

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
March 03, 2020 – 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 Colaianne, Trustee Germane, Trustee Harper, Trustee Petrucci
ABSENT: None

Also present were Township Manager James Wickman and Public Works Director Bob West.

4. Approval of the Agenda

Move to approve the agenda for the March 3, 2020 Hartland Township Board meeting as presented.

Motion made by Trustee Colaianne, Seconded by Trustee Harper

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

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

5. Call to the Public

Jennifer Garcia of Wynbrook Lane in Cobblestone subdivision came forward regarding the Engineering Proposal for the M-59 Sidewalk on tonight's agenda and stated she was a bit unsure about the details of the project but stated that if it was to expand or enhance the sidewalks on M-59 she would definitely be in favor of it. She stated that she would like to have her family access the community and it was dangerous to do so at this time. She also stated she has discussed this with others and was surprised to find out that the seniors in her area were also very supportive of improvements in this area. Supervisor Fountain gave a brief overview of the sidewalk project on tonight's agenda.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the March 3, 2020 Hartland Township Board meeting as presented.

Motion made by Trustee Petrucci, Seconded by Trustee Germane

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

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

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Approve 02/18/2020 Regular Meeting Minutes
- d. 2020-2029 HAYAA Spranger Agreement
- e. Approve Pfeffer, Hanniford & Palka Contract for Annual Audit (\$19,000/year - no increase)
- f. Approve Budget Amendment & Purchase of Mowing Equipment (\$24,700)
- g. Approve Budget Amendment & HRC Engineering Proposal for M-59 Sidewalk (\$41,700)

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7. Budget Hearing

a. Resolution – FY2021 General Appropriations Act

Move to open the public hearing on the Budget.

Motion made by Trustee Colaianne, Seconded by Treasurer Horning

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

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

Manager Wickman gave a brief overview of the Truth in Taxation notice which is an estimate of the property tax millage rates to be levied at the end of the year, stating that we have one of the lowest millage rates in the County. He also reviewed the General Fund Revenues which come primarily from State Shared Revenues, about one-fifth from Property Taxes and the remainder from other fees. Manager Wickman provided a breakdown of the General Fund Expenses by services provided to the public, with a large portion going back into the Capital Project Fund to be invested in community assets, such as the parks, sidewalks, and other things that will benefit our residents. He stated that we have a goal of around 17% of the budget to be allocated to Capital Projects. He stated that the M-59 Sidewalk Project and the Spranger Field upgrades being discussed tonight are Capital Projects, in addition to needed improvements to the Township Hall facilities, the Gateway Signs for the new Hartland Living, and Phragmites & Evasive Species Plan. He stated a copy of the budget will be placed on the website. Supervisor Fountain inquired if any of the public had any further comments with no response.

Move to close the public hearing on the Budget.

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

Move to approve the Resolution to Establish a General Appropriations Act for the 2021 Fiscal Year.

Motion made by Treasurer Horning, Seconded by Trustee Germane Roll call vote taken.

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

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

b. Fiscal 2020-2021 Fire Authority Budget

Manager Wickman stated that as required by the By-Laws of the Hartland Deerfield Fire Authority (HDFa), Hartland Township and Deerfield Township must approve the budget as proposed by the HDFa. This was reviewed by the Board at a previous work session. Supervisor Fountain stated that the proposed budget was basically flat from the previous year's budget.

Move to approve the 2021 Fiscal Year Budget for the Hartland Deerfield Fire Authority (HDFa) as presented.

Motion made by Trustee Harper, Seconded by Trustee Colaianne

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

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

8. Pending & New Business

a. 2020 Spranger Improvements

Director West gave an overview of the proposed improvements to Spranger Field to include new fencing and backstops, additional base line fencing to protect spectators, new bathroom fixtures, needed repairs to the concession stand, and a small playscape for younger children. There will also be some field surface improvements, deadfall clearing of trees, and a new walking trail at the north end courtesy of a local contractor. The total cost of the project is \$211,000 with the HAYAA baseball organization contributing \$50,000 over the next ten years. The payback is incorporated into the HAYAA 10-year agreement just approved. Director West will manage the project using local contractors for the work. Director West is looking for approval to go forward with this project and to act on behalf of the Township in executing the contracts for the work to avoid delays by coming back to the Board for each contract. Trustee Germane asked Director West to provide an overview of the discussions that were held with the Parks Site Plan Committee that led up to this proposal. Director West explained that the Parks Site Plan Committee reviewed the project list supplied by HAYAA and the steps the Committee took to be able to utilize more of the existing structure than in the original plan, that ultimately reduced the project cost by about \$100,000. Director West also gave a brief update on the Phragmites control project at the north end of Spranger Field. Trustee Colaianne inquired as to the need for a budget amendment for this project. Manager Wickman stated that in order to be ready for baseball season we would be incurring some expenses in March, before the new budget that was just approved, so we needed to amend this year's budget.

Move to authorize the Public Works to act on behalf of the Township Board to complete the 2020 Spranger Field Improvements and approve a budget amendment in an amount of \$211,000.

Motion made by Trustee Colaianne, Seconded by Trustee Petrucci

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

Voting Nay: None

Motion passes: 7-0-0

9. Board Reports

Trustee Harper – No report

Trustee Petrucci – No report

Clerk Ciofu – The Presidential Primary Election is next Tuesday, March 10, 2020. You can still get and Absentee Ballot, but the last day they can be mailed out is this Friday at 5:00 p.m. The Clerk's Office will be open on Saturday, March 7 from 8:00 a.m. to 4:00 p.m. to handle Absentee Ballot processing. You can still get an Absentee Ballot on Monday, March 9 at the Township Hall, but it must be voted at that time. Tuesday, March 10 is the Election, and you can still register to vote for this election, but you must do it at the Township Hall. All Absentee Ballots must be returned to the Township Hall by 8:00 p.m. Tuesday, March 10th.

Treasurer Horning – Tax collection ended Monday and this was our largest amount collected in the eighteen years she has been here. We collected 99% of the Summer roll and 96% on the Winter roll, so we had very little delinquencies going over to the County. Personal property comes back to us to collect and before the one and done form came out we had received between \$15,000 to \$25,000 to collect. This year we had \$1,500 to collect. She commended Deputy Treasurer Donna Shollack for her work in getting businesses to file this one and done form. Also, people that are doing their income taxes can go to our website to find their property tax payment information.

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Trustee Colaianne – No report

Trustee Germane – No report

Supervisor Fountain – Board of Review (BOR) is next week on Monday from 9:00 am to 4:00 pm and on Wednesday from 2:00 pm to 9:00 pm. You can contact our Assessor to make an appointment. At the BOR pre-meeting today it was noted that the housing taxable value in the Township went up by about \$50 million dollars or 9% from last year and has almost doubled in value since 2011. We currently have 17 applications and 33 veteran exemptions.

[BRIEF RECESS]

10. Information / Discussion

a. Manager's Report

Manager Wickman stated that the joint meeting with the Planning Commission has tentatively been targeted for May. After discussion the best day for the Board is May 21st. The next Board meeting is on Tuesday, March 24, 2020 and we will have an update on the water expansion. Clean up day has been scheduled for Saturday, May 16 from 9:00 am to 1:00 pm. Manager Wickman stated that we did get a notice from the Bullard Lake homeowner's association regarding weed control and that because Heritage Park abuts up to the lake they have asked us to sign off that we are okay with the fact that his may hit the property, or we could opt out of this. Supervisor Fountain stated that the Land Conservancy has the land next to ours and they agreed to this. The consensus of the Board was to sign off on the weed control. Manager Wickman provided a brief update on the purchase of the old Board laptops by Board members regarding the ability to fully wipe the hard drives. IT Right has indicated that they may be able to do this. We are still having some issues with the Township phone lines and we are changing over to a Voiceover IP system within the next few weeks.

11. Adjournment

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

Motion made by Trustee Colaianne, Seconded by Trustee Germane

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

Voting Nay: None

Motion passes: 7-0-0

Submitted by:



Larry N. Ciofu
Clerk