

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
April 20, 2021 – 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 attending remotely from Hartland Township,
Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell, Trustee
Petrucchi

ABSENT: None

Also present were Township Manager Robert West, Planning Director Troy Langer, and Public
Works Director Michael Luce.

4. Approval of the Agenda

Move to approve the agenda for the April 20, 2021, Hartland Township Board meeting as presented.

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

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

Voting Nay: None

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the April 20, 2021, Hartland Township Board meeting as presented.

Motion made by Treasurer Horning, 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. 04-06-2021 Hartland Township Regular Board Meeting Minutes
- d. 04-06-2021 Hartland Township Board Closed Session Meeting Minutes

7. Pending & New Business

- a. Hartland Enrichment and Recreation Organization (H.E.R.O.) Presentation

Steve Livingway, his son Danny Livingway, and Dolly Martinez, Directors of the HERO Teen Center were present to speak. Mr. Livingway would like to thank Hartland Township Board for their support and stated he feels that the Teen Center is unique to the Community. He stated a lot of parents depend on the Teen Center and many students choose to come to the Teen Center as a safe place to call home after school. He stated that through the Township support, local church donations, and other individual donors, they are able to

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feed the kids a home cooked meal every day in a place that is safe and fun. Director Danny Livingway stated that the Teen Center allows kids to interact with other individuals that they may not interact with at school. It is an open environment where you can meet new people and make new friends that you may not have done at school. Director Dolly Martinez thanked the Township Board and stated her son and daughter used the Teen Center when they were in high school and she really appreciated the Teen Center and she thoroughly enjoys working with all the teens that attend the center. Steve Livingway stated that Hartland Teen Center averages about 15-25 kids a day, and there are 45 kids in total that currently attend the center. Teens Lilly, Luken, James and Sawyer each came forward to thank the Board and the Teen Center staff and they all agreed that it was a great place to go after school to be with friends and they all felt it was like another home for them. Director Danny Livingway then presented a Teen Center video for all to watch. Supervisor Fountain stated that two of the Board members, Matt Germane and Joe Petrucci, serve on the Teen Center Board. Trustee Petrucci talked about founding the Teen Center with Kay Fountain and its success over the last ten years as the Teen Center at times is crowded, which is wonderful. He stated that all of this came from a vision of one Hartland teacher, Kay Fountain. He thanked Kay Fountain for all of her efforts and was very happy that Kay asked him to do this with her. He then offered up the follow quote which he truly believes in, "When we invest in our youth, we really are investing in the future of our community". He indicated there will be a golf outing fundraiser coming up in July, and that if anyone is interested in being on the Board for the Teen Center to please contact one of us. Trustee Germane stated he serves as the HERO Vice President, while Trustee Petrucci has been the Treasurer ever since its founding. The HERO Teen Center receives about \$22K from Hartland Township annually, and the last several years we have been fortunate to receive a grant from a church for \$10K a year for the summer program. The balance comes from fundraising that is done. It takes about \$40K a year to run the Teen Center properly. He stated that even though Hartland Township supports the Teen Center, it services the entire Hartland school district and the general public. He also commended the teens that spoke tonight on a job well done. Supervisor Fountain, on behalf of the entire Board thanked the Directors for being there every day and leading our children in a positive light in today's world.

b. Resolution Honoring Jessica Witkowski for receiving Eagle Scout Award

Jessica Witkowski was at the last meeting and the Board presented her with a Proclamation for achieving her Eagle Scout Award. Tonight, we are approving the resolution for this proclamation.

Move to adopt the Resolution honoring Jessica Witkowski for receiving Eagle Scout Award.

Motion made by Treasurer Horning, Seconded by Trustee Germane. 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 passed: 7-0-0

c. Special Land Use Application #21-003 (Hungry Howie's)

Supervisor Fountain gave a brief overview of the Project. Planning Director Troy Langer gave an overview of the Special Use request for a building to be built on the north side of M-59, east of the private road on the Bella Vita Senior Living property, on land to be purchased from Bella Vita. Hungry Howie's is interested in developing this property with

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a building comprised of three units, one of which will be Hungry Howie's. There will be no in-store dining, but it will have a drive-through pickup only window. The drive-up windows will not be for ordering and there will be no menu boards, it will be for pick-up of pre ordered items only. There will be a second drive-up window on the unit on the west side of the building for an unknown future tenant. The owner will provide a letter to future tenants that this second unit cannot be used for a drive-through restaurant. The pickup windows are the reason for the Special Use Permit being requested tonight. The Planning Commission held the Public Hearing at their April 8th meeting, reviewed the site plan, and has recommended the approval of the Special Use Permit. Supervisor Fountain inquired as to whether these style of drive through buildings will be a common trend as we move forward. Director Langer stated that some major sit-down chains restaurants are looking to incorporate this into their designs, and it may well become a trend. Trustee Petrucci stated in the banking industry they are seeing more buildings with drive through windows. Clerk Ciofu stated that the Hungry Howie's layout of the drive through window does not leave much room for more than two vehicles if there is a backup in orders being ready and inquired as to how would this be handled. In addition, he inquired as to what other types of businesses would utilize this type of drive through pickup window only. Director Langer indicated that per Hungry Howie's, if the order is not ready, they would have the individual drive around the building again. He also stated a possible business may be something like a dry cleaner which is pickup only, or there could be a tenant that would just not use the drive through window. Dan Westendorf of Jeffrey A. Scott Architects, the design firm for Hungry Howie's on this project, came forward to state they do not expect significant stacking issues as you would just drive up and if your pizza wasn't ready, you would be asked to pull up or drive around the building and park and be notified when it is ready, or just park and come in. As to the other space, the owner is envisioning something like a pharmacy or another similar type restaurant. Trustee McMullen inquired about the landscaping issues brought up at the Planning Commission and whether they have been addressed. Mr. Westendorf and Director Langer stated they were working on this and they do believe they will get this worked out.

Move to Approve Special Land Use Application #21-003, For Hungry Howie's.

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

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

Voting Nay: None

d. 2021 Pavement Preservation Project

Manager West gave a brief overview of the Livingston County Road Commission (LCRC) Pavement Preservation Program and the project we submitted for consideration for 2021, that being a section of Parshallville Rd. just south of Linden Rd. We were awarded a Program grant for this project at a 50% cost sharing and the County also agreed to re-limestone the entire gravel section of Parshallville Rd. The cost sharing is for the paved portion of the road only and the LCRC will pay for the gravel portion of the road. Supervisor Fountain inquired as to where the funds would come from and Manager West stated it would come from the road millage fund.

Move to approve the contract and associated budget amendment for the rehabilitation of Parshallville Road as part of the Livingston County Road Commission 2021 Pavement Preservation Program in an amount not to exceed \$82,500.

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Motion made by Trustee Germane, Seconded by Trustee Petrucci.

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

Voting Nay: None

e. 2021-2023 M-59 Median Maintenance Agreement

Manager West presented the M-59 Median Maintenance Agreement with Horizon Landscaping. They are the only responsive company that would participate in all facets of the maintenance. Horizon is a local company and we have worked well with them in the past. This maintenance was done by in-house staff last year but due to the significant increase in costs for cemetery maintenance, we have shifted the in-house staff to the cemetery and contracted out the M-59 Median work. The results of this decision will save the Township \$8,000 to \$10,000 annually. There is also a safety consideration for using our temporary in-house staff on the medians. Trustee Petrucci inquired as to the effect the M-59 Median Landscape Committee changes will have on this contract and Manager West stated he did not believe it would have any major effect on the maintenance.

Move to approve the Horizon Landscape 2021-2023 M-59 Median Maintenance Agreement as presented, not to exceed \$20,402 per year and corresponding budget amendment.

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

f. 2021 Chloride Purchase

Manager West stated Chloride Solutions has been used by the Township for several years now and has agreed to hold their price for the coming year. The Township aligns with the contractor that the LCRC uses and we essentially just fund the chloride purchase and the LCRC administers the application rate and does the scheduling on our behalf. This also includes the permit required by the State on an annual basis since we are the ones contracting with the provider. Trustee Germane inquired as to the timing of the dust control schedule as we could have used this already this year with the early spring. Manager West stated that we are subject to the County's schedule and frost laws that will not allow trucks on these roads.

Move to authorize the Public Works Director to act on behalf of the Township to facilitate the purchase and application of roadway chloride with Chloride Solutions in an amount not to exceed \$101,000.

Motion made by Treasurer Horning, Seconded by Trustee Germane.

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

Voting Nay: None

g. Water Tower Cleaning

Public Works Director Mike Luce gave an overview of the contract for the water tower cleaning. We are pairing up with other community's schedules to reduce costs. Over time the tower tends to sweat and pick up dirt that gives it an off color. They will also apply a

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fungicide to get rid of any mold build up. This is done every two to three years and we are going on our fourth year now. We estimated costs to do this on our own would be around \$7,000 and we are looking at a cost of \$4,250 by scheduling with other townships in the area..

Move to approve the Supervisor to sign the estimate with H2O Towers LCC for the cleaning of the Township Water Tower, not exceed \$4,250, and the corresponding budget amendment.

Motion made by Trustee Germane, Seconded by Trustee Petrucci.

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

Voting Nay: None

h. M-59 Pathway Project

Supervisor Fountain gave a brief overview of the M-59 Pathway Project and inquired as to what the engineering costs are, as he thought we had already paid to have this engineered. Manager West stated that as this is an MDOT project there will be construction engineering required, which is different from the previously paid for design engineering. This project will connect the southwest quadrant of the Township to the commercial/retail district and the parks. Manager West then reviewed the Capital Projects schedule regarding this project and its approval that was delayed due to the COVID situation. Trustee Germane inquired as to the bid process and Director Luce stated there were three bidders on the project and TLS was the lowest bidder. Manager West also stated that LaFontaine graciously gave an easement so that we can keep the sidewalk further away from the road.

Move to approve the contract for the M-59 Pathway with TLS Construction, subsequent HRC construction engineering fees and contingency funding in an amount not to exceed \$354,369 as presented.

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 passed 7-0-0

8. Board Reports

Treasurer Horning - The Farmers Market will open the day before Mother's Day on May 8, in the Rural King parking lot. They are hosting it for free which is great. This year we have had more inquires and more people sign up for the entire year. We have had the most we have ever had pay for the entire season. They do get a discount if they pay for the full season. Thank you to First National Bank who is a major sponsor as they pay for half of the Farmers Market bags.

Trustee Germane - No report.

Trustee O'Connell - No report.

Trustee McMullen - No report.

Trustee Petrucci - No report.

Clerk Ciofu - No report.

Supervisor Fountain - Settlers Park is putting in a Mountain Bike Tyke Loop and for those that are interested we are taking suggested names, so if anyone has any names for the Loop you can contact the Township.

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[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager West stated he is working with Brighton Township on a proposed three-way split to limestone Commerce Road. Project cost of \$120,000 would be proposed to be paid by \$40,000 each from Hartland Township, Brighton Township and LCRC. Manager West stated that all of the major projects of the Road millage have been completed and we have \$2.7MM remaining in the road fund with \$500,000 allocated to maintenance. As to future paving projects, he stated Pleasant Valley Road will be around a \$7MM project with LCRC agreeing to 50%, Bergin Rd. will need 46 easements from residents which will be very difficult to acquire, and Clyde Rd has sections that are very narrow with high banks that may be difficult to overcome. Manager West also stated he sent out a one-page police statistic schedule for Board members review and comments. He reminded the Board that the Board Retreat with Lew Bender will be Friday, April 30th at the Township Hall. He also will be sending out a calendar for Board Workshops in the near future as a guideline for discussions. Manager West stated there is an upcoming M-59 Median Landscape Committee meeting next week and it will include a discussion on the Township Hall landscaping to look at redesigning the landscape for easier and less costly maintenance.

b. Watermain extension project update

Manager West stated that the watermain extension project contract was expected to be awarded tonight, but one of the developers lost their financing. They have a new investor, but they will have to go through the whole underwriting process again which will delay the project by 60-90 days. Fortunately, this will allow time for several other developers to consider participating in the project. Manager West is trying to get a meeting set up with all of the interested developers.

c. To consider the six-month evaluation of the Township Manager, at his request

Move to go into closed session to consider the six-month evaluation of the Township Manager, at his request.

Motion made by Trustee Petrucci, 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 passed 7-0-0

The Board is in closed session at 8:35 p.m.

The Board came out of Closed session at 8:53 p.m.

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10. Adjournment

Move to adjourn the meeting at 8:54 p.m.

Motion made by Trustee Petrucci, 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

Submitted by:



Larry N. Ciofu
Clerk