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

TOWNSHIP BOARD WORK-STUDY SESSION

Tuesday, October 07, 2025 at 11:30 AM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Negri called the meeting to order at 11:30 am

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

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

CALL TO THE PUBLIC

A call was made with no response.

CONSENT AGENDA

None

APPROVAL OF THE AGENDA

Motion made by Dolan, Seconded by Miller, to approve the Agenda as presented.

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

UNFINISHED BUSINESS

1. Meet with Township Attorney MCL 15.268

(Meeting with the Township Attorney Closed Session was replaced with Employee Performance Review Closed Session.)

Motion made by Dolan, Seconded by Miller, to go into closed session to discuss Employee Performance Review as requested by Henneman.

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

Closed Session began 11:39 am

Open Session returned 12:23 pm

Motion made by Dolan, Seconded by Hardesty, to instruct the Personnel Committee to proceed as discussed.

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

Voting Nay: Negri

Motion made by Negri, Seconded by Dolan, to authorize Dolan to complete and file Employee Evaluation with Henneman.

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

2. Administrative Policies and Procedures Manual updates

Administrative Policies and Procedures Manual Updates were discussed but not finished and will resume at the next Work-Study Meeting.

3. Employee Handbook updates

Tabled.

CURRENT BUSINESS

4. Policy 3.15 discussion

Discussion was held on Policy 3.15

5. FOIA Coordinator

Motion made by Dolan, Seconded by Hardesty, to table the FOIA Coordinator Agenda Item.

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

6. Meeting Schedule

Discussed prior to the APPM updates - RE: Special and Regular Meetings

CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

None.

ADJOURNMENT

Motion made by Hardesty, Seconded by Miller, to adjourn.

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

Meeting was Adjourned at 2:17 pm

Respectfully submitted,



Courtney Paton
Recording Secretary



Mike Dolan
Township Clerk