

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
October 07, 2025 – 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 Lubeski, Trustee McMullen, Trustee O'Connell

ABSENT: Trustee Petrucci

Also present were Township Manager Mike Luce and Finance Director Susan Dryden.

4. Approval of the Agenda

Move to approve the agenda for the October 7, 2025 Hartland Township Board meeting as presented.

Motion made by Trustee McMullen, Seconded by Trustee O'Connell.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the October 7, 2025 Hartland Township Board meeting as presented.

Motion made by Treasurer Horning, Seconded by Clerk Ciofu.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 09-16-25 Hartland Township Board Regular Meeting Minutes
- d. 09-19-25 Hartland Township Board Special Meeting Minutes

7. Pending & New Business

- a. Contract for Services: Water Rate Study

Manager Luce gave a brief overview of the process for setting our water rates stating it has been done internally for variable rates and fixed cost rates. He stated as our water system continues to grow and with the recent discussions we have had on needed improvements to the water system in the next few years, we see the possibility of bonding for water improvements. Manager Luce stated

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that the proposal before the Board is for a water rate study to be done by Steven Burke of MFCI, LLC, our municipal finance advisor. He stated that knowing what we will have to do to improve our water system, it is advisable to have a third party to gather data, and to look at what we have coming up as needed repairs, replacements, and plant improvement funding. He stated we know there will need to be increases in water rates and having this looked at by a third party, with input from Township staff, would be the best option at this time. He stated our water commodity rates have been historically low and have been held at the current rates for at least five years. Clerk Ciofu thought having a third-party input in a time where rates may be increasing would be beneficial for residents as to justification for any increases that may be needed.

Move to approve the attached consultant agreement with MFCI, LLC to assist in the preparation of a five-year water rate study in the amount of \$10,000, with the corresponding budget amendment.

Motion made by Clerk Ciofu, Seconded by Trustee O'Connell.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski,
Trustee McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci

b. Public Safety Resolution

Manager Luce gave a brief overview of the Resolution in support of the Hartland Deerfield Fire Authority. He stated the radio system in Livingston County is having issues with the repeaters and hardware on the communication towers. He stated the issue is not related to the radios themselves, but with the tower hardware. Manager Luce referred to the letter from Fire Chief Adam Carroll regarding the frequent interruption in service and loss of communication issues. Trustee O'Connell stated this started with Brighton and Green Oak and that the Resolution is coming from many municipalities. Manager Luce stated this resolution is showing support for Livingston County in replacing the hardware on the tower, or adding new towers, for better radio coverage. He also stated he spoke with our County Commissioner, and it looks like this will be moving forward.

Move to approve Resolution No. 25-R013, Public Safety Resolution as presented.

Motion made by Treasurer Horning, Seconded by Trustee McMullen. Roll call vote taken.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski,
Trustee McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci

Motion passes: 6 - 0 - 1

c. Bond Call - Livingston County Regional Sanitary Sewer System Refunding (LTGO) Bonds, Hartland Township, Series 2016

Supervisor Fountain asked Finance Director Susan Dryden to provide a brief overview of the circumstances that have led to this early Bond Call. Director Dryden stated the Board's goal many years ago was to move towards being debt free as it related to the Sewer Fund. She stated Treasurer Horning set up investment funds, and we put money into these accounts from the Sewer Fund to make these bond payments. She stated we had to wait a full ten years from the refunding of the bonds in 2016 before we would be able to call the bonds. We have been planning for this and we have gone through the process to call the bonds with Livingston County, as the bond issuance and the refinancing were done by the County. She stated we had Steven Burke from MFCI draft a letter that was sent to the County, put on their letterhead, and was forwarded to the bond paying agent, US Bank. US Bank went through their internal requirements to call the bond and they have notified

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all of the bond holders as of October 1st. We will be transferring the funds from the investment accounts into the checking account to pay the full amount that is owed on the bonds, which is a little over three million dollars. Director Dryden stated this is for the 2016 Series Bond and that the 2021 Series Bonds cannot be called until around 2032. She stated we have been doing a whole series of long-term financial outlooks on how we were going to make bond payments during the 2008 economic crisis and beyond, and we have far exceeded where we thought we would be initially. She stated we should be quite pleased that we were not only able to make our bond payments and pay off these bonds but pay them off early. Treasurer Horning stated that excess funds in the investment account after the payoff of the 2016 Bonds will be invested for the the 2021 Series Bonds. Manager Luce stated this is a reflection of the Board and the staff doing their due diligence on planning for this. He stated it is always a positive thing when you can call a bond early and it is a good indicator of the fiscal responsibility of the Board.

8. Board Reports

Clerk Ciofu - No report.

Treasurer Horning - Stated that we used to be with Michigan Class, a stable pooled investment fund that most Townships and Cities participate in, and that she will be setting up accounts with them to aid in diversifying our funds. She stated we have funds in the Water Fund, General Fund, and Capital Improvement Fund that are not used on a daily basis for paying our bills that we can move to this fund. She stated Michigan Class is a liquid fund if we did need these funds for any reason.

Trustee O'Connell - No report.

Trustee Lubeski - No report.

Trustee McMullen - Stated she attended the Livingston County MTA meeting in September and in discussions with other municipalities that receive reports from their Fire Departments that it may be beneficial for the Board to receive a monthly report from our Fire Authority regarding the number and type of runs that they do. She also stated it would be beneficial to receive similar information from the Livingston County Sheriff's Department and our Code Enforcement Officer. She stated this would be helpful in evaluating contract renewal and funding requests. Supervisor Fountain stated the County Sheriff puts out a monthly report for the whole County and that this could be forwarded to all Board members.

Supervisor Fountain - Supervisor Fountain stated the State Budget was recently approved and he led a brief discussion on the changes in State Shared Revenue. He stated State Shared Revenue was being reduced for Hartland by around \$60,000 and that there is a new revenue sharing program for Public Safety, which the state was allocating based on violent crime statistics for each municipality. He stated Hartland was very low on the new revenue sharing, which is a good thing obviously, but we only receive around \$12,000 from this program. A brief discussion was held on City road funding that Townships do not get, the overall loss of State Shared Revenue for Livingston County, additional revenue for Livingston County from the Public Safety funding, and the allowable uses for the Public Safety Fund dollars. Director Dryden stated the overall loss of revenue, based on information available at this time will be around \$66,000 for this fiscal year. Supervisor Fountain stated there were also provisions for Water grants and Fire Department equipment grants in the State budget.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

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Manager Luce gave a brief overview of our meeting broadcasts stating tonight we are live on YouTube, but we are having issues with our cable broadcast. He stated we thought it was an issue with Comcast, but it appears to be an issue with our equipment that is not allowing for the cable broadcast. He stated we have someone from AVI coming in to look at this. He also stated we would be budgeting for revamping our broadcast equipment in the next fiscal year. Manager Luce stated we had a situation with an individual that may have needed some kind of help in Settler's Park and we have alerted authorities and the situation was resolved. He then led a brief discussion regarding homeless individuals, in that we cannot legally remove someone from the park for just being there during open park hours, but in the evening, after our parks close, this can be interpreted as trespassing. Manager Luce led a discussion of the State Shared Revenue changes stating he does not think the \$66,000 reduction will drastically affect us this fiscal year, but moving forward if we lose larger amounts of State Shared Revenue it may have a drastic effect on future township budgets. Manager Luce provided an update on the Crouse Rd. bridge repairs stating there was a pre-bid meeting at the site last Friday, the project was bid out on Monday, and a contractor was selected. He stated it looked like northbound US-23 would be closed for one evening from M-59 to Clyde Rd. He stated the MDOT informed him that they would have bridge open to traffic by October 20th. MDOT has requested a variance to our noise ordinance to be able to work through the evening on one night. The consensus of the Board was that this would be acceptable to get the bridge open to the public as quickly as possible. Manager Luce stated the meeting with State Rep. Jason Woolford and MDOT is scheduled for October 22 at 11:00 am. He stated Oceola Supervisor Sean Dunleavy is interested in attending this meeting and he is trying to reach out to him to include him in this meeting.

10. Adjournment

Move to adjourn the meeting at 7:45 p.m.

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci

Submitted by:

Larry N. Ciofu, Clerk