

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
July 20, 2021 – 7:00 PM

1. Call to Order

The meeting was called to order by Supervisor Fountain.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Supervisor Fountain, Treasurer Horning, Trustee Germane, Trustee McMullen,
Trustee O'Connell, Trustee Petrucci
ABSENT: Clerk Ciofu

Also present were Township Manager Robert West, Planning Director Troy Langer, and Public Works Director Mike Luce.

4. Approval of the Agenda

Move to approve the agenda for the July 20, 2021, Hartland Township Board meeting as presented.

Motion made by Trustee Petrucci, Seconded by Treasurer Horning.

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

Voting Nay: None

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 July 20, 2021, Hartland Township Board Meeting as presented.

Motion made by Trustee Germane, Seconded by Treasurer Horning.

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

Voting Nay: None

Absent: Clerk Ciofu

- a. Approve Post Audit of Disbursements Between Board Meetings
- b. Approve Payment of Bills
- c. 07-06-2021 Hartland Township Board Regular Meeting Minutes

7. Pending & New Business

- a. Site Plan Application #21-011 – Hartland Senior Living Planned Development/PIRHL Final (PD)

Planning Director Troy Langer stated that this project was a Planned Development (PD) and he provided a brief overview of the three step PD process. The first part is the conceptual plan where the applicant would present a conceptual idea of the project to the Planning Commission (PC) for review. There is no formal decision at this review, just comments from the PC. It then goes to the Board for their review and comments. The next phase is the preliminary review which is a more detailed site plan review. In this case, it is a very detailed site plan review, and this project has gone through this phase at both the PC and the Township Board. The last phase

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is the final part of the PD where you put together your master deed documents, your PD agreement, or any cross-access agreements. He stated that this project has no master deed, as it is not a condominium type project. This is a 146-unit senior independent living congregate care facility, and it is at the final PD stage. There are no more site plan issues to look at with this project. We are looking at their PD agreement, which essentially allows, or outlines, what the uses are or that would be permitted, such as the apartments for seniors. It also allows for a potential medical office, barbershop or a beautician that would be associated with the care facility. There are a few other uses, such as a bank, but they must be associated with this facility. The last thing we are working on is a cross-access agreement to connect to the property to the west of this site. The property owner to the west has not yet agreed to this, but we have the documents ready to go so when they do something on their project, we will have a discussion with them about connecting to this property. The PC has recommended approval of the final PD. There is a Resolution included in the packet that would be a part of this approval. Director Langer stated that the applicant is from Ohio was unable to attend tonight's meeting due to a last-minute change in their schedule. Trustee Petrucci inquired as to what happens if the neighboring property does not agree to the cross-access agreement. Director Langer stated that this development could sign the cross-access agreement and build the access road to their property line. The township would wait until the neighboring property brings forth a plan and require them to connect to this development at the property line. Trustee Petrucci wanted the public to know that this is a senior living complex, not a nursing home or an assisted living home. They will have medical, housekeeping, and other amenities a senior may need on an ala carte basis. Trustee Germane inquired as to the list of conditions outlined in the Planning Staff memo and Director Langer stated that the developer has agreed to all of them. The most important condition would be access to municipal water which is somewhat out of the control of the applicant. Director Langer stated that by approving the Resolution the Board is effectively approving the PD agreement.

Move to approve Site Plan Application #21-011, as outlined in the Staff Memorandum and Resolution, both dated July 14, 2021.

Motion made by Treasurer Horning, Seconded by Trustee Petrucci. Roll call vote taken.
Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell, Trustee Petrucci
Voting Nay: None
Absent: Clerk Ciofu Motion passes: 6-0-1:

b. Water Reliability Study

Manager West stated that a water reliability study is required by the State of Michigan every five years. Hartland's last water reliability study was conducted in 2015. He stated we asked for a slight extension from the State of Michigan knowing our water expansion project was on the horizon. Due to the fact that the water system expansion has been delayed because of developer anomalies, the State has asked us to move forward with the study. We do not want to get too far out on the five-year requirement, and we do not want to ask for another extension. Manager West stated that based on the last study, we explored other firms to provide a water reliability study. Spaulding DeDecker has historically been the second place firm in the process where we interviewed multiple engineering firms and we have done this three times. He stated that they have submitted a proposal and that both he, and Public Works Director Luce, are recommending moving forward with Spaulding DeDecker to perform our water reliability study, which will be good for the next 5 years. Jeremy Schrot from Spaulding DeDecker was present to introduce himself to the Board stating he will be the point contact for the study and gave a brief overview of Spaulding DeDecker and the proposal submitted. He also responded

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to questions from the Board. Manager West stated that we also work with the Hartland-Deerfield Fire Authority which helps with our ISO rating that provides a benefit to residents with regards to their insurance rates.

Move to approve Spaulding DeDecker to perform a current Water Reliability Study for the Hartland Township water system in an amount not to exceed \$22,000, including the noted budget amendment.

Motion made by Trustee Germane, Seconded by Trustee O'Connell

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

Voting Nay: None.

Absent: Clerk Ciofu

c. Dunham Rd Crosswalk

Public Works Director Mike Luce provided a brief overview of the Dunham Road Crosswalk project. He stated that we will be removing a portion of the existing pathway that exits Settler's Park at Dunham Rd and will be moving the pathway to the west through the Township's newly acquired property. It would then link into the existing settler's Park pathways further to the south. Director Luce stated that Livingston County will require us to have a lighted crosswalk at an intersection, which will be at Hidden Creek Drive. The pathway will be constructed with the same specifications as the existing park pathways, with a ten-foot-wide pathway accessible to emergency vehicles if necessary. He stated that Public Works will oversee the project. Manager West stated that this crosswalk site will be conforming and a safer crosswalk due to improved site distances at this location. This also will allow us to have an additional parking lot in this area in the future if needed. He also stated that while the roadway meets site distance requirements at this location, the pathway at this location will entail significant tree removal expense. This location has also opened discussions with the Hartland Consolidated Schools to link this conforming crosswalk with their new pathway projects that will start next year. Manager West will be meeting with the schools next week. Trustee Petrucci inquired as to whether we were considering the potential road that would need to be installed for a new parking lot with regards to the location of the path. Manager West stated that our future parking lot driveway entrance would be directly across from Hidden Creek Drive and the proposed new path will be to the west of the potential road so that it does not cross the driveway. Trustee Petrucci also inquired as to the safety light at this crosswalk and Manager West stated it would be a push button system similar to the light we installed at the Ore Creek Middle school crosswalk on Hartland Rd.. With the addition of this new section of pathway, Trustee Germane inquired as to the general condition of the existing paths in the park. Manager West stated that we have done some crack sealing work and he provided a brief overview of the status of pathways seal coating project in conjunction with the HDFFA Station 62 seal coating project that is in this year's Capital Improvement Plan. Trustee O'Connell inquired as to the power lines located in this area in designing a potential new parking lot. Manager West stated the entrance driveway would turn to the east to avoid any issues with the existing power lines. Trustee Petrucci inquired as to the easements that would be needed for the Dunham Rd. pathway to the school entrance. Manager West stated that installing the crosswalk at this location would put the path to the high school entrance on school property and discussions have started with the schools on this matter.

Move to approve the Dunham Road Crosswalk construction for an amount not to exceed \$137,150 along with the corresponding budget amendment and allow the Public Works Director to act on behalf of the Township for decisions relating to the project.

Motion made by Trustee Germane, Seconded by Trustee Petrucci

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

Voting Nay: None.

Absent: Clerk Ciofu

8. Board Reports

Treasurer Horning – Stated she can’t say enough about the Farmer’s Market. It was sold out again and there is a waiting list for people that want to be involved in the event. We have 35 vendors, ice cream give-a-ways, and a food truck with hamburgers and hot dogs. The Market is a very vibrant place this year. She stated that we had Christmas in July last Saturday, with children making over 100 Christmas Ornaments and that they gave away 120 ice creams to all ages. The Senior Center was there providing music all day and there were blow up Christmas displays. It was very fun day, and it is a great event to visit every Saturday from 9:00 am to 5:00 pm at Rural King.

Trustee Germane – no report.

Trustee O’Connell – no report

Trustee McMullen – no report

Trustee Petrucci – The Hartland Teen Center Golf Outing was moved to October 10, due to the cancellation of the July event due to weather conditions. He thanked all of the sponsors and stated they would be recognized at the October event.

Supervisor Fountain – Stated that after our last meeting regarding the Mayberry project, we met with MDOT last week and they agreed to re-evaluate this entire intersection of M-59 and Pleasant Valley/Fenton Rd. Manager West commended MDOT for taking our concerns into consideration and he reported that MDOT will be taking a fresh look at this intersection to provide an updated study. Supervisor Fountain stated that we will be providing MDOT an updated plan for the current Mayberry development. Supervisor Fountain stated that we will be meeting with the Partners in Progress group on August 25th at the Settler’s Park Pavilion at 6:30 p.m.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager West led a brief discussion on the Dunham Road pathways project in conjunction with Hartland Consolidated Schools. Discussion was held on the proposed HCS walking path, difficulties with the path installation down Dunham Road west of the high school entrance, potential for a path through the school property, and possible grant opportunities for this type of project. Manager West stated that with the installation of the Dunham Road crosswalk to the park, this is a great opportunity to tie in the school campus to our park campus and link up M-59 to the Village settlement. He stated that if this project were to be agreed on by the township and the schools, that with planning, grant applications, and required approvals this project will take some time to complete. Manager West led a brief discussion on the water main extension project. Items discussed were the involvement of the three developers, changes in commitments of one of the developers, and pending issues with each of the developers and potential solutions to these issues. Manager West stated this was still a moving target and more information will be forthcoming from

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discussions with the developers. Trustee Germane inquired as to whether the new Two Minutes Tuesday videos can be played at the formal Board meeting and inquired as to a specific potential Two-Minute video. Manager West gave a brief overview of the Partners in Progress entities video programs and stated he would look into both of these issues. Trustee Germane also inquired as to the Bergin Road paving project and Director Luce stated that an initial meeting was held last week with the Bergin Road residents. He stated that turnout was lower than they had hoped for but the general consensus of those in attendance was for paving the road. The major issue the residents had were in relation to the removal of trees from their properties. Manager West stated that we will be working with each property owner on an individual basis to see if we can get the required easements. As a follow up, Trustee Germane inquired as to the plans for the remaining funds in the Road Millage. Manager West stated that we would not have enough remaining funds to do the paving of either Pleasant Valley or Bergin Road. Trustee Germane also stated that we may want to start discussions on whether or not to renew the road millage in some format. Manager West stated that we have already begun gathering traffic data, that is somewhat limited due to the COVID work from home scenario, but he would anticipate getting seriously into this discussion in 2022. Trustee Germane also inquired as to the Parks Site Plan map and whether we could update this map by working with our Partners and internal staff. Manager West stated that this could be done but it should be done in conjunction with the overall township sidewalk plan in mind. Trustee Germane inquired as to the townships plan regarding obtaining the American Rescue Plan Act (ARPA) funds. Manager West stated that we are putting in our request for these funds with the State by the deadline and that these funds will be kept in a separate account set up by the Treasurer. Manager West gave a brief overview of the potential uses of the ARPA funds regarding lost revenue, and water and sewer infrastructure for the township and the county.

b. Ordinance Enforcement Update

Manager West led a discussion on the code enforcement issue regarding a shed on a lake. Items discussed were the code violation regarding accessory structures, the overall permit process, our current response to the violation, and potential further plans of action to be taken by the township. After discussion, Manager West will have the Township attorney correspond with the homeowner regarding the violation and that if a formal complaint is filed, further action will then be taken on the violation. Treasurer Horning and Trustee Germane were not in agreement with this action and felt immediate action should be taken to the ordinance violation.

10. Adjournment

Move to adjourn the meeting at 9:15 p.m.

Motion made by Trustee Petrucci, Seconded by Trustee McMullen

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

Voting Nay: None.

Absent: Clerk Ciofu

Submitted by



Larry N. Ciofu
Clerk