

Charter Township of Lyon
Board of Trustees
Regular Meeting Minutes
February 2, 2015

Approved: **March 2, 2015**

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

Roll Call: Steven Adams
Patricia Carcone
Michele Cash
John Dolan
John Hicks
Sean O'Neil
Lannie Young

Guests: 6

Also Present: Christina Archer, DDA
Patrick Sloan, McKenna Associates
Jennifer Elowski, Township Attorney
Leslie Zawada, Civil Engineering Solutions, Inc.

APPROVAL OF CONSENT AGENDA

Approval of Regular Meeting Minutes of January 5, 2015
Approval of Disbursements
Building Department Report for December 2014
Engineering Report January 2015
Fire Department Reports for December 2014
Zoning Reports for January 2015

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

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

MOTION APPROVED

ANNOUNCEMENTS AND COMMUNICATIONS

Trustee O'Neil reported that there will be a fundraising dinner at Leo's Coney Island on 2/3/15 with 20% of the proceeds to be donated to the Montanez family. Also, at Baker's in Milford a spaghetti dinner will be held for the Montanez family on 2/6/15 with

a raffle/silent auction to be held.

Trustee Hicks provided a flyer regarding The Township of Excellence. He felt it would be worth the effort to pursue it. In 1887 this date was officially named Groundhog Day. In 1997, Scotty Bowman became the first National Hockey League Coach to win 1000 games.

Mr. Bell reported on the new pictures that were hung in the Township Hall. He also provided a brief presentation of the historic importance in the Township.

CALL TO THE PUBLIC - None

REPORTS

DDA - Ms. Archer reported that there were two successful ribbon cuttings that were held. Also, two companies have requested tax abatement and that paperwork is being processed. She reported that the abatement policy is being reviewed at the suggestion of Oakland County. There was a drunk driving incident in the Township where a county sign, tree, fire hydrant and light poles were hit.

Fire Chief – Chief Van Sparrentak reported that the 2015-2018 Sheriff Dispatch contract is upcoming with an 11% increase and he will bring that to the March 2 Board meeting. Also, the specifications for the new rescue are in and there was brief discussion regarding the bidding process. He would prefer to do the 5 year leasing option.

Sherriff – None

Planning Commission – Treasurer Carcone reported that Stoneleigh and Spring Meadows were approved and the façade for the Crossroads Center Mall was discussed.

ZBA – None, there was no meeting.

Park Advisory Board – Trustee Hicks reported that the February meeting was moved to February 26. Amy Allen will place the events in the school calendar. Quotes are being obtained for the equipment needed for disc golf. Current officers were reelected. Winter events were also discussed. Safety Town is finalizing plans. Trustee Hicks also reported that the naming of the park pavilions will be discussed next month.

APPROVAL OF AGENDA

Trustee O’Neil added discussion on developer obligations and possible action to New Business. Trustee Adams requested an update on the salary study.

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

Voice Vote:	Ayes:	Unanimous
	Nays:	None

MOTION APPROVED

UNFINISHED BUISNESS

A. Second Reading Ordinance 01-15; Amendment to the Property Maintenance Code

Ms. Elowski explained that there are no changes from the first reading.

**Motion by Cash, second by Hicks
To approve Ordinance 01-15 known as the Amendment to the Property Maintenance Code Ordinance.**

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

MOTION APPROVED

B. Second Reading Ordinance 02-15 Amendment to Chapter 34 Planning Engineering Design Standards

Ms. Elowski explained that this is a housekeeping item.

**Motion by Cash, second by O'Neil
To approve Ordinance 02-15 known as Amendment to Chapter 34 Planning Engineering Design Standards.**

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

MOTION APPROVED

C. Second Reading Ordinance 03-15 Amendment to Chapter 15 the Design and Construction Standards

Ms. Elowski explained that this is also a housekeeping item.

**Motion by O'Neil, second by Cash
To approve Ordinance 03-15 Amendment to Chapter 15 the Design and Construction Standards.**

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

MOTION APPROVED

NEW BUSINESS

A. Stoneleigh East Final Planned Development; AP-14-33

Representing Stoneleigh East: Andy Milia

Mr. Sloan reviewed the McKenna Associates memo dated January 19, 2015. He explained that it has been proposed to include a \$1000 fine be imposed in the Planned Development Agreement for violation of the construction requirements. Developers would be allowed to construct between the hours of 8:00 a.m. and 7:00 p.m. Monday-Saturday with no construction allowed on Sundays or holidays.

He explained that on February 2, 2015, it was recommended that the Township Board hold the first reading for the purposes of approving the final plans and Planned Development Agreement for Stoneleigh East, subject to the following conditions:

1. The Site Plan (Sheet 2) must be revised to show the 5 ft. and 25 ft. setback on each lot.
2. Note 7 on the Site Plan must be revised to indicate a 10-foot wide asphalt bike path shall be constructed don the south side of Ten Mile Road.

Mr. Milia briefly reviewed the site plan on a power point presentation. He reviewed that the open space between lot 5 and 6 was added with a tree buffer added along with a tot lot and park benches added to the open space. Lots 42-43 have been designed with a larger rear yard setback and benches have been added to the detention area. The street names have also been added to include historical figures in the area. The open space calculations have been updated. They are in agreement with the comments in the McKenna Associates memo. He suggested that the hours of operation be consistent with the ordinance which is 7:00 a.m. to 8:00 pm. and in paragraph 2 of the CES memo he asked if the permits would be required to that specific operation.

Motion by O'Neil, second by Carcone

To move AP-14-33 to second reading subject to the conditions set forth in the McKenna Associates memo dated 1/19/15 and the CES memo dated 1/30/15 and amending the development agreement to reference the hours of work called out in the ordinance. Also, paragraph 2 in the CES memo be modified to include language that permits are required prior to each construction activity.

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

MOTION APPROVED

B. Resolution Concerning Safe Routes to School

Mr. Sloan reviewed the McKenna Associates memo dated January 21, 2015. He explained that on December 20, 2014, a meeting was held to investigate the potential for tapping SR2S funds for pedestrian improvements. Lyon Township, South Lyon, the School District, the Road Commission for Oakland County, SEMCOG, the Michigan Fitness Foundation, and others were represented at the meeting. We learned that there is considerable administrative, coordination and preliminary engineering work to be done to acquire SR2S grant. If the process is followed properly, some meaningful allocation of funds is generally assured.

The resolution that is before the Township Board for consideration on February 2, 2015 acknowledges the potential benefits from the SR2S program and resolves to pursue funding through the program. Furthermore, it calls for the contribution of \$10,000 each from Lyon Township, City of South Lyon and the South Lyon Community Schools to jointly fund the administrative, coordination and preliminary engineering work.

It is believed that the SR2S program is a great opportunity to resolve longstanding pedestrian safety issues in the south part of the Township and City.

Motion by Young, second by Carcone

To approve Resolution 2015-10 to commit \$10,000 for the SR2S application process.

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

MOTION APPROVED

C. RCOC Construction Cost Participation Agreement for Griswold Road Paving

Mr. Crandell reviewed the Giffels Webster memo dated 1/22/15. He summarized the estimated projects, and funding sources for the Griswold Rd. paving project. This estimate is based on the draft Cost Participation Agreement between RCOC and Lyon Township. He noted that Lyon Township's estimated share of Total Construction costs decreased by approximately \$458,000 from their October memo. This is primarily due to increase federal and Tri-Party funding. The total amount for the Township contribution is \$909,849.00.

Motion by Cash, second by Hicks

To give authority to Supervisor Young to move ahead with the Cost Participation Agreement for Griswold Road Paving between 8 and 9 Mile Road.

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

MOTION APPROVED

D. Comcast Franchise Agreement

Ms. Elowski explained the Comcast Franchise Agreement and their formulas/fees.

Motion by Cash, second by Carcone

To strike the 1% and insert ½% on page 6 item 8 peg fees.

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

MOTION APPROVED

E. Potential Grant Applications for Pathways

Ms. Zawada reviewed the CES memo dated January 30, 2015. She explained that she had called a meeting together regarding applying for these pathway grants since the deadline is so soon. There were 3 locations that they were really interested in. She reviewed the 4 grants that are available for recreation. She explained that there are a lot of steps with a deadline of April 1, 2015 for the application. Ms. Zawada explained that she has never completed this type of grant which is why she would charge the hourly rate of \$70.00. Mr. Sloan explained that McKenna Associates fee is \$3500.

Motion by O'Neil, support by Carcone

To authorize CES and McKenna Associates to move forward based on the proposal in the McKenna Associates memo dated January 30, 2015.

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

MOTION APPROVED

F. Developer Obligations

Trustee O'Neil received some complaints from some residents in Woodwind regarding some landscaping and entry way improvement obligations that have not been completed by the developer. Ms. Zawada explained the procedure for bonds. Before the economic downturn, there were hardly any bonds and for the older projects like Woodwind there probably are not any bonds except for the individual homes.

Trustee O'Neil asked that a thorough evaluation be done on all of the current active projects and see them stopped immediately until those developer obligations are made whole. Supervisor Young suggested having some legal discussions before moving forward. Ms. Zawada suggested discussing this further at the next administration

meeting on 2/17/15.

G. Update Salary Survey

Supervisor Young explained that surveys were sent to over 20 communities but currently only 9 communities have responded. They have contacted the remaining communities and encouraged them to respond. They would like to have more responses before moving forward.

Supervisor Young stated he will push to have more information at the March meeting.

ADJOURNMENT

**Motion by Carcone, second by Cash
To adjourn the meeting at 9:05 p.m.**

Voice Vote:	Ayes:	Unanimous
	Nays:	None

MOTION APPROVED

The Board of Trustees meeting was adjourned at 9:05 p.m. due to no further business.

Respectfully Submitted,

Kellie Angelosanto

Michele Cash

Kellie Angelosanto
Recording Secretary

Michele Cash
Lyon Township Clerk