

**Village of Romeo Board of Trustees
Meeting Minutes
Monday, January 14, 2019 at 7:00 p.m.**

Location: Romeo Parks and Rec Building
361 Morton Street, Romeo, MI 48065

Present: Nathan Bartholomew
Matt Edwards
Zach Fowler
Bob Hart
Meagan Poznanski
Christine Malzhan

Absent: None

1. CALL TO ORDER – PLEDGE OF ALLIGANCE AND ROLL CALL

President Malzhan called the meeting to order at 7:01 p.m. and the Pledge of Allegiance was recited.

2. Approval of meeting minutes December 17, 2018

MOTION by Hart Support by Bartholomew to approve the meeting minutes with the following changes:

YEAS: All

NAYS: None

Motion Carried

Item 10. Address was changed to 315 Dickenson

Item A. under Meeting Minutes corrections

Approval of bills: amounts were not included. Amounts of \$41,761.45 and \$196,328.78 were added.

Motion for St. Baldrick's event permit. The support was not given by Trustee Poznanski. Support was given by Trustee Fowler.

g. Current Administrator. The proposed change to the ordinance was not in the packet but on the table before the meeting.

3. Approval of the bills:

MOTION by Edwards support by Hart to approve the bills in the amount of \$46,656.01.

YEAS: Edwards, Hart, Fowler, Seidel, Poznanski, Bartholomew, Malzahn

NAYS: None

Motion Carried

4. Approval of Agenda:

MOTION by Hart support by Poznanski to add item e. Administrator under Unfinished Business

YEAS: All

NAYS: None

Motion Carried

5. Public Forum – Agenda Items. No comments were made.

6. Officers Reports:

a. President Report

- i. Attended a meeting with Great Lakes Water Authority to discuss the status of the 96” water main replacement project. They are going to begin testing, with the assistance of our DPW, to the 8” emergency connection located near Dickenson and Dorsey, projected date is February 1st. This will allow them to gather data on the water pressure in our industrial park area and see if the that valve is still working. They are still testing in other communities and it looks like the timeframe for the actual main replacement is still two years out. I will be notifying those in the affected areas of the testing in case they note any significant changes in their pressures.
- ii. Both of the sewer and fire sub-committees met, will be touching base on those reports later in the agenda.
- iii. I had a phone call and email exchange with the representatives from AT&T - They are planning to attend our February meeting with their environmental specialist. Again, I will be notifying the residents in the area so they can attend the meeting as well.
- iv. Had a pre-audit report meeting with our auditors from Stewart Beauvais and Whipple. They are here to give you the annual update as well.
- v. I had two conference calls with the Michigan Department of Treasury regarding the OPEB Corrective action plan the former Clerk and Administrator Mike Lee submitted to the State – I will be giving you updated information on that agenda item.
- vi. I had a conference call with Dave Borger from Semcog. Some of you may remember the study they did for us about 3 years ago where they analyzed the positions of Romeo in comparison to 12 other Villages roughly our size and budget.... He is going to revise the work they did for us (which is no charge to us

since we are Semcog members) and update the information with our current audit figures. That should be ready for our March meeting.

- vii. We continue to have significant computer/software/internet issues in the office. Clerk Trapp arranged for a new modem to be installed – however, the entire staff seems to be randomly affected, and we keep calling our tech support partners to find solutions, but have been unsuccessful in finding the root of the problem(s). Clerk Trapp is preparing proposals for a new Computer support company
- viii. Clerk Trapp and I are registered to attend the 2019 Transportation Asset Management for Local Officials training in Kalamazoo on Wednesday January 23rd. This is a one-day seminar for newly elected officials thru Michigan Department of Roads.

b. Clerk's Report

- i. We recently hired a new part time person to take over what was originally Donna's old position. Her name is Rebecca DeLorenzo
 - ii. I will be attending the Macomb County Home Consortium Consolidated Plan Workshops on Thursday January 31st.
 - iii. Working on upgrading our phone systems. Currently we do NOT have ANY voicemail boxes.
 - iv. Don't forget that I am a Notary Public and services are available in the village office.
- c. Treasurer's Report-No updates at this current time. Treasurer Maddox did comment that her window is open for business.
- d. Trustee's Report – none given.

7. Committee Reports:

- a. Fire and ALS Committee. Trustee Poznanski, and President Malzahn met with Chief Witgen, Susan Brockman and Richard Cory. Notification came from Richard Cory that they are declining the last letter/proposal that was sent over. Another meeting will be scheduled.
- b. Armada Sewer. Armada Township representatives did ask us to formally accept their sewer ordinance which is on our agenda, pending requested documentation.

8. Unfinished Business:

- a. Clinton Street Properties. A proposal came into the Clerk and was included in the board packets.
MOTION by Fowler support by Hart to table the item Clinton Street Property until May.
YEAS: All
NAYS: None
Motion Carried
- b. OPEB Corrective Action Plan. Corrective Action Plan submitted by former administration has been denied by the State of Michigan. Discussion was held. Current administration will work on a revised Corrective Action Plan.

- c. Consultant Services.
MOTION by Edwards support by Bartholomew to approve the expenditure for Vettraino Consulting LLC for \$5000.00 plus \$773.34.
YEAS: Edwards, Bartholomew, Seidel, Hart, Malzahn
NAYS: Poznanski, Fowler
Motion Carried
- d. Armada Sewer Ordinance.
Motion by Hart support by Poznanski to accept Armada Township Sewer Ordinance as presented.
YEAS: All
NAYS: None
Motion Carried
- e. Administrator (added agenda item). Trustee Poznanski apologize for leaving paperwork she had a question about at home.

9. New Business:

- a. Stewart, Beauvais and Whipple. Paul Bailey and Tammy Pitzer of SB&W were in attendance to present the audit report to the board.
- b. Street Administrator.
Motion by Bartholomew support by Hart to appoint President Malzahn to be the Street Administrator.
YEAS: All
NAYS: None
Motion Carried.
- c. Annual Appointments:
Motion by Hart support by Malzahn to appoint Nate Bartholomew to the Planning Commission.
YEAS: Hart, Malzahn, Bartholomew
NAY: Edwards, Fowler, Poznanski, Seidel
Motion Failed.
Motion by Poznanski support by Fowler to appoint Zach Fowler be re-appointed to the Planning Commission.
YEAS: Poznanski, Fowler, Seidel, Edwards
NAYS: Malzahn, Hart, Bartholomew
Motion Carried.
Motion by Hart support by Bartholomew to reappoint the following with the exception of the Cemetery Board:

| | |
|--------------------------------|----------------|
| Supervisor of Public Works | Tim Metz |
| Supervisor of WasteWater Plant | Al Lapeer |
| Police Chief | Dan Sokolnicki |
| Village Attorney | Mark Clark |
| Prosecuting Attorney | Mark Clark |
| Plumbing & Heating Inspector | Ken Borycz |

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|--|-------------------|
| Electrical Inspector | Tim Dillon |
| Building Inspector | Michael Bommarito |
| Noxious Weed Inspector | Dan Sokolnicki |
| Library Board-No Expirations | |
| Downtown District Authority-Re Appointing | |
| Carol Humphreys, Bill Parker, Meagan Poznanski, Zach Hayes, Michael Craft, President Malzahn as Board Liaison | |
| Historic District Commission-Re Appointing | |
| Brandy Chirco, Caroline Seidel | |
| Planning Commission-Re Appointing | |
| Jim Stegner, Chairperson | |
| Tree Board-Appointing | |
| Leo Hudson, Edmud Richs | |
| Zoning Board of Appeals-Re Appointing | |
| Edmund Risch, Lisa Hall | |

YEAS: All

NAYS: None

Motion Carried.

- d. Purchasing Policy. Board reviewed current Purchasing Policy. No board action was taken.
- e. Budget Amendments:

Motion by Bartholomew support by Seidel to approve the following budget amendments:

YEAS: Bartholomew, Seidel, Poznanski, Hart, Fowler, Edwards, Malzahn

NAYS: None

Motion Carried.

| | | |
|---|------------|--|
| Dept. 215.000 – Village Clerk | | |
| Adjust | -\$15, 000 | 703.000 Salaries – Full Time Employees |
| Dept. 101.000 - Legislative – Village Council | | |
| Adjust | +\$15, 000 | 702.100 Salary – Village President |
| Dept. 253.000 – Village Treasurer | | |
| Adjust | -\$5,000 | 716.000 Hospitalization |
| Dept. 265.000 – Village Hall and Grounds | | |
| Adjust | -\$25, 000 | 703.000 Salaries Full Time Employees |
| Adjust | -\$15, 000 | 710.000 Hospitalization |
| Adjust | -\$5, 000 | 718.000 Pension |
| Adjust | +\$40, 000 | 704.000 Part-Time Employees |
| Adjust | +\$5, 000 | 960.000 Education and Training |
| Adjust | +\$5, 000 | 806.000 Contracted Services |

f. **WWTP Computers (SCADA):**

Waste Water Treatment Plant Supervisor Al Lapeer spoke to the board from the podium.

Motion by Poznanski support by Edwards to purchase the software at \$14,576

YEAS: Poznanski, Edwards, Fowler, Hart, Seidel, Bartholomew, Malzahn

NAYS: None

Motion Carried

MOTION BY HART SUPPORT BY POZNANSKI TO GO INTO CLOSED SESSION AT 8:55 P.M.

YEAS: All

NAYS: None

MOTION CARRIED

Motion by Bartholomew support by Hart to end CLOSED SESSION at 9:58 p.m.

YEAS: All

NAYS: None

Motion Carried

12. **Motion by Hart support to direct Attorney Mark Clark act on our discussion topics.**

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

NAYS: None

ABSTAIN: Fowler

Motion by Hart support Edwards to have Attorney Mark Clark accompany President Christine Malzahn for the deposition on Thursday January 17, 2019 at 1:00 p.m.

YEAS: Hart, Edwards, Bartholomew, Seidel, Malzahn

NAYS: Poznanski

ABSTAIN: Fowler

13. **Public Comments:**

Trustee Poznanski asked since we didn't have video, would we be in violation of anything since we can't post it.

Trustee Fowler stated as far as the Planning Commission, they will be taking up the fence permit and eliminating the gray areas in there.

14. Adjournment:
Motion by Bartholomew support by Edwards to adjourn the meeting at 10:03 p.m.
YEAS: All
NAYS: None
Motion Carried
Meeting adjourned at 10:03 p.m.

**Respectfully submitted,
Kathryn Trapp
Village of Romeo Clerk**