

# **Regular City Council Meeting**

**June 27, 2022**

## **Agenda**

**7:30 p.m.**      **Call to Order**  
**Pledge of Allegiance**  
**Roll Call**  
**Approval of Minutes: June 13, 2022**  
**Approval of Bills**  
**Approval of Agenda**  
**Consent Agenda**  
**1. Traffic Control Order 22-03**

**Public Comment**

**Discussion - Downtown**

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

**I. Unfinished Business**  
**1. Tax Abatement Extension**

**II. New Business**  
**1. Budget Amendment**  
**2. Purchase of New Raw Sewage Pump and Motor**  
**3. Purchase of Scheduled and Budgeted Pump Maintenance for the Water Treatment Plant**

**III. Budget**  
**IV. Public Comment**  
**V. Manager's Report**  
**VI. Council Comments**  
**VII. Adjournment**

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

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

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

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

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

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

Regular City Council Meeting  
June 13, 2022

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

Mayor Pelchat led those present in the Pledge of Allegiance

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

Also present: City Manager Zelenak, Fire Chief Thorington, Chief Sovik, Lieutenant Baaki, Finance and Benefit Administrator Tiernan, DDA Director Mack, Clerk/Treasurer Deaton and Director Varney

MINUTES- 5-23-2022

Councilmember Kivell stated on page 2, his statement should include that the development was not approved, not just tabled.

CM 6-1-22 MOTION TO APPROVE MINUTES AS AMENDED

Motion by Kivell, supported by Kennedy

Motion to approve the minutes as amended

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS

CM 6-2-22 MOTION TO APPROVE BILLS

Motion by Kennedy, supported by Mosier

Motion to approve the bills as presented

VOTE: MOTION CARRIED UNANIMOUSLY

AGENDA

CM 6-3-22 MOTION TO APPROVE AGENDA

Motion by Dilg, supported by Hansen

Motion to approve the agenda as presented

VOTE: MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

1. Dorothy Street Block Party
2. Pumpkinfest 2022 – downtown road closures
3. 2022 Pumpkinfest parade
4. Peoples Express Contract
5. Resolution establishing policies and guidelines for granting poverty exemption from payment of property taxes

CM 6-4-22 MOTION TO APPROVE CONSENT AGENDA

Motion by Kurtzweil, supported by Kennedy

Motion to approve the consent agenda as presented

VOTE: MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT

Frank Fogarty of 61349 Roaring Brooke Drive stated he wanted to update everyone on the First Responder Memorial. He stated the ad-hoc committee have been fundraising and we currently have about \$7,800.00 to go toward the memorial. He stated on June 25<sup>th</sup> they will have a First Responders Day with games and fire engines. Memorial coins will be available for purchase as well, they are \$25.00 per coin. He then stated we will be having a motor cycle ride, and we have made contact with major corporations, and they will be meeting with them to discuss major fundraising and how to recognize the donors. He

further stated we will also have a trifold that will be ready for distribution which will include the history of the memorial and how people can donate.

Kathy Swan of 44 Woodland Place stated she is here to represent Pumpkinfest as well as Relay for Life, on behalf of the American Cancer Society. She stated they will be having an event on August 20<sup>th</sup> from 12:00 – 3:00 p.m. at the Church of Christ across from Tim Horton's. She stated they will have food trucks, and a luminary walk. She stated cancer touches everyone's life in one way or another and everyone is welcome to participate.

#### DISCUSSION- Downtown

DDA Director Nate Mack stated the Farmers Market has been really strong, we are using both lots and still receiving requests daily for new vendors. He then stated the DDA met last week and he and Dereck gave a presentation regarding the National Main Street Conference they attended. He further stated he will be giving Council a presentation at a future meeting, but he will update Council on a few things. He stated one session was based on utilizing social media for economic development and we learned about a 12-week fundraising program. There was also discussion regarding taking charge of real estate development in our community and thinking like a developer as well as putting together teams to try to push economic development. He stated he met with other Main Street Oakland County communities to discuss some of the things from the conference, and they were reaching out to see how they can help us implement some of the things discussed at the conference. He then stated the DDA downtown vitality committee is working with Oakland County to put together a retail list of businesses we would like in our downtown, and they are utilizing data supplied by Oakland County. Mr. Mack stated the 135 E Lake building, formerly the RCA building may be seeking an extension on the abatement deadline, unfortunately they've had a lot of issues getting supplies and contractors to get things done. He further said they are working with the building department on the extension timeline. Councilmember Hansen asked if Mr. Mack could reach out to Oakland County Road Commission about the cleanliness of our streets, from downtown all the way to 9 Mile. There is a lot of dirt and debris everywhere. Mr. Mack responded he would look into it.

#### FIRE CHIEF REPORT

Fire Chief Thorington stated up to date, they have responded to 479 incidents. They recently assisted Lyon Township with a residential fire, Northfield Township for a barn fire, and most recently we had a downed power line on a dump truck with the driver inside. DTE responded quickly and they were able to get him out safely. He then stated the Fire Marshall has reviewed many site plans and site inspections. He then stated they had another training session at the burn building that went very well. He said they are in the process of bringing in a new firefighter, and we had two cadets just graduate the Howell High Fire Academy; Charlese Stanley and Zoe Noechel. They will be seniors next year and go through the EMT class. He further stated our firefighters worked with the American Red Cross who supplied the fire detectors and went door to door in South Lyon Woods installing them, and gave some education on fire safety and winter and ice hazards. The ladder truck is still in process and some of the firefighters are going to see it on June 16<sup>th</sup> in Charlotte. He then stated they received 8 sets of turnout gear from a grant from Fire House Subs in the amount of \$23,704.00 and we will be receiving another grant for hats and boots. Mayor Pelchat stated he is enjoying the updates on the training on social media.

#### POLICE CHIEF REPORT

Lieutenant Baaki stated they are now interviewing for the admin coordinator position, and they are also looking for cadets. We had a couple interviews but are looking for more. He then stated they have not been updated on the truck they ordered in November. Councilmember Kurtzweil asked if they are getting qualified candidates for the admin position. Lieutenant Baaki stated they do have some with experience,



and some do have some experience with the LEIN system. They all have experience working with the public and we have some good experience. Councilmember Kurtzweil asked if the city is comparable with wages. Lieutenant Baaki stated we are comparable to other communities. Councilmember Kurtzweil stated she wants to make sure we are competitive so we can find someone that wants to stay, and not just stay until they find a better paying position. She then asked if the only way to change the salary is to open the contract. Lieutenant Baaki stated it is a union position, and the rate of pay is set, but he feels we are competitive in pay, and they all seem to want to be here in the city. Councilmember Kennedy asked when we are getting another shipment of challenge coins. Lieutenant Baaki stated we received them this week. Councilmember Hansen stated during the power outage, he was checking social media and found a twitter page from 2019. Lieutenant Baaki stated they don't use twitter anymore, the PD is now using Facebook, and Nixle.

### UNFINISHED BUSINESS

#### 1. Road bond ballot proposal- discussion

City Manager Zelenak stated the city has been preparing information to educate the public on the upcoming road ballot proposal. We are using several different methods of communication to educate the public such as the website, the news feed lists the ballot proposal language and frequently asked questions. We have also included under the road improvement plan tab also includes the PASER rating report, the ballot language, road cross sections, and a facts page. Additional information will be added so people can compute their tax increase based on their taxable value. We currently have numerous places at city hall that people can see the ballot proposal, and a display of the road core samples, which identify current subdivision cores, and an example of what a proper road segment core should look like. Utility bills were sent out in April with a mention of the road improvement plan and the July bill will contain a note identifying the August 2<sup>nd</sup> Election and the proposal. The city sign at McHattie Park also has a message that says road ballot proposal. He further stated we will be having public informational meetings in the month of July. The meetings will be held as an "open house" at city hall, one during the week in the late afternoon/evening, and one on a Saturday morning or afternoon.

Roland Alix, Mike Darga of HRC gave a powerpoint presentation. **\*Please see full powerpoint presentation on the city's website, [www.southlyonmi.org](http://www.southlyonmi.org), as well as attached to the council minutes\*** He then introduced Josh Murphy who is a city resident and on the road committee. Mr. Murphy stated he lives in Trotters Point, and he is a flight instructor out of Ann Arbor. He then stated the roads are not in good commission, and when he found a chance to help give back to the community, and hopefully improve our roads if the bond is passed, and so he joined the road committee. He stated they have come up with frequently asked questions, as well as verified figures and graphics so residents can understand. He stated at the public outreach meetings in July, we hope to inform the public of the tax increase, but we also want everyone to understand it will also enhance the value of our property including the wear and tear on our vehicles. Part of the presentation discussed the PASER study, which shows that 95% of our roads are not in good shape and less than 5% of our roads are in fair condition. He then stated without significant work on the roads, in 10 years or so, they could be down to gravel. He further stated with the ACT 51 money, and if the bond is approved, in 10 years, there would be a lot of improvement in the roads, as well as preventative maintenance. Mayor Pelchat thanked everyone for all their work on this, and thanked them for making this easy to understand. Councilmember Dilg asked who will be attending the public informational meetings. She then asked what Council should say if people want to know which roads will be fixed first. Mr. Alix stated we should rely on the PASER study and look at the actual data, pavement cores which look below the surface. He then stated it isn't political, we will be transparent, so we hit the highest priority first, as well as spread it out throughout the city. He further stated Mike Darga, himself and other members of the road committee meeting will be attending the meetings, along with the City Manager. Councilmember Dilg asked if someone lives on a private street, and they ask why they should vote for the bond, what should Council's response be. Mr. Alix stated the

honest answer is you are a part of South Lyon and everyone lives here has needs, and if a subdivision is not city owned, it is for the greater good, people drive on streets other than their private streets. It is a tough sell, but he hopes people understand the need. City Manager Zelenak stated property values are different and if the streets are in bad condition, people will not want to live and work here. City Manager Zelenak stated the frequently asked questions are available online as well as at city hall. City Manager Zelenak stated everyone needs to understand, this is a beginning to the road plan, and if someone's street isn't on the first list, it will be later, and if we continue to do nothing, they will all continue to get worse. Also, the worst streets should be fixed first. Councilmember Kennedy thanked everyone that joined the road committee. He then stated when people ask what is in it for them, you talk about property values, and improving the quality of life in the city, voting for a road bond is similar to voting for a school bond, if you don't have kids in school or not, good schools make for a good enticing community for people to move to. He further stated in 2026, Pontiac Trail will be fixed, and what is the time frame for the drainage issue to be corrected. City Manager Zelenak stated we are planning on having that corrected and incorporated with the road plan. Councilmember Kennedy stated the road commission was out cold patching on Pontiac Trail and we don't want to keep kicking the can down the road. Councilmember Hansen asked if the public will be able to voice their concerns or questions at public information meetings. City Manager Zelenak stated they will be able to ask questions of city personnel, HRC or himself at the meetings, but it won't be a popularity contest, meaning just because more people show up for one street, it won't get fixed first. We have to go by the data and the PASER results. We have to make sure we are taking care of the water and sewer drains before or during when the roads are being taken care of. Councilmember Kurtzweil thanked the team that have worked on this and to Josh for joining the committee. She further stated what she has learned is the seniors are from a generation that want to know why. She stated you are giving them good information on why a road plan is needed. Even though there are private developments, they have to leave their development and drive on the city streets, and as long as the money is needed, she thinks the seniors will get it. She hopes that is the trend that will continue. She hopes everyone focuses on the longer view of what needs to be done in the city. She then stated, there are groups the road committee to meet with, along with meeting with everyone at the Center for Active Seniors, as well as meeting with Colonial Acres at their board meeting. She then asked about the 20% match for Pontiac Trail and 80% by the road commission. She asked if the city will have enough money to meet that in 2026. City Manager Zelenak stated we have enough, we can use part of the ACT 51 monies. Mr. Axil from HRC verified that only the bond money can be used for residents' streets in the city, ACT 51 monies can be used toward county roads. Councilmember Kivell stated we need to correct the storm drainage problem before working on Pontiac Trail. City Manager Zelenak stated we are still waiting for the result of that report. We will be working on that to get as much money for that particular project, and we want to get it done at the same time. Councilmember Kivell stated he agrees that the majority of people will understand the need for the improvements to be done. He stated the benefit of the improvements may not be immediate for everyone, but the values in our community will be soaring because our roads haven't been touched in 20 years. Everyone will have the benefit of the improvements as time goes on. Councilmember Kennedy asked if Dorothy and McMunn will also have to wait for 2026 since they are federal roads. Mr. Darga stated it will be after 2026. Councilmember Kennedy asked for the interim plan. We need to do something; they are terrible roads. City Manager Zelenak stated we have 95% of our roads that are in bad condition. He further stated we try to get federal funds, but you are competing with other busier roads for the funds. Mayor Pelchat stated the facts are clear, we need to get the information out to our residents, because it seems things are going to continually get more expensive. Councilmember Kivell stated the other side of the argument is the only people that will have a hard time with the bond would be if you are already struggling with inflation and their other bills. Councilmember Hansen asked how the residents will be notified if and when their streets will be worked on. Mr. Alix stated they will have public notices go out to residents, they will be notified of detours and when and where they will need to park.

## 2. Intergovernmental agreement- amendment

City Manager Zelenak stated the City of South Lyon, South Lyon Schools, and Lyon Township originally approved an Interlocal Agreement in April 2021 for a new sidewalk on Pontiac Trail and Marjorie Ann. The civil engineering design work was completed, estimates were completed and an original agreement was approved based upon those estimates. We budgeted \$35,000 to pay for our portion of the project. Since then, we received bids which were in excess of the original estimates, and rebid the work again. We have now received a favorable bid from a local contractor that reflects a cost of \$50,211.97.

### CM 6-5-22 MOTION TO APPROVE INTERLOCAL AGREEMENT

Motion by Kennedy, supported by Kurtzweil

Motion to approve the amendment to the interlocal agreement between the City of South Lyon, South Lyon Schools, and Lyon Township to complete the sidewalk and crosswalks at Pontiac Trail and Marjorie Ann. Acct #101-451-802-190

ROLL CALL VOTE:

Kurtzweil- Yes

Kennedy- Yes

Kivell- Yes

Hansen- Yes

Dilg- Yes

Mosier- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

### NEW BUSINESS

#### 1. Perimeter fencing at the water plant

Director Varney stated the water treatment plant is nearing its first phase of completion. He stated it has been discovered recently that the city is not required to have three strand barbed wire as the initial plans were designed. He then stated, the new additional fencing would result in a change order to demo the entire perimeter of 3 strand barbed wire fencing and install approximately 940 lineal feet of 8' high vinyl coated commercial grade fencing to match that which was installed at the water tower on Mill Street in 2019. He further stated with the credit and applicable mark-ups the newly installed fencing could be accomplished for the amount of \$60,876.94 Bids have been received for Council to review.

Councilmember Kurtzweil stated her understanding is the barbed wire was for security issues and it was from the government. Mr. Varney stated it is no longer required, and we have other security measures above and beyond. Councilmember Kurtzweil stated for anyone interested, there are other enhanced security issues that are taking place of the barbed wire fencing. Councilmember Hansen stated he appreciates this because the residents weren't happy about having barbed wire fencing. Councilmember Kivell stated he is happy about this, especially considering how old and rusted the barbed wire fencing was.

### CM 6-6-22 MOTION TO APPROVE PURCHASE

Motion by Kennedy, supported by Kivell

Motion to approve the purchase of new perimeter fencing for the water treatment plant for \$60,876.94 under line item 592-452-802

ROLL CALL VOTE:

Hansen- Yes

Kurtzweil- Yes

Dilg- Yes

Kivell- Yes

Kennedy- Yes

Mosier- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

2. Purchase and installation of overhead radiant unit heater at DPW garage

Director Varney stated the overhead heating unit located in the garage had a recent failure and needs to be replaced. He further stated the current heater had reached the end of its useful life. The Operations and Maintenance Supervisor, Jeff Archey has met with several companies to discuss options and three quotes are attached for Council to review. They recommend Lakeside Service as they have already replaced several unit heaters in the garage along with the main furnace in the admin building.

CM 6-7-22 MOTION TO APPROVE PURCHASE

Motion by Kivell, supported by Kennedy

Motion to approve the purchase and installation of a new unit heater for the maintenance garage at the Department of Public Works for the amount of \$5,478.99

ROLL CALL VOTE:

Dilg- Yes

Hansen- Yes

Kurtzweil- Yes

Kivell- Yes

Kennedy- Yes

Mosier- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

3. Renewal of contract for assessing services

City Manager Zelenak explained we have received the new contract with Oakland County for assessing services for the City of South Lyon. The rate is \$15.31 per real property parcels, and \$12.54 per personal property parcels. The contract runs from July 1 2022-June 30 2023 and reflects a 4% increase.

CM 6-8-22 MOTION TO APPROVE ASSESSING CONTRACT

Motion by Kivell, supported by Kennedy

Motion to approve Oakland County to handle assessing related duties for the City of South Lyon from July 1, 2022 to June 30, 2023 from account # 101-200-802

ROLL CALL VOTE:

Kivell- Yes

Mosier- Yes

Kennedy- Yes

Dilg- Yes

Hansen- Yes

Kurtzweil- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

4. Peoples Express Contract

City Manager Zelenak stated we have received the new contract with People's Express. The contract has been updated per the recommendation of the City Attorney. They have also added a rider fare increase for riders going to New Hudson Walmart and Ascension Providence only. The change is from a \$2 fare per one-way trip to a \$4 fare per one-way trip. Councilmember Kivell stated this is a fair contract. Mayor Pelchat stated he thinks this is a fair contract and this is a very important service for our community.



CM 6-9-22 MOTION TO APPROVE THE PEOPLE'S EXPRESS CONTRACT

Motion by Kennedy, supported by Hansen

Motion to approve the 1-year contract with Peoples Express from account #101-295-802

ROLL CALL VOTE:

Dilg- Yes

Hansen- Yes

Kurtzweil- Yes

Kennedy- Yes

Mosier- Yes

Kivell- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

5. Purchase of 95 fire hydrant Storz caps

Fire Chief Thorington explained many of the city's fire hydrants have two Storz fittings instead of the traditional threaded fittings. He stated the Storz fittings have a rubber gasket and are quarter turn to remove. The rubber gaskets do not let air escape and on hot days, air expands and pressurizes the hydrants. When the hydrants caps are removed either by DPW or Fire, they have occasionally experienced the caps violently shooting off the hydrants, causing a safety issue. He further stated if we buy 100 of them at \$120 per piece and the DPW has offered to install them. Councilmember Hansen stated he is happy to spend tax payer's dollars for the safety of our residents, firefighters and employees. Councilmember Kurtzweil asked if the current caps will remain on the fire hydrants, and if he is only looking for an additional piece of equipment that will be compatible. Chief Thorington stated it is a new cap that has a valve to release the air. Councilmember Kurtzweil then asked if there is a difference between a Storz fitting and a dual Storz fitting, the Storz fittings have been around for a long time. Chief Thorington stated they have, but generally not on fire hydrants. Further discussion was held regarding the Storz caps.

CM 6-10-22 MOTION TO APPROVE PURCHASE

Motion by Kennedy, supported by Hansen

Motion to approve the purchase of 95 fire hydrant caps from East Jordan totaling \$12,000.00 from account #592-540-930

ROLL CALL VOTE:

Kennedy- Yes

Mosier- Yes

Kivell- Yes

Hansen- Yes

Dilg- Yes

Kurtzweil- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

BUDGET

Finance and Benefit Administrator Tiernan stated she wanted everyone to know the chart of accounts has been completed and we are updating the account codes in the budget. There will be no other changes, just the account codes. Councilmember Kivell asked about the sidewalk 50/50 program. City Manager Zelenak stated he will find out the information and let him know.

PUBLIC COMMENT

Judy Keeling of 62180 Arlington Circle suggested Council visit the Active Adults Center and discuss the road bond. They have a great turnout and they have a variety of people of all ages there. She then stated

the Veteran Memorial Garden looks great, everyone pitched in to have everything done before Memorial Day.

#### MANAGER'S REPORT

City Manager Zelenak stated the construction at City Hall is starting this week. He then stated the parking lot across the street from the water tank has been completed. He then stated the Council Chamber equipment has been installed and training will happen this week. He further stated we are still waiting for information regarding the ARPA funds and allowable uses. Councilmember Hansen stated he spoke with some residents recently and he stated there are some issues downtown, such as the city lamps need to be repainted, or maybe leveling some of the pavers. City Manager Zelenak stated he has been in discussions with the DDA Director regarding some improvements in the downtown. He further stated the DPW has leveled the pavers in the past and they will at a later time. Councilmember Hansen stated the clock is still showing the wrong time. City Manager Zelenak stated 3 of the 4 sides are showing the correct time. Councilmember Hansen stated the drain by Hungry Howie's need to be cleaned up and cut back. City Manager Zelenak stated he will speak with the road commission. Councilmember Kivell stated in the past, the oil change business cut back the bushes and weeds. Councilmember Kennedy asked if he was able to get a hold of the landscaper that was going to handle the entrance signs. City Manager Zelenak stated he has and two of the four signs will be cleaned up. Councilmember Kivell asked if he has any mediation regarding the intersection at Liberty and Warren, it is a very rough intersection, especially some of the bigger trucks seem to be pretty unstable. City Manager Zelenak stated the water main break extended a few hundred feet in each direction and it is a huge intersection that needs to be fixed, he thinks if they level it out a little will be helpful until it can be repaired.

#### COUNCIL COMMENTS

Councilmember Kennedy stated the Salem-South Lyon District Library will have a Touch-a-Truck event in their parking lot on Wednesday, June 22<sup>nd</sup> from 11am until 12 Noon. Registration is required so go to the library's website and sign up. The kids always enjoy it. He then stated he has some sad news to pass along tonight. Donna Olson, the former Director of the library passed away over the weekend. Donna came to the Salem-South Lyon District Library around 2015 after serving for 15 years as the Librarian for the Carnegie Library in Howell. She became the Library Director in 2016, taking over from Doreen Hannon. She oversaw the addition to the library in 2019 and then retired in 2021. Donna was such a force in our community. She truly was instrumental in helping to make the Salem-South Lyon District Library the jewel it is today. Her motto was that the "Community Always Comes First," and she surely demonstrated that in our community every day. He then passed along my condolences to her family and friends and wish them comfort as they deal with her passing. He then stated he wanted to mention that we lost another key member of our community this week with the passing of Jack Renwick. As a long-time resident of South Lyon, Jack owned several businesses in our community including the Renwick-Grimes Insurance Agency, South Lyon Laundromat, Parkside Cleaners, Best Mat, and Country Square to name a few. He also was very involved in the community, and in 1968, when South Lyon did not have an ambulance service, Jack and some fellow business owners started the South Lyon Ambulance with an old black hearse. Later, through the years South Lyon Ambulance became the Huron Valley Ambulance. From 1981-1989, Jack served on the South Lyon City Council and as Mayor of the City of South Lyon. As a public servant, Jack was also an active member of Kiwanis, Operation Injured Soldiers (serving as a board member), the South Lyon Chamber of Commerce and the South Lyon Economic Development Committee just to name a few. He then passed along his condolences to his wife, Janet, his family and his friends and wish them comfort during this difficult time.

Councilmember Kurtzweil stated she would like to send her sympathy and condolences to the Renwick family regarding the passing of Jack. He was an absolutely incredible businessman and clearly a

contributor to the South Lyon Community you will never forget. If you ever met Jack, and had a chance to speak with him, he was so kind, and wanted everyone to do their best to make the community the best it can be. Jack also started the South Lyon Ambulance Company, but his best-known business is Parkside Cleaners which is still in business, which his daughter Pam is now running. She further stated Jack served on City Council, then Mayor, then again on City Council. Jack's most recent public service was his work with Operation Wounded Soldiers. She stated she can't think of any other commitment one can make than to support and raise funds for Americans that have been injured defending this country. He was very associated with them and it is clear many individuals that are affiliated with that organization attended the funeral and they were there for the final ride past Park Side Cleaners. She then stated his commitment to the community and to American soldiers made him one of a kind. One of a kind, we may not see again, but it would be great to have a thousand of him living in South Lyon. Our community was blessed to have you in the area, and blessings go to the family and Jan and Pam. She then stated he is now home with Steve.

Councilmember Hansen stated he will be attending the Touch a Truck event representing Vibe Credit Union and it will be a great event, Wednesday the 22<sup>nd</sup> of June at 11:00 – Noon. He then reminded everyone you have to register for the event before attending. It is a great opportunity for the kids to see the emergency service vehicles, utility and construction vehicles. He is looking forward to seeing everyone there.

Councilmember Mosier offered her condolences to the Renwick family. She had the opportunity to work with Jack several times, and he was truly a gentleman in every sense of the word. She then thanked Dayna and Craig Johnston and all the volunteers that helped with the Memorial Day Parade and the service at the Cemetery. She stated we don't know what we would do without our volunteers, and of course we still need a lot more.

Councilmember Dilg stated it is hard for her to talk about Farmers Market and other things, because she has some more important things weighing on her mind. She then stated she attended a march for our lives event and if you are not familiar with these, they are organized by teens and pre-teens / students to address gun violence issues. Many of them spoke and what they said was heart wrenching. Hearing their fears about going to school and other events was extremely difficult to hear. She stated she thought, "what are we doing? We are terrorizing these kids – we are failing them." She is talking about gun issues, and that she has been a previous gun owner and was married to a State Trooper and a Michigan National Guard Military Policeman. She further stated she is very well educated with guns and not against the Second Amendment in any way. She just doesn't want people to think she is this crazy person screaming about guns and know nothing about them. She stated people might think, why is she talking about this National issue at a small city council meeting? But it's because it is local. What we do or don't do, what the school board does or doesn't do, what our police does or doesn't do, matters. If it happens here, it's going to get really local, really fast and she worries if we are doing enough. And it's not just us, but all of us. From local councils, to congress, to the President and the Presidents we've had before. This is a nonpartisan rant. No one with the power to help is doing enough and she is scared and sad. And she is furious that the next day after the mayor read his gun violence proclamation, that 19 children were slaughtered in Texas. There have been at least 5 more mass shootings since then. Since we last sat here. We have to fix this at every level, but we are so divided and so stuck on what the problem is. There are the "it's a mental health problem" crowd and as a past therapist for troubled youth, that its absolutely a mental health problem. She doesn't think anyone in their right mind goes and shoots up a group of people, especially children. But you don't just get to say it's not gun, it's a mental health issue, and walk away – you have to address it. We talk about putting police in schools, which she supports, but what

about more therapists, what about people who can actually help the students that are flagged by teachers. Why aren't we making mental health services easier to get and easier to afford for everyone. But instead of throwing money and resources at the problem, we are throwing guns. It is too easy for people with mental health issues to get weapons – we have to make that more difficult. She stated when she was married to a State Trooper, another Trooper from his post was killed by a drunk driver on the side of the road by a car. That drunk driver was caught and brought back to the State Police post and troopers were getting off duty and walking into the post and they had top brass there, disarming the police there as they walked in, because they knew that even highly trained officers who aren't in their right state of mind, should not have easy access to weapons. And thank God they did that because she doesn't know if her husband at the time would have made the right decisions in that state of mind. This is a really long way of saying we have to fix this. She hated listening to these kids about what is happening to them. She knows Congress is finally trying, but she is furious that it took this long to act and she fears it won't be enough, but she hopes she is wrong.

Mayor Pelchat thanked everyone involved with the Memorial Day Parade and that starts with Dayna Johnston and her family, the VFW and American Legion Post, the Disabled American Veterans Post. We need more people to get involved, it doesn't happen without these people and our volunteers. He hopes more people will get involved so we don't lose any of our events. He then stated he is reaching out to Lyon Township and their Planning Commission for working incredibly hard to do what most people wanted in helping to preserve our apple orchard for our community and there is a high probability that it could become a destination area for our community and small businesses as well. He then stated if anyone is upset about the subdivision that is going in across from Kent Lake School, that happened because they played to hard ball, and the developer took Lyon Township to court and won, so there are now more houses going in then they originally asked for. He further stated he is thrilled with the news about the orchard being saved, and it will be great for our growing community. He then reminded everyone that one of our small businesses, the Pinz Bowling Center is opening an arcade, and the grand opening is this Saturday, he encourages everyone to visit. They have been part of the community for a long time.

Councilmember Kivell stated he read something that was to the effect, that we wish we lived in a world where we love our children as much as our guns. He then stated on the weekend of June 4<sup>th</sup> and 5<sup>th</sup>, they had a book exchange at the historical depot and it was very successful event and there was a room full of books and everyone was enjoying themselves. There are still more books available, so they are giving them to the three libraries in our area. He further stated it was nice of them to put the event together and he hopes it can be a repeatable event. He then stated the restorations at 501 McMunn and the water plant on Dorothy really transition the whole site and it looks wonderful. He then thanked whomever reached out to RCOC about the catch basin at 10 Mile and Warren and had them clean it out.

#### ADJOURNMENT

#### CM 6-10-22 MOTION TO ADJOURN

Motion by Kurtzweil, to adjourn meeting at 9:32 p.m.

Respectfully submitted,

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Mayor Dan Pelchat

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City Clerk/Treasurer Lisa Deaton



# **AGENDA NOTE**

**Consent Agenda: Item # 1**

**MEETING DATE:** June 27, 2022

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

**AGENDA TOPIC:** Traffic Control Order 22-03

**EXPLANATION OF TOPIC:** The primary function of a roadway is to provide for the safe and efficient movement of vehicles operating on that roadway system. Currently, vehicles are allowed to park on both sides of East Liberty Street between South Mill Street and Reynold Sweet Parkway. There are currently no designated or marked parking spaces on East Liberty for the residents of that area or Paul Baker Park (NW corner of East Liberty Street & Reynold Sweet Parkway). I propose the following TCO in order to provide designated parking spaces for residents of the area and visitors to the park, and provide safer passage for large trucks and emergency vehicles using East Liberty Street between South Mill Street and Reynold Sweet Parkway.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** TCO 22-3 Packet, TCO 22-03 Approval Form, Maps of specific area and requested changes

**POSSIBLE COURSES OF ACTION:** Approve/Do Not Approve TCO 20-03.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve Traffic Control Order 22-03.

06/27/22

**CITY OF SOUTH LYON**  
**TRAFFIC CONTROL ORDER**

**DATE OF ORDER**

**June 15, 2022**

**CONTROL NO. 22-03**


Pursuant to Chapter 90, (Article II), of the South Lyon City Code, same being the Uniform Traffic Code for Cities, Villages, and Townships as promulgated by the Commissioner of the State Police, and in the interest of public safety and convenience, the following Traffic Control Order is hereby issued by Christopher J Sovik, Chief of Police and duly authorized as Traffic Engineer, under Sec. R28.1125 of said code.

The issuance of the Traffic Control Order has been preceded by study and investigation of the existing roads and traffic conditions upon the roadways within the City of South Lyon, County of Oakland, State of Michigan specifically including the type, manner, location and area controlled by traffic control devices, signs, or signals on the following road(s).

East Liberty Street between Reynold Sweet Parkway and South Mill Street

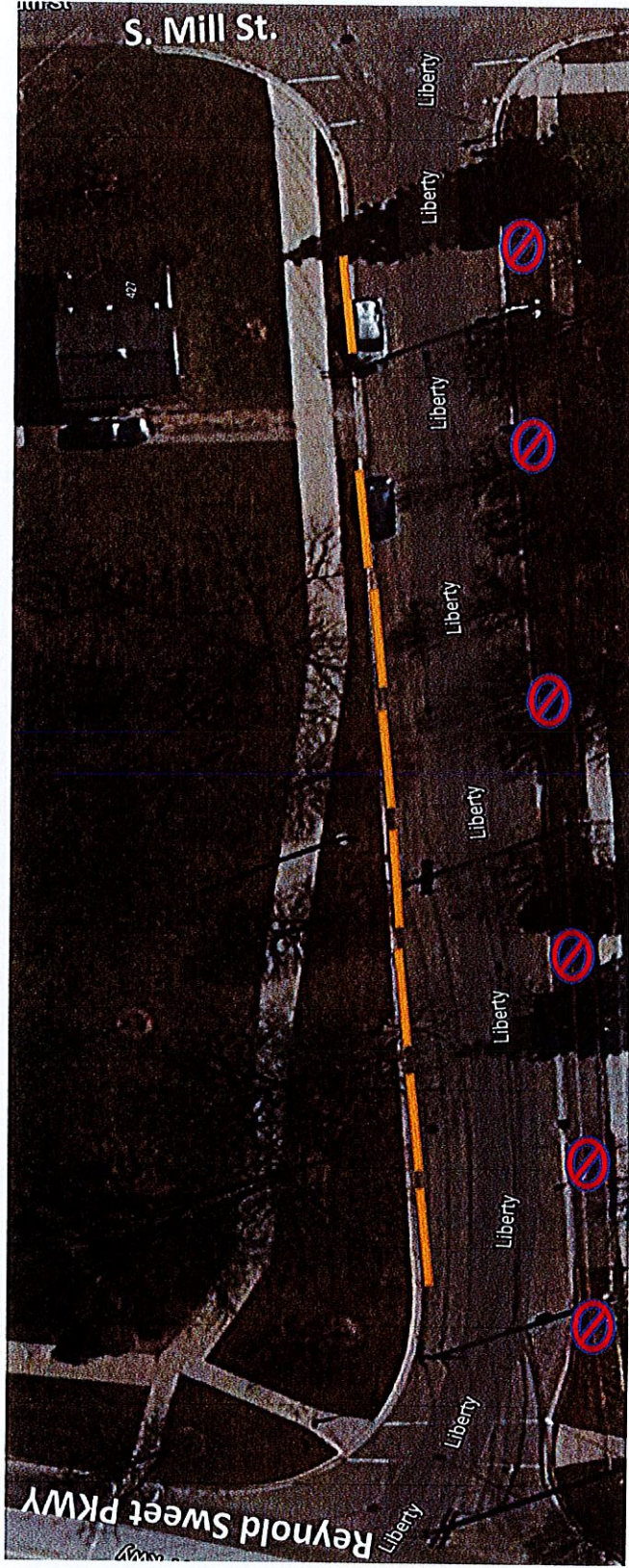
The primary function of a roadway is to provide for the safe and efficient movement of vehicles operating on that roadway system. Currently, vehicles are allowed to park on both sides of E. Liberty Street between S. Mill and Reynold Sweet Parkway. There are currently no designated / marked spaces for parking in the area of Paul Baker Park (NW corner of East Liberty Street & Reynold Sweet Parkway). In order to provide designated parking spaces for visitors to the park and provide safer passage for large trucks and emergency vehicles using E. Liberty, it is hereby ordered and directed that the Department of Public Works erect the below mentioned signs or traffic control devices, in accordance with the Michigan Manual of Uniform Traffic Control Devices as required by Sec. 4.2 of the aforementioned code.

1. Paint designated parking spaces on north side of E. Liberty Street from Reynold Sweet Parkway to S. Mill. The parking spaces will extend eight (8) feet south from the north curb, twenty (20) feet in length
2. Erect "No parking this side of street" signs every 100-150 feet along the southern curb from Reynold Sweet Parkway to S. Mill

Christopher J. Sovik   
Chief of Police  
Traffic Engineer

Dated: June 15, 2022

**Liberty Street TCO 22-03**



**Map Key**

 New Parking Spaces

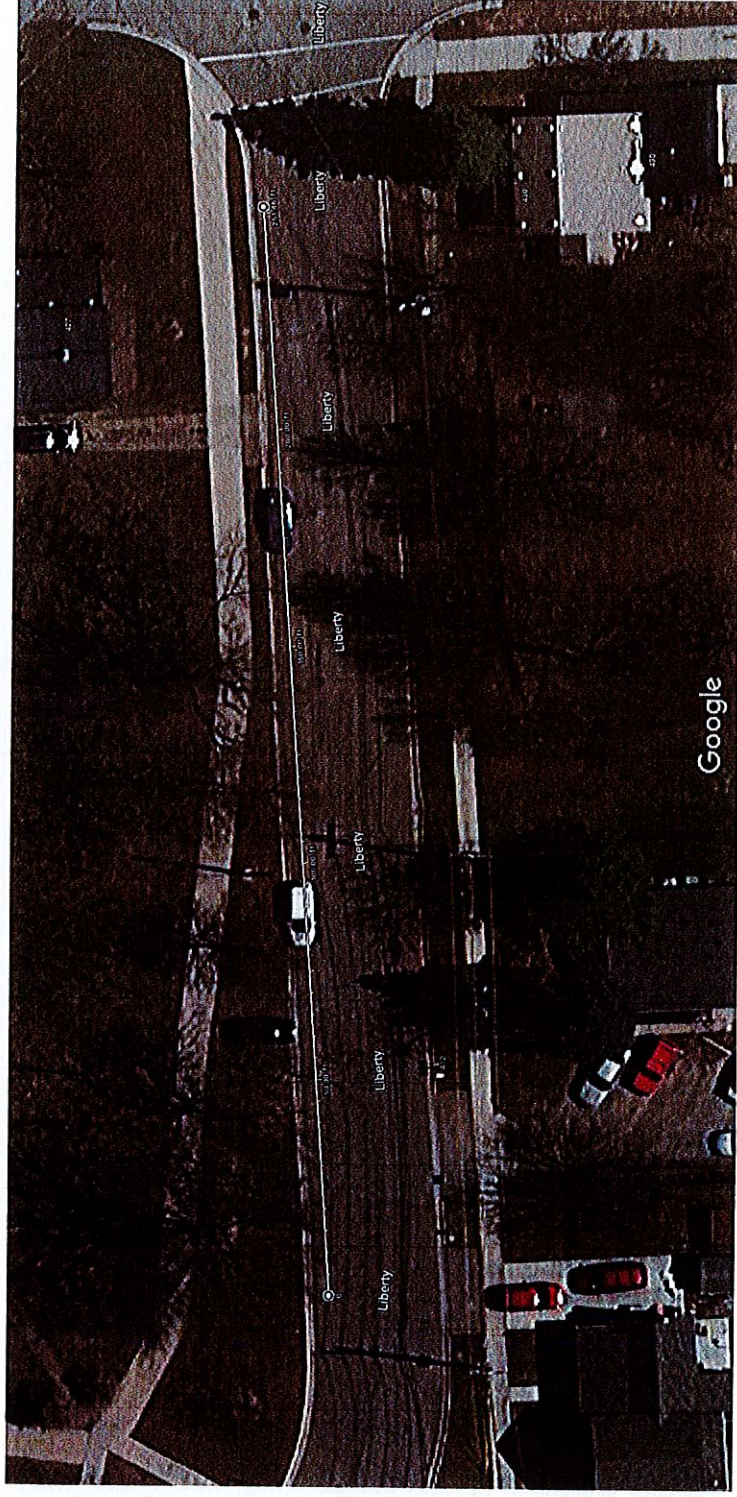
 No Parking Sign



6/15/22, 10:23 AM

Google Maps

Google Maps East Liberty between Reynold Sweet Parkway and South Mill Street



Map data ©2022, Map data ©2022 20 ft

Measure distance

Total distance: 251.46 ft (76.64 m)

<https://www.google.com/maps/@42.4598293,-83.6456935,52m/data=!3m1!1e3?hl=en>



6/15/22, 10:22 AM

Google Maps

Google Maps East Liberty between Retnold Sweet Parkway and South Mill Street



Imagery ©2022 Maxar Technologies, Map data ©2022 20 ft

Measure distance

Total distance: 251.46 ft (76.64 m)

<https://www.google.com/maps/@42.4598664,-83.6460281,103m/data=!3m1!1e3?hl=en>















## **TRAFFIC CONTROL ORDER NUMBER 22-03**

### **Approved by City Council:**

Traffic Control order number 22-03, having been presented to the Council of the City of South Lyon, Michigan for study and approval, is hereby approved, and it is hereby ordered and directed that this order be filed in the office of the City Clerk and a copy thereof in the office of the Chief of Police of said city.

It is further ordered and directed that this order shall become effective upon being filed with the City Clerk and upon erection of adequate sign(s) and markings giving notice of the existence of aforesaid.

Adopted at a regular session of the City Council of the City of South Lyon, Michigan on\_\_\_\_\_.

City of South Lyon Council

By: \_\_\_\_\_

Dan Pelchat, Mayor

\_\_\_\_\_

Lisa Deaton, City Clerk

# AGENDA NOTE

Unfinished Business: Item # 1

**MEETING DATE:** June 27, 2022

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

**AGENDA TOPIC:** 135 E. Lake St. Tax Abatement Completion of Building Investment Date Extension – September 30, 2022

**EXPLANATION OF TOPIC:** Discussions have taken place with the owner of 135 E. Lake St. regarding the progress of their project. They have requested an extension to the project completion date as outlined in the Agreement Concerning Commercial Rehabilitation Act Abatement entered into between the City of South Lyon and 1855 Holdings, LLC. This is due to unforeseen delays stemming from the COVID-19 pandemic and its continued impacts on the supply chain as well as worker shortages. Previously, the City Council extended the building investment completion date by six months from December 31, 2021 to June 30, 2022 at the December 13, 2021 City Council meeting. The developer is now requesting an additional three-month extension to September 30, 2022 due to unforeseen delays associated with the project outlined above. The developer has continued to act in good faith and has been transparent regarding the progress of the project.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:**

- 1.1 – Correspondence with the applicant requesting the deadline extension
- 1.2 Tax Abatement Resolution & Agreement – June 22, 2020 City Council Meeting
- 1.3 Minutes from 5/26/2020 Tax Abatement Public Hearing & Tax Abatement Resolution

**POSSIBLE COURSES OF ACTION:** Approve/deny the request from 1855 Holdings, LLC to extend the tax abatement completion date of the 135 E. Lake St. project to September 30, 2022.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the request from 1855 Holdings, LLC to extend the project completion deadline of 135 E. Lake St. renovations to September 30, 2022.

## Nate Mack

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**From:** Nate Mack  
**Sent:** Monday, June 20, 2022 4:19 PM  
**To:** 'Daniel Schwegler'  
**Cc:** Paul Zelenak  
**Subject:** RE: Request to extend deadline for Commercial Rehabilitation tax abatement

Hey Dan,

Thanks for reaching out. I'm including Paul on the email to keep him in the loop as well. While it's unfortunate you won't be able to meet the deadline for the project, I understand why it won't be happening. I have recently toured the building with you and I know that you're trying to get the project completed as soon as you are able. Delays with contractors as well as supply chain issues have pushed this project back further than anyone expected.

I will be adding your request to extend the commercial rehabilitation tax abatement to the city council's agenda for the June 27<sup>th</sup> meeting, which is next Monday. If you are able to attend, I would encourage you to do so. The city council meets at 7:30pm in the city council chambers at city hall, which is located at 335 S. Warren St. Please don't hesitate to reach out if you have any additional questions.

Regards,

Nate

Nate Mack, Director  
DDA/Economic Development | City of South Lyon  
335 S. Warren St., South Lyon, MI  
Office: (248) 437-1735 | Cell: (947) 777-9355  
[www.southlyonmi.org](http://www.southlyonmi.org)

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**From:** Daniel Schwegler <schwega11@gmail.com>  
**Sent:** Monday, June 20, 2022 3:06 PM  
**To:** Nate Mack <nmack@southlyonmi.org>  
**Subject:** Request to extend deadline for Commercial Rehabilitation tax abatement

Hi Nate,

I wish this email was to inform you about the completion of the building before the current extension expires at the end of this month. We are certainly close, but we will unfortunately not be able to meet the expiration date. As of today, we are finishing up the first floor marble flooring. We have the paint crew starting at the end of this week and I believe the electricians will be starting next week to finish out their permit. Our target to finish the rest of the wood trim is July 15, which is right around where we should be able to schedule the final elevator inspection. The elevator is the very last step before we apply for occupancy and move in all of the kitchen equipment, tables, and supplies.

I would like to respectfully ask if we could be allowed another extension on the Commercial Rehabilitation tax abatement to September 30, 2022. I wish I could give you an exact date, but all I can say is that I'm trying to get this project completed as quickly as possible and I do not believe we will need the entire time. I also know that if there is anything I've learned on this project, it's to always expect something that causes a delay, so I'd rather ask for more time than I think I need. Assuming there are no other issues with contractor delays, the building should be completed by the end of July.

# **AGENDA NOTE**

Old Business # /

**MEETING DATE:** June 22, 2020

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

**AGENDA TOPIC:** Tax Abatement Agreement

**EXPLANATION OF TOPIC:** City Council recently adopted a Tax Abatement Policy for the community. And in March City Council established a Commercial Rehabilitation District for Parcel No.80-21-20-360-023.(Property formally known as the RCA Building) The property owner filed an application with the clerk for a Commercial Rehabilitation Exemption Certificate and Council voted to approve Resolution for the Commercial Rehabilitation Exemption Certificate for 1855 Holdings, LLC at 135 E Lake Street. As part of this process the City prepared a Tax Abatement Agreement which outlines certain Terms and Conditions for the Certificate.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Tax Abatement Agreement for Tax Abatement Agreement for the Commercial Rehabilitation Exemption Certificate for 1855 Holdings, LLC at 135 E Lake Street.

**POSSIBLE COURSES OF ACTION:** To approve / not approve Tax Abatement Agreement for Commercial Rehabilitation Exemption Certificate for 1855 Holdings, LLC at 135 E Lake Street.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve Tax abatement Agreement for Commercial Rehabilitation Exemption Certificate for 1855 Holdings, LLC at 135 E Lake Street.

## **AGREEMENT CONCERNING COMMERCIAL REHABILITATION ACT ABATEMENT**

### **135 E LAKE, SOUTH LYON, MICHIGAN**

THIS AGREEMENT, made and entered into this \_\_\_\_\_ of June 2020, by and between the City of South Lyon ("City") a Michigan Municipal Corporation, whose address is 335 S. Warren Street, South Lyon, Michigan 48178, and 1855 Holdings, LLC ("Company"), a Michigan Limited Liability Company, whose address is 51631 10 Mile Road, South Lyon, Michigan (collectively, "the Parties"), agree as follows:

#### **RECITALS:**

1. After due notice and deliberation, and taking into consideration the statements received by the City Council at a hearing held on March 9, 2020, the City Council adopted a Resolution creating a Commercial Rehabilitation District pursuant to Public Act 210 of 2005, as amended (the "Act"), for the property described on the Legal Description attached and made a part of this Agreement, located at 135 E. Lake, South Lyon, Michigan (the "Property").
2. The Company submitted an application ("Application") for issuance of a Commercial Rehabilitation Certificate ("Certificate") for the Property, as provided for in the Act. The Application was formally received by the City on or about April 6, 2020. The Application is incorporated as part of this Agreement by reference.
3. The Company represented in its Application that it will renovate the existing building on the Property and construct a restaurant and office space (the "Building Investment") and that (1) the Property is Commercial Property as defined by the Act and (2) the restaurant and office space will be a Qualifying Facility as defined by the Act.
4. The Company affirmatively stated that it would not proceed with the construction of the Building Investment if this abatement were not granted.
5. The City and the Company desire to enter into this Agreement for the purpose of setting forth the terms and conditions under which a Commercial Rehabilitation Exemption Certificate (the "Certificate") shall be approved and issued by the State Tax Commission for the Property proposed to be exempt from *ad valorem* real property taxes.

Therefore, in consideration of the foregoing, the Parties now enter into this Agreement.

#### **TERMS AND CONDITIONS**

1. Subject to and in accordance with the Recitals set forth above, on May 26, 2020, the City Council adopted a Resolution approving the Company's Application for an abatement of real property taxes related to the Building Investment under the Act (the "Resolution") for a period of three (3) years, with the possibility of a one (1) year extension if certain financial criteria are met and the extension is approved by City Council, as described in the Resolution (the "Abatement Period"). A copy of the Resolution is attached and is incorporated into this Agreement. At the end of the Abatement Period, the Property shall be subject to full *ad valorem* taxation.

2. In consideration of the abatement of real property taxes, the Company represents and warrants that it will build and occupy the Building Investment for the entire Abatement Period, subject to the assignment provisions below. The Company further agrees as follows with respect to the Building Investment:
  - a. That the cost of the construction of the Building Investment is estimated to be One Million Seven Hundred Thousand Dollars (\$1,700,000), however, that while such amount shall be the minimum amount of investment in the Building Investment, the Parties acknowledge that it will not be determinative of value for purposes of the commercial rehabilitation tax, which shall be established by applicable valuation methods as provided by law and subject to challenge by the Company in accordance with the law.
  - b. That the Building Investment will be completed no later than December 31, 2021.
  - c. That the Building Investment will be in compliance with the City's zoning ordinance and other ordinance requirements, including all site plan approval requirements.
  - d. The Company will make reasonable efforts to use local suppliers, vendors, and contractors to the extent possible if such suppliers, vendors and contractors have substantially similar qualifications and are at or below the best price offered for a particular service, supply or construction expertise as would otherwise be available to the Company.
  - e. That the property taxes for the Building Investment will be timely paid, and that there will be no outstanding fines or liens by the Company or any other entity with regard to the Property.
  - f. That the Building Investment and/or the Property will bear its appropriate share, if any, for any existing or future special assessments, as determined by the City.
  - g. That the use of the Building Investment as a restaurant and office space will not change during the Abatement Period.
3. No later than the 1<sup>st</sup> day of October of each year, beginning in the year 2021 through and including the year 2023, the Company shall submit a report to the City Manager stating the status of the Building Investment, including (a) the actual cost of the project and improvements, (b) the current value of the Property for which the exemption pertains, (c) the estimated value on which the commercial rehabilitation tax is based, (d) the number of jobs created, (e) the names of all South Lyon suppliers, vendors and contractors used, (f) the construction progress, and (g) the impact to City utilities, etc.
4. The City Council retains all rights to revoke the Certificate by resolution as set forth in Section 12 of the Act, if it finds that:
  - a. Completion of the Building Investment has not occurred by December 31, 2021 (or such other date as the Council may extend).
  - b. Company has not proceeded in good faith with the operation of the Building Investment in a manner consistent with the purposes of the Act and in the absence of circumstances that are beyond its control.
  - c. Company has requested the Certificate be revoked.

Additionally, the City may revoke the Certificate by resolution if it finds that the Company is in default of any provision of this Agreement.

Revocation under this Paragraph 4 shall not occur until the Company has been provided an opportunity to cure the default after written notice by the City in accordance with Paragraph 6, below. If it is unable to cure the default within 7 days, the Company may, within 14 days of the City's notice, petition the City Council to conduct a public hearing to determine if there are reasons, as may be presented by the Company to the City that such revocation should not occur. The City Council shall conduct a public hearing within sixty (60) days from the date that the petition is filed with the City Clerk.

5. Any other provision of this Agreement notwithstanding, if during the Abatement Period the Company abandons the Property or otherwise fails to occupy the Property as contemplated in this Agreement, the City shall immediately revoke the Certificate, and the Company shall pay to the City the entire amount of the additional taxes, for the entire period that the Certificate was in effect, that the taxing jurisdictions would have received if the Certificate had not been issued. If the amount is not paid within sixty (60) days of receipt of an invoice sent for same to the Company, the City may institute a civil action against the Company, and the City shall be entitled to recover the amounts stated in the invoice. In addition, the Company shall pay all court costs and attorney fees incurred by the City in connection with such civil action if the City prevails.
6. The City shall not revoke the Certificate under Paragraph 4 or initiate any court action seeking a remedy under Paragraph 5 until after both of the following have occurred:
  - a. The City has provided written notice to the Company declaring a default and specifying the manner in which the Company is in default. The notice shall include an offer to schedule a meeting of the representatives of the City and Company on a date no later than thirty (30) days after the date of said notice to discuss the claimed default and how it may be cured; and
  - b. Thirty (30) days have elapsed since the notice described in subparagraph a, above, is received by the Company. If the Company has met with the City and is diligently pursuing a cure, the City shall grant the Company an additional period of thirty (30) days to cure the default, and the City may grant further extensions of this time period in its sole discretion.
7. This Agreement shall become effective upon issuance by the Michigan State Tax Commission of a Certificate to the Company with respect to the Property and shall be null and void and of no force and effect whatsoever if no Certificate is issued by the Michigan State Tax Commission.
8. Any and all modifications or amendments to this Agreement must be made in writing and approved by the Parties.
9. The covenants and provisions set forth herein shall bind the successors and assigns of the Parties. Company shall not assign or transfer any interest in this Agreement without the prior written consent of the City.
10. Any notice to be provided under this Agreement shall be in writing and delivered to a party by first class mail to the addresses set forth above. Notice is deemed to be received one (1) day after the date notice is placed in the mail or on the date the notice is personally delivered.

11. In the event that a portion or provision of this Agreement is deemed to be unlawful or unenforceable, the unlawful or unenforceable provision shall be stricken and the remaining portions and provisions shall be fully enforced.

12. This Agreement shall in all respects be governed by, and construed in accordance with, the laws of the State of Michigan.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on this \_\_\_\_ day of June, 2020 by its duly authorized officers or agents.

Dated: \_\_\_\_\_

City of South Lyon

By: \_\_\_\_\_ Its: \_\_\_\_\_

Dated: \_\_\_\_\_

1855 Holdings, LLC

By: \_\_\_\_\_ Its: \_\_\_\_\_

DRAFT



building official. Councilmember Kurtzweil stated someone contacted her complaining that they aren't able to get into the Farmers Market. She stated the individual has a mix of food and product. She asked if the rule has to be 100% food or 50% food and is there a quota because of the social distancing requirements. She then asked how they are deciding who can and who cannot be a vendor. She then stated people have contacted her regarding senate bill 939 and bill 9781 about creating social districts in downtown areas, for instance if the South Lyon Hotel has to open with only 25% occupancy and this legislation is passed, it will allow them to increase their occupancy by allowing them to expand outside of the building. This is being considered for a short-term solution for the pandemic.

#### POLICE CHIEF REPORT

Chief Sovik stated all the Police Department is healthy and they have been tested. He stated we have \$17,000 in grants that will be heard by the MMRMA on June 3<sup>rd</sup>. He stated part of that will be for reimbursement for the in-car cameras.

#### FIRE CHIEF REPORT

Chief Vogel stated they continue to plan for our opening. He stated we met today and we still plan on opening under the guidelines for training. There are some great opportunities with the McHattie and Lake Street house, but we may miss that opportunity because they are going to be demolished pretty quickly. Chief Vogel stated he has worked with the Farmers Market Manager as well as the person running the fireworks tent. Chief Vogel stated we are working on getting the baseline numbers for the downtown business's occupancy levels. He then stated they were able to get the grant submitted for the coronavirus. He stated if they get the grant, and instead of a percentage, the federal government will cover 100% for 3 years. Councilmember Kivell stated it was really evident the Fire Department wasn't engaged in the Memorial Day services. Chief Vogel stated he debated on putting the flag up and he thought later that maybe he should have.

#### PUBLIC HEARING- 2020-2021 BUDGET

The public hearing was opened at 7:37 p.m.  
There was no comment by the public.  
The public hearing was closed at 7:28 p.m.

#### PUBLIC HEARING- TAX ABATEMENT

The public hearing was opened at 7:54 p.m.  
Dan Schwegler of 23755 Prescott Lane East stated he and his wife have lived here since 2007. We have added 4 kids to our family and we are very active in the community in term of sports. In 2015 he moved a business to Lyon Township and he is currently filling a vacant seat on the school board. He stated he is heavily invested in the community. Mr. Schwegler he immediately called the realtor when he saw the for-sale sign go up on the old RCA building. He stated it is a unique building and it has been neglected for too long. Mr. Schwegler stated he originally wanted to rehab the building, move his office there and rehab the upstairs apartments and make the building nicer again. He stated Bob Donohue has a lot of good ideas, through their conversations, he helped him to realize how much more that building can be. He talked about the vision of the DDA and enhancing the downtown by bringing in more restaurants and retail downtown. He then stated he bought into that and began working with his architect and through that they decided to make this happen, they need to add a 3<sup>rd</sup> story and that is what they plan to do. He stated Bob wanted him to remember two things about the City. One thing is the love of its history. He stated the stone walls, some people love them and some people hate them, but that is a fixture in the downtown. He stated Bob made it clear that people would love to preserve the historical look of that

5-26-2020

building. He stated he wants to make sure anyone that wants to go into that building will have the ability to do so, which means using some of the space to add an elevator, which also adds to the cost of the rehabilitation. He stated as of today, just on current construction cost he is looking at \$1.7 million. He stated the soft costs are coming in between \$160,000 to \$200,000. The total cost he is looking at is 2 million dollars. He further stated the tax abatement guidelines is for 2-3 years will give him a moment to catch his breath. He stated he understands the guidelines and he is asking for 4 years. He further stated the current tax base on that property has been nothing for the last 40 years. He is expecting the full tax evaluation at the time the building is completed project will be a significant tax increase for the City and he is fully prepared to pay it at that time. He then thanked Council's time and consideration.

Councilmember Kivell stated he is interested in having an understanding if the February 2021 will be able to be realized for the completion of the project. Mr. Schwegler stated that was their intention until everything was shut down. He further stated the only real curveball is the restaurant owner. He stated we will take a more cautious approach and we are looking at late March or April. Councilmember Kivell asked the City Manager what vehicle we use to amend the drop-dead date on the application. City Manager Zelenak stated within the guidelines there is a written agreement with the approval. He further stated the amount of time could be written into the resolution. He then stated if there is anything that happens such as nonpayment of property taxes, or failure to complete in timely manner could cause the resolution to be negated. Councilmember Kivell stated it seems impossible for us to know what the drop-dead date will be, but he doesn't want soft language that will allow it to be abused if there is an issue that should have been attended to but it hadn't been. City Manager Zelenak stated if you grant the abatement as of December 31 2020, it would only be based on a certain percentage completed. If they don't complete the building until next April, the property would be reevaluated as of December. Attorney Hamameh stated the policies Council adopted specifically require an agreement between the City and the applicant if the tax abatement is granted. She further stated one of the conditions that can be added to the agreement is a timeline. She then stated a violation of an agreement can result in the revocation of the abatement. She further stated that in addition to the fact the act itself authorizes a Council to revoke the certificate if the project wasn't completed as per the agreement. She stated the Act also stated the certificate can be revoked if they are not acting in good faith. Further discussion was held regarding the abatement and the agreement conditions to ensure the project is completed. Councilmember Kivell stated the applicant is stating we are looking at a 1.7 million investment taking place. He stated he would like to see us approve the 3 year with the possibility of an extension if Oakland County Equalization can confirm that improvements have exceeded the 1.5 million that would account for the 4<sup>th</sup> year of abatement. City Manager Zelenak stated if at the date of completion and that may not be until April or May of next year. There may only be \$800,00 by December 31<sup>st</sup>, therefore when the Assessor puts on the taxable value times the millage rate and that is the amount had it not been abated, it would be substantially less than a full 100% completion. Councilmember Kennedy stated in December of the 3<sup>rd</sup> year, he will need to come before Council to ask for the extension of the 4<sup>th</sup> year and based on his performance of the previous 3 years we can approve that. Attorney Hamameh stated yes, the policies the Council adopted there was a structure of generally about how you were going to handle the term of the abatements based on the dollar amount invested. She further stated the policies didn't address an extension; the resolution must specifically allow an extension. Councilmember Kivell stated the original application stated it could pretty much be completed in a year. It seems viable that 2 years is reasonable to expect it to be completed. Councilmember Kivell stated if there is evidence after the 3<sup>rd</sup> year, which should be after 2 years, we won't know if he hit that benchmark until the Oakland County Assessor assesses it.

Councilmember Hamameh stated the Assessor will only tell you the taxable value, which is 50% of the investment. City Manager Zelenak stated we get information from the building department and they determine the cost of the permit. The information can be used to assist with what the taxable value is for

the property and the assessor will use one of three methods to determine the taxable value by using the cost approach, market approach or income approach. He further stated we can meet with the building department, the applicant and the assessor to see what the investment actually is. Further discussion was held regarding extending for a 4<sup>th</sup> year. Councilmember Richards asked if at the end of the three years, if the amount of money invested doesn't add up, will the City have the option or ask for a performance bond. He then stated there isn't anything in there for a penalty clause if they don't complete the project. Councilmember Hamameh stated as we discussed, the City can put things such as deadlines in the agreement. She then stated the City may revoke if the applicant isn't acting in good faith. Councilmember Kurtzweil stated a performance bond is a bond that the builder posts to guarantee the project will be completed. She stated it says if the builder doesn't finish the bond, we have a performance bond to have the work done ourselves. Mayor Pelchat closed the public hearing at 8:29 p.m.

### OLD BUSINESS

#### 1. 2020-2021 Budget approval

Councilmember Richards stated we have to adopt this budget state law. He then stated if it is possible during this budget and there are certain items that depend on other entities such as the schools. If those things don't come about, he would like to transfer the money into something simple such as local streets or something good for the City. Councilmember Kurtzweil stated she is going to vote for the budget for two reasons. The City is finally beginning to plan ahead and deal with the unfunded liabilities, it is unfunded but its OPEB, which is a start. She then stated she has always advocated for a full time Fire Chief and she feels it is critical and she is happy that is in the budget tonight. She stated she has fought really hard and there is strong support from the community for a full time Fire Chief.

### CM 5-3-20 MOTION TO APPROVE MILLAGE RATE RESOLUTION

Motion by Kurtzweil, supported by Kivell

Motion to approve the millage rate resolution

ROLL CALL VOTE:

Walton- Yes

Richards- Yes

Kivell- Yes

Kurtzweil- Yes

Dilg- Yes

Kennedy- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

### CM 5-4-20 MOTION TO APPROVE THE ANNUAL BUDGET RESOLUTION

Motion by Walton, supported by Dilg

Motion to approve the 2020-2021 annual budget resolution

ROLL CALL VOTE:

Kivell- Yes

Walton- Yes

Kurtzweil- Yes

Richards- Yes

Kennedy- Yes

Dilg- Yes

Pelchat- Yes

MOTION CARRIED UNANIMOUSLY

5-26-2020



## NEW BUSINESS

### 1. Tax abatement

City Manager Zelenak stated City Council recently adopted a tax abatement policy for the community. The policy outlines the requirements for establishing a Commercial Rehabilitation District, and for approving a proposed property tax abatement as outlined in Public Act 210 of 2005. In March City Council established a Commercial Rehabilitation District for Parcel No. 21-20-360-023 formerly known as the RCA building. The property owner has filed an application with the Clerk for a Commercial Rehabilitation Exemption Certificate. The Clerk provided written notification to all taxing jurisdictions. The City has 60 days after receipt of the application to either approve or disapprove the application. We held the final public hearing and Council will need to vote to approve or disapprove the certificate. If approved it will be sent to the State Tax Commission which will either certify or deny the application within 60 days. Councilmember Kivell asked when will the resolution need to be modified to include the 4<sup>th</sup> year if they meet the threshold. City Manager Zelenak stated Council will need to do that when the resolution is approved. Attorney Hamameh stated there is a whereas with asterisks and that is where it will go. She then stated if there is a motion to approve, you will approve the resolution with whatever factors Council wants to add, then at the end is where you will state the number of years you approve. She further stated the motion will need to be approved as amended. Councilmember Kivell asked if everyone is ok with extending it for the 4<sup>th</sup> year. Councilmember Kennedy stated he would support that. He stated he doesn't think the Presbyterian Church will approve the restaurant with a full bar. City Manager Zelenak stated he suggests giving some leniency on the drop-dead date, as long as he is moving along with the investment in good faith. Further discussion was held regarding the resolution. Attorney Hamameh stated the only factor that we are adding is the investment amount and the extension for the 4<sup>th</sup> year based on the investment amount.

#### CM 5-5-20 MOTION TO APPROVE THE RESOLUTION

Motion by Kivell, supported by Kennedy

Motion to approve Resolution approving commercial rehabilitation exemption certificate for 1855 Holdings, LLC at 135 E Lake St  
ROLL CALL

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

MOTION CARRIED UNANIMOUSLY

### 2. Discussion of recording city meetings

City Manager Zelenak stated this was requested to be added to an agenda for a discussion item. Currently we only record Council meetings. He stated minutes are taken by city staff for Planning and ZBA meetings. Other meetings include Parks and Recreation, Cultural Arts Commission, Cable Commission and Historical Society. Members of their boards handle their minutes. If we recorded other meetings there would be added costs to bring in staff to operate the equipment to video record the specific city

5-26-2020

# **AGENDA NOTE**

## **New Business Item #1**

**MEETING DATE:** June 27, 2022

**PERSON PLACING ITEM ON AGENDA:** Patricia Tiernan, Finance and Benefit Administrator

**AGENDA TOPIC:** Fiscal Year 2021 - 2022 Budget Amendments

**EXPLANATION OF TOPIC:** Fiscal Year 2021-2022 budget amendments totaling \$300,090 for General Fund, \$36,605 for Major Streets Fund, \$16,532 for Local Streets Fund, and \$6,425 for Equipment Replacement Fund.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Budget Amendment Explanation for General Fund, Major Streets Fund, Local Streets Fund, and Equipment Replacement Fund. Amended Department Budget Spreadsheets.

**POSSIBLE COURSES OF ACTION:** Approve/Reject the proposed budget amendments.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the proposed Fiscal Year 2021-2022 budget amendments.

## Budget Amendment Explanation FYE June 30, 2022

### General Fund - Expenditures

#### ***Administrative:***

Proposed increase of \$240,000 to Professional Services account line item (101-222.000-801.000) from \$316,590 to **\$556,590**. This increase is attributed to higher than anticipated billing from SAFEBuilt corresponding to the large increase in revenue from Building Permits & Inspections.

Proposed increase of \$25,000 to Planning Consultant account line item (101-222.000-817.000) from \$40,000 to **\$65,000**. This increase is attributed to higher than anticipated site plan reviews and planning assistance from CIB Planning.

Proposed increase of \$10,090 to Elections account line item (101-222.000-818.000) from \$17,000 to **\$27,090** to purchase voting equipment for Precinct #5. Expenditure increase was approved in City Council Agenda Note dated May 9, 2022.

Total Department increase in expenditures: \$275,090.

#### ***Fire Department:***

Proposed increase of \$25,000 to Equipment account line item (101-336.000-977.000) from \$222,718 to **\$247,718**. Increase due to purchase of (8) sets of turn-out gear from Phoenix Outfitters and additional minor equipment purchases. Turn-out gear expenditures in the amount of \$23,703.68 reimbursement posted in revenue account line item (101-000.000-682.336) from grant.

Total Department increase in expenditures: \$25,000.

Total appropriation for General Fund expenditures will increase \$300,090 to \$7,568,604.

### **Major Streets – Expenditures**

Proposed increase of \$7,719 to Professional Services account line item (202-451.000-801.000) from \$0 to **\$7,719**. Increase needed for expenditures related to HRC Road Asset Management assistance and plan review.

Proposed increase of \$11,616 to Contractual Services account line item (202-451.000-802.000) from \$15,000 to **\$26,616**. Increased expenditures due to Road Commission Drainage Study.

Proposed increase of \$17,270 to Contractual Services – Major Streets account line item (202-451.000-802.100) from \$75,000 to **\$92,270**. This increase in budgeted expenditures is attributed to additional costs for repairs to Liberty Street.

Total appropriation for Major Streets expenditures will increase \$36,605 to \$542,794.

### **Local Streets - Expenditures**

Proposed increase of \$12,000 to Repair Maintenance account line item (203-463.000-930.000) from \$9,500 to **\$21,500**. Higher than budgeted expenditures due increase costs of leaf disposal and cold patch.

Proposed increase of \$4,532 to Wages/Salary account line item (203-474.000-702.000) from \$2,468 to **\$7,000**. Amendment needed due to higher DPW Laborer hours worked in Traffic Services.

Total appropriation for Local Streets expenditures will increase \$16,532 to \$287,793.

### **Equipment Replacement – Revenue**

Proposed increase of \$6,425 to Rental Fees – Parks & Recreation account line item (642-000.000-667.751) from \$4,600 to **\$11,025**. Original budget contains an error incorrectly listing \$4,600 as the equipment rental amount due from Parks & Recreation. The Parks & Recreation department budget account (101-751.000-940.000) has the correct fee amount due \$11,025.

Total Equipment Replacement Revenue increase \$6,425 to \$115,825.



<b>101-222 GENERAL FUND OPERATION</b>							
<b>ADMINISTRATION</b>							
		Audited	Adopted	Amended	Adopted	Proposed	Proposed
Expenditure	Description	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024	2024-2025
702.000	Wages/Salaries	419,979	385,129	<b>385,129</b>	403,172	413,252	423,583
715-720	Fringe Benefits	161,103	164,889	<b>164,889</b>	195,249	200,130	205,133
725.000	OPEB Retiree Health Care Trust	31,983	17,880	<b>17,880</b>	16,560	17,000	17,500
727.000	Office Supplies	5,712	5,600	<b>5,600</b>	5,600	5,600	5,600
740.000	Operating Expense	38,833	44,900	<b>44,900</b>	48,000	49,200	50,430
740.100	Cash Drawer +/-	379	-	-	-	-	-
801.000	Professional Services	513,726	316,590	<b>556,590</b>	466,290	470,000	470,000
802.000	Contractual Services	102,594	105,539	<b>105,539</b>	121,271	118,903	121,876
807.000	Auditor	30,720	40,000	<b>40,000</b>	45,000	46,125	47,278
817.000	Planning Consultant	54,029	40,000	<b>65,000</b>	55,000	56,375	57,784
818.000	Elections	40,533	17,000	<b>27,090</b>	17,000	17,425	17,861
820.000	Computers	18,873	21,000	<b>21,000</b>	15,000	15,375	15,759
826.000	Legal Fees	67,135	70,000	<b>70,000</b>	75,000	76,875	78,797
827.000	Insurance & Bonds	51,351	57,000	<b>57,000</b>	57,000	58,425	59,886
830.000	Memberships & Dues	12,894	13,380	<b>13,380</b>	13,380	13,715	14,057
853.000	Telephone	15,145	12,835	<b>12,835</b>	16,000	16,400	16,810
861.000	Transportation & Mileage	398	5,600	<b>5,600</b>	5,000	5,125	5,253
863.000	Vehicle Maintenance	-	-	-	500	513	525
880.000	Community Promotions	68,574	94,500	<b>94,500</b>	96,000	98,400	100,860
888.000	Grant Expenditures	27,549	-	-	-	-	-
900.000	Printing	4,551	7,000	<b>7,000</b>	7,000	7,175	7,354
900.100	Publishing	5,709	6,000	<b>6,000</b>	11,000	11,275	11,557
920.000	Utilities	28,970	26,650	<b>26,650</b>	27,000	27,675	28,367
931.000	Building Maintenance	3,532	3,000	<b>3,000</b>	3,000	3,075	3,152
957.000	Education/Training	2,451	7,000	<b>7,000</b>	6,000	6,150	6,304
962.000	Miscellaneous Expense	418	1,000	<b>1,000</b>	1,000	1,025	1,051
969.000	Contribution to Community Schools	1,119	-	-	-	-	-
969.200	Contribution-Solid Waste	25,466	43,000	<b>43,000</b>	43,000	44,075	45,177
969.300	Contribution-Comm Schools--A/V Equip.	-	20,000	<b>20,000</b>	-	-	-
971.100	Beautification	2,866	6,000	<b>6,000</b>	5,000	5,125	5,253
972.000	Capital Improvements	1,697	-	-	-	-	-
974.100	Rental Properties	-	-	-	-	-	-
977.000	Equipment Miscellaneous	-	500	<b>500</b>	2,500	2,563	2,627
995.248	Transfer Out to D.D.A.	-	4,000	<b>4,000</b>	4,000	-	-
	<b>TOTAL</b>	<b>1,738,289</b>	<b>1,535,992</b>	<b>1,811,082</b>	<b>1,760,522</b>	<b>1,786,974</b>	<b>1,819,834</b>
Printed:	6/16/2022						



<b>101-336 GENERAL FUND OPERATION</b>							
<b>FIRE</b>							
		Audited	Adopted	Amended	Adopted	Proposed	Proposed
<b>Expenditure</b>	<b>Description</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
702.000	Wages/Salaries	415,710	401,515	<b>401,515</b>	464,221	475,826	487,722
715-720	Fringe Benefits	44,261	68,941	<b>68,941</b>	106,809	109,479	112,216
721.000	Uniforms & Cleaning Allowance	13,940	19,000	<b>19,000</b>	19,475	19,962	20,461
725.000	OPEB Retiree Health Care Trust	-	-	-	1,600	1,640	1,681
727.000	Office Supplies	1,545	5,300	<b>5,300</b>	5,300	5,433	5,568
740.000	Operating Expense	9,752	13,260	<b>13,260</b>	14,590	14,955	15,329
802.000	Contractual Services	52,418	44,181	<b>44,181</b>	45,286	46,418	47,579
820.000	Computers	4,602	6,617	<b>6,617</b>	8,482	8,694	8,911
827.000	Insurance & Bonds	21,974	24,480	<b>24,480</b>	25,092	25,719	26,362
830.000	Memberships & Dues	5,163	5,500	<b>5,500</b>	6,100	6,253	6,409
851.000	Radio Maintenance	2,442	2,081	<b>2,081</b>	2,133	2,186	2,241
853.000	Telephone	4,394	1,428	<b>9,500</b>	8,000	8,200	8,405
860.000	Gas & Oil	6,633	6,732	<b>6,732</b>	6,900	7,073	7,249
863.000	Vehicle Maintenance	22,388	25,500	<b>25,500</b>	30,000	30,750	31,519
880.000	Community Promotions	621	1,632	<b>1,632</b>	1,673	1,715	1,758
920.000	Utilities	8,563	12,240	<b>12,240</b>	12,000	12,300	12,608
930.000	Repairs & Maintenance	3,761	4,100	<b>4,100</b>	4,203	4,308	4,416
931.000	Building Maintenance	11,178	17,505	<b>17,505</b>	17,943	18,392	18,851
944.000	Hydrant Rental	2,500	2,601	<b>2,601</b>	2,666	2,733	2,801
957.000	Education/Training	18,093	24,000	<b>24,000</b>	24,600	25,215	25,845
972.000	Capital Improvements	2,840	-	-	69,917	85,000	87,125
<b>977.000</b>	<b>Equipment Purchases</b>	<b>34,215</b>	<b>40,718</b>	<b>247,718</b>	<b>21,472</b>	<b>22,009</b>	<b>22,559</b>
978.000	Capital Equipment	74,330	281,000	<b>281,000</b>	-	-	-
991.000	Debt-Principal	-	-	-	238,809	244,278	249,872
993.000	Debt-Interest	-	-	-	28,625	23,156	17,562
	<b>TOTAL</b>	<b>761,323</b>	<b>1,008,331</b>	<b>1,223,403</b>	<b>1,165,896</b>	<b>1,201,693</b>	<b>1,225,049</b>
Printed:	6/16/2022						

GENERAL FUND OPERATION							
SUMMARY OF EXPENDITURES							
		Audited	Adopted	Amended	Adopted	Proposed	Proposed
Expenditure	Description	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024	2024-2025
222	Administration	1,738,289	1,535,992	1,811,082	1,760,522	1,786,974	1,819,834
301	Police	2,734,968	2,884,688	2,887,688	3,279,633	3,368,563	3,456,567
336	Fire	761,323	1,008,331	1,223,403	1,165,896	1,201,693	1,225,049
346	Ambulance	2,304	5,680	5,680	5,680	5,680	5,680
441	Public Works	913,455	1,025,197	1,025,197	1,056,462	1,085,043	1,114,404
567	Cemetery	121,662	144,910	147,960	201,241	207,017	212,961
596	Public Transportation	91,060	87,076	87,076	90,000	91,800	94,095
751	Parks & Recreation	225,016	320,493	320,493	462,365	474,193	486,334
800	Cable	1,044	13,925	13,925	13,925	3,425	3,425
802	Cultural Arts	623	2,975	2,975	5,200	5,200	5,200
803	Historical	25,900	34,125	34,125	43,580	28,210	29,073
820	Veterans Memorial Project	9,498	9,000	9,000	7,500	0	0
	<b>Totals</b>	6,625,143	7,072,392	7,568,604	8,092,005	8,257,798	8,452,621
Printed:	6/16/2022						



202 MAJOR STREETS OPERATION							
EXPENDITURES							
Expenditure	Description	Audited 2020-2021	Adopted 2021-2022	Amended 2021-2022	Adopted 2022-2023	Proposed 2023-2024	Proposed 2024-2025
223.000	Accountant						
801.000	Professional Service	3,910	5,600	5,600	5,600	5,740	5,884
	SUBTOTAL	3,910	5,600	5,600	5,600	5,740	5,884
451.000	Street Construction						
715-720	Fringe Benefits	-	-	-	-	-	-
801.000	Professional Services	10,961	-	7,719	-	-	-
802.000	Contractual Services (Seal Coat)	7,720	15,000	26,616	20,000	20,500	21,013
802.100	Contractual Services (Major Street)	52,244	75,000	92,270	-	-	-
802.200	Contractual Services Tri-Party (Signal Marjorie Ann)	-	-	-	-	-	-
	SUBTOTAL	70,926	90,000	126,605	20,000	20,500	21,013
463.000	Street Routine Maintenance						
702.000	Wages/Salaries	95,564	73,394	73,394	111,569	114,916	118,364
715-720	Fringe Benefits	42,551	41,948	41,948	61,897	63,444	65,030
740.000	Operating Expense	3,974	8,500	8,500	9,000	9,225	9,456
801.000	Professional Services	-	-	-	-	-	-
827.000	Insurance & Bonds	55	60	60	60	60	60
930.000	Repair & Maintenance	8,106	25,500	25,500	21,000	21,525	22,063
940.000	Equipment Charges	12,000	12,000	12,000	12,000	12,300	12,608
	SUBTOTAL	162,250	161,402	161,402	215,526	221,470	227,580
474.000	Traffic Services						
702.000	Wages/Salaries	2,708	2,435	2,435	3,212	3,308	3,407
715-720	Fringe Benefits	1,236	1,463	1,463	1,846	1,893	1,940
740.000	Operating Expense	1,566	25,000	25,000	33,000	33,825	34,671
924.000	Traffic Signals	2,558	10,200	10,200	12,000	12,300	12,608
	SUBTOTAL	8,068	39,098	39,098	50,058	51,326	52,625
478.000	Snow Plowing						
702.000	Wages/Salaries	18,153	25,022	25,022	21,531	22,176	22,842
715-720	Fringe Benefits	8,249	15,032	15,032	12,379	12,689	13,006
740.000	Operating Expense	22,663	44,500	44,500	45,500	46,638	47,803
930.000	Repair & Maintenance	-	-	-	-	-	-
940.000	Equipment Charges	10,000	10,000	10,000	10,000	10,250	10,506
	SUBTOTAL	59,065	94,554	94,554	89,410	91,753	94,157
479.000	Snow Removal						
702.000	Wages/Salaries	5,512	5,419	5,419	6,537	6,734	6,936
715-720	Fringe Benefits	2,483	2,174	2,174	3,759	3,853	3,949
	SUBTOTAL	7,995	7,593	7,593	10,296	10,587	10,885
485.000	Transfer Between Funds						
969.203	Contribution-Local Streets	100,000	100,000	100,000	100,000	100,000	100,000
	SUBTOTAL	100,000	100,000	100,000	100,000	100,000	100,000
491.000	Storm Sewer						
702.000	Wages/Salaries	3,433	2,400	2,400	4,071	4,193	4,319
715-720	Fringe Benefits	1,528	1,442	1,442	2,341	2,399	2,459
740.000	Operating Expense	1,120	4,100	4,100	4,500	4,613	4,728
	SUBTOTAL	6,080	7,942	7,942	10,912	11,205	11,506
	TOTAL EXPENDITURES	418,294	506,189	542,794	501,802	512,581	523,649
Printed:	6/16/2022						



<b>203 LOCAL STREETS OPERATION</b>							
<b>EXPENDITURES</b>							
<b>Expenditure</b>	<b>Description</b>	<b>Audited 2020-2021</b>	<b>Adopted 2021-2022</b>	<b>Amended 2021-2022</b>	<b>Adopted 2022-2023</b>	<b>Proposed 2023-2024</b>	<b>Proposed 2024-2025</b>
<b>223.000</b>	<b>Accountant</b>						
801.000	Professional Services	3,910	5,600	<b>5,600</b>	5,600	5,740	5,884
	<b>SUBTOTAL</b>	3,910	5,600	<b>5,600</b>	5,600	5,740	5,884
<b>451.000</b>	<b>Construction</b>						
801.000	Professional Services	4,021	15,000	<b>25,800</b>	20,000	-	-
802.000	Contractual Services	1,426	-	-	-	-	-
	Contract. Services N. Hagadorn						
	<b>SUBTOTAL</b>	5,447	15,000	<b>25,800</b>	20,000	-	-
<b>463.000</b>	<b>Street Routine Maintenance</b>						
702.000	Wages/Salaries	93,254	75,889	<b>75,889</b>	108,829	112,094	115,456
715-720	Fringe Benefits	41,070	44,248	<b>44,248</b>	60,321	61,829	63,375
740.000	Operating Expense	6,968	8,500	<b>8,500</b>	9,000	9,225	-
801.000	Professional Services	-	-	-	-	-	-
827.000	Insurance & Bonds	55	65	<b>65</b>	65	65	65
930.000	Repair & Maintenance	17,574	9,500	<b>21,500</b>	12,500	12,813	13,133
940.000	Equipment Charges	12,000	5,000	<b>5,000</b>	5,000	5,125	5,253
	<b>SUBTOTAL</b>	170,921	143,202	<b>155,202</b>	195,715	201,151	197,282
<b>474.000</b>	<b>Traffic Services</b>						
702.000	Wages/Salaries	2,730	2,468	<b>7,000</b>	3,238	3,336	3,436
715-720	Fringe Benefits	1,212	934	<b>934</b>	1,862	1,908	1,956
740.000	Operating Expense	4,490	3,200	<b>3,200</b>	3,500	3,588	3,677
	<b>SUBTOTAL</b>	8,431	6,602	<b>11,134</b>	8,600	8,832	9,069
<b>478.000</b>	<b>Snow Plowing</b>						
702.000	Wages/Salaries	21,358	21,381	<b>21,381</b>	25,332	26,092	26,875
715-720	Fringe Benefits	9,429	12,501	<b>12,501</b>	14,565	14,929	15,302
740.000	Operating Expense	12,249	29,500	<b>29,500</b>	30,000	30,750	31,519
940.000	Equipment Charges	12,000	12,000	<b>12,000</b>	12,000	12,000	12,000
	<b>SUBTOTAL</b>	55,036	75,382	<b>75,382</b>	81,898	83,772	85,696
<b>491.000</b>	<b>Storm Sewer</b>						
702.000	Wages/Salaries	3,905	2,280	<b>2,280</b>	4,631	4,770	4,913
715-720	Fringe Benefits	1,708	1,370	<b>1,370</b>	2,663	2,729	2,798
740.000	Operating Expense	1,521	8,025	<b>8,025</b>	8,250	8,456	8,668
930.000	Repair & Maintenance	518	3,000	<b>3,000</b>	5,000	5,125	5,253
	<b>SUBTOTAL</b>	7,651	14,675	<b>14,675</b>	20,544	21,081	21,631
	<b>TOTAL EXPENDITURES</b>	251,397	260,461	<b>287,793</b>	332,356	320,575	319,563
Printed: 6/16/2022							

642 VEHICLE/EQUIPMENT REPLACEMENT							
REVENUES							
		Audited	Adopted	Amended	Adopted	Proposed	Proposed
Revenue	Description	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024	2024-2025
665.000	Interest	85					-
667.101	Rental General Fund-DPW	10,000	10,200	10,200	10,200	10,200	10,200
667.202	Rental Major Streets	22,000	22,000	22,000	22,000	22,000	22,000
667.203	Rental Local Streets	24,000	17,000	17,000	17,000	17,000	17,000
667.567	Rental Cemetery	4,600	4,600	4,600	4,600	4,600	4,600
667.592	Rental Water & Sewer Oper.	50,000	51,000	51,000	51,000	51,000	51,000
667.751	Rental Parks & Recreation	11,025	11,025	11,025	11,025	11,025	11,025
	Charges for Services						
	<b>TOTAL</b>	121,710	115,825	115,825	115,825	115,825	115,825
	<b>BEGINNING FUND BALANCE</b>	344,351	423,019	423,019	425,802	270,627	386,452
	<b>TOTAL REVENUES</b>	121,710	115,825	115,825	115,825	115,825	115,825
	<b>TOTAL EXPENDITURES</b>	43,042	113,042	113,042	271,000	-	-
	<b>ENDING FUND BALANCE</b>	423,019	425,802	425,802	270,627	386,452	502,277
<b>EXPENDITURES</b>							
		Audited	Adopted	Amended	Draft	Proposed	Proposed
Expenditure	Description	2020-2021	2021-2022	2021-2022	2022-2023	2023-2024	2024-2025
979.100	Leaf Vac/Chipper	-	-	-	-	-	-
979.300	F350 Pickup w/plow	-	-	-	-	-	-
979.400	4 X 4 Truck/Street Sweeper	43,042	43,042	43,042	-	-	-
979.500	5 yard Dump/Salt Truck	-	-	-	195,000	-	-
979.600	Backhoe	-	-	-	-	-	-
979.700	Attachment - Remote Easement Machine	-	50,000	50,000	-	-	-
979.800	Mowing Equipment - 16' Mower Deck	-	20,000	20,000	-	-	-
979.900	Bobcat/Toolcat	-	-	-	76,000	-	-
	<b>TOTAL</b>	43,042	113,042	113,042	271,000	-	-

Printed: 6/16/2022

# AGENDA NOTE

New Business: Item # 2

**MEETING DATE:** June 27, 2022

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

**AGENDA TOPIC:** Purchase of a new Raw Sewage pump and motor as quoted by Kerr Pump and Supply to include demo and installation of raw sewage pump #4.

**EXPLANATION OF TOPIC:** The wastewater treatment plant needs to replace a raw sewage pump. This is a scheduled purchase for this year's budget and is part of the start of a process to switch over from Aurora Pumps. The Aurora Pumps that are currently in use are no longer being manufactured by PENTAIR. As a result we have researched options to update the current configuration at the Clean Water Plant. The current pump and motor is 10HP and will need to be reconfigured to match the other raw sewage pumps in the drywell. This expenditure can be purchased out of the Capital Improvements account **592.557-970** and the Bid Sheet detailing the replacement options are attached for review.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:**

- 1.1 Bid Sheet for Raw Sewage Pumps to replace the current 10 HP vertical solids handling pump.
- 1.2 Image of replacement pump offered by Kerr Pump and Supply.

**POSSIBLE COURSES OF ACTION:** Approve/deny the purchase and installation of new Raw Sewage Pump for the wastewater treatment plant for \$32,721.00.

**SUGGESTED MOTION:** Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the purchase of a new Raw Sewage Pump for the wastewater treatment plant for \$32,721.00 under line item **592.557-970**.



**SUBJ: ATTACHMENT - BID SHEET FOR COUNCIL REVIEW**

**ITEM BEING PLACED ON AGENDA: Raw Sewage Pump #4 Replacement  
Clean Water Plant @ 23500 Dixboro**

COMPANY	Kennedy Industries / 4925 Holtz DR, Wixom MI 48393
BID CONTACT	Ben Scrace / (248)684-1200
BID AMOUNT	TOTAL - \$34,493.00
DETAILS	Explosion proof dry pit sewage pump by FLYGT. (20HP) PUMP and MOTOR combined and configured to be serviced together. Unlike Aurora pumps currently on concrete pedestals in drywell which can currently be serviced as separate component. Pricing is for RSP only (no installation)

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COMPANY	Detroit Pump and Manufacturing Co / 23751 Amber St, Warren MI 48089
BID CONTACT	248-5447-4242
BID AMOUNT	TOTAL - \$45,566.00 with Installation (by others) -\$18,677.00
DETAILS	Vertical frame non clog centrifugal pump by CORNELL. (25HP) PUMP and MOTOR are separate and similar to the configuration now in place with the Aurora pumps.

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COMPANY	Kerr Pump & Supply / 12880 Cloverdale, Oak Park MI 48237
BID CONTACT	Mike Pilley/ (248)543-3880
BID AMOUNT	TOTAL \$32,721.00 including installation
DETAILS	Vertical frame non clog centrifugal pump by FAIRBANKS. PENTAIR is who formerly manufactured the AURORA pumps that are no longer an option. This model is very similar in design and would likely be a replacement to all the other Aurora pumps.

---



## SCREENSHOT OF PUMP OFFERED BY KERR:

# Pentair Fairbanks Nijhuis 5440 & 2440 Series Vertical Close-Coupled Solids Handling Pumps

[HOME](#) > [PRODUCTS](#) > [BUSINESS & INDUSTRY](#) > ..... > [DRY PIT SOLIDS HANDLING PUMPS](#) > [PENTAIR FAIRBANKS NIJHUIS](#)

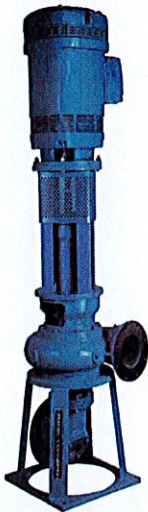
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Fairbanks Nijhuis vertical close-coupled solids-handling pumps have over 100 years of proven experience in the pumping of solids, slurries, sludge, pulp, trash, sewage and grit. These pumps are specifically designed to pass solids, trash and long, stringy materials.

- ◆ Capacities: 15 to 75,000 GPM (3 to 17,034 m<sup>3</sup>/hr)
- ◆ Heads: 5 to 300 feet (1.5 to 91 m)
- ◆ Discharge sizes from 2" to 42" (51 to 1067 mm) in diameter
- ◆ Bladeless impellers with 2" through 10" (51 to 254 mm) discharge sizes - capable of passing 10-25% more solids, long, stringy materials and trash than a conventional two-vane impeller

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▲ Smooth, quiet and trouble-free installation

# AGENDA NOTE

New Business: Item # 3

**MEETING DATE:** June 27, 2022

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

**AGENDA TOPIC:** Purchase of scheduled and budgeted pump maintenance for the Water Treatment Plant. The two pumps that are due for service are low service pump #2 and high service pump #1.

**EXPLANATION OF TOPIC:** The Water Treatment Plant needs preventative maintenance performed on two pumps this year based on hours and use. This is a scheduled purchase for this year's budget. This expenditure can be purchased out of the Building and Equipment Maintenance account **592.556.931** with the total amount being \$40,570.17. Peerless Midwest Inc. is our contractor to perform this service. The price includes the following: pulling two pumps and complete motor overhauls along with all new pump head components. This price includes startup and testing for both refurbished pumps.

## **MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:**

1.1 Quote from Peerless Midwest Inc.

**POSSIBLE COURSES OF ACTION:** Approve/deny the purchase for removal and installation of two newly refurbished pumps from Peerless Midwest Inc. for the Water Treatment Plant.

## **SUGGESTED MOTIONS:**

- (1) Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to waive Sec 2-224 of the City of South Lyon Code of Ordinances, "Approval for purchases or contracts over \$2,000.00; competitive bidding for purchases or bidding over \$5,000.00" because "no advantage to the city will result" from competitive bidding.
- (2) Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the purchase and installation of 2 newly refurbished pumps for Water Treatment Plant for \$40,570.17 under line item **592.556.931**.



Peerless-Midwest, Inc.  
505 Apple Tree Drive  
Ionia, MI 48846  
616-527-0050

City of South Lyon  
Water Department  
Attn: Doug Varney

QUOTE # RWM 2022-0221


DATE February 21, 2022

REFERENCE Low Service 2 and High Service 1 Pump Overhauls

Pull Low Service Pump #2 and High Service Pump #1 on the same mobilization with three man crew		\$3,000.00
Complete overhaul of Low Service Pump #2: Teardown and inspect pump for repairs. Complete set of bowl bearings, machine and install wear rings, new bowl shaft, new case bolting, new head and motor shaft, stainless steel sleeves, stainless steel couplings, complete motor overhaul of 25 HP motor with new upper and lower bearings, insulate and bake windings, dynamic balance, surge test, check all machine fits, reassemble with repairs. Shop and machine labor. Overhaul pump head complete with new packing box bronze bearing:		\$9,705.54
Add for new 3 stage, 12" pump bowl and column bushing one 10' piece of 8" column cut and threaded to proper length of 9', one ss lineshaft cut and threaded to length of 9'. (Add for Worst Case Scenario, new from the head down):		\$5,488.09
Low Service Pump #2 Worst Case Scenario:		\$15,193.63
Complete overhaul of High Service Pump #1: Teardown and inspect pump for repairs. Complete set of bowl bearings, machine and install wear rings, new bowl shaft, new case bolting, new head and motor shaft, stainless steel sleeves, stainless steel couplings, complete motor overhaul of 75 HP motor with new upper and lower bearings, insulate and bake windings, dynamic balance, surge test, check all machine fits, reassemble with repairs. Shop and machine labor. Overhaul pump head complete with new packing box bronze bearing:		\$12,626.94
Add for new 6 stage, 10" pump bowl and column bushing one 10' piece of 8" column cut and threaded to proper length of 9', one ss lineshaft cut and threaded to length of 9'. (Add for Worst Case Scenario, new from the head down):		\$6,249.60
High Service #1 Worst Case Scenario:		\$18,876.54
Set Low Service Pump #1 and High Service Pump #1 on the same mobilization with three man crew, startup and test.		\$3,500.00
Best Case Total:		\$28,832.48
Worst Case Total:		\$40,570.17

ACCEPTED BY \_\_\_\_\_  
TITLE \_\_\_\_\_  
DATE \_\_\_\_\_

PEERLESS-MIDWEST, INC.

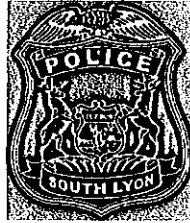
  
Bob Masters, Project Manager

616-690-8139



# **SOUTH LYON POLICE DEPARTMENT**

*Christopher J. Sovik*  
Chief



## **Memorandum**

**To:** Paul Zelenak, City Manager

**From:** Chief Christopher J. Sovik *CS*

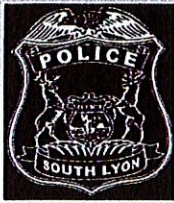
**Subject:** South Lyon Pride

**Date:** June 20, 2022

I have received a permit request for the above-mentioned event. I discussed South Lyon Pride with Allison Ranusch, one of the organizers. The event is scheduled for Saturday, July 9, 2022 from 12:00 p.m. to 4:00 p.m. The planned activities will be similar to those of prior Pride events.

The planned event should cause little or no disruption to normal traffic in the area, and no street closures are necessary. The Police Department will monitor the event and provide support, as necessary. Therefore, I have approved the request and have so notified the organizer. I have attached a copy of the application and approval for your information.

cc: Lt. Douglas Baaki  
Lisa Deaton, City Clerk  
Joey Thorington, SLFD  
Jeff Archey, DPW



## 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: July 9, 2022

Applicant's Name: Joshua Bissoon-Dath Ph#: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_ South Lyon, MI 48178

Name of Event: South Lyon Pride

Business/Organization Name: South Lyon Pride

Business Address: \_\_\_\_\_ South Lyon, MI 48178

Business Phone Number: \_\_\_\_\_

President/CEO Responsible for Event: Joshua Bissoon-Dath Ph#: \_\_\_\_\_

Event Start Date and Time: 12:00pm AM / PM

Event End Date and Time: 4:00pm AM / PM

Approximate number of persons attending: 150

Approximate number and types of vehicles: None officially but people will have vehicles so 75?

Approximate number and types of animals: None

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\*\***

N/A

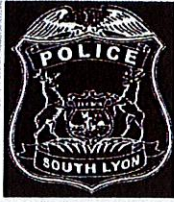
Joshua Bissoondath 06/17/22  
Applicants Signature and Date

Joshua Bissoondath 06/17/22  
Responsible Party's Signature and Date

☒ PD ☒ FD ☒ DPW ☒ City Hall

Chief Christopher Sovik 6/20/22  
Chief Christopher Sovik 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 Joshua Bissoon-Dath, President South Lyon Pride

(Name of applicant/organization)

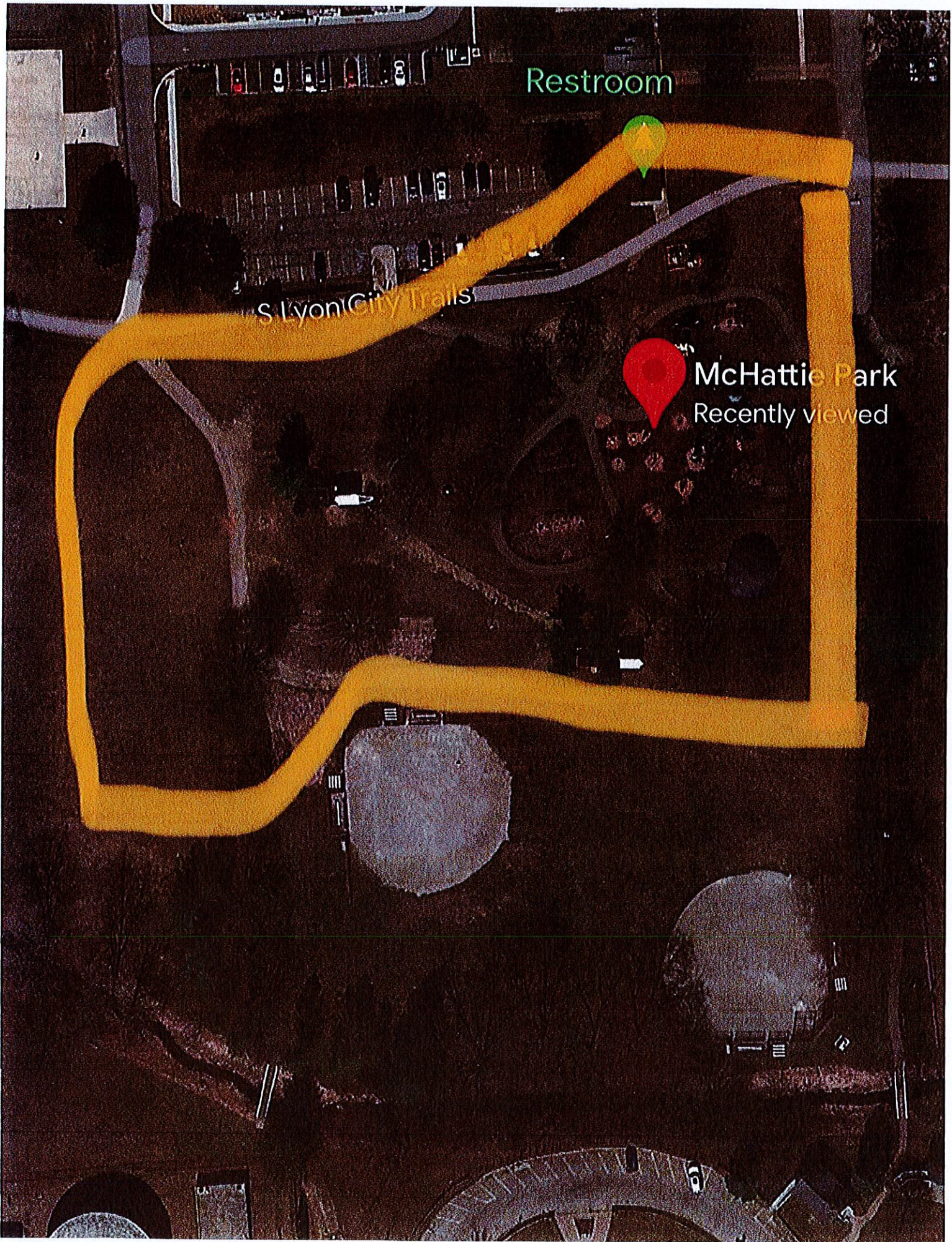
agrees to defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its elected and appointed officials, employees, volunteers, and other working on behalf of the City of South Lyon against any and all claims, demands, suits, or loss, including all costs connected therewith, and 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.

Joshua Bissoondath  
Signature

06/17/22

Date





Restroom

S Lyon City Trails

McHattie Park  
Recently viewed



## **Trends in How Local Governments are Using the State and Local Fiscal Recovery Funds (SLFRF)**

Treasury has received and is currently reviewing the initial reports due from Non-Entitlement Units (NEUs) and Smaller Local Governments (those with a population less than 250,000). Reporting was due April 30, 2022 for activities and use of funds from March 3, 2021 to December 31, 2021. Once the data has been analyzed, Treasury will publish additional metrics and information of how Local Governments are utilizing funding.

Local Governments with populations over 250,000 are required to report quarterly project and investment reports. Some of the projects reported to Treasury include:

- Replacing lost revenue due to COVID-19 Pandemic to prevent cuts to public services such as: police and fire services
- Replacing lost revenue due to COVID-19 Pandemic to provide infrastructure maintenance such as roads, sidewalks, trailways and watermain
- Programs to fight/prevent COVID-19; access to vaccines and testing services
- Expanding affordable housing for families whose income was directly affected by the COVID-19 Pandemic
- Providing grants to small businesses
- Rehiring furloughed employees due to pandemic-related cuts
- Expanding workforces in public service departments