

City of South Lyon  
Regular City Council Meeting  
November 28, 2022

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

Mayor Pelchat led those present in the Pledge of Allegiance

Roll Call: Mayor Pro Tem Kennedy and Councilmembers: Dilg, Kurtzweil, Kivell, Hansen and Mosier

Also present: City Manager Zelenak, Fire Chief Thorington, Chief Baaki, and Clerk/Treasurer Deaton

MINUTES

CM 11-1-22 MOTION TO APPROVE MINUTES

Motion by Kivell, supported by Kennedy

Motion to approve minutes as amended

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS- None

AGENDA

CM 11-2-22 MOTION TO APPROVE AGENDA

Motion by Kennedy, supported by Kennedy

Motion to approve agenda

VOTE: MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

1. Holiday Spectacular
2. Credit Card Policy
3. Historical Commission Appointment

CM 11-3-22 MOTION TO APPROVE CONSENT AGENDA

Motion by Kurtzweil, supported by Dilg

Motion to approve consent agenda

VOTE: MOTION CARRIED UNANIMOUSLY

PROCLAMATION-

Mayor Pelchat read the proclamation regarding Chief Sovik and his many years of service. \*please see attached proclamation\*

Chief Sovik stated he was called to this community. He stated 31 years is a long time and he has been blessed. He stated the city has allowed him to have a life outside of work and he raised 3 kids and put them through school. He is vested in the city and it has been rewarding. He stated his dad instilled a good work ethic in him growing up and he wouldn't change a thing. He appreciates Council's support since he became Chief. He stated it has been an emotional roller coaster the last few days. He is going to miss the people he works with and it has been great being here. He said it has been fantastic and the years have gone by so fast.

PUBLIC COMMENT

Carl Richards stated they had a wonderful concert at the historical village and it was well attended. He stated the rest of the week will be the push for the winter festival, and he is sure Linda and Larry will have everything set up and ready to go.

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Judy Stevens thanked Holly Spaulding for helping move the bus stop at Colonial Acres. She stated she discussed the problems about the location of the bus stop and how dangerous it was and she made sure the bus stop was moved right away. She stated it was an accident waiting to happen. She then asked if the light at Pontiac Trail and Silver Lake Road will be replaced.

#### DISCUSSION- Downtown

Nate Mack the Downtown Development and Economic Director stated it has been great working with Chief Sovik as well as the fire department. He then stated the garland will be up in downtown tomorrow. He then reminded everyone the Holiday Spectacular is this Saturday. It starts at 10:00 a.m. He stated Lafayette and Pontiac Trail will be closed

#### FIRE CHIEF REPORT

Fire Chief Thorington stated the old ladder truck is still listed for sale. He then stated they are still waiting for the adjuster and insurance company for the new ladder truck. He was hoping to have it by now, but most likely it will be early January. He then stated they have new thermal imaging equipment and it allows you to see through walls for heat and it will be able to see a person instead of having to search around through the smoke. He stated it is a significant upgrade. He then stated they again have smoke alarms and carbon monoxide detectors for residents and they will install them. He thanked Chief Sovik and he said he appreciates all his help along the way. Councilmember Dilg asked where the old ladder truck will be until it is sold. Chief Thorington stated they may winterize it and let it sit outside.

#### POLICE CHIEF REPORT

Chief Baaki stated their succession plan is working. He then thanked Chief Sovik for all his help and he was a great mentor and a good friend. He'll truly be missed. He stated they are looking into their next leaders and policies.

#### CDBG PUBLIC HEARING

Mayor Pelchat opened the public hearing at 7:54 p.m. No public comment was made. He then closed the public hearing at 7:55 p.m. Attorney Hamameh mentioned that opening the public hearing should be made by a motion and vote for Council.

#### UNFINISHED BUSINESS- N/A

#### NEW BUSINESS

1. Consider CDBG application projects for the City of South Lyon

City Manager Zelenak explained that the US Department of Housing and Urban Development provides funds for jurisdictions throughout the country for projects that meet their national objective. The City of South Lyon receives funds via Oakland County. We are expecting \$28,511 and in the past, we have used the funds for the Senior Center and Haven. The 2023 CDBG application deadline is December 23, 2022.

#### CM 11-4-22 MOTION TO APPROVE PROJECTS FOR CDBG FUNDS

Motion by Kennedy, supported by Mosier

Motion to approve the selected projects as identified for the 2023 CDBG program \$28,511 (South Lyon Senior Center \$23,511 and Haven, \$5,000)

ROLL CALL VOTE:

Kivell- Yes

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

MOTION CARRIED UNANIMOUSLY

2. 1<sup>st</sup> reading amendment of purchasing ordinance to increase the value of purchases requiring council approval and competitive bidding and to clarify authority for emergency purchases  
 City Manager Zelenak explained that at previous council meetings and during the audit presentation, there were comments and discussion by Council about increasing the values of purchases requiring council approval and competitive bidding to eliminate the additional time and cost associated with departments having to obtain council approval for routine budgeted purchases of supplies, materials, equipment and services at values that do not warrant the staff costs related to presenting lower value purchases for approval and council's review and approval. He further stated the proposed ordinance amendment increases the value of purchases requiring council approval from \$5,000 to \$10,000. It also increases the value of purchases requiring competitive bidding, as defined in the ordinances from \$10,000 to \$15,000. Purchases of up to \$15,000 can be made on the open market and must be supported by 3 written quotes which may be obtained verbally or in writing which is our current practice. Councilmember Kivell stated he questions the idea of an oral discussion on bidding. How will we hold their feet to the fire without anything in writing. City Manager Zelenak stated we raised the limits. There will still get competitive bids. There will be submitted documents for anything over that limit. Councilmember Kurtzweil stated that is one of reasons she ran for Council was to upgrade some of our business practices. This amendment is long overdue. She further stated if we allow our department heads with the most amount of efficiency in making business decisions, we need to remove some of this bureaucratic layer of having to approve micro purchases. There is no reason our department heads should be hamstrung on time waiting for a council meeting when that two-week time period could result in a change of interest rate, or other things. This expedites their decision-making process, and all we are changing is the limits and this has already been done at the federal level. She then stated she has confidence in our department heads. She further stated if anyone is interested in the purchases that are made, maybe the department heads can add that information in their weekly report. She then stated it is important for the public to understand that we are talking about purchases that council already approved in the budget. Councilmember Hansen stated Council has confidence and making this increase shows that.

CM 11-5-22 MOTION TO APPROVE FIRST READING OF THE ORDINANCE TO AMEND THE PURCHASING ORDINANCE

Motion by Kennedy, supported by Mosier

Motion to approve the first reading of the ordinance to amend the purchasing ordinance Article VI- purchasing Chapter 2- administration of the code of ordinances of the City of South Lyon as presented

ROLL CALL VOTE:

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

MOTION CARRIED UNANIMOUSLY

BUDGET- No discussion was held

PUBLIC COMMENT

Carl Richards stated he has spoken with the owner of 234 W Liberty and they are increasing their occupancy from 7-11 people and they added 4 new bathrooms upstairs. He then stated they are having air conditioning installed and he asked about a tour and the owner said maybe next year.

MANAGER'S REPORT

City Manager Zelenak stated at the December 12<sup>th</sup> meeting, HRC will be attending to discuss the road improvement plan as well as their past experience working with the city. He said the renovations are still happening at city hall, and we are still waiting for the HVAC system to work properly. He said the DPW paving project has been completed. He then stated Fire Chief Thorington has been working with our attorney on finalizing the agreement with Washtenaw Area Mutual Aid Council on the mutual aid agreement. He then reminded Council to give him suggestions on the ARPA funds. He further stated we have bid out the hazardous removal and demolition of 464 S Lafayette, and they are due December 20<sup>th</sup>. He then congratulated Chris Sovik on his retirement and he has enjoyed working with him.

COUNCIL COMMENTS

Councilmember Kivell stated he is looking forward to the Holiday Spectacular. He then stated he has asked Paul a number of times to make contact with a new local business, and he thought he should explain why. It is valuable opportunity for the city to reach out to people that have taken their business and their time and locate in our city. He then stated it is in our best interest in having a relationship with them, those are the kinds of things that grow and in the event that you have the right kind of relationship, those are the people that allow us to fund different festivals and things like that. He further stated he wasn't trying to put anyone on spot, but there are opportunities that can be made by having a good relationship with people that are committed to the city.

Councilmember Mosier thanked Chris Sovik for the great job he has done and she has worked with him for a long time.

Councilmember Kennedy thanked Chief Sovik for his years of dedication to the City of South Lyon and certainly wished him the very best in his retirement. He then stated if you didn't have the opportunity to attend the Village Strings' Christmas Concert that was held in the Village Chapel this weekend, they will again be performing at the Java House on Sunday, December 11<sup>th</sup> from 1pm until 4pm. So, make plans to attend and enjoy some great holiday music. He then congratulated the South Lyon High School Girls Swim and Dive Team for finishing in eighth place in the overall State Competition this month. Even with a reduced squad they delivered an amazing performance. He then reminded everyone to make plans to come out this Saturday with so many events to enjoy. Whether it's the Holiday Spectacular Parade; Breakfast with Santa at the Lake Street Tavern; the Craft show at South Lyon High School; the lighting of the giant Christmas Tree at Heinenen's; or touring the Christmas House, there's bound to be something for everyone.

Councilmember Kurtzweil thanked Chris Sovik for all his years of service to the city. If there is any example of law enforcement and what they do for a community, Chris Sovik is the example. He has brought tremendous esteem to the role of law enforcement and he ran his department extremely well. He

has a wonderful family and they have both sacrificed a lot of the city. She then wished him a great life, and she is looking forward to working with Chief Baaki.

Councilmember Hansen stated with the holidays coming, he wants to remind everyone that sometimes people need help and you can always collect can goods, or donate your time to Active Faith, or Salvation Army. Not everyone has it easy this time of year. He hopes that everyone gives back. He then thanked Chris Sovik for all his years of service.

Councilmember Dilg thanked Clerk Lisa Deaton as well as all the office staff for the amazing job they did on Election Day. She saw everything first hand and it went smooth and fair. She asks anyone that doesn't believe an election can be that way, to come out and become an Election Inspector and see it in person. She then stated we have some great businesses in town, and they do so many things. She stated she and her daughter helped the Witches Hat on Thanksgiving day delivering 528 meals to people. She stated they did all the cooking and it is a lot of time, and money and commitment. She thanked them for all they do for South Lyon. She then stated there are people with distrust with the Police, and she always tells people about the great leadership in South Lyon. She has always been impressed with Chris Sovik and she has the utmost respect for him. She congratulated Chief Baaki.

Mayor Pelchat stated he hopes to see everyone this weekend at the Historical Village. He Chief Sovik is a pro's pro and he wishes him all the best and it has been an honor to work with him. He further stated he is also looking forward to working with new Chief Doug Baaki.

#### CLOSED SESSION

Councilmember Kurtzweil stated it has been her experience that when we have a closed session we have had the document before the meeting. That way she will know if there is a conflict. She further stated it isn't fair to council to expect them to go into closed session without being told what the topic is. She further stated the case law supports the position that the letter should be provided to council before the meeting. She further stated to enter into closed session, it has to be about a legal issue. She will not vote to go into closed session because she doesn't have sufficient information. Attorney Hamameh stated she has been a municipal attorney for 22 years and she has always distributed the letter in the closed session for council to discuss. Of course the letter will have a legal opinion. Councilmember Kurtzweil and Attorney Hamameh had further discussion about entering into closed session.

#### ADJOURNMENT

##### CM 11-6-22 MOTION O ENTER INTO CLOSED SESSION

Motion by Hansen, supported by Kivell

Motion to enter into closed session at 8:32.m. pursuant to the Open Meetings Act, MCL

15.268(1)(h), to consider attorney/client privileged communication

ROLL CALL VOTE:

Mosier- Yes

Hansen- Yes

Kurtzweil- No

Kennedy- Yes

Kivell- Yes

Dilg- Yes

Pelchat- Yes

MOTION CARRIED

\*Council reconvened the regular meeting at 9:22 p.m.\*

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CM 11-7-22 MOTION TO ASK THE CITY MANAGER TO MOVE FORWARD WITH DISCUSSION HELD IN CLOSED SESSION

Motion by Hansen, supported by Kurtzweil

Motion for city manager to proceed as discussed in closed session

ROLL CALL VOTE:

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

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

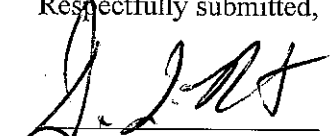
Motion by Kurtzweil

Motion to adjourn the meeting at 9:30 p.m.

VOTE:

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,



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Mayor Dan Pelchat



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City Clerk/Treasurer Lisa Deaton