83003	0561	A.F.S.C.M.E. COUNCIL 25	PAYROLL DEDUCTION UNION DUES OCTOBER	595.00	Open
10/07/2021	83004	4750	AILEEN BERTOLI	TAX OVERPAYMENT/REFUND DUE FOR PARCEL	868.28	Open
10/07/2021	83005	4612	ALL AMERICAN TREE SERVICE, INC.	TREE REMOVALS & TRIMMINGS AND STUMP G TREE REMOVAL	2,750.00 3,450.00 6,200.00	Open Open
10/07/2021	83006	4295	AMAZON CAPITAL SERVICES	BUSINESS PRIME ESSENTIALS MEMBERSHIP	179.00	Open
10/07/2021	83007	5310	ARBOR SPRINGS WATER CO., INC.	WATER	32.00	Open
10/07/2021	83008	5374	AT&T MOBILITY	SERVICE PERIOD 8/20/21 - 9/19/21	429.55	Open
10/07/2021	83009	4751	BRUCE BUCHAN	TAX OVERPAYMENT/REFUND DUE FOR ID 80-	4,003.45	Open
10/07/2021	83010	3749	KRISTEN S. CARROLL	PAYROLL DEDUCTION CASE # 17-57623-PJS	88.80	Open
10/07/2021	83011	0058	CITY OF SOUTH LYON	OCTOBER 2021 WATER: 335 S WARREN, 31	529.00	Open
10/07/2021	83012	1334	LISA DEATON	MILEAGE - OAKLAND COUNTY ELECTIONS	35.84	Open
10/07/2021	83013	0584	DTE ENERGY	ELECTRIC SERVICE 250 DOROTHY	110.19	Open
10/07/2021	83014	0584	DTE ENERGY	ELECTRIC SERVICE, VARIOUS LOCATIONS	1,138.20	Open
10/07/2021	83015	4749	EDGEWICK INVESTMENT GROUP	TAX OVERPAYMENT/TAXES DUE FOR PARCEL	1,143.34	Open
10/07/2021	83016	4366	I.T. RIGHT	ANNUAL SERVICE CONTRACT 11/1/2021 - 1	35,500.00	Open
10/07/2021	83017	4026	LB OFFICE PRODUCTS	OFFICE SUPPLIES	95.91	Open
				ORGANIZERS AND PAPER	140.65	Open
				OFFICE SUPPLIES	157.54	Open
				OFFICE SUPPLIES - INVOICES 006488-00,	1,451.54	Open
					1,845.64	
10/07/2021	83018	6134	LARRY LEDBETTER	REIMBURSEMENT FOR PAYMENT OF CARPET C	150.00	Open
10/07/2021	83019	1509	MARTIN'S DO IT BEST	TAPE	29.99	Open
				PRESSURE WASHER RENTAL & WASH, SANITI	340.76	Open
				GLUE GUN AND STICKS	26.46	Open
					397.21	
10/07/2021	83020	0470	MISDU	PAYROLL DEDUCTION ID912962522	291.26	Open
10/07/2021	83021	0470	MISDU	PAYROLL DEDUCTION ID 913616706	246.21	Open
10/07/2021	83022	2763	MMTA	MEMBERSHIP RENEWAL THROUGH DEC. 31, 2	75.00	Open
10/07/2021	83023	4753	NELSON CALLIGAN	TAX OVERPAYMENT/REFUND DUE FOR ID 80-	1,658.08	Open
10/07/2021	83024	1034	OAKLAND COUNTY TREASURER	TRAILER PARK TAX MONTHLY TAX REPORT S	460.00	Open
10/07/2021	83025	0218	PARKSIDE CLEANERS	UNIFORM CLEANING	29.50	Open
10/07/2021	83026	5141	POLICE OFFICERS ASSOC. OF MICHIGAN	PAYROLL DEDUCTION UNION DUES OCTOBER	631.98	Open
10/07/2021	83027	0559	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION UNION DUES OCTOBER	301.50	Open
10/07/2021	83028	4752	RALPH AND JENNIFER DUNIGAN	TAX OVERPAYMENT/REFUND DUE FOR ID 80-	5,338.21	Open
10/07/2021	83029	3100	STATE OF MICHIGAN**	AFIS SUMMISSIONS - SOUTH LYON SCHOOLS	1,678.75	Open
10/07/2021	83030	0062	VANTAGEPOINT TRANSFERS	ICMA 457 PLAN # 301149 PAYROLL DED PP	3,573.07	Open
10/07/2021	83031	4247	VERIZON WIRELESS	CELL SERVICE	60.12	Open
10/07/2021	83032	5731	WINDSTREAM	SERVICE PERIOD 9/27/2021 - 10/26/2021	1,937.52	Open

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Check Date	Check	Vendor	Vendor Name	Description	Amount	Status
01 TOTALS:						
Total of 134 Checks:						
Less 1 Void Checks:						
Total of 133 Disbursements:						
					2,452,772.58	
					775,322.73	
					1,677,449.85	

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Fund 101 GENERAL FUND							
Dept 276.000 CEMETERY							
101-276.000-740.000	OPERATING EXPENSE	ADVANCE AUTO PARTS	PARTS FOR PD, OIL FILTERS, SHOP TO	8195125836365	10/11/21	0.90	
101-276.000-740.000	OPERATING EXPENSE	ADVANCE AUTO PARTS	BRAKE TOOL KIT & WIRE CONNECTORS	8195126036478	10/11/21	11.55	
101-276.000-740.000	OPERATING EXPENSE	ADVANCE AUTO PARTS	HAND CLEANER, ROTORS, PADS, SPREAD	8195127137015	10/11/21	1.70	
101-276.000-740.000	OPERATING EXPENSE	ANN ARBOR WELDING SUP	WELDING PARTS	685570	10/11/21	47.30	
101-276.000-740.000	OPERATING EXPENSE	ANN ARBOR WELDING SUP	CYLINDER RENTAL	134569	10/11/21	116.71	
101-276.000-740.000	OPERATING EXPENSE	ANN ARBOR WELDING SUP	256 MIG WELDER & PARTS	684853	10/11/21	274.15	
101-276.000-740.000	OPERATING EXPENSE	BULLET DISTRIBUTORS	SHOP TOOLS	26814	10/11/21	33.65	
101-276.000-740.000	OPERATING EXPENSE	MILAN BURIAL VAULT, I	MARKER BASES FOR CEMETERIES	7355	10/11/21	383.40	
101-276.000-740.000	OPERATING EXPENSE	QUALITY FIRST AID & S	GLOVES - LEATHER PALM	RW-004342	10/11/21	37.99	
101-276.000-740.000	OPERATING EXPENSE	STONE DEPOT LANDSCAPE	TOP SOIL	70700	10/11/21	112.50	
		Total For Dept 276.000 CEMETERY				1,019.85	
Dept 300.000 POLICE							
101-300.000-740.000	OPERATING EXPENSE	AMAZON CAPITAL SERVIC	PLASTIC FORKS & SPOONS, VGA CABLE,	1RDM-KJ1R-734D	10/11/21	73.49	
101-300.000-740.000	OPERATING EXPENSE	OFFICE EXPRESS	BOOKCASE SHELVING UNIT - CLERICAL	507030	10/11/21	218.48	
101-300.000-820.000	COMPUTER	AMAZON CAPITAL SERVIC	2 DESKTOP CASES/STAND, 2 FILE CABI	1CF3-H4QH-4MLK	10/11/21	219.33	
101-300.000-820.000	COMPUTER	AMAZON CAPITAL SERVIC	COMPUTER TOWER STAND CART, POWER S	1VDM-MDHW-4CXX	10/11/21	55.47	
101-300.000-820.000	COMPUTER	AMAZON CAPITAL SERVIC	COMPUTER MONITOR CABLE CORD	1Y3F-4DRG-76RC	10/11/21	9.99	
101-300.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	PARTS FOR PD, OIL FILTERS, SHOP TO	8195125836365	10/11/21	272.01	
101-300.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	BRAKE TOOL KIT & WIRE CONNECTORS	8195126036478	10/11/21	18.48	
101-300.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	HEADLAMP - VEHICLE 232	8195126748420	10/11/21	39.19	
101-300.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	HAND CLEANER, ROTORS, PADS, SPREAD	8195127137015	10/11/21	115.89	
101-300.000-863.000	VEHICLE MAINTENANCE	ANN ARBOR WELDING SUP	WELDING PARTS	685570	10/11/21	75.68	
101-300.000-863.000	VEHICLE MAINTENANCE	ANN ARBOR WELDING SUP	256 MIG WELDER & PARTS	684853	10/11/21	438.64	
101-300.000-863.000	VEHICLE MAINTENANCE	BULLET DISTRIBUTORS	SHOP TOOLS	26814	10/11/21	53.84	
101-300.000-863.000	VEHICLE MAINTENANCE	COOK AUTOMOTIVE	VEHICLE 251 REPAIRS	40980	10/11/21	1,175.05	
101-300.000-863.000	VEHICLE MAINTENANCE	GREEN OAK TIRE, INC.	TIRE PURCHASE AND DISPOSAL	1-124321	10/11/21	1,294.00	
101-300.000-931.000	BUILDING MAINTENANCE	AMAZON CAPITAL SERVIC	TOOLS FOR BUILDING MAINTENANCE	1QVT-XP4Q-NDPH	10/11/21	256.34	
101-300.000-931.000	BUILDING MAINTENANCE	KOSIN'S GLASS	GLASS PROTECTION FRONT DESK AND SQ	59078	10/11/21	850.83	
101-300.000-977.000	EQUIPMENT	NATIONAL BUSINESS FUR	SERGEANT DESKS (2)	2K151339-TDQ	10/11/21	1,316.16	
101-300.000-978.000	CAPITAL EQUIPMENT	SPECIALIZED POWER SER	GENERATOR PROJECT PARTIAL PAYMENT	91841320	10/11/21	10,389.62	
		Total For Dept 300.000 POLICE				16,872.49	
Dept 335.000 FIRE							
101-335.000-721.000	UNIFORMS & CLEANING ALLO	HURON VALLEY GUNS	JOB SHIRT - ARMSTRONG	183305	10/11/21	64.99	
101-335.000-721.000	UNIFORMS & CLEANING ALLO	WITMER PUBLIC SAFETY	COLLAR INSIGNIA AND FIRE CHIEF HEL	E2115026	10/11/21	463.95	
101-335.000-721.000	UNIFORMS & CLEANING ALLO	WITMER PUBLIC SAFETY	HELMET	E2107137	10/11/21	377.39	
101-335.000-802.000	CONTRACTUAL SVCS	CYNERGY PRODUCTS	QUARTERLY BILLING OCT 2021 - DEC 2	35589	10/11/21	345.00	
101-335.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	PARTS FOR PD, OIL FILTERS, SHOP TO	8195125836365	10/11/21	18.01	
101-335.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	FLOOR DRY - CLAY OIL ABSORBANT	8195126048178	10/11/21	52.75	
101-335.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	BRAKE PADS AND ROTORS	8195126336650	10/11/21	313.34	

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Fund 101 GENERAL FUND							
Dept 335.000 FIRE							
101-335.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	BRAKE TOOL KIT & WIRE CONNECTORS	8195126036478	10/11/21	13.86	
101-335.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	HAND CLEANER, ROTORS, PADS, SPREAD	8195127137015	10/11/21	618.88	
101-335.000-863.000	VEHICLE MAINTENANCE	ANN ARBOR WELDING SUP	WELDING PARTS	685570	10/11/21	56.76	
101-335.000-863.000	VEHICLE MAINTENANCE	ANN ARBOR WELDING SUP	256 MIG WELDER & PARTS	684853	10/11/21	328.98	
101-335.000-863.000	VEHICLE MAINTENANCE	BULLET DISTRIBUTORS	SHOP TOOLS	26814	10/11/21	40.38	
101-335.000-863.000	VEHICLE MAINTENANCE	CSI EMERGENCY APPARAT	ENGINE 2 AND LADDER 1 REPAIRS	66336, 66338, 6	10/11/21	3,983.95	
101-335.000-863.000	VEHICLE MAINTENANCE	HINES PARK FORD, INC.	SEAL & GLASS DOOR RUN	151159	10/11/21	38.34	
101-335.000-863.000	VEHICLE MAINTENANCE	ADVANCED SAFE & LOCK	13 KEYS, 7 LOCKS MASTER KEYPAD, 1	24087	10/11/21	306.50	
101-335.000-931.000	BUILDING MAINTENANCE	BOUND TREE MEDICAL, I	PULSE OXIMETER	84238503	10/11/21	136.49	
101-335.000-977.000	EQUIPMENT	MOTOROLA SOLUTIONS, I	(5) APX6000 700/800 MODEL 2.5 PORT	1187062037	10/11/21	33,628.00	
101-335.000-977.000	EQUIPMENT		Total For Dept 335.000 FIRE			40,787.57	
Dept 440.000 DEPT. OF PUBLIC WORKS							
101-440.000-740.000	OPERATING EXPENSE	GRAINGER	LIGHT DUTY INDUSTRIAL FAN	9037083475	10/11/21	333.66	
101-440.000-740.000	OPERATING EXPENSE	WEINGARTZ	MOWER DECK WHEELS	20405080-00	10/11/21	335.92	
101-440.000-740.000	OPERATING EXPENSE	WEINGARTZ	CHUTE BRACKET FOR MOWER	20407000-00	10/11/21	27.99	
101-440.000-860.000	GAS & OIL	CORRIGAN OIL CO.	GAS AND DIESEL 8/13/21 - 9/13/21	7331291-IN	10/11/21	1,670.62	
101-440.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	PARTS FOR PD, OIL FILTERS, SHOP TO	8195125836365	10/11/21	4.15	
101-440.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	BRAKE TOOL KIT & WIRE CONNECTORS	8195126036478	10/11/21	56.10	
101-440.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	PARTS FOR DPW	8195126536739	10/11/21	359.15	
101-440.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	HAND CLEANER, ROTORS, PADS, SPREAD	8195127137015	10/11/21	24.83	
101-440.000-863.000	VEHICLE MAINTENANCE	ANN ARBOR WELDING SUP	WELDING PARTS	685570	10/11/21	208.12	
101-440.000-863.000	VEHICLE MAINTENANCE	ANN ARBOR WELDING SUP	256 MIG WELDER & PARTS	684853	10/11/21	1,206.26	
101-440.000-863.000	VEHICLE MAINTENANCE	ATOMIC CLEANING SYSTE	POWER WASHER HOSE	52003	10/11/21	108.60	
101-440.000-863.000	VEHICLE MAINTENANCE	BULLET DISTRIBUTORS	SHOP TOOLS	26814	10/11/21	148.19	
101-440.000-863.000	VEHICLE MAINTENANCE	CERTIFIED ALIGNMENT & PARTS FOR T5	PARTS FOR T5	S 110717	10/11/21	89.69	
101-440.000-863.000	VEHICLE MAINTENANCE	CONTRACTORS STEEL CO.	SHEAR & BRAKE CHANNEL	1389312	10/11/21	287.02	
101-440.000-863.000	VEHICLE MAINTENANCE	HINES PARK FORD, INC.	FRONT SUSPENSION BAR	151051	10/11/21	129.91	
101-440.000-863.000	VEHICLE MAINTENANCE	HINES PARK FORD, INC.	SEAL & GLASS DOOR RUN	151159	10/11/21	117.84	
101-440.000-974.000	LAND IMPROVEMENTS	PATRIOT READY-MIX LLC	LIMESTONE FOR CATCH BASIN & SIDEWA 1004		10/11/21	341.25	
			Total For Dept 440.000 DEPT. OF PUBLIC WORKS			5,449.30	
Dept 690.000 PARKS AND RECREATION							
101-690.000-801.000	PROFESSIONAL SERVICE	JOHN'S SANITATION	PORTA JOHNS AND HAND SANITIZER STA I2681, I2682, I		10/11/21	435.00	
			Total For Dept 690.000 PARKS AND RECREATION			435.00	
			Total For Fund 101 GENERAL FUND			64,564.21	
Fund 203 LOCAL STREETS							
Dept 491.000 STORM SEWER							
203-491.000-740.000	OPERATING EXPENSE	PATRIOT READY-MIX LLC	LIMESTONE FOR CATCH BASIN & SIDEWA 1004		10/11/21	341.25	

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Fund 203 LOCAL STREETS						
Dept 491.000 STORM SEWER						
203-491.000-740.000	OPERATING EXPENSE	PATRIOT READY-MIX LLC	LIMESTONE	1019	10/11/21	477.50
			Total For Dept 491.000 STORM SEWER			818.75
			Total For Fund 203 LOCAL STREETS			818.75
Fund 280 DOWNTOWN DEVELOPMENT AUTHORITY						
Dept 000.000						
280-000.000-740.200	SEASONAL IMPROVEMENTS	JOHN'S SANITATION	PORVA JOHNS AND HAND SANITIZER STA	I2681, I2682, I	10/11/21	98.00
			Total For Dept 000.000			98.00
			Total For Fund 280 DOWNTOWN DEVELOPMENT AUTHORITY			98.00
Fund 592 WATER & SEWER						
Dept 550.000 SEWER / REPAIR						
592-550.000-930.000	REPAIR MAINTENANCE	ETNA SUPPLY	PARTS FOR SEWER REPAIR	S104139481.001	10/11/21	1,418.88
			Total For Dept 550.000 SEWER / REPAIR			1,418.88
Dept 556.000 WATER						
592-556.000-740.000	OPERATING EXPENSE	ELHORN ENGINEERING CO	PHOSPHATE	289323	10/11/21	5,065.00
592-556.000-740.000	OPERATING EXPENSE	FISHER SCIENTIFIC	THERMOMETER CALIBRATION	1839671	10/11/21	224.50
592-556.000-740.000	OPERATING EXPENSE	HACH COMPANY	LAB SUPPLIES	12629697	10/11/21	167.21
592-556.000-740.000	OPERATING EXPENSE	HUTSON, INC.	SPOOL OF WEED WHIP STRING	9219888	10/11/21	42.81
592-556.000-740.000	OPERATING EXPENSE	JCI JONES CHEMICALS I	CHLORINE	868354	10/11/21	1,129.52
592-556.000-740.000	OPERATING EXPENSE	NCL OF WISCONSIN, INC	LAB SUPPLIES	459524	10/11/21	218.17
592-556.000-740.000	OPERATING EXPENSE	PARAGON LABORATORIES,	LEAD & COPPER (1)	43488-222896	10/11/21	75.00
592-556.000-740.000	OPERATING EXPENSE	PARAGON LABORATORIES,	WATER ANALYSIS	43488-222879	10/11/21	75.00
592-556.000-740.000	OPERATING EXPENSE	PARAGON LABORATORIES,	WATER ANALYSIS	43488-223208	10/11/21	75.00
592-556.000-740.000	OPERATING EXPENSE	PARAGON LABORATORIES,	WATER ANALYSIS	43488-223504	10/11/21	676.00
592-556.000-740.000	OPERATING EXPENSE	USA BLUE BOOK	LAB SUPPLIES	711316, 714470	10/11/21	355.48
592-556.000-860.000	GAS & OIL	CORRIGAN OIL CO.	GAS AND DIESEL 8/13/21 - 9/13/21	7331291-IN	10/11/21	4,071.14
592-556.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	PARTS FOR PD, OIL FILTERS, SHOP TO	8195125836365	10/11/21	1.62
592-556.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	BRAKE TOOL KIT & WIRE CONNECTORS	8195126036478	10/11/21	20.79
592-556.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	HAND CLEANER, ROTORS, PADS, SPREAD	8195127137015	10/11/21	3.06
592-556.000-863.000	VEHICLE MAINTENANCE	ANN ARBOR WELDING SUP	WELDING PARTS	685570	10/11/21	85.14
592-556.000-863.000	VEHICLE MAINTENANCE	ANN ARBOR WELDING SUP	256 MIG WELDER & PARTS	684853	10/11/21	493.47
592-556.000-863.000	VEHICLE MAINTENANCE	BULLET DISTRIBUTORS	SHOP TOOLS	26814	10/11/21	60.57
592-556.000-920.000	UTILITY EXPENSE	BADGER METER INC.	LTE SERVICE SEPT. 2021	80082921	10/11/21	413.41
592-556.000-931.000	BUILDING MAINTENANCE	UIS SCADA, INC.	TROUBLESHOOT COMMUNICATION FAILURE	530364761	10/11/21	437.52
592-556.000-931.000	BUILDING MAINTENANCE	UIS SCADA, INC.	INSTALL & FURNISH RADIO AT WELL #	530364962	10/11/21	1,445.13
592-556.000-970.000	CAPITAL IMPROVEMENTS	BADGER METER INC.	1 1/2" X 2" FLANGE KITS FOR METERS	1442358	10/11/21	582.11
			Total For Dept 556.000 WATER			15,717.65

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DB: South Lyon

INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON  
EXP CHECK RUN DATES 10/11/2021 - 10/11/2021  
JOURNALIZED  
OPEN

Page: 4/5

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 592 WATER & SEWER						
Dept 557.000 WASTEWATER						
592-557.000-740.000	OPERATING EXPENSE	ANN ARBOR WELDING SUP	CYLINDER RENTAL	134569	10/11/21	38.91
592-557.000-740.000	OPERATING EXPENSE	BRIGHTON ANALYTICAL,	WW ANALYSIS	0921-120419	10/11/21	82.50
592-557.000-740.000	OPERATING EXPENSE	FISHER SCIENTIFIC	THERMOMETER CALIBRATION	1839671	10/11/21	224.50
592-557.000-740.000	OPERATING EXPENSE	HUTSON, INC.	SPOOL OF WEED WHIP STRING	9219888	10/11/21	42.81
592-557.000-740.000	OPERATING EXPENSE	LYDEN OIL COMPANY	5 GALLON PAIL OF SUMMIT FOR WWTP B	1784213	10/11/21	159.50
592-557.000-740.000	OPERATING EXPENSE	USA BLUE BOOK	LAB SUPPLIES	711316, 714470	10/11/21	258.81
592-557.000-802.000	CONTRACTUAL SVCS	KROFF MECHANICAL SERV	HVAC QUARTERLY INSPECTION	127572	10/11/21	1,225.00
592-557.000-802.000	CONTRACTUAL SVCS	NETTLER-TOLEDO, LLC	FULL PREVENTIVE MAINTENANCE ONSITE	654989271	10/11/21	878.05
592-557.000-920.000	UTILITY EXPENSE	BADGER METER INC.	LTE SERVICE SEPT. 2021	80082921	10/11/21	413.40
592-557.000-931.000	BUILDING MAINTENANCE	CUMMINS SALES & SERVI	GENERATOR MAINTENANCE WWTP	S6-75080	10/11/21	1,367.37
592-557.000-931.000	BUILDING MAINTENANCE	KROFF MECHANICAL SERV	AC REPAIR, RE-SEAL REFRIGERANT LEA	129316-319	10/11/21	1,369.18
592-557.000-931.000	BUILDING MAINTENANCE	PROLIGHTING	LED POST TOP LAMP LIGHTS	312059	10/11/21	588.00
592-557.000-931.000	BUILDING MAINTENANCE	PROLIGHTING	LED POST TOP LAMP LIGHTS	311778	10/11/21	147.00
592-557.000-931.000	BUILDING MAINTENANCE	PROLIGHTING	LIGHTBULBS	313164	10/11/21	480.20
592-557.000-970.000	CAPITAL IMPROVEMENTS	BADGER METER INC.	1 1/2" X 2" FLANGE KITS FOR METERS	1442358	10/11/21	582.10
Total For Dept 557.000 WASTEWATER						7,857.33
Total For Fund 592 WATER & SEWER						24,993.86



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DB: South Lyon

INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON  
EXP CHECK RUN DATES 10/11/2021 - 10/11/2021  
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Page: 5/5

GL Number	Inv. Line Desc	Vendor	CHECKS TO BE APPROVED OCTOBER 11 2021	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund Totals:								
			Fund 101 GENERAL FUND				64,564.21	
			Fund 203 LOCAL STREETS				818.75	
			Fund 280 DOWNTOWN DEVELOPMENT AUTHOR				98.00	
			Fund 592 WATER & SEWER				24,993.86	
			Total For All Funds:				90,474.82	

The above checks have been approved for payment.

\_\_\_\_\_  
Lisa Deaton, City Clerk/Treasurer

\_\_\_\_\_  
Daniel L. Pelchat, Mayor

## September 2021 Payroll Reports

<b>Department</b>		<b>Total Pay</b>
Administration	\$	36,306.45
Cemetery	\$	4,594.64
Police	\$	119,569.79
Fire	\$	31,611.29
D.P.W.	\$	48,044.85
Water & Wastewater	\$	46,791.05
 Total Wages	 \$	 286,918.07

*\*Please note 2 pay periods in the month of September 2021*

# AGENDA NOTE

Consent Agenda: Item # /

**MEETING DATE:** October 11, 2021

**PERSON PLACING ITEM ON AGENDA:** Nate Mack, DDA & Economic Development Director

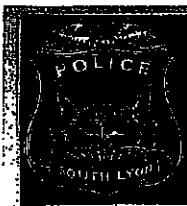
**AGENDA TOPIC:** Downtown Kids' Trick or Treat, October 28, 2021

**EXPLANATION OF TOPIC:** This is the DDA's Annual Downtown Kids' Trick or Treat. Approximately 2,500 children participated, plus their families, in 2019. The crowd was estimated between 3,000 – 5,000 people. The event is held from 6-8PM, however, the road closures extend to 8:30PM to accommodate the large crowd and their safety. Individual businesses hand out candy and other items to children at each store and place of business. Further adding to the festivities will be a Pet Parade by SLARA at 6:30PM, beginning at the farmers' market parking lot and concluding at the South Lyon Hotel. The following streets will be closed from 6:00PM – 8:30PM: N. Lafayette Street from Whipple Street to Lake Street, S. Lafayette Street from Lake Street to Liberty Street, E. Lake Street from Wells Street to Lafayette Street, and W. Lake Street from Washington Street to Lafayette Street.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Parade/Event Application from SLPD, Road Closure resolution, map of event venue

**POSSIBLE COURSES OF ACTION:** Approve/Do Not Approve the event and/or the requested road closures.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the Annual Downtown Kids' Trick or Treat application and resolve that Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permit to conduct the Downtown Kids' Trick or Treat from 6:00PM – 8:30PM on Thursday, October 28, 2021 on N. Lafayette Street from Whipple Street to Lake Street, S. Lafayette Street from Lake Street to Liberty Street, E. Lake Street from Wells Street to Lafayette Street, and W. Lake Street from Washington Street to Lafayette Street.



## South Lyon Police Department

410 Whipple St.  
South Lyon, MI 48178  
Ph: (248) 437-1773  
Fx: (248) 437-0459

### Parade/Event Application

Date(s) of Event: October 28, 2021

Applicant's Name: Nathan Mack

Ph#: 947-777-9355

Applicant's Address: 335 S. Warren St., South Lyon, MI 48178

Name of Event: Downtown Kids Trick or Treat

Business/Organization Name: South Lyon DDA

Business Address: 335 S. Warren St., South Lyon, MI 48178

Business Phone Number: 248-437-1735

President/CEO Responsible for Event: Nate Mack

Ph#: 947-777-9355

Event Start Date and Time: 6:00 PM AM / PM

Event End Date and Time: 8:30PM AM / PM

Approximate number of persons attending: 3000

Approximate number and types of vehicles: 0

Approximate number and types of animals: 100 cats and dogs for pet parade

Amount of space maintained between all units in parade: N/A

Route to be traveled (include Street Names and turning directions) or area to be utilized:

**\*\*Please attach a map of the area and/or route that will be utilized during the event\*\***

The following streets will be closed from 6:00 - 8:30PM: N. Lafayette Street from Whipple Street to Lake Street, S. Lafayette Street from Lake

Street to Liberty Street, E. Lake Street from Wells Street to Lafayette Street, and W. Lake Street from Washington Street to Lafayette Street.

Nate Mack 10/6/21

Applicants Signature and Date

Responsible Party's Signature and Date

☒ PD ☒ FD ☒ DPW ☒ City Hall

Chief Christopher Sovik  
Chief Christopher Sovik

10/6/21  
Date



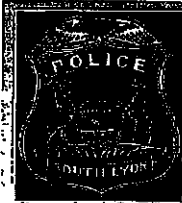
## South Lyon Police Department

219 Whipple St.  
South Lyon, MI 48178  
Ph: (248) 437-1773  
Fax: (248) 437-0459

### Parade/Event Insurance Requirements

The applicant/organization must provide a separate hold harmless agreement and certificate of insurance and documentation of the following at the time of application.

- 1.) **Commercial General Liability Insurance:** The applicant shall procure and maintain during the life of this permit, commercial general liability insurance on an occurrence basis with limits of liability not less than \$1,000,000 per occurrence and aggregate.
- 2.) **Motor Vehicle Liability:** The applicant shall procure and maintain during the life of this permit, Motor Vehicle Liability Insurance including Michigan no-no fault coverages, with limits of liability not than \$1,000,000 per occurrence combined single limit for bodily injury and property damage. Coverage shall include all owner vehicles, all non-owned vehicles and all hired vehicles.
- 3.) **Liquor Liability:** If alcohol beverages will be served, the applicant shall provide proof of liquor Liability coverage with limit not less than \$1,000,000 per occurrence and aggregate; name the \_\_\_\_\_ City of South Lyon as additional insured.
- 4.) **Additional Insured:** Commercial General Liability, Motor Vehicle Liability and Liquor Liability as described above shall include an endorsement stating that the following shall be additional insured; The City of South Lyon, all elected and appointed officials, all employees, volunteers, all boards, commissions, authorities, and board members. It is understood and agreed by naming the City of South Lyon as additional insured, coverage afforded is considered to be primary and any other insurance the City of South Lyon may have in effect shall be considered secondary and/or excess.
- 5.) **Cancellation Notice:** All Liability Insurances as described above, shall include an endorsement stating, "It is understood and agreed that 30 days, 10 days for non-payment of premium, advance written notice of cancellation, non-renewal, reduction and/or material change shall be sent to City Manager, Paul Zelenak 335 S. Warren, South Lyon, MI 48178.
- 6.) **Proof of Insurance Coverage:** The contractor or its subcontractors shall provide the city of South Lyon at the time the contracts are returned for execution, the certificates and policies as listed. 1.) One copy of Certificate of Insurance for Workers Compensation. 2.) One copy of Certificate of Insurance for Commercial General Liability. 3.) One copy of Certificate of Insurance for Vehicle Liability. 4.) Original policy or original binder pending issuance of policy for Owners and Contractor Protective Liability Insurance. 5.) Certified copies of all policies mentioned above will be furnished if requested.
- 7.) If any of the above coverages expire during the term of this contract, the contractor or its subcontractors shall deliver renewal certificates and/or policies to City of South Lyon at least 10 days prior to the expiration date.



## South Lyon Police Department

210 Whipple St.  
South Lyon, MI 48178  
Ph: (248) 487-1773  
Fax: (248) 487-0459

### Hold Harmless

To the fullest extent permitted by law the Nathan Mack / DDA  
(Name of applicant/organization)

agrees to defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its elected and appointed officials, employees, volunteers, and other working on behalf of the City of South Lyon against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City of South Lyon by reason of personal injury, including bodily injury or death and/or property damage including loss of use thereof which arises out of, or is in any way connected or associated with this event. You and/or the organization that holds responsibility will be held liable for the conduct of the event and each of its participants.

Signature

10/6/21

Date

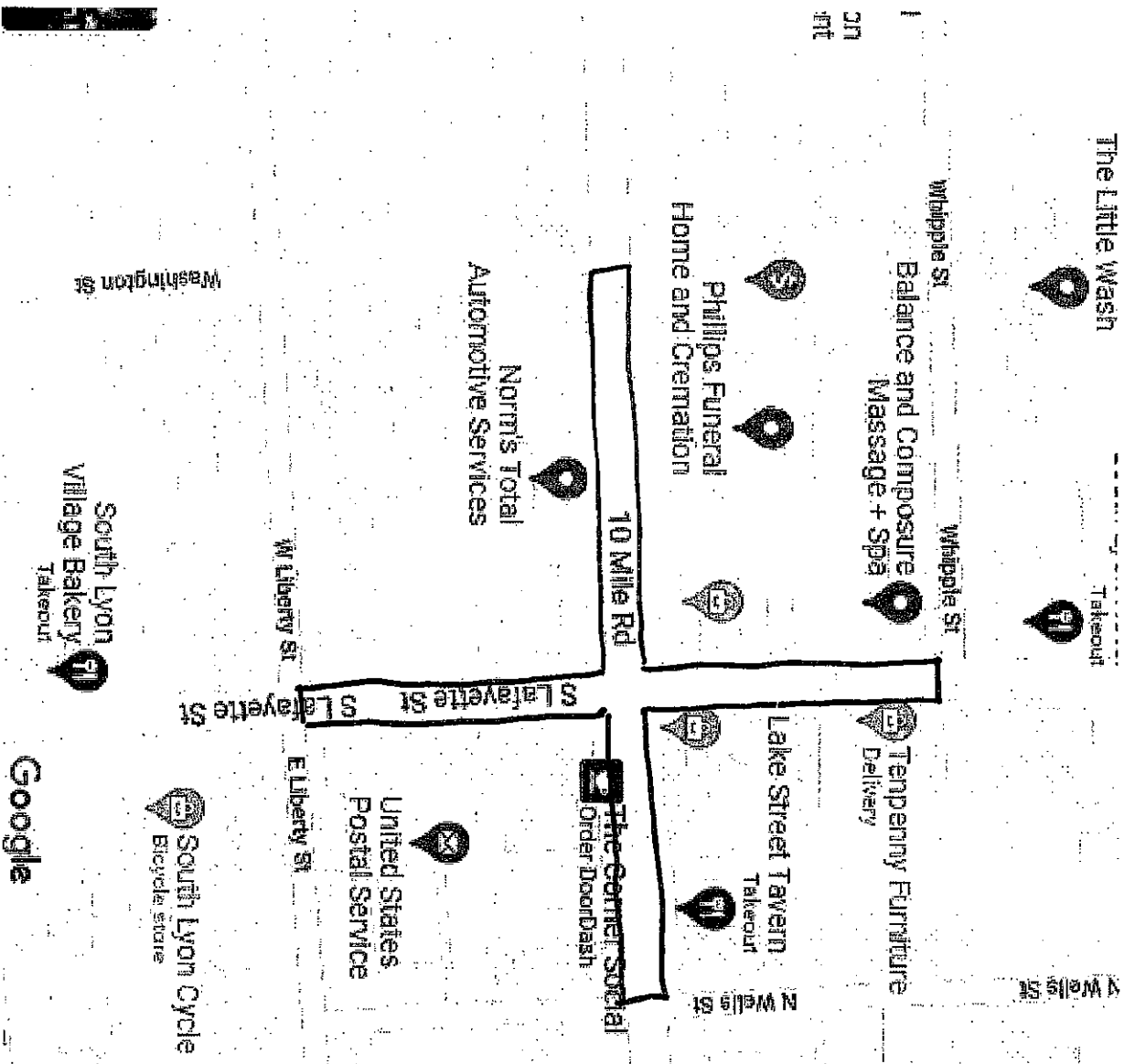
Motion by \_\_\_\_\_, supported by \_\_\_\_\_

Resolved That Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permits to conduct the Downtown Kids Trick or Treat on October 28, 2021 and the related road closures: Lafayette Street between Whipple Street and Liberty Street, and Lake Street between Wells Street and Washington Street. from 6:00 p.m. to 8:30 p.m.

and that the City of South Lyon in the County of Oakland, Michigan will faithfully fulfill all permit requirements, and shall save harmless, indemnify, defend and represent the Board against any and all claims for bodily injury or property damage, or any other claim arising out of or related to operations authorized by such permits as issued.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of South Lyon, County of Oakland, State of Michigan, at a regularly scheduled meeting of October 11, 2021 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said act.

Lisa Deaton  
City Clerk/Treasurer



Road Closure Map  
for Downtown Trick  
or Treat, Oct. 28  
6:00 - 8:30pm



# AGENDA NOTE

Consent Agenda: Item # 2

**MEETING DATE:** October 11, 2021

**PERSON PLACING ITEM ON AGENDA:** Police Chief

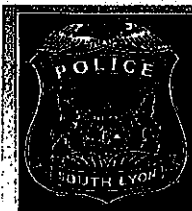
**AGENDA TOPIC:** Ladies Night Out November

**EXPLANATION OF TOPIC:** Director Nate Mack, on behalf of the Downtown Development Authority (DDA), would like to host Ladies Night Out on November 12, 2021. The event will take place from 5:00PM to 9:00PM but the DDA is requesting the closure of Lafayette Street between Lake and Whipple Streets from 4:00PM to 10:00PM in order to set up and breakdown before and after the event. The South Lyon Fire Department and Department of Public Works has been notified of the event and will place barriers and signage to accommodate the downtown event.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Event Application, Hold Harmless Agreement, Road Closure Resolution, DDA memorandum, map of event venue

**POSSIBLE COURSES OF ACTION:** Approve/Do Not Approve the event and/or the requested road closures.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the Ladies Night Out Event application and Resolve that Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permit to conduct the Ladies Night Out Event on November 12, 2021 and the related road closures: Lafayette Street between Lake Street and Whipple Street from 4:00 p.m. to 10:00 p.m., and that the City of South Lyon in the County of Oakland, Michigan will faithfully fulfill all permit requirements.



## South Lyon Police Department

219 Whipple St.  
South Lyon, MI 48178  
Ph: (248) 437-1773  
Fx: (248) 437-0459

### Parade/Event Application

Date(s) of Event: November 12, 2021

Applicant's Name: Nathan Mack

Ph#: 947-777-9355

Applicant's Address: 335 S. Warren St., South Lyon, MI 48178

Name of Event: Ladies' Night Out

Business/Organization Name: Downtown Development Authority

Business Address: 335 S. Warren St.

Business Phone Number: 248-437-1735

President/CEO Responsible for Event: Nathan Mack

Ph#: 947-777-9355

Event Start Date and Time: 4PM (road closure) AM / PM

Event End Date and Time: 10PM (road opens) AM / PM

Approximate number of persons attending: 2000

Approximate number and types of vehicles: N/A

Approximate number and types of animals: N/A

Amount of space maintained between all units in parade: N/A

Route to be traveled (Include Street Names and turning directions) or area to be utilized:

**\*\*Please attach a map of the area and/or route that will be utilized during the event\*\***

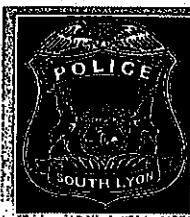
Road closure map attached.

Nathan Mack 9/30/21  
Applicants Signature and Date

Nathan Mack 9/30/21  
Responsible Party's Signature and Date

☒ PD ☒ FD ☒ DPW ☒ City Hall

Chief Christopher Sovik 10/6/21  
Chief Christopher Sovik Date



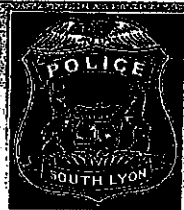
## **South Lyon Police Department**

219 Whipple St.  
South Lyon, MI 48178  
Ph: (248) 437-1773  
Fx: (248) 437-0450

### **Parade/Event Insurance Requirements**

The applicant/organization must provide a separate hold harmless agreement and certificate of insurance and documentation of the following at the time of application.

- 1.) **Commercial General Liability Insurance:** The applicant shall procure and maintain during the life of this permit, commercial general liability insurance on an occurrence basis with limits of liability not less than \$1,000,000 per occurrence and aggregate.
- 2.) **Motor Vehicle Liability:** The applicant shall procure and maintain during the life of this permit, Motor Vehicle Liability Insurance including Michigan no-no fault coverages, with limits of liability not than \$1,000,000 per occurrence combined single limit for bodily injury and property damage. Coverage shall include all owner vehicles, all non-owned vehicles and all hired vehicles.
- 3.) **Liquor Liability:** If alcohol beverages will be served, the applicant shall provide proof of liquor Liability coverage with limit not less than \$1,000,000 per occurrence and aggregate; name the City of South Lyon as additional insured.
- 4.) **Additional Insured:** Commercial General Liability, Motor Vehicle Liability and Liquor Liability as described above shall include an endorsement stating that the following shall be additional insured; The City of South Lyon, all elected and appointed officials, all employees, volunteers, all boards, commissions, authorities, and board members. It is understood and agreed by naming the City of South Lyon as additional insured, coverage afforded is considered to be primary and any other insurance the City of South Lyon may have in effect shall be considered secondary and/or excess.
- 5.) **Cancellation Notice:** All Liability Insurances as described above, shall include an endorsement stating, "It is understood and agreed that 30 days, 10 days for non-payment of premium, advance written notice of cancellation, non-renewal, reduction and/or material change shall be sent to City Manager, Paul Zelenak 335 S. Warren, South Lyon, MI 48178.
- 6.) **Proof of Insurance Coverage:** The contractor or its subcontractors shall provide the city of South Lyon at the time the contracts are returned for execution, the certificates and policies as listed. 1.) One copy of Certificate of Insurance for Workers Compensation. 2.) One copy of Certificate of Insurance for Commercial General Liability. 3.) One copy of Certificate of Insurance for Vehicle Liability. 4.) Original policy or original binder pending issuance of policy for Owners and Contractor Protective Liability Insurance. 5.) Certified copies of all policies mentioned above will be furnished if requested.
- 7.) If any of the above coverages expire during the term of this contract, the contractor or its subcontractors shall deliver renewal certificates and/or policies to City of South Lyon at least 10 days prior to the expiration date.



## South Lyon Police Department

219 Whipple St.  
South Lyon, MI 48178  
Ph: (248) 437-1773  
Fx: (248) 437-0459

### Hold Harmless

To the fullest extent permitted by law the South Lyon DDA  
(Name of applicant/organization)

agrees to defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its elected and appointed officials, employees, volunteers, and other working on behalf of the City of South Lyon against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City of South Lyon by reason of personal injury, including bodily injury or death and/or property damage including loss of use thereof which arises out of, or is in any way connected or associated with this event. You and/or the organization that holds responsibility will be held liable for the conduct of the event and each of its participants.

A handwritten signature in black ink, appearing to read "Math Mark", written over a horizontal line.

Signature

9/30/2021

Date

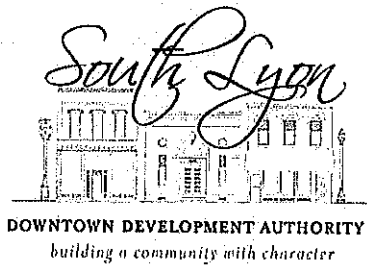
Motion by \_\_\_\_\_, supported by \_\_\_\_\_

Resolved That Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permits to conduct the Ladies Night Out on November 12, 2021 and the related road closure: Lafayette Street between Lake St. and Whipple St from 4:00 p.m. to 10:00 p.m.

and that the City of South Lyon in the County of Oakland, Michigan will faithfully fulfill all permit requirements, and shall save harmless, indemnify, defend and represent the Board against any and all claims for bodily injury or property damage, or any other claim arising out of or related to operations authorized by such permits as issued.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of South Lyon, County of Oakland, State of Michigan, at a regularly scheduled meeting of October 11, 2021 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said act.

Lisa Deaton  
City Clerk/Treasurer



## **Memorandum**

**To: Chris Sovik, Chief of Police**  
**From: Nate Mack, Director, DDA/Economic Development**  
**Date: October 4, 2021**  
**Subject: Ladies Night Out – November 12, 2021**

---

Attached you will find the request for road closures for the DDA's Ladies' Night Out event on November 12<sup>th</sup> from 5:00-9:00PM. We are requesting Lafayette Street be closed from Whipple Street to Lake Street from 4:00PM – 10:00PM on the day of the event. The road closure will allow for those attending the event to spread out more as well as provide a more festive environment for the event. I have requested Public Works to place picnic tables in the footprint of the closed street. There will be no alcohol consumed in this area and I will be requesting our stores monitor their customers in order to ensure none is brought into the area that has been closed off. On the day of the event, I will put out placards that request vehicles to be moved off the street so we are able to close it. I have also attached a map. Please let me know if there are any questions.

**Attachment: Street Closure Map**

Ladies' Night Out - November 12, 2021 Street

Closure & Setup  
Whipple St

-  = Picnic Tables
-  = Road Closure



The Coral Seas  
Women's clothing store



Balance and Composure  
Massage + Spa



N Lafayette St



Tattoos By Billy Smokes  
Tattoo shop



Grande Trunke Horse  
Furniture store



Archive Games  
Thrift store



Lake Street Tave  
Tavern



Diane's Doll House  
Doll store



10 Mile Rd

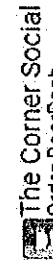
10 Mile Rd

S Lafayette

Google



The Corner Social  
Takeout



The Corner Social  
Order DoorDash

Mandana @ 2021

# **AGENDA NOTE**

**New Business Item # /**

**MEETING DATE:** October 11, 2021

**PERSON PLACING ITEM ON AGENDA:** City Manager

**AGENDA TOPIC:** Cost Participation Agreement

**EXPLANATION OF TOPIC:** The City of South Lyon and Board of Commissioners of Oakland County are looking at entering an agreement to procure a Drainage Study on Pontiac Trail at a cost of \$56,168. Funding for the agreement will be to use Tri Party Funds (City of South Lyon, Road Commission of Oakland County, Oakland County). See attached outline of cost participation breakdown. The City's portion will be \$9,361.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Letter of Opinion from City Attorney Lisa Hamameh, Cost Participation Agreement, Letter from HRC outlining the Proposal for Professional Services.

**POSSIBLE COURSES OF ACTION:** Approve or not approve the Cost Participation Agreement between the City of South Lyon and Board of Commissioners of Oakland County to procure a Drainage study on Pontiac Trail at a cost of \$56,168.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
to approve / not approve the Cost Participation Agreement between the City of South Lyon and Board of Commissioners of Oakland County to procure a Drainage Study on Pontiac Trail at a cost of \$56,168.



LISA J. HAMAMEH  
lhamameh@rsjalaw.com

27555 Executive Drive, Suite 250  
Farmington Hills, Michigan 48331  
P 248.489.4100 | F 248.489.1726  
rsjalaw.com



ROSATI | SCHULTZ  
JOPPICH | AMTSBUECHLER

October 9, 2021

Paul Zelenak, City Manager  
City of South Lyon  
335 S. Warren  
South Lyon, MI 48178

RE: Cost Participation Agreement: Oakland County Drainage Study  
Project No. 56331: Pontiac Trail - Yerkes Drain to North of 10 Mile Road

Dear Mr. Zelenak:

You requested that our office review the Cost Participation Agreement between the Oakland County Board of Commissions and the City of South Lyon pursuant to Oakland County's Tri-Party Program.

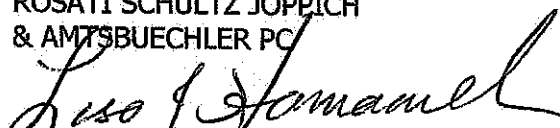
Our office sees no legal impediment to the Council approving and executing the Cost Participation Agreement. Notwithstanding the foregoing, we offer the following to highlight various provisions in the Agreement and Program to ensure the City is aware of these obligations and restrictions:

1. The estimated total cost of the project is \$56,168, which is to be shared equally by the City and the County. While the Agreement itself is unclear as to the Tri-Party contributions, the RCOC Program Manager, Tom Noechel, explains it as follows: 50% of the estimated total cost (\$28,084) is to be paid by the RCOC, with the remaining 50% to be shared equally between the City and the RCOC and the County Board of Commissioners, utilizing the City's Tri-Party 2019/2020 Program Funding.
2. Any cost overages for the project will be shared equally between the City and the County;
3. By virtue of signing the Agreement, the City is approving the Drainage Study, declaring its public necessity and authorizing the County to perform and complete the Drainage Study;
4. After the Cost Participation Agreement is executed and prior to completion of the project, the City is required to pay its \$9,361 Tri-Party contribution.

Please contact me with any questions or concerns regarding the foregoing.

Very truly yours,

ROSATI SCHULTZ JOPPICH  
& AMTSBUECHLER PC

  
Lisa J. Hamameh



**HUBBELL, ROTH & CLARK, INC**  
CONSULTING ENGINEERS SINCE 1915

**MAILING:** PO Box 824  
Bloomfield Hills, MI 48303-0824  
**SHIPPING:** 555 Hulet Drive  
Bloomfield Hills, MI 48302-0360  
**PHONE:** 248-454-6300  
**WEBSITE:** hrcengr.com

September 16, 2021

Road Commission for Oakland County  
31001 Lahser Road  
Beverly Hills, Michigan 48025

Attn: Mr. Jeff O'Brien, P.E., Design Engineer

Re: Proposal for Professional Engineering Services  
Drainage Study for Pontiac Trail Storm Sewer System (Lafayette Street)- City of South Lyon

HRC Job No. 20210801

Dear Mr. O'Brien:

In accordance with your request, Hubbell, Roth & Clark, Inc. (HRC) is pleased to submit this proposal to complete a drainage study for the Pontiac Trail storm sewer system in the City of South Lyon. In addition, this proposal also includes assistance and coordination with Oakland County Water Resources Commissioner (WRC) and the City of South Lyon to investigate and potentially establish a new county drainage district. These organizations, along with RCOC, will be the primary stakeholders for this project. This will include representatives from various departments within these organizations. HRC's scope of work for Preliminary Engineering Services is summarized as follows:

## INTRODUCTION

This project involves the study of the storm sewer system within the Pontiac Trail corridor in the City of South Lyon. Pontiac Trail is an RCOC roadway through the city. This system has a history of flooding and it is generally understood that the trunkline storm sewer along Pontiac Trail has insufficient capacity for the contributing drainage area. This storm sewer system is a tributary to the Yerkes Drain and runs along the Pontiac Trail within a 24" concrete pipe while the area west of Pontiac Trail is conveyed westerly to the McMunn Street and discharges to the Yerkes Drain within a 36" pipe. The Yerkes Drain is under the jurisdiction of the Oakland County Water Resources Commissioner and this study will include a capacity evaluation at this ultimate outlet.

## PROJECT DESCRIPTION

This study will evaluate the current capacity of the storm sewer system within the Pontiac Trail central business district and determine the root cause of flooding. In addition, this study will propose effective solutions to eliminate the flooding. Finally, the study will define the next steps to either establish a new County Drain over this system, expand the Yerkes Drain Drainage District, or assist in establishing alternate options for funding future recommended drainage improvements.

The intent of this project is to investigate the overall capacity of the storm system and to determine the cause of the long-term flooding, specifically the pipe system and the outlet conditions where it discharges to the Yerkes Drain. The intent is not to model the entire storm system (every structure) or the entire downstream Drain, but only investigate and model enough to accurately determine capacity and outfall requirements to improve capacity and minimize flooding issues.

Delhi Township  
2101 Aurelius Rd.  
Suite 2A  
Holt, MI 48842  
517-694-7760

Detroit  
535 Griswold St.  
Buhl Building, Ste 1650  
Detroit, MI 48226  
313-965-3330

Grand Rapids  
801 Broadway NW  
Suite 215  
Grand Rapids, MI 49504  
616-454-4286

Howell  
105 W. Grand River  
Howell, MI 48843  
517-552-9199

Jackson  
401 S. Mechanic St.  
Suite B  
Jackson, MI 49201  
517-292-1295

Kalamazoo  
834 King Highway  
Suite 107  
Kalamazoo, MI 49001  
269-665-2005

Lansing  
215 S. Washington SQ  
Suite D  
Lansing, MI 48933  
517-292-1488

## **WORK PLAN/TASKS**

This Scope of Design Services is based on communications and meetings with the Road Commission for Oakland County (RCOC) design staff. Based on the project description, HRC understands the following scope of work as part of this proposal:

- ≡ Meetings and Project Management
- ≡ Drainage District Coordination and Planning
- ≡ Data Collection and Survey
- ≡ Drainage Design, Modeling and Calculations
- ≡ Summarization of Existing Drainage Conditions and System Capacity
- ≡ Development and Finalization of Drainage Improvement Options (up to 3)
- ≡ Construction Cost Estimates (up to 3)
- ≡ Preparation of Draft and Final Reports
- ≡ County Drainage District Establishment Recommendations

HRC's technical approach to accomplishing this project is broken down into three phases: Collection of existing data, study and modeling of current conditions, and development of options to resolve the issue. The first phase, collection of existing data, will begin with a scope meeting with all stakeholders and end with collection of field survey information along the main line and establishing the tributary area. The second phase, study and modeling of current conditions, will begin with a progress meeting to discuss data collected and review of the drainage design, modeling and calculations and end with a meeting to review our findings of the existing drainage conditions and system capacity. The third phase will begin with the development of drainage improvement options and end with the preparation of the final report. Throughout the project duration, HRC will maintain a record in our files which includes a history of significant events during the study, transmittal letters and correspondence from the RCOC, and other agencies involved with this project.

A breakdown of our proposed services and budgeted hours are summarized below:

### **Scope Meetings and Project Management**

The initial meeting will be held at RCOC with all stakeholders to further discuss the goals of the project. This task also includes regular project updates and correspondence via e-mail and calls. HRC has included an additional stakeholder coordination meeting at a later date as needed.

Estimated Hours – 36

### **Drainage District Coordination and Planning**

This task involves collection of existing plans from RCOC, WRC, and City of South Lyon, reviewing plans and other information to determine what field work is necessary to provide an accurate model. The more accurate the existing data is the less field work will be required.

Estimated Hours – 20

### **Data Collection and Survey**

HRC will review existing USGS Light Detection and Ranging (LiDAR) information, record documents, plans, and the drainage study performed for the Pontiac Trail storm system from Detroit Street south to the Yerkes Drain by McNamee, Porter and Seeley (MPS) company in 1978 to guide the project study. HRC will receive the storm system information from all stakeholders and will perform the needed survey of the storm sewer system, and downstream County Drain, and supplement it with the information received from the stakeholders. We will meet with RCOC, WRC, and the City to go over our findings, if appropriate.

Estimated Hours – 154

#### Drainage Design, Modeling and Calculations

HRC will develop the hydrology and hydraulic (H&H) model to reflect the current conditions and determine the current capacity of the storm sewer system. The H&H model will then be used to identify improvement projects to reduce flooding levels at current NOAA Atlas 14 rain fall predictions but also include a scenario for operations under increased storm events to add a level of climate resiliency. The Storm Water Management Model version 5.1.015 (SWMM 5) will be utilized for the H&H model. SWMM 5 is a public domain modeling software developed by the United States Environmental Agency (US EPA). The model consists of two main computational models, a hydrologic model that computes the flow inputs into the drainage system from tributary storm sewer areas and a hydraulic model that computes the routing of these flows through the network of pipes, culvert, and open channels.

Estimated Hours – 212

#### Summary of Existing Drainage Conditions and Drainage Capacity

Based on the modeling performed in the previous step, HRC will prepare a memo that details the existing conditions and overall capacity of the system and outlet. At this stage we will share our findings with the stakeholders. Potential alternatives will be discussed to develop a plan for the next steps in the study. HRC will meet with stakeholders to review the summary and the next steps moving forward.

Estimated Hours – 50

#### Development and Finalization of Drainage Improvement Options

Based on the collected survey data and H&H model, HRC will identify the low cost and immediate improvement alternatives to improve the system capacity and minimize the flooding impact. A proposed condition H&H model will be developed by modifying the current condition model to include the proposed improvements. In conjunction with the above modeling efforts, HRC will estimate the cost of each improvement alternative and include a discussion of possible asset (and thus cost) allocation between jurisdictions.

Estimated Hours – 62

#### Preparation of Final Report and Cost Estimates

HRC will provide an exhibit for RCOC, the City of South Lyon, and WRC staff to illustrate locations where flooding may occur. In addition, HRC will prepare a letter report to present the findings of the drainage study. The report will also identify potential immediate and/or long-term improvements, including cost, that could be performed to reduce flooding based on the feedback from all stakeholders. Based on the asset allocation previously discussed, HRC will split the project cost estimates accordingly, by jurisdiction, along with an overall improvement cost summary.

Estimated Hours – 30

#### County Drainage District Establishment

Using the collected data for the above tasks, HRC will prepare the initial documentation needed for the RCOC or City to initiate proceedings on the Michigan Drain Code to either establish a new county drain or extend the Yerkes to cover this part of the system. This includes preparing a proposed Drainage District, providing a Preliminary Route and Course of the drain system, identifying potential participating property owners and agencies, and an additional meeting with OCWRC staff. At this time, this task does not include the petition or public outreach components that would likely need to occur to formalize a request to OCWRC but it will lay out the next steps and responsible parties for those steps.

Estimated Hours – 50

### **SCHEDULE**

We propose to schedule an initial meeting with RCOC immediately to confirm scope and tasks. Upon completion of that meeting, HRC field services will begin collecting data and our office staff will begin the district coordination and planning. HRC has the staff and is prepared to begin work on this project immediately with an anticipated schedule as follows:

- October 2021 – Drainage District Planning and Coordination and Data Collection and Survey
- November 2021 – Drainage Design, Modeling and Calculations
- December 2021 – Summary of Existing Drainage Conditions and System Capacity
- January 2022 – Develop and Finalization of Drainage Improvement Options
- February 2022 – Preparation of Final Report and Cost Estimates

### **COST AND INVOICING**

HRC will provide the services as described herein on a time and material basis, using HRC's current Certified MDOT Audited Rates for Direct Labor, Overhead, Facilities Cost of Capital (FCC) and Fixed Fee (Profit) as detailed in the attached hours and cost sheets. Based on the scope of work described herein, this will include a not to exceed total fee of \$56,167.53. This total fee includes a maximum fixed fee of \$5,561.34.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



John V. Balint, P.E.  
Project Manager



Charles E. Hart, P.E.  
Vice President

pc: HRC, J. Burton, F. Babakhani, File

**ATTACHMENT A**  
**Road Commission for Oakland County**  
**Hours / Costs for Preliminary Engineering Services - September 16, 2021**  
**Pontiac Trail - South Lyon - RCOC Project No.**

Task Description	Principal	Field Services	Project Manager / Associate	Hydraulic Engineer	GIS Technician	Grad. Engineer	Total By Task
Meetings / Site Visits	8		16	8		4	36
Drainage District Coordination and Planning	2	2	4	4		8	20
Data Collection and Survey	2	50	2	8	32	60	154
Drainage Design, Modeling and Calculations	4		4	70	24	110	212
Summary of Existing Drainage Conditions and System Capacity	8		4	12	2	24	50
Development and Finalization of Drainage Improvement Options	6	4	8	8	4	32	62
Preparation of Final Report and Cost Estimates	6		8	8		8	30
County Drainage District Establishment	4	24	2	12	4	4	50
Sub-Total	40	80	48	130	66	250	614

<b>Total Hours by Classification</b>	40	80	48	130	66	250	614
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	Hours	Direct Hourly Cost	Direct Cost
Partner / Vice President (C. Hart, J. Burton)	40	\$ 51.00	\$ 2,040.00
Field Services (A. Groat)	80	\$ 46.00	\$ 3,680.00
Project Manager (J. Balint)	48	\$ 51.40	\$ 2,467.20
Hydraulic Engineer (F. Babakhani)	130	\$ 37.30	\$ 4,849.00
GIS Technician (M. Hansen)	66	\$ 25.00	\$ 1,650.00
Graduate Engineer (T. Warstler)	250	\$ 29.50	\$ 7,375.00
Sub-total Hours	614	Sub-total Labor	\$ 22,061.20
Overhead (Labor x 129.17%)			\$ 28,496.45
Sub Total		Labor + OH	\$ 50,557.65
Facilities Cost of Capital (FCC): (Labor x 0.22%)			\$ 48.53
Sub Total		Labor + OH + FCC	\$ 50,606.19
Fixed Fee: (Total Labor + Total Overhead) x 11%			\$ 5,561.34
<b>Total Preliminary Engineering Costs</b>			<b>\$ 56,167.53</b>

## CERTIFICATION OF OVERHEAD COST RATE

This Certification is required per U.S. Department of Transportation, Federal Highway Administration (FHWA) Order 4470.1A, and dated October 27, 2010. FHWA has issued this new policy to be **effective January 1, 2011**, requiring consultants provide certification that costs used to establish overhead cost rates for Federal-aid engineering and design related services contracts do not include any costs which are expressly unallowable; and that the overhead cost rate was established only with allowable costs.

This certification is to provide assurance that the overhead costs rate was calculated in accordance with the applicable cost principles contained in the Federal Acquisition Regulations (FAR) of Title 48, Code of Federal Regulations (CFR) Part 31.

This form shall be completed and submitted by the prime consultant and each subconsultant (first and second tier subconsultant(s)) that have a derivation of cost sheet as part of this priced proposal where an overhead rate was proposed. Please note that the Certifying Official is defined as the firm's Executive (President, Vice President or equivalent) of Chief Financial Officer.

### PROJECT INFORMATION

MDOT CONTROL SECTION(S) – JOB NUMBER(S):

**RCOC: Pontiac Trail Drainage Study**

CONTRACT / AUTHORIZATION NUMBER:

**n/a**

PROJECT DESCRIPTION:

**Drainage study along Pontiac Trail in South Lyon, and assistance with establishing a county drain district & coordination with RCOC, City, & WRC**

### DECLARATION OF CERTIFICATION

OVERHEAD COST RATE:

**129.17%**

DATE OF OVERHEAD COST RATE DETERMINATION (mm/dd/yyyy):

**5/5/2021**

FISCAL PERIOD COVERED: (mm/dd/yyyy to mm/dd/yyyy)

**8/1/2021**

to

**7/31/2022**

*I, the undersigned, certify that I have reviewed the overhead rate calculation for the fiscal period as specified above and to the best of my knowledge and belief:*

1.) All costs included to establish the above overhead cost rate are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) of title 48, Code of Federal Regulations (CFR), part 31.

2.) This overhead cost rate does not include any costs which are expressly unallowable under the cost principles of the FAR of 48 CFR 31.

*All known material transactions or events that have occurred affecting the firm's ownership, organization and overhead cost rates have been disclosed.*

### CONSULTANT INFORMATION

LEGAL BUSINESS NAME:

**Hubbell, Roth & Clark, Inc.**

FEDERAL ID NUMBER: (Must match prequalification file)

**38-0668370**

ROLE: (Prime, Tier 1, Tier 2)

**Prime Firm**

COMPANY ADDRESS:

**555 Hulet Drive, PO Box 824**

CITY:

**Bloomfield Hills**

STATE:

**MI**

ZIP CODE:

**48303**

EMAIL (AUTHORIZED CONTRACT SIGNER):

**chart@hrcengr.com**

PHONE NO.:

**248.454.6301**

EMAIL (FOR SIGNED CONTRACT DISTRIBUTION):

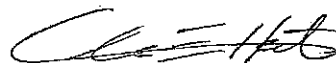
**chart@hrcengr.com**

By signature on this form, the consultant agrees that information provided in the consultant priced proposal does not contradict the scope of services or violate the contract terms and conditions.

CERTIFYING OFFICIAL: (Printed Name - Title)

**Charles E. Hart, P.E.  
Vice-President**

SIGNATURE OF CERTIFYING OFFICIAL:



DATE:

**9/2/2021**

**COST PARTICIPATION AGREEMENT**

**DRAINAGE STUDY**

**Pontiac Trail**

**Yerkes Drain to North of 10 Mile Road**

**City of South Lyon**

**Board Project No. 56331**

This Agreement, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between the Board of County Road Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the City of South Lyon, hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD and the COMMUNITY have programmed the Drainage Study on Pontiac Trail from Yerkes Drain to north of 10 Mile Road, as described in Exhibit "A", attached hereto, and made a part hereof, which improvements involve roads under the jurisdiction of the BOARD and within the COMMUNITY, which improvements are hereinafter referred to as the DRAINAGE STUDY; and

WHEREAS, the estimated total cost of the DRAINAGE STUDY is \$56,168; and

WHEREAS, said DRAINAGE STUDY involves certain designated and approved Tri-Party Program funding in the amount of \$28,084, which amount shall be paid through equal contributions by the BOARD, the COMMUNITY, and the Oakland County Board of Commissioners, hereinafter referred to as the COUNTY; and

WHEREAS, the BOARD and the COMMUNITY have reached a mutual understanding regarding the cost sharing of the DRAINAGE STUDY and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law, it is hereby agreed between the COMMUNITY and the BOARD that:



1. The COMMUNITY approves of the DRAINAGE STUDY, declares its public necessity, and authorizes the BOARD to perform or cause to be performed, and complete the DRAINAGE STUDY along with all administration in reference thereto.
2. The DRAINAGE STUDY shall include total payments to the contractor. Any costs incurred by the BOARD prior to this agreement date shall be allowable.
3. The estimated total DRAINAGE STUDY cost of \$56,168 shall be shared equally by the BOARD and the COMMUNITY. Each 50% share is estimated to be \$28,084, respectively. The COMMUNITY shall use the Tri-Party Program to fund their \$28,084 share. The COMMUNITY also agrees that any cost overages shall be shared equally by the BOARD and the COMMUNITY.
4. Upon execution of this agreement, the BOARD shall submit an invoice to the COMMUNITY in the amount of \$9,361 (being 100% of the COMMUNITY'S Tri-Party contribution).
5. After execution of this agreement and approval by the COUNTY, the BOARD shall submit an invoice to the COUNTY in the amount of \$9,361 (being 100% of the COUNTY'S Tri-Party contribution).
  - a. The invoice shall be sent to:  
  
Lynn Sonkiss, Manager of Fiscal Services  
Executive Office Building  
2100 Pontiac Lake Road, Building 41 West  
Waterford, MI 48328
6. Upon receipt of said invoice(s), the COMMUNITY and the COUNTY shall pay to the BOARD the full amount thereof, within thirty (30) days of such receipt.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

BOARD OF ROAD COMMISSIONERS OF THE  
COUNTY OF OAKLAND  
A Public Body Corporate

By\_\_\_\_\_

Its\_\_\_\_\_

CITY OF SOUTH LYON

By\_\_\_\_\_

Its\_\_\_\_\_

**EXHIBIT A**  
**TRI-PARTY PROGRAM**  
Pontiac Trail  
Yerkes Drain to North of 10 Mile Road  
City of South Lyon  
Board Project No. 56331

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Drainage study to be performed on Pontiac Trail from Yerkes Drain to north of 10 Mile Road.

<b>ESTIMATED DRAINAGE STUDY COST</b>
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Contractor Payments	\$56,168
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<b>COST PARTICIPATION BREAKDOWN</b>
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	COMMUNITY	COUNTY	BOARD	TOTAL
FY2019 Tri-Party Program	\$5,898	\$5,899	\$5,899	\$17,696
FY2020 Tri-Party Program	\$3,463	\$3,462	\$3,463	\$10,388
Contribution	\$0	\$0	\$28,084	\$28,084
TOTAL SHARES	\$9,361	\$9,361	\$37,446	\$56,168

# AGENDA NOTE

New Business: Item # 2

**MEETING DATE:** October 11, 2021

**PERSON PLACING ITEM ON AGENDA:** Douglas Varney, Director, Utilities and DPW

**AGENDA TOPIC:** Capital Improvement study for the Clean Water Plant to update facilities and processes as they pertain to the wastewater treatment plant.

**EXPLANATION OF TOPIC:** As outlined in the current fiscal year's budget I am currently working with our engineers to make necessary updates to the wastewater treatment facilities. Hubbell, Roth & Clark have presented the city with a quote to detail the size and scope of the current approach to address aging processes within the Clean Water Plant. This is a budgeted expense and their services to investigate and assist with these upgrades as outlined in their quote will total \$62,810.00 under line item **592.557.801**.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:**

**1.1** Quote for Capital Improvement study provided by Hubbell, Roth & Clark

**POSSIBLE COURSES OF ACTION:** Approve/deny the purchase for engineering services provided by Hubbell Roth & Clark to furnish the city with a Capital Improvement study to make required upgrades to the wastewater treatment facility and its processes.

**SUGGESTED MOTION:**

Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the purchase of services as detailed by Hubbell Roth & Clark for a Capital Improvement study for the amount of \$62,810.00 under line item **592.557.801** to make necessary upgrades to the wastewater treatment facilities.



**HUBBELL, ROTH & CLARK, INC**  
CONSULTING ENGINEERS SINCE 1915

**STREET:** 105 W. Grand River  
Howell, MI 48843

**PHONE:** 517-552-9199  
**WEBSITE:** hrcengr.com

September 10, 2021

City of South Lyon  
335 South Warren Street  
South Lyon, MI 48178

Attn: Mr. Douglas Varney, DPW Director

Re: South Lyon Water Treatment Plant  
Capital Improvement Plan (CIP) Study

HRC Job No. 20210456

Dear Mr. Varney:

In accordance with your request, we are pleased to present this proposal for professional engineering services to provide a Capital Improvement Plan (CIP) study as required for the South Lyon Wastewater Treatment Plant. This CIP study will summarize the necessary upgrades and improvements, evaluate various alternatives and costs for each item of work, and identify potential financing options to allow for these to be properly addressed. The following upgrades and improvements are proposed to be included within the scope of this study:

**WASTEWATER PLANT CIP ITEMS:**

1. New Sludge Pump Alternatives
2. Tertiary treatment options
3. Emergency Power Replacement Alternatives
4. New Sludge Handling process Alternatives
5. Aeration Basin Status
6. Raw Sewage Pump 4 renovations
7. Plant Security Improvements
8. Colonial Acres Lift Station
9. Additional Lift Stations
10. Final Clarifier Refurbishment Options.
11. Aerated Grit Blower Alternatives
12. Roof Replacements
13. General Civil Repairs Evaluation
14. General Structural Repairs Evaluation

**Bloomfield Hills**  
555 Hulet Drive  
Bloomfield Hills, MI 48302  
248-454-6300

**Delhi Township**  
2101 Aurelius Rd.  
Suite 2A  
Holt, MI 48842  
517-694-7760

**Detroit**  
535 Griswold St.  
Buhl Building, Ste 1650  
Detroit, MI 48226  
313-965-3330

**Grand Rapids**  
1925 Breton Road SE  
Suite 100  
Grand Rapids, MI 49506  
616-454-4286

**Jackson**  
401 S. Mechanic St.  
Suite B  
Jackson, MI 49201  
517-292-1295

**Kalamazoo**  
834 King Highway  
Suite 107  
Kalamazoo, MI 49001  
269-665-2005

**Lansing**  
215 S. Washington SQ  
Suite D  
Lansing, MI 48933  
517-292-1488

## **WASTEWATER PLANT CIP APPROACH**

The following concepts and ideas summarize our initial opinion regarding some of the WWTP improvement ideas as well as concepts in need of further investigation. These items include the following:

*1. New Sludge Pump Alternatives*

- a. The Water Department has expressed interest in replacing the old maintenance intensive sludge pumps with alternate technologies. HRC will investigate the pumps and estimate the remaining life cycle of the equipment onsite to recommend an appropriate replacement schedule and will investigate alternate pumps.

*2. Tertiary treatment options*

- a. Evaluate the current system and assess if it can be retrofitted, or if it needs to be replaced. HRC will investigate alternate technologies and supply a comparison between the current technology and cost-effective alternates.

*3. Emergency Power Replacement Alternatives*

- a. Both the Emergency Generator and Switchgear are nearing the end of their useful lives. HRC will investigate if changing the fuel source is a viable choice when the generator is replaced and will evaluate if the current capacity is still effective for the plant.

*4. New Sludge Handling process Alternatives*

- a. Like many wastewater plants in Southeast Michigan, the South Lyon WWTP has issues disposing of the solids that are removed from the processes at the plant. Currently South Lyon disposes of these solids through a company called BioTech which takes the solids in a liquid form to land apply them on farm fields as a Class B sludge. This process is typical in Michigan, but the number of companies that specialize in this land application are limited. Due to this, HRC will investigate additional alternatives for sludge disposal including additional treatment process such as drying or dewatering to thicken the sludge concentrations or adding a process to treat the sludge to Class A, which would increase the number of areas which the sludge could be land applied. This part of the CIP will serve as a starting point to create a long-term solids handling solution.
- b. This evaluation will include looking at the existing storage capacity and assessing if additional capacity is needed.

5. *Aeration Basin Status*

- a. Since the Basins were installed in 2001 they have never been taken offline for an inspection. HRC will partner with a third party to inspect the basins once they have been taken offline by the City. This process will involve dewatering the water table beneath the basins to then drain and inspect them one at a time.

6. *Raw Sewage Pump 4 Renovations*

- a. Pump 4 will need to be replaced or refurbished in the near future. HRC will investigate the best alternative and look into whether or not the pump needs a VFD. HRC will also look into if the pumping configuration needs to be changed.

7. *Plant Security Improvements*

- a. Minimal security measures are in place at the wastewater. HRC will identify security recommendations based on the post 9-11 Water System Vulnerability Report for the plant, updating it with modern security technologies.

8. *Colonial Acres Lift Station*

- a. HRC will assist in the evaluation of the new technology that will reduce the clogging of the pump station pumps. The station has already been retrofitted, and the new pumps should be able to pass nearly anything when combined with a proprietary technology that can reverse the flow of the pump to dislodge solids. HRC will make recommendations regarding the effectiveness of this technology compared to other methods of solids removal at pump stations.

9. *Additional Lift Station Renovations*

- a. HRC will evaluate the roll out of additional lift station improvements and factor them into the long-term improvements and maintenance plan.

10. *Final Clarifier Refurbishment Options.*

- a. HRC will evaluate the capacity of the final clarifiers and determine the appropriate technology to refurbish the final clarifier that is currently nonfunctional.

11. *Aerated Grit Blower Alternatives*

- a. HRC will evaluate proposed grit blower alternatives and advise the city on the best technology for use at the plant.

12. *Roof Replacements*

- a. HRC will estimate the remaining lifespan of the roofs at the plant and make recommendations for when they need to be replaced.

13. *General Civil Repairs Evaluation*

- a. HRC will evaluate the driveways and pathways at the plant and recommend a replacement schedule.

14. *General Structural Repairs Evaluation*

- a. HRC will evaluate the structural condition of the plant and make recommendations for any needed repairs.

## SCOPE OF SERVICES

Based on your Request for Proposal, we propose the following services in accordance with the above approach.

- A. **Kickoff Meeting** – HRC will hold a Project Kickoff Meeting to discuss the items above, review needed materials and present the project schedule.
- B. **Prepare Draft CIP** – This will include summaries and sketches of available options, cost estimates of alternative and conceptual calculations. These will be sufficient to make decisions regarding budgeting properly for the necessary upgrades and improvements.
- C. **Review Draft CIP** – The draft CIP will be provided to the City for review. HRC will meet with City staff and implement any necessary revisions.
- D. **Prepare Final CIP Documents** – Once the project descriptions, sketches/drawings and cost estimates have been reviewed and revised to incorporate City comments, the final summary CIP document will be completed.

**Electronic Documents** – The majority of the documents will be delivered electronically. HRC will provide a bound summary in hard copy form for use during planning and future capital improvement projects.

## FEE

The estimated fee to undertake this CIP is not to exceed \$62,810.00, without prior authorization. The fee table can be found in Attachment A.

## SCHEDULE

We estimate that upon the approval of this scope, the Capital Improvement Plan can be completed within 180 days.

We appreciate this opportunity to be of continued service to the City of South Lyon. If you have any questions or require any additional information, please feel free to contact me directly at (248) 454-6385.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Roland Alix, P.E.  
Principal Partner / Vice President

## Attachments

Attachment A – Cost Information Sheet.



Enclosure

pc: City of South Lyon; D. Varney, R. Beason  
HRC; M. Darga, N. Bednar, File

STAFF HOUR PROJECTIONS  
CITY OF SOUTH LYON  
South Lyon WWTP CIP  
DATE 9/10/2021  
HRC JN 20210456

TASK		STAFF HOURS BY LABOR CATEGORY					TOTAL HOURS	TOTAL ESTIMATED COST
		PRINCIPAL	ASSOCIATE AND PM	ENGINEER	TECHNICIAN	CLERICAL		
FY 2020-2021 Waste Water Plant CIP ITEMS								
	1 New Sludge Pump Alternatives			4			4	\$ 800.00
	1 Field Investigation		3				3	\$ 600.00
	2 Draft Report Section		1				1	\$ 200.00
	3 Preliminary Option for Construction Costs							
	SUBTOTALS	0	4	4	0	0	8	\$ 1,600.00
	2 Tertiary Treatment Options							
	1 Field Investigation			2			2	\$ 350.00
	2 Research Options			4			4	\$ 700.00
	3 Draft Report Section		3	4			7	\$ 1,220.00
	4 Preliminary Opinion for Construction Costs for Rehabilitation		1	2			3	\$ 530.00
	SUBTOTALS	0	4	12	0	0	16	\$ 2,800.00
	3 Emergency Power Replacement Alternatives							
	1 Field Investigation			6			6	\$ 910.00
	2 Draft Report Section		2	12			14	\$ 2,120.00
	3 Preliminary Option for Construction Costs		1	8			9	\$ 1,370.00
	SUBTOTALS	0	3	26	0	0	29	\$ 4,400.00
	4 New Sludge Handling Process Alternatives							
	1 Research Options			8			8	\$ 1,290.00
	2 Draft Report Section		1	4			5	\$ 810.00
	SUBTOTALS	0	1	12	0	0	13	\$ 2,100.00
	5 Aeration Basin Status							
	1 Field Investigation			10			10	\$ 5,800.00
	2 Research			4			4	\$ 2,320.00
	3 Draft Report Section		2	6			8	\$ 4,640.00
	4 Preliminary Opinion of Costs		1	2			3	\$ 1,740.00
	SUBTOTALS	0	3	22	0	0	25	\$ 14,500.00
	6 Raw Sewage Pump 4 Renovations							
	1 Field Investigation			2			2	\$ 320.00
	2 Draft Report Section		2	4			6	\$ 970.00
	3 Preliminary Opinion of Costs		1	4			5	\$ 810.00
	SUBTOTALS	0	3	10	0	0	13	\$ 2,100.00
	7 Plant Security Improvements							
	1 Field Investigation			1			1	\$ 170.00
	2 Draft Report Section		2	3			5	\$ 860.00
	3 Preliminary Opinion of Costs		1	4			5	\$ 860.00
	SUBTOTALS	0	3	8	0	0	11	\$ 1,900.00

[illegible]

# AGENDA NOTE

New Business: Item # 3

**MEETING DATE:** October 11, 2021

**PERSON PLACING ITEM ON AGENDA:** Interim Fire Chief Mike Weir

**AGENDA TOPIC:** Firehouse Subs grant acceptance

**EXPLANATION OF TOPIC:** The South Lyon Fire Department has been awarded a grant from the Firehouse Subs Public Safety Foundation to purchase 8 sets of firefighting bunker gear. The grant is valued at an amount of up to \$23,703.68.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Notification email received from the Firehouse Subs Public Safety Foundation.

**POSSIBLE COURSES OF ACTION:** Approve/Do Not Approve acceptance of the grant awarded from Firehouse Subs Public Safety Foundation in the amount of \$23,703.68.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to accept the grant from the Firehouse Subs Public Safety Foundation in the amount of \$23,703.68 for the purchase of 8 sets of firefighting bunker gear.

Dear Chief Vogel & Michael,

We are pleased to announce that the Firehouse Subs Public Safety Foundation Board of Directors has awarded the **City of South Lyon, on behalf of South Lyon Fire Department in South Lyon, MI** the requested **Eight Sets of Bunker Gear (Lion Coats & Pants)** valued at up to **\$23,703.68**. If your grant award must be approved by your city council, please add this item to the agenda immediately, and contact us with the meeting date.

**PROCUREMENT:**

**The procurement process for your grant award will be determined by our Foundation, and we will contact you no later than Friday, December 3, 2021 to initiate the process. Do not make any advanced purchases, as failure to adhere to our chosen method will jeopardize your grant award.**

If you have any fulfillment questions, please email [Procurementfoundation@firehousesubs.com](mailto:Procurementfoundation@firehousesubs.com).

**PUBLIC RELATIONS (PR) NOTES**

- PR announcements from your organization regarding the grant award are optional. If you choose to share the good news, please use the attached press release template and/or social media post template and send it back to [Foundation@firehousesubs.com](mailto:Foundation@firehousesubs.com) and [FHSPSF@coynepr.com](mailto:FHSPSF@coynepr.com) for review and approval (allowing for 72 hours turnaround time). *Please do not pitch or post before receiving approval from the Foundation team.*

Use of the Firehouse Subs Public Safety Foundation logo:

- We ask that your organization acknowledges the grant by displaying our Foundation logo on granted items/equipment whenever possible. Our Foundation logo is attached for your convenience. Please note that the final artwork will need to be approved by our Foundation via [Foundation@firehousesubs.com](mailto:Foundation@firehousesubs.com) before being displayed.

Did you know?

More than 70% of the funds raised for the Firehouse Subs Public Safety Foundation come from the generosity of Firehouse Subs guests and the restaurant brand? Please consider supporting a Firehouse Subs restaurant near you.

We are very excited to assist your organization and ultimately improve the lifesaving capabilities of your community.

**Firehouse Subs Public Safety Foundation**

[foundation@firehousesubs.com](mailto:foundation@firehousesubs.com)

[FirehouseSubsFoundation.org](http://FirehouseSubsFoundation.org)

[Twitter](#)   [Facebook](#)

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**LION®**  
ready for action

# V-FORCE®

## HIGH-PERFORMANCE CUSTOM TURNOUTS

Featuring LION's Patented V-Fit® Design  
That Moves Like You Do



**Scotchlite™**  
Reflective Material

COMBINING COMBAT AND SPORTS UNIFORM TECHNOLOGY

## V-FORCE TURNOUTS

## V-FORCE PULL-ON TUNICS

### A Cut Above The Rest.

LION's V-Force turnout gear features an innovative **cut-in-motion design** for a more ergonomic garment that makes the way you go, while still offering unparalleled protection. Professional sports and military technology combine to create turnout gear that creates the mobility and comfort to do your job every day with the toughness and durability you expect from LION. V-Force comes standard with LION's patented **IsoDri® Moisture Management System**. IsoDri tunicals absorb less water, helping protect against compression sores, while keeping gear cooler and lighter during use and between runs. In wet conditions, IsoDri gear remains more breathable and comfortable, reducing fatigue and heat stress.



### KEY COAT HIGHLIGHTS

#### A. CUT-IN-MOTION DESIGN

Contoured coat sides evenly distribute the weight of your coat and positions seams to reduce conflicts with SCBA straps that can cause irritation and discomfort.

#### B. VIZ-A-V™ TRIM PATTERN

LION's trademark Ventilated Trim™ pattern provides high visibility, while allowing vapor to escape — which guards against potential compression burns.

#### C. BI-SWING BACK\*

This coat style features inverted pleats in both the outer shell and liner system that expand as your arms move forward. The result is no tugging, binding or bunching of material.

#### D. COMFORT COLLAR

Collar is ergonomically shaped to improve comfort, interface well with other PPE elements and deliver continuous thermal and moisture protection (Shown here with optional zipper shell/liner connector).

#### E. DRAG RESCUE DEVICE (DRD)

This built-in emergency rescue aid is streamlined, durable and easy to access, yet designed to be unobtrusive and out of your way. The only time you'll feel it is when it's deployed.

#### F. RAGLAN SLEEVES

Shaped like your arm to promote free, unrestricted movement and reduce turnout coat hem rise.

#### G. V-FIT™ ELBOWS

Elbows include cutouts, shaped pieces and darts to allow natural arm movement without restrictions or tugging.

#### H. EXTENDED CUFFS

Sleeve cuffs include extra length over back of hand for additional thermal protection when extending your arms.

\*Optional feature



## V-FORCE PANT DETAILS

### KEY PANT HIGHLIGHTS

#### A. RADIAL INSEAM

A banded insert runs continuously from the top of the knee of one leg, through the crotch and to the top of the opposite knee. This not only reduces tension and increases comfort, but extends the useful life of your turnout pants.

#### B. V-FIT™ KNEES

Contoured knees use cutouts, shaped pieces and darts to enable free and easy movement.

Distinctive V-Notch™ polymer-coated aramid (PCA) reinforcements on knees protect against high-abrasion wear and help keep heat and moisture out.

Water-resistant FR Lite-N-Dri™ cushioning is placed between the moisture barrier and thermal liner to enhance thermal protection. There is also another layer of Lite-N-Dri between the outer shell and the knee reinforcement.

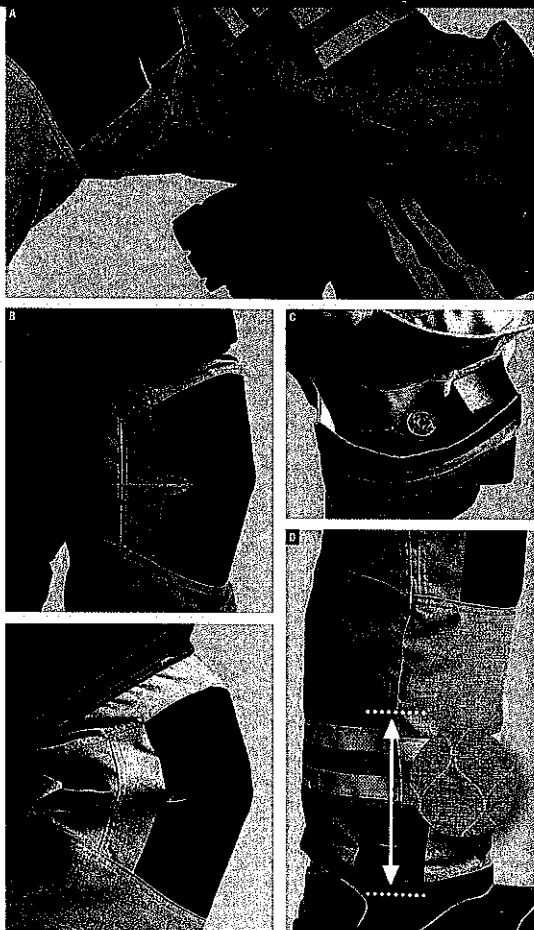
#### C. TOOL POCKETS

A wide variety of tool pocket options are available to meet the individual needs of your department.

#### D. V-FIT LEGS

Pant legs are contoured and include ergonomically-shaped sections that allow legs to move freely while bending, kneeling and crawling.

LION's Samper Dri™ System incorporates special thermal liner material and is positioned in the bottom portion of each pant leg to reduce water absorption and keep your working weight lighter.



## V-FORCE PANT OPTIONS

LION V-FORCE PANTS ARE AVAILABLE IN MULTIPLE STYLES TO FIT VARIOUS BODY TYPES AND MEET YOUR COMFORT NEEDS, WITHOUT SACRIFICING MOBILITY, DURABILITY, OR SAFETY. CHOOSE FROM A VARIETY OF STYLES WITHIN A DEPARTMENT – AND STILL BE UNIFORM.

All V-Force pant designs feature the following:

- "V-Fit" legs and knees are contoured for free, easy movement – with knee padding options available.
- Radial inseam reduces tension to add comfort and increases the wear life of your pants.
- "Samperthi" in the lower legs repels water to help keep pants dry and reduce working weight, also reducing firefighter heat stress.

#### 1. V-FORCE BELTED PANTS

Wherever belted pants offer a two-piece waist, with built-in bags and a two-inch knee patch. Built with a quick-release suspension for buckle, and suspender straps to allow you the option of using the belt alone or adding suspenders.



#### 2. V-FORCE ULTRA LOW RISE PANTS

The V-Force Ultra Low-Rise Pant features a slim fit in the rear and thighs, with a reduced front rise, which sits comfortably on the hips like a pair of jeans, without sacrificing thermal protection. The widened crotch gusset allows enhanced mobility and the extra height reduces scratching and wear and tear from reaching inside the pant.



#### 3. V-FORCE LUMBAR PANTS

V-Force Lumbar Pants take a traditional waist and clothes the LION number Support System. This system is integrated into the V-Force pant and is ergonomically designed to provide superior lumbar support when you're lifting, bending, kneeling, standing or performing emergency rescue.



#### 4. V-FORCE HIGH-BACK PANTS

V-Force High-Back Pants provide the ultimate in thermal protection. A five-inch back panel extends across the waist. A side-to-side and front-to-back panel attaches LION's V-Back™ Suspenders to the pants. Snap hooks insert and suspenders to the front of back. High-Back Suspenders are required.



#### 5. V-FORCE HARNESS-READY PANT (NOT PICTURED)

The LION V-Force harness-ready pant is specially designed to support an internal Class 2 harness. By moving the integration points higher, this style offers better mobility comfort and a more stable work of quality during escape.



Scotchlite  
by 3M



# CONTAMINANT CONTROL

# CONTAMINANT CONTROL

SETTING THE BAR FOR PARTICULATE PROTECTION

## ZONE™ Contaminant Control Package

With a team of experts in both contaminant control and ergonomics, 3M has developed the Zone Contaminant Control Package. This innovative ensemble of products is designed to protect the wearer from particulate exposure while maintaining maximum mobility and unrestricted breathing during firefighting activities.

Developed in partnership with the U.S. Department of Homeland Security (DHS) and North Carolina State

University's Textile Protection and Comfort Center (TPCC), the Zone Contaminant Control Package is the only UL tested and verified ensemble of products designed to protect the wearer from particulate exposure while maintaining maximum mobility and unrestricted breathing during firefighting activities.

Each suit is also the only UL tested and verified ensemble of products designed to protect the wearer from particulate exposure while maintaining maximum mobility and unrestricted breathing during firefighting activities.



**PARTICULATE-BLOCKING HOOD**  
A breathable ultra-cool front collar, StedAir™ PROVERT protects the head and neck from particulates, while also providing excellent mobility and unrestricted breathing during firefighting activities.



**ARM GUARD**  
Electrified wind shields and enhanced IsoDri™ knit wristlets with Nanex® Nano Flex help block particulate exposure at the coat-to-glove interface.



**CLOSURE GUARD**  
Engages with just one zip. No extra steps to don the gear. Red hook and loop indicates when turnout coat is properly closed.



**LEG GUARD**  
Together the electrified ankle shield and Nanex® Nano Flex knit protector help block particulate exposure at the pant-to-boot interface.



No increase in turnout coat, pant, glove, boot interfaces and closures



**CORE GUARD**  
A Nanex® Nano multi-layered composite with an electrified hand helps secure particulate ingress at the coat-to-pant interface.

# WHEN YOU SEE THE V-FIT™, V-FORCE™, V-FIT™, V-FIT™, V-FIT™

## Standard Features

A variety of materials, pockets, closure styles and accessory options are available.

DRAG RESCUE  
DEVICE (DRD)

VIZ-A-V™  
TRIM PATTERN

COMFORT COLLAR

RAGLAN SLEEVE

LION VENTILATED  
TRIM™

V-FIT™ ELBOW

STREAMLINED  
STORM FLAP

EVER-DRY™ REACH  
SYSTEM  
WITH WRIST SHIELD™ SYSTEM

THUMB HOLE  
KNIT WRISTLETS  
WITH ISODRI™ MOISTURE  
MANAGEMENT

OPTIONAL  
TOOL POCKETS

V-FIT™ KNEES  
WITH LITE-N-DRI™  
CUSHIONING

SEMPER DRI™  
THERMAL  
LINER SYSTEM



For more information about V-Force, contact your LION sales representative or visit us online at [www.lionprotects.com/v-force](http://www.lionprotects.com/v-force).

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• DUPONT®  
Kevlar® | Nomex®

3M | Scotchlite®  
Reflective Material

**LION**®  
ready for action