

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
March 15, 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 Bob West and Public Works Director Mike Luce.

4. Approval of the Agenda

Move to approve the agenda for the March 15, 2022 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 O'Connell, Trustee Petrucci

Voting Nay: None

Absent: None

5. Call to the Public

Resident inquired as to whether the Board voted for raises for the elected officials at the last meeting and Supervisor Fountain confirmed that this was done.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the March 15, 2022 Hartland Township Board meeting 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

Absent: None

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Year-End FY2022 Budget Amendments
- d. Year End Merit Bonuses
- e. 03-01-2022 Hartland Township Board Regular Meeting Minutes
- f. 03-01-2022 Hartland Township Board Closed Session Meeting Minutes
- g. Confirm Supervisor's Appointment – Jim Mayer to Township Planning Commission (03.15.2022-12.31.2023)
- h. Confirm Supervisor's Appointment – Michelle Herrst to Township Board of Review as the alternate (03.15.2022-12.31.2022)

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7. Pending & New Business

a. 2022 Hartland Woods Paving LCRC Agreement

Manager West gave a brief overview of the previously approved Hartland Woods Road Special Assessment District and stated that this is the official contract from the Livingston County Road Commission (LCRC) which basically allows them to complete the construction during the 2022 year. He stated the costs are within the scope of the project that was outlined in the petition, and he is recommending approval.

Move to approve the Project Agreement with the Livingston County Road Commission as presented in an amount not to exceed \$548,875.00 for the repaving of the Hartland Woods Estates development. Also authorize the Finance Director and Treasurer to establish the necessary funds, budgets, and bank accounts for the project.

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

Absent: None

8. Board Reports

Trustee Petrucci - no report.

Clerk Ciofu - no report.

Treasurer Horning - Reported that we settled the taxes with the County today and the County commended the work of the Township. The County now takes over the collection of property taxes, but we take over the collection of movable buildings on leased land and personal property taxes.

Trustee Germane - no report.

Trustee O'Connell - no report.

Trustee McMullen - no report.

Supervisor Fountain - Stated the Annual Large Item Clean Up Day will be held on May 21, 2022, between 9:00 am and 1:00 pm at the Hartland High School. Details will on our website and all you will need to show is your driver's license to prove you are a Hartland Township resident.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager West gave a brief update on the Gateway sign project stating recent regulation changes have required monument signs to be pushed further off the roadway edge. Potentially, monuments signs may be set outside of the road right of way, which would necessitate a private easement being obtained, and that these changes would not give the gateway signs the effect the Township was seeking from this project. He recommended that we table this project. Manager West will be inviting Hartland Deerfield Fire Authority (HDFA) Fire Chief Adam Carroll to the next Board work session to discuss the HDFA Capital Improvement Plan (CIP), as there has been some preliminary conceptual discussions about expanding or renovating Station 61. This would impact the current CIP outlined in the HDFA budget. If we are planning a major renovation in the future, we would not want to complete current CIP projects that will need to be redone in a major expansion or renovation. Manager West gave a

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brief update on the Admin Committee's discussion of capping the water/sewer surcharge fee at one-half the cost of an REU. This would continue our efforts to be business friendly as it would provide relief to certain businesses. The surcharge fee goes directly to buying additional REU's for the business and this would just make it a longer period for the business to meet the REU requirement. Manager West will bring a resolution on this to the next Board meeting. He provided an update from the Livingston County Building Department on the Hoop House at the Teen Center in that permanent electrical is not allowed on a temporary structure and to bring the Hoop House to a permanent structure status would require footings and a slab which may be cost prohibitive. Further discussion on this will be held with the HERO Center Board. Manager West stated we received additional revenue of \$250 per month from Dish Network on our cell tower lease per our agreement. Manager West clarified a previous question regarding the increase in the FY 22-23 budget. Manager West stated that the increase was around 2%, and that Finance Director Susan Dryden Hogan stated her quick calculation was a 25% increase. The reason for the difference is that transfers from our General Fund to our Capital Improvement Fund must be listed as expenses in the General Fund.

b. HERO Center Capital Improvement Discussion

Manager West stated that there has been an anonymous donation of fifty thousand dollars to the HERO Teen Center. During our budget discussions the Township had earmarked around fifty thousand dollars for HERO Center improvements. Manager West and Public Works Director Mike Luce have been fine tuning the potential HERO Center repairs at around \$56,000. Manager West is recommending that the Township take this capital improvement fund allocation and simply match the anonymous donation. He is also recommending that a sub-committee be formed, to include Trustee Germane and Director Luce from the Township perspective, HERO Center representatives and possibly others, to come up with a recommended project list for the Township Board approval for a lump sum amount of both funds. Trustee Germane inquired as to whether there was a list of projects for the Township's current fund allocation, and Manager West responded that there was a list and this would be brought forward to the sub-committee discussions.

10. Adjournment

Move to adjourn the meeting at 7:17 p.m.

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

Absent: None

Submitted by



Larry N. Ciofu, Clerk