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Supervisor Jason Negri Clerk Mike Dolan Treasurer Jennifer Daniels Trustees Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, December 16, 2025 at 7:00 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Negri called the meeting to order at 7:00 pm

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

Jason Negri
Mike Dolan
Jennifer Daniels
Joanna Hardesty
Patricia Hughes
Nick Miller

ABSENT

Chuck Menzies

CALL TO THE PUBLIC

Joel Osterman, 9421 Maple Run Ct, stated his opinion about the Fireworks Ordinance.

Karyn Centofanti, 9232 Regency Blvd, stated her opinion about the Fireworks Ordinance.

Ronnie Sosin, 9410 Maple Run Ct, stated his opinion about the Fireworks Ordinance.

Ryan Henry, 9785 Rolling Greens, stated his opinion about the Fireworks Ordinance.

Maren Roush, 11363 Algonquin Dr, Stated her opinion about the Fireworks Ordinance.

CONSENT AGENDA

Motion made by Hughes, Seconded by Miller, to approve the consent agenda as presented.
Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

1. 12-2-2025 Work-Study Minutes
2. 12-2-2025 Regular Minutes
3. DPW Monthly Report - November 2025
4. Approved MUC Meeting Minutes - November 11th, 2025
5. Public Safety Department Monthly Report, November 2025
6. Bills List(s) 12.16.2025

APPROVAL OF THE AGENDA

Motion made by Dolan, Seconded by Hardesty, to approve the agenda as amended, adding building updates and moving unfinished business to the the end of the agenda.
Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

CURRENT BUSINESS

7. Public Safety Awards

Chief Duffany presented awards of exceptional actions to:

Sgt. Steve Locke,
Capt. Michael Steinaway,
Lt. Timothy Begnoche,
Sgt. Joseph Acuff,
Sgt. Scott Flohr,
FF AndrewTurner,
Lt. Derrick Hill,
FF Rebecca Zettel,
Officer Kim Leeds,
FF Daniel Clement.

And Recognized Firefighter Anniversaries:

5 Year Anniversaries:

FF Jeremy Nordstrand

10 Year Anniversaries:

Lt. Derrick Hill
Sgt. Clint London
FF Thomas Pawley

15 Year Anniversaries:

Capt. Casey Yost
Capt. Sam Vultaggio

8. Police Officer Hiring

Motion made by Hardesty, Seconded by Daniels, approve the hiring of Jay Poet for the position of full-time police officer effective immediately.

Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

9. Firefighter Badge Presentations

Motion made by Hardesty, Seconded by Miller, approve the promotion of Firefighters Blake Kasprzak, Caitlin Van Steenis, and Larry Ward to the rank of fully-trained Firefighter/EMT effective immediately.

Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

10. Park Ranger Hiring

Motion made by Hardesty, Seconded by Dolan, Motion to approve the hiring of Megan Paul for the position of part-time Park Ranger effective January 6, 2025 at a starting wage of \$25.10 per hour (Grade 2, Step 10).

Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

11. Public Safety SOP

Motion made by Hughes, Seconded by Miller, to approve new Public Safety SOP# 400-16: Police Officer Job Description.

Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

12. Sale of Police Property

Motion made by Hardesty, Seconded by Daniels, to approve the sale of retired Officer Sean Hogan's duty weapon (Glock 21 Gen 4 .45, Serial # YUV427) to him for \$516.00 plus applicable sales tax and fees.

Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

13. Breach of Peace Ordinance - Second Reading

Motion made by Dolan, Seconded by Negri, to accept and approve the second reading of the Breach of Peace Ordinance, for Adoption and request that the Clerk's office does the proper newspaper publication.

Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

14. Police Special Revenue Fund Deficit Elimination Plan

Motion made by Miller, Seconded by Hardesty, to table the Deficit Elimination Plan.
Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

15. Fireworks Ordinance - Second Reading

Motion made by Dolan, Seconded by Hughes, to approve the Second reading of the Fireworks Ordinance for the sake of adoption and request the Clerk do the proper newspaper publication.
Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

16. 2026 Summer Tax Collection Agreements.

Motion made by Daniels, Seconded by Dolan, to direct the Clerk to sign the 2026 Summer Tax Collection Resolutions for both Brighton Area Schools and Livingston Educational Service Agency.
Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

Motion made by Daniels, Seconded by Negri, to direct the Treasurer to sign the 2026 Summer Tax agreement with Livingston Educational Service Agency and both the Treasurer and Supervisor to sign the 2026 Summer Tax agreement with Brighton Area Schools.
Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

17. Roth Sewer Refund Recommendation - 10636 Pine Bluff Avenue

Motion made by Negri, Seconded by Miller, to direct the Accounting Department to refund the overpayment from the Roth sewer fee deposit in the amount of \$1,764.70 to the property owner as noted in the Utilities Coordinator's attached cost review memo.
Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

18. Jones Sewer Connection Invoice Request - 6845 Hamburg Road

Motion made by Negri, Seconded by Miller, to direct the Accounting Department to invoice the additional charges due for the sanitary sewer connection completed at 6845 Hamburg Road in the amount of \$2,620.73 to the property owner as noted in the Utilities Coordinator's attached cost review memo.
Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

19. General Fund, Fund Balance Policy

Motion made by Negri, Seconded by Hardesty, to table the General Fund – Fund Balance Policy.
Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

UNFINISHED BUSINESS

20. Administrative Policy & Procedure Manual (APPM) - 2nd Reading & Adoption

Motion made by Miller, Seconded by Hardesty, to adopt the Administrative Policy & Procedure Manual.

Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

Added at Table - Building Upgrades

Motion made by Dolan, Seconded by Hardesty, to approve the purchase of the luxury vinyl plank for the entire building at the previous shared lowest cost price, if the price is still available.

Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

CALL TO THE PUBLIC

Joel Osterman, 9421 Maple Run Ct, stated his opinion about the Fireworks Ordinance.

BOARD COMMENTS

Hardesty wished everyone Merry Christmas.

Miller talked about some Public Safety changes that will be coming.

Negri gave a briefing on The Christmas in the Village, thanking the community for coming out.

ADJOURNMENT

Motion made by Hughes, Seconded by Daniels, to adjourn.

Voting Yea: Negri, Dolan, Daniels, Hardesty, Hughes, Miller

Meeting Adjourned at 8:54 pm

Respectfully submitted,



Courtney Paton
Recording Secretary



Mike Dolan
Township Clerk