

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
November 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 (remote from Florida)

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 November 1, 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

Voting Nay: None

Abstaining: Trustee Petrucci

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the November 1, 2022 Hartland Township Board meeting as presented.

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

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

Voting Nay: None

Abstaining: Trustee Petrucci

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 10-18-22 Hartland Township Board Regular Meeting Minutes
- d. ARPA Budget Amendment
- e. Public Works Truck Purchase Budget Amendment

7. Pending & New Business

- a. 2022-2024 Snow Plow Contract

Public Works Director Mike Luce presented the two-year renewal of the winter snow maintenance contract with Horizon Landscape. He stated there was a very small increase in the price and that they are recommending approval of the 2022-2024 Winter Maintenance

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

Agreement with Horizon Landscape. Supervisor Fountain inquired if this contract included the Hartland Deerfield Fire Department and Manager West responded that it did not.

Move to approve the 2022-2024 Winter Maintenance Contract with Horizon Landscape

Motion made by Trustee O'Connell, Seconded by Clerk Ciofu.

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

Voting Nay: None

Abstaining: Trustee Petrucci

b. San Marino Pathway Connector Design Engineering

Manager West gave a brief overview of the 2016 Pathways Plan and stated that this was the last connector section of that plan, which will connect the Fiddler's Grove pathway to Clover Ridge Drive at the entrance of the San Marino development. This pathway is in the M-59 right of way and will connect the San Marino subdivision to the Old US-23 and M-59 intersection and beyond. If we are to continue with this project, the engineering needs to be completed over the winter to be ready to go for the 2023 construction season. He stated we are seeking approval for the engineering of this project not to exceed \$20,000. He also stated that we are beginning to work on the next pathways plan that will be brought to the Board for discussion at a later work session. Clerk Ciofu stated that the Board received an e-mail from a resident regarding another possible location for this connector and inquired as to whether this was feasible. Manager West stated that this was looked at and the difficulty with that location was that it was on private land and easements would need to be obtained. He stated that if the two developments wanted to develop this location they could do so, but he stated the Pathways Plan goal was to create M-59 frontage and continuity in the pathway plan and he is recommending the M-59 location as more suitable option.

Move to approve the engineering of the San Marino Pathway Connector by Spalding DeDecker as presented, in an amount not to exceed \$20,000.

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

Voting Nay: None

Abstaining: Trustee Petrucci

8. Board Reports

Trustee Germane - No report.

Trustee O'Connell - No report.

Trustee McMullen - No report.

Trustee Petrucci - No report.

Clerk Ciofu - Stated that we have sent out over 3400 Absentee Vote Ballots and have received about 60% of the ballots back at this time, so we are still looking for the return of about 1400 ballots by election day. He stated that you can still submit an Application, and receive an Absentee Ballot here at the Township Hall. He also stated that the Clerk's Office will be open on Saturday, November 5, 2022 from 8:00 a.m. until 4:00 p.m. for election business only. No other Township offices will be open on that day. In addition, he stated that due to election processing, the Clerk's Office will be suspending passport application processing on Monday, November 7th and Tuesday, November 8th.

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

Treasurer Horning - Stated she sent out the Treasurer's Report to the Board today and if anyone has any questions to please contact her. She wanted to make the Board aware of the footnotes regarding the First National Bank records that have been converted to the Bank of Ann Arbor and that Level One Bank has been purchased by First Merchants Bank.

Supervisor Fountain - No report.

[BRIEF RECESS]

9. Information / Discussion

a) Manager's Report

Manager West gave a brief update on the Septage Receiving Dispute Resolution Panel stating the second meeting is scheduled for this week. Manager West agreed to a 30-day extension until November 10th and as long as we are making progress he will continue to do so, but he does not think a second extension will be needed and that we are prepping for the next step in the resolution process if required. With regards to the Capital Improvement Projects (CIP) we are seeing unprecedented times with contractors. As an example he stated that we have been unable to get an electrical contractor to even come out to provide a bid on the HERO Center electrical work. Contractors have so much work now that we cannot even get contractors to bid on projects. Manager West stated that the Hartland Deerfield Fire Authority has a new Fire Marshall, Jon Dehanke, and that he, Supervisor Fountain and Planning Commissioner Larry Fox met with him today and that he was very pleased with Mr. Dehanke's approach to helping the Township be more business friendly. Manager West also stated that tomorrow is the all-day staff budget meetings where we complete approximately 85 % of the budget, so it will be a very busy day for staff. Tonight is the beginning of the budget cycle for the Board as we will discuss the CIP, which will be again reviewed once more before we adopt the budget.

b) Hartland Township Capital Improvement Projects Update

Manager West presented the draft Capital Improvement Plan (CIP) and a brief discussion was held on each section of the Plan. As to the General Fund CIP, discussion was held on the Pathways projects, the Township Hall and Grounds projects, highlighting HVAC Units, the parking lot rehab and the internal hall improvements. Also briefly discussed were the HERO Center Improvements, and Parks projects, highlighting the phragmites project, the Spranger Field storage building and existing building enhancements, and a potential second pavilion at Settler's Park. Other miscellaneous projects that were discussed were the Ore Creek Bridge painting, Board room audience chairs, the Grant Initiative for Civic Organizations using American Rescue Plan Act (ARPA) funds, replacement DPW truck, and the M-59 Median Improvements. Trustee Germane inquired as to the large FY 23-24 transfer of \$568k in relation to other FY transfers. Manager West stated that some of the projects that we budgeted for were ARPA eligible and would not be funded out of the general fund which would increase the surplus transfer. Supervisor Fountain inquired as to the effect the new Sheriff's contract has on the General Fund transfer. Manager West stated that we budgeted the Sheriff's contract in the FY 22-23 so it was included in determining the projected transfer and was offset further by the increase in State Shared Revenue. He stated we generally use a \$400,000 placeholder for the General Fund transfer. The Board then reviewed the proposed ARPA projects completed and projected, the Fire Authority projects, which were mostly postponed due to the Fire Study that is being completed, and the Road Millage remaining projects. Items discussed in the Road Millage CIP were the cost sharing US-23 paving project, which \$1.3MM is our portion of the \$5MM project, and the limestone cap placeholder for Bergin and Pleasant Valley

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

roads. Discussions are being held by Manager West, Public Works Director Luce and the Livingston County Road Commission (LCRC) on our potential future road millage renewal plans in light of the significant increase in road costs beyond current market rates. Discussion was then held on the Water System CIP with the potential to possibly remove the New PRV project of \$300K due to the new water main installation. A brief discussion was held on potential developments regarding the new Supply Well Construction and discussions are being held with the State on this. Manager West stated the Water Plant Filter Improvements with media is a placeholder amount that has been in the CIP for many years now and will only be used when the State requires an upgrade.

Supervisor Fountain inquired as to the \$2.1MM in the Water System CIP related to the Installation of the Water Main. Manager West stated that this was developer money to extend the water main and is in addition to the \$1MM of ARPA funds being used for the \$3.1MM water main project. Trustee Germane inquired as to whether we would be reviving the Road Millage Task Force if we go forward with a road millage renewal. Manager West stated normally we would do so, but with the cost of maintaining the roads and completing the paving of Bergin and Pleasant Valley roads, we would use the full amount of the millage, so there really would be no need to reconvene the Roads Task Force. Manager West stated that he does not think a millage would pass for just two projects, so they went to the LCRC with a proposal that if a road millage passed we would commit the funds to the LCRC as projects are completed. He stated we asked the LCRC to provide us a list of road projects in Hartland Township that they would be willing to complete on a cost share basis with the Township. The LCRC put together a list of projects with a total cost of \$18MM that they would be willing to cost share with the Township at 50%. The condition is that this list of roads, that were selected by LCRC based on traffic patterns and passer ratings, would be basically an all or nothing list. Manager West stated they are in the process of reviewing this proposal. Trustee Germane also inquired as to whether the Township Hall and Grounds CIP could include some landscaping improvements to the HERO Center. He also inquired as to the revenues from the Septage Receiving Station that do not appear to be in any of the CIP projections. Manager West responded that it is his recommendation that all of the hosting fee funds be left in the Sewer Fund until the bonds are repaid and/or that all legal issues are resolved.

10. Adjournment

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

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

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

Voting Nay: None

Abstaining: Trustee Petrucci

Submitted by



Larry N. Ciofu, Clerk