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EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Jason B. Negri, Supervisor
Hamburg Township Board of Trustees

Re: **Approved Municipal Utilities Committee Minutes**

Please be apprised of this excerpt from the ☒Unapproved ☐Approved Minutes of the Meeting of the Hamburg Township Sewer Committee:

Date of Meeting: November 11th, 2025

Sewer Committee Members Present: Negri, Menzies, Daniels

Sewer Committee Members Absent: None

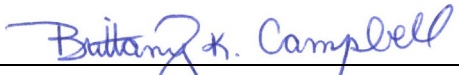
Text of Motion: MOTION BY MENZIES, SECONDED BY DANIELS TO APPROVE THE MINUTES OF THE OCTOBER 14th, 2025 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Negri, Menzies, Daniels Absent: None Nays: None

MOTION CARRIED.

State of Michigan }
County of Livingston }
Township of Hamburg }

I, BRITTANY K. CAMPBELL, Hamburg Township Utilities Coordinator and recording secretary to the Municipal Utilities Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular/~~Special~~ Meeting of the Hamburg Township Municipal Utilities Committee.



BRITTANY K. CAMPBELL
HAMBURG TOWNSHIP UTILITIES COORDINATOR

Date: November 11th, 2025

HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE
TUESDAY, OCTOBER 14th, 2025 – 2:30 P.M.
10405 MERRILL ROAD, HAMBURG, MI 48139

1. CALL TO ORDER

The meeting was called to order by Menzies at 2:30 p.m.

Roll Call of the Committee:

Present: Menzies, Daniels,

Absent: Negri

Also Present: Mike Dolan, Tony Randazzo, Brittany Campbell and Ryan Ward

2. CALL TO THE PUBLIC

Menzies opened the call to the public and seeing no response, closed the call to the public.

3. CORRESPONDENCE

There was no correspondence to be addressed at this meeting.

4. APPROVAL OF THE AGENDA

MOTION BY DANIELS, SECONDED BY MENZIES TO APPROVE THE AGENDA WITH THE ADDITION OF ITEM 7.G. UNDER CURRENT BUSINESS.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

Unfinished Business:

A. PFAS/PFOS Discussion

B. Manhole Inspection Program

C. 200 Series Grinder Pump Replacements

Current Business:

A. DPW Monthly Report – September 2025 Statistics

B. Weiss Sewer Connection Cost Review – 8467 Baudine Road

C. Young Sewer Connection Cost Review – 3685 E. M-36

D. Roth Direct Sewer Connection Agreement – 10636 Pine Bluff Ave.

E. Utility Billing Request

F. Grinder Pump Core Purchase Request

G. Mitch Harris Building Co. Sewer Connection Agreement – 6005 Pinemont Dr.

5. APPROVAL OF THE MINUTES

MOTION BY MENZIES, SECONDED BY DANIELS TO APPROVE THE MINUTES OF THE SEPTEMBER 9th, 2025 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

6. UNFINISHED BUSINESS

A. PFAS/PFOS Discussion.

MOTION BY MENZIES, SECONDED BY DANIELS TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

F. Manhole Inspection Program.

MOTION BY MENZIES, SECONDED BY DANIELS TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

F. 200 Series Grinder Pump Replacements.

MOTION BY MENZIES, SECONDED BY DANIELS TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

7. CURRENT BUSINESS

A. DPW Monthly Report – September 2025 Statistics. Randazzo reported that the wastewater treatment plant was out of compliance for one day in September for phosphorus and one day for total inorganic nitrogen. A failed DO probe on the weekend caused the issue and has since been repaired by the DPW staff. The staff is in the process of building an enclosure around the Rustic Station blower fan installed to control odor after some noise complaints were received. Tony further noted that Merit Laboratories has sampled 12 homes around Buck Lake for PFAS as part of the grant work. Eight of the homes sampled have been non-detect for PFAS while four have shown small amounts that are below the maximum limit. Randazzo explained that the water samples are collected from hose bibs so that staff do not have to enter the homes. Menzies asked if the property owners had been notified of the testing results. Randazzo stated that the property owners will be contacted regarding the results of the PFAS testing.

Randazzo stated that the large grinder pump parts order approved by the Township Board last week has been placed with the manufacturer. The DPW staff will be evaluating substitute parts from an alternative supplier to see if the quality meets expectations. Lastly, Randazzo stated that the DPW staff have received quotes for a replacement pump at the Kress Road station and that they are just waiting on quotes for the labor costs. Randazzo plans to take the issue to the Board next week.

MOTION BY DANIELS, SECONDED BY MENZIES TO NOTE THE DPW MONTHLY REPORT AS RECEIVED AND TO BE FILED AND TO ALSO FORWARD A COPY TO THE TOWNSHIP BOARD AS AN AGENDA ITEM FOR THEIR REVIEW.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

B. Weiss Sewer Connection Cost Review – 8467 Baudine Road. Campbell reported that the estimated construction charges under the blanket contract pricing was \$6,410.00. The actual construction charges were \$7,713.10, a difference of \$1,303.10. The actual footage for the sewer service lateral was 17 feet, a total of 23 feet less than the estimated length. The footage installed for the 4" building sewer pipe was 15 feet resulting in the installation of 5 feet more than estimated footage of 10 feet. The Blanket Contract pricing increased by 5% annually on the 15th of each January. The actual sewer connection work was not completed for an additional three (3) years of contract pricing increases which resulted in higher construction charges. The annual Contract pricing increases for the overall sewer installation costs and actual construction charges resulted in a balance due of \$1,303.10. As a result, the total shortage of \$1,303.10 should be billed to the property owner.

MOTION BY MENZIES, SUPPORTED BY DANIELS REQUESTING THE ACCOUNTING DEPARTMENT TO INVOICE THE PROPERTY OWNER IN THE AMOUNT OF \$1,303.10 FOR ADDITIONAL SEWER CONSTRUCTION CHARGES AS OUTLINED IN THE SEWER CONNECTION AGREEMENT.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

C. Young Sewer Connection Cost Review – 3685 E. M-36. Campbell reported that the estimated on-site sewer construction charges under the bid proposal were \$13,113.00. The actual construction charges were \$12,640.00 a difference of \$473.00. The actual length of the sewer service lateral was 128 feet, a total of 22 feet less than the estimated length of 150 feet. As a result, a refund of \$473.00 (22 ft. x \$21.50/ft. = \$473.00) should be issued to the property owner.

MOTION BY MENZIES, SECONDED BY DANIELS TO DIRECT THE ACCOUNTING DEPARTMENT TO REFUND THE OVERPAYMENT FROM THE YOUNG SEWER FEE DEPOSIT IN THE AMOUNT OF \$473.00 TO THE PROPERTY OWNERS AS NOTED IN THE UTILITIES COORDINATOR'S COST REVIEW MEMO.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

D. Roth Direct Sewer Connection Agreement – 10636 Pine Bluff Ave.

MOTION BY DANIELS, SECONDED BY MENZIES TO APPROVE THE ROTH AGREEMENT FOR SEWER CONNECTION AS PRESENTED, AS ALL OF THE ESTIMATED SEWER FEES WERE PAID UP-FRONT IN CASH.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

E. Utility Billing Request. Daniels explained that she would like to have the Administrative Policy, Section 4.4.(d) amended to allow the Treasurer's office to waive the penalty fee on the quarterly O & M bills noting that the Treasurer is normally the person who residents will come to requesting the penalty be removed.

MOTION BY MENZIES, SECONDED BY DANIELS TO FORWARD TO THE BOARD WITH THE RECOMMENDATION TO AMEND THE ADMINISTRATIVE POLICY SECTION 4.4.(d) TO AUTHORIZE THE TREASURER TO REMOVE THE UTILITY BILLING PENALTY FEE.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

F. Grinder Pump Core Purchase Request. Randazzo noted that this purchase was budgeted for and that it is also tied to the large order of grinder pump parts recently approved by the Township Board. Randazzo noted that the manufacturer is no longer making the 2000 series grinder pump parts and that the Township has been installing the Extreme grinder pump cores. The price per core is \$2,950.00 each with a \$100.00 discount per unit if 20 are purchased for a savings to the Township of \$2,000.00.

MOTION BY MENZIES, SECONDED BY DANIELS TO FORWARD TO THE BOARD WITH THE RECOMMENDATION TO AUTHORIZE THE PURCHASE OF TWENTY (20) EXTREME SERIES GRINDER PUMP CORES, WITH ADAPTER KITS, IN THE AMOUNT OF \$57,000.00 TO BE PURCHASED UNDER GL CODE 590-527-751.200.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

G. Mitch Harris Building Co. Sewer Connection Agreement – 6005 Pinemont Dr.

MOTION BY MENZIES, SECONDED BY DANIELS TO APPROVE THE MITCH HARRIS BUILDING CO. AGREEMENT FOR SEWER CONNECTION AS PRESENTED, AS ALL OF THE ESTIMATED SEWER AND WATER FEES WERE PAID UP-FRONT IN CASH.

Ayes: Menzies, Daniels

Absent: Negri

Nays: None

Motion passed.

8. **CALL TO THE PUBLIC**

Seeing no requests to address the Sewer Committee, Menzies closed the call to the public.

9. **INFORMATIONAL/EDUCATIONAL MATERIAL**

There was no information and/or educational material available for this meeting.

10. **ADJOURNMENT**

MOTION BY DANIELS, SECONDED BY MENZIES TO ADJOURN THE MEETING.

Ayes: Menzies, Daniels

Absent: Negri

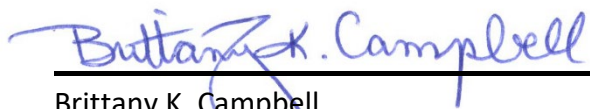
Nays: None

Motion passed.

The meeting was adjourned at 2:54 p.m.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Respectfully submitted,



Brittany K. Campbell

Hamburg Twp. Utilities/Special Projects Coordinator