

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

December 15, 2020 – 7:00 PM

DRAFT

This meeting was held via video conference in compliance with the Department of Health and Human Resources Emergency Order of December 7, 2020 under MCL 333.2253

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 at 1469 Division, Hartland, MI 48353; Clerk Ciofu at 2655 Clark Rd, Hartland, MI 48353; Treasurer Horning at 1665 Hartland Woods Dr, Howell, MI 48843; Trustee Germane at 3600 Bullard Rd, Hartland, MI 48353; Trustee McMullen at 4312 Latourette Lane, Hartland, MI 48353; Trustee O'Connell at 6049 N Tipsico Lake Rd, Holly, MI 48442; Trustee Petrucci at 2291 Arciero Ct, Howell, MI 48855

Also present was Hartland Township Manager Robert West.

4. Approval of the Agenda

Clerk Ciofu clarified the terms of office for the Supervisor's appointments to the Planning Commission. The elected Trustee's terms for Commissions and Committees runs to the end of their Trustee term, so Trustee McMullen's term on the Planning Commission would run until 11/20/2024.

Move to approve the agenda for the December 15, 2020, Hartland Township Board meeting as amended.

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

5. Call to the Public

Mr. Jason Fowler wanted to address the Board and bring attention to Blaine Road which is South of M-59. The particular stretch he is addressing goes from 10401 Blaine Road South all the way down to Lake Pines Drive which is before it turns back into a dirt road. Hartland Shores Estates is the neighborhood. There is an illegal speed limit posted there at 25 mph, and I am looking for Township support to get the Livingston County Road Commission (LCRC) to do a traffic control order and issue a 35 mph speed limit based on vehicular access counts. It has been brought up that the speed limit has been illegally posted. It was brought up due to some traffic from trucks going down the road and it was notified by state police that the speed limit is an illegally posted speed limit, so it is something that we cannot really ignore anymore. The LCRC was talking about moving forward with an engineering speed survey which would post our speed limit at the 85th percentile of traffic driving on that road and not keep us as residential. The downfall of that is once you do an engineering speed survey, you cannot change it unless you do another engineering speed survey. I spoke with a lot of the residents around here and based on the vehicular access counts and the House Bill that passed in 2017, HB 4423, we qualify at a 35 mph speed limit that we can post and legally enforced. I will also be working with newly elected State Representative Bob Bezotte to see

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if I can get some legislative changed to include platted neighborhoods back into the house bill and enable us to go back to the 25 mph posted sign. This is a summary of what we are trying to do and what a lot of the residents are looking to do. I would like for the Hartland Township Board to back this so I can bring it to the Livingston County Road Commission and go through the legal vehicular access way of HB 4423 rather than the speed survey which we would be stuck with until another engineered speed survey could be done. Supervisor Fountain stated that we will include this as a topic for discussion with Manager West at tomorrow's Admin Committee and Manager West will get back to Mr. Fowler.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the December 15, 2020, Hartland Township Board meeting as amended.

Motion made by Trustee Petrucci, Seconded by Trustee Germane.

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

Voting Nay: None

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Approve 11/17/20 Regular Meeting Minutes
- d. Hartland Township Electronic Participation Procedure Policy
- e. 2021 Hartland Township Park Rental and Reservation Fees
- f. 2021-2023 Cemetery Rates
- g. Approve Agreement with Huron Cemetery Maintenance
- h. Employee Handbook Amendment - Medical Benefits
- i. Confirm Supervisor's Appointments - Jeff Burroughs, David Greig, Misty Sirch, and John Litteral (Alternate) to Board of Review (01/01/21-12/31/22)
- j. Confirm Supervisor's Appointments – Denise O'Connell and Joseph Petrucci to the Hartland Deerfield Fire Authority Board
- k. Confirm Supervisor's Appointments - ~~Summer McMullen~~, Mike Mitchell, and Keith Voight to Planning Commission (01/01/21-12/31/23) and Summer McMullen (11/20/20-11/20/24)
- l. Confirm Supervisor's Appointments - Bruce Douglass, Alberta Falter, Denise O'Connell, and Melanie Bartley (Alternate) to Zoning Board of Appeals (01/01/21-12/31/23)

7. Pending & New Business

- a. Resolution - 2021 Hartland Township Board Meeting Schedule

Move to approve the resolution to set the 2021 Hartland Board Meeting Schedule.

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 Roll Call Vote Taken. Motion Passed 7-0-0.

- b. Resolution - FY 22 Sewer and Water Rates

Manager West gave a brief overview of the Sewer and Water rates for FY2022 stating that we are in the last year of our rate study and we are looking at a 5.86% increase over the prior year

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partially due to the Livingston County Drain Commission (LCDC) setting our rates for the sewer system. Hartland Township set the water rates to coincide with the sewer rates. Trustee Germane inquired as to the calendar dates for the rates. Manager West responded that the sewer rates are set by the LCDC to coincide with their fiscal year of January 1 to December 31, while the water rates follow the Townships fiscal year of April 1 to March 31. Trustee Germane also inquired, since this is the last year of the rate study, whether we are in the range that was anticipated by the rate study at this time. Manager West responded that we are well within the range that we wanted to be per the rate study.

Move to approve the resolution setting rates for Sewer and Water Systems for FY2022.

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 Roll Call Vote Taken. Motion Passed 7-0-0.

c. Resolution - Ordinance to Temporarily Relax Standards for Outdoor Uses

Manager West gave a brief overview in that we are extending the temporary relaxation for outdoor uses through November 21, 2021 that would allow for a business to apply for outdoor seating. Clerk Ciofu requested one change in exhibit A in the actual ordinance in the very first paragraph: Purpose, that the second to last line, the date December 31, 2020 be changed to November 1, 2021.

Move to approve the resolution to adopt Ordinance No. 95, to temporarily suspend certain provisions of Hartland Township Ordinance No. 69, Special Event Permits," and to Implement Temporary Permits for Outdoor Dining, Sales, and Displays through November 1, 2021 as amended.

Motion made by Trustee Germane, Seconded by Clerk Ciofu.

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

Voting Nay: None Roll Call Vote Taken. Motion Passed 7-0-0.

d. Water System Supply Well Engineering

Manager West gave a brief overview of the outline to install a new community well that was identified in the last Water Reliability Study. This is independent of any future development that is being considered at this time. This is task one of four and is basically the hydrogeological information gathering, meeting with the State of Michigan, and completing a preliminary adverse resource impact assessment. Wood Environmental has historically performed all of our water well system work as well as for our well head protection area. They are the most fluent in representing our system to the State of Michigan. The entire four tasks will take over 12 months to complete before we can drill a new well.

Move to approve the change order with WOOD in for the development Hydrogeologic Review and Production Well Work Plan in the amount not to exceed \$8,200 as presented.

Motion made by Trustee Germane, Seconded by Clerk Ciofu.

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

Voting Nay: None

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e. Settlers Park - Mountain Bike Kids Loop

Manager West provided an overview of the final feature being requested by the Motor City Mountain Bike Association for the mountain bike trails at Settler's Park. The proposed Kid's Loop will now be located further away from the playscape area than in the original plan. Clerk Ciofu inquired as to whether there was a pond to the south of the proposed site. Manager West indicated that this area was designed for runoff if there were to be an "100 year storm" event and that this area is currently dry for 50 weeks throughout the year.

Move to approve the proposed mountain bike kids loop construction within Settlers Park.

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

8. Board Reports

Trustee Germane - No report.

Trustee McMullen - No report.

Trustee O'Connell - No report.

Trustee Petrucci – stated he wanted to let Trustee O'Connell to know that the Fire Authority meeting has been moved to Thursday December 17, because of the Holidays.

Clerk Ciofu - No report.

Treasurer Horning – stated she spoke with Santa Claus and he said that the Township is getting more letters this year delivered to the North Pole than any other previous year. He is very excited to see all of the letters from the Hartland kids.

Supervisor Fountain - No report.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager Robert West reported that the budget process is well under way and is progressing ahead of schedule. He informed the Board that in January there will be a work session to review the budget, prior to our actual public notification and the approval the following month. He also stated that he heard back from Dr. Lou Bender and there was an opportunity for the Board Retreat to occur earlier than anticipated. While this has been a moving target due to the potential shutdown, as of now it is planned for Friday, January 22, 2021. At this time, Dr. Bender is tentatively looking at 10 am until 4 pm meeting if he can get his flights lined up. Supervisor Fountain stated that the appointees to the Commission's and Committee's need to be given the Oath of Office. Trustee Petrucci wanted to congratulate the Assessing Department on their second consecutive perfect score on the State's AMAR audit. Treasurer Horning stated that after the Township's Holiday break, the Treasurers Office will be open to the public without an appointment to pay their taxes.

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10. Adjournment

Move to adjourn the meeting for December 15, 2020 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