

February 6, 2024



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

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

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, February 06, 2024 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

A call was made with no response.

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CONSENT AGENDA

Motion by Negri, Seconded by Hughes, to approve the consent agenda as presented.

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

1. B S & A Invoice-Annual Contract
2. W.J. O'Neil Final Invoice
3. DuBois-Cooper Invoice
4. Senior Center - Report - 2023 Year in Review
5. Parks & Rec - Approved Meeting Minutes - November 28, 2023
6. Township Coordinator Report - January 2024
7. Parks & Rec - 2024 Season Blackout Date List (anticipated) as of 1/26/24
8. Board of Trustees - 2nd Public Hearing Forest Creek Court SAD
9. 1-16-2024 BOARD OF TRUSTEES - 2ND PUBLIC HEARING FOX POINT BEACH SUBDIVISION SAD
10. 1-16-2024 7:00pm BOARD OF TRUSTEES REGULAR MEETING
11. Parks & Rec - Park Use Approval - East MI Panthers Soccer - 2024 Season
12. Bills List 02.06.24

APPROVAL OF THE AGENDA

Motion by Dolan, Seconded by Hohl, to approve the agenda as presented, with the addition of resignation and replacement of payroll and benefits coordinator, charity gaming license and the removal of #24 which is shoreline woody structures.

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

UNFINISHED BUSINESS

None.

CURRENT BUSINESS

13. Police Officer Hiring
Motion by Negri, Seconded by Michniewicz, to approve the hiring of Conan Stoehr for full time police officer for Hamburg Township, effective immediately.

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

14. Police Special Assignments
Motion by Hohl, Seconded by Dolan, to appoint Sgt Duhaime as the Administrative Sargent, effective February 12, 2024.

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

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Motion by Hohl, Seconded by Michniewicz, to appoint Sgt Paul as the Community Service Sargent, effective February 12, 2024.

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

15. Fire Grant Application

Motion by Hughes, Seconded by Michniewicz, to authorize the Hamburg Twp Fire Department to participate in the regional grant application for portable radios, as documented in Chief Duffany's January 31, 2024 memo.

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

16. Updated Public Safety SOPs

Motion by Negri, Seconded by Hughes, to approve SOP 200-7, Fire Fighter Training Standards and SOP 300-04, General Rules of Conduct for Police.

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

17. Police Annual Analysis

Motion by Hohl, Seconded by Michniewicz, to receive and file the annual report of the Police Analysis as provided.

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

18. HERO - Fun Fest - Over The Road Banner Request 2024

Motion by Dolan, Seconded by Hughes, to approve the permit request for the Family Fun Fest Banner over Merrill Road.

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

19. HERO - Fun Fest - Speed Reduction Request 2024

Motion by Dolan, Seconded by Michniewicz, to request a speed reduction on Merrill Road with the Livingston County Road Commission for the Family Fun Fest.

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

20. HERO - Moving Wall - Speed Reduction Request 2024

Motion by Dolan, Seconded by Negri, to request a speed reduction on Merrill Road with the Livingston County Road Commission for the Vietnam Moving Wall.

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

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21. HERO - Moving Wall - Over The Road Request 2024
Motion by Dolan, Seconded by Hohl, to approve the permit request for the Vietnam Moving Wall Banner over Merrill Road.

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

22. Manufactured Fertilizers Ordinance Amendments
Motion by Hohl, Seconded by Michniewicz, to approve the Ordinance 104-A, as amended.

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

23. Final Pay Application for Police Station Addition
Motion by Negri, Seconded by Hughes, to approve the final payment request of \$244,796.00, for Police Department addition.

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

24. Shoreline Woody Structures
Removed from Agenda.

25. Zoning Board of Appeals Appointment
Motion by Hohl, Seconded by Negri, to appoint Ben Russell to ZBA through June 30, 2024.

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

26. Payroll & Benefits Coordinator Resignation Acceptance
Motion by Dolan, Seconded by Negri, to formally accept the resignation of Robin Holmes from position of Payroll & Benefits Coordinator, effective 2-5-2024.

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

27. Payroll & Benefits Coordinator Position
Motion by Dolan, Seconded by Hohl, to authorize the replacement of the Payroll & Benefits Coordinator with immediate job posting, interview process and conditional job offer, and to hire an interim replacement, if available.

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

28. Motion by Dolan, Seconded by Michniewicz, to support the local gaming body resolution for gaming license resolution on behalf of the Hamburg Flyers RC Club Inc.

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

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CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

Hughes suggested having a survey done of the employee's ratings for workplace environment. Discussion to be added to Department Head Meeting.

ADJOURNMENT

Motion by Negri, Seconded by Dolan to adjourn the meeting.

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

Hohl adjourned the meeting at 3:02 pm.

Respectfully submitted,



Jennifer Daniels
Recording Secretary



Mike Dolan
Township Clerk

DRAFT