

TO: Hamburg Township Board of Trustees

FROM: Jason B. Negri, Supervisor
Hamburg Township Municipal Utilities Committee

DATE: December 9th, 2025

AGENDA ITEM TOPIC: Roth Sewer Connection Refund Recommendation
10636 Pine Bluff Avenue; Parcel #15-27-402-023
Number of Supporting Documents: **1**

Requested Action

- Approval by the Board to direct the Accounting Department to refund the overpayment from the Roth sewer fee deposit in the amount of \$1,764.70 to the property owner as noted in the Utilities Coordinator's attached cost review memo.

Background

- The property owner deposited the estimated sewer connection fees in the amount of \$34,048.40 with the Township on September 24th, 2025. The sewer connection was completed on November 20th, 2025 and there is a remaining balance of \$1,764.70 from the actual construction charges that should be returned to Mr. Roth.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☐ No ☒ - this is a refund of pre-paid funds.

Are funds budgeted? Yes ☒ No ☐

Fiscal year affected: 2025-2056

Is a budget amendment required?

Yes ☐ No ☒

General Ledger numbers affected: N/A

590-000.000-198.098 pre-paid by the property owner for the sanitary sewer connection.



10405 Merrill Road ♦ P.O. Box 157
Hamburg, MI 48139
Phone: 810.231.1000 ♦ Fax: 810.231.4295
www.hamburg.mi.us

EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Hamburg Township Board of Trustees
Marcy Miller, Accounting Dept.
Michelle DeLancey, Accounting Director

Re: **Roth Sewer Connection Cost Review**
– 10636 Pine Bluff Ave.; Parcel #15-27-402-023

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

Date of Meeting: December 9th, 2025

Committee Members Present: Negri, Menzies, Daniels

Committee Members Absent: None

Text of Motion: MOTION BY NEGRI, SECONDED BY MENZIES TO RECOMMEND
TO THE BOARD TO DIRECT THE ACCOUNTING DEPARTMENT
TO REFUND THE OVER PAYMENT FROM THE SEWER FEE
DEPOSIT IN THE AMOUNT OF \$1,764.70 TO THE PROPERTY
OWNER AS NOTED IN THE UTILITIES COORDINATOR'S COST
REVIEW MEMO.

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: December 9th, 2025



10405 Merrill Road ♦ P.O. Box 157
Hamburg, MI 48139
Phone: 810.231.1000 ♦ Fax: 810.231.4295
www.hamburg.mi.us

MUC Cover Sheet

Roth Direct Sanitary Sewer Connection Cost Review and Refund Request 10636 (10640) Pine Bluff Avenue

Reason for MUC Review:

Pursuant to the *Policies and Procedures for Sewer Connection*, James R. Roth deposited \$34,048.40 with Hamburg Township on September 24th, 2025, to cover the sewer installation and connection costs for his home located at 10636 (10640) Pine Bluff Avenue. The grinder pump installation and sewer hook-up were completed by C & E Construction Co. pursuant to the Agreement for Sewer Services dated January 15th, 2025.

The sewer installation work began on Wednesday, November 19th, 2025, and was completed on Thursday, November 20th, 2025. The primary home at 10640 Pine Bluff Avenue now has a fully functioning sanitary sewer connection.

Actual Construction Charges:

The estimated construction charges under the bid proposal were \$17,793.70. The actual construction charges were \$18,593.70 a difference of \$800.00. The additional charge of \$800.00 was a result of the Owner cancelling the original Duplex grinder pump installation the night before the job was scheduled and requesting a change to only connect his primary home which required only a Simplex grinder pump station. The charge covers the pickup, pouring of the concrete ballast, and returning of the Duplex grinder pump to the Township. However, a refund of \$1,764.70 for overpayment of the estimated sewer connection charges should be issued to the property owner. Please see the attached revised Estimate of Cost for Simplex gp install charges/fees.

Proposed Action by MUC:

Upon review and approval by the Committee, a motion should be made requesting that the Accounting Department refund the property owner in the amount of **\$1,764.70** for the overpaid sewer installation and construction charges pursuant to the Agreement for Sewer Connection.

NOTE: On August 21, 2012, the Township Board voted to amend the sewer refund policy to require that the estimated sewer project costs be deposited into a non-interest bearing Escrow account. Therefore, no interest payments are due as part of the sewer cost review.

December 4th, 2025

Sewer Project Cost Reviews
Amounts effective through 12/16/2025

Refund Due to Participant

Sewer Project	Address	Participant (Payee)	Amount
10636 (10640) Pine Bluff Ave./Roth ¹	10636 (10640) Pine Bluff Ave.	James R. Roth 10636 Pine Bluff Avenue Whitmore Lake, MI 48149	\$1,764.70
Total to be Refunded:			<u>\$1,764.70</u>

¹Pending approval of C & E Construction Co. invoice 3119.

Restoration has been completed by the Contractor.

Sewer Connection - Pine Bluff Avenue/Roth

Parcel Tax ID Number	Address	G/L Acct
15-27-402-023	10636 (10640) Pine Bluff Ave.	198-098

Costs

Item	Provider	Date	Invoice	Costs	Balance
Construction	C & E Construction Co.	12/03/25	3119	\$18,593.70	
Legal Fees	Beth Saarela			\$0.00	
Inspections (\$1.50/ft)	Hamburg Township			\$0.00	
Engineering Fees	IMEG Corp.			\$0.00	
Administration Fee	Hamburg Township			\$400.00	
Grinder Pump Purchase	Hamburg Township			\$5,790.00	
Connection Charge	Hamburg Township			\$7,500.00	
				<u>\$32,283.70</u>	

<u>Deposit</u>	09/24/25	<u>\$34,048.40</u>	\$1,764.70
-----------------------	----------	--------------------	------------

Change	Feet	Rate (/ft)	
<u>Oversizing Credit</u>	None		\$0.00

Subtotal	\$1,764.70
----------	------------

<u>Accrued Interest</u> Due To Property Owner	\$0.00
--	--------

<i>Total Due To (From) Property Owner</i>	<u><u>\$1,764.70</u></u>
--	---------------------------------

G/L Distribution

	Account Number	Amount	Debit or Credit	Original Estimates
Main Line				Main Line
GPS system	590-003.000-620.000	18593.70	Cr	GPS system
Legal				Legal
Inspections				Inspections
Engineering				Engineering
Interest	590-000.000-198.98			
A/R	590-000.000-041.000	<u>18593.70</u>	Dr	

Engineer's Opinion of Probable Construction Cost

Simplex Grinder Pump Station for Service to 10640 Pine Bluff Only

EXHIBIT B

Connection to Low Pressure Sewer System

Job Address: 10640 Pine Bluff Ave. (Primary Home)
Tax I.D. #: 15-27-402-023
Owner: James R. Roth
Mailing Address: 10636 Pine Bluff Ave., Whitmore Lake, MI 48189
Phone: Day: (734) 904-5056 **Evenings:** (734) 904-5056
Date: October 15th, 2025

Item	System Cost
Construction Costs (Contractor <u>C & E Construction Co.</u>)	
• Sewer Main line Extension/Engineering	\$ <u>N/A</u>
• Install Grinder Pump Station (GPS) - (Tie into the grinder pump station control panel)	\$ <u>3,247.00</u>
• Equipment Mobilization	\$ <u>0.00</u>
• 1-1/2" Discharge Pipe - Directional Bore (<u>145</u> L.F. at \$ <u>21.50</u> /L.F.)	\$ <u>3,117.50</u>
• Lateral Sewer Connection – 4" HDPE Sewer Main	\$ <u>1,556.00</u>
• Restoration of Property (Grass Seed, Straw, etc.)	\$ <u>764.00</u>
• Electrical Service for Grinder Pump Station (From Control Panel to Structure) (Optional – MUST be completed by a licensed electrician, requires permit.)	
Residential Structure – Tie into electrical supply from existing meter box	\$ <u>N/A</u>
Residential Structure – Tie into electrical supply from existing circuit panel	\$ <u>3,566.00</u>
*Custom Electric will have to remove the Duplex Control Panel previously installed for the job and connect a Simplex Control Panel on-site (x 2).	
Commercial Structure – Tie in price to be agreed upon with Contractor	\$ <u>N/A</u>
• 4" Building Sewer Pipe (connection to GPS)-(Optional - may be completed by Homeowner)	\$ <u>N/A</u>
• <u>Abandon Septic Tanks</u> - (Optional - may be completed by Homeowner)	\$ <u>5,543.20</u>
NOTE: House has one (1) 1,000-gallon septic tank plus three (3) additional drywell tanks to be abandoned plus 15-ft additional 4" bldg. sewer pipe.	
Subtotal Construction Costs	\$ <u>17,793.70</u>
Materials & Services Provided by Township	
• Administration*	\$ <u>400.00</u>
• MI DEQ Permit # _____ Issue Date: _____	\$ _____
• Simplex Grinder Pump Station System	\$ <u>5,790.00</u>
• Sewer Tap Fee/Connection Charges (1.0 REU x \$7,500.00 ea.)	\$ <u>7,500.00</u>
Subtotal Mtl. & Serv. Provided by Township	\$ <u>13,690.00</u>
TOTAL (to be paid prior to starting Installation)	\$ <u><u>31,483.70</u></u>

* Administration includes: Easement Preparation & Recording; Engineering for GPS Location; Contractor and Supplier Coordination; Inspections; Permanent Records; System Activation.

C & E CONSTRUCTION CO INC

PO BOX 1359
HIGHLAND, MI 48357
248-889-1716

Invoice

DATE	INVOICE #
12/3/2025	3119

BILL TO
Hamburg Township PO Box 157 Hamburg MI 48139

PROJECT
GP Hamburg Twp

DESCRIPTION	QTY	RATE	AMOUNT
Hamburg Township Grinder Pump Install @ 10640 Pine Bluff			
Install Grinder Pump, Existing Construction	1	3,247.00	3,247.00
Electrical Service (From Station to Inside Circuit Panel, Includes Permit)	2	1,783.00	3,566.00
Service Lateral 1.5" CTE HDPE DR-9	145	21.50	3,117.50
Empty, Abandon, Fill Existing Septic Tank - 1000 Gallon With Permit & 10 feet of 4" PVC Pipe	1	1,846.00	1,846.00
Empty, Abandon, Fill Existing Septic Tanks	3	1,082.40	3,247.20
4" SCH 40 PVC Residential In Excess of 10 feet - (Total installed -25 ft)	15	30.00	450.00
Tap For Service Lateral Line To Main (2 Inch HDPE Sewer Main)	1	1,556.00	1,556.00
Topsoil, Seed, and Grass - New House	1	764.00	764.00
Extra - Duplex Grinder Station (Picked Up, Poured Concrete Ballast, Then Returned To DPW)	1	800.00	800.00
This work was completed on 11/21/2025			
GL CODE <u>590-00.000-198.098</u>			
BKCV APPROVED _____			
DEC 04 2025			
ENTERED _____			
DUE DATE _____			
Total			\$18,593.70

*Refund due to property owner
for overpayment of sewer
connection charges. BKCV

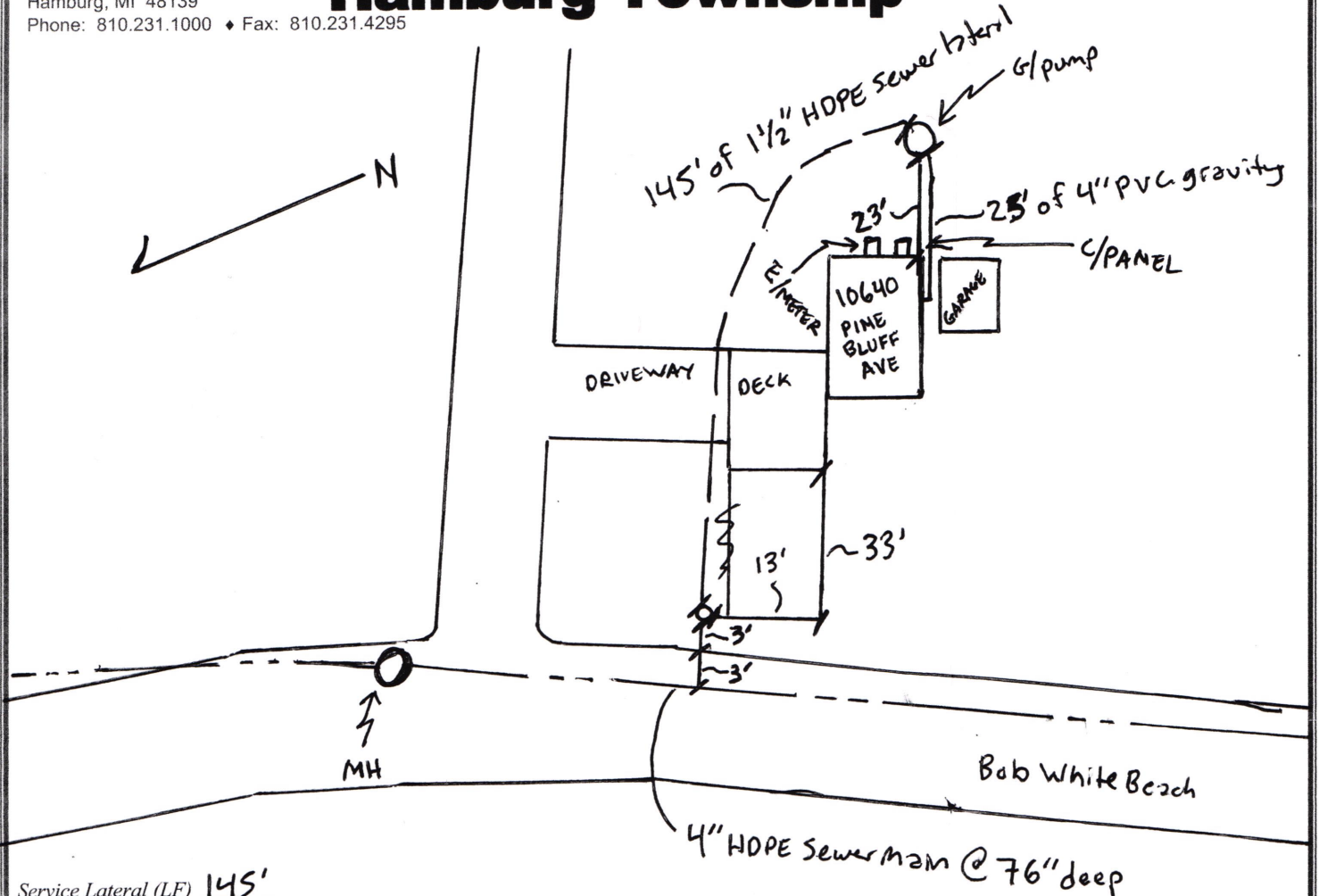
GRINDER PUMP LOCATION SHEET



Construction Plan Sheet No. _____

10405 Merrill Road ♦ P.O. Box 157
Hamburg, MI 48139
Phone: 810.231.1000 ♦ Fax: 810.231.4295

Hamburg Township



Service Lateral (LF) 145'
GPS to C/P (LF) 23'
C/P to E/P (LF) 3'
Connect at E/P or Meter.

Property Line

Street Name 10640 Pine Bluff Ave

Home Owner's Name: James Roth

Private Utilities? (List) _____

Phone Number: 734-904-5056

Date: 11/20/25

Address: 10640 PINE BLUFF AVE (10636) BCU

Sprinklers? Y/N

WHITMORE LAKE, MI 48189

Existing Basement Plumbing to be Served? _____

Property Tax No: 15-27-402-023

Water Softener? Y/N

Was Owner Involved In Location of Service YES ☒ NO _____

Extra Depth GPS Required? _____

Signatures: Rec'd 12/03/2025 BCU C+E Const. [Signature]

Hamburg Township

Contractor

Homeowner

Comments: G/pump install + sewer hookup

Project Name: _____