

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
December 12, 2023 – 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 (via teleconference)

Also present were Township Manager Mike Luce and Finance Director Susan Dryden-Hogan.

4. Approval of the Agenda

Treasurer Horning requested the addition of a Closed Session as Item 9 (b).

Move to approve the agenda for the December 12, 2023 Hartland Township Board meeting as amended.

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

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference)

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the December 12, 2023 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 (teleconference)

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 11-07-23 Hartland Township Board Regular Meeting Minutes
- d. 11-07-23 Hartland Township Board Closed Session Meeting Minutes
- e. Confirm Supervisors Appointments - Jim Mayer and Mike Mitchell to the Planning Commission (01/01/24 - 12/31/26)
- f. Third Fiscal Quarter 2023 Budget Amendments

7. Pending & New Business

a. Hartland Area Historical Society Museum Update

Tom Parshall of the Hartland Area Historical Society came forward to give an update report on the Hartland Historical Museum. He stated that the porch was replaced at the Museum, and that they are making progress with their digital initiative for the museum. He stated one of the digital initiatives was to digitize more documents and that they have digitized 500 class photographs that would encompass about 6000 students from the Round School for two decades. These photos are posted on the Historical Society web page and have become a very popular item. Another initiative was to build technological infrastructure to support things like podcasts and recording of oral histories of individuals that will soon be posted to the website. He stated that they have installed a card access system to the building that provides a real solid control of the access to the building. This will allow entities scheduled access to the building for tours of the Museum without the need to have a docent at the building. He also stated that security and surveillance equipment has been installed and that an internet connection has been added to the building. The Wi-Fi system will handle 300 simultaneous users and will provide some free low bandwidth access to people in the Village. He stated the next mission is to install the main servers and other servers and bring them online so that all of their databases can be available to the public online. He presented the Township Board with their Museum access key. Supervisor Fountain inquired as to the contact number for a person that would be interested in participating or contributing time or donations to the Museum and Mr. Parshall stated it would be (810) 333-6947. He closed by thanking the Township for their support and stated the Historical Society wants to be a leading part in moving forward and that they will be working on that.

b. 2023 Citizen Survey Results

Supervisor Fountain gave a brief overview of the purpose of the third Citizens Survey and turned the meeting over to Manager Luce. Manager Luce continued with a brief update on the survey process, stating we had roughly 400 returns of 2000 surveys sent out. He then brought in Will SaintAmour of Cobalt Community Research via zoom to present an overview of the results of the survey to the Board. Mr. SaintAmour gave a brief overview of Cobalt Community Research and the process for conducting this survey and the goals of the survey. He stated they did a lot of benchmarking, which provides a better context in how your community is performing compared to similar communities within the State of Michigan, the local region, and national level. He then stated they created a type of thermal map that allows each individual demographic to have its experiences shared with the Township. Mr. SaintAmour gave a brief overview of the scoring system, based on the University of Michigan process that has been around for 27 years. He stated that scores in the 60's are pretty good based on this system. He stated specifically that the satisfaction of the community with local government score was 71, which he stated was very solid, and outperformed the state, regional, and national levels. He stated we continue to outperform the benchmarks in most cases, but there were some scores that softened compared to the last survey. He stated that there are items that are not necessarily high or low scores but are the items that have the most impact moving forward. He stated there were survey questions regarding support planning such as a new fire station and roads that were supported and other items such as a single residential trash provider that had concerns with large item pick up and selection of a single provider. He stated the survey had questions regarding ordinances and the most important concerns of residents seemed to be traffic, lighting, and destruction of blighted buildings. Mr SaintAmour stated there were questions related to financing with the priorities being road maintenance, traffic congestion and EMS services. In addition, there was a desire to have more retail food establishments and affordable housing. He then gave a brief overview of the survey process and

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how to read and interpret the actual results charts and graphs. He gave an overview of the overall ACSI Scores for the Township, stating the library, public schools, police presence all scored very high. He stated transportation infrastructure and community events softened from the 2019 survey. He presented the Strategic Priorities slide and gave an overview of the four quadrants of the graph as to strengths and opportunities for improvement. He then went into more detail on specific results on Community Arts, Culture and Events, Hartland Township Government, Local Parks and Recreation, Economic Health, and Community Image. In the overall planning area he went into more depth on the positive responses to the questions of support for a new fire station, and support for a road millage renewal, and the prioritization of road projects for the coming year. Other planning items discussed in more detail were questions regarding changes to trash and recycling services, the level of support for public safety options, perception of ordinance and standards, concerns of residents, services the Township should prioritize for funding, and areas for development. Further discussion was held on results for specific types of housing or businesses the township needs, and additional general comments. Mr. SaintAmour then took questions from the Board. Trustee McMullen inquired as to affordable housing whether it was for rental homes or purchased homes and Mr. Saint Amour stated it was likely purchased homes. Trustee McMullen also inquired as to the ordinance results regarding grass and noxious weeds as to whether this was a business, or a residential issue, and Mr. SaintAmour stated they did not get into that depth with the question. Trustee Germane inquired as to the results of the question regarding the development of a Hartland Township Police Department being stated as a weak score when it appeared to him that the support/strongly support was around 52%. Mr. SaintAmour stated that it is basically a weak response with regards to the other options presented in the chart. Trustee Germane also inquired about the decline in the overall Economic Health of the Township from the last survey and inquired as to whether this was consistent with rest of the state and whether national government policies are affecting this. Mr. SaintAmour stated it is not easy to assess the effect that specific policies have on this, positive or negative, but did state that affordable housing tends to be one of the major drivers of economic health for the last 30 years. Supervisor Fountain stated that the demographic information was informative, in particular with police response time. Supervisor Fountain thanked Mr. SaintAmour on behalf of the Hartland community for his work on the survey. Mr. SaintAmour closed by stating that Hartland Township is outperforming benchmarks in a lot of areas and that does not happen by accident. There is good staffing, good decision making, and good leadership that make these things happen. He stated that we need to pause and realize that you are doing a good job here.

c. 2024 Hartland Township Board Meeting Schedule

Move to approve the Resolution to set the 2024 Hartland Township Board Meeting Schedule

Motion made by Treasurer Horning, Seconded by Trustee O'Connell. Roll call vote taken.

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference)

Motion passes: 6 - 0 - 1

d. Resolution - Sewer and Water Rates

Manager Luce gave a brief overview of the water and sewer rates for 2024. There are no changes to the water and sewer rates.

Move to approve the Resolution setting rates for Sewer and Water Systems for 2024.

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Motion made by Trustee O'Connell, Seconded by Trustee Germane. Roll call vote taken.
Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane,
Trustee McMullen, Trustee O'Connell
Voting Nay: None
Abstaining: Trustee Petrucci (teleconference) Motion passes: 6 - 0 - 1

e. Resolution: 2024 REU Surcharge Policy Revisions

Manager Luce gave a brief overview of the REU surcharge policy that we amended coming out of COVID to allow for surcharge payments to be made interest free within the calendar year after the surcharge assessment. This resolution reinstates the original surcharge policy.

Move to approve the Resolution for the 2024 REU Surcharge Policy Restatement.

Motion made by Treasurer Horning, Seconded by Clerk Ciofu. Roll call vote taken.
Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane,
Trustee McMullen, Trustee O'Connell
Voting Nay: None
Abstaining: Trustee Petrucci (teleconference) Motion passes: 6 – 0 – 1

f. Final ARPA Funds Obligated

Finance Director Susan Dryden-Hogen gave a brief overview of the American Rescue Plan Act (ARPA) funds. She stated we spent about \$1.3 million of ARPA funds last year and had an audit completed with some special conditions attached to show that we spent the funds properly and spent it well. The state would like us to finish the obligation of the remaining funds by the end of the calendar year. It was discussed with the Manager and the Administrative Committee to fund the repairs to the Township Hall roof. The roof project is eligible for ARPA funding. Treasurer Horning stated that spending the remaining ARPA funds on the roof repair will free up money in the Capital Improvement Funds for other community projects.

Move to approve the obligation of final CLFRF (ARPA) grant funds towards the approved Township Hall roof replacement project.

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 (teleconference)

8. Board Reports

Trustee McMullen - No report.

Trustee Petrucci - No report

Clerk Ciofu - No report.

Treasurer Horning - Today was the Board of Review and the Treasurer's Department does all of the revisions, and she was happy to report that we only had to review two parcels today.

Trustee Germane - Inquired as of Clerk Ciofu what the effect is on Hartland Township regarding the recent State of Michigan passed legislation increasing the voter precinct size to 4999 registered voters.

Clerk Ciofu responded that the benefit to Hartland Township was not having to go from five precincts to six precincts as we had two precincts that were near the old limit of 2999 registered voters, and we budgeted for a sixth precinct this year. We held off on the sixth precinct as we felt this legislation was

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going to pass and since it has, we will remain with the five precincts. Trustee Germane inquired as to possibility of attending the MTA Capital Conference in January 2024. Treasurer Horning stated they will be discussing wind and solar and she would also like to attend. Supervisor Fountain stated that they will also be discussing tax exempt veterans and the possible reimbursement by the State for these taxes, and limitations on fireworks events. Supervisor Fountain stated that those Board Members that wish to attend the Capital Conference should get with Manager Luce and he will get them registered.

Trustee O'Connell - No report

Supervisor Fountain - Stated that Winterfest will be held on Saturday, February 10, 2023. Clerk Ciofu stated this was a totally free family fun day and if anyone would like to get involved or sponsor an event they can contact the Clerk's Department.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager Luce stated the roof repairs were completed last week and the DPW staff is replacing damaged ceiling tiles inside the building this week. Go to Roofing did an excellent job on the roof and the cleanup by the roofing company was very good. We did come in under budget on this project. He stated all the bills are in for the M-59 sidewalk near San Marino and we also came in under budget on this project. Manager Luce stated that we had six applicants for the DPW Director position, and we interviewed three candidates last week. It was a very tough decision, but we did extend an offer to a candidate, which they did accept, and we are working through the paperwork before releasing information. He stated we had a water issue at the Buffalo Wild Wings site last week. A curb was removed for an access drive and there was a curb stop in the curb so when the concrete was removed, they tore out the water line. He commended the excavating company for their quick response in correcting the situation and he also commended the DPW staff for their efforts in resolving this issue. Manager Luce stated there will be some development starting behind Bella Vita as there is a pre-conference meeting on a grading permit for this development tomorrow. He stated that a site plan review committee was held to discuss light industrial options for the Old US-23 and Bergin Rd. site, and we also met with their corporate council on this and the fact that there will be no water or sewer capacity at this site. They will be looking at other options for this site. He stated that on December 7th, at the Livingston County Board of Public Works (LCBPW) meeting, they approved a resolution to purchase REU capacity from Genesee County. The resolution stated that ARPA funds will be used for the purchase, but if they are not available, they will be using capital capacity reserve funding for the purchase. Per the Master Operating Agreement, Hartland Township is due compensation if this purchase comes to fruition. Manager Luce gave an overview of the Admin Committee meeting with Sue Grissim regarding the M-59 median landscaping. The consensus of the group is to start at the east end with the island in front of Clark Rd. and the west end with the four rectangle islands at the enter/exit ramps at the M-59 and US-23 intersection. Manager Luce will be discussing the west end plan with MDOT. A brief description of the landscaping was discussed, but we will meet with Sue Grissim after the first of the year on a formal plan. Trustee Germane inquired as to when Old US-23 south of M-59 is to be re-paved. Manager Luce stated that this is a joint project between Livingston County and the Township scheduled for the spring of 2024. There are also federal grant dollars going into this project and the repaving will go from M-59 south to the Brighton Township line. Trustee Germane inquired whether there has been any discussion regarding paving Old US-23 north of M-59 to Crouse Rd. Manager Luce said he has not had any conversations with the County on this, but he will make some inquiries. Manager Luce stated the Township Hall will be closed at 4:00 p.m. on December 22nd through the new year and we will be back open for business on January 2,

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2024. Supervisor Fountain stated that the Hartland Culver's restaurant placed in the top five national rankings for Culver's restaurants for the second year in a row.

a. Closed Session

Move to go into closed session per MCL 15.268(e) to consult with the township attorney regarding pending litigation that would have a detrimental financial effect on the litigation or settlement portions of the township if held in an open meeting.

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

Roll call vote taken.

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference)

Motion passes: 6 - 0 - 1

Board is in closed session at 8:20 p.m.

Board came out of closed session at 8:55 p.m.

10. Adjournment

Move to adjourn the meeting at 8:55 p.m.

Motion made by Trustee Germane, Seconded by Treasurer Horning.

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference)

Submitted by



Larry N. Ciofu, Clerk