

MACOMB TOWNSHIP BOARD OF TRUSTEES  
MEETING MINUTES AND PUBLIC HEARING  
TUESDAY, NOVEMBER 24, 2009

LOCATION: MACOMB TOWNSHIP MEETING CHAMBERS  
54111 BROUGHTON ROAD  
MACOMB, MI 48042

PRESENT: MARK H. GRABOW, SUPERVISOR  
MICHAEL D. KOEHS, CLERK  
MARIE MALBURG, TREASURER  
DINO F. BUCCI, JR, TRUSTEE  
JANET DUNN, TRUSTEE  
ROGER KRZEMINSKI, TRUSTEE  
NANCY NEVERS, TRUSTEE

ABSENT: NONE

ALSO PRESENT: Lawrence Dloski, Legal Counsel  
Jerome Schmeiser, Planning Consultant  
James VanTiflin, Engineering Consultant  
*(Additional attendance on file at the Clerk's Office)*

Supervisor GRABOW called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

**ROLL CALL**

1. Clerk KOEHS called the roll and the Board of Trustees was present.

**APPROVAL OF THE AGENDA**

2. The agenda was reviewed and item 12A was added.

**MOTION by DUNN seconded by BUCCI to approve the agenda as amended.**

**MOTION carried.**

**APPROVAL OF THE BILLS**

3. Both bill runs were reviewed and there were no additions, deletions or corrections.

**MOTION by NEVERS seconded by MALBURG to approve both bill runs as presented.**

**MOTION carried.**

**APPROVAL OF THE PREVIOUS MEETING MINUTES**

MACOMB TOWNSHIP BOARD OF TRUSTEES  
MEETING MINUTES AND PUBLIC HEARING  
TUESDAY, NOVEMBER 24, 2009

4. The minutes of the previous meeting held on November 10, 2009 were reviewed and any additions, corrections or deletions were discussed and made.

**MOTION by DUNN seconded by KRZEMINSKI to approve the minutes of the meeting of November 10, 2009 as presented.**

**MOTION carried.**

5.  **Consent Agenda Items:**

A. Clerk's Department:

1. **Site Plan Bond Release**; St. Isidore Catholic Church; Section 17; Simone Contracting Corporation, Petitioner.
2. **Site Plan Bond Release**; Erb Industrial Park Lot 4; Section 36; P & L Industrial Building, Petitioner.
3. **Site Plan Bond Release** for Entrance Ground Sign and Lettering; Lake Arrowhead; Section 26; GTR Builders, Petitioner.
4. **Site Plan Bond Release** for Co-Location; Verizon Wireless #848; Section 19; Verizon Wireless, Petitioner.
5. **Site Plan Bond Release** for Co-Location; T-Mobile; Section 19; T-Mobile Central, LLC, Petitioner.
6. **Site Plan Bond Release** for Co-Location; Metro PCS; Section 19; MetroPCS Wireless, Inc., Petitioner.
7. **Site Plan Bond Release** for Co-Location; Cingular Wireless; Section 19; New Cingular Wireless PCS, LLC, Petitioner.
8. **Site Plan Bond Release** for Nextel Communications Wireless Facility; Section 19; The Hydaker-Wheatlake Company, Petitioner.
9. **Site Plan Bond Release** for Nextel Communications Wireless Facility; Section 19; Total Foundations, LLC, Petitioner.
10. **Site Plan Bond Release** for Walgreen's Pharmacy; Section 23; Card Development, LLC, Petitioner.

B. Human Resources Department

1. Request for a Leave of Absence, Parks & Recreation Department.

Supervisor GRABOW reviewed this matter and asked if any of the Board members wanted to remove any item from the Consent Agenda and place it for discussion on the regular agenda.

**MOTION by BUCCI seconded by KRZEMINSKI to approve the Consent Agenda as it was presented.**

**MOTION carried.**

MACOMB TOWNSHIP BOARD OF TRUSTEES  
MEETING MINUTES AND PUBLIC HEARING  
TUESDAY, NOVEMBER 24, 2009

6. **Public Comments, Agenda Items Only** - (3 minute time limit)

John McCoy spoke in opposition to agenda item Number 11, the mandatory retirement age for full time fire fighters.

**NEW BUSINESS**

7. Request Approval of the 2010 Meeting Schedules for the Township Board, Planning Commission and the Zoning Board of Appeals.

Clerk KOEHS reviewed this matter and stated that consideration has been given to the Holiday schedule for next year, and for the other various issues, such as elections, that may impact the meeting schedule. He further stated his recommendation for approval.

**MOTION by KRZEMINSKI seconded by MALBURG to approve the 2010 Meeting Schedules for the Township Board, Planning Commission and the Zoning Board of Appeals.**

**MOTION carried.**

8. Request for Sidewalk Inventory.

Clerk KOEHS reviewed this matter and stated that he is working with the Macomb County Planning and Development Department to secure the services of the University of Michigan to help in conducting a 'pedestrian' plan for Macomb Township. To assist in this matter, it would be helpful if we knew where our current sidewalks are and in what condition they are in. He recommended further that the Board authorize the use of personnel from the Water and Sewer Department and the Building Department to assist in this survey.

**MOTION by KOEHS seconded by BUCCI to approve the request to conduct a Sidewalk Inventory as discussed.**

**MOTION carried.**

9. Request to Expand the Closed Circuit Television System at the Town Hall.

Mr. James Gillis, Broadcast Media Manager, reviewed this matter and stated that the proposed expansion of this system will allow for better security and better coverage of the recorded meetings. He further stated his recommendation for approval.

**MOTION by KRZEMINSKI seconded by MALBURG to approve the expansion of the Closed Circuit Television System and award the contract to D. A.**

MACOMB TOWNSHIP BOARD OF TRUSTEES  
MEETING MINUTES AND PUBLIC HEARING  
TUESDAY, NOVEMBER 24, 2009

**Central, Inc. in the amount of one thousand nine hundred forty four dollars and twenty four cents (\$1,944.24).**

**MOTION carried.**

10. Bid Award – Senior Center Replacement Doors.

Supervisor GRABOW reviewed this matter and stated his recommendation to award this project to Weston Industrial Services for the amount of one thousand nine hundred eighty dollars (\$1,980.00).

**MOTION by DUNN seconded by NEVERS to approve the replacement of the rear service doors at the Senior Center and to award the project to Weston Industrial Services for the amount of one thousand nine hundred eighty dollars (\$1,980.00).**

**MOTION carried.**

## **HUMAN RESOURCES**

11. Request to Reconfirm Mandatory Retirement at age 60 under Macomb Township Act 345 Fire Retirement System.

Mr. John Brogowicz, Human Resources Director, reviewed this matter and stated that this has been the policy of the Board in the past and that he would like to review this policy to see if the Board would reconfirm it.

**MOTION by BUCCI seconded by KRZEMINSKI to reconfirm the Board of Trustees policy of mandatory retirement at age 60 for full time fire fighters as permitted under the Macomb Township Act 345 Fire Retirement System.**

**AYES: BUCCI, KRZEMINSKI, DUNN, NEVERS, KOEHS**

**NAYS: MALBURG, GRABOW**

**MOTION carried.**

12. Request to Start Recruitment Process – Purchasing Specialist.

Mr. John Brogowicz, Human Resources Director, reviewed the history of this position and indicated that the Purchasing Policy was nearing completion and that in order to coordinate the implementation of the policy and the hiring of a Purchasing Specialist, he recommends that the Board authorize him to initiate the recruitment process now. He also reviewed the proposed job description for the Purchasing Specialist position.

**MOTION by NEVERS seconded by DUNN to authorize the initiation of the recruitment process for the classification of Purchasing Specialist.**

MACOMB TOWNSHIP BOARD OF TRUSTEES  
MEETING MINUTES AND PUBLIC HEARING  
TUESDAY, NOVEMBER 24, 2009

**MOTION carried.**

**MOTION by NEVERS seconded by KRZEMINSKI to negotiate with the appropriate bargaining unit for the classification of Purchasing Specialist.**

**MOTION carried.**

**MOTION by KOEHS seconded by BUCCI to approve the job description for the classification of Purchasing Specialist as presented.**

**MOTION carried.**

- 12a. Request to Attend the Michigan Public Employer Labor Relations Association Seminar.

Mr. John Brogowicz, Human Resources Director, reviewed this matter and stated that this is a one day seminar to be held in Lansing. He also stated that he would take a Township vehicle instead of his personal vehicle, if requested.

**MOTION by BUCCI seconded by MALBURG to approve the request for Human Resources personnel to attend the Michigan Public Employer Labor Relations Association Seminar and to authorize them to take a Township vehicle.**

**MOTION carried.**

**TREASURY DEPARTMENT**

13. Request Postage to Mail the Tax Bills.

Treasurer MALBURG reviewed this matter and stated that the total amount would be under thirteen thousand five hundred dollars (\$13,500.00). She further stated her recommendation for approval.

**MOTION by KOEHS seconded by KRZEMINSKI to approve the request for Postage to Mail the Tax Bills with the total amount not to exceed thirteen thousand five hundred dollars (\$13,500.00).**

**MOTION carried.**

**WATER AND SEWER DEPARTMENT**

14. Request to Purchase Tires for JCB Loader

Mr. Gerry Wangelin, Water & Sewer Superintendent, reviewed this matter and the bids received and stated his recommendation for approval to purchase the tires from Leslie Tire for one thousand nine hundred eighty one dollars (\$1,981.00).

MACOMB TOWNSHIP BOARD OF TRUSTEES  
MEETING MINUTES AND PUBLIC HEARING  
TUESDAY, NOVEMBER 24, 2009

**MOTION by DUNN seconded by BUCCI to approve the purchase of tires from Leslie Tire for one thousand nine hundred eighty one dollars (\$1,981.00).**

**MOTION carried.**

**Public Comments, Non-Agenda Items Only - (3 minute time limit)**

Sylvester Malburg spoke in opposition to Agenda item number 11.

**BOARD COMMENTS**

15. Supervisor Comments:

Supervisor GRABOW thanked several of the Departments for the work they have done over the past week.

16. Clerk Comments:

16a. Request for the Planning Commission to review the entire Zoning Ordinance.

Clerk KOEHS and Township Attorney Lawrence Dloski reviewed this matter and stated their recommendation to allow the Planning Commission to conduct Public Hearings to review the entire Zoning Ordinance.

**MOTION by KRZEMINSKI seconded by BUCCI to approve the request to allow the Planning Commission to conduct Public Hearings to review the entire Zoning Ordinance.**

**MOTION carried.**

16b. Request to Initiate Recruitment Process for Deputy Building Official.

Clerk KOEHS reviewed this matter and stated that the Building Official is the only Department Head operating without a deputy official and that this position has been vacant for several years. There is a genuine need to fill this position for the smooth operation of the Building Department.

**MOTION by KOEHS seconded by DUNN to authorize Human Resources Department to initiate the recruitment process for a Deputy Building Official.**

**MOTION carried.**

c. Annual Compensation Review

MACOMB TOWNSHIP BOARD OF TRUSTEES  
MEETING MINUTES AND PUBLIC HEARING  
TUESDAY, NOVEMBER 24, 2009

Clerk KOEHS reviewed this matter and stated that in view of the current economic climate, it would be appropriate if the Board of Trustees did not direct the Human Resources Director to conduct his annual compensation review.

**MOTION by KRZEMINSKI seconded by BUCCI to instruct the Human Resources Director not to conduct the annual compensation review and to leave the compensation for those personnel at the current level.**

**MOTION carried.**

17. Treasurer Comments:

Treasurer MALBURG expressed her concern for item number 11, which she opposed.

18. Trustees Comments:

Trustee NEVERS explained her concern for fire fighter safety as the reason that she supported item number 11.

Trustee DUNN reminded everyone that the annual Tree Lighting Ceremony will be held this Wednesday, December 2, at 7:00 p.m. in front of the Town Hall.

Trustee BUCCI discussed his concerns with the amount of money the township pays for mileage reimbursement to employees. He asked that the Supervisor be authorized to review our existing policy and propose any amendment necessary to help contain the mileage costs.

**MOTION by KRZEMINSKI seconded by NEVERS to authorize the Supervisor to develop a revised Mileage Reimbursement Policy for Township Employees.**

**MOTION carried.**

**EXECUTIVE SESSION**

**MOTION by BUCCI seconded by KRZEMINSKI to adjourn to Executive Session at 8:02 p.m.**

**MOTION carried.**

*The Board returned from Executive Session at 8:24 p.m.*

19. Unit 3 – Card/21 LLC; Tax Tribunal Matter; Docket No. 345464.

**MOTION by KOEHS seconded by DUNN to authorize legal counsel to sign the Consent Judgment as presented in the Tax Tribunal matter Docket Number 345464.**

MACOMB TOWNSHIP BOARD OF TRUSTEES  
MEETING MINUTES AND PUBLIC HEARING  
TUESDAY, NOVEMBER 24, 2009

**MOTION carried.**

20. Ozzad Property Management vs. Macomb Township, Case No. 09-2779-CH.

**MOTION by KOEHS seconded by NEVERS to authorize legal counsel to continue discussions with the plaintiffs regarding Ozzad Property Management vs. Macomb Township, Case No. 09-2779-CH.**

**MOTION carried.**

**ADJOURNMENT**

**MOTION by BUCCI seconded by KRZEMINSKI to adjourn the Board of Trustees meeting at 8:25 p.m.**

**MOTION carried.**

Respectfully submitted,

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Mark H. Grabow  
Macomb Township Supervisor

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Michael D. Koehs, CMC  
Macomb Township Clerk