

Charter Township of Lyon
Board of Trustees
Regular Meeting Minutes
August 3, 2015

Approved: **SEPTEMBER 8, 2015**

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

Roll Call: Steven Adams
Patricia Carcone
Michele Cash
John Hicks
Lannie Young

Absent: John Dolan
Sean O'Neil

Guests: 10

Also Present: Chris Doozan, McKenna Associates
Matthew Quinn, Township Attorney
Leslie Zawada, Civil Engineering Solutions, Inc.

APPROVAL OF CONSENT AGENDA

Approval of Regular Meeting Minutes of July 6, 2015
Approval of Disbursements
Building Department Report for June 2015
Engineering Report July 2015
Fire Report June 2015
Zoning Reports for July 2015

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

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

MOTION APPROVED

ANNOUNCEMENTS AND COMMUNICATIONS

Trustee Hicks reported that on this day in 1923 Calvin Coolidge was sworn in as the 30th President of the United States following the death of President Harding who died the day before. Also, on this day 30 years ago, our acting Secretary was married.

CALL TO THE PUBLIC

Karen Schmidt, 56770 McKenzi Lane – Ms. Schmidt explained that her neighbor has an outdoor wood boiler and they are in the process of getting a permit since they did not pull any permits when it was originally put in. It is approximately 10' from her lot line. All winter they have not had fresh air, including emanating into their home with the windows shut. They went as far as to put plastic up and the odor still gets in. Her son has severe asthma and this has increased his issue. She provided some wood boiler fact sheets and an example of an ordinance that other communities have adopted. She confirmed that the Township's Zoning Officer is aware the issue and told her that coming to the Board is her next step. She would like to see the EPA guidelines enforced.

Stephen Emsley, 51824 Eight Mile Road – Mr. Emsley stated that a sign was placed on the wrong property regarding the public hearing that was held at the last Planning Commission meeting. The sign was moved, but then the acreage was wrong and the zoning was wrong. They came out and stapled the correct acreage 5 days before the meeting but the zoning was wrong. The Planning Commission held the public hearing and he felt that the hearing needed to be re-held.

REPORTS

DDA – Ms. Archer reported the DDA is considering a revision to the Roundabout Maintenance Plans. They also invited Ron Campbell, Historic Preservation Architect out to see the 184 year old New Hudson Inn to conduct an assessment of the building due to some work that will be done on the interior of the building. The DDA is interested in supporting an application by them for exterior improvements so they are aware of what can and can't be done. Mr. Campbell will be providing an analysis at the next meeting. She attended the International Convention on Shopping Centers Conferences last week. She was able to get some good information. She attended the grand opening of the new Kroger with Treasurer Carcone in Lyon Township. They were surprised to see a Starbucks location inside the Kroger store. The Summerfest was a great success. The International Ethnic Festival will be on 8/15 and will have a variety of ethnic groups, music and a beer tent at the event.

Fire Chief – Chief Van Sparrentak reported that he has been meeting with Huron Valley Ambulance and the contract is proceeding well and they will be meeting tomorrow. They received 23 applications for the Fire Department Administrative Assistant position they will start interviews probably next week. Two firemen have finished the Blue Card training, which is a national certification. South Lyon Schools is cooperating with the local law enforcement on an active shooter exercise. The Rules and Regulations have been sent to be reviewed by the Township Attorney.

Sherriff – Supervisor Young explained that there is an interim replacement for Mark Venus but he couldn't make it to the meeting tonight.

Planning Commission – Treasurer Carcone gave an update regarding the Planning Commission meetings.

ZBA – Trustee Hicks explained there was no ZBA meeting last month.

Park Advisory Board – Trustee Hicks explained there was no meeting due to lack of a quorum for the Park Advisory Board.

Mr. Doozan gave a brief update regarding Magna. They are moving very fast in terms of getting their building underway. They met today and talked about fast tracking the review process. Mr. Doozan felt that they would be successful in accommodating their needs.

APPROVAL OF AGENDA

Ms. Archer tabled item 11C. under New Business until the County provides further information.

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

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

MOTION APPROVED

PUBLIC HEARINGS

A. Consider Establishing Industrial District Number Nine

Ms. Archer introduced the Industrial District Number Nine which includes 4 parcels of land near the southeast corner of Grand River and South Hill Road.

Supervisor Young opened the Public Hearing at 7:27 p.m. and closed it due to no one wishing to comment.

B. Consider Establishing Industrial District Number Ten

Ms. Archer introduced the Industrial District Number Ten which includes 6 parcels of land in the Quadrants Industrial Research Center located between Grand River and Twelve Mile Road.

Supervisor Young opened the Public Hearing at 7:28 p.m. and closed it due to no one wishing to comment.

UNFINISHED BUISNESS

A. Second Reading of the Decriminalization Amendment Ordinance 10-15

Mr. Quinn explained that the amendment is in its final form.

**Motion by Cash, second by Hicks
To approve Ordinance No. 10-15 known as Decriminalization Ordinance.**

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

MOTION APPROVED

B. Second Reading of the Fire Department – Emergency Service Cost Recovery Ordinance Amendment No. 11-15

Mr. Quinn explained that the second reading is in its final form.

**Motion Cash, second by Adams
To adopt Ordinance No. 11-15 known as the amendment to the Emergency Service Cost Recovery Ordinance**

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

MOTION APPROVED

NEW BUSINESS

A. Consider Establishing Industrial District Number Nine

Mr. Doozan explained that there were a lot of split combinations and he didn't think the parcels that are mentioned here exist anymore but were combined into one parcel ID number.

**Motion by Cash, second by Hicks
To approve Resolution No. 2015-18 establishing Industrial District Number Nine taking into account Mr. Quinn's changing of the four parcels listed and then at the end "known as" as soon as the new parcel number is provided along with the new legal descriptions.**

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

MOTION APPROVED

B. Consider Establishing Industrial District Number Ten

Mr. Quinn disclosed that he has done some work for this applicant but has no impact on this review.

**Motion by Cash, second by Adams
To approve Resolution No. 2015-19 establishing Industrial District Number
Ten.**

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

MOTION APPROVED

**C. Consider Tax Abatement Application for Streetcar ORV LLC/American
 Expedition Vehicles; Parcel #21-12-452-012**

Item was tabled until the County provides further information.

D. Look Self Storage Rezoning; AP-15-39

Mr. Doozan reviewed the McKenna Associates memo dated July 17, 2015. He further explained that there were no comments from the public at the public hearing. Following deliberation, the Planning Commission recommend to the Township Board approval of the proposed rezoning from I-2, General Industrial, to I-1, Light Industrial.

Mr. Doozan noted that the approval of the rezoning does not give assurance that the site plan, special land use application or anticipated variance request for Look Self-Storage will be approved.

**Motion by Cash, second by Hicks
To approve the first reading of Thomas Lapham, Look Self Storage
rezoning; AP-15-39.**

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

MOTION APPROVED

E. Pumpkin Fest Parade

Supervisor Young briefly reviewed the letter dated July 7, 2015 from Phil Weipert requesting permission to close Pontiac Trail on Saturday, September 26, 2015 from 10:00 a.m. to approximately 11:30 a.m. for the Pumpkin Fest Parade route.

**Motion by Cash, second by Carcone
To approve the Pumpkin Fest Parade route as requested.**

Voice Vote: Ayes: Unanimous
Nays: None

MOTION APPROVED

F. Planning Zoning and Engineering Module (PZE)

Supervisor Young asked that the Board review the quote from BS&A to supply, implement and provide training to assist the Building Department in tracking permits in a BS&A database. He explained that this will be a tremendous timesaver.

Trustee Hicks suggested additional funds for training after the program has been set up.

Motion by Adams, second by Hicks
To approve the Engineering Module, PZE and provides the training for our personnel, with a not to exceed \$5,000.00

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

MOTION APPROVED

G. First Amendment to the 2012 Master Plan for the Charter Township of Lyon

Mr. Doozan provided the draft of the First Amendment to the 2012 Master Plan based on the following five areas in the Township.

1. The Milford Road corridor, between New Hudson and Twelve Mile Road.
2. The Ten Mile Road corridor.
3. The southeast corner of the Township.
4. The Griswold Road corridor.
5. The northwest part of the Township.

Mr. Doozan went on to explain the required procedures for amending the Master Plan, which are dictated by state law. It is a lengthy process, involving several months.

There was brief discussion regarding delaying the review another month to allow additional time for the Board to review.

Motion by Cash, second by Hicks
To authorize the distribution of the First Amendment to the 2012 Master Plan to the entities described in step one of the McKenna Associates memo dated July 28, 2015.

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

MOTION APPROVED

H. Safe Routes to School (SRTS) Discussion and Possible Action

Ms. Zawada gave a brief update to the Township Board of the Safe Routes to School.

She briefly reviewed the costs that are proposed, what is grant eligibility, the Township match, City match, School District match and Road Commission so the monies can be tracked. She anticipates the total project to cost \$770,000. \$413,000 which is grant eligible and with the Township, City and School District match of \$102,000. She explained that the grant money can go up to \$600,000 for three schools so they did add a few items. If those additional items are added, it would increase the Township, City and School District match by \$14,000.00 each.

**Motion by Carcone, second by Hicks
To approve \$116,000 for the Planner and Engineer to continue work for the Safe Routes to School in accordance to the proposal prepared by CES.**

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

MOTION APPROVED

Shirley Baker – Ms. Baker questioned what are the hours of operation for the traffic lights will be? Supervisor Young explained that will be a Road Commission call. Ms. Baker felt it is a great idea.

I. Township Light Conversion

Supervisor Young reviewed the two estimates he received for the light conversions in the Township Hall.

**Motion by Carcone, second by Hicks
To approve Brandon Zirkle for the conversion of the LED fixtures in the amount of \$12,934.00 as submitted.**

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

MOTION APPROVED

J. Purchase Agreement for Parcel 21-31-400-034

Treasurer Carcone provided a purchase agreement for the Ruggerio parcel that the Township got back from tax sale. It has a remaining principal balance and special assessment. An offer was received from Lewis Klein Properties.

Supervisor Young explained that he is in full support of this purchase agreement.

Motion by Hicks, second by Carcone

To have the Supervisor and Clerk sign the purchase agreement in the amount of \$1,550,000.00 for parcel 21-31-400-034

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

MOTION APPROVED

ADJOURNMENT

Motion by Cash, second by Carcone

To adjourn the regular meeting at 8:35 p.m.

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

MOTION APPROVED

The Board of Trustees meeting was adjourned at 8:35 p.m. due to no further business.

The Board moved into Executive Session to discuss pending litigation.

Respectfully Submitted,

Kellie Angelosanto

Michele Cash

Kellie Angelosanto
Recording Secretary

Michele Cash
Township Clerk