

**Village of Romeo Board of Trustees
Meeting Minutes
Monday, February 11, 2019 at 7:00 p.m.**

A Public Hearing will be heard by the Village of Romeo Board of Trustees on Monday February 11, 2019 at 7:00 p.m., at the Romeo Community Center 361 Morton St., 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. The Village of Romeo will be receiving Community Development Block Grant Funds for FY 2019 from the Macomb “Urban County” Program. 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. A variety of projects are eligible for community development funds. Citizens residing in blight areas or lower-income persons are encouraged to participate. Representatives from the following organizations spoke on their behalf:

- Turning Point
- Samaritan House
- Care House

Public Hearing was closed at 7:16 p.m.

Location: Romeo Community Center
 361 Morton Street, Romeo, MI 48065

Present: Nathan Bartholomew
 Matt Edwards
 Bob Hart
 Meagan Poznanski
 *Randy Seidel**
 Christine Malzahn

Absent: Zach Fowler

1. CALL TO ORDER – PLEDGE OF ALLIGANCE AND ROLL CALL
President Malzahn called the meeting to order at 7:17 p.m. and the Pledge of Allegiance was recited.

2. *Approval of the minutes*

MOTION by Edwards, supported by Hart to approve the meeting minutes from January 14, 2019 with the corrections of section 9. Item c. to include the outcome of the motion Failed and then the second motion as Carried and section 12. to include the outcome of both motions as carried.

YEAS: Edwards, Hart, Seidel, Bartholomew, Malzahn

NAYS: Poznanski

MOTION CARRIED

Motion by Hart supported by Seidel to approve the meeting minutes from the January 14, 2019 CLOSED SESSION

YEAS: All

NAYS: None

MOTION CARRIED

3. *Approval of the Bills*

Motion by Hart support by Bartholomew to approve the bills in the amount of \$36,074.88 and \$535,955.99.

YEAS: Edwards, Poznanski, Bartholomew, Seidel, Malzahn

NAYS: None

MOTION CARRIED

4. *Approval of the Agenda*

Motion by Hart support by Bartholomew to approve the agenda as written

YEAS: All

NAYS: None

MOTION CARRIED

5. *Correspondences*

President Malzahn read a letter from a resident on Brook Street to ask that it be repaved.

6. *Public Forum – Agenda Items Only*

- a. Ed Risch talked/asked about the volume of the speakers voices at the table. He claimed he wasn't able to hear what the Board of Trustees were saying.
- b. Alyse Genaro, 451 Morton Street, expressed she is in opposition of the AT&T tower. She doesn't believe a tower of that nature and equipment should be placed in the middle of a neighborhood. She thinks it would affect their property values. She strongly opposes it.
- c. A representative from AT&T asked if he and other representatives from AT&T speak now about the proposal of the cell ring on the water tower. President Malzahn said she would be deferring to them when that agenda item comes up.

7. Officer Reports:

a. President Report.

1. Clerk Trapp and I attended a training seminar at the Kalamazoo Department of Roads for Asset Management Training. We took away some useful information and have begun gathering our current Asset Management Plans for Waste Water, for Sewer and for Roads. I will be bringing a proposal in the next few months for a new commission that may help us gather input from our constituents that can help us better identify areas of needs and wants for future planning.
3. A joint meeting was held with Bruce Township Supervisor Richard Cory, Bruce Planning Department Head Bonnie Scherr, myself and Census Bureau Rep Vicki McClendon in anticipation of the National 2020 Census that will take place. The Bureau is seeking partnership from the local bodies to assist in working towards 100% participation since we are directly effected by the counts in relation to Federal monies we receive.
4. The Great Lakes Water Authority and our DPW conducted some initial testing to the water users in our Industrial Park. I do not have the testing results but also haven't been alerted to any problems that occurred either. Also the GLW has asked me to sit on their advisory Board for the bid process to the 96" Water Main Replacement project, I have not committed to that task until I evaluate the time commitment that it would require.
5. I have accepted a letter of resignation from Planning Commission Member Kathryn Trapp, after researching State Law and consulting with Attorney Mark Clark that Elected Officers may not serve on any other commissions.
6. I attended the DDA Board Meeting last Monday - the Board and their Director Lisa Hall are working on several projects including purchasing new benches for our central business district, refreshing our trash cans with rust removal and applying fresh powder coating. We also discussed updating some of the old language and uses permitted in our CBD ordinances.
7. The Village Hall has received multiple complaints about parking issues, especially around the Village Park. That area is posted for 3 hour parking limits and our Village Police will begin enforcing that time limit.
8. Clerk Trapp and I attended the Samaritan House Pasta and Chicken Dinner fundraiser - it was a very nice event and I encourage everyone to continue to support that worthy local organization.
9. I continue to meet with the Department Heads and Office staff on a daily basis to address issues as they arise.

b. Clerk's report.

- On January 17th I attending a meeting at Lenox Twp. that was put on by the Macomb County Department of Public Works. The purpose of the meeting was to start a discussion on what the County would like to develop as being a Wastewater Master Plan. Representatives from the northern most communities in Macomb County were there. The engineering firm Fishbeck, Thompson, Carr and Huber gave the presentation on what a Waste Water Master could be and were very interested in feedback from the communities that were present. The Plan is just starting its talking stages so more meetings are to come.
- On Friday January 18th, our staff assistant Cindy Wilson and I had a meeting with the Bruce Township assessing department and their supervisor Richard Cory. Bruce Township invited to come and talk about how the Village and Bruce's assessing will work together with some changes that are coming from the State of MI for assessors and our building departments roll in their assessing department. We were then given a demonstration on how the BS&A assessing software works.
- Monday January 22nd, I participated in a conference call, along with our Auditor Paul Bailey, with the company S&P Global Ratings out of New York City. Prior to the conference call I was given a list of 20 finance and audit questions to better prepare for the call. I reviewed all of those questions with Paul Bailey of Stewart, Beavauis, and Whipple. The discussion with S&P was necessary in order for the Village to receive our rating. Happy to report that our rating has gone up from "A+" to "AA- ". A copy of the letter of our rating has been included in your packet.
- As President Malzahn mentioned, her and I attended the Transportation Asset Management Training on Wed January 23rd. It was very helpful to hear how other communities address their roads and road repair issues.
- Wednesday January 30th representatives from Hubbel Roth and Clark along with Tim Metz of DPW, Al Lapeer of WWTP and President Malzahn all gathered to discuss the progress being made with our SAW

Grant. The grant ends in November of this year so we wanted to make sure we were on track with projects that are in progress.

- Thursday January 31st. I attended 3 different Consolidated Plan Workshops that were presented by Macomb County Action – Community Development. The workshops were Public Service Needs, Housing Needs and Public Facilities and Improvements. I was able to get a better understanding on how our CDBG funds work, how to identify public needs and projects, and programs that are now available to Seniors and those in need. I was given a list of a directory of services throughout Macomb County and other programs Macomb County Action Community Development can help out residents with.
- Tuesday Feb 4th President Malzahn, Cindy Wilson and I met with the Planning and Economic Development Department from Macomb County here at the Village office. More will be discussed about that during that agenda item.
- February 7th. I attended the Planning Commission meeting as part of the public forum. After consulting with our attorney, state statute dictates that a paid village employee cannot hold a position on any board or commission. My main purpose for attending the meeting was to inform the board members about the scholarship opportunity of attending the MSU Extension Citizen Planner program. One scholarship for the course has been awarded to every community and as the board if there was any interest in going. Interested members have approached me and after I confirm with the Chair of the Planning Commission, we will get them registered as the scholarship recipient.
- Friday Feb 8th, I had an impromptu meeting with YSI (Yard Services Inc.) to talk about having them work on our cemetery foundations. Eight (8) families had paid for foundations in fall of 2018 in hopes of having them done for their headstones by Veterans. That did not happen. Those 8 families are still waiting for their foundations to be complete. YSI is able to get those done in many kinds of weather climates. I will be working YSI to get these 8 foundations done by the end of March.

c. Treasurer’s report. Treasurer Maddox spoke from the podium. Taxes for 2018 have been settled. Was able to settle out with the DDA for 2017-2018 and 2018-2019. She wants to thank Carol Humphreys with getting that processed handled. Water bills are due and we are in the process of updating how we process water bills. We will be scanning the water bills for the processing time will be more efficient. Our website is up and running. Relatively soon we will be able to accept water bill payments and tax payments through her window.

d. Trustees report.

1. Trustee Hart reported that the sidewalk project is moving forward and he reached out to Sterling Heights engineers to review their process.

2. Trustee Poznanski.

a. Reported that she looked into the *2 missing checks that were voided** from the previous month. She asked about the Cemetery Board and if Christina Muir could sit on the board.

b. She asked if President Malzahn looked into why the MittTV’s monthly payment is classified as ‘Rent’.

c. She asked Clerk Trapp about Tarr and Associates sign ordinance violation.

d. She asked Clerk Trapp about the publications of the zoning ordinance amendment and the code of ordinance amendment that was board approved in January.

e. Trustee Poznanski then handed out a letter to the board and to the audience members that she had received from President Malzahn.

The letter was in regards to how trustees are to ask for information from the Village Hall office staff. She commented on how her address was on the letter. *She stated that she did not believe that it was President Malzahn's place to put such a policy on me, as a Trustee.**

3. *Committee Reports*

- a. Fire and ALS. President Malzahn has received some new documents. A new meeting will be scheduled with the committee.
- b. Armada Sewer. President has received requests for documentation.

4. *Unfinished Business*

- a. Audit Deficiencies – Quarterly Review & Budget Amendment Policy.

Motion by Hart, support by Edwards to adopt the Quarterly Review and Budget Amendment Policy as written.

YEAS: All

NAYS: NON

MOTION CARRIED

- b. Annex Ray Township

Motion by Bartholomew support by Seidel to table to approval of Ray Township's Resolution of Annexation until the March meeting.

YEAS: All

NAYS: None

MOTION CARRIED

- c. Armada Easement.

Motion by Bartholomew support by Hart to table the discussion of the Armada Easement for one more month.

YEAS: All

NAYS: None

MOTION CARRIED

- d. OPEB Corrective Action Plan. A presentation was given by Consultant Jaymes Vettraino.

Motion by Hart support by Poznanski to accept Jaymes Vettraino's report.

YEAS: ALL

NAYS: None

MOTION CARRIED

Motion by Bartholomew support by Seidel to have President Malzahn to submit the corrective action plan that was presented at the meeting

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

NAY: None

MOTION CARRIED

5. *New Business*

- a. Support from Macomb County Planning and Economic Development compliance assessment.

Motion by Hart support by Edwards to have MPED to go ahead with a compliance assessment.

YEAS: All

NAYS: None

MOTION CARRIED

- b. *Computer/IT Support.*

Motion by Bartholomew support by Edwards to approve the company SYO Computer Services, 45100 Steritt Ste. 203, Utica, MI 48317, to be our new Computer/IT support company.

YEAS: Bartholomew, Edwards, Hart, Seidel, Malzahn

NAYS: Poznanski

MOTION CARRIED

- c. *AT&T Proposal.* Brian Manohan of AT&T and Andrew H. Thatcher, an Environmental & Occupational Health Physics professional, gave a presentation of their request to put a cell ring atop the Village of Romeo water tower.

Motion by Malzahn support by Hart to form a subcommittee of Hart, Seidel and Malzahn, to further review AT&T's proposal

YEAS: Malzahn, Hart, Bartholomew, Seidel, Edwards

NAYS: Poznanski

MOTION CARRIED

- d. *PSAP Enactment*

Motion by Bartholomew support by Seidel to offer a letter of recommendation to the Macomb County Board of Commissioners for the PSAP Enactment enactment they are considering.

YEAS: ALL

NAYS: None

MOTION CARRIED

- e. *CDBG Funds.*

Motion by Hart support by Poznanski to award the following organizations the following amounts of CDBG funds:

YEAS: All

NAYS: None

MOTION CARRIED

CHORE	\$750.00
MCREST	500.00
Samaritan House	\$440.00
Care House	\$250.00
Helping Hands	\$125.00
Interfaith Volunteer Caregivers	\$55.00
Macomb Warming	\$130.00
Turning Point	\$250.00
Capital Projects: Minor Home Repairs	\$7,500.00

f. *Parade Resolution.*

Motion by Bartholomew support by Poznanski to approve the Parade Resolution for the following dates:

Memorial Day Parade	Monday, May 27 th , at 10am
Mummer's Parade	Sunday, September 1st, at 7pm
Children's Parade	Monday, September 2 nd , at 10am
Floral Parade	Monday September 2 nd , at 1:30 pm
Homecoming Parade	Wednesday, October 3 rd , at 6:30 pm
Christmas Parade	Thursday, December 5 th , at 7pm

YEAS: ALL

NAYS: None

MOTION CARRIED

g. *State of the MittTV.* MittTV President Ruth Heidebricht gave a State of The MittTV report. No Board action was taken.

h. *Planning Commission Appointment to fill vacancy.*

Motion by Edwards support by Seidel to approve the appointment of Jay Foltz to the vacant seat on the Planning Commission.

YEAS: Edwards, Seidel, Bartholomew, Hart, Malzahn

NAYS: Poznanski

MOTION CARRIED

i. *Bills.* Trustee Poznanski asked about the bills list from the January 14, 2019 meeting. President Malzahn said she will investigate the bills amount from the January 14, 2019 meeting.

j. *Redevelopment Ready Certification (RRC).* Trustee Poznanski stated she has gone to one information class in regards to this program. Trustee Poznanski requested that a resolution be made to participate. No board action was taken.

6. *Public Forum.*

a. Ed Risch talked about Samaritan House, the chairs that are for the audience to use and asked for the left-hand turn arrow to return at the intersection of 32 Mile and Main Street.

- b. Nate Bartholomew announced that the United Methodist Church is hosting a breakfast on Saturday with guest speaker Denis LeDuc.
- c. Justin Parker said he re-read the letter that Meagan [Trustee Poznanski] had presented. He was wondering if the policy talked about in the letter applied to all residents or elected officials.

7. *Adjournment.*

Motion by Hart support by Bartholomew to adjourn the meeting at 10:19 p.m.

YEAS: All

NAYS: None

MOTION CARRIED.

Submitted,

Kathryn Trapp

Village of Romeo Clerk

**= approved minute corrections.*

President Christine Malzahn

Date

Clerk Kathryn Trapp

Date