

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES  
September 02, 2025 – 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 Lubeski, Trustee McMullen, Trustee O'Connell (remote from Leesburg, GA), Trustee Petrucci

ABSENT: None

Also present were Township Manager Mike Luce and Planning Director Troy Langer.

**4. Approval of the Agenda**

**Move to approve the agenda for the September 2, 2025 Hartland Township Board meeting as presented.**

Motion made by Clerk Ciofu, Seconded by Trustee Petrucci.

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

Voting Nay: None

Absent: None

Abstain: Trustee O'Connell (teleconference)

**5. Call to the Public**

No one came forward.

**6. Approval of the Consent Agenda**

**Move to approve the consent agenda for the September 2, 2025 Hartland Township Board meeting as presented.**

Motion made by Trustee Petrucci, Seconded by Treasurer Horning.

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

Voting Nay: None

Absent: None

Abstain: Trustee O'Connell (teleconference)

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 08-19-25 Hartland Township Board Regular Meeting Minutes

**7. Pending & New Business**

- a. Fiscal Year 2024-2025 Audit Presentation

John Pfeffer of Pfeffer, Hanniford & Palka came forward and presented the Financial Statement Audit for the Fiscal Year 2024-2025. Mr. Pfeffer thanked the Hartland Township staff for all of their work that allowed them to get the audit done timely and within budget. He commended Township Manager Mike Luce and Finance Director Susan Dryden, stating there were very

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few audit adjustments which should indicate to the Board that the financial information they are getting is very accurate. He also recognized Director Dryden as the incoming President of the Michigan Government Finance Officers Associations (MGFOA) which is a Board that reviews many accounting standards. Mr. Pfeffer stated that the audit Report indicated the financial statements are presented fairly and that Hartland Township received an unmodified opinion, which is the highest level an independent auditor can issue. He stated this is very important for State shared revenue and strong bond ratings.

He stated the Township did a great job staying within budget and increasing the General Fund balance by 12% while transferring \$500,000 to the Capital Improvement Fund. He cited several major capital improvements the Township made in this fiscal year for improvements at the Township and in the Township Parks, and the increase in the Sewer Fund balance by \$3.8 million through connection fees purchased by Livingston County. He stated we were also able to decrease our debt by \$1.476 million during this fiscal year. He gave a brief overview of Township revenues stating only 26% of General Fund revenues come from resident taxes. He stated most of the residents' taxes goes to the schools and the largest portion of General Fund revenues, \$1.7 million, comes from State Shared Revenue. State Shared Revenue is generated from Income Taxes and Sales Taxes in the State of Michigan.

Mr. Pfeffer stated Treasurer Horning has done a good job managing the \$28 million investment portfolio, ensuring they are collateralized and are with strong institutions which helps protect the funds for the Township. He also stated they review the Treasurer's timely disbursements of funds within the 15-day period following the taxpayer's payment to the various entities we collect for, such as the Schools and Livingston County. He stated Treasurer Horning has done great job regarding this issue. Mr. Pfeffer stated the Treasurer was able to earn \$416,000 in interest in the fiscal year, while keeping the funds secure. Supervisor Fountain inquired as to the \$3.8 million connection fees and Manager Luce stated this was from the additional REU's purchased by Livingston County for the Septage Receiving Station. Finance Director Dryden stated these funds will be used to help pay down the sewer bonds, one which is callable in November 2025, and one not callable until 2032. She stated we now have the funds in the Sewer Fund to pay both of the bonds.

**Move to accept the Audit Report for Fiscal Year 2024-2025 from Pfeffer, Hanniford & Palka, CPA as presented.**

Motion made by Treasurer Horning, Seconded by Trustee McMullen.

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

Voting Nay: None

Absent: None

Abstain: Trustee O'Connell (teleconference)

- b. Site Plan/PD #25-015 - Chick-fil-A Planned Development (PD) Concept Plan at 10587 Highland Road (former Big Boy)

Supervisor Fountain invited the Applicant, Leslie Accardo of PEA Group, forward and stated Planning Director Troy Langer will provide an update as to where we are in the process. Director Langer stated the Applicant is here tonight on a proposed development for the former Big Boy site at the northeast corner of M-59 and Hartland Rd. He stated they are proposing to develop this as a Chick-Fil-A restaurant. Director Langer stated this is a Planned Development (PD) for the 1.65 acre site. He gave a brief overview of the three step PD process of the conceptual plan, the preliminary plan, and the final plan. The conceptual plan is where the

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Board and the Planning Commission (PC) provide comments on the concept plan, and no formal action is taken regarding the plan. The preliminary plan is where the plan has significantly more details such as the landscape, lighting, building elevation plans, and other details. There would be a public hearing at the PC at this time, and the PC would make a recommendation to the Board who would make the final decision on the preliminary plan. The final plan would deal with the legal documents such as the PD agreement, easement documents, and such. The PC would make a recommendation to the Board who would make the final decision as to the PD. At this point the property would be rezoned to PD from its current zoning of General Commercial. He stated we are at the conceptual review phase, and it was discussed at the PC meeting on August 28th. He gave a brief overview of the site plan stating it would largely keep the overall layout of the Big Boy, tearing down the existing building and constructing their building in a similar footprint to the Big Boy restaurant. He stated they would have 49 stacking spaces for a dual lane drive through that would loop around the building. Director Langer stated they are keeping the curb cuts on M-59 and Hartland Rd. and the access point to Rovey Rd. He stated even though they were not changing any of the access points, they will still have to work with MDOT as this is a change in use from a sit-down restaurant to a fast-food restaurant with a drive through. Director Langer stated both he and the Applicant have been discussing this with MDOT. Trustee McMullen stated she had a concern with the location of the dumpster with regards to traffic flow and safety issues and inquired if a location change or modification could be made. The Applicant stated that the existing dumpsters are all the way across the parking lot which would pose a risk for employees. She stated the intent would be to have trash pickup at off-peak hours to avoid traffic congestion. She did state they could take another look at this.

- c. Site Plan #25-005 – Request to amend the approved Final Planned Development (PD) Site Plan for 10081 Highland Road and Amend Planned Development Agreement (Sheetz Fuel Station/Convenience Store)

The Applicant, Alex Sinicki from Sheetz came forward and Supervisor Fountain asked Director Langer to provide an overview of the process for this evening, and the role of the Board in this process. Director Langer stated this project is located at the northeast corner of M-59 and Old US-23 at the former Walgreens site. The applicant will be tearing down the Walgreens building and will redevelop the site as a Sheetz gas station, convenience store, and restaurant. He stated this property is already a PD that had only allowed two uses, Walgreens and Chase Bank. He stated there would be no changes to Chase Bank and it would remain at its current site. He stated two items needed to be completed for Sheetz to redevelop this property, one, to get a site plan approved by the PC and two, to amend the PD Agreement to permit Sheetz as a permitted use in the PD. He stated they did get approval for their site plan at the PC meeting on August 28th, along with the recommendation to approve the amendment to the PD to the Board. He stated the only question in front of the Board tonight is to approve or deny the PD Amendment.

Trustee McMullen stated she visited several Sheetz establishments and stated the green awnings on the outdoor seating shown in their plans were at these locations and it was discussed at the PC meeting that those would be different at this location. She also stated she toured the buildings and thought it was a nice concept. Trustee Horning and Trustee Petrucci also stated they had good experiences at Sheetz locations they visited. Trustee Petrucci stated he was concerned with the canopy design, the distance between the gas pumps, and 24-hour service hours. The applicant stated all of Sheetz gas stations are open 24 hours a day as they are there to be the ultimate convenience for the entire consumer base that need somewhere to go in the middle of the night. Trustee Petrucci also inquired of Director Langer as to an update on MDOT's approval for this project. Director Langer stated both MDOT and the Livingston

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County Road Commission (LCRC) have looked at this project and they are both okay with the access points for this project. He stated the Applicant has provided a traffic study that proposed some modifications to the light signalization at the corner of M-59 and Old US-23 and to his knowledge MDOT has not approved those at this time. The Applicant stated the project would take four to six months to complete engineering and construction drawings and another five to six months to complete the construction.

**Move to approve the proposed First amendment to the Planned Development Agreement, a request to amend the Planned Development Agreement, as outlined in the staff memorandum dated August 27, 2025.**

Motion made by Trustee McMullen, Seconded by Clerk Ciofu.

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

Voting Nay: None

Absent: None

Abstain: Trustee O'Connell (teleconference)

d. 2025 Booster Station Generator Purchase and Install

Manager Luce gave a brief overview of the EGLE recommendation from our last sanitary inspection to install a backup generator on our booster station in Hartland Estates. He stated the booster station provides fire suppression to that neighborhood. If a portion of the pressurized water main loses pressure from this booster station, the generator would serve as a failsafe backup. The \$35,000 proposal before the Board is for the generator, the installation and running a gas line to the generator. This would complete all of the recommendations of EGLE regarding the water system. Trustee McMullen inquired as to maintenance costs for this generator and Manager Luce stated the first portion of the maintenance is covered in the installation but after that we would have to work out a maintenance agreement for the generator.

**Move to approve the coordination and installation of a permanent booster station standby generator and allow the Public Works Director to make decisions pertaining to the project on the Township's behalf, for a cost not to exceed \$35,000.**

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

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

Voting Nay: None

Absent: None

Abstain: Trustee O'Connell (teleconference)

**8. Board Reports**

Trustee McMullen - No report.

Trustee Petrucci - No report.

Clerk Ciofu - No report

Treasurer Horning - Stated the Treasurer's office only has a few days until the September 15th deadline to collect taxes, and we have \$10 million outstanding so they will be extremely busy the next few days. She also stated brick sales for the Veterans Memorial are at 144.

Trustee O'Connell - No report.

Trustee Lubeski - No report

Supervisor Fountain - Supervisor Fountain stated at the Planning Commission there was a discussion on sidewalks, and he inquired if they knew about the SEMCOG Sidewalk Grant application we submitted. Trustee McMullen stated she informed them of this at the meeting.

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[BRIEF RECESS]

**9. Information / Discussion**

a. Manager's Report

Manager Luce commended the work of Planning Director Troy Langer and his staff on the great work they have been doing with all of the developments projects that are occurring in the Township. There was mention at the Livingston County Planning Commission (LCPC) meeting that there was more development going on in Hartland than the rest of Livingston County combined. Trustee Petrucci stated he was informed by a LCPC member that they were extremely pleased that Director Langer was at the last County Planning meeting to immediately answer the questions that arose from the Commission. Director Langer added that SEMCOG stated we have the most development in all of Southeast Michigan. A brief discussion was held on water system future needs and a work session will be held on this topic. Manager Luce stated he and Supervisor Fountain will be talking to Lew Bender regarding the upcoming September 19th meeting topics. He also stated he and Supervisor Fountain met with an very qualified individual that has graciously accepted a position on the Board of Review and this will be on the next Board meeting agenda. He stated Urban Air and the Sheriff's contract will also be on the next Board meeting. Manager Luce stated we received an e-mail from a Hartland School Board member thanking everyone for their response to an incident that happened outside the school on the first day of school. The individual commended the the quick response time in locking down a school, and thanked the Township and our contracted Deputies that responded in a timely manner and assisted the School SROs in securing a perimeter area during the lockdown. He gave a brief overview of the incident at the Hartland Fire Station last week stating there was minor damage to the building from a vehicle. He stated no one was hurt and the police escorted the driver of the vehicle out of the building. Manager Luce gave an update on the Veterans Memorial stating the entryway and seating walls have been completed and the bricks have been delivered. Fenton Memorial has only completed a few bricks so far, so to keep the project on schedule, we are installing blank bricks at this time and will install inscribed bricks in the spring. Manager Luce commended Evergreen Landscaping for there suggestion to have the border and seating bricks in black instead of the neutral color of the brick wall. He stated the landscaping and irrigation are being worked on, lighting is installed, and we have the various war plaques. Manager Luce stated we will have a small flag raising ceremony with the Hartland Veterans in September with the official Dedication Day scheduled for next May.

**10. Adjournment**

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

Motion made by Trustee Lubeski, Seconded by Trustee McMullen.

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

Voting Nay: None

Absent: None

Abstain: Trustee O'Connell (teleconference)

Submitted by:

Larry N. Ciofu, Clerk