

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
March 01, 2022 – 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 Robert West and Finance Director Susan Dryden-Hogan.

4. Approval of the Agenda

Move to approve the agenda for the March 1, 2022, 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

Absent: None

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the March 1, 2022, 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

Absent: None

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 02-15-22 Hartland Township Board Regular Meeting Minutes

7. Pending & New Business

- a. Resolution of Determination of wages and benefits of the Township Clerk

Move to adopt the Resolution of Determination of wages and benefits of the Township Clerk for the 2022-2023 fiscal year.

Motion made by Treasurer Horning, Seconded by Trustee Petrucci. Roll call vote taken.

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

Voting Nay: None

Absent: None

Motion Passes: 7-0-0

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
March 01, 2022 – 7:00 PM

- b. Resolution of Determination of wages and benefits of the Township Treasurer

Move to adopt the Resolution of Determination of wages and benefits of the Township Treasurer for the 2022-2023 fiscal year.

Motion made by Clerk Ciofu, Seconded by Trustee O'Connell. Roll call vote taken.

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

Voting Nay: None

Absent: None Motion Passes: 7-0-0

- c. Resolution of Determination of wages and benefits of the Township Supervisor

Move to adopt the Resolution of Determination of wages and benefits of the Township Supervisor for the 2022-2023 fiscal year.

Motion made by Clerk Ciofu, 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

Absent: None Motion Passes: 7-0-0

- d. Resolution of Determination of wages and benefits of the Township Trustees

Move to adopt the Resolution of Determination of wages and benefits of the Township Trustees for the 2022-2023 fiscal year.

Motion made by Treasurer Horning, 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

Absent: None Motion Passes: 7-0-0

- e. Resolution – FY2023 General Appropriations Act

Move to open the Public Hearing for the FY2023 General Appropriations Act.

Motion made by Treasurer Horning, Seconded by Trustee Germane

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

Voting Nay: None

Absent: None

No one present for Public Hearing.

Motion to close the Public Hearing for the FY2023 General Appropriations Act.

Motion made by Clerk Ciofu, Seconded by Trustee Petrucci

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

Voting Nay: None

Absent: None

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
March 01, 2022 – 7:00 PM

Township Manager Bob West reported that the Resolution to Establish a General Appropriations Act for the 2022-2023 Fiscal Year is what the Board has gone through in the budget book discussions, and a summary is provided in the package as required. Manager West gave a brief review of the Truth-in-Taxation process and a brief overview of the assessed mills of the Township, the Fire, and Road millages. Finance Director Susan Dryden-Hogan gave a brief overview of the FY 2022-2023 Estimated Revenues and Estimated Expenditures graphs that were included in the Board package. Manager West stated that after the budget is adopted the budget information will be on the Township website and he encouraged residents that may have questions to contact the Township for a more detailed explanation. Trustee Germane requested an explanation, for those watching, as to the difference between the Property Tax Revenue and the Property Tax Admin Revenue. Director Dryden-Hogan stated that Property Tax Revenue is the 0.76930 mills that is charged for property taxes. The admin fee is a 1% fee that is collected to administer the tax collection for all of the other municipalities and organizations.

Trustee Germane inquired as to the percentage increase of this year's budget over the prior year budget. Manager West stated that it varies by fund, but overall, the revenues have increased to over \$3 million, and expenses have proportionally increased. He estimated a less than a 2% increase in expenses overall but will provide further information of this for the Board. He did state that inflation outpaced our expenditure increase. Director Dryden-Hogan stated that the General Fund was probably around a 25% increase in expenditures over last year because they budgeted for police services, and that has not been included in past budgets. Supervisor Fountain stated that at this point there is no plan of action to start any additional police coverage, and it is just there if we would need it for an emergency. Director Dryden-Hogan stated that the 25% increase will go down at the end of the Fiscal Year if we do not utilize this budget item. Trustee Germane stated that historically Hartland Township has done very well projecting the revenue and expenses and as such, every year there is traditionally a transfer of the surplus into a community project fund for capital improvements. For the information of the public, Trustee Germane inquired as to the what the transfer was in the prior Fiscal Year. Director Dryden-Hogan stated it was \$328,000 last year and Manager West stated that we are projecting to have a \$516,000 surplus this coming Fiscal Year.

Move to approve the Resolution to Establish a General Appropriations Act for the 2022-2023 Fiscal Year.

Motion made by Trustee Petrucci, Seconded by Trustee O'Connell Roll call vote taken.

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

Voting Nay: None

Absent: None

Motion Passes: 7-0-0

f. Fire Authority FY 2022-2023 Budget

Move to approve the 2023 Fiscal Year Budget for the Hartland Deerfield Fire Authority, 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

Absent: None

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
March 01, 2022 – 7:00 PM

8. Board Reports

Trustee McMullen - No report.

Trustee Petrucci - No report.

Clerk Ciofu - No report.

Treasurer Horning - Property tax collection ended on February 28, 2022, and we took in over \$1 million in one day.

Trustee Germane - No report.

Trustee O'Connell - No report.

Supervisor Fountain – Manager West informed him that frost weight laws went into effect today. Manager West stated as the ground thaws out it makes for rough road conditions and for those who travel gravel roads, we will do the best we can. This is the worst time for gravel roads because if you try and grade them it will turn the roads even softer which makes it worse. The Road Commission is inundated with calls regarding the gravels roads and unfortunately there is not much they can do right now. They can usually scrape the "belly blade" under the center of the truck and lightly try and fill in the holes, but until the frost comes out of the ground they will not be able to do any proper corrective measure.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager West reported that the interviews were held for the vacant Planning Commission position and Jim Mayer has been recommended for the position. This will come before the Board at the next meeting for approval. We will also have a recommendation for approval to appoint Michelle Herrst to the Board of Review. He stated that we are making progress on the Strategic Plan items, and updates will be reported in the Operational Reports. Manager West also reviewed the staff changes that will be required due to several staff members leaving in the near future. He also briefed the Board on the potential Liquor License Inspection options with the Livingston County Sheriff's Department, Genoa Township and the Hartland Deerfield Fire Authority. Manager West stated the formal FY2022-2023 Budget Book will be sent to the printer tomorrow now that the budget was approved tonight. It will also be on our website. He stated that we received our cost estimate for the 118 parcels that do not have broadband internet, at an amount exceeding \$600,000. He is not recommending that we incur this expense and will explore alternatives with regards to County funding and the County's use of Federal funds for this project.

b. Closed Session: to review the written legal opinion of the Township Attorney, subject to attorney-client privilege under MCL 15.268(h)

Move to go into closed session to review the legal opinion of the Township Attorney, subject to attorney-client privilege under MCL 15.268(h)

Motion made by Trustee Petrucci, Seconded by Trustee O'Connell. Roll call vote taken.

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

Voting Nay: None

Absent: None

Motion Passes: 7-0-0

Board is in closed session at 7:35 p.m.

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
March 01, 2022 – 7:00 PM

Board came out of closed session at 8:05 p.m.

10. Adjournment

Move to adjourn the meeting at 8:05 p.m.

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

Absent: None

Submitted by



Larry N. Ciofu, Clerk