

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
December 10, 2019 – 7:00 PM

1. Call to Order

The meeting was called to order by Supervisor William Fountain at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Bill Fountain, Larry Ciofu, Kathie Horning, Joe Colaianne, Matt Germane, Glenn Harper, Joe Petrucci

ABSENT: None

Also present was Township Manager James Wickman.

4. Approval of the Agenda

Move to approve the agenda for the December 10, 2019 Hartland Township Board meeting as presented.

Motion made by Treasurer Horning, Seconded by Trustee Harper.

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

Voted Nay: None Motion passes 7-0-0

5. Call to the Public

Josh Stein came forward and stated he is one of the owner/operators of Village Manor Retirement Senior Center. Mr. Stein stated he attended the zoning hearing meeting last Thursday and heard the presentation on the Hartland Senior Living project. Mr. Stein stated he did not come forward to complain about competition, but to just talk about overbuilding in the senior housing industry in the area, which he indicated would not be good for anyone. He cited statistics on the national occupancy rates for senior assisted living that has been dropping over the last few years with the massive wave of inventory. He is not questioning the product or abilities of Lockwood, but with Village Manor and Bella Vista, which is getting ready to open, he does not believe Hartland is big enough for another 146 units.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the December 10, 2019 Hartland Township Board meeting as presented.

Motion made by Trustee Petrucci, Seconded by Trustee Colaianne.

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

Voted Nay: None Motion passed 7-0-0

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Approve 10/01/19 Closed Session Meeting Minutes
- d. Approve 11/05/19 Regular Meeting Minutes
- e. Approve K&J Electric Contract & Budget Amendments for LED Parking Lot Lights (\$9,272)
- f. Approve Election Worker Wage Increases (\$10.00/Hr. - \$15.00/Hr.)
- g. Approve Adding Assessment X3208 (Millpointe Roads) to Parcel #4708-29-201-206 (\$540.15)

7. Applicant

a. Site Plan #19-012 Hartland Senior Living PD Concept Plan

Trustee Colaianne stated that we are not being asked to take any formal action tonight and gave a brief overview of the planned development concept plan for Hartland Senior Living that came before the Planning Commission last Thursday. The location of this property is west of Heritage Park on the north side of M-59. The Planning Commission was 100% in favor of this proposed project as a concept. The property is zoned multifamily and there is nothing in our zoning ordinance that fits this type of development. This will generally be senior living with multiple units for older residents. Kevin Brown, Vice President with PIRHL Developers, LLC based in Cleveland, Ohio came forward and presented the concept plan for Hartland Senior Living. He highlighted the development team, company background, similar facilities they have developed including ones in Fenton and Waterford and stated they had a project just starting in South Lyon. He explained that the proposal was for a congregate care facility for independent seniors with 146 units, and he stated their initial market evaluation indicated a significant demand for the area. Mr. Brown then identified many of the features and services the facility would offer, including basic services of an activities director, concierge services, transportation services within a five mile radius, emergency response pendants for all residents, in addition to a beauty salon, fitness center, and activity rooms. He anticipates a staff of 18 full time equivalent (FTE) employees and an additional 6-8 FTE's contracted to provide a home base health provider in the building. Additional services that will be offered are meal services from the commercial kitchen, and housekeeping and linen services. He described the various rental arrangements that will be offered from \$800-\$1000 to \$3400 per month depending on services selected. If all goes well, he is anticipating construction to start in the fall of 2020 with a 18 month construction period that would project completion and occupancy to be in the spring of 2022. Mr. Brown then presented an overview of the preliminary site plan. Other items discussed were setbacks, roads and sidewalks within the complex, exterior materials, carpools and their location within the complex, connectivity with other developments in the area, and occupancy rates of his other local facilities.

8. Pending & New Business

a. Board Room AV Updates

Manager Wickman gave a brief overview of the Board Room audio visual upgrades that are eligible for PEG funds that come from cable companies for use of the right of ways in the township. He highlighted the new projector, and screens at each seat that would provide for a more interactive meeting. Trustee Germane inquired as to whether this would improve the quality of the videos and Manager Wickman stated this would help in projecting images to the video. Trustee Germane also inquired as to the bid process and the implementation schedule. Manager Wickman stated it was difficult to get quotes due to the small size of the project, but we did have a second proposal which came in at twice the cost, and he is unsure of the lead time needed, but would assume implementation by the first quarter of next year.

Move to approve the budget amendment and proposal from AVI-SPL for Board Room AV Updates, not to exceed \$64,500.

Motion made by Trustee Harper, Seconded by Trustee Colaianne.

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

Voted Nay: None Motion passes: 7-0-0

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b. Resolution – Sewer and Water Rates

Manager Wickman gave a brief overview of the annual adoption of new sewer and water rates based on the rate studies. One noteworthy exception is that we are proposing to not increase the REU rates for next year, as one of our strategic plan goals is to try to maintain or lower REU rates going forward.

Move to approve the resolution setting rates for Sewer and Water Systems for 2020.

Motion made by Trustee Colaianne, Seconded by Treasurer Horning.

Roll call vote taken:

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

Voting Nay: None Motion passes: 7-0-0

c. Resolution – To Repeal Ordinance No. 80

Manager Wickman stated that since we adopted this ordinance over four years ago, there has been very good compliance with hardly any complaints or violations and in our history of trying not to regulate things that do not really need regulating we are recommending that this ordinance be repealed. We will monitor this and if things change in the future we will report it to the Board.

Move to approve the Resolution to Repeal Ordinance No. 80.

Motion made by Trustee Colaianne, Seconded by Trustee Petrucci.

Roll Call Vote taken:

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

Voting Nay: None Motion passes: 7-0-0

d. Resolution – 2020 Hartland Township Board Meeting Schedule

Manager Wickman gave a brief overview of the minor changes due to elections and the five Tuesday month of March.

Move to approve the resolution to set the 2020 Hartland Township Board Meeting Schedule.

Motion made by Trustee Germane, Seconded by Trustee Harper.

Roll call vote taken:

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

Voting Nay: None Motion passes: 7-0-0

9. Board Reports

Trustee Petrucci - No report.

Clerk Ciofu - No report.

Treasurer Horning - Hartland Senior Center Newsletter was distributed to all Board members and the Annual Report showed that the Senior Center was a hopping place in 2019. The Annual Report was only for 10 months to accommodate entities that were considering increasing their contributions to allow them to get it into their next budget. For people that want to come into the Township Hall to pay taxes, we are closed the week of Christmas, but will be open for regular hours on December 30 and from 8:30 am to 4:00 pm on December 31. The last day to pay your taxes will be Friday February 28, 2020 and we will have normal business hours.

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Trustee Colaianne – No report

Trustee Germane - No report.

Trustee Harper - No report.

Supervisor Fountain – Reported that the damage caused by someone who drove their car around the field at Heritage Park was not that bad and it has been repaired. He also stated that the lighting at the Teen Center needs to be addressed as it is fairly dark when you leave there at night.

[BRIEF RECESS]

10. Information / Discussion

a. October 2019 Financial Report

Manager Wickman reviewed the October 2019 Financial Reports stating that there are no major highlights and that we are on track and on budget.

b. Draft 2020 Strategic Plan

Manager Wickman provided the Board an overview of the draft 2020 Strategic Plan and reviewed each item in Placemaking, Sustainability, and Infrastructure as to objectives and scheduled completion dates. Manager Wickman also reviewed the 2020 Staff Action Plan with the Board and provided the tentative schedule for Board Work Sessions. After a brief question and answer period Manager Wickman will address minor language issues with the Administrative Committee and provide the Board with the final Plan for approval at the next meeting.

c. 2020 Manager Goals

A draft list of Goals for the Manager for 2020 was distributed for discussion. The Board discussed specific goal items, changes, completion dates, and competencies and agreed to a final set of Goals for 2020. Clerk Ciofu then gave a brief overview of the 2019 Manager Evaluation process for January.

d. Manager's Report

Manager Wickman gave an update on the sidewalk easement issue in that the title search failed to identify an easement that the Road Commission had related to work on Dunham Road in 2002. In a condemnation case all parties with an interest need to be notified, so the County would not have gotten notice and we will need to dismiss the current case without prejudice and refile. This will basically pause where we are at and it will take some time to get the filings back up to where we are at with this case. A brief discussion was held on the property owner's recent appraisal. Manager Wickman stated that the judge in the Hartland Glen case wanted the parties to meet before going to mediation. Manager Wickman met with Hartland Glen representatives and stated that they were looking at a settlement that would reduce REU's. Manager Wickman is not sure if this is possible but we would look at the Boyle Model to see if we could absorb any additional REU's. A brief discussion was held on various REU alternatives, settlement possibilities and the mediation process. Manager Wickman informed the Board that due to unforeseen circumstances, he agreed to be the Chair of the Economic Development Council for another year. Trustee Petrucci inquired as to issues that the Hartland Brewery and Wing's Etc. are encountering with Genesee County Sewer system. A brief

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discussion was held on the issue as it relates to the sewer line that runs under the complex where both of these businesses are located, and the physical requirements needed for Genesee County to do sewer sample testing. Trustee Petrucci also inquired as to the status of Noble Appliance. A brief discussion was held on some of the issues relating to separate sprinkler systems for this building and the timing for opening. Trustee Germane inquired as to the Township engineering bids results and Manager Wickman stated that after the bid process and interviews were completed, it was decided to remain with HRC.

11. Adjournment

Move to adjourn the meeting at 9:00 p.m.

Motion made by Treasurer Horning, Seconded by Trustee Harper.

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

Voting Nay: None Motion passes: 7-0-0

Submitted by



Larry N. Ciofu
Clerk