

# Regular City Council Meeting

## February 10, 2025

### Agenda

- 6:30 p.m.      **Call to Order**  
**Pledge of Allegiance**  
**Roll Call**  
**Approval of Minutes: January 27, 2025**  
**Approval of Bills**  
**Approval of Agenda**  
**Consent Agenda**  
**1. Parks and Rec Application – Mike Gutenkunst**  
**2. Cultural Arts Commission Resignation – Patricia Dombecki**  
**3. Donation of HVAC Equipment**  
**4. Carnivale Road Closures**

**Public Comment**

**Discussion - Downtown**

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

- I. Unfinished Business**
  - 1. Second Reading of Ordinance to Amend Chapter 90, Article III, Sec. 9-72, fines and costs**
  
- II. New Business**
  - 1. Drilling and Installation of New Well #8**
  - 2. City Personnel Policy Changes**
  
- 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\*

**\*\*Next Council meeting will be February 24, 2025 at 6:30 pm\*\***

## **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  
City Council Meeting  
January 27, 2025

Mayor Kennedy opened the meeting at 6:30 p.m.  
Mayor Kennedy led those present in the Pledge of Allegiance

ROLL CALL

Roll Call: Mayor Kennedy and Councilmembers: Bogart, Dilg, Hansen, Kivell, Kurtzweil and Mosier  
Also present: City Manager Zelenak, Chief Baaki, Fire Chief Thorington, DDA Director Mack, and Clerk/Treasurer Deaton

MINUTES- January 13, 2025

CM 1-1-25 MOTION TO APPROVE MINUTES

Motion by Mosier, supported by Hansen  
Motion to approve minutes as presented

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS- None

AGENDA

CM 1-2-25 MOTION TO APPROVE THE AGENDA

Motion by Dilg, supported by Hansen  
Motion to approve the agenda as presented

VOTE: MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA- None

PUBLIC COMMENT- No public comment was made

DISCUSSION- Downtown

DDA Director Mack stated at the upcoming year for the Farmers Market, we will be having a food truck rally the second Saturday of each month. He stated they had a few last year and they were very successful. He then stated the dates will be May 10<sup>th</sup>, June 14<sup>th</sup>, July 12<sup>th</sup>, August 9<sup>th</sup>, September 13<sup>th</sup>, and October 11<sup>th</sup>. He further stated last week they held their DDA meeting, and then a joint meeting with the Planning Commission. He further stated at the DDA meeting they decided the rates for the Farmers Market will not change from last year. He further stated the board approved a bid from Wade Trim to update the DDA's downtown plan and it will take 8-10 months to be completed. Mr. Mack stated the meeting with the Planning Commission was productive and it was great having both bodies there talking to each other, and looking at ways they can work together to try to move the downtown forward. He then stated the downtown business and property owner meeting took place last week, and at that meeting there was an individual looking to bring a new event to downtown South Lyon and it would take place the first weekend of August this year. He stated it is called the Buy Michigan Now Festival. It was previously held in Northville since 2009. He further stated it was a successful event and the largest number of vendors was 180. He stated there probably won't be that many as they are moving locations, but we're trying to get sponsorships, we are currently a few thousand dollars short. He's hoping they will bring the

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event here, but right now it is between South Lyon and another community, but South Lyon is their first choice. Councilmember Hansen asked about the Food Fight on Main, the burger battle, and how many participants do we have. Mr. Mack stated we have the South Lyon Hotel, and Dua Vino. He stated the event is through Main Street Oakland County so it is only taking place in downtowns.

#### FIRE CHIEF REPORT

Chief Thorington stated we are currently at 98 runs, which is about average. He then stated Aiden Buckle just completed his EMT training and is now a licensed EMT. He then stated he just completed the Firefighter 1 course. He stated there will be a handful of us going through that course and Fire Instructor 2 because the State has new rules that they have to have a live burn and you have to have so many Firefighters 1 and Fire Instructor 2 onsite and we will meet that expectation. He then stated Ann Arbor Township is hosting a VSIF class which is an emergency driving class. He further stated we have hosted classes her with our burn building, so they are returning the favor. He stated it is a hard class to find and they are holding it especially for us and he appreciates it. Chief Thorington then stated they had their RIT training class and they showed it on Facebook, it is for a firefighter down training, so they trained on drags, timing, and different ties to their harnesses.

#### POLICE CHIEF REPORT

Chief Baaki stated they conducted a couple interviews for cadets and they looked really well so they are going to start the background checks on them. He stated they also have been doing the background checks on another and hopefully we will be hiring him within the next couple weeks with the intent of training him as a cadet, then get him into the academy. He further stated today was a first day at the academy for another cadet. He further stated the State of Michigan has appropriated \$10 million dollars this year to sponsor for us to get reimbursement back for that individual going through the academy and that covers their wages, salary and their training and he is happy to report we were approved for \$20,000 for him to go through the academy. Chief Baaki stated they will begin CPR and first aid training tomorrow and they just completed their firearms training a few weeks ago. Councilmember Kivell asked if everyone is happy with their new gear. Chief Baaki stated everyone went through trained and qualified. He then stated in this budget year we added more optics for the rifles which we will have those mounted and then we will go through some training on those as well. He further stated that will happen when they go through the next rifle qualification which will be in the next few months. Mayor Kennedy asked how the sign up is going for the Citizen's Police Academy. Chief Baaki stated it is out on their Facebook, and they can sign up on the website or come into the station. He further stated they normally have 35-40 participate and people generally find it interesting to see what they do and it's a good PR event.

#### UNFINISHED BUSINESS

##### 1. Cemetery Columbarium

City Manager Zelenak stated in the very near future we will be opening a couple of new sections in the South Lyon Cemetery. Section 11, and the columbarium section. As part of the process, we are going to purchase and install a new columbarium. He further stated the columbarium section of the cemetery is located in the southernmost portion of the cemetery. We will be installing a new sidewalk that will run from the road to the new columbarium, and as new columbaria are needed, additional footings and surrounding sidewalk will be installed to accommodate their use. He then stated we are now requesting to order the first columbarium. We ended up with 4 bids, and they ranged from \$24,216 to \$70,500. He stated we are recommending that Council award the bid for the 96-niche columbarium to Patten Monument Company of Comstock, MI for the amount of \$49,009. The time frame for delivery is 32-34

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weeks. He stated we have had several discussions with the supplier and are happy satisfied with their columbarium and their work in other communities. He further stated we looked at the lowest bid, but it would be coming from overseas and we felt it was an inferior product. He then stated we will be coming back to council at a subsequent meeting to update the fee schedule for the cemetery, included in this will be the cost for individual niches and cemetery plots and fees. He further stated each cemetery plot can accommodate one burial and one cremation, or up to 4 cremations. He then stated the niches will accommodate up to two cremations. He then thanked Allison for her extensive research she has done with these companies and preparing the bid information. Councilmember Hansen stated he appreciates we are going with the import grey and it is the most standard and its going to look very classy and professional. He then asked if we will be installing the foundation or was the \$10,000 for bidding it out. City Manager Zelenak stated that was a guesstimate by our DPW Superintendent, and we will be installing the foundation ourselves. Councilmember Kivell asked if there is potential maintenance we will have to do on this. City Manager Zelenak stated there is minimal cleaning. Councilmember Kivell then asked if the city will be putting in the niches. City Manager Zelenak stated we will be installing the niches, and as they are used, the front of the plate comes off and will be sent off to be engraved. There is standard engraving, and in the meantime, a temporary one will be in place.

CM 1-3-25 MOTION TO APPROVE AWARD OF BID

Motion by Bogert, supported by Mosier

Motion to approve award of bid for the purchase of a 96-niche columbarium from Patten Monument Company in the amount of \$49,009 from account # 101-209-972

ROLL CALL VOTE:

Kivell- Yes

Kurtzweil- Yes

Mosier- Yes

Dilg- Yes

Hansen- Yes

Bogart- Yes

Kennedy- Yes

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

1. First reading of ordinance to amend chapter 90, article III, Sec. 9-72, fines and costs  
 City Manager Zelenak stated the proposed increase is for fines for handicapped parking violations from \$100 to \$125 and all other parking violations from \$10 to \$20 if paid within seven days. If paid after seven days, fines would increase to \$150 for handicapped parking violations and \$30 for all other parking violations. He then stated the fines were a result in comparing other communities' fines which range from \$0 to \$75 for other parking violations/snow emergencies and \$50 to \$180 handicapped parking violations. He then stated the communities included Wixom, Novi, Milford and Brighton. Councilmember Kivell asked if this is pervasive in town. City Manager Zelenak stated he wouldn't say pervasive, but we are trying to get people to remove their cars from the streets for snow emergencies and when we looked at other jurisdictions, we noticed how much lower we really were. Chief Baaki stated some have \$75.00 for snow emergencies and other tow vehicles, and we don't want to tow anyone's vehicles. The biggest enforcement we do is the snow emergencies. We get the word out, and if they are making an effort, we don't give them a ticket. We will knock on doors and remind people; the biggest problem is at night. He then stated we make every effort to work with people. Mayor Kennedy stated in the past we prohibited parking between 2am and 6am during the winter, but that went away years ago. He stated it is a lot easier for DPW to plow the streets if there are no cars in the way. The goal is for it to

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be enough money to make people want to go out and move their vehicles. Councilmember Dilg stated she spoke with someone about moving their car before a snow emergency and they said its worth the ten bucks.

CM 1-4-25 MOTION TO APROVE FIRST READING

Motion by Mosier, supported by Kivell

Motion to approve the first reading of the increase of fines for handicapped parking violations from \$100 to \$125 and all other parking violations from \$10 to \$25 if paid within seven days, and if paid after seven days, fines would increase to \$150 for handicapped parking violations and \$30 for all other parking violations

ROLL CALL VOTE:

- Dilg- Yes
  - Kurtzweil- Yes
  - Kivell- Yes
  - Mosier- Yes
  - Bogart- Yes
  - Hansen- Yes
  - Kennedy- Yes
- MOTION CARRIED UNANIMOUSLY

BUDGET- No comments were made

PUBLIC COMMENT- No public comment was made

MANAGER’S REPORT

City Manager Zelenak stated we have formally announced the 2025 road paving project at our previous council meeting. We have sent out letters to the residents of Eagle Heights in the area of Martindale and 11 Mile Road to let them know of the pending project and the public informational meeting scheduled for Thursday, February 6<sup>th</sup>. He then stated the boardwalk project continues and they will be out there this week working on footings. He further stated the 2025-2026 budget is moving forward and he will be providing Council with all suggestions from Council before the first meeting in March. He then stated we are working with our engineers and the DDA and Parks and Recreation on Lafayette Park putting together the first phase of the park and will be bringing the information to council in the future. He further stated at a future meeting he will be bringing more information about the renewable energy to be discussed. Councilmember Bogart asked if there will be provision for electrical at Lafayette Park. City Manager stated there is, for lighting, the EV chargers, and also for food trucks. Mayor Kennedy stated at a previous meeting we discussed the bulletin board being removed from McHattie Park, who is responsible to remove it. City Manager Zelenak stated it is the responsibility of the owner, and our attorney will be drafting another letter to send them for a timeline of having that removed.

COUNCIL COMMENTS

Councilmember Hansen stated the 21<sup>st</sup> annual creek clean up has been scheduled and everyone is invited to join on Sunday May 4<sup>th</sup>, from 9am to 1pm and everyone will meet at 400 McMunn, Michigan Seamless Tube. He then stated volunteers will safely remove trash and debris from South Lyon streams and waterways. He further stated you can look up South Lyon Water Guardians on Facebook and social media. He then stated on a somber note, today is the Holocaust Memorial Day, it is the 80<sup>th</sup> anniversary of the liberation of the Auschwitz concentration camp. He further stated through the gated entrance of the camp, 1.3 million passed and more than a million never departed. He further stated during King Charles’

visit today, he remarked that as the number of holocaust survivors regrettably diminishes with the passage of time, the responsibility rests far heavier on our shoulders and the generations yet unborn. The act of remembering evils of the past remains a vital task and in so doing, we inform our present and shape our future. They also show us there is much work to be done if we are not just to remember the past, but to use it to inspire us to build a kinder and more compassionate world for future generations. A world of which we can truly be proud, and this remains a sacred task for us all, in a world that remains full of turmoil and strife there can be no more of an important message. He then stated last Monday was Martin Luther King Junior Day, and he wants to leave everyone with a quote, directly related to him. He then stated a man will remember not the words of our enemy, but the silence of our friends.

Councilmember Bogart stated he spoke with a board member of Blessings in a Backpack, which is a program that sends food items home with kids so they have food for the weekend. He stated it is an important program and a program that seen a tremendous number of new participants. He further stated Blessings in a Backpack has been struggling with funding to support the young people, so he is asking people to check them out and see what you can do to help, and maybe volunteer. You can find their information by googling Blessings in a Backpack or on Facebook you can search for Blessings in a Backpack.

Councilmember Dilg stated she wants to let everyone know that Blessings in a Backpack also need drivers delivering food to people's homes, and they have also lost some of their funding sources, and it is unfortunate because they have doubled their need, so if anyone could help them out, would be wonderful. She then stated she participated in a Martin Luther King Day packing that the South Lyon Area Democrats did. We donated \$1,200 worth of food and packed it for Blessings in a Backpack. She then said if there are any other groups out there that could do something similar would be very helpful.

Councilmember Kurtzweil thanked the Mayor and Council for their patience and understanding of her comments tonight. She then stated she had the honor of attending the inauguration of President Trump and she spent about 4 ½ days in D.C. in the Alexandria area. She then thanked the service workers in the D.C and Alexandria area who were extremely welcoming and very helpful in assisting all of us from all over the world in negotiating all of the events, closures and chaos. She further stated they were absolutely outstanding. And that went from the uber drivers, taxi drivers, the individuals working in the hotels. She stated she has never been in such a city with the most unbelievable hospitality as what she saw over those 4 days. She than thanked the owners of the Sax and Theatre Lounge that hosted an indoor watch party on January 20<sup>th</sup>. She then thanked the State of Michigan, the UAW workers that were there, many were from the South Lyon, Lyon Township area, the pipe fitters, and teamsters. She stated she met some new friends in the area, and they were all absolutely wonderful to be around and she thanked them and their hospitality. She then stated she attended two pop up seminars on particular interest and one was on AI. She stated it was a discussion on its impact it will potentially have on our lives, particularly on medical intervention. She then stated it was the first time she heard of an AI company by the name of DeepSeek which appears to be a Chinese AI. And that particular AI is sinking the Nasdaq, so she is going to take a particular interest in where the AI thing is going. The AI project that is being proposed is going to start out about \$500 billion dollars, the first data center will be in Texas, and she is hoping our new Congressman Tom Barrett who was very welcoming, will lobby for a regional data center to come to the Southeastern Michigan area. Apparently, there will be several data centers of this AI that will be throughout the country. She then thanked the bipartisanship of the Democratic Party, particularly those that attended the Michigan Society of Bipartisan Ball on Saturday night at the National Museum of

History. She stated she enjoyed meeting Democrats from throughout the State of Michigan and they had a great time and for a moment, they forgot about our differences and looked at common ground and a lot of common sense. They were just wonderful and everyone got along. She then thanked Pete Hoekstra who will be confirmed as the Ambassador to Canada and to Congresswoman Debbie Dingle. She stated Debbie Dingle spoke Saturday night, and she was wonderful and she talked about unity in the State of Michigan, and she received a very resounding welcome from Michigan Republicans. She then stated that hopefully before she gets home, Scott Bessett will have been unanimously confirmed by the Senate. She then stated Scott is an openly gay man who is an outstanding individual with academic credentials. She stated she has met him and he is a brilliant man. So, she hopes he will be confirmed as our new Treasurer Secretary. She further stated she is a supporter of Scott and he will be coming to Oakland County hopefully this summer and hopefully he will be welcoming members of the LGBTQ community who will be moving from Michigan to D.C. for employment with his administration. She further stated it was welcoming and everyone got along just like we do on Council, we have differences, but we don't let them interfere with us getting the city's business done.

Councilmember Kivell stated he and the mayor attended the downtown and planning meeting and they are on a good footing to bring more events to the downtown.

Mayor Kennedy stated over the past weekend he had the opportunity to attend a donation event at the South Lyon Masonic Lodge. The members made donations to a number of local organizations, including Blessings in a Backpack, the South Lyon Historical Society and the South Lyon Civil Air Patrol. He then thanked the South Lyon Masonic Lodge for their generous donations to these great organizations. He then reminded everyone that the skating rink is open in McHattie Park along with the sledding hill, so gather up the family and head over to enjoy some wintertime fun.

#### CLOSED SESSION

#### CM 1-5-25 MOTION TO RECESS INTO CLOSED SESSION

Motion by Kurtzweil, supported by Dilg

Motion to recess into closed session in accordance with MCL 15.368(1)(E) to consult with legal counsel regarding trial or settlement strategy in connection with Carol Dodds v. City of South Lyon and Ascension Providence Hospital, Oakland County Circuit Court, CA:24-206230-NO.

ROLL CALL VOTE:

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

MOTION CARRIED UNANIMOUSLY

#### ADJOURNMENT

#### CM 1-6-25 MOTION TO ADJOURN

Motion by Kurtzweil, supported by Dilg

Motion to adjourn meeting at 7:41p.m.

VOTE:

MOTION CARRIED UNANIMOUSLY

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Respectfully submitted,

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Mayor Steve Kennedy

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City Clerk Lisa Deaton

DRAFT

01/26/25

REVENUE REPORT FOR CITY OF SOUTH LYON  
 PERIOD ENDING 01/31/2025  
 % Fiscal Year Completed: 58.90  
 FINANCIAL STATEMENTS FOR JANUARY 2025

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR	AVAILABLE	% BDC
		AMENDED BUDGET	NORMAL (ABNORMAL)	01/31/2025	01/31/2025			
				NORMAL (ABNORMAL)	INCREASE (DECREASE)			USED
Fund 101 - GENERAL FUND								
Revenues								
Dept 000.000								
101-000.000-402.000	REAL PROPERTY TAX	6,577,112.00	6,435,490.63		8,438.63		141,621.37	97.85
101-000.000-432.000	PAYMENT IN LIEU OF TAXES	3,400.00	9,078.14		0.00		(5,678.14)	267.00
101-000.000-434.000	SOUTH LYON WOODS TAX	1,100.00	1,014.50		(333.00)		85.50	92.23
101-000.000-445.000	PENALTIES & INTEREST	7,500.00	9,404.21		1,317.93		(1,904.21)	125.39
101-000.000-447.000	ADMIN FEE PROPERTY TAX	126,000.00	137,779.16		6,269.28		(11,779.16)	109.35
101-000.000-476.000	LICENSES & BUSINESS MISC.	3,000.00	2,270.00		260.00		730.00	75.67
101-000.000-490.000	BUILDING PERMITS	425,000.00	134,514.00		10,211.00		290,486.00	31.65
101-000.000-490.100	HEATING & PLUMB. REFG. PERMI	40,000.00	23,724.00		3,152.00		16,276.00	59.31
101-000.000-490.200	ELECTRICAL PERMITS	40,000.00	17,636.00		6,222.00		22,364.00	44.09
101-000.000-491.000	BOARD OF APPEALS	1,800.00	0.00		0.00		1,800.00	0.00
101-000.000-491.100	REZONING FEES	0.00	3,577.00		450.00		(3,577.00)	100.00
101-000.000-498.000	FINAL INSPECTIONS	10,000.00	6,085.00		770.00		3,915.00	60.85
101-000.000-528.000	OTHER FEDERAL GRANTS	275,267.00	0.00		0.00		275,267.00	0.00
101-000.000-565.000	STATE DISASTER PAYMENT	135,000.00	34,906.00		0.00		(34,906.00)	100.00
101-000.000-573.000	STATE REVS	1,364,891.00	114,366.59		0.00		20,633.41	84.72
101-000.000-574.000	STATE SHARED REV.	35,000.00	683,242.00		0.00		681,649.00	50.06
101-000.000-634.000	GRAVE OPENINGS & FOUNDATIONS	100.00	18,600.00		800.00		16,400.00	53.14
101-000.000-655.301	PARKING VIOLATION	17,500.00	10.00		10.00		90.00	10.00
101-000.000-659.000	LOCAL COURT FINES	350,000.00	9,529.07		1,540.17		7,970.93	54.45
101-000.000-665.000	INTEREST	12,000.00	241,863.42		25,942.81		108,136.58	69.10
101-000.000-665.300	LGIP INTEREST	20,000.00	18,286.17		3,469.59		(6,286.17)	152.38
101-000.000-666.220	MWRMA DIVIDENDS	20,000.00	22,342.00		0.00		(2,342.00)	111.71
101-000.000-668.200	RENTS AND ROYALTIES-CABLE	130,000.00	85,058.80		12,851.74		44,941.20	65.43
101-000.000-671.300	LEASE--ANTENNA	55,000.00	9,693.08		0.00		45,306.92	17.62
101-000.000-674.209	CONTRIBUTION-PERPETUAL CARE	49,743.00	0.00		0.00		49,743.00	0.00
101-000.000-674.400	FIRST RESPONDERS MONUMENT	5,000.00	260.00		0.00		4,740.00	5.20
101-000.000-674.751	CONTRIB. FOR PARK BENCHES	0.00	2,035.00		935.00		(2,035.00)	100.00
101-000.000-675.820	VETERANS MEMORIAL PROJECT	250.00	200.00		0.00		50.00	80.00
101-000.000-680.000	MISCELLANEOUS	85,000.00	67,151.35		24,770.62		17,848.65	79.00
101-000.000-680.301	POLICE	75,000.00	67,030.94		21,416.45		7,969.06	89.37
101-000.000-680.336	FIRE MISC.	2,000.00	3,403.40		0.00		(1,403.40)	170.17
101-000.000-680.703	PRIOR YEARS TAXES	2,500.00	1,176.92		244.60		1,323.08	47.08
101-000.000-682.301	GRANT MONIES-POLICE DEPT.	20,000.00	0.00		0.00		20,000.00	0.00
101-000.000-682.336	GRANT MONIES--FIRE DEPT.	20,000.00	19,799.67		0.00		200.33	99.00
101-000.000-682.751	GRANT MONEY - PARKS & RECREATION	400,000.00	425,317.10		226,217.10		(25,317.10)	106.33
101-000.000-683.300	FYMT. OF SIDEWALKS BY RESIDEN	20,000.00	0.00		0.00		20,000.00	0.00
101-000.000-685.000	OPIOID SETTLEMENT REVENUE	0.00	5,023.62		0.00		(5,023.62)	100.00
Total Dept 000.000		10,309,163.00	8,609,867.77		354,955.92		1,699,295.23	83.52

REVENUE REPORT FOR CITY OF SOUTH LYON  
 PERIOD ENDING 01/31/2025  
 % Fiscal Year Completed: 58.90  
 FINANCIAL STATEMENTS FOR JANUARY 2025

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE 01/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 01/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TOTAL REVENUES		10,309,163.00	8,609,867.77	354,955.92	1,699,295.23	83.52
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Fund 101 - GENERAL FUND:						
TOTAL REVENUES		10,309,163.00	8,609,867.77	354,955.92	1,699,295.23	83.52

EXPENDITURE REPORT FOR CITY OF SOUTH LYON  
 PERIOD ENDING 01/31/2025  
 % Fiscal Year Completed: 58.90  
 FINANCIAL STATEMENTS FOR JANUARY 2025

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR	AVAILABLE		% BDGT	
		AMENDED BUDGET	NORMAL (ABNORMAL)	01/31/2025	NORMAL (ABNORMAL)		MONTH 01/31/2025	NORMAL (ABNORMAL)		BALANCE
Fund 101 - GENERAL FUND										
222.000	- ADMINISTRATION	2,154,926.00	1,055,746.89	93,725.49	1,099,179.11	215,783.04	1,784,437.78	48.99		
301.000	- POLICE	3,520,786.00	1,736,348.22	79,983.15	432,862.40	53,226.59	5,731.88	49.32		
336.000	- FIRE	1,393,823.00	960,960.60	0.00	93.12	477.40	149,475.51	68.94		
346.000	- AMBULANCE	5,825.00	93.12	0.00	93.12	49,430.10	728,144.86	1.60		
441.000	- DEPT. OF PUBLIC WORKS	1,479,478.00	952,010.21	0.00	952,010.21	209.80	4,950.20	64.35		
567.000	- CEMETERY	218,599.00	69,123.49	0.00	69,123.49	2,900.65	34,037.38	31.62		
751.000	- PARKS AND RECREATION	882,060.00	153,915.14	0.00	153,915.14	0.00	8,480.00	17.45		
800.000	- CABLE COMMISSION	8,925.00	445.00	0.00	445.00	0.00	8,480.00	4.99		
802.000	- CULTURAL ARTS	5,475.00	524.80	0.00	524.80	209.80	4,950.20	9.59		
803.000	- HISTORICAL DEPOT	45,950.00	11,912.62	0.00	11,912.62	2,900.65	34,037.38	25.93		
820.000	- VETERANS MEMORIAL PROJECT	48,000.00	25,028.57	0.00	25,028.57	0.00	22,971.43	52.14		
TOTAL EXPENDITURES		9,763,847.00	4,966,108.66	495,736.22	4,797,738.34	495,736.22	4,797,738.34	50.86		

Fund 101 - GENERAL FUND:  
 TOTAL EXPENDITURES

9,763,847.00      4,966,108.66      495,736.22      4,797,738.34      50.86



EXPENDITURE REPORT FOR CITY OF SOUTH LYON  
 PERIOD ENDING 01/31/2025  
 % Fiscal Year Completed: 58.90  
 FINANCIAL STATEMENTS FOR JANUARY 2025

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 01/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDCY USED
		AMENDED BUDGET	YTD BALANCE 01/31/2025 NORMAL (ABNORMAL)			
<b>Fund 202 - MAJOR STREETS</b>						
223.000	- ACCOUNTANT	6,200.00	5,245.50	17.30	954.50	84.60
451.000	- STREET CONSTRUCTION	20,500.00	0.00	0.00	20,500.00	0.00
463.000	- STREET-ROUTINE MAINT.	240,907.00	145,794.10	17,645.29	95,112.90	60.52
474.000	- TRAFFIC SERVICES	71,912.00	3,245.68	319.78	68,666.32	4.51
478.000	- SNOW PLOWING	88,388.00	24,688.97	13,111.15	63,699.03	27.93
479.000	- SNOW REMOVAL	1,842.00	287.00	0.00	1,555.00	15.58
485.000	- TRANSFER BETWEEN FUNDS	100,000.00	0.00	0.00	100,000.00	0.00
491.000	- STORM SEWER	9,909.00	4,280.36	0.00	5,628.64	43.20
<b>TOTAL EXPENDITURES</b>		<b>539,658.00</b>	<b>183,541.61</b>	<b>31,093.52</b>	<b>356,116.39</b>	<b>34.01</b>
<b>Fund 202 - MAJOR STREETS:</b>						
<b>TOTAL EXPENDITURES</b>		<b>539,658.00</b>	<b>183,541.61</b>	<b>31,093.52</b>	<b>356,116.39</b>	<b>34.01</b>
<b>Fund 203 - LOCAL STREETS</b>						
223.000	- ACCOUNTANT	5,600.00	5,125.00	0.00	475.00	91.52
451.000	- STREET CONSTRUCTION	140,000.00	22,464.99	0.00	117,535.01	16.05
463.000	- STREET-ROUTINE MAINT.	217,267.00	146,298.15	15,093.36	70,968.85	67.34
474.000	- TRAFFIC SERVICES	14,192.00	3,083.11	194.91	11,108.89	21.72
478.000	- SNOW PLOWING	75,693.00	20,921.58	12,278.88	54,771.42	27.64
491.000	- STORM SEWER	18,711.00	4,217.86	0.00	14,493.14	22.54
<b>TOTAL EXPENDITURES</b>		<b>471,463.00</b>	<b>202,110.69</b>	<b>27,567.15</b>	<b>269,352.31</b>	<b>42.87</b>
<b>Fund 203 - LOCAL STREETS:</b>						
<b>TOTAL EXPENDITURES</b>		<b>471,463.00</b>	<b>202,110.69</b>	<b>27,567.15</b>	<b>269,352.31</b>	<b>42.87</b>
<b>TOTAL EXPENDITURES - ALL FUNDS</b>		<b>1,011,121.00</b>	<b>385,652.30</b>	<b>58,660.67</b>	<b>625,468.70</b>	<b>38.14</b>

EXPENDITURE REPORT FOR CITY OF SOUTH LYON  
 PERIOD ENDING 01/31/2025  
 % Fiscal Year Completed: 58.90  
 FINANCIAL STATEMENTS FOR JANUARY 2025

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR	AVAILABLE		% BDT USED	
		AMENDED BUDGET	NORMAL (ABNORMAL)	01/31/2025	NORMAL (ABNORMAL)		MONTH 01/31/2025	INCREASE (DECREASE)		BALANCE
Fund 204 - MUNICIPAL STREET FUND										
000.000		967,585.00		203,268.75		500.00		764,316.25		21.01
451.000	- STREET CONSTRUCTION	3,900,000.00		1,865,256.97		0.00		2,034,743.03		47.83
	TOTAL EXPENDITURES	4,867,585.00		2,068,525.72		500.00		2,799,059.28		42.50
Fund 204 - MUNICIPAL STREET FUND:										
	TOTAL EXPENDITURES	4,867,585.00		2,068,525.72		500.00		2,799,059.28		42.50

EXPENDITURE REPORT FOR CITY OF SOUTH LYON  
 PERIOD ENDING 01/31/2025  
 % Fiscal Year Completed: 58.90  
 FINANCIAL STATEMENTS FOR JANUARY 2025

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		ACTIVITY FOR		AVAILABLE BALANCE	% BDC	
		AMENDED BUDGET	NORMAL (ABNORMAL)	01/31/2025	01/31/2025	MONTH 01/31/2025	INCREASE (DECREASE)			NORMAL (ABNORMAL)
Fund 592 - WATER & SEWER										
452.000	- WATER & SEWER CONSTRUCTION	0.00	6,730.43		0.00			(6,730.43)	100.00	
528.000	- REFUSE COLLECTION	646,042.00	415,304.13		104,071.76			230,737.87	64.28	
540.000	- WATER / REPAIR	177,917.00	70,793.64		4,484.81			107,123.36	39.79	
550.000	- SEWER / REPAIR	220,759.00	29,875.37		2,437.31			190,883.63	13.53	
556.000	- WATER	2,070,700.00	551,875.11		51,081.98			1,518,824.89	26.65	
557.000	- WASTEWATER	3,405,400.00	1,072,439.32		91,892.34			2,332,960.68	31.49	
TOTAL EXPENDITURES		6,520,818.00	2,147,018.00		253,968.20			4,373,800.00	32.93	
Fund 592 - WATER & SEWER:										
TOTAL EXPENDITURES		6,520,818.00	2,147,018.00		253,968.20			4,373,800.00	32.93	

CHECKS TO BE APPROVED ON 2/10/2025

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 301.000	EXPENSE	AMAZON CAPITAL SERVIC	TOURNIQUET AND MED KITS (10)FOR PA	1C3M-X6RQ-DHQG	02/10/25	317.49	
101-301.000-740.000	AMMUNITION	AXON ENTERPRISE, INC.	CARTRIDGES (20) AND BATTERY (3) FO	INUS320283	02/10/25	1,188.70	
101-301.000-745.000	COMPUTER	VC3, INC.	YUBICO SECURITY KEYS FOR TWO-FACTO	INV3559104VC3	02/10/25	914.00	
101-301.000-820.000	GAS & OIL	VICTORY LANE	OIL CHANGE AND AIR FILTER FOR 555	00703-6016120	02/10/25	131.96	
101-301.000-860.000	GAS & OIL	VICTORY LANE	OIL CHANGE FOR 232	00703-6016058	02/10/25	47.18	
101-301.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	SEA FOAM, STARTING FLUID, PENETRAT	8195501338696	02/10/25	31.65	
101-301.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	WINDSHIELD WIPERS FOR LT VEHICLE	8195503539428	02/10/25	40.12	
101-301.000-863.000	VEHICLE MAINTENANCE	COOK AUTOMOTIVE	NEW BRAKES AND CALIPERS, FIX PLUGS	62778	02/10/25	2,137.46	
101-301.000-863.000	VEHICLE MAINTENANCE	GRAINGER	BALL JOINT SERVICE KIT AND SCRATCH	9372965500	02/10/25	203.69	
101-301.000-863.000	VEHICLE MAINTENANCE	W4 SIGNS	GRAPHICS REPAIR FOR 554 AND 551	29113	02/10/25	200.00	
101-301.000-931.000	BUILDING MAINTENANCE	AMAZON CAPITAL SERVIC	CORDLESS HOOD LIGHT, ALLEN HEX BIT	1KFK-V77Y-F43F	02/10/25	56.31	
Total For Dept 301.000 POLICE						5,268.56	
Fund 101 GENERAL FUND							
Dept 336.000	EXPENSE	MACQUEEN	AIR MONITOR	P42681	02/10/25	1,095.22	
101-336.000-740.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	ALTERNATOR, ROTOR, TIE ROD, AND MA	8195500738454	02/10/25	347.48	
101-336.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	SEA FOAM, STARTING FLUID, PENETRAT	8195501338696	02/10/25	23.73	
101-336.000-863.000	VEHICLE MAINTENANCE	GRAINGER	BALL JOINT SERVICE KIT AND SCRATCH	9372965500	02/10/25	152.77	
101-336.000-863.000	VEHICLE MAINTENANCE	R&R FIRE TRUCK REPAIR	ENGINE 7-2 REPAIRS	70053	02/10/25	1,241.16	
101-336.000-863.000	VEHICLE MAINTENANCE	R&R FIRE TRUCK REPAIR	E1 REPAIRS	70052	02/10/25	1,099.84	
101-336.000-930.000	REPAIR MAINTENANCE	STONE DEPOT LANDSCAPE	3" CRUSHED LIMESTONE (7)	103241	02/10/25	236.25	
101-336.000-931.000	BUILDING MAINTENANCE	AMAZON CAPITAL SERVIC	CORDLESS HOOD LIGHT, ALLEN HEX BIT	1KFK-V77Y-F43F	02/10/25	42.24	
Total For Dept 336.000 FIRE						4,238.69	
Fund 441.000 DEPT. OF PUBLIC WORKS							
Dept 441.000	EXPENSE	LINDE GAS & EQUIPMENT	CYLINDER RENTAL 12/20/2024 - 1/20/	47535042	02/10/25	230.18	
101-441.000-740.000	OPERATING EXPENSE	QUALITY FIRST AID & S	BROWN JERSEY GLOVES DOZEN (6), NIT	76827	02/10/25	183.85	
101-441.000-740.000	OPERATING EXPENSE	CORRIGAN OIL II, INC.	DIESEL (169.50) AND ETHANOL (100.3	8267703-IN	02/10/25	712.96	
101-441.000-860.000	GAS & OIL	CORRIGAN OIL II, INC.	ETHANOL (246.20)	8270786-IN	02/10/25	630.27	
101-441.000-860.000	GAS & OIL	CORRIGAN OIL II, INC.	ETHANOL (376.40) AND DIESEL (219.5	8273205-IN	02/10/25	598.32	
101-441.000-860.000	GAS & OIL	CORRIGAN OIL II, INC.	DIESEL (117.80) AND ETHANOL (203.8	8279008-IN	02/10/25	908.37	
101-441.000-860.000	GAS & OIL	CORRIGAN OIL II, INC.	DIESEL (196.20)	8282070-IN	02/10/25	551.93	
101-441.000-860.000	GAS & OIL	CORRIGAN OIL II, INC.	ETHANOL (121.00)	8284498-IN	02/10/25	322.02	
101-441.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	ALTERNATOR, ROTOR, TIE ROD, AND MA	8195500738454	02/10/25	381.65	
101-441.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	SEA FOAM, STARTING FLUID, PENETRAT	8195501338696	02/10/25	409.42	
101-441.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	POWER STEERING FLUID	8195501438722	02/10/25	12.86	
101-441.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	MAGNETIC HEATER CSA (3), AW46 HYDR	8195502339067	02/10/25	70.13	
101-441.000-863.000	VEHICLE MAINTENANCE	GRAINGER	BALL JOINT SERVICE KIT AND SCRATCH	9372965500	02/10/25	562.35	
101-441.000-863.000	VEHICLE MAINTENANCE	HINES PARK FORD, INC.	SEAL KIT ASSEMBLY	23374	02/10/25	336.58	
101-441.000-863.000	VEHICLE MAINTENANCE	INTERSTATE BILLING SE	KNOB, CLIP, CAM, MOTOR ASSM, ROTAR	D84510/11, D849	02/10/25	465.72	
101-441.000-863.000	VEHICLE MAINTENANCE	MAZUR'S TOTAL AUTOMOT	WHEEL ALIGNMENT 2015 FORD F-350	119252	02/10/25	105.00	

CHECKS TO BE APPROVED ON 2/10/2025

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 GENERAL FUND							
Dept 441.000 DEPT. OF PUBLIC WORKS							
101-441.000-863.000	VEHICLE MAINTENANCE	NATIONAL MECHANIX	POSITIVE BATTERY TERMINAL, COPPER	6754	02/10/25	700.73	
101-441.000-930.000	REPAIR MAINTENANCE	WEINGARTZ	KIT, GASKET, AIR FILTER, FUEL FILT	20577874-00/837	02/10/25	1,529.61	
101-441.000-931.000	BUILDING MAINTENANCE	AMAZON CAPITAL SERVIC	CORDLESS HOOD LIGHT, ALLEN HEX BIT	1KFK-V77Y-F43F	02/10/25	154.87	
			Total For Dept 441.000 DEPT. OF PUBLIC WORKS			8,866.82	
Dept 567.000 CEMETERY							
101-567.000-930.000	REPAIR MAINTENANCE	ADVANCE AUTO PARTS	SEA FOAM, STARTING FLUID, PENETRAT	8195501338696	02/10/25	19.78	
101-567.000-930.000	REPAIR MAINTENANCE	AMAZON CAPITAL SERVIC	CORDLESS HOOD LIGHT, ALLEN HEX BIT	1KFK-V77Y-F43F	02/10/25	35.20	
101-567.000-930.000	REPAIR MAINTENANCE	GRAINGER	BALL JOINT SERVICE KIT AND SCRATCH	9372965500	02/10/25	127.31	
			Total For Dept 567.000 CEMETERY			182.29	
Dept 751.000 PARKS AND RECREATION							
101-751.000-740.000	OPERATING EXPENSE	STONE DEPOT LANDSCAPE	CALCIUM CHLORIDE 50 LB BAG (20)	103350	02/10/25	330.00	
101-751.000-978.000	CAPITAL EQUIPMENT	L.J. CONSTRUCTION INC	BOARDWALK REMOVAL/REPAIR - PAY EST	20240137	02/10/25	41,175.00	
			Total For Dept 751.000 PARKS AND RECREATION			41,505.00	
Dept 803.000 HISTORICAL DEPOT							
101-803.000-972.000	CAPITAL IMPROVEMENTS	HEINANEN ENGINEERING,	HVAC UPGRADES TO HISTORICAL VILLAG	36149545	02/10/25	35,371.23	
			Total For Dept 803.000 HISTORICAL DEPOT			35,371.23	
Fund 202 MAJOR STREETS							
Dept 463.000 STREET-ROUTINE MAINT.							
202-463.000-740.000	OPERATING EXPENSE	DETROIT SALT COMPANY	ROCK SALT (50.16)	SI25-28560	02/10/25	1,802.68	
			Total For Dept 463.000 STREET-ROUTINE MAINT.			1,802.68	
Dept 478.000 SNOW PLOWING							
202-478.000-740.000	OPERATING EXPENSE	DETROIT SALT COMPANY	ROCK SALT (51.10)	SI25-28326	02/10/25	1,836.46	
			Total For Dept 478.000 SNOW PLOWING			1,836.46	
			Total For Fund 202 MAJOR STREETS			3,639.14	
Fund 203 LOCAL STREETS							
Dept 463.000 STREET-ROUTINE MAINT.							
203-463.000-740.000	OPERATING EXPENSE	DETROIT SALT COMPANY	ROCK SALT (50.16)	SI25-28560	02/10/25	970.67	
			Total For Dept 463.000 STREET-ROUTINE MAINT.			970.67	
Dept 478.000 SNOW PLOWING							
203-478.000-740.000	OPERATING EXPENSE	DETROIT SALT COMPANY	ROCK SALT (51.10)	SI25-28326	02/10/25	988.86	
			Total For Dept 478.000 SNOW PLOWING			988.86	

CHECKS TO BE APPROVED ON 2/10/2025

OPEN

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 203 LOCAL STREETS							
Fund 592 WATER & SEWER							
592-556.000-740.000	OPERATING EXPENSE	ELHORN ENGINEERING CO	30 GAL LIQUIFIED AQUADENE (10)	305241	02/10/25	1,959.53	
592-556.000-740.000	OPERATING EXPENSE	PARAGON LABORATORIES,	WATER ANALYSIS	43488-250279	02/10/25	5,030.00	
592-556.000-740.000	OPERATING EXPENSE	PARAGON LABORATORIES,	WATER ANALYSIS	43488-250533	02/10/25	75.00	
592-556.000-740.000	OPERATING EXPENSE	PARAGON LABORATORIES,	WATER ANALYSIS (4 INVOICES)	43488-250675	02/10/25	75.00	
592-556.000-740.000	OPERATING EXPENSE	QUALITY FIRST AID & S	NITRILE BLACK GLOVES (10) AND NITR	76854	02/10/25	496.50	
592-556.000-740.000	OPERATING EXPENSE	USA BLUE BOOK	CAP, BUFFER PILLOWS, TNT+AMMONIA T	INV00590078	02/10/25	139.89	
592-556.000-860.000	GAS & OIL	CORRIGAN OIL II, INC.	ETHANOL (301.10)	8264113-IN	02/10/25	139.20	
592-556.000-860.000	GAS & OIL	CORRIGAN OIL II, INC.	ETHANOL (376.40) AND DIESEL (219.5	8273205-IN	02/10/25	776.91	
592-556.000-860.000	GAS & OIL	CORRIGAN OIL II, INC.	ETHANOL (265.10)	8277763-IN	02/10/25	981.73	
592-556.000-860.000	GAS & OIL	CORRIGAN OIL II, INC.	ETHANOL (231.20)	8283120-IN	02/10/25	738.68	
592-556.000-860.000	GAS & OIL	INTERSTATE BILLING SE	KNOB, CHIP, CAM, MOTOR ASSM, ROTAR	D84510/11, D849	02/10/25	613.03	
592-556.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	ALTERNATOR, ROTOR, TIE ROD, AND MA	8195500738454	02/10/25	113.64	
592-556.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	SEA FOAM, STARTING FLUID, PENETRAT	8195501338696	02/10/25	71.17	
592-556.000-863.000	VEHICLE MAINTENANCE	ADVANCE AUTO PARTS	MAGNETIC HEATER CSA (3), AW46 HYDR	8195502339067	02/10/25	106.77	
592-556.000-863.000	VEHICLE MAINTENANCE	GRAINGER	BALL JOINT SERVICE KIT AND SCRATCH	9372965500	02/10/25	213.51	
592-556.000-863.000	VEHICLE MAINTENANCE	INTERSTATE BILLING SE	KNOB, CHIP, CAM, MOTOR ASSM, ROTAR	D84510/11, D849	02/10/25	229.15	
592-556.000-931.000	BUILDING MAINTENANCE	AMAZON CAPITAL SERVIC	CORDLESS HOOD LIGHT, ALLEN HEX BIT	1KFK-V77Y-F43F	02/10/25	(69.57)	
592-556.000-931.000	BUILDING MAINTENANCE	CORRPRO COMPANIES INC	INSPECTION SERVICE - MILL STREET T	777535	02/10/25	63.35	
592-556.000-931.000	BUILDING MAINTENANCE	PEERLESS-MIDWEST, INC	TEST AND SERVICE WELL # 6	82205	02/10/25	960.00	
592-556.000-962.000	MISCELLANEOUS EXPENSE	UIS SCADA, INC.	CRUISE SUBSCRIPTION FEES AND CELLU	530377851	02/10/25	650.00	
Total For Dept 556.000 WATER						12,054.46	
Dept 557.000 WASTEWATER							
592-557.000-740.000	OPERATING EXPENSE	BIOTECH AGRONOMICS IN	ANALYTICAL TESTING OF BIOSOLIDS, F	4124	02/10/25	1,730.00	
592-557.000-740.000	OPERATING EXPENSE	CHEMTRADE CHEMICALS U	ALUM SULFATE LIQ STD BULK (11.647)	90190350	02/10/25	5,182.92	
592-557.000-740.000	OPERATING EXPENSE	DUBOIS CHEMICALS INC	POLYMER BARRELS (4)	IN-30384904	02/10/25	5,881.45	
592-557.000-740.000	OPERATING EXPENSE	LINDE GAS & EQUIPMENT	CYLINDER RENTAL 12/20/2024 - 1/20/	47535042	02/10/25	76.73	
592-557.000-740.000	OPERATING EXPENSE	PARAGON LABORATORIES,	WATER ANALYSIS (4 INVOICES)	43488-250675	02/10/25	496.50	
592-557.000-740.000	OPERATING EXPENSE	QUALITY FIRST AID & S	NITRILE BLACK GLOVES (10) AND NITR	76854	02/10/25	139.90	
592-557.000-740.000	OPERATING EXPENSE	USA BLUE BOOK	CAP, BUFFER PILLOWS, TNT+AMMONIA T	INV00590078	02/10/25	1,625.50	
592-557.000-962.000	MISCELLANEOUS EXPENSE	UIS SCADA, INC.	CRUISE SUBSCRIPTION FEES AND CELLU	530377851	02/10/25	650.50	
592-557.000-972.000	CAPITAL IMPROVEMENTS	TYRRELL ELECTRIC	INSTALL NEW DRYER CONDUIT AND FITT	12562F	02/10/25	2,895.00	
592-557.000-977.000	EQUIPMENT	KERR PUMP AND SUPPLY,	SERVICE TO PUMP AND REPLACE BEARIN	INV231377/552	02/10/25	3,538.82	
Total For Dept 557.000 WASTEWATER						22,217.32	
Total For Fund 592 WATER & SEWER						34,271.78	

OPEN

CHECKS TO BE APPROVED ON 2/10/2025

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund Totals:							
	Fund 101 GENERAL FUND					95,432.59	
	Fund 202 MAJOR STREETS					3,639.14	
	Fund 203 LOCAL STREETS					1,959.53	
	Fund 592 WATER & SEWER					34,271.78	
Total For All Funds:						<u>135,303.04</u>	

The above checks have been approved for payment.

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

\_\_\_\_\_ Stephen B. Kennedy, Mayor

Check Date	Check	Vendor Name	Description	Amount	Status
Bank 01 GEN FUND CHECKING					
01/16/2025	92140	BHANU PRAKASH AKELIA	UB refund for account: ALLE-000631-0000	709.15	Cleared
01/16/2025	92141	21ST CENTURY MEDIA - MICHIGAN	LEGAL NOTICE STATEMENT DEC 2024	186.25	Cleared
01/16/2025	92142	AMAZON CAPITAL SERVICES	TOILET PAPER, CALCULATOR RIBBON, KLEENEX PRESENTATION CLICKERS VACUUM DIE GRINDER AND POWER TOOL WALL MOUNT (	135.79 37.98 149.99 108.02 <u>431.78</u>	Cleared Cleared Cleared Cleared
01/16/2025	92143	AMERICAN VIDEO TRANSFER INC.	REMOTE SERVICE FOR LOGIN ISSUES	78.75	Cleared
01/16/2025	92144	AT&T	SERVICE PERIOD 12/24/2024 - 1/23/2025	77.07	Cleared
01/16/2025	92145	TRACY BROOKS	RETIREE HEALTH INSURANCE STIPEND FOR JA	700.00	Cleared
01/16/2025	92146	BUSCH'S INC.	STATEMENT 12/31/2024	18.84	Cleared
01/16/2025	92147	COMCAST	JANUAR 2025 PHONE CHARGES	1,295.10	Cleared
01/16/2025	92148	COMCAST	SERVICE PERIOD 1/2/2025 - 2/1/2025	75.83	Cleared
01/16/2025	92149	COMMUNICATIONS TECHNOLOGIES, INC.	MONTHLY PHONE MAINTENANCE 12/20/2024 -	90.00	Cleared
01/16/2025	92150	CONSUMERS ENERGY	62395 9 MILE SERVICE PERIOD 11/28/2024	22.38	Cleared
01/16/2025	92151	CONSUMERS ENERGY	300 DOROTHY ST #B SERVICE PERIOD 11/28/	362.92	Cleared
01/16/2025	92152	CONSUMERS ENERGY	300 DOROTHY ST SERVICE PERIOD 11/28/202	155.92	Cleared
01/16/2025	92153	CONSUMERS ENERGY	250 DOROTHY ST SERVICE PERIOD 11/28/202	176.78	Cleared
01/16/2025	92154	CONSUMERS ENERGY	SERVICE PERIOD 11/28/2024 - 12/30/2024	830.46	Cleared
01/16/2025	92155	CONSUMERS ENERGY	219 WHIPPLE ST SERVICE PERIOD 11/28/202	481.16	Cleared
01/16/2025	92156	CONSUMERS ENERGY	215 WHIPPLE ST SERVICE PERIOD 11/28/202	736.85	Cleared
01/16/2025	92157	CONSUMERS ENERGY	215 WHIPPLE ST GENERATOR SERVICE PERIOD	22.38	Cleared
01/16/2025	92158	CONSUMERS ENERGY	214 W LAKE ST SERVICE PERIOD 11/28/2024	605.99	Cleared
01/16/2025	92159	CONSUMERS ENERGY	SERVICE PERIOD 11/28/2024 - 12/30/2024,	11,042.87	Cleared
01/16/2025	92160	CORRIGAN OIL II, INC.	ETHANOL (232.90)	608.05	Cleared
01/16/2025	92161	ANDREW EHRESMAN	COUNCIL RECORDING 1/13/2025	75.00	Cleared
01/16/2025	92162	GREATSTAFF SOLUTIONS, LLC	TEMPORARY STAFFING FOR CLERK'S DEPT AT	1,237.50	Cleared
01/16/2025	92163	HUNTINGTON NATIONAL BANK	ACCT # 3584301603 ANNUAL ADMIN FEES G.O	500.00	Cleared
01/16/2025	92164	KELLER THOMA	PROFESSIONAL SERVICES RENDERED THROUGH	1,140.00	Cleared
01/16/2025	92165	O'REILLY AUTO PARTS	RATCHET AND ADAPTER SET	110.96	Cleared
01/16/2025	92166	OAKLAND COUNTY TREASURER	SOUTH LYON WOODS MOBILE HOME TAX DEC 20	422.50	Cleared
01/16/2025	92167	OAKLAND COUNTY TREASURERS	BS&A TAX SUPPORT FEE	871.00	Cleared
01/16/2025	92168	OAKLAND COUNTY TREASURERS	FRMS DEPARTMENT FEE OCT-DEC 2024	1,207.25	Cleared
01/16/2025	92169	PETER'S TRUE VALUE HARDWARE	STATEMENT 12/31/24 TAPE AND GLUE	1,221.28 11.78 <u>1,233.06</u>	Cleared Cleared
01/16/2025	92170	REPUBLIC SERVICES #241	1 WASTE CONTAINER PICKUP SERVICE 12/18/	2,109.50	Cleared
01/16/2025	92171	ROSATI, SCHULTZ, JOPPICH	PROFESSIONAL SERVICES RENDERED THROUGH	99.00	Cleared
			PROFESSIONAL SERVICES RENDERED THROUGH	2,838.00	Cleared
			PROFESSIONAL SERVICES RENDERED THROUGH	900.00	Cleared



Check Date	Check	Vendor Name	Description	Amount	Status
			PROFESSIONAL SERVICES RENDERED THROUGH	4,582.00	Cleared
				8,419.00	
01/16/2025	92172	SALEM-SOUTH LYON DISTRICT	2ND 1/2 DEC 2024 TAX DISBURSEMENT/TAXES	585.52	Open
01/16/2025	92173	SOUTH LYON COMMUNITY SCHOOLS	2ND 1/2 DEC 2024 TAX DISBURSEMENT/TAXES	2,731.59	Cleared
01/16/2025	92174	CHRISTOPHER SOVIK	RETIREE HEALTH INSURANCE STIPEND FOR JA	900.00	Cleared
01/16/2025	92175	VC3, INC.	AGREEMENT CLOUD PROTECTION & DATA RECOV	723.06	Cleared
			AGREEMENT OFFICE 365- CITY JANUARY 2025	560.40	Cleared
			OPENING BALANCE FOR A/R V2	717.91	Cleared
			AGREEMENT OFFICE 365-PD JANUARY 2025	116.00	Cleared
				2,117.37	
01/16/2025	92176	WOW! BUSINESS	SERVICE PERIOD 1/6/2025 - 2/5/2025	910.48	Cleared
01/17/2025	92177	BLUE CROSS BLUE SHIELD OF MICH	INSURANCE PREMIUMS FEBRUARY 2025	50,998.75	Cleared
01/17/2025	92178	BLUE CROSS BLUE SHIELD OF MICH	INSURANCE PREMIUMS FEBRUARY 2025 - RETI	1,791.52	Cleared
01/23/2025	92179	AMAZON CAPITAL SERVICES	DISH SOAP AND BRUSH SET	25.78	Cleared
			COFFEE CREAMER, COFFEE, COFFE CUPS, PAP	118.27	Cleared
			LYSOL	37.90	Cleared
			PRINTING CALCULATOR	80.76	Cleared
			TOILET BOWL CLEANER	20.61	Cleared
				283.32	
01/23/2025	92180	DOUGLAS BAAKI	OFFICER'S CLEANING ALLOWANCE	100.00	Cleared
01/23/2025	92181	AUDRA BAKER	OFFICER'S CLEANING ALLOWANCE	100.00	Cleared
01/23/2025	92182	JARED BAKER	OFFICER'S CLEANING ALLOWANCE	100.00	Cleared
01/23/2025	92183	RONALD BARBOUR	OFFICER'S CLEANING ALLOWANCE	100.00	Open
01/23/2025	92184	ANGELA BAY	OFFICER'S CLEANING ALLOWANCE	100.00	Cleared
01/23/2025	92185	BOUND TREE MEDICAL, LLC	BLOOD GLUCOSE TEST STRIPS	12.02	Open
01/23/2025	92186	AIDEN BUCHHOLZ	REIMBURSEMENT FOR EMT LICENSE FEE	40.00	Cleared
01/23/2025	92187	CIB PLANNING	SITE PLANNING & ADMINISTRATION FEES FOR	9,791.25	Cleared
01/23/2025	92188	COMCAST	ETHERNET DEDICATED LINE SERVICE PERIOD	1,500.00	Cleared
01/23/2025	92189	JOSEPH CZAPSKI	OFFICER'S CLEANING ALLOWANCE	100.00	Open
01/23/2025	92190	DTE ENERGY	STREETLIGHTS DECEMBER 2024	116.21	Cleared
01/23/2025	92191	EMPLOYEE HEALTH INSURANCE MGMT	DECEMBER 2024 ADMINISTRATIVE & MEDICAL	777.00	Cleared
			DECEMBER 2024 CLAIMS FUNDING	5,693.25	Cleared
				6,470.25	
01/23/2025	92192	CHRISTOPHER FAUGHT	OFFICER'S CLEANING ALLOWANCE	100.00	Cleared
01/23/2025	92193	GREAT LAKES ACE HARDWARE	SERVER SUGAR POUR 120Z	6.64	Open
01/23/2025	92194	HINES PARK FORD, INC.	LATCH	148.00	Cleared
01/23/2025	92195	INTL UNION OF OPERATING ENG	PAYROLL DEDUCTION UNION DUES JANUARY 20	198.00	Cleared
01/23/2025	92196	JAMES MARINELLI	OFFICER'S CLEANING ALLOWANCE	100.00	Open
01/23/2025	92197	MISDU	PAYROLL DEDUCTION ID 913616706	151.75	Cleared
			PAYROLL DEDUCTION ID 913659641	123.91	Cleared

Check Date	Check	Vendor Name	Description	Amount	Status
			PAYROLL DEDUCTION ID 913040066	86.67	Cleared
			PAYROLL DEDUCTION ID 913297993	61.84	Cleared
			PAYROLL DEDUCTION ID 913408644	132.18	Cleared
				<u>556.35</u>	
01/23/2025	92198	MISSIONSQUARE - 301149	MISSIONSQUARE PLAN # 301149 457 TRANSPE	3,794.74	Cleared
01/23/2025	92199	MWEA	2025 JOINT EXPO & OPERATOR DAYS 2/4/25	300.00	Cleared
01/23/2025	92200	PETER'S TRUE VALUE HARDWARE	VALVE	12.99	Open
			WIRE STRIPPER, CONNECTOR, WIRE NUTS, FU	31.56	Open
				<u>44.55</u>	
01/23/2025	92201	PRINTING SYSTEMS, INC.	ELECTION SIGNS	33.73	Cleared
01/23/2025	92202	PRIORITY WASTE, LLC	RESIDENTIAL GARBAGE & RECYCLING JANUARY	52,035.88	Cleared
01/23/2025	92203	QUICK SILVER MARKETING SOLUTIONS	DDA EVENT CARDS	383.40	Open
01/23/2025	92204	TIMOTHY RAAP	OFFICER'S CLEANING ALLOWANCE	100.00	Cleared
01/23/2025	92205	SALEM-SOUTH LYON DISTRICT	TAX DISBURSEMENT/TAXES DUE TO LIBRARY 1	704.44	Open
01/23/2025	92206	CHRISTOPHER SEDERLUND	OFFICER'S CLEANING ALLOWANCE	100.00	Cleared
01/23/2025	92207	SOUTH LYON COMMUNITY SCHOOLS	TAX DISBURSEMENT/TAXES DUE TO SCHOOLS 1	4,553.75	Cleared
01/23/2025	92208	TONY SROUFE	OFFICER'S CLEANING ALLOWANCE	100.00	Open
01/23/2025	92209	STAPLES	ENVELOPES, PAPER TOWELS, TOILET PAPER, (2) INVOICES 1/20/2025 FOR SUPPLIES	157.60	Open
				634.23	Open
				<u>791.83</u>	
01/23/2025	92210	TRAVIS STEVENS	OFFICER'S CLEANING ALLOWANCE	100.00	Open
01/23/2025	92211	JOHN TOMANEK	OFFICER'S CLEANING ALLOWANCE	100.00	Cleared
01/23/2025	92212	TIMOTHY WALTON	OFFICER'S CLEANING ALLOWANCE	100.00	Cleared
01/30/2025	92214	Singh Homes II, Inc	BD Payment Refund	500.00	Open
			BD Payment Refund	500.00	Open
			BD Payment Refund	500.00	Open
			BD Payment Refund	500.00	Open
			BD Payment Refund	500.00	Open
			BD Payment Refund	500.00	Open
				<u>3,000.00</u>	
01/30/2025	92215	AMAZON CAPITAL SERVICES	WIRELESS HEADSET AND CASE	103.36	Open
			WIRELESS HEADSET	42.23	Open
			WIRELESS HEADSET, WIRELESS KEYBOARD/MOUSE	105.47	Open
			GEAR BAGS	235.17	Open
			TV MOUNT FOR TRAINING ROOM MONITOR	169.99	Open
			TRICEPS PULLDOWN ATTACHMENT	112.99	Open
			SMOKE ALARM ADAPTER PLUGS	49.02	Open
			HDMI ADAPTER AND CABLES	86.73	Open
			1099 ENVELOPES	12.84	Open

Check Date	Check	Vendor Name	Description	Amount	Status
01/30/2025	92216	ASCENSION MICHIGAN EMPLOYER SOL.	PHYSICAL/DRUG & ALCOHOL SCREEN/MCOLES (	917.80	Open
01/30/2025	92217	AT&T MOBILITY	SERVICE PERIOD DEC 07 - JAN 06	375.00	Open
01/30/2025	92218	AT&T MOBILITY	SERVICE PERIOD DEC 07 - JAN 06	167.32	Open
01/30/2025	92219	THADEUS LEVI BOGERT	JANUARY 2025 COUNCIL PAY	215.82	Open
01/30/2025	92220	BS & A SOFTWARE	BS&A ONLINE SERVICES - ANNUAL SERVICE/S	180.00	Open
01/30/2025	92221	LISA DILG	JANUARY 2025 COUNCIL PAY	4,104.00	Open
01/30/2025	92222	DTE ENERGY	200 DOROTHY ST SERVICE PERIOD 12/18/202	180.00	Open
01/30/2025	92223	DTE ENERGY	214 W LAKE SERVICE PERIOD 12/20/2024 -	28.97	Open
01/30/2025	92224	DTE ENERGY	210 WHIPPLE ST SERVICE PERIOD 12/20/202	188.25	Open
01/30/2025	92225	DTE ENERGY	250 DOROTHY ST SERVICE PERIOD 12/20/202	645.57	Open
01/30/2025	92226	DTE ENERGY	300 DOROTHY ST SERVICE PERIOD 12/20/202	76.35	Open
01/30/2025	92227	DTE ENERGY	SERVICE PERIOD 12/20/2024 - 1/22/2025 S	440.74	Open
01/30/2025	92228	EASTERN MICHIGAN UNIVERSITY	CYNTHIE CONRAD EXECUTIVE LEADERSHIP PRO	2,818.34	Open
01/30/2025	92229	ANDREW EHRESMAN	COUNCIL RECORDING 1/27/2025	3,500.00	Open
01/30/2025	92230	GREATSTAFF SOLUTIONS, LLC	TEMPORARY STAFFING FOR CLERK'S DEPT AT	75.00	Open
01/30/2025	92231	ALEX HANSEN	JANUARY 2025 COUNCIL PAY	990.00	Open
01/30/2025	92232	HOME DEPOT CREDIT SERVICES	STATEMENT 1/13/25 FOR CLEANSER AND PAPE	180.00	Open
01/30/2025	92233	HURON VALLEY GUNS	BDU PANTS FOR OSBORNE	90.90	Open
			ATERATIONS AND SHIRT	87.99	Open
			NAME TAG	74.99	Open
				20.00	Open
				182.98	
01/30/2025	92234	IIMC	ANNUAL MEMBERSHIP FEE THROUGH 3/31/2026	220.00	Open
01/30/2025	92235	KFD TRAINING AND CONSULTATION, LLC	LOCKUP DT INSTRUCTOR SCHOOL 5/12/25 - 5	995.00	Open
01/30/2025	92236	GLENN KIVELL	JANUARY 2025 COUNCIL PAY	180.00	Open
01/30/2025	92237	MARGARET KURTZWELL	JANUARY 2025 COUNCIL PAY	180.00	Open
01/30/2025	92238	LORI MOSTER	JANUARY 2025 COUNCIL PAY	180.00	Open
01/30/2025	92239	OAKLAND COUNTY TREASURERS	CLEMIS MEMBER & PARTICIPATION FEES OCT-	180.00	Open
01/30/2025	92240	PNC BANK	STATEMENT 1/19/25	4,770.75	Open
01/30/2025	92241	PURE WATER PARTNERS	WATER BILLING PERIOD 11/25/2024 - 2/24/	7,166.97	Open
01/30/2025	92242	SADIE (SARAH) QUAGLIOTTO	SOCIAL MEDIA MANAGER FEBRUARY 2025	123.00	Open
01/30/2025	92243	SEWCOG	2025 ANNUAL MEMBERSHIP DUES	2,025.00	Open
01/30/2025	92244	STEPHEN KENNEDY	JANUARY 2025 COUNCIL PAY	2,025.00	Open
01/30/2025	92245	TOSHIBA FINANCIAL SERVICES	CONTRACT PAYMENT SERVICE PERIOD 1/15/20	220.00	Open
01/30/2025	92246	TOSHIBA FINANCIAL SERVICES	CONTRACT PAYMENT SERVICE PERIOD 1/15/20	1,620.73	Open
01/30/2025	92247	TRANSPORTATION IMPROVEMENT ASSOC.	MEMBERSHIP - GOVERNMENT 2025	264.62	Open
02/03/2025	92248	GRA BENEFITS GROUP	EMPLOYEE NAVIGATOR JANUARY 2025 FEES	3,958.00	Open
02/03/2025	92249	GUARDIAN	FEBRUARY 2025 INSURANCE PREMIUMS	89.25	Open
02/03/2025	92250	HUBBELL, ROTH & CLARK, INC.	PROFESSIONAL SERVICES FOR PERIOD ENDING	11,056.26	Open
02/03/2025	92251	MARTIN'S DO IT BEST	STATEMENT 1/31/2025	61,196.69	Open
			STATEMENT 1/31/2025	22.98	Open
				13.99	Open
				36.97	
02/03/2025	92252	MML WORKERS' COMPENSATION FUND	POLICY # 5000790-23 PAYROLL AUDIT 7/1/2	28,529.00	Open

Check Date	Check	Vendor Name	Description	Amount	Status
02/03/2025	92253	POSTMASTER	POSTAGE FOR JANUARY 2025 PAST DUE & SHU	272.72	Open
02/06/2025	92254	A.F.S.C.M.E. COUNCIL 25	PAYROLL DEDUCTION UNION DUES FEBRUARY 2	792.80	Open
02/06/2025	92255	AMAZON CAPITAL SERVICES	A COMMUNICATIONS PLAYBOOK FOR PUBLIC OF NOTE PAD STAPLES PLASTIC CUPS, FLOOR CLEANER, TOILET BOW TV ANTENNA SUGAR DISPENSER LEGAL PADS	19.95 8.58 20.26 117.42 31.44 14.39 18.99	Open Open Open Open Open Open Open
				<u>231.03</u>	
02/06/2025	92256	JEFF ARCHY	REIMBURSEMENT FOR DOT PHYSICAL	189.00	Open
02/06/2025	92257	AT&T MOBILITY	SERVICE PERIOD DEC 20 - JAN 19	283.74	Open
02/06/2025	92258	CIB PLANNING	SITE PLANNING & PLANNING ADMINISTRATION	11,045.00	Open
02/06/2025	92259	COMCAST	FEBRUARY 2025 PHONE CHARGES	1,295.10	Open
02/06/2025	92260	COMCAST	SERVICE PERIOD 1/27/2025 - 2/26/2025	130.97	Open
02/06/2025	92261	CULLIGAN OF ANN ARBOR/DETROIT	WATER SERVICES FEBRUARY 2025	111.00	Open
02/06/2025	92262	DETROIT CIRCUS, LLC	STREET PERFORMERS FOR 12/7/2024	2,025.00	Open
02/06/2025	92263	DTE ENERGY	SERVICE PERIOD 12/20/2024 - 1/22/2025	323.23	Open
02/06/2025	92264	DTE ENERGY	215 WHIPPLE ST SERVICE PERIOD 12/20/202	677.94	Open
02/06/2025	92265	GREATER BRIGHTON AREA COC	NON PROFIT - MEMBERSHIP 02-2025 THRU 01	200.00	Open
02/06/2025	92266	GREATSTAFF SOLUTIONS, LLC	TEMPORARY STAFFING FOR CLERK'S DEPT AT	742.50	Open
02/06/2025	92267	HUNT SIGN COMPANY	CUSTOM SIGN	85.00	Open
02/06/2025	92268	HURON VALLEY GUNS	GLOVES	54.99	Open
02/06/2025	92269	WILMA LANNING	REIMBURSEMENT FOR MOP HANDLE AND MOP HE	25.42	Open
02/06/2025	92270	NATHAN MACK	MILEAGE REIMBURSEMENT FOR MDA BOARD RET	338.80	Open
02/06/2025	92271	MARY HAAS	REIMBURSEMENT FOR POSTAGE FOR MAILING P	6.10	Open
02/06/2025	92272	MICHIGAN CAT	BOLT, PLUG, SEAL-O RING	60.07	Open
02/06/2025	92273	MISDU	PAYROLL DEDUCTION ID 913616706	151.75	Open
			PAYROLL DEDUCTION ID 913659641	123.91	Open
			PAYROLL DEDUCTION ID 913297993	61.84	Open
			PAYROLL DEDUCTION ID 913408644	132.18	Open
			PAYROLL DEDUCTION ID 913040066	86.67	Open
				<u>556.35</u>	
02/06/2025	92274	MISSIONSQUARE - 301149	MISSIONSQUARE PLAN # 301149 457 TRANSFE	2,776.15	Open
02/06/2025	92275	MMTA	TREASURER TO TREASURER TRAINING (LISA D	99.00	Open
02/06/2025	92276	OAKLAND COUNTY TREASURERS	AUGUST 2024 AVCB, NOV 2024 AVCB	4,618.01	Open
02/06/2025	92277	PETER'S TRUE VALUE HARDWARE	ELECTRICAL TAPE, CONNECTOR, AND HEAT TU KEYS AND CORD	10.77 9.48	Open Open
				<u>20.25</u>	
02/06/2025	92278	PLUMBERS SERVICE	MILLING TOOL EQUIPMENT/LABOR, VIDEO INS	7,700.00	Open
02/06/2025	92279	POLICE OFFICERS ASSOC. OF MICHIGAN	PAYROLL DEDUCTION UNION DUES FEBRUARY 2	521.78	Open
02/06/2025	92280	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION UNION DUES FEBRUARY 2	265.00	Open

Check Date	Check	Vendor Name	Description	Amount	Status
02/06/2025	92281	PRIORITY WASTE, LLC	RESIDENTIAL GARBAGE & RECYCLING FEBRUAR	52,035.88	Open
02/06/2025	92282	SAFEBUILD, LLC LOCKBOX # 88135	JANUARY 2025 PERMIT AND TECH FEES	16,825.50	Open
02/06/2025	92283	SALEM-SOUTH LYON DISTRICT	TAX DISBURSEMENT/TAXES DUE TO LIBRARY	303.20	Open
02/06/2025	92284	SOUTH LYON COMMUNITY SCHOOLS	TAX DISBURSEMENT/TAXES DUE TO SCHOOLS	3,305.64	Open
02/06/2025	92285	SOUTH LYON FIRE DEPT	DEPT CPR/FIRST AID TRAINING	475.00	Open
02/06/2025	92286	JOEY THORINGTON	REIMBURSEMENT FOR YOUTUBE TV	82.99	Open
02/06/2025	92287	VERIZON WIRELESS	SERVICE PERIOD DEC 22 - JAN 21	70.12	Open
02/06/2025	92288	WOW! BUSINESS	SERVICE PERIOD 1/27/2025 - 2/26/2025	84.06	Open
02/06/2025	92289	AMAZON CAPITAL SERVICES	PLIERS, POWER STRIP, COFFEE	143.06	Open
02/06/2025	92290	BADGER METER INC.	LTE & MBL SERVICE JANUARY 2025	1,853.80	Open
02/06/2025	92291	BUSCH'S INC.	STATEMENT 1/31/2025	63.00	Open
02/06/2025	92292	GREATSTAFF SOLUTIONS, LLC	TEMPORARY STAFFING FOR CLERK'S DEPT AT	1,254.00	Open
02/06/2025	92293	REAGENTS HOLDINGS LXBX	DEXTROSE ANHYDROUS ACS REAGENT	92.27	Open
02/06/2025	92294	REVIZE LLC	WEBSITE AND CMS ANNUAL TECH SUPPORT 3/1	3,950.00	Open

01 TOTALS:

Total of 154 Disbursements:

438,413.64

## January 2025 Payroll Reports

<b>Department</b>		<b>Total Pay</b>
Administration	\$	44,762.37
Cemetery	\$	-
Police	\$	155,209.92
Fire	\$	52,668.65
D.P.W.	\$	64,565.12
Water & Wastewater	\$	47,439.40
Total Wages	\$	364,645.46

*\*Please note 2 pay periods in the month of January 2025*

**AGENDA NOTE**  
Consent Agenda # 1

**MEETING DATE:** February 10, 2025

**PERSON PLACING ITEM ON AGENDA:** Mayor Kennedy

**AGENDA TOPIC:** Parks and Recreation Commission

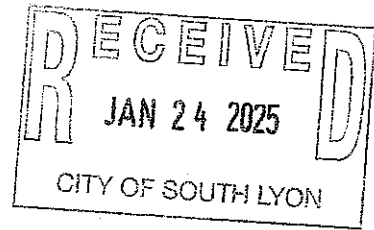
**EXPLANATION OF TOPIC:** We have received a candidate questionnaire from Mike Gutenkunst, who would like to be more involved in the community, and requested to be placed on the Parks and Recreation Commission

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Board Application

**POSSIBLE COURSES OF ACTION:**

1. Appoint/not appoint Mike Gutenkunst to the Parks and Recreation Commission

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve Mike Gutenkunst to the Parks and Recreation Commission.



## CANDIDATE QUESTIONNAIRE

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

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

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

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

### Appointed by Mayor-Confirmed by City Council

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





RECEIVED  
JAN 24 2025  
CITY OF SOUTH LYON

NAME Mike Gutenkunst CITY OF SOUTH LYON RESIDENT FOR 24 YEARS

ADDRESS Hidden Creek DR ZIP 48178

PHONE (home) \_\_\_\_\_ PHONE (business or cell) N/A

EMAIL \_\_\_\_\_

OCCUPATION: Retired

ARE YOU A CITIZEN OF THE UNITED STATES?  YES  NO  
IS ANY MEMBER OF YOUR FAMILY ON ANOTHER BOARD OR COMMISSION?  YES  NO  
IF SO, WHO? \_\_\_\_\_

INTERESTS/REASONS/QUALIFICATIONS: (Resume may be attached)  
Actively use all city parks, 33 years in Marketing & Sales at Ford, 23 in management positions

BOARDS/COMMISSIONS/COMMITTEES ON WHICH YOU HAVE SERVED (LIST MUNICIPALITIES AND DATES):  
NONE

ELECTIVE OFFICES THAT YOU HAVE HELD:  
NONE

OTHER ORGANIZATIONS: (Ex. Homeowners Association, Volunteer Groups, PTA, etc...)  
H/A Secretary of Hidden Creek, volunteer at Salvation Army  
Capuchin Urban Farm

ADDITIONAL INFORMATION:  
4 year degree from Alma College, active hiker & skier (downhill & cross country)

Signature Michael Gutenkunst Date 1-24-25



# AGENDA NOTE

Consent Agenda #2

**MEETING DATE:** February 10, 2025

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

**AGENDA TOPIC:** Resignation of Patricia Dombecki from the Cultural Arts Commission

**EXPLANATION OF TOPIC:** We have received an email from Ken Michalik from the Cultural Arts Commission advising us that Patricia Dombecki submitted her resignation to the Cultural Arts Commission.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Email dated January 31, 2025 from Ken Michalik advising us that Patricia Dombecki has submitted her resignation to the Cultural Arts Commission.

**POSSIBLE COURSES OF ACTION:** Accept the resignation of Patricia Dombecki from the Cultural Arts Commission.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to accept the resignation of Patricia Dombecki from the Cultural Arts Commission.

## Paul Zelenak

---

**From:** Ken Michalik <kenmichalik23@gmail.com>  
**Sent:** Friday, January 31, 2025 2:55 PM  
**To:** Paul Zelenak  
**Subject:** Fwd: Resignation letter

Paul,

Patty Dombecki submitted her CAC resignation letter to me to send to you to make it official.

Ken

# AGENDA NOTE

Consent Agenda # 3

**MEETING DATE:** February 10, 2025

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

**AGENDA TOPIC:** Donation of HVAC Equipment

**EXPLANATION OF TOPIC:** The donation is being made by the Heinanen Engineering and Train for two furnaces and two A/C units for the Historical Village. The amount of the donation is \$11,841.10.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Donation form.

**POSSIBLE COURSES OF ACTION:** Approve or not approve the donation from Heinanen Engineering & Train in the amount of \$11,841.10 for two furnaces and two A/C units for the Historical Village

**SUGGESTED MOTION:** Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_  
To approve the donation from Heinanen Engineering & Train in the amount of \$11,841.10 for two furnaces and two A/C units for the Historical Village



Office Use Only:  
Date Rec'd \_\_\_\_\_  
Date \_\_\_\_\_  
Approved \_\_\_\_\_  
Initials \_\_\_\_\_

### Donation Form

Tax ID #38-6004651  
335 S. Warren Street – South Lyon, MI 48178  
Office 248-437-1735 FAX 248-486-7054  
www.southlyonmi.org

<b>Donor Name:</b> (How you want to be listed for recognition purposes) <u>HEINAWEN ENGINEERING</u>		<b>Donor Stated Value:</b> <u>\$11,841.10</u>	
<b>Address:</b> <u>350 S. LAFAYETTE</u>	<b>City:</b> <u>SOUTH LYON</u>	<b>State:</b> <u>MI</u>	<b>Zip:</b> <u>48178</u>
<b>Email Address:</b> <u>WWW.WARMUP.COM</u>	<b>Home Phone:</b>	<b>Business Phone:</b> <u>248-486-6100</u>	

**Donated Item:**  
Item or amount of donation: 2 FURNACES & 2 A/C UNITS

Will Be Dropped Off – Date: \_\_\_\_\_  Needs Pick-up

Will Be Mailed  Pick-up Information: \_\_\_\_\_

Is Enclosed  INSTALLED ON SITE

If Item is a Gift Certificate, it will be provided by: \_\_\_\_\_

Donation Made in Honor or Memory Of or For a Specific Purpose: \_\_\_\_\_

**Please make checks payable to: City of South Lyon. Please put "donation" on the memo line.**

**Donation Description:**  
Please describe the donated item in the space below. If you are donating an item, please describe what you would like to donate and where you would like it placed or if you would like it to go to a particular department or location. (We will make every effort to accommodate your request)

Name of person to contact for information regarding donation: JEFF HEINAWEN  
(If different than above)

**AGENDA NOTE**  
**Consent Agenda Item #4**

**MEETING DATE:** Feb. 10, 2025

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

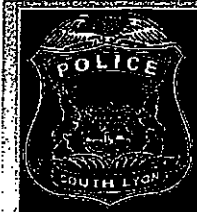
**AGENDA TOPIC:** Carnivale – March 8, 2025

**EXPLANATION OF TOPIC:** DDA Director Nathan Mack, on behalf of the Downtown Development Authority (DDA) would like to host Carnivale on March 8, 2025, downtown and close Lafayette Street from Lake Street to Liberty Street. The event will take place from 2:00 PM until 5:00 PM but the DDA is requesting the street closure from 1:00 PM until 5:30 PM to allow adequate time for food trucks and vendors to set up and tear down. The South Lyon Fire Department and Department of Public Works have been notified of the event and will place barriers and signage to accommodate the event.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Event Application, Hold Harmless Agreement, Road Closure Map, Road Closure Resolution

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

**SUGGESTED MOTION:** Moved by, \_\_\_\_\_ seconded by, \_\_\_\_\_ to approve the Carnivale event application and Resolve that Lisa Deaton, City Clerk/Treasurer is hereby authorized to make application to the Road Commission for Oakland County on behalf of the City of South Lyon in the County of Oakland, Michigan for the necessary permit to conduct the Carnivale event on March 8, 2025 and the related road closures: Lafayette Street between Lake Street and Liberty Street, and the City of South Lyon in the County of Oakland, Michigan will faithfully fulfill all permit requirements.



# South Lyon Police Department

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

## Parade/Event Application

Date(s) of Event: 3/8/25

Applicant's Name: NATHAN MACK

Ph#: 248-437-1735

Applicant's Address: 335 S. WARREN

Name of Event: CARNIVALE

Business/Organization Name: DDA

Business Address: 335 S. WARREN

Business Phone Number: SAME

President/CEO Responsible for Event: NATHAN MACK

Ph#: 248-437-1735

Event Start Date and Time: 1 AM/PM ROAD CLOSED EVENT TIME: 2-5

Event End Date and Time: 5:30 AM/PM ROAD OPEN

Approximate number of persons attending: 1,000

Approximate number and types of vehicles: N/A

Approximate number and types of animals: N/A

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

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

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

\_\_\_\_\_

Applicants Signature and Date

Nathan Mack 2/5/25  
Responsible Party's Signature and Date

PD  FD  DPW  City Hall

Chief Douglas Baaki  
Chief Douglas Baaki

2/5/25  
Date



## South Lyon Police Department

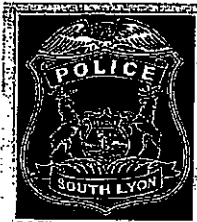
219 Whipple St.  
South Lyon, MI 48178  
Ph: (248) 437-1773  
Fx: (248) 437-0459

### Parade/Event Insurance Requirements

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

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





# South Lyon Police Department

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

## Hold Harmless

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

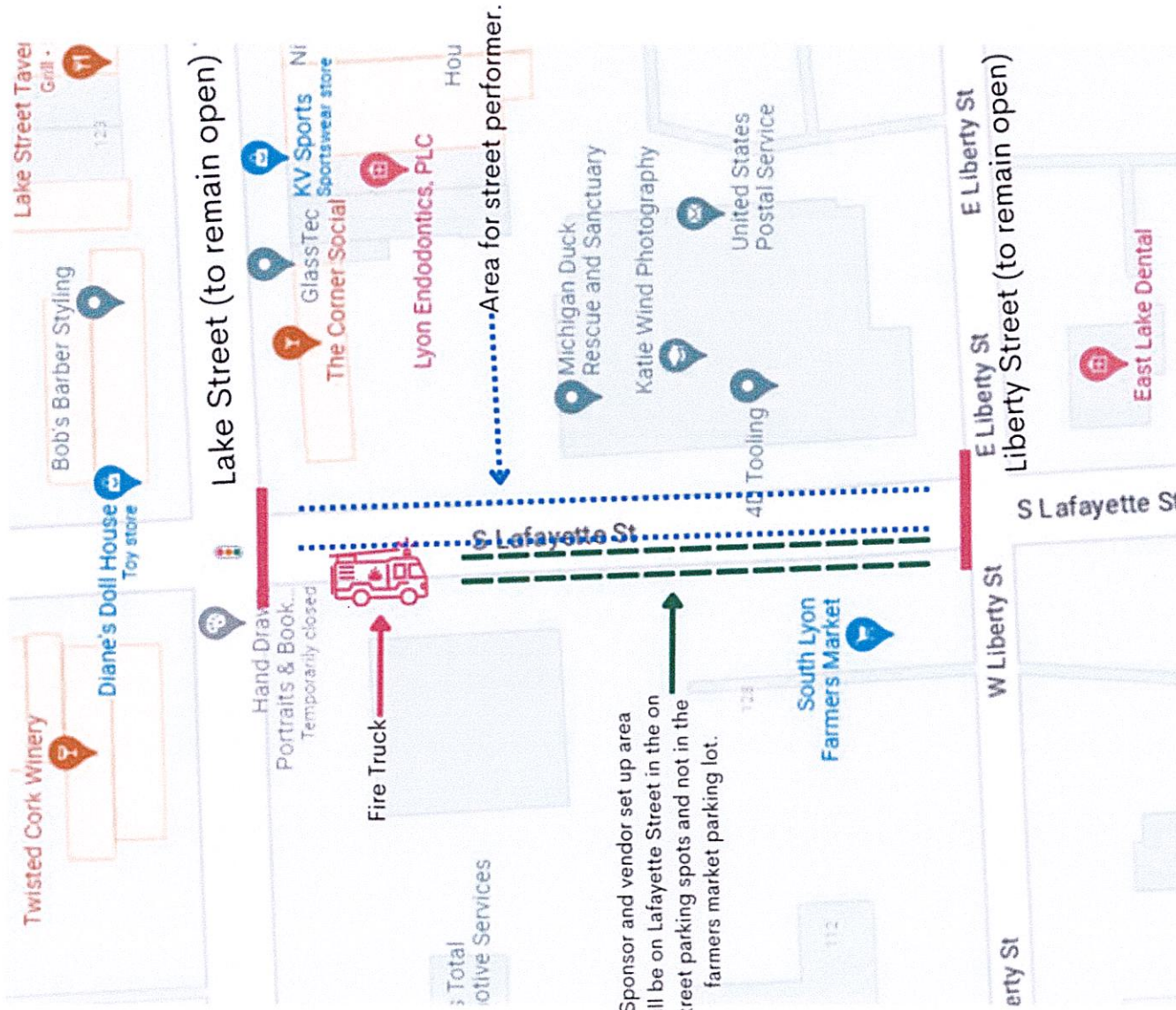
agrees to defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its elected and appointed officials, employees, volunteers, and other working on behalf of the City of South Lyon against any and all claims, demands, suits, or loss, including all costs connected therewith, and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

[Handwritten Signature]  
Signature

2/5/25  
Date

# Carnivale Road Closure for Event on March 8, 2025. Road closed from 1PM - 5:30 PM.

Lafayette St. closed from Lake Street to Liberty Street.



Sponsor and vendor set up area will be on Lafayette Street in the on street parking spots and not in the farmers market parking lot.

Fire Truck

Area for street performer.

Lake Street (to remain open)

Liberty Street (to remain open)

# **AGENDA NOTE**

Unfinished Business: Item # 1

**MEETING DATE:** February 10, 2025

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

**AGENDA TOPIC:** Second Reading of Amendment to Chapter 90, Article III, Sec. 9-72, fines and costs

**EXPLANATION OF TOPIC:** At our January 27, 2025 City Council Meeting, council approved a proposal to increase the fines for handicapped parking violations from \$100 to \$125 and all other parking violations from \$10 to \$20 if paid within seven days. If paid after seven days, fines would increase to \$150 for handicapped parking violations and \$30 for all other parking violations. These fines were a result in comparing other communities' fines which range from \$0 to \$75 for other parking violations/snow emergencies and \$50 to \$180 handicapped parking violations. Communities included in the research are Wixom, Novi, Milford, and Brighton. Tonight, we bring this Agenda Note to City Council for a second reading and approval.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Amended copy of Chapter 90, Article III, Sec. 9-72, fines and costs.

**POSSIBLE COURSES OF ACTION:** Approve/Do Not Approve the second reading of the amendment to Chapter 90, Article III, Sec. 9-72, fines and costs.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the second reading of the ordinance to approve the increase of fines for handicapped parking violations from \$100 to \$125 and all other parking violations from \$10 to \$25 if paid within seven days. If paid after seven days, fines would increase to \$150 for handicapped parking violations and \$30 for all other parking violations.

**CITY OF SOUTH LYON**  
**ORDINANCE NO. \_\_\_\_\_**

**STOPPING, STANDING AND PARKING**

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES FOR THE CITY OF SOUTH LYON, TO AMEND CHAPTER 90, ARTICLE III, SECTION 90-72 FINES AND COSTS.**

**THE CITY OF SOUTH LYON ORDAINS:**

**Section 1.** Amendment to Chapter 90, Article III, Section 9-72, to read as follows:

**Sec. 90-72. - Fines and costs.**

(a) *Handicapped parking.* The fines and costs for unauthorized parking of a vehicle in a parking space designated for handicapped parking shall be as follows:

- (1) One hundred ~~twenty-five~~ dollars if paid within seven days after issuance of the parking violation notice.
- (2) One hundred ~~twenty-five~~~~fifty~~ dollars if the ticket is paid after seven days but before the ticket is sent to the appropriate court.

(b) *Other parking violations.* The fines and costs for all parking violations other than handicapped parking violations shall be as follows:

- (1) ~~Twenty~~ dollars if paid within seven days after issuance of the parking violation notice.
- (2) ~~Thirty~~~~twenty~~ dollars if not paid within seven days after issuance of the parking violation notice.

**Section 2. Savings Clause.**

Nothing in this Ordinance hereby adopted shall be construed to affect any just or legal right or remedy of any character nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

**Section 3. Severability.**

The various parts, sections and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected.

**Section 4. 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.

**Section 5. Effective Date; Publication.**

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 Adopted by the South Lyon City Council this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Stephen B. Kennedy, Mayor

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

**Certificate 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 \_\_\_\_\_, 2024.

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

Adopted:  
Published:  
Effective:

# AGENDA NOTE

New Business: # 1

**MEETING DATE:** February 10, 2025

**PERSON PLACING ITEM ON AGENDA:** Ronald Beason, Water/Sewer Department Superintendent

**AGENDA TOPIC:** Drilling and Installation of New Well #8

**EXPLANATION OF TOPIC:** The Water Department is seeking approval to hire Peerless Midwest Inc. to provide professional services for the drilling and installation of a new well (#8) to be located approximately 250 ft east of well #7 in McHattie Park (Figure 1). This well will replace the failed #2 well located at the Water Plant on Dorothy Street. Peerless Midwest currently services and maintains the city wells, low service pumps, high service pumps and drilled the two offset wells # 6 and #7. Peerless Midwest has been instrumental in obtaining the test site approval from EGLE and are highly qualified to complete the scope of work. This is a scheduled expenditure for the 2024-2025 fiscal year from line item 592.556.972 with the total amount not to exceed \$320,500.00.

**SUPPORTING DOCUMENTS:**

- Attachment 1: (Figure 1) Well Location
- Attachment 2: Quote from Peerless Midwest Inc.
- Attachment 3: Well #2

**POSSIBLE COURSES OF ACTION:** Approve / Not approve the hiring of Peerless Midwest Inc. to drill and install a new well (#8) for the amount not to exceed \$320,500.00 out of Capital Improvements line item 592.556.972

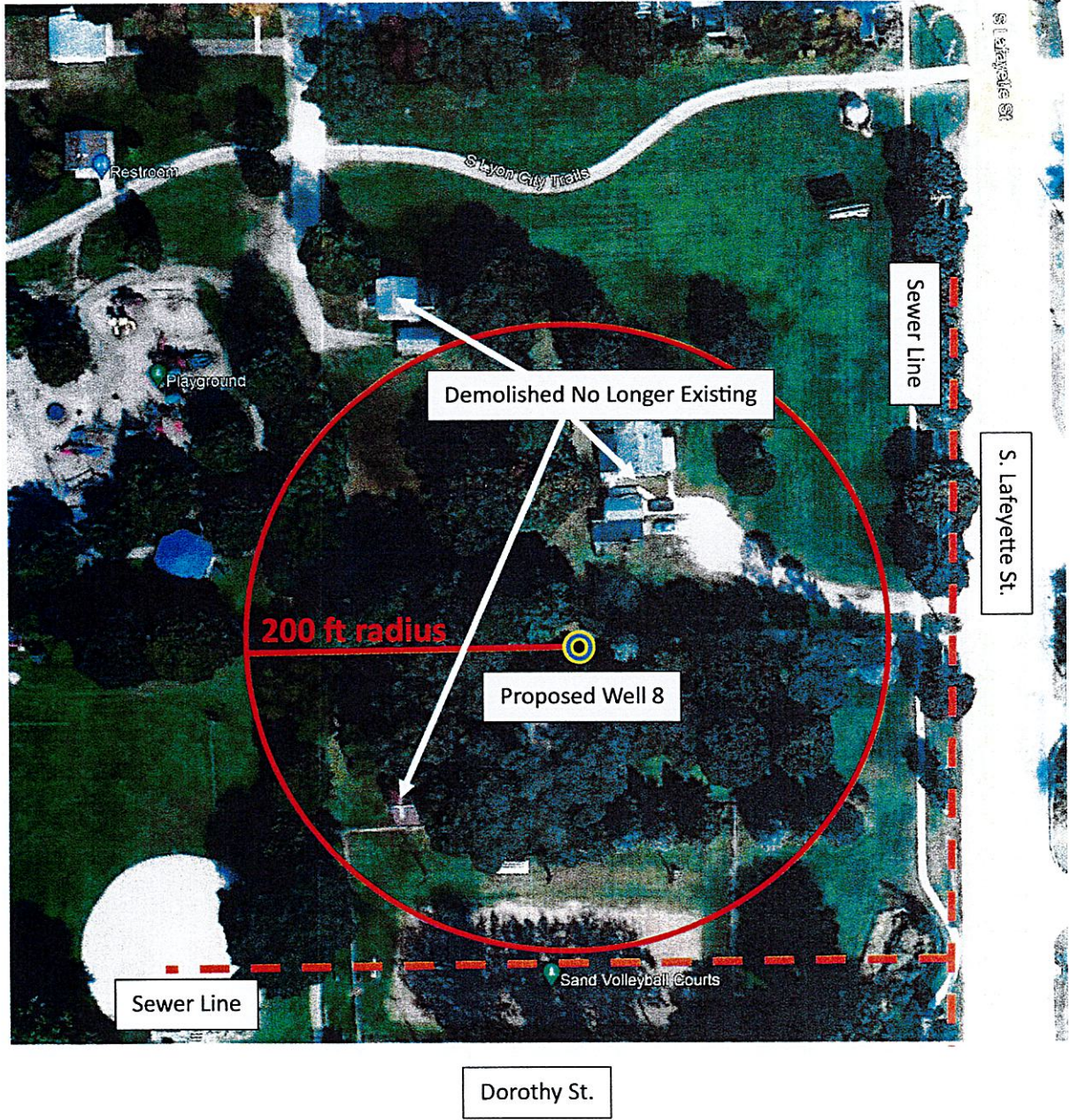
**SUGGESTED MOTION:**

- 1) Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to waive City of South Lyon code of ordinances, “ Approval for purchases or contracts: Competitive bidding for purchases or bidding because no advantage to the city will result from competitive bidding”
- 2) Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to Approve/Not Approve the hiring of Peerless Midwest Inc. to drill and install a new well #8 for the amount not to exceed \$320,500.00 out of capital improvements line item 592.556.972



FIGURE 1

South Lyon, MI – Proposed Well 8 Location with 200 foot EGLE Required Isolation Distance Shown.







January 24, 2025

**City of South Lyon**  
**Attn: Ron Beason – Water Superintendent**

**RE: CITY OF SOUTH LYON NEW WELL 8 PROFESSIONAL SERVICES**

I am pleased to provide the following scope of work and the following budget estimates to explore for the proposed Well 8. Peerless-Midwest is uniquely qualified to provide complete permitting, exploration, design, engineering, field work and project completion. We have successfully developed hundreds of water resources using this method throughout the Midwest. The costs listed in the following table are not to exceed costs. **All cost savings will be returned to the City based on final actual costs of the project and not to exceed \$320,500.00.** I have broken the scope of work out into three(3) phases:

**Phase I: Exploration, Water Quality and Quantity Determination**

**Phase II: Large Diameter Test Production Wells and Aquifer Testing**

**Phase III: Equipage of Well**

The following quotation assumes that you will provide suitable ingress and egress for heavy equipment such as drilling rigs and water trucks weighing 80,000 pounds. It also assumes you will be responsible for any land clearing at the chosen drilling sites.

Sincerely,  
**PEERLESS-MIDWEST, INC.**

Bob Masters, M.S.  
Project Manager/Hydrogeologist



<b><u>Phase I: Exploration, Water Quality and Quantity Determination</u></b>	
One(1) 6" monitoring well in the glacial aquifer. Professional geologist onsite and coordination of drilling. Permitting and coordination with EGLE. Permanent well screen design via a sieve analysis and entrance velocity. Water sampling and analysis for general chemistry, metals, VOCs, pesticides, herbicides, radiological and PFAS compounds. Complete report and submittal to EGLE.	\$33,000.00
Install 150 to 200 gpm test pump, perform step testing, analysis and report by professional geologist on potential for a large diameter well in the glacial aquifer. Obtain EGLE approval for large diameter well.	\$15,000.00
<b><u>Phase II: Large Diameter Test Production Wells and Aquifer Testing</u></b>	
Construct a 16" well in the glacial drift, perform 72-hour aquifer pumping test and analysis for a safe yield rating, install one additional monitoring well per EGLE requirements. Full chemistry scan at end of test to verify water chemistry.	\$195,000.00

<b>Phase III: Equipage of Well</b>	
EGLE ACT 399 Permit, Design, Specs and Plans stamped by a Professional Engineer.	\$2,500.00
Wellhouse piping, pump pedestal, flow meter, check valve, valves, pump to waste line.	\$30,000.00
Vertical Turbine pump and motor complete with discharge head.	\$45,000.00
<b>Grand Total of All Three Phases (Not to Exceed):</b>	<b>\$320,500.00</b>



# WELL #2





# AGENDA NOTE

New Business # 2

**MEETING DATE:** February 10, 2025

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

**AGENDA TOPIC:** City Personnel Policy Changes

**EXPLANATION OF TOPIC:** As you know the Finance and Benefits Administrator and I have been working over the past year and a half making changes and improvements to our Employee Personnel Policy. The results of those efforts were included within the proposed policy that was adopted last January.

We have recently been reviewing and updating language to our policy, based upon recent legislation in Lansing made to the section pertaining to Earned Sick Time. Our changes are based upon that language and are included for your review.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Updated personnel policy language per recent legislation, based upon Michigan Department of Labor and Economic Opportunity pertaining to Earned Sick Time.

**POSSIBLE COURSES OF ACTION:** Approve or not approve changes to the City of South Lyon Personnel Policy pertaining to Earned Sick Time.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve changes to the City of South Lyon Personnel Policy pertaining to Earned Sick Time.



Michigan Department of Labor & Economic Opportunity

Wage and Hour Division
PO Box 30476
Lansing, MI 48909-7976
REQUIRED POSTER



GRETCHEN WHITMER
GOVERNOR

SUSAN CORBIN
DIRECTOR

GENERAL REQUIREMENTS – EARNED SICK TIME ACT\*

Your employer's 'year' for the purposes of the Earned Sick Time Act is: \_\_\_\_\_

Earned Sick Time Accrual

Table with 4 columns: Number of Employees, Minimum Accrual, Minimum Paid Sick Time, Unpaid Sick Time. Rows for 'Less than 10 employees' and '10 or more employees'.

- Earned sick time shall carry over from year to year, a business with less than 10 employees is not required to permit an employee to use more than 40 hours of paid earned sick time and 32 hours of unpaid earned sick time in a single year...
• Earned sick time shall begin to accrue on the effective date of this law, or upon commencement of the employee's employment, whichever is later.
• An employee may use accrued earned sick time as it is accrued.
• An employer is in compliance with the act if it provides any paid leave in at least the same amounts as that provided under this act...

Earned Sick Time Uses

An employer shall permit an employee to use the earned sick time accrued for any of the following:

- The employee's or the employee's family member's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee.
• If the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to domestic violence or sexual assault; to obtain legal services; or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.
• For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child; or
• For closure of the employee's place of business by order of a public official due to a public health emergency; for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency; or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease.
• An employer shall not require an employee to search for or secure a replacement worker as a condition for using earned sick time.

Exercise of Rights

- An employer or any other person shall not interfere with, restrain, or deny the exercise of, or the attempt to exercise, any right protected under this act.
• An employer shall not take retaliatory personnel action or discriminate against an employee because the employee has exercised a right protected under this act. "Retaliatory personnel action" means any of the following:
- Denial of any right guaranteed under this act.
- A threat, discharge, suspension, demotion, reduction of hours, or other adverse action against an employee or former employee for exercise of a right guaranteed under this act.
- Sanctions against an employee who is a recipient of public benefits for exercise of a right guaranteed under this act.
- Interference with, or punishment for, an individual's participation in any manner in an investigation, proceeding, or hearing under this act.
• An employer's absence control policy shall not treat earned sick time taken under this act as an absence that may lead to or result in retaliatory personnel action.

Complaint Filing

An employee affected by an alleged violation, at any time within 3 years after the alleged violation or the date when the employee knew of the alleged violation, whichever is later, may do any of the following:

- (a) Bring a civil action for appropriate relief, including, but not limited to, payment for used earned sick time; rehiring or reinstatement to the employee's previous job; payment of back wages; reestablishment of employee benefits to which the employee otherwise would have been eligible if the employee had not been subjected to retaliatory personnel action or discrimination; and an equal additional amount as liquidated damages together with costs and reasonable attorney fees as the court allows.
(b) File a claim with the department, which shall investigate the claim. Filing a claim with the department is neither a prerequisite nor a bar to bringing a civil action.

\*For precise language of the statute, see Public Act 338 of 2018, as amended

## **SECTION 15 – SICK AND ACCIDENT BENEFITS**

### **A. SICK AND ACCIDENT BENEFITS**

1. The City shall provide sick and accident insurance in lieu of Sick Leave, the terms of coverage being as follows:
  - a. Coverage shall equal the employee's average ill pay for straight time work.
  - b. Elimination: 0 days accident; 7 days sickness.
  - c. Coverage shall be for a period of 26 weeks.
2. The City of South Lyon complies with the Michigan Earned Sick Time Act, MCL 408.961 et. seq. (See attached poster). Sick leave is intended to be used for reasons of illness, injury, pregnancy, medical or dental appointments, or for any of the reasons provided for under the Michigan Earned Sick Time Act (ESTA). See attached poster regarding ESTA, MCL 408.961, et. seq. Employees shall be allowed up to (72) hours of paid sick leave per year. Unless otherwise defined by a collective bargaining agreement, a "year" for purposes of this section shall mean a calendar year.
3. Upon completion of ninety (90) days of employment, an employee may use up to (72) hours of accrued paid sick time per year. Paid sick leave accrues at the rate of one hour for every (30) hours. Paid sick leave for Administrative nonunion and contract employees will accrue in full at the beginning of the calendar year.
4. Unused sick leave will carry over to following year, except when there has been a break in employment for (6) months or more. However, the maximum paid sick leave allowed to be used per year is (72) hours.
5. Employees will not be compensated for accrued and unused sick leave at the time of separation from employment.
6. Employees requiring use of sick and accident insurance shall be responsible for filing all appropriate forms with the carrier. In addition, the employee will be required to turn over the insurance check to the employer in order to receive his/her normal payroll check. Employees failing to turn over their insurance check will not receive a regular payroll check until the insurance check is received by the City.

### **B. ELIGIBILITY FOR SICK AND ACCIDENT BENEFITS**

1. See Section 5 "Eligibility for Fringe Benefits".

### C. USE OF SICK LEAVE

1. Sick leave may be used with the permission of the employee's Department Head.
2. Sick leave time will be paid at the employee's regular rate of pay.
3. Sick leave may be used in one-quarter hour increments.
4. Each City Department Head shall be responsible for reviewing employee requests for Sick leave and determining their validity. For use of paid sick time in excess of three (3) consecutive days, the employee shall be required to provide reasonable documentation that the use of earned sick time is for a purpose provided covered by the Earned Sick Time Act. The employee shall be required to provide this documentation in a timely manner. The employee will not be required to provide a description of the illness or the details of violence in support of the request for leave. All information will be confidentially maintained by the Finance & Benefit Administrator.
5. For absences that are not foreseeable, employees should notify their Department Head that they will be unable to work as soon as practicable before their normal work shift begins in departments where the Department Head or his/her designated representative is normally on duty to receive such calls. Employees using leave for a foreseeable absence shall notify their Department head no later than seven (7) days in advance of the leave.
6. Employees who fail to notify their Department Head that they will be unable to work, shall be subject to discipline up to and including discharge.
7. Employees must submit their "Request for Approval of Sick Leave" to their Department Head in writing as soon as possible after the Sick leave usage.
8. Sick leave may not be used before it is accrued.
9. Sick leave may be used for illness, injury, and for the reasons provided for in the Michigan Earned Sick Time Act, MCL 408.961 et. seq., including the following purposes:
  - a. The employee's or the employee's family member's mental or physical illness, injury, or health concern; medical diagnosis, care or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee.
  - b. As paid leave for reasons qualifying the employee for leave under the Family Medical Leave Act.

- c. For closure of the employee's place of business by order of public official due to a public health emergency; for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency, or when it has been determined by public health authorities having jurisdiction or by a health care provider that the employee's or the employee's family members presence in the community would jeopardize the health of others because of the family member's exposure to a communicable disease.
- d. Medical and dental examinations or treatment.
- e. If the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to domestic violence or sexual assault; to obtain legal service; to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.
- f. For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child.
- g. To supplement Workmen's Compensation payments (see Section of this Manual related to Work Connected Injury or Illness).

#### D. EFFECT OF SICK LEAVE ON ANNUAL LEAVE

1. Employees using Sick leave with pay, shall continue to accumulate Annual leave just as if they were on the job.
2. If an employee has reason to use Sick leave during a period of Annual Leave usage, and if such Sick leave is used to cover an illness of the employee and documented by a physician's written statement to the Department Head's satisfaction, such time may be deducted from the employee's annual Sick leave accumulation, instead of from his/her Annual leave accumulation.
3. Legal Holidays, which are counted off with pay by the City, shall not be deducted from an employee's Sick leave accumulation when they fall during a period of Sick leave usage.



E. EFFECT OF BEREAVEMENT LEAVE ON SICK DAYS/LEAVE

1. Employees who are given permission to use Bereavement Leave during a period of approved Sick leave usage shall not have the time spent on Bereavement Leave deducted from their Sick leave accumulation.

**SECTION 16 – LEAVES OF ABSENCE WITHOUT PAY**

A. DEFINITION OF LEAVE OF ABSENCE WITHOUT PAY

1. A Leave of Absence Without Pay is a predetermined amount of time off from work, without pay, which has been recommended by the employee's Department Head. All time, for which a full time City employee is to be continued as an employee, but not paid, should be considered as a Leave of Absence Without Pay, whether it be one day or the maximum time allowable under the reason for the leave.
2. With the exception of covering time off from work for an employee with a Family Medical Leave Act qualifying condition, or other Leave without pay required by law, the fact that a Leave is possible under these regulations does not mean that the requested leave must be granted. A Leave of Absence deprives the employee's department of the services of an employee, who it is assumed is needed if the department is to properly do its job. Leave of Absence Without Pay, except in the case of disciplinary leave, should be considered as a privilege and the best interests of the department and the City service must be the determining factors in whether such leave is granted or not.
3. When an employee is granted a Leave of Absence Without Pay, the Department Head commits him/herself to allowing the employee to return to work at the end of the leave to the same duties and the same salary that the employee was performing and earning when he/she went on leave. Any substitutes hired to fill in for the employees on Leave of Absence Without Pay, should be hired to fill in for employees on Leave of Absence Without Pay, should be hired accordingly.
4. When granted a Leave of Absence Without Pay, the employee commits him/herself to returning to work at the end of the Leave.

B. EFFECT OF A LEAVE OF ABSENCE WITHOUT PAY ON THE EMPLOYEE

1. During a Leave of Absence Without Pay, the employee:
  - a. Does not receive pay from the City.

insurance plan for the effect of military service on such programs.

8. To cover emergency or exceptional circumstances. The same provisions apply to these leaves as apply to leaves for extended vacations except that such leaves are limited to 12 weeks.

**D. PROCEDURE**

1. Employees who desire a leave of absence without pay should apply to their Department Head in writing.

**E. RETURN FROM A LEAVE OF ABSENCE WITHOUT PAY**

1. When an employee returns from a leave of absence without pay, the employee's Department Head must submit a "Return from Leave of Absence Without Pay" report to the City.
2. An employee returning from an unpaid leave of absence may be required to confirm intent to return and may be required to provide medical documentation or other support regarding fitness to return. Where appropriate and allowed by law, the employee may be required to submit to an examination by a medical or other professional who will determine fitness to return to work.
3. If an employee fails to return to City employment at the end of a leave of absence without pay, and no extensions of the leave are granted, the employee is considered to have resigned from the City service.

Failure to contact the Department Head at the end of a leave shall be grounds for dismissal.

**SECTION 17 – LEAVES OF ABSENCE WITH PAY**

**A. COURT APPEARANCE LEAVE DURING SCHEDULED WORKING HOURS**

1. Definition – This section pertains to Court appearances that do not otherwise qualify for leave under Michigan's Earned Sick Time Act. Court appearance leave is an absence from work during scheduled working hours, for which the employee is paid, as if he/she was at work, if the absence is caused by the employee being subpoenaed to appear in court.

## 2. Eligibility

- a. Employees requesting the use of jury duty leave must show proof of being drawn for jury duty and will be required to deposit all fees received for such duty, minus mileage payments, with the City Treasurer.
- b. Only those employees appointed for 520 or more hours in a twelve-month period are eligible for this type of leave.

## 3. Effect of jury duty leave on Annual and Sick Leave

- a. Employees on jury duty leave will continue to accumulate Sick and Annual Leave as if they were at work. No time will be deducted from the employee's Sick leave or Annual leave accumulations for the time served on approved jury duty leave.
- b. If the employee should become sick (as described in Section 15 "Sick and Accident Benefits") while serving on a jury and is unable to appear as a juror, the employee will be paid for that day or days and the time deducted from his/her days/leave accumulation.

## **SECTION 18- FAMILY AND MEDICAL LEAVE**

The federal Family and Medical Leave Act (FMLA) allows certain employees to take up to 12 weeks of unpaid leave per year for the serious health condition of the employee or an immediate family member, or for childbirth or adoption. An employee who assumes the role of caring for a child is also entitled to receive parental rights to family leave, regardless of the legal or biological relationship. Either day-to-day care or financial support may establish a parental relationship when the employee intends to assume the responsibilities of a parent with regard to a child.

An employee of the City is eligible for leave under the Family and Medical Leave Act ("FMLA") if he/she: (a) has worked for the City for at least a total of twelve (12) months; and (b) has worked at least 1,250 hours over the twelve (12) month period immediately preceding the employee's request for leave or the date on which the leave commences, whichever comes first.





## Recycling Authority February 2025

20000 West Eight Mile Road | Southfield  
248-208-2270 | [www.rrrasoc.org](http://www.rrrasoc.org)



### We LOVE Recycling!



**Do you LOVE recycling too?** This Valentine's Day, share your love for keeping our communities clean by educating others on the importance of proper recycling and waste diversion. With department stores all over the country selling greeting cards, boxes of chocolate, gift boxes, and even live flowers, this is an important holiday to practice sustainable shopping decisions. If you're thinking this is just like December's holidays all over again, you're not entirely wrong... But just like every other holiday, you have the power to **recycle right with RRRASOC!**

Ask yourself the following questions if you plan on giving a gift to that special someone this Valentine's Day. (Make note: These tips are great to remember for any occasion!)

#### **"Is it something that will last?"**

Live flowers may be beautiful, but they'll only last for a few days before they start to wilt. Consider gifting something that will last them most of the year, such as a potted plant or garden starter kit!

Instead of filling a gift basket with candy sugar bombs or plastic trinkets, add home-baked goodies and gifts straight from the heart. Think photo collages, handwritten recipes, or even some art made just for them!



#### **"Will they remember it?"**

The best way to ensure that your valentine will remember their gift is by buying them an experience you can both share, such as cooking classes, an art lesson, concert tickets, or something else that you can both make memories with together.

Sometimes, just going out for dinner is the kind gesture they need to be reminded of how much they mean to you!



#### **"Is it recyclable or reusable?"**

Speaking of going out to dinner, don't forget to bring a



reusable takeout container to avoid unnecessary plastic or polystyrene foam waste!

If you're giving them a card this Valentine's Day, make sure it's recyclable by avoiding ones with glitter, foil, plastic add-ons, or other non-paper accessories. The same goes for gift bags!



### ***"Is it worth the money?"***

Gift giving often includes gift wrapping, however the wrapping paper, gift boxes, and tissue paper you purchase are packaging items that instantly become trash once the gift is opened. What a waste! The thrill of unwrapping can still be achieved by using reusable fabric bags, a colorful scarf, or reused recyclable paper, such as road maps or comic paper.



Try skipping the wrapping altogether and instead give your Valentine a treasure map with clues to find their hidden gift in a special location in the house.

## **Takeout Containers: Are They Recyclable?**

In today's on-the-go culture, takeout containers are a must - whether it's for bringing home leftovers or getting a snack while running errands, you're bound to get a clamshell box or disposable cup. You're then left with the question, *"Is this recyclable in my community?"*

Sometimes, the answer can be confusing... But both RRRASOC and the Food Packaging Institute (FPI) are here to make it simple! View our short guide below for clarifications on which takeout containers, to-go cups and other food packaging are locally recyclable, and watch the video to see what happens to them after they're recycled!



### **Clear Plastic Containers:**

Check for a resin code (likely #1 or #5) on the bottom and toss them in with your recycling.



### **Black Takeout Containers:**

Some facilities do not accept black plastic takeout containers, but they are accepted for recycling with us!





### **Paper Cups:**

Paper cups (without lids or straws) started being accepted in your curbside recycling in 2021!



### **Plastic Cups:**

Check for a resin code (likely #1 or #5) on the bottom and toss them in with your recycling.



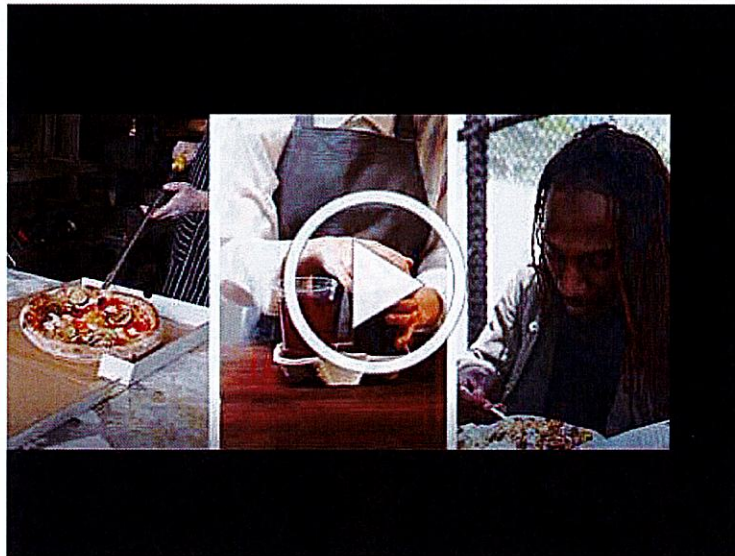
### **Paper Takeout Boxes/ Holders:**

As long as they are not coated in grease, wax, or contain food, paper takeout items are recyclable.



### **Polystyrene Foam Containers:**

RRRASOC does not accept foam takeout containers for recycling. Check for drop-off locations online!\*



\*Some companies accept polystyrene foam for recycling via local drop-off locations. To search for a location near you, click [here](#).

## **Dispose of your HHW at a Collection Event!**

The first of this year's **Household Hazardous Waste (HHW) Collection Events** is just two months away! Do you know which items can be taken to an HHW Collection Event? Think household cleaners, batteries, electronics, clothing, medications, documents for



shredding, and more! With that in mind, here's a quick rundown of why you should bring these items to **Wixom's HHW Collection Event on April 5** (aside from simply clearing out space under your sink):



### **You're Keeping Toxic Chemicals Out of Streets, Landfills, and Bodies of Water**

Dumping your household chemicals on the ground, washing them down the sink, or even sending them to the landfill is bad for the surrounding areas, including the groundwater (which eventually ends up in larger bodies of water). A lot of contamination issues can stem from improper HHW disposal - don't let it be from your doing!



### **You're Eliminating Exposure to Toxics for Sanitation Workers and Yourself**

When someone tosses household cleaners, old batteries, and other hazardous chemicals into their trash can, they put themselves and sanitation workers at risk of exposure - and not just the collection crew! Those working at the transfer stations or landfills are put at risk as well. Keep everyone safe with proper HHW disposal!



### **You're Reducing the Risk of Household Chemical Poisoning for Children and Pets**

Getting rid of leftover chemicals under your kitchen sink, in your garage, or in the basement reduces the risk of small children or pets accidentally tampering with or ingesting them. When saving your household chemicals and medications for later use, be sure to set them in a secure, high place to avoid this issue.

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## **2025 HHW Collection Event Dates**

During the following HHW Collection Events, all residents of RRRASOC member communities are welcome to bring household hazardous waste for an opportunity to safely discard their hazardous items and e-waste. *Simple Recycling* and paper shredding services will also be available\*.

### **April 5, 2025** ☐

Wixom Dept. of Public Works  
2041 Charms Rd., Wixom  
9:00am - 2:00pm

### **April 26, 2025** ☐

RRRASOC MRF - Truck Entrance  
20875 Mapleridge Ave., Southfield  
9:00am - 2:00pm

### **May 10, 2025**

Oakland Community College  
27055 Orchard Lake Rd., Farmington Hills  
9:00am - 2:00pm

### **May 17, 2025** ☐

Milford Civic Center  
1100 Atlantic St., Milford  
Enter from west off of Mont Eagle St.  
9:00am - 2:00pm

### **July 12, 2025** ☐

Wixom Dept. of Public Works  
2041 Charms Rd., Wixom  
9:00am - 2:00pm

### **October 4, 2025**

Novi Dept. of Public Works  
26300 Lee BeGole Dr., Novi  
9:00am - 2:00pm

### **October 25, 2025** ☐

RRRASOC MRF - Truck Entrance  
20875 Mapleridge Ave., Southfield

\*The T-shirt icon indicates an HHW Collection Event during which clothing, shoes, accessories, and small household items will be accepted



For more information about HHW events and how to prepare your items, please visit our [HHW page](#).

## HHW Drop-Off at ERG Environmental Services

If you have HHW that you'd like to properly dispose of between collection events, you're in luck! Drop off your HHW without a fee at ERG Environmental Services during the following hours:

**Monday - Friday:**  
9:00 AM - 4:00 PM

HHW pickup from your home is also available for a fee of \$135 per stop plus \$0.75 per pound of material collected. This fee is paid directly by the resident to ERG Environmental Services.

*To confirm drop-off times and/or to schedule a pickup, please contact:*

ERG Environmental Services  
13040 Merriman Road, Livonia  
(734) 437-9650



For more info, visit the [ERG HHW Drop-Off page](#) or our [HHW page](#).

## RRRASOC Recycling Directory

Not sure what to do with stuff?

Visit [rrrasoc.org](http://rrrasoc.org) and use the Recycling Directory search bar to type in keywords and get recycling, composting, reuse or disposal instructions.

The searchable, intuitive format of the Recycling Directory provides RRRASOC specific information.

### Also Available:

#### Mobile App

- From your App Store or Google Play, search for "Recycling Authority"