



---

## MINUTES

### REGULAR MEETING OF THE LAKE ORION VILLAGE COUNCIL

Monday, February 12, 2024

7:30 PM

Lake Orion Village Hall Council Chambers

21 East Church Street

LAKE ORION, MI 48362

(248) 693-8391 ext. 102

#### 1. Call to Order

The Monday, February 12, 2024 Regular Meeting of the Lake Orion Village Council was called to order in the Lake Orion Village Hall Council Chambers located in the 21 East Church Street, Lake Orion, MI 48362 by President Jerry Narsh at 7:30 PM followed by the Pledge of Allegiance.

#### 2. Pledge of Allegiance

#### 3. Roll Call and Determination of Quorum

Attendee Name	Organization	Title	Status	Arrived
Jerry Narsh	Village of Lake Orion	President	Present	
Teresa L Rutt	Village of Lake Orion	President Pro Tem	Present	
Carl Cyrowski	Village of Lake Orion	Council Member	Excused	
Stan Ford	Village of Lake Orion	Council Member	Present	
Michael Lamb	Village of Lake Orion	Council Member	Present	
Nancy Moshier	Village of Lake Orion	Council Member	Present	
Kenneth VanPortfliet	Village of Lake Orion	Council Member	Present	

#### STAFF PRESENT:

- Village Manager, Darwin McClary
- Village Treasurer/Clerk, Sonja Stout
- DPW Director, Wes Sanchez

**Motion to:** excuse Council Member Carl Cyrowski from the regular Village Council Meeting on February 12, 2024.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kenneth VanPortfliet, Council Member
<b>SECONDER:</b>	Teresa L Rutt, President Pro Tem
<b>AYES:</b>	Narsh, Rutt, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Carl Cyrowski

#### 4. Presentations

#### 5. Call to the Public

Let the record show no public comments were received.

#### 6. Consent Agenda

All items on the Consent Agenda are approved by one vote.

Request to approve the consent agenda with removal of agenda item #1, Request from Planning Commission to provide hard copy meeting packets and agenda item #4, budget amendments for a separate discussion.

<b>RESULT:</b>	<b>ADOPTED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Teresa L Rutt, President Pro Tem
<b>SECONDER:</b>	Stan Ford, Council Member
<b>AYES:</b>	Narsh, Rutt, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Carl Cyrowski

1. Request from Planning Commission to Provide Hard Copy Meeting Packets

**RESOLVED:** Pulled for further discussion.

2. PUD Agreement - West Village PUD at 55 W. Elizabeth

**RESOLVED:** To approve the agreement between the Village of Lake Orion and West Village 55, LLC, for the proposed Planned Unit Development located at 55 W. Elizabeth, conditioned upon the developer providing proof of ownership or control of all land proposed for the development and further conditioned upon the developer remitting a performance guarantee for the cost of infrastructure not to exceed the amount listed in Oakland County permits.

3. Children's Easter Egg Hunt 2024 Resolution # 2024-008

**RESOLVED:** To approve the Special Event Permit Application from the Sons of the American Legion received, January 02, 2024 for the annual Easter Egg Hunt to be held on Saturday, March 30, 2024 from 10:00 a.m. to 11:30 a.m., with the condition that

there shall be no parking in the fire station parking lot or along Anderson Street by event patrons during the event.

4. Budget Amendment

**RESOLVED:** Pulled for further discussion.

5. Receive and File Correspondence from Michigan Downtown Association Dated January 23, 2024

**RESOLVED:** To receive and file the communication from the Michigan Downtown Association dated January 23, 2024, regarding the Lake Orion Downtown Development Authority's recent recognition as the 2023 MDA Best Educational & Promotional Campaign Award recipient.

6. Approval of Village Council Special Meeting Minutes of January 22, 2024

**RESOLVED:** To approve the Monday, January 22, 2024 Special meeting minutes as presented.

7. Approval of Village Council Regular Meeting Minutes of January 22, 2024

**RESOLVED:** To approve the Monday, January 22, 2024 regular meeting minutes as presented.

8. Receive and File January 2024 Police Department Activity Report

**RESOLVED:** To receive and file the January 2024 Police Department Activity Report.

9. Planning Commission 2023 Annual Report & Work Plan

**RESOLVED:** To receive and file the 2023 Annual Report of the Planning Commission Activities and the 2023 Work Plan.

**Removed from Consent for separate discussion.**

10. Request from Planning Commission to Provide Hard Copy Meeting Packets

Packet documents would still be electronic and sent out the Thursday prior to Planning Commission meetings; site plans will be available in the administration office and ready for pickup the week before the Planning Commission meetings.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kenneth VanPortfliet, Council Member
<b>SECONDER:</b>	Michael Lamb, Council Member
<b>AYES:</b>	Narsh, Rutt, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Carl Cyrowski

**RESOLVED:** To authorize administration to provide hard copy meeting packets for the

Planning Commission for those meetings in which packets contain site plans or other documents requiring the Planning Commission to have the ability to view fine details including requesting appropriate number of plan sets from developers for distribution.

11. Budget Amendment

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Lamb, Council Member
<b>SECONDER:</b>	Teresa L Rutt, President Pro Tem
<b>AYES:</b>	Narsh, Rutt, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Carl Cyrowski

**RESOLVED:** To approve the budget amendment requests for various funds in the amount of \$57,444 .

7. Approval of Agenda

**Motion to:** approve the Monday February 12, 2024 Village Council meeting agenda.

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Teresa L Rutt, President Pro Tem
<b>SECONDER:</b>	Kenneth VanPortfliet, Council Member
<b>AYES:</b>	Narsh, Rutt, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Carl Cyrowski

8. Public Hearings

9. Agenda Items for Consideration

*A. Financial Matters*

1. Financial Statements - January 2024

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Teresa L Rutt, President Pro Tem
<b>SECONDER:</b>	Kenneth VanPortfliet, Council Member
<b>AYES:</b>	Narsh, Rutt, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Carl Cyrowski

**RESOLVED:** To receive and file the financial reports for January 2024.

2. Invoice Approval - February 12, 2024

<b>RESULT:</b>	<b>ADOPTED [5 TO 1]</b>
<b>MOVER:</b>	Kenneth VanPortfliet, Council Member
<b>SECONDER:</b>	Teresa L Rutt, President Pro Tem
<b>AYES:</b>	Narsh, Rutt, Ford, Moshier, VanPortfliet
<b>NAYS:</b>	Michael Lamb
<b>EXCUSED:</b>	Carl Cyrowski

**RESOLVED:** To approve February 12, 2024 bills in the amount of \$185,004.01 of which \$18,294.64 are DDA Bills for a net total of \$166,709.37 are approved for payment; and to receive and file the DDA bills.

*B. Other Items*

1. Appointment of Acting Village Manager During Manager's Temporary Absence

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jerry Narsh, President
<b>SECONDER:</b>	Kenneth VanPortfliet, Council Member
<b>AYES:</b>	Narsh, Rutt, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Carl Cyrowski

**RESOLVED:** To approve, pursuant to Section 3.7 of the Village Charter, the Village Manager's designation of Public Works Director Wesley Sanchez as Acting Village Manager during the Village Manager's temporary absence from the village due to vacation for the period of Saturday, February 17, 2024, at 12:01 AM to Saturday, February 24, 2024, at 11:59 PM and to approve an increase in hourly pay of \$11.2105 for 40 hours for the Acting Village Manager during such period.

2. Request from Planning Commission to Eliminate Commission Compensation

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael Lamb, Council Member
<b>SECONDER:</b>	Jerry Narsh, President
<b>AYES:</b>	Narsh, Rutt, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Carl Cyrowski

**RESOLVED:** To adopt the following resolution determining that Planning Commission members shall serve without compensation:

**VILLAGE OF LAKE ORION**

**COUNTY OF OAKLAND**

**STATE OF MICHIGAN**

**VILLAGE COUNCIL RESOLUTION NO. 2024-014**

**A RESOLUTION SETTING THE COMPENSATION OF MEMBERS OF THE VILLAGE OF LAKE  
ORION PLANNING COMMISSION**

**WHEREAS**, Sec. 30.16(C) - PLANNING COMMISSION - MEMBERSHIP of the Village of Lake Orion Code of Ordinances states that Planning Commission members will serve as such with compensation as determined by the Village Council; and

**WHEREAS**, at its regular meeting held on February 5, 2024, the Planning Commission did vote to recommend to the Village Council that Planning Commission members serve without compensation; and

**WHEREAS**, the Village Council acknowledges, and expresses its deep appreciation for, the Planning Commission's selfless dedication and commitment to serving the Lake Orion community;

**NOW, THEREFORE, BE IT RESOLVED** that, in accordance with Section 30.16(C) of the Village of Lake Orion Code of Ordinances, the Lake Orion Village Council does hereby determine that members of the Village of Lake Orion Planning Commission shall serve without compensation effective March 1, 2024.

**10. Call to the Public**

Let the record show no public comments were received.

**11. Council Comments**

Council member Moshier stated she was confused with the agenda because it didn't follow what she had received electronically.

Council member Van Portfliet thanked everyone for the good work and all his questions were directed towards the Village Manager.

Pro Tem Rutt had no council comments.

Council member Ford had no council comments.

Council member Lamb thanked the DPW for patching potholes on his street.

President Narsh thanked the Village Manager on team building and thanked Wes Sanchez for accepting Acting Manager while the Village Manager is away on vacation next week.

## **12. Village Manager Comments**

Village Manager McClary thanked the council for their hard work. He provided updates on the following:

- Police Department staffing update which would include a recommendation to extend the county sheriff contract beyond early March.
- 2024 Dam Safety inspection is due this year and the administration has requested EGLE perform the inspection at no cost to the Village.
- Deputy Clerk/Treasurer recruitment update which includes interviews being completed later this week.
- Municode ordinance recodification project update is in the process of being reviewed by the Attorney and is still several months away from being completed.
- The Village is in the process of trying to set up a meeting with property owners of Park Avenue possible first week in March.
- Village property inventory and mapping project is moving forward.
- Civicplus agenda management system project is moving forward.
- FY 2024-2025 budget preparation is underway and being prepared by department heads.
- 44 East Flint Street parking lot development project has initiated discussions between the Village.
- Short term rental ordinance project has been put on hold.
- Village Manager will be away for vacation next week.
- Oakland County Treasurer office foreclosure prevention program has asked the Village Manager to read the letter to the public.

He also spoke about the upcoming important dates.

## **13. Closed Session Items**

## **14. Reconvene to Open Session**

## **15. Business From Closed Session**

## **16. Adjournment**

**Motion to:** adjourn the Monday February 12, 2024 regular meeting of the Lake Orion Village Council.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Teresa L Rutt, President Pro Tem
<b>SECONDER:</b>	Jerry Narsh, President
<b>AYES:</b>	Narsh, Rutt, Ford, Lamb, Moshier, VanPortfliet
<b>EXCUSED:</b>	Carl Cyrowski

The Monday February 12, 2024 regular meeting of the Lake Orion Village Council adjourned at 8:15 pm.

---

Jerry Narsh  
President

---

Sonja Stout  
Village Clerk

Date Approved: as presented February 26, 2024.