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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, May 02, 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 by Menzies, Second by Michniewicz, approved with the addition of the Township Board Special Meeting Minutes from 2/7/2023.

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

1. April 18, 2023 Strategic Planning/Regular Meeting Minutes
2. 2023 Holiday Schedule
3. Bills List 05-02-2023

## APPROVAL OF THE AGENDA

Motion by Dolan, Second by Hughes, to approve today's agenda with the tabling of #16 Buildings & Grounds - Steel Building Insulation.

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

## UNFINISHED BUSINESS

## CURRENT BUSINESS

4. Pine Creek Bluffs, Wyndam Lane

Motion by Hahn, Second by Hughes, to not fund any road upgrades on Wyndam Road other than the help that we would provide if we set up an SAD and we would then provide bond cost & administrative costs.

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

5. 2023/2024 Subdivision Road Improvements

Motion by Negri, Second by Hahn, to authorize the Supervisor to move forward with 2023/2024 Subdivision Road Improvement Program as outlined in his memo dated April 26, 2023 in the packet and to include any and all projects permitted by PA 188.

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

6. Updated Public Safety SOPs

Motion by Negri, Second by Michniewicz, to approve the three SOP's as outlined in the packet in the memo from Chief Duffany dated April 27, 2023, SOP's 100-07, 300-10, and 300-80.

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

7. Park Rangers Hiring

Motion by Hohl, Second by Menzies, to approve the hiring of Emma Mossing as a seasonal part-time Park Ranger (up to 30 hours per week) at a starting salary of \$17.88 per hour (Grade 2, Step 2) effective May 22, 2023 and ending September 4, 2023 and Emma Arnot & Abigail Huck as seasonal part-time Park Ranger (up to 30 hours per week) at a starting salary of \$17.45 per hour (Grade 2, Step 1) effective May 22, 2023 and ending September 4, 2023 and with Board to provide a exemption for the pre-employment tests so that these people can get hired and on to work.

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

Voting Nay: Hughes

Motion by Hohl, Second by Dolan, to request that Michelle bring forward at the next Board Meeting for clarification the policy on this hiring of seasonal part-time people for Board Discussion with a possible proposed amendment should the seasonal hiring of employees require full blown physical and testing and other requirements.

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

8. MERS HCSP 115 Savings Trust

Motion by Hohl, Second by Hahn, to authorize the Supervisor and Clerk to endorse the new Heath Care Savings Participation Agreement whereby, the vesting for the Health Care Savings for basic employee basic employer contributions only be vested as follows: 0 from hire date to 5 years, at which point at 5 years they would receive 50% and increase the vesting by 10% a year from 5 years to 10 years until the employee is fully vested upon the completion of their 10th year of service.

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

9. Special Assignment Selection

Motion by Negri, Second by Michniewicz, to approve the selection of Officer Kim Leads to the vacant Detective Position as outlined in the Chief's Memo dated April 27, 2023 in the packet.

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

10. Clerks Department Hiring

Motion by Dolan, Second by Menzies, to approve the conditional offer of employment for the full-time Clerk/Elections Assistant Position at a rate of \$22.73 per hour (Grade 4, Step 4) contingent upon all appropriate pre-employment policies & procedures be met in regard to the employment of the applicant and in addition to standard benefits that the offer include one week of vacation at time of hire.

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

11. Final site plan (22-003) approval for 9704 Kress Road (15-21-405-016)

Motion by Hughes, Second by Michniewicz, to approve the Final Site Plan for SPA 22-003 at 9704 Kress Road with conditions 1 through 7 in the April 19, 2023 staff memo recommended by the Township Planning Commission, because as conditioned, and with the waiver to the parking space requirements the project does meet the site plan review standards A through L of Section 36-73(7) of the Zoning Ordinance as discussed at the May 2, 2023 Township Board meeting, at the April 19, 2023 Planning Commission meeting, and as presented in the staff report.

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

12. Public Roads - Dust Control Spraying Bid Results

Motion by Hohl, Second by Hughes, that the Township enter into an agreement with Chloride Solutions LLC for mineral well-brine for dust control in the Township for the 2023 dust control season as outlined in the memo at a price of 0.229 cents per gallon as outlined in the bid documents.

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

13. Zoning Board of Appeals and Planning Commission Appointments  
Motion by Hohl, Second by Menzies, to approve the replacement appointment of Brian Inगतowski to the Zoning Board of Appeals through June 30, 2024 and that Joyce Priebe be re-appointed to a 3-year term as outlined in the memo to the Planning Commission through June 30, 2026 and noted that she serves as the liaison between the Planning Commission and the Zoning Board of Appeals.  
Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes
14. 2023 Huron River Weed Harvest  
Motion by Hahn, Second by Menzies, to approve the agreement with PLM for the river harvesting for the 2023 season per the contract that is included in the packet.  
Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes
15. Consumers Franchise Agreement  
Motion by Negri, Second by Menzies, to move the ordinance for Consumers Energy Gas Franchise as presented in paper format by the Clerk for the first reading.  
Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes
16. Buildings and Grounds - Steel Building Insulation  
Tabled.

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

A call was made with no response.

#### **BOARD COMMENTS**

Dolan stated that the Ralph C. Wilson Grant submittal is only open for a 2-week period and Randazzo estimates a \$75,000 with a 10% or 20% match to cover all the costs associated with for the work to be completed on the last footbridge (west Zukey Lake bridge/behind carpet depot) on the Lakelands Trail.

#### **ADJOURNMENT**

Motion by Menzies, Second by Negri, to adjourn at 4:05 pm.

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

Meeting adjourned at 4:05 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Courtney L. Paton". The signature is written in a cursive style with a large initial 'C'.

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Courtney L. Paton

Recording Secretary

A handwritten signature in blue ink that reads "Mike Dolan". The signature is written in a cursive style with a large initial 'M'.

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Mike Dolan

Township Clerk