

**Village of Romeo Board of Trustees
Meeting Minutes
Monday, May 20, 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
Randy Seidel
Christine Malzhan

Absent: None

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 - April 15, 2019
MOTION by Edwards, second by Bartholomew to approve April 15, 2019 meeting minutes as written.
YEAS: Hart, Fowler, Bartholomew, Seidel, Edwards, Malzahn
NAY: Poznanski
Motion Carried
MOTION by Edwards, second by Poznanski to approve April 29, 2019 meeting minutes as written.
YEAS: ALL
NAYS: None
Motion carried.
MOTION by Bartholomew second by Poznanski to approve May 8, 2019 meeting minutes as written.
YEAS: All
NAYS: None
Motion carried.

3. Approval of Bills –
MOTION by Edwards, second by Hart to approve the bills in the amounts of \$104,053.51 and \$420,958.57.
YEAS: Edwards, Hart, Fowler, Bartholomew, Poznanski, Seidel, Malzahn
NAYS: None
Motion carried.

4. Approval of Agenda.
MOTION by Hart second by Poznanski to approve the agenda with the changes of adding E. HDC Appointments to Unfinished Business, move item J. MEDC Community Development Presentation to item A., add the agenda item of K. Planning Commission and move it to item B., and add item L. Policy for Adding Agenda Items.
YEAS: ALL
NAYS: None
Motion carried.

5. Correspondences. One letter from Bruce Township resident was reviewed.

6. Public Forum – Agenda Items Only. No Comments.

7. Officer Reports:
 - a. President – Report was printed and distributed to trustees at the meeting and was not given orally.
I wanted to thank the Romeo Park & Rec Senior Center Staff for setting up and hosting a “Meet Your Leaders” morning which was held on Friday May 3rd. Thank you too to James Routheaux for providing the coffee and donuts. We were able to interact a little with some of the seniors and heard some of their concerns – which mostly focused on the status of the Parks and Rec joint commission and what would happen to them if Washington Township does proceed to separate themselves from us and Bruce Twp. They have offered to host us the first Friday of every month to help us connect better with our local Seniors.

On April 23rd, I attend a seminar held by Rowe Engineering in Flint, high lighting the importance of site plan review, and some basic overview information of what to look for in a completed submission.

On Friday April 25, Al LaPeer and I met with the Ford Plant Manager, Dee Skinner, and a few of the support staff to tour the facility and enter a dialogue for their discharge permit.

Library. It beautiful and I hope that many families continue to utilize the programs and services that our Library offers.

We hosted Jamie Herms from Stewart Beauvis and Whipple out to finish the forensic audit work. I am happy to report that most of that is now complete and all of the general ledger entries, transfer

and deposit items that misallocated have been corrected. Everything has been accounted for and the corrective steps are being conducted now.

On May 9th, I met with Paul Bailey of SBW and received the Analysis for the GAP Funding. At this time I have approved the report and have authorized that it be submitted as part of our SAW Grant Analysis. Paul reported that we do not currently have any negatives that need to be addressed.

I also attended on the 9th the "I am Remarkable" Ladies Networking Luncheon facilitated by the Chamber of Commerce. It was another terrific opportunity to get out and meet some of the other female business professionals who are doing such great things in our Community.

On Friday May 17th, I met with the reps from Cornerstone Health – our current Health care provider and received the renewal information. I let them know that we will be entertaining another cost saving proposal at our June 5th Budget Workshop Meeting and invited them to attend and do the same if they choose to.

I met this morning with Paul Bowman and Steve Hoffa, along with Richard Cory and Susan Brockmann from Bruce Township. We had an initial conversation to explore the possibilities of establishing a more regional Parks and Recreation partnership. We agreed to further exploration and of reaching out to our other neighboring communities to see if they would be interested in joining as well.

b. Clerk-

I have a few people to thank for a few different reasons. First, I would like to thank Chris and Diane Smiles for the recent remodel of the bathroom at the cemetery. The old toilet and sink had to be replaced, along with the flooring. The Smiles' too care of replacing all of those items AND even painted the bathroom. I am very thankful for their care of the cemetery.

Also, recently my father passed away. I would like to thank Bob H., Randy S., Nate B., Sherri M., President Malzahn, Mark Clark, Matt E., and the office staff for coming to pay their respects (and sending flowers), Meagan P. for her kind words of sympathy, DPW for the flowers, and the office staff for their support and sending lunch to my family. Other members of the community, neighboring communities and local businesses have reached out and I want to say thank you.

c. Treasurer –

*On May 22nd, I will be attending BSA training at their facility for their Tax module.

*Payer Express is on pause so I can research better options for residents.

*On April 17, 2019, I was processing paperwork in my office when I heard the door gates swing open in the lobby separating the office space, when an employee asked if they could help them. Within seconds a Vendor Owner was demanding in my office to speak with me, which startled me. They immediately began to speak about how they received a phone call from the Village Office indicating that I refused to sign their checks. During the next several minutes I allowed the vendor to speak their concerns. When I indicated to the vendor that I do have the authority not to sign a check is when

the vendor threatened to sue the Village of Romeo, prior administration and myself. Once the vendor threatened to sue, I told the vendor it was time to leave.

April 18, 2019, I attended Macomb County Treasurer's Seminar and discussed the incident with professionals and was advised to make our Attorney Mark Clark aware of the incident.

Mark advised me to inform the Village Board Council at next meeting. (May 20, 2019)

Spoke with Police Chief Dan on the incident and discussed providing a security lock gate, cameras and training to prevent further incidents.

d. Trustees – Trustee Poznanski gave a report. She attended the Citizen Planner class along with 2 other members from the Planning Commission. The following day she will be attending a Fiscally Ready Community training in Roseville, MI. Discussed attending the MML General Village Law workshop with President Malzahn and Clerk Trapp in February. The DDA is redoing the garbage cans, sandblasting and painting them. Thank you to Earl's Batteries for volunteering for picking up the garbage cans and returning them when they are finished. New benches are coming to the Village from the DDA. There will also be new picnic tables in the park that will coordinate with the benches. Lastly, she asked Mark Clark for a written legal opinion on the publication of an ordinance not being published on time.

8. Committee Reports:

- a. Fire and ALS. Committee did not meet. Meeting to be scheduled.
- b. Armada Sewer. Committee did not meet. Meeting to be scheduled.
- c. AT&T. Committee did not meet. Meeting to be scheduled.
- d. Sidewalk. Report was given to the Village office of the worst sidewalks.

9. Unfinished Business:

- a. SEMCOG Assessment Report Presentation. Presentation was given by David Boerger
- b. Clinton Street Property Sales Bids

MOTION by Fowler second by Edwards to accept the offer from the Meldrum Brothers in the amount of \$100, 000 for the purchase of the Clinton Street Property.

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

NAYS: None

Motion carried.

- c. Sale of Clinton Street Property Ordinance

MOTION by Fowler second by Bartholomew to authorize President Malzahn to sign the Sale of Clinton Street Property Ordinance.

YEAS: All

NAYS: None

Motion carried.

- d. ROW Permit Fee Resolution

MOTION by Edwards Fowler to approve the Right of Way (ROW) Permit fees as presented.

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

NAYS: None

Motion carried.

e. HDC Appointments

MOTION by Edwards second by Seidel to approve the Randy Ingersoll and Jennifer Conrad as new appointments to the Historic District Commission with their term expiring in 2022.

YEAS: All

NAYS: None

Motion carried.

10. New Business

a. MEDC Community Development Presentation – presentation given by Dominic Romano.

b. Planning Commission Update. Planning Commission Chairperson Jim Stegner gave an update report of the Planning Commission to the board.

c. Farmers Market Special Event Permit

MOTION by Fowler second by Hart to approve the Farmers Market Special Event Permit as written.

Yeas: All

Nays: None

Motion carried.

d. Utility Billing Ordinance Update

MOTION by Hart second by Bartholomew to amend our ordinance to strike paragraph B. (*that reads “Ten percent of the total bill shall be added to all bills for water and sewer service which are paid more than 15 days after the due date.”*) from the Ordinance and add the ten percent fee to paragraph A. (Rates. Section 44-372 Billing)

YEAS: All

NAYS: None

Motion carried.

e. Utility Billing Maintenance Fee

MOTION by Hart support by Edwards to adopt a \$4 a month maintenance fee for the purpose of for building a fund for infrastructure upgrades.

YEAS: Bartholomew, Seidel, Hart, Edwards, Malzahn

NAYS: Fowler, Poznanski

Motion carried.

f. Tap Fee Schedule

MOTION by Bartholomew second by Poznanski to adopt the updated Tap Fee schedule as presented to include the fee for emergency services

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

NAYS: None

Motion carried.

g. MittTV Video Service Provider

MOTION by Seidel second by Bartholomew to stay with current provider for 3 years and authorize President Malzahn to sign the contract

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

NAYS: Poznanski

Motion Carried

h. Facebook Policy – item was discussed and policy to be reviewed when created.

i. Email Policy – item was discussed and policy to be reviewed when created.

j. Contract Negotiations for Administration Staff

MOTION by Hart second by Edwards for President Malzahn to confer with Jaymes Vetraino and come back with a recommendation for the contract for the non-union employees

YEAS: All

NAYS: None

Motion carried

k. DDA Office Space Lease

MOTION by Bartholomew second by Hart to investigate lease potential for the DDA

YEAS: All

NAYS: None

Motion carried.

l. Adding Items to the Agenda – item was discussed and reviewed.

12. Public Comments. Comment by a Washington Township resident. Comment by Trustee Poznanski.

13. Adjournment.

MOTION BY Fowler support by Bartholomew to adjourn the meeting at 9:01 p.m.

YEAS: All

NAY: None

Motion Carried

-Kathryn Trapp
Clerk, Village of Romeo

