



Board of Trustees

William J. Fountain, Supervisor	Matthew J. Germane, Trustee
Larry N. Ciofu, Clerk	Summer L. McMullen, Trustee
Kathleen A. Horning, Treasurer	Denise M. O'Connell, Trustee
	Joseph M. Petrucci, Trustee

Board of Trustees Regular Meeting Agenda Hartland Township Hall Tuesday, June 20, 2023 7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Agenda
5. Call to the Public
6. Approval of the Consent Agenda
 - a. Approve Payment of Bills
 - b. Approve Post Audit of Disbursements Between Board Meetings
 - c. Confirm Supervisor's Appointment – Mike Luce as the authorized representative to the Lake Tyrone Improvement Board (June 20, 2023 – December 31, 2025)
 - d. Ratify the conversion from part time to full time of the Hartland Township Appraiser retroactively from June 6, 2023
 - e. 06-06-23 Hartland Township Board Regular Meeting Minutes
 - f. Long Lake Fireworks Display Permit – 7-8-23
 - g. Waldenwoods Fireworks Display Permit – 7-1-23
7. Pending & New Business
 - a. Hartland Township GIS Upgrades Proposal
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 Post Audit of Disbursements Between Board Meetings

Date: June 13, 2023

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 – \$29,800.54

June 15, 2023 Payroll - \$83,942.76

Financial Impact

Is a Budget Amendment Required? ☐ Yes ☒ No

All expenses are covered under the FY24 amended budget.

Attachments

Post Audit Bills List 06.08.2023

Payroll for 06.15.2023

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INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP
EXP CHECK RUN DATES 06/20/2023 - 06/20/2023
BOTH JOURNALIZED AND UNJOURNALIZED

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OPEN						
Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
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		Due Date		1099		
ALLSTAR	ALLSTAR ALARM LLC	06/01/2023	367952	FOA	7/1/23 - 9/30/23 - HERO TEEN CENTER	
49220	8345 MAIN STREET	06/20/2023		N		150.00
06/01/2023	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		06/20/2023		Y		150.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	150.00

VENDOR TOTAL: 150.00

CHLORIDESO	CHLORIDE SOLUTIONS, LLC	05/27/2023	CS100310	FOA	MAY 2023 DUST CONTROL	
49230	672 NORTH M-52	06/20/2023		N		15,956.72
05/27/2023	WEBBERVILLE MI, 48892	/ /	0.0000	N		0.00
		06/20/2023		Y		15,956.72

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-463-969.002	ROAD CHLORIDE	11,967.54
204-000-969.002	ROAD CHLORIDE	3,989.18
		15,956.72

CHLORIDESO	CHLORIDE SOLUTIONS, LLC	05/31/2023	CS100327	FOA	MAY 2023 DUST CONTROL	
49286	672 NORTH M-52	06/20/2023		N		14,446.63
06/02/2023	WEBBERVILLE MI, 48892	/ /	0.0000	N		0.00
		06/20/2023		Y		14,446.63

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.802	JENI LANE ROAD ESCROW	777.16
101-463-969.002	ROAD CHLORIDE	10,252.10
204-000-969.002	ROAD CHLORIDE	3,417.37
		14,446.63

VENDOR TOTAL: 30,403.35

CINTAS	CINTAS CORPORATION	05/30/2023	4156888219	FOA	MATS	
49226	P.O. BOX 630910	06/20/2023		N		49.90
05/30/2023	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		06/20/2023		N		49.90

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	49.90

CINTAS	CINTAS CORPORATION	06/12/2023	4158303264	FOA	MATS	
49296	P.O. BOX 630910	06/20/2023		N		61.88
06/12/2023	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		06/20/2023		N		61.88

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		Due Date		1099		

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	61.88
CINTAS	CINTAS CORPORATION	05/30/2023
49227	P.O. BOX 630910	06/20/2023
05/30/2023	CINCINNATI OH, 45263	/ / 0.0000
		06/20/2023

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	641.10
CINTAS	CINTAS CORPORATION	05/31/2023
49228	P.O. BOX 630910	06/20/2023
05/31/2023	CINCINNATI OH, 45263	/ / 0.0000
		06/20/2023

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	100.00

VENDOR TOTAL: 852.88

DOUGIES	DOUGIE'S DISPOSAL & RECYCLING	06/01/2023	135794	FOA	JUNE 2023	
49219	PO BOX 241	06/20/2023		N		300.00
06/01/2023	HARTLAND MI, 48353	/ / 0.0000		N		0.00
		06/20/2023		Y		300.00

Open

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

VENDOR TOTAL: 300.00

0070	DTE ENERGY	05/31/2023	200174343718	FOA	MAY 2023 - MILLPOINTE, FIDDLERS GROV	
49245	P.O BOX 740786	06/20/2023		N		1,570.11
	CINCINNATI					
05/31/2023	OH, 45274-0786	/ / 0.0000		N		0.00
		06/20/2023		N		1,570.11

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000-282.001	MILLPOINTE STREETLIGHTS DEPOSIT	287.82
101-000-282.002	FIDDLAR GROVE STREETLIGHT DEPOSIT	22.98
101-000-282.003	WALNUT RIDGE STREETLIGHTS DEPOSIT	25.16
101-448-921.000	STREET LIGHTS	1,234.15
		1,570.11

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		Due Date		1099		

VENDOR TOTAL: 1,570.11

EXCLUSIVEE	EXCLUSIVE EXCAVATING	06/08/2023	223	FOA	EMERG STOP BOX REPAIR	
49298	P.O. BOX 1881	06/20/2023		N		2,000.00
06/08/2023	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		06/20/2023		Y		2,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	2,000.00

EXCLUSIVEE	EXCLUSIVE EXCAVATING	05/24/2023	HARTLAND 123	FOA	HYDRANT REPAIRS	
49237	P.O. BOX 1881	06/20/2023		N		14,172.28
05/24/2023	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		06/20/2023		Y		14,172.28

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	3,978.48
539-000-150.000	WATER CONSTRUCT IN PROGRESS	10,193.80
		14,172.28

VENDOR TOTAL: 16,172.28

FIRSTCLASS	FIRST CLASS TIRE SHREDDERS	05/23/2023	93305	FOA	SCRAP TIRES	
49291	7302 W VIENNA RD	06/20/2023		N		1,806.00
05/23/2023	CLIO MI, 48420	/ /	0.0000	N		0.00
		06/20/2023		N		1,806.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-801.000	CONTRACTED SERVICES	1,806.00

FIRSTCLASS	FIRST CLASS TIRE SHREDDERS	05/23/2023	93306	FOA	SCRAP TIRES	
49292	7302 W VIENNA RD	06/20/2023		N		1,288.00
05/23/2023	CLIO MI, 48420	/ /	0.0000	N		0.00
		06/20/2023		N		1,288.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-801.000	CONTRACTED SERVICES	1,288.00

FIRSTCLASS	FIRST CLASS TIRE SHREDDERS	05/24/2023	93517	FOA	SCRAP TIRES	
49293	7302 W VIENNA RD	06/20/2023		N		1,265.50
05/24/2023	CLIO MI, 48420	/ /	0.0000	N		0.00
		06/20/2023		N		1,265.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-801.000	CONTRACTED SERVICES	1,265.50

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		Due Date		1099		

VENDOR TOTAL: 4,359.50

FIRSTIMPRE	FIRST IMPRESSION PRINT & MARKETING	05/31/2023	81394	FOA	WEB SERVICES - UPDATE CALENDAR	
49274	907 FOWLER ST.	06/20/2023		N		581.08
05/31/2023	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/20/2023		N		581.08

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-801.000	CONTRACTED SERVICES & RENTALS	581.08

VENDOR TOTAL: 581.08

FIVESTAR	FIVE STAR SIGNS, INC.	05/25/2023	18497	FOA	FROSTED VINYL LETTERING	
49277	10099 BERGIN RD, BLDG D	06/20/2023		N		95.00
05/25/2023	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/20/2023		N		95.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-930.000	REPAIRS & MAINTENANCE	95.00

VENDOR TOTAL: 95.00

MARKETEER	GEORGE MOSES CO	06/01/2023	JUNE 2023	FOA	JUNE 2023	
49242	P.O. BOX 686	06/20/2023		N		185.00
06/01/2023	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		06/20/2023		N		185.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-956.000	FARMERS MARKET	185.00

VENDOR TOTAL: 185.00

0150	HARTLAND CONSOLIDATED SCHOOLS	05/31/2023	173956	FOA	MAY 2023 FUEL	
49229	9525 E HIGHLAND ROAD	06/20/2023		N		887.03
06/01/2023	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/20/2023		N		887.03

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-860.000	GASOLINE	809.70
101-239-860.000	GASOLINE	77.33

887.03

VENDOR TOTAL: 887.03

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		Due Date		1099		
HUNT2	HUNTINGTON NATIONAL BANK	05/01/2023	52922	FOA	7/1/23 - 6/30/24 MILLPOINTE SUB RD S	
49278	ATTN CORPORATE TRUST DEPT	06/20/2023		N		500.00
	L-3632					
05/01/2023	COLUMBUS OH, 43260	/ /	0.0000	N		0.00
		06/20/2023		N		500.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
358-000-996.000	BOND FEES	500.00

VENDOR TOTAL: 500.00

K&J	K & J ELECTRIC, INC	06/08/2023	10528	FOA	STREET LIGHT ACROSS FROM ORE CREEK S	
49297	7219 EAST HIGHLAND RD	06/20/2023		N		486.00
06/08/2023	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/20/2023		N		486.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-448-930.000	REPAIRS & MAINTENANCE	486.00

VENDOR TOTAL: 486.00

LASHBROOK	LASHBROOK SEPTIC SERVICE	05/30/2023	A-65221	FOA	PORTA POTTIES FOR MEMORIAL DAY PARAG	
49276	4895 CURDY RD	06/20/2023		N		1,560.00
05/30/2023	HOWELL MI, 48855	/ /	0.0000	N		0.00
		06/20/2023		N		1,560.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.000	CONTRACTED SERVICES	1,560.00

VENDOR TOTAL: 1,560.00

2909	LIVINGSTON CTY.DRAIN COMMISSIO	05/31/2023	3653	FOA	MAY 2023 SEWER SYSTEM O&M	
49267	2300 E. GRAND RIVER	06/20/2023		N		179,410.90
	STE. 105					
06/06/2023	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/20/2023		N		179,410.90
Open						

GL NUMBER	DESCRIPTION	AMOUNT
590-000-801.008	LCDC CONTRACT SERVICES	179,410.90

VENDOR TOTAL: 179,410.90

LDPA	LIVINGSTON DAILY PRESS & ARGUS	05/31/2023	5656469	FOA	MAY 2023	
49289		06/20/2023		N		130.00
	3964 SOLUTIONS CENTER					
05/31/2023	CHICAGO IL, 60677-3009	/ /	0.0000	Y		0.00

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		Due Date		1099		

Open		06/20/2023		N		130.00
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GL NUMBER	DESCRIPTION	AMOUNT
101-215-900.000	PRINTING & PUBLICATIONS	130.00

VENDOR TOTAL: 130.00

LOREARENTS	LOREA RENTS	05/22/2023	2010	FOA	EQUIP RENTAL TO INSTALL SAFETY CHIPS	
49294	120 LUCY RD	06/20/2023		N		530.70
05/22/2023	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/20/2023		N		530.70

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-930.000	REPAIRS & MAINTENANCE	530.70

VENDOR TOTAL: 530.70

MLSC	MICHIGAN LANDSCAPE SUPPLY COMPANY	05/23/2023	915028	FOA	MULCH	
49235		06/20/2023		N		2,650.00
05/23/2023	FENTON MI, 48430	/ /	0.0000	N		0.00
		06/20/2023		N		2,650.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-930.000	REPAIRS & MAINTENANCE	2,650.00

MLSC	MICHIGAN LANDSCAPE SUPPLY COMPANY	05/23/2023	915051	FOA	MULCH	
49236		06/20/2023		N		335.00
05/23/2023	FENTON MI, 48430	/ /	0.0000	N		0.00
		06/20/2023		N		335.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-930.000	REPAIRS & MAINTENANCE	335.00

VENDOR TOTAL: 2,985.00

MTA	MICHIGAN TOWNSHIPS ASSOCIATION	06/06/2023	060623	FOA	2023 ANNUAL DUES	
49271	P.O. BOX 80078	06/20/2023		N		9,664.14
06/06/2023	LANSING MI, 48908-0078	/ /	0.0000	N		0.00
		06/20/2023		N		9,664.14

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-101-804.000	MEMBERSHIP & DUES	7,764.14
101-172-957.000	EDUCATION/TRAINING/CONVENTION	1,900.00

9,664.14

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VENDOR TOTAL: 9,664.14

LCDPA	MICHIGAN.COM	07/01/2023	JULY 2023	FOA	JULY 2023	
49282	PO BOX 742520	06/20/2023		N		63.00
07/01/2023	CINCINNATI OH, 45274-2520	/ /	0.0000	N		0.00
		06/20/2023		N		63.00

Open

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

VENDOR TOTAL: 63.00

NEW EDGE	NEW EDGE LLC	06/06/2023	060623	FOA	REFUND OF APPLICATION FEE	
49272	5031 BENNINGTON CT	06/20/2023		N		40.00
06/06/2023	BRIGHTON MI, 48114	/ /	0.0000	N		0.00
		06/20/2023		N		40.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000-622.000	ZONING FEES	40.00

VENDOR TOTAL: 40.00

1180	PETER'S TRUE VALUE HARDWARE	05/25/2023	K67680	FOA	PARTS FOR CHLORINE & PLANT	
49215	3455 W. HIGHLAND ROAD	06/20/2023		N		138.89
05/25/2023	MILFORD MI, 48380	/ /	0.0000	N		0.00
		06/20/2023		N		138.89

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	138.89

1180	PETER'S TRUE VALUE HARDWARE	05/25/2023	K67684	FOA	WATER PLANT SYSTEMS MAINTENANCE	
49216	3455 W. HIGHLAND ROAD	06/20/2023		N		27.31
05/25/2023	MILFORD MI, 48380	/ /	0.0000	N		0.00
		06/20/2023		N		27.31

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	27.31

1180	PETER'S TRUE VALUE HARDWARE	05/27/2023	K67713	FOA	TRASH BAGS	
49222	3455 W. HIGHLAND ROAD	06/20/2023		N		137.96
05/27/2023	MILFORD MI, 48380	/ /	0.0000	N		0.00
		06/20/2023		N		137.96

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	137.96

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1180	PETER'S TRUE VALUE HARDWARE	05/30/2023	K67729	FOA	CLIP & COUPLING	
49223	3455 W. HIGHLAND ROAD	06/20/2023		N		12.78
05/30/2023	MILFORD MI, 48380	/ /	0.0000	N		0.00
		06/20/2023		N		12.78

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	12.78

1180	PETER'S TRUE VALUE HARDWARE	05/31/2023	K67752	FOA	PARK MAINTENANCE	
49224	3455 W. HIGHLAND ROAD	06/20/2023		N		132.71
05/31/2023	MILFORD MI, 48380	/ /	0.0000	N		0.00
		06/20/2023		N		132.71

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	23.98
101-751-930.000	REPAIRS & MAINTENANCE	108.73
		<hr/> 132.71

1180	PETER'S TRUE VALUE HARDWARE	06/01/2023	K67780	FOA	PRESSURE WASHER	
49225	3455 W. HIGHLAND ROAD	06/20/2023		N		799.99
06/01/2023	MILFORD MI, 48380	/ /	0.0000	N		0.00
		06/20/2023		N		799.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	799.99

1180	PETER'S TRUE VALUE HARDWARE	06/06/2023	K67845	FOA	PRUNING BLADE	
49268	3455 W. HIGHLAND ROAD	06/20/2023		N		158.87
06/06/2023	MILFORD MI, 48380	/ /	0.0000	N		0.00
		06/20/2023		N		158.87

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-930.000	REPAIRS & MAINTENANCE	158.87

1180	PETER'S TRUE VALUE HARDWARE	06/07/2023	K67867	FOA	CONCRETE MIX	
49275	3455 W. HIGHLAND ROAD	06/20/2023		N		80.91
06/07/2023	MILFORD MI, 48380	/ /	0.0000	N		0.00
		06/20/2023		N		80.91

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	80.91

VENDOR TOTAL: 1,489.42

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DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP
EXP CHECK RUN DATES 06/20/2023 - 06/20/2023
BOTH JOURNALIZED AND UNJOURNALIZED

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		OPEN				
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		
PBGFS	PITNEY BOWES GLOBAL FINANCIAL SERV.	05/30/2023	3317526240	FOA	4/1/23 - 6/30/23 POSTAGE MACHINE REN	
49283	P.O. BOX 981022	06/20/2023		N		440.73
05/30/2023	BOSTON MA, 02298-1022	/ /	0.0000	N		0.00
		06/20/2023		N		440.73

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000		440.73

VENDOR TOTAL: 440.73

PREISS	PREISS COMPANIES LLC	06/08/2023	15069	FOA	PARSHALLVILLE CEMETERY CLEAN-UP	
49284	8211 CLYDE ROAD	06/20/2023		N		5,000.00
04/21/2023	FENTON MI, 48430	/ /	0.0000	N		0.00
		06/20/2023		N		5,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-567-930.000	REPAIRS & MAINTENANCE	5,000.00

PREISS	PREISS COMPANIES LLC	06/08/2023	15070	FOA	GRADING BASEBALL FIELDS	
49285	8211 CLYDE ROAD	06/20/2023		N		2,000.00
04/21/2023	FENTON MI, 48430	/ /	0.0000	N		0.00
		06/20/2023		N		2,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.000	CONTRACTED SERVICES	2,000.00

VENDOR TOTAL: 7,000.00

RICHARDSON	RICHARDSON, DEBORAH	06/06/2023	060623	FOA	FARMERS MARKET REFUND	
49269	3365 WHITE LAKE ROAD	06/20/2023		N		140.00
06/06/2023	HIGHLAND MI, 48356	/ /	0.0000	N		0.00
		06/20/2023		N		140.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000-652.000	FARMERS MARKET REVENUE	140.00

VENDOR TOTAL: 140.00

JOHNSON	ROSATI, SCHULTZ, JOPPICH&AMTSBUECHLER	05/31/2023	1079635	FOA	ORDINANCE ENFORCEMENT THRU 5/31/23	
49290	27555 EXECUTIVE DRIVE, SUITE 250	06/20/2023		N		202.50
06/08/2023	FARMINGTON HILLS MI, 48331	/ /	0.0000	N		0.00
		06/20/2023		Y		202.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-722-826.000	LEGAL FEES	202.50

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EXP CHECK RUN DATES 06/20/2023 - 06/20/2023
BOTH JOURNALIZED AND UNJOURNALIZED

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		OPEN				
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: 202.50

SANMARINO	SAN MARINO EXCAVATING, INC.	05/25/2023	150333	FOA	DUMPSTER RENTALS FOR LARGE ITEM CLEA	
49238	5550 MITCHEL WAY	06/20/2023		N		10,830.00
05/25/2023	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/20/2023		N		10,830.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-801.000	CONTRACTED SERVICES	10,830.00

VENDOR TOTAL: 10,830.00

SPALDING	SPALDING DEDECKER	06/09/2023	94747	FOA	M-59 WATER MAIN THRU 5/28/23	
49287	905 SOUTH BLVD EAST	06/20/2023		N		2,962.00
06/09/2023	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		06/20/2023		N		2,962.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
539-000-150.000	WATER CONSTRUCT IN PROGRESS	2,962.00

VENDOR TOTAL: 2,962.00

STAPLES	STAPLES	05/27/2023	8070432610	FOA	MISC SUPPLIES	
49232	PO BOX 660409	06/20/2023		N		99.79
05/27/2023	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		06/20/2023		N		99.79

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215-727.000	SUPPLIES & POSTAGE	2.44
101-265-740.000	OPERATING SUPPLIES	97.35
		99.79

STAPLES	STAPLES	06/03/2023	8070502562	FOA	MISC SUPPLIES	
49231	PO BOX 660409	06/20/2023		N		209.65
06/03/2023	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		06/20/2023		N		209.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215-727.000	SUPPLIES & POSTAGE	(23.75)
101-265-740.000	OPERATING SUPPLIES	134.68
101-172-727.000	SUPPLIES & POSTAGE	17.77
101-215-727.000	SUPPLIES & POSTAGE	80.95
		209.65

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BOTH JOURNALIZED AND UNJOURNALIZED

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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		

STAPLES	STAPLES	06/10/2023	8070576440	FOA	MISC SUPPLIES	
49288	PO BOX 660409	06/20/2023		N		163.81
06/10/2023	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		06/20/2023		N		163.81

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215-727.000	SUPPLIES & POSTAGE	12.46
101-172-727.000	SUPPLIES & POSTAGE	53.93
101-265-740.000	OPERATING SUPPLIES	14.71
101-215-727.000	SUPPLIES & POSTAGE	82.71
		<hr/> 163.81

VENDOR TOTAL: 473.25

STERICYCLE	STERICYCLE, INC.	05/26/2023	8004000247	FOA	SHREDDING FOR LARGE ITEM CLEAN UP EV	
49233	28883 NETWORK PLACE	06/20/2023		N		1,540.80
05/26/2023	CHICAGO IL, 60673-1288	/ /	0.0000	N		0.00
		06/20/2023		N		1,540.80

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-801.000	CONTRACTED SERVICES	1,540.80

VENDOR TOTAL: 1,540.80

WATERTECH	WATER TECH	04/30/2023	57151	FOA	APRIL 2023	
49295	718 S MICHIGAN	06/20/2023		N		176.00
04/30/2023	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/20/2023		N		176.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	176.00

VENDOR TOTAL: 176.00

WSP	WSP USA ENVIRONMENT	06/02/2023	H19221095	FOA	WWTP LTM/REPORTING THRU 5/19/23	
49221	P.O. BOX 74008618	06/20/2023		N		1,299.94
06/02/2023	CHICAGO IL, 60674-8618	/ /	0.0000	N		0.00
		06/20/2023		N		1,299.94

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-801.007	TREATMENT PLANT SAMPLING	1,299.94

VENDOR TOTAL: 1,299.94

TOTAL - ALL VENDORS: 277,480.61

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DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP

EXP CHECK RUN DATES 06/20/2023 - 06/20/2023

BOTH JOURNALIZED AND UNJOURNALIZED

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OPEN

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		

FUND TOTALS:

Fund 101 - GENERAL FUND	66,722.02
Fund 204 - MUNICIPAL STREET FUND	7,406.55
Fund 358 - MILLPOINTE ROAD DEBT SERVICE FUND	500.00
Fund 536 - WATER SYSTEM FUND	8,927.10
Fund 539 - WATER REPLACEMENT FUND	13,155.80
Fund 577 - CABLE TV FUND	581.08
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND	179,410.90
Fund 701 - TRUST AND AGENCY	777.16

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Post Audit of Disbursements Between Board Meetings

Date: June 13, 2023

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 – \$29,800.54

June 15, 2023 Payroll - \$83,942.76

Financial Impact

Is a Budget Amendment Required? ☐ Yes ☒ No

All expenses are covered under the FY24 adopted budget.

Attachments

Post Audit Bills List 06.08.2023

Payroll for 06.15.2023

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/08/2023	FOA	43767	CHASE BANK	MEMBERSHIP & DUES	101-172-804.000	425.00
		43767		MISCELLANEOUS	101-191-956.000	822.62
		43767		EDUCATION/TRAINING/CONVENTION	101-209-957.000	84.00
		43767		CAPITAL OUTLAY	101-209-970.000	731.39
		43767		SUPPLIES & POSTAGE	101-253-727.000	8.99
		43767		EDUCATION/TRAINING/CONVENTION	101-253-957.000	302.40
		43767		OPERATING SUPPLIES	101-265-740.000	19.99
		43767		CONTRACTED SERVICES	101-265-801.000	198.00
		43767		TELEPHONE	101-265-851.000	19.41
		43767		CONTRACTED SERVICES	101-441-801.000	32.06
		43767		REPAIRS & MAINTENANCE	101-567-930.000	15.98
		43767		CONTRACTED SERVICES	101-577-801.000	40.99
		43767		UNIFORMS/CLOTHING ALLOWANCE	536-000-719.100	108.79
		43767		OPERATING SUPPLIES	536-000-740.000	204.95
		43767		WATER TREAT. CHEMICALS	536-000-740.001	3,302.88
		43767		INTERNET	536-000-805.000	324.80
		43767		TELEPHONE	536-000-851.000	80.75
		43767		PRINTING & PUBLICATIONS	536-000-900.000	26.99
		43767		REPAIRS & MAINTENANCE SYSTEM	536-000-930.001	2,590.99
		43767		REPAIRS & MAINT VEHICLE/EQUIP	536-000-930.002	167.17
		43767		INTERNET	577-000-805.000	898.70
		43767		CABLE TV FEES	577-000-806.000	142.19
						<hr/> 10,549.04
06/08/2023	FOA	43768	CONSUMERS ENERGY	STREET LIGHTS	101-448-921.000	222.62
		43768		UTILITIES - ELECTRIC	206-000-920.002	45.10
						<hr/> 267.72
06/08/2023	FOA	43769	DTE ENERGY	UTILITIES - ELECTRIC	101-751-920.002	51.75
06/08/2023	FOA	43770	HARTLAND AREA CHAMBER OF	ARPA COMMUNITY PROJECTS	285-703-884.000	10,000.00
06/08/2023	FOA	43771	HARTLAND TOWNSHIP GENERAL FUND	DOG LICENSES ESCROW	701-000-290.250	28.50
		43771		MOBILE HOME FEES ESCROW	701-000-290.300	280.00
						<hr/> 308.50
06/08/2023	FOA	43772	LIVINGSTON COUNTY TREASURER	DOG LICENSES ESCROW	701-000-290.250	296.50
		43772		MOBILE HOME FEES ESCROW	701-000-290.300	1,400.00
						<hr/> 1,696.50
06/08/2023	FOA	43773	PERFECT PAINTER LLC	REPAIRS & MAINTENANCE	285-444-930.000	6,600.00
06/08/2023	FOA	43774	PITNEY BOWES BANK INC RESERVE	SUPPLIES & POSTAGE	101-172-727.000	45.60
		43774		SUPPLIES & POSTAGE	101-191-727.000	68.52
		43774		SUPPLIES & POSTAGE	101-192-727.000	1.32
		43774		SUPPLIES & POSTAGE	101-209-727.000	37.20
		43774		SUPPLIES & POSTAGE	101-215-727.000	146.79
		43774		SUPPLIES & POSTAGE	101-253-727.000	6.60
		43774		TAX COLLECTION	101-253-811.100	15.60
		43774		SUPPLIES & POSTAGE	101-400-727.000	3.60

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		43774		SUPPLIES & POSTAGE	101-722-727.000	0.60
		43774		SUPPLIES/POSTAGE	536-000-727.000	0.60
		43774		SUPPLIES & POSTAGE	590-000-727.000	0.60
						<hr/> 327.03
TOTAL - ALL FUNDS				TOTAL OF 8 CHECKS		29,800.54

--- GL TOTALS ---

101-172-727.000	SUPPLIES & POSTAGE	45.60
101-172-804.000	MEMBERSHIP & DUES	425.00
101-191-727.000	SUPPLIES & POSTAGE	68.52
101-191-956.000	MISCELLANEOUS	822.62
101-192-727.000	SUPPLIES & POSTAGE	1.32
101-209-727.000	SUPPLIES & POSTAGE	37.20
101-209-957.000	EDUCATION/TRAINING/CONVENTION	84.00
101-209-970.000	CAPITAL OUTLAY	731.39
101-215-727.000	SUPPLIES & POSTAGE	146.79
101-253-727.000	SUPPLIES & POSTAGE	15.59
101-253-811.100	TAX COLLECTION	15.60
101-253-957.000	EDUCATION/TRAINING/CONVENTION	302.40
101-265-740.000	OPERATING SUPPLIES	19.99
101-265-801.000	CONTRACTED SERVICES	198.00
101-265-851.000	TELEPHONE	19.41
101-400-727.000	SUPPLIES & POSTAGE	3.60
101-441-801.000	CONTRACTED SERVICES	32.06
101-448-921.000	STREET LIGHTS	222.62
101-567-930.000	REPAIRS & MAINTENANCE	15.98
101-577-801.000	CONTRACTED SERVICES	40.99
101-722-727.000	SUPPLIES & POSTAGE	0.60
101-751-920.002	UTILITIES - ELECTRIC	51.75
206-000-920.002	UTILITIES - ELECTRIC	45.10
285-444-930.000	REPAIRS & MAINTENANCE	6,600.00
285-703-884.000	ARPA COMMUNITY PROJECTS	10,000.00
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	108.79
536-000-727.000	SUPPLIES/POSTAGE	0.60
536-000-740.000	OPERATING SUPPLIES	204.95
536-000-740.001	WATER TREAT. CHEMICALS	3,302.88
536-000-805.000	INTERNET	324.80
536-000-851.000	TELEPHONE	80.75
536-000-900.000	PRINTING & PUBLICATIONS	26.99
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	2,590.99
536-000-930.002	REPAIRS & MAINT VEHICLE/EQUIP	167.17
577-000-805.000	INTERNET	898.70
577-000-806.000	CABLE TV FEES	142.19
590-000-727.000	SUPPLIES & POSTAGE	0.60
701-000-290.250	DOG LICENSES ESCROW	325.00
701-000-290.300	MOBILE HOME FEES ESCROW	1,680.00
	TOTAL	29,800.54

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
06/15/2023	FOA	17418	MISSION SQUARE	1,889.51	1,889.51	0.00	Open
06/15/2023	FOA	17419	MISSION SQUARE	3,544.53	3,544.53	0.00	Open
06/15/2023	FOA	17420	MISSION SQUARE	2,954.68	2,954.68	0.00	Open
06/15/2023	FOA	DD8556	BEDUHN, TIMOTHY L.A.	3,095.50	0.00	2,484.27	Cleared
06/15/2023	FOA	DD8557	BERNARDI, MELYNDA A	2,099.84	0.00	1,637.82	Cleared
06/15/2023	FOA	DD8558	BROOKS, TYLER J	4,277.00	0.00	2,922.46	Cleared
06/15/2023	FOA	DD8559	CARRIGAN, AMANDA K	3,125.00	0.00	2,490.35	Cleared
06/15/2023	FOA	DD8560	CASE, SUSAN E	2,251.83	0.00	1,399.07	Cleared
06/15/2023	FOA	DD8561	CIOFU, LARRY N	2,856.09	0.00	2,072.04	Cleared
06/15/2023	FOA	DD8562	COSGROVE, HEATHER H	1,615.54	0.00	1,338.02	Cleared
06/15/2023	FOA	DD8563	DRYDEN-HOGAN, SUSAN A	3,777.57	0.00	2,689.82	Cleared
06/15/2023	FOA	DD8564	HAASETH, GWYN M	740.00	0.00	661.50	Cleared
06/15/2023	FOA	DD8565	HORNING, KATHLEEN A	2,856.09	0.00	1,994.74	Cleared
06/15/2023	FOA	DD8566	HUBBARD, TONYA S	2,125.98	0.00	1,552.48	Cleared
06/15/2023	FOA	DD8567	JOHNSON, LISA	2,624.26	0.00	1,706.25	Cleared
06/15/2023	FOA	DD8568	KENDALL, ANTHONY S	100.14	0.00	92.48	Cleared
06/15/2023	FOA	DD8569	LANGER, TROY D	3,767.92	0.00	2,650.98	Cleared
06/15/2023	FOA	DD8570	LOFTUS, DANIEL M	564.80	0.00	497.59	Cleared
06/15/2023	FOA	DD8571	LOUIS, CASEY	1,123.41	0.00	869.11	Cleared
06/15/2023	FOA	DD8572	LUCE, MICHAEL T	3,656.46	0.00	2,688.69	Cleared
06/15/2023	FOA	DD8573	MORGANROTH, CAROL L	2,349.13	0.00	1,809.04	Cleared
06/15/2023	FOA	DD8574	NALEPKA, EVAN C	1,170.00	0.00	968.79	Cleared
06/15/2023	FOA	DD8575	NIXON, MITCHELL A	3,117.50	0.00	2,315.69	Cleared
06/15/2023	FOA	DD8576	RADLEY, JAMES W	1,518.75	0.00	1,234.19	Cleared
06/15/2023	FOA	DD8577	SHOLLACK, DONNA M	2,752.17	0.00	2,080.27	Cleared
06/15/2023	FOA	DD8578	SOSNOWSKI, SHERI R	1,761.03	0.00	1,365.78	Cleared
06/15/2023	FOA	DD8579	WEST, ROBERT M	4,266.67	0.00	2,571.56	Cleared
06/15/2023	FOA	DD8580	WYATT, MARTHA K	3,578.72	0.00	2,374.58	Cleared
06/15/2023	FOA	EFT684	FEDERAL TAX DEPOSIT	14,382.64	14,382.64	0.00	Cleared

Totals:	Number of Checks:	029	83,942.76	22,771.36	44,467.57
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Total Physical Checks:	3
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Total Check Stubs:	26
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Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Robert M. West, Township Manager

Subject: Confirm Supervisor's Appointment – Mike Luce as the authorized representative to the Lake Tyrone Improvement Board (June 20, 2023 – December 31, 2025)

Date: June 14, 2023

Recommended Action

Confirm Supervisor's Appointment – Mike Luce as the authorized representative to the Lake Tyrone Improvement Board (June 20, 2023 – December 31, 2025)

Discussion

The Township Supervisor is recommending the appointment of Mike Luce, current Hartland Township Public Works Director, as the authorized agent to represent Hartland Township serving on the Lake Tyrone Improvement Board as the local Township representative.

Approval of this agenda item will confirm the Township Supervisor's appointment.

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Robert M. West, Township Manager

Subject: Ratify the conversion from part time to full time of the Hartland Township Appraiser retroactively from June 6, 2023

Date: June 14, 2023

Recommended Action

Move to ratify the conversion from part time to full time of the Hartland Township Appraiser retroactively from June 6, 2023.

Discussion

Hartland Township has historically planned for converting the current Township Appraiser position from a part-time position to a full-time position based upon the needs of the community.

The Township Manager is recommending the proposed conversion based upon the current market of assessing applicants combined with the proposed increased workload because of the proposed development within Hartland Township. The full-time position has been filled by the current employee (S. Sosnowski) in the part-time position based upon the Township Board Manager's Report from the June 6, 2023, Hartland Township Board Meeting.

Financial Impact

Is a Budget Amendment Required? ☒ Yes ☐ No

Increase Assessing budget for 576 additional hours plus retirement, FICA and benefits. To be covered by Manager's contingency:

101-209-708.000 Wages - \$13,991.04

101-209-710.000 Wages In Lieu of Benefits - \$3,000.00

101-209-715.000 FICA - \$1,300.00

101-209-716.000 Employment Expense - \$500.00

101-209-718.000 Retirement - \$4,058.25

101-172-890.000 Contingency – (\$22,849.29)

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 06-06-23 Hartland Township Board Regular Meeting Minutes

Date: June 14, 2023

Recommended Action

Move to approve the Hartland Township Board Regular Meeting minutes for June 6, 2023.

Discussion

Draft minutes are attached for review.

Financial Impact

None

Attachments

6-6-23 HTB Minutes - DRAFT

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

June 06, 2023 – 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 Germane (7:10pm), Trustee McMullen, Trustee O'Connell, Trustee Petrucci

ABSENT: None

Also present were Township Manager Bob West, Planning Director Troy Langer, and Public Works Director Mike Luce.

4. Approval of the Agenda

Move to approve the agenda for the June 6, 2023 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 McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Trustee Germane

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the June 6, 2023 Hartland Township Board Meeting as presented.

Motion made by Trustee Petrucci, Seconded by Treasurer Horning.

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

Voting Nay: None

Absent: Trustee Germane

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 04-26-23 Hartland Township Board Special Meeting Minutes
- d. 05-16-23 Hartland Township Board Regular Meeting Minutes
- e. July 1, 2023 Benefit Renewals

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

June 06, 2023 – 7:00 PM

7. Pending & New Business

- a. Site Plan Application SP/PD #23-004 – Courtyards of Hartland Planned Development Final Plan, a Single-Family Residential Planned Development

Supervisor Fountain invited the applicant to come forward asked Planning Director Langer give a brief overview of the development and the Planned Development (PD) process. Director Langer stated this was a single family residential PD called the Courtyards of Hartland consisting of 32 units. He stated the PD process has three steps, the first being the conceptual plan, which went to both the Planning Commission and the Board. The second step was the bulk of the site plan which is the preliminary phase which was recommended for approval by the PC and approved by the Board. The final phase is basically the Master Deed, Easements, and PD Agreement legal instruments. These documents went to the Township Attorney who recommended the Master Deed incorporate changes to allow for the Township to take the necessary steps, if road improvements, storm sewers, or detention basins are not being properly maintained, to ensure that they are maintained. These comments were provided to the Applicant who has already provided revised documents which are under review. The PC has recommended approval subject to the approval of the Township Attorney. There is a resolution before the Board as this phase of the PD process entails a rezoning of the property to Planned Development.

Move to approve Site Plan Application #23-004, the Final Planned Development Site Plan for the Courtyards of Hartland Planned Development, as outlined in the attached resolution.

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

Roll call vote taken.

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

Voting Nay: None

Absent: Trustee Germane

Motion passes: 6-0-1

- b. Site Plan Application SP/PD #23-005 – Villas of Hartland Planned Development Final Plan, a Single-Family Residential Planned Development (with 57 site condominium units)

Supervisor Fountain invited the Applicant to come forward and asked Director Langer to provide a brief overview of the project and PD process. Director Langer stated that this project is also in the final PD phase and is located east of Hacker Road, north of M-59. This project initially had a connection to Walnut Ridge Estates, but the plan was revised, and that connection was eliminated. It went through the same process of conceptual review to the PC and Board, and preliminary plan review, where the PC recommended approval and was then approved by the Board. They are in the final PD phase which is the Master Deed, Easements and PD Agreement legal documentation. The Township Attorney reviewed the documents and recommended the Master Deed incorporate changes to allow for the Township to take the necessary steps, if road improvements, storm sewers, or detention basins are not being properly maintained, to ensure that they are maintained. The PC recommended approval of this at their last meeting.

Move to approve Site Plan Application #23-005, the Final Planned Development Site Plan for the Villas of Hartland Planned Development, as outlined in the attached resolution.

Motion made by Trustee Petrucci, Seconded by Treasurer Horning.

Roll call vote taken.

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

Voting Nay: None

Absent: None

Motion passes: 7-0-0

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

June 06, 2023 – 7:00 PM

c. 2023 Hartland Area Historical Society Contract

Tom Parshall, President of the Hartland Historical Society came forward. Manager West stated this is part of the Community Investment budget that supports assets in the community that are run by other civic organizations in the community. In this particular case the proposed contract is for the maintenance, operations and upkeep of the Florence B. Dearing Museum, which is a historical landmark within our community. Manager West stated that Mr. Parshall has developed a bullet point operating plan to effectively move forward with the Museum operations. Mr. Parshall gave a brief overview of the history of the Museum stating it is a non-profit that has been in operation for over 40 years and has been basically funded through donations, contributions and fundraisers. He stated they pay no hourly wages, or per diems, and that all monies that are raised go into the operations of the building which is primarily the maintenance of the building with a small portion allocated to preservation materials and supplies. He stated that over the past ten years the Historical Society has not been very strong in fundraising due to the loss of some of the older members and the COVID pandemic. He stated that the Historical Society is not in any jeopardy, but he is thrilled to see that Hartland Township is willing to provide assistance. Mr. Parshall stated they are working on getting back to some normal open to the public hours, and stated that the Museum has always been open to tours by appointment. He stated that it is difficult to get a volunteer to be at the Museum everyday of the week but, he stated they do not have a problem getting volunteer docents to show up and run tours for known events. He stated that the Museum was open on Memorial Day and they had a good turnout. Mr. Parshall stated that ten years ago they remodeled the entire building, and they are now remodeling the organization to focus more on digital archiving and the use of social media platforms to disseminate historical information. He cited an example of posting films from the Crouse family of the Hartland Community Fair on Facebook that had over 10,000 viewers. He stated that they do have a moratorium on accepting new items as they have run out of room to store any new items. Mr. Parshall informed the Board that they will be working with other organizations in Hartland to bring more activities to the Village. He stated that they have made room in the Museum to hold their annual meeting and to host other events to make it more exciting to come into the Village. He envisions the Village becoming a retail, entertainment, business, kind of place. Manager West thanked Mr. Parshall and the Historical Society for all of their hard work and effort in what they are doing at the Museum. Supervisor Fountain also thanked Mr. Parshall on behalf of the Board.

Move to approve the 2023 Hartland Area Historical Society Contract for the maintenance and operations of the Florence B. Dearing Museum as presented.

Motion made by Clerk Ciofu, Seconded by Trustee Germane.

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

Voting Nay: None

Absent: None

d. Station 61 Driveway Replacement

Public Works Director Mike Luce gave a brief overview of the need for replacement of the Hartland Deerfield Fire Authority (HDFA) Station 61 concrete driveway. Director Luce presented an aerial photograph of the driveway showing the condition of the driveway and stated that a portion of the driveway was replaced about 20 years ago with the front half being older than that. He highlighted the poor condition of sections of the drive that are cracked and dilapidated, where water gets underneath the concrete and the slabs actually move, or teeter, when the firetrucks roll over them. There is concern with damage to the trucks from driving over this concrete. He stated they

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

June 06, 2023 – 7:00 PM

were looking to get this done as soon as possible with the understanding that this is a fire station, and they need to be able to utilize the new driveway as quickly as possible. Director Luce stated that they contacted three different contractors for this job and two of them submitted bids. He provided some specifics of the driveway requirements, including 10" thick concrete, the type of concrete, and some drainage improvements. He also cited the concern with water runoff from the HERO center. Director Luce is recommending replacement of the driveway at Station 61 at an amount not to exceed \$139,800. Trustee Petrucci inquired as to whether any base maintenance will be included, if required, once the concrete is removed and Director Luce stated this would be included. Trustee Germane inquired as to whether any funds are set aside for construction testing during installation and Director Luce responded that we have not and Trustee Germane stated it would be wise to do so. Trustee Germane also inquired why there was nothing in the quote regarding rebar in the concrete. Director Luce stated that in talks with the concrete providers there is a fiberglass meshing that is mixed in with the concrete that adheres and holds it better than rebar. This is something he will be looking at and it will be part of the contingency if needed. Trustee Germane stated that he feels we should have researched these things before we got the quotes because it could change them quite a bit. Trustee Germane also stated that in his experience with airport runways, he thinks the rebar would be appropriate especially in the areas where the trucks are turning quite a bit. Trustee Germane is not opposed to approving the contract, but he feels we should increase the contingency amount to \$20,000 if we are not confirming the foundation that we are working from is appropriate. Supervisor Fountain inquired of Trustee Germane what the life expectancy of the replacement concrete would be and Trustee Germane stated around 25 years. It was the consensus of the Board to increase the contingency amount to cover costs of construction testing including concrete testing. A member of the HDFA Board is a concrete professional and will be consulted on these issues.

Move to approve the replacement of the driveway at Station 61 in the amount not to exceed \$149,800

Motion made by Trustee Germane, Seconded by Trustee Petrucci.

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

Voting Nay: None

Absent: None

8. Board Reports

Trustee McMullen - No report.

Trustee Petrucci - No report.

Clerk Ciofu - No report.

Treasurer Horning - Stated every booth at the Farmer's Market has been sold out this year since we have opened. It has been a fantastic year, produce is coming out every week, plants and flowers are available, and she invited everyone to come out to the Farmer's market on Saturdays at Rural King from 9:00 am to 2:00 p.m.

Trustee Germane - No report.

Trustee O'Connell - No report

Supervisor Fountain - No report

[BRIEF RECESS]

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

June 06, 2023 – 7:00 PM

9. Information / Discussion

a. Manager's Report

Manager West gave a brief update on the Septage Receiving Station stating Livingston County was served with the formal complaint and summons last week. The attorneys are talking, and the County requested an extension, which we did deny. There has been no further progress but, Manager West stated that at the last Board of Public Works meeting, he did extend publicly, an open invitation for anybody that would like to continue a discussion to avoid litigation that he is willing to meet. He wanted to make sure we keep an open door for discussion. Manager West reported that the Civic Partners have been working on their ARPA Projects and we are getting some pictures of projects and he wanted to thank the Board for investing in the community. The Partners in Progress met today and they have scheduled Wednesday, October 25th for the 2023 State of the Community address at the Hartland Music Hall at a time to be determined. On Wednesday, August 23rd they have scheduled an All-Partners breakfast meeting at 7:30 a.m. at the Hartland Community Education board room. Manager West stated that this summer he will be taking a little more vacation as he will be traveling more with the family, so there is potential for missing some Board meetings. Manager West also stated that a part time employee has given two week notice to accept a full time position elsewhere. This is in a department that we have had a difficult time finding anyone to even apply for a position. Because of the growth in the community we have budgeted for this position to go full time next year. Manager West is concerned with the effect this may have on the department and he is inquiring of the Board as to the feasibility of bringing this employee to full time hours immediately. Supervisor Fountain inquired as to the overall cost if we were to do this and Manager West stated around \$15,000. Clerk Ciofu stated he would be in support of this as he knows this employee and she is very personable and fits the culture of the Township very well and he would hate to lose a quality individual due to basically a timing issue as we are taking this position to full time in the near future. He stated the circumstances, in this particular instance, warrants us to do whatever we can to keep this individual. Treasurer Horning agreed. Trustee O'Connell stated that if this is a good employee and we are worried about meeting state mandated benchmarks, which could cause some major problems, she believes we should try and keep this individual. Trustee Germane commented that with the difficulty we have in hiring quality people, we could go several months before we could hire a replacement. It was the consensus of the Board to take the position to full time immediately to try and keep this individual.

b. Citizen Survey Draft

Manager West presented the draft Citizen's Survey highlighting specific additional questions. He stated the consultant recommends not changing too much because you want to measure the same questions year after year. Items discussed were the survey questions related to a fire millage for an additional fire station in the Township, the renewal of the Safer Roads millage, assessment of the current police contract and preferences for potential changes to police coverage, parks and recreation and sidewalk millages, the look of the community in relation to ordinance items, and future options for development in the Township. Comments from the Board will be incorporated into updating the questionnaire and it will be brought back to the Board for further evaluation.

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

June 06, 2023 – 7:00 PM

10. Adjournment

Move to adjourn the meeting at 8:25 p.m.

Motion made by Trustee O'Connell, Seconded by Treasurer Horning.

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

Voting Nay: None

Absent: None

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: Long Lake Fireworks Display Permit – 7-8-23

Date: June 14, 2023

Recommended Action

Move to approve the Permit for Fireworks Display on Long Lake on July 8, 2023.

Discussion

Long Lake has applied to perform fireworks on Long Lake on July 8, 2023. Gen-X Pyrotechnics will perform the fireworks and intends to launch the fireworks from a barge on Long Lake

The Hartland-Deerfield Fire Authority Fire Marshal's has no issues with the Permit Application.

Financial Impact

None

Attachments

Long Lake 7-8-23 Fireworks Permit

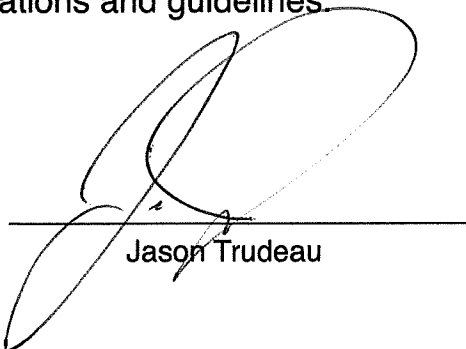
2023 Long Lake Hartland

GEN-X PYROTECHNICS

Gen-X Pyrotechnics offers the highest quality custom pyrotechnics designed specifically to meet the needs of our clients. We are a local company that markets on word of mouth advertising and now on the web. We specialize in one of a kind shows.

In this constantly changing world of pyrotechnics we strive to learn the most up-to-date innovations so we can continue to hone our craft.

We take pride in being trained in all the local and federal safety regulations and guidelines.



Jason Trudeau



248.252.0029



genxpyro@comcast.net
info@genxpyrotechnics.com



www.genxpyrotechnics.com

2023 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY
OF CITY, VILLAGE OR TOWNSHIP
BOARD ONLY

DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256

The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

☐ Agricultural or Wildlife Fireworks

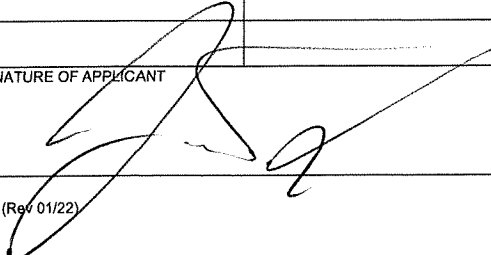
☐ Articles Pyrotechnic

☒ Display Fireworks

☐ Public Display

☐ Private Display

☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT Long Lake Fireworks		ADDRESS OF APPLICANT	AGE OF APPLICANT 18 YEARS OR OLDER x <input type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER		ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)		ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR Gen-X Pyrotechnics		ADDRESS OF PYROTECHNIC OPERATOR 2906 Pine Needle Dr, White Lake, MI 48383	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER x <input type="checkbox"/> YES <input type="checkbox"/> NO
NO. YEARS EXPERIENCE 20+	NO. DISPLAYS 350+	WHERE Various locations in Michigan	
NAME OF ASSISTANT See Attached		ADDRESS OF ASSISTANT See Attached	AGE OF ASSISTANT 18 YEARS OR OLDER x <input type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF OTHER ASSISTANT See Attached		ADDRESS OF OTHER ASSISTANT See Attached	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER x <input type="checkbox"/> YES <input type="checkbox"/> NO
EXACT LOCATION OF PROPOSED DISPLAY Long Lake (Barge)			
DATE OF PROPOSED DISPLAY 7-823		TIME OF PROPOSED DISPLAY Dusk	
MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT ATF approved storage magazines			
AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT) See Attached		NAME OF BONDING CORPORATION OR INSURANCE COMPANY See Attached	
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY See Attached			
NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)		
	See Attached		
SIGNATURE OF APPLICANT 			DATE 6-5-2023

Certificate of Insurance

32120

Issue Date: 5/11/2022

PRODUCER
Professional Program Insurance Brokerage
1304 Southpoint Blvd., Suite 101
Petaluma, CA 94954

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED
Gen-X Pyrotechnics, Inc.
2906 Pine Needle Dr
White Lake, MI 48383

INSURER A: Underwriter's at Lloyd's, London

INSURER B:

INSURER C:

INSURER D:

COVERAGES:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE NAMED INSURED ABOVE FOR THE PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (DD/MM/YY)	POLICY EXPIRATION DATE (DD/MM/YY)	LIMITS	
A	GENERAL LIABILITY CLAIMS MADE	PY/22-0084	4/28/2022	4/28/2023	EACH ACCIDENT	\$5,000,000
					MEDICAL EXP (any one person)	
					FIRE LEGAL LIABILITY	\$50,000
					GENERAL AGGREGATE	\$5,000,000
					PRODUCTS-COMP/ OPS AGG	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

Certificate holder is additional insured as respects the following:

Date(s) of Display:	
Location:	Long Lake (Barge(s))
Additional Insured:	Long Lake firework Assoc, City of Hartland, Hartland Shores estates and as property owner Jim Goudie, Ann Goudie and Clark Justin
Rain Date(s):	
Type of Display:	Aerial Fireworks Display

CERTIFICATE HOLDER

Long Lake fireworks Assoc 1075 Maxfield Road Hartland MI 48353

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.


AUTHORIZED REPRESENTATIVE

From: Jon Dehanke <jdehanke@hartlandareafire.com>
Sent: Wednesday, June 7, 2023 2:42 PM
To: Larry Ciofu
Subject: Re: Gen-X - Long Lakes Fireworks Permit - 7-8-23

Thanks for passing along, appears to be pretty standard to what they have done in the past. No issues on our end. Let me know if you need anything else.

Jon Dehanke, Captain / Fire Inspector
Hartland Deerfield Fire Authority
3205 Hartland Rd. Hartland, MI 48353
Phone: (810) 632-7676
Email:jdehanke@hartlandareafire.com

On Jun 7, 2023, at 2:32 PM, Larry Ciofu <LCiofu@hartlandtwp.com> wrote:

Jon,
Jully 4th will be here soon! Attached is the Gen-X Fireworks Permit for the Long Lake Fireworks on July 8, 2023 for your review and comments.
Let me now if you need anything else.
Thanks,
Larry

Larry N. Ciofu
Clerk
clerk@hartlandtwp.com
2655 Clark Road
Hartland, MI 48353
810.632.7498
810.632.1065 direct
www.hartlandtwp.com

<Gen-X - Long Lake - 7-8-23.pdf>

**MARINE SPECIAL EVENT APPLICATION AND PERMIT**

Issued under authority of Part 801, Marine, Part 811 ORV and Part 821 Snowmobile, of the Natural Resource and Environmental Protection Act, Act 451, P. A. of 1994, as amended. Failure to comply with the provisions of this Act is a misdemeanor and may result in fines and/or imprisonment.

DNR USE ONLY

Permit Number

APPLICANT: This completed and signed application must be received by the appropriate DNR office at least 30 days prior to the event, or the permit may not be authorized. Locations and addresses on next page.

Name of Applicant Gen-X Pyrotechnics		Sponsoring Organization/Individual/Group Long Lake Firework Assoc.		Name of Person in Charge of Event Jason Trudeau	
Street Address 2906 Pine Needle Dr		Street Address		Street Address	
City, State, ZIP White Lake, MI 48383		City, State, ZIP		City, State, ZIP	
Email Address genxpyro@comcast.net		Email Address		Email Address	
Business Telephone (248) 252-0029	Home Telephone () ()	Business Telephone () ()	Home Telephone () ()		
Event Date(s) (mm/dd/yyyy) If seasonal, attach proposed schedule 7-8-2023				Where will "Person In Charge" be during the event? Onsite	
Event Starting and Finishing Times Dusk 10:00-11:00pm				How can "Person In Charge" be contacted during the event? 248-252-0029	
Type of Event (Check appropriate boxes) <input checked="" type="checkbox"/> Marine - Pursuant to Section 80164 of Act 451, P.A. of 1994, as amended. <input type="checkbox"/> Canoe Race <input type="checkbox"/> Parade <input type="checkbox"/> Hydroplane Race <input type="checkbox"/> Offshore Race <input type="checkbox"/> Sailboat Race <input type="checkbox"/> Motorboat Race <input type="checkbox"/> Water Skiing <input checked="" type="checkbox"/> Fireworks* <input type="checkbox"/> Swimming <input type="checkbox"/> Raft Race <input type="checkbox"/> Sailboard <input type="checkbox"/> Other (Specify) _____ *Applicant must include copy of Fireworks Display Permit issued by local unit of government. <input type="checkbox"/> Off-Road Vehicle (ORV) - Pursuant to Section 81122 of Act 451, P.A. of 1994, as amended. <input type="checkbox"/> Bike <input type="checkbox"/> ORV <input type="checkbox"/> Other (specify) _____ <input type="checkbox"/> Snowmobile - Pursuant to Section 82119 of Act 451, P.A. of 1994, as amended.					
Location of Event - Body of Water Long Lake (Barge) <input checked="" type="checkbox"/> Inland Water <input type="checkbox"/> Great Lakes/Navigable Waters			Township Hartland	County Livingston	Section(s)
Estimated Number of Vehicles	Number of spectators (if applicable)	Number of Event Participants 3	Sponsor of Patrol Vessels 1		
Do conditions require special law enforcement patrols? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Types of Medical Support Units (if any)		Number of Medical Support Units	

APPLICANT: Read all pages and attachments before certification and signature.

CERTIFICATION

I hereby certify that I have read, understand, and agree to abide by the conditions contained on page 2, governing this permit in the conduct of the operations under this permit, and that the information provided is true and accurate to the best of my knowledge.

Applicant Signature

Date

APPLICANT: Submit completed and signed application to appropriate DNR office at least 30 days prior to event or permit may not be authorized. Locations and addresses on next page.

FOR DNR USE ONLY**Investigation Findings & Recommendations**

State any problems this event may cause, special equipment the event may require, special enforcement effort that may be required, special use permits, and where they may be obtained.

Investigating Officer (please print)	Badge Number	Signature	Date of Investigation (mm/dd/yyyy)
--------------------------------------	--------------	-----------	------------------------------------

AUTHORIZATION

☐ **EVENT IS AUTHORIZED** for the date(s) and time(s) specified as long as conditions are complied with prior to and/or during stated event(s). Failure to meet all specified conditions automatically invalidates this permit and may subject permittee to prosecution.

Number of Law Enforcement Patrol Boats Vehicles

Type

Special Conditions - See Page 2: 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12 ☐ 13 ☐14 ☐ 15 ☐ 16 ☐ Other: _____☐ **EVENT IS NOT AUTHORIZED**

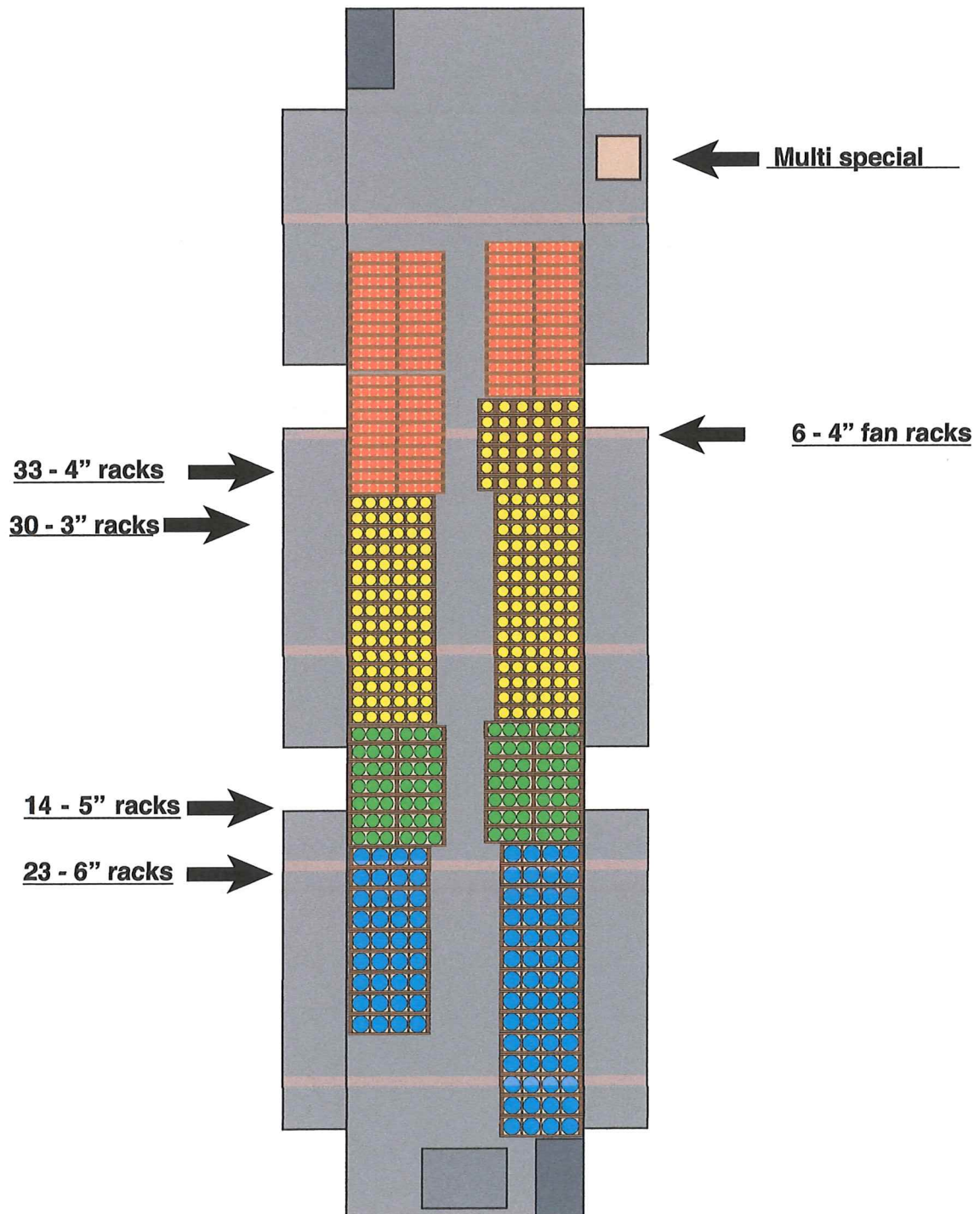
District Law/Permit Supervisor (Please print)

Signature

Date

Long Lake

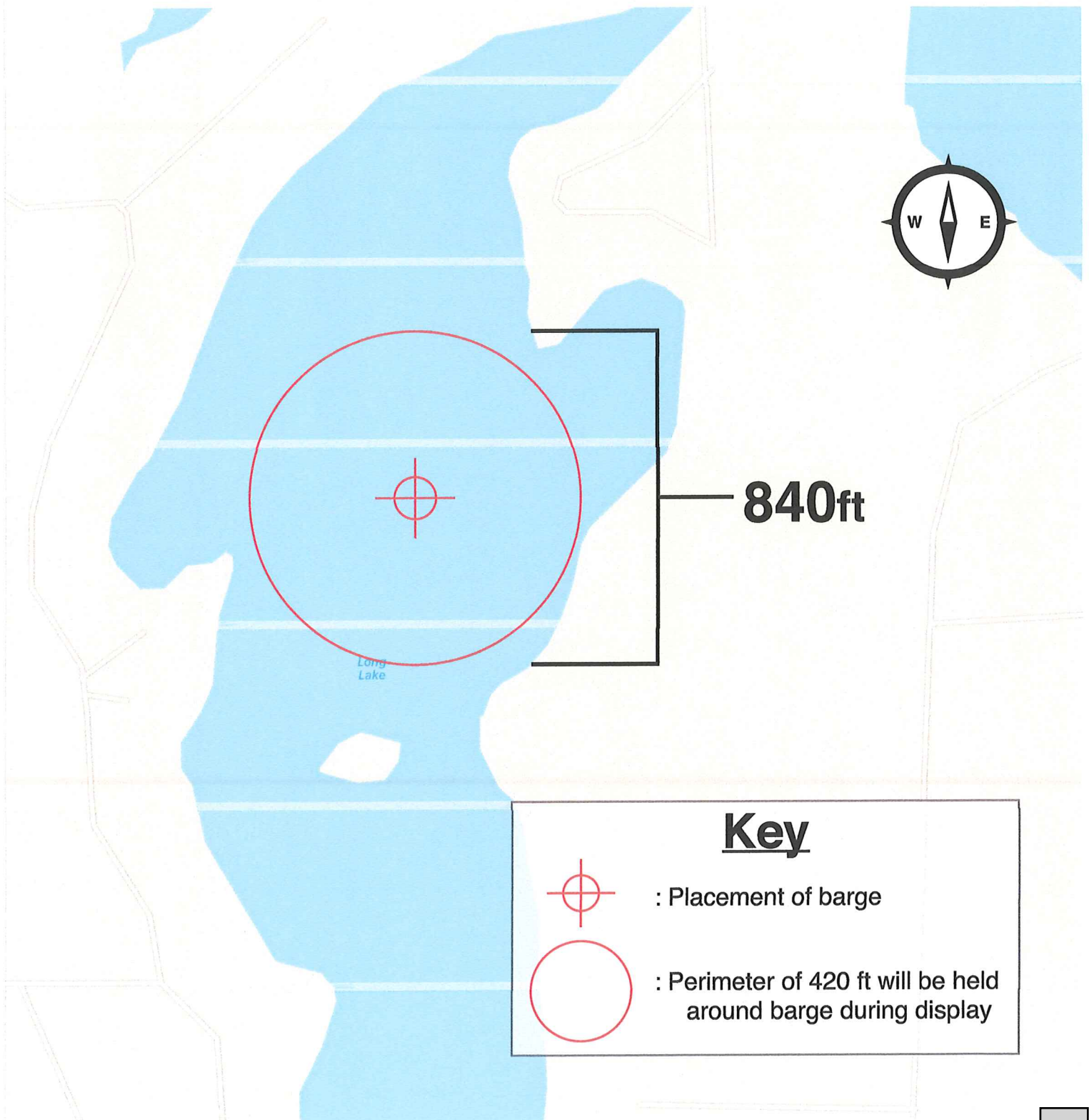
July 8th, 2023



Long Lake Hartland

Exhibit A

Distance- 840 ft diameter (NFPA regulation)



In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF ATF - Chief, FELC
Correspondence To 244 Needy Road
 Martinsburg, WV 25405-9431

License/Permit
Number

4-MI-125-54-4F-01210

Chief, Federal Explosives Licensing Center (FELC)

Expiration
Date

June 1, 2024

Name

GEN X PYROTECHNICS

Premises Address (Changes? Notify the FELC at least 10 days before the move.)

2906 PINE NEEDLE DR
WHITE LAKE, MI 48383-

Type of License or Permit

54-USER OF EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

GEN X PYROTECHNICS
2906 PINE NEEDLE DR
WHITE LAKE, MI 48383-

Licensee/Permittee Responsible Person Signature

Position/Title

Printed Name

Date

Previous Edition is Obsolete

GEN X PYROTECHNICS-2906 PINE NEEDLE DR-48383-4-MI-125-54-4F-01210-Page 1, 2024-54-USER OF EXPLOSIVES

ATF Form 5400.14/5400.15 Part I
Revised September 2011

Federal Explosives License (FEL) Customer Service Information

Federal Explosives Licensing Center (FELC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (877) 283-3352
Fax Number: (304) 616-4401
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

Change of Address (27 CFR 555.54(a)(1)). Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. **(The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)**

Right of Succession (27 CFR 555.59). (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

(Continued on reverse side)

Cut Here ✂

Federal Explosives License/Permit (FEL) Information Card

License/Permit Name: GEN X PYROTECHNICS

Business Name:

License/Permit Number: 4-MI-125-54-4F-01210

License/Permit Type: 54-USER OF EXPLOSIVES

Expiration: June 1, 2024

Please Note: Not Valid for the Sale or Other Disposition of Explosives.



U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Federal Explosives Licensing Center
244 Needy Road
Martinsburg, West Virginia 25405

901090: MH/FLS
5400
File Number: **4MI01210**

05/19/2021

SUBJECT: **RESPONSIBLE PERSON LETTER OF CLEARANCE** for:

JASON ANTHONY TRUDEAU

PRESIDENT
(248)252-0029

2906 PINE NEEDLE DR
WHITE LAKE, MI 48383

and is ONLY valid under the following Federal explosives license/permit:

4-MI-125-54-4F-01210

GEN X PYROTECHNICS
2906 PINE NEEDLE DR
WHITE LAKE, MI 48383

Dear JASON TRUDEAU:

You have been approved as a responsible person under the above-listed Federal explosive license or permit. You may lawfully direct the management or policies of the business or operations as they pertain to explosives. You may also lawfully transport, ship, receive or possess explosive materials incident to your duties as a responsible person. **This clearance is only valid under the license or permit referenced above.**

Sincerely,

Marna Howard
Chief, Federal Explosives Licensing Center (FELC)

FELC Customer Service. If you believe that information on your "Letter of Clearance" is incorrect, please return a COPY of the letter to the Chief, Federal Explosives Licensing Center (FELC), with a statement showing the nature of the error. The Chief, FELC, shall correct the error, and return an amended letter to you.

Mail: ATF
Chief, FELC
Attn.: LOC Correction
244 Needy Road
Martinsburg, West Virginia 25405

Fax: 1-304-616-4401
Chief, FELC
Attn.: LOC Correction

Call toll-free: 1-877-283-3352

WWW.ATF.GOV

4MI01210-R-05/19/2021-TRUDEAU-JASON-ANTHONY-PRESIDENT

JASON ANTHONY TRUDEAU

Responsible Person Letter of Clearance for:



05/19/2021

NOTICE OF CLEARANCE

for individuals transporting, shipping, receiving, or possessing explosive materials.

ISSUED TO: GEN X PYROTECHNICS

Federal Explosives license/permit no.: 4-MI-125-54-4F-01210

NOTICE DATE: 05/19/2021

Expiration Date: **June 1, 2024**

Explosives License/Permit Type: 54-USER OF EXPLOSIVES

EXPIRATION DATE: This Notice expires when superseded by a newer Notice which will list all current responsible persons and employee possessors, or when the license or permit expires - whichever comes first.

- 1 WARNING.** Only those individuals listed below as **RESPONSIBLE PERSONS** and **EMPLOYEE POSSESSORS** with a background clearance status of "CLEARED" or "PENDING" are authorized to transport, ship, receive, or possess explosive materials in the course of employment with you.
- 2 "DENIED" STATUS.** If an employee possessor has a background clearance status of "DENIED", you **MUST** take immediate steps to remove the employee from a position requiring the transporting, shipping, receiving, or possessing of explosive materials. Also, if the employee has been listed as a person authorized to accept delivery of explosive materials, you **MUST** remove the employee from such list and immediately, and in no event later than the second business day after such change, notify distributors of such change, as stated in 27 CFR 555.33(a).
- 3 CHANGE IN RESPONSIBLE PERSONS.** You **MUST** report any change in responsible persons to the Chief, Federal Explosives Licensing Center, within 30 days of the change and new responsible persons **MUST** include "appropriate identifying information" as defined in 27 CFR 555.11. Fingerprints and photos are **NOT** required, however they will be required upon renewal of the license or permit.
- 4 CHANGE OF EMPLOYEES.** You **MUST** report any change of employee/possessors to the Chief, FELC, within 30 days. Reports relating to newly hired employees must be submitted on ATF Form 5400.28 for **EACH** employee.

Premises Address: 2906 PINE NEEDLE DR
WHITE LAKE, MI 48383

Mailing Address:

GEN X PYROTECHNICS
2906 PINE NEEDLE DR
WHITE LAKE, MI 48383

This 'Notice of Clearance' is provided to you as required by 18 U.S.C. 843(h) and **MUST** be retained as part of your permanent records and be made available for examination or inspection by ATF officers as required by 27 CFR 555.121. If you receive a Notice subsequent to this Notice, this Notice will no longer be valid.

In accordance with 27 CFR 555.33, Background Checks and Clearances, and 27 CFR 555.57, Change of Control, Change in Responsible Persons, and Change of Employees, ATF's Federal Explosives Licensing Center (FELC) has conducted background checks on the individual(s) you identified as a responsible person(s) and an employee/possessor(s) on your application, or reported after the issuance of your license/permit.

The following is a SUMMARY of the results of the background checks conducted on the individuals you reported as responsible persons and employee/possessors. ATF will be notifying ALL individuals listed on this document of their respective status by separate letter mailed to their residence address.

PLEASE BE ADVISED THAT IT IS UNLAWFUL FOR ANY PERSON REFLECTING A STATUS OF "DENIED" TO TRANSPORT, SHIP, RECEIVE, OR POSSESS EXPLOSIVE MATERIALS.

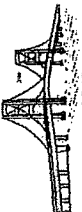
Please carefully review this Notice to ensure that all the information is accurate. If this Notice is incorrect, please return the Notice to the Chief, FELC, with a statement showing the nature of the error(s). The Chief, FELC, shall correct the error, and return a corrected Notice.

Number of RESPONSIBLE PERSON(S) : 1
Number of EMPLOYEE POSSESSOR(S): 7

LAST NAME, First Name, Middle Name	Clearance Status
RESPONSIBLE PERSONS:	
	1
0001 TRUDEAU, JASON ANTHONY	Cleared
EMPLOYEE POSSESSORS:	
	7
0001 CARRIGER, JEREMY ROBERT	Cleared
0002 CARRIGER, JOSHUA ROY	Cleared
0003 DOBRIN, DAVID JASON	Cleared
0004 HOFELICH, GREGORY DAVID	Cleared

continued

LAST NAME, First Name, Middle Name	Clearance Status
0005 MORGAN, DRAKE LANTZ	Cleared
0006 RAGNOLI, ADAM MICHAEL	Cleared
0007 KENNEDY, JAMES MICHAEL	Pending



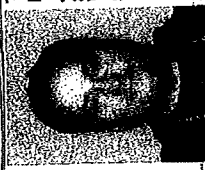

MICHIGAN
COMMERCIAL DRIVER LICENSE

T 630 373 067 896 ISS 11-20-2018
DOB 11-23-1968 EXP 11-23-2022 112368

JASON ANTHONY TRUDEAU
2006 PINE NEEDLE DR
WHITE LAKE, MI 48383-3283

Sex M Hgt 601 Eyes BRO
Lic Type CC End H

Restrictions K-CDL, Minnesota only, L-Ro at top
CDL

Jason Trudeau

DOT: 6084437112

Rev: 01-24-2011

MSDS - *Material Safety Data Sheet*
UN0335, FIREWORKS 1.3G, PGII

Emergency Call Info Trac (800) 535-5053 ACE Pyro Contract #100630

Section II – Hazardous Ingredients / Identity Information

Contains Pyrotechnic Compositions that are mixtures of solid oxidizers and fuels that contained in paper and cardboard containers. No Hazard exists during normal handling and storage.

OSHA PEL – N/A

ACGIH TLV – N/A

OTHER LIMITS – N/A

Section III – Physical / Chemical Characteristics

Boiling Point: - N/A

Specific Gravity: - N/A

Vapor Pressure: - N/A

Melting Point: - N/A

Vapor Density: - N/A

Evaporation Rate: - N/A

Solubility in Water: - N/A

Appearance and Odor: - Pyrotechnic Composition is contained in paper or cardboard casings that may be shaped as cylinders, balls or tubes. Odor is not apparent.

Section IV – Fire and Explosion Hazard Data

Flash Point: - N/A

Flammable Limits: - N/A

LEL: - N/A

UEL: - N/A

Extinguishing Media: Deluge with large quantities of water as quickly as possible by FIRE HOSE from a PROTECTED location. Materials are self-oxidizing.

Special Fire Fighting Procedures: Do not attempt to fight a fire in the immediate area of 1.3G Fireworks- EVACUATE THE AREA.

Section IV – Fire and Explosion Hazard Data- Continued

Unusual Fire and Explosion Hazards: Fireworks 1.3G MAY MASS EXPLODE IN A FIRE. DO NOT ALLOW FIREWORKS TO GET WET- Hazardous Decomposition May Result in a FIRE or EXPLOSION. EXPLOSION MAY OCCUR IF EXPOSED TO SPARKS OR FLAME.

Section V – Reactivity Data

Stability: - Stable

Conditions to Avoid: - Open Flames, Sparks, High Temperatures, Friction or Impact.

Incompatibility (*Materials to Avoid*): - Do Not Allow Fireworks to Get Wet.

Hazardous Decomposition or Byproducts: - Decomposition does not occur under normal circumstances. Smoke Generated by Fireworks may contain gasses that are irritating to the eyes or mucous membranes. Prolonged Exposure and Inhalation of smoke may cause shortness of breath or more serious problems when a chronic respiratory condition exists.

Hazardous Polymerization: Will Not Occur

Conditions to Avoid: - Storage in High Temperatures, Moist or Wet Conditions, Keep away From Open Flame or Sparks.

Section VI – Health Hazard Data

Route(s) of Entry: - N/A Inhalation: -N/A Skin: - N/A Ingestion: - N/A

Health Hazards (Acute and Chronic): - N/A

Carcinogenicity: N/A NTP?: - N/A IARC Monographs?: -N/A

OSHA Regulated: - NO

Signs and Symptoms of Exposure: - Prolonged Exposure to smoke that is Generated during Normal use of Fireworks may cause Irritation to Eyes and to Mucous Membranes.

Medical Conditions Generally Aggravated by Exposure: - Eye Sensitivity, Respiratory Conditions.

Emergency and First Aid Procedure: - EYES should be flushed with water. Move to Fresh Air and avoid additional Inhalation of Smoke.

Section VII – Precautions for Safe Handling and Use

Steps to Be Taken in Case Material is Released or Spilled: - If Fireworks are spilled, carefully pick up the material and place in a Cardboard Carton. Keep OPEN FLAMES and Sparks AWAY and NO SMOKING.

Waste Disposal Method: - Fireworks that fail to go off should be soaked in a bucket of water and returned to the source where it was obtained. Dry components or powder should be carefully swept up and placed in a cardboard container then soaked with water. Burning of Fireworks Waste must be performed in compliance with local and state laws.

Precautions in Handling and Storing: - Keep from OPEN FLAMES, NO SMOKING, AVOID IMPACT of MATERIALS and CONTAINERS of MATERIALS, STORE FIREWORKS IN A COOL AND DRY ENVIRONMENT. FIREWORKS 1.3G MUST BE STORED AND TRANSPORTED IN COMPLIANCE WITH FEDERAL, STATE AND LOCAL LAWS.

Other Precautions: - UN0335 Fireworks 1.3G can cause SERIOUS INJURY or DEATH. They should only be Handled by Properly Trained and Qualified Personnel. When Shooting these Fireworks; PERSONNEL SHOULD WEAR PROPER EYE PROTECTION, HEAD PROTECTION AND NON-SYNTHETIC CLOTHING.

Section VIII – Control Measures

Respiratory Protection: N/A

Ventilation: - N/A Local Exhaust: - N/A Special: - N/A

Mechanical: -N/A Other: - N/A

Protective Gloves:- N/A Eye Protection: - When Shooting Fireworks 1.3G

Other Protective Clothing or Equipment: - Protective Head Gear and Non-Synthetic Clothing when Shooting Fireworks 1.3G.

Work / Hygienic Practices: - Store Fireworks in a Cool Dry and Well Ventilated area. Protect Against Physical Damage and Moisture. Fireworks should be Isolated from all Heat Sources, Sparks and Open Flame. No Smoking.



Firework Disposal Procedure

Please follow the two simple guidelines below for the proper disposal of any unused display fireworks

1. If any display fireworks are found, submerge the firework in a five-gallon bucket of water.
2. Contact Jason Trudeau with Gen-X Pyrotechnics for proper pickup.

Gen-X Pyrotechnics will pick up any unused display fireworks and take them to an authorized facility for a proper disposal.



248.252.0029



genxpyro@comcast.net
info@genxpyrotechnics.com



www.genxpyrotechnics.com

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: Waldenwoods Fireworks Display Permit – 7-1-23

Date: June 14, 2023

Recommended Action

Move to approve the Permit for Fireworks Display for Waldenwoods on Saturday, July 1, 2023.

Discussion

Waldenwoods has applied to perform fireworks at 2975 Old US 23, which is Waldenwoods Resort property, for the July 4th Celebration on Saturday, July 1 2023. Wolverine Fireworks will perform the fireworks and the applicant intends to launch the fireworks display from the shore of Lake Walden

The Hartland-Deerfield Fire Authority Fire Marshal's letter recommending approval, with conditions, is attached for review.

Financial Impact

None

Attachments

Waldenwoods 7-1-23 Fireworks Permit

2023 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 258	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
------------------------	---

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes)		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY.	
<input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks		PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)	
<input type="checkbox"/> Public Display <input checked="" type="checkbox"/> Private Display			
<input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes			
NAME OF PERSON PERMIT ISSUED TO BRIAN CROUSE - President			AGE (18 YEARS OR OLDER) <input type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO			
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION Waldenwoods Family Recreation Resort			
ADDRESS 2975 N. OLD US-23 HARTLAND MI 48353			
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) <div style="text-align: center; font-size: 1.2em; margin-top: 10px;"> See Attached Show Proposal </div>			
EXACT LOCATION OF DISPLAY OR USE 2975 N. OLD US-23 → Display to be over the lake - fired from adjacent CART-Path			
CITY, VILLAGE, TOWNSHIP HARTLAND Township		DATE 7/2/23	TIME
BOND OR INSURANCE FILED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		AMOUNT EA. OCC 5,000,000 Aggregate	
Wolverine Fireworks Display Inc. Insurance			

Issued by action of the Legislative Body of a	
<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township of _____ on the _____ day of _____	
<div style="text-align: center; font-size: small;"> (Signature and Title of Legislative Body Representative) </div>	

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/2/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Partners Group Ltd 1111 Lake Washington Blvd N. Suite 400 Renton WA 98056	CONTACT NAME: Janet Nau		
	PHONE (A/C, No, Ext): 425-455-5640	FAX (A/C, No): 425-455-6727	
	E-MAIL ADDRESS: jnau@tpgrp.com		
INSURED Wolverine Fireworks Display, Inc. 205 West Seidlers Road Kawkawlin MI 48631	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Everest Indemnity Insurance Co		10851
	INSURER B : Everest Denali Insurance Company		16044
	INSURER C : Arch Specialty Insurance Company		21199
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES**CERTIFICATE NUMBER:** 1266637012**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY	Y		SI8GL02099231	2/1/2023	2/1/2024	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ Excluded
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$ 1,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	AUTOMOBILE LIABILITY			SI8CA00274231	2/1/2023	2/1/2024	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS							\$
	<input checked="" type="checkbox"/> NON-OWNED AUTOS							\$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB			UXP104806301	2/1/2023	2/1/2024	EACH OCCURRENCE	\$ 4,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE	\$ 4,000,000
	<input type="checkbox"/> OCCUR							\$
	<input type="checkbox"/> CLAIMS-MADE							\$
	DED							\$
	RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A	Excess Liability - Occurrence			SI8EX01908231	2/1/2023	2/1/2024	Each Occurrence	\$5,000,000
							Aggregate	\$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The following are included as Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured per form ECG 20592 0509 attached:
Waldenwoods Resort and Hartland Township
Date of Event: July 1, 2023 RD July 2, 2023
Location of Event: Waldenwoods Resort, 2975 Old US 23, Hartland, MI 48353

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

Waldenwoods Resort
2975 Old US 23
Hartland MI 48353

AUTHORIZED REPRESENTATIVE

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HARTLAND DEERFIELD FIRE AUTHORITY
HARTLAND AREA FIRE DEPT.

3205 Hartland Road
Hartland, MI. 48353-1825

Voice: (810) 632-7676
E-Mail: firemarshal@hartlandareafire.com

June 14, 2023

To: Hartland Township Board
Attn: Clerk Larry Ciofu
2655 Clark Rd.
Hartland, MI 48353

Re: Waldenwoods application for fireworks

Based upon the review of the application named above and inspection of the proposed site for the fireworks display for July 1, 2023, we recommend approval of the request contingent upon the following:

- 1) Wolverine Fireworks Display, Inc. is responsible for ensuring that NFPA 1123 is followed.
- 2) Based upon vegetation / weather conditions, the fire department may have a brush truck at the launching site with sufficient personnel to handle any fire emergencies that may arise.
- 3) Due to the cart path access to the site, it is not recommended that apparatus other than a fire department brush truck be used in a non-emergency situation.
- 4) No one will be allowed within 100 yards of the launch site during the display.
- 5) Smoking and open flame will not be permitted within 50 feet of the launch site. Exception: Items required for the ignition of the displays by trained and certified professionals.
- 6) The display will not begin until all persons are off the lake. The display will be stopped in the event anyone ventures onto the lake, and the display will not be resumed until the lake is cleared.
- 7) It is understood that the fire department will not allow the display to commence or continue if these conditions are not met, or in the event of conditions arising, such as adverse weather or faulty firing of the displays, or any condition which this department deems unsafe for the display to continue.
- 8) Insurance as agreed upon by the Hartland Township Board.
- 9) Final approval and permitting by the Hartland Township Board.

The Waldenwoods fireworks displays continues to be a spectacular addition to events while keeping the safety and welfare of all spectators, workers, and buildings first on their agenda. Should you have any other questions, or we can be of further assistance, please call.

Captain, Fire Inspector



PROPOSAL FOR WALDENWOODS RESORT

July 1, 2023

\$8,700.00 Includes Insurance & Labor

OPENING

72	3"	U.S.Designers Titanium Salutes
18	4"	All Color Huisky Finale Chained Together 6/1

Total
90

MAIN SHOW

10	3"	Flower Basket Salutes
36	3"	Sunny Assorted Shells

Total
46

36	4"	Gold Pyro Assorted Shells
----	----	---------------------------

Total
36

36	5"	Flower King Assorted Shells
----	----	-----------------------------

Total
36

18	6"	Flower Basket Shells Assorted
9	6"	Sunny Assorted Shells

Total
27



PROPOSAL FOR WALDENWOODS RESORT

July 1, 2023

\$8,700.00 Includes Insurance & Labor

GRAND FINALE

2	170 Shot	Crossette Assortment
216	3"	Assorted Chained Finales
18	4"	All Color Huisky Finale Chained Together 6/1
6	5"	Assorted Lidu Shells Chained 6/1
3	6"	Assorted Huisky Shells Chained 3/1

Total
245

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Michael Luce, Director of Public Works
Subject: Hartland Township GIS Upgrades Proposal
Date: June 14, 2023

Recommended Action

Move to approve the proposal from Spaulding DeDecker for the Hartland Township GIS upgrade in an amount not to exceed \$53,000.

Discussion

Proposed is a turnkey GIS system encompassing many facets the Township uses daily. The proposed upgrades include the integration of the Township's current as-builts for utilities, structures and developments. Physical geo location will be incorporated with ArcGIS locators to identify all utilities within the Township. Additionally, BS&A parcel location and up to date property information will be linked to each parcel. All new developments are required to provide proper GIS files formatted for integration with the GIS to SDA before the closeout of the project so once the GIS program is activated the as-builts can be integrated to the program, making all of the blueprints accessible digitally.

A functioning and constantly updated GIS system can have numerous benefits for a community. From the location and sizes of utilities, to zoning maps, parcel data and location of flood plains, the ability for staff as well as the public to have access to the data is a major step forward for the community. The complete GIS system will be available via the Township website via read only access.

The project is recommended to be funded from the PEG funds for public benefit.

Financial Impact

Is a Budget Amendment Required? ☒ Yes ☐ No

This project was originally budgeted in the Water CIP, but given the benefit to the public and availability for free public access on the Township's website, a budget amendment is necessary in the Cable Fund 577 and will be covered by the fund balance surplus of \$179,000.

577-000-801.000 Contracted Services - \$53,000

Attachments

Hartland GIS Proposal

July 11, 2022

Mr. Robert West
Township Manager
2655 Clark Road
Hartland, MI 48353

Re: Geographic Information Systems (GIS) Platform Creation

Dear Mr. West:

Spalding DeDecker is pleased to have the opportunity to submit this proposal to you for GIS services within Hartland Township as well as the addition of the sanitary sewer in Tyrone Township. Based on the information we have received, the following is our understanding of the project and our scope of services.

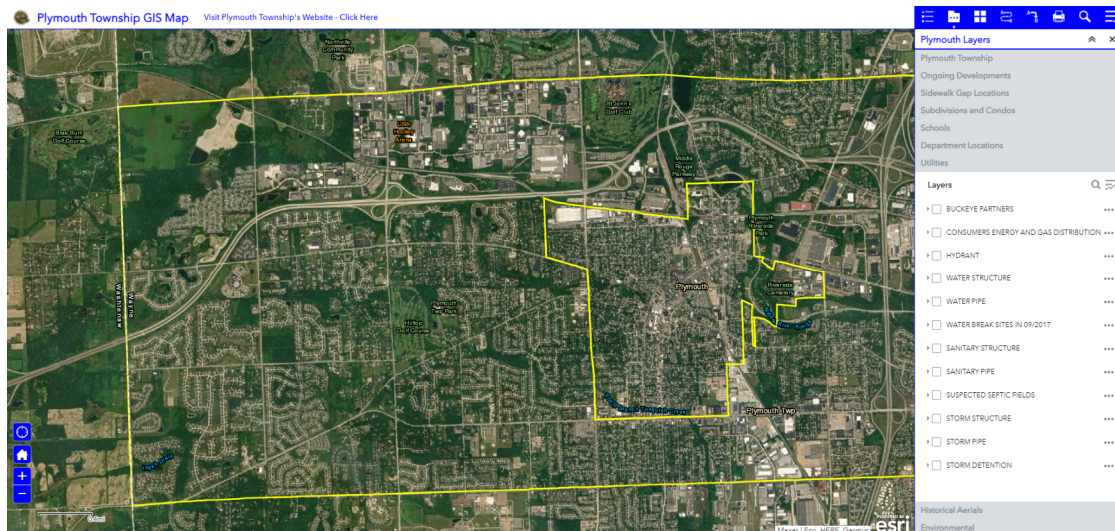
SCOPE OF SERVICES

Spalding DeDecker (SD) has collected all of the available GIS shape files the Township is in possession of. There are more than 300 existing shape files of varying types with some repeat shape files. To our understanding, the Township does not have access to a cohesive GIS database. The intent of the project would be to re-use the existing shape files to create a GIS database for all Township Staff to utilize. The following is a breakdown of the services requested:

Base GIS:

SD will create an ArcMap and generate an online map for Township use utilizing the Township's existing GIS shapefiles. The scope of services will include the following:

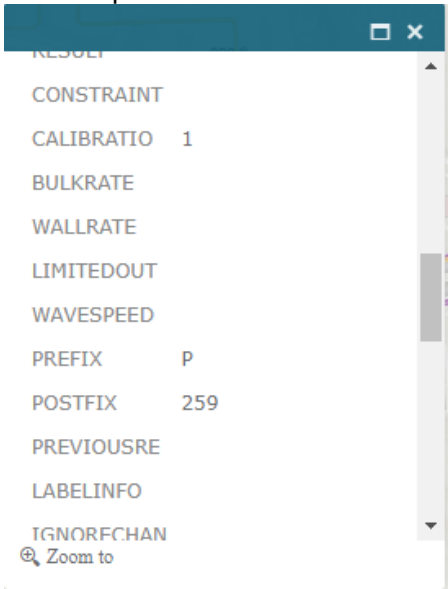
- Organize the existing shape files by type, combine similar shape files to reduce the number of layers and eliminate duplicate shape files.
- Provide visual labels for each layer type as well as determine a color scheme.



- Provide dynamic layers for available online data
 - Aerial Photography
 - Contour Data
 - Wetland Map Viewer
 - Contaminated Sites

Mid-Level GIS :

After reviewing the initial data, SD recognizes there are several improvements that could be made to the existing GIS data that would improve the user experience. Those improvements include the following:

- Water Main
 - Cleanup description data that includes many unnecessary elements. The image below is an example.
 - Break History as an additional layer
 - Assists with future capital improvement projects as well as a potential planning tool.
- Sanitary Sewer
 - Gather age, pipe type, invert/rim elevation data from as-builts and Livingston County and update the existing layers with that description data.
 - Verify if the County has any probability of failure (POF), consequence of failure (COF) or business risk exposure (BRE) data for any of the sanitary sewers as a part of the recent SAW grant work or any other planning documentation.
- Storm Sewer
 - Provide a shape file for any existing storm sewer the Township has as-builts for including a separate layer for existing detention/retention ponds.
 - This information will assist with future maintenance agreement disputes, repairs necessary and overall drainage concern reviews.
- Parcel Data
 - Link BSA to parcel data for dynamic ownership verification and up to date property information.

High-Level GIS:

The following are items that other municipalities utilize regularly and offer a time savings for information gathering:

- As-builts
 - Attach any available as-builts to the existing utility layers for ease of use.
- Easements/Agreements
 - Attach any existing easements, storm water agreements and master deeds to subdivision layers.
- Gas Main
 - Show approximate locations of existing gas mains as well as include pdf attachments of the location maps to the layer.

In the past, SD has hosted the map on our servers and generated an ArcGIS online map for Township use. We've generated a single login/password for each staff member to utilize. We've also hosted the pdf documentation attached to the GIS layers utilizing a shared cloud drive. We can either provide those services or produce a stand-alone map and deliver to the Township for internal use.

Data Collection:

SD understands the quality of the existing GIS layer data is questionable and may contain a number of water and sewer elements that do not exist. The best method to determine the existence of and current location of the existing infrastructure is to review any existing as-builts, capacity models and information from existing DPW staff. The other method is physical geo-location utilizing ArcGIS data collectors. Our initial desk-top review of the existing system shows approximately 736 water structures including hydrants, meters, valves and wells as well as 381 sanitary structures including pump stations, manholes and valves. The following is a breakdown of SD's effort to collect this data including our base (recommended) level of services as well as the effort to geo-locate all the existing structures:

- Base (335 structures or 30% of the systems) = 176 hours
- Full (1,117 structures or 100% of the systems) = 560 hours

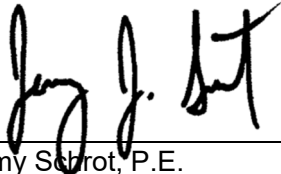
FEES

The following are proposed lump sum fees:

Base GIS	\$12,000.00
Mid-Level GIS	\$12,000.00
High-Level GIS	\$7,000.00
Data Collection (Base)	<u>\$22,000.00</u>
Proposed Total:	\$53,000.00
<i>Alternate Add for Full Data Collection</i>	<i>\$48,000.00</i>

Thank you again for this opportunity to work with you and we look forward to hearing from you soon. If this proposal is acceptable, please sign below and return the signed copy as our notice to proceed.

Sincerely,
Spalding DeDecker Associates, Inc.



Jeremy Schrot, P.E.
Vice President/Director of Public Engineering

Accepted by:
Hartland Township

Date: _____