

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
June 17, 2025 – 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, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

ABSENT: Treasurer Horning

Also present was Township Manager Mike Luce.

4. Approval of the Agenda

Move to approve the agenda for the June 17, 2025 Hartland Township Board meeting as presented.

Motion made by Trustee McMullen, Seconded by Trustee O'Connell.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Treasurer Horning

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the June 17, 2025 Hartland Township Board meeting as presented.

Motion made by Trustee Petrucci, Seconded by Clerk Ciofu.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Treasurer Horning

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 06-03-25 Hartland Township Board Regular Meeting Minutes
- d. Waldenwoods Fireworks Display Permit – 7-5-25

7. Pending & New Business

- a. 2025 TAP Grant Application and Engineering

Manager Luce gave a brief overview of the SEMCOG Transportation Alternatives Program (TAP) Grant process stating what is before the Board tonight is the engineering for the project. He stated the engineering portion of a TAP grant is completely funded by the Applicant along with a portion of the construction costs. He stated the overall sidewalk project is around one

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million dollars and in the packet memorandum it breaks down the cost of the \$228,000 engineering cost. He reviewed the line items, and stated the Topographical Survey, the Geological Soil Borings, the Construction Plan/Specs/Permitting, and the TAP Grant Application are costs we will incur even if we do not get the TAP grant. He stated that the chances that we get approved for the TAP Grant are very high, as we have never applied for a grant from SEMCOG in the past, and the grant purpose is to bring walkability to communities. The remainder of the engineering cost will be incurred if we do get the grant. He stated we budgeted \$440,000 in our CIP for this project. He presented slides indicating the areas where sidewalks will be constructed, stating a boardwalk will have to be installed to the east of the plaza entrance just west of McDonald's due to the drain in this area. He stated we are seeking the \$228,000 for the engineering portion of the project tonight. Trustee Petrucci inquired as to whether there are restrictions that come with the grant and Manager Luce stated we would have to abide by MDOT standards as the sidewalks are in their right of way. Supervisor Fountain inquired as to the difficulty in constructing sidewalks in various areas and Manager Luce stated it will be difficult with various elevation changes and some sidewalks may have to be veered to meet the maximum 2% grade restriction for ADA compliance. Trustee McMullen inquired as to whether all of the sidewalks being constructed on occupied properties and Manager Luce stated that some of it is, but on the north side there is some vacant land that will get sidewalks and the property in front of Bella Vita will not be done as future developers of this vacant land will be required to install sidewalks. Manager Luce gave a brief overview of the TAP Grant funding stating that SEMCOG is an organization that charged with allocating state and federal funds to local communities for certain projects. The main goal of the TAP Grant is to fund transportation projects other than for vehicles. This would include walking or biking projects, and to provide accessibility to those that may not have the ability to traverse to locations via vehicles. Supervisor Fountain stated one of our long-term goals has always been to link up our walkability to Oakland County.

Move to approve the proposal with Spalding DeDecker for engineering and CE fees related to the design and application for TAP grant to fill sidewalk gaps on M-59 and allow the Township Manager and Public Works Director to make decisions related to the project on the Township's behalf, for a cost not to exceed \$228,000.

Motion made by Clerk Ciofu, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Lubeski, Trustee McMullen,
Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Treasurer Horning

8. Board Reports

Trustee Petrucci - No report

Clerk Ciofu - Congratulated the Hartland High School Baseball team on winning the 2025 State Championship.

Trustee O'Connell - No report.

Trustee Lubeski - No report.

Trustee McMullen - No report.

Supervisor Fountain - Stated that the Planning Commission is very busy and to accommodate these developers we will continue to meet on our regular schedule through the summer.

[BRIEF RECESS]

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9. Information / Discussion

a. Manager's Report

Manager Luce reiterated Supervisor Fountain's comments regarding our normally scheduled meetings as the Planning Department is very busy with developers. He stated there is not much on the Board agenda for the July 1 meeting, but for the second meeting in July we will have the potential to have the final PD for the Climate Controlled Storage, a Special Use Permit for an Auto Repair Shop at the current LAG Development location, and the Urban Air Adventure Park. He stated the PC is working with Urban Air on signage issues that could delay this project a bit. He stated in August we will have Sheetz Gas Station and that the Beauchamp Mini Storage, Redwood Phase 2, and Highland Reserve projects are in the construction phase. There are also potential projects for the vacant area near Meijer's and the Big Boy location. A brief discussion was held on potential projects. Manager Luce stated we have scheduled Dr. Lew Bender for our review of the Comprehensive Plan/Strategic Planning session for Friday, September 19, 2025. He also stated this Thursday is the federal Juneteenth Holiday and township offices will be closed.

Manager Luce led a discussion on the Veterans Memorial stating we currently have \$21,150 in contributions and have sold 110 bricks to date. He stated the concrete has been poured, the flags and electrical box locations have been staked out, and the Monument is being delivered to Fenton Memorial tomorrow. Once the Monument is set, the flag poles will be installed, and the landscaping will start. Manager Luce stated the Veterans Memorial Committee looked at options of adding two walls on either side of the walk and several short pillars on the seating wall. He stated the cost for the two walls, the pillars and the retaining wall that will be required due to the slope of site has been quoted at \$16,814. Manager Luce presented updated finances for the Memorial with these additions that indicated a shortfall of \$8,750 over the \$175,000 budget. He reviewed several of the specific line items on the financial estimate and stated we have the \$21,150 in donations and a \$20,000 contingency amount in the CIP budget. Trustee Petrucci stated, in his personal opinion, these additional items give the Memorial more depth, makes it a more educational experience, and it gives the Memorial more character. He stated this nominal cost could be covered by the donations and with the estimates for the dedication ceremony we would be at a breakeven point. He requested a consensus from the Board for an amount of money to act as a buffer for unforeseen items. He stated we may not need to use this buffer as there should be more donations coming in. He stated the two walls would be for thanking the community, and for recognizing War Animals. Trustee Petrucci stated if we get a consensus tonight, we could approve a buffer amount at the next meeting. Trustee O'Connell stated that at the last Veterans Memorial Committee meeting there was discussion on the five or six plaques on the pillars listing various wars and their years, and her thought was instead of the plaques of the conflicts and their years, we take iconic images from each conflict and have them etched in small black granite plaques. Manager Luce showed some of the iconic images Trustee O'Connell sent him, and he stated these can be done on a small granite plaque for \$250 each. A brief discussion was held on the pros and cons of the granite plaques and the number and location of the plaques. Trustee Petrucci stated Clerk Ciofu inquired as to whether you can just have certain wars on a Memorial at the last Committee meeting and in his research, he stated we could put specific conflicts in a Memorial and that this would be fine for a local Memorial. He stated he discussed a pillar placed behind the wall for this and Evergreen Landscaping stated it would be cheaper to install the pillars in the seating wall. He also stated he met with Fenton Memorial on bronze plaques for the pillars and they recommend the much cheaper black granite plaques. He then recommended getting eight plaques for the major conflicts. A brief discussion was held on the number and cost of the black granite plaques. Supervisor Fountain inquired as to whether we are asking for an additional \$8700 to cover the shortfall and Trustee Petrucci stated he is asking for a \$20,000 to \$30,000 buffer. Clerk Ciofu stated he was more concerned with the \$8,000 for the wall that was never approved when we allocated the \$175,000 for the project. He

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stated we are now spending approximately another \$10,000 that takes us over the allocated amount. Supervisor Fountain discussed the financial projections that show a \$8750 shortfall and stated if we are using the donations to cover this, we should still have donation money left, and we have a \$20,000 contingency in CIP, so we should have a \$30,000 buffer. Manager Luce stated that if the Board is okay with the additions added to the project, he will prepare a full financial projection including the donations for the next meeting. Clerk Ciofu stated he believed that when we approved the \$175,000, we stated that if we received sizable donations it would go to the building of the Memorial and would lower the amount the Township would contribute to the project. He inquired of the Board if his opinion was correct, and no one had any comment on this statement. He then stated we are now using contribution money to fund items that were not approved at the last Committee meeting such as the War Animal acknowledgment, as we discussed allocating funds to the CIP at a later date to build a separate War Animal Memorial in another area of the Park as an additional attraction of the Park. Trustee Petrucci stated these additions would bring the Memorial up to a new level and they covers everything he envisioned in the Memorial that would make this Memorial alot more interesting to walk down and that he wanted the people of Hartland to be proud of it. Clerk Ciofu inquired of Board members that when we voted for the \$175,000 for the Veterans Memorial project did anyone think we were not voting for a Memorial that would be one of the best in the local area. Trustee Petrucci stated he was not trying to be better than everyone else, he just wanted something that the people of Hartland Township would be proud of, and these additions make this so much better. Supervisor Fountain stated if we have a consensus to go forward tonight would Manager Luce be able to provide better numbers for the project in the next two weeks and Manager Luce stated he could do this if there in a consensus to move forward with all of the proposed additions. Supervisor Fountain stated that some of the donation money was to be allocated to future maintenance and Supervisor Fountain stated this money should go into a separate maintenance fund. A brief discussion was held on the funding of the dedication day expenses. Supervisor Fountain inquired as to whether the Veteran's Memorial Committee has started organizing the dedication and Trustee Petrucci stated we have not yet started this, but we will take care of it. Clerk Ciofu inquired as to whether we have families that have purchased bricks with a family inscription and after a brief discussion we have not and will not sell these types of bricks. Manager Luce inquired as to whether we have a consensus to move forward with the additions and Clerk Ciofu stated he was opposed but would agree with the consensus of the Board, which was to move forward with the additions included in the project.

Manager Luce stated we had our PA 660 Audit for Assessing, and he reported that we received a perfect score, and congratulated Assessor Amanda Carrigan and her staff on this achievement. Supervisor Fountain stated one of our Board of Review memebers has moved out of the Township and we are looking for a new Board of Review member if any Board member knows of anyone that would be interested in this position.

10. Adjournment

Move to adjourn the meeting at 8:30 p.m.

Motion made by Trustee McMullen, Seconded by Clerk Ciofu.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Treasurer Horning

Submitted by:

Larry N. Ciofu, Clerk