

Charter Township of Lyon  
Board of Trustees  
Regular Meeting Minutes  
January 3, 2012

Approved: February 6, 2012

The meeting was called to order by Clerk Cash at 7:00 p.m. Supervisor Young's absence was excused and Trustee Hemker will chair the meeting.

Roll Call: Michele Cash, Clerk  
Patricia Carcone, Treasurer  
John Dolan, Trustee  
Steven Fletcher, Trustee, arrived 7:06  
Brent Hemker, Trustee  
John Hicks, Trustee

Absent: Lannie Young, Supervisor

Guests: 7

Also Present: Matthew Quinn, Township Attorney  
Chris Doozan, McKenna Associates  
Leslie Zawada, Civil Engineering Solutions, Inc.  
Michelle Aniol, DDA Administrator/Economic Development  
Coordinator

**APPROVAL OF THE CONSENT AGENDA**

Approval of Regular Meeting Minutes of December 5, 2011  
Approval of Disbursements  
Building Department Report for November 2011  
Fire Department Reports for November 2011  
Zoning Reports for November 2011  
Engineering Reports for November 2011

**Motion by Cash, second by Carcone  
To approve the consent agenda as presented.**

**Roll Call Vote: Ayes: Carcone, Dolan, Hicks, Cash, Hemker  
Nays: None  
Absent: Young, Fletcher**

**MOTION APPROVED**

**ANNOUNCEMENTS & COMMUNICATIONS**

Ms. Aniol explained that the Township participated for the first time in the U of M iLabs

eCities Study. She gave a brief presentation regarding the Township's report.

**CALL TO THE PUBLIC** - None

**Fire** – Chief McClain reported that it has been a quiet holiday season. He reported on a couple of fires that the department assisted with.

**Sheriff** – None

**Planning Commission** – Trustee Dolan questioned if there was money in the sidewalk fund. Treasurer Carcone stated that there is money in the fund. He questioned if this Board would be willing to put together a committee to figure out where the sidewalks are needed and put that money to use. The Board agreed that a committee was a good idea.

**ZBA** – None

**APPROVAL OF AGENDA**

**Motion by Hicks, second by Cash  
To approve the agenda as submitted.**

<b>Voice Vote:</b>	<b>Ayes:</b>	<b>Unanimous</b>
	<b>Nays:</b>	<b>None</b>

**MOTION APPROVED**

**UNFINISHED BUSINESS**

**A. Second Reading Vehicle Related Uses**

**Motion by Carcone, second by Fletcher  
To table until the next regularly scheduled Board meeting in February.**

<b>Voice Vote:</b>	<b>Ayes:</b>	<b>Unanimous</b>
	<b>Nays:</b>	<b>None</b>

**MOTION APPROVED**

**NEW BUSINESS**

**A. AP-11-12 Asbury Hill Condominium PD- Preliminary Review**

Mr. Doozan reviewed the McKenna Associates memo dated December 23, 2011. Mr. Doozan explained that the recommendation is to approve the preliminary plan of the Asbury Hill Planned Development and recommend that the applicant be required to

allocate bicycle path construction funds to the bicycle path and sidewalk development fund.

There was brief discussion regarding open space, the original plan and the current plan. Trustee Hicks felt it was a good transition but did not like the setbacks. Trustee Hicks questioned the decks. Mr. Healy responded that the decks would be built within the building envelope.

Treasurer Carcone commented that she couldn't wait for the shovel to go in the ground. The whole area is cleaned up and is looking great.

**Motion by Carcone, second by Dolan**

**To approve AP-11-12 Asbury Hill Condominium Planned Development Preliminary Plan Review as submitted in the McKenna letter dated 12/23/11. The monies for the bicycle path will go into the sidewalk/bicycle path fund as deemed by our Engineer.**

**Voice Vote: Ayes: 5**

**Nays: 1**

**MOTION APPROVED**

**B. AP-11-20 ZBA Review Text Amendment**

Mr. Doozan reviewed the McKenna Associates memo dated December 23, 2011. He explained that the amendment is proposed to clarify when an applicant is eligible to be put on the ZBA agenda to seek variances.

**Motion by Carcone, second by Hicks**

**To approve the first reading of the amendment to the Zoning Ordinance regarding the Zoning Board of Appeals as stated in the McKenna letter dated 12/23/11.**

**Voice Vote: Ayes: Unanimous**

**Nays: None**

**MOTION APPROVED**

**C. Resolution Approval for New Precincts**

Clerk Cash explained that once the Census information came in the Election Commission looked at the boundaries to split the precincts. They came up with two new precinct locations that need to be approved by this Board for the Bureau of Elections. The locations are Fire Station #1 and Sharon J. Hardy Elementary School.

**Motion by Cash, second by Hicks**

**To approve by Resolution two new polling locations in Lyon Township as**

**Fire Station #1, 58800 Grand River in New Hudson, 48165 and the Sharon J. Hardy Elementary School at 24650 Collingswood, South Lyon, 48178 will be added to our 3 existing precinct locations.**

**Roll Call Vote:      Ayes:            Dolan, Hemker, Cash, Hicks, Carcone, Fletcher  
                             Nays:            None**

**MOTION APPROVED**

**D.      Amended Utility Fee Resolution**

Mr. Quinn explained that the resolution is reviewed every January. He explained that the REU rates are increasing by the 11 Bond Index.

**Motion by Carcone, second by Hicks**

**To approve the Resolution of the Township Board Adopting the Amended Utility Fee Schedule as presented by our attorney with a correction of “Township Engineer” replacing “Giffels”.**

**Roll Call Vote:      Ayes: Hicks, Carcone, Cash, Hemker  
                             Nays: Fletcher, Dolan**

**MOTION APPROVED**

**E.      Miss Dig Sanitary Sewer Staking Contract**

Ms. Zawada reviewed the CES memo dated December 20, 2011. She explained that the low bidder was Utility Resource Group, LLC. She recommended that the Township enter into an agreement with Utility Resource Group, LLC to provide sanitary sewer Miss Dig staking and clearing services.

**Motion by Fletcher, second by Carcone**

**To approve the independent contract agreement for Miss Dig staking services for the sanitary sewer system to be awarded to Utility Resource Group, LLC per the contract presented to the Board on 1/3/12.**

**Roll Call Vote:      Ayes: Fletcher, Cash, Dolan, Carcone, Hicks, Hemker  
                             Nays: None**

**MOTION APPROVED**

**F.      Resolution to adopt 2012 Poverty Exemption Guidelines**

Clerk Cash explained this is a housekeeping issue to adopt the poverty guidelines for the Township. There was brief discussion as to how someone proves what his or her

assets are.

**Motion by Fletcher, second by Cash**

**To approve the Resolution to adopt the policy relative to the review and granting of poverty exemptions by the Lyon Township Board of Review for 2012.**

**Roll Call Vote: Ayes: Cash, Fletcher, Hicks, Carcone, Dolan, Hemker  
Nays: None**

**MOTION APPROVED**

**ADJOURNMENT**

**Motion by Carcone, second by Dolan**

**To adjourn the Regular Meeting of the Board of Trustees at 8:00 p.m.**

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

**MOTION APPROVED**

The Board of Trustees meeting was adjourned at 8:00 p.m. due to no further business.

Respectfully Submitted,

*Kellie Angelosanto*

Kellie Angelosanto  
Recording Secretary

*Michele Cash*

Michele Cash  
Clerk