

Charter Township of Lyon
Board of Trustees
Regular Meeting Minutes
April 1, 2013

Approved: May 6, 2013

The meeting was called to order by Supervisor Young at 7:02 p.m.

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

Absent: John Dolan, Trustee

Guests: 12

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

APPROVAL OF THE CONSENT AGENDA

Approval of the Regular Meeting Minutes of March 4, 2013
Approval of Special Meeting Minutes of February 8, 2013
Approval of Disbursements
Building Department Report for February 2013
Fire Department Reports for February 2013
Zoning Reports for March 2013
Acceptance of Storm Drainage Facility Maintenance Easement Agreement w/Lyon
Ridge Development 2 LLC
Acceptance of Bill of Sale for Water Line and Bill of Sale for Sewer Line from Elkow
Family LLC for Heights of Elkow Farms Units 86 through 116
Acceptance of Bill of Sale for Water Line and Bill of Sale for Sewer Line from Pulte Land
Co., LLC for Pinehurst Phase 2A

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

**Roll Call Vote: Ayes: Carcone, Fletcher, Hicks, Cash, Young, Adams
Nays: None**

MOTION APPROVED

ANNOUNCEMENTS & COMMUNICATIONS

Mr. Rob DeWyre gave a brief presentation updating the Board on the Wellhead Protection Program. He explained that the committee is working on an informational brochure that will be made available to the public. There was brief discussion regarding different ways that the brochure can be made available to residents.

CALL TO THE PUBLIC - None

REPORTS

DDA – Ms. Aniol gave status updates regarding Form Based Code, the Milford Road Improvement Project, an addition to the back of the new way finding signs will be done at a minimum cost and the Sales Force to Sales Force Connection reimbursement. The DDA discussed the possibility of adding Christmas decorations to the light poles downtown. She explained that the International Council of Shopping Centers would have their exhibition at the Novi Suburban Showplace. It will be held in July and the Business Assistance Team will be held on April 11 from 9:00 a.m. -10:00 a.m. Ms. Aniol also reported that Henrob is beginning demolition and clean up at the corner of South Hill and Grand River and Prosper Magazine featured Lyon Township in the current magazine.

Fire – Chief McClain announced that the Water Resource Commission would be flushing the fire hydrants from 4/8-4/11/13. He explained that the nighttime program is going well but he still struggles to fill shifts with available manpower. There have been 3 inquiries on the big red truck but no sale as of yet. He would like to discuss the possibility of a millage for public safety and asked that it be placed on the agenda for next month. He explained that they assisted with a fire in Green Oak Township on Easter Sunday.

Sheriff – None

Planning Commission – None

ZBA – None

Park & Advisory Board – Trustee Fletcher reported the Board if working on finalizing the Master Plan.

APPROVAL OF AGENDA

The following items were added under New Business:

- C. Settling Tank for Woodwind well
- D. Extending water to North of I-96 – Milford request
- E. Thermal Imaging Cameras
- F. Memo of Understanding
- G. Contract Mowing

Comments were given regarding the lateness and lack of information provided with these additions.

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

**Voice Vote: Ayes: 5
 Nays: Fletcher**

MOTION APPROVED

UNFINISHED BUSINESS

A. Recommendation of OSR Liaisons

Ms. Aniol reviewed her memo dated April 1, 2013. She explained that the liaison would serve as the primary point of contact between the county and township officials and staff. The county's liaison to Lyon Township is Jim Keglovitz. He will act as an advocate for the township with other county departments and agencies. She reviewed the tasks that will be associated with being the township liaison.

Supervisor Young mentioned two people that have volunteered their services. No action was taken on this item. The Board felt that roles needed to be defined further.

B. EQ Lid for WWTP

Ms. Zawada explained that the recommendation is for an aluminum lid for a total price of \$254,400. This will provide odor control and help with permit limits in the wintertime.

**Motion by Fletcher, second by Adams
To approve the bid to install an aluminum lid from Solberg-Knowles in an amount not to exceed \$254,400 per the memo from Highland Treatment Inc. dated March 22, 2013.**

**Roll Call Vote: Ayes: Adams, Young, Cash, Carcone, Hicks, Fletcher
 Nays: None**

MOTION APPROVED

**C. Second Reading Orchards of Lyon II Final Planned Development
 Amendment (AP-12-40a)**

Mr. Doozan reviewed the McKenna Associates memo dated March 14, 2013. There is

no change from last month. He explained this is actually the first reading not the second reading.

Mr. Donofrio explained the issues with the roads. He confirmed that Village Way is now a public road.

Motion by Cash, second by Hicks

To approve the first reading of Planned Development for Orchards of Lyon II. Which includes the Planned Development Agreement, Planned Development Plans, Condominium Master Deed and Bylaws, and Condominium Subdivision Plan (Exhibit B), subject to review and approval by the Township Attorney.

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

MOTION APPROVED

NEW BUSINESS

A. Lyon Township Industrial Pre-Treatment Agreement with Henrob

Ms. Zawada explained the process for the Industrial Pre-Treatment. She explained that it is an undertaking, which will require among other things annual reports to the State. Mr. Quinn explained that Henrob has signed the agreement.

Trustee Fletcher questioned the escrow amount and Mr. Quinn explained once the escrow reaches the certain level close to the \$20,000.00 then Henrob would be advised to submit the next \$20,000. Henrob has agreed that it will probably take \$40,000.00 to complete it.

Motion by Hicks, second by Cash

To enter into the development of the Pre-Treatment Agreement with the Henrob Corporation per the form provided.

**Roll Call Vote: Ayes: Fletcher, Hicks, Cash, Adams, Carcone, Young
 Nays: None**

MOTION APPROVED

B. Township Server Upgrade

Supervisor Young briefly reviewed the 3 estimates but explained that a representative could not be at the meeting tonight.

**Motion by Fletcher, second by Adams
To table until representation can be present.**

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

MOTION APPROVED

C. Settling Tank

Ms. Zawada explained that a settling tank was not installed at the time of installation of the Woodwind Well. As the population increases the arsenic levels are rising. The sludge is land applied on farm fields and if the levels get to a certain level then it has to be land filled which is 16x's the cost of land applications. Mr. Dowson would like to install the settling tank this month or next month and have it installed before the next sludge haul. The developing cost is a not to exceed \$10,000.

Trustee Fletcher felt that more information was needed before approving such a cost. Ms. Zawada explained that it might be possible for Mr. Dowson to delay the sludge removal as well.

**Motion by Cash, second by Adams
To table the settling tank until the meeting in May.**

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

MOTION APPROVED

D. Milford Water Main Request

Supervisor Young explained that Milford is interested in servicing property with water in order to add a development at one of the main intersections.

Ms. Nikki Jefferies stated that there is not a capacity issue right now but eventually the New Hudson and South Hill Well will need to be used.

The Board requested more information regarding what would go on that site before agreeing to any kind of agreement.

E. Thermal Imaging Cameras

Chief McClain explained the need to replace the thermal imaging cameras. He explained that the current models are 11 years old and there are no parts or servicing available now. The cost for two new cameras is \$17,005 and it is a budgeted amount.

Motion by Adams, second by Carcone

To allow Chief McClain to purchase the thermal imaging cameras as recommended and the purchase will be contained within his budget.

**Roll Call Vote: Ayes: Young, Fletcher, Carcone, Hicks, Adams, Cash
Nays: None**

MOTION APPROVED

F. Memo of Understanding

Chief McClain explained that he met with South Lyon and explained how hard it is to get employees on a paid on call environment. This type of employment would respond to a limited number of emergency calls and guidelines will be provided.

The Board agreed with the agreement contingent upon the final document.

Motion by Fletcher, second by Adams

To authorize the Chief, Attorney and Supervisor to talk with South Lyon regarding the Memo of Understanding.

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

MOTION APPROVED

G. Mowing Bid

Supervisor Young explained that the Total Lawn Care Inc. is the same contract as the Township had last year. Total Lawn Care went over and above and did an exemplary job. He asked if the Board wanted to renew with Total Lawn Care Inc. and explained that there are no price increases.

Motion by Fletcher, second by Adams

To extend Total Lawn Care Inc. contract through 12/15/13 at prices as outlined amending areas A2 and A3 to exclude from weekly mowing but may be asked to be mowed at Supervisor request.

Roll Call Vote: Ayes: Hicks, Adams, Carcone, Fletcher, Young
 Nays: Cash

MOTION APPROVED

ADJOURNMENT

Motion by Carcone, second by Fletcher
To adjourn the Regular Meeting of the Board of Trustees at 8:53 p.m. and
move into Executive Session.

Voice Vote: Ayes: Unanimous
 Nays: None

MOTION APPROVED

The Board of Trustees meeting was adjourned at 8:53 p.m. due to no further business.

Respectfully Submitted,

Kellie Angelosanto

Kellie Angelosanto
Recording Secretary

Michele Cash

Michele Cash
Lyon Township Clerk