

Charter Township of Lyon
Board of Trustees
Regular Meeting Minutes
September 4, 2012

Approved: October 1, 2012

The meeting was called to order by Supervisor Young at 7:00 p.m.

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

Absent: Brent Hemker, Trustee

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 August 6, 2012
Approval of Disbursements
Building Department Report for July 2012
Fire Department Reports for July 2012
Zoning Reports for August 2012
Engineering Reports for September 2012
Acceptance of Month-to-Month Lease between the Charter Township of Lyon and Civil
Engineering Solutions, Inc. beginning September 5, 2012

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

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

MOTION APPROVED

ANNOUNCEMENTS & COMMUNICATIONS

Randy Clark and Phil Wiepert explained that they are requesting to have the Pumpkifest parade route the same as last year. Lyon Trail has been notified and agrees with the route. Ms. Shirley Baker questioned if there would be volunteers in order to keep the parade watchers in line, out of the line of parade marchers. Mr. Clark explained that there are 30 volunteers but that the entire route could not be paroled.

Clerk Cash reminded residents to vote tomorrow in the Special Primary, Wednesday, September 5th, 2012.

Steve Green, 63 Petoskey, New Hudson MI – He offered his assistance to the Township regarding medical marijuana ordinance.

Treasurer Carcone reported that the last day to pay taxes without penalty or interest is September 14th.

CALL TO THE PUBLIC - None

REPORTS

DDA – Ms. Aniol reported that Automation Alley has nominated Prat Miller, a local business in the Township for the Technology Company of the year. She also announced that a company has put Lyon Township in the running for a relocation/expansion of a self-riveting system. If the business comes to Lyon Township it will be a 68 million dollar investment as well as adding 158 new jobs to the area.

Fire – Chief McClain reported there has been two employees promoted to sergeant, a basic EMT class begins on 9/5/12 and he will start the process of hiring 6 new employees. There have been no major incidents in the Township but 3 assists in Green Oak Township and Brighton. He will be bringing a social media policy to the Board for approval.

Sheriff – Sheriff Venus gave an update regarding the recent B & E's in the Township.

Planning Commission – Trustee Dolan reported that a public hearing was held regarding a new vehicle service center. There were a few people who commented with concerns regarding the noise level.

ZBA – None

Park & Advisory Board - Trustee Fletcher explained that he would update as the agenda progressed.

APPROVAL OF AGENDA

Supervisor Young added Comcast Internet Service Discussion to the agenda.

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

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

MOTION APPROVED

UNFINISHED BUSINESS

A. Second Reading Zoning Map Amendments No. 153-12, Cambrian of Lyon Rezoning Ordinance

Mr. Doozan explained there has been no change since the last meeting and recommended approval of the 2nd reading

**Motion by Carcone, second by Hicks
To amend the Zoning Ordinance Map Amendment No.153-12 for the Cambrian of Lyon Rezoning Ordinance parcel ID 21-25-100-023**

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

MOTION APPROVED

B. Appointments to the Parks and Recreation Advisory Board

Trustee Fletcher explained that he would be appointing 3 new members for a total Board of 9 members.

**Motion by Fletcher, second by Carcone
To appoint Jennifer Urtel to the Parks & Recreation Advisory Board for a 2-year term expiring on 8/31/14.**

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

MOTION APPROVED

**Motion by Fletcher, second by Hicks
To appoint Paul Peters to the Parks & Recreation Advisory Board for a 1-year term expiring on 8/31/13.**

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

MOTION APPROVED

Motion by Fletcher second by Hicks
To appoint Nancy Kessler to the Parks & Recreation Advisory Board for a 1-year term expiring on 8/31/13.

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

MOTION APPROVED

There was brief discussion regarding the possible meeting dates. Trustee Fletcher also reported that there was a great kickoff meeting for the community center meeting. He explained that a survey is being considered for polling residents regarding a community center.

NEW BUSINESS

A. Revision involving Wetland and Watercourse Setbacks, AP-12-22

Mr. Doozan reviewed the McKenna Associates memo dated 8/14/12. He explained that the revisions would accomplish the following objectives:

1. Eliminate the 50-foot building and construction wetland and watercourse setback in the Zoning Ordinance that applies to non-residential uses.
2. Eliminate the comparable 50-foot setback in the Subdivision Regulations.
3. Set forth the purposes for the remaining 25-foot wetland and watercourse setback that applies to residential and non-residential uses.

There was brief discussion as to what initiated the change.

Motion by Fletcher, second by Cash
To approve the first reading revisions to the Zoning Ordinance 36-02 involving wetlands and setbacks including the McKenna Associates memo dated 8/14/12.

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

Annette Gordon, 22858 St. Andrews Drive– She asked for an explanation regarding the changes. Mr. Doozan explained the changes. Ms. Gordon asked that the Board consider extending the setbacks.

MOTION APPROVED

B. Water Main Connection to Township Hall

Ms. Zawada explained that the Township Hall has lost water service in the past due to issues with the well. She reviewed the connection costs that would be incurred for the Township to connect to the public water main system.

Concerns were discussed about waiting to make a decision until the budget has been reviewed. The Board is in favor of connecting to the public water system but they will wait to make a final decision until budgeting for the next year.

C. Request for Administrative Assistance for Fire Chief

Chief McClain explained his need for an administrative assistance. He is recommending Erin Welch for the position. She has extensive relevant experience from her years of service with the City of South Lyon Fire Department and is familiar with the fire records management reporting system. Ms. Welch is also available to work a flexible part-time schedule. The position would be for approximately 24 hours per week at \$12.00 per hour.

The Board is in favor of hiring Ms. Welch but would like to review the budget before making a final decision.

D. REU's retained on Foreclosed Properties

Supervisor Young reviewed the memo and spreadsheet dated 8/27/12, which showed the amount of REUs that will be removed from the properties listed and put into the Township pool if approved.

Motion by Carcone, second by Hicks

To adopt Resolution of Policy to withdraw residential equivalent units from delinquent special assessment district parcels.

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

MOTION APPROVED

E. Lyon Township Rate Study

Motion by Carcone, second by Cash

To table the Lyon Township Rate Study due to the consultant not being present.

Voice Vote: Ayes: Unanimous

Nays: None
Absent: Hemker

MOTION APPROVED

F. Comcast Proposal

Supervisor Young explained the proposal from Comcast for the Township's Internet service. Mr. Quinn will review the current contract. Trustee Fletcher stated that they are looking for a good faith gesture from the current company that will allow them to consider them as a vendor.

Motion by Carcone, second by Fletcher
To authorize the Supervisor to negotiate with CMC Telecom to reduce the rate by \$50-\$100 per month in order to do an expenditure with Comcast.

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

MOTION APPROVED

ADJOURNMENT

Motion by Cash, second by Hicks
To adjourn the Regular Meeting of the Board of Trustees at 8:23 p.m. and move into Executive Session.

Voice Vote: Ayes: Unanimous
Nays: None

MOTION APPROVED

The Board of Trustees meeting was adjourned at 8:23 p.m. due to no further business.

Respectfully Submitted,

Kellie Angelosanto

Michele Cash

Kellie Angelosanto
Recording Secretary

Michele Cash
Lyon Township Clerk