

# P.O. Box 157

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HAMBURG TOWNSHIP BOARD OF TRUSTEES

Regular Meeting

Hamburg Township Hall Board Room

Tuesday, January 16, 2018

7:00 p.m.

1. Call to Order

 Supervisor Hohl called the meeting to order at 7:00 p.m.

2. Pledge to the Flag

3. Roll Call of the Board

 Present: Dolan, Koeble, Hahn, Hohl, Neilson, Negri, Menzies

 Absent: None

Also Present: John Drury, Township Counsel; Richard Duffany, Police Chief; Patricia Hughes, Deputy Clerk; Amy Steffans, Planning & Zoning Administrator

4. Call to the Public

A call was made with no response.

5. Correspondence

None.

6. Approval of the Consent Agenda

**Motion by Menzies, supported by Neilson, to approve the Consent Agenda as presented.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

7. Approval of the Agenda

**Motion by Negri, supported by Koeble, to amend the agenda by tabling B. Lot Splits & Combinations and G. Sewer Bond Refunding; by adding Resignation of Planning & Zoning Coordinator and revised job description for the open position as well as Assessing Department hiring; and adding to Closed Session an update on the Lankin vs Hamburg Township lawsuit..**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

8. Unfinished Business

1. None.

9. Current Business

1. **Foreclosed Property Report – 3 Unsold Scavenger Sale Parcels**

**Motion by Negri, supported by Menzies, to authorize Supervisor Hohl to seek to transfer the 3 parcels to neighboring home owners contingent upon them being combined with a permanent deed restriction that prohibits any future splitting of these lots; and the recipient paying all administrative**

**and legal costs associated with drafting of the purchase agreement, deed restriction, deed, recording fees and other expenses incidental to the transfer of the parcel.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Lot Splits & Combinations**

**Tabled.**

1. **2018-2019 Budget Process**

**Motion by Neilson, supported by Koeble, to adopt the Budget Process Schedule as presented.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **2018 Road Improvement Plan**

**No Action. Board agreed Winans Lake Road to be improved in 2018. Supervisor to obtain and bring to the Boarda quote from Livingston County Road Commission.**

1. **Budget Amendment – Zoning Department**

**Motion by Hohl, supported by Dolan, to approve the Budget Amendment labeled Zoning Department Restructure dated December 19, 2017 as presented.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Budget Amendment – General Fund**

**Motion by Dolan, supported by Negri, to approve the General Fund Budget Amendments as presented in the packet dated January 16, 2018.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Sewer Bond Refunding**

**Tabled.**

1. **Sewer Installation Contract**

**Motion by Hohl, supported by Hahn, to approve the blanket contract bid results and to authorize the Supervisor & Clerk to enter into an agreement with Greg Harris of C & E Construction for the new 3 year sanitary sewer installation blanket contract.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Police Range Shed**

**Motion by Hohl, supported by Hahn, to authorize the seeking of the permits necessary to construct the shooting shed, waive all Township land use fees and direct the Township Supervisor and the Director Planning & Zoning to contact the Livingston County Building Department in an effort to request that the Building Department waive their fees, that we authorize the purchase of the materials from Chelsea Lumber at a cost not to exceed $5,500 for the construction of the shed and that the Board accept the donation from Pat DeBottis and DeBottis Development & Asphalt Sealing Co. to provide the labor to construct the shooting shed and authorize upon submission of a time sheet from DeBottis Development & Asphalt Sealing Co. a donation slip equivalent to the labor provided to construct the building.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Finance Control Book - November**

**Motion by Negri, supported by Hahn, to receive, file, and publish the November 2017 Finance Control Book.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Brighton Schools Tax Collection Agreement**

**Motion by Negri, supported by Koeble, to approve the resolution and authorize the Supervisor & Treasurer to sign the 2018 Summer Tax Collection agreement with Brighton Area Schools.**

**Roll Call Vote: Koeble: Y, Menzies: Y, Hahn: Y, Neilson: Y, Negri: Y, Hohl: Y, Dolan: Y**

 **MOTION CARRIED**

1. **DPW Wage Adjustment - Ward**

**Motion by Hohl, supported by Hahn, to approve the pay increase for Ryan Ward from $18.82 to $20.70 retroactive to 12/18/17 for obtaining waste water treatment license class D.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Personnel Committee Policy**

**Motion by Neilson, supported by Negri, to approve an amendment to Administrative Policies & Procedures to add Asministrative Policies for the Personnel Committee.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Amenities & Beautification Committee**

**Motion by Hohl, supported by Dolan, to receive and file.**

 **Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Payment Approval – DuBois Cooper – Invoice #208217 - $22,380.00**

**Motion by Hohl, supported by Hahn, to authorize the payment of $22,380.00 to DuBois Cooper for Invoice #208217 dated January 5, 2018.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Payment Approval – C & E Construction – Invoice #2188 - $7,525.00**

**Motion by Hohl, supported by Menzies, to approve payment of Invoice #2188 to C & E Construction in the amount of $7,525.00.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Payment Approval – Keider Painting Company - $16,830.00**

**Motion by Dolan, supported by Menzies, to approve the payment to Keider Painting Company in the amount of $16,830.00 for work at the Senior Center Building.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Zoning Department Resignation**

**Motion by Hohl, supported by Neilson, to accept the resignation of Zoning Coordinator Mike Beck.**

 **Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Advertising of Zoning Position**

**Motion by Neilson, supported by Dolan, to approve the revised Zoning Coordinator Job Description, to post & advertise the position, and for the job grade to remain at a level 7.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

1. **Assessing Department Hiring**

**Motion by Hohl, supported by Hahn, to authorize Susan Murray to hire a new Assessor at the rate of $18.81 as discussed in the Personnel Committee and to begin work within the next 30 days contingent upon completing all pre-hire obligations.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

10. Public Information

 None.

11. Call to the Public

A call was made with no response.

12. Board Comments

Hahn reported the Winter 2018 issue of The Michigan Riparian Magazine features the PBWOA and the Chain of Lakes.

13. Closed Session

**Motion by Hohl, supported by Negri, to approve going into Closed Session to discuss existing litigation Lamkin vs Hamburg Township, Police Contract Negotiations that could have a significant financial impact on the Township and Performance Review for Catt Pryde.**

**Roll Call Vote: Koeble: Y, Menzies: Y, Hahn: Y, Neilson: Y, Negri: Y, Hohl: Y, Dolan: Y**

 **MOTION CARRIED**

 **Closed Session Open 7:43 p.m.**

 **Return to Open Session 8:45 p.m.**

**Motion by Hohl, supported by Hahn, to authorize Negotiation Committee to proceed as discussed in closed session.**

**Motion by Hohl, supported by Neilson, to approve Catt Pryde to work from home 2 days/week 2018.**

14. Adjourn Meeting

 **Motion by Menzies, supported by Dolan, to adjourn meeting.**

**Voice Vote: AYES: 7, ABSENT: 0 MOTION CARRIED**

Meeting adjourned at 8:48 p.m.

Respectfully submitted,

 

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 Courtney L. Meade Mike Dolan

Recording Secretary Township Clerk