

**Village of Romeo Board of Trustees  
Meeting Minutes  
Monday, March 18, 2019 at 7:00 p.m.**

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

Present: Nathan Bartholomew  
Zach Fowler  
Bob Hart  
Meagan Poznanski  
Randy Seidel  
Christine Malzhan

Absent: Matt Edwards

1. CALL TO ORDER – PLEDGE OF ALLIGANCE AND ROLL CALL
  - a. President Malzahn called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

2. Approval of meeting minutes February 11, 2019

**Motion by Hart Support by Poznanski to approve the meeting minutes from February 11, 2019 with the following 3 edits:**

- a. **Add Randy Seidel's name to the "Present" list**
- b. **In Trustee Reports: Edit that *she looked into the missing checks and that were voided***
- c. **In Trustee Reports: Add the comment: *She stated that she did not believe that it was President Malzahn's place to put such a policy on me, or the board of Trustees. Also in Trustee Reports, add she requested for us [the board] to make resolution to participate. No board action was taken.***

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

**NAY: Fowler**

**Motion Carried**

3. Approval of Bills – January Cumulative / March Regular Council Bills

**MOTION BY Hart Support by Bartholomew to approve the Bills – January Cumulative total of \$424, 291.94**

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

**NAYS: Fowler**  
**Motion Carried**

**Motion by Hart support by Seidel to approve March Regular Bills in the totals of \$130, 831.88 and \$780, 743.24**

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

**NAYS: Fowler**

**Motion Carried**

4. Approval of agenda.

**MOTION BY Hart support by Poznanski to approve the agenda as presented.**

**YEAS: All**

**NAYS: None**

**Motion Carried**

5. Correspondences. A letter from the Macomb County Association of School Administrators was discussed.

6. Public Forum – Agenda Items Only. Meldrum brothers addressed the board.

7. Officer Reports:

a. President's Report

1. I submitted the corrective action plan to the State of Michigan Treasury Department on February 22<sup>nd</sup>. I have not received any correspondence back other than a confirmation that they received my submission. I have a meeting set for this Friday the Colleen Kuehnel our MERS investment representative to begin the process of starting the OPEB Trust Fund that is part of the funding process for our Corrective Action Plan.
2. held a meeting with Ray Township Supervisor Joe Jarayna and Ray Council rep Charlie Bohm along with our Legal Counsel Mr Clark. We discussed the proposed Annexation that this Board tabled until the Ray Cemetery issue could be addressed. Mr Zachowski was unable to attend, but I did follow up the with him after the meeting and suggested that he reach out and have further discussions with Ray Township before proceeding further with the Annexation.
3. Clerk Trapp and myself attended a weekend training session for elected officials in Frankenmuth held by the MML. Topics discussed were planning and zoning, finance and budgets, elected officials' duties and rolls. This class was level one and was mandatory in order to proceed on to the next levels. I found the information and networking very informative and look forward to attending the next session.
4. Arcadis (the company requesting permits to take the boring samples in the CBD) has submitted a request for the fee schedule for our Right of Way permits. It does not appear that Romeo has a set fee schedule for ROW permits. I am looking to other communities to see what the standards may be.
5. I attended the Macomb County Partners Meeting on March 12<sup>th</sup> along with Chamber Director Kelley Stephens. This group meets quarterly to discuss updates and current events relevant to our communities. The two featured speakers were Glenn Wynn, Planning Director for Shelby Township who spoke about assessing Traffic Impacts on Suburban Development – specifically the 26 Mile corridor and Shelby's partnership with Washington

Township in addressing traffic along that street. Gabe Rodriguez spoke on the benefits and projects that the Detroit Regional Partnership program.

One of the other programs that was mentioned during some information sharing was a Green Macomb Program Tree & Plant Sale. They are offering discounted trees, shrubs and plants (prices are ranging from \$5 to \$20) – pre-orders are due by April 4<sup>th</sup>. Visit [GreenMacombGov.org](http://GreenMacombGov.org) for more information and I will make sure to share their flyer on our Facebook page if anyone is interested

6. A reminder that Romeo's St. Baldrick's Event is this Saturday. South Main Street from St. Clair to Lafayette will be closed Friday beginning at 2:00 PM for tent setup and will remain closed until Midnight on Saturday. The event begins at Noon Saturday with opening ceremonies at 12:30 – shaving should start around 1:00. There are 17 bands and dance troops that will be playing at the local bars and masonic lodge throughout the afternoon and evening, there is a kid's activities area at the masonic lodge from 12-4 featuring a magician, photo booth games with prizes. As of this morning we have raised \$107K and have 225 brave heroes preparing to shave their heads on Saturday. We should have no problem reaching our goal of \$150K. I encourage everyone to stop by town and support the St. Baldrick's Foundation and I should also mention that 100 percent of the donations made online and here in the Village the day of the event goes directly to the Foundation for childhood cancer research.
7. I continue to meet with the Department Heads and Office staff on a regular basis to address issues as they arise, and will update on the other meetings I held as those items come up on tonight's agenda.

b. Clerk's Report

1. Friday February 22-23<sup>rd</sup>, President Malzahn and I attended the MML's Core Weekender conference for elected officials. This is also a part of their Elected Officials Academy.
2. Wednesday March 6<sup>th</sup>, I took an online webinar to be introduced to municipal software that is designed to streamline the process of creating agendas and meeting minutes.
3. I am happy to report that we now have individual emails in the office! Each staff member has their own email box to conduct business with. The staff is extremely happy. The old email address, [villageofromeo@yahoo.com](mailto:villageofromeo@yahoo.com) will be shut down August 1<sup>st</sup>.
4. I am also happy to report that we have upgraded our current phone system, without changing our numbers, to finally have voicemail boxes in the office. Each desk that has a phone has their own voicemail box.
5. I have just returned from a 6-day conference put on by the Michigan Association of Municipal Clerks, accredited through Central Michigan University.

c. Treasurer's Report

Treasurer Maddox spoke at the podium. She talked about her recent visit to Macomb County Treasurer's office. She was able to meet with all the staff at the office. She plans on attending the Treasurers breakfast on April 18, 2019. She has received confirmation with the State of Michigan Treasury Department her paperwork to settle with the county. It will be on their April 8<sup>th</sup> Board meeting to authorize Treasurer Maddox to submit an electronic tax roll. She had been working with the bank to continue work on accepting tax

and water payments on the internet. She had paper work to fill out. She reminded residents that water bills will be out April 1<sup>st</sup> and they process should be more efficient. She talked about a flyer that has information if you need assistance with your water bill. She will have extra copies.

d. Trustee Reports.

Trustee Seidel brought up the issue of The Source newspaper in the Village of Romeo. Asked what should we do with those.

Trustee Poznanski said that the DDA will be presenting the new clock on April 11, 2019. Trustee Poznanski reported that she has 2 classes coming up. Trustee Poznanski brought up the issue of publication of the Ordinance of the president's salary increase.

8. Committee Reports:

a. Fire and ALS. Committee meeting was postponed. Another meeting will be scheduled.

b. Armada Sewer. Correspondence from Armada Township was received on another proposal.

c. Sidewalk. Trustee Hart said he met with Jay Foltz went over proposal. Trustee Hart said the committee will reach out to our engineering firm to ask what their roll will be.

d. AT&T. Committee did not meet.

9. Unfinished Business:

a. Clinton Street Property Offer.

**MOTION by Bartholomew support by Hart to counter offer the Meldrum brothers to accept their offer with no warranty deed and no title insurance.**

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

**NAYS: None**

b. Cemetery Board Appointees.

**MOTION by Hart support by Seidel to appoint Kelley Stephens and Diane Smiles to the Cemetery Board.**

**YEAS: All**

**NAY: None**

**Motion Carried**

10. New Business

a. SEMCOG Assessment. Board asked to invite them to a future meeting to give a presentation.

b. Turning Point Presentation. Presentation was given by Stephanie Harris of Turning Point.

c. Sale of Assets.

**MOTION by Fowler support by Poznanski to sell the fire truck for \$1,000**

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

**NAYS: None**

**Motion Carried**

**MOTION by Fowler support by Seidel to post the 2 Crown Victoria's on our Village website.**

**YEAS: All**

**NAYS: None**

**Motion carried**

- d. Treasurer's Salary.

**MOTION by Seidel support by Poznanski to approve the Treasurer's salary as \$30, 000.00 starting April 1<sup>st</sup>, 2019 with no retro pay and mutual solution to adjust salary for previous payments.**

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

**NAYS: None**

**Motion Carried**

- e. Investment and Deposit Resolution

**MOTION by Hart, support by Poznanski to the adopt the Investment and**

**Deposit Resolution**

- f. Village Emails.

New email addresses for the Trustees was discussed.

12. Public Comments. No comments were heard.

13. Adjournment.

**MOTION BY Fowler support by Bartholomew to adjourn the meeting at 8:45 p.m.**

**YEAS: All**

**NAY: None**

**Motion Carried**

-Kathryn Trapp  
Clerk, Village of Romeo