



MACOMB TOWNSHIP *Michigan*

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
WEDNESDAY, JUNE 24, 2020

LOCATION: AUDIO CONFERENCE

Call Meeting to Order

Meeting was called to order by Supervisor Dunn at 7:14 p.m.

Pledge of Allegiance to the Flag of the United States

Pledge of Allegiance was recited by Supervisor Dunn.

1. Roll Call

Clerk POZZI called the roll:

Present: Tim Bussineau, Nancy Nevers, Charles Oliver, Kathy Smith, Karen Goodhue, Kristi Pozzi, Janet Dunn

Absent:

2. Approval of Agenda Items (with any corrections)

MOTION by Karen Goodhue seconded by Nancy Nevers to approve the agenda as amended with the addition of Item 14, Macomb Corners Park Concessions; Item 14a, Discussion and vote to hire an Independent IT consulting firm to perform an audit of the unauthorized computer program that was installed on the workstation of the Township Clerk and Closed Session Item 15, Discussion Regarding Written Legal Opinion - Closed Session per MCL 15.268(h) .

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Nancy Nevers, Tim Bussineau, Charles Oliver, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
WEDNESDAY, JUNE 24, 2020

3. Approval of Bills

Treasurer Goodhue requested Check #107070 in the amount of \$2,042.50 to Foley and Mansfield be voted on separately from the bill run.

MOTION by Karen Goodhue seconded by Nancy Nevers to approve the bills except the Foley and Mansfield bill.

ROLL CALL Vote Summary: (6 - 1 - 0)

Ayes - Karen Goodhue, Tim Bussineau, Nancy Nevers, Charles Oliver, Kathy Smith, Kristi Pozzi

Nays - Janet Dunn

Abstain - None

THE MOTION Passed.

MOTION by Kristi Pozzi seconded by Charles Oliver to pay the Foley and Mansfield bill.

ROLL CALL Vote Summary: (5- 2 - 0)

Ayes - Tim Bussineau, Charles Oliver, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - Nancy Nevers, Karen Goodhue,

Abstain - None

THE MOTION Passed.

4. Approval of Previous Meeting Minutes from June 10, 2020 and Closed Session Meeting Minutes from June 10, 2020

MOTION by Karen Goodhue seconded by Kathy Smith to approve meeting minutes from June 10, 2020 as presented.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Kathy Smith, Tim Bussineau, Nancy Nevers, Charles Oliver, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

MOTION by Kristi Pozzi seconded by Karen Goodhue to approve Closed Session meeting minutes from June 10, 2020 as presented.

ROLL CALL Vote Summary: (7 - 0 - 0)

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
WEDNESDAY, JUNE 24, 2020

Ayes - Karen Goodhue, Kathy Smith, Tim Bussineau, Nancy Nevers, Charles Oliver, Kristi Pozzi, Janet Dunn
Nays - None
Abstain - None

THE MOTION Passed.

CONSENT AGENDA ITEMS:

5. Water and Sewer Department

- a. Request Approval to Pay the Invoice for Hydrant Maintenance Materials. EJ USA Inc., (\$9,857.42)
- b. Request to Approve the Temporary Concrete Batch Plant for Villas of Villagio. (Florence Cement Company)

MOTION by Karen Goodhue seconded by Kristi Pozzi to approve the Consent Agenda items as presented.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Tim Bussineau, Nancy Nevers, Charles Oliver, Kathy Smith, Karen Goodhue, Kristi Pozzi, Janet Dunn
Nays - None
Abstain - None

THE MOTION Passed.

PUBLIC COMMENTS, AGENDA AND NON-AGENDA ITEMS - (3 MINUTE TIME LIMIT)

Mark Grabow spoke about the Township's sidewalk replacement program.

John Parkinson spoke regarding Items 12 and 14a.

Frank Cusumano spoke about the ethics ordinance, Board procedures and the recent waste hauling contract renewal.

Lou Telegadas, Ted Nicodemus, Charles T. Missig, Kurt Broadbridge and Tom Sokol spoke about Item 14a.

Lisa Nash spoke regarding the waste hauling contract renewal and IT services contract.

Ben Soave and Brian Michael spoke about the poor state of the concrete in the Chelsea Park Subdivision.

NEW BUSINESS:

WATER AND SEWER DEPARTMENT:

6. Request to Approve the Contractors Application for Payment No. 3; Macomb Township 23 Mile Road Water Main Replacement. L.D'Agostini & Sons Inc., (\$32,428.77)

Item presented by Water and Sewer Superintendent Gerry Wangelin.

MOTION by Karen Goodhue seconded by Nancy Nevers to Approve the Contractors Application for Payment No. 3; Macomb Township 23 Mile Road Water Main Replacement. L.D'Agostini & Sons Inc., (\$32,428.77)

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Nancy Nevers, Tim Bussineau, Charles Oliver, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

7. Request to Approve the Engagement letter to update the 5-year financial projection and 1-year rate design for the Macomb Township Water & Sewer Department. Utility Financial Solutions, LLC.

Item presented by Water and Sewer Superintendent Gerry Wangelin.

MOTION by Charles Oliver seconded by Nancy Nevers to approve the Engagement letter to update the 5-year financial projection and 1-year rate design for the Macomb Township Water & Sewer Department. Utility Financial Solutions, LLC

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Charles Oliver, Nancy Nevers, Tim Bussineau, Kathy Smith, Karen Goodhue, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

8. Request Approval to Award the Contract to Pamar Enterprises, Inc. for the Country Club Sanitary Sewer Rehabilitation Project. 0249-0169 (\$1,215,389.00)

Item presented by Water and Sewer Superintendent Gerry Wangelin.

MOTION by Karen Goodhue seconded by Nancy Nevers to Approve the Request to Award the Contract to Pamar Enterprises, Inc. for the Country Club Sanitary

Sewer Rehabilitation Project. 0249-0169 (\$1,215,389.00)

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Nancy Nevers, Tim Bussineau, Charles Oliver, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

ENGINEERING DEPARTMENT:

9. Request to Award Geotechnical Services for Riverview Estates Site Condominium Sanitary Sewer Pump Station (\$7,700.00)

Item presented by Township Engineer James Van Tiflin.

MOTION by Kathy Smith seconded by Kristi Pozzi to Award Geotechnical Services for Riverview Estates Site Condominium Sanitary Sewer Pump Station to Intertek PSI in the amount of \$7,700.00.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Kathy Smith, Kristi Pozzi, Tim Bussineau, Nancy Nevers, Charles Oliver, Karen Goodhue, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

PLANNING AND ZONING DEPARTMENT:

10. Request to Award Master Plan Update Planning Services Contract (\$118,050)

Item presented by Township Planner Josh Bocks.

MOTION by Karen Goodhue seconded by Charles Oliver to Award the Planning Services of Carlisle Wortman Associates, Inc. to update the Macomb Township Master Plan in the amount of \$118,050.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Charles Oliver, Tim Bussineau, Nancy Nevers, Kathy Smith, Kristi Pozzi, Janet Dunn

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
WEDNESDAY, JUNE 24, 2020

Nays - None
Abstain - None

THE MOTION Passed.

11. Request to Approve a Deviation for separation of buildings for 54763 Brenda Drive (Pheasant Run).

Item presented by Township Planner Josh Bocks.

MOTION by Kristi Pozzi seconded by Karen Goodhue to grant a Deviation for 54763 Brenda Drive to allow an accessory building to be 8.02 feet from the principal building.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Kristi Pozzi, Karen Goodhue, Tim Bussineau, Nancy Nevers, Charles Oliver, Kathy Smith, Janet Dunn

Nays - None
Abstain - None

THE MOTION Passed.

FIRE DEPARTMENT:

12. Request to Approve Change Order #7 for the New Public Safety Building (\$17,155.45)

Item presented by Fire Chief Robert Phillips.

MOTION by Karen Goodhue seconded by Kathy Smith to Motion to Approve Change Order #7 in the amount of \$17,155.45.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Kathy Smith, Tim Bussineau, Nancy Nevers, Charles Oliver, Kristi Pozzi, Janet Dunn

Nays - None
Abstain - None

THE MOTION Passed.

CLERK'S OFFICE:

13. Request to Adjust Election Inspector Compensation

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
WEDNESDAY, JUNE 24, 2020

Item presented by Clerk Kristi Pozzi.

MOTION by Kathy Smith seconded by Nancy Nevers to Motion to adjust election inspector compensation as recommended.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Kathy Smith, Nancy Nevers, Tim Bussineau, Charles Oliver, Karen Goodhue, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

PARKS AND RECREATION DEPARTMENT:

14. Macomb Corners Park Concessions

Item presented by Parks & Recreation Director Sal DiCaro.

MOTION by Karen Goodhue seconded by Charles Oliver to Motion to contract with Scoop & Twist of Macomb LLC to provide concession services at Macomb Corners Park for \$800 per month.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Charles Oliver, Tim Bussineau, Nancy Nevers, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

14a. Discussion and vote to hire an Independent IT consulting firm to perform an audit of the unauthorized computer program that was installed on the workstation of the Township Clerk.

Item presented by Trustee Tim Bussineau.

Clerk Pozzi requested the following information from Beth Case to the Board be entered into minutes:

"I am writing to follow up on the questions surrounding a 2018 incident of the unauthorized installation of software on a Township computer. I want to share the incident report we created when the ticket was initiated to help address these questions. Specifically, "What

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
WEDNESDAY, JUNE 24, 2020

was installed?" and "Did it compromise network security or expose the Township's data".

It is best to start by directing your attention to the Conclusion of the attached Incident Report. Notification from a Township employee that a website could not be accessed initiated the investigation. When completing the service work we discovered that a software package called Auvik had been installed. We knew Auvik was a remote monitoring tool and, as the Township's network administrator, we needed to know how the software was being used, who was using it and how it was installed. Although the software is not malicious it requires privileged Township credentials to install. BPI does not work with Auvik and we did not install the software. Ultimately, our investigation determined that the software did not create a threat.

Auvik Networks Incorporated is a well-established company in the computing industry. The Auvik application is a network monitoring tool used to gather information about a network's health and performance. It communicates with switches, routers, firewalls, servers, printers, etc. The information is then filtered and summarized into reports that Service Technicians can use to make changes and improve a network's performance and reliability. The Auvik software does not interact with corporate data. It only communicates with network devices.

The original Incident Report from October of 2018 is attached for your review. Again, based on the original investigation and incident report, there was no reasonable concern that the network or its data were compromised."

MOTION by Janet Dunn seconded by Charles Oliver to deny this request for three reasons; it happened two years ago and nothing has been corrupted in that two years, the three top officials run the day-to-day operations and Trustees oversee it but not two years later and it's an unneeded expense.

ROLL CALL Vote Summary: (4 - 3- 0)

Ayes - Janet Dunn, Charles Oliver, Kathy Smith, Kristi Pozzi,

Nays - Tim Bussineau, Nancy Nevers, Karen Goodhue

Abstain - None

THE MOTION Passed.

BOARD COMMENTS:

Trustees Comments

Trustee Oliver reminded residents to be mindful of neighbors when using fireworks during the upcoming 4th of July holiday and to abide by the Township's Fireworks Ordinance.

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
WEDNESDAY, JUNE 24, 2020

Treasurer Comments

Treasurer Goodhue informed residents that summer tax bills will be mailed July 1st and the reason she wanted the Foley & Mansfield bill to be voted on separately.

Clerk Comments

Clerk Pozzi gave a detailed update regarding August election preparations and urged residents to become Election Inspectors.

Supervisor Comments

Supervisor Dunn thanked Planning Director Josh Bocks for assisting restaurants in the township expand their outdoor seating options.

CLOSED SESSION:

MOTION by Karen Goodhue seconded by Nancy Nevers to adjourn to Closed Session.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Nancy Nevers, Tim Bussineau, Charles Oliver, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

The Board entered into Closed Session at 9:07 p.m. and reconvened into Open Session at 9:45 p.m.

15. Discussion Regarding Written Legal Opinion - Closed Session per MCL 15.268(h).

MOTION by Kristi Pozzi seconded by Nancy Nevers to direct the Fire Chief and Legal Counsel to proceed as discussed.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Kristi Pozzi, Nancy Nevers, Tim Bussineau, Charles Oliver, Kathy Smith, Karen Goodhue, Janet Dunn

Nays - None

Abstain - None

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
WEDNESDAY, JUNE 24, 2020

THE MOTION Passed.

ADJOURNMENT

MOTION by Kristi Pozzi seconded by Karen Goodhue to adjourn the June 24, 2020 Board meeting at 09:48 PM.

ROLL CALL Vote Summary: (7 - 0 - 0)

Aye - Kristi Pozzi, Tim Bussineau, Nancy Nevers, Charles Oliver, Kathy Smith, Karen Goodhue, Janet Dunn

Nay - None

Abstain - None

THE MOTION Passed.