

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
July 06, 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, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell, Trustee Petrucci attending remotely from Fort Myers, FL.

ABSENT: None

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

4. Approval of the Agenda

Move to approve the agenda for the July 6, 2021, Hartland Township Board meeting as presented with the change of moving 7 d. to 7 a.

Motion made by Treasurer Horning, Seconded by Clerk Ciofu.

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

No one came forward.

6. Approval of the Consent Agenda

Manager West informed the Board that the significant item for Livingston County Treasurer was for the Township's decision in early 2020 to purchase property at tax sale and includes taxes dating back to 2007. This has been accounted for in our Sewer Boyle Model for many years and has just been finalized.

Move to approve the consent agenda for the July 6, 2021, Hartland Township Board meeting as presented.

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, Trustee Petrucci

Voting Nay: None

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 06-15-2021 Hartland Township Board Regular Meeting Minutes
- d. Approve Permit for Fireworks Display – Waldenwoods

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7. Pending & New Business

- a. Site Plan/PD Application #20-012 Newberry Place Planned Development – Preliminary Site Plan (Pattern Book submitted on April 15, 2021)

Supervisor Fountain gave a brief introduction of the project and invited Bob Schroeder and David Straub from Mayberry Homes to come forward. Planning Director Troy Langer gave a brief history of the Mayberry/Newberry project. He stated that this project has some roots that go back into the 1990's and it actually predates these applicants. It was shown on the Future Land Use Map as a special planning area and ultimately fast forwarding to today, this project is being presented as a Planned Development (PD). The first step in a PD process is a conceptual review by both the Planning Commission (PC) and the Township Board and the applicant has completed that process. The second step is a public hearing at the PC, which was completed in June. The PC held the public hearing on June 10, and had a special meeting on June 17, where they then recommended approval of the PD. It then goes to the Township Board for preliminary review which is where we are at today. The remaining phase of this planned development will be the final PD which will also go to the PC and to the Township Board and for this project that will be the end of the PD. Each of the proposed structures, phases, or any portion of the project the applicant may want to proceed with will be an independent separate site plan review that will go to the PC and at that point they will review the PD as an Ordinance in addition to the Zoning Ordinance for reviewing the site plan.

Director Langer then gave a brief overview of the project. He stated the project was just over 108 acres with four districts, Single Family Detached Only Residential, Single Family Residential, Mixed Use, and Commercial. He then gave a brief overview of the permitted uses in each of the four districts. Mr. Schroeder and Mr. Straub then responded to questions from the Board. Treasurer Horning inquired as to the status of the list of items that needed to be completed from the Planning Department Memorandum of June 2, 2021. Mr. Straub responded that these items were being worked on. Mr. Schroeder gave a brief overview of what they were trying to accomplish in each district to satisfy residents and make the project marketable at the same time. Director Langer stated that once the final PD is approved by the PC and the Board this would basically become a re-zoning of the property from Conservation Agricultural (CA) to PD. This would then allow the applicant to proceed to site plan review that would go back to the PC to ensure the detailed site plan is consistent with the PD and the Zoning Ordinance. The site plan process could be done in phases to adapt to potential changes in the housing market over time. Supervisor Fountain stated that the Township is meeting with MDOT with regards to road improvements and lights for the intersection with regards to this development. Trustee O'Connell stated that are still concerns of residents with the traffic flow and back-ups at this intersection. Director Langer referred to the MDOT letter of 2017 warranting a light at this intersection at that time and that the applicants traffic engineer provided a letter that indicated MDOT's letter as still being valid, which Director Langer forwarded to MDOT. Mr. Schroeder stated that the 2017 Plan that was reference in the MDOT letter was considerably denser than the current plan.

Move to approve the Site Plan/PD Application #20-012 Newberry Place Planned Development - Preliminary Site Plan (Pattern Book submitted by applicant on April 15, 2021) with the 7 conditions listed in the Planning Director Troy Langer's, memo to the Board dated June 29, 2021.

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Motion made by Trustee Germane, Seconded by Clerk Ciofu. 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

b. Appraisal for Tax Appeal

Assessor Jim Heaslip brought before the Board a recommendation to approve the appraisal agreement with Valbridge Property Advisors to appraise a property under the name Hartland Glen Development, commonly called Hartland Glen Golf Course. They filed for a tax appeal for the 2020 year and also the 2021 year. They feel the property is worth about \$800,000. Appraiser Heaslip has it evaluated at just over \$3 million. He stated he has tried to reach out to them multiple times trying to find out what their thought process is, what they feel the value is, and why they feel it is worth just about \$800,000 and has received no response at all. Because of the time schedule of the tribunal you get to a point in time where you have to make a decision to move forward with at least making this request. We always try to continue to negotiate, but when they are not responding, we have to continue to move forward. Included in the information presented here is a bid proposal from five different firms. One did decline to quote because they are currently doing work for Hartland Glen and it would be a conflict of interest. The firm that Assessor Heaslip is recommending is Valbridge Property Advisors, James Hartman. They are known as a golf course specialty valuation firm across the country. They have also appraised Hartland in prior tribunals at least three times and we were successful in all of those appeals. Assessor Heaslip stated that we are required by the Tax Tribunal and the State Tax Commission to provide support for our valuation and if we did not, the Tribunal would grant Hartland Glen their valuation of \$800,000. So, if we did nothing, over the two years, we would lose around \$80,000 for all taxing authorities. It would affect the Township itself by around \$7200 for the appraisal. Other attorney costs would be incurred, but this would be covered by the legal fee budget at this time.

Move to approve the appraisal agreement with Valbridge Property Advisors and the budget amendment for \$7200 per Assessor Jim Heaslip's memo dated July 6, 2021.

Motion made by Treasurer Horning, Seconded by Clerk Ciofu.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane,
Trustee McMullen, Trustee O'Connell, Trustee Petrucci
Voting Nay: None

c. Michigan Townships Association (MTA) Principles of Governance

Supervisor Fountain gave a brief overview of the Michigan Township Associations (MTA) Principles of Governance regarding the code of conduct for the Township Board. Township Manager West stated that Hartland Township is a member of the MTA and part of that membership does include abiding by their principals and goals which is what this form acknowledges. It shows recognition that the Township Board supports the mission as well as the standards set forth by the MTA. Generally, the MTA will resubmit the Principles of Governance to the Townships when there is a change at the Board level, but they were delayed due to the COVID scenario. Trustee Germane inquired as to whether there were any changes to the document from the previously signed document. Manager West stated that the MTA reviews this document yearly, but there have been no changes to the listed standards since our last signed document.

**Move to approve the Township Board to reaffirm the Michigan Township Association
Principals of Governance.**

Motion made by Treasurer Horning, Seconded by Clerk Ciofu.

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

Voting Nay: None

d. Utilities REU Classification Table Updates

Manager West gave a brief overview of a Residential Equivalency Unit (REU) which is the impact that a commercial business will have on the water and sewer systems as to their equivalency to a single-family residential home, or a residential unit. Manager West then reviewed the proposed changes to the REU Classification Table. Manager West stated he worked with Finance Director Susan Dryden-Hogan and DPW Director Mike Luce in gathering usage history data and obtaining information from neighboring communities in determining the recommended changes to the Table. Director West reviewed the changes to the restaurant section of the table as an example of the process that was taken in the evaluation. Trustee Germane inquired as to the benefits of existing businesses of these adjustments. Manager West stated that we would not provide rebates, but multi-tenant businesses would not need to purchase additional REU's for new tenants if they already have enough REU's for their complex under the new classifications. Trustee Petrucci inquired as to whether this would make Hartland more attractive to developers. Manager West responded that this would make it more attractive to bringing in new business to our community, but the main purpose was to be fair and accurate. Manager West commended the work of Director Dryden-Hogan and Direct Luce on this issue.

Move to approve the proposed Utilities REU Classification Table updates 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

Clerk Ciofu - No report.

Treasurer Horning - The Farmer's Market had 33 vendors this past Saturday. There are a lot of new people and different things like chocolate truffles, meats, and a variety of produce. It is a fabulous place to be this year. There is a waiting list of people trying to come in as vendors. She stated that July 17 will be Christmas in July at the Farmer's Market from 9 a.m. until 2:00 p.m. in the Rural King parking lot, so mark your calendars. There is going to be Christmas music performing, free ice cream giveaway, and make and take ornaments for the kids and adults. A lot of people will be selling Christmas items as well.

Trustee Germane – Asked Public Works Director Luce to provide an update on the exciting improvements at the Hartland Teen Center HOOP House. Director Luce stated the Teen Center Board has applied for and received a grant for the HOOP House, which is a greenhouse structure located directly behind the Teen Center. He stated that with this grant, we are in the process of determining how to get heat, water, and electricity out to the building. It is very exciting and will be good for the Teen Center and the community and a great teaching tool for all that participate in this horticulture program. He stated we are in the process of working with some local contractors

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on this project. Trustee Germane added that the grant that the HERO Board received will pay for this work, but we are using the services Public Works Director Luce and Township Manager West to move this project forward. Manager West commended the efforts of Teen Center Director Steve Livingway who wrote the grant and was able to secure this rather significant grant. Mr. Livingway and his staff did an amazing job on the grant.

Trustee O'Connell - No report.

Trustee McMullen - No report.

Trustee Petrucci - There is a Golf Outing on Sunday at 2:00 p.m. for the Teen Center. It is a 9-hole shotgun start. Sponsorship signs are still available and you can find the details on the HERO Teen Center website.

Supervisor Fountain - No report.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager West stated he has reached out to the Michigan Department of Transportation (MDOT) to set up a meeting for next week regarding the M-59/Fenton Rd. intersection. He stated he would like to include several other Hartland Township officials in this meeting. A brief discussion was held on MDOT's recommendation to close the throughway on M-59 at Fenton Road/Pleasant Valley, our response letter per their request, the MDOT letter from 2017 indicating that a light was warranted at that time, and their initial informal response to our response letter. He stated our approach was to request the same traffic light configuration as was recently completed at M-59 and Hickory Ridge. Manager West stated that there will be an informational meeting with the residents of Vincent Drive with regards to paving this private gravel road. This will be to let them know how the petition process works to get an assessment for a road project. He also stated that Dunham Lakes Estates is looking at a road project that would involve Hartland Township, the Livingston County Road Commission (LCRC), Highland Township, and the Oakland County Road Commission (OCRC). He stated this is a large project involving around 197 homes in the Livingston County portion of the project. He also stated that he was very pleased and proud of the fact that Hartland Township and Livingston County are willing to take on this project and are trying to assist Highland and Oakland County with this project. He stated that Hartland Township is working with Highland Township on the road petition process, as they have not done many, and that Livingston County has stated they would be willing to do the whole project, including the Oakland County portion, but would need the blessing of the OCRC. The OCRC stated they will consider this once the permits have been submitted. Manager West stated he and Director Luce met with the Parks Site Plan Committee on the Dunham Road crosswalk, and we will be looking at two possible scenarios for the location of the crosswalk paths to the park regarding potential future plans for this area of the park. Cost estimates for the project are somewhat higher than originally proposed. This will be brought to the Board at a later date. Treasurer Horning inquired about possible benches for parents near the new Little Settler's Loop bike path and Manager West will look into this. Manager West stated he included the Livingston County Sanitary Sewer statistics in the latest Organizational Update for the Board. He is looking for additional items that the Board may want to see in the Update. Manager West led a brief discussion on future work session items regarding potential changes to the township's site plan and construction engineering process and the possibility of awarding engineering work on a project-by-project basis in the future. A brief discussion was also held on Ordinance Enforcement issues

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regarding specific ordinance violations and the volume of complaints being submitted regarding Ordinance Enforcement issues.

10. Adjournment

Move to adjourn the meeting at 9:05 p.m.

Motion made by Clerk Ciofu, 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