

HARTLAND TOWNSHIP BOARD OF TRUSTEES SPECIAL MEETING FINAL MINUTES
September 02, 2025 – 6:30 PM

1. Call to Order

The meeting was called to order by Supervisor Fountain at 6:30 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 was Township Manager Mike Luce.

4. Approval of the Agenda

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

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Township 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

There was no consent agenda for this meeting.

7. Pending and New Business

a. Fiscal Year 2024-2025 Audit Review

John Pfeffer of Pfeffer, Hanniford, and 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 complete the audit timely and within budget. He commended Manager Luce who was very instrumental in updating them on all of the current, pending, and future issues of the Township. He also commended Finance Director Susan Dryden stating that there are very few audit adjustments being proposed, which should indicate to the Board that the financial information they are getting is accurate for making decisions for the Township. He also recognized Director Dryden as the incoming President of the Michigan Government Finance Officers Association (MGFOA) which is an important organization that looks at various accounting standards and interprets them for municipalities. He stated this is a very prestigious position and it gives them more confidence in working with Director Dryden.

Mr. Pfeffer stated that Hartland Township received an unmodified opinion on the audit, which is the highest level an independent auditor can issue. He stated that the Township prepares the

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financial statements, they give an opinion of the financial statements and provides this opinion to the State of Michigan. This is very positive with regards to continued State Shared Revenue and bond ratings.

He stated we were able to increase our General Fund balance by 12% while transferring \$500,000 to the Capital Improvement Fund. He stated during this period, and within budget, were able to complete improvements at the Township Hall, Settler's Park, and Heritage Park. This is very important for residents to see this reinvestment in the community. Mr. Pfeffer stated we were able to increase our net position in our Sewer Fund with the \$3.9 million connection fee, which brings the fund balance to an amount almost equal to what we own on the Sewer Bonds. He also mentioned that the Fire Operating Fund decreased by \$49,000 but this included forgiveness of \$325,000 in debt of the Hartland Deerfield Fire Authority (HDFA) that was used to purchase a new fire truck. He stated we continued to reduce our overall debt by almost \$1.5 million during this fiscal year.

Mr. Pfeffer noted that only 26% of Township revenues come from taxes, and 44% comes from State Shared Revenue. State Shared Revenue comes from Michigan Income and Sales Taxes, which could fluctuate with the State's economy and legislative decisions, which is why our healthy General Fund balance is so important. He also commended the work of the Township Treasurer Kathie Horning regarding the investment of the \$28 million fund balances, which earned \$416,000 in interest, up from \$296,000 last year, while maintaining safe and secure investments and in distributing tax collections to the County, Schools and other entities we collect taxes for within the required 15 days period after receipt. He then responded to questions from the Board. Items discussed were differences in expenditures for the Community Center and the Senior Center, the Auditor Opinion language in the report, the Sewer System financials including the County connection fees collected, future sewer RTS payments from the County, and various Notes to Financial Statements regarding Investments.

8. Adjournment

Move to adjourn the meeting at 6:20 p.m.

Motion made by Trustee Petrucci, Seconded by Trustee McMullen.

Voting Yea: Supervisor Fountain, Township 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