Regular City Council Meeting

December 12, 2022 Agenda

7:30 p.m.

Call to Order

Pledge of Allegiance

Roll Call

Approval of Minutes: November 28, 2022

Approval of Bills Approval of Agenda Consent Agenda

- 1. Cancel December 26, 2022 City Council Meeting
- 2. DDA Board Member Resignation Mashburn
- 3. DDA Board Member Resignation Fagin
- 4. Support Emergency Operations Plan Revised

Public Comment

Discussion - Downtown

Fire Chief Report Police Chief Report

I. Unfinished Business

- 1. 2nd Reading Amendment of Purchasing Ordinance to Increase the Value of Purchases Requiring Council Approval and Competitive Bidding and to Clarify Authority for Emergency Purchases
- 2. HRC Road Improvement Program

II. New Business

- 1. Resolution Supporting Parks Grant
- 2. HRC Engineering Services
- 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 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 UNANIMOUSIA

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 ACENDA

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.

11/28/2022

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. 1st 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 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 12th 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 20th. He then congratulated Chris Sovik on his retirement and the has enjoyed working with him.

COUNCIL COMMENTS

Councilmember Kivell stated he is looking forward to the Hofiday 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 11th 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 Heinanen'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.*

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.

MOTION CARRIED UNANIMOUSLY VOTE:

Respectfully submitted,

Mayor Dan Pelchat

City Clerk/Treasurer Lisa Deaton

INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON EXP CHECK RUN DATES 12/12/2022 - 12/12/2022 JOURNALI ZED

Amount Check 6,347.73 13.40 10.04 384.00 842.00 56.59 6,347.73 3,373.75 3,373.75 6.35 38.84 100.00 42.29 7.90 10.05 57.28 42.45 1,051.67 1,072.00 38.84 7.53 225.00 3,928.67 1,824.00 36.93 304.62 377.41 600.00 2,730.34 122.76 242.71 1/6 Page: Due Date 12/12/22 HUBBELL, ROTH & CLARK PROFESSIONAL SERVICES FOR PERIOD E 20120419.25-202 12/12/22 20120419.25-202 2022-00000010 8195232634008 8195233634345 8195232033777 8195231433564 8195230956466 8195232561895 8195233634345 8195231433564 8195233334215 9310130631 9310130631 Invoice 103612689 103612689 BF-005702 BF-005761 1-132973 1-132312 1-132776 1 - 13289732529973 8004996 P-13615 P-13590 8004996 Total For Dept 222.000 ADMINISTRATION SHARED PORTION OF MOVIE SCREEN EQU OIL FILTER, TIE ROAD & SHOP SUPPLI WINDSHIELD WIPERS FOR CHIEF VEHICL EXTENSION HA VALVES AND D BALL VALVE REPLACEMENT AFTER REPAI HA SAFETY GLASSES (24), TYLENOL, EAR PROFESSIONAL SERVICES FOR PERIOD E OIL FILTER, TIE ROAD & SHOP SUPPLI GLOVES (10), SAFETY GLASSES (24), PLAQUE - FIREFIGHTER OF THE YEAR CHAMBER, SWIVEL JACK, EXTENSION PADS, ROTORSD, BATTERY & CORE Total For Dept 301,000 POLICE 12 PC HX SKT SET, CRIMPER (2) 12 PC HX SKT SET, CRIMPER (2) FIXED FAULTY BACKFLOW VALVE Total For Dept 336.000 FIRE WIPERS & OIL CLAY ABSORBANT APPARATUS FLOOR PIT COVERS OIL FILTER AND AIR FILTER BE APPROVED ON 12/12/2022 Total For Dept 000.000 CHAMBER, SWIVEL JACK, TIRES, BALANCE TIRES, Invoice Desc. RESCUE 71 TIRES CYLINDER RENTAL SHOP SUPPLIES SHOP SUPPLIES TIRE DISPOSAL OPEN GREASE WIPERS GREASE TIRES 闰 CHECKS TO CERTIFIED LABORATORIE CERTIFIED LABORATORIE SUPERB FABRICATING LL GREEN OAK TIRE, INC. LINDE GAS & EQUIPMENT QUALITY FIRST AID & S HNC. A AND R PLUMBING LLC A AND R PLUMBING LLC GREEN OAK TIRE, INC. GREEN OAK TIRE, INC QUALITY FIRST AID & AMERICAN AWARDS AND TOWNSHIP OF CANTON ADVANCE AUTO PARTS GREEN OAK TIRE, LAWSON PRODUCTS LAWSON PRODUCTS FLEETPRIDE FLEETPRIDE Vendor COMMUNITY PROMOTIONS IMPROVEMENTS CAPITAL IMPROVEMENTS PROFESSIONAL SERVICE CAPITAL IMPROVEMENTS MAINTENANCE MAINTENANCE MAINTENANCE MAINTENANCE MAINTENANCE MAINTENANCE MAINTENANCE MAINTENANCE MAINTENANCE VEHICLE MAINTENANCE OPERATING EXPENSE ENGINEERING FEES PUBLIC WORKS Desc VEHICLE VEHICLE VEHICLE CAPITAL VEHICLE VEHICLE VEHICLE VEHICLE VEHICLE VEHICLE Dept 222.000 ADMINISTRATION 101-222.000-880.000 COMMU g Fund 101 GENERAL FUND Dept 441.000 DEPT. OF 101-000.000-035.000 101-301.000-863.000 101-301.000-863.000 101-301.000-863.000 Dept 301.000 POLICE 101-301.000-863.000 101-301.000-863.000 101-301.000-863.000 101-301.000-863.000 101-301.000-863.000 101-301.000-863.000 101-301.000-972.000 101-336.000-863.000 101-441.000-740.000 101-301.000-972.000 LO1-336.000-740.000 101-336.000-740.000 101-336.000-863.000 101-336.000-863.000 101-336.000-863.000 101-441.000-740.000 101-441.000-740.000 101-336.000-863.000 101-336.000-863.000 101-336.000-863.000 101-336.000-972.000 101-441.000-740.000 101-441.000-740.000 Dept 336.000 FIRE sonru ryon Dept 000.000 GL Number

20,490.69

HUBBELL, ROTH & CLARK

101-441.000-801.000

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON EXP CHECK RUN DATES 12/12/2022 - 12/12/2022 JOURNALIZED OPEN OPEN CHECKS TO BE APPROVED ON 12/12/2022

Invoice Desc.

Vendor

GL Desc

GL Number

Amount Check

Due Date

Invoice

2/6

Page:

Fund 101 GENERAL FUND						
Dept 441.000 DEPT. OF	144					
101-441.000-860.000	GAS & OIL	CORRIGAN OIL CO, NO.	GAS & DIESEL 10/13/22 - 11/7/22	7662578-IN	12/12/22	2,031.43
101-441.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	WIPERS & OIL CLAY ABSORBANT	8195233334215	12/12/22	21.42
101-441.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	OIL FILTER, TIE ROAD & SHOP SUPPLI	8195233634345	12/12/22	106.25
101-441.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	12 PC HX SKT SET, CRIMPER (2)	8195231433564	12/12/22	36.84
101-441.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	TIE ROD AND TIE ROD END (2)	8195230733300	12/12/22	391.85
101-441.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	OIL FILTER	8195230733296	12/12/22	16.54
101-441.000-863.000	VEHICLE MAINTENANCE	CERTIFIED LABORATORIE	GREASE	8004996	12/12/22	210.03
101-441.000-863.000	VEHICLE MAINTENANCE	COOK AUTOMOTIVE	ALIGNMENT	49039	12/12/22	205.44
101-441.000-863.000	VEHICLE MAINTENANCE	COOK AUTOMOTIVE	ALIGNMENT	48796	12/12/22	79.00
101-441,000-863.000	VEHICLE MAINTENANCE	DC HYDRAULICS INC.	CONTROL BOX	061104	12/12/22	35.00
101-441.000-863.000	VEHICLE MAINTENANCE	DIUBLE EQUIPMENT INC.	BRISTLE PO (36)	1987	12/12/22	847.56
101-441.000-863.000	VEHICLE MAINTENANCE	DIUBLE EQUIPMENT INC.	HARNESS AND FILTERS (2)	1412	12/12/22	115.72
101-441,000-863,000	VEHICLE MAINTENANCE	FLEETPRIDE	CHAMBER, SWIVEL JACK, EXTENSION HA	103612689	12/12/22	806.29
101-441.000-863.000	VEHICLE MAINTENANCE	FLEETPRIDE	FLEX PIPE AND CLAMPS	103952301	12/12/22	103.97
101-441.000-863.000	VEHICLE MAINTENANCE	GRAINGER	VEHICLE PLACARD	9530125203	12/12/22	26.01
101-441.000-863.000	VEHICLE MAINTENANCE	GREEN OAK TIRE, INC.	TIRES, BALANCE TIRES, VALVES AND D	1-132973	12/12/22	2,064.00
101-441.000-863.000	VEHICLE MAINTENANCE	GREEN OAK TIRE, INC.	TIRE AND TIRE DISPOSAL	1-132761	12/12/22	1,300.00
101-441.000-863.000	VEHICLE MAINTENANCE	GREEN OAK TIRE, INC.	TIRE BALANCING	1-132760	12/12/22	60.00
101-441.000-863.000	VEHICLE MAINTENANCE	HUTSON, INC.	BRUSHES	9766629	12/12/22	820.12
101-441.000-863.000	VEHICLE MAINTENANCE	KNAPHEIDE TRUCK EQUIP	PIVOT SET	1118062	12/12/22	650.00
101-441.000-863.000	VEHICLE MAINTENANCE	LAWSON PRODUCTS	SHOP SUPPLIES	9310130631	12/12/22	155.63
101-441.000-863.000	VEHICLE MAINTENANCE	LINE-X OF BRIGHTON	SPRAY BOBCAT BED/UNDERCOATING-RUST	5758	12/12/22	900.00
101-441.000-863.000	VEHICLE MAINTENANCE	O'REILLY AUTO PARTS	TIE ROD	2272-483877	12/12/22	152.00
101-441.000-863.000	VEHICLE MAINTENANCE	ROYAL TRUCK & TRAILER	JACK	30010027	12/12/22	63.76
101-441.000-863.000	VEHICLE MAINTENANCE	WOLVERINE TRUCK SALES	FUEL CAP	1278057	12/12/22	61.81
101-441.000-863.000	VEHICLE MAINTENANCE	WOLVERINE TRUCK SALES	BRACE (2)	1277150	12/12/22	434.24
101-441.000-931.000	BUILDING MAINTENANCE	OVERHEAD DOOR CO OF W	GARAGE DOOR REPAIR	113365	12/12/22	571.00
101-441.000-935.000	NPDES PHASE 2 STORMWATER	HUBBELL, ROTH & CLARK	PROFESSIONAL SERVICES FOR PERIOD E	20120419.25-202	12/12/22	716.55
101-441.000-974.000	LAND IMPROVEMENTS	ALL AMERICAN TREE SER	TREE REMOVAL 227 UNIVERSITY, 229 H	9173	12/12/22	950.00
			Total For Dept 441.000 DEPT. OF PUBLIC WORKS	LIC WORKS	•	35, 355.17
Dept 567.000 CEMETERY				1		
101-567.000-740.000		_	IR, I	8195233634345	12/12/22	3.97
101-567.000-740.000	OPERATING EXPENSE		12 PC HX SKT SET, CRIMPER (2)	8195231433564	12/12/22	8.38
101-567.000-740.000	OPERATING EXPENSE	CERTIFIED LABORATORIE	GREASE	8004996	12/12/22	47.73
101-567.000-740.000	OPERATING EXPENSE	FLEETPRIDE	CHAMBER, SWIVEL JACK, EXTENSION HA	103612689	12/12/22	6.27
101-567.000-740.000	OPERATING EXPENSE	LAWSON PRODUCTS	SHOP SUPPLIES	9310130631	12/12/22	35.37
101-567.000-801.000	PROFESSIONAL SERVICE	HUBBELL, ROTH & CLARK	PROFESSIONAL SERVICES FOR PERIOD E	20120419.25-202	12/12/22	288.40
			Total For Dept 567.000 CEMETERY		I	390.12

Dept 751.000 PARKS AND RECREATION

12/08/2022 12:02 PM User: PATRICIA DB: South Lyon	INVOICE GL DISTRIBI EXP CHECK RUN	TRIBUTION REPORT FOR CITY OF SOUTH LYON FUN DATES 12/12/2022 - 12/12/2022 JOURNLIZED	м	Page:	3/6
GL Number GL Desc	CHECKS TO Vendor	BE APE Invo	Invoice	Due Date	Amount Check
Fund 101 GENERAL FUND Dept 751.000 PARKS AND RECREATION 101-751.000-801.000 PROFESSIONAL SERVICE	HUBBELL, ROTH & CLARK	PROFESSIONAL SERVICES FOR PERIOD	E 20120419.25-202		i
		Total For Dept 751.000 PARKS AND RECREATION	RECREATION	1	3,489.57
		Total For Fund 101 GENERAL FUND		1	55, 615.35
Fund 202 MAJOR STREETS Dept 463.000 STREET-ROUTINE MAINT. 202-463.000-930.000 REPAIR MAINTENANCE	ROAD COMMISSION FOR O	TRAFFIC SIGNAL MAINTENANCE OCT 22	2 4578	12/12/22	447.20
		Total For Dept 463.000 STREET-ROU	STREET-ROUTINE MAINT.	l	447.20
Dept 474.000 TRAFFIC SERVICES 202-474.000-740.000 OPERATING EXPENSE 202-474.000-924.000 TRAFFIC LIGHTS	HUNT SIGN COMPANY ROAD COMMISSION FOR O	PARTS FOR DOWNTOWN CROSSWALK SIGNS TRAFFIC SIGNAL MAINTENANCE OCT 22	1S 69934 2 4578	12/12/22 12/12/22	1,351.00 343.32
		Total For Dept 474.000 TRAFFIC SE	SERVICES		1,694.32
Dept 478.000 SNOW PLOWING 202-478.000-740.000 OPERATING EXPENSE	DETROIT SALT COMPANY	ROAD SALT	S123-17650	12/12/22	1,790.96
		Total For Dept 478,000 SNOW PLOWING	N.G	İ	1,790.96
		Total For Fund 202 MAJOR STREETS			3,932.48
Fund 203 LOCAL STREETS Dept 451.000 STREET CONSTRUCTION 203-451.000-802.000 CONTRACTUAL SVCS	HUBBELL, ROTH & CLARK	PROFESSIONAL SERVICES FOR PERIOD E	E 20120419.25-202	12/12/22	21,238.14
		Total For Dept 451.000 STREET CONSTRUCTION	STRUCTION		21,238.14
Dept 463.000 STREET-ROUTINE MAINT. 203-463.000-930.000 REPAIR MAINTENANCE	ROAD COMMISSION FOR O	TRAFFIC SIGNAL MAINTENANCE OCT 22	4578	12/12/22	240.80
		Total For Dept 463.000 STREET-ROU	STREET-ROUTINE MAINT.		240.80
Dept 474.000 TRAFFIC SERVICES 203-474.000-740.000 OPERATING EXPENSE	HUNT SIGN COMPANY	DETOUR SIGNS	70200	12/12/22	1,228.00
		Total For Dept 474.000 TRAFFIC SE	SERVICES		1,228.00
Dept 4/8.000 SNOW PLOWING 203-478.000-740.000 OPERATING EXPENSE	DETROIT SALT COMPANY	ROAD SALT	s123-17650	12/12/22	964.36
		Total For Dept 478.000 SNOW PLOWING	NG	l	964.36
Dept 491.000 STORM SEWER 203-491.000-740.000 OPERATING EXPENSE	EJ USA, INC.	PARTS FOR CATCH BASINS	0001611167	12/12/22	466.72
		Total For Dept 491.000 STORM SEWER			466.72

12/08/2022 12:02 PM User: PATRICIA DB: South Lyon	M	INVOICE GL DISTRIBUTION EXP CHECK RUN DATES JOHNOMEN TO RE A	DATES 12/12/2022 - 12/12/2022 JOURNALIZED OPEN 12/12/2022 RE APPROVED ON 12/12/2022		Page:	3: 4/6
GL Number	GL Desc	!	nvoice Des	Invoice	Due Date	Amount Check
Fund 203 LOCAL STREETS	TS		Total For Fund 203 LOCAL STREETS			24,138.02
Fund 401 CAPITAL IMPROVEMENTS Dept 451.000 STREET CONSTRUCTION 401-451.000-802.441 PROF. SVC: 401-451.000-802.600 CONTR. SEI	CONTR. SERV. PATHWAYS CONTR. SERV. PATHWAYS	HARTWELL CEMENT COMPA HUBBELL, ROTH & CLARK	PHASE 2 DPW PAVING IMPROVEMENTS PROFESSIONAL SERVICES FOR PERIOD E	20190043 20120419.25-202	12/12/22 12/12/22	252,439.81 10,354.53
			Total For Dept 451.000 STREET CONS)	CONSTRUCTION		262,794.34
			Total For Fund 401 CAPITAL IMPROVEMENTS	ENTS	l	262,794.34
Fund 592 WATER & SEWER Dept 452.000 WATER & S 592-452.000-802.000	592 WATER & SEWER GONSTRUCTION 452.000 WATER & SEWER CONSTRUCTION 52.000-802.000 CONTRACTUAL SVCS	L. D'AGOSTINI & SONS,	WATER TREATMENT PLANT PHASE 1 IMP	16	12/12/22	380,598.70
			Total For Dept 452.000 WATER & SEWE	SEWER CONSTRUCTIO	ł	380,598.70
Dept 540.000 WATER / 592-540.000-930.000	REPAIR REPAIR MAINTENANCE	FERGUSON WATERWORKS #	CLOW HYBRANT	0158113	12/12/22	4,103.62
			Total For Dept 540.000 WATER / REPAIR	IR		4,103.62
592-556.000-740.000 592-556.000-740.000 592-556.000-740.000 592-556.000-740.000 592-556.000-801.000 592-556.000-802.000 592-556.000-863.000 592-556.000-863.000 592-556.000-863.000 592-556.000-863.000 592-556.000-863.000 592-556.000-831.000 592-556.000-931.000 592-556.000-972.000 592-556.000-972.000 592-556.000-740.000 592-556.000-740.000 592-556.000-740.000	OPERATING EXPENSE OPERATING EXPENSE OPERATING EXPENSE OPERATING EXPENSE PROFESSIONAL SERVICE PROFESSIONAL SERVICE CONTRACTUAL SVCS GAS & OIL VEHICLE MAINTENANCE VEHICLE MAINTENANCE VEHICLE MAINTENANCE VEHICLE MAINTENANCE VEHICLE MAINTENANCE VEHICLE MAINTENANCE SUILDING MAINTENANCE BUILDING MAINTENANCE CAPITAL IMPROVEMENTS ER OPERATING EXPENSE OPERATING EXPENSE OPERATING EXPENSE	ENVIRONMENTAL RESOURC PARAGON LABORATORIES, USA BLUE BOOK HUBBELL, ROTH & CLARK PEERLESS-MIDMEST, INC CUMMINS SALES AND SER CORRIGAN OIL CO, NO. ADVANCE AUTO PARTS ADVANCE AUTO PARTS ADVANCE AUTO PARTS FLEETPRIDE LAWSON PRODUCTS FLEETPRIDE LAWSON PRODUCTS FISHER SCIENTIFIC USA BLUE BOOK BADGER METER INC BRIGHTON ANALYTICAL, CHEMTRADE CHEMICALS U LINDE GAS & ECHIPMENT	POTABLEWATR COLIFORM MICROBE WATER ANALYSIS HACH HARDNESS 3 SOLUTION (4) LAB SUPPLIES PROFESSIONAL SERVICES FOR PERIOD E ANNUAL WELL & PUMP MAINTENANCE FULL PM SERVICE GAS & DIESEL 10/13/22 - 11/7/22 OIL FILTER, TIE ROAD & SHOP SUPPLI 12 PC HX SKT SET, CRIMPER (2) GREASE CHAMBER, SWIVEL JACK, EXTENSION HA SHOP SUPPLIES INCUBATOR FOR LAB INSULATION FOR WELL #7 ENDPOINTS TOTAL FOR DEPT 556.000 WATER WW ANALYSIS ALUMINUM SULFATE	025391 43488-232809 182207 194961 0202465 69632 S6-98074 7662578-IN 8195233634345 8195233634345 8195231433564 8004996 103612689 9310130631 7858907 192333 154414	12/12/22 12/12/22 12/12/22 12/12/22 12/12/22 12/12/22 12/12/22 12/12/22 12/12/22 12/12/22 12/12/22 12/12/22 12/12/22 12/12/22 12/12/22	340.87 75.00 74.49 409.45 3,055.00 1,125.32 9,996.98 7.14 15.08 85.92 11.29 63.67 1,778.36 342.69 484.87 41,842.72
592-557.000-801.000	PROFESSIONAL SERVICE	HUBBELL, ROTH & CLARK	PROFESSIONAL SERVICES FOR PERIOD E	20120419.25-202	12/12/22	3,524.93

12/08/2022 12:02 PM	User: PATRICIA	DB: South Lyon

INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON EXP CHECK RUN DATES 12/12/2022 - 12/12/2022 JOURNALIZED OPEN OPEN CHECKS TO BE APPROVED ON 12/12/2022

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GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 592 WATER & SEWER	SR					
Dept 557.000 WASTEWATER	អាច					
592-557.000-931.000	BUILDING MAINTENANCE	BIOTECH AGRONOMICS IN	SLUDGE HAULING	3227	12/12/22	61,418,40
592-557.000-931.000	BUILDING MAINTENANCE	CONTRACTORS STEEL CO.	ROUND BAR FOR CATCH BASIN	1475295	12/12/22	364.42
592-557.000-931.000	BUILDING MAINTENANCE	FORD HALL COMPANY, IN	SET OF BRUSHES FOR EAST CLARIFIERS	4864	12/12/22	644.80
592-557.000-931.000	BUILDING MAINTENANCE	FORD HALL COMPANY, IN		2274	12/12/22	1,722.65
592-557.000-931.000	BUILDING MAINTENANCE	HUTSON, INC.	WATER RESISTANT GREASE	9746380	12/12/22	23.45
592-557.000-931.000	BUILDING MAINTENANCE	UIS SCADA, INC.	TROUBLESHOOT THROWOVER ISSUES AT W	530368847	12/12/22	4,066.00
592-557.000-962.000	MISCELLANEOUS EXPENSE	UIS SCADA, INC.	TROUBLESHOOT THROWOVER ISSUES AT W	530368847	12/12/22	558.00
592-557.000-972.000	CAPITAL IMPROVEMENTS	BADGER METER INC.	ENDPOINTS	1544414	12/12/22	484.87
			Total For Dept 557.000 WASTEWATER		İ	77,858.84
			Total For Fund 592 WATER & SEWER		I	504,403.88

Page: 6/6	Due Date Amount Check	55,615.35 3,932.48 24,138.02 262,794.34 504,403.88 850,884.07
	Invoice	
INVOICE GL DISTRIBUTION REPORT FOR CITY OF SOUTH LYON EXP CHECK RUN DATES 12/12/2022 - 12/12/2022 JOURNALIZED OPEN CHECKS TO BE APPROVED ON 12/12/2022	Invoice Desc.	Fund Totals: Fund 101 GENERAL FUND Fund 202 MAJOR STREETS Fund 203 LOCAL STREETS Fund 401 CAPITAL IMPROVEMENTS Fund 592 WATER & SEWER Total For All Funds:
INVOICE GL DIS EXP CHECK CHECK	Vendor	Fund
РМ	GL Desc	
12/08/2022 12:02 FM User: PATRICIA DB: South Lyon	GL Number	

The above checks have been approved for payment.

Lisa Deaton, City Clerk/Treasurer
Daniel L. Pelchat, Mayor

12/08/2022 12:03 PM User: PATRICIA

DB: South Lyon

CHECK REGISTER FOR CITY OF SOUTH LYON CHECK DATE FROM 11/17/2022 - 12/08/2022

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Cleared Open Open Open Open Open Open Open Open Amount 38.50 106.97 207.99 222.00 210.00 174.00 1,360.00 96.90 6,048.66 252.00 139.73 198.00 234.00 800.00 914.46 85.00 15.97 234.00 210.00 228.00 11,546.75 55.00 9,349.50 1,029.00 246.00 216.00 1,505.63 287.46 195.75 234.00 259.00 216.00 240.00 LITTLE RELIGION CASE # 17-57623-PJS
PAYROLL DEDUCTION CASE # 17-57623-PJS
PLANNING ADMINISTRATION AND ESCROW SI
4 ICE SCULPTURES FOR HOLIDAY SPECTACU
PHONE SERVICE CHARGES FOR OCTOBER 202
MONTHLY PHONE MAINT, 11/20/22 - 12/19
215 WHIPPLE SERVICE PERIOD 9/30/22 215 WHIPPLE ST GENERATOR SERVICE PERI
ELECTION HOURS 19.5 X \$12/HR
ELECTION HOURS 19.5 X \$12/HR
ELECTION HOURS 19 X \$12/HR
DIGITIZATION OF LOGO
VIDEO RECORDING OF COUNCIL MEETING 11 TEMPORARY STAFFING FOR CLERK'S OFFICE BILLING PERIOD 12/1/22 - 12/31/22 ELECTION HOURS 18 x \$12/HR ELECTION HOURS 20 X \$12/HR ELECTION HOURS 18.5 X \$12/HR JOB SHIRT - DOMINIC SOAVE UNION DUES NOVEMBER 2022 - REMAINING NEW OFFICER PANTS TIE BAR AND NAME TA TOILET PAPER, SCRUB SPONGES, PAPER TO ELECTION HOURS 18.5 X \$12/HR ELECTION HOURS 17.5 X \$12/HR CHAIN OF CUSTODY FOR BROCK, DENTAL AN RETIRE INSURANCE PREMIUMS DECEMBER 2 REIMBURSEMENT FOR FIRE INSPECTOR II T ELECTION HOURS 18 X \$14/HR WATER, LAUNDRY DETERGENT, COFFEE MATE ELECTION HOURS 16.5 X \$12/HR ELECTION HOURS 18.5 X \$12/HR FINAL BALANCE FOR HOLIDAY SPECTACULAR REIMBURSEMENT FOR WW LICENSE RENEWAL OCTOBER 2022 ADMINISTRATIVE AND MEDIC REIMBURSEMENT FOR EGLE LICENSE RENEWA CAST OF FROZEN FOR HOLIDAY SPECTACULA ELECTION HOURS 20.5 X \$12/HR ELECTION HOURS 18 X \$12/HR ELECTION HOURS 18.5 x \$12/HR ELECTION HOURS 18.5 x \$14/HR ELECTION HOURS 16.5 x \$12/HR ELECTION HOURS 19 x \$14/HR ELECTION HOURS 18 X \$12/HR Description INC COMMUNICATIONS TECHNOLOGIES, INC. ASCENSION MICHIGAN EMPLOYER SOL. BLUE CROSS BLUE SHIELD OF MICH FAIRYTALE ENTERTAINMENT PARTYS BARBARA GARRISON EMPLOYEE HEALTH INSURANCE MGMI INTL UNION OF OPERATING ENG GREATSTAFF SOLUTIONS, LLC AMAZON CAPITAL SERVICES ABSOPURE WATER COMPANY JANE ELIZABETH NELSON EARTH TO EARTH, INC. BLACKSTONE STABLES KRISPEN S. CARROLL DEANNA BLANKSTROM HURON VALLEY GUNS MICHAEL EHRESMAN CONSUMERS ENERGY CONSUMERS ENERGY ANTHONY FACIONE MICHELINE DARIN ELIZABETH HICKS ALLIE BROTHERS JANET BONKOWSKI CAROL MCDONALD DENNIS SEYBERT CAROUSEL ACRES JUDITH SEYBERT ASHLEY FISHER BRAD MOYNIHAN CAROL FELDMAN CLEAR CUT ICE KEVIN ERDMANN JUDY MATTESON CIB PLANNING GARY BEASLEY Vendor Name LAURA HATCH JEAN DENDEL VERA BURNS KIM JACOBS AMY BAKER MARK HIPP BUSCH'S GUARDIAN COMCAST Vendor 44554 445595 446595 446651 446651 446651 446651 446655 44665 44 6020 4821 6150 4128 4410 6149 4898 3455 1240 0557 6154 4282 4431 1763 Bank 01 GEN FUND CHECKING 86096 86097 86098 86099 86100 86106 86107 86108 86109 86110 86111 86113 86114 86114 86114 86115 86116 86121 86121 86123 86123 86125 86125 86125 86125 86125 86125 86125 86125 86102 86103 86104 86105 Check 86101 86131 86132 86133 86134 86135 86135 86137 86139 86139 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 Check Date 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/11/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 1/17/2022 1/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 11/17/2022 1/17/2022 1/17/2022 1/17/2022 11/17/2022 1/17/2022 11/17/2022 1/17/2022 1/17/2022 11/17/2022 1/17/2022 1/17/2022

CHECK REGISTER FOR CITY OF SOUTH LYON

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CHECK DATE FROM 11/17/2022 - 12/08/2022

Check Date	Check	Vendor	Vendor Name	Description	Amount	Status
11/17/2022	86141	4105	AMBER LYNN KING	ELECTION HOURS 16.5 X \$12/HR	198.00	Cleared
7/2	86142	2273	JOHN KOPACZ	HOURS 18.5 X	259.00	Cleared
7/202	86143	15	CHRISTINE LAGINESS	18.5	222.00	Open
/202	86144	38	LAURA WALKER	×	198.00	Open
7/2	86145	\sim	LB OFFICE PRODUCTS	BINDER CLIPS AND LETTERMARK	125.00	Cleared
11/17/2022	86146	മാ	LINDA JANE BENSON	ELECTION HOURS 16 X \$12/HR	192.00	Cleared
11/17/2022	86147	O	LISA DILG	ELECTION HOURS 15.5 X \$12/HR	186.00	Cleared
11/17/2022	86148	N	SHARON LOFTUS	16.5 X	198.00	Cleared
11/17/2022	86149	ന	NATHAN MACK	MILEAGE REIMBURSEMENT MDA ANNUAL CONF	258.50	Cleared
11/17/2022	86150	O	MARK STANLEY FLOWERS	ELECTION HOURS 17.5 X \$14/HR	245.00	Open
11/17/2022	86151	\circ			871.72	Cleared
11/17/2022	86152	α	MARY LOUISE KORR	I HOUE	192.00	Cleared
11/17/2022	86153	LΩ	TIMOTHY MCGILLEN	16 X	192.00	Cleared
11/17/2022	86154	4888	FRANCESCA MENSAH	ON PE	263.97	Cleared
11/17/2022	86155	6144	MESP	DEPOSIT TO ACCOUNT # A2644361-01	200.00	Open
11/17/2022	86156	4516	MICHELE DARKET	ELECTION HOURS 18 X \$12/HR	216.00	Cleared
11/17/2022	86157	4577	MICHELLE WALKUP	ELECTION HOURS 18 X \$12/HR	216.00	Cleared
11/17/2022	86158	4212	DOWNTOWN	ANNUAL	430.00	Open
11/17/2022	86159	5290	LAUNDRY		410.10	Cleared
11/17/2022	86160	0662	MICHIGAN STATE FIREMEN'S ASSOC.	2023 ANNUAL MEMBERSHIP	75.00	Cleared
11/17/2022	86161	0470	MISDU	PAYROLL DEDUCTION ID 912962522	291.26	Cleared
11/17/2022	86162	0470	MISDU	PAYROLL DEDUCTION ID 913616706	150.00	Cleared
11/17/2022	86163	4934	MISSIONSQUARE - 301149	TY OF SOUTH	3,221.80	Cleared
11/17/2022	86164	4635		RSHIP DUES 1/23/23 - 1/	95.00	Open
11/17/2022	86165	4317	NEC FINANCIAL SERVICES, LLC		177.81	Cleared
11/17/2022	86166	5364	PEOPLES EXPRESS	MAY, JUNE AND AUGUST FARES	17,982.75	Cleared
11/17/2022	86167	0462	PETER'S TRUE VALUE HARDWARE		3.29	Open
11/17/2022	86168	1555	PURCHASE POWER	METER REFILLS 10/6, 10/19, 11/1	1,430.51	Cleared
11/17/2022	86169	9688	OPRAVSKY	ION OF WITCH!	130.00	Cleared
11/17/2022	86170	4779	QUICK SILVER MARKETING SOLUTIONS		76.50	Cleared
11/17/2022	86171	2507	R.R.R.A.S.O.C.		166.50	Cleared
11/17/2022	86172	4842	DIANA REGAN		3,240.00	Cleared
11/17/2022	86173	4453	CADICAMO		280.00	Cleared
11/17/2022	86174	3955	ROSATI, SCHULTZ, JOPPICH	GENERAL LABOR MATTERS - PROF. SERVICE	12,230.00	Cleared
11/17/2022	86175	0302			240.00	Cleared
11/17/2022	86176	5893	LC LO		31,087.80	Cleared
11/17/2022	86177	5554	SALEM-SOUTH LYON DISTRICT	T/TAXES	1,943.53	Open
11/17/2022	86178	4899		HOURS 18.5 X	222.00	Cleared
11/17/2022	86179	4106	DENISE HORVATH SEMION	HOURS 18.5 X	259.00	Cleared
117/	86180	4576	SHAWN PERTIUNEN	HOURS 15.5	186.00	Open
7	86181	4893	MICHELLE SMITH		192.0	Open
/11/	86182	0461	H	ū	12,426.63	Cleared
/11/	86183	4443	SPECTRUM PRINTERS, INC.	NOV 8 - TEST DECK BALLOTS	192.51	Cleared
/11/	86184	3596			30.38	Open
1/17	86185	4388	THERESA ANN SZARAMA	N HOURS 18.5 X \$12/HR	222.00	Cleared
/11/2	86186	0	VC3, INC.	NON	85.0	Cleared
/11/	86187	4547	1	REIMBURSEMENT FOR LADIES NIGHT OUT EX	2,153.33	Cleared
11/17/2022	86188	4567	WASHTENAW AREA MUTUAL AID ASSOC.	ACCOUNTABILITY BOARD	215.00	Cleared

Status	Open	Open Den	Cleared	Cleared	Cleared	Open	Open	Cleared	Cleared	Cleared	Cleared	Cleared	Cleared	Open	Cleared	Open	Open	Open	Open	Open	Open	Open	Open	Open	Open	Open	Open	Open	Open	Open	Open	Open	Open	Oben	Open	Open	Open	Oben	Open	Open	Open	Open	Open	Open	Open	Open	Open
Amount	280.00) (. m	98.0	8,512.59	301.10	77.50	60.13	23.34	1,498.85	1,237.50	53.72	121.03	736.70	3,412,85	175.23	417.33	00.089	38.50	1,094,98	88.32	236.34	375.00	375.00	375.00	375.00	96.90	4,400.00	88.80	1,500.00	375.00	220.00	95.79	30.46	375.00	49,115.22	742.50	180.00	61.10	375.00	373.95	375.00	102.00	180.00	180.00	472.19	180.00
Description	ELECTION HOURS 20 X \$14/HR	HOURS 16.5 \times \$14/H	DECEMBER 2022 INSURANCE PREMIUMS	CONTINUED ELECTION BOARD HOURS 11/17/	ACCOUNT # 5412977 BILLING PERIODS 7/2	CONTINUED ELECTION HOURS 11/8/22 12 H	WATER	AAA BATTERIES 20-PACK	SERVICE PERIOD 10/19/22 - 11/17/22	1	S)		DESK PAD, DESK CALENDAR, 14-MONTH PLA	TAX DISBURSEMENT/TAXES DUE TO LIBRARY	TAX DISBURSEMENT/TAXES DUE TO SCHOOLS	EMENT 9/20/2022	SERVICE PERIOD 11/6/22 - 12/5/22	PAYROLL DEDUCTION UNION DUES DECEMBER	WATER	DRESS UNIFORM - CINDY CONRAD	CREAMER	CELL SERVICE AND TABLET SERVICE (FOR	UNIFORM ALLOWANCE	OFFICER'S UNIFORM ALLOWANCE	OFFICER'S UNIFORM ALLOWANCE	OFFICER'S UNIFORM ALLOWANCE	REIMBURSEMENT FOR WW LICENSE RENEWAL	FIREFIGHTER I & II TRAINING (SCHLIK &	PAYROLL DEDUCTION CASE # 17-57623-PJS	ETHERNET DEDICATED INTERNET LINE SERV		COUNCIL PAY	SERVICE 300 DORORIHY	 >₁		DUMPSTER & RECYCLING DEC-22	TEMPORARY STAFFING SERVICES FOR CITY	MONTHLY COUNCIL PAY	USB PRINTER CABLE	OFFICER'S UNIFORM ALLOWANCE	CADET UNIFORM (RICE)	OFFICER'S UNIFORM ALLOWANCE	EMBROIDERY	MONTHLY COUNCIL PAY	MONTHLY COUNCIL PAY		MONTHLY COUNCIL PAY
Vendor Name	WAYNE WILLIAM NUNEZ		BLUE CROSS BLUE SHIELD OF MICH	JOHN KOPACZ	WINDSTREAM	LISA WOOD	ABSOPURE WATER COMPANY	AMAZON CAPITAL SERVICES	DTE ENERGY	GEL ENVIRONMENTAL USA	\sim		PRODUCTS	SALEM-SOUTH LYON DISTRICT	z	THE UPS STORE	WOW! BUSINESS	A.F.S.C.M.E. COUNCIL 25	SR COMPAN	ALLIE BROTHERS	AMAZON CAPITAL SERVICES	AT&T MOBILITY	DOUGLAS BAAKI	AUDRA BAKER	JARED BAKER	Ω	RONALD BEASON	BRIGHTON AREA FIRE AUTHORITY	KRISPEN S. CARROLL	COMCAST	JOSEPH CZAPSKI	DANIEL PELCHAT		DIE ENERGY	STOPHER FAUGHT	GFL ENVIRONMENTAL USA	GREATSTAFF SOLUTIONS, LLC	ALEX HANSEN	HART INTERCIVIC, INC.	SEAN S. HOYDIC	HURON VALLEY GUNS	JAKE JACOBS	KENSINGTON VALLEY VARSITY		TZWEI	LB OFFICE PRODUCTS	
Vendor	4386	4000	3602	2273	5731	4393	4780	4295	0584	4122	4431	4568	4026	5554	0461	3596	3984	0561	4780	0375	4295	5374	0364	0708	1110	3219	2440	4606	3749	4642	4602	4189	0584	0584	1633	4122	4431	4768	4192	2545	4240	4319	3610	58	6114	4026	4395
Check	86189	86191	86192	86193	86194	86195	86196	86197	86198	86199	86200	86201	86202	86203	86204	86205	86206	86207	86208	86209	86210	86211	86212	86213	86214	86215	86216	86217	86218	86219	86220	86221	86222	86223	86224	86225	86226	86227	86228	86229	86230	86231	86232	86233	86234	86235	86236
Check Date	11/17/2022	7/202	` ∞	3/202	/18/	11/18/2022	11/23/2022	11/23/2022	11/23/2022	11/23/2022	11/23/2022	11/23/2022	11/23/2022	11/23/2022	11/23/2022	11/23/2022	11/23/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022	12/01/2022

CHECK REGISTER FOR CITY OF SOUTH LYON CHECK DATE FROM 11/17/2022 - 12/08/2022

Vendor 6158
WOODROW MAINEY FRANCESCA MENSAH
MISDÜ MISDÜ
4934 MISSIONSQUARE - 301149
MMTA TOPI MOSIEB
TREVOR PIASECKI
PNC BANK
POLICE OFFICERS
QUICK SILVER MARKETING
JONATHAN SCHNEEM
STEPHEN
TRAVIS
ASHLET TORAKSKY
JOSHIBA FINANCIAL
TOSHIBA
VC3, INC.
MOM :
WOW! BUSINESS
ABSOPURE WATER CC
AMAZON CAPITAL SE
ATET MOBILITY
COMCAST
DTE ENERGY
DTE ENERGY
DIE
TLO
DTE
DTE
DTE
FEDEX

CHECK REGISTER FOR CITY OF SOUTH LYON CHECK DATE FROM 11/17/2022 - 12/08/2022

12/08/2022 12:03 PM User: PATRICIA DB: South Lyon

Check Date	Check	Vendor	Vendor Name	Description	Amount	Status
12/08/2022	86285	4274	FIRE STATION CHECKLIST	SOFTWARE MONTHLY SUBSCRIPTION	125.00	Open
12/08/2022	86286	4431	GREATSTAFF SOLUTIONS, LLC	TEMPORARY STAFFING CLERK'S OFFICE WEE	1,237.50	Open
12/08/2022	86287	6159	PAUL HUNEY	REFUND OVERPAYMENT OF SUMMER 2022 TAX	9.71	Open
12/08/2022	86288	4240	HURON VALLEY GUNS	WINTER SHIRTS FOR ADMIN ASSISTANT	141.98	Open
12/08/2022	86289	3610	KENSINGTON VALLEY VARSITY	BALL CAPS AND STOCKING HATS	1,069.60	Open
12/08/2022	86290	4432	MACEO	MICHAEL CARLSON - MEMBERSHIP RENEWAL	60.00	Open
12/08/2022	86291	1509	MARTIN'S DO IT BEST	STATEMENT DATED 11/30/2022	1,504.09	Open
12/08/2022	86292	4246	MCW PARTNERS, LLC	COOLER RENTAL	135.00	Open
12/08/2022	86293	3109	MICHIGAN STATE POLICE*	LIVE SCAN SERVICES	1,030.00	Open
12/08/2022	86294	2366	NFPA	NFPA MEMBERSHIP - BRADLEY MOYNIHAN	175.00	Open
12/08/2022	86295	1034	OAKLAND COUNTY TREASURER	NOVEMBER 2022 SOUTH LYON WOODS TAX	445.00	Open
12/08/2022	86296	0218	PARKSIDE CLEANERS	PANT REPAIR	21.50	Open
12/08/2022	86297	0462	PETER'S TRUE VALUE HARDWARE	BLADES	908.67	Open
12/08/2022	86298	6809	JUDY PIEPER	REIMBURSEMENT FOR CLEANING SUPPLIES	16.98	Open
12/08/2022	86299	4857	PITNEY BOWES GLOBAL FIN'L SVCS. LL	L QUARTERLY BILLING STATEMENT 9/30/2022	682.62	Open
12/08/2022	86300	4611	POWERDMS, INC.	POWER DMS SOFTWARE MANAGEMENT	5,364.73	Open
12/08/2022	86301	6160	SAGE CTB LLC	COLLEGE TUITION BENEFIT PROGRAM ANNUA	850.00	Open
12/08/2022	86302	3675	TOSHIBA FINANCIAL SERVICES	COPIER SERVICES 11/16/22 - 12/16/22	96,97	Open
12/08/2022	86303	4149	TURNOUT MANAGEMENT	TURNOUT COAT REPAIRS	234.60	Open
12/08/2022	86304	4935	USA BIO CARE LLC	MED WASTE DISPOSAL (NEEDLES)	175.00	Open
12/08/2022	86305	4247	VERIZON WIRELESS	CELL SERVICE PERIOD OCT 22 - NOV 21	60.12	Open
12/08/2022	86306	3413	MICHAEL WEIR	TUITION REIMBURSEMENT FOR FALL 2022 C	661.50	Open
12/08/2022	86307	3984	WOW! BUSINESS	WITCHS HAT DEPOT SERVICE PERIOD 11/27	161.36	Open
01 TOTALS:						

403,193.58 0.00 403,193.58

Total of 212 Disbursements: Total of 212 Checks: Less 0 Void Checks:

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REVENUE REPORT FOR CITY OF SOUTH LYON

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PERIOD ENDING 11/30/2022

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GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2022 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
- GENERAL	FUND					
Revenues Deat 000 000						
101-000.000-402.000	REAL PROPERTY TAX	5,526,585.00	283.0	283,495.73	111,301,95	_
101-000.000-432.000	PAYMENT IN LIEU OF TAXES	00.0	16,817		(16,817.89)	100,00
101-000.000-434.000	SOUTH LYON WOODS TAX	1,100.00		00.06	186.5	m
101-000.000-445.000	PENALTIES & INTEREST	12,000.00		0.00	8	0.00
101-000.000-447.000	ADMIN FEE PROPERTY TAX	102,250.00	542.	5,454.32	~	ᆸ
101-000.000-476.000	LICENSES & BUSINESS MISC.	3,000.00	1,415.	215.00	585.	47.17
101-000.000-490.000		405,000.00	6,128.	44,158.00	872.	55.83
101-000.000-490.100	HEATING & PLUMB. REFG. PERMI	35,000.00	4,454.	3,641.00	,546.	69.87
101-000.000-490.200	ELECTRICAL PERMITS	38,000.00	27,955.50	3,455.00	•	73.57
101-000.000-491.000	BOARD OF APPEALS	1,500.00		00.0	00.009	00.09
101-000.000-491.100	REZONING FEES	00.0	٠	00.0	00.0	00.0
101-000.000-528.000			ö	00.0	00.0	0.00
101-000.000-573.000		100,00	7,106.		,893.	97.11
101-000.000-574.000	STATE SHARED REV.	92,780	٥.	245,301.00	10	40.29
101-000.000-592.200			0	0.0	00.0	00.0
101-000.000-634.000	GRAVE OPENINGS & FOUNDATIONS	35,000.00	٥.	3,385.00	13,150.00	62.43
101-000.000-635.000	W & S ADMIN. CHARGES	00.0	0.0	00.0		0.00
101-000.000-655.301	PARKING VIOLATION		10.0	10.00	٥.	6.67
101-000.000-659.000	LOCAL COURT FINES	15,000.00	2	00.0	9,480.78	36.79
101-000.000-659.100	REFUND-(FOR COST OF ARREST)		0.0		0	0.00
101-000.000-665.000	INTEREST	1,200.00	61,450.37	22,447.93	.37) 5	,120.86
101-000.000-665.001	INTEREST-TRANS.CEMETERY INTRE	٥.	0.00	00.00	00.0	00.00
101-000.000-665.007	INTEREST-TRANSFER FROM C&S	\circ	0.0	00.0	00.0	
101-000.000-665.200	INTEREST-EQUALIZ. & CONTINGENC	•	ο.	61.20	σ,	755.72
101-000.000-665.700	INTEREST-MOBILE TOWER	0.00	0.00	0.00	00.0	0.00
101-000.000-665.751	PARK AND REC. INTEREST	0.0	0.0			00.0
101-000.000-666.220		۰.	28,277.00	28,277.00	31,723.00	47.13
101-000.000-668.000	RENTS & ROYALTIES	0.0	0.0	0.0	00.0	00.00
101-000.000-668.200	RENTS AND ROYALITIES-CABLE	2	2,86	31,484.08	62, 132.47	50.29
101-000.000-671.300	LEASEANTENNA	0.000,	0 0 0	ກດ. ວ	26, 313.82	34.22
101-000.000-6/1.500	KENTAL PROFESTIES	0.00	0.00	00.0	00.0	0.00
101-000.000-673.000		000.0	00.00	00.0	20,000.00	•
101-000.000-674.209	CONTRIBUTION-PERPETUAL CARE	110.0	:	0.00	48,110.00	ď
101-000.000-674.400	FIRST RESPONDERS MONUMENT	0.00	,708.0	00.0	20	٠
101-000.000-674.751	CONTRIB. FOR PARK BENCHES	00.0		00.0	(1,512.50)	
101-000.000-675.200	Š	0		00.0	00.0	٥.
101-000.000-675.751	CONTRIBUTION TO PARKS & REC	100,000.00		00.0	100,000.00	00.0
101-000.000-675.802	CULTURAL ARTS REVENUES	300.0	•	00.0		۰.
101-000.000-675.820		•	۰.	00.0	٥.	0.00
101-000.000-676.346	REIMBURSEMENT FROM HVA	o :	0.0	00.0	0.0	00.0
101-000.000-680.000	MISCELLANEOUS	45,000.00	31,744.02	674.14	13,255.98	70.54

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		FINANCIAL REPORT FOR NO	FOR NOVEMBER 2022			
GL NUMBER DESCRIPTION	TION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2022 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues 101-000 000-680:210 WEDDING	WEDDING PROCEEDS	1.950.00	00.0	00 0	00 030 1	0
		153.474.00	25.243.66	2.854.94	128.020 128.030	16.00 78.00
	sc.	4,500.00	1,600.00	00.0	2,900.00	35.56
101-000.000-680.703 PRIOR YEARS	EARS TAXES	5,000.00	1,373.18	1,182.21	3,626.82	27.46
GRANT	ONEY	00.0	00.0	00.0	00.00	0.00
GRANT	MONIES-POLICE DEPT.	10,000.00	0.00	00.0	10,000.00	0.00
GRANT	MONIESFIRE DEPT.	10,000.00	0.00	00.0	10,000.00	00.0
GRANT	MONIES-CULTURAL ARTS	00.0	00.0	0.00	00.00	00.00
PYMT.	OF SIDEWALKS BY RESIDEN	10,000.00	3,527.00	629.00	6,473.00	35.27
SMART	CREDITS	500.00	00.0	00.0	500.00	00.00
OTHER	FINANCING SOURCES	00.0	00.0	00.00	00.00	00.0
101-000.000-692.300 PROCEEDS FROM	S FROM DEBT	00.0	00.0	00.0	00.0	0.00
101-000.000-699.000 TRANSFERS IN	RS IN	00.0	00.0	00.0	00.00	00.0
	TRANSFER IN FROM CEMETERY FUN	00.0	00.0	00.00	00.0	00.0
•						
rotal Dept 000.000		8,107,424.00	6,676,618.10	676,815.55	1,430,805.90	82.35
		00 101 001 0	01 013 353 3	276 015 85	000000	200
TOTAL KEVENOES		00.424,101,0	01.010,010,0	CC.CIB,0/0	1,430,805.90	84.35
Fund 101 - GENERAL FUND: TOTAL REVENUES		8,107,424.00	6,676,618.10	676,815.55	1,430,805.90	82.35

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EXPENDITURE REPORT FOR CITY OF SOUTH LYON

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PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2022 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND	FUND					
000.000		00.0	00.0	0.00	0.00	00.0
222.000 - ADMINISTRATION	STRATION	1,760,522.00	842,405.08	222,836.84	918,116.92	47.85
301.000 - POLICE		3,279,633.00	1,312,243.56	380,604.21	1,967,389.44	40.01
336.000 - FIRE		1,165,896.00	650,991.91	132,290.28	514,904.09	55.84
346.000 - AMBULANCE	NCE	5,680.00	725.47	93.06	4,954.53	12.77
ı	DEPT. OF PUBLIC WORKS	1,056,461.00	484,250.66	139,839.02	572,210.34	45.84
567.000 - CEMETERY	RY	201,241.00	69,263.08	14,659.50	131,977.92	34.42
ı	SENIOR TRANSPORTATION	90,000.00	36,280.00	17,982.75	53,720.00	40.31
1	PARKS AND RECREATION	462,365.00	72,773.96	10,815.41	389,591.04	15.74
800.000 - CABLE (CABLE COMMISSION	13,925.00	0.00	00.0	13,925.00	00.0
802.000 - CULTURA	CULTURAL ARTS	5,200.00	1,030.95	340.00	4,169.05	19.83
803.000 - HISTOR	HISTORICAL DEPOT	43,580.00	13,012.72	3,324.53	30,567.28	29.86
820.000 - VETERAN	VETERANS MEMORIAL PROJECT	7,500.00	286.72	286.72	7,213.28	3.82
TOTAL EXPENDITURES	V.	8,092,003,00	3.483.264.11	923 070 32	4 608 738 89	43.05
					000000000000000000000000000000000000000	
Fund 101 - GENERAL FUND: TOTAL EXPENDITURES	FUND:	8,092,003.00	3,483,264.11	923,072.32	4,608,738.89	43.05

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EXPENDITURE REPORT FOR CITY OF SOUTH LYON

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PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2022 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR STREETS	REETS	00.0	00 0	00	C	
223.000 - ACCOUNTANT	ANT	5,600.00	4,660.00	00.0	940.00	20.00
ı	STREET CONSTRUCTION	20,000.00	195.18	00.0	19,804.82	0.00
1	STREET-ROUTINE MAINT.	215,526.00	ഗ	(1)	139,971.66	35.06
ı	TRAFFIC SERVICES	50,058.00	ന	2,18	43,723.07	12.66
ı	OWING	89,410.00	Ø	1,123.91	85,748.51	4.10
479.000 - SNOW REMOVAL	MOVAL	10,296.00	248.00		10,048,00	2.41
1	TRANSFER BETWEEN FUNDS	100,000.00	00.0	00.0	100,000.00	00.0
491.000 - STORM SEWER	БИРЯ	10,912.00	2,624.27	107.40	87	24.05
TOTAL EXPENDITURES	(n)	501,802.00	93.278.21	28.753.94	408 523 79	9 6 6 6
Fund 202 - MAJOR STREETS: TOTAL EXPENDITURES	REETS:	501.802.00	93.278.21	76 FFC 8C	408 523 79	α. οπ
		1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	311			
Fund 203 - LOCAL STREETS	REETS					
		00.0		00.0	00.00	00.0
ı	ANT	5,600.00	4,660.00	00.0	940.00	83.21
t	STREET CONSTRUCTION	20,000.00	195.17		19,804.83	0.98
1	STREET-ROUTINE MAINT.	195,715.00	69,111.34	24,969.66	126,603.66	35.31
ı	TRAFFIC SERVICES	8,600.00	3,877.55	167.89	4,722.45	45.09
ı	OMING	81,897.00	2,554.23	1,123.91	•	3.12
485.000 - TRANSFE	TRANSFER BETWEEN FUNDS	0	0.00	o.		00.0
491.000 - STORM SEWER	EWER	20,544.00	5,947.18	120.62	14,596.82	28.95
		i i				
TOTAL EXPENDITURES	vo.	332,356.00	86,345.47	26,382.08	246,010.53	25.98
	. 3866					
TOTAL EXPENDITURES	Nee 1 2 .	332,356.00	86,345.47	26,382.08	246,010.53	25.98
TOTAL EXPENDITURES -	- ALL FUNDS	834,158.00	179,623.68	55,136.02	654,534.32	21.53

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EXPENDITURE REPORT FOR CITY OF SOUTH LYON

PERIOD ENDING 11/30/2022

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November 2022 Payroll Report

Department	Total Pay
Administration	\$ 39,652.76
Cemetery	\$ 6,023.58
Police	\$ 124,005.18
Fire	\$ 39,280.66
D.P.W.	\$ 60,841.36
Water & Wastewater	\$ 46,464.15
Total Wages	\$ 316,267.69

^{*}Please note 2 pay periods in the month of November 2022

AGENDA NOTE Consent Agenda Item #/

MEETING DATE: December 12, 2022

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Consider cancelling the December 26, 2022 City Council Meeting.

EXPLANATION OF TOPIC: Our second City Council Meeting is scheduled for Monday, December 26th. In the past when the meeting was held in close proximity to the Christmas Holiday, City Council Considered the possibility of cancelling this meeting. Be advised that there are no pressing issues that requires us to hold the second meeting in December. But if the need arises that we certainly advise City Council and schedule a meeting if necessary.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: None

POSSIBLE COURSES OF ACTION: Cancel the second City Council Meeting in December scheduled for December 26, 2022.

SUGGESTED MOTION:	Motion by	, supported by
	to cancel the second City Co	ouncil Meeting in December
scheduled for December 26		<i>5</i>

AGENDA NOTE Consent Agenda 2

Mayor Dan Pelchat South Lyon City Council 335 S. Warren St South Lyon MI 48178



December 2nd 2022

Dear Mayor Pelchat,

I am writing to inform you of my official resignation from the South Lyon Downtown Development Authority Board effective immediately. I have enjoyed my time on the board and am proud of the things we accomplished together with the support of the City Council.

I have moved my residency from South Lyon to Plymouth and therefore have no "interest", financial or other in the city of South Lyon. I have served on the board for 5 years and I believe now is an appropriate time to step aside and allow the board to move forward.

I appreciate the support that the council has given the DDA and I hope to see that continue into the future.

Sincerely,

Dereck Mashburn Former Chair – South Lyon Downtown Development Authority

AGENDA NOTE Consent Agenda 3

MEETING DATE: Decemb	per 12, 2022
PERSON PLACING ITEM	ON AGENDA: City Manager
AGENDA TOPIC: Resignation	on of Gary Fagin from DDA Board
EXPLANATION OF TOPIC from Gary Fagin resigning his	C: We have received correspondence on December 2, 2022 position from the South Lyon DDA Board.
MATERIALS ATTACHED received December 2, 2022 from	AS SUPPORTING DOCUMENTS: Correspondence om Gary Fagin resigning from the South Lyon DDA Board.
POSSIBLE COURSES OF A South Lyon DDA Board.	ACTION: Accept the resignation of Gary Fagin from the
SUGGESTED MOTION: M to DDA Board.	otion by, supported by accept the resignation of Gary Fagin from the South Lyon

Gary Fagin

150 E. McHattie Street

South Lyon, MI 48178

(248) 437-6100

gfagin@southlyoncollision.net

CITY OF SOUTH

December 1, 2022

Mr. Zelenak

City Manager

South Lyon DDA

Dear Mr. Zelenak,

After much consideration, I have decided to resign from my position on the DDA board. Please accept this letter as a formal notification that I am resigning effective December 30, 2022. I look forward to seeing all the positive changes that the South Lyon DDA has in place.

Sincerely,

Gary Fagin

AGENDA NOTE Consent Agenda: Item #4

MEETING DATE: December 12, 2022

PERSON PLACING ITEM ON AGENDA: Police Chief Douglas Baaki

AGENDA TOPIC: Support Emergency Operations Plan-Revised

EXPLANATION OF TOPIC: Maintaining a current Support Emergency Operations Plan establishes eligibility to receive Section 19 disaster funding. The state requires that the plans be updated every four years, the only updates will be personnel changes (Police, Fire, and DPW) and contact numbers. The City of South Lyon Emergency Operations Support Plan was last updated on 11/26/2018. Therefore, a revised plan must be submitted to the Oakland County Homeland Security Division. Prior to submission, it is necessary for City Council to adopt the revised plan by resolution.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Revised Support Emergency Operations Plan; resolution adopting the Support Emergency Operations Plan.

t Approve the resolution
, supported by
pting the Support Emergency

CITY OF SOUTH LYON RESOLUTION TO ADOPT THE CITY OF SOUTH LYON EMERGENCY OPERATIONS SUPPORT PLAN

RESOLUTION NO.

At a regular meeting of the City Council for the City of South Lyon, Oakland County, Michigan, held in the City Council Chambers of said City, on the 12 th day of December, 2022, at 7:30 p.m.
PRESENT:
ABSENT:
The following preamble and resolution was offered by and seconded by
WHEREAS, the City of South Lyon elected to be incorporated into the Oakland County Emergency Operations Management Program and that by becoming part of the Oakland County Emergency Management Program, the City of South Lyon and Oakland County have certain responsibilities to each other; and
WHEREAS, this Emergency Operations Support Plan (the "Plan") has been developed to identify the responsibilities between the City of South Lyon and Oakland County in regards to emergency management activities; and
WHEREAS, the Plan provides a framework for the City to use in performing emergency functions before, during and after a natural disaster, hostile attack, technological incident or other emergency; and
WHEREAS, the Plan is to be used in concurrence with Oakland County's Emergency Operations Plan as it is a supporting document; and
WHEREAS, the Plan will be maintained in accordance with the current standards of the Oakland County Emergency Operations Plan. Review of the Plan shall be accomplished every four years.
NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. The City Council of the City of South Lyon hereby approves the Emergency Operations Support Plan, attached hereto as Exhibit A.

2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are rescinded.

A vote on the foregoing resolution was taken and was as follows:

YEAS: NAYS:	
NAYS:	
STATE OF MICHIGAN)	
COUNTY OF OAKLAND)	
I, Lisa Deaton, City Clerk of the City of South Lyon, herebof Resolution No, duly adopted at a regular mee December, 2022.	·
Lisa D South	eaton Lyon City Clerk

City of South Lyon Support Emergency Operations Plan

A Support Plan to The Oakland County Emergency Operations Plan

December 12, 2022

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CITY OF SOUTH LYON INTRODUCTION TO THE PLAN

I. Purpose

City of South Lyon has elected to be incorporated into the Oakland County Emergency Management Program. By becoming part of the county emergency management program, the City of South Lyon and Oakland County have certain responsibilities to each other. This Support Emergency Operations Plan has been developed to identify the responsibilities between the City of South Lyon and Oakland County in regards to emergency management activities. It also provides for City of South Lyon government agencies to respond to various types of emergencies or disasters that affect the community. This support plan is to be used in concurrence with the County Emergency Operations Plan as it is a supporting document. The support plan will be maintained in accordance with the current standards of the Oakland County Emergency Operations Plan. Review of this support plan shall be accomplished every four years.

II. Scope

This plan is a flexible document in which changes from the content of the plan may occur due to the unique nature of emergencies. Each agency that has a supported role in this plan or its elements should have developed Standard Operating Procedures (SOP) which provides systematic instructions for accomplishing assigned functions. In addition to support emergency preparedness and response efforts, the local government also conducts other activities such as personnel training, participating in exercises, encouraging chronic disease prevention techniques; educating the public on awareness activities, and the use of appropriate land use planning decisions for mitigation and prevention purposes as well. Through this plan, the City of South Lyon continues to implement the National Incident Management System, participating in efforts to provide an effective and efficient incident management operation.

III. Plan Maintenance and Implementation

The plan has been developed together with local community and county officials to ensure consistency within the county emergency management program documents. The plan is required to be approved by the South Lyon City Manager every four years, or whenever the Chief Executive Official (CEO) changes and is to be forwarded to the County Emergency Management Office. Upon approval, it will be implemented, tested through exercises in concurrence with County officials, and reviewed/updated to maintain currentness with the County Emergency Operations Plan.

This plan has been provided to all municipal agencies, elected officials and the county emergency management office.

IV. Emergency Management Program Oversight

The City of South Lyon has appointed the Chief of Police to serve as the municipal emergency management liaision responsible for working with the County Emergency Management Coordinator in matters pertaining to emergency management. Pursuant to the requirements in P.A. 390, of 1976, as amended, Section 19, Oakland County has adopted a resolution that incorporates the City of South Lyon into its emergency management program, which is necessary for disaster assistance.

CITY OF SOUTH LYON

BASIC INFORMATION

I. Community Profile

The City of South Lyon is situated in the Southwest section of Oakland County. The community has a population of 11,741 residents. Of this number, approximately 1,000 are identified as individuals with functional needs. Many of these individuals reside in congregate care centers, but others reside in non-group homes where help is provided as needed or on-call. The city/township's major industry is Michigan Seamless Tube, employing approximately 300 people. Due to this industry, the City of South Lyon is concerned with potential air and water contamination.

According to the County's Hazard Mitigation Plan, the community is most vulnerable to: tornadoes, flooding and extreme cold. Areas within the community which are more of a concern as a result of these hazards include: Colonial Acres and South Lyon Senior Care. More information regarding hazard vulnerability can be found in the County's Hazard Mitigation Plan/Analysis.

Within the community, there are approximately three sites that contain hazardous substances. Of these sites, approximately three contain extremely hazardous substances. Pursuant to SARA Title III, off-site emergency response plans have been developed by the Oakland County Local Emergency Planning Committee (LEPC) to prepare the fire department(s) to respond to the specific extremely hazardous substances on the sites. In addition, the owners of the sites have reported the types of hazardous substances that are housed on-site, as required by the Emergency Planning and Community Right-To-Know Act.

II. Emergency Management Authority

Pursuant to P.A. 390 of 1976, as amended, the municipal CEO may declare a local state of emergency for the City of South Lyon. In the CEO's absence, pursuant to local leglislation, the Mayor is authorized to declare the local state of emergency as well. Upon a declaration, PA 390 also authorizes the CEO to issue directives, such as restrictions to travel on local roads. The local declaration activates this emergency plan as well as the emergency operations center to conduct activities to ensure the safety of people, property, and the environment.

By resolution on April 13, 2009, the City of South Lyon has adopted the National Incident Management System as the standard for incident management for all-hazards. Through the adoption, the City of South Lyon continues to implement the concepts of the NIMS through training, planning, and exercising activities.

III. Response Resources

The City of South Lyon maintains five departments responsible for providing public safety and welfare to the community. Each department is comprised of qualified emergency personnel, and maintains equipment capable of responding to emergencies. A list of resources that the departments use for emergency situations can be requested through the municipal emergency management liaison. If the incident requires additional resources beyond the capability of the City of South Lyon, the CEO may enact mutual aid, or it may be necessary to request county assistance through proper procedures.

IV. Emergency Management Organization

The City of South Lyon emergency management organization consists of five departments responsible for conducting activities in response to emergencies within the community. These departments have been assigned to specific emergency functions which the municipality has identified as necessary in order to provide an effective response to secure the safety of people, property, and the environment. Each agency is responsible for implementing pre-disaster activities to help prevent and/or prepare for various hazards that the community is vulnerable to such as: chronic diseases, flooding, hazardous material spills, inclement weather, tornadoes, and public disturbance; a more precise list can be found in the County's Hazard Mitigation Plan/Analysis. Prevention and preparedness activities include: awareness training, exercising, hygienic practices to prevent spreading of infectious diseases, stockpiling equipment, and educating people to self-care in an emergency.

The City Manager serves as the incident manager for municipal coordination. At his/her side includes the emergency management liaison (Police Chief), a planning chief (Economic Development Director), finance and logistics chief (Finance and Benefit Administrator), and operations chief (Fire Chief). The operations chief (Fire Chief) is responsible for coordinating the individual emergency functions assigned by agencies.

The table below lists the functions, assigned agencies, primary points of contact, and phone numbers.

(Function	Agency	Primary Contact	Phone "
Direction and Control	South Lyon City Admin.	Paul Zelenak	(248) 437-1735
Fire Services	South Lyon Fire Dept.	Joe Thorington	(248) 437-2616
Law Enforcement	South Lyon Police Dept.	Douglas Baaki	(248) 437-1773
Warning and Communications	South Lyon Police Dept.	Douglas Baaki	(248) 437-1773
Public Information	South Lyon Police Dept.	Douglas Baaki	(248) 437-1773
Damage Assessment	Safe Built	Ken Pike	(248) 459-5081
Public Works & Utilities	South Lyon DPW	Doug Varney	(248) 437-4606
Emergency Medical Services	HVA	Communications Super.	(734) 477-6447
Debris Management	South Lyon DPW	Jeff Archey	(248) 437-6914
Human Services	South Lyon City Clerk	Lisa Deaton	(248) 437-1735

Line of Succession

The following is a list of the 2nd and 3rd alternates for each agency identified in the plan to maintain the emergency tasks assigned.

Agency	2 nd Alternate	3 rd Alternate
South Lyon City Admin.	Lisa Deaton	Patricia Tiernan
South Lyon Fire Dept.	Michael Weir	Cory Armstrong
South Lyon Police Dept.	Chris Sederlund	Chris Faught
Safe Built	Daryl Hunt	Tara Schreiber
South Lyon DPW	Jeff Archey	Ron Brock
HVA	On-Duty Supervisor (734) 477-6242	Andy Savage (734) 476-2340
South Lyon Water & Waste Water	Doug Varney	Ron Beason
South Lyon City Clerk	Judy Pieper	Carol Brandon

CITY OF SOUTH LYON

GENERAL EMERGENCY MANAGEMENT GUIDELINES

The following guidelines are general to the municipality, all agencies, and individuals who have a role in responding to an emergency within the community and coordinated by the City of South Lyon. Being that emergency planning is a work in progress, guidelines are continuously reviewed and modified due to the situation and complexity of incidents.

- a) Report to the local emergency operations center when activated for scheduled exercises or disasters, or delegate another individual to staff the EOC and implement the plan.
- b) Implement mutual aid agreements or contracts with other organizations to supplement local resources that have been exhausted.
- c) Ensure compliance with this plan and the County Emergency Operations Plan, and any pertinent procedures and documents issued, which impact the provision of emergency services in the municipality.
- d) Train department emergency personnel in emergency management functions and NIMS/ICS concepts.
- e) Assist in the development, review and maintenance of the plan and of the County EOP.
- f) Develop and maintain standard operating procedures for specific functions or actions identified in the plan.
- g) Maintain a list of resources available by the departments/agencies.
- h) Protect records and other resources deemed essential for continuing government functions and each agency's emergency operations in accordance to procedures and policies.
- i) Establish mutual aid agreements and/or contracts with other jurisdictions/entities to supplement municipal resources.
- j) Establish a system of coordination, such as the incident command system, within the EOC. Field operations, however, are required to use the incident command system.
- k) Participate in the review and update of this emergency operations plan, in accordance to a schedule identified by the municipal emergency management liaison and the county emergency management coordinator.
- 1) Adapt and provide printed emergency management materials and verbal messages to those who are vision impaired, non-English speaking, or deaf/hard of hearing.
- m) Conduct pre-disaster public awareness activities including education classes, self-care guidelines, communications plans, and protocols.
- n) Make recommendations to the CEO regarding protective actions.
- o) Utilize MI-CIMS or other systems to record and log significant events throughout the duration of the emergency, as well as the decisions made by the incident commander and municipal CEO.
- p) Continuously conduct emergency planning activities as it is a work-in-progress, periodically being reviewed and updated.
- q) All emergency response agencies are considered to be available to respond.

CITY OF SOUTH LYON

EMERGENCY RESPONSE PROCEDURES

The following are procedures that the City of South Lyon conducts and coordinates with the county in response to a local state of emergency.

- a) Ensure that the municipal emergency response agencies, elected officials and the county emergency management coordinator are notified of the situation.
- b) Municipal agencies assess the nature and scope of the emergency or disaster.
- c) If the situation can be handled locally, do so, using the following sequenced guidelines:
 - a. The emergency management liaison advises the CEO and coordinates all emergency response actions.
 - b. The CEO declares a local state of emergency and notifies the county emergency management coordinator of this action; a written local state of emergency declaration is forwarded to the county within 72 hours of the on-set of the emergency/disaster event.
 - c. The Emergency Management Liaison activates the emergency operations center. The EOC is located at the Waste Water Treatment Plant, 23500 Dixboro Rd. If this location is unavailable an alternate location is at the Police Administration Building, 214 W. Lake St.
 - d. Emergency response agencies are notified through telephone by the City Manager to report to the EOC.
 - e. The CEO directs departments/agencies to respond to the emergency situation in accordance to each agency's functional guidelines indicated in the attachments to this plan.
 - f. The CEO issues directives as to travel restrictions on local roads and recommends protective actions from the commanding agency. Protective action recommendations will be based on weather forecasting and if the incident complexity increases due to inability to respond rapidly and with a "ready" supply of resources to mitigate the incident.
 - g. Notify the public of the situation, through the Public Information Official, and take appropriate actions.
 - h. Keep the county emergency management coordinator informed of the situation and actions taken.
 - d) If municipal resources become exhausted or if special resources are needed, request county assistance through the county emergency management coordinator.
 - e) If assistance is requested, the county emergency management coordinator assesses the situation and makes recommendations on the type/level of assistance. The County may also take the following steps:

- 1. Activate the County Emergency Operations Center
- 2. Activate the County Emergency Operations Plan
- 3. Respond with county resources as requested
- 4. Activate mutual aid agreements
- 5. Coordinate county resources with municipal resources
- 6. Notify Michigan State Police/Emergency Management Homeland Security Division (MSP/EMHSD) District Coordinator
- 7. Develop a jurisdiction situation report and a damage and injury assessment report via MI-CIMS and submit to the MSP/EMHSD
- 8. Assist the municipality with prioritizing and allocating resources
- f) If county resources are exhausted, the county makes a request to the Governor to declare a state of emergency or state of disaster in accordance with procedures set forth in PA 390, as amended. The county shall not request state assistance or a declaration of a state of disaster or a state of emergency unless requested to do so by the CEO of City of South Lyon if the situation occurs solely within the confines of the municipality.
- g) If state assistance is requested, the MSP/EMHSD District Coordinator, in conjunction with the county emergency management coordinator and municipal emergency management liaison, assess the disaster or emergency situation and recommend the necessary resources that are required for its prevention, mitigation, or relief efforts.
- h) After completing the assessment the MSP/EMHSD District Coordinator immediately notifies the State Director of Emergency Management and Homeland Security of the situation.
- i) The State Director of Emergency Management and Homeland Security notifies the Governor and makes recommendations.
- j) If state assistance is granted, procedures are followed in accordance with the Michigan Emergency Management Plan and the County Emergency Operations Plan.

ADDENDA

CITY OF SOUTH LYON

EMERGENCY ACTION GUIDELINES

The following attachments provide guidelines for each function that has been assigned to the agencies in response to an emergency or disaster situation.

Attachment A: Direction and Control

Attachment B: Fire Services

Attachment C: Law Enforcement

Attachment D: Warning and Communications

Attachment E. Public Information Attachment F: Damage Assessment

Attachment G: Public Works

Attachment H: Emergency Medical Services

Attachment I: Debris Management Attachment J: Human Services

Each agency assigned is responsible for maintaining the guidelines, as well as approving any changes to the guidelines or changes in the official responsible for implementation.

ATTACHMENT A DIRECTION AND CONTROL

The Executive Official/City Manager, with support from the Emergency Management Liaison, is responsible for directing and controlling emergency management operations. The following guidelines represent a checklist of actions that must be considered for providing an effective response to an emergency or disaster situation.

Guidelines:

- a) Issue orders and directives, i.e., travel restrictions, and recommend protective actions to be taken by the general public.
- b) Declare a local state of emergency or disaster and notify the county emergency management office within 72 hours of the incident onset.
- c) Generate and disseminate information to the public via the Public Information Officer.
- d) Provide for continuity of operations.
- e) Activate and maintain the local emergency operations center.
- f) Seek federal post-disaster funds, as available, as well as pre-disaster assistance.
- g) Maintain record of activity regarding decisions on emergency actions.
- h) Review and evaluate assessment data.
- i) Maintain liaison with state and federal officials.
- j) Coordinate with County officials in response and recovery efforts.
- k) Coordinate and conduct information sharing activities to identify potential and enacted WMD or terrorism activities, and mobilize and direct resources in response to such incidents.
- l) Prepare and maintain an emergency plan for the municipality subject to the direction of elected officials; review and update as required.
- m) Develop and maintain a trained staff and current emergency response checklists appropriate for the emergency needs and resources of the community.
- n) Coordinate with State and federal officials in collecting and sharing terrorism related information.

The executive official has reviewed and approves the assigned guidelines. These will be maintained in accordance to the current standards of the county's emergency plan.

ATTACHMENT B FIRE SERVICES

The Fire Department, is responsible for fire service activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

Guidelines:

- a) Provide command level representatives to the EOC and Unified Incident Command Post, when activated.
- b) Coordinate fire and search and rescue services with appropriate personnel at the County Emergency Management Agency; including assistance from regional specialty teams such as, but not limited to the Incident Management Team, Regional Response Team, Hazardous Materials Team, MUSAR, and BOMB Squad.
- c) Coordinate with County EMC and the State of Michigan in the decontamination and monitoring of affected citizens and emergency workers after exposure to CBRNE hazards.
- d) Assume secondary/assisting responsibility for emergency alerting of the public.
- e) Assist with evacuation of affected citizens, especially those who are institutionalized, immobilized or injured.
- f) Provide resources for fire services response and rescue operations.
- g) Assist in salvage operations and debris clearance.
- h) Advise elected officials about fire and rescue activities.
- i) Conduct safety analysis of the emergency, inform and recommend corrections to the CEO.
- j) Respond to hazardous materials spills in accordance to the procedures in Appendix 1 below.
- k) Assist in search and rescue operations.
- 1) Assist in searching for bombs and/or explosive devices in connection with WMD events.

The fire services official has reviewed and approves the assigned guidelines. These will be maintained in accordance to the current standards of the county's emergency plan.

ATTACHMENT B, APPENDIX 1 FIRE SERVICES

HAZMAT RESPONSE GUIDELINES

The Fire Department is responsible for the response to hazardous materials spills. Response will be acted in accordance to the following procedures:

- a) Assume incident command upon arrival at the scene.
- b) Establish scene security or coordinate with other available agencies to establish scene security.
- c) Monitor and evaluate environmental health risks or hazards from hazardous materials releases.
- d) Inspect possible sources of contamination.
- e) Provide technical assistance and liaison with other appropriate agencies or organizations for the remediation of hazardous waste releases and other contamination sources.
- f) Disseminate information to the Emergency Operations Center Public Information Officer on hazardous material releases issues.
- g) Make protective action recommendations based on severity and complexity of incident type.
- h) Ensure PPE is fit-tested to responders.
- i) Prior to proceding with cleanup, analyze and evaluate the safetiness of the spill and contamination by a certified Safety Officer/technician.
- j) Decontaminate equipment and gear.

The fire services official has reviewed and approves the assigned guidelines. These will be maintained in accordance to the current standards of the county's emergency plan.

ATTACHMENT C LAW ENFORCEMENT

The Police Department, is responsible for law enforcement activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

Guidelines:

- a) Develop and maintain procedures for the Police Department.
- b) Coordinate security and law enforcement services; with appropriate personnel at the County Emergency Operations Center.
- c) Establish security and protection of critical facilities.
- d) Provide traffic and access control in and around affected areas.
- e) Assume primary responsibility for emergency alerting and notification of threatened populations.
- f) Assist with the evacuation of affected citizens, especially those who are institutionalized, immobilized or injured.
- g) In cooperation with the Fire Department, performs search and rescue operations.
- h) Implement any curfews ordered by the CEO.
- i) Provide access control to affected areas.
- j) Provide emergency assistance to persons with functional needs.
- k) Assist the medical examiner with mortuary services.
- 1) Assist with coordination of urban search and rescue activities.
- m) Investigate incident and provide intelligence information to state and federal officials.

The law enforcement official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

ATTACHMENT D WARNING AND COMMUNICATIONS

The South Lyon Police Department is responsible for warning and communications activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

Guidelines:

- a) Warn the following individuals via telephone.
 - Municipal Chief Executive
 - Municipal Emergency Management Liaison
 - County Emergency Management Coordinator
 - Municipal Emergency Operations Center representatives
- b) Ensure all agencies represented in the municipal Emergency Operations Center have communications to their staff at their department offices and at the incident site. This equipment consists of computers, portable radios, cell phones and landline telephones.
- c) Establish communications with the county Emergency Operations Center if activated. The communications equipment available for this link is LEIN, telephone, fax, or cell phone.
- d) Establish communications with the Incident Command Post, if established.
- e) Activate the public warning system in accordance to the procedures listed in the South Lyon Police Departments Policy and Procedure Manual.
- f) Ensure the public warning system provides notification to functional needs populations identified in the community, i.e., elderly, hearing impaired, non-English speaking, and others. The system consists of door-to-door, reverse 9-1-1, vehicle paging system and multiple social media outlets.
- g) Contact and warn special facilities and locations, such as schools, hospitals, nursing homes, major industries, institutions, and place of public assembly. The methods of warning and contacting these locations consist of personal contact and telephone.

The South Lyon Police Department official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

ATTACHMENT E PUBLIC INFORMATION

The South Lyon Police Department, is responsible for public information activities. The following guidelines represent a checklist of actions that the Public Information Official must consider for providing an effective response to an emergency or disaster situation.

Guidelines:

- a) Function as the sole point of contact for the news media and public officials.
- b) Collect information from municipal emergency response agencies located in the emergency operations center and other locations.
- c) Prepare news releases/instructional information to be disseminated to the local media, considering how to communicate to non-English speaking populations.
- d) Conduct press tours of disaster area(s) within the community.
- e) Establish a Public Information Center at 214 W. Lake St. (Police and Fire Administration Building) to become the central point from which news releases are issued.
- f) Establish and maintain contact with the County Public Information Official if the County's Emergency Operations Plan is activated.
- g) Coordinate public information activities with the county Public Information Officer if the County Emergency Operations Center is activated.
- h) Assist the county in establishing a joint information center (JIC).
- i) Assist the county with establishing a Rumor Control Center.
- j) Assist the municipal emergency management liaison in developing and distributing educational material on the hazards that face the municipality.
- k) Develop and maintain Emergency/Public Information procedures.
- l) Maintain a log and file of all information released to the media.

The South Lyon Police Department official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

ATTACHMENT F DAMAGE ASSESSMENT

The South Lyon Building Department with contracted support from Safebuilt, is responsible for damage assessment activities and for ensuring damage assessment team members have current training. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

Guidelines:

- a) Record initial information from first responders such as law enforcement, fire services, and public works.
- b) If necessary, activate the damage assessment team which consists of the following agencies:
 - 1. Safebuilt responsible for public damage assessment
 - 2. Safebuilt responsible for individual damage assessment
- Provide information to the municipal Emergency Management Liaison. The Liaison will then
 provide assessment data to the county for preparation of a jurisdictional situation report via
 MI-CIMS.
- d) If the situation warrants, assist the municipal CEO with the preparation of a local state of emergency declaration and forward to the County Emergency Management Coordinator.
- e) Prepare a request for county assistance in conjunction with the municipal emergency management liaison.
- f) Plot damage assessment information on status boards in the municipal Emergency Operations Center.
- g) Record all expenditures for municipal personnel, equipment, supplies, services, etc., and track resources being used.
- h) Prepare reports for the municipal public information official.
- i) Collect information and forward to the County so that the county can complete the Damage and Injury Assessment information through the jurisdiction's situational report via MI-CIMS.

The South Lyon Building Department official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

ATTACHMENT G PUBLIC WORKS

The Public Works Department as well as the Water and Wastewater Department are responsible for public works activities. The following guidelines represent a checklist of actions that department officials must consider for providing an effective response to an emergency or disaster situation.

Guidelines:

- a) Maintain transportation routes.
- b) If necessary, coordinate activities designed to control the flow of flood water, including sandbagging, emergency diking, and pumping operations.
- c) Coordinate travel restrictions/road closures within the municipality.
- d) Identify evacuation routes.
- e) Provide emergency generators and lighting.
- f) Assist with traffic control.
- g) Assist with access control.
- h) Assist with urban search and rescue activities, i.e., persons trapped in damaged buildings or under heavy debris/objects, etc.
- i) Assist private utilities with the shutdown and restoration of gas and electric services.
- j) Assist with transportation of essential goods, i.e., food, medical supplies, etc.
- k) As necessary, establish a staging area for public works.
- 1) Report damage information to the Damage Assessment Team.
- m) If necessary, assist with damage surveys for the federal public assistance grant program.
- n) If the county Emergency Operations Center is activated, establish and maintain contact with the person representing public works.
- o) Notify Law Enforcement of the location(s) of disabled vehicles.
- p) Inspect critical infrastructure and other public utilities for safety.

The public works official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

ATTACHMENT G, APPENDIX 1 PUBLIC WORKS

HAZMAT RESPONSE GUIDELINES

The Public Works Department will support the Fire Department in response efforts according to the following:

- a) Assist the fire department in the cleanup of contaminated soils and transport to appropriate dump sites.
- b) Evaluates inland water conditions and make recommendations to fire chief on response actions.
- c) Provide heavy equipment and diking materials to support the Fire Department's response to hazardous materials incidents.
- d) Advise the incident commander of any safety concerns.
- e) Ensure personnel use adequate personal protection equipment.
- f) Decontaminate equipment and gear.

The public works official has reviewed and approves these guidelines. These will be maintained in accordance to the current standards of the county's emergency plan.

ATTACHMENT H EMERGENCY MEDICAL SERVICES

The Fire Department, with assistance from Huron Valley Ambulance, is responsible for emergency medical service activities. The following guidelines represent a checklist of actions that agency officials must consider for providing an effective response to an emergency or disaster situation.

Guidelines:

- a) Evacuate nursing homes, hospitals, and other medical facilities.
- b) Assist with animal and pet control, coordinating activities with Oakland County Animal Control.
- c) Assist with decontamination.
- d) Coordinate and provide emergency medical care to victims.
- e) Establish a staging area for emergency medical equipment.
- f) Identify a facility to be used as a temporary morgue if necessary.
- g) Coordinate with hospitals and shelter managers to staff medical teams at shelters.
- h) When appropriate, coordinate field units' participation in damage assessment activities.
- i) Ensure that emergency medical teams responding on-scene have established an on-scene medical command post and a medical commander.

Fire Services has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

ATTACHMENT I DEBRIS MANAGEMENT

The Public Works Department as well as the Water and Wastewater Department are responsible for debris management activities. The following guidelines represent a checklist of actions that agency officials must consider for providing an effective response to an emergency or disaster situation.

Guidelines:

Debris Clearance – Occurs in the first 24-72 hours and generally focuses on clearing roadways for emergency vehicles & rescue operations to have unobstructed routes to critical facilities

- a. Maintain detailed record keeping (critical for possible reimbursement)
 - i. Document all expenses and time involved in the debris removal process
- b. Coordinate with public utilities and waste haulers
- c. Consider how to handle access to private property
 - i. Right-of-entry, hold-harmless agreements
- d. Consider health & safety concerns (obtain detailed safety plans from contractors)
- e. Obtain any necessary permits and/or waivers

Debris Removal – The management and disposal of accumulated debris after life-safety has been addressed

- f. Consider the following steps in the debris management process:
 - i. Removal
 - ii. Transportation/hauling routes
 - iii. Temporary storage/staging site selection & management
 - 1. Consider water tables, affected populations, terrain
 - iv. Monitoring/load tickets/weights & measures
 - v. Sorting/Processing
 - vi. Recycling of applicable materials
 - vii. Reduction (Chipping, grinding, burning)
 - viii. Final disposition/landfill or other

The debris management official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

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ATTACHMENT J HUMAN SERVICES

The City Clerk from the Administration Department will serve as the Human Services Liaison and is responsible for human services activities. The liaison will coordinate and/or keep informed regarding human services activities occurring within the municipality. In addition, they will coordinate with County & other Human Service Agencies. The following guidelines represent a checklist of actions that the liaison must consider for providing an effective response to an emergency or disaster situation.

Guidelines:

- a) Coordinate activities of municipal agencies/departments which provide human service type services; consider those with functional needs.
- b) Coordinate the provision of transportation for evacuation.
- c) Open and manage shelters in the municipality.
- d) Set up canteen (s) to feed emergency workers in the municipality.
- e) Provide food to municipality workers and victims of disaster residing in the municipality.
- f) Assist the PIO with a Rumor Control Center.
- g) Arrange for provision of Crisis Counseling or Critical Incident Stress Debriefing (CISD) for both victims and identified disaster workers.
- h) If the County Emergency Operations Center is activated, establish and maintain contact with the person representing Human Services. If the county Emergency Operations Center is not activated, establish and maintain contact with the county Human Services Official directly at the county Department of Health and Human Services.
- i) Coordinate with American Red Cross and other pertinent organizations for the distribution of emergency clothing for disaster victims.
- j) Coordinate efforts to provide transportation for disaster victims and family reunification. (Consider local school buses, council on aging, canoe liveries, USFS, volunteers, etc.)

The human services official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

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ATTACHMENT J, APPENDIX 1 HUMAN SERVICES RESOURCES AND SUPPORT SERVICES

TRANSPORTATION RESOURCES	TYPE
South Lyon Bus Garage - (248) 573-8910	All

MAXIMUM OCCUPANCY
1,300
500
500
1

FOOD AND FAMILY CARE RESOURCES	TYPE OF SERVICE
	Emotional and Spiritual Support,
Salvation Army, Charles McDougall - (248) 443-5500	Food and Clothing
American Red Cross - (313) 833-4440	cc cc

FUNCTIONAL NEEDS CARE SERVICES	TYPE OF SERVICE
South Lyon Senior Care and Rehab Facility	Mobility and DME Equipment
Language Line - 800-523-1786	Translator

PLAN DISTRIBUTION

This Emergency Operations Plan is provided to all municipal departments. Non-municipal departments may contact the Municipal Emergency Management Coordinator to obtain a copy of the plan. Additionally, this plan will also be provided to the Oakland County Homeland Security Division as support to the Oakland County Emergency Operations Plan. A distribution record will be maintained so as to provide future updates/revisions.

PLAN DEVELOPMENT AND MAINTENANCE

The municipal operations plan will be maintained in accordance with current standards of the Oakland County Emergency Operations Plan (EOP) and in accordance with municipal government guidelines. Deficiencies identified in exercises and actual use, or organizational changes will stimulate revisions to the plan as well. Revisions of the plan will be forwarded to all organizations/agencies assigned responsibilities in the plan. Directors of supporting agencies have the responsibility for maintaining internal plans, Standard Operating Procedures (SOP), and resource data to ensure prompt and effective response to emergencies.

RECORD OF CHANGES

Date of Change	Plan Component	Signature	Date
	<u> </u>		
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AUTHORITY AND REFERENCES

State

- a. Act 390 of 1976, Michigan Emergency Management Act
- b. Michigan Emergency Management Assistance Compact
- c. Michigan Emergency Management Plan, January 2006 ed.

Local

- a. Oakland County Emergency Operations Plan
- b. NIMS Resolution, adopted April 13, 2009
- c. (Insert any local mutual aid references)

SUPPORTING PLANS AND PROCEDURES

- a. Oakland County Hazard Mitigation Plan
- b. Oakland County Emergency Management Plan

AGENDA NOTE

Unfinished Business # 1

MEETING DATE: December 12, 2022

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Second reading of amendment of purchasing ordinance to increase the value of purchases requiring Council approval and competitive bidding and to clarify authority for emergency purchases

EXPLANATION OF TOPIC:

At the November 28, 2022 City Council Meeting, City Council approved for First Reading the amendment to the purchasing ordinance to increase the value of purchases requiring Council approval and competitive bidding and to clarify authority for emergency purchases and during our Audit presentation, there have been comments and discussion by Council about The proposed ordinance amendment increases the value of purchases requiring Council approval from \$5,000 to \$10,000 (See Section 2-222).

The proposed amendment also increases the value of purchases requiring competitive bidding, as defined in the ordinance (Section 2-224), from \$10,000 to \$15,000. Thus, 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 current city practice. Purchases over \$15,000 must be approved by Council and be done by competitive bidding.

The proposed ordinance amendment also amends Section 2-225 increasing the value for reporting to city Council emergency expenditures from \$5,000 to \$10,000.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Proposed Ordinance Amendment showing changes.

POSSIBLE COURSES OF ACTION: amendment.	adopt/deny/postpone/table the proposed ordinance
SUGGESTED MOTION: Motion, to adopt the proporticle VI — Purchasing, Chapter 2 — Add South Lyon, as presented.	by, supported by osed ordinance to amend the purchasing ordinance ministration of the Code of Ordinances of the City of

ORDINANCE NO. __-22 CITY OF SOUTH LYON OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE CITY OF SOUTH LYON CODE OF ORDINANCES, CHAPTER 2 – ADMINISTRATION, ARTICLE VI – PURCHASING TO INCREASE THE VALUE OF PURCHASES REQUIRING COUNCIL APPROVAL, COMPETITIVE BIDDING AND EMERGENCY PURCHASES.

THE CITY OF SOUTH LYON ORDAINS:

<u>PART I.</u> Amendment of Article VI – Purchasing. The following sections of Chapter 2 – Administration, Article VI – Purchasing, of the Code of Ordinances of the City of South Lyon, are hereby amended to read as follows:

Sec. 2-222. - Purchases or contracts under \$150,000.00.

Purchases of supplies, materials or equipment, the cost of which is less than \$150,000.00, may be made in the open market but such purchases shall, except where the manager shall determine that no advantage to the city would result or in the employment of professional services, be based on comparative prices supported by three (3) written quotes and shall be awarded to the lowest competent bidder. The purchasing agent may contact prospective suppliers and vendors and solicit prices and quotes verbally, by telephone, or by written communication. A record shall be kept for six months of all open market orders and the comparative quotes submitted thereon, which records shall be available for public inspection. Purchases or contracts obligating the city in an amount less than \$105,000.00 need not have the prior approval of the city council.

Sec. 2-224. - Approval for purchases or contracts over \$105,000.00; competitive bidding for purchases or contracts over \$150,000.00.

Any expenditure for supplies, materials, equipment, construction project or contract obligating the city, where the amount of the city's obligation is in excess of \$105,000.00, shall be first approved by the city council. Where such expenditure or contract exceeds \$150,000.00, it shall be subject to competitive bidding as herein prescribed except where the council shall determine that no advantage to the city would result or where the expenditure or contract is for professional services. Where competitive bidding is required, the following procedure will apply.

(1) The purchasing agent shall solicit bids from a reasonable number of such qualified prospective bidders as are known to him by sending each a copy of the notice requesting bids and notice thereof shall be posted in the city hall. Bids shall also be solicited by newspaper advertisement when directed by the city council.

- (2) Unless prescribed by the council, the manager shall prescribe the amount of any security to be deposited with any bid, which deposit shall be in the form of cash, certified or cashier's check or bond written by a surety company authorized to do business in the State of Michigan. The amount of such security shall be expressed in terms of percentage of the bid submitted. Unless fixed by the council, the manager shall fix the amount of the performance bond and in the case of construction contracts, the amount of the labor and materials bond to be required of the successful bidders.
- (3) Bids shall be opened in public at the time and place designated in the notice requesting bids in the presence of the purchasing agent, the city clerk and at least one other city official, preferably the head of the department most closely concerned with the subject of the contract. The bids shall thereupon be carefully examined and tabulated and reported to the council with the recommendation of the purchasing agent at the next council meeting. After tabulation all bids may be inspected by the competing bidders. In lieu of the procedure for opening bids herein specified, the council may direct that bids be opened at a council meeting.
- (4) When such bids are submitted to the council, if the council shall find any of the bids to be satisfactory, it shall award the contract to the lowest competent bidder meeting specifications, unless the council shall determine that the public interest will be better served by accepting a higher bid. Such award may be by resolution or ordinance. The council shall have the right to reject any or all bids and to waive irregularities in bidding and to accept bids which do not conform in every respect to the bidding requirements.
- (5) At the time the contract is executed by him, the contractor shall file a bond executed by a surety company authorized to do business in the State of Michigan, to the city, conditioned to pay all laborers, mechanics, subcontractors and materialmen as well as all just debts, dues and demands incurred in the performance of such work and shall file a performance bond when one is required. Said contractor shall also file evidence of public liability insurance in an amount satisfactory to the city manager, and agree to save the city harmless from loss or damage caused to any person or property by reason of the contractor's negligence.
- (6) All bids and deposits of certified or cashier's checks may be retained until the contract is awarded and signed. If any successful bidder fails or refuses to enter into the contract awarded to him within five days after the same has been awarded, or file any bond required within the same time, the deposit accompanying his bid shall be forfeited to the city, and the council may, in its discretion, award the contract to the next lower competent bidder meeting specifications, or to another competent bidder meeting specifications if the council shall determine that the public interest will be better served by accepting such other bid, or said contract may be readvertised.

Sec. 2-225. – Emergency purchases.

In the case of any emergency, the city manager or his or her designee, may purchase any supplies, materials, equipment or services, necessary to the continuation of the operation, business, and work of the city or affected department or that is necessary to protect the public health, safety and welfare; provided, however, that if such purchase exceeds \$105,000.00, it shall be reported to the city council at the next regular council meeting following such purchase.

PART II. Severability. Should any division, section, subsection, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

PART III. Savings Clause. The amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance.

<u>PART IV.</u> Repealer. All other Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

<u>PART V.</u> <u>Effective Date: Publication.</u> This Ordinance shall take effect upon the later of ten (10) days after adoption or upon publication thereof as provided by the Charter of the City of South Lyon.

Made, passed and , 2022.	adopted by the	South Lyon City Council this	day o
		Daniel L. Pelchat, Mayor	
		Lisa Deaton, City Clerk	· · ·
	Certificate	e of Adoption	

I hereby certify that the foregoing is a true and complete copy of the ordinance adopted at the regular meeting of the South Lyon City Council held on the _____ day of ______, 2022.

Lisa Deaton, City Clerk

AGENDA NOTE Unfinished Business # 2

MEETING DATE: December 12, 2022

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Road Improvement Plan Discussion – HRC

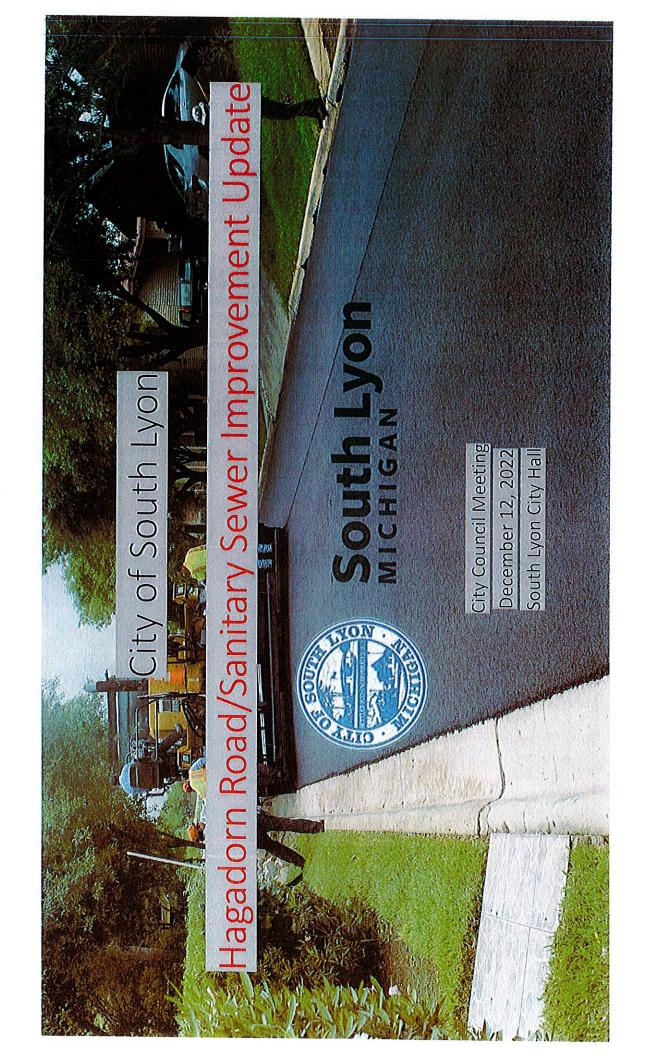
EXPLANATION OF TOPIC: Tonight we will discuss the planned road improvements for 2023. The Hagadorn area will be the first project in our multi-year Road Improvement Program. This project will entail repairs of sections of sanitary sewer, storm sewer and road paving. I have attached a preliminary cost estimate. We have included a schedule of events, which will include public informational meetings, bid dates, construction dates as well. In 2023 we will also perform extensive crack sealing and joint repairs throughout numerous subdivisions in the City as well. And in following years other road improvement projects will take place. Those will be discussed at a later date and based upon yearly condition assessments, analysis and available funding.

HRC will be in attendance to discuss the preliminary road design and estimates. And to go over the milestones of the project.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Memo from HRC on the road improvement program and supporting data on the road segment / subdivision costs for the Hagadorn area.

POSSIBLE COURSES OF ACTION: Discussion on the City's Road Improvement Plan.

SUGGESTED MOTION: None



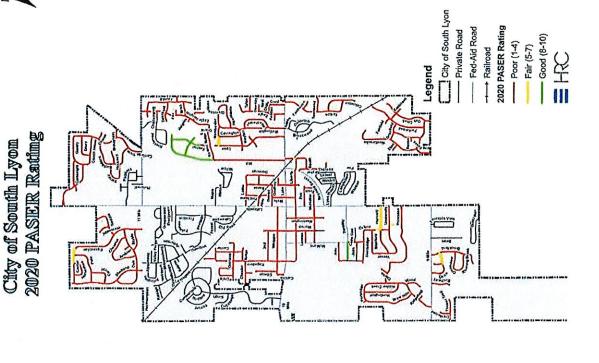
2020 PASER Road Ratings

As of the 2020 PASER Road Rating.

Less than 1% of your roads are in

- **Good Condition**
- Less than 5% of your roads are in Fair Condition
- 95% of your roads are in Poor Condition

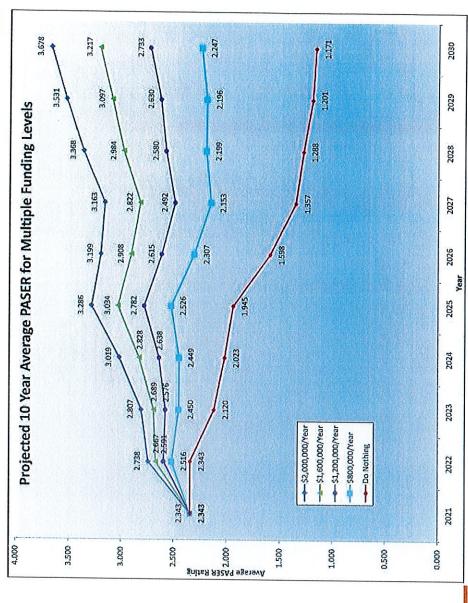




Projected Road Condition Chart

City of South Lyon Average PASER Rating by Funding Amount 2021 - 2030

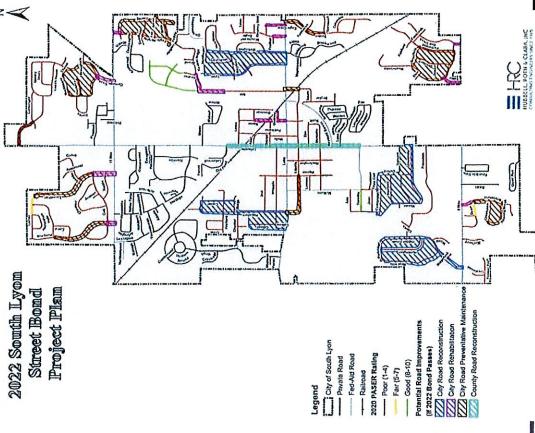




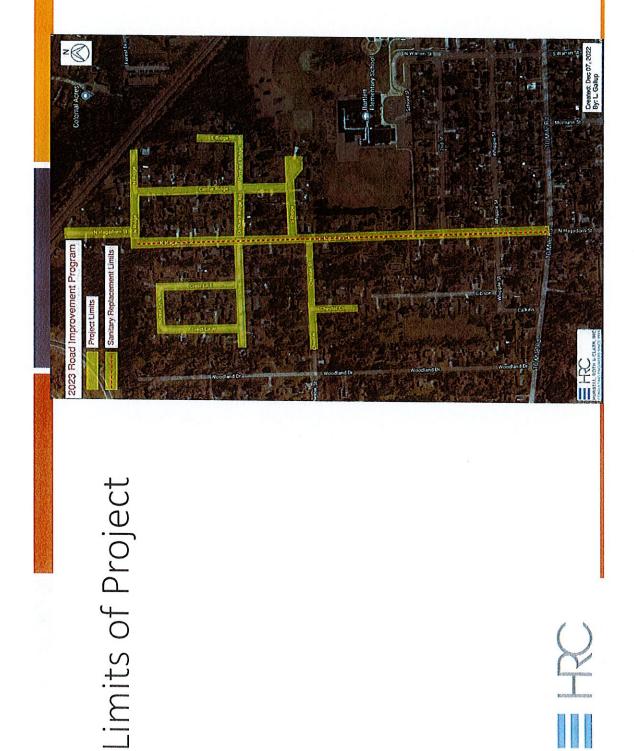






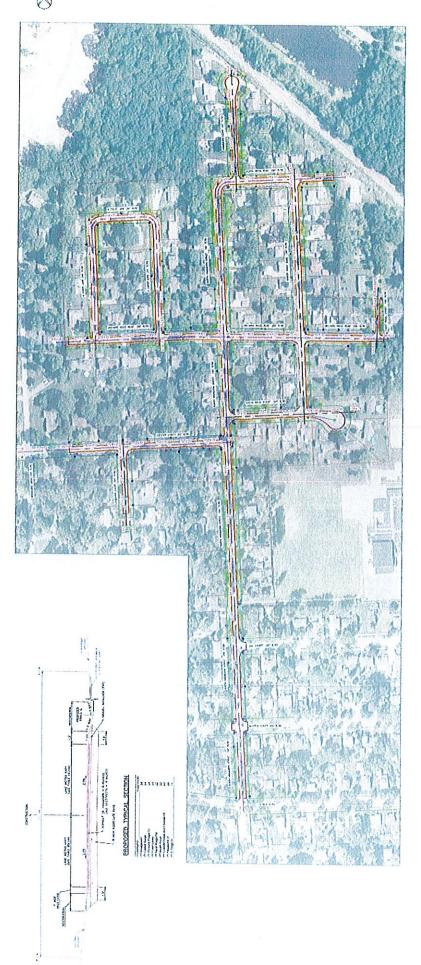




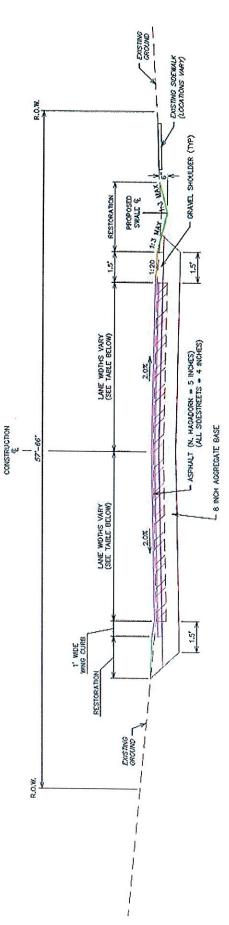




Preliminary Overall Plan







PROPOSED TYPICAL SECTION

Road Name	Road Width
PriN Hagadom	24
Pr Center Ridge	25
Pr Orchard Ridge Rd	34
Pr Crest Laries	75
Pr North Ridge Rd	22
Pr South Ridge	22
Prichester Street and Chaster Ct	23
Pr.Hagadorn Ct.	20
PrE Ridge St	5





2023 Hagadorn Area Roadway and Sanitary Sewer Improvements

Preliminary Cost Estimate

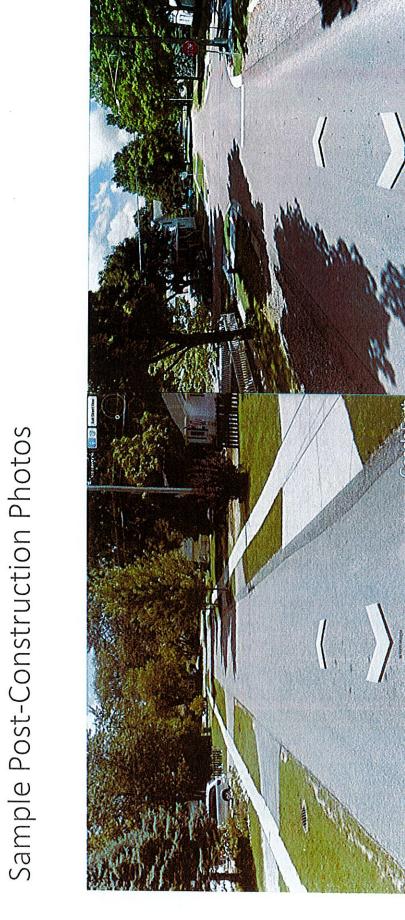
Sanitary Sewer Improvements (Incl. 15% Contingencies)	φ.	725,000.00
Roadway Improvements (Incl.:15% Contingencies)	₩.	3,750,000.00
Design Engineering (8% of Total Construction Cost)	s	360,000,00
Construction Administration (14% of Total Construction Cost))	. - 07	630 000 00
Estimated Total Project Cost	· v	5 465 000 00

Project Schedule

: mber, 2022 323 3	mber, 2022 123 3
s End of Construction	November, 2023 End of Constr
Public Outreach - Discuss Construction Expectations	
8	8
Design continues, Public Outreach Meeting	
ber, 2022	ber, 2022
Existing Utility information research, Topographic Survey, Page 1	

Date created: 12/07/2022







Next Projects

2023 – 2025 – City Wide Crack Sealing Program

2024 - Rehabilitation Projects*

*Improvements to various subdivision entrances and select streets throughout the City



AGENDA NOTE

New Business #1

MEETING DATE: December 12, 2022

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: Resolution to approve application for MDNR Sparks Grant.

EXPLANATION OF TOPIC: Earlier this year we received notice that we received grant from Oakland County for \$100,000 to go towards the unnamed Park on S Lafayette and McHattie. In the current year we have also budgeted for \$45,000 towards this park as well. We are now applying for \$693,000 grant through the MDNR to complete the park improvements as outlined.

The attached resolution is required for our application for this grant. We will also be applying for additional grants through the MDNR for additional projects. In order to receive this grant, we must adopt the attached Resolution.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Resolution to authorized the City Manager to apply for the 2022/2023 Sparks Grant for the currently named Lafayette Park.

POSSIBLE COURSES OF ACTION: Approve or not approve the attached Resolution to authorize the City Manager to apply for the 2022/2023 Sparks Grant for the park currently known as Lafayette Park.

SUGGESTED MOTION: Motion by Seconded by to authorize the City Manager to apply for the 2022/2023 Sparks Grant for the park currently known as Lafayette Park.

A RESOLUTION

Of the Council of the City of South Lyon, Michigan authorizing the City Manager to apply for the 2022/23 Spark Grant Program for park improvements at Lafayette Park

WHEREAS, the City of South Lyon City Council supports the submission of an application titled, "Lafayette Park Improvements Project" to the Spark grant program for development of a new Park, to be named Lafayette Park, in downtown South Lyon, which will include new universally accessible public spaces and amenities; and

WHEREAS, the City of South Lyon is hereby making a financial commitment to the project in the amount of \$45,000 matching funds, in cash; and the City of South Lyon has obtained a Oakland County Park (OCPRC) and Trailways Park Development Program grant for the "Lafayette Park Improvement Project" in the additional amount of \$100,000; and

NOW, THEREFORE, THE CITY OF SOUTH LYON RESOLVES:

Section 1: that the City of South Lyon City Council hereby authorizes submission of a Spark Application for \$693,000, and further resolves to make available its financial obligation amount, City matching funds and OCPRC grant funds totaling \$145,000 (17.3%) of a total \$838,000 project cost, during the 2022-2024 fiscal years.

Dated

Lafayette Park

South Lyon, Michigan

The City of South Lyon purchased the half acre parcel on the northeast corner of Lafayette Street and McHattie Street and removed a vacant building making room for the development of Lafayette Park.

The perimeter of the park is surrounded by public sidewalks and newly introduced parallel parking area to the south for the potential to offer EV parking and EV charging station.

Equally spaced masonry piers and aluminum fencing along the perimeter add formality and an element of safety while complementing the existing streetscape. Each pedestrian entry location from Lafayette Street, McHattie Street, and the intersection of the two streets are flanked by masonry piers welcoming pedestrians to the park. A bench with companion seating and wayfinding / community bulletin board also complement to the current streetscape elements.

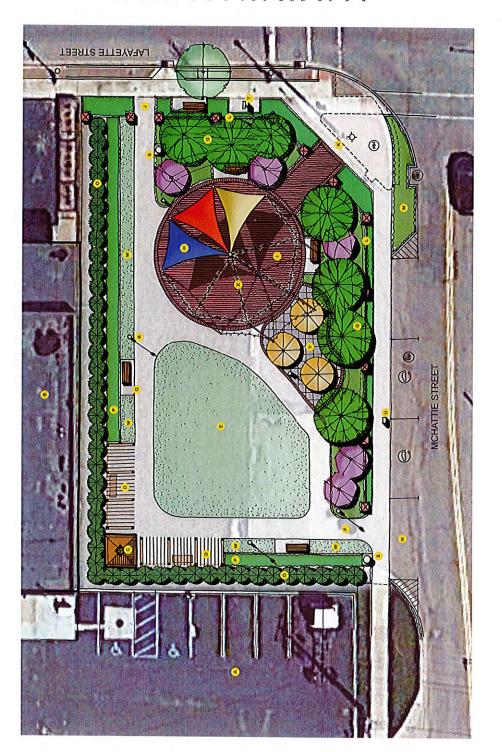
The entry at the corner is set back from the street to accommodate surface and subsurface utilities and ensure the safety of the vehicles entering Lafayette Street from McHattie Street. Decorative paving, originating from the corner, leads to a multi-purpose open area with colorful shade sails above to introduce a bright and relaxing atmosphere. Together with the string lights, they welcome an evening celebratory space that provides additional exhibit space for vendors participating in the numerous downtown public events.

The east side of the park is slightly bermed and planted with native species of deciduous canopy and flowering trees to soften the views into the park and address the traffic noise from Lafayette Street. The south side of the park is also slightly elevated and planted with similar species. The berm is retained to accommodate a hard surface area punctuated with tables, umbrellas, and movable chairs.

To the west of the plaza is a large area of synthetic turf that welcomes permanent or rotating art pieces and additional multi-use or vendor space. Manicured evergreen hedges on the north and west edges of the park soften unsightly views of the blank wall of the adjacent business to the north and parking lot to the west.

Bench seating with adjacent companion seating, trash receptacle and charging station and free Wi-Fi are dotted throughout the park. The northwest corner of the park is encircled with an open air pergola with swinging benches and a small structure that supports an accessible family restroom. Evenly spaced LED light fixtures cast safe levels of lighting during evening hours.

The proposed improvements for Lafayette Park establish a southern gateway to the city of South Lyon and welcome visitors and employees in the downtown area a tranquil area to stroll through, appreciate art display, enjoy music or an early morning coffee.



- PERGOLA WITH SWINGING BENCH (POSSIBLE LOCATION FOR ARTWO) 10 X 10 SHELTER
 - OPEN SYNTHETIC LAWN (POSS LOCATION FOR PERMANENT CROTATING ART PIECES MCHATTIE STREET ENTRY
- PROPOSED BERM WITH CANOPY, ORNAMENTAL TREES SHADE SAILS
- DECORATIVE PAVING (44 FT. DIA. LAFAYETTE STREET ENTRY
- PROPOSED 48" HT. MASONRY PIERS AND 42" HT. ALUMINUM FENCE MAIN ENTRY WITH TALL MASONRY PIER AND SIGN
- MODIFIED CURS TO ACCEPT PARALLEL PARKING
- PARALLEL PARKING (4 SPACES, 2 SPACE EV ONLY)
- FLOWERING SHRUBS OR PERENNIALS, TYP BENCH WITH COMPANION SEATING, TYP (5 TOTAL)
 - 14" HT. LED LIGHT, TYP. (5 TOTAL)
 - TRASH RECEPTACLE, TYP. (2 TOTAL) KIOSK WITH WAYFINDING MAP, COMMUNITY BULLETIN BOARD
- EV CHARGING STATION (2 OUTLETS) DECORATIVE PAVING WITH TABLES/ UMBRELLAS AND MOVABLE CHAIRS
- OPEN LAWN (POSSIBLE LOCATION FOR ARTWORK)

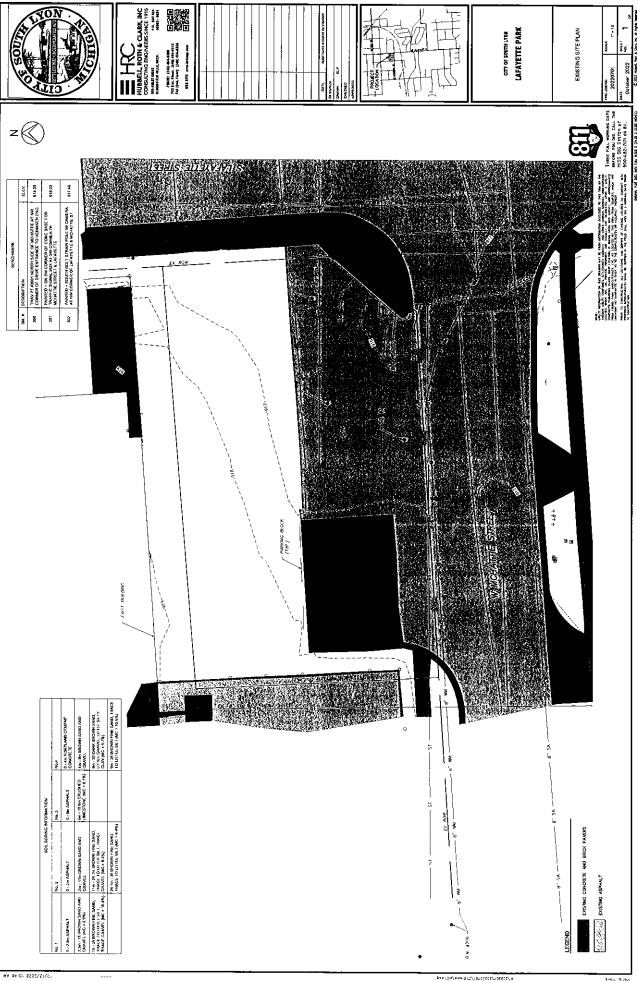








CITY OF SOUTH LYON





November 30, 2022 Lafayette Park - Opinion of Probable Construction Costs South Lyon, Michigan

Quar	ntity	Item Description	Unit Cost	Total Cost
<u>Demolition</u>				
50		Sawcutting and concrete curb and gutter ren	noval \$15.00	\$750.00
560		Sawcutting and asphalt removal	\$10.00	\$5,600.00
140		Strip Sod and Export Topsoil (4")	\$12.00	\$1,680.00
1,500		Excavation and Berm Fill (Assume 3 foot de	pth) \$12.00	\$18,000.00
300	су	Berm Fill Placement and Rough Grading	\$8.00	\$2,400.00
12,000	st	Rough Grading / Land Balance	\$0.50	\$6,000.00
			Sub Total	\$34,430.00
Construction				
Lump Sum		Mobilization	\$5,000.00	\$5,000.00
Lump Sum		Soil Erosion and Sedimentation Control	\$2,500.00	\$2,500.00
Lump Sum		Storm Sewer and Drain Tile	\$15,000.00	\$15,000.00
Lump Sum		Site Electrical	\$15,000.00	\$15,000.00
100	lf	Concrete Curb and Gutter	\$20.00	\$2,000.00
1,080	sf	Concrete Paving, 6"	\$9.00	\$9,720.00
Lump Sum		Pavement Marking (EV symbol, stripe)	\$600.00	\$600.00
10	()	42" ht. Masonry Piers	\$3,500.00	\$35,000.00
	ea	72" Masonry Piers	\$4,500.00	\$9,000.00
140 3,000	lf - c	36" ht. Aluminum Fence	\$125.00	\$17,500.00
130	sr If	Precast Concrete Paving	\$15.00	\$45,000.00
	ea	Precast Concrete Planter Curb	\$20.00	\$2,600.00
Lump Sum	еа	14' ht. Light Pole with Duplex Receptacle	\$6,500.00	\$32,500.00
Lump Sum		EV Charging Station (Dual Ports) Kiost and Community Bulletin Board	\$15,000.00	\$15,000.00
Lump Sum		Shade Sails (Three total)	\$5,000.00	\$5,000.00
Lump Sum		String Lights and Supporting Poles	\$60,000.00	\$60,000.00
Lump Sum		Pergola and Shelter	\$50,000.00	\$50,000.00
Allowance		Signage	\$50,000.00 \$10,000.00	\$50,000.00
	ea	Swinging Benches	\$10,000.00 \$2,500.00	\$10,000.00
2	ea	Trash Receptacle	\$1,600.00	\$5,000.00
	ea	Bench	\$2,500.00	\$3,200.00 \$12,500.00
	ea	Bike Rack	\$1,500.00	\$3,000.00
3	ea	Tables & Umbrellas	\$6,500.00	\$19,500.00
150	ea	Perennial Plantings (1 gal., assume 24" o.c.)	\$20.00	\$3,000.00
7	ea	Deciduous Canopy Tree (2.5"-3" cal.)	\$650.00	\$4,550.00
5	ea	Ornamental Tree (2.5"cal.)	\$350.00	\$1,750.00
45	ea	Evergreen Hedge (8-10' ht.)	\$450.00	\$20,250.00
100	су	Imported Topsoil (4" depth)	\$30.00	\$3,000.00
2,230	sy	Fine Graded Sodded Lawn	\$6.00	\$13,380.00
40	су	3" Shredded Hardwood Mulch	\$45.00	\$1,800.00
100	су	12" Plant Mix	\$45.00	\$4,500.00
150	If	Metal Edging	\$6.00	\$900.00
1,900	sf	Synthetic Lawn	\$30.00	\$57,000.00
Lump Sum		Automated Irrigation System	\$15,000.00	\$15,000.00
			Sub Total:	\$618,610.00
			10% Design Contingency:	\$61,861.00
			20% Design and Construction Fee	\$123,722.00
			Grand Total:	\$838,623.00

AGENDA NOTE

New Business #2

MEETING DATE: December 12, 2022

PERSON PLACING ITEM ON AGENDA: City Manager

AGENDA TOPIC: HRC Engineering Services.

EXPLANATION OF TOPIC: Earlier this year we discussed HRC and their role as our engineer and the services they provide the City of South Lyon. I have included a Statement of Qualifications document that outlines their firm, previous experience (in South Lyon and other communities), staff qualifications and additional information on what they provide the City of South Lyon. The discussion tonight gives City Council the opportunity to learn more about HRC, and their approach to providing engineering services to the City of South Lyon. Additionally, this allows you to give feedback to potentially improve our working relationship.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: Statement of Qualifications

POSSIBLE COURSES OF ACTION: Provide feedback to improve our current and future relationship with HRC.

SUGGESTED MOTION: None



November 30, 2022

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

Dear Paul Zelenak:

Thank you for your recent renewal with the Michigan Municipal Risk Management Authority (MMRMA). On behalf of the MMRMA Board of Directors, I am very pleased to provide City of South Lyon with \$22,775. This represents your share of the distribution of excess net assets from MMRMA to current eligible renewing Members declared by the Board in January 2022. In accordance with your instructions, the full amount of \$22,775 has been sent via electronic funds transfer to the bank account indicated on your ACH Authorization Form.

The Board determined whether to declare a distribution of excess net assets based on a recommendation from the Investment Committee and the most recent analysis by our actuary of net asset adequacy of MMRMA at June 30, 2021. This year, the Board declared a net asset distribution of \$33,544,857 to eligible Members. Many factors contribute to the ability of the Board to declare a distribution, including better than expected loss trends, good risk management practices, responsiveness to risk control recommendations, and a successful well-diversified long-term investment strategy. A new actuarial analysis is performed each year to determine if there are excess net assets eligible for distribution; because each year's analysis is discrete, there is no guarantee of future distributions.

However, the essential and most important factor allowing MMRMA to distribute excess net assets is the long-term commitment of its Members. A majority of MMRMA Members have over 20 years of continuous membership, and several have more than 35 continuous years with our organization. The method used to calculate the distribution of excess net assets recognizes and rewards those municipalities with sustained longevity. In addition to your years of continuous membership, the calculation method considers your claim loss history in excess of your self-insured retention (SIR) layer and your contributions to the General Fund over the past five years. Without your ongoing participation and commitment to best practices, such distributions would not be possible. The ultimate recognition of the success of our organization goes to you – the MMRMA Members. The Board and I sincerely thank you for your loyal support of MMRMA.

Warmest regards,

Michael L. Rhyner Executive Director

Cc: Tim McClorey



November 30, 2022

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

Dear Paul Zelenak:

Thank you for your recent renewal with the Michigan Municipal Risk Management Authority (MMRMA). On behalf of the MMRMA Board of Directors, I am very pleased to provide City of South Lyon with \$5,502. This represents your share of the distribution of excess net assets from the State Pool Retention Fund to current eligible renewing State Pool Members declared by the Board in February 2022. The full amount of \$5,502 has been sent via electronic funds transfer to the bank account indicated on your ACH Authorization Form.

The Board determined whether to declare a distribution of excess net assets from the State Pool Retention Fund based on a recommendation from the State Pool Committee and the most recent analysis by our actuary of net asset adequacy of the State Pool Retention Fund at June 30, 2021. This year, the Board declared a net asset distribution from the State Pool Retention Fund of \$750,000 to eligible State Pool Members. Many factors contribute to the ability of the Board to declare a distribution, including better than expected loss trends, good risk management practices, responsiveness to risk control recommendations, and a successful well-diversified long-term investment strategy. A new actuarial analysis is performed each year to determine if there are excess net assets eligible for distribution; because each year's analysis is discrete, there is no guarantee of future distributions.

However, the essential and most important factor allowing MMRMA to distribute excess net assets is the long-term commitment of its State Pool Members. The method used to calculate the distribution of excess net assets recognizes and rewards those municipalities with sustained longevity. In addition to your years of continuous membership, the calculation method considers your self-insured retention (SIR) claim loss history within the State Pool's retained risk layer and your contributions to the State Pool Retention Fund over the past five years. Without your ongoing participation and commitment to best practices, such distributions would not be possible. The Board and I sincerely thank you for your loyal support of MMRMA.

Warmest regards,

Michael L. Rhyner Executive Director

cc: Tim McClorey