

**HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE
WEDNESDAY, MARCH 5th, 2008 – 10:30 A.M.
10405 MERRILL ROAD, HAMBURG, MI 48139**

1. CALL TO ORDER

The meeting was called to order by Pine at 10:30 a.m.

Roll Call of the Committee:

Present: Pine, Hohl, Menzies

Absent:

Also Present: Don Miller, Tony Randazzo, Vicki Putala and Brittany Campbell

2. CALL TO THE PUBLIC

Pine opened the call to the public and seeing no response, closed the call to the public.

3. CORRESPONDENCE

Pine provided the Committee with a copy of a Memo from Board Trustee, Mike Bitondo, discussing the sodium chloride issue and possible solutions to the problem.

MOTION BY HOHL, SUPPORTED BY MENZIES TO MAKE ITEM AN AGENDA ITEM FOR DISCUSSION PURPOSES.

Ayes: Pine, Hohl, Menzies

Absent: None

Nays: None

Motion carried.

4. APPROVAL OF THE AGENDA

MOTION BY HOHL, SUPPORTED BY MENZIES TO APPROVE THE AGENDA WITH THE ADDITION OF ITEMS 7.D. & 7.E. UNDER CURRENT BUSINESS.

Ayes: Pine, Hohl, Menzies

Absent: None

Nays: None

Motion carried.

Unfinished Business:

- A. Project Update – Rush Lake Area S.A.D.
- B. Project Update – Galatian Drive Area S.A.D.
- C. Project Update – Oneida Lake/M-36 Corridor S.A.D.
- D. Pine Creek Bluffs – **Phase 2** Sewer Extension Project Update
- E. Mystic Ridge Development Sewer Extension Project Update

- F. Steve Ward/Village Center Drive Sewer Extension Update

- G. Carlesimo/Lakeview Development Sewer Extension Update
- H. Forest of Whispering Pines Development – Sewer Extension Update
- I. Ore Lake Sewer Rehab Project Update
- J. Welch Sewer Extension Project Update – Nordale Drive
- K. Corp/Pisano Sewer Extension Project Update
- L. Langley Dr. (Monnette/Cooper) Sewer Extension Update
- M. Ogemaw Court Sewer Extension Update – Robert Henry
- N. Oster/Hayne Sewer Extension Project Update – Ogemaw Court
- O. Chilson Commons Development Sewer Connection Update
- P. Special Assessment District Financing – Final Accounting Reviews
- Q. Twp. Administration of Hook-Up Between the House & Grinder Pump
- R. Hamburg Professional Center – REU Review
- S. The Ridge Subdivision Project Update – Sewer Extension Request
- T. The Village at Hamburg – Sewer Connection Project Update
- U. Development Sewer Extensions – Dedications and Bills of Sale
 - 1. Pine Creek Bluffs – Phase 1
 - 2. Setters Pointe
 - 3. Mystic Ridge
 - 4. Mystic Ridge – ECHO Village
 - 5. Maple Run
- V. Municipal Water S.A.D. Progress/Project Update

Current Business:

- A. DPW Monthly Report – February Statistics
- B. WWTP Non-Compliance Notification Letter
- C. Well Installation at the WWTP
- D. Holben Direct Sewer Connection Agreement – Langley Dr.
- E. Sodium Chloride Information/Discussion

5. APPROVAL OF MINUTES

MOTION BY HOHL, SUPPORTED BY MENZIES TO APPROVE THE MINUTES OF THE FEBRUARY 8th, 2008 COMMITTEE MEETING AS PRESENTED.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

6. UNFINISHED BUSINESS

A. Project Update – Rush Lake Area S.A.D. Campbell noted that on February 19, 2008 the Township Board passed a motion to set aside \$9,800.00 in escrow from the Rush Lake contingency fund for legal action to compel the 5 remaining property owners to complete their sewer connections. Since this money has been set aside, the Accounting Department could begin the financial analysis of the 2004 Bond package.

MOTION BY HOHL, SUPPORTED BY MENZIES TO RECOMMEND THAT THE TOWNSHIP BOARD DIRECT THE ACCOUNTING DEPARTMENT TO BEGIN THE

2004 BOND PACKAGE REVIEW TO FINALIZE ALL ACCOUNTING AND FINANCIAL OBLIGATIONS AND DOCUMENTATION REGARDING THE PROJECTS COMPLETED UNDER THE BOND.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

B. Project Update – Galatian Drive Area S.A.D.

MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

C. Engineer’s Project Update – Oneida Lake/M-36 Corridor S.A.D.

MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

D. Pine Creek Bluffs – Phase 2 Sewer Extension Project Update.

MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

E. Mystic Ridge Development Sewer Extension Project Update.

MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

F. Steve Ward/Village Center Drive Sewer Extension Update.

MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

G. Carlesimo/Lakeview Development Sewer Extension Update.

MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

H. Forest of Whispering Pines Development – Sewer Extension Update.

MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Pine, Hohl, Menzies
Motion carried.

Absent: None

Nays: None

I. Ore Lake Sewer Rehab Project Update. The Township Engineer, Vicki Putala, explained that last year's proposed SRF projects that didn't make the cut may be approved for funding in 2009. Funds would then be issued the following summer of 2010 to the Township. In order to proceed with securing funding the MDEQ will provide the Township with a project milestone schedule to follow. A draft of the milestone goals and user charge system plan must be submitted by the Township in September, 2008. Putala explained that there is no guarantee of funding for the 2nd quarter but those project that wish to be funded must have a user charge system plan in place to prove that the Township can pay back the SRF loan. Putala noted that the SRF funding proposal is mostly tied up with the WWTP improvements so the Township will not have to pay much, if anything at all, if the loan is not approved for the Ore Lake rehab project.

Randazzo stated that he would like to have a meeting in June with OHM and the DPW Field Superintendent to discuss and revise the scope of the Ore Lake rehab project. Putala explained that in the spec book for the project the Township can have multiple repair options, i.e. repair A, repair B, repair C, etc. as part of the bid request. Putala suggested that OHM can give the Township a proposal to write up a spec book and request for bid for the rehab project. Miller explained that the Contractor will need to stage the construction work to allow for minimum disruption of the homeowner's sewer service.

MOTION BY PINE, SUPPORTED BY HOHL TO RECOMMEND THAT THE TOWNSHIP BOARD REQUEST OHM TO PREPARE A PROPOSAL TO DRAFT A SPEC BOOK AND BID DOCUMENTS, INCLUDING PLANS AND SCHEDULING, FOR THE ORE LAKE REHAB PROJECT.

Ayes: Pine, Hohl, Menzies

Absent: None

Nays: None

Motion carried.

J. Welch Sewer Extension Project Update – Nordale Drive.

MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Pine, Hohl, Menzies

Absent: None

Nays: None

Motion carried.

K. Corp/Pisano Sewer Extension Project Update.

MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Pine, Hohl, Menzies

Absent: None

Nays: None

Motion carried.

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L. Langley Dr. (Monnette/Cooper) Sewer Extension Update.

MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None
Motion carried.

M. Ogemaw Court Sewer Extension Update – Robert Henry.
MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED
BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.
Ayes: Pine, Hohl, Menzies Absent: None Nays: None
Motion carried.

N. Oster/Hayne Sewer Extension Project Update – Ogemaw Court.
MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED
BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.
Ayes: Pine, Hohl, Menzies Absent: None Nays: None
Motion carried.

O. Chilson Commons Development Sewer Connection Update.
MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED
BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.
Ayes: Pine, Hohl, Menzies Absent: None Nays: None
Motion carried.

P. Special Assessment District Financing – Final Accounting Reviews.
MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED
BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.
Ayes: Pine, Hohl, Menzies Absent: None Nays: None
Motion carried.

Q. Twp. Administration of Hook-Up Between the House & Grinder Pump.
MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED
BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.
Ayes: Pine, Hohl, Menzies Absent: None Nays: None
Motion carried.

R. Hamburg Professional Center – REU Review.
MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED
BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.
Ayes: Pine, Hohl, Menzies Absent: None Nays: None
Motion carried.

S. The Ridge Subdivision Project Update – Sewer Extension Request.
MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED
BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.
Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

- T. The Village at Hamburg – Sewer Connection Project Update.
MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

- U. Development Sewer Extensions – Dedications and Bills of Sale. Campbell noted that she has received several Dedications and Bills of Sale for developer completed sewer extensions. The signed and notarized Dedications should be recorded with the Register of Deeds and included in each sewer extension file as a permanent record officially turning over the operation and maintenance of the on-site sanitary sewer systems to the Township. The following Dedications and Bills of Sale have been submitted:

1. **Pine Creek Bluffs – Phase 1**
2. **Setters Pointe**
3. **Mystic Ridge**
4. **Mystic Ridge – ECHO Village**
5. **Maple Run**

MOTION BY HOHL, SUPPORTED BY MENZIES TO REQUEST THAT THE TOWNSHIP BOARD DIRECT THE SUPERVISOR AND CLERK TO SIGN AND ACCEPT THE DEDICATION AND BILL OF SALE FOR THE SANITARY SEWER EXTENSION AND TO HAVE THE DOCUMENT RECORDED WITH THE LIVINGSTON COUNTY REGISTER OF DEEDS OFFICE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

- V. Municipal Water S.A.D. Progress/Project Update.
MOTION BY HOHL, SUPPORTED BY MENZIES TO REQUEST THE BOARD TO DIRECT THE TOWNSHIP ATTORNEY TO VERBALLY INTERVIEW TONY RANDAZZO, CINDY PINE AND PATRICK HAGMAN AND TO OBTAIN ALL WRITTEN COMMUNICATION REGARDING THE COMPLETION DATE FOR THE WATER S.A.D. AND TO DRAFT A LETTER TO ALL OF THE S.A.D. MEMBERS INDICATING THAT WITHOUT ANY FURTHER IMPEDIMENTS, THE PROJECTED COMPLETION DATE FOR THE MUNICIPAL WATER S.A.D. IS ESTIMATED AS NOVEMBER 1st, 2008.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

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MOTION BY HOHL, SUPPORTED BY MENZIES TO RECOMMEND THAT THE BOARD DIRECT THE TOWNSHIP ATTORNEY TO DRAFT A PRELIMINARY CROSS CONNECTION ORDINANCE AND A WATER USE & RATE ORDINANCE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

MOTION BY HOHL, SUPPORTED BY MENZIES TO CONVEY THE POTENTIAL PROBLEM REGARDING REU CALCULATIONS TO THE BOARD AND TO DIRECT THE TOWNSHIP SUPERVISOR TO CONTACT MHOG, THE LCWA, AND THE CITY OF BRIGHTON FOR INFORMATION ON HOW THEY DETERMINE REUs FOR WATER vs. SEWER vs. IRRIGATION USE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

Randazzo stated that he and Campbell could contact the other municipalities and prepare a report for the upcoming Board meeting regarding their methods of determining REUs for water service, sewer service and irrigation.

7. CURRENT BUSINESS

A. DPW Monthly Report – February Statistics.

MOTION BY HOHL, SUPPORTED BY MENZIES TO NOTE THE REPORT AS RECEIVED AND TO BE FILED AND TO ALSO FORWARD A COPY TO THE BOARD AS AN AGENDA ITEM FOR THEIR REVIEW.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

B. WWTP Non-Compliance Notification Letter. Randazzo noted that the letter was provided to the Committee for their information regarding non-compliance at the WWTP.

MOTION BY HOHL, SUPPORTED BY MENZIES TO NOTE THE REPORT AS RECEIVED AND ORDERED TO THE FILE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

C. Well Installation at the WWTP. Miller explained that there is no water pressure at the WWTP. There is a single well serving four buildings at the WWTP complex. The well itself is located within the salt plume flowing to the Huron River and shows chloride at 450 and sodium at 260. Miller noted that he will need to determine how deep to drill a new well in order to avoid the salt and get to a fresh water aquifer.

MOTION BY HOHL, SUPPORTED BY MENZIES TO TABLE.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

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D. Holben Direct Sewer Connection Agreement – Langley Dr.

MOTION BY HOHL, SUPPORTED BY MENZIES TO APPROVE THE HOLBEN SEWER AGREEMENT FOR A DIRECT CONNECTION AS PRESENTED, AS ALL ESTIMATED SEWER FEES WERE PAID UP-FRONT IN CASH.

Ayes: Pine, Hohl, Menzies Absent: None Nays: None

Motion carried.

E. Sodium Chloride Information/Discussion. Randazzo explained to the Committee that in addition to educating the residents about the sodium chloride problem the Township needs to either train the DPW staff or hire a consultant to teach homeowners how to re-set and tune their water softeners so they can use less salt. Another option is to recommend that owners switch from sodium chloride to potassium chloride or use saltless water softening systems. Pine noted that the July Newsletter could be dedicated to stories about the salt issues and how to re-tune water softeners, switching to potassium chloride, etc. The Township can also due videos for Channel 18 and the website including a list where residents can purchase potassium chloride. Hohl noted that with the shortage on salt the potassium is now cheaper. Miller noted that the Township has to continue to show the MDEQ that we are taking steps to address the sodium and chloride issues.

8. CALL TO THE PUBLIC

Seeing no requests to address the Sewer Committee, Pine closed the call to the public.

9. ADJOURNMENT

MOTION BY HOHL, SUPPORTED BY MENZIES TO ADJOURN THE MEETING.

Ayes: Pine, Hohl, Menzies

Absent: None

Nays: None

Motion carried.

The meeting was adjourned at 12:00 p.m.

Respectfully submitted,



Brittany K. Campbell
Hamburg Township Utilities Coordinator