

Wednesday, October 28, 2020 @ 2:00pm
Zoom Video Conference

MINUTES

2:00 PM

Call to Order

Mr. St. Charles called the meeting to order at 2:04 pm

Roll Call of the Board

Mark St. Charles, Green Oak Township

Paul Zelenak, City of South Lyon

Patricia Carcone, Lyon Township

Also Present

Amy L. Allen, CPRP, SLARA Director

*John Pfeffer, Pfeffer * Hanniford * Palka*

*Kristen Pfeffer, Pfeffer * Hanniford * Palka*

Approval of the Agenda

Ms. Allen asked to change New Business Item 7 from Board Member Comments to SLARA Holiday Office Closures and add New Business Item 8 for Board Member Comments. Motion to approve the agenda as amended by Ms. Carcone, seconded by Mr. Zelenak

Roll Call Vote:	Ayes:	Ms. Carcone, Mr. Zelenak, Mr. St. Charles
	Nays:	None
	Absent:	None

Approval of September 23, 2020 Meeting Minutes

Motion to approve the September 23, 2020 Meeting Minutes by Mr. Zelenak, seconded by Ms. Carcone

Roll Call Vote:	Ayes:	Ms. Carcone, Mr. Zelenak, Mr. St. Charles
	Nays:	None
	Absent:	None

Approval of Bills 9/5/20 – 10/9/2020

Motion to approve the bills by Ms. Carcone, seconded by Mr. Zelenak

Roll Call Vote:	Ayes:	Ms. Carcone, Mr. Zelenak, Mr. St. Charles
	Nays:	None
	Absent:	None

Financial Report: AS OF SEPTEMBER 30, 2020

- a. General Fund Cash TOTAL - **\$240,659.58**
 - a. Flagstar Primary Checking Account, 0.7% Interest Rate
\$240,659.58
- b. Capital Improvements Fund Cash TOTAL - **\$575,427.31**

- a. Flagstar Savings Account, 1.39% Interest Rate
\$217,585.39
- b. The State Bank, 360 Day CD, 1.90% Interest Rate, Maturity Date 12/10/2020
\$357,841.92

Correspondence

None

Call to the Public

None

I) Old Business

1. SLARA Office Updates

a. Fall Programming Update

Most programs are wrapping up at this time. The girls youth volleyball league will be starting this Friday. The 55+ class Nichole is teaching is going very well. A second session is starting next week and we are adding a few more fitness classes in the winter targeted at 55+ along with some clubs. Youth soccer ended and went very well.

b. Staffing Update

Mrs. Allen noted that we are utilizing some of our seasonal part time staff again as referees, site supervisors and officials. Mrs. Allen has reached out to Mrs. Stchur and notified her that they expect to bring her back to the office February 1st if there are not changes in school availability. No other staff are expected to be invited back until we know more from the schools.

II) New Business

- 1. Audit Presentation by Pfeffer * Hanniford * Palka**
- 2. Consider Resolution 20-004, to accept the 2019-2020 SLARA FY Audit as presented by Pfeffer * Hanniford * Palka**

Motion by Mr. Zelenak, second by Mr. St. Charles

Resolution 20-004 Resolution to accept the 2019-2020 SLARA FY Audit as presented by Pfeffer * Hanniford * Palka

Roll Call Vote:	Ayes:	Mr. St. Charles, Mr. Zelenak, Ms. Carcone
	Nays:	None
	Absent:	None

- 3. Consider Resolution 20-005, to approve and accept the 2021-2022 FY municipality contribution amounts for SLARA to total \$48,370.24 (City of South Lyon \$22,443.79, Lyon Township \$20,218.76, Green Oak \$5,707.69)**

Motion by Ms. Carcone, second by Mr. Zelenak

Resolution 20-005 Resolution to approve and accept the 2021-2022 FY municipality contribution amounts for SLARA to total \$48,370.24 (City of South Lyon \$22,443.79, Lyon Township \$20,218.76, Green Oak \$5,707.69)

Roll Call Vote:	Ayes:	Mr. St. Charles, Mr. Zelenak, Ms. Carcone
	Nays:	None
	Absent:	None

4. **Consider Resolution 20-006, to approve and accept as presented the Agreement for CARES Act Fund Distributions between Oakland County and South Lyon Area Recreation Authority**

Motion by Mr. St. Charles, second by Mr. Zelenak

Resolution 20-006 Resolution to approve and accept as presented the Agreement for CARES Act Fund Distributions between Oakland County and South Lyon Area Recreation Authority

Roll Call Vote:	Ayes:	Mr. St. Charles, Mr. Zelenak, Ms. Carcone
	Nays:	None
	Absent:	None

5. **SLARA Tricks VS Treats Event Wrap**

Mrs. Allen said that the event went off very well. Lots of great participation. SLARA had 25 outside businesses/groups participate as vendors. Approximately 330 kids participated. Social distancing was not an issue as the entire football field was used and only 50 kids were allowed to register for each half hour session. Kids went home with LOTS of goodies. Parents expressed their thanks for the event and had lots of positive feedback on social media sites afterwards. SLARA may look at doing some sort of Halloween event again next year such as a carnival but would make sure it does not conflict with downtown trick or treating.

6. **The State Bank CD Discussion**

Mrs. Carcone said that rates right now are not that great. She is going to do some research and send it to Mrs. Allen. Mr. Zelenak asked about investing thru Oakland County. Mrs. Allen said she doesn't know much about that and asked if Mrs. Carcone or Mr. Zelenak could point her in a direction for more information. Both had said they would do some research and bring it to the next SLARA meeting.

7. **SLARA Holiday Office Closures**

Mrs. Allen asked the board if she and Mr. Stanley could utilize vacation time on December 28, 29 and 30 and close the SLARA office between Dec. 23 until Jan. 4, 2021. Both full time employees have not been able to utilize vacation time since the summer due to limited staffing and the holiday week between Christmas and New Years is traditionally a very slow time. The board did not have any issues with the office closing during this week as long as it's advertised well in advance. Mrs. Allen mentioned that she also has access to social media and her desktop at home so if anything comes up she can address it right away. Mr. Zelenak inquired if this would delay any payments or billing with SLARA and Mrs. Allen said that most billing is done every other week so she will make sure it's done immediately preceding and proceeding the office closure.

Motion by Mr. St. Charles, second by Mr. Zelenak to close the SLARA office beginning Wednesday, December 23rd at 3 pm and reopening the office on Monday, January 4, 2021 at 9 am.

Roll Call Vote:	Ayes:	Mr. St. Charles, Mr. Zelenak, Ms. Carcone
	Nays:	None
	Absent:	None

8. Board Member Comments

Ms. Carcone informed everyone that construction is still doing on at Lyon Township Hall. The office has been very busy with elections work.

Mr. Zelenak said that South Lyon has been very busy with elections also. Elections are going to be very hard with all the misinformation that is being spread about elections fraud. He has never seen a situation such as this for elections. Work is still being done on a 700,000 gallon water tank in the City.

Mr. St. Charles said that they have also been busy with elections in Green Oak. Over 80% of absentee ballots have been returned so far. They have created 5 separate absentee ballot boards for elections.

Adjournment at 2:51 pm

Next Meeting: Wednesday, November 25, 2020 @ 2:00pm

Location: TBD

Chair Signature

Secretary Signature

Approval Date