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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: May 12th, 2026

Sewer Committee Members Present: Negri, Menzies, Daniels

Sewer Committee Members Absent: None

Text of Motion: MOTION BY NEGRI, SECONDED BY DANIELS TO APPROVE THE MINUTES OF THE APRIL 14th, 2026, 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.

 Date: May 12th, 2026
BRITTANY K. CAMPBELL
HAMBURG TOWNSHIP UTILITIES COORDINATOR

HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE
TUESDAY, APRIL 14th, 2026 – 2:30 P.M.
10405 MERRILL ROAD, HAMBURG, MI 48139

1. CALL TO ORDER

The meeting was called to order by Negri at 2:33 p.m.

Roll Call of the Committee:

Present: Negri, Daniels,

Absent: Menzies

Also Present: Tony Randazzo, Ryan Ward and Brittany Campbell

2. CALL TO THE PUBLIC

Negri 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 NEGRI, SECONDED BY DANIELS TO APPROVE THE AGENDA WITH THE ADDITION OF ITEMS 7.J. AND 7.K. UNDER CURRENT BUSINESS.

Ayes: Negri, Daniels Absent: Menzies 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 – February/March 2026 Statistics
- B. Damm Direct Sewer Connection Agreement – 9227 Hamburg Rd.
- C. Norfolk Development Corp. Direct Sewer Connection – 5627 Trail Side Ln.
- D. Norfolk Development Corp. Direct Sewer Connection – 5635 Trail Side Ln.
- E. Sewer Rate Discussion
- F. Grinder Pump Purchase Request
- G. Agar Direct Sewer Connection Agreement – Vacant Beach Lane
- H. Lyon Sewer Connection Cost Review – 7797 Venice Ct.
- I. Damm Sewer Connection Cost Review – 9227 Hamburg Road
- J. Temporary Summer Help for DPW-Sewer
- K. Freedom River Campground Pump Station

5. APPROVAL OF THE MINUTES

MOTION BY DANIELS, SECONDED BY NEGRI TO APPROVE THE MINUTES OF THE FEBRUARY 10th, 2026, MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

6. UNFINISHED BUSINESS

A. PFAS/PFOS Discussion.

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

Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

B. Manhole Inspection Program.

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

Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

C. 200 Series Grinder Pump Replacements.

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

Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

7. CURRENT BUSINESS

A. DPW Monthly Report – February/March 2026 Statistics. Randazzo reported that the wastewater treatment plant was in compliance for the previous two months. Randazzo noted that the Township received a reimbursement in February for the PFAS grant that will be expiring this July. EGLE would like eleven (11) more homes tested under the grant. Randazzo stated that with the money left from the grant the funds will cover the additional PFAS testing for the 11 homes. Staff will also be taking samples from outside hose bibs that will make collecting the samples easier. Randazzo also noted the DPW received a truck from the Fire Department that is in very good shape and will be shared with the Buildings and Grounds staff.

Randazzo noted that the DPW staff will be working on the Hamburg Road pump station odor control beds. Ward stated that they had most of the materials but will still need some PVC and dewatering stone. Randazzo is hopeful that the work will be completed by the end of this month.

Lastly, Randazzo noted that the Township received an abnormally high invoice from the City of Brighton for wastewater treatment. At first the City of Brighton thought it was due to the installation of a new meter. However, it was determined that the issue was that the old water meter was not recording flow properly resulting in a lower bill. The new meter is functioning correctly, and the additional charges will be between \$10,000 to \$12,000 per quarter. Ward noted that we are sending roughly 1.6 million gallons of sewage to the City of Brighton per month.

MOTION BY DANIELS, 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: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

B. Damm Direct Sewer Connection Agreement – 9227 Hamburg Rd.

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

Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

C. Norfolk Development Corp. Direct Sewer Connection – 5627 Trail Side Ln.

MOTION BY NEGRI, SUPPORTED BY DANIELS 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: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

D. Norfolk Development Corp. Direct Sewer Connection – 5635 Trail Side Ln.

MOTION BY NEGRI, SUPPORTED BY DANIELS 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: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

E. Sewer Rate Discussion. Randazzo explained to the Committee that the current quarterly operation and maintenance (O & M) charge is \$171.00. Of that amount, \$128.79 goes toward the O & M costs while the balance of \$42.21 is used to pay off debt for bonds sold to build and make improvements to the wastewater treatment plant. Randazzo noted that the 2007 bond payment for the wastewater treatment plant (WWTP) will be paid off shortly. That will free up \$22.00 from the debt expenses. Randazzo then explained that the Township currently has 1.6 million in equipment reserve, another 1.6 million in debt reserve with an additional \$650,000.00 in capital cash. The fiscal year end fund balance is approximately 3.6 million dollars. The purchase of the grinder pump stations as requested will use up \$330,400.00 from the capital cash fund.

Randazzo noted that the remaining debt for the last 5 years of the remaining WWTP bonds is \$1,329,446.00 and can be paid out of the current balance in the debt reserve fund. This will provide the Township with the unique opportunity to reallocate the debt portion toward operating expenses or lower the sewer rate for our customers. Campbell noted that for years the residents have been told that their quarterly O & M bills will be reduced once the WWTP bond debt has been paid off. Randazzo noted that the Board could decide to reduce the debt charge and increase portion of the bill toward the operation and maintenance costs. Negri suggested that the reduced debt amount of \$22.00 could be split to lower the remaining debt charge on the bill to \$10.00 and increase the O & M charges to \$150.00 for a total quarterly bill of \$160.00 that would still be a cost savings to the residents. The Committee acknowledged that if the operation and maintenance costs still go up that the quarterly bill could be increased again. Daniels stated that she believes that the current O & M billing amount should remain at \$171.00 per quarter with the debt savings to be applied to the operation and maintenance costs. Randazzo noted that even if the operation and maintenance fees were raised to \$171.00 after all of the debt was paid off the Township would still be running at a slight deficit for the operation costs.

Randazzo explained that if the Township receives additional sewer taps, like the apartments in the Village and the Townhomes planned as well that the additional tap fees coming in could help to offset increasing operation and maintenance costs. However, the current O & M fee of \$171.00 should be reviewed based on the pay-off of the 2007 bond. The discussion and further information will be presented to the Board for review and discussion at the upcoming strategic planning meeting.

F. Grinder Pump Purchase Request. Campbell noted that we currently have 10 simplex grinder pump stations and 2 duplex grinder pump stations in inventory. The Township will need to order another truckload of grinder pump stations to complete the last of the grinder pump replacements and the new single sewer connections.

MOTION BY NEGRI, SECONDED BY DANIELS TO FORWARD THE REQUEST TO THE BOARD WITH THE RECOMMENDATION TO PURCHASE FIFTY-NINE (59) SIMPLEX GRINDER PUMP STATION UNITS, A FULL TRUCKLOAD TO AVOID FREIGHT CHARGES, IN THE AMOUNT OF \$330,400.00 TO BE PAID FROM THE SEWER CAPITAL CASH FUND.

Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

G. Agar Direct Sewer Connection Agreement – Vacant Beach Lane.

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

Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

H. Lyon Sewer Connection Cost Review – 7797 Venice Ct. Campbell reported that the estimated construction charges under the blanket contract pricing were \$9,401.70. The actual construction charges were \$10,498.43, a difference of \$1,096.73. The sewer installation required an extra 13 feet of pipe for the service lateral connection resulting in an additional charge of \$263.25 (13 ft. x \$20.25/ft. = \$263.25). The actual footage installed for the 4" building sewer pipe was 20 feet resulting in the installation of 5 feet more than estimated footage of 15 feet totaling an extra charge of \$138.90 (\$27.78 x 5 ft.= \$138.90). The Contractor also included a charge of \$694.58 for cleanup of the sewer tap-in area on Venice Court, including topsoil, seed and straw that they will complete as weather allows. The difference in the cost for the additional construction charges has resulted in a balance due of \$1,096.73. As a result, the shortage should be billed to the property owner.

MOTION BY DANIELS, SECONDED BY NEGRI REQUESTING THE ACCOUNTING DEPARTMENT TO INVOICE THE PROPERTY OWNERS IN THE AMOUNT OF \$1,096.73 FOR ADDITIONAL SEWER CONSTRUCTION CHARGES AS OUTLINED IN THE SEWER CONNECTION AGREEMENT.

Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

I. Damm Sewer Connection Cost Review – 9227 Hamburg Road. Campbell reported that the estimated construction charges under the blanket contract pricing were \$16,958.60. The actual construction charges were \$18,189.90, a difference of \$1,231.30. The sewer installation required an extra 35 feet of pipe for the service lateral connection resulting in an additional charge of \$790.30 (35 ft. x \$22.58/ft. = \$790.30). The actual footage installed for the 4" building sewer pipe was 30 feet resulting in the installation of 14 feet more than estimated footage of 16 feet totaling an extra charge of \$441.00 (\$31.50 x 14 ft.= \$441.00). The difference in the cost for the additional construction charges has resulted in a balance due of \$1,231.30. As a result, the shortage should be billed to the property owner.

MOTION BY NEGRI, SECONDED BY DANIELS REQUESTING THE ACCOUNTING DEPARTMENT TO INVOICE THE PROPERTY OWNER IN THE AMOUNT OF \$1,231.30 FOR ADDITIONAL SEWER CONSTRUCTION CHARGES AS OUTLINED IN THE SEWER CONNECTION AGREEMENT.

Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

J. Temporary Summer Help for DPW-Sewer. Randazzo explained that Glen Keller will be out for approximately three months due to shoulder surgery and that he would like to hire a temporary, seasonal part-time employee to fill in. Randazzo stated that he would like to have someone hired by May and work up until Labor Day. It would be a part-time position, roughly 24 to 30 hours per week.

MOTION BY NEGRI, SECONDED BY DANIELS TO RECOMMEND TO THE BOARD TO ALLOW THE DPW ADMINISTRATOR TO POST THE JOB AND TO HIRE A TEMPORARY PART-TIME EMPLOYEE FOR THE SUMMER.

Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

K. Freedom River Campground Pump Station. Ward explained that he received a request to complete the start-up for the Freedom River Campground pump station this Friday, April 17th. Ward expressed his concerns since the site does not have water available to test and run the pump station. Randazzo explained that the pump station would not be used, however, the Township would be responsible for the maintenance and upkeep of the station under our sewer policy. Randazzo suggested that the Township not take over the pump station and sewage collection system until it is in use by the campground.

MOTION BY NEGRI, SECONDED BY DANIELS TO RECOMMEND TO THE BOARD TO WITHHOLD ACCEPTANCE OF THE FREEDOM RIVER CAMPGROUND PUMP STATION AND SEWAGE COLLECTION SYSTEM UNTIL SUCH TIME THAT THERE IS REASSURANCE THAT THERE IS SUFFICIENT FLOW TO FUNCTION PROPERLY.

Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

8. CALL TO THE PUBLIC

Seeing no requests to address the Sewer Committee, Negri 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 NEGRI TO ADJOURN THE MEETING.

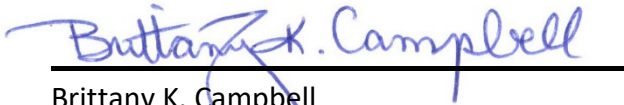
Ayes: Negri, Daniels Absent: Menzies Nays: None

Motion passed.

The meeting was adjourned at 3:33 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