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# **SUPERVISOR DEPARTMENT**

## **GOALS AND OBJECTIVES—2024/2025**

Submitted by: Pat Hohl

### **FINANCIAL**

- Work with the Director of Accounting and Department Heads to develop and update the five-year budget projections.
- Ensure budgets are accurate, attainable and adhered to by Department Heads.
- Monitor the Township benefits program and implement changes when necessary.
- Ensure adequate long-term capital maintenance/replacement funding for all facilities and assets.
- Implement and monitor all possible cost saving activities for the Township and its' residents.
- Maintain the following minimum fund balances: General Fund undesignated reserve of 125% of the annual General Fund expenditures, Fire Fund at 25% of the annual Fire Fund expenditures, Police Fund at 25% of annual Police Fund expenditures.

### **HUMAN RESOURCES**

- Work with the Human Resources Director on all HR matters.
- Work with Department Heads to develop training and job skill programs for each employee.
- Interact with staff on a continual basis to ensure open, two-way communication.
- Work with Department Heads and MML to reduce workers compensation claims and improve safety in all departments for all staff
- Provide a work environment that encourages creativity, employee self-actualization, safety, and a real sense of ownership for each staff member.

## **ENVIRONMENTAL**

- Work with all local, state and federal agencies and resources on PFOS PFOA management and remediation.
- Comply with MDNR permit standards at the Waste Water Treatment Plant.
- Investigate and pursue flood mitigation measures
- Pursue the FMA, HMGP and BRIC grants for homeowners on the Huron River and on Ore Lake as directed by the Board of Trustees.
- Work with the South Ore Creek Action Group to address elevated phosphorus levels in South Ore Creek and Ore Lake.
- Participate with, and implement programs through, the Livingston County Water Action Group wherever applicable
- Work to implement all Act 188 SADs for invasive weed and alga, road improvement, road maintenance and canal dredging.
- Support the Livingston County Drain Commission in the design and acquisition of coffer dams.

## **GENERAL**

- Work with and support all Department Heads.
- Investigate, and work with the Township Board to develop a Deputy Supervisors or possible Township Managers position.
- Work cooperatively with state and county officials in a positive manner that benefits the residents of Hamburg Township.
- Mediate disputes whenever possible.
- Conduct Department Head Meetings on a bimonthly basis.
- Assist the Clerk's office to continually update the codified Zoning and General Ordinances.
- Monitor and update our Emergency Management Program and Plans
- Work to fully implement the Livingston County Transportation Master Plan

## **RECREATION**

- Enhance maintenance of Township Parks, Senior/Community Center, and the Lakelands Trail.
- Work collaboratively with the Park and Recreation Committee to improve and expand recreational opportunities in Hamburg Township.
- Implement the Complete Street Resolution for pedestrian/bicycle improvements
- Work to extend the Lakelands Trail interconnects from M-36 to the Brighton State Recreation area and the Washtenaw County Trail system to the Lakelands Trail at McGregor Road.
- Work with the Clerk, and Park and Recreation Coordinator, to implement capital improvements

- Work with the Clerk and Director of the Senior/Community Center to investigate expansion of the Center.
- Assist with development of the Bennett Park trail enhancements and support seeking grant funding for installation of same.
- Oversee maintenance of the Mike Levine Lakelands Trail.

### **ROADS**

- Oversee construction of township Board approved road improvements
- Continue to develop long-term road improvements throughout Hamburg Township