

Charter Township of Lyon
Board of Trustees
Special Workshop Meeting Minutes
Wednesday, October 19, 2011

Approved: November 7, 2011

Supervisor Young called the meeting to order at 4:00 p.m.

Roll Call: Patricia Carcone, Treasurer
Michele Cash, Clerk
John Dolan, Trustee
Steven Fletcher, Trustee
John Hicks, Trustee
Lannie Young, Supervisor

Absent: Brent Hemker, Trustee

Also Present: Matthew Quinn, Township Attorney
Chief McClain
Michelle Aniol

A. Budget Discussion Workshop

Supervisor Young reviewed the general fund portion of the budget. He highlighted that the State Revenue Sharing increased. He explained that the Township was projecting \$ 2.5 million in revenues due to the State Revenue Sharing increase.

Trustee Fletcher commented on the possibility of hiring a Superintendent for the Township. He felt that once Supervisor Young retired the Township would be better served having a professional manager and have the Supervisor job be part time, only for the continuity, he thought it was a more effective way. He didn't think it would be anytime soon, he didn't think it would be for 2012, but they may want to think of that if Supervisor Young decided not to run. Treasurer Carcone stated that she didn't agree with it at all, that's not what Township Government is. She explained that she only knew of one superintendent in all of Oakland County for townships. Supervisor Young suggested that in January/February the discussion should continue for what the future holds and do what's best for the Township. The Board agreed that it's worth the discussion.

Clerk Cash explained the upcoming elections. Supervisor Young explained that the line item was increased due to the amount of elections in 2012 and he asked that Clerk Cash really scrutinize the number to make sure that everything will be covered.

Supervisor Young and Clerk Cash explained the expanded duties of the Deputy Clerk and

suggested the salary increase for that position. Training and Seminars for the Clerks, Treasurer and Board of Trustees was increased so that MTA Conference could be attended.

Treasurer Carcone explained the possible scenario she found regarding the part time accounting position. Supervisor Young suggested adding the line item for salary at \$20.00 per hour for 20 hours per week. The Township may not need that much time but it would be a start.

Clerk Cash suggested having a tree service come out to the New Hudson Cemetery to take a look at some trees that are low hanging and get an estimate for trimming. Supervisor Young suggested adding \$5,000 to the repair/maintenance line item to take care of the trees. Clerk Cash also explained headstone repairs and recommended repairing these over time.

Supervisor Young briefly reviewed the Fire Department Fund. Treasurer Carcone explained the loan information and stated that for \$78,000 it would be 2.25% interest over 3 years and paid quarterly but she felt it depended on the attorney fees. She explained that she would bring a package to the next Board member showing the loan information.

Supervisor Young reviewed the Planning and Zoning budget. There was brief discussion regarding the planner's "pass thru" portion of the budget. He also briefly touched on the salary increase for the Planning Zoning Secretary, and the general amendment line item.

Supervisor Young reviewed the Citizen Programs and their allocations. Treasurer Carcone reviewed the Recreation portion of the budget.

Supervisor Young reviewed the special project portion of the budget, which showed the possible billboard project added to the bottom line.

Supervisor Young explained that the bottom line would be approximately 2.3 million as the fund balance.

Supervisor Young reviewed the 3 options for the Police Fund. Each option was discussed along with possible scenarios.

The Business Department budget was discussed. There was brief discussion as to hiring a full time building inspector versus the contractual worker. Supervisor Young stated that there have been discussions regarding having a Construction Board of Appeals. Money was added to Professional Services so that some of the big plans can be scanned for microfiche database.

Trustee Dolan explained that the Township was in need of a fireproof safe. He continued that they have talked about it for a long time and it was something that needed to be purchased.

Supervisor Young reviewed the DDA budget. He asked that the Board think about a full time DDA Coordinator instead of the current part time position.

Supervisor Young reviewed the minor changes in the Park Fund and there was discussion

regarding moving the play structures. The Board agreed that they play structures need to be moved. The Administrative Charge for the Park Fund was lowered. There was a brief review of the Road Fund.

The budget workshop was adjourned at 6:58 p.m. due to no further business.

Respectfully Submitted,

Kellie Angelosanto

Michele Cash

Kellie Angelosanto
Recording Secretary

Michele Cash
Clerk