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EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Patrick J. Hohl, 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: March 11th, 2025

Sewer Committee Members Present: Hohl, Negri

Sewer Committee Members Absent: Menzies

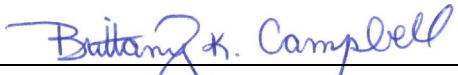
Text of Motion: MOTION BY HOHL, SUPPORTED BY NEGRI TO APPROVE THE
MINUTES OF THE FEBRUARY 18th, 2025 MUNICIPAL UTILITIES
COMMITTEE MEETING AS PRESENTED.

Ayes: Hohl, Negri Absent: Menzies 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: March 11th, 2025

HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE
TUESDAY, FEBRUARY 18th, 2025 – 2:30 P.M.
10405 MERRILL ROAD, HAMBURG, MI 48139

1. CALL TO ORDER

The meeting was called to order by Hohl at 2:31 p.m.

Roll Call of the Committee:

Present: Hohl, Menzies, Negri

Absent: None

Also Present: Brittany Campbell, Tony Randazzo and Ryan Ward

2. CALL TO THE PUBLIC

Hohl 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 HOHL, SECONDED BY MENZIES TO APPROVE THE AGENDA AS PRESENTED.

Ayes: Hohl, Menzies, Negri

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 – December 2024/January 2025 Statistics
- B. Maxfield Direct Sewer Connection Agreement – 7573 Hamburg Rd.
- C. Brinks Sewer Connection Cost Review – 7803 Venice Ct.
- D. Revised Committee Meeting Schedule Discussion
- E. Stone Direct Sewer Connection Agreement – 10434 Langley Dr.
- F. Parliamentary Procedures Proposed Language Amendments

5. APPROVAL OF THE MINUTES

MOTION BY HOHL, SECONDED BY NEGRI TO APPROVE THE MINUTES OF THE DECEMBER 11th, 2024 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

6. UNFINISHED BUSINESS

A. PFAS/PFOS Discussion.

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

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

B. Manhole Inspection Program.

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

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

C. 200 Series Grinder Pump Replacements.

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

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

7. CURRENT BUSINESS

A. DPW Monthly Report – December 2024/January 2025 Statistics. Randazzo reported the wastewater treatment plant was in compliance for the months of December and January. Randazzo noted that the mulch bed for odor treatment at the Kress Road pump station was completed in December. Unfortunately, the bed lost biological activity causing the staff to shut it down for winter. At this time, carbon canisters are being used to keep down odor. Ward will re-seed the mulch bed in spring in order to re-start the biological process when the weather is warmer to sustain the organisms that break down the foul-smelling hydrogen sulfide gas.

Randazzo stated that the Township met with the State in December to meet the new compliance officer. The former compliance officer wanted to come to the Township plant to show new the officer what a well maintained and well operated wastewater plant looked like. Lastly, Randazzo explained that the Township will be installing four new monitoring wells to start PFAS testing as part of the EGLE grant we received last year.

MOTION BY HOHL, 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: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

B. Maxfield Direct Sewer Connection Agreement – 7573 Hamburg Rd.

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

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

C. Brinks Sewer Connection Cost Review – 7803 Venice Ct. Campbell reported that the estimated construction charges under the blanket pricing contract were \$8,626.64. The actual construction charges were \$8,588.06, a difference of \$38.58. The excess funds resulted from the installation of a shorter service lateral line length of 112 feet versus the 114 feet of pipe estimated by the Township. The 2' of reduced sewer line footage resulted in a balance surplus of \$38.58 (2' x \$19.29/ft. = \$38.58). As a result, a refund of \$38.58 should be issued to the property owner.

MOTION BY HOHL, SECONDED BY NEGRI TO DIRECT THE ACCOUNTING DEPARTMENT TO REFUND THE OVERPAYMENT FROM THE BRINKS SEWER FEE DEPOSIT IN THE AMOUNT OF \$38.58 TO THE PROPERTY OWNERS AS NOTED IN THE UTILITIES COORDINATOR'S COST REVIEW MEMO.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

D. Revised Committee Meeting Schedule Discussion. Campbell explained that in order to ensure a quorum for future meetings that the date for the Municipal Utilities Committee meetings will be moved from the second Wednesday of the month to the second Tuesday of the month beginning at 2:30 p.m. unless otherwise noted. Campbell also will post the new schedule to the Township website.

MOTION BY HOHL, SECONDED BY NEGRI TO APPROVE THE NEW MEETING SCHEDULE FOR THE SECOND TUESDAY OF THE MONTH AS PRESENTED IN THE COMMITTEE PACKET.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

E. Stone Direct Sewer Connection Agreement – 10434 Langley Dr.

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

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

F. Parliamentary Procedures Proposed Language Amendments. Campbell explained that she is in the process of updating the Sewer Ordinance Administrative Policies and Procedures manual and noted that if the Committee wanted to adopt the proposed parliamentary procedures language changes that now would be a good time to do so. The Township Board has suggested that all Township committees and boards should adopt the parliamentary procedures as part of their bylaws.

MOTION BY NEGRI, SECONDED BY MENZIES TO ADOPT THE PROPOSED PARLIAMENTARY PROCEDURES LANGUAGE AMENDMENTS FOR THE PURPOSES OF CONSISTENCY OF THE COMMITTEE BYLAWS.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

8. CALL TO THE PUBLIC

Seeing no requests to address the Sewer Committee, Hohl 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 MENZIES, SECONDED BY NEGRI TO ADJOURN THE MEETING.

Ayes: Hohl, Menzies, Negri

Absent: None

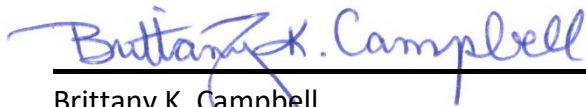
Nays: None

Motion passed.

The meeting was adjourned at 2:41 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,

A handwritten signature in blue ink, reading "Brittany K. Campbell", is written over a solid black horizontal line.

Brittany K. Campbell
Hamburg Twp. Utilities/Special Projects Coordinator