

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
January 07, 2020 – 7:00 PM

1. Call to Order

The meeting was called to order by Supervisor William Fountain at 7:00 PM.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Colaianne, Trustee Germane, Trustee Harper, Trustee Petrucci

ABSENT: None

Also present were Township Manager James Wickman and DPW Director Robert West.

4. Approval of the Agenda

Move to approve the agenda for the January 7, 2020, Hartland Township Board meeting as presented.

Motion made by Treasurer Horning, Seconded by Trustee Germane.

Voting Yea: Ciofu, Colaianne, Fountain, Germane, Harper, Horning, Petrucci

Voting Nay: None Motion passes: 7-0-0.

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the January 7, 2020, Hartland Township Board meeting as presented.

Motion made by Trustee Colaianne, Seconded by Trustee Harper.

Voting Yea: Ciofu, Colaianne, Fountain, Germane, Harper, Horning, Petrucci

Voting Nay: None Motion passes: 7-0-0.

- a. Approve Post Audit of Disbursements Between Board Meetings
- b. Approve Payment of Bills
- c. Approve 12/10/2019 Regular Meeting Minutes
- d. Approve 2020 Strategic Plan Update
- e. Approve 2020 Winterfest Tent Rental Agreement (\$8,851.50)
- f. Approve Sewer & Water REU Transfer (4.62) to 4708-28-100-027

7. Presentation

- a. Cobalt Community Research - 2019 Citizen Survey
Township Manager James Wickman gave a brief overview stating that our last Citizen's Survey took place in 2015 and the first one in 2012. He then introduced William SaintAmour of Cobalt Community Research to present the results from the 2019 Citizen Survey. Mr. SaintAmour gave a brief overview of Cobalt Community Research and why this type of research matters for the community. He briefly explained the ACSI Score and stated the 2019 Hartland Overall ACSI Score was 73 compared to the 2015 score of 73, which were very solid results. He stated

that the overall Michigan ACSI Score was 63, the overall Midwest was 62, and the overall National was 61, and that being higher than these averages bodes very well for our community. He then reviewed the scores over time and against various benchmarks highlighting the most impactful items of public schools, police department, shopping opportunities, local government, economic health and parks and recreation. He reported the survey indicated as to budget priority, road repair and improvement was the highest rated item and as to zoning, there was a strong interest in tighter regulations for properties in repair. As to development, the majority would like more focus on residential development, although restaurants were mentioned often in the comments. As to police services, the ratings improved over 2015 and residents want to maintain services at the same levels as neighboring communities. The survey also indicated the majority support potential fire and road millages. He then reviewed results from demographics of age, household income, household composition and gender. He then presented the survey methodology and the survey model. Mr. SaintAmour then went through the details of the report where we above the benchmarks for almost all categories except for the transportation scores. Mr. SaintAmour then discussed perception versus reality and discussed strategies to improve performance and improve outcomes. Supervisor Fountain inquired as to trends and patterns that may be broad based in general rather than locally related. Mr. SaintAmour stated that communication with the community and the wider overall political environment affect results on a broad general basis. Trustee Germane inquired as to the best method to share this information with the public and Mr. SaintAmour responded with two alternatives, the most common to be to make the summary information available online and if people have questions encourage them to come in and review the details. The second method would be to use this survey as a tool for your strategic communications addressing one topic at a time with the community.

8. Pending & New Business

a. Resolution – Support for Wings Etc. Liquor License

Supervisor Fountain gave a brief overview of the new Wings Etc. restaurant coming into our community. Manager Wickman stated that they will be transferring in a liquor license, as we do not have any more to give out. State law does not require local approval, but the Administrative Committee and the Board has discussed supporting small business owners investing in the community and this resolution is to demonstrate that support, and that it is in keeping with our business friendly efforts.

Move to approve the Resolution of Support for Wings Etc.

Motion made by Treasurer Horning, Seconded by Trustee Harper.

Roll call vote taken:

Voting Yea: Ciofu, Colaianne, Fountain, Germane, Harper, Horning, Petrucci

Voting Nay: None Motion passes: 7-0-0.

b. MDOT M-59 Pathway Agreement

Manager Wickman gave a brief overview the MDOT project to install a center turn lane from Cullen Road east to the old high school. This would be done by converting the right turn passing lane to a through lane and making the current through lane a left turn lane due to the amount of accidents that have occurred in this area. With this project MDOT has offered to fill in the gap in the sidewalk at Hartland Woods Drive. The agreement that is before the Board is that MDOT will do this at no cost to the township, but that we agree to take it over when

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complete. Supervisor Fountain inquired as to the timing of this project and DPW Director Bob West stated it would be in the summer of 2020.

Move to approve the MDOT agreement for the proposed M-59 pathway as presented.

Motion made by Trustee Colaianne, Seconded by Trustee Germane.

Voting Yea: Ciofu, Colaianne, Fountain, Germane, Harper, Horning, Petrucci

Voting Nay: None Motion passes: 7-0-0.

c. Zoning Amendment #19-003 Maintenance of Sidewalks & Pathways

Manager Wickman stated that this Zoning Amendment was in line with the Sidewalk Ordinance repeal that was done earlier, and that there is a small section of the Zoning Ordinance that needs to be amended. There was a public hearing on this, which was published, and the Planning Commission agreed to repeal this as did the Livingston County Planning Commission.

Move to approve as outlined in the Memorandum and Resolution, the Zoning Amendment #19-003 Maintenance of Sidewalks & Pathways.

Motion made by Trustee Colaianne, Seconded by Treasurer Horning.

Roll call vote taken.

Voting Yea: Ciofu, Colaianne, Fountain, Germane, Harper, Horning, Petrucci

Voting Nay: None Motion passes: 7-0-0.

d. Resolution – Easement Acquisition

Manager Wickman gave a brief overview of the issue in that the title work that was done for this easement missed a couple of easement holders and this is to provide the proper notifications to all owners.

Move to approve the Resolution for the Easement Acquisition.

Motion made by Trustee Colaianne, Seconded by Trustee Harper.

Roll call vote taken.

Voting Yea: Ciofu, Colaianne, Fountain, Germane, Harper, Horning, Petrucci

Voting Nay: None Motion passes: 7-0-0.

9. Board Reports

Clerk Ciofu - No report.

Treasurer Horning - No report.

Trustee Colaianne – Wished a happy new year to the residents of the township and the Board.

Trustee Germane – Allotted his time to DPW Director West for an update on the construction of the Hero Teen Center Hoop House. Director West reported that they are securing quotes from contractors in the area. Both contractors are willing to do the work at an economical cost, but both are very busy wrapping up their 2019 projects. We will be getting the quotes on installing a natural gas line from the Teen Center basement, and electrical service that will be fed from the Teen Center. Trustee Germane stated that these will be HERO Center costs, not the Townships.

Trustee Harper - No report.

Trustee Petrucci - No report.

Supervisor Fountain - No report.

10. Information / Discussion

a. FY2021 and FY2022 - Revenue Projections

Finance Director Susan Dryden-Hogan gave a brief overview of the FY2021 and FY2022 budget revenues and the conservative approach being taking with these projections. She led a brief discussion on expected state shared revenues, CVTRS payments, effect of census on future revenues, effect of internet sales tax on state shared revenue, property tax estimates, the decline in cable franchise fees, zoning fee projections and interest income. Manager Wickman stated that overall we are projecting a 2.6% increase in general fund revenue for FY2021. Manager Wickman then went through the revenue projections for all other funds. Additional discussion was held on water fund allocations for equipment, and septage receiving funds. Trustee Germane inquired as to the performance of actual to projections over the last few years and Manager Wickman stated that we have done very good job being accurate with our projections.

b. November 2019 Financial Report

Manager Wickman gave a brief overview of the November financials highlighting the timing of items affecting the Capital Improvement Fund, the Road Improvement Fund and the Water Fund. Overall, we are on track for the year.

c. Manager's Report

Manager Wickman requested the Board leave their laptops as they are due for an upgrade. He stated that we will take a more in-depth review of the Citizens Survey results in the coming months. He also presented the Employee Survey and stated the results were solid and he was happy with the results even though they dropped a little. Manager Wickman then led a brief discussion on the lobby upgrades. Trustee Colaianne inquired as to the Hartland Living website and Manager Wickman stated he thinks this is going well even though we do not have the latest statistics.

11. Closed Session

a. To consider the annual personnel evaluation of the Township Manager, as requested

Move to go into closed session to consider the personnel evaluation of the Township Manager, as requested.

Motion made by Treasurer Horning, Seconded by Trustee Harper.

Roll call vote taken.

Voting Yea: Ciofu, Colaianne, Fountain, Germane, Harper, Horning, Petrucci

Voting Nay: None Motion passes: 7-0-0.

The Board is in closed session at 8:35 p.m.

The Board came out of closed session at 9:08 p.m.

Move to go with the recommendations made in closed session for the Manager's personnel evaluation.

Motion made by Treasurer Horning, Seconded by Trustee Harper.

Voting Yea: Ciofu, Colaianne, Fountain, Germane, Harper, Horning, Petrucci

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Voting Nay: None Motion passes: 7-0-0.

12. Adjournment

Move to adjourn the meeting at 9:10 p.m.

Motion made by Trustee Colaianne, Seconded by Trustee Germane.

Voting Yea: Ciofu, Colaianne, Fountain, Germane, Harper, Horning, Petrucci

Voting Nay: None Motion passes: 7-0-0.

Submitted by



Larry N. Ciofu
Clerk