

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES  
June 18, 2024 – 7:00 PM

**1. Call to Order**

The meeting was called to order by Supervisor Fountain at 7:00 p.m. Supervisor Fountain requested that Treasurer Horning take the minutes in absence of Clerk Ciofu, and she accepted.

**2. Pledge of Allegiance**

**3. Roll Call**

PRESENT: Supervisor Fountain, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell (remote from Georgia), Trustee Petrucci

ABSENT: Clerk Ciofu

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 June 18, 2024, Hartland Township Board Meeting as presented.**

Motion made by Trustee Petrucci, Seconded by Trustee Germane.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee Petrucci

Voting Nay: None

Abstain: Trustee O'Connell (teleconference)

Absent: Clerk Ciofu

**5. Call to the Public**

No one came forward.

**6. Approval of the Consent Agenda**

**Move to approve the consent agenda for the June 18, 2024, Hartland Township Board Meeting as presented.**

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee Petrucci

Voting Nay: None

Abstain: Trustee O'Connell (teleconference)

Absent: Clerk Ciofu

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 06-04-24 Hartland Township Board Regular Meeting Minutes
- d. 06-04-24 Hartland Township Board Closed Session Meeting Minutes
- e. Long Lake Fireworks Display Permit – 7-6-24

**7. Pending & New Business**

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a. 2024 Blaine Rd. Asphalt Rehabilitation Project

Manager Luce gave a brief overview of the Blaine Road rehabilitation project stating the Livingston County Road Commission (LCRC) provided additional information of the work to be completed for the updated contract. He provided some basic specifications of the work and stated that leaving the base of the road in place, crushing, reshaping, and paving over the road is the scope of the project. Manager Luce gave a brief overview of the budgeting aspects of the project stating we had budgeted \$500,000 for Crouse Road, but due to the extent of the engineering needed for that project it will not be completed in this year. He stated the Blaine Road project is a 50-50 cost sharing with the County and our share will be \$537,500 and we will be re-allocating the Crouse Road project budget to the Blaine Road project for this year. Manager Luce stated the Crouse Rd. project will be moved to next year. He stated the location of the Crouse Rd. project in the Village is from Hartland Road to East Street and gave a brief overview of the drainage issues and potential remedies such as curbing, ditching, and storm sewers to keep the water off the roads and residents front yards. Supervisor Fountain inquired as to the length of the Blaine Rd. project and Manager Luce indicated it will go from M-59 to where the pavement currently ends. He stated to continue the project from the end of the current pavement to Maxfield would be a significant cost.

**Move to approve the contract for the 2024 Blaine Rd. Asphalt Rehabilitation Project and allow the Public Works Director to act on behalf of the Township for decisions relating to the project for a cost not to exceed \$537,500.**

Motion made by Treasurer Horning, Seconded by Trustee Germane.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee Petrucci

Voting Nay: None

Abstain: Trustee O'Connell (teleconference)

Absent: Clerk Ciofu

b. 2024 Pressure Reducing Station Purchase

Supervisor Fountain stated that the Pressure Reducing Valve (PRV) project has been discussed at length by the Board for some time now and he understands this is to purchase the PRV now as there is a long lead time with this purchase. He stated he understands that when we receive the PRV we will manage the installation to save significant costs for the overall project. Manager Luce confirmed a twenty-week lead time to obtain the PRV and stated we did bid this project out and received two bids significantly higher than we anticipated. He gave a brief overview of the need for the PRV and stated it will be located just to the east of the Charyl Stockwell driveway and by ordering the PRV now we will be able to work with our contractors, and have a valve installed, during the summer months so when the PRV comes in we will not have to shut down the school's water during install. He gave a brief overview of the overall cost of the project stating we have \$350,000 budgeted in our CIP for this year and that the PRV purchase is the start of the project.

**Move to approve the Public Works Director to act on behalf of the Township to facilitate the purchase of a 12" pressure reducing station, for a cost not to exceed \$146,798.**

Motion made by Trustee Germane, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee Petrucci

Voting Nay: None

Abstain: Trustee O'Connell (teleconference)

Absent: Clerk Ciofu

c. Hartland Township Veterans Memorial

Manager Luce gave a brief overview of the proposed Veteran’s Memorial in Settler's Park. He stated each Board member has a rendering of the proposed monument in the park and that there is a six to nine-month lead time to have the stone cut from a quarry and delivered to a memorial place to be etched. During this time, we will be working with our other contractors for electrical, concrete, a sitting wall, benches and other included amenities. Manager Luce stated we are working on setting up a website for the Veteran’s Memorial for residents to view and potentially support this project. He stated we worked with several monument companies and received a favorable quote from Fenton Memorials for the monument stone at \$52,875 of which one half is due with the order. Trustee Petrucci stated the American Legion is excited about this project and will also be promoting this on their website. He also stated there were savings from purchasing a stone locally as the monument company installs the stone at the sight and if purchased by a national monument company, they would have to send a team of installers to complete the project which would be expensive. Trustee Petrucci stated our goal was to get the pricing of the major components of the structure completed within 30 days. Trustee Petrucci gave a brief overview of the features of the Memorial and led a brief discussion on ideas that need to be considered for the long-term aspects of the Memorial. Manager Luce stated we are here tonight to get approval for the total funding for the project and based on the cost of the major components we would determine what other amenities for the Memorial we could afford to do. Supervisor Fountain stated the requested amount would be the maximum amount to be spent by the Township and inquired as to whether there would be other fundraising mechanisms if the community would like to contribute to this project. Manager Luce stated we would be setting up other venues for the community should they wish to donate to this project.

**Move to approve the Hartland Township Veteran Memorial project at a cost not to exceed \$175,000 as presented and authorize the Township Manager and Public Works Director to act on behalf of the Township for decisions relating to the project.**

Motion made by Trustee McMullen, Seconded by Treasurer Horning.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Germane, Trustee McMullen,  
Trustee Petrucci

Voting Nay: None

Abstain: Trustee O'Connell (teleconference)

Absent: Clerk

Ciofu

d. 2024 SEMCOG Membership

Supervisor Fountain stated that we were once members of SEMCOG and at some point in time, we did not feel we were getting a fair return on being a member and discontinued our membership. He stated that there are now some opportunities to enhance our walkable community, where we are doing the best we can with the resources we have through our Capital Improvement Fund and the road millage. Manager Luce gave a brief overview of the opportunities and benefits we may see by joining SEMCOG, specifically with safer sidewalks programs. He gave a brief overview of the Townships sidewalks projects over the years and our current discussions regarding the completion of the sidewalk gaps along the south side of M-59 east of US 23. Grant programs for sidewalks through SEMCOG are up to an 80% grant with a 20% match from the Township. Trustee McMullen stated this request is for a pro-rated membership and inquired as to what the annual membership would be and would we be continuing this membership in future years. Manager Luce stated he did not know the exact annual rate but would assume it would be around \$5,000 to \$6,000 per year and we would continue this in the coming years. Treasurer Horning stated they also have good

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educational opportunities with some held locally at Cleary University. Manager Luce stated that if we join, the Board must appoint a delegate and an alternate to SEMCOG. He stated the delegate must be an elected official and the alternate can be an appointed position. Manager Luce stated that Clerk Ciofu indicated he would be willing to be the delegate and Manager Luce stated he would be willing to be the alternate. Supervisor Fountain stated that since Clerk Ciofu is not here tonight we should hold off on appointing the delegate until we hear directly from him. Manager Luce stated we are here tonight to decide whether we want to join SEMCOG and we can then follow up with the application process and the naming of the delegate and alternate. Trustee Germane inquired as to how many other Livingston County Townships are members of SEMCOG and Manager Luce stated most of them were members.

**Move to approve Hartland Township to join SEMCOG for the 2024 fiscal year in an amount not to exceed \$2,786.**

Motion made by Trustee Germane, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Germane, Trustee McMullen,  
Trustee Petrucci

Voting Nay: None

Abstain: Trustee O'Connell (teleconference)

Absent: Clerk Ciofu

**8. Board Reports**

Trustee Petrucci - No report.

Treasurer Horning - Stated they are in the process of sending out the yellow summer tax bills and they will be in the mail on June 30th and we can anticipate a 5% increase. She said Michigan Law states that we have to mail a bill to each taxpayer for informational purposes even if they have a mortgage company remit their taxes. She stated that various Treasurers across the state, including herself, are trying to get the Legislature to allow for e-mailing of the bills or possibly go back to one tax collection as was done in the past, for cost saving purposes. She gave a brief overview of tax collection dates of cities, townships, and villages and stated that they are also working on getting this cleaned up through the State Treasurer.

Trustee Germane - No report.

Trustee O'Connell - No report.

Trustee McMullen - No report.

Supervisor Fountain - Stated there was a Chamber meeting this morning and they were very pleased with the way the Polo Event went this year. He stated that the Sunday Family Event was very well attended. He also reminded the Board that there will be a Partners in Progress breakfast meeting in August, and he will keep the Board informed as to the details. He also stated that the Chamber's Art Walk Event will also be held again this year. He inquired as to the Hartland Farmer's Market and Treasurer Horning stated that they are almost sold out every week and that they are having a food truck this Saturday and overall, this year has been fantastic.

[BRIEF RECESS]

**9. Information / Discussion**

a. Manager's Report

Manager Luce stated at the last Partners in Progress meeting there was discussion on the theme for this year's State of the Community and the collaboration between the entities was proposed, as there

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are many different ways that things are evolving in Hartland between the entities that they want to highlight. There will be an all Boards meeting in August as Supervisor Fountain mentioned, at the HESSC building. Manager Luce stated the Admin Committee will be meeting with Sue Grissim regarding the M-59 median landscaping. He stated we now have a good contact at MDOT that may help us out with this issue. Trustee Petrucci mentioned vendor signs becoming a nuisance in the medians and elsewhere in the Township and that this needs to be addressed. Manager Luce stated we have three projects at the Township Hall, citing the door from the Treasurer's Office to the File Room and the replacement of the File Room outside door, along with painting of the common areas of the Township Hall, and the paving of the Township Hall parking lot. As to the parking lot, they will be the putting down the first layer of asphalt and doing the restoration around the new curbing on Thursday this week, and next week they will be doing the final layer of paving on Wednesday, painting and striping on Thursday, and that we will leave the parking lot closed until Monday July 1 when it will be reopened to the public. Restoration at Settler's park will also be done during this period. Manager Luce reminded the Board that the joint Board/Planning Commission (PC) meeting will be held on Thursday, July 18th. Trustee Germane requested that we discuss blight at this meeting along with three-four other topics to be determined, such as code enforcement. Manager Luce stated there is a proposed development for the closed Walgreens, which would entail tearing down the structure and building a new building for a Sheetz gas station. Trustee Germane stated, as an Environmental Consultant, he has worked with Sheetz quite a bit in the past and they are very familiar with taking on old gas station sites, which the Walgreens site once was, and making vast improvements, and that they are as concerned about the environment as they are about making money and they would be good addition to the community. Manager Luce stated Redwood Phase II and the Highland Hills developments will be at the PC soon and will make it to the Board in the next few months. He also stated that there are five Tuesdays in July and to coordinate development approvals with the PC he is recommending moving the July 2nd and July 16th Board meetings to Tuesday, July 9th and Tuesday, July 23rd. It was the consensus of the Board to move these two Board meetings as proposed. Manager Luce stated the last round of road chloriding started yesterday. Trustee Germane inquired as to our previous discussions regarding lobby improvements and Manager Luce stated we have upgraded the lobby furniture for additional seating, are in the process of painting the common areas, and have discussed the possibility of moving the historical cabinet to the Board Room and adding a two to three high-seat tables for residents to use for filling out paperwork such as passport applications. There was also discussion on a community art project event where the winner's artwork would be made into a canvass and hung in the lobby area. Trustee Germane inquired as to whether the Compensation Committee has held a meeting or scheduled a meeting and Manager Luce was not aware of any scheduled meeting.

**10. Adjournment**

**Move to adjourn the meeting at 8:00 p.m.**

Motion made by Treasurer Horning, Seconded by Trustee McMullen.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Germane, Trustee McMullen,  
Trustee Petrucci  
Voting Nay: None  
Abstain: Trustee O'Connell (teleconference)  
Absent: None

Submitted by



Larry N. Ciofu, Clerk