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

BOARD OF TRUSTEES REGULAR MEETING

Thursday, November 07, 2024 at 2:30 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

The meeting was called to order at 2:30 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

Pat Hohl
Mike Dolan
Chuck Menzies
Cindy Michniewicz
Jason Negri
Patricia Hughes

ABSENT

Bill Hahn

CALL TO THE PUBLIC

A call was made with no response.

CONSENT AGENDA

Motion by Menzies, Seconded by Hughes, to approve the consent agenda, as presented.

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

1. 10-15-2024 5:00 Township Work Study Meeting Minutes
2. 10-15-2024 7:00 Board of Trustees Regular Meeting Minutes
3. Parks & Rec - Approved Committee Minutes - September 2024
4. Township Coordinator's Report - October 2024

5. Senior Center Report - October 2024
6. Bills List 11.07.2024

APPROVAL OF THE AGENDA

Motion by Negri, Seconded by Dolan, to approve the agenda, as presented.

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

UNFINISHED BUSINESS

None.

CURRENT BUSINESS

7. Fire Lieutenant Promotions
Motion by Dolan, Seconded by Menzies, to approve the promotions of Jess Stewart, Timothy Begnoche, Timothy Mackenzie, Derrick Hill, Jared Kaminski and Joseph Acuff to the position of full-time Fire Lieutenant effective immediately.

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

8. Purchase of LUCAS Device
Motion by Michniewicz, Seconded by Menzies, to approve the purchase of a LUCAS device and 5-year maintenance agreement from Stryker Sales, as outlined in the attached quote, at a cost of \$26,931.48.

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

9. Sale of Police Property
Motion by Hughes, Seconded by Negri, to approve the sale of a 2010 Chevrolet HHR (VIN: 3GNBAADB7AS524397) and a 2003 Bayliner boat (VIN: BBBC73CUG203) via the MIBID auction system.

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

10. Final Site Plan Application for General Planned Unit Development (GPUD24-0001).

Motion by Dolan, Seconded by Michniewicz, to approve the GPUD24-0001, for the purposed project of a 208 unit apartment complex with a clubhouse, with the conditions 1-3 inclusive, the project meets the site plan standards A-L, sub-section 7 of the zoning ordinance discussed at the October 16, 2024 Planning Commission Meeting, and as presented today.

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

11. Proposed Buhl Drive - Road Improvement Special Assessment District
Motion by Negri, Seconded by Hughes, to approve Resolution #1 in the packet, to schedule the first public hearing on December 3, 2024 at 2:15 pm for the Buhl Drive Road Improvement SAD.

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

12. 2025 Holiday Schedule
Motion by Negri, Seconded by Michniewicz, to approve the proposed 2025 Township Holiday Schedule, as presented.

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

Motion by Hohl, Seconded by Michniewicz, to approve the closure of the Township Offices on January 2, 2025.

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

13. Provident Accident & Health Policy
Motion by Hohl, Seconded by Menzies, to approve the present plan for the Provident Accident & Health Policy, to direct the Supervisor to sign the Invoice & Bind Request, and to direct the accounting department to submit the first annual premium in the amount of \$4,470.00.

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

14. Bendzinski & Co. Dissemination Agent Agreement
Motion by Hughes, Seconded by Negri, to direct the Supervisor to sign the Dissemination Agent Agreement as presented.

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

15. Budget Amendments 1st Qt FY 24/25
Motion by Hohl, Seconded by Michniewicz, to approve the first quarter budget amendments as presented.

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

16. ARPA update as of 10/25/2024
Motion by Hohl, Seconded by Michniewicz, to approve the ARPA update as of October 25, 2024, and to exhaust the remaining balance on the Police department building expansion.

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

17. Township Manger discussion

Motion by Hohl, Seconded by Michniewicz, to proceed with the advertisement for a full time exempt Township Manager to include customary full time employee benefits at an advertised salary range \$98K to \$110K with the application period being November 8, 2024 - November 27, 2024 and that the Clerk, Supervisor and Treasurer vet those applicants and bring forward to the Trustees not more than five viable candidates on the December 3, 2024 Board Meeting for the Board to review, and to approve or disapprove and request the Board to establish a dedicated evening meeting during the week of December 9, 2024 to interview the candidates it chooses to interview period and that a job description be amended to include under item 14, effective July 1, 2025 and to include that the pay range be that of salary grade 12.

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

Voting Nay: Hughes

18. Motion by Dolan, Seconded by Menzies, to hold the new Board of Trustees Swearing-In Ceremony on November 19, 2024 at 6:30 in the Township Board Room.

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

CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

None.

ADJOURNMENT

Motion by Negri, Seconded by Michniewicz, to adjourn the meeting.

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

The meeting was adjourned at 3:55 pm.

Respectfully submitted,



Jennifer Daniels
Recording Secretary



Mike Dolan
Township Clerk