

Wednesday, August 22, 2018 @ 2:00pm

Location: Green Oak Township
10001 Silver Lake Road
Brighton, MI

MINUTES

2:00 PM

Call to Order

Mr. St. Charles called the meeting to order at 2:14 pm

Roll Call of the Board

Mark St. Charles, Green Oak Township

Ms. Carcone, Lyon Township

Absent

Robert Donohue, City of South Lyon

Chief Collins, City of South Lyon

Also Present

Amy L. Allen, CPRP, SLARA Director

Approval of the Agenda

Motion to approve the agenda by Mr. St. Charles.

Ms. Carcone seconds the motion, motion passes

Approval of July 25, 2018 Meeting Minutes

Motion to approve the July 25, 2018 Meeting Minutes by Ms. Carcone.

Mr. St. Charles seconds the motion, motion passes

Approval of Bills 7/18/18 – 8/14/18

Motion to approve the bills by Ms. Carcone.

Mr. St. Charles seconds the motion, motion passes

Financial Report

- a. Comerica Checking Account (General Fund)
 - a. Balance \$213,127.55
- b. Flagstar Primary Checking Account (General Fund beg. 7/1/18), 0.7% Interest Rate, **increased from 0.6% on 7/27**
 - a. Balance \$158,393.76
- c. Flagstar Capital Improvements Fund, 1.4% Interest Rate, **increased from 1.25% on 7/27**
 - a. Balance - \$398,408.17
- d. Old National 12-month CD, 1.73% Interest Rate
 - a. Maturity Date 12/16/18
 - b. Balance \$253,393.48

Motion to approve the financial report as presented by Mr. St. Charles.

Ms. Carcone seconds the motion, motion passes

Correspondence

None

“Call to the Public”

None

I) Old Business

1. SLARA Office Updates

a. SLARA Staff Meeting Minutes

Mrs. Allen shared with the board that Mr. Stanley has found a new tennis instructor that will allow us to host lessons during the fall and winter. The staff discussed a first draft of rental forms for the Multipurpose Room and also discussed job descriptions for Site Supervisors for the rentals.

b. SLARA Open House Event

Mrs. Allen handed out a event flyer for an open house on Monday, August 27th from 6 – 8 pm at the Griswold building. SLARA is working with Matcats to host this event. The Kensington Chamber will be presenting a Ribbon Cutting Ceremony. There will be food, games, prizes and more! Free event for the community.

c. SLARA Wifi / Matcats

Mrs. Allen presented the board with an offer from Matcats. Matcats would like to utilize the SLARA wifi for their parents during practice nights and offered to pay 1/3 of the SLARA internet bill to allow this. The board felt this was a fair offer and directed Mrs. Allen to bill Matcats monthly for this service. Mrs. Allen has discussed this with the SLARA IT consultant and a separate wifi network is in place so that there are no issues with sharing wifi with the SLARA server.

2. Member Updates

Lyon Township – *The South Well for Lyon Township was approved by the MDEQ. Lyon Township has officially taken over water billing from Oakland County and will soon be joining the billing for water and sewer. Elections went well and the township is currently collecting taxes.*

Green Oak – *The township is continuing work on the new Police Station and the tentative move in date of November still seems likely. Paving for the station will take place after school is back in session. PFAS water levels for Green Oak tested at acceptable levels by the DEQ. SELCRA has hired a new director and they will be starting in early September.*

II) New Business

1. Consider Resolution 18-008, Resolution to Close Comerica Checking Account and Deposit Funds into Flagstar Capital Improvements Fund

Motion by Mr. St. Charles, second by Ms. Carcone

Resolution 18-008, Resolution to Close Comerica Checking Account and Deposit Funds into Flagstar Capital Improvements Fund on or after September 20, 2018

Roll Call Vote: **Ayes:** **Mr. St. Charles, Ms. Carcone**
 Nays: **None**
 Absent: **Mr. Collins and Mr. Donohue (South Lyon Representatives)**

MOTION APPROVED

2. Consider Resolution 18-009, Resolution to set Recommended Municipality Contributions for the 2019-2020 FY Budget

Motion by Mr. St. Charles to table this item until the September board meeting.

Ms. Carcone seconds the motion, motion passes.

3. AED Purchase

Mrs. Allen presented the board with information about a recommended AED unit. Since the SLARA will now be offering onsite programming she feels strongly that there should be an AED unit onsite if needed. She talked with Lyon Township Firefighter, Lt. Sturos and he recommended a Physio-Control brand AED. This is the same brand that Lyon Township utilizes and Huron Valley ambulances which are all possible first responders to the Griswold location. Mrs. Allen contact the Matcats who also are housed in the Griswold building and they would be willing to split the cost if the unit was placed in the Commons Area so it can be used by anyone onsite during any of the SLARA or Matcats programs.

Motion by Ms. Carcone to approve the purchase of an AED Unit as presented by Mrs. Allen with the condition that half the cost of the unit is reimbursed by Matcats.

Mr. St. Charles seconds the motion, motion passes.

4. Staff CPR/AED Training

Mrs. Allen discussed the need for training for the new AED unit for all SLARA employees. She requested that the board allow the staff time during the business day to be trained on CPR and usage of AED's. She recommended that the training date be scheduled in December, ideally the same date that the SLARA traditionally has it's employee holiday luncheon on so that the office is only closed one day during that month. The training would be led by Lyon Township Firefighter, Lt. Nate Sturos and would last approximately 3 hours.

Ms. Carcone recommended that the SLARA invite members of Matcats to also attend the training.

Motion by Mr. St. Charles to close the SLARA office on Wednesday, December 12, 2018 from 8 am until 1 pm to allow for the SLARA Staff to take part in an AED/CPR training and host its annual Holiday Luncheon event.

Ms. Carcone seconds the motion, motion passes.

5. SLARA Staff Holiday Luncheon

This items was discussed under Agenda Item New Business, #4.

6. Legal Council

Mrs. Allen requested a recommendation from the board for a legal opinion for rental forms and paperwork for the new Multipurpose Room. The board recommended utilizing Johnson & Rosati since all three member municipalities utilize their services. Mr. St. Charles will put Mrs. Allen in touch with them.

7. Board Member Comments

None

Adjournment at 3:15 pm

Next Meeting: Wednesday, Sept. 26, 2018 @ 2:00pm

Location: Lyon Township
58000 Grand River Ave.
Lyon Township

Chair Signature

Secretary Signature

Approval Date