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EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Patrick J. Hohl, 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: June 10th, 2025

Sewer Committee Members Present: Hohl, Menzies, Negri

Sewer Committee Members Absent: None

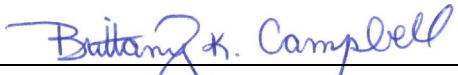
Text of Motion: MOTION BY HOHL, SECONDED BY NEGRI TO APPROVE THE MINUTES OF THE MAY 13th, 2025 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Hohl, Menzies, Negri 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: June 10th, 2025

HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE
TUESDAY, MAY 13th, 2025 – 2:30 P.M.
10405 MERRILL ROAD, HAMBURG, MI 48139

1. CALL TO ORDER

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

Roll Call of the Committee:

Present: Hohl, Menzies, Negri

Absent: Randazzo

Also Present: Brittany Campbell and Ryan Ward

2. CALL TO THE PUBLIC

Hohl 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 HOHL, SECONDED BY MENZIES TO APPROVE THE AGENDA AS PRESENTED.

Ayes: Hohl, Menzies, Negri

Absent: None

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 – April 2025 Statistics
- B. Livingston Eye Care REU Sewer Usage Review – 10105 Veterans Memorial Dr.
- C. Valdmanis Sewer Connection Cost Review – 4101 Cordley Lake Rd.
- D. Maxfield Sewer Connection Cost Review – 7573 Hamburg Rd.
- E. Norfolk Development Corp. Sewer Connection Agreement – 5676 Trail Side Ln.
- F. Norfolk Development Corp. Sewer Connection Agreement – 5660 Trail Side Ln.
- G. Dragon Court Sewer Tap Fee Payment – 7570 E. M-36
- H. Peahl Sewer Connection Cost Review – 5828 Edgelake Dr.

5. APPROVAL OF THE MINUTES

MOTION BY HOHL, SECONDED BY MENZIES TO APPROVE THE MINUTES OF THE APRIL 8th, 2025 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

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

Motion passed.

6. UNFINISHED BUSINESS

A. PFAS/PFOS Discussion.

MOTION BY HOHL, SECONDED BY NEGRI TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

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

Motion passed.

B. Manhole Inspection Program.

MOTION BY HOHL, SECONDED BY NEGRI TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

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

Motion passed.

C. 200 Series Grinder Pump Replacements.

MOTION BY HOHL, SECONDED BY NEGRI TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

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

Motion passed.

7. CURRENT BUSINESS

A. DPW Monthly Report – April 2025 Statistics. Ward reported that the wastewater treatment plant (WWTP) was in compliance for the entire month of April. Biotech was able to complete the spring sludge haul in April this month versus June which is typical due to the drier weather which allowed the work to commence early. Ward stated that the odor control system has been working well at the Kress Road pump station with no complaints for the past month. Work will begin to install a similar system at the Rustic Drive pump station next. Lastly Ward noted that the DPW staff participated in a confined space training class hosted by the Township and taught by 360 Safety. Ward would like to continue this type of training on an annual basis to keep staff up to date with the latest training and safety techniques.

MOTION BY HOHL, SECONDED BY NEGRI 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: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

B. Livingston Eye Care REU Sewer Usage Review – 10105 Veterans Memorial Dr. Campbell explained that she was contacted by Deborah A. Sheere, who owns the Livingston Eye Care Building requesting an REU review for their quarterly operation and maintenance (O & M) billings. The building has two tenants and the water usage is measured through one (1) water meter for both the eye care office and an insurance agent's office. Based on the water meter readings from the DPW for the required 24-month period, Campbell determined that the REU charges should be reduced from the current 3.0 REUs to 1.0 REU effective as of the April 1, 2025 billing cycle. There will not be any refund of the capital sewer charges for the property.

MOTION BY NEGRI, SUPPORTED BY MENZIES TO REDUCE THE QUARTERLY O & M BILLING REUs FOR THE LIVINGSTON EYE CARE BUILDING FROM 3.0 REUs DOWN TO **1.00** REU EFFECTIVE AS OF APRIL 1, 2025 AS RECOMMENDED IN THE MEMO DRAFTED BY THE UTILITIES COORDINATOR.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

C. Valdmanis Sewer Connection Cost Review – 4101 Cordley Lake Rd. Campbell stated that the estimated construction charges under the blanket pricing contract were \$8,545.50. The actual construction charges were \$8,545.50 leaving an excess balance of \$0.00 – a total wash of fees. As a result no refund or invoice is due to the property owner.

MOTION BY MENZIES, SUPPORTED BY NEGRI TO NOTE THE UTILITIES COORDINATOR'S COST REVIEW AND TO CLOSE OUT THE SEWER CONNECTION FILE.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

D. Maxfield Sewer Connection Cost Review – 7573 Hamburg Rd. Campbell reported that the estimated construction charges under the bid proposal were \$10,545.10. The actual construction charges were \$11,112.10 a difference of \$567.00. The additional charges are a result of the 1-1/2" service lateral pipe being 28-feet longer than the estimated length resulting in a balance due of \$567.00 (28 ft. x \$20.25/ft. = \$567.00). As a result, the total shortage of \$567.000 should be billed to the property owner.

MOTION BY NEGRI, SECONDED BY MENZIES TO REQUEST THE ACCOUNTING DEPARTMENT TO INVOICE THE PROPERTY OWNER IN THE AMOUNT OF \$567.00 FOR ADDITIONAL SEWER CONSTRUCTION CHARGES AS OUTLINED IN THE SEWER CONNECTION AGREEMENT.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

E. Norfolk Development Corp. Sewer Connection Agreement – 5676 Trail Side Ln.

MOTION BY HOHL, SUPPORTED BY MENZIES TO APPROVE THE NORFOLK DEVELOPMENT CORPORATION AGREEMENT FOR SEWER CONNECTION AS PRESENTED, AS ALL OF THE ESTIMATED SEWER FEES WERE PAID UP-FRONT IN CASH.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

F. Norfolk Development Corp. Sewer Connection Agreement – 5660 Trail Side Ln.

MOTION BY HOHL, SUPPORTED BY NEGRI TO APPROVE THE NORFOLK DEVELOPMENT CORPORATION AGREEMENT FOR SEWER CONNECTION AS PRESENTED, AS ALL OF THE ESTIMATED SEWER FEES WERE PAID UP-FRONT IN CASH.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

G. Dragon Court Sewer Tap Fee Payment – 7570 E. M-36. Campbell explained that at the March 11th, 2025 the owner of the Dragon Court restaurant, Mike Lam, was given a deadline of June 1, 2025 to decide if he wanted to pay the additional sewer tap fees due in the amount of \$20,250.00 in cash or if he would like to finance the charges through a Contract SAD Agreement with the Township for a period of five years at a rate of eight-percent (8%) interest. The additional tap fees were calculated based on the REU review completed at the request of the property owner. Mr. Lam paid for the additional 2.70 REUs in the amount of \$20,250.00 in full on April 28th, 2025. Campbell stated that this matter has now been closed as the tap fees were paid in full.

MOTION BY HOHL, SECONDED BY MENZIES TO NOTE THAT THE ADDITIONAL SEWER TAP FEES DUE IN THE AMOUNT OF \$20,250.00 HAVE BEEN PAID IN FULL AND THAT THE MATTER IS NOW CLOSED.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

H. Peahl Sewer Connection Cost Review – 5828 Edgelake Dr. Campbell reported that the estimated construction charges under the bid proposal were \$9,492.14. The actual construction charges were \$8,513.63 a difference of \$978.51. However, the original 50' power cable had to be upgraded to a 100' cable for a price difference of \$158.00 (100' cable @ \$416.00 – 50' cable @ \$258.00 = \$158.00 due). The Contractor did not charge the homeowners for installing the extra connection for the 2" drain line for the sink in the garage. As a result, a refund of \$820.51 should be issued to the property owner.

MOTION BY HOHL, SECONDED BY NEGRI TO DIRECT THE ACCOUNTING DEPARTMENT TO REFUND THE OVERPAYMENT FROM THE PEAHL SEWER FEE DEPOSIT IN THE AMOUNT OF \$820.51 TO THE PROPERTY OWNERS AS NOTED IN THE UTILITIES COORDINATOR'S COST REVIEW MEMO.

Ayes: Hohl, Menzies, Negri Absent: None Nays: None
Motion passed.

8. CALL TO THE PUBLIC

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

9. INFORMATIONAL/EDUCATIONAL MATERIAL

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

10. ADJOURNMENT

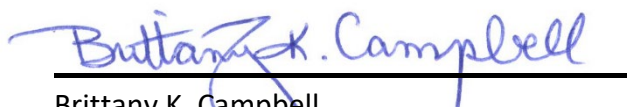
MOTION BY NEGRI, SECONDED BY MENZIES TO ADJOURN THE MEETING.

Ayes: Hohl, Menzies, Negri Absent: None Nays: None
Motion passed.

The meeting was adjourned at 2:38 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