

# **Regular City Council Meeting**

## **January 26, 2015**

### **Agenda**

**7:30 p.m.**    **Call to Order**  
**Pledge of Allegiance**  
**Roll Call**  
**Approval of Minutes: January 12, 2015**  
**Approval of Bills**  
**Approval of Agenda**  
**Public Comment**

#### **I. Old Business**

- 1)    None

#### **II. New Business**

- 1)    Safe Routes to School Expenditure and Resolution

#### **III. Manager's Report**

#### **IV. Council Comments**

#### **V. Adjournment**

The City of South Lyon  
Regular City Council Meeting  
January 12, 2015

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

Tyler Strauss of Troop 38 was present and led those present in the Pledge of Allegiance to the Flag

PRESENT: Mayor Wallace  
Council Members: Dixon, Kivell, Kopkowski, Kramer, Rzyzi, and Wedell  
Also Present: City Manager Ladner, Department Head Martin, Chief Collins,  
Chief Kennedy, Attorney Wilhelm and Clerk/Treasurer Deaton

MINUTES

Councilman Kivell stated he had spoken with Clerk Deaton in regards to adding a few comments that were missed from the last meeting.

CM 1-1-15 MOTION TO APPROVED REVISED MINUTES

Motion by Kivell, supported by Kopkowski  
Motion to approve the revised minutes

VOTE: MOTION CARRIED UNANIMOUSLY

BILLS

Councilman Wedell stated the financial reports that are included in the Council packet are incorrect and asked City Manager Ladner to ensure the correct reports will be sent to Council. City Manager Ladner stated she will speak with Lori and have the corrected reports sent to Council.

CM 1-2-15 MOTION TO APPROVE BILLS

Motion by Kramer, supported by Kivell  
Motion to approve the revised payment of bills

VOTE: MOTION CARRIED UNANIMOUSLY

AGENDA

City Manager Ladner stated she would like to add an item under New Business for Council for Council to approve the dates of the Council meetings for the year 2015, the requires this to be done at the first Council meeting of the year.

CM 1-3-15 MOTION TO APPROVE AGENDA AS AMENDED

Motion by Wedell, supported by Kramer  
Motion to approve agenda as amended

VOTE: MOTION APPROVED UNANIMOUSLY

Chief Kennedy gave a brief presentation recognizing Deputy Chief Mike Weir, Sgt. David Johnston, Firefighter Chris Lynn and Firefighter Lauren LaCroix for the great job they did handling a January 1<sup>st</sup> garage fire, and because of their work, they were able to save the family home and the family was able to be back in the home that evening. Mayor Wallace stated he appreciates our outstanding Fire Department.

PUBLIC COMMENT

Tyler Strauss of 9550 Silverside stated he is here with Troop 38 and they would like to thank Council for allowing them to attend the meeting tonight. He further stated he would like everyone to know, they are a public service to South Lyon and they are happy to help the community in any way needed. He further stated the best way to reach him at [tstrauss@wccnet.edu](mailto:tstrauss@wccnet.edu) or cell number 248-962-8882.

OLD BUSINESS

1. Public Hearing for CDBG Program

Mayor Wallace called the public meeting to order at 7:40 p.m. Mayor Wallace stated the total of the money that can be used is \$27,247.00 City Manager Ladner stated the money is federal money, but it can only be used in areas of low to moderate income, or to support senior services in the community such as the Senior Center, or Meals on Wheels.

Mayor Wallace closed the public meeting at 7:42 p.m.

City Manager Ladner stated we are once again looking to allocate the funds to be used for the Center of Active Adults, and HAVEN. Councilman Kivell stated this has historically worked for the City, and the City still makes contributions to these things, but this will help deter some costs.

CM 1-4-15 MOTION TO APPROVE THE PLANNED USED OF THE CDBG APPLICATION

Motion by Kivell, supported by Wedell

Motion to approve the planned use of the CDBG funds for Haven and Center for Active Adults

VOTE: MOTION CARRIED UNANIMOUSLY

CM 1-5-15 MOTION TO APPROVE THE 2015 CDBG APPLICATION

Motion by Kramer, supported by Wedell  
Motion to approve the application of the CDBG

VOTE: MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

1. Acceptance of Donations

City Manager Ladner stated she we have received a donation for the South Lyon Police Department in the amount of \$100.00 and she would like to thank Ken and Barbara Turner for their kind donation.

CM 1-6-15 MOTION TO ACCEPT DONATION TO POLICE DEPARTMENT

Motion by Wedell, supported by Kopkowski  
Motion to accept the donation of \$100.00 for the Police Department with thanks

City Manager Ladner stated we also received donations for our Holiday Gathering in the amount of \$1425.00. She stated we received a \$200.00 donation from HRC, \$100.00 from CIB, \$500.00 from Duncan Disposal, \$125.00 from Plante Moran and \$500.00 from Johnson Rosati, Schultz. Mayor Wallace stated we also received donations from CoReutter, and South Lyon Resale Shop. He stated he would like to thank everyone for the donations.

CM 1-7-14 MOTION TO ACCEPT DONATIONS FOR THE HOLIDAY GATHERING

Motion by Wedell, supported by Kivell  
Motion to amend the original motion to include the donation to the Police Department and the donations from the vendors for our holiday gathering.

VOTE: MOTION CARRIED UNANIMOUSLY

2. Acceptance of \$500.00 grant from MMRMA RAP Grant Program

City Manager Ladner stated the Police Department applied for a Grant to offset the cost of prisoner partitions in two police vehicles. The total cost was \$1660.00, they were awarded a grant of \$500.00.

Councilman Kivell stated he appreciates the MMRMA because they have provided us with a lot of financial opportunities we capitalized on.

CM 1-8-15 MOTION TO ACCEPT THE \$500.00 GRANT FROM THE MICHIGAN MUNICIPAL LEAUGE RISK MANAGEMENT AUTHORITY

Motion by Kramer, supported by Kivell

Motion to accept the \$500.00 grant from the Michigan Munciple League Risk Management Authority

VOTE: MOTION CARRIED UNANIMOUSLY

3. Approval of Road Closure for Pint Sized Marathon between 12:00 pm and 12:30 pm on April 25, 2015

Stephanie Rife of 21011 Parkwoods Drive stated she started Footprint Fitness in May of last year. Their focus is on family fitness and they have classes for family yoga and 5K training programs. She stated the Chief has been very helpful with the application process. She stated any age group is invited. She stated it is 2.62 miles and anyone is invited to run or walk it. She stated the Dorothy Street will be closed between Pontiac Trail and McMunn from 12:00 p.m. to 12:30 p.m.

CM 1-9-15 MOTION TO APPROVE THE PINT SIZED MARATHON ON APRIL 25, 2015

Motion by Kopkowski, supported by Rzyzi

Motion to approve the closure of Dorothy St between Pontiac Trail and McMunn Street on April 25, 2015 between Noon and 12:30 p.m.; and to approve use of the Witch's Hat Depot, McHattie Park, and the rail trails for the Pint Sized Marathon

VOTE: MOTION CARRIED UNANIMOUSLY

4. 2015 City Council Meeting Schedule

City Manager Ladner stated the State requires Council to set the dates they will meet during the first month of the year. She stated we normally meet the second and forth Monday's of the month, but there is a conflict with Memorial Day in May being the forth Monday of the month, also Council does not normally meet the forth Monday in December. Councilman Kivell stated historically we have not had a second meeting in December. City Manager Ladner stated the calendar on our website is already up to date with any dates City Hall is closed for Holidays. Mayor Wallace stated we could reschedule the second meeting in May to Tuesday the 26<sup>th</sup>.

CM 1-10-15 MOTION TO APPROVE THE DATES FOR REGULAR COUNCIL MEETINGS FOR 2015

Motion by Kramer, supported by Wedell

Motion to approve the dates for the regular Council meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month with the exception of Monday 25 which will be rescheduled to Tuesday May 26<sup>th</sup>.

VOTE: MOTION CARRIED UNANIMOUSLY

MANAGERS REPORT

City Manager Ladner stated we received a thank you note for Officer's Sederlund and Barbour for helping one of our community members and their spouse go above and beyond. City Manager Ladner stated we are in the process of working on the budget and she will be asking Council at the next meeting to set up a workshop in early March for any questions Council may have regarding the budget. She is hoping to have the budget ready for Council to approve by early April. She wanted to thank the DPW for the great work they did with the snow removal.

COUNCIL COMMENTS

Councilman Kramer stated he would like to thank Bob and the DPW for the snow removal. They have done a good job. Councilman Kramer stated there will be a Recreation Center meeting on January 19<sup>th</sup> at the South Lyon Senior Center. Councilman Kramer stated he would like to thank Troop 38 for attending.

Councilman Wedell stated he would like to wish everyone a Happy New Year and would also like to thank Troop 38 for attending.

Councilman Rzyzi stated he would like to wish everyone a Happy New Year.

Councilman Kopkowski stated she would like to know where the City is with the water main leaks. Department Head Martin stated the leaks are actually at the connections. He further stated they are small leaks, but they will have to dig down to look at them. He stated Bricco will be doing the work, not the City workers.

Councilman Kivell stated a few weeks ago there was a girl involved in an accident at Warren and 10 Mile which the damage was substantial enough that all the airbags were deployed and the girl was really shaken up. He stated his neighbor Jerry Skope is a Green Oak Fire Fighter and he went out in the road and directed traffic and ensured the girl was ok. He stated the congestion from the traffic built up quickly, but he wanted to recognize and thank Jerry Skope for helping out.

Mayor Wallace stated he would like to wish everyone a Happy New Year, and he would also like to thank Troop 38 for attending the meeting.

ADJOURNMENT

CM 1-11-15 MOTION TO ADJOURN MEETING

Motion by Kopkowski, supported by Kivell  
Motion to adjourn the meeting at 8:00 pm

VOTE:

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

\_\_\_\_\_  
Tedd Wallace Mayor

\_\_\_\_\_  
Lisa Deaton Clerk/Treasurer

# AGENDA NOTE

New Business: Item #1

**MEETING DATE:** January 26, 2015

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

**AGENDA TOPIC:** Safe Routes to School Resolution and Expenditure

**EXPLANATION OF TOPIC:** The City has met with representatives from Lyon Township and South Lyon Community Schools and discussed ways to make it safer for students to walk and bike to and from school. As a result of these discussions, we would like to move forward on a collaborative effort to begin Safe Routes to School (SR2S) planning. All three organizations will contribute \$10,000 each to a SR2S Fund, which will be used to jointly fund administrative, coordination and preliminary engineering work related to implementation of a SR2S program.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Resolution Concerning Safe Routes to School.

**POSSIBLE COURSES OF ACTION:** Approve/Do Not Approve the proposed resolution and expenditure of \$10,000 for Safe Routes to School.

**RECOMMENDATION:** Approve the proposed resolution and expenditure of \$10,000 for Safe Routes to School.

**SUGGESTED MOTION:** *Please see resolution included in this packet.*

**RESOLUTION CONCERNING SAFE ROUTES TO SCHOOL**  
**CHARTER TOWNSHIP OF LYON**  
**CITY OF SOUTH LYON**  
**SOUTH LYON COMMUNITY SCHOOLS**

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WHEREAS, community leaders recognize the need to make walking routes for students safer, particularly in the vicinity of Sayre Elementary School, Centennial Middle School, and Millennium Middle School; and

WHEREAS, school children should be encouraged to walk to and from school when the distance is reasonable and the routes are safe; and

WHEREAS, Safe Routes to School (SR2S) is a program that is intended to make walking routes safer by funding infrastructure improvements, pedestrian and bicycle safety education, walking encouragement activities, and enforcement activities; and

WHEREAS, leaders from the Charter Township of Lyon, City of South Lyon, and South Lyon Community Schools have reviewed the parameters under which the SR2S program operates, and agree that it would be a program worth pursuing to address safety concerns and promote walking to and from school.

NOW, THEREFORE, BE IT RESOLVED, that the Charter Township of Lyon, City of South Lyon, and South Lyon Community Schools agree to work together to fulfill the requirements of Safe Routes to School in pursuit of funding for construction of safe walking routes in the vicinity of Sayre Elementary School, Centennial Middle School, and Millennium Middle School; and

BE IT FURTHER RESOLVED that the Charter Township of Lyon, City of South Lyon, and South Lyon Community Schools agree to jointly fund administrative, coordination, and preliminary engineering work related to implementation of a SR2S program with a contribution of \$10,000 each to a SR2S Fund; and

BE IT FURTHER RESOLVED THAT administrative, coordination, and preliminary engineering work shall be provided by the Charter Township of Lyon, using the services of the Township Planner, McKenna Associates, and the Township Engineer, Civil Engineering Solutions, Inc.; and

BE IT FURTHER RESOLVED THAT the Charter Township of Lyon shall maintain an account of services and expenditures charged to the SR2S Fund, copies of which shall be provided monthly to the City of South Lyon and the South Lyon Community Schools.

**ADOPTION BY THE CHARTER TOWNSHIP OF LYON BOARD OF TRUSTEES**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstaining: \_\_\_\_\_

Absent: \_\_\_\_\_

The Township Supervisor declared the resolution adopted.

I, Michele Cash, the duly elected Clerk of the Charter Township of Lyon, Oakland County, Michigan, do hereby certify that the above is a true copy of a resolution adopted by the Charter Township of Lyon Board of Trustees at a regularly scheduled meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2015, at which time a quorum was present.

\_\_\_\_\_  
Michele Cash  
Township Clerk

\_\_\_\_\_  
Date

**ADOPTION BY THE CITY OF SOUTH LYON CITY COUNCIL**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstaining: \_\_\_\_\_

Absent: \_\_\_\_\_

The Mayor declared the resolution adopted.

I, Lisa Deaton, the appointed Clerk/Treasurer of the City of South Lyon, Oakland County, Michigan, do hereby certify that the above is a true copy of a resolution adopted by the City of South Lyon City Council at a regularly scheduled meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2015, at which time a quorum was present.

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

\_\_\_\_\_  
Date

**ADOPTION BY THE SOUTH LYON COMMUNITY SCHOOLS BOARD OF EDUCATION**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstaining: \_\_\_\_\_

Absent: \_\_\_\_\_

The President declared the resolution adopted.

I, \_\_\_\_\_, the \_\_\_\_\_ of the South Lyon Community Schools, do hereby certify that the above is a true copy of a resolution adopted by the South Lyon Community Schools Board of Education at a regularly scheduled meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2015, at which time a quorum was present.

\_\_\_\_\_  
Date

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January 21, 2015

# INFORMATION

# AGENDA NOTE

New Business: Item #

**MEETING DATE:** January 26, 2015

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

**AGENDA TOPIC:** Winter Witch's Hat Run

**EXPLANATION OF TOPIC:** The South Lyon High School and South Lyon East High School Boys Cross Country Teams have requested a permit for the Winter Witch's Hat Run.

**MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:** Permit Application, Insurance Certificate, Memo from Chief Collins

**POSSIBLE COURSES OF ACTION:** Informational only

**RECOMMENDATION:** None

**SUGGESTED MOTION:** Motion by \_\_\_\_\_ N/A \_\_\_\_\_, supported by \_\_\_\_\_ to \_\_\_\_\_

01/26/15

# SOUTH LYON POLICE DEPARTMENT

*Lloyd T. Collins*  
Chief



## Memorandum

**To:** Lynne Ladner, City Manager

**From:** Chief Lloyd T. Collins

**Subject:** 2015 Winter Witch's Hat Run

**Date:** January 22, 2015

I have received a permit request for the above-mentioned event. I reviewed the proposed route, which is similar to previous years. The organizer, Mr. Scott Smith, has agreed to direct participants to utilize the sidewalk when they travel parallel to 11 Mile Road. The event is scheduled to begin at 10:00 a.m. on Saturday, February 7, 2015. It will conclude by 10:45 a.m. A copy of the application for permit is attached for your information.

The planned event should cause only minimal disruption to normal traffic in the area. The Police Department will provide support for the event utilizing regular-duty personnel. Therefore, I have approved the request and have so notified the organizers.

c: Lt. C. Sovik



SOUTH LYON POLICE DEPARTMENT

219 Whipple
South Lyon, Michigan 48178
Ph: (248)437-1773 / Fax: (248)437-0459
Lloyd T. Collins
Chief of Police

2015
Winter
Witch's Hat

PARADE / DEMONSTRATION APPLICATION

Run

Date Application Submitted: 1-9-15 Requested Date of Event: 2-7-15

Applicant / Contact's Name: Scott Smith PH #: 248-207-5135

Applicant Address: 9734 Silverside Dr, South Lyon, MI 48178

Business / Organizations Name (if Applicable): South Lyon High School Boys Cross Country

Bus. Ph#: 248-573-8150 Bus. Address: 1000 N. Lafayette, South Lyon, MI 48178

President/CEO (Responsible for Event): Scott Smith/Mike Feyn Direct Ph#: 248-207-5135

Registration starts At 8 AM Couch Athletic Director
Run Parade START Time: 10 a.m./p.m. Parade END Time: 10:45 a.m./p.m.

Approximate Number of PERSONS: 300 Organization Names: South Lyon area independent runners

Approximate Number of VEHICLES: 2 Types of Vehicles: Lead car and sweep car

Approximate Number of ANIMALS: 0 SPECIFIC Animals:

Amount of space to be maintained between and /all units in Parade: Approx 30 minutes between 1st and last finisher.

Route to be traveled (Include Street Names and Turning Directions):

Start in front of South Lyon High School in the driveway near the front entrance. Turn right into the bus loop. Turn right onto the bike path over near fieldhouse. Turn right on main bike path. Turn left on sidewalk near Peter Hardware. Turn left on Mill St. Turn right on Kestral Ridge. Turn left on Eagle Heights Dr. Turn left on sidewalk bordering 11 mile. Turn left on main bike path. Turn right on path towards South Lyon High School finish.

Applicant's SIGNATURE Scott Smith, Coach

Responsible Party's SIGNATURE Mike Feyn, A.D.

Organizer must station monitors at 11 Mile & Eagle Hts. to keep runners on sidewalk. LTC 01/22/15

APPROVED [X] DENIED [ ]

Chief Lloyd T. Collins 01/22/15
Lloyd T. Collins, Chief of Police

## CERTIFICATE OF INSURANCE

Producer

**SET SEG**  
415 W. Kalamazoo Street  
Lansing, MI 48933

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

### COMPANIES AFFORDING COVERAGE

Insured

**South Lyon Community Schools**  
345 S Warren  
South Lyon, MI 48178-1358

**A** MASB-SEG Property/Casualty Pool, Inc.

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS	
<b>A</b>	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> Comprehensive Form <input checked="" type="checkbox"/> Premises/Operations <input checked="" type="checkbox"/> Incidental Medical Malpractice Coverage <input checked="" type="checkbox"/> Products/Completed Operations <input checked="" type="checkbox"/> Contractual <input checked="" type="checkbox"/> Independent Contractors <input checked="" type="checkbox"/> Broad Form Property Damage <input checked="" type="checkbox"/> Personal Injury	PC-00474-201411	11/1/14	11/1/15	BI & PD COMBINED OCCURRENCE	\$1,000,000
					BI & PD COMBINED AGGREGATE	N/A
					PERSONAL INJURY OCCURRENCE	\$1,000,000
					PERSONAL INJURY AGGREGATE	N/A

**DESCRIPTION** The City of South Lyon, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers are hereby added as additional insureds but only as respects to the activities performed by or on behalf of the named Insured as it represents the District's participation in the Winter Witch's Hat Run being held on 2/7/2015.

CERTIFICATE HOLDER

City of South Lyon  
335 South Warren  
South Lyon, MI 48178

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE



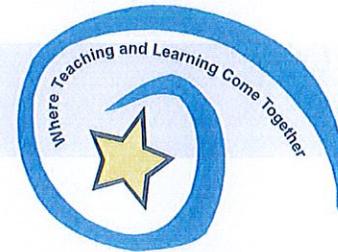
TODD CLARK  
PROPERTY/CASUALTY DEPARTMENT

Date January 6, 2015

# South Lyon Community Schools

345 South Warren • South Lyon, Michigan • 48178

James Graham, RSBA  
Assistant Superintendent for Business and Finance  
E-mail: grahamj@southlyon.k12.mi.us  
Phone: (248) 573-8119  
Fax: (248) 437-8136



Event Name: Winter Witch's Hat Run (2/7/2015)

To Whom It May Concern:

To the fullest extent permitted by law, South Lyon Community Schools agrees to defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its elected and appointed officials, employees and volunteers, and others working on behalf of the City of South Lyon against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City of South Lyon by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with these events.

Sincerely,

James Graham  
Asst. Supt. For Business and Finance

Date

## Mission Statement

In support of our community, the mission of the South Lyon Community Schools is to provide the highest quality educational process so that all students can excel as individuals and become contributing members of society.