

Charter Township of Lyon
Board of Trustees
Special Board Meeting Minutes
February 17, 2016

Approved: **March 9, 2016**

The meeting was called to order by Supervisor Young at 5:00 p.m.

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

Guests: 8

Also Present: Jennifer Elowsky, Township Attorney
Leslie Zawada, Civil Engineering Solutions, Inc.

CALL TO THE PUBLIC - None

APPROVAL OF AGENDA

Trustee Adams wanted to add discussion of the Master Plan to the agenda. Ms. Elowsky recommended waiting to discuss that at a regular Board meeting when the Township Planner would be present.

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

**Voice Vote: Ayes: 6
Nays: Adams**

MOTION APPROVED

A. Amendment to the Tobacco Products Ordinance

Supervisor Young explained there is a tenant building in the Township and it's perfectly legitimate but the problem is that residents are concerned with vapor products. There is no state or federal law that prohibits under age children being able to purchase this.

The location of the store is very close to several schools.

Ms. Elowsky explained the process of this emergency ordinance.

**Motion by O'Neil, second by Cash
To adopt ordinance 02-16 Amendment to the Tobacco Products Ordinance.**

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

MOTION APPROVED

B. Building Project Additional Scope of Work

Ms. Zawada referenced the CES memo dated February 12, 2016 memo which provided an overview of the additional scope of work. The additional work included the re-do of the entire counter, lighting above counter, remove the wall covering in the board room and conference room and finish with paint. The total price for this work is \$48,145.00.

Prices for improvements in the basement total \$38,377.00.

The bids for the furniture replacement will be available at the March 9th Board meeting.

The Board members discussed various portions of the bids.

**Motion by O'Neil, second Carcone
To approve the estimate for the upstairs level of work not to exceed \$40,000 and to be paid for out of the General Fund contingencies and the basement work not to exceed \$47,000 paid for by the Building Department fund.**

**Roll Call Vote: Ayes: Carcone, Cash, Dolan, O'Neil, Hicks, Young
Nays: Adams**

MOTION APPROVED

Shirley Baker – She asked if the library will still be able to store their books in the basement portion once it is finished. Supervisor Young stated he wasn't sure but there is another basement portion under the new addition. Ms. Baker stated it is critical to have storage space for the library.

C. Building Department Furniture Update

Ms. Zawada explained that there were 3 bidders and she will have the information next Wednesday.

D. Legal Consulting Service Discussion

Ms. Elowsky explained that their municipal department decided that they wanted to go out on their own since the larger firm was going in too many different directions and they would like to concentrate on municipal law. She explained they would still like to work for the Township and that nothing would change. She offered a reduction in the current rates. Also, there is currently a flat rate retainer and she is offering to reduce that rate as well.

Motion by Cash, second by Dolan

To approve resolution 2016-08 giving assignment of general legal and prosecution services to Baker and Elowsky PLLC.

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

MOTION APPROVED

Motion by O'Neil, second by Dolan

To authorize the Supervisor and Clerk to move forward with the contract and work out the details.

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

MOTION APPROVED

E. Closed Session – Attorney Client Privilege Information

Motion by Cash, second by Hicks

To recess at 6:07 p.m. and move into closed session.

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

MOTION APPROVED

ADJOURNMENT

**Motion by Cash, second by Carcone
To adjourn the special meeting at 6:07p.m.**

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

MOTION APPROVED

The Board of Trustees meeting was adjourned at 6:17 p.m. due to no further business.

Respectfully Submitted,

Kellie Angelosanto

Kellie Angelosanto
Recording Secretary

Michele Cash

Michele Cash
Lyon Township Clerk