



10405 Merrill Road  
P.O. Box 157  
Hamburg, MI 48139  
(810) 231-1000  
[www.hamburg.mi.us](http://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, October 03, 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

Bill Hahn

Chuck Menzies

Cindy Michniewicz

Jason Negri

Patricia Hughes

#### CALL TO THE PUBLIC

A call was made with no response.

#### CONSENT AGENDA

Motion made by Dolan, Seconded by Michniewicz, to approve with the addition of Current Business item #12 Fireworks Application Approval to be added to the Consent Agenda.

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

1. Board of Trustees Regular Meeting Minutes - September 19, 2023
2. Cemetery Committee Meeting Minutes - February 24, 2023
3. Bills List - October 3, 2023
4. Livingston County Road Commission Invoice #7335
5. Livingston County Road Commission Invoice #7338
6. Livingston County Road Commission Invoice #7339
7. Insulgard Proposal Invoice #46956
8. Midwest Contracting Co Invoice #23-002
9. Fireworks Application Approval

#### APPROVAL OF THE AGENDA

Motion made by Dolan, Seconded by Negri, to approve the agenda tabling Unfinished Business item #9 Admin Policy Updates - 6.8 Social Media and the addition under Current Business of #16 Buildings & Grounds Termination and #17 Clerk's Department Vermillion Resignation.

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

#### UNFINISHED BUSINESS

10. Admin Policy - Section 6 Public Information - Updates to 6.8 Social Media Tabled.

#### CURRENT BUSINESS

11. Pay Request #1 for Police Station Addition Project  
Motion made by Hohl, Seconded by Negri, to proceed with payment of \$87,332.62 via pay application #1 for Midwest Construction as outlined in the packet and included here today.  
Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes
12. Annual Firefighter Physicals  
Motion made by Negri, Seconded by Hahn, to approve the hiring of Bio-Care Inc. of Holt, MI to perform the annual Firefighter physicals, as outlined in their attached quote in the packet, this will take place at Fire Station 12 for a price not to exceed \$14,605.00.  
Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes
13. ARPA Update  
Motion made by Hohl, Seconded by Menzies, to receive and file the ARPA report as presented today in the packet.  
Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes
14. 2024 Holiday Schedule  
Motion made by Dolan, Seconded by Hughes, to approve & adopt the 2024 Holiday Schedule as presented in today's packet.  
Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes
15. Chapter 14, Article 5, Manufactured Fertilizers Ordinance Amendment  
Motion made by Hohl, Seconded by Menzies, to approve this suffices as a first reading with the incorporation of no fertilizer in 1 as outlined here by Treasurer Negri, removal of the \$250 reference, and adding the reference to the buffer.  
Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes
16. Buildings & Grounds  
Motion made by Hohl, Seconded by Negri, to proceed with the termination of the Buildings & Grounds individual as outlined in the memo.  
Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes
17. Clerk Assistant Resignation  
Motion made by Dolan, Seconded by Michniewicz, to approve the written resignation of Karen Vermillion effective September 29, 2024 at 4:00pm.  
Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

Motion made by Dolan, Seconded by Hahn, to fill the vacancy in the Clerk's Department at step 4, grade 1-5 depending upon qualifications and to post, interview and offer a conditional offer of employment.

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

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

A call was made with no response.

#### **BOARD COMMENTS**

#### **ADJOURNMENT**

Motion made by Negri, Seconded by Michniewicz, to adjourn.

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

Meeting adjourned at 2:53 pm

Respectfully submitted,



---

Courtney L. Paton

Recording Secretary



---

Mike Dolan

Township Clerk