



10405 Merrill Road  
P.O. Box 157  
Hamburg, MI 48139  
(810) 231-1000  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

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Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Bill Hahn, Patricia Hughes, Chuck Menzies, Cindy Michniewicz

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## **BOARD OF TRUSTEES REGULAR MEETING**

**Tuesday, February 07, 2023 at 2:30 PM**  
**Hamburg Township Hall Board Room**

### **MINUTES**

#### **CALL TO ORDER**

Hohl called the meeting to order at 2:30 pm.

#### **PLEDGE TO THE FLAG**

#### **ROLL CALL OF THE BOARD**

##### **PRESENT**

Pat Hohl  
Mike Dolan  
Cindy Michniewicz  
Jason Negri  
Patricia Hughes

##### **ABSENT**

Bill Hahn  
Chuck Menzies

#### **CALL TO THE PUBLIC**

Patty Sherrill 9265 Regency Blvd disputed a \$15.55 late fee on her water bill.

Jerome Gross 7564 Wisteria Way County, Commissioner District 9, reintroduced himself to the residents/board and commented on working on ARPA funds for the Senior/Community Center.

#### **1. PCYDI Presentation**

Presentation from the Pinckney Community Youth Development Initiative Foundation.

## **CONSENT AGENDA**

Motion to approve the agenda as presented.

Motion made by Dolan, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

2. Board of Trustees Regular Meeting Minutes January 03, 2023 2:30 pm
3. Board of Trustee Work Study Minutes January 03, 2023 1:30pm
4. Board of Trustees Regular Board Meeting Minutes January 17, 2023 7:00pm
5. Parks & Rec - Approved Meeting Minutes - December 20, 2022
6. Parks & Rec - Senior Ctr. Coordinator Report - January 2023
7. Parks & Rec - Park Use Request - Go Sports LLC - Baseball 2023
8. May 9, 2022 Approved Cemetery Committee Meeting Minutes
9. Township Coordinator - January 2023 Report
10. AP bills list February 07, 2023
11. Alfredo's Tree Service Invoice

## **UNFINISHED BUSINESS**

12. Station 11 Cell Tower Lease

Motion, that as a board, approve the lease agreement in the packet from American Tower Delaware Corporation and direct the Clerk and Supervisor to sign the agreement on behalf of the Township.

Motion made by Negri, Seconded by Hughes.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

## **APPROVAL OF THE AGENDA**

## **CURRENT BUSINESS**

Motion to approve the agenda as presented with the addition of Item #26 Comcast.

Motion made by Dolan, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

13. Tanker 12 Refurbishment

Motion to approve the hiring of B&B Fire Division of Comstock to refurbish tanker 12 as outlined in the RFP specifications at a cost not to exceed \$220,000.

Motion made by Dolan, Seconded by Negri.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

14. Hiring of Firefighter

Motion to approve the hiring of Thomas Pawley as a Community Risk Reduction Firefighter effective February 8, 2023 at a starting rate of \$19.20 per hour based on the fact that he has already completed pre employment requirements.

Motion made by Hohl, Seconded by Negri.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

15. Purchase of SCBA Fill Station

Motion to approve the purchase of an SCBA Fill Station as outlined in the RFP specifications from Allied Fire Sales & Service of Spring Lake, MI at a cost of \$65,250.00

Motion made by Dolan, Seconded by Negri.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

16. Purchase of Fire Vehicle

Motion to approve the purchase of a 2023 Chevrolet Silverado 3500 Pickup, with the attached specifications, from Berger Chevrolet, Inc of Grand Rapids for a price of \$54,790.00 and to proceed with the reallocation of the use of the other vehicle to complete swap as outlined in the memo.

Motion made by Hohl, Seconded by Negri.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

17. Annual Analysis – Police

Motion to accept and file the Annual Analysis as provided in the packet and make it available to the public should they wish to have a copy.

Motion made by Hohl, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

18. Updated Public Safety SOPs

Motion to adopt Public Safety Standard Operating Procedures: SOP #300-08: Response to Persons with Mental Illness, SOP #300-26: Firearms, and SOP #300-53: Officer Uniform and Appearance.

Motion made by Hohl, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

19. Step Increase – Ward

Motion to make effective in the current pay period the increase as outlined in Tony Randazzo's memo for Mr. Ward based on the fact that he has received his Class B Waste Water Treatment Plant License and Lagoon 1 and Lagoon 2 taking him to a Grade 8 step 7.

Motion made by Hohl, Seconded by Negri.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

20. Finance Control Book December 2022

Motion to receive, file and publish the Finance Control Book December 2022 with the corrected tab 4.

Motion made by Negri, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

21. 2023 Asphalt Road Program

Motion to authorize Supervisor Hohl and Clerk Dolan to sign the project agreement #489.07.5103BW and forward that to Steve Wasylk at the Road Commission.

Motion made by Hohl, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

22. Update to Administrative Policy & Procedures, Section 4.9 Purchase Control

No motion was made. Move to February 21, 2020 7:00 pm meeting.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

23. Update to Administration Policy and Procedures Section 3.8 Employee Evaluation Performance Review form

Motion to approve the Hamburg Township Employee Evaluation Review Form in the packet to be published in the administrative policies and procedures and request that the form be dated as today's date.

Motion made by Dolan, Seconded by Negri.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

24. New hires for the Accounting Department

Motion to proceed with the employment of Robin Holmes as the Accounting and Benefits Coordinator with the enhanced time off as indicated in the memo with a start date as soon

as feasible and Marcy Miller be offered the position of the Accounting Specialist position with the benefits outlined in the memo with a starting date of March 6, 2023.

Motion made by Hohl, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

25. Appointment of Trustee Cindy Michniewicz

Motion to appoint Cindy Michniewicz and Patricia Hughes as alternates to the Livingston Community Water Authority (LCWA) Board.

Motion made by Hohl, Seconded by Negri.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

26. Comcast

Motion to approve the Comcast Uniform video service local franchise agreement with a 5% franchise fee and 0% PEG fee.

Motion made by Dolan, Seconded by Hohl.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

**CALL TO THE PUBLIC**

A call was made with no response.

**BOARD COMMENTS**

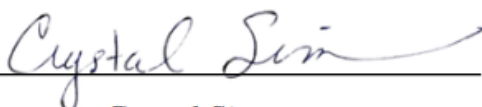
**ADJOURNMENT**

Motion to adjourn at 4:08 pm.

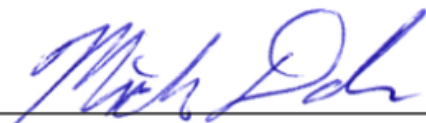
Motion made by Negri, Seconded by Hughes.

Voting Yea: Hohl, Dolan, Michniewicz, Negri, Hughes

Respectfully submitted,



Crystal Simmons  
Recording Secretary



Mike Dolan  
Township Clerk