

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES  
August 21, 2024 – 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 Germane, Trustee McMullen, Trustee O'Connell (remote from Georgia), Trustee Petrucci

ABSENT: Treasurer Horning

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

**4. Approval of the Agenda**

**Move to approve the agenda for the August 21, 2024 Hartland Township Board meeting as presented.**

Motion made by Trustee Petrucci, Seconded by Trustee Germane.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Germane, Trustee McMullen, Trustee Petrucci

Voting Nay: None

Abstaining: Trustee O'Connell (remote)

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 August 21, 2024 Hartland Township Board meeting as presented.**

Motion made by Clerk Ciofu, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Germane, Trustee McMullen, Trustee Petrucci

Voting Nay: None

Abstaining: Trustee O'Connell (remote)

Absent: Treasurer Horning

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 08-07-2023 Hartland Township Board Regular Meeting Minutes

**7. Pending & New Business**

- a. Site Plan with Special Land Use Application #24-007 (Landscape Nursery)

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Planning Director Troy Langer gave a brief overview of the Site Plan Application stating the Applicant owned property on Fenton Road and has been operating a landscape business on this property for several years without a permit. He stated that the issue came to the Township's attention through a complaint on a separate matter elsewhere in the Township. He stated that they worked with the Applicant, informing them that a landscaping business was only allowed in this zoning area on land greater than ten acres and with a Special Land Use permit. Director Langer stated the property is greater than ten acres and the Applicant agreed to come in and apply for a Special Land Use permit to formally approve the business at this location. The Planning Commission (PC) held a public hearing, where several individuals spoke in favor of the project, and the PC recommended approval of the request. We are here at the Township Board tonight for a final determination on the project. Trustee O'Connell inquired as to whether we could take a look at some possible revisions to this ordinance as it appears to be financially burdensome on the Applicant who has been in business for several years.

**Move to approve the Site Plan with Special Land Use Application #24-007, a request to establish a landscape nursery as a special land use, located at 5239 Fenton Road, as outlined in the staff memorandum dated August 13, 2024.**

Motion made by Trustee Germane, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Germane, Trustee McMullen, Trustee Petrucci  
Voting Nay: None  
Abstaining: Trustee O'Connell (remote)  
Absent: Treasurer Horning

b. 2024 Pressure Reducing Station Project

Manager Luce gave a brief overview of the Pressure Reducing Station project stating we came to the Board previously for the purchase of the Pressure Reducing Valve (PRV) and we are now requesting that he and Public Works Director Hable be permitted to act on behalf of the Township as we move forward in completing a series of steps required for the completion of the Pressure Reducing Station. He stated they would need to dig a depth verification test hole and will put in a 12" inline valve that would allow us to install the PRV with no disruption to any users on the water system. Manager Luce stated they are requesting approval of the remaining project funds of \$203,202 to move forward with the overall project. He stated these funds come from the Capital Improvements in the Water Fund. Trustee McMullen inquired as to the timeline for the project and Manager Luce stated that he would like to have the hole dug and the inline valve installed within the next two months and depending on the availability of the PRV, final completion could be late this year or early spring of next year. Manager Luce gave a brief overview of the need for the PRV stating that it will regulate the pressure through the water main that would feed the businesses on the south side of M-59 throughout the Township.

**Move to approve the Public Works Director and Township Manager to act on behalf of the Township to facilitate the coordination and installation of the pressure reducing station, for a cost not to exceed \$203,202.00**

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Germane, Trustee McMullen, Trustee Petrucci  
Voting Nay: None  
Abstaining: Trustee O'Connell (remote)  
Absent: Treasurer Horning

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## c. 2023 Citizen Survey Review

Manager Luce gave a brief overview of the Citizens Survey stating the goal of doing these studies are for the Township Board and staff to identify where we can improve and where we are succeeding. He stated it was a random study selected from registered voters in the Township from the four quadrants split by M-59 and US-23. The study compares Hartland Township to communities of our size in Michigan, the midwest, and the national averages. Manager Luce stated that we exceeded all of these averages in most of the study and overall he stated Hartland scored very well in this study. He stated we scored very well against the averages in the areas of fire and police services, public schools, parks and recreation, library, and community image overall. He stated lower rated items were transportation infrastructure overall, and community events. He then reviewed the Strategic Priorities slide and then went into a review of each section of the study with the Board. Trustee Germane inquired as to whether the slight falloff in the results from 2019 to 2023 was the result of the COVID years and whether it was significant enough to be a major concern. Manager Luce stated that Colbalt Community, the firm that did the study, stated that this decline was a national trend for this time period. Positive items highlighted were the overall support for a millage for a new fire station, overall satisfaction with police services and community safety, overall support for a road millage renewal, overall Township government, library services, local parks and recreation, overall community image, and overall approval of ordinances and standards. Further discussion was held on areas of improvement such as the difficulties in improving the transportation infrastructure and traffic congestion as the roads are state and county roads and are basically out of our control. It was noted that our road millage did give us some control in getting additional road improvements through joint projects with the county and state. A brief discussion was held on making improvements in community arts, culture, and events, and the spending of tax dollars through better communication with residents, and the overall economic health of the community, which is basically a direct reflection of housing costs. Discussion was also held on areas for more development, housing alternatives, and types of businesses the community would like to see. The Board then discussed the framework for improving performance and outcomes. The Board identified several areas to address that are a combination of both survey importance and the township's ability to improve these areas.

## 8. Board Reports

Trustee Germane - No report.

Trustee O'Connell - Stated she would like to see the Township utilize Community Life as a communication forum more in the future as this was pointed out as the main publication that residents read in the Citizens Survey.

Trustee McMullen - No report.

Trustee Petrucci - No report.

Clerk Ciofu - No report

Supervisor Fountain - No report

Trustee Germane was excused from the meeting at 8:25 p.m.

[BRIEF RECESS]

## 9. Information / Discussion

### a. Manager's Report

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Manager Luce gave a brief overview of the Parshallville Cider Mill, that is for sale, and an inquiry from an interested party regarding whether the Township would entertain this being turned into some form of event venue. A brief discussion was held on the age of the building, potential renovations, and parking concerns. Manager Luce stated we have received a site plan for a Sheetz gas station at the Walgreen's property that appears to meet township requirements. He stated we do not have a formal site plan to take to the PC, but the project seems to be moving forward. Trustee Petrucci inquired as to the environmental guidelines for gas tanks and Manager Luce stated these guidelines are not prohibiting the project from moving forward. Supervisor Fountain stated that Trustee Germane had previously stated that Sheetz has a very good reputation for environmental cleanup of prospective sites. Manager Luce then gave a brief overview of the Septage Receiving Station stating there was no official update, other than the fact that the Tyrone Township Board approved the sale of 264 REU's for use by Livingston County. Details need to be worked out regarding the legal structure of the sale. He stated that there has been an inquiry regarding the Township assisting with a Special Assessment District (SAD) for a gravel road. The Township does facilitate SADs for subdivision paving of roads but we do not currently do so for gravel roads. A brief discussion was held on the term of the gravel road SAD being five years, the potential for a multiple gravel road project bond, and whether the Board would be willing to consider gravel road SADs.

A brief discussion was held on the Township's role regarding community events. Supervisor Fountain requested that Manager Luce list out several of tonight's discussion items for potential work sessions at future meetings. Trustee Petrucci inquired as to the timing of the getting the Veterans Memorial verbiage to the monument company. Manager Luce stated we will have a Committee meeting next week to finalize the verbiage to bring to the Board at the next meeting. Trustee Petrucci then led a brief discussion regarding communication with the residents regarding the Veterans Memorial.

## 10. Adjournment

### **Move to adjourn the meeting at 9:00 p.m.**

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee McMullen, Trustee Petrucci

Voting Nay: None

Abstaining: Trustee O'Connell

Absent: Treasurer Horning, Trustee Germane