

Charter Township of Lyon  
Township Board  
Special Meeting Minutes  
November 19, 2013

Approved: December 2, 2013

The meeting was called to order by Supervisor Young at 9:00 a.m.

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

Also Present: Michelle Aniol, DDA Administrator/Economic Development  
Coordinator  
Patrick Sloan, McKenna Associates  
Matthew Quinn, Township Attorney  
Leslie Zawada, Civil Engineering Services  
Doug Berry, Assistant Chief

**CALL TO THE PUBLIC** – None

**APPROVAL OF AGENDA**

Second Reading of the Amended Utility Ordinance and the Resolution adopting Industrial Pre-Treatment Program (IPP) were removed from the agenda.

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

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

**MOTION APPROVED**

**1. Riverwood Estates Final Planned Development Review AP-13-05**

**Representing Riverwood Estates: Wayne Perry, Desine, Inc.**

Ms. Zawada reviewed the CES memo dated 11/14/13. Mr. Sloan reviewed the McKenna Associates memo dated 11/8/13. He recommended revising the minimum setbacks for lots 1-28, he recommended revising it to 30' except lots 10-14 shall be 18'.

Lots 10 and 14 are near 10 Mile Road and the building envelopes are the required 75 feet from the road right of way. This is the only part of the development where the rear yard setback is less than 30 feet.

**Motion by Cash, second by Dolan**

**To approve the Zoning Map Amendment 158-13 and will wait to publish until the closing of the property is complete.**

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

**MOTION APPROVED**

**Motion by Cash, second by Carcone**

**To approve the PD Agreement with the understanding that the purchase agreement will have to be concluded and closed on before the final publishing and signing of the documents as well as the comments made by the planner regarding lots 10-14 having an 18' rear yard setback and subject to the CES letter dated 11/14/13 and the McKenna Associates memo dated 11/8/13.**

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

**MOTION APPROVED**

**2. Request to schedule a public hearing for Industrial Development District**

Ms. Aniol requested a public hearing for the property at 55500 Grand River Avenue. She gave a brief account of the proposed business and explained that 44 new full time positions would be offered over the next 3 years.

**Motion by Cash, second by Hicks**

**To schedule a public hearing for Thursday, December 19, 2013 at 7:00 p.m.**

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

**MOTION APPROVED**

### **3. 2014 Budget Discussion Workshop**

The revenue section of the General Fund was discussed. The rent was raised in the Building Department due to the department taking up more space and the Administration fee was increased due to the amount of work that is done for the Building Department. A 5% increase was given for Township salaries. Supervisor Young also explained that the Health Insurance line was only increased 1% instead of the 15% that was projected.

Treasurer Carcone explained that she may need to increase the Summer Tax Collection line item due to cost increases.

The elections section was briefly reviewed and nothing was changed.

Funds were added to the Safety Town line item. The Business Appreciation Luncheons were briefly discussed. Supervisor Young felt that line item should be in the DDA budget. Mr. Quinn stated it made sense to keep it under one fund.

A two thousand dollar increase was added to the Clerk's department under office equipment for a new computer.

The cemetery section was reviewed and everyone commented how nice it is looking after the repairs and maintenance.

The Fire Department will delineate the 5% wage increases among the employees.

Eighteen meetings were added for the Planning Commission which raised the line item to \$3440.

The total amount for the Drains at Large is \$3311.16.

Trustee Dolan questioned the lights that are out around the Fire Stations and he questioned the DTE incentive that is going on now.

A line item for Road Projects was going to be looked into under Revenue.

A line item for a part time help in maintenance department was added.

A line item was added under the Community Center for interior furnishing/equipment replacement.

The Building Department fund was reviewed and there was some discussion regarding increasing the wages for one of the employees. An evaluation process was also briefly discussed. The line item for Engineering was increased by \$5,000. Contract Inspectors were briefly discussed as well.

The Library Fund, Park Fund and DDA Fund were reviewed. There was discussion regarding setting up a meeting with the Park Committee to organize what should be done with the funds in the Capital Improvement line item. There was brief discussion regarding the possibility of utilizing the Elkow Park.

The Sewer Fund and Water fund were reviewed with no concerns.

## **ADJOURNMENT**

**Motion by Carcone, second by Adams  
To adjourn the meeting at 11:07 a.m.**

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

## **MOTION APPROVED**

The Special Board Meeting was adjourned at 11:07 a.m. due to no further business.

Respectfully Submitted,

*Kellie Angelosanto*

Kellie Angelosanto  
Recording Secretary

*Michele Cash*

Michele Cash  
Lyon Township Clerk