

Regular City Council Meeting

Agenda

October 23, 2023

7:30 p.m. **Call to Order**
Pledge of Allegiance
Roll Call
Approval of City Council Minutes: October 9, 2023
Approval of Bills: None
Approval of Agenda
Consent Agenda
1. Housing Commission Appointment – Judy Keeling

Proclamation – Phil Weipert

Public Comment

Discussion - Downtown

Fire Chief Report
Police Chief Report

I. Unfinished Business

- II. New Business**
- 1. Call for Public Hearing – 2024 CDBG Allocation**
 - 2. Pickleball Court Noise Barrier**
 - 3. Attorney Fees**

- 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 meeting

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
October 9, 2023

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

MINUTES- 9/25/23

CM 10-1-23 MOTION TO APPROVE MINUTES

Motion by Mosier, supported by Kivell

Motion to approve the minutes as presented

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS

CM 10-2-23 MOTION TO APPROVE BILLS

Motion by Mosier, supported by Dilg

Motion to approve bills as presented

VOTE: MOTION CARRIED UNANIMOUSLY

AGENDA

CM 10-3-23 MOTION TO APPROVE AGENDA

Motion by Dilg, supported by Hansen

Motion to approve agenda as presented

VOTE: MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

1. Resignation of Judy Keeling from Housing Commission

CM 10-4-23 MOTION TO APPROVE CONSENT AGENDA

Motion by Kurtzweil, supported by Mosier

Motion to approve consent agenda

VOTE: MOTION CARRIED UNANIMOUSLY

PRESENTATION- Capital Flag presentation for 150th anniversary of South Lyon.

Katy Michalski who is the field representative for Elissa Slotkin stated celebrating moments like this are great. She then stated Congresswoman Slotkin requested this flag to fly over the Capital in honor the city's 150th Anniversary and she is here to present the flag along with the certificate showing it flew over the Capital.

PUBLIC COMMENT- No public comment was held

DISCUSSION- Downtown

DDA Director Mack stated the Farmers Market over Pumpkinfest was extremely successful, and a number of vendors sold out. He stated he has also spoken with some other business owners in the Social District and they said it went very well and he spoke with the Police Chief and no one was breaking the

10-9-2023

rules. He then stated we were notified last week we didn't get the revitalization grant. He then stated he has completed the Michigan Professional Downtown manager program through the Michigan Downtown Association. The program took about 2 ½ years to complete the 15 different courses and a capstone project. Councilmember Dilg asked if we get a scoring or notice of how we did when we don't receive grants. Mr. Mack stated Mainstreet Oakland County will meet with them to find out where our application was lacking. She then congratulated him on completing the program. She then stated there was a lot of discussion on social media about who is paying for the EV Chargers. Director Mack stated everything is being paid for by the company installing them, no tax dollars are being used, the only thing the city is supplying is the space. Councilmember Kivell stated the success of the Farmers Market during Pumpkinfest shows we should have more festivals in the summer so the vendors can always sell out. Councilmember Kurtzweil stated she spoke with two of the businesses from the Social District and they said their sales almost doubled over the weekend, so it shows the Social District is a success and we are on the right track. Councilmember Hansen congratulated him on completing the program and he is sure it will benefit the city and the downtown. He then asked if they have had any discussions on expanding the Farmers Market because it is so successful. Downtown Director Mack stated they have had multiple conversations on how to expand the market and make it better with policy changes as well as improving marketing.

FIRE CHIEF REPORT

Fire Chief Thorington stated they are currently at 1,004 instances as of today. We have a lot of Firefighters putting in hours at the burn containers with welding, painting, cutting holes in floors and building stairs. He then stated Alta Equipment Company from New Hudson volunteered their equipment and time to put the two boxes on top to make a second floor. He then stated Hadley's Towing brought out two vehicles for extraction training. He then stated we hired Travis Eversale as our new Cadet from South Lyon East and he's currently in the Howell High School Fire Training program. He then stated two Firefighters were promoted to Sergeants, Bob Simmons and Eric Mancha. He further stated unfortunately we are losing a firefighter Eleanor Shipley who was Firefighter of the year last year and she will be missed. We submitted a grant to the state for first responders' jackets. Councilmember Dilg stated she saw some of the firefighters at Pumpkinfest and it was so hot and all the equipment they had to wear and carry around to help the people that needed help. She then thanked them. Councilmember Kivell stated there were a couple people that fell in the driveway and he marked them with red paint, but he was grateful they were so close to help, now we have the get the hole fixed.

POLICE CHIEF REPORT

Chief Baaki stated there were rumors circulating about someone that drove through the barricades during the parade. He stated, there were no injuries or damage and they were able to get the vehicle to stop and that person is facing failing to obey a police officer's signal charges, with more possible. There was a slight delay. He then stated the events with the South Lyon Live Event and the Social District were doing really well and no issues were had. We received a new Dodge Durango and it will be going to the Patrol Division to replace one that was flooded during the rainstorms. He then stated he spoke with Patricia, and MMRMA and we will be receiving some funds for that vehicle. He further stated we are still waiting on the grants for the leadership training. Mayor Pelchat stated he took his family to the parade, and he met up with Chief Baaki and he got to ride in the parade in the new F150 truck. It was very memorable.

AUDIT PRESENTATION- Plante Moran *Audit can be found on the city's website; video is available online as well*

Timothy St. Andrew and Philip Femminineo of Plante Moran gave a presentation of the city's audit. Mr. St. Andrew stated this was a 6–8-week process and he appreciates everyone's assistance. It was stated the statement of the audit is an unmodified opinion which is the highest form of assurance. General Fund is financially sound and increased to 6.1 million dollars from 5.7 million. They then discussed the capital additions during the year of \$5.1 million due to placing the new firetruck into service as well as city hall building renovation, DPW complex improvements, and utility system improvements. Further discussion was held regarding legacy funds, such as OPEB and Pension. OPEB is funded 42.1% and pension is funded 61.5%. As of 3 years ago OPEB was 0% funded. Further discussion was held regarding GASB and other items that are required to be included in an audit.

UNFINISHED BUSINESS- None

NEW BUSINESS

1. Purchase of John Deere Gator with plow

City Manager Zelenak stated the South Lyon Water/Wastewater Department is requesting to purchase a new John Deere Gator with snowplow. This will be replacing the current 2003 John Deere Gator. This UTV is essential to department operations, it is used daily for maintenance, samplings and grounds keeping. This is a budgeted item for the current fiscal year. This purchase will be made under the equipment replacement line item 642-979-910. This item is available through MIDEAL as an itemized quote. He then stated the cost is \$36,281.70. Councilmember Hansen asked if it would be purchased before winter. Superintendent Beason stated they are hoping to have it next week.

CM 10-5-23 MOTION TO APPROVE PURCHASE

Motion by Kennedy, supported by Mosier

Motion to approve the purchase of a John Deere Gator (model XUV835M) with plow at the delivered cost of \$36,281.70 under account number 642-979.910.

ROLL CALL VOTE:

Kivell- Yes
Mosier- Yes
Kennedy- Yes
Kurtzweil- Yes
Hansen- Yes
Dilg- Yes
Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

2. Sanitary Sewer Evaluation

City Manager Zelenak stated this is a multi-year plan to inspect our infrastructure, in preparation for road improvements, the city has gone out for bid for sanitary sewer inspection. The areas to be inspected as part of this project are locations that are on our radar for upcoming road paving and potentially sewer improvements, and were not part of the previous evaluations. Councilmember Kivell asked if they were in the bid package last year, a \$10,000 break is helpful. Mr. Darga of HRC stated they both bid on the package several years ago. DVM is working on the railroad bore as well as all the work on Hagadorn.

CM 10-6-23 MOTION TO APPROVE AWARD

Motion by Kivell, supported by Kennedy

Motion to approve the award of sanitary sewer evaluation study to DVM Utilities in the amount of \$33,370.50 water/sewer professional services acct no. 592-557-801.

ROLL CALL VOTE:

Dilg- Yes
Hansen- Yes

Kurtzweil- Yes

Kennedy- Yes

Mosier- Yes

Kivell- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

BUDGET- No discussion was held

PUBLIC COMMENT

Judy Keeling of 62180 Arlington Circle apologized for resigning from the Housing Commission, she felt she isn't knowledgeable enough to do that and the part that there are no lawyers at the meetings, she doesn't want to make a mistake for the city. She then thanked Council. Councilmember Kivell stated you don't have to be an expert about something to be on a commission. Linda Benson of 438 Washington Manor stated she is also on the Housing Commission, she spoke with Judy and we do have someone that will apply, but on the other hand, Premiere Properties have said they have enough attorneys in case something comes up with the new project. She then stated she didn't know if they have to have city attorneys at all of their meetings. City Manager Zelenak stated we can have them when necessary but not at all meetings.

CITY MANAGER'S REPORT

City Manager Zelenak stated at an upcoming meeting the Washington Manor PUD will be on the agenda. He stated we will also have information about the sound buffering materials at Columbia Park. He then stated the Hagadorn construction is ongoing and they are beginning to install curbs. We will begin removing pavement on Warren and at McHattie Park beginning October 23rd. He further stated that will be followed up with paving of Hagadorn. He then stated they are working on the boring at the railroad tracks and they will be working on some late night because it is a nonstop bore. He further stated the trail restoration project from Princeton to Volunteer Park has been completed. He then stated there is work that is going to be done near the High School on Pontiac Trail and it will begin on Friday the 13th. Everyone should be careful in that area because there will be some partial closings. He then stated it is a milestone because it is his 5-year anniversary with the city and the Lions are in first place. Councilmember Kennedy asked for an update on the columbarium. City Manager Zelenak stated they have looked at the borings by HRC and have located a better area for them. They will be more to the east of the south portion of the large open area. As you go further west the soil gets worse as the topography changes. He further stated we've had several different companies come in and look at the different kinds, sizes and costs. Councilmember Hansen asked if the removal is happening next month, when do they plan on getting the new bridge in. City Manager Zelenak stated it will be installed next year, it is in fabrication and there is concrete that will need to be installed, so it will be next year after the bridge is finished. Councilmember Kurtzweil stated she is surprised the DDA doesn't have their own audit that we can see. City Manager Zelenak stated it is part of the city's audit, and there is a section there, but their particular financial statements are filed annually with the State of Michigan and their records are available. Councilmember Kurtzweil then thanked the City Manager for adding the sidewalk on 9 Mile that was never completed. She further stated when that crossing was added, everyone has noticed and mentioned it on both sides of 9 Mile. They are thankful so now the kids don't have to walk in the road when the grass is snowy.

COUNCIL COMMENTS

Councilmember Mosier thanked Police, Fire, Administration and DPW, we couldn't have Pumpkinfest without everyone, including the volunteers. It was a huge success and all the events and festivals depend on volunteers. She then thanked all the board members, especially Kathy Swan, she starts planning this in December and with the larger footprint this year, it turned out well with no bottlenecks. She then stated it was so great, we ran out of tickets. We had a lot of compliments about the kid friendly event it was. South Lyon Live needs to be thanked as well, the entertainment was great and all in all a great event. The Social District was well used. The non profits were paid out over \$22,000 and it includes, school groups, pet rescues, boy scouts and girl scouts, and school groups.

Councilmember Kivell stated Pumpkinfest was great and thank you to the South Lyon Lacrosse Team for all their help moving all the heavy things and he liked the orchestration of the volunteers. People weren't running around and being burned out afterwards. It was well planned out and it was nice having other people help with things. He did hear that the proceeds from the beverages on Friday went to Active Faith. Councilmember Dilg said a lot of money will be going to Active Faith.

Councilmember Dilg thanked the DPW, Police and Fire for all their work for the Pumpkinfest. She stated we can't go without thanking Phil Weipert who is the hardest working man in South Lyon. He never stopped moving, even when the Lacrosse guys came, they worked like a machine, yet Phil was still working. She then thanked Dave Coulter and Jason Morgan for coming and doing some of the contest judging, it is nice to see our elective officials in downtown South Lyon. She then thanked South Lyon Live for taking over the music and beer tent and they did an amazing job. She thanked all the volunteers again. She then thanked Judy Keeling for her honesty and willingness to help, and she knows we will see here gain helping out around the city. She then thanked Linda Benson for her work with the Housing Commission as well. She then thanked Katy from Congresswoman's Slotkin's office.

Councilmember Hansen stated he wants everyone to think about what has been happening the last couple of days, and there has been about 1200 people that have passed in the middle east. Not to get into the political or religious he hopes everyone will stay aware of that. A lot of people are being impacted by that and there doesn't appear to be an end in sight. He then thanked the Pumpkinfest committee and all the volunteers, he and his daughter spent a lot of time downtown. He looks forward to many more.

Councilmember Kurtzweil stated she agrees with what everyone said about Pumpkinfest, and everyone did a great job and it is wonderful to be a part of our city. Thank you to Kathy Swan, she never stops, she does a lot of work in the city as does her daughters. She then thanked Judy for being on the Housing Commission, and over the years, she sat on different commissions, and you need the dedication that you brought. We would love to have you back on another commission. She then reminded everyone of the Downtown Trick or Treat, and she will be a judge in the paw parade. She then reminded everyone of the Ghost Story Dinner at the Hotel on Monday the 16th. God gives us a reason every day, and we should be thankful to be in this country and being Americans, and we don't have to worry about being dragged out of our beds tonight. We need to pray for peace.

Councilmember Kennedy reminded everyone that this Saturday and Sunday, Furry Friends Rescue will be collecting returnable bottles and cans in the Pet Supplies Plus parking lot from 11am until 3pm each day. So, clean out the basement and garage and drop them off this weekend and help this organization continue its worthwhile efforts. He then reminded everyone this Saturday, October 14th, will be the last Young Entrepreneur Event for the season. These young folks will have their tents set up on the grassy area by

the South Lyon Biggby Coffee so, stop by and see them from 10am until 3pm and help these young entrepreneurs get a start in business, they'll certainly appreciate your support.

Mayor Pelchat stated Pumpkinfest was a great weekend and great weather and it was everything you can always hope for. It was great seeing everyone down there. It also brings in the fall weather and if you haven't had a chance to see any fall sports, they have a few weeks left. This Friday is their Homecoming and next weekend is South Lyon versus South Lyon East at the jungle and keep an eye for everyone out this weekend for homecoming.

ADJOURNMENT

CM 10-7-23 MOTION TO ADJOURN

Motion by Kurtzweil

Motion to adjourn at 8:42p.m.

Respectfully submitted,

Mayor Dan Pelchat

Clerk Lisa Deaton



CITY OF SOUTH LYON

Office of the Mayor

PROCLAMATION

WHEREAS, volunteers are citizens who give tirelessly of their time and energy without desire for personal recognition or personal gain; and

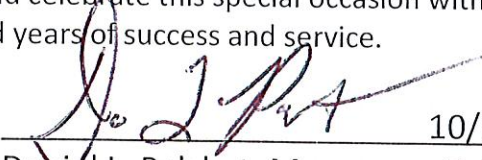
WHEREAS, Phil Weipert has given more than 30 years of continued dedication to, support of, and passion for the City of South Lyon and was honored as Citizen of the Year in 2005 and 2016; and

WHEREAS, Phil is a member of many organizations including the Boy Scouts of America, the South Lyon Center for Active Adults, the Historical Society, the Kiwanis Club, Knights of Columbus, and the Pumpkinfest Committee—to name only a few; and

WHEREAS, Phil currently serves on the Zoning Board of Appeals and the Historical Commission for the city and has been our Oakland County Commissioner for District 13 since 2010; and

WHEREAS, during his lifetime, he has demonstrated in countless ways his dedication to the welfare of others and has earned the respect and affection of people from all walks of life and all ages; and

NOW, THEREFORE, I, Daniel L. Pelchat, Mayor of the City of South Lyon on behalf of the City Council and the entire community offer congratulations to Phil Weipert for his commitment to our community and call upon the citizens of South Lyon to recognize and celebrate this special occasion with sincere congratulations for continued years of success and service.



Daniel L. Pelchat, Mayor 10/23/23
Date

Mayor

Daniel L. Pelchat

Council Members

Glenn Kivell

Margaret J. Kurtzweil

Lisa Dilg

Lori Mosier

Alex Hansen

Stephen Kennedy

City Manager

Paul Zelenak

Clerk/Treasurer

Lisa Deaton

335 S Warren

South Lyon, MI 48178

Phone: 248-437-1735

Fax: 248-486-0049

www.southlyonmi.org



AGENDA NOTE

Consent Agenda 1

MEETING DATE: October 23, 2023

PERSON PLACING ITEM ON AGENDA: Mayor Pelchat

AGENDA TOPIC: South Lyon Housing Commission

EXPLANATION OF TOPIC: The South Lyon Housing Commission consists of 5 members and are appointed by the Mayor and approved by Council. Each member will serve a 5-year term. The Commission oversees the Washington Street Manor apartments.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Application from Judy Keeling dated October 12, 2023 to join the South Lyon Housing commission

POSSIBLE COURSES OF ACTION: Approve or not approve the nomination by the Mayor to approve Judy Keeling to the South Lyon Housing Commission.

SUGGESTED MOTION: Motion by _____, supported by _____ to approve Mayor Dan Pelchat's nomination Judy Keeling to the South Lyon Housing Commission.



CANDIDATE QUESTIONNAIRE

The City of South Lyon wishes to thank you for your interest in serving as a Volunteer Citizen Representative on a Board, Commission or Committee. Your Candidate Questionnaire will be kept on file and entered for consideration for posted openings on any Board, Commission or Committee that you expressed an interest in for a period of two years. Please feel free to submit an updated Candidate Questionnaire to the City Clerk at any time.

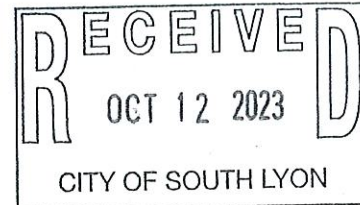
Please be advised that the information contained in this Questionnaire is not confidential, and will be reviewed by the Mayor, City Council and other appropriate personnel as vacancies or openings occur on the various Boards, Commissions and Committees. This Candidate Questionnaire may also be included in any City Council Meeting Packet which is published and made available for public inspection in print and on the Internet. Your address, phone numbers and email will not be published, even in the Meeting Packet.

Please be advised that even though you may submit an application to serve on a Board, Commission or Committee, it does not guarantee that you will be appointed to that Board, Commission or Committee.

BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU WANT TO SERVE (please check up to five applicable boxes; see attachment for descriptions):

Appointed by Mayor-Confirmed by City Council

- ☐ Planning Commission
- ☐ Zoning Board of Appeals
- ☐ Cable Commission
- ☐ Cultural Arts Commission
- ☐ Historical Commission
- ☐ Parks and Recreation Commission
- ☐ Downtown Development Authority
- ☒ Housing Commission
- ☐ Board of Ethics
- ☐ Road Improvement Committee
- ☐ Other



NAME Judy E. Keeling CITY OF SOUTH LYON RESIDENT FOR 9 YEARS

ADDRESS 5. LYON ZIP 48178

PHONE (home) _____ PHONE (business or cell) SAME

EMAIL _____

OCCUPATION: CENTER FOR ACTIVE ADULT OFFICE

ARE YOU A CITIZEN OF THE UNITED STATES? ☒ YES ☐ NO

IS ANY MEMBER OF YOUR FAMILY ON ANOTHER BOARD OR COMMISSION? ☐ YES ☒ NO
IF SO, WHO? _____

INTERESTS/REASONS/QUALIFICATIONS: (Resume may be attached)

I AM INTERESTED IN WASHINGTON MAJOR BEING A
HUD PROGRAM WITH HANDICAP PEOPLE UNDER 62 YRS OF AGE

BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES
AND DATES):

SPINA BIFIDA ASSOCIATED OF SOUTHEASTERN MI
ST. PAUL'S UNITED CHURCH OF GOD CONGREGATION

ELECTIVE OFFICES THAT YOU HAVE HELD:

COLONIAL ARCES BOARD FOR 7 years

OTHER ORGANIZATIONS: (Ex. Homeowners Association, Volunteer Groups, PTA, etc...)

COORDINATING COMMITTEES

ADDITIONAL INFORMATION:

Signature Judy E. Keeling Date 10-12-23



AGENDA NOTE

New Business #1

MEETING DATE: October 23, 2023

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Set CDBG Public Hearing

EXPLANATION OF TOPIC: Each year the U S Department of Housing and Urban Development (HUD) provides funds to jurisdictions throughout the country for projects that meet their national objectives. Here in South Lyon we receive funds from HUD via Oakland County. This coming year our tentative allocation will be \$28,356. Last year the City designated the funds to be used for the Senior Center and Haven. The 2024 CDBG application deadline for receiving CDBG Funds for the upcoming year is Friday December 1, 2023 at 5:00 PM.

Tonight we are requesting to schedule our CDBG Public Hearing for Monday, November 13, 2023 at 7:30 PM. This will be published in a local newspaper which gives the opportunity for hearing public comments relating to allocating those funds in South Lyon.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Public Hearing Notice for the 2024 CDBG Public Hearing Notice and Area Wide Benefit Map.

POSSIBLE COURSES OF ACTION: To schedule or not schedule the 2024 CDBG Public Hearing for 7:30 PM on Monday, November 13, 2023.

SUGGESTED MOTION(s): Motion by _____, supported by _____ to schedule or not schedule the 2024 CDBG Public Hearing for 7:30 PM on Monday, November 13, 2023.

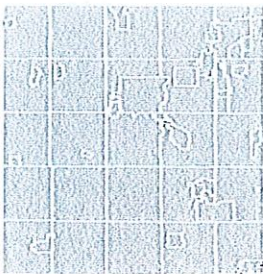
City of South Lyon
Notice of Public Hearing
Community Development Block Grant Funds

NOTICE IS HEREBY GIVEN that the City of South Lyon will hold a public hearing on the use of Community Development Block Grant Funds. The public hearing will be held on Monday November 13, 2023 at 7:30 pm at the South Lyon City Hall 335 S Warren Street, South Lyon, Michigan 48178 for the purpose of hearing public comments on the Community Development Block Grant (CDBG) Program application to fund eligible projects. All interested citizens are requested to attend the Hearing. Comments will also be received in writing or in person at City Hall until Monday November 6, 2023 at 5:00 pm. arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving 72-hour advance notice. Contact Lisa Deaton City Clerk/Treasurer at (248) 437-1735 at City Hall for special services.

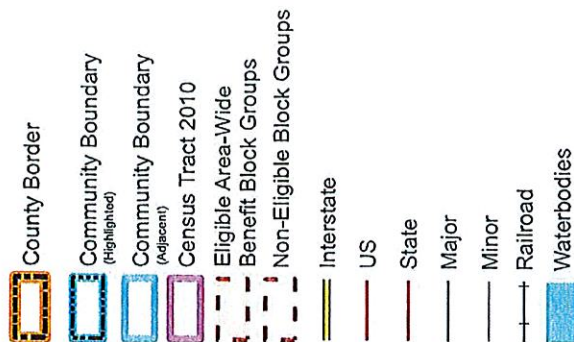
Lisa Deaton, City Clerk/Treasurer



**OAKLAND COUNTY
COMMUNITY & HOME IMPROVEMENT**
Oakland Pointe
250 Elizabeth Lake Road, Ste. 1900
Pontiac, MI 48341-0414
248.855.0453
www.oakgov.com/chi



Area-Wide Benefit Map City of South Lyon

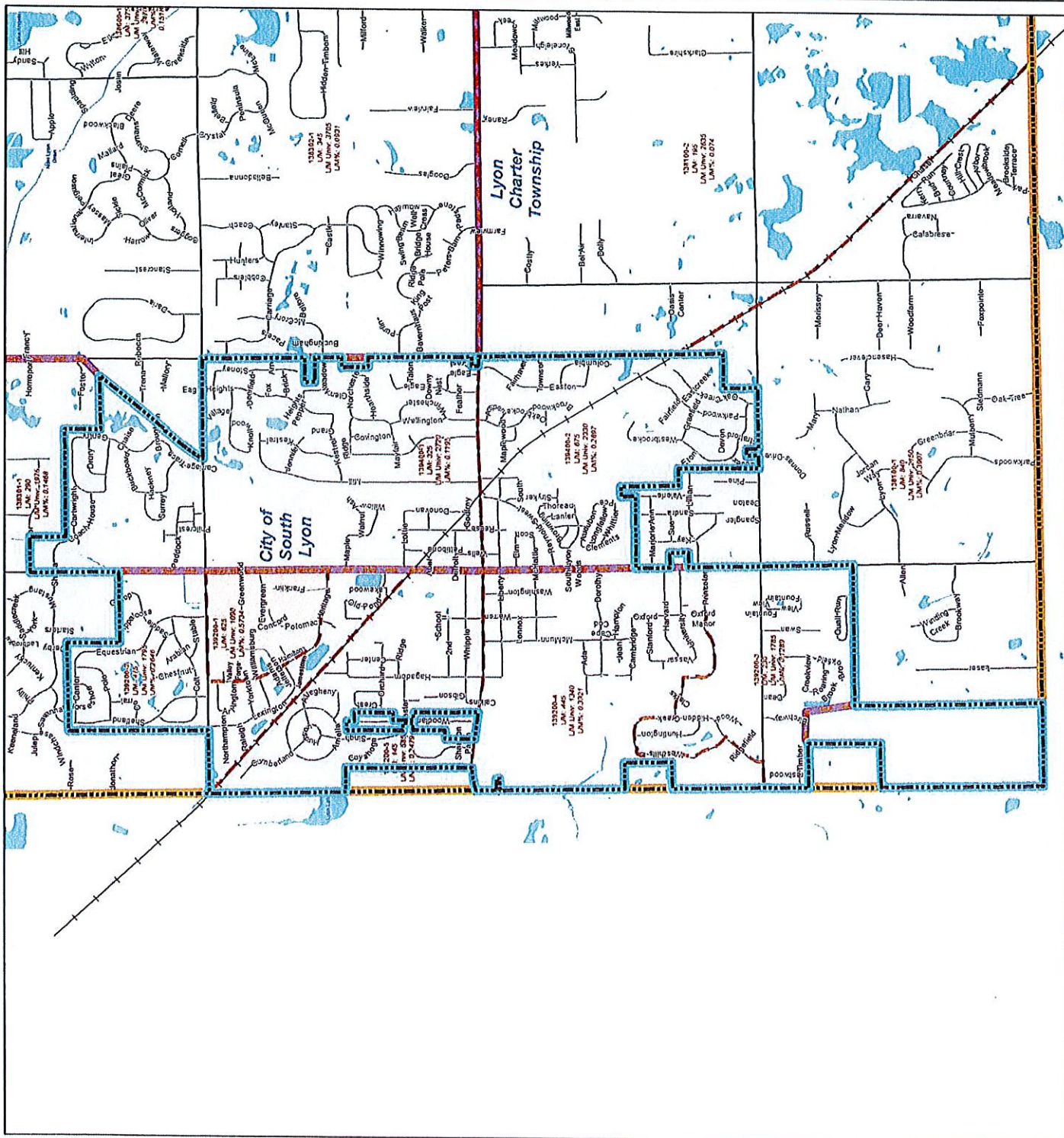


1 in = 0.48 miles



This Census Block Group map reflects the 2011-2015 American Community Survey (ACS).

Map Created On: 9/1/2020



AGENDA NOTE

New Business: Item # 2

MEETING DATE: October 23, 2023

PERSON PLACING ITEM ON AGENDA: Jeff Archey, DPW Superintendent

AGENDA TOPIC: Purchase of Pickle Ball Court Noise Barrier

EXPLANATION OF TOPIC: The DPW is requesting the purchase of B-10 R reinforced noise barrier. The barrier is used to reduce the increased noise that is created when playing pickle ball at Columbia Park. The sound barriers will be delivered in about 6 weeks from DDS Acoustical Specialties and will be installed in the spring. The funds for this purchase will be coming out of the General Fund Parks & Recreation Capital Improvements GL account 101-751-978.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Quotations from DDS Acoustical Specialties, Acousti Blok, and Fence Screen LLC. Picture of DDS Acoustical Specialties sound barrier.

POSSIBLE COURSES OF ACTION: Approve purchase/do not approve purchase of B-10 R reinforced noise barrier from DDS Acoustical Specialties for the cost of \$38,660.00 from GL account 101-751-978.

SUGGESTED MOTION: Motion by _____, supported by _____ to approve purchase of B-10 R reinforced noise barrier from DDS Acoustical Specialties for the cost of \$38,660.00 from GL account 101-751-978.



VENDOR: #1
ADDRESS: Fence Screen
22961 Arroyo Vista
Sancho Panko Nungarisa
Co 92468
PHONE: (888) 213-6213
CONTACT: Jose R. Garcia

QUOTED: *****
*MODEL #: 850 Series
*UNIT PRICE: 336,359.56
*LABOR PRICE
*DELIVERY FEE:
*AVAILABILITY: Fence
*TERMS: ~~Free~~
*DELIVERY DATE:
*F.O.B.:
*OTHER:

DATE SUBMITTED: 9/20/2023
QUOTE GOOD UNTIL: 10/20/2023
QUOTE TAKEN BY:

#2
Acoustic blok
6500 Interlakes Blvd
Tampa Florida 33616
(813) 930-1400

B-10R
\$32,000.00
\$1,600.00
\$1,600.00
\$1,600.00

9/19/2023
60 days

#3
DOS Acoustical
5400 Main Drive
Westfield, MA 01085

B-10R
\$32,000.00
\$1,600.00
\$1,600.00
\$1,600.00

8/24/2023
11/27/2023



AGENDA NOTE

New Business 3

MEETING DATE: October 23, 2023

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: City Attorney Fees

EXPLANATION OF TOPIC: The current agreement for City Attorney services with Rosati Schultz Joppich & Amtsbuechler was approved by City Council in 2019. The agreement provides the fees charged for general municipal services and tax tribunal services at the hourly rate of \$150, prosecution services at the hourly rate of \$130, and personnel and employment services are the hourly rate of \$165. The firm is requesting an increase of \$15 per hour, as follows: general municipal services and tax tribunal services to be provided at the hourly rate of \$165, prosecution services to be provided at the hourly rate of \$145, and personnel and employment services to be provided at the hourly rate of \$180.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: See attached letter from Rosati Schultz Joppich and Amtsbuechler PC.

POSSIBLE COURSES OF ACTION: Approve or not approve the new City Legal fees per hour as outlined above.

SUGGESTED MOTION: Motion by _____, supported by _____ to approve the attached City Legal Fees as outlined above.

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

September 1, 2023

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

RE: City Attorney Legal Services

Dear Mr. Zelenak:

It has been my pleasure working with you, the staff and the elected officials of South Lyon over the last 4 years. We are pleased that our firm has had a long-standing good working relationship with the City, dating back to 2012, and we hope to continue serving as legal counsel for many years to come. As I mentioned to you, we are requesting the City Council consider a rate increase for legal services.

Currently, and since September 2019, general municipal services and tax tribunal services are invoiced at the hourly rate of \$150.00; prosecution services is invoiced at the hourly rate of \$130.00; and personnel and employment services are invoiced at the hourly rate of \$165.00.

We are seeking an increase of \$15 per hour, as follows: general municipal services and tax tribunal services to be invoiced at the hourly rate of \$165.00; prosecution services to be invoiced at the hourly rate of \$145.00; and personnel and employment services to be invoiced at the hourly rate of \$180.00.

Please let us know if you have any questions or would like to discuss this matter further.

Very truly yours,

ROSATI SCHULTZ JOPPICH
& AMTSBUECHLER PC

Lisa J. Hamameh

cc: Carol Rosati

Scott E. Kree | Senior Planner

Office: (248) 858-0389 | krees@oakgov.com

October 19, 2023

Green Oak Township
10001 Silver Lake Rd.
Brighton, MI 48116

ATTN: Debra McKenzie, Green Oak Township Deputy Supervisor & Zoning Admin.

SUBJECT: Oakland County Economic Development (OCED) Department, Planning & Local Business Development (PLBD) Division Staff's Review of Green Oak Township Master Plan Amendments

Dear Ms. McKenzie,

On September 18, 2023, Oakland County received a mailed letter (dated September 12, 2023) informing our office of the proposed **Green Oak Township Draft Master Plan Updates**. Under the Michigan Planning Enabling Act, Oakland County, adjacent municipalities, and other jurisdictional authorities have 63 days to review the draft document and submit comments on the proposed Master Plan updates directly to Green Oak Township.

A cursory review of the drafted amendments to the Master Plan was made by the PLBD's staff which has determined that all proposed changes to the Green Oak Township Master Plan do not affect any of the uses along the Oakland County-Livingston County border or the communities within and adjacent to that border. The Master Plan did not propose any changes to the Future Land Use (FLU) map and had proposed few changes to the FLU plan. The highlighted focus as determined by our review included updated information pertaining to the addition of the latest census data, public input/community survey results, and updated goals/objectives. The proposed plan encourages the protection/preservation of natural features, development boundaries/smart growth based on infrastructure needs/services, cross-plan disciplines for the M-36 corridor and supporting multimodal transportation options for non-motorized growth and traffic safety controls. Strategies and implementation support the goals and objectives of the plan.

It is assumed that the adjacent Oakland County municipalities, being that of Lyon Township and the City of South Lyon, were notified about the proposed draft amendments to the Master Plan and review period. Due to the findings as mentioned above, this review case will not go before the Oakland County Coordinating Zoning Committee (CZC). This letter and the information provided herein finds the proposed updates to the Green Oak Township Master Plan to be **not inconsistent** with Oakland County and/or the adjacent communities of South Lyon and Lyon Township as determined by the Oakland County PLBD staff. Oakland County does not have a Planning Commission or County Master Plan to do a full comparison and contrast of the information submitted.

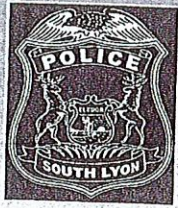
Please pass this letter along to the Green Oak Township Planning Commission, Township Board and/or any other staff/elected/appointed officials as deemed necessary. The Township of Lyon and the City of South Lyon in Oakland County will receive a copy of this letter. If there are any questions or comments about the information as listed above, please do not hesitate to contact me at (248) 858-0389 or email me at krees@oakgov.com.

Respectfully,



Scott E. Kree | Senior Planner
Oakland County Economic Development
Planning & Local Business Developments

(CC'd recipients are listed on the next page)



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: Oct 28, 2023

Applicant's Name: Scott Smith

Ph#: _____

Applicant's Address: _____, South Lyon, MI 48178

Name of Event: Witch's Hat Run

Business/Organization Name: South Lyon High School Boys Cross Country

Business Address: 1000 N. LaFayette

Business Phone Number: 248-573-8150 x 2235

President/CEO Responsible for Event: Scott Smith

Ph#: 248-207-5135

Event Start Date and Time: Oct 28 9:30 (AM/PM)

Event End Date and Time: Oct 28 10:15 (AM/PM)

Race begins at 9:30

Approximate number of persons attending: 200

Approximate number and types of vehicles: Lead Car, Lead Bike, Sweep Car, Sweep Bike (4)

Approximate number and types of animals: None

Amount of space maintained between all units in parade: No floats, just runners 45 minutes

Route to be traveled (Include Street Names and turning directions) or area to be utilized: From first runner start to last finisher

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

See map
Start in front of SLHS main entrance. East to tennis court. South to field house. East to bike path. South on bike path. East on sidewalk near Ten Mile. North on Mill St. East on Kestrel Ridge. North on Eagle Heights Dr. West on sidewalk near 11 mile. South on East on

Applicants Signature and Date

Responsible Party's Signature and Date

☒ PD ☒ FD ☒ DPW ☒ City Hall

Chief Douglas Baerki
Chief Douglas Baerki

10/9/2023
Date



South Lyon Police Department

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

Mantindale

11 mile Rd

10 mile Rd

Start

Finish

SLHS

Tennis Courts

Field house

Pontiac
freil

Sidewalk

Eagle
Hts
Dine

Bike
Path

Kestrel
Ridge

2
mike

mill
Street

Peter's
Tru
Value

Sidewalk

one
mike

South Lyon Community Schools

345 South Warren • South Lyon, MI • 48178



October 5, 2023

Event Name: Witch's Hat Run (10/28/2023)

To Whom It May Concern:

To the fullest extent permitted by law, South Lyon Community Schools agrees to defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its elected and appointed officials, employees and volunteers, and others 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 these events.

Sincerely,

A handwritten signature in dark ink, appearing to read "Steve Archibald", written over a horizontal line.

Steve Archibald
Superintendent

10-6-23

Date

CERTIFICATE OF INSURANCE

Producer

SET SEG
1520 Earl Ave
East Lansing, MI 48823

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

Insured

South Lyon Community Schools
345 S Warren
South Lyon, MI 48178-1358

A MASB-SEG Property/Casualty Pool, Inc.

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

| CO LTR | TYPE OF INSURANCE | POLICY NUMBER | EFFECTIVE DATE | EXPIRATION DATE | LIMITS | |
|----------|---|---------------|----------------|-----------------|--|--|
| A | GENERAL LIABILITY [X] Comprehensive Form [X] Premises/Operations [X] Products/Completed Operations [X] Broad Form Property Damage [X] Personal Injury | PC 0000474 | 7/1/23 | 7/1/24 | BI & PD COMBINED OCCURRENCE BI & PD COMBINED AGGREGATE PERSONAL INJURY OCCURRENCE PERSONAL INJURY AGGREGATE | \$1,000,000 \$3,000,000 \$1,000,000 \$3,000,000 |

CERTIFICATE HOLDER

City of South Lyon
325 South Warren
South Lyon, MI 48178

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL **30** DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Katie Lehman

Katie Lehman
PROPERTY/CASUALTY DEPARTMENT

Date October 5, 2023