

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES  
August 05, 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, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Also present were Township Manager Mike Luce and Planning Director Troy Langer

**4. Approval of the Agenda**

**Move to approve the agenda for the August 5, 2025, Hartland Township Board meeting as presented.**

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

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

Voting Nay: None

Absent: None

**5. Call to the Public**

Emmalynn Wheaton of the Hartland Area Chamber of Commerce came forward to provide a brief update on what is going on at the Chamber and to extend an invite to the Board to attend the events that are coming up, highlighting ribbon cuttings. She stated the Chamber currently has 226 members, growing each year as they added 22 members this year, and that they had a 93% retention rate. She mentioned the various types of businesses and nonprofits in the Chamber and stated they had 6000-plus followers on social media. She highlighted some of the upcoming events such as tomorrow's Lockwood of Hartland ribbon cutting, the Annual Golf Outing at Ironwood Golf Course, and the third annual Hartland Art Walk. She stated the purpose of the Art Walk was to get people into Hartland and then push them out into the community, so they really experience what Hartland is all about. This year's Art Walk is focusing on the history of weaving in Hartland, and they have commissioned an artist from the Black Sheep Weavers Guild to create a woven piece that will be permanently displayed at Croomaine Library. Ms. Wheaton also mentioned Leadership Livingston, which is a collaborative effort between the Hartland, Howell and Brighton chambers. This program is meant to engage people to take on the civic leadership in the community. She also extended an invitation to the Board to attend the Chamber's Morning Mixers, with the next one being hosted by Beauchamp Water at their Howell location. She also stated they continue to highlight our local businesses, and they have expanded their teen survey and scholarship programs to get our youth engaged and to promote bringing them back into the community after graduating high school. She stated they are updating their website and social media outreach to keep promoting our local businesses. She thanked the Board for their partnership in the business community.

**6. Approval of the Consent Agenda**

**Move to approve the consent agenda for the August 5, 2025, Hartland Township Board meeting as presented.**

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Motion made by Trustee Petrucci, Seconded by Treasurer Horning.

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

Voting Nay: None

Absent: None

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 07-15-25 Hartland Township Board Regular Meeting Minutes
- d. Investment Policy Revision

**7. Pending & New Business**

- a. Site Plan/PD Application #25-008 - Highland Reserve PD, Second Amendment

Supervisor Fountain invited the Applicant, Mike Noles of the Umlor Group, the civil engineers and surveyors working for Allen Edwards Homes on this project, forward and turned the meeting over to Planning Director Troy Langer. Director Langer gave a brief recap of the project stating it was a single-family residential subdivision on the south side of M-59 near Hartland Glen Golf Course and the Redwood Development. He stated this was a single-family development that had approximately two acres in the northwest corner that was reserved for future commercial development by the original owner. The owner has since thought the two acres for commercial is not likely to happen and offered the property to Allen Edwards Homes. The Applicant is here tonight to amend the Planned Development (PD) to eliminate the commercial and change the two acres to residential. Director Langer stated they are proposing six additional residential homes in that area that would increase the number of homes from 102 units to 108 units. He reviewed the site plan with the Board highlighting the single-family rental homes increasing from 31 units to 37 units. He stated this was the second amendment to the original PD and that the Applicant was before the Planning Commission (PC) at their July 24th meeting where the PC recommended approval of the amendment to the PD, which is now before the Board for final approval. Trustee McMullen inquired as to the community benefit discussed for this project and Director Langer stated from his recollection, it was the increased open space area, being a participant in the water main extension project, the park playground, and the trail system within the project. Clerk Ciofu stated he thought one of the community benefits was offering a new home product with the single-family rental homes. Supervisor Fountain thought replacing the commercial area with residential homes was a benefit and Treasurer Horning liked the fact that the additional homes were set back to allow for greenspace as you drive by. Clerk Ciofu inquired as to the wetland delineation that has not yet been approved by EGLE and the ramifications if changes were requested by EGLE. Mr. Noles stated that EGLE has a hierarchy for their approval process, the first being avoidance, second is minimization, and the third is mitigation, and he stated they are confident that this will be approved through the normal course of the construction process. If EGLE were to deny the permit for some unknown reason, they would have to redesign certain items.

**Move to approve the proposed Second Amendment to the Highland Reserve Planned Development Agreement, based on the staff memorandum dated July 30, 2025**

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

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

Voting Nay: None

Absent: None

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b. Site Plan/PD #25-012, Urban Air Adventure Park, Preliminary Planned Development

Supervisor Fountain invited the Applicants, Nate Sumner and Kevin Johnson, forward and turned the meeting over to Planning Director Troy Langer. Director Langer gave a brief overview of the project stating the applicant is proposing a 38,400 square foot indoor activity center featuring trampolines, rock climbing, zip lines, laser tag, and more. It is located south of M-59, east of Old US-23 and west of US-23. He stated the project is located on a little over six acres consisting of two properties that would need to be combined. The Applicant is proposing this as a Planned Development (PD), which is a three-step process starting with the Conceptual Plan review where the Applicant presents their concept and idea, to the Planning Commission (PC) and the Board for general comments and no formal decisions are made on the project at that time. If the project sounds favorable the Applicant puts together a more detailed site plan with building elevations and landscaping for the second step, the Preliminary Plan review. This is where a public hearing takes place and this was done at the PC meeting on July 24th. The PC recommended approval of the Preliminary Plan and we are now at the Preliminary Plan review by the Township Board. If approved by the Board, the Applicant would go on to the final PD step, the Final Plan approval, dealing with the legal documents of the development. Director Langer stated the Applicant is proposing a monument sign on Old US-23, but we don't have a site plan or diagram of this, and it would need to be provided at the Final PD step. Director Langer stated the PC discussed the architecture, the building materials, landscaping, parking, and the various activities to be held in the center. Supervisor Fountain commented on how quickly this plan has gone through the PD process and Director Langer stated they had an informal meeting with the Applicant regarding the process and what they would need to do. He stated when they presented their Concept Plan, they were very close to having their Preliminary Plan. Most Applicants would not be that far along in their site plan, building elevations, and such, at the Concept Plan stage. Trustee Petrucci stated he found no issues with any aspects of this project, and he stated this would be an exciting development for the community. Treasurer Horning commented that the parking behind Mackles was employee parking and was why it was not striped, and she inquired to the drainage in this area. Supervisor Fountain stated the drainage issues were on the property to the south of this site and that was previously addressed. Director Langer stated there was a business owner on Old US-23 that was concerned with traffic coming off of M-59 through Fountain Square and the through the Old US-23 complex to get to the Applicants development. The Applicant stated it was their intention to have the core of the traffic access the site from Old US-23. Director Langer stated this access point is probably where the monument sign will be placed. Trustee McMullen commented that she would like to make sure that the landscaping on the site, as it matures and grows, will not block the children silhouettes on the building. Trustee O'Connell, Trustee Lubeski, and Supervisor Fountain stated they were all excited about this project.

**Move to approve Site Plan/PD #25-012, the Preliminary Planned Development Site Plan for Urban Air Adventure Park Planned Development, as outlined in the staff memorandum dated July 30, 2025**

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

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

Voting Nay: None

Absent: None

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c. Appointment of Hearing Officer regarding Dangerous Building Matter

Supervisor Fountain gave a brief overview of the process that we need to go through regarding a dangerous building and we need to have a professional go through the dwelling and prepare a written report of what they observed and what it would take to make the dangerous building safe. He stated we do not do this very often. Trustee McMullen inquired as to whether there is an official appointment start and end date for this process. Supervisor Fountain stated it is generally by project and that we do not do this often. The last time we did this we used this company, a local Hartland business, and Mr. Summerfield, who understands the process and did a very good job representing us on that occasion. Trustee McMullen inquired as to whether the resident was still living at this house, and it was stated there are times the individual is at the property. Director Langer stated there is still work to do on the noticing, and procedural aspects of the process and one of the requirements is to appoint a Hearing Officer to be ready should we continue on this path. Director Langer stated we need to appoint an individual, not a company, to serve as the Hearing Officer. Trustee Lubeski inquired as to when the Hearing Officer completes the inspection of the home, does it then come back to the Board for review. Supervisor stated that the Hearing Officer does the inspections, then it would come back to the Board, and if we move forward, the Livingston County Building Department would get involved. Treasurer Horning stated the Hearing Officer would follow the process through the courts as he did in our previous demolition case. Director Langer stated this creates a separate unbiased opinion from an individual that has suitable knowledge of dangerous buildings to go before the courts. He stated this is a last resort process that is lengthy and expensive. Director Langer stated we have been working with the individual for quite a while to rectify this issue and have recently not had been able to contact or get a response from the individual.

**Move to Accept Kelly Summerfield of Creative Design and Construction as Hearing Officer, as outlined in Ordinance No. 48, Dangerous Buildings**

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

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

Voting Nay: None

Absent: None

8. Board Reports

Trustee Lubeski - No report.

Trustee McMullen - No report.

Trustee Petrucci - No report.

Clerk Ciofu - No report.

Treasurer Horning - Congratulated Trustee Lubeski and his wife on their new baby that was born this week. She stated we have sold 139 bricks for the Veteran's Memorial and donations have remained the same. She also stated the Farmer's Market is in full swing and that the corn is in and this is the best time to go to the market at Rural King on Saturdays from 9:00 am to 1:00 pm.

Trustee O'Connell - Thanked Manager Luce and Public Works Director Scott Hable for all the help and dedication to the Veteran's Memorial. She stated it was a grand day today as the monuments have been installed.

Supervisor - No report.

[BRIEF RECESS]

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9. Information / Discussion

a. Manager's Report

Manager Luce gave a brief update on the Penny Subdivision Outlot A issue stating that the owner of the lot gave a potential new owner, with a design plan for a house on Outlot A, contact information for a resident on the Forestbrook Hills HOA Board. A brief discussion was held on building a house on this lot, the drainage issues regarding this lot, and access to the lot. Manager Luce stated there are a lot of moving parts with this lot and he requested that the Board forward any resident inquiries they may get to him. Manager Luce stated the All Boards, Partners in Progress meeting is scheduled for August 20th at 7:30 a.m. at the HESSC meeting room. He gave a brief overview of the new Hartland Living App stating we have 1055 users that are receiving notifications. Manager Luce gave an update on the Veterans Memorial stating the monument stones were set today and Evergreen Landscaping will be starting tomorrow. Communications Director Melynda Bernardi took pictures for posting and videos that will be used to put together a video featuring Trustee Petrucci for the State of the Community event. He gave a brief update on the Admin Committees discussions regarding Township vehicles. He stated we have an old truck with a plow, a van, and an Escape at the Township Hall. After a brief discussion regarding the condition and uses of each of the vehicles, Manager Luce recommended trading in the van and the truck and purchasing a new vehicle. He did state they offered the truck and plow to the Hartland Deerfield Fire Authority, and they were not interested in purchasing the truck. He stated they researched the MIDEAL program, Ford, and GM products and stated a Ford Crew Cab Pick-Up Truck which would be useful for staff and code enforcement transportation. He stated municipal pricing for the new Ford truck is \$51,000 and with very good trade-in values we are receiving would result in a net cost of \$22,000 to purchase the vehicle. He stated this vehicle would not be used for any DPW work. Manager Luce stated he will bring this to the next Board meeting for review.

Manager Luce gave a brief update on the Hartland entrance signs, reviewing quotes from two sign companies. After a brief discussion, Manager Luce will follow up with both vendors and meet with the Admin Committee to make a recommendation to the Board. He stated the new tractor was delivered today. He stated that we received a call regarding the Settler's Park bathrooms and there is an issue with the exhaust fans that are in the duct work and replacement fans run around \$500 and we will need to get this repaired. Manager Luce gave a brief overview of a meeting held internally regarding the Livingston County Emergency Support Plan that we adopted, that included the HDFA, Assessing, and DPW to start a conversation for the processes in Hartland Township in the event of a major disaster within the Township. Items discussed were warming centers, power grids and generators, water capacity and availability, and a central housing center in the event of a major disaster in the Township. He stated this is a start for developing a internal plan that will eventually include input from the Hartland Area School District and the Livingston County Sheriff's Department. When completed a Board work session will be held on this topic. He stated this is very preliminary, but we are starting the process. He also stated we will be holding a First Aid/CPR/AED training session for Township employees in the fall. Manager Luce gave a brief overview of the discussion we had with Adam Carroll on building a new fire station at the Township Hall. He stated the HDFA provided a preliminary rendering of the location of the site, and they reached out to our engineering firm to provide a feasibility study for locating a fire station at the Township Hall. After a brief discussion regarding the cost of the study it was the consensus of the Board to have the HDFA proceed with the feasibility study.

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0. Adjournment

**Move to adjourn the meeting at 8:20 p.m.**

Motion made by Trustee McMullen, Seconded by Trustee Petrucci.

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

Voting Nay: None

Absent: None

Submitted By

Larry N. Ciofu, Clerk