

Regular City Council Meeting

December 9, 2013

Agenda

7:30 p.m. **Call to Order**
 Pledge of Allegiance
 Roll Call
 Approval of Minutes: November 25, 2013
 Approval of Bills
 Approval of Agenda
 Public Comment

I. Old Business

1. CDBG Program – Public Hearing to be Rescheduled for January 13, 2014
2. Selection of Alternate for SEMCOG
3. Cancellation of December 23, 2013 City Council Meeting
4. Collective Bargaining Agreement Patrol Unit (July 1, 2013 – June 30, 2016)
5. Letter of Engagement to Plante Moran for Audit Fiscal Year 2013-2014
6. Sale of Asset – Police Department Sale of 2006 Kawasaki Motorcycle
7. South Lyon Fire Department Employee Compensation
8. Opt-Out Act 152 of 2011
9. Non-Union/Administrative Employee Contribution for Medical Coverage
10%/15%/20%

II. New Business

1. Acceptance of Donations
 - a. \$750 to South Lyon Fire Department
 - b. Donations for City Christmas Party

III. Manager's Report

IV. Council Comments

V. Adjournment

MEMO

To: Mayor Wallace and Council Members
From: Rod Cook, City Manager
Date: 12/5/2013
Re: Communication from the City Manager

I. Old Business

1) CDBG Program – Public Hearing to be Rescheduled for January 13, 2014

Unfortunately when we set the date for the Public Hearing, the deadline for publication had passed. I have set a new public hearing for January 13, 2014. Public notice will run in the newspaper twice, once in late December and again in early January. No action is required on this agenda item at this time.

2) Selection of an Alternate for SEMCOG

This alternate position became available when Mr. Murphy left City employment. I recommend that the new alternate be a Councilmember.

3) Cancellation of December 23, 2013 City Council Meeting

If necessary, the City Manager will call for a meeting.

4) Collective Bargaining Agreement Patrol Unit (July 1, 2013 – June 30, 2016)

Enclosed are the Articles that were negotiated in the agreement. I am only enclosing the pages (sections) that we changed. It is my understanding that with one minor exception to the Command contract, everything else is the same as negotiated.

5) Letter of Engagement to Plante Moran for Audit Fiscal Year 2013-2014

The enclosed represents the estimated or actual cost for the upcoming audit.

6) Sale of Asset – Police Department Sale of 2006 Kawasaki Motorcycle

Please see Chief Collin's enclosed memo.

7) South Lyon Fire Department Employee Compensation

Enclosed is a proposal for compensation for our firemen for your review. It should be noted that a majority of members voted to decertify the Union which became effective on November 30, 2013. I believe Chief Kennedy has provided sufficient justification for the increases. Chief Kennedy will be available for any discussion.

8) Opt-Out Act 152 of 2011

We have negotiated a phase in cost for employees for a payroll deduction with the Command and Patrol units for health insurance. As a result, we will not be in compliance until 2016. This will require the City to opt-out. Additionally we have other groups, i.e.

- a. Non-Union/Administration.**
- b. Clerical/Operating Engineers.** The previous contract required 20% in January 2014. I am attempting to get the contract open which may be helpful in addressing some additional City issues.
- c. AFSCME.** Contract enforcement until June 30, 2014. I am attempting to open this contract as well.

9) Non-Union/Administrative Employee Contribution for Medical Coverage 10%/15%/20%

This issue deals with non-union/administration employees which number (2): the City Clerk/Treasurer and the DPW/Wastewater Treatment Superintendent. Beginning January 2014, these employees will pay 10% (2014), 15% (2015) and 20% (2016) of their health insurance premium.

II. New Business

1) Acceptance of Donations

- a. \$750.00 to the South Lyon Fire Department**
- b. Donations for the City Christmas Party:**
 - i. Johnson Rosati \$500**
 - ii. HRC \$400**
 - iii. IBEX \$100**
 - iv. Plante Moran \$200**
 - v. Carmine Avantini \$100**

III. General Information

1) CDBG Public Hearing

We were not able to publish the notice for December 9, 2013 because of the holidays. Since the application is not due until January 17, 2014, I will publish a revised public hearing date for the January 13, 2014 meeting. Per last year's application, funding was distributed to the following:

- a. Center for Active Adults (access fee for building space)**
- b. Meals on Wheels**
- c. Haven**

Due to restrictions within the grant, a maximum of 30% of our allocation can be put towards public services like Meals on Wheels and Haven. I will provide more information on this item for the January 13, 2014 public hearing.

2) New DPW Hire

We have hired a new DPW Laborer. At this time, the DPW is still severely understaffed. In addition to this most recent hire, I will be moving to add another Laborer within the next couple of weeks. We currently have (4) individuals on disability for various issues. The DPW cannot perform timely service work with the current numbers.

3) Miscellaneous

- Enclosed is a brief memo from our health insurance representative which provides a summary of the impact of the Affordable Care Act (ACA) on Blue Cross, and explains the change in our renewal date. This change will save the City money until the everything is sorted out.
- City Attorney Wilhelm has advised me that the 6th Circuit Court of Appeals and the ACLU have determined our Begging Ordinance cannot be enforced due to 1st Amendment issues. It is my understanding that we have never had a need to enforce this ordinance. If there is reason to change this position, the City Attorney will provide additional information.
- As of this date, the DWRP is roughly 3.89% under budget or \$152,307.
- There is approximately \$90,000 in federal grant money earmarked for the road segment of Pontiac Trail from E. Liberty to McHattie Street. I attempted to expand the area north along Pontiac Trail. I was not successful due to restrictions within the grant. I am making arrangements to do the following:
 - Get estimates on engineering. This project will not require full engineering plans.
 - Have the project added to the Transportation Improvement Plan (TIP) for Livingston Federal Aid System.
 - Seek approval from SEMCOG and the Federal Highway Administration.

These items need to be fulfilled prior to proceeding. Since we have a larger road segment to complete, it may be necessary to only close Pontiac Trail one time.

- We have received a liquor license request from Aubree's Pizzeria. We were attempting to have Council review and approve their request for a license but were not able to bring it forth at this time. There is a question about whether or not we can issue contingent approval for a liquor license when all planning, site review, etc. have not been reviewed and approved, and whether the LCC will allow conditions to be part of the issuance. We are checking to determine the correct way to proceed with this license.
- Witch's Hat Brewing Company has submitted a request for an LCC license at a new location. This issue will not come before Council until January.

CITY OF SOUTH LYON
REGULAR COUNCIL MEETING
NOVEMBER 25, 2013

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

Mayor Wallace led those present in the Pledge of Allegiance to the Flag

PRESENT: Mayor Wallace

Council Members: Dixon, Kivell, Kopkowski, Rzyzi, Wedell,
Chief Collins, Chief Kennedy, Department Head
Martin and Clerk/Treasurer Deaton

ABSENT: Council Member Kramer (excused)

CM 11-1-13 MOTION TO EXCUSE COUNCILMAN KRAMER

Motion by Wedell, supported by Kivell

Motion to excuse the absence of Councilman Kramer

VOTE: MOTION CARRIED UNANIMOUSLY

MINUTES

Special Meeting November 2nd 2013

Councilman Kivell stated it was a job well done on the meeting minutes.

CM 11-2-13 MOTION TO APPROVE MINUTES OF SPECIAL NOVEMBER 2ND MEETING

Motion by Kivell, supported by Wedell

Motion to approve the minutes as presented

VOTE: MOTION CARRIED UNANIMOUSLY

Regular Meeting November 11, 2013

Chief Collins stated when discussing the bills he stated the SNA is a security network appliance, not assistance.

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CM 11-3-13 MOTION TO APPROVE MINUTES OF NOVEMBER 11TH MEETING

Motion by Wedell, supported by Kivell

Motion by approve the minutes as amended

VOTE: MOTION CARRIED UNANIMOUSLY

Special meeting November 13, 2013

CM 11-4-13 MOTION TO APPROVE MINUTES OF NOVEMBER 13TH MEETING

Motion by Kopkowski, Supported by Kivell

Motion to approve minutes as presented

VOTE: MOTION CARRIED UNANIMOUSLY

APPROVAL OF BILLS- None

APPROVAL OF AGENDA

Mayor Wallace stated he would like to add #3 under New Business for an appointment for the Planning Commission.

CM 11-5-13 MOTION TO APPROVE AGENDA

Motion by Wedell, supported by Rzyzi

Motion to approve agenda as amended

VOTE: MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENT

Doreen Hannon of the Salem South Lyon Library gave a brief presentation regarding the Library Mileage that is being requested at a special election on February 25th. She also presented an educational brochure that is available to the public on their website as well as at the library. Ms. Hannon stated they have had declines in revenue since 2008 and have not had to cut services, but with the personal property taxes being phased out, and the declining revenue, if the mileage doesn't get approved, there will have to be cuts, such as educational programs,

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instructional classes, as well as the library will have to close two days a week. She stated she would like everyone to support the library mileage so they can maintain the benefits they currently give the communities.

Agnes Bongero of 912 Village Way stated she is here to support the library mileage and would like everyone to vote yes on it on Election Day February 25, 2014. She stated she has benefited from the library as did her late husband who fought Parkinson's disease for many years. She stated he always loved going to the library for the books, the books on cd as well as the interaction with people that he had there. She further stated if he was here now, he would ask everyone to support the library mileage as well.

George Segal of 240 Brookwood Drive asked the question if Lyon Township is allowed to use our Library. Mayor Wallace stated they may use it, for a substantial fee.

OLD BUSINESS

1. City Manager Search

Manager Cook stated after the initial conversation he had with the league and some other things going on at this time, it will be more beneficial if we wait until after the holidays to start the search. Also with the talk of a recall, it will not be in the City's best interest to try to hire at this time. Councilman Kivell stated if there is a recall, it would take place in May, and he does not feel we should wait that long. City Manager Cook stated we only want to do this once, and it must be done the right way. He further stated we should be able to begin the process in January. If it is not done right, we will not get a competent Manager. He stated we will be advertising for at least 30 days and we should advertise nationally.

2. Road Commission for Oakland County- Conceptual Support for the Paving of Dixboro Road

City Manager Cook stated this will not take place until 2018. He further stated it will cost 3.75 million to pave Dixboro between 8 and 10 mile. There may be some discussion with cutting it in half and doing 8 and 9 or between 9 and 10 mile. Between 9 mile and 10 mile will be very expensive. Our share if and when will be \$187,000. They aren't currently asking for the money, or to hold us to it, they are asking Council to support the concept of paving Dixboro Road. It will be shared between Lyon Township, Green Oak Township as well as the City. Councilman Kivell stated he likes the idea that they are considering doing it. City Manager Cook stated it is

eligible for Federal aid. He further stated 2018 is their target date, but that doesn't mean it will definitely be done then.

CM 11-6-13 MOTION TO APPROVE THE CONCEPTUAL SUPPORT OF PAVING DIXBORO

Motion by Wedell, supported by Rzyzi

Motion to support the conceptual paving of Dixboro Road with Oakland County Road Commission

VOTE:

MOTION CARRIED UNANIMOUSLY

3. Donation of Ahura First Defender to Oakland County Haz Mat Team

Chief Kennedy stated this is for a piece of equipment that is used for things beyond our needs. It was purchased with grants, therefore it cannot be sold for profit, but we can donate it to the Oakland County Haz Mat Team, and still have the option to use it in the future if needed. It also needs a software upgrade and it will be used by the County much more than we would ever need it. Councilman Wedell stated there are Haz Mat Units stationed around the County. Chief Kennedy stated there is one in Commerce, and there is a full time unit member who actually lives in Lyon Township.

CM 11-7-13 MOTION TO DONATE AHURA FIRST DEFENDER TO OAKLAND COUNTY

Motion by Kopkowski, supported by Dixon

Motion to approve the donation of the Ahura First Defender to the Oakland County Haz Mat Team

VOTE:

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

1. Letter from South Lyon Water Department concerning Lead in Drinking Water

Department Head Martin stated there is a letter being mailed to all City residents regarding the possibility of the drinking water containing lead. He stated the Water Department keeps a very close eye on the water for the City of South Lyon. He further stated out of 30 water samples, there were 4 that came back with the results that there were slightly elevated levels of lead in the water.

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Department Head Martin read the information letter that is being mailed to all City Residents. (See attached letter)

Department Head Martin stated the lead is not from the water plant or our water system. It can show up from the water pipes and fixtures. Many pipes and fixtures have copper in them and that causes this. He further stated it is nothing to be alarmed about. If residents run their water in the mornings after the water sits in the pipes all night for about 15 to 30 seconds that will take care of it. Department Head Martin stated it is under control, and they will be doing more testing from January to July. Councilman Kivell stated most people that will be concerned are parents with children 6 years old and under. Department Head Martin stated if they run the water for 15-30 seconds in the morning, it will take care of it.

2. Set public hearing for 2014 Community Development Block Grant Program and Fund Reprogramming

City Manager Cook stated there is not a large area that is eligible for the CDBG, but we could use it for programs such as Meals on Wheels, the Senior Center or Haven. He further stated the amount of money available is \$33,000.00 and \$5,800 leftover from the previous project. He stated he would like to set the public hearing for the December 9th Council Meeting. The application is due the 17th of January.

CM 11-8-13 MOTION TO SET PUBLIC HEARING FOR CDBG FOR DECEMBER 9TH MEETING

Motion by Dixon, supported by Kivell

Motion to set public hearing for the CDBG for December 9th Council Meeting

VOTE:

MOTION CARRIED UNANIMOUSLY

3. Appointment for Planning Commission

Mayor Wallace stated he would like to appoint Jason Rose of 676 Center Ridge a lifetime City resident to the Planning Commission. Mr. Rose stated he has lived here his whole life and he has been a part of many large scale projects and he would like to become more involved with our City.

CM 11-9-13 MOTION TO AFFIRM PLANNING COMMISSION APPOINTMENT

Motion to affirm by Kopkowski

Motion to approve the Mayor's appointment of Jason Rose to Planning Commission.

VOTE: MOTION CARRIED UNANIMOUSLY

MANAGERS REPORT

City Manager Cook stated we have some earmarked funds from the McCotter fund from 2004. He further stated we have approximately \$90,000. We may be able to use part of the money but it will have to be used within a one block area. He stated we may be able to use it for Pontiac Trail from Liberty to McHattie Street but it would have to be approved through the Federal Aid Committee. It could possibly save us \$30,000. Councilman Wedell asked if the DWRF contractors are supposed to bring the road back to the original condition. Department Head Martin stated they will do that, but that doesn't mean to mill it down. He further stated it will be April or May next year before it will be finished.

COUNCIL COMMENTS

Councilman Kivell stated he noticed the Planning Commission meeting and Park and Recreation Minutes are in the packet and they talked about the sign ordinance, and he would like to see it as well as the master plan.

Mayor Wallace and Councilmembers wished everyone a Happy Thanksgiving.

Councilman Ryzyi stated he would also like to wish everyone a Happy Thanksgiving. He also stated he would like to continue the conversation regarding forming a cable commission, and possibly having Rich Perry be a part of that.

CM 11-10-13 MOTION TO ADJOURN COUNCIL MEETING

Motion by Dixon, supported by Kopkowski

Motion to adjourn the Council Meeting at 8:10 p.m.

VOTE: MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Tedd Wallace Mayor

Lisa Deaton Clerk/Treasurer

DRAFT

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IMPORTANT INFORMATION ABOUT LEAD IN YOUR DRINKING WATER

The City of South Lyon Water Department found elevated levels of lead in drinking water in some homes/buildings. Lead can cause serious health problems, especially for pregnant women and children 6 years and younger. Please read this notice closely to see what you can do to reduce lead in your drinking water.

This notice is brought to you by the City of South Lyon Water Department. Water Supply Serial Number 6110. Date: November 25, 2013.

Health Effects of Lead

Lead can cause serious health problems if too much enters your body from drinking water or other sources. It can cause damage to the brain and kidneys, and can interfere with the production of red blood cells that carry oxygen to all parts of your body. The greatest risk of lead exposure is to infants, young children, and pregnant women. Scientists have linked the effects of lead on the brain with lowered IQ in children. Adults with kidney problems and high blood pressure can be affected by low levels of lead more than healthy adults. Lead is stored in the bones and it can be released later in life. During pregnancy, the child receives lead from the mother's bones, which may affect brain development.

Sources of Lead

Lead is a common metal found in the environment. Drinking water is one possible source of lead exposure. The main sources of lead exposure are lead-based paint and lead-contaminated dust or soil, and some plumbing materials. In addition, lead can be found in certain types of pottery, pewter, fixtures, food, and cosmetics. Other sources include exposure in the work place and exposure from certain hobbies (lead can be carried on clothing or shoes).

New faucets, fittings, and valves, including those advertised or labeled as "lead-free," may contribute lead to drinking water. The law currently allows end-use fixtures, such as faucets, with up to 8 percent lead to be labeled as "lead free." However, plumbing fixtures labeled National Sanitation Foundation (NSF) certified may only have up to 2 percent lead. Consumers should be aware of this when choosing fixtures and take appropriate precautions.

The City of South Lyon water comes from ground water wells. The City of South Lyon does not have any lead in its source water or water mains in the streets. When water is in contact with pipes [or service lines] or plumbing that contains lead for several hours, the lead may enter drinking water. Homes built before 1986 are more likely to have plumbing containing lead. New homes may also have lead; even "lead-free" plumbing may contain some lead.

EPA estimates that 10 to 20 percent of a person's potential exposure to lead may come from drinking water. Infants who consume mostly formula mixed with lead-containing water can receive 40 to 60 percent of their exposure to lead from drinking water.

Don't forget about other sources of lead such as lead paint, lead dust, and lead in soil. Wash your children's hands and toys often as they can come into contact with dirt and dust containing lead.

Steps You Can Take To Reduce Your Exposure to Lead in Your Water

1. Run your water to flush out lead. Run water for 15-30 seconds or until it becomes cold or reaches a steady temperature before using it for drinking or cooking, if it hasn't been used for several hours. This flushes lead-containing water from the pipes.
2. Use cold water for cooking and preparing baby formula. Do not cook with or drink water from the hot water tap; lead dissolves more easily into hot water. Do not use water from the hot water tap to make baby formula.
3. Do not boil water to remove lead. Boiling water will not reduce lead levels.
4. Look for alternative sources or treatment of water. You may want to consider purchasing bottled water or a water filter. Read the package to be sure the filter is approved to reduce lead or contact NSF International at 800-NSF-8010 or www.nsf.org for information on performance standards for water filters. Be sure to maintain and replace a filter device in accordance with the manufacturer's instructions to protect water quality.
5. We suggest you get your child tested for lead if you are concerned about exposure. Contact your local health department or healthcare provider to find out how you can get your child tested.
6. Test your water for lead. Call us at 248-437-4006 to find out how to get your water tested for lead. There are labs in the area that are certified to test for lead in drinking water.
7. Identify if your plumbing fixtures contain lead. New faucets, fittings, and valves, including those advertised or labeled as "lead-free," may contribute lead to drinking water. The law currently allows end-use fixtures, such as faucets, with up to 8% lead to be labeled as "lead free." Visit the National Sanitation Foundation Web site at www.nsf.org to learn more about lead-containing plumbing fixtures.

What Happened? What is Being Done?

The exceedance was discovered by the City's triennial Lead and Copper testing on August 19, 2013.

The City Water Department has been adding small amounts of an orthophosphate to the water to coat the pipes to help, so the lead and copper does not leach into the drinking water in your homes.

Any lead service lines in the City have been identified.

The City of South Lyon has historically been in compliance for lead and copper until this year's testing.

For More Information

Call us at 248-437-4006. For more information on reducing lead exposure around your home/building and the health effects of lead, visit EPA's Web site at www.epa.gov/lead or contact your health care provider.

November 2013 Payroll Report

Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Administration								
Badarak, A.	17.6900	240.00	8.00	\$ 4,245.60	\$ 215.12	\$ 482.49	\$ 4,943.21	BCBS Stipend
Cook, R.	80.0000	49.00		\$ 3,920.00			\$ 3,920.00	
Deaton, L.				\$ 6,807.72			\$ 6,807.72	
Delaney, K.	22.0000	65.50		\$ 1,441.00			\$ 1,441.00	
Glenn, M.	12.5000	68.00		\$ 850.00			\$ 850.00	
Lundy, P.	10.0000	112.00		\$ 1,120.00			\$ 1,120.00	
Mosier, L.				\$ 6,334.32		\$ 482.49	\$ 6,816.81	BCBS Stipend
Murphy, D.				\$ 3,129.06		\$ 68,575.70	\$ 71,704.76	Payout
Nogle, D.				\$ 942.31			\$ 942.31	
Parzuchowski, S.	15.8100	240.00	13.50	\$ 3,794.40	\$ 320.15		\$ 4,114.55	
Schulz, P.	17.0000	72.00		\$ 1,224.00			\$ 1,224.00	
TOTAL: Administration		846.50	21.50	\$ 33,808.41	\$ 535.27	\$ 69,540.68	\$ 103,884.36	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Cemetery								
Brannun, L.	10.9400	74.00		\$ 809.56			\$ 809.56	
Jedinak, J.	10.9400	58.00		\$ 634.52			\$ 634.52	
Kimberly, B.	10.9400	67.00		\$ 732.98			\$ 732.98	
McLean, W.	10.9400	63.00		\$ 689.22			\$ 689.22	
Wedesky, J. W.	10.9400	62.00		\$ 678.28			\$ 678.28	
Williamson, N.	11.6300	72.00		\$ 837.36			\$ 837.36	
TOTAL: Cemetery		396.00	0.00	\$ 4,381.92	\$ -	\$ -	\$ 4,381.92	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Police								
Baaki, D.	33.6934	240.00		\$ 8,086.42	\$ -		\$ 8,086.42	
Baker, A.	30.7398	248.00	7.00	\$ 7,623.49	\$ 326.30		\$ 7,949.79	
Baker, J.	33.6934	248.00	2.00	\$ 8,355.96	\$ 102.90		\$ 8,458.86	
Barbour, R.	30.7398	248.00	6.00	\$ 7,623.51	\$ 279.25		\$ 7,902.76	
Brooks, T.	30.7398	240.00	22.00	\$ 7,377.52	\$ 1,025.52		\$ 8,403.04	
Collins, L.				\$ 10,076.22		\$ 482.49	\$ 10,558.71	BCBS Stipend
Dowdell, E.	10.0000	149.50		\$ 1,495.00			\$ 1,495.00	
Faught, C.	33.6934	240.00	33.50	\$ 8,086.45	\$ 1,717.21		\$ 9,803.66	
Forgacs, M.	15.8900	28.50		\$ 452.87			\$ 452.87	
Hoydic, S.	33.6934	248.00		\$ 8,355.96	\$ -		\$ 8,355.96	
Krettlin, F.	15.8900	29.00		\$ 460.81			\$ 460.81	
Laraway, P.	15.8900	30.00		\$ 476.70			\$ 476.70	
Raap, T.	30.7398	240.00		\$ 7,377.60	\$ -	\$ 482.49	\$ 7,860.09	BCBS Stipend
Regentik, C.	17.6900	240.00		\$ 4,245.60		\$ 482.49	\$ 4,728.09	BCBS Stipend
Sederland, C.	30.7398	248.00	11.50	\$ 7,623.47	\$ 536.07		\$ 8,159.54	
Sovik, C.	35.8889	320.00	27.00	\$ 11,484.38	\$ 1,484.73	\$ 1,600.00	\$ 14,569.11	Longevity, Comp. & Vac. payout
Sroufe, T.	30.7398	240.00		\$ 7,377.60	\$ -	\$ 482.49	\$ 7,860.09	BCBS Stipend
Stevens, T.	30.7398	248.00	9.00	\$ 7,623.54	\$ 417.58		\$ 8,041.12	
Tomanek, J.	30.7398	240.00	8.00	\$ 7,377.56	\$ 372.92		\$ 7,750.48	
Walton, T.	30.7398	240.00	9.50	\$ 7,377.57	\$ 442.15		\$ 7,819.73	
Wilcox, W.	11.3300	41.50		\$ 470.20			\$ 470.20	
Wilcox, W.	15.8900	28.00		\$ 444.92			\$ 444.92	
Wittrock, M.	30.7398	240.00	18.50	\$ 7,377.63	\$ 858.36		\$ 8,236.00	
Total: Police		4274.50	154.00	\$ 137,250.98	\$ 7,562.98	\$ 3,529.96	\$ 148,343.93	

Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
Fire								
Achatz, R.	13.0000	33.25		\$ 432.25			\$ 432.25	
Armstrong, C.	16.0000	91.50		\$ 1,464.00			\$ 1,464.00	
Bromley, E.	10.0000	16.00		\$ 160.00			\$ 160.00	
Carlington, R.	14.0000	75.50		\$ 1,057.00			\$ 1,057.00	
Demeniuk, C.	15.0000	60.75		\$ 1,061.25			\$ 1,061.25	
Esper, T.	10.0000	26.00		\$ 260.00			\$ 260.00	
Faraj, J.	10.0000	1.25		\$ 12.50			\$ 12.50	
Gearns-Hazlett, J.	15.0000	24.75		\$ 371.25			\$ 371.25	
Glenn, J.	14.0000	56.50		\$ 791.00			\$ 791.00	
Glenn, R.	15.0000	121.00		\$ 1,815.00			\$ 1,815.00	
Hammon, D.	20.0000	84.50		\$ 1,690.00			\$ 1,690.00	
Hitchcock, S.	13.0000	35.00		\$ 424.00			\$ 424.00	
Johnston, C.	18.0000	0.00		\$ -			\$ -	
Johnston, D.	16.0000	144.75		\$ 2,316.00			\$ 2,316.00	
Kennedy, M.				\$ 3,115.38			\$ 3,115.38	
Kernohan, D.	10.0000	48.25		\$ 482.50			\$ 482.50	
LaCroix, L.	10.0000	105.25		\$ 1,052.50			\$ 1,052.50	
Lynn, C.	14.0000	27.25		\$ 381.50			\$ 381.50	
McGillen, T.	15.0000	24.75		\$ 371.25			\$ 371.25	
Moynihan, B.	16.0000	78.25		\$ 1,252.00			\$ 1,252.00	
Noechel, J.	18.0000	142.00		\$ 2,556.00			\$ 2,556.00	
Shekell, J.	18.0000	41.25		\$ 742.50			\$ 742.50	
Shippe, S.	14.0000	40.00		\$ 560.00			\$ 560.00	
Stanisz, D.	13.0000	19.50		\$ 253.50			\$ 253.50	
Ulrich, C.	15.0000	14.00		\$ 210.00			\$ 210.00	
Vernier, V.	10.0000	15.50		\$ 155.00			\$ 155.00	
Weir, M.	19.0000	79.75		\$ 1,515.25			\$ 1,515.25	
Wilson, T.	16.0000	26.75		\$ 428.00			\$ 428.00	
Total: Fire		1433.25		\$ 24,929.63		\$ -	\$ 24,929.63	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
D.P.W.								
Archey, Je.	22.3700	240.00	16.50	\$ 5,368.80	\$ 559.85	\$ 930.00	\$ 6,858.65	On call pay, Longev
Brook, R.	24.2800	240.00	21.50	\$ 5,827.20	\$ 795.50	\$ 300.00	\$ 6,922.70	On Call Pay
Buers, D.	22.7500	240.00		\$ 5,460.00	\$ -		\$ 5,460.00	
Cavitt, R.	20.7700	240.00		\$ 4,984.80	\$ -	\$ 482.49	\$ 5,467.29	BCBS Stipend
Dental, F.	14.9600	240.00	16.50	\$ 3,590.40	\$ 370.26		\$ 3,960.66	
Jamison, M.	17.6900	240.00	2.00	\$ 4,245.60	\$ 53.82		\$ 4,299.42	
Kaska, C.	20.7700	240.00		\$ 4,984.80	\$ -		\$ 4,984.80	
Moritz, M.	20.7700	240.00	14.50	\$ 4,984.80	\$ 457.04	\$ 950.00	\$ 6,391.84	On call pay, Longev
Paver, V.	20.7700	240.00	9.50	\$ 4,984.80	\$ 299.54	\$ 710.00	\$ 5,994.34	On call Pay, Longev
Piasecki, T.	17.2600	240.00	14.50	\$ 4,142.40	\$ 362.46	\$ 270.00	\$ 4,774.86	On Call Pay
Total: D.P.W.		2400.00	95.00	\$ 48,573.60	\$ 2,898.46	\$ 3,642.49	\$ 55,114.55	
Department	Pay Rate	Reg Hours	O.T. Hours	Reg Pay	O.T. Pay	Misc.	Total Pay	Notes
W. & W.W.								
Archey, Ju.	17.6900	240		\$ 4,245.60			\$ 4,245.60	
Beason, R.	24.2200	240	3.50	\$ 5,812.80	\$ 129.43	\$ 380.00	\$ 6,322.23	On Call Pay
Bridson, D.	24.6200	240	11.00	\$ 5,908.80	\$ 414.15	\$ 250.00	\$ 6,572.95	On Call Pay
Ciaramitaro, J.	23.8200	240	1.00	\$ 5,716.80	\$ 36.09		\$ 5,752.89	
Gehringer, D.	24.2200	240	4.00	\$ 5,812.80	\$ 144.44	\$ 120.00	\$ 6,077.24	On Call Pay
Kelly, M.	20.7700	240		\$ 4,984.80			\$ 4,984.80	
Martin, R.				\$ 9,417.90			\$ 9,417.90	
Miller, D.	27.7300	240	6.00	\$ 6,655.20	\$ 253.92	\$ 420.00	\$ 7,329.12	On Call Pay
Poprasky, P.	19.6200	240		\$ 4,708.80	\$ -		\$ 4,708.80	
Randall, A.	25.3200	240	1.50	\$ 6,076.80	\$ 57.84	\$ 210.00	\$ 6,344.64	On Call Pay
Total: W. & W.W.		2160.00	27.00	\$ 59,340.30	\$ 1,035.87	\$ 1,380.00	\$ 61,756.17	
Grand Total		11,510.25	297.50	\$ 308,284.84	\$ 12,032.58	\$ 78,093.13	\$ 398,410.56	
Please note: November has three pay periods								

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BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
62545	11/14/2013	Reconciled		3281	ALVEDA BLACK	ELECTION PAY	155.00
62546	11/14/2013	Reconciled		3602	BLUE CROSS BLUE SHIELD OF MICH	BCBS 007006071 0003	40,619.42
62547	11/14/2013	Reconciled		5264	BUSCH'S	SUPPLIES FOR W & S	49.95
62548	11/14/2013	Reconciled		1030	DOROTHY R. BUSSERT	ELECTION PAY	155.00
62549	11/14/2013	Reconciled		3749	KRISPEN S. CARROLL	PAYROLL DEDUCITON	432.65
62550	11/14/2013	Reconciled		2021	CITY OF SOUTHFIELD	TRAINING-HOYDIC & SEDERLUND	150.00
62551	11/14/2013	Reconciled		3727	COACTIVE SYSTEMS COMPANY	ANNUAL MONITORING SVC FEE	180.00
62552	11/14/2013	Reconciled		5312	AUDREY COLLARD	ELECTION PAY	155.00
62553	11/14/2013	Reconciled		0283	CORRIGAN OIL CO.	GAS, DIESEL & TOWING-OCT	7,523.48
62554	11/14/2013	Reconciled		3276	CUMMINS BRIDGEWAY, LLC	WWTP ANNUAL GENERATOR MAINT	2,625.64
62555	11/14/2013	Reconciled		0584	DTE ENERGY	ELECTRIC SERVICE	682.75
62556	11/14/2013	Reconciled		3806	ROSEMARY GOUIN	ELECTION PAY	155.00
62557	11/14/2013	Reconciled		3392	PATRICIA ELLEN GOWAN	ELECTION PAY	170.50
62558	11/14/2013	Reconciled		9106	ROSE MARIE HAGGERTY	ELECTION PAY	155.00
62559	11/14/2013	Reconciled		3580	SUZANNE HERROSCHECK	ELECTION PAY	155.00
62560	11/14/2013	Reconciled		0557	INTL UNION OF OPERATING ENG	PAYROLL DEDUCTION	227.25
62561	11/14/2013	Reconciled		2273	JOHN KOPACZ	ELECTION PAY	155.00
62562	11/14/2013	Reconciled		2333	CARL KOSKI	ELECTION PAY	155.00
62563	11/14/2013	Reconciled		2148	DOROTHY KOSKI	ELECTION PAY	170.50
62564	11/14/2013	Reconciled		5221	ELENI KONSTONTINI LAMBRECHT	ELECTION PAY	155.00
62565	11/14/2013	Reconciled		9778	LEXISNEXIS	OCTOBER CONTRACT FEE	30.00
62566	11/14/2013	Reconciled		1509	MARTIN'S DO IT BEST	MISC SUPPLIES FOR ALL DEPTS.	197.51
62567	11/14/2013	Reconciled		5222	JOYCE MAE MARTIN	ELECTION PAY	155.00
62568	11/14/2013	Reconciled		9834	WOODROW MATNEY	CUSTODIAL SVCS @ DEPOT	684.00
62569	11/14/2013	Reconciled		7743	MICHIGAN MUNICIPAL LEAGUE'	CDL CONSORTIUM FEES	630.00
62570	11/14/2013	Reconciled		1773	MICHIGAN POLICE EQUIPMENT	AMMUNITION FOR POLICE DEPT.	772.00
62571	11/14/2013	Reconciled		5364	PEOPLE'S EXPRESS	TRANSPORTATION SERVICES	5,584.00
62572	11/14/2013	Reconciled		0462	PETER'S TRUE VALUE HARDWARE	MISC SUPPLIES FOR ALL DEPTS.	1,773.45
62573	11/14/2013	Reconciled		9065	PROVIDENCE OCCUPATIONAL	EMPLOYEE HEP B VACCINE	62.00
62574	11/14/2013	Reconciled		9884	MAXINE RINNAS	ELECTION PAY	170.50
62575	11/14/2013	Reconciled		0213	ROAD COMMISSION FOR OAKLAND	COLD PATCH	804.09
62576	11/14/2013	Reconciled		5554	SALEM-SOUTH LYON DISTRICT	TAX DISBURSEMENT	4,606.59
62577	11/14/2013	Reconciled		3078	NORMA JEAN SAWYER	ELECTION PAY	155.00
62578	11/14/2013	Reconciled		1648	MADELYN SELDEN	ELECTION PAY	155.00
62579	11/14/2013	Reconciled		7935	KELLY SMITH	WEDDING FEES	200.00
62580	11/14/2013	Reconciled		0461	SOUTH LYON COMMUNITY SCHOOLS	TAX DISBURSEMENT	70,021.21
62581	11/14/2013	Reconciled		3110	STATE OF MICHIGAN,	PUBLIC WATER SUPPLY ANNUAL FEE	5,358.66
62582	11/14/2013	Reconciled		3995	JACQUELINE STONE	ELECTION PAY	155.00
62583	11/14/2013	Reconciled		0504	TECH RESOURCES, INC.	COMPUTER REPAIRS	57.50
62584	11/14/2013	Reconciled		1465	TERMINEX PROCESSING CENTER	PEST CONTROL	70.00
62585	11/14/2013	Reconciled		3965	JEAN UTLEY	ELECTION PAY	155.00
62586	11/14/2013	Reconciled		0062	VANTAGEPOINT TRANSFERS	PAYROLL DEDUCTION	2,925.00
62587	11/14/2013	Reconciled		3720	W4 SIGNS	EQUIPMENT DECALS	25.02
62588	11/14/2013	Printed		3822	LINDSEY WEBSTER	COUNCIL MEETING RECORDING	50.00
62589	11/14/2013	Reconciled		3081	ELINOR WIKOFF	ELECTION PAY	155.00
62590	11/14/2013	Printed		3984	WOW! BUSINESS	PARK SECURITY	175.41
62591	11/14/2013	Printed		9829	DENNIS WUTKA	ELECTION PAY	170.50
62592	11/14/2013	Printed		9830	MARLENE WUTKA	ELECTION PAY	155.00
62593	11/14/2013	Printed		5361	NANCY ZUFELT	ELECTION PAY	155.00
62595	11/21/2013	Printed		5310	ARBOR SPRINGS WATER CO., INC.	WATER FOR CITY HALL	17.25
62596	11/21/2013	Printed		5264	BUSCH'S	CLEANING SUPPLIES FOR W & S	16.16
62597	11/21/2013	Printed		1323	CITY OF NOVI	POSSICHECK CALIBRATION	600.00
62598	11/21/2013	Printed		0059	CITY OF NOVI TREASURER	OCTOBER BLDG INSPECTIONS	4,129.94

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Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
62599	11/21/2013	Printed		1043	DONNER SIGNS	WELLHEAD PROTECTION SIGN	80.00
62600	11/21/2013	Printed		3455	EMPLOYEE HEALTH INSURANCE MGMT	MEDICAL CLAIMS FUNDING	11,130.04
62601	11/21/2013	Printed		5782	ROBERT GLENN	EMS TRAINING REIMBURSEMENT	190.00
62602	11/21/2013	Printed		3618	IPT BY BIDNET	AUCTION FEES	180.50
62603	11/21/2013	Printed		0135	JOHN'S SANITATION	FEES FOR GRAFFITI REMOVAL	40.00
62604	11/21/2013	Printed		3955	JOHNSON, ROSATI, SCHULTZ &	ATTORNEY FEES	9,270.50
62605	11/21/2013	Printed		5153	DAVID JOHNSTON	EQUIPMENT REMOVAL-FIRE DEPT.	50.00
62606	11/21/2013	Printed		4013	LERMA INC	MEMBERSHIP DUES	35.00
62607	11/21/2013	Printed		3520	METLIFE - GROUP BENEFITS	DENTAL INSURANCE	4,550.64
62608	11/21/2013	Printed		2646	OAKLAND COUNTY ASSOC OF	MEMBERSHIP DUES	60.00
62609	11/21/2013	Printed		1034	OAKLAND COUNTY TREASURER	TRAINER PARK TAX	395.00
62610	11/21/2013	Printed		0218	PARKSIDE CLEANERS	RUGS FOR CITY HALL	43.00
62611	11/21/2013	Printed		0462	PETER'S TRUE VALUE HARDWARE	MISC SUPPLIES FOR FIRE DEPT	44.95
62612	11/21/2013	Printed		8896	MARK G. POPRAVSKY	SPRINKLER WINTERIZATION	55.00
62613	11/21/2013	Printed		9065	PROVIDENCE OCCUPATIONAL	FLU SHOT-MCGILLEN	25.00
62614	11/21/2013	Printed		0461	SOUTH LYON COMMUNITY SCHOOLS	SENIOR CITIZEN PROGRAM	21,601.00
62615	11/21/2013	Printed		2781	STATE OF MICHIGAN	WATER LICENSE RENEWAL	95.00
62616	11/21/2013	Printed		9800	TRAVIS STEVENS	CLEANING ALLOW. REISSUE	100.00
62617	11/21/2013	Printed		3653	TOSHIBA BUSINESS SOLUTIONS	COPIER MAINTENANCE FEES	50.33
62618	11/21/2013	Printed		5797	DAVID OR MELISSA VERNIER	TAX OVERPAYMENT REFUND	2,438.07
62619	11/21/2013	Printed		3822	LINDSEY WEBSTER	11/2 COUNCIL MEETING	50.00
62620	11/21/2013	Printed		3019	BIFANO EYE CARE	SEPT, OCT & NOV OPTICAL INS	990.00
62621	11/21/2013	Printed		0589	JOSEPH VELTRI	HEALTH INSURANCE REIMBURSEMENT	435.12
62622	11/26/2013	Printed		7938	ACROSS THE STREET PRODUCTIONS	ON-LINE TRAINING-DEMENIUK	385.00
62623	11/26/2013	Printed		4234	AVAYA*, INC.	DPW PHONE SYSTEM	18.51
62624	11/26/2013	Printed		0364	DOUGLAS BAAKI	TUITION REIMBURSEMENT	540.00
62625	11/26/2013	Printed		3835	BRICCO EXCAVATING CO.,LLC	DWRF PAY #10	120,011.53
62626	11/26/2013	Printed		3749	KRISPEN S. CARROLL	PAYROLL DEDUCTION	432.65
62627	11/26/2013	Printed		0998	CONSUMERS ENERGY	GAS SERVICE	5,192.72
62628	11/26/2013	Printed		3755	BEVERLY DIXSON	NOVEMBER COUNCIL PAY	180.00
62629	11/26/2013	Printed		0584	DTE ENERGY	ELECTRIC SERVICE	1,294.58
62632	11/26/2013	Printed		0317	DTE ENERGY	STREETLIGHTS	8,754.67
62633	11/26/2013	Printed		2586	GLENN KIVELL	NOVEMBER COUNCIL PAY	180.00
62634	11/26/2013	Printed		1756	ERIN KOPKOWSKI	NOVEMBER COUNCIL PAY	180.00
62635	11/26/2013	Printed		3398	MICHAEL KRAMER	NOVEMBER COUNCIL PAY	180.00
62636	11/26/2013	Printed		11053	MACNLOW ASSOCIATES	SUPERVISION TRAINING-FAUGHT	375.00
62637	11/26/2013	Printed		5801	BRYAN MCRELL	WATER BILL REFUND	105.27
62638	11/26/2013	Printed		5627	MARY NOVROCKI	YEAR END MARKET MASTER FEES	160.00
62639	11/26/2013	Printed		3928	OAKLAND COMMUNITY COLLEGE*	TRAINING-TOMANEK & STEVENS	520.00
62640	11/26/2013	Printed		3759	OAKLAND COUNTY MEDICAL	2013 WEBSITE DUES	75.00
62641	11/26/2013	Printed		5183	OAKLAND COUNTY TREASURERS	BOARD OF CANVASSERS FEES	20.56
62642	11/26/2013	Printed		3004	OBSERVER & ECCENTRIC NEWSPAPER	LEGAL ADS	401.20
62643	11/26/2013	Printed		3804	RICOH USA, INC.	COPIER MAINTENANCE	206.91
62644	11/26/2013	Printed		3756	JOSEPH RYZYI	NOVEMBER COUNCIL PAY	180.00
62645	11/26/2013	Printed		0055	SAM'S CLUB DIRECT	MISC SUPPLIES FOR POLICE DEPT	190.81
62646	11/26/2013	Printed		1732	STANDARD INSURANCE COMPANY	LIFE & DISABILITY INSURANCE	2,449.33
62647	11/26/2013	Printed		2781	STATE OF MICHIGAN	WATER LICENSE RENEWAL-MARTIN	95.00
62648	11/26/2013	Printed		1171	STATE OF MICHIGAN	SW CONNECTOR-AP 362135	1,155.59
62649	11/26/2013	Printed		1465	TERMINEX PROCESSING CENTER	PEST CONTROL	54.00

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BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
62650	11/26/2013	Printed		0062	VANTAGEPOINT TRANSFERS	PAYROLL DEDUCTIONS	2,925.00
62651	11/26/2013	Printed		5071	VFIS	INSURANCE PREMIUM-FIRE DEPT.	2,224.00
62652	11/26/2013	Printed		1552	TEDD WALLACE	NOVEMBER MAYOR PAY	220.00
62653	11/26/2013	Printed		3822	LINDSEY WEBSTER	11/25/13 COUNCIL MEETING VIDEO	50.00
62654	11/26/2013	Printed		1378	HARVEY WEDELL	NOVEMBER COUNCIL PAY	180.00
62655	11/26/2013	Printed		3984	WOW! BUSINESS	CABLE FEES	51.21
62656	11/27/2013	Printed		0584	DTE ENERGY	ELECTRIC SERVICE	675.44
62657	11/27/2013	Printed		0584	DTE ENERGY	ELECTRIC SERVICE	1,345.25
62658	12/05/2013	Printed		5297	ADVANCED MARKETING PARTNERS,	TAX BILL FORMS	644.48
62659	12/05/2013	Printed		5310	ARBOR SPRINGS WATER CO., INC.	WATER FOR CITY HALL	17.75
62660	12/05/2013	Printed		5374	AT&T MOBILITY	PHONE SERVICE	566.32
62661	12/05/2013	Printed		0035	BOOTH PATTERSON	ATTORNEY FEES	28.50
62662	12/05/2013	Printed		5441	BRIGHTON AREA FIRE DEPT.	FIRE ACADEMY	2,250.00
62663	12/05/2013	Printed		5264	BUSCH'S	SUPPLIES FOR W & S DEPARTMENT	64.92
62664	12/05/2013	Printed		0058	CITY OF SOUTH LYON	RENTAL PROPERTY TAXES	4,042.10
62665	12/05/2013	Printed		0998	CONSUMERS ENERGY	GAS SERVICE	366.77
62666	12/05/2013	Printed		0584	DTE ENERGY	ELECTRIC SERVICE	790.55
62667	12/05/2013	Printed		3455	EMPLOYEE HEALTH INSURANCE MGMT	RX FEES	3,263.21
62668	12/05/2013	Printed		3640	FDNY FOUNDATION	WNYF SUBSCRIPTION	47.00
62669	12/05/2013	Printed		3988	INGHAM COUNTY FIRE CHIEF ASSOC	TRAINING SEMINAR	90.00
62670	12/05/2013	Printed		0602	MISS DIG SYSTEM, INC.	ANNUAL MEMBERSHIP FEE	612.88
62671	12/05/2013	Printed		2763	MMTA	MEMBERSHIP DUES-L. DEATON	50.00
62672	12/05/2013	Printed		0967	DAVID MURRAY	MECHANICAL INSPECTOR'S FEE	1,388.52
62673	12/05/2013	Printed		0837	MWEA	WATERSHED SEMINAR-B. MARTIN	120.00
62674	12/05/2013	Printed		9040	NATIONAL PATENT ANALYTICAL	BREATHALYZER MAINT AGREEMENT	985.00
62675	12/05/2013	Printed		3705	OAKLAND SCHOOLS*	JULY TAX BILL PRINT & MAIL	2,362.47
62676	12/05/2013	Printed		0218	PARKSIDE CLEANERS	RUGS FOR CITY HALL	43.00
62677	12/05/2013	Printed		0213	ROAD COMMISSION FOR OAKLAND	TRAFFIC SIGNAL MAINTENANCE	90.44
62678	12/05/2013	Printed		5804	S & D FIRE TRAINING	THROUGH THE LOCK TRAINING	775.00
62679	12/05/2013	Printed		3009	SCHINDLER ELEVATOR CORP.	ELVATOR MAINTENANCE	391.00
62680	12/05/2013	Printed		2781	STATE OF MICHIGAN	WWTP NPDES ANNUAL PERMIT FEE	5,500.00
62681	12/05/2013	Printed		0504	TECH RESOURCES, INC.	SVC & SUPPORT AGREEMENT 2014	4,983.67
62682	12/05/2013	Printed		3675	TOSHIBA FINANCIAL SERVICES	COPIER LEASE	2,209.52
62683	12/05/2013	Printed		5552	US BANK	05 BLDG AUTH AGENT FEES	262.50
62684	12/05/2013	Printed		5707	USBANK A TFS PROGRAM	COPIER LEASE-POLICE	84.00
62685	12/05/2013	Printed		3984	WOW! BUSINESS	INTERNET SERVICE	133.11
62686	12/05/2013	Printed		3834	BRANDON ZIRKLE	ELECTRICAL INSPECTOR'S PAY	865.15

Total Checks: 139 Checks Total (excluding void checks): 390,544.17

Total Payments: 139 Bank Total (excluding void checks): 390,544.17

Total Payments: 139 Grand Total (excluding void checks): 390,544.17

INVOICE APPROVAL LIST BY FUND
CHECKS TO BE APPROVED 12/9/13

Date: 12/05/2013
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Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: GENERAL FUND						
Dept:						
101-000.000-035.000	ENGINEERIN	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	2,370.22
		SITE PLAN REVIEW FEES				
101-000.000-035.000	ENGINEERIN	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	1,219.80
		SITE PLAN REVIEWS				
101-000.000-035.000	ENGINEERIN	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	609.90
		OAKLAND 40 REZONING				
Total						4,199.92
Dept: ADMINISTRATION						
101-200.000-727.000	OFFICE SUP	OFFICE EXPRESS	0		12/09/2013	162.72
		OFFICE SUPPLIES				
101-200.000-727.000	OFFICE SUP	OFFICE EXPRESS	0		12/09/2013	494.59
		OFFICE SUPPLIES				
101-200.000-727.000	OFFICE SUP	OFFICE EXPRESS	0		12/09/2013	10.50
		OFFICE SUPPLIES				
101-200.000-740.000	OPERATING	LAKELAND PRINTING	0		12/09/2013	259.89
		BUSINESS CARD & INVITATIONS				
101-200.000-801.000	PROFESSION	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	508.73
		COL. ACRES HYDRANT ACCEPTANCE				
101-200.000-802.000	ONGOING RE	DUNCAN DISPOSAL SYSTEMS, LLC	0		12/09/2013	56.86
		DUMPSTER & RECYCLING				
101-200.000-818.000	ELECTIONS	ELECTION SOURCE	0		12/09/2013	179.48
		ELECTION SUPPLIES				
101-200.000-818.000	ELECTIONS	ELECTION SYSTEMS	0		12/09/2013	24.48
		THERMAL PAPER				
101-200.000-900.000	PRINTING	LAKELAND PRINTING	0		12/09/2013	88.00
		TIME OFF REQUESTS				
101-200.000-900.000	PRINTING	LAKELAND PRINTING	0		12/09/2013	534.00
		PURCHASE ORDERS				
101-200.000-900.000	PRINTING	LAKELAND PRINTING	0		12/09/2013	171.70
		BUSINESS CARD & INVITATIONS				
101-200.000-971.100	LAND/ BEAU	NORMA LAFEVER	0		12/09/2013	1,722.00
		CEDAR ROPING FOR LIGHT POLES				
101-200.000-971.100	LAND/ BEAU	MARTIN'S DO IT BEST	0		12/09/2013	22.22
		MISC SUPPLIES				
101-200.000-971.100	LAND/ BEAU	BRONNER'S COMMERCIAL DISPLAY	0		12/09/2013	311.72
		XMAS BULBS & CABOOSE LIGHTS				
101-200.000-971.100	LAND/ BEAU	LAWSON PRODUCTS, INC.	0		12/09/2013	837.67
		CABLE TIES-GARLAND/XMAS LIGHTS				
101-200.000-974.100	RENTAL HOU	MARTIN'S DO IT BEST	0		12/09/2013	11.61
		MISC SUPPLIES				
Total ADMINISTRATION						5,396.17
Dept: CEMETERY						
101-276.000-802.000	ONGOING RE	DUNCAN DISPOSAL SYSTEMS, LLC	0		12/09/2013	74.33
		DUMPSTER & RECYCLING				
101-276.000-802.000	ONGOING RE	JOHN'S SANITATION	0		12/09/2013	75.00
		CEMETERY PORTA JOHN				
101-276.000-930.000	REPAIR MAI	DEBORD BROS. FENCE CO.	0		12/09/2013	950.00
		FENCE REPAIRS				
Total CEMETERY						1,099.33
Dept: POLICE						
101-300.000-740.000	OPERATING	CYNERGY PRODUCTS	0		12/09/2013	450.00
		EQUIP REMOVAL FROM PD 281				
101-300.000-740.000	OPERATING	W4 SIGNS	0		12/09/2013	81.50
		VINYL GRAPHICS				
101-300.000-745.000	AMMUNITION	KIESLER'S POLICE SUPPLY	0		12/09/2013	1,983.50
		AMMUNITION				
101-300.000-802.000	ONGOING RE	DUNCAN DISPOSAL SYSTEMS, LLC	0		12/09/2013	37.17
		DUMPSTER & RECYCLING				
101-300.000-931.000	BUILDING M	PLUMBERS SERVICE	0		12/09/2013	274.50
		SEWER CLEANING @ POLICE ADMIN				
101-300.000-931.000	BUILDING M	ADVANCED SAFE & LOCK	0		12/09/2013	1,946.00
		ENTRY LOCKS ON PD BLDG				
101-300.000-958.100	WITNESS FE	NATHAN KURT	0		12/09/2013	8.00
		MILEAGE & WITNESS FEES				
101-300.000-978.000	CAPITOL EQ	CYNERGY PRODUCTS	0		12/09/2013	1,908.36
		ADDITIONAL EQUIP FOR PD 231				
101-300.000-978.000	CAPITOL EQ	CYNERGY PRODUCTS	0		12/09/2013	1,721.93
		RADIO & EMERG EQUIP FOR PD 231				

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Account						
Fund: GENERAL FUND						
Dept: POLICE						
101-300.000-978.000	CAPITOL EQ	CYNERGY PRODUCTS	0		12/09/2013	1,540.36
		EMERGENCY EQUIP FOR PD 231				
101-300.000-978.000	CAPITOL EQ	CYNERGY PRODUCTS	0		12/09/2013	1,950.00
		EQUIPMENT, LABOR & MISC-PD 231				
101-300.000-978.000	CAPITOL EQ	W4 SIGNS	0		12/09/2013	450.00
		GRAPHICS FOR PD 231				
101-300.000-978.000	CAPITOL EQ	CYNERGY PRODUCTS	0		12/09/2013	1,125.00
		EMERG LIGHTS FOR PD 221 & 222				
Total POLICE						13,476.32
Dept: FIRE						
101-335.000-721.000	UNIFORMS &	CHIEF SUPPLY	0		12/09/2013	195.93
		TRAFFIC SAFETY VESTS				
101-335.000-721.000	UNIFORMS &	ALLIE BROTHERS UNIFORMS	0		12/09/2013	175.75
		UNIFORMS				
101-335.000-727.000	OFFICE SUP	GRAINGER	0		12/09/2013	862.87
		PAPER PRODUCTS, LIGHT BULBS				
101-335.000-727.000	OFFICE SUP	QUILL CORPORATION	0		12/09/2013	110.02
		OFFICE SUPPLIES				
101-335.000-727.000	OFFICE SUP	QUILL CORPORATION	0		12/09/2013	367.12
		OFFICE SUPPLIES, FOLDING TABLE				
101-335.000-740.000	OPERATING	W4 SIGNS	0		12/09/2013	120.00
		RECRUITMENT POSTERS				
101-335.000-740.000	OPERATING	GRAINGER	0		12/09/2013	135.82
		FLAGS & FLAG POLES				
101-335.000-740.000	OPERATING	X-TREME STEAM	0		12/09/2013	123.00
		CARPET CLEANING				
101-335.000-802.000	ONGOING RE	DUNCAN DISPOSAL SYSTEMS, LLC	0		12/09/2013	37.16
		DUMPSTER & RECYCLING				
101-335.000-851.000	RADIO MAIN	UNITED COMMUNICATIONS CORP.	0		12/09/2013	110.89
		MINITOR REPAIRS				
101-335.000-851.000	RADIO MAIN	A1 ENGRAVING & SIGNS, INC.	0		12/09/2013	30.00
		MINITOR ENGRAVING				
101-335.000-851.000	RADIO MAIN	CYNERGY PRODUCTS	0		12/09/2013	139.00
		RADIO BATTERIES				
101-335.000-851.000	RADIO MAIN	UNITED COMMUNICATIONS CORP.	0		12/09/2013	108.84
		MINITOR REPAIRS				
101-335.000-863.000	VEHICLE MA	ADVANCE AUTO PARTS	0		12/09/2013	32.41
		SUPPLIES FOR ENMERGENCY LIGHTS				
101-335.000-957.000	EDUCATION	FIRE SERVICE BOOKSTORE	0		12/09/2013	264.56
		EMT BOOKS				
101-335.000-957.000	EDUCATION	MICHIGAN STATE FIREMEN'S ASSOC	0		12/09/2013	346.68
		FIRE ACADEMY BOOKS				
101-335.000-957.000	EDUCATION	TLS PRODUCTIONS	0		12/09/2013	342.50
		SMOKE MACHINE FOR TRAINING				
101-335.000-977.000	EQUIPMENT	APOLLO FIRE EQUIPMENT CO.	0		12/09/2013	488.89
		HEMET MOUNT LED LIGHTS				
101-335.000-977.000	EQUIPMENT	BOUND TREE MEDICAL, LLC	0		12/09/2013	49.95
		TONGUE DEPRESSORS				
101-335.000-977.000	EQUIPMENT	BOUND TREE MEDICAL, LLC	0		12/09/2013	192.96
		GLUCOSE & STRIPS				
101-335.000-977.000	EQUIPMENT	POLLARD WATER	0		12/09/2013	289.28
		HYDRANT PUMP				
Total FIRE						4,523.63
Dept: DEPT. OF PUBLIC WORKS						
101-440.000-727.000	OFFICE SUP	OFFICE EXPRESS	0		12/09/2013	80.99
		OFFICE SUPPLIES				
101-440.000-727.000	OFFICE SUP	OFFICE EXPRESS	0		12/09/2013	7.99
		OFFICE SUPPLIES				
101-440.000-740.000	OPERATING	ANN ARBOR WELDING SUPPLY CO	0		12/09/2013	79.05
		CYLINDER RENTAL				
101-440.000-740.000	OPERATING	MARTIN'S DO IT BEST	0		12/09/2013	38.71
		MISC SUPPLIES				
101-440.000-740.000	OPERATING	GRAINGER	0		12/09/2013	78.76
		NITRILE GLOVES				
101-440.000-740.000	OPERATING	O'REILLY AUTO PARTS	0		12/09/2013	9.98
		GREASE FOR LEAF MACHINE				
101-440.000-740.000	OPERATING	QUALITY FIRST AID & SAFETY	0		12/09/2013	85.54
		GLOVES				

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Account						
Fund: GENERAL FUND						
Dept: DEPT. OF PUBLIC WORKS						
101-440.000-802.000	ONGOING RE	DUNCAN DISPOSAL SYSTEMS, LLC	0		12/09/2013	116.81
		DUMPSTER & RECYCLING				
101-440.000-863.000	VEHICLE MA	CARLETON EQUIPMENT COMPANY	0		12/09/2013	20.50
		TOOLCAT TAILGATE CABLES				
101-440.000-863.000	VEHICLE MA	NORM'S TOTAL AUTOMOTIVE SERVIC	0		12/09/2013	62.50
		OIL CHANGE FOR T-11				
101-440.000-935.000	NPDES PHAS	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	365.63
		13/14 STORM WATER PERMIT ASST				
101-440.000-935.000	NPDES PHAS	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	814.22
		2013/2014 STORM WATER PERMIT				
101-440.000-974.000	LAND IMPRO	HORNET CONCRETE CO. INC.	0		12/09/2013	225.00
		CONCRETE FOR SIDEWALK REPAIR				
101-440.000-974.000	LAND IMPRO	STONE DEPOT	0		12/09/2013	21.60
		TOP SOIL				
Total DEPT. OF PUBLIC WORKS						2,007.28
Dept: PARKS AND RECREATION						
101-690.000-740.000	OPERATING	HUNT SIGN CO., LTD	0		12/09/2013	148.60
		COMFORT STATION SIGNS				
101-690.000-740.000	OPERATING	MARTIN'S DO IT BEST	0		12/09/2013	15.62
		MISC SUPPLIES				
101-690.000-801.000	PROFESSION	JOHN'S SANITATION	0		12/09/2013	360.00
		PORTA JOHNS @ PARK				
101-690.000-930.000	REPAIR MAI	MARTIN'S DO IT BEST	0		12/09/2013	346.66
		MISC SUPPLIES				
Total PARKS AND RECREATION						870.88
Dept: HISTORICAL DEPOT						
101-732.000-931.000	BUILDING M	MARTIN'S DO IT BEST	0		12/09/2013	19.77
		MISC SUPPLIES				
101-732.000-931.000	BUILDING M	BRONNER'S COMMERCIAL DISPLAY	0		12/09/2013	52.00
		XMAS BULBS & CABOOSE LIGHTS				
Total HISTORICAL DEPOT						71.77
Fund Total						31,645.30
Fund: MAJOR STREETS						
Dept: STREET-ROUTINE MAINT.						
202-463.000-930.000	REPAIR MAI	STONE DEPOT	0		12/09/2013	555.00
		LEAF DISPOSAL				
202-463.000-930.000	REPAIR MAI	APPLIED INDUSTRIAL	0		12/09/2013	402.21
		LEAF MACHINE SHAFT BEARINGS				
202-463.000-930.000	REPAIR MAI	STONE DEPOT	0		12/09/2013	270.00
		LEAF DISPOSAL				
202-463.000-930.000	REPAIR MAI	STONE DEPOT	0		12/09/2013	240.00
		LEAF DISPOSAL				
Total STREET-ROUTINE MAINT.						1,467.21
Dept: TRAFFIC SERVICES						
202-474.000-740.000	OPERATING	HUNT SIGN CO., LTD	0		12/09/2013	1,148.20
		SNOW ORDINANCE SIGNS				
202-474.000-740.000	OPERATING	HUNT SIGN CO., LTD	0		12/09/2013	54.65
		STOP SIGNS				
Total TRAFFIC SERVICES						1,202.85
Dept: SNOW PLOWING						
202-478.000-740.000	OPERATING	HUNT SIGN CO., LTD	0		12/09/2013	80.34
		LIQUID DE-ICER WARNING SIGNS				
202-478.000-740.000	OPERATING	DETROIT SALT COMPANY LLC	0		12/09/2013	1,533.95
		ROAD SALT				
Total SNOW PLOWING						1,614.29
Dept: STORM SEWER						
202-491.000-740.000	OPERATING	EJ USA, INC.	0		12/09/2013	169.53
		SEWER LID				
Total STORM SEWER						169.53
Fund Total						4,453.88

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Fund: LOCAL STREETS						
Dept: STREET-ROUTINE MAINT.						
203-463.000-930.000	REPAIR MAI	STONE DEPOT	0		12/09/2013	555.00
		LEAF DISPOSAL				
203-463.000-930.000	REPAIR MAI	APPLIED INDUSTRIAL	0		12/09/2013	402.21
		LEAF MACHINE SHAFT BEARINGS				
203-463.000-930.000	REPAIR MAI	STONE DEPOT	0		12/09/2013	270.00
		LEAF DISPOSAL				
203-463.000-930.000	REPAIR MAI	STONE DEPOT	0		12/09/2013	240.00
		LEAF DISPOSAL				
Total STREET-ROUTINE MAINT.						1,467.21
Dept: TRAFFIC SERVICES						
203-474.000-740.000	OPERATING	HUNT SIGN CO., LTD	0		12/09/2013	54.65
		STOP SIGNS				
Total TRAFFIC SERVICES						54.65
Dept: SNOW PLOWING						
203-478.000-740.000	OPERATING	HUNT SIGN CO., LTD	0		12/09/2013	43.26
		LIQUID DE-ICER WARNING SIGNS				
203-478.000-740.000	OPERATING	DETROIT SALT COMPANY LLC	0		12/09/2013	825.97
		ROAD SALT				
Total SNOW PLOWING						869.23
Fund Total						2,391.09
Fund: CAPITAL IMPROVEMENTS						
Dept: CONSTRUCTION						
401-451.000-801.110		HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	1,097.82
		LAKE ST PAVEMENT REHAB				
401-451.000-801.200	PROFESSION	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	345.18
		9 MILE SIDEWALK				
401-451.000-802.300	CONSTR. CO	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	1,188.42
		LAKE STREET REHAB				
401-451.000-802.300	CONSTR. CO	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	3,016.88
		FIRE/POLICE PKG LOT				
401-451.000-802.300	CONSTR. CO	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	431.22
		POLICE/FIRE PARKING LOT REHAB				
Total CONSTRUCTION						6,079.52
Fund Total						6,079.52
Fund: WATER & SEWER						
Dept: WATER/SEWER CONSTRUCTION						
592-452.000-801.000	PROFESSION	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	32,290.00
		WATER SYSTEM UPGRADE-DWRF				
592-452.000-801.000	PROFESSION	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	30,619.94
		WATER SYSTEM UPGRADES-DWRF				
Total WATER/SEWER CONSTRUCTION						62,909.94
Dept: WATER / REPAIR						
592-540.000-740.000	OPERATING	BLACKBURN MANUFACTURING COM	0		12/09/2013	99.39
		MISS DIG FLAGS				
592-540.000-740.000	OPERATING	MARTIN'S DO IT BEST	0		12/09/2013	11.85
		MISC SUPPLIES				
592-540.000-801.000	PROFESSION	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	622.70
		GIS SUPPORT				
592-540.000-930.000	REPAIR MAI	ROSE EXCAVATING, INC.	0		12/09/2013	782.75
		SAND & GRAVEL				
592-540.000-930.000	REPAIR MAI	MICHIGAN PIPE & VALVE	0		12/09/2013	923.80
		WATER LINE/MAIN REPAIR PARTS				
Total WATER / REPAIR						2,440.49
Dept: SEWER / REPAIR						
592-550.000-801.000	PROFESSION	HUBBELL, ROTH, & CLARK, INC.	0		12/09/2013	622.69
		GIS SUPPORT				
592-550.000-930.000	REPAIR MAI	PLUMBERS SERVICE	0		12/09/2013	171.00
		SEWR CLEANING				
592-550.000-930.000	REPAIR MAI	ROSE EXCAVATING, INC.	0		12/09/2013	782.75
		SAND & GRAVEL				

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Fund: WATER & SEWER						
Dept: SEWER / REPAIR						
592-550.000-930.000	REPAIR MAI	PLUMBERS SERVICE SEWER CLEANING @ 942 OXFORD	0		12/09/2013	166.50
Total SEWER / REPAIR						1,742.94
Dept: REFUSE COLLECTION						
592-555.000-818.100	REFUSE COL	DUNCAN DISPOSAL SYSTEMS, LLC SOLID WASTE/CURBSIDE RECYCLING	0		12/09/2013	40,319.84
Total REFUSE COLLECTION						40,319.84
Dept: WATER						
592-556.000-727.000	OFFICE SUP	OFFICE EXPRESS	0		12/09/2013	20.75
592-556.000-727.000	OFFICE SUP	OFFICE SUPPLIES	0		12/09/2013	15.78
592-556.000-740.000	OPERATING	OFFICE EXPRESS	0		12/09/2013	120.00
592-556.000-740.000	OPERATING	OFFICE SUPPLIES	0		12/09/2013	26.35
592-556.000-740.000	OPERATING	RACO MANUFACTURING	0		12/09/2013	1,018.97
592-556.000-740.000	OPERATING	ALARM DIALER SOFTWARE UPGRADE	0		12/09/2013	1,540.00
592-556.000-740.000	OPERATING	ANN ARBOR WELDING SUPPLY CO	0		12/09/2013	21.00
592-556.000-740.000	OPERATING	CYLINDER RENTAL	0		12/09/2013	59.89
592-556.000-740.000	OPERATING	IDEXX LABORATORIES*	0		12/09/2013	98.36
592-556.000-740.000	OPERATING	LAB SUPPLIES	0		12/09/2013	145.32
592-556.000-740.000	OPERATING	PARAGON LABORATORIES, INC.	0		12/09/2013	14.27
592-556.000-740.000	OPERATING	WATER ANALYSIS	0		12/09/2013	18.70
592-556.000-740.000	OPERATING	ARBOR SPRINGS WATER CO., INC.	0		12/09/2013	668.88
592-556.000-740.000	OPERATING	LAB SUPPLIES	0		12/09/2013	47.80
592-556.000-740.000	OPERATING	MARTIN'S DO IT BEST	0		12/09/2013	52.50
592-556.000-740.000	OPERATING	MISC SUPPLIES	0		12/09/2013	52.50
592-556.000-740.000	OPERATING	QUALITY FIRST AID & SAFETY	0		12/09/2013	99.63
592-556.000-740.000	OPERATING	GLOVES, 1ST AID & PAPER SUPPLI	0		12/09/2013	
592-556.000-740.000	OPERATING	FISHER SCIENTIFIC	0		12/09/2013	
592-556.000-740.000	OPERATING	LAB SUPPLIES	0		12/09/2013	
592-556.000-740.000	OPERATING	GRAINGER	0		12/09/2013	
592-556.000-740.000	OPERATING	CELL PHONE CASES	0		12/09/2013	
592-556.000-740.000	OPERATING	HACH COMPANY	0		12/09/2013	
592-556.000-740.000	OPERATING	LAB SUPPLIES	0		12/09/2013	
592-556.000-801.211	WELLHEAD P	CRAIG-RICHARD INC.	0		12/09/2013	
592-556.000-802.000	ONGOING RE	WELLHEAD PROTECTION PROMO SUPP	0		12/09/2013	
592-556.000-820.000	COMPUTER	DUNCAN DISPOSAL SYSTEMS, LLC	0		12/09/2013	
592-556.000-820.000	COMPUTER	DUMPSTER & RECYCLING	0		12/09/2013	
592-556.000-820.000	COMPUTER	CCA, INC.	0		12/09/2013	
592-556.000-820.000	COMPUTER	COMPUTER REPAIRS	0		12/09/2013	
592-556.000-820.000	COMPUTER	CCA, INC.	0		12/09/2013	
592-556.000-900.000	PRINTING	COMPUTER REPAIR	0		12/09/2013	
592-556.000-900.000	PRINTING	LAKELAND PRINTING	0		12/09/2013	
592-556.000-900.000	PRINTING	FINAL WATER BILL PRINTING	0		12/09/2013	
Total WATER						4,020.70
Dept: WASTEWATER						
592-557.000-727.000	OFFICE SUP	OFFICE EXPRESS	0		12/09/2013	20.75
592-557.000-727.000	OFFICE SUP	OFFICE SUPPLIES	0		12/09/2013	15.78
592-557.000-727.000	OFFICE SUP	OFFICE EXPRESS	0		12/09/2013	295.41
592-557.000-740.000	OPERATING	OFFICE SUPPLIES	0		12/09/2013	38.97
592-557.000-740.000	OPERATING	FISHER SCIENTIFIC	0		12/09/2013	71.76
592-557.000-740.000	OPERATING	LAB SUPPLIES	0		12/09/2013	94.12
592-557.000-740.000	OPERATING	O'REILLY AUTO PARTS	0		12/09/2013	900.00
592-557.000-740.000	OPERATING	ANTIFREEZE FOR GENERATORS	0		12/09/2013	227.79
592-557.000-740.000	OPERATING	O'REILLY AUTO PARTS	0		12/09/2013	4,851.00
592-557.000-740.000	OPERATING	SLUDGE PUMP LUBE	0		12/09/2013	315.05
592-557.000-740.000	OPERATING	VWR INTERNATIONAL LLC	0		12/09/2013	120.00
592-557.000-740.000	OPERATING	LAB SUPPLIES	0		12/09/2013	222.55
592-557.000-740.000	OPERATING	PARAGON LABORATORIES, INC.	0		12/09/2013	
592-557.000-740.000	OPERATING	WW ANALYSIS	0		12/09/2013	
592-557.000-740.000	OPERATING	CUMMINS BRIDGEWAY, LLC	0		12/09/2013	
592-557.000-740.000	OPERATING	LIFT STA GENERATOR TANK HEATER	0		12/09/2013	
592-557.000-740.000	OPERATING	CHEMCO PRODUCTS INC.	0		12/09/2013	
592-557.000-740.000	OPERATING	POLYMER	0		12/09/2013	
592-557.000-740.000	OPERATING	WATSON - MARLOW INC.	0		12/09/2013	
592-557.000-740.000	OPERATING	ALUM FEE PUMP TUBE	0		12/09/2013	
592-557.000-740.000	OPERATING	RACO MANUFACTURING	0		12/09/2013	
592-557.000-740.000	OPERATING	ALARM DIALER SOFTWARE UPGRADE	0		12/09/2013	
592-557.000-740.000	OPERATING	STANDARD ELECTRIC COMPANY	0		12/09/2013	
592-557.000-740.000	OPERATING	CONTROL PANEL TRANSFORMER	0		12/09/2013	

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Fund: WATER & SEWER Dept: WASTEWATER 592-557.000-740.000	OPERATING	VWR INTERNATIONAL LLC LAB SUPPLIES	0		12/09/2013	114.20
592-557.000-740.000	OPERATING	GENERAL CHEMICAL ALUMINUM SULFATE	0		12/09/2013	5,286.49
592-557.000-740.000	OPERATING	PARAGON LABORATORIES, INC. WW ANALYSIS	0		12/09/2013	180.00
592-557.000-740.000	OPERATING	MARTIN'S DO IT BEST MISC SUPPLIES	0		12/09/2013	160.39
592-557.000-740.000	OPERATING	QUALITY FIRST AID & SAFETY GLOVES, 1ST AID & PAPER SUPPLI	0		12/09/2013	98.36
592-557.000-740.000	OPERATING	FISHER SCIENTIFIC LAB SUPPLIES	0		12/09/2013	145.32
592-557.000-740.000	OPERATING	FISHER SCIENTIFIC LAB SUPPLIES	0		12/09/2013	175.06
592-557.000-740.000	OPERATING	GRAINGER CELL PHONE CASES	0		12/09/2013	14.27
592-557.000-740.000	OPERATING	HACH COMPANY LAB SUPPLIES	0		12/09/2013	18.70
592-557.000-802.000	ONGOING RE	DUNCAN DISPOSAL SYSTEMS, LLC DUMPSTER & RECYCLING	0		12/09/2013	47.79
592-557.000-802.000	ONGOING RE	CRB CRANE & SERVICE CRANE & HOIST INSPECTION	0		12/09/2013	510.00
592-557.000-820.000	COMPUTER	CCA, INC. COMPUTER REPAIRS	0		12/09/2013	52.50
592-557.000-820.000	COMPUTER	CCA, INC. COMPUTER REPAIR	0		12/09/2013	52.50
592-557.000-900.000	PRINTING	LAKELAND PRINTING FINAL WATER BILL PRINTING	0		12/09/2013	99.62
592-557.000-920.000	UTILITY EX	DTE ENERGY ELECTRIC SERVICE	0		12/09/2013	244.93
592-557.000-931.000	BUILDING M	UTILITIES INSTRUMENTATION PROGRAM SECURITY SYSTEM	0		12/09/2013	786.00
592-557.000-931.000	BUILDING M	MARTIN'S DO IT BEST MISC SUPPLIES	0		12/09/2013	793.95
592-557.000-977.000	EQUIPMENT	PONTIAC ELECTRIC MOTOR WORKS BLOWER MOTOR REPLACEMENT	0		12/09/2013	3,985.47
Total WASTEWATER						19,938.73
Fund Total						131,372.64
Grand Total						175,942.43

The above checks have been approved for payment.

Lisa Deaton, City Clerk/Tresurer

Tedd M. Wallace, Mayor

REVENUE REPORT
FINANCIAL REPORT FOR NOV. 2013

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City of South Lyon

For the Period: 7/1/2013 to 11/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - GENERAL FUND							
Revenues							
Dept: 000.000							
402.000 REAL PROPERTY TAX	3,297,159.00	3,297,159.00	3,148,726.43	46,692.50	0.00	148,432.57	95.5
423.000 SOUTH LYON WOODS TAX	930.00	930.00	790.00	79.00	0.00	140.00	84.9
444.000 PAYMENT IN LIEU OF TAXES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
446.000 PENALTIES AND INTEREST	28,000.00	28,000.00	0.00	0.00	0.00	28,000.00	0.0
451.000 BUILDING PERMITS	56,000.00	56,000.00	37,844.90	4,418.25	0.00	18,155.10	67.6
452.000 HEATING & PLUMB. REFG. PERMIT	0.00	0.00	11,317.00	1,124.00	0.00	-11,317.00	0.0
453.000 ELECTRICAL PERMITS	0.00	0.00	8,076.00	1,585.00	0.00	-8,076.00	0.0
454.000 LICENSES & BUSINESS MISC.	0.00	0.00	2,727.00	590.00	0.00	-2,727.00	0.0
570.000 STATE SHARED REV.	897,000.00	897,000.00	310,893.80	158,172.00	0.00	586,106.20	34.7
600.000 BOARD OF APPEALS	0.00	0.00	600.00	200.00	0.00	-600.00	0.0
630.000 ADMIN FEE PROPERTY TAX	93,600.00	93,600.00	86,206.08	1,519.34	0.00	7,393.92	92.1
634.000 GRAVE OPENINGS & FOUNDATIONS	30,000.00	30,000.00	12,875.00	3,370.00	0.00	17,125.00	42.9
642.000 POLICE	0.00	0.00	15,242.56	7,129.19	0.00	-15,242.56	0.0
661.000 PARKING VIOLATION	5,600.00	5,600.00	770.00	240.00	0.00	4,830.00	13.8
662.000 LOCAL COURT FINES	19,500.00	19,500.00	3,111.13	0.00	0.00	16,388.87	16.0
664.000 INTEREST	9,500.00	9,500.00	1,331.99	195.16	0.00	8,168.01	14.0
664.200 PARK AND REC. INTEREST	0.00	0.00	138.10	27.99	0.00	-138.10	0.0
665.200 INTEREST-TRANSFER FROM C&S	0.00	0.00	1,107.30	1,107.30	0.00	-1,107.30	0.0
666.000 INTEREST-EQUALIZ. & CONTINGENCY	0.00	0.00	152.32	21.46	0.00	-152.32	0.0
668.200 RENTS AND ROYALTIES-CABLE	90,000.00	90,000.00	71,616.88	34,273.71	0.00	18,383.12	79.6
668.300 LEASE--ANTENNA	46,000.00	46,000.00	17,005.04	400.00	0.00	28,994.96	37.0
668.400 RENTAL PROPERTIES	9,000.00	9,000.00	2,929.76	732.44	0.00	6,070.24	32.6
669.209 CONTRIBUTION-PERPETUAL CARE	97,200.00	97,200.00	37,358.79	37,358.79	0.00	59,841.21	38.4
676.005 CONTRIBUTION TO PARKS & REC	0.00	0.00	28.00	0.00	0.00	-28.00	0.0
698.000 MISCELLANEOUS	210,000.00	210,000.00	53,139.95	9,213.76	0.00	156,860.05	25.3
698.800 GRANT MONIES-POLICE DEPT.	15,428.00	15,428.00	0.00	0.00	0.00	15,428.00	0.0
699.000 TRANSFERS IN	25,878.00	25,878.00	0.00	0.00	0.00	25,878.00	0.0
Dept: 000.000	4,933,795.00	4,933,795.00	3,823,988.03	308,449.89	0.00	1,109,806.97	77.5
Revenues	4,933,795.00	4,933,795.00	3,823,988.03	308,449.89	0.00	1,109,806.97	77.5

EXPENDITURE REPORT
FINANCIAL REPORT FOR NOV. 2013

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City of South Lyon

For the Period: 7/1/2013 to 11/30/2013

Original Bud.

Amended Bud.

YTD Actual

CURR MTH

Encumb. YTD

UnencBal % Bud

Fund: 101 - GENERAL FUND

Expenditures

ADMINISTRATION	1,014,095.00	1,014,095.00	575,832.36	78,178.74	0.00	438,262.64	56.8
CEMETERY	97,200.00	97,200.00	40,745.43	7,154.03	0.00	56,454.57	41.9
SENIOR TRANSPORTATION	67,007.00	67,007.00	16,752.00	5,584.00	0.00	50,255.00	25.0
POLICE	2,349,242.00	2,349,242.00	898,653.29	152,085.51	0.00	1,450,588.71	38.3
FIRE	492,905.00	492,905.00	209,741.46	31,342.78	0.00	283,163.54	42.6
AMBULANCE	2,575.00	2,575.00	301.71	208.99	0.00	2,273.29	11.7
DEPT. OF PUBLIC WORKS	634,075.00	634,075.00	300,973.51	70,258.10	0.00	333,101.49	47.5
PARKS AND RECREATION	126,475.00	126,475.00	51,684.02	9,031.34	0.00	74,790.98	40.9
HISTORICAL DEPOT	29,800.00	29,800.00	10,409.14	2,719.45	0.00	19,390.86	34.9
CULTURAL ARTS	6,501.00	6,501.00	5,179.29	0.00	0.00	1,321.71	79.7
Expenditures	4,819,875.00	4,819,875.00	2,110,272.21	356,562.94	0.00	2,709,602.79	43.8

EXPENDITURE REPORT
FINANCIAL REPORT FOR NOV. 2013

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City of South Lyon

For the Period: 7/1/2013 to 11/30/2013

Fund: 202 - MAJOR STREETS

Expenditures

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 000.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
ACCOUNTANT	3,200.00	3,200.00	3,500.00	0.00	0.00	-300.00	109.4
CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
STREET-ROUTINE MAINT.	604,960.00	604,960.00	48,970.81	15,603.55	0.00	555,989.19	8.1
TRAFFIC SERVICES	14,600.00	14,600.00	2,839.81	410.62	0.00	11,760.19	19.5
SNOW PLOWING	78,550.00	78,550.00	9,379.19	8,504.65	0.00	69,170.81	11.9
SNOW REMOVAL	3,700.00	3,700.00	75.71	0.00	0.00	3,624.29	2.0
TRANSFER BETWEEN FUNDS	89,000.00	89,000.00	0.00	0.00	0.00	89,000.00	0.0
STORM SEWER	7,400.00	7,400.00	2,823.47	408.59	0.00	4,576.53	38.2
Expenditures	801,410.00	801,410.00	67,588.99	24,927.41	0.00	733,821.01	8.4

Fund: 203 - LOCAL STREETS

Expenditures

Dept: 000.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
ACCOUNTANT	3,200.00	3,200.00	3,500.00	0.00	0.00	-300.00	109.4
CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
STREET-ROUTINE MAINT.	154,770.00	154,770.00	46,051.70	16,576.75	0.00	108,718.30	29.8
TRAFFIC SERVICES	8,200.00	8,200.00	1,329.13	282.62	0.00	6,870.87	16.2
SNOW PLOWING	74,350.00	74,350.00	8,186.41	7,606.35	0.00	66,163.59	11.0
TRANSFER BETWEEN FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
STORM SEWER	13,600.00	13,600.00	2,513.32	432.59	0.00	11,086.68	18.5
Expenditures	254,120.00	254,120.00	61,580.56	24,898.31	0.00	192,539.44	24.2

EXPENDITURE REPORT
FINANCIAL REPORT FOR NOV. 2013

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City of South Lyon

For the Period: 7/1/2013 to 11/30/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 592 - WATER & SEWER							
Expenditures							
WATER/SEWER CONSTRUCTION	1,647,000.00	1,647,000.00	870,960.37	150,183.96	0.00	776,039.63	52.9
WATER / REPAIR	148,000.00	148,000.00	53,730.85	22,218.23	0.00	94,269.15	36.3
SEWER / REPAIR	122,000.00	122,000.00	40,013.69	18,313.32	0.00	81,986.31	32.8
REFUSE COLLECTION	481,000.00	481,000.00	201,360.90	40,331.01	0.00	279,639.10	41.9
WATER	897,795.00	897,795.00	650,747.96	119,228.74	0.00	247,047.04	72.5
WASTEWATER	1,144,920.00	1,144,920.00	709,146.95	154,922.66	0.00	435,773.05	61.9
Expenditures	4,440,715.00	4,440,715.00	2,525,960.72	505,197.92	0.00	1,914,754.28	56.9

South Lyon Police Patrol Bargaining Unit

November 26th, 2013

Mr. Rod Cook

South Lyon City Manager

City of South Lyon

335 S. Warren St

South Lyon, MI 48178

Dear Mr. Cook:

On the aforementioned date our bargaining unit formally ratified the tentative agreement (between the patrol bargaining unit and the city); as it was last agreed upon on October 17th, 2013. I look forward to meeting with you to solidify this matter.

A handwritten signature in black ink that reads "Mike Wittrock". The signature is written in a cursive, flowing style.

Mike Wittrock

VP, South Lyon Police Officers Association

cc: Chief Collins, Tom Funke, Chris Sederlund

17.6: Jury Duty Leave. Any employee who is called to and reports for jury duty shall be paid by the Employer for each day partially or wholly spent in performing jury duty if the employee otherwise would have been scheduled to work for the Employer and does not work, an amount equal to the difference between:

- A. The Employee's regular straight time rate exclusive of any and all premium for the number of hours up to eight (8) that he otherwise would have been scheduled to work.
- B. The daily jury fee paid by the court (not including travel allowance or reimbursement of expenses).

In order to receive payment under this section, an employee must give the Employer prior notice that he has been summoned for jury duty and must furnish satisfactory evidence that jury duty was performed on the days for which payment is claimed. The provisions of this section are not applicable to an employee who, without being summoned, volunteers for jury duty.

17.7: Union Business Leave. Subject to approval of the Employer, members of the bargaining unit selected to attend union conferences or conventions will be allowed up to seven (7) calendar days with prior written notice to the Employer with a statement of the reasons for the leave requested included, to participate, without pay by the Employer, provided, however, no more than one such bargaining unit member shall be so engaged at any one time and for no longer than seven (7) calendar days, provided further, that the Employer shall not be obligated to honor more than one such request in anyone calendar year,

17.8: Educational Leave. An unpaid leave of absence may be granted subject to the conditions herein set forth in this Article for educational purposes, provided that the course of study be such as to assist the employee in developing additional skills which can be used in the course of his employment with the Employer.

17.9: Employees covered by this Agreement who have been elected by the bargaining unit to participate in negotiations with the Employer may be allowed time off with pay to participate in such negotiations when held during regular working hours, provided that the officer attending negotiating meeting is not on overtime, and provided further that at least one other officer is on patrol at his regular straight time hourly rate of pay.

ARTICLE XVIII - PERSONAL LEAVE TIME

18.1: Regular full-time employees will be granted eight (80) hours leave in each contract year with pay for "personal leave time". An employee excused from work under this section shall receive the amount of wages exclusive of any and all premium that he would have earned by working straight time hours on such scheduled days of work for which he is excused. If 24 hours or less of Personal Leave Time is used within that contract year then 75% of balance would be converted to Compensatory Time. If 25 hours or more is used then 50% of balance would be converted to Compensatory Time. Beginning 7/1/10 the employee will receive 56 hours Personal Leave Time. The additional 24 hours will not be given 1/1/11, but a total of 80 hours will be given 7/1/11 and on July 1st of every year following.

Regular full-time employees will be granted eighty (80) hours leave in each contract year with pay for "personal leave time." An employee excused from work under this section shall receive the amount of wages exclusive of any and all premium that he would have earned by working straight time hours on such scheduled days of work for which he is excused. The employee shall have the option to convert 100% unused personal time to comp time annually.

ARTICLE XIX BEREAVEMENT LEAVE

19.1: When a death occurs in an employee's immediate family, Le. spouse, parent, parent of current spouse, child, brother, sister, grandparents and spouses grandparents, the employee on request will be excused for any of the first three (3) normally scheduled working days immediately following the date of the death, provided he attended the funeral. Employees may be required to submit proof of attendance at the funeral.

19.2: An employee excused from work under this section shall, after completing required forms, receive the amount of wages, exclusive of any and all premiums, that he would have earned by working during straight time hours on such scheduled days of work for which he was excused. Time thus paid will not be counted as hours worked for purposes of overtime.

ARTICLE XX - HOURS OF WORK; OVERTIME

20.1: The work day shall consist of eight (8) hours per day, inclusive of a one-half (1/2) hour lunch period. The work week will begin at 12:01 a.m. Wednesday and will consist of five (5) eight (8) hour shifts totaling forty (40) hours. The beginning work week is subject to change by the City if necessitated by demands of the computer company handling the City payroll. The City will give the union as much advance notification as possible of an impending change at the beginning of the work week.

20.2:

- A. Overtime pay shall be at the rate of one and one-half (1-1/2) times the hourly rate for all hours worked in excess of eight (8) hours in any twenty-four (24) hour period, and forty (40) hours in one (1) work week.
- B. Employees working on any established holiday shall receive one and one-half (1-1/2) times their hourly rate in addition to their holiday pay for up to 12 hours per day if worked.

20.3: Employees scheduled days off shall not be adjusted for the purpose of avoiding overtime except by mutual agreement between the Employer and the employee.

20.4: Employees covered by this Agreement shall be granted a minimum rest period of eight (8) hours in any twenty-four (24) hour period, except in cases of emergency.

20.5: Employees will be granted a minimum of three (3) hours pay at time and one-half (1-1/2) for court appearances during off duty time.

20.6: Employees, at their discretion shall be permitted to accrue compensatory time off in lieu of receiving overtime pay, not exceeding two (2) regular shifts during any pay period as established in

ARTICLE XXIII - SICK & ACCIDENT BENEFITS

23.1: The City shall provide sick and accident insurance, the terms of coverage being as follows:

A.	Coverage shall equal the employee's average net pay for straight time work. <u>Coverage shall equal the employee's average net pay for straight time work for accidents, injuries, and illnesses for up to three (3) months' time. In the event of a life threatening condition or illness, the coverage shall be extended up to six (6) months' time.</u>
B.	Elimination: 0 days accident unless the accident is a result of participation in team sports in which case the elimination is 7 days on Personal Leave Time <u>calendar days for non-duty-related accidents, injuries, or illnesses.</u>
C.	Should the City elect to self-insure, a special conference shall be conducted.

23.32: The City shall bear the entire cost of the plan.

23.43: For the loss of time on account of injury incurred in the course of the employee's service to the City, regular full-time employees shall receive their straight time rate of pay provided that:

A. The employee endorses all workers' compensation checks received by him to the City Treasurer.

~~B. The City's physician and employee's physician certifies to the City the likelihood that the employee can return to full-time duty with the City with no incapacities. The City's physician and employee's physician certifies to the City the likelihood that the employee can return to full-time duty with the City and perform the essential functions of his/her job. If there is a dispute between the physicians, a third physician shall be selected by the parties to make the controlling decision.~~

~~23.54: Personal Leave Time and Vacation shall not accumulate during long term disability. When the employee returns to work, Personal Leave Time and Vacation shall be prorated. Personal Leave and Vacation Time shall not accumulate during long term disability and employees will not be eligible for holiday pay while on short and long term disability. When the employee returns to work, Personal Leave Time and Vacation shall be prorated.~~

23.65: In the event that the employee remains disabled beyond six (6) months the employer agrees to provide disability insurance coverage for an additional six (6) months. The employer agrees to bear the entire cost on the plan,

The union agrees to accept the monthly insurance payment after the first six (6) months of disability. The employer will not make up the difference between the employee's regular wage and the insurance payment. The city retains the right to change insurance carriers at any time provided that the coverage is equal.

*** At the conclusion of eighteen (18) months of disability, if the employee cannot return to work, the employee will cease to be an employee and his/her seniority will be terminated. In determining the 18 month periods, time off granted under the Family Leave Act of 1993 shall not be counted.

ARTICLE XXIV - LIFE INSURANCE

24.1: The Employer will provide Life and AD. & D. insurance coverage for all full time employees. Coverage will be in the amount of Sixty Thousand (\$60,000.00) Dollars and full premium will be paid by the Employer. Accidental death and dismemberment shall be in the amount of Sixty Thousand (\$60,000.00) Dollars.

24.2: The Employer shall select or change the insurance carrier in its discretion, provided that benefits are not reduced and shall be entitled to receive any dividends, refunds, or rebates earned without condition or limit of any kind.

24.3: All benefits shall be subject to standard provisions set forth in the policy or policies.

24.4: When employment is interrupted by lay-off, discharge, quit, retirement, or leave of absence, the herein described insurance coverage will continue only for the balance of the month in which such termination occurs, or until the next premium is due, whichever is later.

24.5: Should the Employer be obligated by law to contribute to a governmentally sponsored insurance program, national or otherwise, which duplicates the benefits provided by the Employer under insurance policies currently in effect as a result of this Agreement, it is the intent of the parties that the Employer not be obligated to provide double coverage and may escape such double payments. The Employer shall be permitted to cancel benefits or policies which duplicate, in whole or in part, compulsory governmental sponsored insurance programs.

ARTICLE XXV - RETIREMENT

25.1: Effective with the completion of an actuarial study provided by the Michigan Employees Retirement System (MERS), the Employer will provide the 8-4 retirement. The employees will contribute 50% of the cost of the increase from B-3 to 8-4 through payroll deduction. This provision concerning Pension and Retirement benefits shall not apply to persons hired into the bargaining unit after the effective date of this contract. Rather, the Employer shall provide those employees with a defined contribution plan or hybrid plan through MERS, as determined by the Employer. Present employees' contribution rate is capped at .05%.

A. "Gross pay" for purposes of determining an employee's FAC shall not exceed 120% of the employee's base pay for that last calendar month of employment or, if less than a full calendar month is worked, as prorated to the number of days worked in the last calendar month. FAC includes regular and overtime earnings and any other form of compensation except it shall not include payments for health insurance stipends, or any paid out compensatory or vacation time.

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25.2: Contribution for Medical Insurance at Retirement. Employer shall contribute the full cost of but not more than Two Hundred Fifty (\$250.00) Dollars per month toward payment of medical insurance for regular retirees, and those retired under work related disability or workmen's

compensation programs, subject to the following limitations and exclusions: (Effective July 1st, 2006 the employer agrees to increase the monthly payment to Five Hundred Dollars (\$500.00) per month.)

- A. If the retiree is eligible or becomes eligible for Medicare coverage provided under statutes, rules and regulations promulgated by the United States Government, the Employer's obligation under this section shall terminate.
- B. In the event retiree obtains employment which makes medical insurance available to the retiree as a condition of employment, or retiree is eligible for dependent health care coverage by reason of the employment of the spouse of a retiree, Employer's obligation shall terminate.
- C. In the event the State or Federal Government mandates employer participation in a medical insurance program affecting retired workers, Employer's contribution shall terminate.
- D. No change in insurance company rates, coverage availability or policy shall obligate the Employer to increase its contribution or pay for any cost of retirees medical insurance over the amount of the contribution set forth above.
- E. No person separated from the Employer by reason other than retirement (i.e. non-work related disability, reduction in force, resignation or disciplinary action) shall be eligible to receive a contribution to medical insurance under this section.
- F. Employer shall make its contribution directly to the insurance carrier and retiree shall pay the balance of the monthly charge on the due date of each month. Failure to pay any monthly installment on or before the due date shall be grounds for termination of this benefit.
- G. Retiree shall have the option to obtain medical insurance from another carrier. In that event, Employer shall pay its contribution directly to retiree upon presentment of a monthly invoice or paid receipt for medical insurance coverage the month for which payment is sought.
- H. This benefit shall be available to the persons who retire between July 1, 1989, and January 1, 1991, who have not less than sixteen (16) years of service with the Employer. Persons who retire after January 1, 1991, shall not be eligible for this benefit unless they have twenty-five (25) years of service with the Employer. This limitation shall not apply to work related disability retirements or persons retired under workman's compensation system.

25.3: If the retiree has retired under honorable conditions, the employer shall issue a badge and police identification indicating the retiree is a retired police officer and permit the retiree to purchase his service weapon if the retiree pays 50% of the cost of a replacement weapon.

ARTICLE XXVI - SAFETY, EQUIPMENT & ACCIDENTS

40.1: The Employer agrees to continue providing personal liability insurance coverage for employees covered by this Agreement, if available. Coverage provided in the limit of Three Hundred Thousand (\$300,000.00) Dollars includes false arrest, detention or imprisonment, malicious prosecution, libel, slander, defamation or violation of right to private occupancy.

40.2: The Employer shall make available practice ammunition for employees covered by this Agreement.

40.3: The Employer retains the right to hire and utilize part-time reserve police officers provided, however, that part-time reserve police officers may only work in conjunction with a regular full-time patrol officer. It is not the intent of this section to utilize part-time personnel, to undermine the Union, to erode the present bargaining unit, or to utilize part-time officers to avoid the payment of overtime.

40.4: Work schedules shall be established by the Chief of Police.

40.5: All employees covered by this Agreement shall maintain a telephone in their place of residence and shall keep the Employer informed of his current telephone number.

40.6: Employees covered by this agreement shall be required to maintain residency within a 20 (twenty) mile radius east of the South Lyon Police Department. This twenty (20) mile radius east shall extend from the furthest most north and furthest most south borders. There will be a 27 (twenty-seven) mile radius west of the South Lyon Police Department. This 27 (twenty-seven) mile radius shall extend from the furthest most north and the furthest most south borders. For purposes of the west/east borders residency, the dividing line for the west/east borders will be a due north and due south line that shall run directly through the center of the South Lyon Police Department. Newly hired employees must, as a condition of their continued employment, agree to establish residency within a 20 (twenty) mile radius east and a 27 (twenty-seven) mile radius west within 1 (one) calendar year from the date of their employment.

ARTICLE XLI - HEALTH INSURANCE

41.1: The employer agrees to provide the Community Blue PPO-Plan 15 with the City to pay all deductibles through EHIM, a third-party administrator. The employee will be responsible for \$30 co-pay for doctor and chiropractic office visits with \$10 being reimbursed through EHIM. There will be prescription drug coverage through EHIM with a co-pay of \$15 for generic prescriptions, \$30 for brand name and mail order prescriptions for two co-pays for a ninety day supply.

Effective January 1, 2014, the employer shall pay 90% of the premium of the health insurance with the employee paying 10% of the premium.

Effective January 1, 2015, the employer shall pay 85% of the premium of the health insurance with the employee paying 15% of the premium.

Effective January 1, 2016, the employer shall pay 80% of the premium of the health insurance with the employee paying 20% of the premium.

The reimbursement shall apply to those who retire under this agreement and participate in the City's medical insurance group.

The Employer agrees to provide dental insurance having no less than the existing limits of coverage of the existing Met-life. The Employer shall pay the entire premium. The employer retains the right to change insurance carriers at their discretion.

41.2: The Employer shall select or change the insurance carrier in its discretion and shall be entitled to receive any dividends, refunds, or rebates earned without condition or limit of any kind. Any changes will be equal to or greater than coverage at the time of change.

41.3: All benefits shall be subject to standard provisions set forth in the policy or policies.

41.4: When employment and seniority is interrupted by lay-off, discharge, quit, or leave of absence, the herein described insurance coverage will continue only for the balance of the month or billing period in which such termination occurs or until the next premium is due, whichever is later.

41.5: The Employer agrees to provide dental insurance having no less than the existing limits of coverage of the existing Guardian Plan for the duration of the Agreement. The Employer shall pay the entire premium.

41.6: The Employer agrees to provide optical plan coverage to all eligible full-time employees equivalent to the existing optical plan for other employees of the City.

ARTICLE XLII - PAY SCHEDULE

42.1: Effective for all full-time members of the bargaining unit. The pay scale shall be as follows:

Effective Date	July 1, 2010 2014	July 1, 2011 2015	July 1, 2012 2016
Step 1 (Start)	\$42,044.38 \$42,464.82	\$42,044.38 \$42,889.47	\$42,044.38 \$43,318.36
Step 2 (1 year)	\$44,561.53 \$45,007.15	\$44,561.53 \$45,457.22	\$44,561.53 \$45,911.79
Step 3 (2 year)	\$47,800.80 \$48,278.81	\$47,800.80 \$48,761.60	\$47,800.80 \$49,249.22
Step 4 (3 year)	\$55,238.93 \$55,791.32	\$55,238.93 \$56,349.23	\$55,238.93 \$56,912.72
Step 5 (4 year)	\$59,373.58 \$59,967.32	\$59,373.58 \$60,566.99	\$59,373.58 \$61,172.66
Step 6 (5 year)	\$63,938.59 \$64,577.98	\$63,938.59 \$65,223.76	\$63,938.59 \$65,876.00

42.2: Cost of Living. An automatic adjustment shall be made quarterly during the term of this Agreement, effective with the beginning of the pay periods which commence on or immediately after April 1st, July 1st, October 1st, and January 1st. Said adjustment shall be paid to the employees in the form of a cash adjustment by other than payroll check. Said adjustment will not be added onto the employee's base hourly straight time rate of pay.

42.3: Adjustments shall be made each quarter of every contract year beginning on July 1, 1986, and continuing through and including July 1, 1989. Said adjustment shall be based upon the official

Consumer Price Index for the Detroit Metropolitan area published by the Bureau of Labor Statistics, U.S. Department of Labor or (67-100) and hereinafter referred to as B.L.S. Consumer Price Index.

42.4: Effective with the beginning of the pay period starting on or after July 1, 1986, and thereafter at quarterly intervals provided for in Section 3, during the life of this Agreement, said adjustments shall be made as follows:

Effective Date of Adjustment

First pay period beginning on or after July 1, 1986, and at quarterly intervals thereafter.

Based Upon

B.L.S. Consumer Price Index for April of 1986, as compared to the index of July of 1986, with each quarterly index on said dates to be compared to the preceding quarterly index.

42.5: The rate of adjustment shall be one cent (\$.01) per hour for each three tenths (.3) of a point change in the index during the base period. Changes in the Index which result in an adjustment of one-half cent or more will result in an adjustment of one (.01) cent, but changes in the index which would result in an adjustment of less than one-half cent, will be computed at the next lower cent.

42.6: All cost-of-living adjustment shall be based on total hours worked during the preceding quarter. For purposes of this Agreement, "total hours" shall be defined as those hours which an employee is compensated inclusive of overtime, holidays, etc. The provisions for cost-of-living as found in this Agreement shall not exceed Six Hundred (\$600.00) Dollars in any contract year.

42.7: In the event the B.L.S. does not issue the Consumer Price Index on or before the beginning of the pay period referred to in Section 5., any adjustment required will be made at the beginning of the first pay period after receipt of the index.

42.8: Educational Incentive. The City will reimburse employees up to a maximum of eight hundred (\$800) dollars per semester for tuition upon successful completion of courses approved by the Chief of Police. In addition, the City agrees to purchase all books for approved classes and after the semester, the City will retain ownership of the books for the Police library. No employee will be able to receive more than one thousand six hundred (\$1,600) dollars in a contract year.

ARTICLE XLIII LONGEVITY

43.1: Longevity will be paid in accordance with the following schedule:

~~After completion of 5 years of service - \$400.00~~
~~After completion of 8 years of service - \$600.00~~
~~After completion of 10 years of service - \$700.00~~ \$1,000.00
~~After completion of 15 years of service - \$1,300.00~~
~~After completion of 20 years of service - \$800.00~~ \$1,600.00

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43.2: In the event of an employee's death, retirement, or other termination, the Employer shall pay the employee or his estate on a prorated basis for that period of the year during which the employee worked.

LETTER OF UNDERSTANDING

WHEREAS, the City of South Lyon, a Michigan municipal corporation, and the Police Officers Association of Michigan, collective bargaining agents for police officer employees of the City of South Lyon, have reached an understanding and wish to memorialize said understanding in this agreement; and

WHEREAS, the Chief of Police and the Police Officers Association of Michigan desire to try an experimental scheduling concept involving a modification in the work hours and manner of the police officers delivery of services to the City of South Lyon; and

WHEREAS, the City of South Lyon desires to preserve and protect its unfettered sole discretion to determine work schedules and establish work schedules as set forth in Article 3, Section 1 (I); and

WHEREAS, both the City of South Lyon and the Police Officers Association of Michigan and the individual police officers wish to avoid any violation of the Federal Fair Labor Standards Act and provide scheduling which does not result in increased overtime for the City, create a Federal Wage and Hour violation, or create a claim on behalf of any police officer adhering to the new schedule as being a violation of the Federal Wage and Hour Act; and

WHEREAS, the parties, by this agreement, wish to restate and confirm the agreement contained in Article 3, Section 1 (I), that as a result of this agreement, the City has not compromised, limited, or abridged its right to establish, modify, and change work schedules for its employees; now therefore,

THE PARTIES AGREE as follows:

1. That the City of South Lyon experimentally utilize 12-hour shifts in the scheduling of members of the bargaining unit for one year beginning January 1, 2014, with the understanding that it may suspend, modify, or revise such schedule at the end of the one year to meet the needs of law enforcement within the City of South Lyon.
2. That the Police Officers Association of Michigan agrees that the utilization of this section shall be deemed to be the exercise of the option provided in the collective bargaining agreement vested in the employer and not part of a negotiated, agree-upon modification of the agreement.
3. That the Chief of Police, in his full and sole discretion, continues to determine the schedule upon which police officers work, and the institution of the 12-hour shift program shall not be deemed a part of the working conditions or obligate the employer to include such schedule in any future collective bargaining agreement between the parties,
4. That this 12-hour schedule program is governed by the Fair Labor Standards Act and shall operate under Section 29 USCA, Section 207(k) regarding the payment of overtime, and all disputes between the parties relating to overtime to be paid pursuant to this agreement shall be resolved by the application of Federal Wage and Hour Act except for those provisions dealing with holiday pay which are specifically addressed by the collective bargaining agreement between the parties.

5. Earned vacation, comp, and personal leave time shall be calculated based upon hours. Credit shall be based upon 8 hours per "day" or credit as set forth in the collective bargaining agreement

6. Bereavement pay shall be revised from 3 eight hour days to 24 hours.

7. No overtime will be paid as a result of schedule change day.

8. This agreement shall not affect officers assigned to school liaison, traffic car and detective assignments which will continue on eight hour schedules.

9. That pursuant to the Federal Wage and Hour Act, only those hours worked in excess of 160 hours within a 28-day period, or in excess of 12 hours on a shift, shall be subject to the application of overtime which shall be paid pursuant to law at the amount of 1 and 1/2 times their regular rate. CFR Section 553.230(c). The 160 hour base shall include approved vacation, personal leave time, and compensatory time.

10. All other provisions of the collective bargaining agreement between the parties remain in full force and effect, and in the event of disputes as to the application of the collective bargaining agreement to the schedule adopted herein, an example of which is attached hereto as Exhibit A, the City reserves the right and authority to terminate this agreement and create such other work schedule as permitted by federal and state law as modified by the collective bargaining agreement between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on the ___ day of ___ 2010~~3~~.

Rod Cook, Interim City Manager

Thomas K. Funke, Business Agent
South Lyon Police Officers Association

Tedd M. Wallace, Mayor

, Union Steward

Lisa Deaton, City Clerk/Treasurer

, Union Steward



Plante & Moran, PLLC
27400 Northwestern Highway
P.O. Box 307
Southfield, MI 48037-0307
Tel: 248.352.2500
Fax: 248.352.0018
plantemoran.com

November 18, 2013

Mr. Rod Cook
Interim City Manager
City of South Lyon
335 S. Warren
South Lyon, MI 48178

Dear Mr. Cook:

We continue to be complimented by your selection of our firm to assist you. We are sending this letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, to confirm our understanding of the nature, limitations, and terms of the services we will provide to City of South Lyon ("the City").

Scope of Services

We will audit the City's basic financial statements and federal awards as of and for the year ended June 30, 2014. In addition, the supplemental information accompanying the financial statements, consisting of the Combining Balance Sheet and Combining Statement of Revenues, Expenditures and Changes in Fund Balance for Nonmajor Governmental Funds, Schedule of Expenditures General Fund, Schedule of Expenditures By Activity for the Major and Local Streets Funds, Schedule of Operating Expenses Enterprise Fund - Water and Sewer Fund, will be subjected to the auditing procedures applied in our audit of the financial statements.

In connection with our audit engagement, we will assist you in drafting your financial statements, supplementary information, and related notes. This assistance is considered a non-audit service; you agree to the contemporaneous provision of these audit and non-audit services. If you require any additional services, including accounting, consulting, or tax assistance, those services will be detailed in a separate engagement letter.

Timing of Services

We expect to begin fieldwork for this engagement at your offices on July 28, 2014. We anticipate that our on-site audit work will end on approximately August 8, 2014 and that our report will be issued before the end of September. At the end of our fieldwork, we will provide the City with a draft of the report and a list of items required for the completion of the audit.

Fees and Payment Terms

Our fee for this engagement will be based on the value of the services provided, which is primarily a function of the time that Plante Moran staff expend at our current hourly rates. We estimate that our fee for the audit of the basic financial statements will be approximately \$56,730 as specified in our letter to City Council dated August 4, 2010. Our fee for the audit of the federal awards, if needed, will range from \$6,000 to \$7,200. This will include the basic compliance audit and one major program. If there are additional major programs, the fee will be an additional \$2,000 per major program, which may be charged to the grant.



Mr. Rod Cook
City of South Lyon

2

November 18, 2013

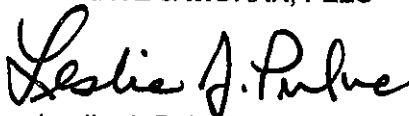
Since our work will be primarily completed in the first half of August, we will render a progress bill when we start our fieldwork to provide adequate lead time prior to your August meeting.

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

PLANTE & MORAN, PLLC



Leslie J. Pulver

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement, which set forth the entire agreement between the City of South Lyon and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

City of South Lyon

Rod Cook, Interim City Manager

Date

Professional Services Agreement – Audit Services Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for audit services dated November 18, 2013 between Plante & Moran, PLLC (referred to herein as "PM") and the City of South Lyon (referred to herein as "the City").

1. **Financial Statements** – The financial statements of the City being audited by PM are to be presented in accordance with accounting principles generally accepted in the United States of America (GAAP).
2. **Management Responsibilities** – The City management is responsible for the preparation and fair presentation of these financial statements and the schedule of federal awards in accordance with the applicable financial reporting framework, including compliance with the requirements of accounting principles generally accepted in the United States of America and the completeness and accuracy of the information presented and disclosed therein. Management is also responsible for the capability and integrity of the City personnel responsible for the City's underlying accounting and financial records.

The City personnel will provide PM, in a timely and orderly manner, with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements and the schedule of federal awards, such as records, documentation, and other matters and additional information that the auditor may request from management for the purpose of the audit. This includes providing assistance and information PM requests during the course of its audit, including retrieval of records and preparation of schedules, analyses of accounts, and confirmations. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and oral requests as necessary during the course of PM's audit. In addition, the City will provide PM with all information in its possession that has a material impact on any material transaction and that information will be complete, truthful, and accurate. The City will allow PM unrestricted access to personnel within the company from whom PM determines it necessary to obtain audit evidence.

Management is responsible for making all management decisions and performing all management functions relating to the financial statements, supplementary financial information, and related notes and for accepting full responsibility for such decisions, even if PM provides advice as to the application of accounting principles or assists in drafting the financial statements, supplementary financial information, and related notes. The City has designated City Manager, Rod Cook to oversee financial statement related services PM provides. Management will be required to acknowledge in the management representation letter that it has reviewed and approved the financial statements, supplementary financial information, and related notes prior to their issuance and have accepted responsibility for the adequacy of the financial statements.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing PM about all known or suspected fraud affecting the company involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing PM of its knowledge of any allegations of fraud or suspected fraud affecting the company received in communications from employees, former employees, regulators, or others. In addition, management is responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

3. **Objective of an Audit of Financial Statements** – The objective of PM's audit is the expression of an opinion on the City financial statements specified in the accompanying engagement letter. PM offers no guarantee, express or implied, that its opinion will be unqualified or that it will be able to form an opinion about these financial statements in the event that the City's internal controls or accounting and financial records prove to be unreliable or otherwise not auditable. If PM's opinion is to be other than unqualified, PM will discuss the reasons with the City management in advance of the issuance of its audit report. If, for any reason, PM is prevented from completing its audit or is unable to form an opinion on these financial statements, PM may terminate the engagement and decline to issue a report.
4. **Supplementary Information** – In any document that contains supplementary information to the basic financial statements that indicates that the auditor has reported on such supplementary information, management agrees to include the auditor's report on that supplementary information. In addition, management agrees to present the supplementary information with the audited financial statements or to make the audited financial statements readily available no later than the date of issuance by the City of the supplementary information and the auditor's report thereon.
5. **Internal Controls** – The City is responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in financial reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations, including those applicable to federal awards, and with the provisions of contracts and grant

Professional Services Agreement – Audit Services

and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. PM's audit will not be designed to provide assurance on the design or operating effectiveness of the City's internal controls or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the audit of the financial statements, instances of fraud, or misappropriation of assets that come to PM's attention.

6. **Audit Procedures and Limitations** – PM's audit of the financial statements will be conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include examination, on a test basis, of evidence supporting the amounts and disclosures in the City financial statements specified in this engagement letter. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. An audit in accordance with GAAS involves judgment about the number of transactions to be tested and the overall approach to testing in each area. As a result, PM's audit can only be designed to provide reasonable rather than absolute assurance that these financial statements are free from material misstatement. In addition, an audit in accordance with GAAS is not designed to detect errors or fraud that are immaterial to the financial statements. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected always exists, even in an audit properly planned and performed in accordance with GAAS. In recognition of these limitations, the City acknowledges that PM's audit cannot guarantee that all instances of error or fraud will be identified.
7. **Government Auditing Standards** – Under *Government Auditing Standards*, PM will make some assessments of the City's compliance with laws, regulations, and contract provisions. While those assessments will not be sufficient to identify all noncompliance with applicable laws, regulations, and contract provisions, PM will communicate all noncompliance conditions that come to PM's attention.

PM's audit of the City's federal awards will be made in accordance with generally accepted auditing standards, standards for financial statement audits contained in *Government Auditing Standards*, the Single Audit Act Amendments of 1996 (P.L. 104-156), and the provisions of Office of Management and Budget's (OMB) Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*.

Management is responsible for corrective action on all audit findings, including preparation of a schedule of prior audit findings and corrective action plans, if necessary.

In accordance with *Government Auditing Standards*, a copy of PM's most recent peer review report is included as an attachment to this agreement.

8. **Auditor Communications** – PM is obligated to communicate certain matters related to the audit to those responsible for governance of the City, including instances of error or fraud and significant deficiencies and material weaknesses in internal control that PM identifies during its audit. PM will communicate these matters to the members of the City's governing board, and the City acknowledges and agrees that communication in this manner is sufficient for the City's purposes.

Under *Government Auditing Standards* PM is obligated to communicate instances of fraud, noncompliance or abuse that is material to the financial statements to those responsible for governance of the City. In certain situations, *Government Auditing Standards* require disclosure of instances of known or likely fraud, noncompliance, or abuse directly to applicable governmental agencies. If such acts are detected during PM's audit, PM will make required disclosures regarding these acts to applicable government agencies.

9. **Accounting and Financial Records** – The City agrees that it is responsible for providing PM with accounting and financial records that are closed, complete, accurate, and in conformity with the requirements of GAAP, for providing schedules and analyses of accounts that PM requests, and for making all the City financial records and related information available to PM for purposes of PM's audit. Where PM has provided estimates of the timing of its work and completion of PM's engagement and issuance of PM's report, those estimates are dependent on the City providing PM with all such accounting and financial records, schedules, and analyses on the date PM's work commences. PM will assess the condition of the City's accounting and financial records, schedules, and analyses of accounts prior to commencing its work. In the event that such records, schedules, and analyses are not closed, complete, accurate, or in conformity with GAAP, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its audit report.

In any circumstance where PM's work is rescheduled due to the City's failure to provide information as described in the preceding paragraph, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of the audit work or issuance of its audit report. Because rescheduling audit work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for the additional time PM incurs as a result of

Professional Services Agreement – Audit Services

rescheduling its work. These fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

10. **Audit Adjustments** – PM will recommend adjustments to the City's accounting records that PM believes are appropriate. The City management is responsible for adjusting the City accounting records and financial statements to correct material misstatements and for affirming to PM in writing that the effects of any unrecorded adjustments identified during PM's audit are immaterial, both individually and in the aggregate, to the City financial statements specified in this agreement.
11. **Management Representations** – The City is responsible for the financial statements and federal awards being audited and the implicit and explicit representations and assertions regarding the recognition, measurement, presentation, and disclosure of information therein. During the course of the audit, PM will request information and explanations from the City officers, management and other personnel regarding accounting and financial matters, including information regarding internal controls, operations, future plans, and the nature and purpose of specific transactions. PM will also require that management make certain representations to PM in writing as a precondition to issuance of PM's report.

PM's audit procedures will be significantly affected by the representations and assertions PM receives from management and, accordingly, false representations could cause material error or fraud to go undetected by PM's procedures. Accordingly, the City acknowledges and agrees that it will instruct each person providing information, explanations, or representations to an auditor to provide true and complete information, to the best of his or her knowledge and belief. It is also agreed that any deliberate misrepresentation by any director, officer or member of management, or any other person acting under the direction thereof ("Client Personnel"), intended to influence, coerce, manipulate, or mislead PM in the conduct of its audit of the financial statements will be considered a material breach of this agreement. In addition, as a condition of its audit engagement, the City agrees to indemnify and hold PM and its partners, affiliates, and employees harmless from any and all claims, including associated attorneys' fees and costs, based on PM's failure to detect material misstatements in the City financial statements resulting in whole or in part from deliberate false or misleading representations, whether oral or written, made to PM by Client Personnel. This indemnity will be inoperative only if, and to the extent that, a court having competent jurisdiction has determined that PM failed to conduct its audit in accordance with generally accepted auditing standards and such failure resulted in PM not determining such misrepresentation by Client Personnel was false.

12. **Use of Report** – PM's report on the financial statements must be associated only with the financial statements that were the subject of PM's audit engagement. The City may make copies of the audit report, but only if the entire financial statements (including related footnotes and supplemental information, as appropriate) are reproduced and distributed with that report. The City agrees not to reproduce or associate PM's audit report with any other financial statements, or portions thereof, that are not the subject of this engagement.

If PM's report on the financial statements being audited is to be published in any manner or if the City intends to make reference to PM in a publication of any type, the City agrees to submit proofs of the publication to PM for review prior to such publication and cooperate with PM in PM's performance of any additional audit procedures PM deems necessary in the circumstances, the nature and extent of which will be at PM's sole discretion. The City acknowledges and agrees that additional fees for such work will be determined in accordance with the Fee Adjustments provision of this agreement. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on the City's Internet website, the City understands that electronic sites are a means to distribute information and, therefore, PM is not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

13. **Securities Offerings** – PM's audit does not contemplate, and does not include, any services in connection with any offering of securities, whether registered or exempt from registration. In the event the City elects to incorporate or make reference to PM's report in connection with any offering of debt or equity securities and request PM's consent to such incorporation or reference, the City understands that PM must perform additional procedures, the nature and extent of which will be at PM's sole discretion, and agrees that additional fees for such work will be determined based on the actual time that PM staff expend at current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.
14. **Tax Return Preparation** – This engagement does not include preparation of any tax returns or filings. If the City requires tax services, including tax consulting or preparation of tax returns, those services will be detailed in a separate engagement letter.
15. **Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to proprietary information of the City, including, but not limited to, information regarding trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to the City, and PM will not use such information for any

Professional Services Agreement – Audit Services

purpose other than its audit or disclose such information to any other person or entity without the prior written consent of the City.

In some circumstances, PM may use third-party service providers to assist with PM's audit services. PM will inform the City if it intends to use a third-party service provider. In order to enable these service providers to assist PM in this capacity, PM must disclose information to these service providers that is relevant to the services they provide. Disclosure of such information shall not constitute a breach of the provisions of this agreement.

In the interest of facilitating PM's services to the City, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other method. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, the City recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consent to PM's use of these electronic devices during this engagement.

Professional standards require that PM create and retain certain workpapers for engagements of this nature. All workpapers created in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both the City and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Further, in compliance with Office of Management and Budget's (OMB) Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*, PM's working papers will be made available to federal award program representatives at PM offices during normal business hours during the audit and for a period of three years after the issuance of the report. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this agreement. In the event that a request for any confidential information or workpapers covered by this agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform the City in a timely manner of such request and to cooperate with the City should it attempt, at the City's cost, to limit such access. This provision will survive the termination of this agreement. PM's efforts in complying with such requests will be deemed billable to the City as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

Both the City and PM acknowledge that upon completion of the audit PM is required to send an electronic copy of the City's financial report, PM's official letter of comments and recommendations, and auditing procedures report directly to the State of Michigan pursuant to Michigan Department of Treasury Regulations. The City authorizes and directs PM to provide such information and disclosure of such information shall not constitute a breach of the provisions of this agreement.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

Upon the City's written request, PM may, at its sole discretion, allow others to view any workpapers remaining in its possession if there is a specific business purpose for such a review. PM will evaluate each written request independently. The City acknowledges and agrees that PM will have no obligation to provide such access or to provide copies of PM's workpapers, without regard to whether access had been granted with respect to any prior requests.

16. Fee Quotes – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by the City regarding the nature and condition of its accounting, financial, and tax records; the nature and character of transactions reflected in those records; and the design and operating effectiveness of its internal controls. The City acknowledges that the following circumstances will result in an increase in fees:

- Failure by the City to prepare for the audit as evidenced by accounts and records that have not been subject to normal year-end closing and reconciliation procedures;
- Failure by the City to complete the audit preparation work by the applicable due dates;
- Significant unanticipated or undisclosed transactions, audit issues, or other such unforeseeable circumstances;
- Delays by the City causing scheduling changes or disruption of fieldwork;
- After audit or post fieldwork circumstances requiring revisions to work previously completed or delays in resolution of issues that extend the period of time necessary to complete the audit;

Professional Services Agreement – Audit Services

- Issues with the prior audit firm, prior year account balances, or report disclosures that impact the current year engagement;
- An excessive number of audit adjustments.

PM will endeavor to advise the City in the event these circumstances occur, however it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

- 17. Payment Terms** – PM's invoices for audit services are due on the agreed-upon dates. Other invoices are due upon receipt. In the event any of PM's invoices are not paid in accordance with the terms of this agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's audit work or issuance of PM's audit report upon resumption of PM's work. The City agrees that in the event PM stops work or terminates this Agreement as a result of the City's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this Agreement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.
- 18. Fee Adjustments** – Any fee adjustments for reasons described elsewhere in this agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. The City acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.
- 19. Subsequent Discovery of Facts** – After the date of PM's report on the financial statements, PM has no obligation to make any further or continuing inquiry or perform any other auditing procedures with respect to the audited financial statements covered by PM's report, unless new information that may affect the report comes to PM's attention. If PM becomes aware of information that relates to these financial statements but was not known to PM at the date of its report, and that is of such a nature and from such a source that PM would have investigated it had it come to PM's attention during the course of the audit, PM will, as soon as practicable, undertake to determine whether the information is reliable and whether the facts existed at the date of PM's report. In this connection, PM will discuss the matter with the City and request cooperation in whatever investigation and modification of the financial statements that may be necessary. Additional fees for such work will be determined based on the actual time that PM staff expend at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and the City acknowledges and agrees that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.
- 20. Termination of Engagement** – This agreement may be terminated by either party upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. The City will be obligated to compensate PM for all time expended and to reimburse PM for all out-of-pocket expenditures through the date of termination of this engagement.
- 21. Governing Law** – This agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

End of Professional Services Agreement – Audit Services



System Review Report

To the Partners of Plante & Moran, PLLC
and the AICPA National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC (the Firm) applicable to non-SEC issuers in effect for the year ended June 30, 2010. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The Firm is responsible for designing a system of quality control and complying with it to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the Firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards*; audits of employee benefit plans, and audits performed under FDICIA.

In our opinion, the system of quality control for the accounting and auditing practice applicable to non-SEC issuers of Plante & Moran, PLLC in effect for the year June 30, 2010, has been suitably designed and complied with to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Plante & Moran, PLLC has received a peer review rating of *pass*.

Clifton Gunderson LLP

November 19, 2010

1001 North Central Avenue, Suite 300
Phoenix, Arizona 85002
tel: 602.266.2248
fax: 602.266.2907
www.cliftongunderson.com



SOUTH LYON POLICE DEPARTMENT

Lloyd T. Collins
Chief of Police



Memorandum

To: Rod Cook

From: Chief Lloyd T. Collins *LTC*

Subject: Agenda Item – Sale of Asset

Date: November 26, 2013

A number of unused, unclaimed, or abandoned items have recently been put up for auction and sold. And, there are a few items that we are preparing to put up for bidding. As of today, the police department has listed and sold 21 items through the MITN (Michigan Inter-Governmental Trading Network) website. Our department recently investigated a Fleeing & Eluding case in which a 2006 Kawasaki (VIN:JKAKXGDC36A002355) dirt bike was used during the commission of the crime. The Kawasaki was abandoned during the pursuit. Further investigation revealed the last known owner sold the dirt bike to an individual in South Lyon more than 18 months prior to the incident. No records were saved on the transaction. Our department obtained a bill of sale for the abandoned vehicle which may be used to apply for a new title to the purchaser. The starting bid for the abandoned bike will be \$1000.00. Any item selling for more than \$500.00 requires Council's approval of the sale. Therefore, I am requesting council's permission to approve the sale of the vehicle upon completion of the auction. It should also be noted that we do add 5% to all final bids to cover any and all City costs.



SOUTH LYON FIRE DEPARTMENT

217 Whipple Street, South Lyon, MI 48178
Phone: 248-437-2616 Fax: 248-437-3025
www.southlyonfire.com

MEMO

To: City Manager Rod Cook

From: Fire Chief Mike Kennedy

Date: November 15, 2013

Reference: SLFD Employee Compensation

With the MAFF decertification vote, as of December 1, 2013, SLFD employees will no longer be covered under a collective bargaining agreement. I am working on numerous policy adjustments to cover areas that were previously covered under the collective bargaining unit. The forefront issue is the compensation package.

SLFD and Salem Township FD are the only two fire departments in the South Lyon region that operate without any career staff. In order for us to sustain a strong paid-on-call system, it is essential for us to maintain competitive pay rates to recruit and retain quality staff. Lyon Township, Green Oak Township, and Salem Township all have pay higher pay rates, and all of our staff live within a radius to be hired by one of these departments. It costs us approximately \$15,000.00 to train a person without any prior certifications, and we run the risk of this investment going to a neighboring department if we are not competitive.

It is my understanding that the last pay adjustment for SLFD employees occurred in 2008. SLFD employees do not have the additional or legacy costs of other City staff such as healthcare or retirement.

The attached compensation package places us comparable with Lyon Township but less than other neighboring fire departments, but I feel the totality of the compensation package, along with our fire department's operations makes this package competitive and reasonable. The estimated budget impact to the current fiscal year budget is estimated to be \$15,000.00

- The required incident response percentage is being raised for firefighters from 8% to 15% and for officers from 10% to 20%.
- Many area departments offer a stipend for officers, this package does not.
- SLFD does not contribute to a 457 plan, which some municipalities do.
- This plan does not offer length of services bonuses or cost of living adjustments.



SOUTH LYON FIRE DEPARTMENT

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Phone: 248-437-2616 Fax: 248-437-3025
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MEMO

To: City Manager Rod Cook
From: Fire Chief Mike Kennedy
Date: December 1, 2013
Reference: SLFD Employee Compensation

With the MAFF decertification vote, as of December 1, 2013, SLFD employees will no longer be covered under a collective bargaining agreement. I am working on numerous policy adjustments to cover areas that were previously covered under the collective bargaining unit. The forefront issue is the compensation package.

SLFD and Salem Township FD are the only two fire departments in the South Lyon region that operate without any career staff. In order for us to sustain a strong paid-on-call system, it is essential for us to maintain competitive pay rates to recruit and retain quality staff. Lyon Township, Green Oak Township, and Salem Township all have pay higher pay rates, and all of our staff live within a radius to be hired by one of these departments. It costs us approximately \$15,000.00 to train a person without any prior certifications, and we run the risk of this investment going to a neighboring department if we are not competitive.

It is my understanding that the last pay adjustment for SLFD employees occurred in 2008. SLFD employees do not have the additional or legacy costs of other city staff such as healthcare or retirement. If approved, this compensation package would be effective the pay cycle starting December 20, 2013.

Information was received from the following communities to benchmark compensation packages for paid-on-call fire personnel.

- | | | |
|-----------------------|-----------------------|--------------------------------|
| • Lyon Township | • Green Oak Township | • City of Wixom |
| • Salem Township | • City of Farmington | • Milford Township |
| • City of Walled Lake | • Commerce Township | • City of Farmington Hills |
| • City of Novi | • White Lake Township | • Brighton Area Fire Authority |



SOUTH LYON FIRE DEPARTMENT

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www.southlyonfire.com

The attached compensation package places us comparable with Lyon Township but less than other neighboring fire departments, but I feel the totality of the compensation package, along with our fire department's operations makes this package competitive and reasonable. The estimated budget impact to the current fiscal year budget is estimated to be \$15,000.00.

Comparisons of this package to benchmark communities:

- The required incident response percentage is being raised for firefighters from 8% to 15% and for officers from 10% to 20%.
- No annual stipend for officers.
- No contribution to a 457 plan.
- No length of services bonus.
- No top / high alarm response bonus.
- SLFD does not offer paid overnight staffing options for paid-on-call staff, which numerous other municipalities do.
- Under the previous MAFF contract, employees received a quarterly cost of living adjustment (COLA), this package eliminates that COLA payment.

Salem Township

- Firefighter hourly rate: \$23.17
- Annual officer stipend range from \$2,895.00 (Lieutenant) to \$6,150.00 (Asst Chief)

City of Novi

- Firefighter hourly rate: \$18.81
- Annual tuition reimbursement: \$750.00
- Annual longevity: \$250.00 (five years), \$500.00 (ten years)

City of Walled Lake

- Firefighter hourly rate: \$19.58

City of Wixom

- Firefighter hourly rate: \$18.70

Green Oak Township

- Firefighter hourly rate: \$17.07

Lyon Township

- Firefighter hourly rate: \$15.57



SOUTH LYON FIRE DEPARTMENT

Manual of Procedures 114

COMPENSATION

Issued:

Revised:

Approved: Chief Mike Kennedy

I. Purpose

Establish the compensation package for SLFD employees below the rank of Fire Chief.

II. PAY CLASSIFICATIONS

Pay classifications do not necessarily equal a separate rank. Each pay classification has a corresponding procedure providing detail on the classification such as qualifications, education and training, and essential job requirements. For each pay classification, the employee must meet the qualifications of all lesser pay classifications excluding the Michigan Fire Inspector Certification. Fire Inspectors are a lateral position to Lieutenant. Employees shall not be paid to achieve fire inspector certification nor will class cost be paid, unless the Fire Chief determines a need. If the employee has prior experience to be at a higher classification, then at the Fire Chief's discretion, the time limit for each classification below may be shortened.

Each pay classification may or may not be filled at sole discretion of Fire Chief.

Trainee	\$8.00	<i>Current - \$10.00</i>
Trainee / EMT	\$9.00	<i>New pay grade</i>
Firefighter / EMT	\$14.30	<i>Current - \$13.00</i>
Engineer	\$15.40	<i>Current - \$14.00</i>
Aerial Platform Operator	\$16.50	<i>Current - \$15.00</i>
Sergeant	\$17.60	<i>Current - \$16.00</i>
Fire Inspector	\$19.80	<i>Current - \$16.00</i>
Lieutenant	\$19.80	<i>Current - \$18.00</i>
Captain	\$20.90	<i>Current - \$19.00</i>
Assistant Chief	\$22.00	<i>Current - \$20.00</i>

Employees who were making \$10.00 / hours as of December 1, 2013 shall remain making that pay rate, unless they promote to another pay classification

III. ELIGIBILITY FOR PAY

This provision is the same as what was in the MAFF contract.

Pay for employees who respond to a toned out incident shall be a minimum of one hour and in increments of fifteen (15) minutes after. If multiple incidents occur during the same time period, employees shall receive only one rate of pay. At no time will employees be paid multiple, concurrent pay rates.

All other paid activities shall be in fifteen minute increments with no minimum.



SOUTH LYON FIRE DEPARTMENT

Manual of Procedures 114

Employees will be paid for conducting official fire department business including but not limited to: day shift, hydrant inspections/painting, station maintenance/cleaning, apparatus maintenance/cleaning, public fire education/community relations events, approved training, and fire inspections. For non-incidents, employees will be paid to the nearest quarter hour increment.

Examples

- Station maintenance lasting thirty (30) minutes shall be paid .5 hours
- Public education lasting one (1) hours and ten (10) minutes shall be paid 1.25 hours

All firefighters must receive authorization from a fire officer prior to conducting a paid activity.

Employees shall make their set hourly pay while conducting assigned, scheduled, official department business, or other related activities. Regardless of the function they are performing or how many incidents the department receives during a given time, employees shall not be paid for multiple functions/incidents during the same time period.

A pay sheet must be completed for all activities that employees are requesting payment. Hours shall be documented using military time only. Original pay sheets shall be printed on green paper to distinguish them for record keeping purposes. Upon completion, the pay sheet shall be placed into the drop box outside of the radio room.

If some personnel are working beyond one hour (e.g. providing a driver for HVA), while other personnel are released from the station, those personnel leaving at the one (1) hour mark shall write the time they signed out in the "Time Out" column of the pay sheet. The pay sheet shall be left out until the last employee from the incident returns to the station and has completed all necessary reports and clean-up activities. The "End Time" shall be the time that the last employee signed out. Personnel shall not complete an additional pay sheet for driving HVA rigs.

All pay sheets must be submitted within the pay period during which the time was worked. All pay sheets must indicate the officer in charge (incidents) or officer authorizing the paid activity. Failure to document the officer in charge or authorizing officer will result in forfeiture of pay for that event.

IV. Overtime

This section has been revised from a daily overtime calculation to a weekly calculation.

Pay shall be one and one half times the hourly rate for hours worked in excess of forty (40) hours in a work week. A work week shall be a seven (7) day period starting at 12:00 AM on a Friday to seven (7) days later at 12:00 AM on a Friday.



SOUTH LYON FIRE DEPARTMENT

Manual of Procedures 114

Pay period example:

12:00 AM, Friday, June 3, 2011 through 12:00 AM, June 10, 2011.

Overtime was previously paid if the employee worked past eight (8) continuous hours, even if the employee did not work forty (40) hours in the week.

V. HOLIDAY PAY

This section is new. Employees previously received no holiday pay rate.

If an employee responds to an incident on a declared holiday, the employee will receive time and one-half his/her regular hourly rate. This holiday pay applies to incident response only. This extra pay rate does not apply to parades, public education events, day shift, or any other non-incident activity. If an employee is working a non-incident activity and an incident occurs, the employee will make the higher rate for the incident time only.

Declared Holidays:

New Year's Day
Easter Sunday
Memorial Day
Fourth of July
Labor Day
Thanksgiving Day
Christmas Eve (December 24th)
Christmas Day

VI. Pay Periods

This provision is the same as what was in the MAFF contract.

Pay periods shall be a fourteen (14) day period starting at 12:00 AM on a Friday to fourteen (14) days later at 12:00 AM on a Friday. Pay periods may be effected by official City of South Lyon holidays.

Pay period examples:

12:00 AM, Friday, January 7, 2011 through 12:00 AM, January 21, 2011

Employees who submitted documentation for pay during this time period shall be paid on January 28, 2011.

12:00 AM, Friday, January 21, 2011 through 12:00 AM, February 4, 2011

Employees who submitted documentation for pay during this time period shall be paid on February 11, 2011.

VII. ACCIDENTAL DEATH AND DISMEMBERMENT

This provision is the same as what was in the MAFF contract.



SOUTH LYON FIRE DEPARTMENT

Manual of Procedures 114

The City shall furnish employees with an on-duty Accidental Death Indemnity and Accidental Dismemberment policy of \$50,000.00 through the National Union Fire Insurance Company of Pittsburgh, P.A. (VFIS).

VIII. EMS LICENSURE REIMBURSEMENT

This provision is the same as what was in the MAFF contract.

The fire department will reimburse the employee the State of Michigan renewal fee for the level of emergency medical service licensure that the fire department is licensed to. The employee must present a renewed license and receipt of payment to be eligible for the reimbursement.

All we reimburse for is the cost of the licensure from the State of Michigan. Staff do not receive a stipend for simply having a license.

IX. 457 ACCOUNT

This provision is the same as what was in the MAFF contract.

Employees shall have access to a voluntary 457 account for the employee to contribute up to the IRS allowed annual contributions.

X. PERSONAL PROPERTY REIMBURSEMENT

This provision is the same as what was in the MAFF contract.

The City will reimburse an employee for any personal property belonging to an employee that is damaged during the course of the employee's duties. The maximum reimbursement amount will be no more than two hundred fifty dollars (\$250.00) each calendar year. Employees must document the loss and provide receipts for the purchase of replacement items.

XI. AUTOMOTIVE INSURANCE DEDUCTIBLE

This provision is the same as what was in the MAFF contract.

In the event of an automotive accident where an employee is operating a private vehicle in response to an incident, the employer will pay a maximum of \$750.00 towards any insurance deductible not waived by his auto insurance, provided, however, this provision shall not apply in the event the employee is charged with a misdemeanor or felony arising out of the occurrence or the employee was in violation of a SLFD procedure or directive.

Approved by

Rescinds:

Directive 2011-01, Payroll (February 19, 2012)

Rod Cook

From: Timothy Wilhelm <twilhelm@jrsjlaw.com>
Sent: Tuesday, December 03, 2013 11:15 AM
To: Rod Cook
Subject: South Lyon - Draft Resolution to opt out of Act 152 reqs
Attachments: 2013-11-29 Resolution to opt out of Act 152 for 2014.docx; mcl-act-152-of-2011.pdf

Rod

Attached is a draft Resolution for the Council's 12/9/13 meeting to opt out of and exempt the City from the hard cap and 80/20 caps for calendar year 2014. A copy of the Act is also attached. This is still in draft form and is subject to change. Lisa Deaton can probably provide the next Resolution number.

Please let me know what other information and documents you think would be needed to help explain this resolution to Council. If needed, I can prepare a quick explanation to accompany the draft resolution.

Timothy S. Wilhelm



Johnson, Rosati, Schultz & Joppich, P.C.
34405 W. Twelve Mile Road, Suite 200
Farmington Hills, MI 48331-5627
Phone: (248) 489-4100; Fax: (248) 489-1726
Email: twilhelm@jrsjlaw.com
Website: www.johnsonrosati.com

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RESOLUTION NO. ____-13

**CITY OF SOUTH LYON
OAKLAND COUNTY, MICHIGAN**

**RESOLUTION TO OPT OUT OF AND EXEMPT THE CITY OF SOUTH LYON
FROM THE REQUIREMENTS OF PUBLIC ACT 152 OF 2011 FOR
CALENDAR YEAR 2014**

WHEREAS, the State of Michigan enacted Public Act 152 of 2011 on September 24, 2011, commonly referred to as the Publicly Funded Health Insurance Contribution Act (the "Act"); and

WHEREAS, the purpose of the Act is to limit municipal employer's expenditures for employee medical benefit plans; and

WHEREAS, compliance with the Act can be achieved through one of the following three options: (1) hard cap; (2) 80/20 cost sharing cap; and (3) opt out; and

WHEREAS, the City desires and intends to achieve the 80/20 cost sharing cap with all of its bargaining units and non-union employees by January 1, 2016; and

WHEREAS, the City reached agreements with two of its bargaining units to increase the employee medical benefit plan contributions to twenty percent (20%) by January 1, 2016, to achieve compliance with the 80/20 cost sharing cap provided for in Section 4 of the Act, and the City will approve the same increases in employee medical benefit plan contributions for its non-union employees; and

WHEREAS, the City intends to and will continue to negotiate agreements with its other bargaining units to achieve compliance with the 80/20 cost sharing cap by January 1, 2016;

WHEREAS, for the calendar year 2014, the City needs to opt out and exempt itself from the requirements of Public Act 152 in order to comply with the Act;

NOW, THEREFORE, BE IT RESOLVED, that the South Lyon City Council exempts the City of South Lyon from the requirements of Public Act 152, pursuant to Section 8, for calendar year 2014 in order to comply with the Act.

At a regular meeting of the City of South Lyon City Council, a motion was made by Council Member _____, supported by Council Member _____, to adopt the above resolution.

Ayes:

Nays:

Absent:

RESOLUTION DECLARED [ADOPTED/FAILED] on this ____ day of December, 2013.

CERTIFICATION

I certify that this resolution was duly adopted by the City Council of the City of South Lyon on December ____, 2013.

Lisa Deaton
City Clerk
South Lyon

Rod Cook

From: Michele Bolser <mbolser@GSWINS.COM>
Sent: Monday, November 25, 2013 1:27 PM
To: Rod Cook
Cc: Lori Mosier
Subject: follow up

Mr. Cook, it was great to meet with you today. Per your request, here is a summary of why the City chose an "early" renewal with BCBS for Dec 1st 2013, verses staying with your March 2014 renewal date.

Because of impending changes with regards to the ACA, Affordable Care Act, BCBS offered your group an early renewal this year. The two main changes were these:

- 1) You currently have carved out rx from BCBS and self-fund it with a TPA called EHIM. This has resulted in significant savings over the past 3 years. BCBS will no longer be able to allow the RX carve out in 2014 due to plan change guidelines mandated by the ACA.
- 2) The way groups will be rated will also be changing in 2014. Currently you are given a Single, 2-Person and Family rate which only takes into account the age of the employee in each of these tiers. Beginning Jan 1st, all members of a family are given a rate based on their age.

When BCBS ran initial rates in the early fall of this year, and took into account the 2 changes listed above, they were "projecting" an increase in excess of 30% come March 2014. By going with an December 2013 renewal, we were able to avoid the two big changes listed above and were able to secure a 9% increase, and this buys us a year to let things shake out with regards to Reform and have a better handle on things a year from now.

Michele

Michele Bolser

Griffin Smalley & Wilkerson Inc.

A Division of VTC Insurance Group

248-471-9211 ph

248-471-0641 fax





SOUTH LYON FIRE DEPARTMENT

217 Whipple Street, South Lyon, MI 48178
Phone: 248-437-2616 Fax: 248-437-3025
www.southlyonfire.com

MEMO

To: City Manager Rod Cook

From: Fire Chief Mike Kennedy

Date: November 27, 2013

Reference: Liberty Chevrolet Chili Cook-off

On Saturday, October 12, 2013, SLFD participated in a chili cook-off at Liberty Chevrolet in New Hudson. Along with this chili cook-off, Liberty Chevrolet offered a donation to the Great Lakes Burn Camp for each test drive that day.

SLFD staff did this on their own time and paid for ingredients out of pocket. A panel of three judges awarded the top prize to a chili made by SLFD Firefighter Chris Demeniuk. The winning prize was \$1,500.00. Due to this competition occurring in Lyon Township, the decision was made to split the winnings with the Lyon Township Fire Department. A check for \$750.00 has been presented to the South Lyon Treasurer.

Lieutenant Jim Shekell, Firefighter Chris Demeniuk, and Chief Mike Kennedy represented SLFD during this event.

CHECK
CONTROL NO. 34831

ISSUED BY: Spry, Tara_

LIBERTY CHEVROLET
30400 LYON CENTER DR. EAST
NEW HUDSON, MI 48165

PAGE 1C

INVOICE STOCK NO.	INVOICE DATE	PURCHASE ORDER NO.	COMMENT/V.I.N.	AMOUNT	DISCOUNT/ ACCOUNT NO.	NET AMOUNT
	112513	CHILI COOKOFF PRIZE				750.00
				34831	3*20202	-750.00
				CHILICOOKOFF	3*6501	750.00
				TOTAL	20202	750.00

DETACH AT PERFORATION BEFORE DEPOSITING CHECK

REMITTANCE ADVICE

The Reynolds and Reynolds Company CC699529 Q (07/11)

CHECK BACKGROUND AREA CHANGES COLOR GRADUALLY FROM TOP TO BOTTOM. [] WATERMARK ON BACK. HOLD AT ANGLE TO VIEW WHEN CHECKING ENFORCEMENT. []



30400 Lyon Center Dr. East
New Hudson, MI 48165
Phone: (248) 486-1900
www.feldmanautomotive.com



034831

34831 74-545/724

DATE
25NOV13

PAY THIS AMOUNT			
*****750	DOLLARS	00	CENTS

AMOUNT OF CHECK
*****750.00

LIBERTY CHEVROLET
VOID AFTER 90 DAYS

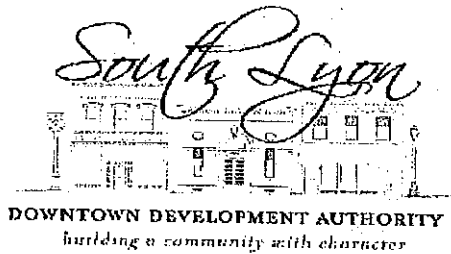
TO
THE
ORDER
OF

SOUTH LYON FIRE DEPARTMENT

BY _____ AUTHORIZED SIGNATURE
BY _____ AUTHORIZED SIGNATURE

034831 07200032617407253200

INFORMATION



Farmers & Artisans Market
Saturdays, 9am - 2pm

November 22, 2013

Mayor Ted Wallace and City Council Members
335 S. Warren
South Lyon, MI 48178

Dear Mayor Wallace and City Council Members,

On behalf of the South Lyon Farmers and Artisans Market (Market), the South Lyon Downtown Development Authority (DDA), and the South Lyon Farmers and Artisans Market Committee (Committee), we would like to thank you for attending our ribbon cutting and first 2013 Market Day on May 4. Thank you also for your behind the scenes support. Your backing of our inaugural 2013 Saturday Market was essential for our success.

For the 2013 Market and in order to improve the South Lyon community's access to fresh produce and locally produced baked goods, products and services; we made it a priority to continue the Market's location in the heart of South Lyon. Additionally, we worked on building the attitude of "Buy Local, Buy Fresh," we changed the Market's day and time, and we expanded the number of weeks the 2013 Market would be open. We started out in two parking lots and ended up in one. This was done in order to provide additional customer parking and to improve the overall appearance of the Market. Once we began working out of one parking lot, we immediately had an increase in customer traffic. Moreover, our new configuration drew favorable reactions from customers and passersby alike. We believe we turned the Market into a Saturday destination for many residents and visitors.

Recently, the Committee held a wrap up meeting in which sponsors and vendors were also invited. Quite a few sponsors and vendors were present and they provided us with many valuable suggestions. Based on these suggestions and based on the results from our mid-season vendor/customer surveys, we will be making some additional improvements for the 2014 Market season. Furthermore, we are striving to collaborate and partner with many more individuals and groups. We will keep you updated as these changes become formalized.

In the end, the success of the 2013 Market would not have been possible without every single one of the vendors, sponsors, volunteers, businesses, organizations and media persons who were a part of our Market. Therefore, we would like to say:

✦ Thank you to the sponsors who made the 2013 Market financially possible – Verizon, Sprint, Wide Open West (WOW), Observer & Eccentric Media, Superb Wrench, Jarratt

**City of South Lyon
Downtown Development Authority
Regular Meeting Minutes
November 14, 2013**

The meeting was called to order by Chairperson Fagin at 8:43 a.m.

Roll Call: Gary Fagin, Chair
Holly Gerdorn, Vice-Chair
Bill Jarratt
Marilyn Smith
Susan Stowe, Secretary
Cheryl Wickham
(1) Vacancy

Absent: Gene Carroll

Also Present: Kristen Delaney, City of South Lyon
Kim Thompson, Chamber of Commerce
Jack Reutter, Co. Reutter Salon

MOTION TO APPROVE AGENDA AS PRESENTED

Motion by Gerdorn, supported by Wickham.

To approve the Agenda as presented for November 14, 2013.

VOTE

MOTION CARRIED UNANIMOUSLY

APPROVAL OF MINUTES AS PRESENTED

Motion by Smith, supported by Stowe.

To approve the Minutes as presented for September 12, 2013.

VOTE

MOTION CARRIED UNANIMOUSLY

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Thompson reminded those present about the Chamber's Holiday Window and Door decorating contest. Wickham noted that she would be willing to serve as a judge to represent the DDA.

NEW BUSINESS

1) Results of Downtown Walk Through

Jarratt gave an overview of the downtown walk through performed in September. He is working on a map to highlight potential project areas. He noted that these will be small and relatively inexpensive projects due to budgetary constraints. Jarratt stated that he would like some feedback from board members on the list. Gerdorn suggested a due date to have the list finalized and presented back to the Commission. Fagin suggested that it be placed on the January agenda.

There was a lengthy discussion about similar attempts done in the past. Delaney stated that she would go through her files, and locate similar lists so they could build on that information.

Reutter talked about seating areas, noting that the placement of benches throughout the downtown seemed random. There was no thought to making the seating areas pleasant or in practical areas, they seem to just be plopped down. Reutter also suggested instituting historical plaques or markers to highlight buildings in the downtown.

Fagin discussed the alley behind the post office. He noted that HRC would be working on it next spring. There was a discussion about who owned the wall along the alley and ways that it could be improved.

There was a discussion about buildings downtown that need to be painted, as well as large planters in Brighton that are decorated year round.

OLD BUSINESS

1) Budget/ Financial Report

Bifano gave a brief overview of a financial report.

2) 2012 Events

No update.

3) Committee Updates

a) Design: None

b) Marketing and Promotions:

i) Ladies Night Out: Stowe stated that there were no plans to have another LNO before the end of the year. Stowe said she would contact surrounding communities to see what they had planned. Many business owners felt that attendance was down because we held the event on the same night as other downtowns.

c) Economic Restructuring: None

d) Farmers Market: Thompson gave the board an update on the status of the Farmers

Market. She stated that Mary Novrocki had expressed interest in being the Market Manager for the 2014 season. She noted that much of the pre-season work last year had been done by Debbie Nogle. Novrocki is willing to do this work but she should be compensated for the time that she is putting into the market. Thompson stated that Novrocki had organized a 2013 wrap up meeting on Tuesday, November 19th. Novrocki has invited vendors to solicit their feedback. There will be a Farmers Market Committee meeting on December 3rd at 9 a.m. at City Hall to start planning for 2014. Novrocki will also attend the December DDA meeting to update the board.

TABLED ITEMS

None

BOARD MEMBER COMMENTS

There was a discussion about vacant seats on the board.

ADJOURNMENT

Motion by Gerdom supported by Wickham.

To adjourn the November 14, 2013 DDA board meeting at 9:26 a.m.

VOTE

MOTION CARRIED UNANIMOUSLY

Gary Fagin, Chairperson

Kristen Delaney, Recording Secretary

**South Lyon Farmers and Artisans Market Committee
2013 Farmers Market Season Wrap-Up Meeting
November 19, 2013 Minutes, Tuscan Cafe**

12:30 pm: Call to Order

Introductions: Mary Novrocki, Gary Childs, Rhonda Bifano, Kim Thompson
Kristen Delaney
Karen Coronado – WOW
Marv and Peggy Van Gorden – M or M Creations (and their granddaughter Ivy)
Lucas and Sally Goetz – Goetz Greenhouse (and their son Alex)
Bruce Androsian – Martha's Gardens
Nicholas Bianchi – Birds, Bats, & Beyond
Randy and Sandy Graichen – Heart of the Hive

Review minutes from October 8, 2013 Committee Meeting: No discussion

1. Market Particulars
 - a. Location: Most felt there are pros/cons with the market location at Liberty and Pontiac Trail. While it is a busy street with much traffic, it is highly visible. Moving from two to one parking lot was viewed as a positive change.
 - b. Wednesday vs. Saturday: While there were some benefits noted for a Wednesday market, most vendors said that their sales were better on Saturday than the previous year when market was held on Wednesday afternoons.
 - c. Hours: It was suggested that the early market start time wasn't great at the beginning of the season (attributed to cooler morning temperatures. Adding an extra 30-60 minutes to the length of market would be supported by vendors.
 - d. Season Length: The vendors agreed that first Saturday in May through last Saturday in October is very appropriate.
 - e. Name: No Discussion
 - f. Logo: No Discussion
 - g. Market Weekly Totals: Mary presented data; No Discussion
 - h. Market Accounting 2013 season: Mary presented financial report; No Discussion

There was some discussion about the limitation of growth with the market located in a single lot. Mary stated that approximately 25 vendors can fit in the north lot of a serpentine booth arrangement is used.

2. Market Manager: off season payment for preseason work: No discussion
3. Application Process: Across the board, the vendors felt that the application form and process was easy to navigate and was typical of other markets.
 - a. Website
 - b. "We Want to Learn About You" form
 - c. Market Application form
 - d. Market Rules and Regulations form

4. Vendors

- a. Variety / Ratio: No discussion
- b. Fees: Across the board vendors said that SL market fees are higher than most and definitely higher than other markets of comparable size. Most agreed that a daily rate of about \$15 is expected.
 - i. Amount: See Above
 - ii. Collection: No discussion
 - iii. Seasonal vs. Weekly: See Above

There was a comment that a half-season rate would benefit specific vendors. It was also suggested that there be more flexibility for spontaneous showups (although Mary has never seen a need for this). Word of mouth may help develop.

 - iv. Comparable Markets: Mary provided information from other area markets for comparison
- c. Commercial Exhibitors: No Discussion
- d. Food Trucks: It was commented that prepared foods are a bonus, particularly when the market was on Wednesday afternoons as people stopped in to bring home dinner.
- e. Other: Non-Profits, Chamber of Commerce, Master Gardeners

5. Parking – customers and vendors

- a. Location
- b. Availability

It was agreed that the inconvenience experienced by vendors by having to park at city hall is worth making more parking available to customers. It is most important that there be plenty of customer parking. Mary will make accommodations for any vendors with special requirements.

6. Customer Attendance: No Discussion

- a. Changes
- b. Tracking

7. Market Day

- a. Set-up/Take-down: No Discussion
- b. Market Equipment: No Discussion
- c. Signage: A semi-permanent sign was suggested for the parking lot. Since a majority of the customers that attend market are within a 5 mile radius, it was suggested that signs be placed beyond that radius. More signage thru the week, not just on market days
- d. Volunteers: No Discussion

Other marketing options: Channel 19, new resident packages, church bulletins. Vendors did not think that the newspaper or Facebook were particularly effective.

8. Events

- a. Did they help in 2013?
 - i. Ribbon Cutting Ceremony
 - ii. Musicians
 - iii. South Lyon High School Drama Students
 - iv. Library Bake Sale
 - v. Wildwind Equestrian
 - vi. Oakland County Parks and Recreation
 - vii. Survey
 - viii. Market Basket Giveaway
 - ix. Pumpkinfest

The feedback generally supported appropriate ambient music during the market, with some variety for the vendor's sake. The high school students were viewed as distracting and not compatible with a farmer's market vibe. The volume of music and the location of speakers is important so that not one particular vendor is blown out by the sound. Mary will look into using the portable rock blocker for ambient music when musicians are not on-site. Vendors felt that special events are good.

- b. Ideas for 2014: No particular discussion.
 - i. Bike Day
 - ii. Corn roast
 - iii. Arts and Scraps
 - iv. Musicians
 - v. Wine tasting
 - vi. Oakland County Parks and Recreation
 - vii. Blues, Brews and Brats
 - viii. Other ideas

Coffee: While the vendors appreciated the market having coffee, it isn't something they expect as most bring their own.

1:50 pm Adjourn