

**Charter Township of Lyon
Downtown Development Authority
And Development Council
Regular Meeting
Tuesday, April 8, 2014**

Chairman Jay Howie called the meeting to order at 7:00 p.m.

Members present: Jay Howie
John Bell
Robert Heidrich
Tamra Ward
Mark Szerlag
Lannie Young

Absent: Vince DeAngelis
Bryan Wallace

Also Present: Chris Doozan, Township Planner
Loren Crandell, Township Engineer

Guests: One (1)

3. Public Discussion Jay Howie introduced discussion on clean up within the DDA District. Mr. Howie has concerns about the trash in the downtown and ring road areas. He will contact the county to see if there are any community service workers available for this clean up.

4. Approval of Prior Meeting Minutes

Tamra Ward made a motion to approve the minutes of the regular meeting of March 11, 2014 as submitted. Robert Heidrich offered support for the motion, which was approved unanimously by those in attendance.

5. Approval of Consent Agenda

Lannie Young made a motion to remove the invoices from Brien's Services from the consent agenda for further discussion. Tamara Ward offered support for the motion, which was approved unanimously.

Lannie Young made a motion to approve the consent agenda omitting the invoices from Brien's Services. Mark Szerlag offered support for the motion, which was approved unanimously by a roll call vote.

Roll call: Ayes: Tamra Ward, Robert Heidrich, Jay Howie, John Bell,

Mark Szerlag, Lannie Young
Nays: None
Absent: Vince DeAngelis, Bryan Wallace

6. Approval of Agenda

Mark Szerlag made a motion to approve the agenda as submitted. Tamra Ward offered support for the motion, which was approved unanimously.

7. Presentations: None

8. Action Items:

A. Old Business

1) Status of Replacement of DDA/Economic Coordinator

Lannie Young reported that an interview committee consisting of himself, Dan Hunter, John Bell, John Hicks and Chris Doozan met and narrowed the field to 6 applicants. Two members of the committee were unable to make the interview meeting. Five of the six applicants will be interviewed this coming Monday. From the six, two candidates for the position will then be interviewed and considered for the position by the members of the DDA.

2) Annual Business Breakfast

John Bell reported on and presented the agenda for the Business Breakfast that the Township is hosting on April 25th. Chris Doozan provided a copy of the invitation that will be sent to the business owners in the area. Invitations to the Breakfast are being both emailed and mailed and Chamber Director Kim Thompson is handling catering arrangements. Food will be provided by Bon A Rose.

B. 1) Update on SAW Grant

Loren Crandell, Township Engineer submitted a report to the DDA on the results of the SAW Grant Application.

Lyon Township received \$515,700 from the MDEQ. The grant funds will cover 90 percent of the costs to design the Township's wastewater treatment plant expansion and prepare an asset management plan for the sanitary sewer system. Lyon Township will be responsible for 10 percent or \$57,300.

2) Total Lawn Care Proposal for Tree Care in the DDA

Chris Doozan presented his written recommendation for tree service in the DDA District. Mr. Doozan stated that Total Lawn Care has provided very positive results in the past and recommends continuing with their services.

Tamra Ward made a motion to approve the Total Lawn Care proposal to fertilize 206 trees at the cost of \$6.00 per tree for a total of \$1236.00. Mark Szerlag offered support for the motion which was approved unanimously, by a roll call vote.

Roll call: Ayes: John Bell, Jay Howie, Robert Heidrich, Tamra Ward, Mark Szerlag, Lannie Young
Nays: None

3) Update on Proposed Developments – Hirata Corporation of America

Chris Doozan reported that the Hirata Corporation of America is a Japanese company that proposes to lease and occupy 134,000 feet of the Ashley Capital building. It will invest \$942,306 in machinery, equipment, furniture and fixtures. The company will create 39 jobs within two years of completion.

9. Reports/Announcements/Updates:

A. Streetlight Maintenance Report

Lannie Young reported that the lights have been replaced and the work is now completed. The damage from the two accidents totaled \$16,000.00 with the insurance company paying \$15,000.00 and the Township covering the \$1000.00 deductible.

B. Lease Revenue Report

Chris Doozan stated that all lease revenues are up to date.

C. Welcome to Lyon Initiative

John Bell will be contacting the Dance Wear Gallery and the newly located UPS Office to arrange a welcome for them. The Saddler will be celebrating its 10th anniversary and possibly something will be done to recognize them.

D. Historic Photo Lending Program

Nothing new to report regarding this program.

E. Building Permits

The Township issued 32 single-family residential building permits in March for a total of 64 new residential building permits this year to date.

F. Board Member Comments/Announcements

John Bell gave an update on the History of Lyon Township book. He also informed the DDA that a \$30.00 check had to be sent to U of M for use of one of the photographs.

10. Committee Information and Updates

