



## Board of Trustees

William J. Fountain, Supervisor  
Larry N. Ciofu, Clerk  
Kathleen A. Horning, Treasurer

Brett Lubeski, Trustee  
Summer L. McMullen, Trustee  
Denise M. O'Connell, Trustee  
Joseph M. Petrucci, Trustee

---

### Board of Trustees Regular Meeting Agenda Hartland Township Hall Tuesday, August 19, 2025 7:00 PM

1. Call to Order
  2. Pledge of Allegiance
  3. Roll Call
  4. Approval of the Agenda
  5. Approval of the Consent Agenda
    - [a.](#) Approve Payment of Bills
    - [b.](#) Approve Post Audit of Disbursements Between Board Meetings
    - [c.](#) 08-05-25 Hartland Township Board Regular Meeting Minutes
    - [d.](#) Flow Meter Project Budget Amendment
  6. Call to the Public
  7. Pending & New Business
    - [a.](#) 2025 Hartland Township Vehicle Purchase
    - [b.](#) Computer and Software Upgrades for Windows 10 Remediation Project
  8. Board Reports
- [BRIEF RECESS]
9. Information / Discussion
    - a. Manager's Report
  10. Adjournment

# **Hartland Township Board of Trustees Meeting Agenda Memorandum**

**Submitted By:** Susan Case, Finance Clerk

**Subject:** Approve Payment of Bills

**Date:** August 12, 2025

## **Recommended Action**

Move to approve the bills as presented for payment.

## **Discussion**

Bills presented total \$372,755.12. The bills are available in the Finance office for review.

Notable invoices include:

\$18,737.01 – Hartland Township Water O&M – (Out of dept costs labor/equipment)

\$218,382.54 – Livingston County Drain Commission – (July 2025 Sewer O&M & watershed group shared costs)

\$10,000.00 – Needham Plumbing LLC – (100 gallon water heater for fire dept)

\$29,513.50 – Spalding Dedecker – (Various engineering invoices)

\$55,496.84 – VC3, Inc. – (Server upgrade, August Office 365/Cloud protection, desktop computers)

## **Financial Impact**

Is a Budget Amendment Required? ☐ Yes ☒ No

All expenses are covered under the adopted FY26 budget.

## **Attachments**

Bills for 08.19.2025

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 1/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

APPLIED	APPLIED INNOVATION	07/29/2025	2888312	FOA	4/21 - 7/20/25 - RICOH MPC5503	
52972	7718 SOLUTION CENTER	08/19/2025		N		389.00
07/29/2025	CHICAGO IL, 60677-7007	/ /	0.0000	N		0.00
		08/19/2025		N		389.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000	REPAIRS & MAINTENANCE	389.00

VENDOR TOTAL: 389.00

APTUSC	ASSOCIATION OF PUBLIC TREASURERS	08/01/2025	30904	FOA	MEMBERSHIP RENEWAL	
52991	P.O. BOX 591	08/19/2025		N		199.00
08/01/2025	TAWAS CITY MI, 48764	/ /	0.0000	N		0.00
		08/19/2025		N		199.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253-804.000	MEMBERSHIP & DUES	199.00

VENDOR TOTAL: 199.00

CINTAS	CINTAS CORPORATION	08/04/2025	4238931778	FOA	MATS	
52997	P.O. BOX 630910	08/19/2025		N		48.11
08/04/2025	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		08/19/2025		N		48.11

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	48.11

CINTAS	CINTAS CORPORATION	08/11/2025	5285449209	FOA	FIRST AID	
53031	P.O. BOX 630910	08/19/2025		N		113.06
08/11/2025	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		08/19/2025		N		113.06

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-801.000	CONTRACTED SERVICES	113.06

CINTAS	CINTAS CORPORATION	07/31/2025	9331867545	FOA	EYEWASH SERVICE	
52988	P.O. BOX 630910	08/19/2025		N		99.18
07/31/2025	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		08/19/2025		N		99.18

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-801.000	CONTRACTED SERVICES	99.18

VENDOR TOTAL: 260.35

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 2/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

DOUGIES	DOUGIE'S DISPOSAL & RECYCLING	08/05/2025	198402	FOA	AUGUST 2025 PARKS TRASH	
53000	PO BOX 241	08/19/2025		N		300.00
08/05/2025	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		08/19/2025		Y		300.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.000	CONTRACTED SERVICES	300.00

VENDOR TOTAL: 300.00

0070	DTE ENERGY	07/31/2025	200365788959	FOA	JULY 2025 - MILLPOINTE, FIDDLERS GRO	
52994	P.O BOX 740786	08/19/2025		N		1,745.65
	CINCINNATI					
07/31/2025	OH, 45274-0786	/ /	0.0000	N		0.00
		08/19/2025		N		1,745.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000-282.001	MILLPOINTE STREETLIGHTS DEPOSIT	282.93
101-000-282.002	FIDDLAR GROVE STREETLIGHT DEPOSIT	23.23
101-000-282.003	WALNUT RIDGE STREETLIGHTS DEPOSIT	25.40
101-448-921.000	STREET LIGHTS	1,414.09
		1,745.65

VENDOR TOTAL: 1,745.65

ELECTROCYC	ELECTROCYCLE, INC.	08/05/2025	66898	FOA	ONSITE DOCUMENT DESTRUCTION	
53007	23953 RESEARCH DR	08/19/2025		N		42.00
08/05/2025	FARMINGTON HILLS MI, 48335	/ /	0.0000	N		0.00
		08/19/2025		N		42.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-801.000	CONTRACTED SERVICES	42.00

VENDOR TOTAL: 42.00

0001	HARTLAND TOWNSHIP GENERAL FUND	08/07/2025	080725	FOA	JULY 2025 - DOG LICENSE PMTS	
53014		08/19/2025		N		21.00
08/07/2025	,	/ /	0.0000	N		0.00
		08/19/2025		N		21.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.250	DOG LICENSES ESCROW	21.00

0001	HARTLAND TOWNSHIP GENERAL FUND	08/11/2025	081125	FOA	JULY 2025 MOBILE HOME TAX DISBURSEME	
53025		08/19/2025		N		297.50

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 3/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

08/11/2025	,	/ /	0.0000	N		0.00
		08/19/2025		N		297.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.300	MOBILE HOME FEES ESCROW	297.50

VENDOR TOTAL: 318.50

WATERO&M	HARTLAND TOWNSHIP WATER O & M	07/31/2025	JULY 2025	FOA	OUT OF DEPT COSTS FOR EQUIPMENT	
52998	2655 CLARK RD	08/19/2025		N		1,615.48
08/04/2025	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		08/19/2025		N		1,615.48

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.010	CONTRACT EQUIPMENT - WATER SYS	406.94
101-265-801.010	CONTRACT EQUIPMENT - WATER SYS	863.04
101-567-801.010	CONTRACT EQUIPMENT - WATER SYS	302.81
206-000-801.010	CONTRACT EQUIPMENT - WATER SYS	42.69

1,615.48

WATERO&M	HARTLAND TOWNSHIP WATER O & M	07/31/2025	JULY 25	FOA	OUT OF DEPT COSTS	
52999	2655 CLARK RD	08/19/2025		N		17,121.53
08/04/2025	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		08/19/2025		N		17,121.53

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.009	CONTRACT SERVICES - WATER SYSTEM	5,176.42
101-265-801.009	CONTRACT SERVICES - WATER SYSTEM	9,232.68
101-567-801.009	CONTRACT SERVICES - WATER SYSTEM	2,413.93
206-000-801.009	CONTRACT SERVICES - WATER SYSTEM	298.50

17,121.53

VENDOR TOTAL: 18,737.01

HTVMF	HARTLAND TWP VETERANS MEMORIAL FUND	07/31/2025	073125	FOA	CREDIT CARD PURCHASES 7/15 - 7/31/25	
52992		08/19/2025		N		100.00
07/31/2025	,	/ /	0.0000	N		0.00
		08/19/2025		N		100.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000-001.000	GF CHASE 790006381	100.00

VENDOR TOTAL: 100.00

IIMC	INT'L INSTITUTE OF MUNICIPAL CLERKS	08/11/2025	07102025	FOA	ANNUAL MEMBERSHIP	
------	-------------------------------------	------------	----------	-----	-------------------	--

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 4/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

53015	8331 UTICA AVE, #200	08/19/2025		N		220.00
08/11/2025	RANCHO CUCAMONGA CA, 91730	/ /	0.0000	N		0.00
		08/19/2025		N		220.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215-804.000	MEMBERSHIP & DUES	220.00

VENDOR TOTAL: 220.00

LIVINGCO	JENNIFER M. NASH	08/07/2025	080725	FOA	LIV CTY SEWAGE DISPOSAL BONDS SERIES	
53017	C/O BRIAN JONCKHEERE, LCDC	08/19/2025		N		8,980.16
	2300 E. GRAND RIVER, STE 105					
08/07/2025	HOWELL MI, 48843-7581	/ /	0.0000	N		0.00
		08/19/2025		N		8,980.16

Open

GL NUMBER	DESCRIPTION	AMOUNT
591-000-997.000	BOND INTEREST PAYMENT	8,980.16

VENDOR TOTAL: 8,980.16

K&J	K & J ELECTRIC, INC	08/06/2025	633	FOA	ELECTRICAL INSTALLATION AT VETERANS	
53027	7219 EAST HIGHLAND RD	08/19/2025		N		3,210.00
08/06/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		08/19/2025		N		3,210.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
401-751-970.009	SETTLERS PARK	3,210.00

VENDOR TOTAL: 3,210.00

KENNEDY	KENNEDY INDUSTRIES, INC	08/05/2025	647621	FOA	PRESSURE REDUCING STATION SINGER VAL	
53016	P.O. BOX 930079	08/19/2025		N		5,574.00
08/05/2025	WIXOM MI, 48393	/ /	0.0000	N		0.00
		08/19/2025		N		5,574.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	5,574.00

VENDOR TOTAL: 5,574.00

KIANDER	KIANDER, SHILA	08/12/2025	081225	FOA	LAND VALUE/EDF DATABASE ADMIN CLASS	
53040	7850 4 MILE RD	08/19/2025		N		45.00
08/12/2025	EVART MI, 49631	/ /	0.0000	N		0.00
		08/19/2025		Y		45.00

Open

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 5/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

GL NUMBER	DESCRIPTION	AMOUNT
101-209-957.000	EDUCATION/TRAINING/CONVENTION	45.00

VENDOR TOTAL: 45.00

0220	LIVINGSTON COUNTY TREASURER	08/07/2025	080725	FOA	JULY 2025 DOG LICENSE PMTS	
53020	200 E. GRAND RIVER	08/19/2025		N		409.00
08/07/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		08/19/2025		N		409.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.250	DOG LICENSES ESCROW	409.00

0220	LIVINGSTON COUNTY TREASURER	08/11/2025	081125	FOA	JULY 2025 MOBILE HOME TAX DISBURSEME	
53026	200 E. GRAND RIVER	08/19/2025		N		1,487.50
08/11/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		08/19/2025		N		1,487.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.300	MOBILE HOME FEES ESCROW	1,487.50

0220	LIVINGSTON COUNTY TREASURER	08/07/2025	8/7/25	FOA	B.O.R ADJUSTMENTS	
53030	200 E. GRAND RIVER	08/19/2025		N		983.83
08/07/2025	HOWELL MI, 48843	/ /	0.0000	Y		0.00
		08/19/2025		N		983.83

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-209-850.000	TAX CHARGEBACKS	282.75
204-000-850.000	TAX CHARGEBACKS	289.44
206-000-850.000	TAX CHARGEBACKS	411.64
		983.83

VENDOR TOTAL: 2,880.33

2909	LIVINGSTON CTY.DRAIN COMMISSIO	08/05/2025	4014	FOA	WATERSHED GROUP SHARED COST	
53018	2300 E. GRAND RIVER	08/19/2025		N		646.00
	STE. 105					
08/05/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		08/19/2025		N		646.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-465-956.000	MISCELLANEOUS	646.00

2909	LIVINGSTON CTY.DRAIN COMMISSIO	08/07/2025	4018	FOA	JULY 2025 SEWER SYSTEM O&M	
------	--------------------------------	------------	------	-----	----------------------------	--

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 6/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

53019	2300 E. GRAND RIVER	08/19/2025		N		217,736.54
	STE. 105					
08/07/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		08/19/2025		N		217,736.54

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-000-801.008	LCDC CONTRACT SERVICES	217,736.54

VENDOR TOTAL: 218,382.54

LOREA	LOREA TOPSOIL & AGGREGATE	07/08/2025	37003	FOA	SCREENED TOPSOIL USED AT BOOSTER STA	
52983	4812 S. OLD US23	08/19/2025		N		123.00
07/08/2025	BRIGHTON MI, 48114	/ /	0.0000	N		0.00
		08/19/2025		Y		123.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	123.00

LOREA	LOREA TOPSOIL & AGGREGATE	08/05/2025	38015	FOA	CLASS II SAND	
53001	4812 S. OLD US23	08/19/2025		N		46.00
08/05/2025	BRIGHTON MI, 48114	/ /	0.0000	N		0.00
		08/19/2025		Y		46.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	46.00

LOREA	LOREA TOPSOIL & AGGREGATE	08/06/2025	38060	FOA	TOPSOIL TO FIX DRAINAGE BY REAR OFFI	
53008	4812 S. OLD US23	08/19/2025		N		104.00
08/06/2025	BRIGHTON MI, 48114	/ /	0.0000	N		0.00
		08/19/2025		Y		104.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-930.000	REPAIRS & MAINTENANCE	104.00

VENDOR TOTAL: 273.00

LCDPA	MICHIGAN.COM	08/11/2025	SEPT 2025	FOA	ACCT # PA8741424	
53021	PO BOX 742520	08/19/2025		N		63.00
08/11/2025	CINCINNATI OH, 45274-2520	/ /	0.0000	N		0.00
		08/19/2025		N		63.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-101-804.000	MEMBERSHIP & DUES	63.00

VENDOR TOTAL: 63.00

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 7/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

NEEDHAM	NEEDHAM PLUMBING LLC	07/09/2025	3230	FOA	100 GALLON COMM WATER HEATER FOR FIR	
52974	7083 WHITNEY WOODS DR	08/19/2025		N		10,000.00
07/09/2025	FENTON MI, 48430	/ /	0.0000	N		0.00
		08/19/2025		N		10,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000-930.003	REPAIRS & MAINTENANCE BLD&GRDS	10,000.00

VENDOR TOTAL: 10,000.00

1180	PETER'S TRUE VALUE HARDWARE	07/30/2025	K78509	FOA	GLASS CLEANER	
52971	3455 W. HIGHLAND ROAD	08/19/2025		N		23.97
07/30/2025	MILFORD MI, 48380	/ /	0.0000	N		0.00
		08/19/2025		N		23.97

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	11.99
101-751-740.000	OPERATING SUPPLIES	11.98
		23.97

1180	PETER'S TRUE VALUE HARDWARE	08/07/2025	K78650	FOA	MISC ITEMS	
53022	3455 W. HIGHLAND ROAD	08/19/2025		N		86.76
08/07/2025	MILFORD MI, 48380	/ /	0.0000	N		0.00
		08/19/2025		N		86.76

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	86.76

VENDOR TOTAL: 110.73

RESERVE	PITNEY BOWES BANK INC RESERVE ACCT	07/31/2025	JULY 2025	FOA	ACCOUNT #24969628	
52995	P.O. BOX 981023	08/19/2025		N		800.90
08/04/2025	BOSTON MA, 02298-1023	/ /	0.0000	N		0.00
		08/19/2025		N		800.90

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-727.000	SUPPLIES & POSTAGE	47.39
101-209-727.000	SUPPLIES & POSTAGE	89.67
101-215-727.000	SUPPLIES & POSTAGE	167.00
101-441-727.000	SUPPLIES & POSTAGE	161.73
101-191-727.000	SUPPLIES & POSTAGE	105.38
101-400-727.000	SUPPLIES & POSTAGE	50.38
101-253-727.000	SUPPLIES & POSTAGE	0.74
101-253-811.100	TAX COLLECTION	68.66
536-000-727.000	SUPPLIES/POSTAGE	43.38

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 8/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

590-000-727.000	SUPPLIES & POSTAGE				43.37	
101-567-727.000	SUPPLIES & POSTAGE				1.77	
101-722-727.000	SUPPLIES & POSTAGE				8.73	
101-247-727.000	SUPPLIES & POSTAGE				6.66	
101-192-727.000	SUPPLIES & POSTAGE				6.04	
					<u>800.90</u>	

VENDOR TOTAL: 800.90

6875	SOUTHEAST MI COUNCIL OF GOVERNMENTS	08/01/2025	2832	FOA	2025 MEMBERSHIP DUES	
52989	DBA SEMCOG	08/19/2025		N		2,881.00
	1001 WOODWARD AVE, STE 1400					
08/01/2025	DETROIT MI, 48226	/ /	0.0000	N		0.00
		08/19/2025		N		2,881.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-101-804.000	MEMBERSHIP & DUES	2,881.00

VENDOR TOTAL: 2,881.00

SPALDING	SPALDING DEDECKER	07/18/2025	104170	FOA	VILLAS OF HARTLAND THRU 6/29/25	
52930	905 SOUTH BLVD EAST	08/19/2025		N		1,646.50
07/18/2025	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		08/19/2025		N		1,646.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0006	HACKER RD DEVELOPMENT	1,646.50

SPALDING	SPALDING DEDECKER	07/18/2025	104171	FOA	COURTYARDS OF HARTLAND THRU 6/29/25	
52931	905 SOUTH BLVD EAST	08/19/2025		N		3,449.50
07/18/2025	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		08/19/2025		N		3,449.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0055	COURTYARDS OF HARTLAND	3,449.50

SPALDING	SPALDING DEDECKER	07/18/2025	104172	FOA	HUNTERS RIDGE THRU 6/29/25	
52932	905 SOUTH BLVD EAST	08/19/2025		N		620.00
07/18/2025	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		08/19/2025		N		620.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0022	HUNTERS RIDGE	620.00

SPALDING	SPALDING DEDECKER	07/18/2025	104173	FOA	OLD 23 MINI STORAGE THRU 6/29/25	
52933	905 SOUTH BLVD EAST	08/19/2025		N		4,431.00

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 9/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

07/18/2025	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		08/19/2025		N		4,431.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0057	BEAUCHAMP SELF STORAGE EXPENSES	4,431.00

SPALDING	SPALDING DEDECKER	07/18/2025	104174	FOA	HIGHLAND RESERVE THRU 6/29/25	
52934	905 SOUTH BLVD EAST	08/19/2025		N		7,847.00
07/18/2025	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		08/19/2025		N		7,847.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0056	HIGHLAND RESERVES/GREEN VENTURES EXP	7,847.00

SPALDING	SPALDING DEDECKER	07/18/2025	104175	FOA	REDWOOD THRU 6/29/25	
52935	905 SOUTH BLVD EAST	08/19/2025		N		2,373.00
07/18/2025	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		08/19/2025		N		2,373.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0026	REDWOOD USA LLC	2,373.00

SPALDING	SPALDING DEDECKER	07/18/2025	104176	FOA	SHOPS AT WALDENWOODS THRU 6/29/25	
52936	905 SOUTH BLVD EAST	08/19/2025		N		7,904.50
07/18/2025	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		08/19/2025		N		7,904.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0054	SHOPS AT WALDENWOODS	7,904.50

SPALDING	SPALDING DEDECKER	07/22/2025	104266	FOA	HARTLAND SENIOR LIVING THRU 6/29/25	
52954	905 SOUTH BLVD EAST	08/19/2025		N		1,242.00
07/22/2025	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		08/19/2025		N		1,242.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0027	PIRHL	1,242.00

VENDOR TOTAL: 29,513.50

STAPLES	STAPLES	08/02/2025	6038866736	FOA	MISC SUPPLIES	
52990	PO BOX 660409	08/19/2025		N		149.09
08/02/2025	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		08/19/2025		N		149.09

Open

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 10/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

GL NUMBER	DESCRIPTION	AMOUNT
101-172-727.000	SUPPLIES & POSTAGE	35.35
101-265-740.000	OPERATING SUPPLIES	105.42
101-400-727.000	SUPPLIES & POSTAGE	8.32
		<hr/> 149.09

STAPLES	STAPLES	08/09/2025	6039337269	FOA	PARKS BATHROOM SUPPLIES	
53024	PO BOX 660409	08/19/2025		N		365.02
08/09/2025	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		08/19/2025		N		365.02

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-740.000	OPERATING SUPPLIES	365.02

VENDOR TOTAL: 

---

514.11

EGLE	STATE OF MICHIGAN	08/11/2025	761-11337425	FOA	PFAS TESTING	
53029	EGLE CASHIERS OFFICE	08/19/2025		N		308.00
	P.O. BOX 30667					
06/30/2025	LANSING MI, 48909	/ /	0.0000	N		0.00
		08/19/2025		N		308.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	308.00

VENDOR TOTAL: 

---

308.00

SPIRITOFLLI	THE SPIRIT OF LIVINGSTON	08/05/2025	7302	FOA	LOGO EMBROIDERY	
53037	3280 W GRAND RIVER	08/19/2025		N		12.50
08/05/2025	HOWELL MI, 48855	/ /	0.0000	N		0.00
		08/19/2025		N		12.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-192-727.000	SUPPLIES & POSTAGE	12.50

VENDOR TOTAL: 

---

12.50

TITAN	TITAN PLUMBING GROUP	08/04/2025	37782190	FOA	CURB STOP AT 2599 WOODCLIFF TR	
53002	2440 W HIGHLAND RD, STE 104	08/19/2025		N		700.00
08/04/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		08/19/2025		Y		700.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	700.00

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 11/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

VENDOR TOTAL: 700.00

TRIGON	TRIGON ROAD LLC	08/04/2025	1428	FOA	ELECTION WORKER YEARLY SUBSCRIPTION	
52996	P.O. BOX 258133	08/19/2025		N		1,200.00
09/01/2025	MADISON WI, 53725-8133	/ /	0.0000	N		0.00
		08/19/2025		N		1,200.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-191-801.000	CONTRACTED SERVICES	1,200.00

VENDOR TOTAL: 1,200.00

SCADA	UIS SCADA, INC.	08/07/2025	530380280	FOA	FLOW METER PROJECT	
53023	2290 BISHOP CIRCLE EAST	08/19/2025		N		9,498.00
08/07/2025	DEXTER MI, 48130	/ /	0.0000	N		0.00
		08/19/2025		N		9,498.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
539-000-930.000	REPAIRS & MAINTENANCE	9,498.00

VENDOR TOTAL: 9,498.00

VC3, INC.	VC3, INC.	08/12/2025	214922	FOA	AUGUST 2025 - MS OFFICE 365	
53038	C/O PNC BANK	08/19/2025		N		551.46
	P.O. BOX 746804	/ /	0.0000	N		0.00
08/12/2025	ATLANTA GA, 30374-6804	08/19/2025		N		551.46

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-946.000	PEG SERVER & SOFTWARE RENTAL	551.46

VC3, INC.	VC3, INC.	08/12/2025	214924	FOA	AUGUST 2025 - CLOUD PROTECTION/DATA	
53039	C/O PNC BANK	08/19/2025		N		314.00
	P.O. BOX 746804	/ /	0.0000	N		0.00
08/12/2025	ATLANTA GA, 30374-6804	08/19/2025		N		314.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-258-801.000	CONTRACTED SERVICES	314.00

VC3, INC.	VC3, INC.	06/23/2025	3562357VC3	FOA	WIN SERVER 2012 UPGRADE	
52804	C/O PNC BANK	08/19/2025	2025-008	N		30,360.58
	P.O. BOX 746804	/ /	0.0000	N		0.00
06/23/2025	ATLANTA GA, 30374-6804	08/19/2025		N		30,360.58

Open

08/12/2025 05:47 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 08/19/2025 - 08/19/2025  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 12/12

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

GL NUMBER	DESCRIPTION	AMOUNT
401-258-970.000	CAPITAL OUTLAY EQUIPMENT	30,360.58
VC3, INC.	VC3, INC.	08/05/2025 3563305
53003	C/O PNC BANK	08/19/2025
	P.O. BOX 746804	
08/05/2025	ATLANTA GA, 30374-6804	/ / 0.0000
		08/19/2025
Open		

GL NUMBER	DESCRIPTION	AMOUNT
401-258-970.000	CAPITAL OUTLAY EQUIPMENT	24,270.80
VENDOR TOTAL:		55,496.84
TOTAL - ALL VENDORS:		372,755.12

FUND TOTALS:

Fund 101 - GENERAL FUND	57,741.57
Fund 204 - MUNICIPAL STREET FUND	289.44
Fund 206 - FIRE OPERATING	10,752.83
Fund 401 - CAPITAL PROJECTS FUND	57,841.38
Fund 536 - WATER SYSTEM FUND	7,105.37
Fund 539 - WATER REPLACEMENT FUND	9,498.00
Fund 577 - CABLE TV FUND	551.46
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND	217,779.91
Fund 591 - LAKE TYRONE 2015 SEWER SAD	8,980.16
Fund 701 - TRUST AND AGENCY	2,215.00

## **Hartland Township Board of Trustees Meeting Agenda Memorandum**

**Submitted By:** Susan Case, Finance Clerk

**Subject:** Approve Post Audit of Disbursements Between Board Meetings

**Date:** August 12, 2025

### **Recommended Action**

Move to approve the presented disbursements under the post-audit resolution.

### **Discussion**

The following disbursements have been made since the last board meeting:

Accounts Payable - \$22,988.03

August 14, 2025 Payroll - \$94,866.39

### **Financial Impact**

Is a Budget Amendment Required? ☐ Yes ☒ No

All expenses are covered under the adopted FY26 budget.

### **Attachments**

Post Audit Bills List 07.31.2025

Post Audit Bills List 08.07.2025

Payroll for 08.14.2025

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP  
 CHECK DATE FROM 07/31/2025 - 07/31/2025

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/31/2025	FOA	46342	HARTLAND TOWNSHIP GENERAL FUND	MOBILE HOME FEES ESCROW	701-000-290.300	296.50
07/31/2025	FOA	46343	LIVINGSTON COUNTY TREASURER	MOBILE HOME FEES ESCROW	701-000-290.300	1,482.50
07/31/2025	FOA	46344	LOWES BUSINESS ACCT/SYNCB	OPERATING SUPPLIES	101-751-740.000	432.33
		46344		SETTLERS PARK	401-751-970.009	9.46
		46344		OPERATING SUPPLIES	536-000-740.000	169.90
						<hr/> 611.69
07/31/2025	FOA	46345	VERIZON WIRELESS	CONTRACTED SERVICES	101-191-801.000	75.00
		46345		REPAIRS & MAINTENANCE	101-209-930.000	80.02
		46345		TELEPHONE	101-265-851.000	788.89
		46345		OPERATING SUPPLIES	101-751-740.000	45.02
		46345		TELEPHONE	536-000-851.000	211.65
		46345		CONTRACTED SERVICES & RENTALS	577-000-801.000	40.01
						<hr/> 1,240.59
TOTAL - ALL FUNDS				TOTAL OF 4 CHECKS		3,631.28

--- GL TOTALS ---

101-191-801.000	CONTRACTED SERVICES	75.00
101-209-930.000	REPAIRS & MAINTENANCE	80.02
101-265-851.000	TELEPHONE	788.89
101-751-740.000	OPERATING SUPPLIES	477.35
401-751-970.009	SETTLERS PARK	9.46
536-000-740.000	OPERATING SUPPLIES	169.90
536-000-851.000	TELEPHONE	211.65
577-000-801.000	CONTRACTED SERVICES & RENTALS	40.01
701-000-290.300	MOBILE HOME FEES ESCROW	1,779.00
	TOTAL	3,631.28

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/07/2025	FOA	46377	APPLIED CAPITAL, LLC	LEASES - COPIER	101-172-960.000	467.98
08/07/2025	FOA	46378	CHASE BANK	CONTRACTED SERVICES	101-191-801.000	75.00
		46378		SUPPLIES & POSTAGE	101-192-727.000	96.86
		46378		EDUCATION/TRAINING/CONVENTION	101-192-957.000	400.00
		46378		CAPITAL OUTLAY	101-192-970.000	2,622.51
		46378		SUPPLIES & POSTAGE	101-209-727.000	39.96
		46378		REPAIRS & MAINTENANCE	101-209-930.000	80.02
		46378		EDUCATION/TRAINING/CONVENTION	101-209-957.000	261.38
		46378		SUPPLIES & POSTAGE	101-215-727.000	27.20
		46378		SUPPLIES & POSTAGE	101-247-727.000	9.99
		46378		OPERATING SUPPLIES	101-265-740.000	423.31
		46378		TELEPHONE	101-265-851.000	808.61
		46378		REPAIRS & MAINT - HERO TEEN CTR	101-265-930.001	796.46
		46378		CAPITAL OUTLAY	101-265-970.000	1,048.99
		46378		OPERATING SUPPLIES	101-577-740.000	16.99
		46378		OPERATING SUPPLIES	101-751-740.000	270.62
		46378		REPAIRS & MAINTENANCE	101-751-930.000	525.88
		46378		OPERATING SUPPLIES	536-000-740.000	114.31
		46378		WATER TREAT. CHEMICALS	536-000-740.001	3,059.99
		46378		INTERNET	536-000-805.000	423.76
		46378		TELEPHONE	536-000-851.000	321.46
		46378		PRINTING & PUBLICATIONS	536-000-900.000	39.99
		46378		REPAIRS & MAINTENANCE SYSTEM	536-000-930.001	418.23
		46378		REPAIRS & MAINTENANCE BLD&GRDS	536-000-930.003	899.00
		46378		CONTRACTED SERVICES & RENTALS	577-000-801.000	4,840.01
		46378		INTERNET	577-000-805.000	1,099.62
		46378		CABLE TV FEES	577-000-806.000	168.62
						<hr/> 18,888.77
TOTAL - ALL FUNDS				TOTAL OF 2 CHECKS		19,356.75

--- GL TOTALS ---

101-172-960.000	LEASES - COPIER	467.98
101-191-801.000	CONTRACTED SERVICES	75.00
101-192-727.000	SUPPLIES & POSTAGE	96.86
101-192-957.000	EDUCATION/TRAINING/CONVENTION	400.00
101-192-970.000	CAPITAL OUTLAY	2,622.51
101-209-727.000	SUPPLIES & POSTAGE	39.96
101-209-930.000	REPAIRS & MAINTENANCE	80.02
101-209-957.000	EDUCATION/TRAINING/CONVENTION	261.38
101-215-727.000	SUPPLIES & POSTAGE	27.20
101-247-727.000	SUPPLIES & POSTAGE	9.99
101-265-740.000	OPERATING SUPPLIES	423.31
101-265-851.000	TELEPHONE	808.61
101-265-930.001	REPAIRS & MAINT - HERO TEEN CTR	796.46
101-265-970.000	CAPITAL OUTLAY	1,048.99
101-577-740.000	OPERATING SUPPLIES	16.99
101-751-740.000	OPERATING SUPPLIES	270.62
101-751-930.000	REPAIRS & MAINTENANCE	525.88

08/11/2025 03:26 PM  
User: SUSANC  
DB: Hartland

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP  
CHECK DATE FROM 08/07/2025 - 08/07/2025

Page 2/2

Check Date	Bank	Check #	Payee	Description	GL #	Amount
536-000-740.000				OPERATING SUPPLIES		114.31
536-000-740.001				WATER TREAT. CHEMICALS		3,059.99
536-000-805.000				INTERNET		423.76
536-000-851.000				TELEPHONE		321.46
536-000-900.000				PRINTING & PUBLICATIONS		39.99
536-000-930.001				REPAIRS & MAINTENANCE SYSTEM		418.23
536-000-930.003				REPAIRS & MAINTENANCE BLD&GRDS		899.00
577-000-801.000				CONTRACTED SERVICES & RENTALS		4,840.01
577-000-805.000				INTERNET		1,099.62
577-000-806.000				CABLE TV FEES		168.62
				TOTAL		19,356.75

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
08/14/2025	FOA	18500	MISSION SQUARE	1,746.10	1,746.10	0.00	Open
08/14/2025	FOA	18501	MISSION SQUARE	3,382.88	3,382.88	0.00	Open
08/14/2025	FOA	18502	MISSION SQUARE	4,172.43	4,172.43	0.00	Open
08/14/2025	FOA	DD10114	ALLEN, DANIEL K	1,421.02	0.00	1,234.82	Cleared
08/14/2025	FOA	DD10115	BERNARDI, MELYNDA A	2,008.33	0.00	1,576.51	Cleared
08/14/2025	FOA	DD10116	BROOKS, TYLER J	3,202.50	0.00	2,242.26	Cleared
08/14/2025	FOA	DD10117	CARRIGAN, AMANDA K	3,830.25	0.00	2,939.34	Cleared
08/14/2025	FOA	DD10118	CASE, SUSAN E	3,005.14	0.00	1,644.29	Cleared
08/14/2025	FOA	DD10119	CIOFU, LARRY N	3,604.17	0.00	2,433.29	Cleared
08/14/2025	FOA	DD10120	COSGROVE, HEATHER H	2,543.34	0.00	1,826.44	Cleared
08/14/2025	FOA	DD10121	DRYDEN-HOGAN, SUSAN A	4,204.33	0.00	2,974.23	Cleared
08/14/2025	FOA	DD10122	HAASETH, GWYN M	1,219.17	0.00	1,084.37	Cleared
08/14/2025	FOA	DD10123	HABLE, SCOTT R	3,777.88	0.00	2,586.92	Cleared
08/14/2025	FOA	DD10124	HORNING, KATHLEEN A	3,354.17	0.00	2,350.40	Cleared
08/14/2025	FOA	DD10125	HUBBARD, TONYA S	2,557.23	0.00	1,715.72	Cleared
08/14/2025	FOA	DD10126	JOHNSON, LISA	2,867.09	0.00	1,613.42	Cleared
08/14/2025	FOA	DD10127	KENDALL, ANTHONY S	53.67	0.00	49.57	Cleared
08/14/2025	FOA	DD10128	LANGER, TROY D	4,143.29	0.00	2,916.65	Cleared
08/14/2025	FOA	DD10129	LIPKE, BRADY W	1,395.00	0.00	1,146.54	Cleared
08/14/2025	FOA	DD10130	LOUIS, CASEY	1,443.15	0.00	1,118.95	Cleared
08/14/2025	FOA	DD10131	LUCE, MICHAEL T	6,045.83	0.00	4,390.55	Cleared
08/14/2025	FOA	DD10132	MORGANROTH, CAROL L	2,660.00	0.00	1,968.91	Cleared
08/14/2025	FOA	DD10133	NIXON, MITCHELL A	3,106.50	0.00	2,189.48	Cleared
08/14/2025	FOA	DD10134	RADLEY, JAMES W	3,087.25	0.00	2,257.72	Cleared
08/14/2025	FOA	DD10135	SHOLLACK, DONNA M	2,176.00	0.00	1,647.20	Cleared
08/14/2025	FOA	DD10136	SOSNOWSKI, SHERI R	2,661.53	0.00	2,008.11	Cleared
08/14/2025	FOA	DD10137	VETTRAINO, ALEXANDER D	930.00	0.00	788.82	Cleared
08/14/2025	FOA	DD10138	WYATT, MARTHA K	3,916.04	0.00	2,635.13	Cleared
08/14/2025	FOA	EFT771	FEDERAL TAX DEPOSIT	16,352.10	16,352.10	0.00	Cleared

Totals:	Number of Checks:	029	94,866.39	25,653.51	49,339.64
Total Physical Checks:	3				
Total Check Stubs:	26				

## **Hartland Township Board of Trustees Meeting Agenda Memorandum**

**Submitted By:** Larry Ciofu, Clerk

**Subject:** 08-05-25 Hartland Township Board Regular Meeting Minutes

**Date:** August 18, 2025

### **Recommended Action**

Move to approve the Hartland Township Board Regular Meeting minutes for August 5, 2025.

### **Discussion**

Draft minutes are attached for review.

### **Financial Impact**

None

### **Attachments**

8-5-25 HTB Minutes - DRAFT

# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

August 05, 2025 – 7:00 PM

## **DRAFT**

### **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 Cromaine 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.**

# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

August 05, 2025 – 7:00 PM

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

# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

August 05, 2025 – 7:00 PM

## 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

## HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

August 05, 2025 – 7:00 PM

### 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]

# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

August 05, 2025 – 7:00 PM

## 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.

# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

August 05, 2025 – 7:00 PM

## 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

# Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Scott Hable, Director of Public Works

**Subject:** Flow Meter Project Budget Amendment

**Date:** August 19, 2025

## Recommended Action

Move to approve the water system flow meter project amendment as presented in the amount of \$7,153.00.

## Discussion

Purchase and installation of three new flow meters on our raw water wells was a three step process. Purchasing the actual meters themselves, installation of the meters, and SCADA implementation to monitor the meters. Meter purchase and installation costs came in close to what we expected, as these costs are fairly predictable. However, the SCADA telemetry install is more complex, and ballpark quotes are usually given until UIS (implementation company) is on site and evaluates how complicated or not the install may be. Due to our aging well control cabinets, and outdated hardware, extra time and equipment was deemed necessary to complete this task, thus resulting in the overage of the original budgeted amount of \$24,000.

## Financial Impact

Is a Budget Amendment Required? ☒ Yes ☐ No

An increase to the following account is needed to cover the overage. The Water R&R Fund surplus will cover the extra money:

539-000-930.000 Repairs & Maintenance

## Attachments

Meter quote

Installation quote

SCADA quote



4391 Bonnymede Ct  
Jackson, MI 49201

Representing:



*Your helping hand in all your Municipal Water & Wastewater Needs*

We are pleased to offer our proposal for furnishing and delivering this equipment for the below referenced project. Equipment is specifically listed in this "Proposed Equipment List." Items required, but not listed, are to be furnished by others. Make Purchase Orders out to MMI, Inc.

#### Quote Summary Information

<b>Project Name:</b>	<b>Hartland Township ( replace Seametrics )</b>	<b>Quote Date:</b>	02/24/25
<b>Payment Terms:</b>	<b>NET30</b>	<b>Quote Firm For:</b>	90 Days
<b>Engineer:</b>	<b>TBA</b>	<b>Ship Date:</b>	
<b>Frght &amp; Hdlg:</b>	<b>Included</b>	<b>Ultimate Dest:</b>	United States

<b>Name:</b>	<b>Mr. Tyler Brooks</b>	<b>Number: 810 632 7498</b>
	<b>Public Works</b>	517 861 0709
<b>Customer:</b>	<b>Hartland Township</b>	<a href="mailto:TBrooks@hartlandtwp.com">TBrooks@hartlandtwp.com</a>
	<b>2655 Clark Road</b>	
	<b>Hartland, MI 48353</b>	

"No statement or condition contained in any order submitted by buyer which modifies, adds to, is different from or inconsistent with any term or condition of this Quotation shall be binding on the Seller unless the Seller shall have expressly consented in writing to such statement or condition. This quotation is subject to the warranties and disclaimers set forth in the attached Emerson Process Management Terms and Conditions of Sale and no others, unless Seller and Buyer have entered into a separate written agreement."

Please Make  
Purchase Order to:

**MMI Inc.**  
**4391 Bonnymede Court**  
**Jackson , MI 49201**  
**Phone : 517-764-4736**  
**Fax : 517-764-4739**

Please email comments regarding the quality of Rosemount products, services or processes to:  
[cbrzyskimmi@msn.com](mailto:cbrzyskimmi@msn.com)

**Prepared by:** Curtis Brzyski      Phone:(517)764-4736 Fax:(517)764-4739  
4391 Bonnymede Ct.  
Jackson, MI. 49201

**Validity of Proposal: 90 Days      FOB: Factory**  
**Payment Terms: 100% Net 30 Days from shipment**  
**Taxes: Excluded and are the responsibility of the Buyer**  
**Installation and all on-site services: Not Included**

Per factory Terms and Conditions: See Website <http://www2.emersonprocess.com>

## FLOW METERS TO REPLACE EXISTING SEAMETRICS METERS

Quantity	Model	Unit Cost
3	<b>8750WDMW1A1FPHB060CA1AXDA2DA1M4G1D1R10Q4</b> <b>8750WD Magnetic Flowmeter System</b> E Revision 3 Electronics W Wall Mount Transmitter 1 AC Power Supply A 4-20 mA; Digital HART; Scalable Pulse 1 ½-14 NPT Conduit Entry F Flanged Style Sensor P Polyurethane Lining Material HB Hastelloy C Electrodes 060 6 Inch Line Size CA1 Slip-on, Raised-face, Carbon Steel Flanges: ANSI Class 150 DA2 Meter verification DA1 Ground Loop Diagnostics ( solves Grounding issues ) AX Contact Outputs M4 LCD Display with Local Operator Interface G1 (2) 316L SST Grounding Rings D1 High Accuracy +/- 0.25% of rate R10 100 feet of potted cable ( NEMA 6P Continuous Submergence ) Q4 Calibration Certificate Tags: FE/FIT Well #1, #2, #3	\$5,025.00
1	Optional Startup by MMI	\$1,050.00

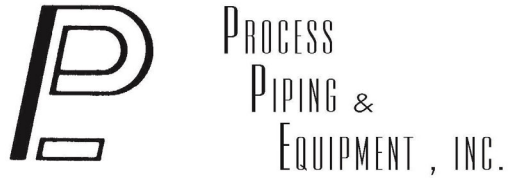
Meter only Cost	\$15,075.00
Freight	\$300.00
Total Cost	\$15,375.00

Note Due to welded housing Rosemount Meter will last longer in submerged applications over competitive meters  
Note : Price does not include installation , conduit runs , Gaskets or 316 Stainless Steel bolts required for installation

Curtis Brzyski  
MMI Inc.

**Prepared by:** Curtis Brzyski      Phone:(517)764-4736 Fax:(517)764-4739  
4391 Bonnymede Ct.  
Jackson, MI. 49201  
**Validity of Proposal: 90 Days      FOB: Factory**  
**Payment Terms: 100% Net 30 Days from shipment**  
**Taxes: Excluded and are the responsibility of the Buyer**  
**Installation and all on-site services: Not Included**

Per factory Terms and Conditions: See Website <http://www2.emersonprocess.com>



---

## SCOPE OF WORK

---

March 5, 2025

Harland Township  
2655 Clark Road  
Harland, MI 48353

Project: **Flow Meter Replacements**

Provide labor to complete the following work at each of (3) locations.

- Disassemble the coupling and drain the line
- Remove existing flow meter and pipe assembly
- Install new flow meter with existing pipe spools, coupling and restraint rod
- Inspect and visual leak test

Notes and Qualifications:

1. Flow meters are provided by Owner.
2. It is assumed that all existing pipe spools, couplings, gaskets and hardware can be reinstalled. Quote does not include new material.
3. Owner is responsible for isolating and draining the main for construction. Each meter manhole shall be clean and dry to complete our work.
4. Wiring and electrical work is not included in our scope of work.
5. We assume that power and water for construction and testing will provided by the Owner at no cost to PP&E.
6. Quote is for standard working hours, overtime or premium time is not included.
7. Cost of a bond or additional insurance is not included.
8. We reserve the right to review and schedule all work based on current workload and manpower availability.

**TOTAL LUMP SUM AMOUNT: \$6,280.00**

---

Thank you for this opportunity to quote and please contact us if you have any questions or comments regarding our scope of work.

Sincerely,  
Process Piping & Equipment

A handwritten signature in black ink, appearing to read 'A K Mudge', is written over the printed name.

Adam K. Mudge, P.E.



<b>Date</b>	July 9, 2025	<b>Customer</b>	Hartland Township	<b>To</b>	Tyler Brooks
<b>Description</b>	Hartland Township Flow Meter Transmitter Installation				
<b>Quote #</b>	251173				
<b>Estimator</b>	Mitch Beyett	<b>Email</b>	mitch.beyett@teamuis.com		

Scope of Work	Cost
---------------	------

Provide installation of (3) customer provided rosemount transmitters.

Route (3) flow meter cables in conduit to control cabinet.

Mount (3) transmitters on the wall near control cabinets and install sealtight and wiring to analog card.

Provide programming for (3) flow meters scaling changes on SCADA for totalization.

Provide start-up and calibration services for (3) rosemount transmitters and verify correct totalization with plc programmer.

Note: 2 men confined space per safety protocol on (3) PRV locations.

Total: \$9,498.00

UIS is accredited to ISO/IEC 17025:2017 for Calibration

Our Professional Technicians are routinely trained and updated in ISA and EPRI standards.



ISO/TS16949 calls for external laboratories used for inspection, testing, or calibration to be accredited to ISO 17025. This standard certifies that the laboratory is able to provide technically competent services, to operate an effective quality system, and to generate technically valid calibration and test results. Our tools are calibrated and are traceable to NIST (National Institute of Standards and Technology). As a customer you are assured of precise, accurate, and repeatable results along with enhanced data reporting. Uncertainty is not taken into account when statements of compliance are made.

Accredited calibrations with or without uncertainties are not provided unless requested in writing.

UIS SCADA Approved by

Date July 9, 2025

Please make Purchase Orders/Subcontracts out to: UIS SCADA, Inc. and reference Quote #251173

**Client Acceptance when the Client will not be providing a PO or Contract to UIS SCADA, Inc.**

Client authorizes Utilities Instrumentation Service, Inc. to proceed with the work and agrees to comply with the attached Terms and Conditions.

Client Acceptance

Signature

Name

Title

Date

Team UIS  
2290 Bishop Circle East  
Dexter, MI 48130  
(734) 424-1200

Utilities Instrumentation Service  
UIS SCADA  
UIS Renewable  
Utilities Instrumentation Service

## Exclusions and Clarifications

Pricing includes only the items listed above; anything not explicitly listed above is not included in our proposed scope of work.

Our quote is based on straight time during normal hours of 7:00 A.M. to 3:30 P.M., Monday through Friday, unless specified otherwise.

Our price is valid for thirty (30) days, after which time UIS SCADA, Inc. reserves the right to review and modify any and all portions of its proposal.

This proposal contains pricing and other information confidential and proprietary to UIS SCADA, Inc. and disclosure of the contents of this letter and any attachments to persons or organizations outside of this agreement is not authorized without specific written permission from UIS SCADA, Inc.

## Team UIS - TERMS AND CONDITIONS

**1. Offer.** These Terms and Conditions ("Terms") apply to all products and services, including without limitation, computer software program(s) and software as a service ("SaaS Services") provided to Client under an Order Confirmation with Utilities Instrumentation Services, Inc., Utilities Instrumentation Services – Ohio, LLC., UIS SCADA, Inc., and/or UIS Renewable Power, Inc., as applicable ("Team UIS"). These Terms are incorporated into each Order Confirmation issued by Team UIS to a Client of such products or services ("Client"). A confirmation or acknowledgement of an order ("Order Confirmation") will be issued to Client after the Client has submitted an order to Team UIS. The Order Confirmation constitutes Team UIS's offer to the Client identified in the Order Confirmation to sell the products and/or provide the services identified in the Order Confirmation ("Products" and "Services", respectively) and otherwise to enter into the agreement that the Order Confirmation and these Terms describe (the "Agreement"), and the Order Confirmation and these Terms shall be the complete and exclusive statement of such Agreement.

**2. Acceptance.** A contract is formed when Client accepts the Order Confirmation by written acknowledgement, by accepting the Products and/or Services, or other issued acceptance documents for the Products and/or Services. Acceptance is expressly limited to the Agreement and shall not include any terms and conditions contained in Client's purchase order or similar document. Notwithstanding any contrary provision in Client's purchase order or other acceptance document or similar document, delivery of Products, performance of Services or commencement of Services by Team UIS shall not constitute acceptance of Client's terms and conditions to the extent any such terms or conditions are inconsistent with or in addition to the terms and conditions contained in the Agreement.

**3. Prices.** Prices for Products and/or Services shall be set forth in the Order Confirmation. Unless otherwise expressly stated in the Order Confirmation: (a) prices for Products specified in the Order Confirmation do not include storage, handling, packaging, or transportation charges; and (b) prices do not include any applicable taxes.

**4. Payment Terms.** Unless otherwise expressly stated in the Order Confirmation, all accounts are payable in U.S. currency thirty (30) days from the date of Team UIS's invoice. Credit and delivery of Products shall be subject to Team UIS's approval. The Client shall pay Team UIS for Services performed in accordance with the rates and charges set forth in the Order Confirmation. If the Client disputes any portion of an invoice, the Client shall notify Team UIS, in writing, within fourteen (14) calendar days of invoice receipt, identify the cause of the dispute, and pay when due any portion of the invoice not in dispute. Failure to provide such notification shall constitute acceptance of the invoice as submitted. If Client fails to pay undisputed invoiced amounts within the thirty (30) calendar days of the invoice date, Team UIS may at any time, without waiving any other claim against the Client (including lien rights) and without thereby incurring any liability to the Client, suspend or terminate the Order Confirmation. Client is prohibited from and shall not setoff against or recoup from any invoiced amounts due or to become due from Client or its affiliates any amounts due or to become due to Team UIS or its affiliates, whether arising under the Order Confirmation, any related purchase order or any other agreement.

**5. Shipping and Delivery.** All sales of Products are F.O.B. Team UIS's plant unless otherwise specified in the Order Confirmation. Responsibility of Team UIS shall cease upon delivery to and receipt of the Products by a common carrier at which point Client will bear all risk of loss for the Products. Premium shipping expenses and/or other related expenses necessary to meet Client's accelerated delivery schedules shall be the responsibility of Client. Deliveries of orders placed by Client may be changed, deferred or canceled only upon specific agreement in writing by Team UIS and Team UIS may condition such agreement upon Client's assumption of liability and payment to Team UIS for: (a) a sum equal to the costs of work in process including costs accrued for labor and material; (b) any amount for which Team UIS is liable by reason of commitments made by Team UIS to its suppliers; and (c) any other loss, cost or expense of Team UIS as a result of such change, deferment or cancellation.

**6. Proprietary Materials.** Team UIS shall have and retain all rights, title and interest, including all intellectual property rights, in and to all Products, Services and associated materials, including, without limitation, all related reports, specifications, designs and any other property, tangible or intangible (including software and SaaS Services), furnished by Team UIS in connection with or under the applicable Order Confirmation ("Proprietary Materials"). No Proprietary Materials created by Team UIS in connection with an Order Confirmation or any related purchase order shall be considered "works made for hire" as that term is used in connection with the U.S. Copyright Act.

**7. Licenses.** Team UIS does not grant to Client any license with respect to the Products, and any such license terms with respect to the Products shall be governed solely by the licenses, if any, provided solely by the third-party manufactures of such products.

**8. SaaS Services. A.** Team UIS will provide Client with the SaaS Services, and allow Authorized Users to access the SaaS Services in connection with Client's use of the SaaS Services, as set forth in the applicable Order Confirmation. Prior to obtaining access to the SaaS Services, Client shall ensure that Authorized Users are registered in the SaaS Services with a unique User ID and a unique password. For purposes of this Agreement, "Authorized Users" means individuals who are authorized to use the SaaS Services pursuant to this Agreement or as otherwise defined, restricted or limited in an Order Confirmation, for whom subscriptions to SaaS Services have been procured, and who have been supplied user identifications and passwords by Client (or by Team UIS at Client's request). Authorized Users may include Clients' employees and Clients' agents and third-party contractors and their employees authorized by Client and/or approved by Team UIS to access the SaaS Services. **B.** Client is responsible for all activities conducted under its Authorized User logins and for its Authorized Users' compliance with this Agreement. Authorized Users may only use the SaaS Services during the term of the applicable Order Confirmation. **C.** Except as otherwise explicitly provided in this Agreement, Client and its Authorized Users will not, and will not permit third parties to: (a) use the SaaS Services except as expressly authorized in this Agreement; (b) access or use the SaaS Services to circumvent or exceed the applicable restrictions; (c) use any device, software, or routine that interferes or disrupts any application, function, or use of the SaaS Services; (d) copy, modify, translate, transmit, reproduce, distribute, republish, display, frame, or mirror the SaaS Services, except as permitted by this Agreement; (e) decompile, reverse-compile, disassemble, reverse-engineer or otherwise reduce to human-perceivable form all or any part of the SaaS Services or any part of the SaaS Services or otherwise attempt to discover any source code or create derivative works of the SaaS Services or any part of the SaaS Services; (f) rent, lease, resell, sublicense, or otherwise permit third parties to access or use the SaaS Services; (g) use the SaaS Services to provide services to third parties (e.g., as a service bureau or to otherwise provide data processing services to third parties); (h) circumvent or disable any security or other technological features or measures of any SaaS Services or any part of the SaaS Services; (i) use the SaaS Services to build a similar or competitive product or service; (j) create user accounts under false or fraudulent pretenses; (k) except as provided in an Order Confirmation, create shared or generic identifications and passwords to any SaaS Services; (l) use the SaaS Services in a manner that is contrary to applicable law or in violation of any third party rights of privacy or intellectual property rights; (m) use the SaaS Services to send or store viruses, worms, time bombs, trojan horses, or other harmful or malicious code, files, scripts, agents or programs; (n) access the SaaS Services for purposes of monitoring its availability, performance or functionality, or for any other benchmarking or competitive purposes; (o) remove, alter or obscure any of the intellectual property rights notice(s) or restrictive legend(s) embedded in or that Team UIS otherwise provides with the SaaS Services; (p) interfere with or disrupt the integrity or performance of the SaaS Services; or (q) obtain unauthorized access to the SaaS Services (including without limitation permitting access to or use of the SaaS Services via another system or tool, the primary effect of which is to enable input of requests or transactions by other than Authorized Users). **D.** Client shall at all times: (a) provide Team UIS with good faith cooperation and access to such information, facilities, and equipment as may be reasonably required by Team UIS in order to provide the SaaS Services, including, but not limited to, providing Client materials and security access, information, and software interfaces to Client's business applications; (b) provide such personnel assistance as may be reasonably requested by Team UIS from time to time; and (c) carry out in a timely manner all other Client responsibilities set forth in this Agreement. In the event of any delay in Client's performance of any of the obligations set forth in (a), (b) or (c), or any other delays caused by Client, Team UIS may adjust its performance as reasonably necessary to account for such delays.

**E.** Client is responsible for complying with any applicable laws relating to its or any Authorized User's use of the SaaS Services including, without limitation, all applicable privacy, electronic communications and data protection laws, rules, regulations, and regulatory guidelines, as well as any applicable self-regulatory guidelines. Without limiting the generality of the foregoing, Client is solely responsible for: (a) ensuring that Client and Team UIS, acting on Client's behalf, have the right to collect, use and share Client any personal data and related materials via the SaaS Services; and (b) providing adequate notice to, and obtaining any necessary consents as required under applicable laws, with respect to the Client materials and Client intellectual property collected, used and shared by Client, or by Team UIS on Client's behalf, via the SaaS Services. Notwithstanding any other provision of this Agreement, Client or any Authorized User shall not use the SaaS Services to collect, upload, retrieve, transmit, send, or store (i) any information that could directly identify a person, including, without limitation, government issued ID numbers, individual medical or health information (including protected health information under HIPAA), individual financial information, an individual's name (last name plus first name or first initial), or birth date; (ii) security codes, passwords, credit or debit card numbers; (iii) any data that falls under the sensitive or special data definitions of any applicable privacy law or self-regulatory principle; or (iv) any data collected from sites directed to children under the age of sixteen (16) or from children whose age Client knows to be under sixteen (16) in violation of applicable law. Team UIS and its designees shall have the right (but not the obligation) in their sole discretion to refuse or remove any Client materials or Client intellectual property that violate any of the terms of this Agreement or any applicable law. **F.** In connection with the operation of the SaaS Services, Team UIS may collect and analyze data in aggregate and anonymous form with respect to the use and effectiveness of the SaaS Services (the "Aggregate Data"). Client hereby irrevocably authorizes Team UIS to collect data in an aggregate and anonymous form for supporting, improving, and marketing the SaaS Services. Customer acknowledges and agrees that Team UIS will exclusively own all right, title, and interest in and to all Aggregate Data and other analytics and output data generated or provided by Team UIS or the SaaS Services. **G.** Client or Authorized Users providing any suggestions, enhancement requests, recommendations, corrections or other feedback (collectively, "Feedback") is strictly voluntary. If Client of any Authorized User provides any Feedback to Team UIS, orally or in writing, Client hereby grants to Team UIS and its affiliates a worldwide, perpetual, irrevocable, royalty-free license to use and incorporate into the SaaS Services any Feedback. **H.** Team UIS may immediately suspend the SaaS Services if Team UIS reasonably determines that the Client is not materially complying with this Agreement, or Client is using the SaaS Services in a manner that could cause damage to Team UIS's business or reputation, or otherwise reflect unfavorably upon Team UIS, its affiliates, or its partners. Team UIS shall notify the Client promptly following any such suspension taking effect.

**9. Design.** Team UIS is not responsible for the design of the Products and will not, under any circumstances, have any warranty, indemnification or other liability or obligations with respect to Products to the extent related to or arising out of the design and/or specifications for such Products. Suggestions by Team UIS as to design, use and suitability of the Products are made in good faith; provided, however, Buyer assumes full responsibility for accepting and/or using such suggestions.

**Team UIS**  
**2290 Bishop Circle East**  
**Dexter, MI 48130**  
**(734) 424-1200**

**Utilities Instrumentation Service**  
**UIS SCADA**  
**UIS Renewable Power**  
**Utilities Instrumentation Service**

**10. Warranty.** (a) Team UIS warrants, that at the time of delivery, the Products will conform to the specifications, if any, that are a part of the Order Confirmation. Client understands and hereby expressly agrees that any claim for defective materials, defective manufacture, or any other claim with respect to the Products shall be made directly to the manufacturer of the Product and not the Team UIS. Team UIS makes no warranties, either express or implied, regarding defective materials, defective manufacture, or any other claim with respect to Products. Team UIS may, at its sole election, and as Client's sole remedy, make an allowance, repair, or replace such quantity of the Products as shall prove to be defective, then Client shall hold and make available for inspection and testing by Team UIS all Products claimed by Client to be defective. (b) Services provided by Team UIS under an Order Confirmation will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. (c) THE TEAM UIS DISCLAIMS, AND CLIENT HEREBY EXPRESSLY WAIVES, ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED OR STATUTORY, WITH RESPECT TO THE PRODUCTS AND/OR SERVICES, AND/OR THE RESULTS OBTAINED FROM THEIR USE BY CLIENT AND/OR ITS USERS, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR IMPLIED WARRANTIES OF NON-INFRINGEMENT, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. TEAM UIS HEREBY DISCLAIMS ANY AND ALL LIABILITY FOR THE USE OR PERFORMANCE OF THE SERVICES AND/OR PRODUCTS SELECTED BY THE PARTIES HEREBY EXPRESSLY ACKNOWLEDGE AND AGREE THAT THE UNIFORM COMMERCIAL CODE AND ANY SPECIFIC STATE ADOPTIONS THEREOF SHALL NOT GOVERN THE RIGHTS AND OBLIGATIONS OF THE PARTIES UNDER THESE TERMS OR ANY ORDER CONFIRMATION.

**11. Liability Limitation.** Specific performance shall not be available to Client as a remedy in connection with Team UIS's providing of the Products and/or Services. Monetary damages against Team UIS shall be limited to the dollar amount charged to Client for the applicable order placed by Client and accepted by Team UIS for any of the Services and/or Products alleged to be the cause of any loss or damage, whether founded in contract, tort (including negligence), strict liability or otherwise, arising out of, or resulting from any cause whatsoever, including without limitation: (a) any order placed by Client and accepted by Team UIS or Team UIS's performance or breach; or (b) the design, manufacture, delivery, sale, repair, replacement or use of any such Products. IN NO EVENT SHALL TEAM UIS BE LIABLE TO CLIENT FOR ANY SPECIAL, INDIRECT, EXEMPLARY, INCIDENTAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, LOSS OF ANTICIPATED PROFITS, LOSS OF USE, LOSS OF REVENUE AND COST OF CAPITAL) ARISING OUT OF OR RELATING TO THE AGREEMENT, INCLUDING WITHOUT LIMITATION THE ORDER CONFIRMATION, ANY RELATED PURCHASE ORDER, OR THE SERVICE AND/OR PRODUCTS. ANY AGREEMENT VARYING OR EXTENDING THE REMEDIES SPECIFICALLY STATED HEREIN WILL BE BINDING ON TEAM UIS ONLY WHEN SPECIFICALLY AGREED TO IN WRITING BY TEAM UIS AND SPECIFICALLY REFERENCING THIS SECTION.

**12. Insurance.** Team UIS has in effect commercial general liability, umbrella, cyber, workers compensation, employer's liability, and automobile insurance coverage. A certificate of insurance is available upon request. Customer shall have property and course of construction/builder's risk insurance for the full value of the site including any improvements made pursuant to this Contract and will provide Team UIS with proof of insurance upon request.

**13. Termination.** In the event that Client fails to perform any of its obligations stated in the Agreement, including the Order Confirmation or any related purchase order and fails to cure such breach within ten (10) days after receipt of written notice from the Team UIS specifying such breach, the Team UIS may at its option immediately terminate the Order Confirmation and/or any related purchase orders. Upon any such termination by Team UIS: (a) Team UIS shall be relieved of any further obligation to Client (including, without limitation, any obligation with respect to delivery or transition of supply); (b) Client shall be liable to Team UIS for the immediate payment of amounts then billed to date by Team UIS to Client; (c) Client shall purchase and pay Team UIS immediately for all raw materials, components, work in process and finished goods acquired by Team UIS in connection with the Order Confirmation and/or any related purchase orders; and (d) Client shall immediately reimburse Team UIS for all other loss, cost or expense of Team UIS as a result of the termination of the Order Confirmation or any related purchase order.

**14. Right of Entry.** If applicable, Client shall provide for Team UIS's right to enter the property owned by the Client and/or others in order for Team UIS to perform the Services in the Order Confirmation. The Client agrees, to the fullest extent permitted by law, to indemnify and hold Team UIS and his or her subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and costs of defense) for injury or loss arising or allegedly arising from procedures associated with testing or investigative activities or discovery of hazardous materials or suspected hazardous materials on said property.

**15. Force Majeure.** Team UIS shall not be liable for any delay or failure to perform any obligation under this Agreement if such delay or failure is caused by circumstances beyond its reasonable control, including, without limitation, acts of God or public authority, riots or other public disturbances, labor disputes of any kind, electrical or power outages, utilities or telecommunications failures, earthquake, storms or other elements of nature, acts or orders of government, pandemics, acts of terrorism or war, or acts by third parties, failure of Client to provide required information, or the change in cost or availability of raw materials, components or services based on market conditions, supplier actions or contract disputes ("Force Majeure Event"). During a Force Majeure Event, Team UIS's obligations under the Order Confirmation and any related purchase order shall be suspended and Team UIS shall not have any obligation to provide Client with Products or Services from other sources or to pay or reimburse Client for any additional costs to Client of obtaining substitute Products or Services, nor shall Team UIS be liable for any damages to Client arising from or related to a Force Majeure Event.

**16. Governing law.** The contract shall be governed by the laws of Michigan

**17. Employee Solicitation.** Employee Solicitation. Client agrees not to hire, attempt to hire, or retain as consultants or otherwise, employees and/or consultants of Team UIS directly or through a third-party entity during the employment or consulting period and for a period of one (1) year subsequent to the employee's and/or consultant's last day of work for Team UIS regardless of the circumstances surrounding employee's cause of termination of employment.

**18. Indemnification.** Client holds harmless, indemnifies, and will defend Team UIS and its related or affiliated entities including their respective officers, agents and employees against any claims, liabilities, expenses, charges, fines and related losses including attorney's fees and expenses to the extent directly or indirectly caused by Client's (including those acting on behalf of Client) (a) negligent acts of omissions and involving property damage or bodily injury; (b) breach of the terms of the Agreement between the parties; or (c) violation of applicable law. This provision shall apply even if there is concurrent negligence but shall not apply to property damage or bodily injury arising solely from Team UIS's negligence. Liability per above is not limited by limits of workers compensation coverage.

**19. Survival/Entire Agreement/Waiver/Applicable Laws.** These Terms shall survive and continue in full force and effect following the expiration, cancellation or termination of an Order Confirmation and any related purchase order. The Order Confirmation, including these Terms and any other attachments, exhibits or supplements specifically referenced in the Order Confirmation, constitutes the entire agreement between Team UIS and Client with respect to the matters contained in the Order Confirmation and supersedes all prior oral or written representations and agreements. Except as otherwise provided in these Terms, the Order Confirmation may only be modified by a written agreement signed by Team UIS. Waiver by Team UIS of any of the terms or conditions of the Order Confirmation shall be effective only if in writing and signed by Team UIS, and shall not constitute a waiver of such terms as to any subsequent events or conditions, whether similar or dissimilar. No course of dealing or custom in the trade shall constitute a modification or waiver by Team UIS of any right. This Agreement is governed by the laws of the State of Michigan, except for its choice of laws provisions.

**20. Electronic Signature.** THE CONTRACT MAY BE SIGNED OR ACCEPTED ELECTRONICALLY, CONVEYING CUSTOMER'S ACCEPTANCE. COMPLIANCE WITH THE CONTRACT THROUGH ELECTRONIC MEANS INCLUDING, BUT NOT LIMITED TO, EMAIL ACKNOWLEDGEMENT, AND CUSTOMER'S ELECTRONIC SIGNATURE WILL BE DEEMED VALID AND BINDING. IF CUSTOMER CONTESTS THE VALIDITY OF THE CONTRACT BASED ON THE MEANS OF ELECTRONIC OR OTHER FORM OF EXECUTION OR ACCEPTANCE BY THE PARTIES AND THE CONTRACT IS HELD BY A COURT OR ARBITRATOR TO BE VALID, THE CUSTOMER SHALL PAY THE ATTORNEYS' FEES AND EXPENSES OF TEAM UIS ARISING FROM THE CUSTOMER'S CONTEST OF THE CONTRACT'S VALIDITY.

**21. Escalation.** Any material that has been quoted as a part of this project is calculated based upon current prices. The market for these materials is volatile, and sudden price increases could occur. Team UIS agrees to use its best efforts to obtain the lowest prices possible from our suppliers. However, should there be an increase in the price of materials that are purchased after the execution of contract Team UIS reserves the right to adjust the contract for the increase. Team UIS will provide timely written notice to the Client if this were to occur.

**22. Postponement.** In the event that the Client postpones the project, Team UIS reserves the right to charge the Client for costs incurred that will cause the project to exceed the original cost estimate. Team UIS will provide timely written notice to the Client if this were to occur.

**23. Cancellation.** In the event that the Client cancels the work once the work has been scheduled by Team UIS, Team UIS reserves the right to charge the Client as follows:

# of Days Prior to Scheduled Work	Cancellation Fee (% of Contract)
30	5.00%
15	7.50%
7	10.00%
3	15.00%

# Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Michael Luce, Township Manager

**Subject:** 2025 Hartland Township Vehicle Purchase

**Date:** August 19, 2025

## Recommended Action

Approve the purchase of a new Township Vehicle through procurement agreement in an amount not to exceed \$25,000.

## Discussion

Township Hall has battled multiple repairs with an aging minivan that staff utilizes for assessing field work, as well as code enforcement. This minivan has seen much downtime due to repair work, with the most recent being non-working air conditioning, with an estimated repair of over \$3,000. Luckily, we had decided to keep the pickup truck that was an extra from the DPW, and used by the Hartland Fire Department this past winter for snow removal. This truck was utilized by code enforcement staff this summer, but has also seen its share of repairs due to age. This truck was offered to the fire department to purchase, but they declined.

Staff reached out for quotes on both SUV's as well as four door trucks, and made the decision to offer our minivan, as well as pickup truck available for trade in. Knowing that this new vehicle would be primarily used by code enforcement on back roads and possibly harder to reach locations, it was decided that a crew cab truck would be most beneficial for purchase. This also allows the flexibility to transport multiple employees in the case of a meeting or conference. GMC estimated our trade ins at \$23,000 while Ford's trade in estimates were at \$29,000. Not only is the Ford cheaper overall, the GMC required a six month build time, with the Ford being available immediately. We have added a small buffer on funds desired over the final quote as trade in estimates are strictly based on photos at this time, and may come in lower depending on the dealerships in-person evaluations.

## Financial Impact

Is a Budget Amendment Required? ☒ Yes ☐ No

As this new truck will be for General Government use, funds from the 401 Capital Project Fund will cover the purchase. A budget amendment to the following account is necessary, with the 401 surplus covering the expense:

401-239-970.000

## Attachments

GMC Quote

Ford Quote

**LaFontaine Ford Lansing**  
**5827 S Pennsylvania**  
**Lansing, MI 48911**  
**517-574-7120-Direct**

# QUOTATION

[dwresinski@lafontaine.com](mailto:dwresinski@lafontaine.com)

Name: Hartland Township  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact: Scott Hable  
Phone: 810-632-7498  
Email: [shable@hartlandtp.com](mailto:shable@hartlandtp.com)

Date: 7/10/2025  
Quote: 071025

2024 Ford F-150 4x4 Supercrew XLT 145" Wheelbase	
2.7L V6 EcoBoost Engine	
Electronic 10-Speed Automatic Transmission	
Oxford White Exterior	
Dark Slate Cloth Interior	
XLT Series	
-LED Side Mirror Spotlights	
-Power Sliding Rear-View Window	
257/65R18 BSW All-Terrain Tire	
3.55 Ratio Regular Axle	
18" Chrome Like PVD Wheels	
Extended Range 36 Gal Fuel Tank	
Courtesy Transport Vehicle -1,240 Miles	
State Contract # 240000001209	
MSRP Sales Price	\$58,605.00
<b>Sales Price</b>	<b>\$51,105.00</b>
Taxes	\$0.00
Registration and Title Fees	\$15.00
Delivery	\$0.00
<b><u>Total Vehicle Cost</u></b>	<b><u>\$51,120.00</u></b>
Trade-In Value	-\$29,000.00
<b>Total Cost:</b>	<b>\$22,120.00</b>

Signed: Daniel Wresinski



# Todd Wenzel Buick-GMC and TW Chevrolet

Albert Li | (734) 713-1065 | ali@toddwenzel.com

## Hartland Township

Prepared For: Scott Hable

(810) 632-7498

SHable@hartlandtwp.com

[Fleet] 2026 GMC Sierra 1500 (TK10543) 4WD Crew Cab 147" Pro (2)

### ***TODD WENZEL BUICK GMC of WESTLAND***

31500 Ford Rd.

Westland, MI 48185

State of Michigan MiDeal Contract # MA240000001205

MiDeal Spec # 0081-LDT

#### **Hartland Township Pricing**

**(MiDeal Pricing)**

#### **2026 GMC Sierra 1500 Crew Cab 4x4 Pro Pickup**

**7000# GVWR      TurboMax w/ 8-Spd Auto      Crew w/ 5'10" Bed**

**2026 GMC Sierra 1500 Crew 4wd Pro Pickup      \$ 42,976.00**

#### **Options:**

6SB – 6" Rectangular Step Bars (Black, GM Accy)      + \$ 976.00

RMT – Remote Engine Start (GM Accy)      + \$ 586.00

Prices Quoted are for a 2026MY GM MiDeal Factory Order.  
FOB Hartland, MI



[Fleet] 2026 GMC Sierra 1500 (TK10543) 4WD Crew Cab 147" Pro (2) ( Complete )

Price Summary

PRICE SUMMARY	
	MSRP
Base Price	\$47,300.00
Total Options	\$1,235.00
Vehicle Subtotal	\$48,535.00
Destination Charge	\$2,595.00
Grand Total	<del>\$51,130.00</del>

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.  
Data Version: 26094. Data Updated: Jul 29, 2025 6:49:00 PM PDT.



# Todd Wenzel Buick-GMC and TW Chevrolet

Albert Li | (734) 713-1065 | ali@toddwenzel.com

[Fleet] 2026 GMC Sierra 1500 (TK10543) 4WD Crew Cab 147" Pro (2) ( Complete )

## Selected Model and Options

MODEL	
CODE	MODEL
TK10543	2026 GMC Sierra 1500 4WD Crew Cab 147" Pro

COLORS	
CODE	DESCRIPTION
GAZ	Summit White

OPTIONS	
CODE	DESCRIPTION
FE9	Emissions, Federal requirements
L3B	Engine, TurboMax
MFC	Transmission, 8-speed automatic, (Column shifter) electronically controlled
C5W	GVWR, 7000 lbs. (3175 kg)
GU6	Rear axle, 3.42 ratio
1SA	Pro Preferred Equipment Group
RD6	Wheels, 17" x 8" (43.2 cm x 20.3 cm) painted steel, Silver
RC5	Tires, LT265/70R17C all-terrain, blackwall
RHM	Tire, spare LT265/70R17 all-terrain, blackwall
GAZ	Summit White
AZ3	Seats, front 40/20/40 split-bench
H1T	Jet Black, Cloth seat trim
IOR	Audio system, GMC Infotainment System with 7" diagonal color touch-screen, AM/FM stereo
—	Option/package discount
PEB	Pro Value Package
PCI	Convenience Package
Z82	Trailer Package
G80	Auto-locking rear differential
KW5	Alternator, 220 amps
NZZ	Skid Plates
B1J	Wheelhouse liners, rear

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 26094. Data Updated: Jul 29, 2025 6:49:00 PM PDT.



# Todd Wenzel Buick-GMC and TW Chevrolet

Albert Li | (734) 713-1065 | ali@toddwenzel.com

[Fleet] 2026 GMC Sierra 1500 (TK10543) 4WD Crew Cab 147" Pro (2) (✔ Complete)

OPTIONS	
CODE	DESCRIPTION
DLF	Mirrors, outside heated power-adjustable
AKO	Glass, deep-tinted
UF2	LED Cargo Area Lighting
QT5	Tailgate, gate function manual with EZ Lift
CGN	Bedliner, Spray-on
KI4	Power outlet, interior power outlet, 120-volt
UBI	USB ports, (2) charge-only, rear
KC9	Power outlet, bed mounted, 120-volt
C49	Defogger, rear-window electric
CTT	Hitch Guidance
VQ1	Fleet processing option
Options Total	

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 26094. Data Updated: Jul 29, 2025 6:49:00 PM PDT.



# Todd Wenzel Buick-GMC and TW Chevrolet

Albert Li | (734) 713-1065 | ali@toddwenzel.com

[Fleet] 2026 GMC Sierra 1500 (TK10543) 4WD Crew Cab 147" Pro (2) (✔ Complete)

## Standard Equipment

### Package

GMC Pro Safety includes (UEU) Forward Collision Alert, (UE4) Following Distance Indicator, (UKJ) Front Pedestrian Braking, (TQ5) IntelliBeam, (UHX) Lane Keep Assist with Lane Departure Warning, and (UHY) Automatic Emergency Braking (Includes (T8Z) Buckle to Drive.)

### Mechanical

Pickup bed (Deleted when (ZW9) pickup bed delete is ordered on Regular Cab models.)

Engine, TurboMax (310 hp [231 kW] @ 5600 rpm, 430 lb-ft of torque [583 Nm] @ 3000 rpm) (Not available with (VYU) Snow Plow Prep Package, (X31) X31 Off-Road Package, (ZW9) pickup bed delete or (KC4) external engine oil cooler. Includes (KW5) 220-amp alternator.) (STD)

Transmission, 8-speed automatic, (Column shifter) electronically controlled with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking (Standard and only available with (L3B) TurboMax engine.) (STD)

Rear axle, 3.42 ratio (Included and only available with (L3B) TurboMax engine.)

GVWR, 7000 lbs. (3175 kg) (Requires Crew Cab 4WD or Double Cab 4WD model and (L3B) TurboMax engine. Requires Double Cab 4WD model and (L84) 5.3L EcoTec3 V8 engine.) (STD)

Push Button Start

Automatic Stop/Start (Not available with (FHS) E85 FlexFuel capability.)

Transfer case, single speed, electronic Autotrac with push button control (4WD models only)

Suspension Package, Standard

Four wheel drive

Battery, heavy-duty 730 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (L84) 5.3L EcoTec3 V8 engine or (L3B) TurboMax engine.)

Frame, fully-boxed, hydroformed front section

Recovery hooks, front, frame-mounted, Black (Included with 4WD models or included and only available on 2WD models with (PQA) 1SA Safety Plus Package or (WBP) Graphite Edition. Available on 2WD models with Fleet or Government Order types as a free flow option or Retail order types as a SEO option.)

Cargo tie downs (12), fixed

Steering, Electric Power Steering (EPS) assist, rack-and-pinion

Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors

Brake lining wear indicator

Capless Fuel Fill

Exhaust, single outlet

Exhaust, aluminized stainless-steel muffler and tailpipe

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 26094. Data Updated: Jul 29, 2025 6:49:00 PM PDT.



# Todd Wenzel Buick-GMC and TW Chevrolet

Albert Li | (734) 713-1065 | ali@toddwenzel.com

[Fleet] 2026 GMC Sierra 1500 (TK10543) 4WD Crew Cab 147" Pro (2) (✔ Complete)

## Exterior

Wheels, 17" x 8" (43.2 cm x 20.3 cm) painted steel, Silver (STD)

Tires, 255/70R17 all-season, blackwall (STD)

Tire, spare 255/70R17 all-season, blackwall (Included with (QBN) 255/70R17 all-season, blackwall tires.) (STD)

Wheel, 17" x 8" (43.2 cm x 20.3 cm) full-size, steel spare

Tire carrier lock keyed cylinder lock that utilizes same key as ignition and door (Deleted with (ZW9) pickup bed delete.)

Bumper, front chrome lower (Requires (VJH) rear chrome bumper and (E63) pickup bed. Required with (PQA) 1SA Safety Plus Package on 1SA unless ordered with (WBP) Graphite Edition.)

Bumper, rear chrome with bumper CornerSteps (Requires (V46) front chrome bumper and (E63) pickup bed.)

CornerStep, rear bumper

Grille (Chrome header with flat black grille insert bars)

Headlamps, LED projectors with Fade-on/Fade-off animation, LED turn signals and Daytime Running Lamps

IntelliBeam, automatic high beam on/off (Included and only available with (PDI) GMC Pro Safety.)

Taillamps, LED LED signature taillight and Fade-on/Fade-off animation, incandescent stop, turn and reverse light

Mirrors, outside manual, Black (Not available on Regular Cab models.)

Glass, solar absorbing, tinted

Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel

Tailgate, standard (Deleted with (ZW9) pickup bed delete.)

Tailgate, gate function manual, no lift assist (Deleted with (ZW9) pickup bed delete or (QK2) GMC MultiPro Tailgate.)

Tailgate and bed rail protection caps, top

Tailgate, locking utilizes same key as ignition and door (Deleted with (ZW9) pickup bed delete or (QK2) GMC MultiPro Tailgate.)

Door handles, Black grained

## Entertainment

Audio system, GMC Infotainment System with 7" diagonal color touch-screen, AM/FM stereo with seek-and-scan and digital clock, includes Bluetooth streaming audio for music and select phones; featuring wireless Android Auto and Apple CarPlay capability for compatible phones (STD)

Audio system feature, 6-speaker system (Requires Crew Cab or Double Cab model.)

Bluetooth for phone, connectivity to vehicle infotainment system

Wireless, Apple CarPlay / Wireless Android Auto

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 26094. Data Updated: Jul 29, 2025 6:49:00 PM PDT.



# Todd Wenzel Buick-GMC and TW Chevrolet

Albert Li | (734) 713-1065 | ali@toddwenzel.com

[Fleet] 2026 GMC Sierra 1500 (TK10543) 4WD Crew Cab 147" Pro (2) (✔ Complete)

## Entertainment

Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)

## Interior

Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)

Seat trim, Vinyl

Seat adjuster, driver 4-way manual

Seat adjuster, passenger 4-way manual

Seat, rear 60/40 folding bench (folds up), 3-passenger (includes child seat top tether anchor) (Not available with Regular Cab model.)

Floor covering, rubberized-vinyl (Not available with LPO floor liners.)

Steering column, Tilt-Wheel, manual with wheel locking security feature

Steering wheel, urethane

Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure

Driver Information Center, 3.5" diagonal monochromatic display

Compass, located in instrument cluster

Exterior Temperature Display, located in radio display

Windows, power front, drivers express up/down

Window, power front, passenger express down

Windows, power rear, express down (Not available on Regular Cab models.)

Door locks, power

Remote Keyless Entry

Cruise control, steering wheel-mounted

Steering column lock, electrical

USB Ports, 2, Charge/Data ports located on instrument panel

Power outlet, front auxiliary, 12-volt

Air conditioning, single-zone manual

Air vents, rear (Not available with Regular Cab model.)

Mirror, inside rearview, manual tilt

Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted

## Safety-Interior

Automatic Emergency Braking (Included and only available with (PDI) GMC Pro Safety.)

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 26094. Data Updated: Jul 29, 2025 6:49:00 PM PDT.



# Todd Wenzel Buick-GMC and TW Chevrolet

Albert Li | (734) 713-1065 | ali@toddwenzel.com

[Fleet] 2026 GMC Sierra 1500 (TK10543) 4WD Crew Cab 147" Pro (2) (✔ Complete)

## Safety-Interior

Airbags, Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

OnStar services capable (See onstar.com for details and limitations. Services vary by model. Service plan required.)

OnStar Basics (OnStar Fleet Basics for Fleet) Drive confidently with core OnStar services including remote commands, built-in voice assistance, real-time traffic and navigation, and Automatic Crash Response to help if you're in need. (Requires (UE1) OnStar. OnStar Basics includes remote commands, Navigation, Voice Assistance, and Automatic Crash Response, for eligible vehicles with compatible software. OnStar Basics is standard for 8 years; OnStar plan, working electrical system, cell reception and GPS signal required. OnStar links to emergency services. Service coverage varies with conditions and location. Service availability, features and functionality vary by device and software version. See onstar.com for details and limitations.)

HD Rear Vision Camera (Not available with (ZW9) pickup bed delete.)

Following Distance Indicator (Included and only available with (PDI) GMC Pro Safety.)

Forward Collision Alert (Included and only available with (PDI) GMC Pro Safety.)

Lane Keep Assist with Lane Departure Warning (Included and only available with (PDI) GMC Pro Safety.)

Seat Belt Adjustable Guide Loops, front row only (Included and only available with Crew Cab or Double Cab models.)

Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use (Included and only available with (PDI) GMC Pro Safety.)

Tire Pressure Monitoring System, auto learn includes Tire Fill Alert (does not apply to spare tire)

Rear Seat Reminder (Requires a Crew Cab or Double Cab model.)

Rear Seat Belt Indicator (Requires Crew Cab or Double Cab model.)

## Safety-Mechanical

Front Pedestrian Braking (Included and only available with (PDI) GMC Pro Safety.)

StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

## Safety-Exterior

Daytime Running Lamps, LED signature lighting

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 26094. Data Updated: Jul 29, 2025 6:49:00 PM PDT.



# Todd Wenzel Buick-GMC and TW Chevrolet

Albert Li | (734) 713-1065 | ali@toddwenzel.com

[Fleet] 2026 GMC Sierra 1500 (TK10543) 4WD Crew Cab 147" Pro (2) ( Complete )

## WARRANTY

Warranty Note: <<< Preliminary 2026 Warranty >>>

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Drivetrain Note: Sierra TurboMax<sup>TM</sup> engines, 3.0L & 6.0L Duramax<sup>®</sup>; Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

Roadside Assistance Note: Sierra TurboMax<sup>TM</sup> engines, 3.0L & 6.0L Duramax<sup>®</sup>; Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Maintenance Note: First Visit: 12 Months/12,000 Miles

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 26094. Data Updated: Jul 29, 2025 6:49:00 PM PDT.

## **Hartland Township Board of Trustees Meeting Agenda Memorandum**

**Submitted By:** Susan Dryden-Hogan, Finance Director

**Subject:** Computer Equipment Purchase for Windows Upgrades – Budget Amendment

**Date:** August 13, 2025

### **Recommended Action**

Motion to approve the budget amendment as presented for the purchase of new computers and equipment to complete the Windows Upgrades project in the amount of \$30,000.

### **Discussion**

Previously at the February 11, 2025, meeting, the Board approved computer equipment estimated to be needed to complete the software upgrades from Windows 10 to Windows 11, in the amount of \$25,000. The list of computers and equipment were modified and updated, with the project starting later than anticipated. VC3 held the prices for us, however, they did not bill us until recently, placing the expense into this new fiscal year. A small increase has been added to the amount previously approved in order to cover any miscellaneous equipment and supplies needed to complete the project.

### **Financial Impact**

Is a Budget Amendment Required? ☒ Yes ☐ No

Increase the following line item with the drawdown of 401 surplus funds to cover:

401-258-970.000 – Capital Projects: Data Processing Capital Outlay

### **Attachments**

Feb112025 Agenda Item: 2025 Township Computers and Software Upgrades

# Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Michael Luce, Township Manager

**Subject:** 2025 Township Computers and Software Upgrade

**Date:** February 6, 2025

## Recommended Action

Move to approve the software upgrades and replacements of Township Hall computers for an amount not to exceed \$25,000 (Equipment Only)

## Discussion

With progressions in technology happening daily, Staff was notified that many of the Townships current computers will no longer support the upgrade to Windows 11. Said upgrades will need to take place in the coming months as windows 10 and older will no longer be supported on our network. VC3 has provided a cost of \$24,429.58 for the equipment and is able to hold this price until February 24<sup>th</sup>, 2025. Should we choose to do the upgrades after this date the cost will increase significantly with the number of units in need of replacement. Staff has been provided with a lead time of 6-8 weeks for the equipment to arrive, and possibly longer before the installation can take place as there are 21 computers that need upgrades or replacement.

This is a significant project and will cause various workstations to be offline for a small period of time as the technician will be changing the computer or software. A large component of the attached quote is labor time for installation and setup, totaling \$15,900. With the installation being completed after the fiscal year I am recommending this portion of the project be budgeted for in the FY25-26 budget to be approved in May and begin in April. By purchasing the equipment ahead of time, the Township will save cost due to the increases taking place next month and subsequently having the installations take place after the new fiscal year.

## Financial Impact

Is a Budget Amendment Required? ☒ Yes ☐ No

## Attachments

VC3 Computer and Software Quote