

Board of Trustees

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

Board of Trustees Regular Meeting Agenda Hartland Township Hall Tuesday, August 01, 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
 - <u>a.</u> Approve Payment of Bills
 - **b.** Approve Post Audit of Disbursements Between Board Meetings
 - c. 07-18-23 Hartland Township Board Regular Meeting Minutes
 - d. 07-18-23 Hartland Township Board Closed Session Meeting Minutes
 - e. Waldenwoods Fireworks Display Permit 10-21-23
- 7. Pending & New Business
- 8. Board Reports

[BRIEF RECESS]

- 9. Information / Discussion
 - a. Manager's Report
 - <u>b.</u> Closed Session: to consider a periodic personnel evaluation of the Township Manager, at his request under MCL 15.268(a)
- 10. Adjournment

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Payment of Bills

Date: July 25, 2023

Recommended Action

Move to approve the bills as presented for payment.

Discussion

Bills presented total \$79,785.01. The bills are available in the Finance office for review.

Notable invoices include:

\$40,227.50 – Spalding Dedecker – (Various engineering invoices)

Financial Impact

Is a Budget Amendment Required? \square Yes \square No All expenses are covered under the amended FY24 budget.

Attachments

Bills for 08.01.2023

07/26/2023 10:01 AM User: SUSANC

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INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP

EXP CHECK RUN DATES 08/01/2023 - 08/01/2023

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

Vendor Code Ref # Invoice Date	Vendor nam Address City/State	е	EN - CHECK TYPE: Post Date CK Run Date Disc. Date Due Date	Invoice	Bank Hold Sep C 1099	Invoice Description	Gross Amount Discount Net Amount
APPLIED 49488 07/19/2023		NOVATION ZION CENTER , 60677-7007	07/19/2023 08/01/2023 / / 08/01/2023	2260136	FOA N N N	4/21/23 - 7/20/23 - R	1COH MPC5503 563.16 0.00 563.16
Open							
GL NUMBER 101-172-930.0	00	DESCRIPTION				AMOUNT 63.16	
APPLIED 49489 07/20/2023 Open		NOVATION LION CENTER 1, 60677-7007	07/20/2023 08/01/2023 / / 08/01/2023	2261357	FOA N N N	6/23/23 - 7/22/23 - R	1COH MP6055SP 29.59 0.00 29.59
GL NUMBER 101-172-930.0	00	DESCRIPTION				AMOUNT 29.59	
						VENDOR TOTAL:	592.75
1400 49458 08/01/2023 Open	BS&A SOFTW 14965 ABBE BATH MI, 4	Y LANE	08/01/2023 08/01/2023 / / 08/01/2023	148564	FOA N N N	8/1/23 - 8/1/24 - ANNU	JAL SERVICE/SUP 7,493.00 0.00 7,493.00
GL NUMBER 536-000-930.0 590-000-930.0 206-000-930.0 101-209-930.0 101-192-930.0 101-253-930.0	00 00 00 00	DESCRIPTION SOFTWARE MAINTENANCE SOFTWARE MAINTENANCE SOFTWARE MAINTENANCE REPAIRS & MAINTENANCE REPAIRS & MAINTENANCE REPAIRS & MAINTENANCE		_	9 1,19 1,8 1,8 3,11	AMOUNT 15.70 92.80 16.45 86.00 14.30 67.75	
						VENDOR TOTAL:	7,493.00
BURGESS 49492 07/17/2023 Open	BURGESS, M 9190 MABLE FENTON MI,		07/17/2023 08/01/2023 // 08/01/2023	071723	FOA N N N	CEMETERY LOT BUY BACK	800.00 0.00 800.00
GL NUMBER 101-000-643.1	00	DESCRIPTION LOT REFUNDS				AMOUNT	
						VENDOR TOTAL:	800.00
CINTAS 49490	CINTAS COR P.O. BOX 6		07/24/2023 08/01/2023	4162474903	FOA N	MATS	49.90

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101-209-826.000

LEGAL FEES

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07/24/2023	CINCINNATI C	рн, 45263	/ / 08/01/2023	0.0000	N N		0.00 49.90
Open			00/01/2023		IN		49.90
GL NUMBER 101-265-801.0	00	DESCRIPTION CONTRACTED SERVICES				AMOUNT 49.90	
CINTAS 49491 07/20/2023 Open	CINTAS CORPO P.O. BOX 630 CINCINNATI O	910	07/20/2023 08/01/2023 / / 08/01/2023	5167678050	FOA N N N	REFILL FIRST AID BOX	AT WTP 43.34 0.00 43.34
GL NUMBER 536-000-740.0	00	DESCRIPTION OPERATING SUPPLIES				AMOUNT 43.34	
						VENDOR TOTAL:	93.24
EJUSA 49483 07/06/2023 Open	EJ USA, INC. P.O. BOX 644 PITTSBURGH F	1873	07/06/2023 08/01/2023 / / 08/01/2023	110230047175	FOA N N N	HYDRANT PARTS	2,542.07 0.00 2,542.07
GL NUMBER 536-000-930.0	01	DESCRIPTION REPAIRS & MAINTENANC	E SYSTEM			AMOUNT 42.07	
						VENDOR TOTAL:	2,542.07
EXCLUSIVEE 49486 07/13/2023 Open	EXCLUSIVE EXP.O. BOX 188 BRIGHTON MI,	31	07/13/2023 08/01/2023 // 08/01/2023	323	FOA N N Y	HYDRANT RESTORATION W	ORK 8,673.60 0.00 8,673.60
GL NUMBER 539-000-150.0 536-000-930.0		DESCRIPTION WATER CONSTRUCT IN PREPAIRS & MAINTENANCE		_	4,1 4,5	AMOUNT 49.60 24.00 73.60	
					0,0		
5888	FOSTER SMIT	TT, COLLINS & SMITH	07/20/2023	862494	FOA	VENDOR TOTAL: JUNE 2023	8,673.60
49499 07/20/2023	•	INGTON SQUARE	07/20/2023 08/01/2023 / / 08/01/2023	0.0000	N N Y	00MH 2020	5,075.10 0.00 5,075.10
Open							
GL NUMBER	0.0	DESCRIPTION				AMOUNT	

188.00

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536-000-826.0 101-400-826.0 590-000-826.0 101-101-826.0	000	LEGAL FEES LEGAL FEES LEGAL FEES		_	25 3 , 90 23	3.50 8.50 0.10 5.00	
					5 , 07	5.10	
						VENDOR TOTAL:	5,075.10
HAYAA-F 48798	HARTLAND ARE HAYAA - FOOT P.O. BOX 359		08/01/2023 08/01/2023	AUG 2023	FOA N	AUG 2023 PAYMENT PER	AGREEMENT 214.53
08/01/2023	HARTLAND MI,		/ / 08/01/2023	0.0000	N N		0.00 214.53
Open							
GL NUMBER 101-751-801.0	000	DESCRIPTION CONTRACTED SERVICES				MOUNT 4.53	
						VENDOR TOTAL:	214.53
HAYAA-B 48781	HARTLAND ARE HAYAA - BASE P.O. BOX 110		08/01/2023 08/01/2023	AUGUST 2023	FOA N	AUGUST 2023 PAYMENT	PER AGREEMENT 1,285.72
08/01/2023	HARTLAND MI,		/ / 08/01/2023	0.0000	N N		0.00 1,285.72
Open GL NUMBER 101-751-801.0	000	DESCRIPTION CONTRACTED SERVICES				MOUNT 5.72	
						VENDOR TOTAL:	1,285.72
HCSA 48790		MUNITY SOCCER ASSN MUNITY EDUCATION	08/01/2023 08/01/2023	AUGUST 2023	FOA N	AUGUST 2023 PAYMENT	PER AGREEMENT 574.37
08/01/2023	HOWELL MI, 4		/ / 08/01/2023	0.0000	N N		0.00 574.37
Open			00/01/2023		14		3/4.3/
GL NUMBER 101-751-801.0	000	DESCRIPTION CONTRACTED SERVICES				MOUNT 4.37	
						VENDOR TOTAL:	574.37
0150		SOLIDATED SCHOOLS	06/30/2023	173995	FOA	JUNE 2023 FUEL	710 01
49484 06/30/2023	9525 E HIGHL HOWELL MI, 4		08/01/2023 / / 08/01/2023	0.0000	N N N		718.31 0.00 718.31
Open							

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Vendor Code Ref # Invoice Date	Vendor name Address City/State/Z:		EN - CHECK TYPE: Post Date CK Run Date Disc. Date Due Date	Invoice	Bank Hold Sep CH 1099	Invoice Description	Gross Amount Discount Net Amount
GL NUMBER 101-239-860.0 536-000-860.0		DESCRIPTION GASOLINE GASOLINE			7	AMOUNT 74.81 43.50	
				_	71	18.31	
						VENDOR TOTAL:	718.31
HYL 48806 08/01/2023	HARTLAND YOU P.O. BOX 56 HARTLAND MI,		08/01/2023 08/01/2023 / /	AUG 2023 0.0000	FOA N N	AUG 2023 PAYMENT PER A	AGREEMENT 214.53 0.00
Open			08/01/2023		N		214.53
GL NUMBER 101-751-801.0	00	DESCRIPTION CONTRACTED SERVICES				AMOUNT 14.53	
						VENDOR TOTAL:	214.53
1548 49459 07/05/2023 Open	HORIZON LAND 11765 HIBNER HARTLAND MI,	RD	07/05/2023 08/01/2023 / / 08/01/2023	16668	FOA N N N	MOWING M-59 MEDIANS	3,986.17 0.00 3,986.17
GL NUMBER 101-463-802.0	00	DESCRIPTION LAWN/SNOW MAINTENANCE				AMOUNT 86.17	
1548 49460 07/05/2023 Open	HORIZON LAND 11765 HIBNER HARTLAND MI,	RD	07/05/2023 08/01/2023 / / 08/01/2023	16669	FOA N N N	MOWING FIRE STATION 6	1,396.83 0.00 1,396.83
GL NUMBER 206-000-802.0	00	DESCRIPTION LAWN/SNOW MAINTENANCE				AMOUNT 96.83	
						VENDOR TOTAL:	5,383.00
1120 49495 07/12/2023 Open	KIZCAM 3280 W GRAND HOWELL MI, 4		07/12/2023 08/01/2023 / / 08/01/2023	17788	FOA N N N	WINDOW ENVELOPES	187.50 0.00 187.50
GL NUMBER 101-172-727.0	00	DESCRIPTION SUPPLIES & POSTAGE				AMOUNT 37.50	

187.50

VENDOR TOTAL:

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LAFONTAINE 49473 06/26/2023 Open	LAFONTAINE 4000 W HIGH HIGHLAND MI		06/26/2023 08/01/2023 / / 08/01/2023	PNCS913526 0.0000	FOA N N N	WORK DONE ON GMC SIER	RA TRUCK 135.14 0.00 135.14
GL NUMBER 536-000-930.0	02	DESCRIPTION REPAIRS & MAINT VEHICLE	/EQUIP			AMOUNT 85.14	
						VENDOR TOTAL:	135.14
LOREARENTS 49501 05/23/2023 Open	LOREA RENTS 120 LUCY RE HOWELL MI,		07/25/2023 08/01/2023 / / 08/01/2023	2 056	FOA N N N	EQUIP RENTAL TO SPREAM	D WOOD CHIPS 747.01 0.00 747.01
GL NUMBER 101-751-930.0	00	DESCRIPTION REPAIRS & MAINTENANCE				AMOUNT 17.01	
						VENDOR TOTAL:	747.01
LOWES 49497 06/26/2023 Open	P.O. BOX 53	NESS ACCT/SYNCB 80970 30353-0970	07/24/2023 08/01/2023 / / 08/01/2023	27171	FOA N N N	DRILL SET/SUPPLIES	125.61 0.00 125.61
GL NUMBER 101-751-740.0 536-000-740.0		DESCRIPTION OPERATING SUPPLIES OPERATING SUPPLIES		_	1 10	AMOUNT 8.99 06.62 25.61	
LOWES 49496 06/19/2023 Open	P.O. BOX 53	NESS ACCT/SYNCB 30970 30353-0970	07/24/2023 08/01/2023 / / 08/01/2023	27242	FOA N N N	FLEET/PARK SUPPLIES	120.41 0.00 120.41
GL NUMBER 536-000-740.0 101-751-740.0		DESCRIPTION OPERATING SUPPLIES OPERATING SUPPLIES		_		AMOUNT 4.21 6.20	
					12	20.41	
						VENDOR TOTAL:	246.02
1180 49438	PETER'S TRU 3455 W. HIG	JE VALUE HARDWARE GHLAND ROAD	07/11/2023 08/01/2023	к68357	FOA N	GRAFITTI REMOVER FROM	TWP SIDEWALKS 54.46

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Open	Vendor Code Ref # Invoice Date	Vendor name Address City/State/Z:		EN - CHECK TYPE: Post Date CK Run Date Disc. Date Due Date	Invoice	Bank Hold Sep (1099	±	Gross Amount Discount Net Amount
CL NUMBER DESCRIPTION REPAIRS & MAINTENANCE S4.46 S4		MILFORD MI,	48380	' '	0.0000			0.00 54.46
16. 1944	GL NUMBER	00						
101-751-930.000 REPAIRS & MAINTENANCE 16.26	49444 07/12/2023	3455 W. HIGH	LAND ROAD	08/01/2023		N N	PARKS SUPPLIES	16.26 0.00 16.26
A9445		00						
Open Cal Number	49445	3455 W. HIGH	LAND ROAD	08/01/2023		N N	WASHERS	3.24 0.00 3.24
180	Open			, ,				
A9470 3455 W. HIGHLAND ROAD 08/01/2023 N 82.		00						
101-567-930.000 REPAIRS & MAINTENANCE 536-000-740.000 OPERATING SUPPLIES 69.98 82.96 VENDOR TOTAL: 156. PBI PITNEY BOWES INC 07/03/2023 1023426582 FOA USPS TRACKING LABELS 49451 P.O. BOX 981039 08/01/2023 N 22. 07/03/2023 BOSTON MA, 02298-1039 // 0.0000 N 0.0000 OR 08/01/2023 N 22. Open GL NUMBER DESCRIPTION AMOUNT 101-172-930.000	49470 07/18/2023	3455 W. HIGH	LAND ROAD	08/01/2023		N N	BEE KILLER FOR CEMETE	RY/TRIMMER HEAD 82.96 0.00 82.96
VENDOR TOTAL: 156.	101-567-930.0		REPAIRS & MAINTENANCE		_		12.98	
PBI PITNEY BOWES INC 07/03/2023 1023426582 FOA USPS TRACKING LABELS 49451 P.O. BOX 981039 08/01/2023 N 22. 07/03/2023 BOSTON MA, 02298-1039 // 0.0000 N 0. 08/01/2023 Open GL NUMBER DESCRIPTION AMOUNT 101-172-930.000							82.96	
49451 P.O. BOX 981039 08/01/2023 N 22. 07/03/2023 BOSTON MA, 02298-1039 // 0.0000 N 0. Open GL NUMBER DESCRIPTION AMOUNT 22.49							VENDOR TOTAL:	156.92
101-172-930.000 22.49	49451 07/03/2023	P.O. BOX 981	039	08/01/2023		N N	USPS TRACKING LABELS	22.49 0.00 22.49
		00	DESCRIPTION					
VENDOR TOTAL: 22.							VENDOR TOTAL:	22.49

FOA

ORDINANCE ENFORCEMENT MATTERS

ROSATI, SCHULTZ, JOPPICH&AMTSBUECHLER 07/12/2023 1079786

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49450 07/12/2023	27555 EXECUTIVE FARMINGTON HILL	DRIVE, SUITE 250 S MI, 48331	08/01/2023 / / 08/01/2023	0.0000	N N Y		67.50 0.00 67.50
Open			00,01,2020		-		07 . 00
GL NUMBER 101-722-826.0		SCRIPTION GAL FEES				AMOUNT 67.50	
						VENDOR TOTAL:	67.50
SECURITYLO 49446 07/11/2023 Open	SECURITY LOCK S 401 WASHINGTON BRIGHTON MI, 48	ST	07/11/2023 08/01/2023 / / 08/01/2023	847	FOA N N N	TOWNSHIP HALL DOOR	223.00 0.00 223.00
GL NUMBER 101-265-930.0		SCRIPTION PAIRS & MAINTENANCE				AMOUNT 23.00	
						VENDOR TOTAL:	223.00
SERVICEPRO 49502 07/25/2023 Open	SERVICEPRO 7510 PARKWOOD D FENTON MI, 4843		07/25/2023 08/01/2023 / / 08/01/2023	APRIL 2023 0.0000	FOA N N Y	APRIL 2023	880.00 0.00 880.00
GL NUMBER 101-265-801.0		SCRIPTION NTRACTED SERVICES				AMOUNT 80.00	
SERVICEPRO 49504 07/25/2023 Open	SERVICEPRO 7510 PARKWOOD D FENTON MI, 4843		07/25/2023 08/01/2023 / / 08/01/2023	JUNE 2023 0.0000	FOA N N Y	JUNE 2023	880.00 0.00 880.00
GL NUMBER 101-265-801.0		SCRIPTION NTRACTED SERVICES				AMOUNT 80.00	
SERVICEPRO 49503 07/25/2023 Open	SERVICEPRO 7510 PARKWOOD D FENTON MI, 4843		07/25/2023 08/01/2023 / / 08/01/2023	MAY 2023 0.0000	FOA N N Y	MAY 2023	880.00 0.00 880.00
GL NUMBER 101-265-801.0		SCRIPTION NTRACTED SERVICES				AMOUNT 80.00	
						VENDOR TOTAL:	2,640.00

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OPEN - CHECK TYPE: PAPER CHECK

Vendor Code Ref # Invoice Date	Vendor name Address City/State/Zip SPALDING DEDECKER	OPEN - CHECK TYPE: Post Date CK Run Date Disc. Date Due Date 06/15/2023	Invoice	Hold Sep CK 1099	Invoice Description Gross Amount Discount Net Amount YATOOMA OIL THRU 5/28/23
49302 06/15/2023	905 SOUTH BLVD EAST ROCHESTER HILLS MI, 48307	08/01/2023 / / 08/01/2023	0.0000	N N N	4,522.50 0.00 4,522.50
Open		00/01/2023		IN	4,322.30
GL NUMBER 101-400-801.1	DESCRIPTION 00-0033 YATOOMA OIL			AM0 4,522	OUNT .50
SPALDING 49303	SPALDING DEDECKER 905 SOUTH BLVD EAST	06/15/2023 08/01/2023	94784	FOA N	REDWOOD THRU 5/28/23 27,730.00
06/15/2023 Open	ROCHESTER HILLS MI, 48307	08/01/2023	0.0000	N N	0.00 27,730.00
GL NUMBER 101-400-801.1	DESCRIPTION 00-0026 REDWOOD USA LLC			AM0 27,730	OUNT .00
SPALDING 49304 06/15/2023	SPALDING DEDECKER 905 SOUTH BLVD EAST ROCHESTER HILLS MI, 48307	06/15/2023 08/01/2023 / / 08/01/2023	94785	FOA N N N	HUNTERS RIDGE PH 2&3 THRU 5/28/23 3,305.00 0.00 3,305.00
Open GL NUMBER 101-400-801.1	DESCRIPTION 00-0022 HUNTERS RIDGE			AM0 3,305	OUNT .00
SPALDING 49305 06/15/2023	SPALDING DEDECKER 905 SOUTH BLVD EAST ROCHESTER HILLS MI, 48307	06/15/2023 08/01/2023 / / 08/01/2023	94786	FOA N N N	SENIOR LIVING FACILITY THRU 5/28/23 675.00 0.00 675.00
Open					
GL NUMBER 101-400-801.1	DESCRIPTION 00-0027 PIRHL			AM0 675	OUNT .00
SPALDING 49467 07/17/2023	SPALDING DEDECKER 905 SOUTH BLVD EAST ROCHESTER HILLS MI, 48307	07/17/2023 08/01/2023 / /	95159 0.0000	FOA N N	SPRANGER PARK PAVILION THRU 7/2/23 300.00 0.00
Open	,	08/01/2023		N	300.00
GL NUMBER 401-751-970.0	DESCRIPTION O6 SPRANGER FIELD			AM0 300	OUNT.00
SPALDING 49471 07/18/2023 Open	SPALDING DEDECKER 905 SOUTH BLVD EAST ROCHESTER HILLS MI, 48307	07/18/2023 08/01/2023 / / 08/01/2023	95210 0.0000	FOA N N N	543.00 0.00 543.00

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GL NUMBER 577-000-801.0	DESCRIPTION CONTRACTED SEF	RVICES & RENTALS			MOUNT 3.00	
SPALDING 49472 07/18/2023 Open GL NUMBER 590-000-816.0	SPALDING DEDECKER 905 SOUTH BLVD EAST ROCHESTER HILLS MI, 48307 DESCRIPTION 00 ENGINEERING FE	07/18/2023 08/01/2023 / / 08/01/2023	95211 0.0000	FOA N N N N	SEWER CAPACITY ANALY MOUNT 2.00	3,152.00 0.00 3,152.00
					VENDOR TOTAL:	40,227.50
STAPLES 49454 07/15/2023 Open	STAPLES PO BOX 660409 DALLAS TX, 75266-0409	07/15/2023 08/01/2023 / / 08/01/2023	8070934480	FOA N N	MISC SUPPLIES	89.51 0.00 89.51
GL NUMBER 101-265-740.0 101-215-727.0			_	4:	MOUNT 8.27 1.24 9.51	
STAPLES 49487 07/22/2023	STAPLES PO BOX 660409 DALLAS TX, 75266-0409	07/22/2023 08/01/2023 / / 08/01/2023	8071006348	FOA N N N	MISC SUPPLIES	658.51 0.00 658.51
Open GL NUMBER 101-215-727.0 101-265-740.0 101-172-727.0	00 OPERATING SUPE	PLIES	_	3° 60 560	MOUNT 7.51 0.76 0.24 8.51	
					VENDOR TOTAL:	748.02
SPIRITOFLI 49494 06/29/2023 Open	THE SPIRIT OF LIVINGSTON 3280 W GRAND RIVER HOWELL MI, 48855	06/29/2023 08/01/2023 / / 08/01/2023	54654	FOA N N	COSGROVE BUSINESS CA	ARDS, ID BADGE, D 83.00 0.00 83.00
GL NUMBER 101-215-727.0	DESCRIPTION 00 SUPPLIES & POS	STAGE			MOUNT 3.00	

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Vendor Code Ref # Invoice Date	Vendor name Address City/State/Zip	EN - CHECK TYPE: Post Date CK Run Date Disc. Date Due Date	Invoice	Bank Hold Sep C 1099	Invoice Description	Gross Amount Discount Net Amount
SPIRITOFLI 49468 06/29/2023 Open	THE SPIRIT OF LIVINGSTON 3280 W GRAND RIVER HOWELL MI, 48855	06/29/2023 08/01/2023 / / 08/01/2023	54656 0.0000	FOA N N N	SHIRTS	74.36 0.00 74.36
GL NUMBER 101-101-727.0	DESCRIPTION 000 SUPPLIES & POSTAGE				AMOUNT 74.36	
SPIRITOFLI 49485 07/19/2023 Open	THE SPIRIT OF LIVINGSTON 3280 W GRAND RIVER HOWELL MI, 48855	07/19/2023 08/01/2023 / / 08/01/2023	54702	FOA N N N	SHIRTS IMPRINTED FOR S	15.00 0.00 15.00
GL NUMBER 101-209-727.0	DESCRIPTION 000 SUPPLIES & POSTAGE				AMOUNT 15.00	
					VENDOR TOTAL:	172.36
TOSHIBA 49493 07/18/2023 Open	TOSHIBA AMERICA BUSINESS SOLUTIONS PO BOX 927 BUFFALO NY, 14240-0927	07/18/2023 08/01/2023 / / 08/01/2023	6074050	FOA N N N	6/25/23 - 7/24/23 - ES	2.46 0.00 2.46
GL NUMBER 101-172-930.0	DESCRIPTION 000				AMOUNT 2.46	
					VENDOR TOTAL:	2.46
USA 49452 07/14/2023	USA BLUE BOOK P.O. BOX 9004 GURNEE IL, 60031-9004	07/14/2023 08/01/2023 / / 08/01/2023	72812 0.0000	FOA N N N	OVAL FLANGE GASKET/TU	BE ASSEMBLY 548.87 0.00 548.87

USA	USA BLUE BOOK	07/14/2023	12012	FOA OVAL	FLANGE GASKEI/IUDE ASSEMBLI
49452	P.O. BOX 9004	08/01/2023		N	548.87
07/14/2023	GURNEE IL, 60031-9004	/ /	0.0000	N	0.00
		08/01/2023		N	548.87
Open					
GL NUMBER	DESCRIPTION			AMOUNT	
536-000-740.0				495.81	
536-000-930.0	01 REPAIRS & MAINTENANCE	E SYSTEM		53.06	
				548.87	

	VENDOR TOTAL:	548.87
TOTAL	- ALL VENDORS:	79,785.01

FUND TOTALS:

Fund 101 - GENERAL FUND

Fund 206 - FIRE OPERATING

55,004.06

1,513.28

07/26/2023 10:01 AM User: SUSANC

DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP

EXP CHECK RUN DATES 08/01/2023 - 08/01/2023

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

Vendor Code Ref # Invoice Date	Vendor name Address City/State/Zip	CK Run Date	Invoice PO Disc. %	Bank Hold Sep CK 1099	Invoice Description	Gross Amount Discount Net Amount
Fund 401 - CA	APITAL PROJECTS FUND					300.00
Fund 536 - WA	TER SYSTEM FUND					10,030.17
Fund 539 - WA	TER REPLACEMENT FUND					4,149.60
Fund 577 - CA	ABLE TV FUND					543.00

Page: 11/11

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Post Audit of Disbursements Between Board Meetings

Date: July 25, 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 - \$32,060.20

July 31, 2023 Payroll - \$87,625.58

Financial Impact

Is a Budget Amendment Required? \Box Yes \boxtimes No All expenses are covered under the amended FY24 budget.

Attachments

Post Audit Bills List 07.13.2023 Post Audit Bills List 07.20.2023 Payroll for 07.31.2023 07/25/2023 09:01 AM

DB: Hartland

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP

User: SUSANC CHECK DATE FROM 07/13/2023 - 07/13/2023

GL # Check Date Bank Check # Payee Description Amount 07/13/2023 FOA 43876 CROMAINE DISTRICT LIBRARY DPPT ESCROW 701-000-290.200 673.81 07/13/2023 FOA 43877 HARTLAND CONSOLIDATED SCHOOLS DPPT ESCROW 701-000-290.200 754.53 07/13/2023 FOA 43878 HARTLAND CONSOLIDATED SCHOOLS DPPT ESCROW 701-000-290.200 222.76 07/13/2023 FOA 43879 HARTLAND CONSOLIDATED SCHOOLS DPPT ESCROW 701-000-290.200 4,407.73 07/13/2023 FOA 43880 HARTLAND ROAD FUND DPPT ESCROW 701-000-290.200 661.20 941.92 07/13/2023 FOA 43881 HARTLAND TOWNSHIP FIRE OPER DPPT ESCROW 701-000-290.200 07/13/2023 FOA 43882 HARTLAND TOWNSHIP GENERAL FUND DPPT ESCROW 701-000-290.200 862.21 07/13/2023 43883 434.08 FOA LIV. EDUCATIONAL SERVICE AGENC DPPT ESCROW 701-000-290.200 07/13/2023 FOA 43884 LIVINGSTON COUNTY TREASURER DPPT ESCROW 701-000-290.200 1,481.50 07/13/2023 FOA 43885 PITNEY BOWES BANK INC RESERVE SUPPLIES & POSTAGE 101-172-727.000 45.48 43885 92.04 SUPPLIES & POSTAGE 101-191-727.000 43885 SUPPLIES & POSTAGE 101-209-727.000 27.24 43885 SUPPLIES & POSTAGE 101-215-727.000 77.20 43885 SUPPLIES & POSTAGE 1.20 101-253-727.000 43885 101-253-811.100 30.00 TAX COLLECTION 43885 SUPPLIES & POSTAGE 101-400-727.000 63.60 43885 SUPPLIES & POSTAGE 101-441-727.000 121.50 43885 SUPPLIES & POSTAGE 101-567-727.000 2.40 460.66 TOTAL - ALL FUNDS TOTAL OF 10 CHECKS 10,900.40 --- GL TOTALS ---45.48 101-172-727.000 SUPPLIES & POSTAGE 101-191-727.000 SUPPLIES & POSTAGE 92.04 101-209-727.000 SUPPLIES & POSTAGE 27.24 101-215-727.000 77.20 SUPPLIES & POSTAGE 101-253-727.000 SUPPLIES & POSTAGE 1.20 101-253-811.100 TAX COLLECTION 30.00 101-400-727.000 SUPPLIES & POSTAGE 63.60 121.50 101-441-727.000 SUPPLIES & POSTAGE 101-567-727.000 SUPPLIES & POSTAGE 2.40 10,439.74 701-000-290.200 DPPT ESCROW TOTAL 10,900.40

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07/25/2023 09:02 AM

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP CHECK DATE FROM 07/20/2023 - 07/20/2023

001-000-257.101

001-000-257.102

101-192-716.000

101-215-716.000

ACCRUED DENTAL BENEFITS

ACCRUED VISION BENEFITS

EMPLOYMENT EXPENSE

EMPLOYMENT EXPENSE

User: SUSANC

DB: Hartland GL # Check Date Bank Check # Payee Description Amount 07/20/2023 FOA 43916 CONSUMERS ENERGY UTILITIES - GAS 101-265-920.001 153.14 43916 UTILITIES - GAS 536-000-920.001 19.54 172.68 07/20/2023 FOA 43917 DELTA DENTAL ACCRUED DENTAL BENEFITS 001-000-257.101 223.16 43917 EMPLOYMENT EXPENSE 101-192-716.000 70.64 43917 EMPLOYMENT EXPENSE 101-215-716.000 66.64 43917 133.28 101-253-716.000 EMPLOYMENT EXPENSE 43917 EMPLOYMENT EXPENSE 101-400-716.000 187.83 43917 EMPLOYMENT EXPENSE 101-441-716.000 242.38 43917 EMPLOYMENT EXPENSE 536-000-716.000 191.83 1,115.76 07/20/2023 43918 DTE ENERGY UTILITIES - ELECTRIC 101-265-920.002 1,317.74 43918 STREET LIGHTS 42.60 101-448-921.000 43918 UTILITIES 101-567-920.000 18.34 43918 UTILITIES - ELECTRIC 101-751-920.002 1,001.57 43918 UTILITIES - ELECTRIC 206-000-920.002 22.80 43918 UTILITIES - ELECTRIC 536-000-920.002 5,396.83 7,799.88 07/20/2023 FOA 43919 LIVINGSTON DAILY PRESS & ARGUS PRINTING & PUBLICATIONS 101-215-900.000 330.00 43919 PRINTING & PUBLICATIONS 101-400-900.000 100.00 430.00 07/20/2023 FOA 43920 PRIORITY HEALTH ACCRUED MEDICAL BENEFITS 001-000-257.100 2,289.60 43920 101-192-716.000 EMPLOYMENT EXPENSE 1,267.56 43920 EMPLOYMENT EXPENSE 101-215-716.000 1,394.34 43920 EMPLOYMENT EXPENSE 101-253-716.000 633.78 43920 EMPLOYMENT EXPENSE 101-441-716.000 3,485.88 43920 2,376.72 EMPLOYMENT EXPENSE 536-000-716.000 11,447.88 38.72 07/20/2023 FOA 43921 VSP INSURANCE CO. (CT) DECEMBER 2022 PREMIUMS 001-000-257.102 43921 DECEMBER 2022 PREMIUMS 101-192-716.000 14.20 43921 11.95 DECEMBER 2022 PREMIUMS 101-215-716.000 43921 DECEMBER 2022 PREMIUMS 101-253-716.000 23.90 43921 DECEMBER 2022 PREMIUMS 101-400-716.000 31.62 43921 DECEMBER 2022 PREMIUMS 101-441-716.000 39.34 43921 DECEMBER 2022 PREMIUMS 536-000-716.000 33.87 193.60 TOTAL - ALL FUNDS TOTAL OF 6 CHECKS 21,159.80 --- GL TOTALS ---001-000-257.100 ACCRUED MEDICAL BENEFITS 2,289.60

223.16

38.72 1,352.40

1,472.93

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07/25/2023 09:02 AM

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP CHECK DATE FROM 07/20/2023 - 07/20/2023

User: SUSANC DB: Hartland

Check Date Bank Chec	k # Payee	Description	GL #	Amount
101-215-900.000	PRINTING & PUBLICATIONS	330.00		
101-253-716.000	EMPLOYMENT EXPENSE	790.96		
101-265-920.001	UTILITIES - GAS	153.14		
101-265-920.002	UTILITIES - ELECTRIC	1,317.74		
101-400-716.000	EMPLOYMENT EXPENSE	219.45		
101-400-900.000	PRINTING & PUBLICATIONS	100.00		
101-441-716.000	EMPLOYMENT EXPENSE	3,767.60		
101-448-921.000	STREET LIGHTS	42.60		
101-567-920.000	UTILITIES	18.34		
101-751-920.002	UTILITIES - ELECTRIC	1,001.57		
206-000-920.002	UTILITIES - ELECTRIC	22.80		
536-000-716.000	EMPLOYMENT EXPENSE	2,602.42		
536-000-920.001	UTILITIES - GAS	19.54		
536-000-920.002	UTILITIES - ELECTRIC	5,396.83		
	TOTAL	21,159.80		

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Check Register Report For Hartland Township For Check Dates 07/31/2023 to 07/31/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
07/31/2023	FOA	17429	BURROUGHS, JEFFREY M	70.00	61.66	0.00	Open
07/31/2023	FOA	17430	MISSION SQUARE	1,939.51	1,939.51	0.00	Open
07/31/2023	FOA	17431	MISSION SQUARE	3,560.10	3,560.10	0.00	Open
07/31/2023	FOA	17432	MISSION SQUARE	2,538.94	2,538.94	0.00	Open
07/31/2023	FOA	17433	MISSION SQUARE	200.00	200.00	0.00	Open
07/31/2023	FOA	DD8642	BEDUHN, TIMOTHY L.A.	1,886.00	0.00	1,413.92	Cleared
07/31/2023	FOA	DD8643	BERNARDI, MELYNDA A	1,690.42	0.00	1,318.63	Cleared
07/31/2023	FOA	DD8644	BROOKS, TYLER J	2,470.00	0.00	1,752.07	Cleared
07/31/2023	FOA	DD8645	CARRIGAN, AMANDA K	3,425.00	0.00	2,712.19	Cleared
07/31/2023	FOA	DD8646	CASE, SUSAN E	1,855.17	0.00	1,134.92	Cleared
07/31/2023	FOA	DD8647	CIOFU, LARRY N	2,856.09	0.00	2,048.91	Cleared
07/31/2023	FOA	DD8648	COSGROVE, HEATHER H	1,855.09	0.00	1,526.41	Cleared
07/31/2023	FOA	DD8649	DRYDEN-HOGAN, SUSAN A	3,777.57	0.00	2,680.52	Cleared
07/31/2023	FOA	DD8650	ECKMAN, MATTHEW A	142.50	0.00	125.54	Cleared
07/31/2023	FOA	DD8651	FOUNTAIN, WILLIAM J	2,856.09	0.00	2,399.54	Cleared
07/31/2023	FOA	DD8652	FOX, LAWRENCE E	496.50	0.00	437.41	Cleared
07/31/2023	FOA	DD8653	GERMANE, MATTHEW J	546.00	0.00	479.23	Cleared
07/31/2023	FOA	DD8654	GREIG, DAVID F	70.00	0.00	64.65	Cleared
07/31/2023	FOA	DD8655	GRISSIM, SUSAN L	142.50	0.00	131.60	Cleared
07/31/2023	FOA	DD8656	HAASETH, GWYN M	790.00	0.00	705.55	Cleared
07/31/2023	FOA	DD8657	HORNING, KATHLEEN A	3,106.09	0.00	2,158.75	Cleared
07/31/2023	FOA	DD8658	HUBBARD, TONYA S	1,640.21	0.00	1,153.34	Cleared
07/31/2023	FOA	DD8659	JOHNSON, LISA	2,390.07	0.00	1,539.22	Cleared
07/31/2023	FOA	DD8660	LANGER, TROY D	4,017.92	0.00	2,839.16	Cleared
07/31/2023	FOA	DD8661	LITTERAL, JON D	70.00	0.00	64.64	Cleared
07/31/2023	FOA	DD8662	LOFTUS, DANIEL M	576.21	0.00	507.65	Cleared
07/31/2023	FOA	DD8663	LOUIS, CASEY	676.65	0.00	521.94	Cleared
07/31/2023	FOA	DD8664	LUCE, MICHAEL T	3,656.46	0.00	2,659.22	Cleared
07/31/2023	FOA	DD8665	MAYER, JAMES L	195.00	0.00	171.79	Cleared
07/31/2023	FOA	DD8666	MCMULLEN, SUMMER L	636.00	0.00	536.38	Cleared
07/31/2023	FOA	DD8667	MITCHELL, MICHAEL E	105.00	0.00	96.97	Cleared
07/31/2023	FOA	DD8668	MORGANROTH, CAROL L	2,153.61	0.00	1,670.61	Cleared
07/31/2023	FOA	DD8669	MURPHY, THOMAS A	163.00	0.00	143.61	Cleared
07/31/2023	FOA	DD8670	NALEPKA, EVAN C	910.00	0.00	768.42	Cleared

For Check Dates 07/31/2023 to 07/31/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
07/31/2023	FOA	DD8671	NIXON, MITCHELL A	2,292.50	0.00	1,769.62	Cleared
07/31/2023	FOA	DD8672	O'CONNELL, DENISE	546.00	0.00	384.15	Cleared
07/31/2023	FOA	DD8673	PETRUCCI, JOSEPH M	546.00	0.00	457.09	Cleared
07/31/2023	FOA	DD8674	RADLEY, JAMES W	945.00	0.00	795.76	Cleared
07/31/2023	FOA	DD8675	SHOLLACK, DONNA M	2,192.59	0.00	1,657.57	Cleared
07/31/2023	FOA	DD8676	SOSNOWSKI, SHERI R	2,146.05	0.00	1,620.98	Cleared
07/31/2023	FOA	DD8677	WEST, ROBERT M	4,466.67	0.00	2,723.76	Cleared
07/31/2023	FOA	DD8678	WYATT, MARTHA K	3,129.97	0.00	2,046.50	Cleared
07/31/2023	FOA	EFT689	FEDERAL TAX DEPOSIT	13,694.89	13,694.89	0.00	Cleared
07/31/2023	FOA	EFT690	MI DEPT OF TREASURY	4,202.21	4,202.21	0.00	Cleared
Totals:			Number of Checks: 044	87,625.58	26,197.31	45,218.22	

Total Physical Checks:

Total Check Stubs:

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 07-18-23 Hartland Township Board Meeting Regular Meeting Minutes

Date: July 25, 2023

Recommended Action

Move to approve the Hartland Township Board Regular Meeting Minutes for July 18, 2023.

Discussion

Draft minutes are attached for review.

Financial Impact

None

Attachments

7-18-23 HTB Minutes - DRAFT

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,

Trustee McMullen, Trustee O'Connell

ABSENT: Trustee Joe Petrucci

Also present were Township Manager Bob West and Public Works Director Mike Luce.

4. Approval of the Agenda

Move to approve the agenda for the July 18, 2023 Hartland Township Board meeting as presented.

Motion made by Trustee O'Connell, Seconded by Clerk Ciofu.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee

McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the July 18, 2023 Hartland Township Board meeting as presented.

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

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee

McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Approve Payment of Bills
- d. Approve Post Audit of Disbursements Between Board Meetings
- e. 06-20-23 Hartland Township Board Regular Meeting Minutes
- f. Public Works Budget Amendment

7. Pending & New Business

a. Site Plan with Special Land Use Application #23-006 Grumlaw Church Child Care Center and Amendment to Planned Development Agreement

Manager West gave a brief overview of the Grumlaw Church Child Care Center stating that the Planning Commission (PC) recommended approval of the Site Plan for the Child Care Center as well as the Amendment to the Planned Development (PD) to eliminate the pathway requirement. Manager West pulled up a map of the site to indicate that along the M-59 frontage there is swamp land to the west of Grumlaw Church and a subdivision to the east of the Church that has internal pathways, which would create two dead ends with no forseeable future connections. He stated the easement in this area was deeper in the event the MDOT decides to widen M-59 in this area and any sidewalk that is there would have to be removed. Trustee McMullen stated the PC was in agreement with the recommendations for approval and inquired as to potential pathway plans if MDOT were to widen the road. Manager West stated that generally with a project of that size he would believe the scope of the project would probably include some sort of pedestrian pathway, but this would not be a guarantee. We have been the recipient of a couple of sections of pathways installed by MDOT based on the impact of road construction has had on the community in the past.

Move to approve Special Land Use Application #23-006, a request to establish a child care center and amend the Planned Development Agreement as outlined in the staff memorandum dated June 28, 2023.

Motion made by Treasurer Horning, Seconded by Clerk Ciofu.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane,

Trustee McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci

b. Rezoning Application #23-001 (Bergin Road and Old US-23)

Manager West stated that this was an application for a rezoning of a property at Bergin Road that was recommend for denial by the PC and subsequently was denied by the Township Board. He stated that anytime a rezoning application comes before the Township Board it must be published in a local newspaper within 30 days of the decision. We did not meet that deadline and therefore this needed to come back before the Board. Treasurer Horning restated that her reason for denying this rezoning the first time was that it did not match our current Zoning Map or the Future Land Use Map.

Move to deny the rezoning as outlined in the Staff Memorandum and Amended Resolution.

Motion made by Treasurer Horning, Seconded by Trustee O'Connell. Roll call vote taken. Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane,

Trustee McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci Motion passes: 6-0-1

c. Zoning Amendment #22-001 – Ordinance Amendment to Landscape Requirements to Section 5.7 (Dumpster Enclosure); Section 5.11 (Landscaping and Screening); and Section 5.26 (Signs)

Manager West stated that Zoning Amendment #22-001 was an Ordinance Amendment to our Landscaping Requirements, Dumpster Enclosure Landscaping and Screening, and some Signs. He stated that this was developed over many months and was already recommended for approval by the PC and approved by the Board. We did not meet the 30 day publishing requirement and therefore it has been brought back to the Board for approval.

Move to approve the Amendment as outlined in the Resolution.

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

Roll call vote taken.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane,

Trustee McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci Motion passes: 6-0-1

d. M59 Sidewalk Gap

Manager West gave a brief overview of the M-59 Sidewalk Gap project at San Marino. He stated this project has been part of our pathways master plan to connect the San Marino development to the rest of the community. He stated this is a challenging pathways project as it entails a retaining wall and working around the ITC pole in this area. Manager West stated our engineering consultant has designed the project and it has been approved by MDOT. The project went out to bid and we received four sealed bids. A bid opening was held at the Township Hall and the engineer has reviewed the bids and is recommending approval of the project at \$408,050 including a contingency amount.

Move to approve the bid for the M59 Sidewalk Gap Project from Priess Companies for an amount not to exceed \$408,050.00

Motion made by Clerk Ciofu, Seconded by Trustee McMullen.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane,

Trustee McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci

8. Board Reports

Treasurer Horning - No report. Trustee Germane - No report. Trustee O'Connell - No report. Trustee McMullen - No report. Clerk Ciofu - No report Supervisor Fountain - No report.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager West stated he attended the Chamber meeting this morning and had a very informative and healthy discussion with Chamber members. He updated the Board on the Township Hall landscaping stating some of the plants are dying and that we are working with the landscaper and Sue Grissim from the PC to find remedies for this. Manager West stated there is not much to update regarding the Septage Receiving Station other than we had our first legal meeting in which the judge listened to both sides and there was a recommendation for mediation. He stated Livingston County owes a response to our formal complaint and the judge has granted an extension that he believes is to July 26th. Supervisor Fountain stated he and Director West attended this hearing and that the response the County provided to the Master Operating Agreement violations included

sworn statements from County staff that he believes were not factual, and he stated that they had 30 days to pick a mediator. Director Luce stated that the hearing was on July 6th. Supervisor Fountain stated they now have only about two weeks to provide their responses. Clerk Ciofu inquired as to potential damages that could be available to the Township and Manager West stated the Township Attorney is working on this. He also stated that there was an interpretation difference regarding remaining REU's that may be an issue. Trustee Germane inquired as to negotiations with Genesee County and Livingston County mentioned in the DPW Operations Report. Director Luce stated there have been discussions with Livingston County, Genesee County and Tyrone Township regarding a formal plan for permitting to streamline the process so that developers are not submitting a request to Livingston County and Genesee County and then getting a response back from both that may be different or conflicting.

b. Closed Session: to consider a periodic personnel evaluation of the Township Manager, at his request under MCL 15.268(a)

Move to go into closed session to consider a periodic personnel evaluation of the Township Manager at his request under MCL 15.268(a).

Motion made by Trustee O'Connell, Seconded by Trustee Germane. Roll call vote taken.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane,

Trustee McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci Motion passes: 6-0-1

Board is in closed session at 7:25 p.m.

Board came out of closed session at 7:50 p.m.

10. Adjournment

Move to adjourn the meeting at 7:50 p.m.

Motion made by Treasurer Horning, Seconded by Trustee McMullen.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee

McMullen, Trustee O'Connell

Voting Nay: None

Absent: Trustee Petrucci

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 07-18-23 Hartland Township Board Closed Session Meeting Minutes

Date: July 25, 2023

Recommended Action

Move to approve the Hartland Township Board Closed Session Meeting minutes for July 18, 2023.

Discussion

Draft minutes are available in the Clerk's office for review.

Financial Impact

None

Attachments

None

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: Waldenwoods Fireworks Display Permit – 10-21-23

Date: July 26, 2023

Recommended Action

Move to approve the Permit for Fireworks Display for Waldenwoods on Saturday, October 21, 2023.

Discussion

Waldenwoods has applied to perform fireworks at 2975 Old US 23, which is Waldenwoods Resort property, for a Wedding Reception on Saturday, October 21, 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 10-21-23 Fireworks Permit

2023 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD national origin,color, marital status, disability, or political beliefs. If you ne Act, you may make your needs known to this Legislative Body of City, Vill	ed assistance with reading, writing, he	dual or group because of race, sex, religion, age, aring, etc., under the Americans with Disabilities
	ssession of this permit authorizes the herein named perso ad below only through permit expiration date.	n to possess, transport and o	lisplay fireworks in the amounts, for
TYPE OF PERMIT(S) (Select all a			FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY.
Public Display	Private Display		PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
Special Effects Manufactured f	or Outdoor Pest Control or Agricultural Purposes		
NAME OF PERSON PERMIT ISSUED TO	Anne Graham		AGE (18 YEARS OR OLDER) MYES NO
ADDRESS OF PERSON PERMIT ISSUED T	° 2975 Old US 23		
NAME OF ORGANIZATION, GROUP, FIRM	OR CORPORATION Waldenwoods		
ADDRESS	2975 Old US 23		
NUMBER AND TYPES OF FIREWORKS (P			
Please see attac	hed.		
EXACT LOCATION OF DISPLAY OR USE	\\/.\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\		
	Waldenwoods		
CITY, VILLAGE, TOWNSHIP Hartla	and	10/21/202	3 TIME 10:00pm
BOND OR INSURANCE FILED			AMOUNT
TYES TNO			
Issued by action of the Legislative	Body of a		
City Village T Townsh	ip of on the	da	ay of

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT

(Signature and Title of Legislative Body Representative)



HARTLAND DEERFIELD FIRE AUTHORITY

HARTLAND AREA FIRE DEPT.

3205 Hartland Road Hartland, MI. 48353-1825 Voice: (810) 632-7676 E-Mail: firemarshal@hartlandareafire.com

July 26, 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 October 21, 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.

Jon Dlanke

Captain, Fire Inspector



CERTIFICATE OF LIABILITY INSURANCE

6/30/2023

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.

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

INSURER A: Everest Indemnity Insurance Co
INSURER A: Everest Denail Insurance Company
Wolverine Fireworks Display, Inc.

		INSURER A : Everest Indemnity Insurance Co 10851				10851	
	JRED 14347	7 INSURER B : Everest Denali Insurance Company					16044
Wo	olverine Fireworks Display, Inc. 5 West Seidlers Road	INSURER c : Arch Specialty Insurance Company				21199	
	wkawlin MI 48631	INSURER D:					
		INSURER E :					
		INSURER F:					
СО	VERAGES CERTIFICATE NUMBER: 1590757069			1	REVISION NUMBER:		
C IV	HIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAY IDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION ERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDS XCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE	OF ANY CONTI ED BY THE PO BEEN REDUCE	RACT OI LICIES I D BY PA	R OTHER D DESCRIBED ND CLAIMS.	OCUMENT WITH RESPEC	CT TO V	WHICH THIS
INSR LTR	TYPE OF INSURANCE INSR WVD POLICY NUMBER	POLICY (MM/DD/	EFF P	OLICY EXP	LIMIT	s	
Α	GENERAL LIABILITY Y SI8GL02099231	2/1/20	23	2/1/2024	EACH OCCURRENCE	\$ 1,000,0	000
	X COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,00	ю
	CLAIMS-MADE X OCCUR			Ĺ	MED EXP (Any one person)	\$ Exclud	ed
					PERSONAL & ADV INJURY	\$ 1,000,0	000
				ļ	GENERAL AGGREGATE	\$ 2,000,0	000
	GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS - COMP/OP AGG	\$ 2,000,0	000
	POLICY X PRO- JECT LOC					\$	
В	AUTOMOBILE LIABILITY SI8CA00274231	2/1/20	23	2/1/2024	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,0	000
	X ANY AUTO			1	BODILY INJURY (Per person)	\$	
	ALL OWNED SCHEDULED AUTOS AUTOS				BODILY INJURY (Per accident)	\$	
	X HIRED AUTOS X NON-OWNED AUTOS			Ĺ	PROPERTY DAMAGE (Per accident)	\$	
						\$	
С	X UMBRELLA LIAB X OCCUR UXP104806301	2/1/20	23	2/1/2024	EACH OCCURRENCE	\$ 4,000,0	000
	EXCESS LIAB CLAIMS-MADE				AGGREGATE	\$ 4,000,0	000
	DED RETENTION\$					\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATU- OTH- TORY LIMITS ER		
	ANY PROPRIETOR/PARTNER/EXECUTIVE N/A			1	E.L. EACH ACCIDENT	\$	
	(Mandatory in NH)			-	E.L. DISEASE - EA EMPLOYEE	\$	
	If yes, describe under DESCRIPTION OF OPERATIONS below				E.L. DISEASE - POLICY LIMIT	\$	
Α	Excess Liability - Occurrence SI8EX01908231	2/1/20	23		Each Occurrence Aggregate	\$5,000 \$5,000	
The Nar Wa Dat Oct	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 Dates of Events: July 1, 2023 RD July 2, 2023 October 21, 2023 Location of Event: Waldenwoods Resort, 2975 Old US 23, Hartland, MI 48353						
CEI	RTIFICATE HOLDER	CANCELLAT	ION				
	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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POLICY NUMBER: SI8GL02099231

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
ANY PERSON OR LEGAL ENTITY IN WHICH YOU HAVE A WRITTEN CONTRACT, AGREEMENT, OR PERMIT WHICH REQUIRES THAT YOU NAME THE CONTRACTING PARTY AS AN ADDITIONAL INSURED.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. Section II Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" but only to the extent caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
 - 1. In the performance of your ongoing operations;
 - 2. In connection with your premises owned by or rented to you.
- B. The insurance afforded to an additional insured shall only include the insurance required by the terms of the written agreement and shall not be broader than the coverage provided within the terms of the Coverage Part.

- C. The Limits of Insurance afforded to an additional insured shall be the lesser of the following:
 - 1. The Limits of Insurance required by the written agreement between the parties; or
 - 2. The Limits of Insurance provided by this Coverage Part.
- D. With respect to the insurance afforded to an additional insured, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of any act or omission of an additional insured or any of its employees.

Visit us at www.wolverinefireworks.com

Contract Agreement

This Contract will engage the services of Wolverine Fireworks Display Inc. as vendor and display operator.

This agreement, between <u>Waldenwoods Resort</u>, herein after called "Sponsor" and Wolverine Fireworks Display Inc., 205 W Seidlers Rd., Kawkawlin, MI., Hereinafter called "Professional", is as follows.

The Sponsor and Professional, for mutual consideration hereinafter set forth, agree as follows:

- A: Professional agrees to provide Sponsor with correct amount, size and description of Fireworks as specified in proposal submitted to Sponsor 2023.
- B: Professional will provide Sponsor with Labor for the <u>October 21, 2023</u> Fireworks Display at <u>Waldenwoods Resort, 2975 Hartland, MI 48353</u>.
- C: Rain Date N/A.
- D: Professional agrees to provide Sponsor with Liability Insurance in the amount of \$10,000,000.00. All individuals/entities listed on the certificate of insurance will be deemed an additional insured per this contract.
- E: Sponsor agrees that in case of inclement weather or any other circumstances not caused solely by Professional, Sponsor will be charged maximum fixed costs in the amount of \$900.00 per day and not for the unused Fireworks Package if display is cancelled after 5:00 p.m. the day before the display whether display is or is not rescheduled. If display is cancelled prior to 5:00 p.m. the day before the display and is rescheduled, Sponsor will be charged a minimum administration fee of \$100.00.
- F: Sponsor agrees to pay Professional a deposit of \$900.00 upon signing of contract, no later than 30 days prior to display date. If display is cancelled and not rescheduled by sponsor after deposit is paid but prior to 30 days before the display, Sponsor will forfeit 25% of deposit. If less than 30 days prior to display, Sponsor will forfeit 100% of deposit.
- G: Sponsor agrees to pay balance of \$2,700.00 (including applicable sales tax) within 10 days after show date of October 21, 2023.
- H: Sponsor agrees to indemnify, hold harmless, and defend Professional from and against any and all suits, claims, damages, liabilities, losses, expenses, and costs, including attorney fees (collectively "loss"), except to the extent such loss was caused by Professional's sole negligence.
- I: Sponsor agrees to procure and furnish a suitable place to display the fireworks in accordance with the NFPA 1123, and to secure all police, fire, and local and state permits, to arrange for any security bonds as required by law and to furnish all necessary and proper police and fire protection for the protection of Sponsor, the public, individuals who work in or around the display, for proper crowd control, vehicle parking and proper supervision. Sponsor further agrees to provide all necessary and proper discharge site security.
- J: If Professional, in its sole determination, is unable to supply the size and type of fireworks proposed due to supply chain issues, Professional will substitute with fireworks of equal monetary value, in its sole discretion, if possible. If no such supply is available, Professional will refund Sponsor any deposit paid and this agreement will be cancelled without penalty to Professional or Sponsor.

Anne Graham Anne Graham (Jun 30, 2023 14:42 EDT)	,
Sponsor	
Jennifer Campau	
Professional	

Waldenwoods Wedding Contract 10-21-23

Final Audit Report

2023-06-30

Created:

2023-06-30

By:

Wolverine Fireworks (jenny@wolvdisplay.com)

Status:

Signed

Transaction ID:

CBJCHBCAABAAD0NJIRP6u20hTzVgYu9ZfiT3fKWH_hpO

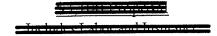
"Waldenwoods Wedding Contract 10-21-23" History

- Document created by Wolverine Fireworks (jenny@wolvdisplay.com) 2023-06-30 6:05:01 PM GMT- IP address: 68.188.255.18
- Document e-signed by Wolverine Fireworks (jenny@wolvdisplay.com)
 Signature Date: 2023-06-30 6:05:37 PM GMT Time Source: server- IP address: 68.188.255.18
- Document emailed to anne@waldenwoods.com for signature 2023-06-30 6:05:39 PM GMT
- Email viewed by anne@waldenwoods.com 2023-06-30 6:41:45 PM GMT- IP address: 50.233.65.202
- Signer anne@waldenwoods.com entered name at signing as Anne Graham 2023-06-30 6:42:20 PM GMT- IP address: 50.233.65.202
- Document e-signed by Anne Graham (anne@waldenwoods.com)
 Signature Date: 2023-06-30 6:42:22 PM GMT Time Source: server- IP address: 50.233.65.202
- Agreement completed. 2023-06-30 6:42:22 PM GMT



—Visit us at www.wolverinefireworks.com–

5 MinuteWedding Show 2023



OPENING

3	25 Shot	Cluster Bombs		
		MAIN SHOW		
36	2.5"	Assorted Flower Basket Shells		
30	3"	Assorted Lidu Shells W/Tails		
		MID SHOW		
4	1.5"	Crossette Candles (8 Shots Each, In Wedding Colors)		
6	2.5"	Chrysanthemums (In Wedding Colors)		
6	3"	Peonies (In Wedding Colors)		
		MAIN SHOW Continued		
36	2.5"	Assorted Flower Basket Shells		
30	3"	Assorted Lidu Shells W/Tails		
		FINALE		
2	100 Shot	Touchdown Cakes (Fast Barrage of Color, Whistling and Report)		
60	2.5"			
60	3"	Brocade Color and Report Finales (Chained 12/1)		

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Robert M. West, Township Manager

Subject: Closed Session: to consider a periodic personnel evaluation of the Township Manager,

at his request under MCL 15.268(a)

Date: June 28, 2023