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

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## **BOARD OF TRUSTEES REGULAR MEETING**

**Tuesday, January 17, 2023 at 7:00 PM**  
**Hamburg Township Hall Board Room**

### **MINUTES**

#### **CALL TO ORDER**

Hohl called the meeting to order at 7:00 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 to approve the agenda as presented.

Motion made by Menzies, Seconded by Michniewicz.

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

1. Public Safety Monthly Report December, 2022
2. Bills List January 17, 2023
3. The Fence Pros Invoice

#### **APPROVAL OF THE AGENDA**

Motion to approve the agenda as presented with moving #9 Accounting Department to the top of the order.

Motion made by Negri, Seconded by Dolan.

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

## **UNFINISHED BUSINESS**

## **CURRENT BUSINESS**

### **4. Police Station Expansion**

Motion to form the Police Station Construction Committee comprised of Hohl, Duffany, Nisenbaum, Kubitskey and Randazzo and direct them to meet and come back at the February 7th meeting with a preliminary process, timeline and budget for this project.

Motion made by Negri, Seconded by Hughes.

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

Voting Nay: Dolan

### **5. New Police Officer Hiring Process**

Motion to offer Steven Boussie the position of full time Police Officer with the Hamburg Township Police Department pending successful completion of his background investigation and all other pre-employment approvals.

Motion made by Hohl, Seconded by Hahn.

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

### **6. New Public Safety SOPs**

Motion to approve Hamburg Township Public Safety SOPs #200-46: Community Risk Reduction Firefighter Program and #400-13: Community Risk Reduction Firefighter Job Description.

Motion made by Hohl, Seconded by Hughes.

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

Motion to authorize Chief Duffany to hire three resource officers and bring those names back to the board at his convenience prior to making full employment offers.

Motion made by Hohl, Seconded by Michniewicz.

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

### **7. Poverty Hardship Resolution**

Motion to establish policy criteria to the review and granting of financial poverty hardship exemptions by the Hamburg Township Board of Review as presented in the packet subject to the Clerk's editing to the resolution to comply with our resolution policy.

Motion made by Hohl, Seconded by Michniewicz.

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

8. 2023/2024 Budget Process

Motion to approve and circulate to all department heads the budget process as approved here with the date of memo corrected to December 7, 2022 and the date of the adoption schedule corrected to 2023/2024.

Motion made by Hohl, Seconded by Michniewicz.

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

9. Accounting Department

Motion to preemptable approved the promotion of Michelle Delancey to the position of Director of Accounting and Human Resources grade 11 step 1 as of March 31, 2023.

Motion made by Hohl, Seconded by Hahn.

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

Motion to approve the posting and interviewing of the position and to provide a tentative offer subject to board approval and preemployment reviews for the Accounting and Benefits Coordinator position with a pay range of \$58,443 to \$64,551 depending on education, grade 7 step 1 to 5 with an interviewing committee to be Dolan, Kubitskey, Delancey and Hohl.

Motion made by Hohl, Seconded by Menzies.

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

Motion to approve an interview with Dolan, Kubitskey and Delancey for the position of Accounting Specialist pay range of \$48,300 to \$53,315 depending on education and experience Grade 5 step 1 to 5 including posting the interview, promoting the job and posting the availability of the position.

Motion made by Hohl, Seconded by Negri.

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

Motion to formally accept the retirement of Thelma Kubitskey and Karen Jones effective March 31, 2023, with regret, and we wish them both well.

Motion made by Negri, Seconded by Michniewicz.

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

10. PFAS Support Resolution

Motion to move the resolution and request that the Clerk distribute it to all possible entities of local government, municipalities in SE Michigan, state government and to our press release list for the news media.

Motion made by Hohl, Seconded by Negri.

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

11. PFAS Moratorium Resolution

Motion to move the resolution that Hamburg Township place a moratorium on selling sewer taps to known or future identified PFAS generating businesses until such time definitive direction is given from EGLE by this resolution and act 390 of the Public Act of 1976 as amended, this is not a ban it is a temporary moratorium.

Motion made by Hohl, Seconded by Hahn.

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

Motion that the Clerk work with IT to post the resolution to the website, circulate/distribute and give to Planning and Zoning for presentation at any possible developer that comes to the Township and any other appropriate places to get this moratorium out into the public.

Motion made by Hohl, Seconded by Negri.

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

12. Library Shared Maintenance Agreement

Motion to accept, ratify and file the Library Shared Maintenance Agreement and direct Clerk Dolan to sign and add inclusion of a recital that this agreement replaces, nullifies and voids all previous agreements.

Motion made by Negri, Seconded by Michniewicz.

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

13. Parks & Recreation - Committee Re-Appointment - Cliff Auxier - Term to 1/1/25

Motion to reappoint Cliff Auxier for another 2-year term to expire 01/01/2025.

Motion made by Dolan, Seconded by Menzies.

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

**CALL TO THE PUBLIC**

A call was made with no response.

## BOARD COMMENTS

Cindy commented on the Museum Meteor event and that it was well attended with 75-100 people meeting at Senior/Community Center.

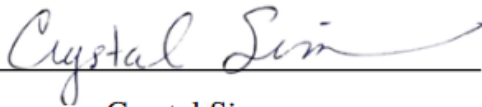
## ADJOURNMENT

Motion to adjourn at 8:11 pm.

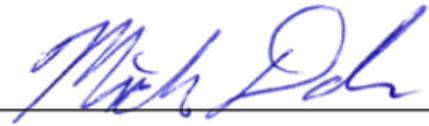
Motion made by Menzies, Seconded by Hughes.

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

Respectfully submitted,

A handwritten signature in blue ink, reading "Crystal Simmons", written over a horizontal line.

Crystal Simmons  
Recording Secretary

A handwritten signature in blue ink, reading "Mike Dolan", written over a horizontal line.

Mike Dolan  
Township Clerk