

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
May 19, 2020 – 7:00 PM

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, Treasurer Horning, Trustee Colaianne, Trustee Germane, Trustee Harper, Trustee Petrucci.

ABSENT: None

Also present were Township Manager James Wickman and Public Works Director Robert West.

4. Approval of the Agenda

Move to approve the agenda for the May 19, 2020 Hartland Township Board meeting as presented.

Motion made by Treasurer Horning, Seconded by Trustee Harper.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Colaianne, Trustee Germane, Trustee Harper, Trustee Petrucci

Voting Nay: None

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the May 19, 2020 Hartland Township Board meeting as presented.

Motion made by Trustee Petrucci, Seconded by Trustee Germane.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Colaianne, Trustee Germane, Trustee Harper, Trustee Petrucci

Voting Nay: None

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Approve 04/21/2020 Regular Meeting Minutes
- d. Approve Permit for Fireworks Display – Waldenwoods Resort (07/04/20)
- e. Approve Permit for Fireworks Display – Long Lake (07/11/20)

7. Pending & New Business

- a. Resolution to Waive Utility Bill Payment Penalties

Treasurer Horning gave a brief overview of the resolution in that we are allowing for those that are having difficulty paying utility bills to pay by the end of our next billing cycle on August 1 without incurring late charges. We previously extended the due date from May 1 to the end of May, and we are now extending this further. This resolution does not include NSF fees or stop payment fees and that this needs to be amended in the resolution.

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Move to approve the amended resolution authorizing a temporary modification of the Township's utility billing policies.

Motion made by Treasurer Horning, Seconded by Trustee Colaianne. Roll call vote taken.
Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Colaianne,
Trustee Germane, Trustee Harper, Trustee Petrucci
Voting Nay: None Motion passes: 7-0-0

b. Resolution of Appreciation for Distinguished Service by James. Wickman

Supervisor Fountain acknowledged Manager Wickman and on behalf of the township Board and the community wished him and his family the best up in Saginaw Township and thanked him for everything he has done for our community. Trustee Harper read the Resolution of Appreciation for Distinguished Service into the record.

Move to approve the resolution of appreciation for distinguished service by James Wickman.

Motion made by Trustee Harper, Seconded by Trustee Colaianne. Roll call vote taken.
Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Colaianne,
Trustee Germane, Trustee Harper, Trustee Petrucci
Voting Nay: None Motion passes: 7-0-0

8. Board Reports

Trustee Germane – Provided a brief update on the remediation system at the former Hartland 36 Gas Processing Plant. The consultant has submitted the fourth quarter report for 2019. They are a couple of months behind because of the virus, but nonetheless the report came out and the entire site is cleaned up, with the exception of one monitoring well at this point. They are adjusting their treatment system to target that one area. We should be getting the first quarter report soon so we will see how it has progressed. It has been a little over two years so far, and they have made good progress.

Trustee Harper - No report.

Trustee Petrucci - No report.

Clerk Ciofu - The Yankee Air Museum will still be doing their Memorial Day Flyover. It will be on Memorial Day, and it should hit the area around 10:00 a.m. - 10:15 a.m. Even though the Memorial Day Parade has been cancelled they are trying to organize a very small event at Hartland Cemetery to honor our Veterans.

Treasurer Horning – Due to the increasing number of e-checks people are now doing that have a sixteen digit code that needs to be input, she has been working with our bank to possibly get a lock box to submit these items directly to the bank who would provide a daily report to be input. We will be evaluating the lockbox process, and a mailing out of our ACH program to capture these payments.

Supervisor Fountain - No report.

[BRIEF RECESS]

9. Information / Discussion

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a. Township Manager Transition

Supervisor Fountain stated that he joined Manager Wickman in the weekly one-on-ones with each of the Directors, and that this would continue under Supervisor Fountain in the interim period. Supervisor Fountain also stated that the Directors would be included in the Admin Committee meetings on issues that need attention or guidance. An open discussion was held on the transition workload and the process and timing in looking for a new manager. The Board discussed the options of an interim Manager, as to using an existing employee in this role, hiring an Interim Manager, or having Supervisor Fountain fill this role in the interim. Discussion was also held the process of hiring a new Manager, the timing of the process, and whether to use a recruiter or doing the search in-house, and compensation. After discussion it was decided that we would have a special committee of Clerk Ciofu, Treasurer Horning and Trustee Harper review qualified recruiters and get back to the Board with a recommendation. After further discussion it was decided to have Supervisor Fountain oversee the operation of the township during the interim period.

Move to have Supervisor Fountain oversee the operations of the Township at an additional stipend of \$250 per week until a new Manager is hired.

Motion made by Treasurer Horning, Seconded by Trustee Harper.

Voting Yea: Clerk Ciofu, Treasurer Horning, Trustee Colaianne, Trustee Germane, Trustee Harper, Trustee Petrucci

Voting Nay: None

Abstaining: Supervisor Fountain

c. Manager's Report

Manager Wickman stated that he will provide the Board with a list of projects that he has a hand in and that he is willing to work with us on key projects through mid-July. Manager Wickman stated the water system expansion is a high priority project and he recommended bringing in Township Attorney Homier to work with the developers in finalizing the required agreements. He stated that he would provide the Board with a draft re-opening plan prior to leaving, and he will do interim year performance reviews with the Directors for the new manager. He stated the fire millage ballot language is due in August for the November election and there is time critical work to be done on this. We need to reconvene the Committee on this project to bring forth a recommendation on the millage rate. With regards to the water system expansion, Manager Wickman gave the Board an overview of the status of the project, and a brief discussion was held on the interest and involvement of the major developers regarding this project, the townships role in the project, various agreements that would need to be completed, and the location of the water line. Manager Wickman stated that new projected state shared revenue loss would be around \$168,000 but we are still in good shape with our healthy fund balance.

Supervisor Fountain gave a brief overview of what the township is looking at to help our local the restaurants. Planning Director Langer has researched ordinances to see if we can suspend our ordinances to allow restaurants to put up tents in their parking lots to increase dining capacity if the re-opening guidelines specify capacity restrictions. Supervisor Fountain contacted the Michigan Liquor Control Commission, the Hartland-Deerfield Fire Authority and the Livingston County Health Department with this plan and received prompt positive responses from all. The County indicated that we may be one of the first municipalities in the state to consider this. If the Board is willing to pursue this, we would try and bring something to the next Board meeting for approval.

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This would apply to all store fronts in the Township. The consensus of the Board was to move forward on this.

10. Adjournment

Move to adjourn the meeting at 8:15 p.m.

Motion made by Trustee Germane, Seconded by Trustee Harper.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Colaianne, Trustee Germane, Trustee Harper, Trustee Petrucci

Voting Nay: None

Submitted by:



Larry N. Ciofu
Clerk