

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES  
March 16, 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  
ABSENT: None

**4. Approval of the Agenda**

**Move to approve the agenda for the March 16, 2021, Hartland Township Board meeting as presented.**

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

**5. Call to the Public**

No one came forward.

**6. Approval of the Consent Agenda**

**Move to approve the consent agenda for the March 16, 2021, Hartland Township Board meeting as presented.**

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

- a. 03-02-2021 Hartland Township Board Regular Meeting Minutes
- b. Approve Payment of Bills
- c. Approve Post Audit of Disbursements Between Board Meetings
- d. Approve Agreement for Walnut Ridge Estates Streetlight
- e. Ratify the Hiring of M. Kopczyk as Treasures Part-Time Cashier (\$16.50/Hr)
- f. Project Coordinator Job Description Revisions

**9. Pending & New Business**

- a. Fire Authority Fiscal Year 2021-2022 Budget

Township Manager Robert West gave a brief overview of the Hartland Deerfield Fire Authority (HDFA) budget for the new fiscal year presented by HDFA Chief Adam Carroll at the previous Board meeting. As part of the General Appropriations Act for approving the budget, we need to approve the Fire Authority budget in advance because there is a portion of it that is incorporated into the Hartland Township budget.

**Move to approve the 2021-2022 Fiscal Year Budget for the Hartland Deerfield Fire Authority, as presented.**

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

b. Resolution – FY2022 General Appropriations Act

Township Manager Robert West gave an overview of the budget for the 2021-2022 Fiscal Year. He stated this was the accumulation of the prior budget review sessions of the Board over the last four meetings. He then presented the Truth In Taxation information including the estimated millage rates for Hartland Township of 0.7699, the recently approved Fire millage of 2.06, and the Road millage of 1.4432. Manager West then reviewed the General Fund revenues stating that the majority of the \$2.763 million township revenues come from the State Shared Revenue of \$1.325 million and Property Taxes of \$.587 million. Manager West then reviewed the budgeted expenditures for the year by department and by general governmental categories. Clerk Ciofu inquired as to a further explanation of the Transfers Out amount in the Estimated Expenditures graph. Manager West explained this amount generally goes into our Capital Improvement Fund that is used for park improvements, sidewalk projects and any other Township improvements other than any road projects that are funded out of the road millage. Supervisor Fountain asked for a brief explanation of how the Hartland Township millage rate became 0.7699 mills. Manager West gave a brief overview the millage that is dependent on property values. Property values are currently exceeding the rate of inflation and the Township cannot exceed the rate of inflation with our mils. Therefore, when applied to our overall home values the rate is actually reduced to stay within the inflation limitation. Supervisor Fountain stated that the Road millage was approved at 1.5 mills and now stands at 1.4432 mils for this reason.

**Move to approve the Resolution to Establish a General Appropriations Act for the 2022 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 Motion passes: 7-0-0

c. Purchase Agreement - Dunham Road Parcel

Supervisor Fountain gave a brief overview of a 4-acre property adjacent to Settler's Park on Dunham Road that came on the market. The property value and the benefits to the Township were discussed in two closed sessions of the Board and we approved going forward as discussed in the closed sessions at the open session of the May 9, 2021 Special Board meeting. The primary benefit of purchasing this property was access and safety of pedestrians to the park as a crosswalk at the existing park entrance is not allowed by the Livingston County Road Commission. Manager West stated that the purchase agreement was accepted by the sellers and he is seeking the Township Supervisor and the Township Clerk to act as agents on behalf of the Township to facilitate the closing of the transaction as the closing is expected prior to the next Hartland Township Board meeting.

**Move to approve the purchase agreement for parcel 4708-21-200-026 as presented and furthermore authorize the Township Supervisor and Township Clerk agents on behalf of the Township to facilitate the closing procedure.**

Motion made by Clerk Ciofu, Seconded by Trustee Germane.

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

Voting Nay: None

## 10. Board Reports

Trustee Petrucci - If the Purchase Agreement goes through for the property on Dunham Road, he would like to start the process of getting the safety crosswalk put there as soon as possible.

Clerk Ciofu - No report.

Treasurer Horning - The Hartland Farmers Market will open up on May 8, 2021. Anyone that wants to be a vendor can contact the Treasurers office and the forms are available.

Trustee Germane - No report.

Trustee O'Connell - No report.

Trustee McMullen - No report.

Supervisor Fountain – No report

[BRIEF RECESS]

## 11. Information / Discussion

Manager West gave a brief overview of what he knew about the American Rescue Act passed by Congress. There are a lot of rules and regulations that go along with receiving any of these funds that have not yet been revealed. We are keeping abreast of this legislation and he stated he will keep the Board informed as more information becomes available. Manager West provided information from a Government Transparency website that indicated the State of Michigan was to get \$5.697 billion and it funnels down to municipalities with \$37 million going to Livingston County and approximately \$1.5 million to Hartland Township. These are restricted use funds, but we do not know the details of the restrictions at this time. The Livingston County Board of Commissioners is pursuing declaring a local state of emergency. This is to allow for the option to have virtual meetings past the current State mandated guidelines ending date of March 29, 2021. Manager West commended Livingston County Administrator Nathan Burd for communicating with him and his staff regarding how this would impact the Township. He also stated the Livingston County Board of Public Works has filed a claim against the septage receiving station hosting fee. Township Attorney Mike Homier is responding to this claim. The Board Retreat with Dr. Lew Bender is scheduled for April 30, 2021 at the Township Hall from 9:00 a.m. to 3:00 p.m. The Planning Commission (PC) is holding a Special meeting on March 18, 2021 to review the new concept plan for the Mayberry property. If the PC approves this concept plan, we agreed to hold a Special Board meeting next Tuesday to facilitating moving this project forward. Supervisor Fountain gave a brief overview of the history of this project and Manager West gave some details as to why this was back at the PC concept stage again. Manager West also stated that Mayberry inquired as to taking part of the water system expansion again. They discussed the last deal we proposed regarding Mayberry making an immediate \$500,000 payment on the current \$1.9 million sewer assessment due on September 5, 2021 and we would then hold the REU rates for two years. Manager West indicated he would like a documented proposal before presenting anything to the Board. Supervisor Fountain requested an update on the water line expansion project. Manager West stated a bid was accepted and the Township attorney is drafting the agreement which would need to be approved and submitted by the developer along with the cash due from the developer to

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begin the project. He is hoping to award the contract and receive the cash due by the second meeting in April. Supervisor Fountain inquired as to the timeline to get this project completed. Manager West stated that we were hoping to have this done by August, but we recently found out that MDOT will be resurfacing M-59 from the Oakland County border to Lakena Rd. in Hartland Township. This may have an effect on the completion date depending on their construction plans. Manager West also stated not be in attendance at the next Board meeting. Trustee O'Connell stated she will be out of town if we need to meet next week but could be available remotely.

**12. Adjournment**

**Move to adjourn the meeting at 7:45 p.m.**

Motion made by Trustee Petrucci, Seconded by Clerk Ciofu

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