

Charter Township of Lyon  
Board of Trustees  
Special Meeting Minutes  
November 18, 2009

Approved: December 7, 2009 as written

The meeting was called to order by Supervisor Young at 4:00 p.m.

Roll Call: Patricia Carcone, Treasurer  
Michele Cash, Clerk  
John Dolan, Trustee  
Steven Fletcher, Trustee  
Brent Hemker, Trustee, arrived at 4:05 p.m.  
John Hicks, Trustee  
Lannie Young, Supervisor

Guests: 4

Also Present: Sgt. Mark Venus  
Ron McClain, Fire Chief  
Holly Teasdle, Library Director  
Rebecca Wilder, Library Board

**CALL TO THE PUBLIC**

**APPROVAL OF AGENDA**

**Motion by Fletcher, second by Hicks  
To approve the agenda as revised.**

**Voice Vote: Ayes: Unanimous  
Nays: None**

**MOTION APPROVED**

**2010 Budget Discussion Workshop**

Board members discussed and reviewed the Police Fund and found there would be a surplus for 2010.

Regarding the library, Ms. Teasdle explained that there is the potential of a 40% cut in State aid and that the library budgeted for more than that. She explained how the penal fines worked and how that portion may also be reduced. There was some discussion regarding the health insurance deductibles. Questions were asked regarding staff payroll. Ms. Teasdle explained

that there would be adjustments in the staff and Ms. Wilder lady explained that staff raises have not been discussed yet.

Supervisor Young reviewed the DDA budget. The line item for interest was adjusted down. There were no issues with the DDA budget.

Supervisor Young reviewed the Park budget. It was the consensus of the Board to keep the money in place to have the pavilion moved. Also, there was consensus to put good efforts forward to work with Forstar and get the 3<sup>rd</sup> methane engine up and running. There was agreement that the Park Committee needed to meet. There was also consensus to keep the 5 year park master plan going forward. There was brief discussion regarding the movies in the park and if the turn out was worth the \$3,000 cost. League fees were also discussed.

Supervisor Young reviewed the Road Improvement Fund ending with a surplus of \$90,577.

Supervisor Young reviewed the revenue side of the General Budget. Consultant fees were discussed and it was decided that a policy needed to be put in place. Supervisor Young will bring a plan to the table at the December meeting.

Supervisor Young explained the new cell phone package that shares lines between 5 people at a savings. There was brief discussion regarding health care plans.

Clerk Cash increased the line item for Election Workers due to the two elections that are scheduled for 2010. Also, the line item for printing and publishing was increased. The line item for seminars and training was also increased to \$2500 for the MTA training.

Treasurer Carcone asked the Board to consider her turning in the Township cell phone and having only one cell phone that she would use for both work and personal use. She does not want to carry two phones. The Building Department and Clerk would also like to do this.

Office expenses were briefly discussed regarding posting supplies to individual departments. Professional services were discussed regarding paychecks. Clerk Cash explained that for another \$184.00 a month a program can be written that would include the fund balance part and it would automatically distribute it as a download versus spending 4 hours on payroll each time. There was consensus among the Board members for this program. Supervisor Young explained that they would reconcile Office Expenses and Professional Services.

There were no concerns regarding the Fire Department budget.

Code Enforcement, Planning Commission, streetlights, streets and ZBA budgets were discussed with no major concerns.

Mr. Hicks discussed the proposed hazardous waste contract. There was discussion if the Township should provide this service to the community. There were some board members that were against it due to the tough economic times.

Supervisor Young reviewed the Contributions, Citizen Programs and Recreation, Maintenance and the Community Center budget with no major concerns.

Health Insurance, Contingencies, Capital Outlay and Transfers Out were briefly discussed with no major concerns.

Supervisor Young reviewed the budget options for the Building Department Fund and the options were discussed.

**Supervisor Young made a motion to amend the agenda to discuss the facility building and the Planning Commission appointments. Mr. Hicks supported the motion.**

**Voice Vote: Ayes: Unanimous  
Nays: None**

**MOTION APPROVED**

Supervisor Young explained that he would like to accomplish the building with a Construction Manager and asked that the Board consider giving a ceiling on what they would pay percentage wise for a Construction Manager and let the bids come in. He felt that a Construction Manager would be the most affordable way to go with this job.

Supervisor Young asked for input regarding the Planning Commission appointments. Brief discussion continued.

**ADJOURNMENT**

**Motion by Carcone, second by Cash  
To adjourn the regular meeting at 7:40 p.m.**

**Voice Vote: Ayes: Unanimous  
Nays: None**

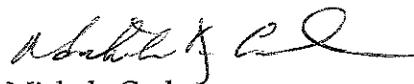
**MOTION APPROVED**

The Regular Meeting of the Board of Trustees was adjourned at 7:40 p.m.

Respectfully Submitted,

*Kellie Angelosanto*

Kellie Angelosanto  
Recording Secretary

  
Michele Cash  
Clerk