

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
March 24, 2020 – 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 Colaianne, Trustee Germane, Trustee Harper

ABSENT: Trustee Petrucci

Also present was Township Manager James Wickman.

4. Approval of the Agenda

Move to approve the agenda for the March 24, 2020 Hartland Township Board meeting as presented.

Motion made by Trustee Harper, Seconded by Treasurer Horning

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

Voting Nay: None

Absent: Petrucci

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the March 24, 2020 Hartland Township Board meeting as presented.

Motion made by Trustee Harper, Seconded by Trustee Germane

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

Voting Nay: None

Absent: Petrucci

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Approve 03/03/2020 Regular Meeting Minutes
- d. Approve Hartland Schools Agreement for Collection of Summer School Property Taxes
- e. Approve Budget Amendment & Appraisal Retainer Agreement for Tax Tribunal (\$6,500)
- f. Approve Seasonal Pay Rate (A. Vettrano \$11.50/hr) & Hiring of A. Ruf (\$11.00/hr)
- g. Ratify Hiring M. Bernardi - Communications Director (\$27.47/hour), Starting on or before 04/01/2020
- h. Approve 2020 Fiscal Year End Budget Amendments

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7. Pending & New Business

No pending or new business for this meeting.

8. Board Reports

Clerk Ciofu - The State of Michigan will be sending out Absentee Voter Ballot Applications to all registered voters in the Hartland Consolidated School District for the May 5, 2020 Special Election. Hartland Township has approximately 11,700 registered voters. The State has not declared this election as a "vote by mail only" election, so we are proceeding with the normal election process of having three polling precincts at the old High School.

Treasurer Horning - Anyone that is out there doing their income taxes is welcome to go to our website and e-mail the Treasurer and provide your address, and she would be glad to e-mail you back a receipt for your property taxes so that you can complete your income taxes.

Trustee Colaianne - No report.

Trustee Germane - No report

Trustee Harper - No report

Supervisor Fountain stated there is information on the Township website concerning the Coronavirus for residents and asked Manager Wickman to provide an update on Township operations. Manager Wickman stated that the township staff is still working for the residents and they can contact us through telephone, mail, e-mail, the drop box, and the website. We are working, just not at the Township Hall, but remotely at this time. He stated that the Parks are open for use, but the restrooms are not open and the playground equipment is not being disinfected and we are discouraging people from using the equipment.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager Wickman stated that we had closed the offices to the public last week and we went to remote work format today and things have worked out better than he had anticipated as far as people connecting in remotely. In reviewing the next agenda for the April 7, 2020 meeting, which will still be in the time frame of the stay at home Executive Order, he is not anticipating any necessary action and we may consider cancelling this meeting or holding it via video conference. We are doing the Hartland in Hindsight stories once a week highlighting major accomplishments over the last ten years. We have asked Board members for quotes on these stories so be looking for correspondence from the Communications Department. Operational reports will be delayed one week due to the changes we have implemented in the past week. The Clean Up Day is scheduled for May and the Admin Committee held a discussion on anticipated turnout for the event. The biggest concern right now is whether the vendors will cancel on us. We will be moving forward as planned and monitor circumstances that may move this event to the fall. Manager Wickman gave a brief update on the new Communication Director, Melynda Bernardi, who is a life-long local resident. He also stated he is working on the Water System Extension and is engaged with the developer on this and will provide a update to the Board in the near future. Clerk Ciofu inquired as to how the hourly are being compensation during the remote work period. Manager Wickman stated that full time hourly workers will be working their normal schedules and most departments will be catching up on projects that will replace the counter interaction duties while in the office. There will be special circumstances for specific part time individuals. Trustee Colaianne inquired as to the need to

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hire a Communications Director at this time. Manager Wickman stated there was an opportunity for overlapping of duties before the current Communication Director leaves for continuity purposes. Clerk Ciofu stated there is currently a great amount of confusion and uncertainty regarding the direction the State is taking with how the May Special Election is going to be handled and communication with voters on changes that are, or may, be occurring is going to be critical in the next few weeks. Manager Wickman also stated there are a lot of questions from the public regarding township operations at this time.

10. Adjournment

Move to adjourn the meeting at 7:25 p.m.

Motion made by Trustee Colaianne, Seconded by Trustee Harper
Voting Yea: Fountain, Ciofu, Horning, Colaianne, Germane, Harper
Voting Nay: None
Absent: Petrucci

Submitted by:



Larry N. Ciofu
Clerk