

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES  
June 07, 2022 – 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 O'Connell, Trustee Petrucci

ABSENT: Trustee McMullen

Also present was Township Manager Robert West.

**4. Approval of the Agenda**

Treasurer Horning would like to make an addition to 6. e. Investment Policy Revision. The coversheet did not make it into the agenda packet and a copy is on the Board table for each Board Member.

**Move to approve the agenda for the June 7, 2022, Hartland Township Board meeting as amended.**

Motion made by Treasurer Horning, Seconded by Trustee O'Connell.

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

Voting Nay: None

Absent: Trustee McMullen

**5. Call to the Public**

No one came forward.

**6. Approval of the Consent Agenda**

**Move to approve the consent agenda for the June 7, 2022, Hartland Township Board Meeting as presented.**

Motion made by Trustee Petrucci, Seconded by Clerk Ciofu

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

Voting Nay: None

Absent: Trustee McMullen

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 05-17-2022 Hartland Township Board Special Meeting Minutes
- d. 05-17-2022 Hartland Township Board Regular Meeting Minutes
- e. Investment Policy Revision
- f. Waldenwoods Fireworks Display Permit – 7-2-22
- g. Waldenwoods Fireworks Display Permit – 7-29-22

**7. Pending & New Business**

- a) Resolution Adopting the Livingston County Hazard Mitigation Plan

Township Manager Bob West gave a brief overview of the Livingston County Hazard Mitigation Plan stating that in 2017 Hartland Township Board adopted a Hazard Mitigation Plan and it was updated in 2019. Every couple of years, FEMA requires all participating municipalities in a county to adopt a resolution of support. It makes Livingston County eligible for FEMA grants. This is a resolution adopting the Livingston County Hazard Mitigation Plan by Hartland Township so Livingston County will be eligible for Federal grants for emergency management.

**Move to approve Resolution 22-R016 Adoption of the Livingston County Hazard Mitigation Plan by Hartland Township.**

Motion made by Trustee Petrucci, Seconded by Treasurer Horning. Roll Call Vote Taken  
Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Trustee McMullen

Motion passed: 6-0-1

- b) Dunham Road Pathway Project

Manager West provided a brief overview of the Dunham Road Sidewalk Project. He stated that the Township purchased some additional park property and relocated the Settler's Park path to install a conforming crosswalk along Dunham Road. We were unable to do this in prior years because the crosswalk could not be located at an intersection. We completed the conforming crosswalk last year, so what is before the Board is essentially the remainder of the pathway that will tie into the Hartland High School property. In partnership with the schools, as part of their arena project, they are going to do an 8-foot path that will tie into the park and continue all the way through the school property. This will complete the first connector essentially joining the Cromaine Library all the way down to south of M-59 via pathways, which has always been part of our pathways plan. Manager West stated that the project was sent out for bid, and we are seeking approval for \$175,703 plus a 20% contingency to be managed by the Public Works Director due to some wetland mitigation issues that are somewhat unknown at this time. Trustee Germane stated that we hired a new engineering firm for this project, and he inquired as to whether they met the expectations of the Township and if they came within the proposed budget that the Board previously approved. Manager West stated that they did and were under budget, the product quality was very good, and they exceeded our expectations on the timeline delivery. He stated they were very good in working with the Township and that he was very pleased with their performance. Trustee Germane inquired as to the comparison of the requested amount for this project and the original Capital Improvement Plan (CIP) allocation for this project. Manager West stated that this project was budgeted in the CIP for December 2021, for \$175,000. He stated, if we end up not using the contingency, we will be on budget, however we are seeing industry wide that all projects are exceeding projections that people had six to eight months ago. Manager West stated he is happy that we did land within target with the industry standards right now. Supervisor Fountain inquired as to the timeline for this project. Manager West stated that we are hoping to have this completed within the next 60 days and it will be completed before school starts. The schools will not be doing their section until next year. Trustee Germane stated that he noticed in the estimate that there was no line item for tree replacement, and he inquired as to whether this was in the scope of work. Manager West responded that the contractor went out on site and has proposed suggestions to go around the trees to save as many as possible. Only three trees will have to come down that will not

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be replaced along Dunham Road. Manager West stated that this project is ARPA eligible for funding.

**Move to approve the contract with Preiss Companies LLC., for the construction of the proposed Dunham Road sidewalk in the amount of \$175,703 and furthermore authorize a 20% contingency to be managed by the Public Works Director for a total project cost not to exceed \$210,843 as presented.**

Motion made by Trustee Germane, Seconded by Trustee Petrucci.

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

Voting Nay: None

Absent: Trustee McMullen

c) Settlers Park Improvements

Manager West gave a brief overview of the Settler's Park Improvements for a picnic area and stated that this is a unique project. The field was mowed with a brush cutter and when finished, it was determined that there were so many ruts and divots that it was not suitable for a picnic area. He stated there was an enormous amount of feedback from patrons about how nice it looked when it was mowed and when patrons found out what the Township was looking to do, there was great resident support for this project. So, in addition to the picnic tables, benches, and garbage cans, we are looking to go in and level this area, put down topsoil, and reseed it. There is a natural ditch line between this area and the pavilion that will need a culvert that we will cover with grass as a direct walking area from the pavilion to the new picnic area. We are also asking for the Public Works Director to act on behalf of the Township to act as the project manager to help minimize costs in procuring the equipment. Treasurer Horning inquired as to whether additional benches could be installed at the playground area and Manager West stated that the plan includes adding two benches in the playground area.

**Move to approve the proposed Settlers Park improvements as presented in an amount not to exceed \$49,850 and authorize the Public Works Director to act on behalf of the Township as project manager executing contracts and purchase orders as necessary.**

Motion made by Treasurer Horning, Seconded by Trustee Germane.

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

Voting Nay: None

Absent: Trustee McMullen

**8. Board Reports**

Trustee Petrucci - No report.

Clerk Ciofu – Stated the Memorial Day Parade was wrapped with a post event meeting of the Hartland Area Community Council. Everyone thought that the parade was very well done even though we had a lot of new people manning many of the major areas, including parade staging and vendors. Everything seemed to go very well. As a group, the Community Council did want to let the DPW staff know that they did a wonderful job with all of the cemeteries. He stated the cemeteries were in immaculate shape and he thanked the DPW staff on a job well done.

Treasurer Horning – Stated she thought the cemeteries looked beautiful. Good job on the Parade and it was excellent to have it back.

Trustee Germane - No report.

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Trustee O'Connell - No report.

Supervisor Fountain - No report, but thanked those who worked on the Memorial day Parade.

[BRIEF RECESS]

**9. Information / Discussion**

a) Manager's Report

Manager West also commended the work of the DPW staff on the Memorial Day Parade and thanked the Board for the resources provided to the DPW to be able to do this type of work. Manager West stated that we are still working on the Septage Receiving Station information and will likely need a closed session to discuss this with legal counsel if required. Manager West gave a brief update on the road work in the area stating we are having some difficulty getting information from MDOT on schedules and timing of projects. He did state that during the milling of the west bound M-59 lanes, MDOT did find some soft spots that will require an engineering review and that they now hope to complete this project by the end of this year's construction season. Supervisor Fountain inquired as to the effect of this delay on the west bound lane will have on the east bound side of M-59 and Manager West stated that they will now be working on both west and east bound sides of M-59 simultaneously. Manager West also stated MDOT will be starting work on U-S 23 and the detour signs have already been placed on Old US-23. Manager West confirmed that MDOT will be shutting down portions of US-23 from 9:00 p.m. to 6:00 a.m. nightly in addition to possible other closure times. Manager West stated they are getting negative feedback from residents along the route regarding the night work. Manager West stated that he will be contacting MDOT weekly to see if he can get information on progress to relay to our residents. Manager West stated that the water main extension project should start just after July 4<sup>th</sup>. He has also been working with the Livingston County Sheriff and our school partners on the cooperative agreement contract for police protection and it is now in review by the Livingston County legal department. Manager West stated that the Livingston County Sheriff's Department offers contract school resource officers, but our cooperative agreement will be the first in which the schools will participate in funding a community police officer. This will not be for a school resource officer.

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

**Move to go into closed session 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 O'Connell, Trustee Petrucci

Voting Nay:      None

Absent:      Trustee McMullen

Motion passed: 6-0-1

Board is in closed session at 7:27 p.m.

Board came out of closed session at 7:37 p.m.

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**10. Adjournment**

**Move to adjourn the meeting at 7:38 p.m.**

Motion made by Treasurer Horning, Seconded by Trustee O'Connell

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

Voting Nay: None

Absent: Trustee McMullen

Submitted by



Larry N. Ciofu, Clerk