

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
June 20, 2023 – 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 Germane, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

ABSENT: None

Also present were Township Manager Bob West and Public Works Director Mike Luce

4. Approval of the Agenda

Move to approve the agenda for the June 20, 2023 Hartland Township Board Meeting as presented.

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

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

Voting Nay: None

Absent: None

5. Call to the Public

Larry Shaheen came forward and inquired as to where he can find the Accounts Payable information. Supervisor Fountain explained it was part of the Agenda Packet posted on the website and he displayed the payables listed in tonight's agenda for approval on the Consent Agenda.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the June 20, 2023 Hartland Township Board Meeting as presented.

Motion made by Trustee Petrucci, Seconded by Trustee Germane.

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

Voting Nay: None

Absent: None

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Confirm Supervisor's Appointment – Mike Luce as the authorized representative to the Lake Tyrone Improvement Board (June 20, 2023 – December 31, 2025)
- d. Ratify the conversion from part time to full time of the Hartland Township Appraiser retroactively from June 6, 2023
- e. 06-06-23 Hartland Township Board Regular Meeting Minutes
- f. Long Lake Fireworks Display Permit – 7-8-23
- g. Waldenwoods Fireworks Display Permit – 7-1-23

7. Pending & New Business

a. Hartland Township GIS Upgrades Proposal

Manager West gave a brief overview of the proposed GIS upgrade stating it was more of a total rehabilitation of the system. He stated that this was originally budgeted in the Water Capital Improvement Plan (CIP), but the scope of the system has been expanded to where it actually offers a public benefit, as it will tie into all of our BS&A systems. He stated it will have aerial images of utilities, assessing information available to the public, and it will highlight all of our current projects. He stated that you will be able to click on an actual parcel and it will show the site plan. This is a much larger scope than what we had planned for two years ago for the Water CIP. Manager West stated that since this will benefit every department in the Township, as well as the public, he is recommending shifting the funding from the Water Fund to the PEG Fund which has a surplus of \$179,000. He stated the contract is all inclusive at \$53,000 and we had budgeted \$50,000 for this in the Water CIP. Supervisor Fountain inquired as to whether new developments that come in will be automatically uploaded to this system. Manager West responded that by clicking on a parcel you will be able to see what is in queue for that parcel and when the development is complete the actual plans will be incorporated into the software. Director Luce stated that once we do a close out on a project with the final walk through, we will not sign off on the project until the imagery of all of the documentation is submitted to our engineering firm formatted correctly to be uploaded to the GIS system. Trustee McMullen inquired as to whether residents could access this system for paying taxes or other bills or whether it is just for reviewing items. Manager West stated access will be read-only and when we incorporate BS&A systems into this system, a resident would be able to see his tax bill in the GIS program. He stated to be clear, some information will not be seen on the system, such as utilities. Trustee McMullen inquired as to whether this is a subscription-based product or is it a one-time user fee. Manager West stated that the \$53,000 is basically the up-front cost to install the system and there is an annual subscription fee of around \$7,000. Trustee McMullen also inquired as to the longevity of the software and Manager West responded that the core code in GIS has not changed and if we were to make a change to another GIS platform our data would simply be part of the transfer. The issue is that a lot of our data is not in the proper code form.

Move to approve the proposal from Spaulding DeDecker for the Hartland Township GIS upgrade in an amount not to exceed \$53,000.

Motion made by Clerk Ciofu, Seconded by Trustee Petrucci.

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

Voting Nay: None

Absent: None

8. Board Reports

Trustee Petrucci - Stated that they have started the driveway repair at the Hartland Deerfield Fire Station 61 (HDFA) and they should finish by the end of this week. He stated they found topsoil, debris and plywood under the old cement when it was removed which contributed to the cracking of the drive.

Clerk Ciofu - No report.

Treasurer Horning - Inquired of the Management Committee if they would organize the mid-year review of the Township Manager. Treasurer Horning also wanted the Board to know that Bill Bamber, the Ocoola Supervisor retired due to medical reasons and Sean Dunleavy is the new Supervisor.

Trustee Germane - Inquired of Director Luce to provide an update on the HERO Teen Center improvements. Director Luce stated they were to start on the doors this past Monday, but due to an

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illness they will not start this until tomorrow and then will be back on Friday. They will be installing two new doors. They are also working with a Teen Center Director to schedule time for lighting upgrades as they will be taking down ceiling panels and they need to make sure no students will be in the building for a few days. Director Luce stated they should have most of the improvements completed by the end of the month. The only issue will be delivery of the doors to the contractor. Trustee Germane also inquired of Supervisor Fountain of trying to schedule a meeting of the Livingston Land Conservancy (LLC) regarding the Bullard Lake property. Supervisor Fountain stated that this is a unique piece of property, which he believes is 83% natural. There is concern on the LLC Board regarding what the effect of having a lot of people using the property will have on the natural features. He stated they are exploring options, but it is very time consuming, and it is basically on pause at this time.

Trustee O'Connell - No report. Stated she will be unable to make the July 5th Board meeting.

Trustee McMullen - No report

Supervisor Fountain - Stated there was a Chamber meeting this morning and it was reported that the Polo Event on Saturday, and the Family Polo Event on Sunday, were very well received and successful. It was reported that the fields were fine after the event, and he personally went out to check this out. He stated that everything looked fine except for an area near the beverage counter that was a bit trampled down. Trustee Petrucci stated he felt we were lucky with the weather regarding the Polo Event and if there was any rain around this event, the damage to the fields would have been much more drastic. He stated that we should be looking for a more permanent location for the Polo event. Supervisor Fountain did provide a brief observation of a Hartland resident that he met at the park who was releasing carrier pigeons as a training exercise and found it extremely fascinating and very interesting.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager West gave a brief update on the Septage Receiving Station (SRS) stating he distributed the REU and flow information to the Board and legal counsel. He stated there has been no communication from Livingston County. Manager West stated the applicant that requested the rezoning of the property at Old US-23 and Bergin Rd, that was denied, is now working with the Site Plan Committee on a potential mixed use Planned Development type of project. The applicant has indicated a possible lawsuit against the Township regarding the rezoning denial, but we will continue to work with the applicant but if litigation is started, we will no longer discuss the property. He also gave a brief update of the HDFA driveway stating the removal of the debris found under the old concrete required additional limestone and cracked concrete to be added to firm up the base, which will be a cost overrun. He stated we are looking at options for the San Marino sidewalk retaining wall to get the best product for the best value. There is a possibility of cancelling the July 5th Board meeting for lack of agenda items. Trustee Germane inquired as to whether the SRS flows since January are trending the same as the previous year time frames. Manager West stated that based on the flows from January, which was when the flow restriction started, it would appear that they are on pace for 30 million gallons for the year. Director Luce stated that in general, flows have been consistent over the years, except for the year they installed the new press. Trustee Germane stated that from the Fire Station Study discussions, he was asked to be on the Fire Study Committee and was told Chief Carroll would contact him and this has not happened. Manager West stated that he and Chief Carroll are trying to outline objectives for the Committee, such as locations, size of a parcel of land needed, and size of a new building among other items before convening the Committee. He stated he is hoping to align schedules of

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the Committee within the next two weeks to schedule a meeting. Trustee Germane also inquired as to whether there has been any response to a resident's comments to the Board regarding a driveway on a parcel of land on Dunham Road near Ore Creek. Manager West stated that the resident obtained an EGLE permit for the installation of a single home driveway. He stated that we visited the applicant who was unaware he needed a Land Use Permit, and he came in and applied. Since the driveway complied with all ordinances for a single home driveway, we issued the Land Use Permit. There would be other requirements regarding a shared driveway should a second home be built on a second parcel. Trustee Germane inquired as to the MTA e-mails encouraging Townships to oppose legislation from the State of Michigan which would remove local oversight for mining operations. Manager West stated he has discussed this with our legal counsel and mining operations are protected at the Federal level. We are looking into it, but before we take a position or stance on this, we want to ensure that we are not stating we are generically opposed to mining, but we are looking to put more effort into a letter regarding the parts that would affect our community. This may be something we will need to look at in the future as a mining company has bought property in the Township. Supervisor Fountain inquired as to whether we should wait for an actual mining application or try to get ahead of the narrative. Manager West stated we should wait for an applicant to bring in a plan. We would then evaluate the plan to determine compliance with township zoning ordinances. Manager West also stated MDOT and the LCRC would have a say regarding road improvement issues that may be applicable for a mining operation.

10. Adjournment

Move to adjourn the meeting at 7:40 p.m.

Motion made by Treasurer Horning, Seconded by Trustee O'Connell.

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

Voting Nay: None

Absent: None

Submitted by



Larry N. Ciofu, Clerk