

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
April 07, 2026 – 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, Trustee Petrucci

ABSENT: None

Also present were Township Manager Mike Luce and Public Works Director Scott Hable.

4. Approval of the Agenda

Move to approve the agenda for the April 7, 2026 Hartland Township Board meeting as presented.

Motion made by Trustee O'Connell, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski, 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 April 7, 2026 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 O'Connell, Trustee Petrucci

Voting Nay: None

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 03-24-26 Hartland Township Board Regular Meeting Minutes

7. Pending & New Business

- a. 2026 Blaine Road Pavement Project

Public Works Director Scott Hable gave a brief overview of the Blaine Road project stating that the majority of Blaine Rd. was paved last year but we held off on the southern end of it due to the Livingston County Drain Commission (LCDC) having a culvert project to complete in that area. He stated the LCDC notified them that the culvert project would be starting this year. He stated this remaining Blaine Rd. paving was moved to 2028 as we did not know when the LCDC would be completing the culvert project. He stated we wanted to get this project before the Board so that it will flow with the finishing of the culvert project.

Move to approve the contract for the 2026 Blaine Road Pavement Project and allow the Public Works Director to act on behalf of the Township for decisions relating to the project for a cost not to exceed \$50,000.

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

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

Voting Nay: None

b. 2026 M-59 Median and Station 61 Maintenance Agreement

Director Hable stated this contract is for maintenance of the M-59 Medians as well as the Hartland Deerfield Fire Authority Station No. 61. He stated we have been working with Horizon Landscape for many years for this, but we did go out to another reputable landscaping business with the specifications for these two areas and they came in higher than the Horizon Landscape quote for the M59 Medians. He stated that this was a good check that the Horizon Landscape pricing is a competitive rate and he stated that since they have done good work on the M-59 Medians they are recommending approval of Horizon Landscape for this work. Supervisor Fountain inquired as to whether the DPW staff could do the maintenance at Station No. 62 and Manager Luce gave a brief overview of the other services offered in the quote but stated they would take a look at this. Trustee O'Connell inquired as to who does the maintenance at the Parshallville Fire Station and Director Hable stated the Township does, but it is just mowing only. Supervisor Fountain stated having a licensed professional landscaper maintain the M-59 Medians was a good idea from a safety perspective regarding our DPW staff. Manager Luce stated there is special permitting required to be able to work in an MDOT right of way.

Move to approve the Horizon Landscape 2026 M-59 Median and Hartland Fire Dept. Station 61 Maintenance Agreement as presented, not to exceed \$41,287.

Motion made by Trustee O'Connell, Seconded by Trustee Lubeski.

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

Voting Nay: None

c. 2026 Chloride Purchase

Director Hable stated that this is our annual renewal for our cooperative chloriding with the Livingston County Road Commission (LCRC). He stated Chloride Solutions held their pricing at \$0.23 per gallon. He stated we reduced our chloride levels due to previous year's levels and with the LCRC providing the first treatment we were able to reduce these costs a little this year.

Move to authorize the Public Works Director to act on behalf of the Township to facilitate the purchase and application of roadway chloride with the forthcoming contract from Chloride Solutions in an amount not to exceed \$95,000.

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

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

Voting Nay: None

d. Acquisition/Installation of New Cubicles for Staff Areas

Manager Luce stated the FY26-27 budget included two major improvements at the Township Hall this year. One of these items was the replacement of staff workstations. He stated that when we were working out the budget for this, we envisioned getting quotes from numerous companies for design layout and new workstations. He stated the total budget for Township Hall improvements was around \$120,000 with around \$20,000 for the replacement of lights to a more efficient lighting, and around \$100,000 for the replacement of the workstations. He stated the cost would vary for each workstation and the first quote we received for a very basic workstation was for \$2,000, or higher depending on the specific needs of each department staff member. He stated during this quote gathering process our Assessor Amanda Carrigan went online and found a set of used workstations at a significantly lower cost. He stated these workstations are top tier workstations that have a lot of functionality for staff and we would be able to have this company take down the workstations, have them delivered to the Township Hall, break down our current workstations and install the new workstations at the Township Hall. He did state he and Director Carrigan visited the site and physically looked at the equipment and stated that they are like new and they are a line of workstations that is still being produced so that we could get additional pieces to fit our staff needs if so warranted. He stated they were breaking down the equipment now and if we wanted to purchase them, he wanted to get this before the Board tonight. Manager Luce stated the cost for all 16 workstations is \$6,220. He stated that he made some conservative estimates for removal of old stations and installation of new stations at around \$8,000 and additional estimated costs for electrical improvements, and IT improvements to have VC3 onsite after installation to re-install the computer systems. He stated this would all happen on a Friday when the offices are closed. He stated there would be a one-week crate rental cost for 50 crates for each staff member to pack up their workstation for storage over the weekend. He did include a small cushion for unforeseen issues for a total cost of just under \$30,000. Manager Luce stated he wanted to get this before the Board so that we do not miss out on an opportunity that would save us \$50,000 to \$60,000 on purchasing new workstations. Trustee Lubeski inquired as to what would happen to our old workstations and Manager Luce stated that the company we are going through to acquire the workstations is a no-waste company that does not like to send things to landfill so once they get here and look at our workstations they would determine if they could re-sell them or find places to donate them to someone that can use them.

Move to approve the purchase of cubicles/workstations, including installation and required electrical & IT improvements for an amount not to exceed \$30,000 and allow the Township Manager to act on behalf of the Township concerning decisions related to this project.

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

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

Voting Nay: None

8. Board Reports

Clerk Ciofu - Stated that Deputy Clerk Heather Cosgrove completed her certification as a Michigan Professional Municipal Clerk and received her certificate this week and he wanted to congratulate her on this achievement. He stated Casey Louis, the Clerk Assistant - Administration has resigned and her last day is this Thursday. If anyone has ever walked into the Township Hall in the last six years, the first person you would have met is Casey. She has done a remarkable job in representing what we stand for in the Township, always being upbeat, positive, professional, and very caring, when dealing with our residents. She will be missed, and he wished her the very best in her new adventures.

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
April 07, 2026 – 7:00 PM

Treasurer Horning - Stated they are taking applications for a part time Treasury Assistant and there is a link on our website, hartlandtwp.com She stated they will be taking applications until the end of next week and hopefully doing interviews on April 21st through April 23rd.

Trustee O'Connell - No report.

Trustee Lubeski - No report.

Trustee McMullen - No report.

Trustee Petrucci - Wanted to remind everyone that the Veterans Memorial Dedication Day is May 2, 2026, and that everything is on schedule and that there are quite a number of people that will be participating in it. He also stated that the HDFA Board moved up the date of their next meeting to April 16th so that they can review and vote on the renewal millage and bring it to the next Township Board meeting.

Supervisor Fountain - Inquired about the Large Item Clean-Up Day and Director Hable stated it will be Saturday, May 16th from 8:00 a.m. to 12:00 noon at the Hartland High School with the entrance off of Dunham Rd. Supervisor Fountain also inquired as to Memorial Day and Clerk Ciofu stated we are still looking for volunteers to help out with traffic at the end of the parade in the Village Elementary front parking lot where the new car show will be on display. If you are interested in volunteering, you can contact him or Kevin Brennan at Michigan Financial Planning. Supervisor Fountain also inquired about the Cemetery Clean-Up Day and Director Hable stated it is this Friday, April 10th at 8:00 a.m. at the Hartland Cemetery and we will also be heading to Hodge Cemetery. He stated if anyone has any winter mementos that they do not want to be discarded they need to have them removed by then.

[BRIEF RECESS]

9. Information / Discussion

a. HDFA Fire Millage Renewal Workshop

Manager Luce gave a brief overview of the water rate study process and introduced Steven Burke of MFCI who prepared the study. Mr. Burke stated his firm was tasked to take the Hartland Deerfield Fire Authority (HDFA) capital budget and work on a model that would smooth out some of the heavy capital years. He stated that since the HDFA is on a five year millage renewal cycle it is difficult to finance large capital projects for the useful life of the asset which puts them in a challenging position to finance long term assets such as fire trucks since you can only finance through the term of the millage if you are not a taxing authority. He stated the approach for the model makes various assumptions, one of them being instead of the HDFA financing any projects due to the millage limitation, the Township, through an Intergovernmental Agreement with the HDFA, could use its credit to provide the ability to finance long term projects at a lower rate. He stated he does not make any comments as to what items are in the capital budget, but took what was provided by the HDFA. He did state the model was updated to add an inflation rate factor. Mr. Burke then presented the model and led a discussion on looking at the next five years, because that is what we are deciding on right now, and looking out over a fifteen year horizon to see what this does to the model now that we are financing some of the major purchases and what is the millage rate is to potentially do and what are some of the shortfalls. Mr. Burke stated the model is strictly for capital as it assumes the HDFA operational budget is being paid with the 2.0 mills that exists already. Manager Luce stated that millage rate being discussed tonight would be an increase to the current 2.0017 mills for fire services when we go out for the five year renewal. Various scenarios were presented and items discussed were overall millage rates, inflation rate factors, shortfalls in various scenarios, overall affect on residents from a fairness and financial aspect, Deerfield Township contributions and commitments, capital projects and projected costs, millage rate history, HDFA financials and budgets, the HDFA Debt Service Schedule for the capital millage, legal and financial concerns that would require two ballot proposals, the effect this may have on a potential

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
April 07, 2026 – 7:00 PM

future new building bond, and millage rate recommendations. After the discussion the consensus of the Board was to move forward with a recommended millage renewal proposal of 2.3 mills with our bond counsel and have a formal proposal and ballot language brought to the next Board meeting on April 21, 2026..

b. Manager's Report

Manager Luce stated the Hartland Polo Classic has been scheduled for June 6th and 7th, the All-Board Partners in Progress meeting for August 12th at 6:00 p.m. at the HESSC Board Room, and the State of the Community for October 21, at 5:00 p.m. He stated the large plaques for the Veterans Memorial have been delivered, and that we have secured a second bus for shuttle services and have received responses from Rep. Jason Woolford and Senator Lana Theis that they will be in attendance for the Dedication. Manager Luce gave an update on the conversion from .com to .gov stating we have a VC3 project manager for this and a kickoff meeting will be held next week. There is also a information meeting set up for the Cybersecurity Grant, which we received, that would be applied to upgraded security measures at the water treatment plant. The demolition permit was issued today for Chick-Fil-A to demolish the old Big Boy building, and this should happen soon. Manager Luce stated Sheetz has received approval for their plans from MDOT, but we are still working with MDOT regarding Square One. MDOT does not want to meet until Square One proposes changes from their last plan that was not approved. Manager Luce to contact Square One on this issue. Supervisor Fountain stated there is an individual at our engineering firm, Spalding DeDecker, that used to work at MDOT, and we will ask MDOT if we would be able to have this individual design a plan for the developers to see if we can get these developments moving forward. Trustee McMullen informed the Board of a tent in the woods north of Culver's and inquired as to whether code enforcement has investigated this and Manager Luce stated he would look into this.

10. Adjournment

Move to adjourn the meeting at 9:30 p.m.

Motion made by Trustee Lubeski, Seconded by Trustee McMullen.

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

Voting Nay: None

Submitted by:

Larry N. Ciofu - Clerk