

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
October 15, 2019 – 7:00 PM

1. Call to Order

The meeting was called to order by Supervisor William Fountain at 7:00 PM

2. Pledge of Allegiance

3. Roll Call

PRESENT: Supervisor Fountain, Clerk Ciofu, Trustee Colaianne (7:27 p.m.), Trustee
Germane, Trustee Harper, Trustee Petrucci
ABSENT: Treasurer Horning

5. Call to the Public

No one came forward.

6. Approval of the Meeting Agenda

Move to approve the agenda for the October 15, 2019, Hartland Township Board meeting as presented.

Motion made by Trustee Harper, Seconded by Trustee Germane.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Germane, Trustee Harper, Trustee
Petrucci Voting Nay: None Absent: Treasurer Horning, Trustee Colaianne

7. Approval of Consent Agenda

Clerk Ciofu would like to add one item to the consent agenda, and that is to move the rain out date to October 25, 2019, for the Hartland High School Fireworks that were approved on August 20, 2019. They have been rained out twice now and are now scheduled for the next Home Football game.

Move to approve the consent agenda for the October 15, 2019, Hartland Township Board meeting as amended.

Motion made by Trustee Petrucci, Seconded by Trustee Harper.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Germane, Trustee Harper, Trustee
Petrucci Voting Nay: None Absent: Treasurer Horning, Trustee Colaianne

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Approve 09/26/19 Special Board Meeting Minutes
- d. Approve 09/30/19 Special Board Meeting Minutes
- e. Approve 10/01/19 Regular Board Meeting Minutes
- f. Approve 10/04/19 Special Board Meeting Minutes
- g. Approve Winterfest Fireworks Permit (02/08/20), Contract & Deposit (\$4,000)
- h. Approve Cemetery Tree Removal Proposal & Budget Amendment (\$5,500)
- i. Ratify Hiring T. Brooks as DPW Operator I (\$17.90/hour), Effective 10/7/2019

8. Pending & New Business

- a. M-59 East Water System Design Engineering

Public Works Director Bob West presented a recommendation to move forward with the design proposal from HRC to get us to the permitting process for extending the water main to the M-59 east corridor of Fenton Road/Pleasant Valley Road. There are some potential developments in the works out in that area and they have all requested and desired to be

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
October 15, 2019 – 7:00 PM

connected to Hartland's Municipal Water System. We are still working through the negotiations of how the connection fees and payment for the construction will be handled, but in an effort to show good faith to these developers, and to avoid any delays, the Public Works Department is recommending to move forward with the design process. Regardless if these developments come to fruition, the water main will eventually come to this area as the density desired for development in this area will require connection to the water system. Therefore, there is minimal risk in moving forward with the design. The design phase could take four to six months and the permit process through EGLE will take two to three months, so we are trying minimize any delays in going forward with the project as anticipated. Trustee Germane inquired as to the cost estimates for the design, and Director West stated it would be around \$175,000 which does not cover any construction costs. Trustee Germane also inquired as to whether the proposed design will include the north side loop for the system and Director West explained that it did not include the north side. Supervisor Fountain inquired as to how far the extension would go to the east. Director West stated that the water line would run to the golf course property and the developers would be required to bring it to and through their property. The engineering design will go all the way through to Pleasant Valley. Manager Wickman gave a brief overview on the water CIP fund of which this design cost would be a small portion of the fund, and a briefly explained the risks associated with the funding of the design costs. Trustee Germane inquired as to the Bullard Road items in the budget and Manager Wickman explained that Hartland Glen wanted to get this portion engineered and that they would need topographical surveys and since we would be there, we incorporated this into the design. Hartland Glen will pay upfront for this design work. A discussion was held on the water main extension cost in conjunction with the REU purchase cost being borne by the developer and the associated risks to the township.

Move to approve the budget amendment and HRC proposal for the east water main extension, not to exceed \$175,000.

Motion made by Clerk Ciofu, Seconded by Trustee Harper.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Germane, Trustee Harper, Trustee Petrucci Voting Nay: None Absent: Treasurer Horning, Trustee Colaianne

9. Board Reports

Trustee Germane - No report.
Trustee Harper - No report.
Trustee Petrucci - No report.
Clerk Ciofu - No report.
Supervisor William Fountain - No report.

[BRIEF RECESS]

10. Information / Discussion

a. Pathways Plan

Trustee Colaianne joined the meeting via teleconference. Manager Wickman provided a brief overview of the history of the sidewalk plan, the current status of the plan, and then led a discussion on the future phases of the plan. Discussion was held on the importance of walkability from the Gibb's study and the overall connectivity within the township. Trustee Colaianne mentioned the pathway work being done in Highland Township with the road expansion and wanted to make sure we considered this if we are to continue this path through

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
October 15, 2019 – 7:00 PM

Hartland. Manager Wickman acknowledged the potential opportunities for leveraging on this, but we are not looking at east of US-23 pathways at this time. Our focus has been on the pathways to the west of US-23, as this is the most populated area to address as the next phase. Director West presented the 2020 Proposed Pathway Conceptual Costs plan and led a discussion of the pros and cons of the various sections outlined in the plan. The Board discussed the Dunham Road sidewalk from Settlers Park to Hartland Road, including route design, foot traffic projections, and possible savings from a potential school building project that would include part of these sidewalks. Potential savings may also be available for the section on the south side of M-59 between Eagle Express and First Merit Bank that may possibly be an MDOT project with the scheduled M-59 road project in this area. The Board also discussed the section south of M-59 from Old US-23 to the Oakbrooke Apartments, regarding the fact that 40% of this path would be on vacant land where the path would be removed if this land is developed in the future, route location as it relates to topographical issues and right of ways, and safety concerns regarding sections nearing the M-59 roadway. Other areas discussed were the north side of M-59 from Village Manor to the Shops at Waldenwoods and the south side of M-59 from Fiddler's Grove to San Marino. Further discussion was held on other sections not included in the plan that may need to be looked at with regards to potential residential development. The consensus of the Board was to further explore the pathway on the south side of M-59 from Old US-23 to Oakbrooke Apartments with the potential to locate a portion of the path on the M-59/Old US-23 developer's property.

b. Manager's Report

Manager Wickman stated that the Township Attorney has reached out to the Livingston County Board of Public Works attorney regarding the septage receiving station issues, but has not had a response to date. The applicant for the liquor license has been slow to submit the additional documents on an updated financial plan regarding the purchase of the REU's and the self funding portion of the plan. This would then go for staff review and attorney review before being submitted to the Liquor License Committee. Manager Wickman stated that we do not have much on the schedule for work sessions and there may be cancellation of a meeting in November and/or December. The Robotics team is working on a project to solve a community problem and inquired of the Board to have a representative speak to them on October 18, 22 or 29. Manager Wickman stated that the Admin Committee has set a tentative date for the staff Christmas Party of December 12, 2019. He also stated we have received 6-7 proposals for engineering services from the RFQ and we should be finalizing the short list this week, with interviews tentatively scheduled for the week of November 11. He invited interested Board members to be part of the panel. Manager Wickman is working with staff on the Strategic Plan and should have a draft for a Board work session in the near future. IT Right has agreed to phase in their recently announced price increase over three years. Trustee Petrucci inquired as to the status of the Belle Vita and the Animal Hospital projects, and Manager Wickman stated that Bella Vita was having issues with contractors that have delayed the completion of this project, and that the Animal Hospital should be issued a certificate of occupancy in the very near future. Trustee Germane inquired as to the Capital Improvement Plan update and Manager Wickman gave a brief overview of the unrestricted cash balance of the fund. Trustee Germane also inquired as to moving the State of the Township to various locations within the Township on a yearly basis and after a brief discussion it was agreed that we would pursue a larger room at Emagine for next year, but were open to changes in the time of the meeting. Trustee Germane also inquired as to the information sent out on REU's and Manager Wickman stated that this was in response to potential changes in zoning areas to less dense uses and the effects that this would have on

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
October 15, 2019 – 7:00 PM

our projected REU sales. This information was to assure the Board that we were in good shape with regards to projected REU sales. A brief discussion was held on REU cost reduction methods. Manager Wickman stated he will be at the ICMA Conference from October 19 -23.

11. Adjournment

Move to adjourn the meeting at 8:45 p.m.

Motion made by Trustee Germane, Seconded by Trustee Harper.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Colaianne, Trustee Germane, Trustee Harper, Trustee Petrucci Voting Nay: None Absent: Treasurer Horning

Submitted by,



Larry N. Ciofu
Clerk