

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
January 03, 2023 – 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 (7:06 p.m.)
Trustee McMullen, Trustee O'Connell, Trustee Petrucci

ABSENT: None

Also present was Township Manager Bob West.

4. Approval of the Agenda

Move to approve the agenda for the January 3, 2023, 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

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the January 3, 2023, Hartland Township Board meeting as presented.

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

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 12-13-22 Hartland Township Board Regular Meeting Minutes
- d. 12-13-22 Hartland Township Board Closed Session Meeting Minutes

7. Pending & New Business

- a. Lexipol First Responder Training Program Proposal - Hartland Deerfield Fire Authority

Hartland Deerfield Fire Authority (HDFA) Chief Adam Carroll gave a brief overview of the Lexipol Training Proposal. Lexipol is a nationwide organization that assembles model policies for both fire and police agencies. Their focus is on creating policies and procedures, and

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keeping them up to date with law changes, case law influences, and other relevant data. It is wrapped around a platform that gives access to all of the HDFA staff and to some degree engages them to ensure that they have gone over a policy and signed off on it. In some of the low frequency-high risk policies there is a training aspect to the system which is a significant feature of the system. Chief Carroll stated there were quite a few fire agencies around the state that currently use this system, including several local agencies. The concept is that they take their model policies and the HFDA current policies and mesh them together so that the policies are customized for the HDFA. We would then review policies that they have, that we do not have, and adjust them to fit our needs if relevant. Lexipol would manage the system from that point. There would be an annual subscription fee to utilize this platform going forward. He stated that Hartland Township would fund the front end of the cost with Deerfield Township agreeing to fund the first three years annual subscription fee and the HDFA taking on subsequent annual fees. Manager West indicated that Hartland Township will fund the upfront capital cost using our American Rescue Plan Act (ARPA) funds. Clerk Ciofu inquired as to whether the HDFA has the current manpower to maintain the system or will additional staffing be needed. Chief Carroll stated that most of the maintenance is being done by Lexipol and the current staff that has been monitoring department policy will actually be spending less time than they currently are now.

Move to authorize the Township Manager to facilitate Hartland Township ARPA funding contribution in an amount not to exceed \$20,936.74 towards the Lexipol Training proposal as presented.

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane,
Trustee McMullen, Trustee O'Connell, Trustee Petrucci
Voting Nay: None
Absent: None

8. Board Reports

Clerk Ciofu – Stated we wrapped up the year completing over 20 passports in the last few days of December 2022 and finished the year processing 416 passports. This is highest amount we have ever processed in one year, topping the previous high of 399.

Treasurer Horning - We are collecting taxes but if anyone looks online and sees that their mortgage company has not paid their tax, the largest mortgage service company in the United States is having a huge problem getting any payments to Michigan and a few other states. Treasurer Horning contacted the mortgage company because that packet has not come yet, and they explained this problem to her.

Trustee Germane - No report.

Trustee O'Connell - No report.

Trustee McMullen - No report.

Trustee Petrucci - No report.

Supervisor Fountain – Had no report but requested Clerk Ciofu to give an update on Winterfest. Clerk Ciofu stated that Winterfest will be held on Saturday February 11, 2023 from 1:00 p.m. until dusk and it will end with Fireworks. We are in the process of getting everything set up now. He stated we are a little behind on sponsorships at this point, but we should be fine.

[BRIEF RECESS]

