

**Village of Pinckney
DDA Meeting
Minutes
Monday, March 4, 2019**

Call to Order: Chairman Pais called the meeting to order at 8:05 pm.

Roll Call:

Bridget Gergel – Absent
Ted Kinczkowski – Present
Richard Mayernik – Present
Christine Oliver – Present
Donald Oliver – Present
Tom Pais – Present
Don Tottingham – Present

Also Present:

Michelle Brunner (Zoning Administrator, Recording Secretary)
Lucie Fortin (Village Planner)

Approval of the Agenda:

Moved by Commissioner Mayernik, seconded by Commissioner Kinczkowski, to approve the agenda.

Yeas: 6 Nays: 0 Absent: 1
The motion carried.

Approval of the January 7, 2019 Minutes:

Moved by Commissioner Kinczkowski, supported by Commissioner D. Oliver, to approve the January 7, 2019 minutes as presented.

Yeas: 6 Nays: 0 Absent: 1
The motion carried.

Public Forum:

Chairman Pais opened the Public Forum at 8:06 pm with no response.

Agenda:

1. Payables

Commissioner Kinczkowski asked what the Bronner purchase was for. They are replacement DDA banners for the light poles. He wondered if there were local vendors that might be competitive for that sort of purchase. DDA had purchased from a local vendor previously, but it was difficult getting exactly what we wanted, but we will pursue that again next banner

purchase.

Moved by Commissioner Kinczkowski, seconded by Commissioner Mayernik, to pay the bills in the amount of \$9,988.49 for December 21, 2018 through February 28, 2019.

Bridget Gergel – Absent
Ted Kinczkowski – Yes
Richard Mayernick – Yes
Christine Oliver – Yes
Donald Oliver – Yes
Tom Pais – Yes
Don Tottingham – Yes

The motion carried with a roll-call vote.

2. DDA By-laws and Plan Discussion

In 2016, the village created an ordinance to allow the Planning Commission to serve as the Downtown Development Authority Board of Directors. When that happened, the By-laws for the DDA weren't updated. By-laws should be updated and the Plan should also eventually be updated. Discussion on what in the plan needs to be updated because some things have been accomplished and some new items should be included.

Motion by Commissioner Mayernik to do an administrative review of the By-laws and Plan;
Seconded by Commissioner Kinczkowski.

Yeas: 6 Nays: 0 Absent: 1
The motion carried.

Public Forum:

Chairman Pais opened the Public Forum at 8:20 pm with no response.

Member Discussion:

Zoning Administrator has submitted a Grant Idea Form for a Kaboom! Play Everywhere Grant and made the Early Bird deadline. We will get feedback on our idea for our Pinckney Portable Play Parklet before the final submission deadline of March 22, 2019.

Adjournment:

Moved by Commissioner Kinczkowski, seconded by Commissioner D. Oliver, to adjourn the meeting at 8:23 pm.

Yeas: 6 Nays: 0 Absent: 1
The motion carried.

**Village of Pinckney
Planning Commission Meeting
Minutes
Monday, March 4, 2019**

Call to Order: Vice Chairman C. Oliver called the meeting to order at 7:00 pm.

Roll Call:

Bridget Gergel – Absent
Ted Kinczkowski – Present
Richard Mayernik – Present
Christine Oliver – Present
Donald Oliver – Present
Tom Pais - Present
Don Tottingham - Present

Also Present:

Lucie Fortin, (Village Planner)
Michelle Brunner (Zoning Administrator, Recording Secretary)

Pledge of Allegiance

Approval of the Agenda:

Moved by Commissioner Kinczkowski, seconded Commissioner Mayernik, to approve the agenda as presented.

Yeas: 6 Nays: 0 Absent:1
The motion carried.

Approval of the January 7, 2019 Minutes:

Motion by Commissioner Mayernik, seconded by Commissioner Pais, to approve the January 7, 2019 minutes as presented.

Yeas: 6 Nays: 0 Absent: 1
The motion carried.

Reports:

Chairman: Currently no chairman.

Secretary / Vice-Chairperson: Vice Chairman C. Oliver had nothing to report.

Council Report: Commissioner Kinczkowski had nothing to report.

Zoning Administrator: County Planning Commissioners will be attending the April PC meeting to introduce themselves and familiarize themselves with us. Note Ostlund's letter of postponement of Site Plan Review. Lucie has recently spoken to Ostlund's engineer about setbacks, site distance triangle and non-conforming structures. We feel this is a good

compromise. Redevelopment Ready Community meeting with consultants this coming Wednesday, March 6. Planning Commission is invited to attend. Full February Zoning Admin Report will be in the Council packet this coming Thursday, March 7, 2019.

Public Forum:

Vice Chairman C. Oliver opened the Public Forum at 7:12 pm.

Responses: None

Public Forum was closed by Vice Chairman C. Oliver at 7:12 pm.

Agenda:

1. Elect Chairperson

Discussion:

- With the passing of Chairperson MacDonald, we need a new Chairman. This will be to finish the term through to May 2019, when officers will be voted on.

Motion was offered by Commissioner Mayernik to nominate Commissioner Pais as Chairman.

Support was offered by Commissioner Kinczkowski.

Bridget Gergel – Absent

Ted Kinczkowski – Yes

Richard Mayernik – Yes

Christine Oliver – Yes

Donald Oliver – Yes

Tom Pais - Yes

Don Tottingham - Yes

Motion passed by Roll Call.

2. Master Plan Discussion

Discussion about updating Master Plan:

Per the last meeting, homework was given to review the Master Plan. The decision needs to be made if there are no changes needed, change some items and amend it, or if the plan should be updated and rewritten. There is about \$1000 in current budget to begin revising Master Plan, and we can budget the remaining amount in the 2019 budget year. Ms. Fortin stated that she sees a few items that should be included in a revision of the Master Plan – incorporating the Parks and Recreation Master Plan goals and objectives and incorporating Redevelopment Ready Community items. There was discussion that some flexibility and tools should be worked in to accommodate buildings and properties that need to be repurposed, perhaps in the form of an area plan which would break out properties and give a broader vision or a special district zoning could be considered. Having an M36 corridor was discussed to address some of the look of the edges of the Village and give them a more

attractive feel. It was decided that the Village's Master Plan just needs to have a few changes and updates and be amended.

Commissioner Mayernik offered the following Motion: After a full review of the Village of Pinckney's Master Plan dated May 11, 2015, the Planning Commission finds that some revisions are necessary and recommends that the Village Planner provide an estimate for formulating an amendment.

Support was offered by Commissioner Kinczkowski.

Bridget Gergel – Absent
Ted Kinczkowski – Yes
Richard Mayernik – Yes
Christine Oliver – Yes
Donald Oliver – Yes
Tom Pais – Yes
Don Tottingham - Yes

Motion passed by Roll Call.

Public Forum:

Chairman Pais opened Public Forum at 7:57 pm.

Responses: None

Public Forum was closed by Commissioner Pais at 7:57 pm.

Member Discussion:

Commissioner D. Oliver stated he is curious about the property to the west of the Village and wonders what else the Township plans to put out there. Ms. Fortin stated that the Village has worked with the Township on the Parks and Rec Master Plan and it was easy to work with them. Village officials and residents need to be cognizant of what is going on adjacent to the Village and make sure to provide input when they can in regards to planning.

Adjournment:

Moved by Commissioner C. Oliver, seconded by Commissioner D. Oliver, to adjourn the meeting at 8:03 pm.

Yeas: 6 Nays: 0 Absent: 1

The motion carried.

**Village of Pinckney
Personnel Committee Meeting
Minutes**

Wednesday, March 20, 2019

3:30 PM

Present: L. Lavey, T. Pais, R. Vedder, J. Chapman

Committee members discussed the need for the complete overhaul of our Employee Handbook. Amy Salowitz was recommended as the person for the job, as she is still on the payroll. The number of hours to complete the project was thought to be around ten (10). The committee agreed that Amy should be asked for an opinion on how much time she believes would be required to complete the task.

Committee members next discussed hiring an administrative assistant to the DPW, but after talking with Scott Mills, it was decided that this is not something we wish to pursue at this time.

Adjourned 4:45 pm

Respectfully submitted,

Jill Chapman

COHL, STOKER & TOSKEY, P.C.
ATTORNEYS AND COUNSELORS
601 NORTH CAPITOL AVENUE
LANSING, MICHIGAN 48933
(517) 372-9000

SHAREHOLDERS
PETER A. COHL
DAVID G. STOKER
BONNIE G. TOSKEY
ROBERT D. TOWNSEND
TIMOTHY M. PERRONE
MATTIS D. NORDFJORD

ASSOCIATES
GORDON J. LOVE
COURTNEY A. GABBARA
SARAH K. OSBURN

OF COUNSEL
RICHARD D. McNULTY

March 19, 2019

Jason Negri, Esq.
Law Offices of Jason Negri, PLLC
58 Barker Road
Whitmore Lake, MI 48189

***Via Email and
First Class Mail***

Re: 211 West Main Street, Pinckney, MI

Dear Mr. Negri,

Please be advised that this Office has been forwarded your letter of March 6, 2019, concerning 211 West Main Street, Pinckney, MI. As I had advised you several months ago when you initially commenced representing Mr. Ostlund relating to this property, there has been a substantial history of non-conformance with the Village's Zoning Ordinances by your client. Contrary to your assertion that there have been years of selective enforcement, it is my understanding that in fact your client has ignored the Village's Zoning Ordinance through a series of requests by a number of Village Zoning Administrators, and has not fulfilled promises to construct the improved parking lot behind this structure for an excess of five (5) years. The Village's Zoning Ordinance expressly requires property owners when changing or establishing a new use to obtain a land use permit. Pinckney Code §152.023 The conditional permit for the fitness center use on this property was contingent upon completion of the parking lot, as promised prior to 2015 (see attached). As you are aware, the conditional agreement to permit that land use permit was conditioned upon timeframes for constructing the parking lot and the posting of a bond to assure that that was completed due to the failure of your client to fulfill his prior commitments to make these improvements. Pursuant to your request, the timeframes for the installation of the parking lot were extended and your client was authorized to utilize a letter of credit in lieu of a bond in an effort to coordinate the promised parking lot with the additional proposed changes to the structure on this site. I am advised that as of this date, the bond in the initial agreement has not been replaced by a valid letter of credit, and your client is thus in default in the contractual agreement to provide not only the parking lot improvements, but a letter of credit and/or bond that allowed for the conditional land use permit issuance. While improvement of the structure is likely to the benefit of all the parties, including primarily your client, the failure to adhere to the promises outlined in the agreements approved by the Village Council and Zoning Administrators must be expeditiously corrected or the conditional land use permit will be subject to revocation.

As to the other items listed in your March 6, 2019, letter, please be advised that I have been informed that the Village is unaware of any environmental contamination of the properties

adjacent to your client's property at 211 West Main, and are not sure what his bank representative is reviewing in that context. As to the development requirements for the larger structure itself, as you are aware a site plan has been apparently submitted, though additional information apparently needs to be forthcoming. Your client has also requested a number of variances and waivers in relation to those improvements from the Zoning Board of Appeals, most of which were granted, with the monitoring manhole and grease trap technical standards requirements waiver having been tabled pending the submission of the proposed final site plan. It is my understanding these have remained tabled pending such site plan being fully submitted. The Village has no obligation, as you appear to contend, to pay for grease traps and/or monitoring manholes for individual property uses, nor would that even be a permissible expenditure of public funds when directed towards a specific property owner's private property.

In regard to a site clearance issues as a part of that proposed site plan, I am unaware of any such variance having been sought by your client. If such a variance is in fact required, the appropriate process of submitting a request for a variance as previously submitted for a number of other items, such as the parking layout for the proposed parking lot.

Again, however, the conditional land use permit for the current use of the property has been issued contingent upon the installation of the required parking lot in a manner consistent with the written agreement between the parties, and the timeframes specified therein, as well as subject to a valid letter of credit in the amount specified or, alternatively, reinstatement of the bond for that purpose. While it is likely prudent for your client to include this as part of his larger redevelopment of the property, the failure to provide the required guarantees brings into question his interest in complying with these long-standing commitments to install the required parking lot.

Should you have any questions on the foregoing, please do not hesitate to contact me. Further, we would request all future communications from yourself be through this Office.

Very Truly Yours,

COHL, STOKER & TOSKEY, P.C.



David G. Stoker

DGS/gmk

Enclosure

cc: Linda Lavey, Village President
Pinckney Village Council
Michelle Brunner, Treasurer/Zoning Administrator



Corporate Office

105 East Main Street
Pinckney, MI 48169
317-924-6500 IN
734-878-6500 MI

734-954-9541 Fax

Re:

211 West Main Street
Pinckney, MI 48169
December 4, 2014

The Honorable Linda Lavey
220 S. Howell
Pinckney, MI 48169

Dear Village President Linda Lavey

This letter is to confirm our arrangements in regards to the 211 West Main Street location. As we discussed in our meeting on December 3rd 2014, Ostlund will provide engineered plans for a new parking lot in the rear of the 211 West Main Street building. These plans will have to match the final grade of new road (Marion St) that will be installed by the City of Pinckney. Ostlund is requesting that the new road project of Marion St is to be completed in order for Ostlund to provide correct elevation's of the approach for the new parking lot at 211 West Main Street. Once engineered plans and the elevation of approach have been approved & when weather permits Ostlund will have a new parking lot installed in the rear section of the 211 West Main Street building.

Ostlund agrees and supports the mission of the Village of Pinckney Council and Offices to serve the residents of the Village with integrity and respect; practice responsible management of our common funds and resources; conduct business with transparency and accountability; maintain the quality of life through public safety and security; preserve the historic nature of the Village and welcome progress with vision; ensure that all issues are addressed with honesty and fairness.

Sincerely,

Alan Ostlund
Ostlund Services & Mr Weld
Electrical, Plumbing, HVAC, Refrigeration,
Welding & Facility Services
105 East Main St
Pinckney, MI 48169
734-878-6500 Office
734-954-9541 Fax



To the Pinckney Business Community:

In 2014, with the support of our generous business community the Downtown Development Authority added a beautiful new fence around the skating rink. This included a banner featuring all the sponsors. Currently, the banner needs to be replaced due to natural wear and tear. Additionally, we will also need a new liner. The total cost is approximately \$1500.

The rink has been a draw for not only locals but people from surrounding areas as well. While in town families purchase meals, snacks, and amenities. The rink contributes to a more vibrant atmosphere downtown. The rink, and the sponsor signage, created positive associations for all businesses in the area. The rink has formed a center for downtown events such as Light Up the Park, and the St Patrick's Day Parade.

If you are able to financially support new signage and a new liner, please send donations to Village Hall c/o DDA fundraising. Checks may be written to the village of Pinckney. Please state that this is a contribution to the DDA projects. Donors can email their company logos to m.brunner@villageofpinckney.org

Thank you for your consideration.

Best Regards,

Patsy Dible
810-599-5884

Village of Pinckney
Downtown Development Event Volunteer
220 S. Howell St
Pinckney Mi 48169
734-878-6206

14TH ANNUAL
LIVINGSTON REGIONAL
JOB FAIR

Thursday
April 11, 2019
3:00 - 7:00 pm
Crystal Gardens
Banquet Center
(5768 E. Grand River Ave., Howell)
www.mwse.org

Mark April 11th on your calendar! Your workforce will take a huge step forward

The 2019 Livingston Regional Job Fair promises to be an important community event offering local companies an opportunity to reach hundreds of educated, eager job seekers in a single day. The event will take place at the Crystal Gardens Banquet Center, conveniently located on Grand River Avenue in Genoa Township.

The Livingston Regional Job Fair is presented by the Job Fair Planning Committee. This collaborative committee consists of representatives from more than 15 local organizations including state and local workforce and economic development agencies, local chambers of commerce, post-secondary and community education agencies, and local non-profit agencies. We are inviting businesses to participate in this unique job fair by purchasing a table and/or donating door prizes.

Job Fair Community Sponsors and Featured Exhibitors

Being a Community Sponsor or Featured Exhibitor at only \$275 is a cost-effective way to bring recognition and exposure to your organization. You will be prominent in publicity. Marketing for the event will be extensive, reaching thousands of people in and near Livingston County.

Community Sponsors support the event but are **not actively recruiting** job applicants. Your fee includes a table with electrical access.

Featured Exhibitors support the event and are **actively recruiting** job applicants. Your fee includes a table with electrical access.

Exhibitors

At a table cost of \$175, employers will find the event is an attractive way to recruit candidates for key positions in their company. Educational institutions and non-profits will also have an opportunity to promote their programs and services for job seekers at a table cost of \$125. A **limited numbers of tables with electrical access** are available to exhibitors for an additional cost of \$50.

Exhibitors are **actively recruiting** for open positions within their organization.

Non-profit organizations and Educational Institutions are **not actively recruiting** for open positions but are promoting training programs and other services that benefit job seekers.

Let Your Business Shine!

Let your company stand out from the rest! We encourage you to bring a door prize to incentivize job seeker participation as a means of generating enthusiasm and obtaining feedback. Contributions of gift cards, gas cards, goods or services that would help job seekers are greatly appreciated. Donors are acknowledged in signage and handouts at the Job Fair, making this an inexpensive way to promote your business, even if you are not currently recruiting. If the value of your donation exceeds \$275, and if we receive the donation by our **printing deadline of March 22, 2019**, you will be listed as an event sponsor.

The attached information and registration form provides further details for employers, and organizations. To make sure your company is geared up for your future growth, please contact Pam McConeghy at the Greater Brighton Area Chamber of Commerce by phone at (810) 227-5086, fax (810) 227-5940, or email: pamm@brightoncoc.org by March 23, 2019. This will ensure that you will be included in the aggressive multi-media marketing campaign.

14TH ANNUAL
LIVINGSTON REGIONAL
J O B F A I R

Thursday
April 11, 2019
3:00 - 7:00 pm
Crystal Gardens
Banquet Center
(5768 E. Grand River Ave., Howell)
www.mwse.org

Job Fair Community Sponsor – not actively recruiting

Cost \$275

- ◆ 6' Skirted Table at the Job Fair with electrical access
- ◆ Sponsor name and/or logo featured in publicity for the event
- ◆ Sponsor name and/or logo displayed on the Michigan Works! Southeast social media and website for one month prior to the event
- ◆ Signage at the event with sponsor names and/or logo
- ◆ Electrical access available upon request

Featured Exhibitor – actively recruiting

Cost \$275

- ◆ All of the above plus company name and job openings will be featured on Michigan Works! Southeast social media and website
- ◆ Company will also have the opportunity to interview candidates at the event
- ◆ Electrical access available upon request

Exhibitor Table

Cost \$175

- ◆ 6' Skirted Table at the Job Fair
- ◆ Company name listed in event publicity
- ◆ Limited number of tables with electrical access available upon request for an additional \$50

Educational Institutions and Non-Profit Agencies

Cost \$125

- ◆ 6' Skirted Table at the Job Fair
- ◆ Organizational name listed in event publicity

For more information contact:

Pam McConeghy
Greater Brighton Area Chamber of Commerce
Phone (810) 227-5086
fax (810) 227-5940
e-mail: pamm@brightoncoc.org

Diane Carson
Michigan Works! Southeast
Phone (517) 552-2154
Fax (517) 552-2154
e-mail: dcarson@mwse.org

