

**CHARTER TOWNSHIP OF LYON
BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
June 17, 2004**

Approved as submitted August 9, 2004.

DATE: June 17, 2004
TIME: 6:00 PM
PLACE: 58000 Grand River

1. **Call to Order:** Supervisor Shigley called the meeting to order at 6:00 PM.

2. **Pledge of Allegiance**

3. **Roll Call:** Present: Joseph Shigley, Supervisor
Patricia Carcone, Treasurer
Pamela Johnson, Clerk
Steven Adams, Trustee
Ray Bisio, Trustee
Dan Cash, Trustee
Lannie Young, Trustee

Also Present: Matt Quinn, Township Attorney
Chris Olson, Township Superintendent
Chris Doozan, Township Planner
Tim Kniga, Township Engineer
Les Cash, Fire Chief

Guests: 9

4. **APPROVAL OF THE AGENDA**

Ms. Carcone made a motion to approve the agenda as submitted. Mr. Cash supported the motion.

Mr. Adams stated that since the Auditors could not be here to discuss item 5c, he suggested that this issue be tabled until the July meeting. He felt that the Auditors should be here to answer any questions that the Board has. Mr. Young stated that he has read through the suggestions that were made by the Auditors and felt that they should discuss them as a Board.

Voice Vote: Ayes: Bisio, Carcone, Cash, Johnson, Young
Nays: Adams, Shigley

Motion approved.

5. **OLD BUSINESS**

a. **Woodwind Village Condominium Master Deed, Bylaws, Exhibit B Approval Request – Contingent upon Planning Commission recommendation of June 14, 2004**

Mr. Shigley asked if there were any comments. He noted that they did receive minutes for this issue from the Planning Commission meeting that was held on Monday.

Mr. Doozan summarized the status of this issue. He stated that his office as well as Mr. Quinn's office has reviewed the documents and found that they comply with the applicable ordinances as well as the Planned Development Agreement. He stated that they recommend approval of the condominium/subdivision plans for Woodwind Village.

Ms. Carcone made a motion to approve AP-04-13, Woodwind Village Condominium.
Ms. Johnson supported the motion.

Mr. Shigley asked if there were any comments from the Board regarding the motion. There were none. He then asked if there were any public comments. There were none.

Roll Call Vote: Ayes: Johnson, Bisio, Shigley, Young, Carcone, Adams, Cash
 Nays: None

Motion approved.

Mr. Olson requested that they discuss item "c" before they discuss item "b" because there is information relative to item "b" still printing out.

Mr. Young made a motion to change the order of the agenda in order to discuss item 5c before item 5b. Ms. Carcone supported the motion.

Voice Vote: Ayes: All
 Nays: None

Motion approved.

c. 2003 Audit

Mr. Olson began by updating the Board on some of the concerns that were expressed at the last meeting. He began by discussing GASB 34.

Mr. Adams stated that there were several suggestions that were made by the Auditors in a letter dated March 15, 2004 and these are the items that he would like to have discussed.

Mr. Olson stated that these are the items that he plans on discussing. He stated that with the GASB 34 he would like to get a consensus on because it will have an impact on how much time they spend on this. He noted that this item was covered under the third dot in the Auditor's letter. He explained what GASB 34 is and does.

There was discussion regarding the recommendation that the Township hire an Accountant. It was noted that the money for this position was budgeted for last year but as State Revenue Sharing was taken away, those funds had to be allocated elsewhere.

Mr. Olson stated that he would like to cover the Sewer Enterprise Fund when the spreadsheets are done printing. He noted that he was presently surprised with this projection and indicated that they would go through this step by step. With regard to the SAD item, he asked Tom Traciak to discuss early call provisions.

Mr. Traciak discussed early call provisions and explained what the Township is trying to do with this. Mr. Young thanked Mr. Traciak for explaining this to the Board.

Mr. Olson stated that the last item on page 2 was the DDA report. He stated that the State does not issue a form for this like they do for other items. He stated that in his past dealings with DDA's this is not something that he actually had to file. Mr. Adams questioned if there is any penalty for not meeting the requirements. Mr. Olson responded that there is not.

b. Reports on West Pontiac Trail Sewer, West Pontiac Trail Water Special Assessment Districts, Woodwind Well

Mr. Olson reviewed the information contained on the print-outs that were distributed to the Board as it relates to the deficit in the sewer fund. He noted that the General Fund is owed a significant amount of money from the Sewer Fund. He stated that this will be dealt with through growth in the Township. The Sewer Fund owes the General Fund \$1,053,159.00.

Mr. Adams stated that Mr. Olson did exactly what he asked and that he did a great job. He stated that the information provided tells them exactly when they are going to get rid of the debt of the million dollars and this is what he was looking for. He stated that as far as he is concerned, he is satisfied with the information provided this evening.

Mr. Olson stated that the water system has now been in operation for about two years. He stated that he does not have the operating data for the water system like he has for the sewer system because they don't have as much contact with this aspect. He stated that the water system has been operating on approximately \$200,000 per year and has also incurred some deficit, approximately \$99,660. He further discussed and explained the spreadsheet that was distributed regarding the water systems.

d. Board Comments on Review of PD Regulations

Mr. Doozan stated that the status on this issue from the June 7, 2004 meeting is that the Board agreed that there were three areas that they were going to go back and look at in the Planned Development Regulations and report back what their thoughts were. He stated that there was a lot of focus on the 15% density bonus indicated in the regulations. He stated that right now the draft Planned Development Regulations allow a developer to go up to a 15% density bonus based on various criteria that is set forth in the ordinance. He stated that if they wanted to go above 15%, then they would have to have a Master Plan amendment and a change to the underlying zoning. He noted that there are a couple of difficulties with this, which he explained.

The Board discussed these sections and the consensus was that they do not want a set amount for a density bonus allowed.

Mr. Young made a motion to exclude any explicit mention of a specific percentages of density increases or bonus in Article 7 of the ordinance. Mr. Cash supported the motion.

Mr. Shigley asked if there is any discussion regarding the motion from the Board. There was none. He then asked if there were any public comments. There were none.

Voice Vote: Ayes: All
 Nays: None

Motion approved.

There was discussion with regard to the criteria chart indicated in the Planned Development Regulations. The consensus of the Board was that they did not agree with some of the items indicated in the criteria chart and determined that they would form a sub-committee to review

the criteria chart and provide comment to the Planning Commission. Mr. Adams noted that the Planning Commission asked the Board six months ago for their input and the Board never gave them any. He stated that he feels that the Board owes the Planning Commission input.

Mr. Adams made a motion to form a sub-committee to discuss the criteria chart. Mr. Bisio supported the motion.

Voice Vote: Ayes: Ayes
 Nays: None

Motion approved.

The Board requested volunteers for the sub-committee. Steve Adams, Ray Bisio and Lannie Young volunteered to sit on the sub-committee.

Ms. Carcone made a motion to form a sub-committee of Steve Adams, Ray Bisio and Lannie Young to review the criteria chart. Mr. Cash supported the motion.

Mr. Shigley asked if there is any discussion regarding the motion from the Board. Mr. Olson questioned if the sub-committee would bring this chart back to the Board before it goes onto the Planning Commission. Mr. Shigley responded that they would. He then asked if there were any public comments. There were none.

Roll Call Vote: Ayes: Carcone, Shigley, Bisio, Adams, Johnson, Cash, Young
 Nays: None

Motion approved.

There was discussion with regard to the Board becoming involved in the preliminary plan review of a planned development.

Mr. Bisio made a motion to approve the changes suggested by Chris Doozan. Mr. Cash supported the motion.

Mr. Shigley asked if there is any comments regarding the motion from the Board. Mr. Young questioned if this will lengthen the PD process. Mr. Doozan responded that it will lengthen the process approximately two months.

Mr. Shigley asked if there is any public comments. There was none.

Voice Vote: Ayes: All
 Nays: None

Motion approved.

Ms. Johnson discussed the building setback requirements in a Planned Development. She felt that 5' on one side is not enough room. She suggested that the distance between buildings be changed to 10'.

Ms. Johnson made a motion change page 7-6, item e, distance between buildings, from 5' to 10' minimum. Mr. Bisio supported the motion.

Mr. Shigley asked if there were any comments regarding the motion from the Board. There were none. He then asked if there were any public comments. There were none.

Voice Vote: Ayes: All
 Nays: None

Motion approved.

6. ADJOURNMENT

Mr. Bisio made a motion to adjourn the meeting. Ms. Carcone supported the motion.

Voice Vote: Ayes: All
 Nays: None

Motion approved. The meeting was adjourned at 8:04 AM.

Respectfully Submitted,

Deby Cothery

Deby Cothery
Recording Secretary

Pamela Johnson
Clerk