

Board of Trustees Meeting

MINUTES - DRAFT

Date: May 17, 2021

Time: **7:00 p.m.**

Location: 361 Morton Street, Romeo, MI 48065

South Building Meeting Room

PRESENT: Bartholomew
Edwards
Fowler
Hart
Parker
Poznanski
President Malzahn

1. Call to order – pledge of allegiance
2. Roll Call
3. Consent Agenda (Approval of Minutes, Bills, Agenda)
MOTION by Malzahn second by Hart to approve the April 14, 2021 Special meeting minutes and to include the Presidents statement

AYES: All

NAYS: None

Motion carried.

MOTION by Malzahn second by Bartholomew to approve the April 14, 2021 Closed Session meeting minutes

AYES: All

NAYS: None

Motion carried.

MOTION by Malzahn second by Poznanski to approve the April 19, 2021 Special Meeting minutes with the correction of the motion of payment for cyber ransom attack

AYES: All

NAYS: None

Motion carried.

MOTION by Malzahn second by Bartholomew to approve the Regular Meeting minutes for April 19, 2021

AYES: Malzahn, Bartholomew, Hart, Fowler, Edwards

NAYS: Parker, Poznanski

Motion carried.

MOTION by Malzahn second by Poznanski to approve the April 19, 2021 Closed Session meeting minutes

AYES: All

NAYS: None

Motion carried.

MOTION by Malzahn second by Poznanski to approve the May 5, 2021 Special Meeting minutes

AYES: All

NAYS: None

Motion carried.

MOTION by Malzahn second by Edwards to approve the agenda with the changes of removing DDA FY 21-22 Budget from Special Presentations and the addition of Budget Dates under Unfinished Business

AYES: All

NAYS: None

Motion carried.

4. Special Presentations –
 - Friends of The Village Park
Ruth Hiedebriect spoke about the donation from Ford Motor Company that President Malzahn received for the Village Park.
Lucia DiCicco, from District 10 Congresswoman Lisa McLean’s office, spoke about District 10’s partnership with this park project.
5. Correspondence(s)
 - RCS/Barton Malow – 297 Prospect Street Demo – President Malzahn read their letter to the trustees
6. Public Comment
 - Alan Demchick, Bruce Township, made comments
7. Officer reports
 - a. President
I would like to take a moment to congratulate the 3 newest Bruce Twp Firefighters to have completed their one-year probationary period. It was my pleasure to attend their pinning ceremony on April 21st. Well done John Gilaj, Tom Karam and Cara Viaene – Romeo thanks you and the other Bruce Township Firefighters for their service and dedication to this community.
The May 1st, joint Bruce Twp/Romeo Electronic Recycling and Paper Shred day was another successful collaboration between our communities. We serviced 37 cars with just electronics, 45 cars with just paper, and 34 cars that brought both electronics and paper recycle items to the event. The cost of the E-recycling was estimated at \$1,200, but with the amount of goods recovered the invoice totaled \$1,000. So, the Village’s cost for the event was \$300 for shredding and \$500 for e-waste. We are in the process of determining another date for fall of 2021. A big thank you to Mike Filbrook, Kathryn Trapp and the 5 serve students that were all on site with myself to help out our residents.

The Romeo Tree Board Arbor Day Event was a huge success, even considering the last-minute change in locations. The Tree Board arranged for the planting of four 2" trees along the fence row in the cemetery along St. Clair. The costs associated with the trees and the plantings were paid for with private donations by the families of Paul Riez, Leon Burgouis, and Tri-County Community Bank. The Tree Board arranged for and gave away almost 100 ponderosa pine saplings.

I want to give a huge shout out and acknowledge the Tree Board Members – Leo Hudson, Ruth Heidebreicht, Chris McLoed, Donna Folland, Chairman David Miller, also Trustee Bob Hart Board Liaison. This Arbor Day event would not have been possible without their countless volunteer hours.

I would also like to thank the Cemetery Board – Kelley Stephens, Diane Smiles and Sandra Brooks for their support and approval for these plantings.

The opening meeting for Labor Negotiations was held with the POAM last week, myself, Clerk Trapp and legal counsel, Clark were all in attendance. We anticipate and look forward to a successful round of discussion talks.

Here is an update regarding Cyber Ransomware attack the Village encountered on April 13, 2021. This has been a long and arduous four-weeks and I wish I could inform you that it has been concluded, but unfortunately that it not the case. However, as of this morning, Monday May 17th, our IT provider SYO, was able to re-install our decrypted and cloned server hard drive.

We have successfully recovered our historical data which was stored to the server, up to the date of April 12, 2021, and are able now to work our way back to normal, recreating each of the transactions from the last few weeks bringing our BS&A software up to date.

The village did pay a single ransom through a 3rd party negotiating team, which was pre-approved by our insurance carrier in the amount of \$12,400. In return the threat actor did provide the decryption key for one of two machine ID's. That key was successful in unlocking the server and P-drive. A second key will still be required to unlock the main computer for the DPW. The majority of their data was not stored on the main server or its backups. The negotiation process for the second key is on-going.

The forensic team is also still analyzing the drives to provide us more specifics on how and what occurred. At this time there is still no indication that any of the information that the Village maintains has been deleted or compromised, and I hope to have a full report available for you soon.

I encourage all of our residents to be vigilant against the many threat actors which seem to always be active throughout the course of our everyday lives. Incidents like the Village experienced are on the rise as we have all learned last week with the Colonial Pipeline ransomware attack. All of us are vulnerable whether large corporations, small municipalities or individuals using a home computer. We probably all know someone who has been a victim of a hacker. Someone who is able to manipulate emails, or send infected virus links through various methods. We seem to be bombarded with phishing schemes and robo phone calls from threat actors who misrepresent themselves in an attempt to scam anyone who is not vigilant against these attacks.

I continue to encourage everyone to be on guard for attacks against their personal information. Our Police Department is always available to assist anyone who thinks they may be a victim of such an attack, or to simply call and ask them about the validity of a request prior to engaging with the entity.

I would like to take a moment and extend sincere condolences on my behalf as well as the Village to the family of Peggy DeVos. Peggy lost her life to the covid virus, and we lost a true friend and advocate for the Village of Romeo in the government body of Washington Township. Out of respect to her husband Matt and their son Shane, memorial services were private, but there is a go-fund-me page dedicated to a memorial in her honor. Let us please take a moment of silence to pray for her and for all the victims lost to this terrible virus.

Thank you and may God Bless you and your loved ones.

b. Clerk

The Cemetery Board is currently reviewing a study and proposal for re-doing the roads.

The Cemetery Board is also looking for volunteers for placing American flags on the veterans' graves in time for Memorial Day. Weather permitting, the dates are May 26 and 27. Board member Diane Smiles has been updating and adding names to the list of vets.

This past weekend Diane did unearth a headstone of a Civil War soldier that is buried in our cemetery. The headstone was completely under grass.

Right now, our local VFW post is still deciding if there will be a Memorial Day Parade. I am hoping to hear from them later this week. Please watch our FB page and website for updates.

c. Treasurer-

Thank the residents for their patience during the ransomware attack. Compliment new hire Caroline Miller, Treasurer Assistant. May 17, 2021 was the first day since April 13, 2021 to access the BS & A Software Program and we are in the process of backdating payments. I have researched how important backups are and the importance of protecting the Village Assets. Treasurer Department will seek out recommended backups with BS & A Software. Positive Pay is imperative to protect against fraud and no cost to the Village. Clarification on the budget process and the required documents are completed for the millage rates.

d. Trustees – Trustee Bartholomew gave an update on the Sidewalk project. Sidewalk repairs will resume in June. Trustee Parker gave an update on the Rental Inspection Committee.

e. Ex-Officio Planning Commission Member – Planning Commission reviewed and approve a new project by the Meldrum brothers for Denby Street.

8. Committee Reports –

a. Sidewalk Committee – update was given during Trustee Bartholomew's trustee report

b. Rental Inspection Subcommittee – Trustee Parker gave update

9. Unfinished business:

a. WWTP Security System

MOTION by President Malzahn second by Bartholomew to approve the expenditure of Audio Sentry doing a security system at the WWTP in the amount of \$6,415.00

AYES: Malzahn, Bartholomew, Hart, Edwards

NAYS: Parker, Poznanski, Fowler

Motion carried.

b. Marihuana Business Ordinance #556-1

MOTION by President Malzahn second by Bartholomew to approve the Marihuana Ordinance to include wording of 3rd party consulting firm with the assistance of legal counsel, minimum of 60 points, on page six change "Thirty" to "Sixty", second to last page change "Monday through Friday" to "Monday through Thursday", on page 8, item (2) remove "grow", item (3) change to "one highest" and "grow" to "processing", item (4) change "grow facility" to "transport applicant"

AYES: Malzahn, Bartholomew, Edwards, Hart

NAYS: Poznanski, Fowler, Parker

Motion carried.

c. Audit RFP's

MOTION by Bartholomew second by Edwards to go accept the RFP from Gabridge and Co.
AYES: Bartholomew, Edwards, Fowler, Hart, Malzahn
NAYS: Poznanski, Parker
Motion carried

d. Budget Dates (added item)

MOTION by Poznanski second by Fowler to have a Special Meeting on May 24, 2021
AYES: Poznanski, Fowler, Parker, Edwards
NAYS: Bartholomew, Hart, Malzahn
Motion carried.

10. New Business:

a. Bruce Township Sewer Capacity Request

MOTION by Malzahn second by Poznanski to reconvene the Sewer Sub-Committee
AYES: All
NAYS: None
Motion carried.

b. Sale of Police vehicle(s)

MOTION by Edwards second by Bartholomew to sell the police vehicle to Bruce Township for \$7,000.00; if Bruce Township Trustees turn it down the vehicle goes to auction
AYES: Edwards, Bartholomew, Malzahn, Fowler, Hart, Parker, Poznanski
NAYS: None
Motion carried.

c. WWTP Boiler Repair

MOTION by Edwards second by Poznanski to approve Watson Bros. Company to do boiler repairs at the WWTP in the amount of \$14,800.00
AYES: Edwards, Poznanski, Parker, Hart, Fowler, Bartholomew, Malzahn
NAYS: None
Motion carried.

d. Emergency Contractors

The "Emergency Purchases" section of the Purchasing Policy was reviewed. No board action taken.

e. Parking

An excerpt of the Parking Ordinance was passed out by Trustee Parker. No board action taken.

f. Minutes

An excerpt of the March 15, 2021 meeting was passed out by Trustee Parker. No board action taken.

11. CLOSED SESSION – For the purpose of purchasing real estate

MOTION by Bartholomew second by Poznanski to enter in to Closed Session for the purpose of discussing real estate purchase
AYES: All
NAYS: None
Motion carried.

MOTION by Malzahn second by Fowler to enter regular session at 9:07 p.m.

AYES: All

NAYS: None Motion carried.

12. Adjournment

MOTION by Malzahn second by Fowler to adjourn the meeting at 9:07 p.m.

AYES: All

NAYS: None

Motion carried.

Meeting adjourned at 9:07 p.m.