

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES
June 04, 2024 – 7:00 PM

DRAFT

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 (7:35 p.m.), Trustee McMullen, Trustee O'Connell, Trustee Petrucci

ABSENT: None

Also present were Township Manager Mike Luce, Planning Director Troy Langer and Public Works Director Scott Hable.

4. Approval of the Agenda

Move to approve the agenda for the June 4, 2024 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 McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Trustee Germane

5. Call to the Public

Ella Nikitin came forward and stated she is running for County Commission and if anyone wanted to learn more about this they should contact her. She stated she wanted to discuss more about the infrastructure regarding the dangers of bicycle in the community citing effective controls for bicycle safety and the need for good bicycle infrastructure for bicyclers to use the roads.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the for the June 4, 2024 Hartland Township Board meeting as presented.

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

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

Voting Nay: None

Absent: Trustee Germane

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 05-21-24 Hartland Township Board Regular Meeting Minutes
- d. 05-21-24 Hartland Township Board Closed Session Meeting Minutes

7. Pending & New Business

- a. Site Plan/PD Application #24-001 Highland Road Self-Storage Facility PD – Preliminary Planned Development Site Plan
Supervisor Fountain invited the applicant forward and she introduced herself as Erin McMachin of Stonefield Engineering & Design. Supervisor Fountain turned the discussion

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over to Planning director Troy Langer. Director Langer gave a brief overview of the request for a Planned Development (PD) of a climate controlled storage facility located in the northwest corner of the M-59 and US-23 intersection, behind Arby's and south of Best Western Hotel. This is a 1.2 acre vacant parcel zoned commercial and the applicant indicated it was difficult to develop this as commercial as there was no frontage on M-59 and they approached the Township with a PD for this facility. The project was brought to the Planning Commission (PC) for conceptual review in August of 2023 and the the Board in September 2023. The conceptual review does not take any formal action but just provides comments for the the PC and Board at that time. They then made an application for the Preliminary Review and the public hearing was held on May 9, 2024 at the PC meeting and went through a detailed site plan analysis as well as the architectural review of the project and the PC recommended approval of the project. The next step for the Preliminary Review to advance to the Board which is where we are at tonight. If this is approved the applicant would then go to the Final PD before the PC and the Board. The property would be re-zoned to PD as part of that process. After the PD has been approved they proceed to the staff administration review of construction plans and ultimately a Land Use Permit would be issued and they would start construction. Director Langer stated they have worked through several issues during this process and they have all been worked out. Treasurer Horning inquired as to the Livingston County Road Commission (LCRC) memo stating they had no objections but would like to see the access drive from Old US-23 improved is being addressed in this project. Director Langer stated they did talk about making some road improvements and the applicant stated they would look at making some repairs to this section. Supervisor Fountain inquired as to the design of the building and Ms. McMachin stated the architect was looking for a high quality building with a large amount of masonry and glazing on the building that would add some attractiveness to the area. They spent several months sprucing up the materials and landscaping for something that would be long lasting and aesthetically pleasing. Supervisor Fountain stated this was to be a three story building and Ms. McMachin explained that due the lot size being rather small and in analyzing the approximate number of units needed to be able to serve the needs of the community this would be was a three story building. She stated they went with the minimum height on each floor to minimize the height of the overall building. Trustee O'Connell inquired as to the the location of the wall signs on the building. director Langer stated the building, by ordinance, would have been allowed to have a sign on the east elevation which abuts US-23 and the west elevation which faces the service drive. The applicant requested to change the east elevation sign to the south elevation so as to be visible from M-59, but it would be no larger than what was allowed on the east elevation. Director Langer stated that as part of the PD process there is some give and take with the zoning regulations and the PC recommended approval of this request. Clerk Ciofu inquired as to the number of units and that the traffic studies indicate only 1-2 cars per hour which seems very low. Ms.McMachin stated that traffic generation is very minimal and stated the most common visit time to a unit is once a month.

Move to approve Site Plan/PD #24-001, the Preliminary Planned Development Site Plan for Highland Road Self-Storage Facility Planned Development as outlined in the staff memorandum dated May 14, 2024.

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

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

Voting Nay: None

Absent: Trustee Germane

- b. Site Plan with Special Land Use Application #24-004 - Amend Special Land Use to permit microbrewery at winery building, at Spicer Orchards, 10411 Clyde Road

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Shannon Rowe came forward representing the applicant. Director Langer gave a brief overview of Spicer's Orchards located off of Clyde Road east of US-23 stating they have their orchard facility at this location and have had a winery there since 2009. He stated in 2018 they came to the Township for a Special Use Permit that identified everything that was occurring at this location and a list of uses was put together that was approved as part of the Special Use Permit. He stated that a microbrewery was not included on that list and the applicant is requesting to amend the list of uses to include a microbrewery. Director Langer stated the actual microbrewery facility operation will occur inside the existing winery building, so there will be no exterior changes to the facility or buildings. He stated that the public hearing was held at the PC meeting on May 23 and the PC recommended approval of the Special Land Use request and the Special Land Use request is before the Board tonight for their decision. Trustee McMullen inquired as to how many barrels they intended to produce and Ms. Row responded that it was a very small system they were putting in and stated it would be five to six thousand barrels per year. She stated they had no huge ambitions to build another building in the future, but that they just were looking to add to their menu to hit another target audience. Ms. Rowe stated their target market tends to be middle age women who come in with their husbands to have a glass of wine and many of the husbands ask if they have beer. Treasurer Horning inquired as to whether the original plan was to have the microbrewery inside the orchard building in the back. Ms Rowe stated in 2009 the original winery started out in the main building and later they built the current facility that the winery is now in and this is where the microbrewery will be located. Supervisor Fountain inquired as to when they would plan to be open if all goes well tonight and Ms. Rowe stated they would like to be open for this fall's season.

Move to approve Site Plan with Special Land Use Application #24-004, request to amend the Special Land Use and permit a microbrewery at Spicer's Orchards, at 10411 Clyde Road, as outlined in the staff memorandum dated May 16, 2024

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

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

Voting Nay: None

Absent: Trustee Germane

8. Board Reports

Trustee McMullen - No report.

Trustee Petrucci - Stated that he has heard from a HCS Board member and a work in the Farms Middle School that our contracted police patrol have not been showing up at the schools or going into the schools and he thought this was one of the primary role of our police contract. Manager Luce will follow up with the Livingston County Sheriff's Department (LCSD) regarding our contracted officers, but he believes that the school hired two LCSD officers to serve as resource officers inside the schools. Clerk Ciofu stated he understood that when the schools hired their resource officers, that our officers would patrol the parking lots but were not necessary to go into the building any longer.

Clerk Ciofu - No report.

Treasurer Horning - No report.

Trustee O'Connell - No report.

Supervisor Fountain - No report.

[BRIEF RECESS]

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9. Information / Discussion

a. Manager's Report

Manager Luce reminded the Board that the Hartland Polo Classic is this Saturday, June 8th from 4:30 p.m. to 10:00 p.m. and tickets are still available. He stated he, Director Hable and Chamber Director Emmalynn Wheaton will walk the field prior to the event on Friday to determine if the field conditions will allow for the Polo game to be held on the field. Liverpool Soccer will also have state mandated tryouts during this weekend, but will be from 8:00 a.m. to 4:00 p.m. and will not conflict with the Polo Event on Saturday. Sundays events will occur at the same time and it may be a bit congested at the park but should be okay. Manager Luce gave a brief update on the Township Hall parking lot and stated we have set a date of Thursday, July 18th at 7:00 p.m. He then provided a brief update on the Veterans Memorial stated we met today at Settler's Park and mapped out the dimension of the proposed location of the Memorial near the Butterfly Garden using Trustee Petrucci's rendering of the Memorial. We are in the process of obtaining costs of the actual monument and we will be working on a website for the Memorial. Trustee Petrucci gave a brief update on the potential for donations for engraved bricks with Veteran's names along the walkway to the Memorial and Trustee McMullen led a brief discussion on incorporating some of the plantings from the Butterfly Garden. Supervisor Fountain mentioned that we should contact the the entities that installed features of the Butterfly Garden as to our plans for the Memorial. Manager Luce stated we have an agreement for the paving of Blaine Road but the agreement needed to include additional details which have been included but not in time to make this meeting. He also stated the Pressure Reducing Valve (PRV) purchase will be on the next Board meeting. Manager Luce gave an brief overview of the 2010 Ordinance No. 68 regarding traffic code enforcement with Livingston County regarding funds that come back to townships from traffic violations. He stated Hartland Township is the only township that is not participating in this program. Manager Luce explained we would receive 33% of the funds, less \$40 per ticket for court costs, from any violations written in Hartland Township. He stated that the LCSD informed him that less than 25% of tickets written in Hartland Township are to Hartland Township residents. The funding generated from this can be used for a multitude of law enforcement issues in the township. After a brief discussion the Board agreed to have Manager Luce contact the LCSD to inform them we would be participating in this program. Clerk Ciofu inquired as to whether the new handicapped parking in the Settler's Park parking lot will be made accessible to the sidewalk in the short term as there is a drop off from the new asphalt that is not passible and Director Hable stated this will be addressed prior to the more permanent access being installed. Trustee Germane joined the meeting at 7:35 p.m.

b. Closed Session to consult with the Townships attorney regarding trial or settlement strategy in accordance with the Open Meetings Act, MCL 15.268(1)(e).

Move to go into closed session to consult with the Township Attorney regarding trial or settlement strategy in accordance with the Open Meeting Act, MCL 15.268(1)(e) and to consider a periodic personnel evaluation of the Township Manager, at his request, under MCL 15.268(a)

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, Trustee Petrucci

Voting Nay: None

Absent: None

Board is in closed session at 7:48 p.m.

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- c. Closed Session: to consider a periodic personnel evaluation of the Township Manager, at his request under MCL 15.268(a).

The Board came out of closed session at 9:40 p.m.

Move to increase the salary of the Township Manager Mike Luce to \$125,000 per year effective June 16, 2024

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, Trustee Petrucci

Voting Nay: None

Absent: None

10. Adjournment

Move to adjourn the meeting at 9:45 p.m.

Motion made by Trustee Petrucci, Seconded by Trustee McMullen.

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

Voting Nay: None

Absent: None