

LYON TOWNSHIP BOARD

Monthly Board Meeting – March 24, 2021

Lyon Township implemented teleconferencing options for this meeting for compliance.

Conference Dial in Number: 1-602—580-9376, Access Code #: 4583082#

Meeting called to order 6:00 pm

Pledge of Allegiance recited

Present on conference call: Clerk Schnell, Treasurer Grier, Trustee Carlson and Trustee Tomak. Also present on conference call were: Cheryl Holiday (Houghton Lake Resorter), Fire Chief Cleeves, Bryan Jeske (Roscommon County Road Commission), Brian Cook (HLUA) and 3 members of the public. Absent was Supervisor Koenigbauer

- Motion by Carlson supported by Grier to appoint Schnell to conduct the meeting in the absence of the Supervisor. All in favor, Motion Carried
- Opened meeting with holding the Fiscal Year 2021/2022 Public Budget hearing. Schnell read through budgeted revenues by department as well as expenditures, ending in a balanced budget of estimated revenues and expenditures in the amount of \$2,138,509.00. No public comment when asked.
- Motion by Grier supported by Carlson to approve the agenda.  
Yeas: 4. Nays: 0. Motion Carried.
- Motion by Carlson supported by Grier to accept minutes of the Regular Board Meeting dated February 17, 2021, Budget Meetings dated February 18, 2021; February 25, 2021; March 4, 2021; and March 10, 2021, Special Meeting dated February 4, 2021 and the Work Session dated March 17, 2021. Yeas: 4. Nays: 0. Motion Carried
- Motion by Schnell supported by Tomak to pay the Vendors in the amount \$42,351.69 from February 13, 2021 through March 22, 2021 and to approve payroll in the amount of \$28,956.65 for pay periods from February 16, 2021 through March 15, 2021.  
Roll Call: Schnell Yes, Grier Yes, Carlson Yes. Tomak Yes. Motion Carried.
- Motion by Carlson supported by Schnell to accept the treasurer's report dated February 28, 2021 as presented. Yeas: 4. Nays: 0. Motion Carried

**NEW BUSINESS:**

- Motion by Grier supported by Carlson to approve Resolution 2021-002, General Appropriations Act for Fiscal Year 2021/2022 as presented.  
Roll Call: Schnell Yes, Grier Yes, Carlson Yes, Tomak Y Motion Carried
- Motion by Schnell supported by Grier to approve Resolution 2021-003, TCF Bank as a Depository for the Tax Collection and Trust and Agency Accounts for Lyon Township as presented for Fiscal Year 2021/2022.  
Roll Call: Schnell Yes, Grier Yes, Carlson Yes, Tomak Yes Motion: Carried

- Motion by Carlson supported by Grier to approve the Agreement Establishing a Summer Tax Collection and Schedule for Delivery of Such Tax Collections, made on January 5<sup>th</sup>, 2021 between RAPS and Lyon Township as presented.  
Roll Call: Schnell Yes, Grier Yes, Carlson Yes, Tomak Yes Motion: Carried
- Motion by Schnell, supported by Tomak to approve the meeting dates as presented for the FY 2021/2022 for Township Board meetings, Township Board Work Sessions, Board of Review meetings, Planning Commission meetings, Recreation Committee meetings, Budget Calendar meetings. Yeas: 4. Nays: 0. Motion Carried
- Motion by Carlson, supported by Tomak to approve as presented the Employee Pay Rates and Meeting Pay Rates for FY 2021/2022.  
Roll Call: Schnell Yes, Grier Yes, Carlson Yes, Tomak Yes Motion: Carried
- Motion by Grier, supported by Schnell to approve as presented the Holiday Closure dates for Fiscal Year 2021/2022 Yeas: 4. Nays: 0. Motion Carried
- Motion by Schnell, supported by Carlson to request Roscommon County Road Commission to have a traffic study performed on W. Higgins Lake Dr. in the 45mph section in Lyon Township, in response to complaint by Roger Weiss to have it lowered to 35mph. Yeas: 4. Nays: 0. Motion Carried
- Motion by Grier, supported by Tomak to approve the Agreement for Local Road Improvement for Lyon township with Roscommon County Road Commission as presented, in the amount of \$77,899 road millage and \$47,935 allocation.  
Roll Call: Schnell Yes, Grier Yes, Carlson Yes, Tomak Yes Motion: Carried
- Motion by Grier, supported by Grier to table the discussion and motions for the 2-year contracts for the Trade Inspectors Yeas: 4. Nays: 0. Motion Carried
- Motion by Carlson, supported by Tomak to approve the hiring of Joshua Stabinski in the role of Zoning Administrator for Lyon Township, with a bi-monthly salary of \$160.01.  
Roll Call: Schnell Yes, Grier Yes, Carlson Yes, Tomak Yes Motion: Carried
- Motion by Grier, supported by Schnell to approve the hiring of Joshua Stabinski in the role of Ordinance Officer for Lyon Township, at a pay rate of \$14.00/hour with hours and schedule as needed.  
Roll Call: Schnell Yes, Grier Yes, Carlson Yes, Tomak Yes Motion: Carried
- Motion by Grier, supported by Tomak to approve the budget amendments as stated on the Budget Amendment Statement dated March 24, 2021.  
Roll Call: Schnell Yes, Grier Yes, Carlson Yes, Tomak Yes Motion: Carried
- Motion by Carlson, supported by Grier to approve the appointment of Lenette Tomak as a trustee with additional duties to perform the receptionist position and at \$11.50 for up to 30 hours per week for the fiscal year April 1, 2021 thru March 31, 2022.  
Roll Call: Schnell No, Grier Yes, Carlson Yes, Tomak Yes Motion: Carried

**Correspondence:** email from Daniel Boggs Architect LLC requesting parcel split and parcel combination. Board will address at next work session

**DEPARTMENT REPORTS:**

**W. Cleeves,** Fire Department: 10 runs for the month, looking to have a Citizen's Academy this fall

**Carlson:**

Cemetery: opens April 1<sup>st</sup>

Maintenance: started clean up in Cemetery this week, followed by the Hall, Park 27, and finish with other two parks. Will be looking into repairs of tennis court as soon as installer is back from Florida.

Planning Commission: Will have their first meeting on May 3, 2021 to establish officers, and possibly hold a public hearing concerning rezoning of the old Dentist's office.

Recreation Committee: will meet second week of April, have a possible new committee nominee (Rory Gnatkowski). Will also be discussing Fourth of July parade, and lining up talent for the Summer Concert series.

**Tomak:** Library - no meeting due to Covid

**Cook, HLUA:** Approved new policies for access to pumps and grinders, care & use of grinder station, and Collection system construction land use.

**BOARD COMMENTS:**

**Clerk Schnell:** Congratulated board on working together and getting through the new board's first budget.

**Treasurer Grier:** Thanked the board also for the work on the budget. Has balanced with the County on taxes. The only taxes collected here now are personal property taxes, starting to handle delinquencies.

**Trustee Tomak:** Memorial plaque was put up last week at the cemetery in honor of Mrs. Hall, thanked the board for the hard work on the budget.

**Trustee Carlson:** Has taken on the duties of working with Maintenance Department, starting with clean up of cemetery.

**PUBLIC COMMENTS:** Brian Cook stated that all new members on the Board of Review and that they worked well together and everything went seamless. Bill Cleeves thanked the board for their work on getting the budget done. Jason Trautz asked for update on Sewer Project. Carlson stated there is a meeting Friday to look at the draft of articles incorporation.

Motion by Tomak, supported by Grier: to adjourn the meeting. CARRIED

Meeting adjourned at 7:04 pm.

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Doug Schnell, Clerk

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Fred Koenigbauer, Supervisor

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