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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: August 12th, 2025

Sewer Committee Members Present: Menzies, Daniels

Sewer Committee Members Absent: Negri

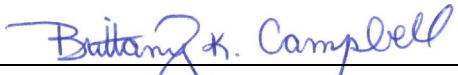
Text of Motion: MOTION BY MENZIES, SECONDED BY DANIELS TO APPROVE THE MINUTES OF THE JULY 8th, 2025 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Menzies, Daniels Absent: Negri 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: August 12th, 2025

**HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE
TUESDAY, JULY 8th, 2025 – 2:30 P.M.
MEETING AT WASTEWATER TREATMENT PLANT
6400 E. M-36, WHITMORE LAKE, MI 48189**

1. CALL TO ORDER

The meeting was called to order by Negri at 2:28 p.m.

Roll Call of the Committee:

Present: Negri, Menzies, Daniels

Absent: None

Also Present: Tony Randazzo, Brittany Campbell and Ryan Ward

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 MENZIES, SECONDED BY DANIELS TO APPROVE THE AGENDA AS PRESENTED.

Ayes: Negri, Menzies, Daniels

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 – June 2025 Statistics
- B. Wastewater Treatment & Administration Policies and Procedures Update
- C. Griese Direct Sewer Connection Agreement – 4305 Cornwell Ln.
- D. Roder Sewer Connection Cost Review – 6335 Pinemont Dr.
- E. 2024/2025 Fiscal Year Sewer REU/Tap Tracker
- F. Muffin Monster for WWTP Purchase Request

5. APPROVAL OF THE MINUTES

MOTION BY NEGRI, SECONDED BY MENZIES TO APPROVE THE MINUTES OF THE JUNE 10th, 2025 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

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

Motion passed.

6. UNFINISHED BUSINESS

A. PFAS/PFOS Discussion.

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

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

Motion passed.

B. Manhole Inspection Program.

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

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

Motion passed.

C. 200 Series Grinder Pump Replacements.

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

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

Motion passed.

7. CURRENT BUSINESS

A. DPW Monthly Report – June 2025 Statistics. Randazzo reported that the wastewater treatment plant was in compliance for the month of June. Randazzo also noted that grinder calls were down last months, only receiving 36 or 37 calls, which is really good for summer months. Odor control measures continue to function well at the Kress Road pump station with no odor complaints from residents. Ward noted that DPW staff is still waiting for the blower fan to be installed at the Rustic pump station for odor control there.

Randazzo stated that three pump stations were sampled for PFAS as part of the grant work. Test results for the pump stations were lower than what Randazzo expected. Randazzo noted that there were a lot of “non-detect” results for PFAS. Residential PFAS testing will also begin this month for 34 homes in the Buck Lake area as part of the grant work.

MOTION BY NEGRI, 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: Negri, Menzies, Daniels

Absent: None

Nays: None

Motion passed.

B. Wastewater Treatment & Administration Policies and Procedures Update. Campbell provided the Committee members with a draft version of the proposed updates to the Wastewater Treatment & Administration Policies and Procedures Manual. The last update was made in 2015. Campbell noted that there have been a number of significant changes, including the consolidation of all of the Township general ordinances into 1 codified Code of Ordinances. Also, there have been changes to the original policies and procedures as well as some additions since it was last amended. Campbell asked the Committee to review the updated copy and to forward any suggested changes, any found type-o's, comments, etc. to her and she will present a final copy to be reviewed and discussed at the August meeting.

MOTION BY NEGRI, SECONDED BY DANIELS TO REQUEST THAT CAMPBELL SEND AN EMAIL BY THE END OF THIS WEEK REMINDING COMMITTEE MEMBERS TO COMPLETE THEIR REVIEWS AND TO SUBMIT ALL COMMENTS, SUGGESTIONS, ETC. BY THE END OF THE MONTH SO THAT THE POLICIES AND PROCEDURES MANUAL IS READY FOR REVIEW BY THE NEXT COMMITTEE MEETING IN AUGUST.

Ayes: Negri, Menzies, Daniels

Absent: None

Nays: None

Motion passed.

C. Griese Direct Sewer Connection Agreement – 4305 Cornwell Ln.

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

Ayes: Negri, Menzies, Daniels

Absent: None

Nays: None

Motion passed.

D. Roder Sewer Connection Cost Review – 6335 Pinemont Dr. Campbell reported that the estimated on-site sewer construction charges under the bid proposal were \$5,018.49. The actual construction charges were \$5,005.77 a difference of \$12.72. As a result, a refund of \$12.72 should be issued to the property owner.

MOTION BY MENZIES, SECONDED BY DANIELS TO DIRECT THE ACCOUNTING DEPARTMENT TO REFUND THE OVERPAYMENT FROM THE RODER SEWER FEE DEPOSIT IN THE AMOUNT OF \$12.72 TO THE PROPERTY OWNERS AS NOTED IN THE UTILITIES COORDINATOR'S COST REVIEW MEMO.

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

E. 2024/2025 Fiscal Year Sewer REU/Tap Tracker. Campbell provided the Committee with the sewer REU and tap fee tracking sheet showing that the Township added a total of fifteen (15) new REUs to the sanitary sewer system and collected \$81,500.00 in tap fees for the 2024/2025 fiscal year.

MOTION BY MENZIES, SECONDED BY NEGRI TO NOTE THE UTILITIES COORDINATOR'S 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, Menzies, Daniels Absent: None Nays: None
Motion passed.

F. Muffin Monster for WWTP Purchase Request. Ryan explained that he and Randazzo looked into several options regarding the current muffin monster at the wastewater treatment plant. The quote from Vogelsang in the amount of \$19,812.00 is for a brand-new muffin monster/grinder unit. A quote from Muffin Monster, the original manufacturer, just to repair the exiting unit was over \$17,000.00 plus an additional \$800.00 in tariff charges for the parts coming from overseas. Randazzo noted that he and Ward are still waiting on a quote for installation charges, including electrical work. Ward noted that it is recommend to repair or replace the teeth of the grinding unit every 5 years. Our unit is 7 years old at this time. Randazzo noted that he should have a quote for the installation costs by the next Township Board meeting.

MOTION BY NEGRI, SECONDED TO MENZIES TO FORWARD TO THE BOARD WITH THE RECOMMENDATION TO AUTHORIZE RANDAZZO AND WARD TO PROCEED WITH THE VOGELSANG QUOTE FOR THE PURCHASE OF A NEW GRINDER UNIT FOR THE WWTP NOT TO EXCEED \$19,812.00 PLUS THE ADDITIONAL LABOR/INSTALLATION CHARGES NOT INCLUDED WITH THIS QUOTE.

Ayes: Negri, Menzies, Daniels Absent: None 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 NEGRI, SECONDED BY DANIELS TO ADJOURN THE MEETING.

Ayes: Negri, Menzies, Daniels

Absent: None

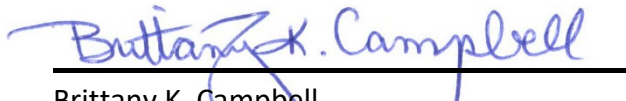
Nays: None

Motion passed.

The meeting was adjourned at 2:49 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