

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
May 18, 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, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell, Trustee Petrucci
ABSENT: None

4. Approval of the Agenda

Move to approve the agenda for the May 18, 2021 Hartland Township Board meeting as presented.

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

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

Voting Nay: None

5. Call to the Public

Connie Robinson spoke via zoom regarding Redistricting. She stated she thought the Board was working very hard on these Redistricting issues and believed that this is one of the more important issues that has come along in quite a few years. She stated it was critical that we do everything we can to have these lines drawn, not to favor a party, but to have fair maps so that any particular entity has a fair opportunity for representation. She is asking the Board to consider putting forth a resolution to send to the Redistricting Committee. She stated Redistricting can cause great difficulties in many areas for the community and also asked the Clerk to consider sending a letter, in addition to the Resolution of the Board, stating how he would see this affecting the Clerk's job.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the May 18, 2021 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

- a. Approve Post Audit of Disbursements Between Board Meetings
- b. Approve Payment of Bills
- c. Approve Permit for Fireworks Display – Waldenwoods
- d. 04-30-2021 Hartland Township Board Special Meeting Minutes
- e. 05-04-2021 Hartland Township Board Regular Meeting Minutes

7. Pending & New Business

- a. Rezoning Application #21-001 (Arena Drive)
Supervisor Fountain invited the applicant, Mark Schaffer, to come forward and turned the discussion over to Planning Director Troy Langer. Director Langer gave a brief overview of the property and the Planning Commission (PC) meetings regarding this application. He stated

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that during the public hearing at a PC meeting there were several residents from the subdivision to the west of the property that attended and were in opposition to this rezoning. The PC's concerns were that a portion of the east side contains a parking lot that is for the Ice Arena facility. The PC directed the applicant to not include that portion of the property in the rezoning. This required the applicant to do a survey to determine the exact location of this property and to determine where a future boundary line would be created. If the rezoning is approved, the applicant will transfer this portion of the property to the Ice Arena property. With these changes to the rezoning request the PC has recommended approval of the rezoning. Trustee Germane inquired as to the concerns of the residents to the west. Director Langer stated the residents were just opposed to rezoning this to multi-family (MF) and had concerns with what could be developed on these parcels. Supervisor Fountain inquired as to the parking for these parcels at a busy Ice Arena event. The applicant stated the additional parking lot for the Ice Arena has kept parking off of Arena Drive. Treasurer Horning inquired as to the size of the remaining parcel on the east side of Arena Drive. Director Langer stated the this would be 1.93 acres. She then inquired as to how much MF could go on 1.93 acres. Director Langer stated that in simple math it would be around 48 units total for both the east and west side properties. This may be a little high taking into account the the shape of the property and some physical limitations. There is no current concept plan at this point.

Move to Approve the Rezoning Application #21-001, as outlined in the staff memorandum, dated May 11, 2021.

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

b. Site Plan with Special Land Use Application #21-007 (6043 Linden Road)

Director Langer gave a brief overview of the location of the property and the past history of the property approved as a woodworking site. The Applicant is looking to start a business making video arcade games and cabinetry and may have a few employees in the future. He does not anticipated a lot of customers visiting the business at it would mostly be online sales. The use is not specified in the district so it falls into a catchall, use not listed category, that if similar to uses in the district could be approved by Special Permit. The PC recommended approval of the Special Use Permit as well as the site plan at their last meeting. One minor issue at the PC meeting was that the site plan used was the site plan from the prior owner that reflected some pavement between the building and the road that was never installed and is now a landscape area. The PC added that this should remain a landscaped area. There was no one at the PC meeting that spoke in opposition of the request. Trustee Germane inquired as to whether the Board's approval of the Special Use Permit will also approve the site plan. Director Langer stated that the PC has the authority to approve the site plan and did so at their last meeting, but the Board must approve the Special Use Permit.

Move to Approve Special Land Use Application #21-007, as outlined in the staff memorandum, dated May 11, 2021.

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

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c. 2020-2021 Amendment to Future Land Use Map and Comprehensive Development Plan

Supervisor Fountain gave a brief overview of the PC process in reviewing our current zoning and the Future Land Use Map to ensure land use is valid in today's market. Director Langer gave an overview of the request that started several years ago and provided a brief history as to how we developed this request citing the recent retail market analysis and the previous residential market analysis. Six areas were identified in the Township that could be updated, modified, or changed, to better incorporate the market analyses. Director Langer briefly reviewed each of the six areas and the proposed changes in the land use category for these areas.

Move to Approve the Resolution Asserting the Right of the Hartland Township Board to Approve or Reject the Draft 2020-2021 Update to the Hartland Township Comprehensive Plan Update with the revisions as outlined in the staff memorandum, dated May 12, 2021.

Motion made by Trustee Germane, Seconded by Treasurer Horning. Roll Call Vote Taken

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

Voting Nay: None Motion Passes: 7 – 0 – 0.

d. Township Staffing Reorganization

Manager West presented a reorganization plan that would defer the hiring of the replacement for the vacant Project Coordinator position. He stated that we have been able to absorb the work of this position by existing staff at this time. In order to sustain absorbing this position into existing staff duties, Manager West is requesting an increase in the hours of the Communications Director by four hours per week and increasing the Receptionist's pay to Step 2 of Pay Grade 2 which is \$14.32 to \$15.00 per hour. He is also requesting to reclassify the Township Assessor position back to a Director position at a Pay Grade 8, at his existing pay. This would not be a pay increase but would just restore the Assessor position back to a Director status reporting directly to the Township Manager. The net effect of these changes would result in the savings of \$50,927 annually. He stated that this is a unique situation in that the Project Coordinator's duties were absorbed by two very qualified part time staff members. If either of these employees were to leave, we would need to reassess the potential full time Project Coordinator position.

Move to approve the Manager's recommendations for staffing reorganization and associated budget amendment as presented.

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

8. Board Reports

Trustee O'Connell - No report.

Trustee Petrucci - No report.

Trustee McMullen - No report.

Clerk Ciofu - Stated that even though there will be no Memorial Day Parades again this year in Hartland or Milford, due to COVID circumstances, there will be a Vintage Aircraft Flyover. There will be four fly-overs scheduled to come through Hartland at 11:30 am, 11:45 am, 12:00 noon and 12:15 pm on Memorial Day, Monday, May 31, 2021.

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Treasurer Horning - Thanked Manager West for attending the Farmer's Market this past Saturday and stated that it has a new energy this year and it's amazing. We had 27 vendors last Saturday which is the most we have ever had, with a lot of new people and new items. It is a fun place to be and will be a great experience for this summer and she would like to see all of the Board member down there some time. It is on Saturdays from 9:00 a.m. to 1:00 p.m. at Rural King.

Trustee Germane - No report.

Supervisor Fountain - Reminded all that this Saturday is the Large Item Clean Up Day at Hartland High School. Weather is supposed to be nice and there should be a great turnout.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager West reported he received word from the Livingston County Road Commission (LCRC) that the Huron Valley Federal Aid Committee, which distributes federal funding for road projects, selected Old US-23 for federal funding for 2023 construction. It will be designed for construction this year. It will go from about 1400 feet south of Bergin Road to M-59. No reason was given for not doing the Brighton Township portion of Old US 23 to the 1400 foot mark. Manager West thinks this is a missed opportunity and will be looking into it. Manager West and DPW Director Mike Luce met with the Livingston County Drain Commission (LCDC) on sewer rate connection allocations in an informal meeting today and seemed to get an agreement that pipe connection allocation is not the way to go on sewer rates. They want to look at amending the Master Operating Agreement to define what a connection would mean. Manager West is on the County Sewer Rate Committee and the connection allocation based on REU's will be brought up at a Committee meeting. This was just an informal meeting to make Drain Commission Jonckheere aware of what will come before the Committee. Internal staff is looking at the water rates and discussion has been held on a water rate study. He stated that we have been updating our previous water rate study and are still on track with this study. He stated that when the new developments come in with a potential 1200 units would be when we would want to do a new rate study. Manager West stated that he met with PC Chairman Fox, and Planning Director Langer to discuss the Comprehensive Plan as to where we start and what would be the end result. This would be the catalyst for a joint work session with the PC and the Board. A brief discussion was held on the differences on a Master Plan and a Comprehensive Plan. Supervisor Fountain stated there will be quarterly meetings with the Chamber of Commerce to get their input and keep them informed on the planning process. Manager West stated they are working on a Board and Commission compensation analysis. He wants to set this up as a reference tool that would be updated periodically on an ongoing basis. He also stated the Large Item Clean Up Day is Saturday, May 22, 2021 from 9:00 a.m. to 1:00 p.m. Manager West made a brief presentation on local businesses that have been doing a significant amount of volunteer work in the Township and thanked them for their contributions to the community. Trustee Germane inquired as to whether there was a limit to the number of drive-through establishments in the Township. Manager West stated that with the new COVID situation, businesses are stating that drive-throughs are the new business models. This is not something that we want to do, but the businesses are stating this is something they need to do, so the Planning Commission is easing up on this and are working with the businesses on an individual basis. He stated that we have approved a building with pick up windows that will have no menu boards and will not allow for orders to be placed at the window. Trustee Germane also inquired as to the future of the old Burger King building. Manager West stated that this Burger King was owned by a conglomerate that had over 1000

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Burger Kings across 23 states and he has been unable to get ahold of them regarding their closing of the Hartland store. Manager West also gave a brief overview of his discussion with Rural King and Noble Appliance regarding the clean-up of debris in the back of the stores. Both were understanding and will get this taken care of soon. Manager West stated that he and Supervisor Fountain met with Mayberry Homes recently and they proposed a payment schedule for their sewer payment that is due on September 5, 2021 in the amount of \$1,932MM plus interest. They proposed payment in three equal yearly payments of \$644K plus interest, starting on September 5, 2021 through September 5, 2023. They would also want to purchase 100 water REU's at the same rate as the other developers are paying up front beginning on September 5, 2022. Bob Schroeder of Mayberry Homes also offered a \$100K personal guarantee on the performance requirements of the proposal. Discussion was held on the proposal including the interest due, the sewer bond payment due this year, the septage receiving station funds, the personal guarantee, timing of the potential site plan approval, REU's and REU transfers, and alternative proposal terms. Based on discussion Manager West to set up an informal meeting with Mayberry Homes to discuss the proposal.

b. Park Rules and Regulations Review

Manager West stated we have had a series of recent complaints from residents regarding a reported ultralight aircraft taking off from Heritage Park and flying rather low over a sporting event over one of the fields. Manager West reviewed our Parks Policy stating that you can fly ultralights out of Heritage park by permit only and that we only have two approved permits. There were reportedly six of these ultralights flying out there on that particular day. A discussion was held on whether ultralight aircraft should be allowed to take off and land at Heritage Park. Manager West stated that he and Clerk Ciofu did research and stated that these aircraft did not require an FAA license, but were prohibited from flying over congested areas. Trustee McMullen stated she also did some research on this and stated that these aircraft are regulated by the FAA that there are four licensed ultralight pilots in Livingston County. She stated this is a community park and she would not like to see this park restricted to any resident. She would like to see some form of educating the public on the permit process. Supervisor Fountain gave a brief overview of the parks planning and that Heritage Park was designated as the sports park and Settler's Park as a more passive park and that there are agreements in place with the Hartland Area Youth Athletic Association (HAYAA) for use of the fields at Heritage Park. Items discussed were FAA regulations, education and signage for park rules, height of the aircraft above the fields, precedence for future park restrictions, and safety of park users and occupants. It was the consensus of the Board to have each member do further research and we will discuss again at another meeting.

10. Adjournment

Move to adjourn the meeting at 9:45 p.m.

Motion made by Clerk Ciofu, Seconded by Trustee Germane.

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

Voting Nay: None

Submitted by



Larry N. Ciofu
Clerk