

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES AND PUBLIC HEARING
WEDNESDAY, MARCH 10, 2010

LOCATION: MACOMB TOWNSHIP MEETING CHAMBERS
54111 BROUGHTON ROAD
MACOMB, MI 48042

PRESENT: MARK H. GRABOW, SUPERVISOR
MICHAEL D. KOEHS, CLERK
KAREN GOODHUE, DEPUTY TREASURER
DINO F. BUCCI, JR, TRUSTEE
JANET DUNN, TRUSTEE
ROGER KRZEMINSKI, TRUSTEE
NANCY NEVERS, TRUSTEE

ABSENT: MARIE MALBURG, TREASURER

ALSO PRESENT: Lawrence Dloski, Legal Counsel
Jerome Schmeiser, Planning Consultant
James VanTiflin, Engineering Consultant
(Additional attendance on file at the Clerk's Office)

Supervisor GRABOW called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

ROLL CALL

1. Clerk KOEHS called the roll and the Board of Trustees was present.

APPROVAL OF THE AGENDA

2. The agenda was reviewed by Clerk Koehs.

MOTION by DUNN seconded by BUCCI to approve the agenda as amended.

MOTION carried.

APPROVAL OF THE BILLS

3. Both bill runs were reviewed and there were no additions, deletions or corrections.

MOTION by NEVERS seconded by KRZEMINSKI to approve both bill runs as presented.

MOTION carried.

APPROVAL OF THE PREVIOUS MEETING MINUTES

4. The minutes of the previous meeting held on February 24, 2010 were reviewed and any additions, corrections or deletions were discussed and made.

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MOTION by DUNN seconded by BUCCI to approve the minutes of the meeting of February 24, 2010 as presented.





MOTION carried.

5.  **Consent Agenda Items:**




A. Clerk's Department:

1. Site Plan Bond Release; ABC Warehouse – Truck Well Addition; Section 31; C & D Group, Petitioner.
2. Approve the Updated Job Description for the Election Coordinator.





B. Water/Sewer Department:

1.  Bayberry Place Subdivision #2 Sanitary Sewer & Water Main Bond.
2.  Milano Industrial Subdivision #2 (Lot 13) Utility Bond.
3.  Rose Pointe Estates Subdivision #1 Water Sanitary Storm Sewer.
4.  Silver Pines Condos Sanitary Sewer & Water Main Bond.

C. Human Resources:

1.  Request to Approve Job Description for Full Time Captain.
2.  Request to Approve Job Description for Paid on Call Lieutenant.
3.  Request to Approve Job Description for Paid on Call Sergeant.

D. Department Monthly Reports:

1.  Building Department
2.  Fire Department
3.  Macomb County Sheriffs Department
4.  Parks and Recreation Department

Supervisor GRABOW reviewed this matter and asked if any of the Board members wanted to remove any item from the Consent Agenda and place it for discussion on the regular agenda.


MOTION by KRZEMINSKI seconded by KOEHS to approve the Consent Agenda as amended.

MOTION carried.

6. **Public Comments, Agenda Items Only**

NEW BUSINESS

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7.  Request to Amend Consent Judgment; Dairy Queen, located on Hall Road east of North Avenue.


Mr. Lawrence Dloski, Township Attorney, reviewed this matter and stated all of the Department Head reviews were positive and he further stated his recommendation for approval.

MOTION by KOEHS seconded by KRZEMINSKI to authorize the revision of the Consent judgment by having the petitioner submit revised site plans through the planning process.

MOTION carried.

8.  Property Acquisition Request.


(This item was tabled to the meeting scheduled for March 24, 2010.)

9.  Request Approval to Purchase Absentee Ballot Envelopes for 2010.

Clerk KOEHS reviewed this matter and stated that the purchase of these materials will prepare our Elections Section for the upcoming August and November elections. He further stated his recommendation for approval.

MOTION by KRZEMINSKI seconded by NEVERS to approve the purchase of Absentee Ballot Envelopes from Print Systems, Inc. in the amount of two thousand two hundred eight dollars (\$2,208.00).

MOTION carried.

10.  Request Approval of SMART Municipal Credit & Community Credit Contract for Fiscal Year 2010.

Supervisor GRABOW reviewed this matter and stated his recommendation for approval.

MOTION by BUCCI seconded by DUNN to authorize the Supervisor to sign the Municipal Credit and Community Credit Contract for Fiscal Year 2010 with SMART as presented.

MOTION carried.

- 10A Request to Purchase Promotional Advertisement.

Supervisor GRABOW reviewed this matter regarding the Township purchasing a promotional advertisement in the Macomb County Magazine, as we have done in the

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past. The cost for this ad will be one thousand two hundred dollars (\$1,200.00) and there will be seventy five thousand copies of the magazine printed.

MOTION by KRZEMINSKI seconded by NEVERS to approve the purchase of the ad in the Macomb County Magazine for a total cost of one thousand two hundred dollars (\$1,200.00).

MOTION carried.

10B Request to Adopt an Eagle Scout Resolution for Matthew D. Lewis.

Clerk KOEHS reviewed this matter and stated his recommendation for approval to proclaim Saturday, April 11, 2010 as 'Matthew D. Lewis Day' in Macomb Township.

MOTION by DUNN seconded by KRZEMINSKI to approve the following resolution:

Resolution Honoring
Eagle Scout
Matthew D. Lewis

At a regularly scheduled meeting of the Board of Trustees of the Township of Macomb, County of Macomb, State of Michigan held in the Township Hall in said township on the 10th day of March, 2010 at 7:00 PM the following preamble and resolution were offered by member Dunn and supported by member Krzeminski.

Whereas, Matthew D. Lewis started his scouting career with Pack 149 during which time he received his Arrow of Light; and,

Whereas, Matthew D. Lewis continued his scouting career with Boy Scout Troop 149 where he has distinguished himself by earning thirty six merit badges; and,

Whereas, Matthew D. Lewis has earned numerous awards and served as Troop Librarian, Patrol Guide and Junior Assistant Scout Master; and,

Whereas, Matthew D. Lewis is a student at Dakota High School where he is a member of the Senior Class and by his own actions, achievements and high moral standards has made himself a role model to other scouts and to his peers,

Now Therefore Be It Resolved, by the Board of Trustees of the Township of Macomb, County of Macomb, Michigan speaking on behalf of all Macomb Township Citizens as follows:

That By These Presents, the Macomb Township Board of Trustees recognizes the dedication, commitment and personal sacrifices Matthew D. Lewis has made to obtain the rank of Eagle Scout; and,

Be It Further Resolved, that the Macomb Township Board of Trustees hereby commends and publicly extends its congratulations to Matthew D. Lewis on his elevation to Eagle Scout and further extends its best wishes to Matthew D. Lewis in his future endeavors;


Now Therefore, the Macomb Township Board of Trustees hereby proclaims,

Saturday, April 3, 2010
Matthew D. Lewis Day
in
Macomb Township

MOTION carried.

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ASSESSING

11.  Request for Legal Defense; Michigan Tax Tribunal Case; TNA Investments, LLC vs. Macomb Township; Parcel Number 08-35-454-011.

Phyllis Sharbo, Township Assessor, reviewed this matter and stated her recommendation for approval.

MOTION by BUCCI seconded by KOEHS to authorize legal counsel to defend Macomb Township in the matter of Michigan Tax Tribunal Case; TNA Investments, LLC vs. Macomb Township; Parcel Number 08-35-454-011.

MOTION carried.

BROADCAST MEDIA DEPARTMENT

12.  Request for New Media Tech Computer and On-Demand Web Streaming Renewal.

James Gillis, Broadcast Media Manager, reviewed both of these matters and indicated that they are in compliance with the purchasing policy. He further stated his recommendation for approval of both requests.

MOTION by KRZEMINSKI seconded by DUNN to approve the purchase of a Media Tech Computer from Tech Depot in the amount of one thousand nine hundred forty six dollars and eighty eight cents (\$1,946.88).

MOTION carried.

MOTION by DUNN seconded by NEVERS to approve the on-demand web streaming service contract for 12 months from Pro-Video for two thousand seven hundred ninety one dollars (\$2791.00).

MOTION carried.

FIRE DEPARTMENT

13.  Request to Recruit a Full Time Captain.

Chief Robert Phillips, reviewed this matter and stated his recommendation for approval.

MOTION by KRZEMINSKI seconded by KOEHS to approve the Request to Recruit a Full Time Captain as presented.

MOTION carried.

14.  Request to Recruit One Paid on Call Lieutenant.

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Chief Robert Phillips, reviewed this matter and stated his recommendation for approval.

MOTION by DUNN seconded by KOEHS to approve the Request to Recruit One Paid on Call Lieutenant as presented.

MOTION carried.

15.  Request to Recruit One Paid on Call Sergeant.

Chief Robert Phillips, reviewed this matter and stated his recommendation for approval.

MOTION by DUNN seconded by KRZEMINSKI to approve the Request to Recruit One Paid on Call Sergeant as presented.

MOTION carried.

HUMAN RESOURCES

16.  Request to Start Recruitment Process for Appraiser Aide.

Mr. John Brogowicz, Human Resources Director, reviewed this matter and stated his recommendation for approval.

MOTION by BUCCI seconded by DUNN to approve the Request to Start Recruitment Process for Appraiser Aide as presented.

MOTION carried.

MOTION by BUCCI seconded by DUNN to approve the Position Description as presented.

MOTION carried.

17.  Request to Authorize Semi-Annual Cleaning of Town Hall Building.

Mr. John Brogowicz, Human Resources Director, reviewed this matter and stated his recommendation for approval.

MOTION by NEVERS seconded by BUCCI to approve the Request to Authorize Semi-Annual Cleaning of Town Hall Building for a three year contract, as presented.

MOTION carried.

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WATER AND SEWER DEPARTMENT

18.  Request to Replace/Sell Water & Sewer Vehicles.

Mr. Gerry Wangelin, Water & Sewer Superintendent, reviewed this matter and stated his recommendation for approval.

MOTION by BUCCI seconded by KRZEMINSKI to approve the Request to Replace/Sell Water & Sewer Vehicles as presented.

MOTION carried.

19.  Engineer's Payment Certificate No. 3-New Haven Water Main Project SDA Job No. MA07-019.

Mr. Gerry Wangelin, Water & Sewer Superintendent, reviewed this matter and stated his recommendation for approval.

MOTION by DUNN seconded by NEVERS to approve the Engineer's Payment Certificate No. 3-New Haven Water Main Project SDA Job No. MA07-019 as presented.

MOTION carried.

Public Comments, Non-Agenda Items Only

BOARD COMMENTS

20. Supervisor Comments

21. Clerk Comments:

- a.  Veterans Memorial Report.

Clerk KOEHS reviewed this matter and stated two motions were needed to approve the Community Foundation for the use of the land for this memorial and for Legal Counsel to prepare and draft an agreement to protect the Township's interests in this matter.

MOTION by KRZEMINSKI seconded by DUNN to authorize the Community Foundation the authority to use the property for the memorial as presented.

MOTION carried.

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MOTION by NEVERS seconded by KRZEMINSKI to authorize Legal Counsel to prepare and draft an agreement regarding this matter to protect the Township's interests.

MOTION carried.

b.  Review of Code of Ordinances, Sections 12.5-19 & 12-339.

Clerk KOEHS reviewed this matter and stated his recommendation for approval.

MOTION by KRZEMINSKI seconded by KOEHS to approve the Amendments to the Code of Ordinances for aforementioned sections as presented.

MOTION carried.

c.  Michigan Township Association Capital Conference.

Clerk KOEHS reviewed this matter and stated his recommendation for approval.

MOTION by KRZEMINSKI seconded by DUNN to approve the attendance to the Michigan Township Association Capital Conference as presented.

MOTION carried.

22. Treasurer Comments:

a.  Request for Training; Michigan Municipal Treasurer's institute.

Deputy Treasurer GOODHUE reviewed this matter and stated her recommendation for approval.

MOTION by BUCCI seconded by KOEHS to approve the Request for Training; Michigan Municipal Treasurer's institute for the Deputy Treasurer as presented.

MOTION carried.

Deputy Treasurer GOODHUE requested that the fees for processing non sufficient checks be raised from \$25.00 to \$30.00 due to the fact that the banks have raised their rates regarding the processing of NSF checks.

MOTION by KOEHS seconded by BUCCI to approve the raising of fees for processing NSF checks from \$25.00 to \$30.00 as presented.

MOTION carried.

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23. Trustees Comments:

MOTION by BUCCI seconded by KOEHS to adjourn to Executive Session at 7:44 p.m.

MOTION carried.

The Board returned from Executive Session at 8:08 p.m.

EXECUTIVE SESSION

24. Proposed Consent Judgment; Ozzad Property Management, LLC vs. Macomb Township.

MOTION by KOEHS seconded by KRZEMINSKI to approve the Proposed Consent Judgment; Ozzad Property Management, LLC vs. Macomb Township as presented.

MOTION carried.

25. Macomb Township vs. Premacon.

MOTION by KOEHS seconded by DUNN to authorize Legal Counsel to dismiss lawsuit as presented.

MOTION carried.

26. Proposed Consent Judgment; Albrecht vs. Macomb Township.

MOTION by KOEHS seconded by BUCCI to authorize Legal Counsel to sign the agreement as presented.

MOTION carried.

27. Proposed Amendment to Court Order; A Auto-Point Collision.

MOTION by KOEHS seconded by KRZEMINSKI to approve the Proposed Amendment to Court Order; A Auto-Point Collision as presented.

MOTION carried.

ADJOURNMENT

MOTION by KRZEMINSKI seconded by BUCCI to adjourn the Board meeting at 8:14 p.m.

MOTION carried.

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Respectfully submitted,

Mark H. Grabow
Macomb Township Supervisor

Michael D. Koehs, CMC
Macomb Township Clerk