

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES
January 14, 2025 – 7:00 PM

DRAFT

1. Call to Order

The meeting was called to order by Supervisor Fountain at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Supervisor Fountain, Clerk Ciofu, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

ABSENT: Treasurer Horning

Also present were Township Manager Mike Luce and Public Works Director Scott Hable.

4. Approval of the Agenda

Move to approve the agenda for the January 14, 2025 Hartland Township Board meeting as presented.

Motion made by Trustee O'Connell, Seconded by Trustee McMullen.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee McMullen, Trustee O'Connell, Trustee Petrucci, Trustee Lubeski

Voting Nay: None

Absent: Treasurer Horning

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the January 14, 2024 Hartland Township Board meeting as presented.

Motion made by Trustee Petrucci, Seconded by Clerk Ciofu.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee McMullen, Trustee O'Connell, Trustee Petrucci, Trustee Lubeski

Voting Nay: None

Absent: Treasurer Horning

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 12-10-24 Hartland Township Board Regular Meeting Minutes
- d. Gen-X - 2025 Winterfest Fireworks Permit

7. Pending & New Business

- a. 2025 Security Camera System Upgrade Project

Manager Luce gave a brief overview of the Security Camera upgrade project for the HERO Teen Center, Township Hall, and the Township Parks. Public Works Director Hable gave a more detailed explanation for needed upgrades to the cameras and the camera operating systems. He gave a brief

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overview of the connectivity the new camera system would provide stating our current system requires staff to go to the camera location and download the camera feed to a flash drive. The new system will allow for direct feed to authorized phones and computers for real-time viewing. He stated the HERO Center will get a full new system and other locations will get upgrades and some additional cameras. He stated we did get two quotes and the one being recommended today is from a local company, SSD Cabling. Trustee Lubeski inquired as to whether Spranger Field will be part of the camera upgrades and Director Hable stated it would be included as part of the system upgrades and will be linked to the Hartland Deerfield Fire Department for real time viewing, but the current cameras there are newer cameras and will not be replaced. Trustee Petrucci inquired as to installation schedule and Director Hable stated it would take one to two weeks to get parts, and it would be scheduled for installation five to six weeks out based on SSD's schedule. He estimated they would be working on installation in around two months. Manager Luce stated, if approved, the HERO Center would need the most work as it would need new cabling and would have to be coordinated with the HERO Center schedule. Supervisor Fountain inquired as to the access of the live feed to cell phones and Manager Luce stated that at this time three people will have access to the data via phone

Move to approve the 2025 Security Camera System Upgrade project to SSD Cabling and Cameras LLC for an Amount not to exceed \$28,000

Motion made by Trustee O'Connell, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee McMullen, Trustee O'Connell, Trustee Petrucci, Trustee Lubeski

Voting Nay: None

Absent: Treasurer Horning

8. Board Reports

Clerk Ciofu - Stated that Winterfest will be February 8th from 1:00 p.m. to 6:00 pm with fireworks to end the event. He stated there will be an activities tent, and an entertainment and warming tent, along with the sledding hill and the HERO Center concession stand. He did state that the cost of the ice rink may be prohibitive this year with contributions being down.

Trustee O'Connell - No report.

Trustee Lubeski - No report.

Trustee McMullen - No report

Trustee Petrucci - Stated he met with the Veterans at their meeting last night to update them on the Veterans Memorial and asked them for four to five volunteers, hopefully from different branches of service, to provide testimonials for a potential video on the Memorial. He stated this would need to be done in the next couple of weeks and he stated there was some interest from the Veterans. He also stated the new Post Commander will be attending the Veteran's Committee Meeting in the future.

Supervisor Fountain - No report.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager Luce gave a brief overview of the status of the Veterans Memorial. He showed photographs of the actual memorial stone and a rendering of the finished Memorial. He stated that we went from the War Animal logo to the MIA/POW logo on the memorial. Manager Luce stated the donation forms have been completed and we are working on the formal contracts with the

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various contractors. We have samples of the single and double bricks and these will be added to the website with the donation forms. Trustee Petrucci stated the scheduled date for the dedication is the first Saturday in September. A brief discussion was held on some of the construction timing issues and specifics of the dedication. Manager Luce stated our Code Enforcement Officer is retiring and we need to fill this position. There is enough work for the Code Enforcement Officer to work full-time, but we will post this position as a part-time position and hope we could get enough interest to possibly have two part-time Officers. If a qualified candidate wants full time work, we will bring this back to the Board. In the interim this will put an additional burden on the current Planning Department staff.

Manager Luce stated that an individual has again requested the ability to build a home on a lot in the Penny subdivision that is labeled an outlot in the subdivision plat. We have denied this request in 2017 as our attorney deemed this an unbuildable lot per the definition of an outlot in the Land Division Act of 1929. Manager Luce stated that there was an REU on this lot and we did refund the money for this REU but the individual has not cashed the check and it has been sent to the State per Unclaimed Property rules. He stated that we received a letter from the individual's attorney stating we need to allow him to build on this lot or sell it as a buildable lot. The Township's attorney will contact his attorney to further discuss the issue.

Manager Luce stated Square One, at the southwest corner M-59 and Old US-23, has submitted a plan and that MDOT has agreed to the entrance onto M-59 across from Target, the entrance off of Charyl Stockwell drive and the entrance onto Old US-23. He stated we also received a submission from Sheetz Gas Station at the northeast corner of M-59 and Old US-23 and there has been speculation for a sit-down style restaurant at the Big Boy site. Manager Luce stated that someone wanted to buy the trees at the Red Olive development and they have requested removal of the trees to be replaced with smaller trees. There has also been some development speculation on the vacant land next to Planet Fitness in this development.

Manager Luce stated Blue Fin Tuna requested a permit for painting a cell in the Fountain Square development. They then installed a sign and started renovation of the inside of the building. He stated before we could stop the process the County and the Fire Department stopped them as they were installing hibachi tables and gas lines without a permit. They are now working to get the proper permits to restart their renovation.

Manager Luce gave a brief update on the Septage Receiving Station stating bonds were sold last week with funding in late January and we would expect our payment the first week of February. He stated that Livingston Regional is not projecting sewer rate increases until 2028. Manager Luce also stated that our County Commissioner Wes Nakagiri gave a presentation and a report to the Livingston County Board of Commissioners regarding the situation with Livingston County and Hartland Township. Commissioner Nakagiri would like to present this to the Board, and we will schedule him for a meeting in February.

b. Workshop Trustee Compensation

Manager Luce prepared and presented a wage study of Elected and Appointed Officials and gave a brief overview of the study. Discussion was held on compensation averages and comparison to like communities by position, and the recommendations of the three person Compensation Committee. Clerk Ciofu gave a brief overview of the Election law statutory changes that now require an additional 60 hours of work for the Clerk outside the normal work schedule for each state and federal election. He stated no other elected official is legally required to work additional hours similar to the Clerk. Manager Luce provided comments sent in from Treasurer Horning for

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the Board, as she was unable to attend the meeting tonight. Recommendations were provided by the Compensation Committee that would be brought forward to the Board in a future meeting.

- c. Closed Session: to consider a periodic personnel evaluation of the Township Manager, at his request under MCL 15.268(a)

Move to go into closed session to consider a periodic evaluation of the Township Manager at his request under MCL 15.268(a).

Motion made by Clerk Ciofu, Seconded by Trustee O'Connell.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee McMullen, Trustee O'Connell, Trustee Petrucci, Trustee Lubeski

Voting Nay: None

Absent: Treasurer Horning

Board is in closed Session at 8:45 p.m.

Board came out of closed session at 9:10 p.m.

10. Adjournment

Move to adjourn the meeting at 9:12 p.m.

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee McMullen, Trustee O'Connell, Trustee Petrucci, Trustee Lubeski

Voting Nay: None

Absent: Treasurer Horning