

Board of Trustees Meeting
MINUTES

Date: February 27, 2023

Time: 7:00 p.m.

Location: 361 Morton Street, Romeo, MI 48065

South Building Meeting Room

PRESENT: BARTHOLOMEW
EDWARDS
FOWLER
PARKER
ROSSO
PRESIDENT POZNANSKI

1. Call to order – pledge of allegiance. President Poznanski called the meeting to order at 7:00 p.m.
2. Roll Call
3. **CONSENT AGENDA** (*minutes January 23, 2023*) (*council bills/vendor report \$42,088.82 and \$412,261.24, meeting agenda*)
MOTION by Edwards second by Bartholomew to approve the Consent Agenda with edits (**Remove the scheduled presentation, move New Business G. to Unfinished Business D., add New Business H. President's Salary**)
AYES: Edwards, Bartholomew, Rosso, Parker, Fowler, Poznanski
NAYS: None
Motion carried.
4. **Special Presentations** – IFT, Macomb County – *Presentation postponed.*
5. **Correspondence(s)** - None
6. **Public Comment** – *Comments were heard.*
7. **Officer reports**
 - A. President –
Welcome
- To our newest DPW member, Jason. He came in at the beginning of the new year and is jumping right in.

Text My Gov
- Had the pop up on our website adjusted so that once you exit the pop up it will no longer continue to pop back up every 5 seconds.

Shred Day
- We are continuing in partnership with Bruce Twp again this year and will be Joint hosting two Shred Days. The first is coming soon on May 20th, and will be paper shred only. Saturday October 14th, will have paper shred and electronic recycling. Both dates are 9-noon, and will be at the parks n rec parking lot on Morton. Thank you to Bruce Township Clerk Susan Kraft for reaching out and keeping this community event going.

Michigan Infrastructure Council Asset Management Champion Program

- On January 31st I attended my first of three zoom classes for the course. So far this month I have logged just under 10 hours of training. I have another 5 ½ hours of online training before the second class coming up here on March 6th.
- To say I am learning a lot regarding assets would be an understatement. I am looking forward to the session where we will learn how to put this knowledge into action.

DDA

- Attended Meeting the monthly meeting on February 6th. I have included the DDA minutes in the council packet to keep you updated.
- We received an official letter from Chairman Zach Hayes, of the DDA ending the lease with the Village regarding office space.
 - A workshop meeting was held at the new offices last Wednesday the 22nd from 6-8. Thank you to Thee Office Pub for graciously donating dinner for us members. This meeting was attended by the full board with training provided by Kathy Dickens of the Four County Community Foundation and Dana Walker of the Michigan Downtown Association. The board is excited to start implementing some of the training and constructive dialogue was had.
 - The temporary alley closure will be open as of March 1st. The committee has decided that until a project is developed to permanently close the alley it will not be asking for any more closure extensions.

Ford Task Force

- We had our monthly task force meeting. Not much new information provided, and with the Non-Disclosure Agreements in place I am not at liberty to share much anyways.
- I wanted to congratulate the town of Marshall on their exciting news of the new Ford site. This 1900-acre mega site will provide stability and jobs for their community. Although disappointing

that this was not us, and as we try to reimagine our site and mourn the loss of Ford from our community, I wanted us to not lose sight and to express our support and happiness for our fellow Michigan community.

- Our time will come, news such as this shows us that Michigan is continuing to be a state worth investing in.

Around Village Hall

- Our newest software, Documents On Demand, is officially up and running. This platform allows us to scan and upload information onto our website for you to easily access. You can even sign up under the email tab to receive notifications when documents are uploaded. For example; you would like to know about Planning Commission Agendas and Board of Trustee Packets. You can choose to sign up for just these two items and when we upload into that file you will be sent an email notification and link to the document uploaded. For now, we have started with all the boards agendas, minuets, and packets. We hope to expand the document offerings over time and to also have a link under each section that will take you to videos.
- Records Organization is in full swing and the shred pile grows weekly. This process will take us quite a few months, so a temporary screen wall has been put up to shield those from having meeting from having to see our mess.

Radar Speed Signs

- Chief has received a contract from Macomb County regarding placing the signs in the right of way. Currently we are having legal look over the contract before signing and applying for permit.

Water Rate Planning Group

- We are meeting weekly to stay on top of this change over rollout. I have reached out to Parks n Rec to schedule 2 seminars to go over new bill look and have a q&a time. No dates set in stone as of yet, however we have nailed

down taking place in April and will offer a day and an evening time to try and accommodate as many residents' schedules as possible.

- Kathryn and myself met with Mr Kennedy, a Representative from Metcom, to go over pricing and options for new layout. We are considering a regular tri-fold paper with a tear off bottom to return or a pre-sealed tri-fold with an envelop to return.

- We have asked for quotes on the not only the materials but also the machines to fold and/or seal. We should be receiving the pricing this week.

- We have decided to forego the newsletter for the quarter in exchange for a mailer explaining the rate change and new bill design, these mailers should be hitting your mailbox the first week of April.

Road Millage Update:

- Had an initial meeting with our Municipal Advisor, Bond Council, and engineer. A plan and next steps were determined. Based off the time of year, we are hopeful to start construction July/August. Council will be provided with a Bond Authorizing Resolution at our April meeting.

- I met with our engineer Mr MacDonald of HRC and Tim Metz, DPW Supervisor, to look at road conditions and where we could start construction this season. The focus, as of this pre planning meeting, will be the North West quadrant. Please be mindful this does not mean the whole quadrant, and specific list of streets is still being finalized. We have determined though, that due to probable pending building on the school lot between Chandler and Prospect, certain portions of these streets will be targeted post construction of this lot.

Tree Board Meeting

The Tree Board had its first meeting of the new year last week. They are in full planning mode for Arbor Day and are excited to dig in.

A few housekeeping items

- We need to make sure our sidewalks are being kept clear of snow and ice. According to ordinance we have 24 hours after the end of snowfall to get this done. We have many residents, students, and mail carriers that walk our sidewalks all year long. Let's please be considerate of them and their safety.

- And when you are out walking these snow and ice free sidewalks, please also remember to clean up after your pet. These are the seemingly small things that make a big impact on our enjoyment of our Village.

B. Clerk

I have recently been selected to be a part of the Michigan Municipal Leagues' Legislative Committees. On February 9th, I had gone to Lansing for orientation for all of the committee members. I have been appointed to the Municipal Services Committee. This is a 2-year commitment with scheduled meetings occurring every other month. I am looking forward to serving on this committee to help my community as well as Villages across Michigan. The orientation consisted of a guided tour of the Capital building and recognition from the House of Representatives as they were starting their session after a lunch break.

On February 16th I attend the SEMCOG's Transportation Council Meeting in Detroit. One focus on the agenda was the repairs of bridges though our county and beyond. I did not see any repairs to bridges on M-53 in our area at this time.

C. Treasurer – No report.

D. Trustees

Trustee Rosso- did not attend January's meeting. Thank you to those who wished her well. She has been assigned to the Sisson Park Citizen Task Force. Has signed up for the Citizen Planner course. Worked with Trustee Nate Bartholomew at the United Methodist Church's warming center.

E. Ex-Officio Planning Commission

Trustee Parker – 180 S. Main Street rezoning was voted down at the March 2nd meeting, working on Mixed Use with the Planner.

8. **Committee Reports**

- A. Bruce sewer – No communication from Bruce Township
- B. Crosswalk Project Sub-Committee – meeting was held, walked the crosswalks, more information to come

9. **Unfinished business:**

- A. Re-Zoning Request, 102 Church Street
Applicant Lisa Rapp made comments.
MOTION by Bartholomew second by Edwards to approve the request as presented, pending joining of the lots
AYES: Bartholomew, Edwards
NAYS: Parker, Fowler, Poznanski, Rosso
Motion failed.
- B. Tree Board Appointment
MOTION by Fowler second by Parker to approve Lisa Taylor to the Tree Board
AYES: Fowler, Parker, Rosso, Poznanski
NAYS: Edwards, Bartholomew
Motion carried.
- C. Trustee Appointment
MOTION by Edwards second by Bartholomew to appoint Nolan Kare to the vacant trustee position
AYES: Edwards, Bartholomew, Parker
NAYS: Poznanski, Fowler, Rosso
Motion tied; motion failed.
- D. Confirmation of Clerk Having or Not Having Insurance/Being Bonded* (Moved from New Business item (G).
Discussion by Trustee Rosso asking about if our insurance policy would be able to cover the cost of the Bruce Township Fire Contract late fee. Clerk Trapp to reach back out to the insurance carrier. No board action was taken.

10. **New business:**

- A. Police Purchase
MOTION by Bartholomew second by Parker to approve the purchase from Spectrum Wireless in the amount of \$15403.44
AYES: Bartholomew, Parker, Edwards, Fowler, Rosso, Poznanski
NAYS: None
Motion carried.
- B. WWTP Purchase
MOTION by Bartholomew second by Parker to go with Option A. and purchase a new JETT Pump in the amount of \$9,276.52
AYES: Bartholomew, Parker, Fowler, Poznanski, Rosso, Edwards
NAYS: None
Motion carried.
- C. Council Rules of Procedure
Updates to Council Rules of Procedure were discussed.
MOTION by Poznanski second by Fowler to bring it back next month with additions and adjustments and review it for consideration
AYES: All

NAYS: None

Motion carried.

D. Accounting Services

MOTION by Poznanski second by Parker to go out for bid for accounting services

AYES: Poznanski, Parker, Fowler, Edwards, Rosso

NAYS: Bartholomew

Motion carried.

E. Reading of Ordinances/Policies

Item was discussed under New Business item (C) Council Rules of Procedure by Trustee Parker. A draft of a procedure/policy will be presented by Trustee at the March meeting.

F. Discussion of Having Committee/Task Force Updates

Discussion by Trustee Rosso asking about how to communicate from committees and taskforces. No board action taken.

~~Confirmation of Clerk Having or Not Having Insurance/Being Bonded~~ Item was added to Unfinished Business (D).

G. For Information Only

Reports from other boards and committees that have recently met were reviewed.

H. President's Salary* (Item added)

Discussion by Trustee Edwards about the current president's salary. No board action taken.

11. CLOSED SESSION – Property Acquisition

MOTION by Poznanski second by Bartholomew to enter into CLOSED SESSION [at 8:40 p.m.] for the purpose of discussing property acquisition

YEAS: Poznanski, Bartholomew, Edwards, Fowler, Parker, Rosso

NAYS: None

Motion carried.

MOTION by Bartholomew second by Edwards to enter into Regular Session [at 9:02 p.m.]

AYES: All

NAYS: None

Motion carried.

12. Adjournment

MOTION by Poznanski second by Fowler to adjourn [at 9:02 p.m.]

AYES: All

NAYS: None

Motion carried.

**Respectfully Submitted,
KATHRYN TRAPP
VILLAGE CLERK**