

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES  
August 15, 2023 – 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, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell

ABSENT: Trustee Petrucci

Also present were Interim Manager Mike Luce and Planning Director Troy Langer

4. Approval of the Agenda

**Move to approve the agenda for the August 15, 2023 Hartland Township Board meeting as presented.**

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

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, 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

Trustee Germane requested a change to clarify an item in the Closed Session meeting minutes.

**Move to Amend the Closed Session meeting minutes of August 1, 2023 to authorize the Administrative Committee to make a recommendation regarding any paid time off and other items that may be specified in the Manager's contract.**

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

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

Voting Nay: None

Absent: Trustee Petrucci

**Move to approve the consent agenda for the August 15, 2023 Hartland Township Board meeting as amended.**

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

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

Voting Nay: None

Absent: Trustee Petrucci

a. Approve Payment of Bills

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- b. Approve Post Audit of Disbursements Between Board Meetings
  - c. 08-01-23 Hartland Township Board Regular Meeting Minutes
  - d. 08-01-23 Hartland Township Board Closed Session Minutes
  - e. Manager to Project Specialist Compensation
  - f. Interim Manager Compensation
7. Pending & New Business
- a. Site Plan #23-007 Redwood Living Planned Development Phase 2 – Concept Plan

Planning Director Troy Langer gave a brief overview of the proposed Redwood Living Planned Development (PD) Phase 2 Concept Plan identifying the property location west of Phase One at the Hartland Glen Golf Course comprising approximately 28 acres of land. Director Langer gave a brief description on the Planned Development process consisting of the Conceptual review, where the applicant presents an idea to the Planning Commission (PC) and the Hartland Township Board. There is no formal action taken or decisions made in the Conceptual phase by the PC or the Board, instead just comments are provided. This is the phase we are at with this project and it was reviewed at the PC meeting on July 27th. If the project were to move forward the applicant would proceed to the Preliminary phase where details would be provided on the layout of the site plan, the landscaping, building elevation, architecture, materials and lighting. The PC would hold a public hearing to allow residents to speak on the project, and then the PC would make a formal recommendation to the Board. The Board would then review the preliminary plan at a Board meeting to make a final determination regarding the project. If approved by the Board the project would move on to the Final phase of the development, where legal instruments, easements, and the PD agreement are reviewed by the PC and the Board. This proposal would split off 28.7 acres of the Hartland Glen property and consist of 130 units that would mirror what was approved in Phase 1. There would be one change from the Phase 1 plan in that several of the Phase 2 units would have extended garages. Everything else would basically match Phase 1. The PC was concerned with the driveways in accommodating full size trucks without blocking the sidewalk and that the width of the driveway would adequately accommodate two vehicles. The applicant stated that Phase 2 would be the same as Phase 1 and explained that the extended garages are offered for those with larger trucks so that they could still park in a garage. She stated the driveways would not be shorter but the back of the unit would be extended to maintain the 25' driveway length. Supervisor Fountain inquired as to whether there may be a third phase to the west of this site and the applicant responded that they do not intend to do anything further to the west and this land would be used as a buffer to the existing homes in the area. Supervisor Fountain also inquired as to access roads for further development to the south and the applicant stated there was no current plan to expand at this time, but the option was left open and there is a planned access road to the south of the project. Supervisor Fountain also inquired as to whether the retention pond for Phase 1 would be used for Phase 2. The applicant stated that the intent would be to expand the retention pond in Phase 1 to accommodate Phase 2 but this would be engineering dependent. Trustee Germane inquired as to the existing pond on the site would remain and the applicant stated it would be maintained as is. Trustee Germane also inquired as to the steep grades to the north portion of the property and to whether these would require modifications in the construction process. The applicant would have to discuss this issue with the engineer.

## 8. Board Reports

Trustee O'Connell - No report.

Trustee McMullen - No report.

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Clerk Ciofu - No report

Treasurer Horning - No report.

Trustee Germane - No report.

Supervisor Fountain - No report.

## [BRIEF RECESS]

### 9. Information / Discussion

#### a. Manager's Report

Interim Manager Mike Luce gave a brief overview of the Well # 1 repairs stating that pump siezed up and the conclusion seems to be that the well was hit by a lightening strike as there was a large surge of electrical current recorded to the pump. When the pump was pulled we replaced three sections of pipe that had some corrosion along with the pump. The well is active right now and we will run bacteria tests on Wednesday and Thursday as we need two tests 24 hour apart, and the well should be back in service on Friday. He stated we do not have the final bill, but he does not believe it will be for the full amount that was approved for the repairs. Manager Luce attended the Partners in Progress meeting today and updated the Board on the August 23rd All Partners meeting at 7:30 a.m. at the Old High School Board Room, the State of the Community presentation on October 25th at 5:00 p.m. at the Hartland Music Hall, where presentations will be made live this year, and that the Volunteer of the Year nominations are now being accepted and are live on the website. He also provided an update of the HERO Center improvements stating the lights, hand dryers in the bathrooms, and the doors have been installed and we are now looking as the soft ground issue behind the Center. He thanked all of the contractors for an excellent job and stated that the HERO Center staff wanted to specifically mentioned how professional and polite the door company in completing their work. Manager Luce gave an update on the Township Hall roof stating that we are having significant issues with leaks in the roof and that he and Finance Director have met with Garland Roofing. They manufacture the roofing products and vet out companies that do commercial roofing. The problem is that getting a roofing company to do the work is six to eight onths out. He stated that we are past the life expectancy and warranty on our existing roof he is working on bringing a proposal to the Board for a new roof for the Township Hall. He stated we have some preliminary estimates, but no final quotes at this time. He also gave a brief update on the legal issues with the US-23/Bergin Road and stated that the Township Attorney would provide an opinion on this which we would need to discuss in a closed session in the near future. Manager Luce then led a brief discussion on the Township Hall landscaping. Discussion was held on the physical landscaping at the Township Hall, changes to the Landscaping Ordiances. and the enforcement of our Landscape Ordinances. Consensus of the Board was to have Manager Luce meet with Sue Grissim to address the Township Hall landscaping and to have Manager Luce and Planning Director Langer discuss a plan for enforcement of the Landscape Ordinance within the next few months.

Trustee Germane thanked Manager Luce for accepting the Interim Manager's role and inquired as to whether we have looked at a metal roof for the Township Hall. and Manager Luce stated that we have a portion of the building with a membrane roof and a portion with asphalt shingles and that the membrane roff is okay, but the asphalt roof is beyond repair and needs to be repaired. He stated we are looking at both asphalt and metal roofing as options. Trustee Germane inquired as if we have been planning for this financially and Manager Luce stated we have talked about it but it has not been put in the budget. Manager Luce stated that Garland Roofing would inspect all Township buildings and provide a life inspectancy of each

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roof at no cost.. Trustee Germane stated that we need to get the discussions on the Road Millage back on track and he inquired as to the Fire Station Study Committee and Manager Luce stated he would look into these items. Trustee Germane aslo stated he has been getting inquiries for residents regarding road chloride. Manage Luce stated that we Livingston County is grading roads this week and they will be chloriding roads next week or around Labor Day. We may have an October chloride treatment depending on the weather.

### 10. Adjournment

#### **Move to adjourn the meeting at 8:00 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

Voting Nay: None

Absent: Trustee Petrucci