

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES  
May 04, 2021 – 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  
ABSENT: None

Also present were Township Manager Robert West and Public Works Director Michael Luce.

**4. Approval of the Agenda**

**Move to approve the agenda for the May 4, 2021, 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 Germane, 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 May 4, 2021, Hartland Township Board meeting as presented.**

Motion made by Treasurer Horning, Seconded by Clerk Ciofu.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, 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. Approve Permit for Fireworks Display – Long Lake
- d. Investment Policy Review
- e. Special Event Permit #21-003 Hartland Polo Classic
- f. Ratify Hiring of S. Brummer as Code Enforcement Officer
- g. 04-20-2021 Hartland Township Board Regular Meeting Minutes
- h. 04-20-2021 Hartland Township Board Closed Session Meeting Minutes

**7. Pending & New Business**

- a. 2021 Gravel Road Improvements

Township Manager Bob West presented the final phase of the Safer Road millage plan that was voter approved in 2014. This is the refurbishing that was planned for between years seven and eight of the road millage plan. This will add an aggregate cap of three-to-four

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inches to the improved gravel roads that we did in the beginning of the road millage. This was originally budgeted for last year, but due to the COVID circumstances it was postponed. The costs are slightly less this year than the prior years and it will include a limestone cap for Pleasant Valley Road, Bergin Road and both sections of Clyde Road that are currently gravel. Additionally, as we have discussed in prior work sessions, we have worked with Brighton Township and the Livingston County Road Commission (LCRC) to include in this proposal a section of Commerce Road, which is a separate contract, in an amount not to exceed \$40,000 for Hartland Township. This will be a three-way split between the LCRC, Brighton Township, and Hartland Township totalling \$120,000. Manager West stated he was recommending and seeking approval this evening of all five road projects as presented. Trustee Petrucci inquired as to how long a limestone road is good for, with regular maintenance. Manager West reported that it will depend on weight loads and traffic volumes. A road like Pleasant Valley which gets extremely high traffic volumes, as well as heavy weight loads, the limestone basically breaks down over time. Generally, you can get 7-9 years out of a limestone road when you initially do it, and then it will require an aggregate limestone cap to restore functionality. Trustee Petrucci stated that this seems to be a temporary fix and will not solve the problem long term and inquired as to whether the American Rescue Act (ARA) funds could be used for a long-term solution. Manager West responded that there is still uncertainty on what the ARA funds can be used for other than water, sewer, and broadband infrastructure, but more information should be coming in the next two weeks on the uses of the funds. Manager West reported that we are working with the LCRC on the probability of paving Pleasant Valley Road, and we are currently in the design phase of this project. We will likely have a cost estimate for this project within the next 24 months. If we get the cost estimates sooner, it will be brought back to the Board. If we look at paving Bergin Road, we will have issues with the number of easements that will be required to meet the LCRC design standards for the width of the road.

**Move to approve the proposed contracts for the 2021 Gravel Road Improvements in an amount not to exceed \$479,000 with the corresponding budget amendment, as presented.**

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

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

Voting Nay: None

b. Township Parks Maintenance

Public Works is seeking to improve the existing playscapes that we have at the parks due to the substantial increase in patronage at the parks through the COVID circumstances. The additional wear and tear on the playscapes requires the need to replace some swings, chains, and other miscellaneous safety items. He stated the primary factor, in order to maintain compliance for playground safety, is the need to add more of the fibar wood chip fall protection. Over time this becomes compacted, and we are looking to build that back up to sustain compliance, which would be the largest portion of the cost for this project. We are looking to have the Public Works Director facilitate these improvements on behalf of the Board for an amount not to exceed \$10,000. Trustee Petrucci stated that some townships use rubber and inquired as to whether rubber would need to be replaced at some time. Manager West responded that the rubber will also breakdown over time but not as fast. It is more cost effective to do the playground fibar chips, which is like a triple shredded mulch. Trustee Petrucci inquired as to whether the quality of safety is the same. Manager

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West reported that it is not any different as they are measuring impact and are more concerned about how much impact the surface will absorb. Treasurer Horning would like to look into the pour and place rubber that some playgrounds use. Manager West stated that they did look into this when the parks were developed and at that time it was deemed not cost effective. We can review this, but it was his recollection that it was substantially more expensive. He also pointed out that the acidic nature of pine needles and tree leaves will stain the rubber surface and eat away at it, and that it is more suited for areas where there are no trees. Trustee Petrucci inquired as to whether the parks were inspected on a regular basis and by whom. Manager West stated that the Public Works department inspects these regularly for wasp nests and looks at the wear and tear on the equipment. Supervisor Fountain pointed out this is a bad year for ticks, and we may want to post something at the parks. Trustee Germane inquired as to where the money is coming from for this and if we did not allocate funds for maintenance. Manager West reported that it was budgeted for park maintenance, like we do every year, but during our recent inspection when we starting to open the parks, we saw the need for additional fibar fall protection. We thought that we could get one more year out of it and did not anticipated it for this year. We do have a contingency fund within general fund and Manager West is seeking to fund this project out of the contingency fund. He believes we can cover all of the costs for less than \$10,000, but he also wanted to be prepared for any subsequent unexpected repairs that would not normally be included in the budget. The Spranger playscape will just need to be topped off. Trustee Germane inquired as to the timing of the repairs and maintenance, if approved. Manager West stated the repairs will start as soon as the get the equipment. Also, the cooperative purchase of the fibar wood chips with neighboring communities to minimize costs by bulk purchasing, will affect the timing. We anticipate completion within the next 30-40 days.

**Move to authorize the Public Works Director to act on behalf of the Board to restore compliance to Township playscapes including purchases, repairs, maintenance, and improvements to Township playscapes in an amount not to exceed \$10,000 and approved the necessary budget amendment, as presented.**

Motion made by Treasurer Horning, Seconded by Trustee Germane.

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

Voting Nay: None

c. 2021 Hartland Large Item Clean-up Event

Public Works Director Michael Luce stated the Large Item Clean-up Day will be on Saturday, May 22, 2021, from 9 a.m. - 1 p.m. It will be held at the Hartland High School student parking lot and is free for all Hartland Township residents. We have contacted all of the vendors from previous years for tires, shredding, and disposal and everything is set up and ready to go. Supervisor Fountain inquired as to whether we will ever have an opportunity to dispose of old paint cans at our event. Manager West stated that Livingston County does have hazardous waste days where they would take them, but it is by appointment on those days. He did state that with household latex paints you can add kitty litter or a solution that will harden the paint to a solid and it would be disposable with your normal garbage pickup. Oil based paints would have to go to the county since they have a hazardous waste permit. Manager West also stated that all appliances must have the freon removed, but if your appliance does have freon we can take it, but will have to charge \$25 cash per unit to remove the freon. He also stated that this is the 11th year of Large Item Clean-up Day.

## **8. Board Reports**

Trustee McMullen - No report.

Trustee Petrucci - No report.

Clerk Ciofu - No report.

Treasurer Horning - This Saturday May 8, will be the opening day at the Farmer's Market at 9 a.m. in the Rural King parking lot. There will be about 30 vendors coming. There are 13 vendors that signed up for the entire year ahead of time.

Trustee Germane - No report.

Trustee O'Connell - No report.

Supervisor Fountain - No report.

[BRIEF RECESS]

## **9. Information / Discussion**

### **a. Manager's Report**

Manager West reminded the Board that the Hartland Polo Classic will be on June 12, 2021 at the Detroit Polo Club, and if Board members are interested in purchasing tickets, he could facilitate this, or they can go directly to the Hartland Area Chamber of Commerce. Staff is reviewing the water and sewer rates and conducting an analysis. Our rate study only went through this current year, so we are being proactive on this and are making some progress. Staff and Administration is also working with Planning Commissioner Sue Grissim on the M-59 Median Landscape Plan. This plan was started three years ago, and we completed the phase one pilot island, and we are continuing with the remaining four phases of the plan. This will also include the gateways signs. In addition, Commissioner Grissim is also working with township Administration for a Township Hall Landscape Plan. Commissioner Grissim stated that much of the Township Hall landscape is over-grown and needs replacement. The goal of the revised plan is to minimum maintenance at minimal cost. Manager West stated he is working on the annual compensation analysis for the organization, including the Board, Commissions, and staff. There is no action to be taken at this time but it will be discussed at an upcoming work session.

### **b. Board Workshop Review**

Manager West presented Dr. Lew Bender's summary of the Board Workshop highlighting the last bullet point on "What should be done differently to be more effective". Dr. Bender indicated this should be looked at as a living document and should be reviewed at least quarterly. A brief discussion was held on this and the Next Steps to Consider. Discussion was held on reviewing the Strategic Plan in the fall. Discussion was held on setting five-year plan goals regarding roads, bonds, the Comprehensive Plan, Capital Improvements, citizen surveys and such and decided who would champion these items. Other items discussed were joint meetings with the Planning Commission with a facilitator regarding the Comprehensive Plan and the potential process for the Comprehensive Plan and the future development of the township.

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**10. Adjournment**

**Move to adjourn the meeting at 8:05 p.m.**

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

Submitted by



Larry N. Ciofu  
Clerk