

A Public Hearing was held by the Village of Romeo Board of Trustees on January 21, 2020 at 7:00 p.m., at the Romeo Community Center 361 Morton Street, Romeo, MI 48065.

Purpose of the Hearing: To hear comments, oral or written, views from citizens concerning community development and housing needs. As required by the Housing and Community Development Act of 1974, as amended. Federal Guidelines require that maximum priority be given to activities which primarily benefit low- or moderate-income families or which aid in the prevention or elimination of slums or blight.

The Public Hearing was opened at 7:00 p.m. Comments were heard by representatives from Care House, Turning Point, Interfaith and Samaritan House. The Public Hearing was closed at 7:20 p.m.

Board of Trustees Regular Meeting

Agenda

Date: January 21, 2020

Time: 7:00 p.m.

Location: 361 Morton Street, Romeo, MI 48065

Present: Bartholomew
Edwards
Hart
Seidel
Poznanski
Malzahn

Absent: Fowler

1. CALL TO ORDER – PLEDGE OF ALLIGIANCE AND ROLL CALL. President Malzahn called the meeting to order at 7:20 p.m.
2. *Approval of Minutes-December 16, 2019*
MOTION by Hart second by Edwards to approve the meeting minutes from December 16, 2019
AYES: All
NAYS: None
Motion carried.
3. *Approval of Agenda*

MOTION by Poznanski support by Bartholomew to approve the agenda with the tabling of Saw Grant Funded Sewer Rate Study until the February Meeting

AYES: All

NAYS: None

Motion carried.

4. *Approval of Bills*

MOTION by Edwards second by Poznanski to approve the bills at the amounts of \$409,709.33 and \$37,976.76

AYES: Edwards, Poznanski, Hart, Seidel, Bartholomew, Malzahn

NAYS: None

Motion carried.

5. *Special Presentations*

Paul Bailey of UHY (formerly Stewart, Beauvais and Whipple) gave a presentation of the Village of Romeo's 2018-2019 fiscal year audit report. During the presentation the Village of Romeo's new accountant, Tim Sadowski, was introduced.

6. *Correspondences*

President Malzahn talked about 1 correspondence that was submitted to her by Chet Zachowski

7. *Public Forum – Agenda Items Only – No comments*

8. *Officer Reports:*

a. President's Report:

I wanted to take a moment and thank the voters for the privilege of serving as president and CEO for them. I thank this Board for your support and extend my gratitude for the time and effort you dedicate to your job performance as well. 2019 was a very busy 1st year in office myself and Clerk Trapp and I wanted to highlight what our accomplishments and efforts achieved:

2019 Year in Review

~ The Village received State approval of our corrective action plan for our OPEB Liability.

~ We approved 2 major contracts:

Fire/ALS contract

Waste Hauler contract

~ We retained the services of our new Licensed Planner – Steve Cassin.

~ We updated and/or adopted 8 ordinances.

~ We held 4 public hearings.

~ We introduced our Sidewalk Replacement Program and began the first installations.

~ We started updating our Master Plan with community engagement.

~ We completed our Sewer and Water (SAW) asset management plan.

~ All of our Village boards and commissions are meeting regularly including the cemetery and tree board.

~ Clerk Trapp & I together interviewed and hired 6 new staff members:

- 2 Cemetery Crew members
- 1 DPW Administrator (Donna's retirement)
- 1 replacement DPW staff
- 1 new accountant
- 1 new HR/Payroll

~ Cemetery Sexton Trapp had 19 regular burials, 16 cremains burials, had 46 foundations installed.

~ I negotiated Non-Union Employee Contract which we adopted.

~ In the Village Hall we have:

- New phone system
- New IT provider
- New Social Media page
- Individual village emails
- After-hours drop box
- We hosted 3 intern RHS students
- Hired a new cleaning crew

~ Outside of regular office hours I personally attended 68 events:

- 14 Chamber of Commerce ribbon cuttings, 9 of those are located in the Village
- 11 Community Dignitary engagements
- 29 Regular public meetings
- 5 Special public meetings
- 12 training and education seminars

b. Clerk's Report-

Attended the Macomb County Clerk's Association lunch last Thursday. The main topic discussed was how Proposal 3 in last November's election has put more requirements on clerks that handle elections, will the clerks in Macomb County be advocates for early voting that is currently NOT available in Michigan.

Citizen Planner registration is open. Last year we did send 2 members of PC and 1 trustee. There is a scholarship available, 1 per community however last year we were very fortunate to be awarded 3 scholarships for all of our attendees representing the Village of Romeo. I will need to know what members of this board of Planning Commission would like to attend, by January 31st so I can register them.

c. Treasurer's Report

January 14th I attended the Macomb County Treasures meeting. Today we started the BSA software program system. I signed up with Positive Pay last week. It has been a pleasure working with our new accountant.

d. Trustee Reports-Trustee Seidel asked about stopping the newspapers that are delivered on driveways.

e. Ex-Officio Planning Commission Member – absent; no report

9. *Committee Reports*

a. Armada Sewer- Will be talked about under new business.

b. Parking Lot- Trustee Poznanski submitted Nate Bartholomew's proposal.

c. AT&T Sub Committee – President Malzahn updated the board that AT&T is still interested and lease is being reviewed by subcommittee.

10. *Unfinished Business*

None

11. *New Business*

a. WWTP Emergency Equipment Purchase

Supervisor of WWTP Al Lapeer explained what piece of refrigeration equipment needed to be replaced. The replacement equipment has been ordered. No Board Action was taken.

b. CDBG Fund Allocations

MOTION by Seidel second by Poznanski to approve the amounts of the CDBG allocations as presented.

AYES: Seidel, Poznanski, Bartholomew, Hart, Edwards, Malzahn

NAYS: None

Motion carried.

CDBG Funds Granted	\$2500.00
CHORE	\$300.00
MCREST	\$600.00
Samaritan House	\$500.00
Care House	\$200.00
Interfaith Volunteer Caregivers	\$100.00
Macomb Warming	\$550.00
Turning Point	\$250.00
Capital Projects: Minor Home Repairs	*County has appropriated funds already

c. 2020 Annual Board Appointments

MOTION by Edwards second by Hart to approve the new appointments as presented

AYES: All

NAYS: None

Motion carried.

SUPERVISOR OF PUBLIC WORKS	TIM METZ
SUPERVISOR OF WASTEWATER PLANT	AL LAPEER
WASTE WATER PROGRAM MANAGER	AL LAPEER
POLICE CHIEF	DAN SOKOLNICKI
VILLAGE ATTORNEY	MARK CLARK
VILLAGE PROSECUTOR	MARK CLARK
PLBG. & HEATING INSPECTOR	KEN BORYCZ
ELECTRICAL INSPECTOR	TIM DILLON
BUILDING	MICHAEL
INSPECTOR	BOMMARITO
NOXIOUS WEED INSPECTOR	DAN SOKOLNICKI

Library Board

William Grandstaff

Elizabeth Miller

Cemetery Board

Diane Smiles

Sandra Brooks

Downtown Development Authority

Greg Tarr

Zach Hayes

Carl Brant

Randall Seidel

Planning Commission

Chris Smiles

Kim Davis

Tree Board

Chris McLeod

Zoning Board of Appeals

Lee Ann Stuchell

Jeff Fritz

Ron Rossell

Nathan Bartholomew

Jamie Lucero-Alternate

d. St. Baldrick's Special Event Permit

MOTION by Hart second by Poznanski to approve the event permit for St. Baldrick's on March 28, 2020 as presented

AYES: All

NAYS: None

Motion carried.

e. Annual By-Law Review

MOTION by Poznanski second by Bartholomew to approve the Rules of Procedure, By Laws for 2020 with the addition of "Request for items to be added to an agenda for a Regular meeting must be submitted in writing to the Village Clerk no later than noon the Tuesday before the scheduled meeting. All supporting documentation with materials for distribution need to be submitted to the Village Clerk by 4:30 p.m. Wednesday."

AYES: All

NAYS: None

Motion carried.

f. Email and Social Media Policies

MOTION by Bartholomew second by Poznanski to approve the Social Media Policy as presented

AYES: All

NAYS: None

Motion carried.

MOTION by Poznanski second by Bartholomew to approve the Email Policy with the addition of "Village email shall not be used for personal use unless with supervisor's permission" under the heading *Village of Romeo Responsibilities*

AYES: All

NAYS: None

Motion carried.

g. Armada Sewer Contract

MOTION by Edwards second by Hart to authorize President Malzahn to sign the contract and sign transmittal letter

AYES: Edwards, Hart, Poznanski, Bartholomew, Seidel, Malzahn

NAYS: None

Motion carried.

h. Police Communication Recorder purchase

Police Chief Sokolnicki explained the need for a new Communication Recorder to the board.

MOTION by Bartholomew second by Poznanski to approve the purchase of a new Communication Recorder

AYES: Bartholomew, Poznanski, Seidel, Edwards, Hart, Malzahn

NAYS: None

Motion carried.

12. *Public Comments*-President Malzahn announced that there is an Urban Forestry meeting on January 23rd at the Graubner Library. This is the first endeavor by our Tree Board. Reminder that on January 28th our Road Asset Management Plan discussion is at 6:30 and after that the Master Plan Update will follow at 7:00 p.m. at the Community Center South Building. Thank you to the DPW for quick turn on getting our roads taken care of during our Snow Emergency. Budget amendment's will be next month. Trustee Poznanski congratulated Amanda Moore Student Ella for singing the National Anthem at the Red Wings game. DDA is have a Christmas Sub Committee meeting at Main's Treat coffee house this Thursday at 7:00 p.m. At the Masonic Lodge this Saturday there is an event 8:00 p.m. of a violinist. The Romeo Theatre company this weekend is having their production of "Little Shop of Horrors".

13. *Adjournment*

MOTION by Bartholomew second by Hart to adjourn the meeting at 8:25 p.m.

AYES: All

NAYS: None

Motion carried.

**~Kathryn Trapp
Village Clerk**