

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
October 18, 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 McMullen, Trustee Petrucci

ABSENT: Trustee O'Connell

Also present were Township Manager Bob West (via video conference), Public Works Director Mike Luce and Planning Director Troy Langer.

4. Approval of the Agenda

Move to approve the agenda for the October 18, 2022, Hartland Township Board meeting as presented.

Motion made by Trustee Petrucci, Seconded by Trustee McMullen.

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

Voting Nay: None

Absent: Trustee O'Connell

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the October 18, 2022, Hartland Township Board meeting as presented.

Motion made by Treasurer Horning, Seconded by Trustee Germane.

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

Voting Nay: None

Absent: Trustee O'Connell

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 10-04-22 Hartland Township Board Regular Meeting Minutes
- d. 10-04-22 Hartland Township Board Closed Session Meeting Minutes
- e. Approve Hiring Public Works Operator

7. Pending & New Business

- a. Public Works Truck Purchase

Public Works Director Mike Luce gave a brief overview of the request for approval to order a new Public Works truck. He stated fleet vehicles are built by the manufacturer at MiDeal pricing where municipalities can purchase these vehicles at fleet pricing and not at the sticker

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pricing at the dealership. Each manufacturer allocates a percentage, or so many vehicles, for fleet pricing. When this is done the order bank is opened up to municipalities to order the vehicles. He stated ordering is usually quite a bit ahead of time of the actual production date of the vehicle. In this instance the order banks will be opened in October 2022, within the next week or so, and vehicle production does not begin until January 1, 2023. The arrival of the vehicle would probably not be until April, May, or June 2023. If the order bank is filled for all of the vehicles offered at fleet pricing, municipalities would have to wait until the next production year which would be October of 2023 for delivery in the spring of 2024. Public Works is seeking approval to order a truck at a not to exceed amount as we will not have pricing until the order bank opens up. Treasurer Horning inquired as to whether this was an additional truck or a replacement vehicle. Director Luce stated this is a pickup truck that will replace the existing Trailblazer which is no longer operable.

Move to approve the purchase of new Township truck through the MiDeal procurement agreement in an amount not to exceed \$35,000.

Motion made by Clerk Ciofu, Seconded by Trustee Petrucci.

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

Voting Nay: None

Absent: Trustee O'Connell

8. Board Reports

Treasurer Horning - No report.

Trustee Germane - No report.

Trustee McMullen - No report.

Trustee Petrucci - No report.

Clerk Ciofu – Stated voters can still get an Absentee Ballot for the November 8, 2022 General Election. We are still in the process of accepting applications and you can drop your application off at the Township Hall and your ballot will be mailed out the following day. You can also pick up your ballot the same day at the Township Hall.

Supervisor Fountain - No report.

[BRIEF RECESS]

9. Information / Discussion

a) Manager's Report

Manager West gave a brief update on the Septage Receiving Station Dispute Resolution Panel stating that Tim Sikma has been chosen, and has agreed, to be the third-party representative of the panel. There will be a Dispute Resolution Panel meeting this Friday at the Township Hall since we are closed to the public on that day. Manager West stated he is also meeting with the Sheriff's Deputies this Friday for a progress update and if any member of the Board has any issues they would want Manager West to discuss with the Sheriff's please let him know. Manager West stated that they have been working on the American Rescue Plan Act (ARPA) funds grant opportunities for local civic organizations guidelines. He stated we have allocated \$75,000 for approximately ten grant projects and that we have developed an application process that has not been finalized but should be completed within the next month. Manager West stated that the Board should have received the 2022 Parks Capital Improvement Plan (PCIP) Survey. This is part of the staff's update

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of the Parks Master Plan, which will incorporate the Pathways Plan into the Master Plan. This survey is a core piece of the Master Plan and has been sent to the Board, the Planning Commission (PC), HAYAA Administration, and the original members of the Parks Task Force. He also stated that work has begun on the 2023 Strategic Plan. Manager West stated the Detroit Polo Club is looking for a new location for the Hartland Polo Classic and they have inquired as to the use of Heritage Park. We have not provided any formal feedback on their inquiry at this time. Supervisor Fountain stated that at the Chamber meeting this morning there was discussion on making this a two-day event with Saturday being the Polo Event and Sunday being more of a family event. The Chamber is also considering a fall event, possibly an Art in the Park type event where artworks would be displayed at various businesses and in the parks as a contest event. Trustee Petrucci inquired as to the HAYAA Spranger Field storage structure on the PCIP, as HAYAA already has something before the PC. Manager West stated that the Livingston County Building Department would not issue a building permit for the structure as presented to the PC because it would not meet commercial building standards. This was placed in the PCIP as an potential option as discussions are held with HAYAA. Trustee Germane inquired as to the basketball courts or baseball fields at Heritage Park in the PCIP with regards to available land in the park. Manager West responded that there is space available in the northeast corner of the park.

b) 2022 Planning Department Update

Manager West stated that Planning Director Langer has put together a list of large projects under construction, projects under review, projects in administration review, ordinance amendments, and potential future projects. Director Langer then gave a brief overview of the overall volume of business taking place in the Planning Department. He reviewed statistics regarding applications by type and the increasing trend we are seeing in overall applications. Discussion was held on the overall economy, housing market trends, and commercial building trends. Supervisor Fountain inquired as to the time spent on applications overall. Director Langer stated that certain aspects of applications take the same amount of time no matter the size of the project, such as documenting the application for record retention. Other items, such as land use applications, may vary greatly in time spent, depending on the size of the project, which ordinance applies to the application, and time spent educating the applicant and helping the applicant understand the ordinances and working through alternatives to assist the applicant in getting an approval. Trustee Germane inquired as to the status of the Mayberry/Newberry project. Manager West stated that he feels that Mayberry will come forward with some plan within the next 24 months. Clerk Ciofu inquired as to whether current staffing levels are keeping up with the projects and whether any of the future projects a concern as to staffing if they were to move forward. Director Langer stated that they were short one staff member due to special circumstances, so things are difficult to keep up with right now, but even with this third person's availability, they are still stressing staff levels. Director Langer stated Mayberry and Hartland Glen future plans are of a concern going forward. Manager West stated if one of these future projects come forward, we may need to look at a request for additional staffing resources.

c) Hartland Township Pathways Plan Discussion

Manager West gave a brief overview of the road millage discussions where the sidewalks were removed from the road millage proposal and at that time the Township would look at pathways. Manager West presented the pathways map and highlighted the pathways projects that have been completed by the Township to date. Discussion was held on the two remaining major pathways projects from the original pathways plan, north of M-59 in front of the Community Education building, and the San Marino connector south of M-59. Manager West stated that Director Luce reached out to our engineering consultants regarding an engineering proposal for the San Marino

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pathway connector. He stated that the San Marino connector was a small section but would require a retaining wall due to elevation changes, multiple curb cuts, and we would have to deal with the ITC pole in this location. Discussion was held on the cost for the San Marino connector of approximately \$247,000. The engineer also provided a no-cost engineering proposal for extending this pathway from Clover Ridge to W. View Trail. Discussion was held as to the timing of the San Marino connector to be able to get engineering done over the winter to be ready to go in the spring. Director Luce stated that engineering will take some time due to the elevations, retaining wall, the ITC aspect of the project, and being in the MDOT right of way. Trustee Germane inquired as to the gaps in the sidewalks to the east of US-23 as being viable sidewalk projects now that M-59 repairs are being completed. Manager West presented a diagram of the sidewalk gaps east of US-23 and stated that we may look into a sidewalk district that would require developers to install sidewalks when developing property if they were located in the sidewalk district. Issues briefly discussed were existing business that have no sidewalks, vacant property, property that may be developed that would require sidewalks, and the benefits to residents in this area. Manager West stated that this would be looked at in the future.

10. Adjournment

Move to adjourn the meeting at 7:55 p.m.

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

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

Voting Nay: None

Absent: Trustee O'Connell

Submitted by



Larry N. Ciofu, Clerk