



MACOMB TOWNSHIP *Michigan*

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES
WEDNESDAY, OCTOBER 28, 2020

LOCATION: AUDIO CONFERENCE

Call Meeting to Order

Meeting was called to order by Supervisor Dunn at 7:00 p.m.

Pledge of Allegiance to the Flag of the United States

Pledge of Allegiance was recited by Supervisor Dunn.

1. Roll Call

Clerk POZZI called the roll:

Present: Tim Bussineau, Nancy Nevers, Charles Oliver, Kathy Smith, Karen Goodhue, Kristi Pozzi, Janet Dunn

Absent:

2. Approval of Agenda Items (with any corrections)

MOTION by Kristi Pozzi seconded by Karen Goodhue to approve the agenda as amended with the addition of New Business Items 13, COVID-19 Training Policy and Item 20, Authorize Clerk to purchase DS450 high speed ballot tabulator from Election Systems & Software (\$17,543.00).

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Kristi Pozzi, Karen Goodhue, Tim Bussineau, Nancy Nevers, Charles Oliver, Kathy Smith, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

3. Approval of Bills

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MOTION by Nancy Nevers seconded by Karen Goodhue to approve the bills as presented.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Nancy Nevers, Karen Goodhue, Tim Bussineau, Charles Oliver, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

4. Approval of Previous Meeting Minutes from October 19, 2020

MOTION by Kristi Pozzi seconded by Kathy Smith to approve meeting minutes from October 19, 2020 as presented.

ROLLCALL Vote Summary: (7 - 0 - 0)

Ayes - Kristi Pozzi, Kathy Smith, Tim Bussineau, Nancy Nevers, Charles Oliver, Karen Goodhue, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

CONSENT AGENDA ITEMS:

5. Water and Sewer Department
- a. Request to Approve the Purchase Requisition Request; Various Storm Sewer Repairs (Advanced Underground Inspection). Invoice 14319 (\$55,662.50)
 - b. Easement Encroachment Agreement; Lot 35, Becher Estates Site Condominiums. Parcel No. 20-08-331-035
 - c. Easement Encroachment Agreement; Lot 52, Verona Park Subdivision. Parcel No. 20-08-07-431-012
 - d. Easement Encroachment Agreement; Lot 37, Hickory Creek Subdivision, Parcel No. 20-08-25-308-012
 - e. Easement Encroachment Agreement; Lot 17, Margherita Estates Subdivision. Parcel No. 20-08-22-426-033

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- f. Easement Encroachment Agreement; Lot 12, Evergreen Estates Subdivision. Parcel No. 20-08-16-475-024
6. Engineering Department
- a. Request to Approve Partial Site Development Bond Release for Hartford Village Condominium - Building 5 (\$6,566.08)
 - b. Request to Approve Partial Site Development Bond Release for Villas of Villagio Condominiums (\$262,288.94)

MOTION by Karen Goodhue seconded by Kathy Smith to approve the Consent Agenda items as presented.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Kathy Smith, Tim Bussineau, Nancy Nevers, Charles Oliver, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

PUBLIC COMMENTS, AGENDA AND NON-AGENDA ITEMS - (3 MINUTE TIME LIMIT)

There were no comments from the public.

NEW BUSINESS:

ENGINEERING DEPARTMENT:

- 7. Request to Schedule Public Hearing for Street Lighting SAD Resolution for Villas of Villagio Condominium for November 24, 2020

Item presented by Township Engineer James Van Tiflin.

MOTION by Karen Goodhue seconded by Nancy Nevers to Schedule Public Hearing for Street Lighting SAD Resolution for Villas of Villagio Condominium for November 24, 2020.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Nancy Nevers, Tim Bussineau, Charles Oliver, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - None

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Abstain - None

THE MOTION Passed.

8. Request to Schedule Public Hearing for Street Lighting SAD Resolution for Brookridge Estates Site Condominium for November 24, 2020

Item presented by Township Engineer James Van Tiflin.

MOTION by Karen Goodhue seconded by Nancy Nevers to Schedule Public Hearing for Street Lighting SAD Resolution for Brookridge Estates Site Condominium for November 24, 2020.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Nancy Nevers, Tim Bussineau, Charles Oliver, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

9. Request to Approve Change Order #1 for the 2020 Pathway Gap Closure Program (\$18,553.68)

Item presented by Township Engineer James Van Tiflin.

MOTION by Kathy Smith seconded by Kristi Pozzi to Approve Change Order #1 for the 2020 Pathway Gap Closure Program (\$18,553.68).

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Kathy Smith, Kristi Pozzi, Tim Bussineau, Nancy Nevers, Charles Oliver, Karen Goodhue, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

10. Request to Approve Pay Estimate #3 for the 2020 Pathway Gap Closure Program (\$136,348.65)

Item presented by Township Engineer James Van Tiflin.

MOTION by Kathy Smith seconded by Kristi Pozzi to Approve Pay Estimate #3 for

the 2020 Pathway Gap Closure Program (\$136,348.65).

ROLL CALL Vote Summary: (7 - 0 - 0)

**Ayes - Kathy Smith, Kristi Pozzi, Tim Bussineau, Nancy Nevers, Charles Oliver,
Karen Goodhue, Janet Dunn**

Nays - None

Abstain - None

THE MOTION Passed.

HUMAN RESOURCES DEPARTMENT:

11. Authorization to extend Offers of Employment - Fire Department

Item presented by Human Resources Director Thomas Esordi.

MOTION by Nancy Nevers seconded by Karen Goodhue to Approve Ethan Badertscher, Ryan Oke and Scott Petricevich for hire contingent upon successful completion of a post offer, pre-hire physical examination, drug and alcohol screening, background check and psychological examination. The effective date of hire will be on or after November 23, 2020.

ROLL CALL Vote Summary: (7 - 0 - 0)

**Ayes - Nancy Nevers, Tim Bussineau, Charles Oliver, Kathy Smith, Kristi Pozzi,
Janet Dunn**

Nays - None

Abstain - None

THE MOTION Passed.

Karen Goodhue,

12. Authorization to initiate the recruitment process for Utility Workers

Item presented by Human Resources Director Thomas Esordi.

MOTION by Kathy Smith seconded by Karen Goodhue to Authorize Human Resources to initiate the recruitment process for two (2) utility worker positions.

ROLL CALL Vote Summary: (7 - 0 - 0)

**Ayes - Kathy Smith, Karen Goodhue, Tim Bussineau, Nancy Nevers, Charles Oliver,
Kristi Pozzi, Janet Dunn**

Nays - None

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Abstain - None

THE MOTION Passed.

13. COVID-19 Training Policy

Item presented by Human Resources Director Thomas Esordi.

MOTION by Nancy Nevers seconded by Karen Goodhue to approve the attached proposed COVID-19 Training Policy.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Nancy Nevers, Karen Goodhue, Tim Bussineau, Charles Oliver, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

FIRE DEPARTMENT:

14. Request to Promote a Probationary Firefighter

Item presented by Fire Chief Robert Phillips.

MOTION by Kathy Smith seconded by Nancy Nevers to approve the promotion of Probationary Firefighter Ryan Randlett to Paid-on-Call firefighter.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Kathy Smith, Nancy Nevers, Tim Bussineau, Charles Oliver, Karen Goodhue, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

15. Request to Purchase 3 Lucas 3 Chest Compression Systems (\$62,110.44)

Item presented by Human Resources Director Thomas Esordi.

MOTION by Karen Goodhue seconded by Nancy Nevers to approve the purchase of three (3) Lucas 3 Chest Compression Systems and the four (4) year preventative maintenance agreements at a total cost of \$62,110.44 utilizing COVID funds.

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Ayes -Karen Goodhue, Nancy Nevers, Tim Bussineau, Charles Oliver, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

16. Request to Purchase Fire Hose (\$8,625.00)

Item presented by Fire Chief Robert Phillips.

MOTION by Kathy Smith seconded by Karen Goodhue to approve the purchase of fire hose from Apollo Fire Equipment at a total cost of \$8,625.00

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Kathy Smith, Karen Goodhue, Tim Bussineau, Nancy Nevers, Charles Oliver, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

17. Request to Purchase One 2021 KME Super Duty Mini-Pumper (\$367,383.00)

Item presented by Fire Chief Robert Phillips.

MOTION by Charles Oliver seconded by Karen Goodhue to approve the purchase one (1) 2021 KME Super Duty Mini-Pumper at a total cost of \$367,383.00 and authorize Chief Phillips to sign the final build print and contract at the conclusion of the pre-construction conference.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Charles Oliver, Karen Goodhue, Tim Bussineau, Nancy Nevers, Kathy Smith, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

FINANCE DEPARTMENT:

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18. Purchasing Policy Updates

Item presented by Purchasing Specialist Janet Solomon.

MOTION by Kristi Pozzi seconded by Karen Goodhue to approve the Purchasing Policy as revised on October 28, 2020 with the following changes to Chapter 7A2, change \$1,000 to \$25,000 and remove words "or designee" in both sentences.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Kristi Pozzi, Karen Goodhue, Tim Bussineau, Nancy Nevers, Charles Oliver, Kathy Smith, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

INFORMATION TECHNOLOGY DEPARTMENT:

19. Request approval to purchase 10 copy machines, 2 plotters, and Cloud Faxing from Applied Imaging for a total amount of \$95,509.25.

Item presented by Information Technology Manager Bob Ivanovski.

MOTION by Karen Goodhue seconded by Kristi Pozzi to approve the purchase of 10 copy machines, 2 plotters, and Cloud Faxing from Applied Imaging for a total amount of \$95,509.25.

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Karen Goodhue, Kristi Pozzi, Tim Bussineau, Nancy Nevers, Charles Oliver, Kathy Smith, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

CLERK'S OFFICE:

20. Authorize Clerk to purchase DS450 high speed ballot tabulator from Election Systems & Software (\$17,543.00)

Item presented by Clerk Kristi Pozzi.

MOTION by Kathy Smith seconded by Nancy Nevers to Authorize the Clerk to

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purchase the DS450 high speed tabulator from ES&S in the amount of \$17,543.00

ROLL CALL Vote Summary: (7 - 0 - 0)

Ayes - Kathy Smith, Nancy Nevers, Tim Bussineau, Charles Oliver, Karen Goodhue, Kristi Pozzi, Janet Dunn

Nays - None

Abstain - None

THE MOTION Passed.

BOARD COMMENTS:

Trustees Comments

Trustee Oliver spoke about the recent Planning Commission Open House events and PA 152, noting that other nearby communities have also opted out under the provisions in the Act.

Trustee Bussineau commented on the large number of residents participating in the voting process at Town Hall.

Trustee Smith commended Firefighter Joe Warne on the bottle and can collection fundraiser held recently.

Treasurer Comments

Treasurer Goodhue reminded residents that Winter Tax Bills are being prepared and will be mailed Dec. 1. Delinquent trash bills will be added to the Winter bill and delinquent water bills will soon be added as well.

Clerk Comments

Clerk Pozzi thanked township departments, especially Facilities & Grounds and Parks & Recreation for their assistance and cooperation with election preparations. She also reminded residents of the hours her office will be open for early voting.

Supervisor Comments

Supervisor Dunn remarked about the wonderful turnout at Town Hall of residents voting at the Clerk's office. She reminded residents the Township does not regulate Halloween night activities and of the Town Hall closure, except for voting, on Nov. 2 and 3.

ADJOURNMENT

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MOTION by Kristi Pozzi seconded by Kathy Smith to adjourn the October 28, 2020 Board meeting at 08:06 PM.

ROLL CALL Vote Summary: (7 - 0 - 0)

Aye - Kristi Pozzi, Kathy Smith, Tim Bussineau, Nancy Nevers, Charles Oliver, Karen Goodhue, Janet Dunn

Nay - None

Abstain - None

THE MOTION Passed.