



## 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, March 01, 2022 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. 02-15-22 Hartland Township Board Regular Meeting Minutes
  7. Pending & New Business
    - a. Resolution of Determination of wages and benefits of the Township Clerk
    - b. Resolution of Determination of wages and benefits of the Township Treasurer
    - c. Resolution of Determination of wages and benefits of the Township Supervisor
    - d. Resolution of Determination of wages and benefits of the Township Trustees
    - e. Resolution – FY2023 General Appropriations Act
    - f. Fire Authority FY 2022-2023 Budget
  8. Board Reports
- [BRIEF RECESS]
9. Information / Discussion
    - a. Manager's Report
    - b. Closed Session: to review the written legal opinion of the Township Attorney, subject to attorney-client privilege under MCL 15.268(h)
  10. Adjournment

# Hartland Township Board of Trustees Meeting Agenda Memorandum

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

**Subject:** Approve Payment of Bills

**Date:** February 22, 2022

## Recommended Action

Move to approve the bills as presented for payment.

## Discussion

Bills presented total \$252,314.57. The bills are available in the Finance office for review.

Notable invoices include:

\$70,583.41 – Jennifer Nash – (Livingston County Sewage Disposal Bonds, Series 2015)

\$163,040.84 – Livingston County Drain Commission – (Phase II Liv County Watershed Group & January 2022 Sewer System O&M)

## Financial Impact

Is a Budget Amendment Required?  Yes  No

All expenses are covered under the adopted FY22 budget.

## Attachments

Bills for 03.01.2022



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

GL NUMBER	DESCRIPTION	AMOUNT
101-215-727.000	SUPPLIES & POSTAGE	31.95
VENDOR TOTAL:		31.95

ETNA	ETNA SUPPLY COMPANY	02/09/2022	<a href="#">S104255983.001</a>	FOA	2" METERS	
47054	P.O. BOX 772107	03/01/2022		N		5,390.00
02/09/2022	DETROIT MI, 48277-2107	/ /	0.0000	N		0.00
		03/01/2022		N		5,390.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
536-000-741.000	METER COSTS	5,390.00
VENDOR TOTAL:		5,390.00

5888	FOSTER, SWIFT, COLLINS & SMITH	01/31/2022	<a href="#">827351</a>	FOA	JANUARY 2022	
47067	313 S. WASHINGTON SQUARE	03/01/2022		N		1,170.00
02/15/2022	LANSING MI, 48933-2193	/ /	0.0000	N		0.00
		03/01/2022		Y		1,170.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-209-826.000	LEGAL FEES	517.50
101-400-826.000	LEGAL FEES	270.00
590-000-826.000	LEGAL FEES	382.50
VENDOR TOTAL:		1,170.00

0150	HARTLAND CONSOLIDATED SCHOOLS	01/31/2022	<a href="#">173097</a>	FOA	JANUARY 2022 FUEL	
47059	9525 E HIGHLAND ROAD	03/01/2022		N		219.58
01/31/2022	HOWELL MI, 48843	/ /	0.0000	N		0.00
		03/01/2022		N		219.58
Open						

GL NUMBER	DESCRIPTION	AMOUNT
536-000-860.000	GASOLINE	169.67
101-239-860.000	GASOLINE	49.91
VENDOR TOTAL:		219.58

1548	HORIZON LANDSCAPE INC.	01/31/2022	<a href="#">16105</a>	FOA	JANUARY 2022 WALKS SHOVELED/SALTED	
47060	11765 HIBNER RD	03/01/2022		N		4,342.00
02/01/2022	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		03/01/2022		Y		4,342.00
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

GL NUMBER	DESCRIPTION	AMOUNT
101-265-802.000	LAWN/SNOW MAINTENANCE	4,342.00
VENDOR TOTAL:		4,342.00

HUBBELROTH	HUBBELL, ROTH & CLARK, INC.	01/28/2022	193757	FOA	HARTLAND TWP DRAINAGE INVESTIGATION	
47047	PO BOX 824	03/01/2022		N		140.00
01/28/2022	BLOOMFIELD HILLS MI, 48303-0824	/ /	0.0000	N		0.00
		03/01/2022		Y		140.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT				
101-400-801.002	CONSULTING - SITE REVIEWS	140.00				
HUBBELROTH	HUBBELL, ROTH & CLARK, INC.	01/28/2022	193758	FOA	ARENA DRIVE MULTIFAMILY THRU 1/8/22	
47048	PO BOX 824	03/01/2022		N		650.00
01/28/2022	BLOOMFIELD HILLS MI, 48303-0824	/ /	0.0000	N		0.00
		03/01/2022		Y		650.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT				
101-400-801.002	CONSULTING - SITE REVIEWS	650.00				
HUBBELROTH	HUBBELL, ROTH & CLARK, INC.	01/28/2022	193759	FOA	YATOOMA FUEL STATION THRU 1/8/22	
47049	PO BOX 824	03/01/2022		N		650.00
01/28/2022	BLOOMFIELD HILLS MI, 48303-0824	/ /	0.0000	N		0.00
		03/01/2022		Y		650.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.002	CONSULTING - SITE REVIEWS	650.00
VENDOR TOTAL:		1,440.00

LIVINGCO	JENNIFER M. NASH	02/14/2022	021422	FOA	LIV COUNTY SEWAGE DISPOSAL BONDS SER	
47061	C/O BRIAN JONCKHEERE, LCDC	03/01/2022		N		70,583.41
	2300 E. GRAND RIVER, STE 105	/ /	0.0000	N		0.00
02/14/2022	HOWELL MI, 48843-7581	03/01/2022		N		70,583.41
Open						

GL NUMBER	DESCRIPTION	AMOUNT
591-000-203.002	CURRENT PORTION BONDS PAYABLE	58,600.00
591-000-997.000	BOND INTEREST PAYMENT	11,983.41
VENDOR TOTAL:		70,583.41

2909	LIVINGSTON CTY.DRAIN COMMISSIO	02/07/2022	3467	FOA	PHASE II LIV COUNTY WATERSHED GROUP	
------	--------------------------------	------------	------	-----	-------------------------------------	--

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		
47052	2300 E. GRAND RIVER	03/01/2022		N		512.96
	STE. 105					
02/07/2022	HOWELL MI, 48843	/ /	0.0000	N		0.00
		03/01/2022		N		512.96

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-465-956.000	MISCELLANEOUS	512.96
2909	LIVINGSTON CTY.DRAIN COMMISSIO	02/17/2022 3470
47085	2300 E. GRAND RIVER	03/01/2022
	STE. 105	
02/17/2022	HOWELL MI, 48843	/ / 0.0000
		03/01/2022

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-000-801.008	LCDC CONTRACT SERVICES	163,040.84

VENDOR TOTAL: 163,553.80

1180	PETER'S TRUE VALUE HARDWARE	02/08/2022 K61255	FOA	PADLOCK & CHAIN	
47050	3455 W. HIGHLAND ROAD	03/01/2022	N		28.95
02/08/2022	MILFORD MI, 48380	/ / 0.0000	N		0.00
		03/01/2022	N		28.95

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-740.000	OPERATING SUPPLIES	28.95

VENDOR TOTAL: 28.95

REDWING	RED WING BUSINESS ADVANTAGE ACCT	02/08/2022 122524	FOA	CLOTHING FOR T. BEDUHN	
47051	P.O. BOX 844329	03/01/2022	N		193.49
02/08/2022	DALLAS TX, 75284-4329	/ / 0.0000	N		0.00
		03/01/2022	N		193.49

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	193.49

VENDOR TOTAL: 193.49

JOHNSON	ROSATI,SCHULTZ,JOPPICH&AMTSBUECHLER	02/09/2022 1076973	FOA	JANUARY 2022 ORDINANCE ENFORCEMENT M	
47066	27555 EXECUTIVE DRIVE, SUITE 250	03/01/2022	N		108.00
02/09/2022	FARMINGTON HILLS MI, 48331	/ / 0.0000	N		0.00
		03/01/2022	Y		108.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
-----------	-------------	--------

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

101-722-826.000	LEGAL FEES					108.00
VENDOR TOTAL:						108.00

SELECTION	SELECTION.COM	02/16/2022	472825	FOA	BACKGROUND CHECK - T. BEDUHN	
47072	155 TRI-COUNTY PKWY, STE 150	03/01/2022		N		56.00
02/16/2022	CINCINNATI OH, 45246	/ /	0.0000	N		0.00
		03/01/2022		Y		56.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-801.000	CONTRACTED SERVICES	56.00
VENDOR TOTAL:		56.00

STAPLES	STAPLES	02/12/2022	8065233795	FOA	MISC SUPPLIES	
47062	PO BOX 660409	03/01/2022		N		315.00
02/12/2022	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		03/01/2022		N		315.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253-727.000	SUPPLIES & POSTAGE	199.00
101-191-727.000	SUPPLIES & POSTAGE	116.00
VENDOR TOTAL:		315.00

STAPLES	STAPLES	02/19/2022	8065309121	FOA	MISC SUPPLIES	
47086	PO BOX 660409	03/01/2022		N		386.54
02/19/2022	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		03/01/2022		N		386.54

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-727.000	SUPPLIES/POSTAGE	105.88
101-265-740.000	OPERATING SUPPLIES	81.66
101-253-727.000	SUPPLIES & POSTAGE	199.00
VENDOR TOTAL:		386.54

USA	USA BLUE BOOK	02/16/2022	880849	FOA	REFLECTIVE TAPE	
47075	P.O. BOX 9004	03/01/2022		N		352.46
02/16/2022	GURNEE IL, 60031-9004	/ /	0.0000	N		0.00
		03/01/2022		N		352.46

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	352.46

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

VENDOR TOTAL: 352.46

SCADA	UTILITIES INSTRUMENTATION SERVICE	02/14/2022	530366188	FOA	TROUBLESHOOT WELLS 1 & 6	
47063	2290 BISHOP CIRCLE EAST	03/01/2022		N		453.00
02/14/2022	DEXTER MI, 48130	/ /	0.0000	N		0.00
		03/01/2022		N		453.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	453.00

SCADA	UTILITIES INSTRUMENTATION SERVICE	02/18/2022	530366309	FOA	2022 CRUISE SUBSCRIPTION/CELLULAR FE	
47084	2290 BISHOP CIRCLE EAST	03/01/2022		N		2,251.00
02/18/2022	DEXTER MI, 48130	/ /	0.0000	N		0.00
		03/01/2022		N		2,251.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.001	REPAIRS & MAINTENANCE SYSTEM	2,251.00

VENDOR TOTAL: 2,704.00

TOTAL - ALL VENDORS: 252,314.57

FUND TOTALS:

Fund 101 - GENERAL FUND	9,336.32
Fund 536 - WATER SYSTEM FUND	8,971.50
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND	163,423.34
Fund 591 - LAKE TYRONE 2015 SEWER SAD	70,583.41



## Hartland Township Board of Trustees Meeting Agenda Memorandum

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

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

**Date:** February 22, 2022

### 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 – \$2,554.01

February 28, 2022 Payroll - \$75,655.23

### Financial Impact

Is a Budget Amendment Required?  Yes  No

All expenses are covered under the adopted FY22 budget.

### Attachments

Post Audit Bills List 02.17.2022

Payroll for 02.28.2022

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/17/2022	FOA	42543	CONSUMERS ENERGY	UTILITIES - GAS	101-265-920.001	332.44
		42543		UTILITIES - GAS	536-000-920.001	370.58
						703.02
02/17/2022	FOA	42544	DTE ENERGY	UTILITIES - ELECTRIC	536-000-920.002	175.99
02/17/2022	FOA	42545	HARTLAND TOWNSHIP SEWER FUND	SEWER CD (3) - STATE BANK	590-000-003.018	50.00
02/17/2022	FOA	42546	LIVINGSTON DAILY PRESS & ARGUS	DUE FROM HARTLAND WOODS ROAD SAD	101-000-084.009	1,185.00
		42546		PRINTING & PUBLICATIONS	101-215-900.000	350.00
		42546		PRINTING & PUBLICATIONS	101-400-900.000	90.00
						1,625.00
TOTAL - ALL FUNDS				TOTAL OF 4 CHECKS		2,554.01

--- GL TOTALS ---

101-000-084.009	DUE FROM HARTLAND WOODS ROAD SAD	1,185.00
101-215-900.000	PRINTING & PUBLICATIONS	350.00
101-265-920.001	UTILITIES - GAS	332.44
101-400-900.000	PRINTING & PUBLICATIONS	90.00
536-000-920.001	UTILITIES - GAS	370.58
536-000-920.002	UTILITIES - ELECTRIC	175.99
590-000-003.018	SEWER CD (3) - STATE BANK	50.00
	TOTAL	2,554.01

Check Register Report For Hartland Township  
For Check Dates 02/28/2022 to 02/28/2022

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
02/28/2022	FOA	DD7661	BAGDON, KELLY M	2,116.88	0.00	1,502.86	Cleared
02/28/2022	FOA	DD7662	BEAUDOIN, DIANA K	951.14	0.00	850.55	Cleared
02/28/2022	FOA	DD7663	BEDHUN, TIMOTHY L.A.	1,909.50	0.00	1,312.42	Cleared
02/28/2022	FOA	DD7664	BERNARDI, MELYNDA A	1,768.39	0.00	1,372.03	Cleared
02/28/2022	FOA	DD7665	BROOKS, TYLER J	2,593.62	0.00	1,824.90	Cleared
02/28/2022	FOA	DD7666	CASE, SUSAN E	1,944.00	0.00	1,263.50	Cleared
02/28/2022	FOA	DD7667	CIOFU, LARRY N	2,583.33	0.00	1,869.98	Cleared
02/28/2022	FOA	DD7668	DRYDEN-HOGAN, SUSAN A	3,388.82	0.00	2,423.27	Cleared
02/28/2022	FOA	EFT624	FEDERAL TAX DEPOSIT	12,082.32	12,082.32	0.00	Cleared
02/28/2022	FOA	DD7669	FOUNTAIN, WILLIAM J	2,583.33	0.00	2,168.69	Cleared
02/28/2022	FOA	DD7670	FOX, LAWRENCE E	428.25	0.00	377.29	Cleared
02/28/2022	FOA	DD7671	GERMANE, MATTHEW J	500.00	0.00	436.75	Cleared
02/28/2022	FOA	DD7672	GRISSIM, SUSAN L	90.00	0.00	83.12	Cleared
02/28/2022	FOA	DD7673	HEASLIP, JAMES B	2,979.50	0.00	1,776.33	Cleared
02/28/2022	FOA	DD7674	HORNING, KATHLEEN A	2,833.33	0.00	2,061.15	Cleared
02/28/2022	FOA	17109	ICMA VANTAGEPOINT TRANSFER AGENT	1,757.61	1,757.61	0.00	Open
02/28/2022	FOA	17110	ICMA VANTAGEPOINT TRANSFER AGENT	3,756.64	3,756.64	0.00	Open
02/28/2022	FOA	17111	ICMA VANTAGEPOINT TRANSFER AGENT	1,679.64	1,679.64	0.00	Open
02/28/2022	FOA	17112	ICMA VANTAGEPOINT TRANSFER AGENT	200.00	200.00	0.00	Open
02/28/2022	FOA	DD7675	JOHNSON, LISA	2,345.08	0.00	1,626.03	Cleared
02/28/2022	FOA	DD7676	KENDALL, ANTHONY S	62.05	0.00	57.30	Cleared
02/28/2022	FOA	DD7677	KOPCZYK, MARY ANN	495.00	0.00	436.09	Cleared
02/28/2022	FOA	DD7678	LANGER, TROY D	3,630.26	0.00	2,569.07	Cleared
02/28/2022	FOA	DD7679	LOFTUS, DANIEL M	160.00	0.00	140.96	Cleared
02/28/2022	FOA	DD7680	LOUIS, CASEY	675.00	0.00	405.37	Cleared
02/28/2022	FOA	DD7681	LUCE, MICHAEL T	3,250.00	0.00	2,390.91	Cleared
02/28/2022	FOA	DD7682	MCMULLEN, SUMMER L	590.00	0.00	495.86	Cleared
02/28/2022	FOA	EFT625	MI DEPT OF TREASURY	3,522.12	3,522.12	0.00	Cleared
02/28/2022	FOA	DD7683	MITCHELL, KYLE J	8.46	0.00	8.46	Cleared
02/28/2022	FOA	DD7684	MITCHELL, MICHAEL E	90.00	0.00	83.12	Cleared
02/28/2022	FOA	DD7685	MORGANROTH, CAROL L	2,134.56	0.00	1,645.73	Cleared
02/28/2022	FOA	DD7686	MURPHY, THOMAS A	90.00	0.00	79.29	Cleared
02/28/2022	FOA	DD7687	O'CONNELL, DENISE	500.00	0.00	350.06	Cleared
02/28/2022	FOA	17108	PETRUCCI, JOSEPH M	500.00	416.56	0.00	Open

Check Register Report For Hartland Township  
For Check Dates 02/28/2022 to 02/28/2022

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
02/28/2022	FOA	DD7688	SHOLLACK, DONNA M	2,265.73	0.00	1,718.18	Cleared
02/28/2022	FOA	DD7689	VERMILLION, KAREN L	1,822.01	0.00	1,317.89	Cleared
02/28/2022	FOA	DD7690	WEST, ROBERT M	4,258.33	0.00	2,559.37	Cleared
02/28/2022	FOA	DD7691	WYATT, MARTHA K	3,110.33	0.00	2,257.82	Cleared
Totals:			Number of Checks: 038	75,655.23	23,414.89	37,464.35	
Total Physical Checks:			5				
Total Check Stubs:			33				

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

**Submitted By:** Larry Ciofu, Clerk

**Subject:** 02-15-22 Hartland Township Board Regular Meeting Minutes

**Date:** February 23, 2022

### **Recommended Action**

Move to approve the Hartland Township Board Regular Meeting Minutes for February 15, 2022.

### **Discussion**

Draft minutes are attached for review.

### **Financial Impact**

None

### **Attachments**

2-15-22 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, Trustee Petrucci

ABSENT: None

Also present were Township Manager Robert West and Public Works Director Michael Luce.

**4. Approval of the Agenda**

**Move to approve the agenda for the February 15, 2022, Hartland Township Board meeting as presented.**

Motion made by Trustee Petrucci, Seconded by Trustee Germane.

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

Voting Nay: None

**5. Call to the Public**

No one came forward.

**6. Approval of the Consent Agenda**

**Move to approve the consent agenda for the February 15, 2022, Hartland Township Board meeting as presented.**

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

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

Voting Nay: None

- a. Approve Post Audit of Disbursements Between Board Meetings
- b. Approve Payment of Bills
- c. HCS Winter Maintenance Pathway Agreement
- d. FY2022 Transfers
- e. FY2022 Fund Closures
- f. 02-01-2022 Hartland Township Board Regular Meeting Minutes

**7. Pending & New Business**

- a. Resolution – Hartland Senior All Night Party Charitable Gaming License

# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

February 15, 2022 – 7:00 PM

Supervisor Fountain stated that this is a resolution for a Gaming License for a fundraiser for the Hartland Senior All Night Party.

**Move to approve the resolution recognizing the Hartland Senior All Night Party as a charitable nonprofit in the community for the purpose of obtaining a charitable gaming license.**

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, Trustee Petrucci

Voting Nay: None

## 8. Board Reports

Trustee O'Connell - No report

Trustee McMullen - No report

Trustee Petrucci - No report

Clerk Ciofu - Thanked all of the Sponsors, Contributors, Volunteers, and residents that came out to Hartland's Winterfest. It was by far the most successful Winterfest we have ever had, even though the temperatures were in the teens most of the day. We received good feedback from across the board regarding every event we had out there. We did receive a few negative comments on fireworks, but that is not uncommon. All in all the event went very well. Thank you to all that participated.

Treasurer Horning – Congratulated the Clerk on a successful Winterfest event. She stated they had a blast out there even though they were freezing.

Trustee Germane - No report

Supervisor Fountain - No report

Manager West – Gave a brief overview of the FY2022-2023 Budget process which will entail a Public Hearing and the notice for the hearing will be posted in the local newspaper.

[BRIEF RECESS]

## 9. Information / Discussion

### a. Manager's Report

Manager West reported that the Burger King property has been sold, but we have no details at this time. He stated our Code Enforcement Officer will be on an approved short-term leave of absence for two weeks for personal reasons. Manager West also stated that we are looking to conduct liquor license inspections and are exploring options with the Livingston County Sheriff's (LCS) department. We have also found that a neighboring community uses their fire department for their liquor inspections and Manger West stated he has been discussing this option with Hartland Deerfield Fire Authority (HDFA) Chief Adam Carroll. He stated we have closed out the application period for the vacant Planning Commission (PC) position and we have received six applications. Interviews are in the process of being scheduled. Manager West briefly discussed legal issues of getting a legal opinion regarding driveway access on property divisions with a private or shared driveway, and a legal opinion regarding the Septage Receiving Station Master Operating Agreement with regards to the reply from the Livingston County Board of Public Works. This will likely be discussed in a closed session in the near future. Trustee Germane inquired as to the Hartland Schools snow maintenance agreement which expires on April 1<sup>st</sup>. Manager West stated that the agreement generally covers the winter season, and the school has worked with us on this matter and that the agreement coincides with the school fiscal year. Trustee Germane also inquired as to the status of the Mayberry

# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

February 15, 2022 – 7:00 PM

development on M-59 and Pleasant Valley Rd. Manager West stated that Mayberry has revised their plans again and we are making a good faith effort to walk them through the process. Manager West stated that he and Planning Director Troy Langer have met with Bob Schroeder of Mayberry Homes to review his revised plan with regarding to helping him streamline the process.

## b. Hartland Township FY2022-2023 Budget Discussion

Finance Director Susan-Dryden Hogan joined the meeting and led a discussion on the Other Governmental Funds, since we covered the General Fund at the last meeting. Director Hogan then started with a more detailed review of the Road Fund, with Manager West giving an update of the remaining balance of the road millage and the potential renewal of the road millage. He gave a brief overview of the federal road funding and that this would be for state roads and will not get down to the Township level. A brief discussion was held on a potential road millage renewal and Manager West gave an overview of the meetings that have been held with the Livingston County Road Commission (LCRC) in that if a millage were to be passed we would do some cost sharing projects with the LCRC that would increase the value of a \$10MM millage to be able to fund around \$20MM of road projects. Manger West stated if we were to go for a road millage renewal it would be on the 2024 ballot. Director Dryden-Hogan then reviewed the details of the Fire Fund, which is the cash flow from the fire millage including our payments to the HDFA, and the Liquor Law Enforcement Fund which we will use for liquor inspections and a proposed proactive educational training contracted through the LCS. She then gave a brief update on the various Road SAD Funds, including the 2009 M-59 Road SAD, the Millpointe SAD, and the Bullard Lake SAD funds. A brief discussion was held on the Capital Improvement Fund regarding revenue items of Right of Way Fees from Comcast and the transfer in from the General Fund. Manager West stated that the Appropriations were projects discussed at the previous Board meeting and that these projects have not been approved and would have to come before the Board for approval. Director Dryden-Hogan gave a brief overview of the CIP Fund Balance position which does not include any of the ARPA funds we have received to date. The Water System Fund was discussed with regards to the water rate study that was completed and the reallocation of water usage from meter size to REU's. Clerk Ciofu inquired as to the overall increase in water rates in FY2022-2023. Manager West and Director Dryden-Hogan explained the effects of the additional staffing, the water expansion and the administration services that have increased expenses, that need to be covered in the Water Readiness to Serve fees. The reallocation to the REU method has decreased the water cost for residential customers. Trustee O'Connell inquired as to the start of the water main extension project and Manager West stated we are behind schedule a bit due to supply chain issues. Director Dryden-Hogan then briefly reviewed the Water Replacement Fund, the Water Debt Service Fund that was eliminated due to paying off the bond and refunding the surplus to users, and the Cable TV Fund where revenue can only be used for specific uses. She gave a brief overview of the Sewer Operations & Maintenance Fund, discussing the reallocation to the REU method, usage fees, surcharge fees, payments to the Livingston County Drain Commission, and the lack of a transfer to the Sewer Bond Fund as this is dependent on the second of three Mayberry sewer payments. Final discussion was held on the several Sewer SAD bond funds. Director Dryden-Hogan stated that overall, there is a deficit spending balance for all of the Other Governmental Funds which will be eliminated once we recognize the revenue from the ARPA funds. We have the first payment, but we can not reflect this as earned until it is spent. Manager West stated the second ARPA fund payment is due this calendar year and the total ARPA funds will be over \$1.5MM. Manager West gave a brief overview of the Capital Improvement Projects for the General, the Fire Authority, the Road Millage and the Water System funds. Trustee O'Connell inquired as to the usage date for the ARPA funds in



HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

February 15, 2022 – 7:00 PM

light of project delays. Manager West stated that the contracts for ARPA projects must be signed by the end of 2024, and the fund to be spent by the end of 2026. He stated these deadlines are still subject to change.

**10. Adjournment**

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

Motion made by Clerk Ciofu, Seconded by Trustee Petrucci

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

Voting Nay: None

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

**Submitted By:** Robert M. West, Township Manager

**Subject:** Resolution of Determination of wages and benefits of the Township Clerk

**Date:** February 24, 2022

### **Recommended Action**

Adopt the Resolution of Determination of wages and benefits of the Township Clerk for the 2022-2023 fiscal year.

### **Discussion**

Township Manager is recommending the proposed wages and benefits as presented based upon a regional analysis of neighboring communities of similar size and population.

### **Financial Impact**

The proposed wages and benefits have been incorporated into the proposed FY2022-23 Township Budget

### **Attachments**

Resolution Language

BOARD OF TRUSTEES

2655 Clark Road  
Hartland, Michigan 48353  
(810) 632-7498 Office  
(810) 632-6950 Fax



**Supervisor**  
William J. Fountain

**Clerk**  
Larry N. Ciofu

**Treasurer**  
Kathleen A. Horning

**Trustees**  
Matthew J. Germane  
Summer McMullen  
Denise O'Connell  
Joseph M. Petrucci

**RESOLUTION NO. XX-RXXX**

**RESOLUTION OF DETERMINATION OF WAGES & BENEFITS OF THE TOWNSHIP CLERK**

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on DATE, at TIME.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

**WHEREAS**, the compensation of the Clerk is \$65,909 annually, as outlined in the proposed Fiscal Year 2022-2023 Township budget.

**WHEREAS**, the Clerk be eligible for retirement benefits as described in the Township Defined Contribution Retirement Plan described for elected officials.

**WHEREAS**, the health insurance benefits made available to the employees of the Township shall be made available to the Clerk in compliance with the requirements of the Benefit Plan.

**WHEREAS**, the Clerk will receive employment benefits in accordance with the plan approved by the Board of Trustees.

**THEREFORE**, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows: does hereby adopt Resolution NO. RX-XXXX, setting the wages and benefits for the Township Clerk for Fiscal Year 2022-2023.

A vote on the foregoing resolution was taken and was as follows:

STATE OF MICHIGAN                    )  
  )  
COUNTY OF LIVINGSTON            )

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the XX day of MONTH, YEAR.

\_\_\_\_\_  
Larry N. Ciofu Hartland Township Clerk

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

**Submitted By:** Robert M. West, Township Manager

**Subject:** Resolution of Determination of wages and benefits of the Township Treasurer

**Date:** February 24, 2022

### **Recommended Action**

Adopt the Resolution of Determination of wages and benefits of the Township Treasurer for the 2022-2023 fiscal year.

### **Discussion**

Township Manager is recommending the proposed wages and benefits as presented based upon a regional analysis of neighboring communities of similar size and population.

### **Financial Impact**

The proposed wages and benefits have been incorporated into the proposed FY2022-23 Township Budget

### **Attachments**

Resolution Language

BOARD OF TRUSTEES

2655 Clark Road  
Hartland, Michigan 48353  
(810) 632-7498 Office  
(810) 632-6950 Fax



**Supervisor**  
William J. Fountain

**Clerk**  
Larry N. Ciofu

**Treasurer**  
Kathleen A. Horning

**Trustees**  
Matthew J. Germane  
Summer McMullen  
Denise O'Connell  
Joseph M. Petrucci

**RESOLUTION NO. XX-RXXX**

**RESOLUTION TO DETERMINATION OF WAGES & BENEFITS OF THE TOWNSHIP TREASURER**

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on DATE, at TIME.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

**WHEREAS**, the compensation of the Treasurer is \$65,909 annually, as outlined in the proposed Fiscal Year 2022-2023.

**WHEREAS**, the Treasurer be eligible for retirement benefits as described in the Township Defined Contribution Retirement Plan described for elected officials.

**WHEREAS**, the health insurance benefits made available to the employees of the Township shall be made available to the Treasurer in compliance with he requirements of the Benefit Plan.

**WHEREAS**, the Treasurer will receive employment benefits in accordance with the plan approved by the Board of Trustees.

**THEREFORE**, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows: does hereby adopt Resolution NO. XX-RXXX, setting the wages and benefits for the Township Treasurer for Fiscal Year 2022-2023.

A vote on the foregoing resolution was taken and was as follows:

STATE OF MICHIGAN                    )  
  )  
COUNTY OF LIVINGSTON            )

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the XX day of MONTH, YEAR.

\_\_\_\_\_  
Larry N. Ciofu Hartland Township Clerk

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

**Submitted By:** Robert M. West, Township Manager

**Subject:** Resolution of Determination of wages and benefits of the Township Supervisor

**Date:** February 24, 2022

### **Recommended Action**

Adopt the Resolution of Determination of wages and benefits of the Township Supervisor for the 2022-2023 fiscal year.

### **Discussion**

Township Manager is recommending the proposed wages and benefits as presented based upon a regional analysis of neighboring communities of similar size and population.

### **Financial Impact**

The proposed wages and benefits have been incorporated into the proposed FY2022-23 Township Budget

### **Attachments**

Resolution Language

BOARD OF TRUSTEES

2655 Clark Road  
Hartland, Michigan 48353  
(810) 632-7498 Office  
(810) 632-6950 Fax



**Supervisor**  
William J. Fountain

**Clerk**  
Larry N. Ciofu

**Treasurer**  
Kathleen A. Horning

**Trustees**  
Matthew J. Germane  
Summer McMullen  
Denise O'Connell  
Joseph M. Petrucci

**RESOLUTION NO. XX-RXXX**

**RESOLUTION TO DETERMINATION OF WAGES & BENEFITS OF THE TOWNSHIP SUPERVISOR**

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on DATE, at TIME.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

**WHEREAS**, the compensation of the Supervisor is \$32,954 annually, as outlined in the proposed Fiscal Year 2022-2023 Township budget.

**WHEREAS**, the Supervisor be eligible for retirement benefits as described in the Township Defined Contribution Retirement Plan described for elected officials.

**WHEREAS**, the health insurance benefits made available to the employees of the Township shall be made available to the Supervisor in compliance with the requirements of the Benefit Plan.

**WHEREAS**, the Supervisor will receive employment benefits in accordance with the plan approved by the Board of Trustees.

**THEREFORE**, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows: does hereby adopt Resolution NO.RXXX setting the wages and benefits for the Township Supervisor for Fiscal Year 2022-2023.

A vote on the foregoing resolution was taken and was as follows:

STATE OF MICHIGAN                    )  
  )  
COUNTY OF LIVINGSTON            )

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the XX day of MONTH, YEAR.

\_\_\_\_\_  
Larry N. Ciofu Hartland Township Clerk

# Hartland Township Board of Trustees Meeting Agenda Memorandum

**Submitted By:** Robert M. West, Township Manager

**Subject:** Resolution of Determination of wages and benefits of the Township Trustees

**Date:** February 24, 2022

## **Recommended Action**

Adopt the Resolution of Determination of wages and benefits of the Township Trustees for the 2022-2023 fiscal year.

## **Discussion**

Township Manager is recommending the proposed wages and benefits as presented based upon a regional analysis of neighboring communities of similar size and population.

## **Financial Impact**

The proposed wages and benefits have been incorporated into the proposed FY2022-23 Township Budget

## **Attachments**

Resolution Language



BOARD OF TRUSTEES

2655 Clark Road  
Hartland, Michigan 48353  
(810) 632-7498 Office  
(810) 632-6950 Fax



**Supervisor**  
William J. Fountain

**Clerk**  
Larry N. Ciofu

**Treasurer**  
Kathleen A. Horning

**Trustees**  
Matthew J. Germane  
Summer McMullen  
Denise O'Connell  
Joseph M. Petrucci

**RESOLUTION NO. XX-RXXX**

**RESOLUTION TO DETERMINATION OF THE WAGES & BENEFITS OF THE TOWNSHIP TRUSTEES**

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on DATE, at TIME.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Trustee XXXXX and seconded by Trustee XXXXX

**WHEREAS**, the compensation of the Trustees is \$6,300 annually, as outlined in the proposed in the Fiscal Year 2022-23 Township budget.

**WHEREAS**, the Trustees be eligible for retirement benefits as described in the Township Defined Contribution Retirement Plan described for elected officials.

**WHEREAS**, the health insurance benefits made available to the employees of the Township shall be made available to the Trustees in compliance with the requirements of the Benefit Plan.

**WHEREAS**, the Trustees will receive employment benefits in accordance with the plan approved by the Board of Trustees

**THEREFORE**, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows: does hereby adopt Resolution NO. XX-RXXX, setting the wages and benefits for the Township Trustees for Fiscal Year 2022-2023

A vote on the foregoing resolution was taken and was as follows:

STATE OF MICHIGAN                    )  
  )  
COUNTY OF LIVINGSTON            )

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the XX day of MONTH, YEAR.

\_\_\_\_\_  
Larry N. Ciofu Hartland Township Clerk

# Hartland Township Board of Trustees Meeting Agenda Memorandum

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

**Subject:** Resolution – FY2023 General Appropriations Act

**Date:** February 23, 2022

## Recommended Action

*(Conduct Public Hearing)*

Move to approve the Resolution to Establish a General Appropriations Act for the 2022-2023 Fiscal Year.

## Discussion

The FY23 General Appropriations Act is consistent with our past practice. Also incorporated in the General Fund departments are the proposed employee wages and salaries effective 4/1/2023, based upon the prior Township Board merit pool work session discussion.

## Financial Impact

Is a Budget Amendment Required?     Yes     No

## Attachments

Resolution: General Appropriations Act Fiscal Year 2022-2023  
FY23 Budget Package  
Budget Hearing 2022 – 2023 Presentation



# Hartland Township

Budget Hearing

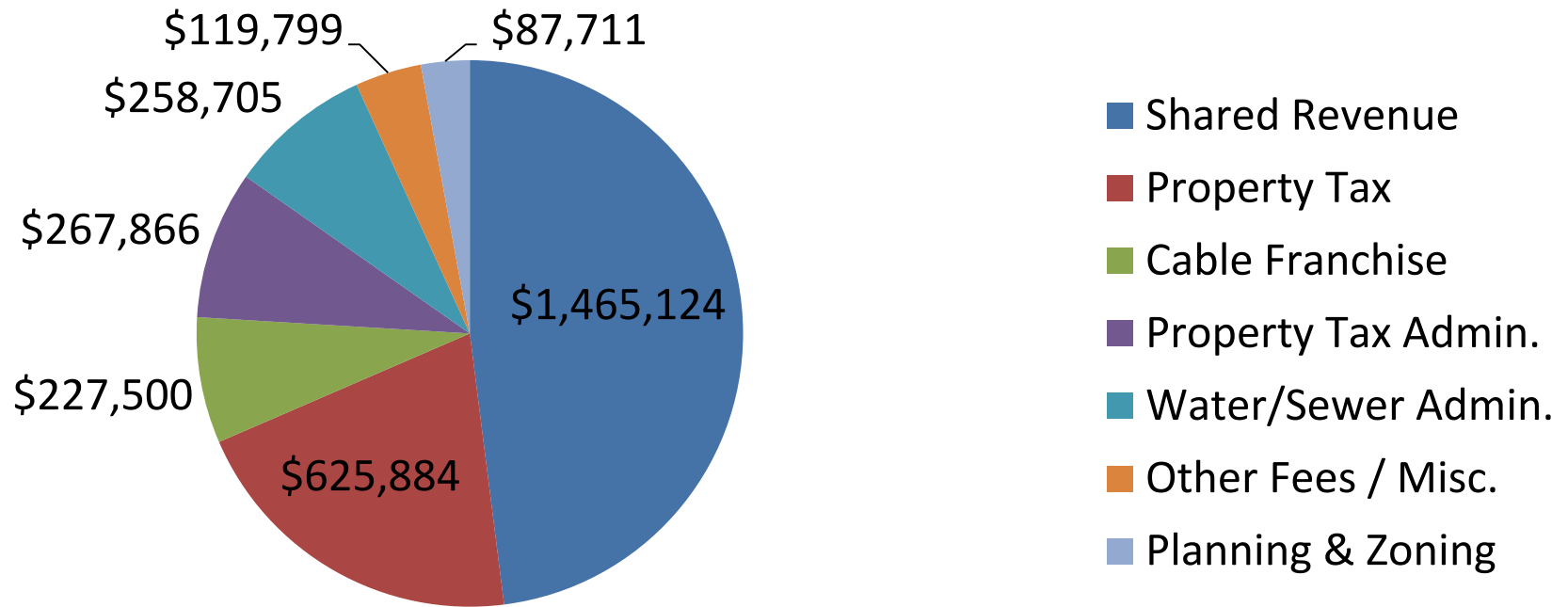
Fiscal Year 2022 – 2023

# Truth In Taxation

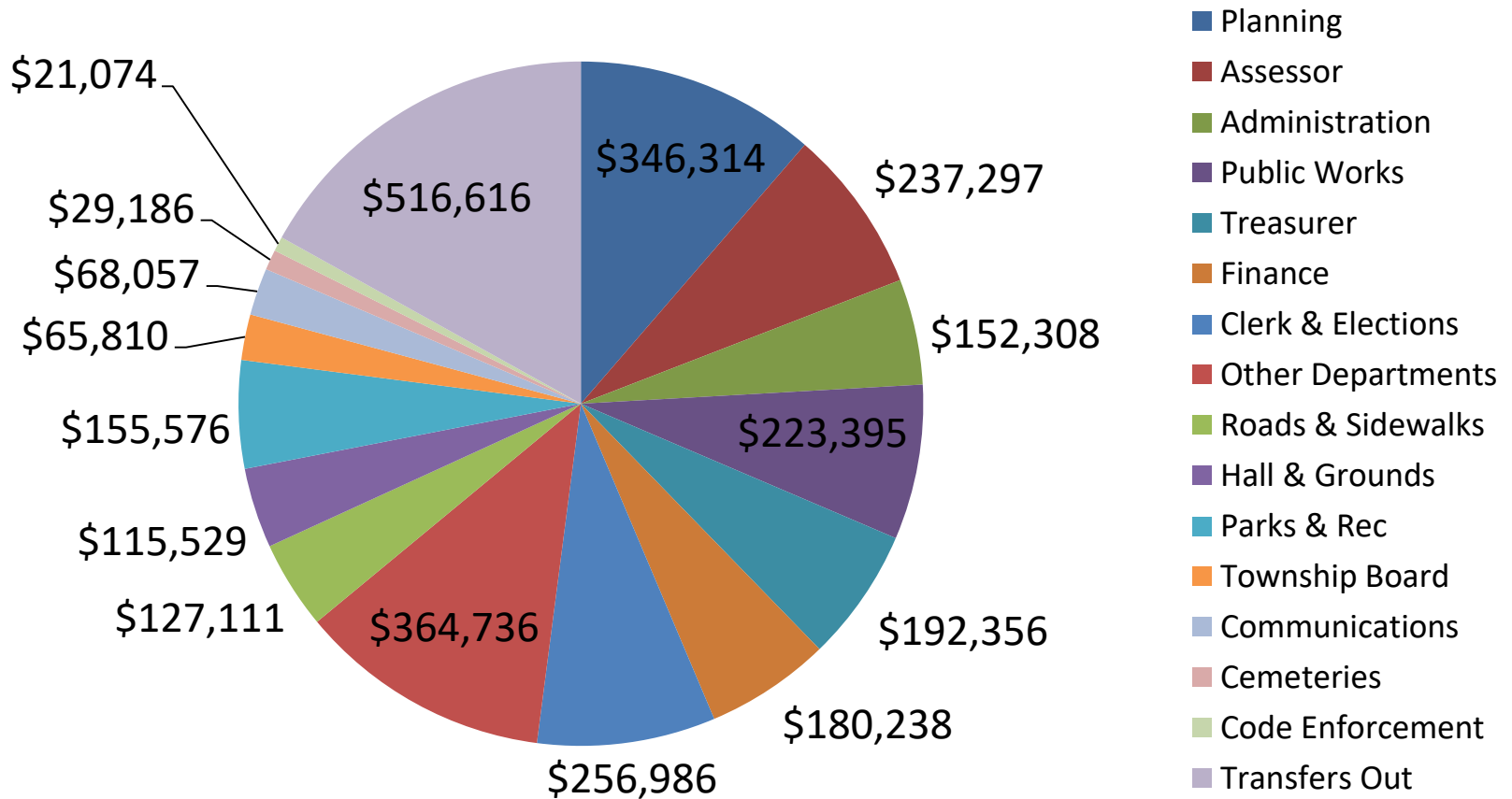
- Hartland Township                      0.76930 mills
- Fire Millage                                2.0437 mills
- Road Millage                                1.4317 mills

This is the best estimate as to the property tax millage rate that will be levied.

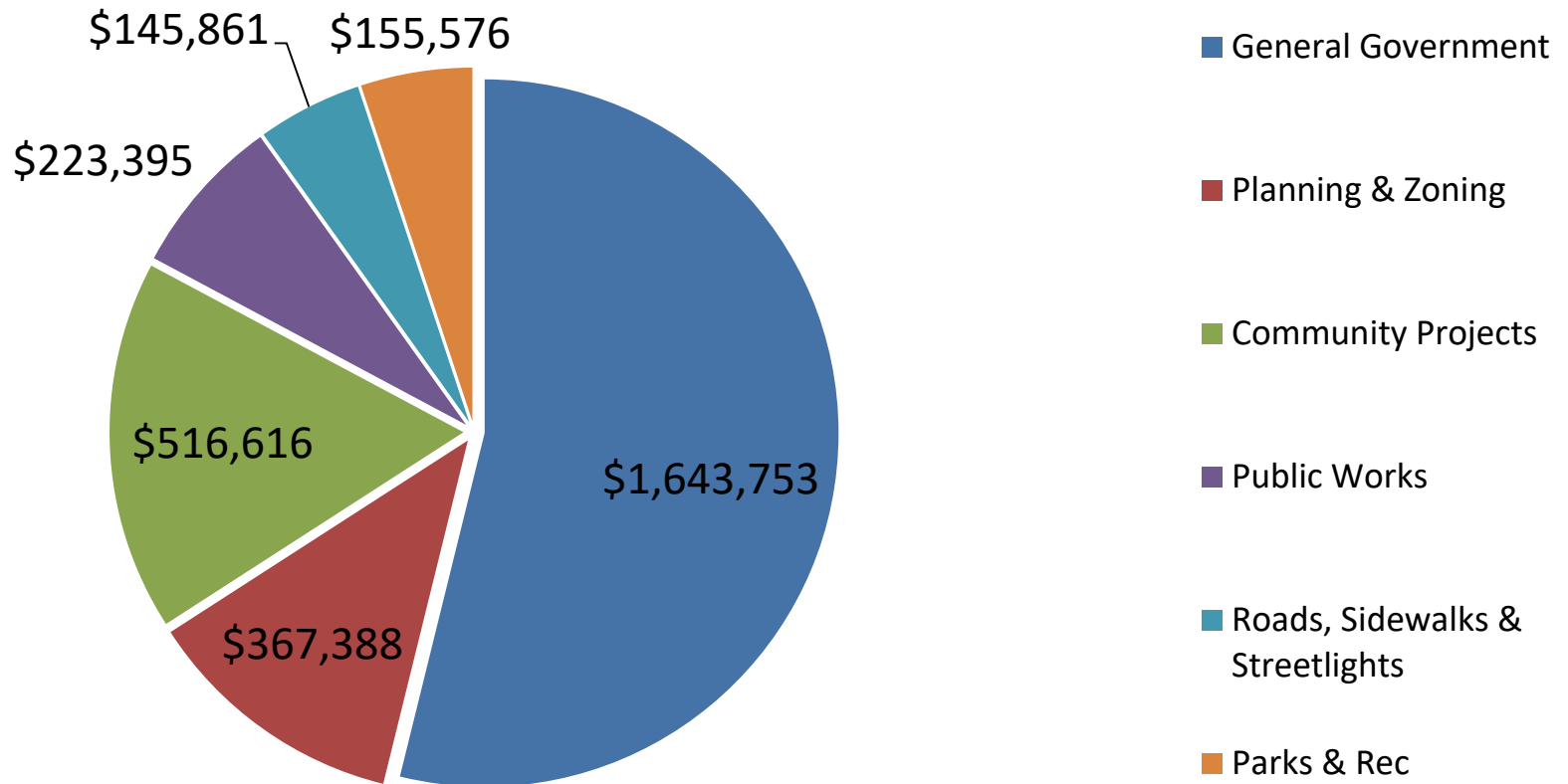
# General Fund Estimated Revenues Fiscal Year 2022 – 2023



# General Fund Estimated Expenditures Fiscal Year 2022 - 2023



# General Fund Estimated Expenditures Fiscal Year 2022-2023 Condensed



BOARD OF TRUSTEES

2655 Clark Road  
Hartland, Michigan 48353  
(810) 632-7498 Office  
(810) 632-6950 Fax



**Supervisor**  
William J. Fountain

**Clerk**  
Larry N. Ciofu

**Treasurer**  
Kathleen A. Horning

**Trustees**  
Matthew J. Germane  
Summer McMullen  
Denise O'Connell  
Joseph M. Petrucci

**RESOLUTION NO. XX-RXXX**

**RESOLUTION TO ESTABLISH A GENERAL APPROPRIATIONS ACT FOR HARTLAND TOWNSHIP FOR THE 2022-2023 FISCAL YEAR; TO DEFINE THE POWERS AND DUTIES OF TOWNSHIP OFFICERS IN RELATION TO BUDGET ADMINISTRATION; AND TO PROVIDE REMEDIES FOR REFUSAL OR NEGLECT TO COMPLY WITH THE REQUIREMENTS OF THIS RESOLUTION**

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on \_\_\_\_\_ at 7:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

**Section 1: Title**

This resolution shall be known as the Hartland Township General Appropriations Act. This amended schedule shall repeal and replace Section 3.03 of the Board Policy Manual.

**Section 2: Public Hearings on the Budget**

Pursuant to MCLA 141.412; MCLA 141.413, notice of a public hearing on the proposed budget was published in the Livingston County Press & Argus on February 21, 2022, and a public hearing on the proposed budget was held on March 1, 2022.

**Section 3: Millage Levy**

The Hartland Township Board anticipates a levy of 0.76930 mills to be levied and collected as the general property tax on all real and personal property within the Township upon the current



tax roll, said 0.76930 mills being within the limit as statutorily allocated millage and the amount is less than 1.0 mill and is exempt from Truth-in-Taxation requirements. Additionally, separately voted millage dedicated exclusively for fire operations and road improvements will be levied in an anticipated amount of 2.0437 mills and 1.4317 mills, respectively.

**Section 4: Estimated Revenues**

Estimated Township revenues for fiscal year 2022 – 2023, including various miscellaneous revenues, as listed in the proposed budget attached hereto:

General Fund (101)	\$ 3,052,589
Municipal Street Fund (204)	\$ 1,167,898
Fire Operating Fund (206)	\$ 1,666,337
Liquor Law Enforcement Fund (212)	\$ 14,217
M59 Road Improvement Debt Fund (354)	\$ 319,385
Millpointe Road SAD (358)	\$ 93,507
Bullard Lake Road SAD (359)	\$ 20,052
Capital Projects Fund (401)	\$ 496,116
Water System Fund (536)	\$ 1,003,665
Water Replacement Fund (539)	\$ 442,800
Cable PEG Fee Fund (577)	\$ 90,000
Sewer Fund (590)	\$ 3,173,883
Sewer Lake Tyrone 2015 SAD (591)	\$ 36,324
Sewer 2005 Debt Fund (595)	\$ 112,637
Sewer Forestbrook Hills SAD#1 (596)	\$ 3,428
Sewer 2015 SAD 200 (597)	\$ 3,607

**Section 5: Estimated Expenditures**

Estimated Township expenditures for fiscal year 2022 – 2023 for the various Township activities as listed in the proposed budget attached hereto:

General Fund (101)	\$ 3,052,589
Municipal Street Fund (204)	\$ 2,592,000

Fire Operating Fund (206)	\$ 1,593,745
Liquor Law Enforcement Fund (212)	\$ 14,217
M59 Road Improvement Debt Fund (354)	\$ 292,963
Millpointe Road Debt Service Fund (358)	\$ 107,288
Bullard Lake Road SAD (359)	\$ 20,613
Capital Projects Fund (401)	\$ 870,800
Water System Fund (536)	\$ 950,083
Water Debt Service Fund (537)	\$ 688,875
Water Replacement Fund (539)	\$ 322,000
Cable PEG Fee Fund (577)	\$ 90,000
Sewer Fund (590)	\$ 2,607,921
Sewer Lake Tyrone 2015 SAD (591)	\$ 22,502
Sewer 2005 Debt Service Fund (595)	\$ 345,551
Sewer Forestbrook Hills SAD#1 (596)	\$ 0
Sewer 2015 SAD 200 (597)	\$ 0

**Section 6: Adoption of Budget by Reference**

The general fund budget and all other fund budgets of Hartland Township are hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 4 and 5 of this act and attached hereto.

**Section 7: Adoption of Budget by Cost Center**

The Board of Trustees of Hartland Township adopts the 2023 fiscal year general fund budget and all other fund budgets by cost center. Township officials responsible for the expenditures authorized in the budget may expend Township funds up to, but not to exceed, the total appropriation authorized for each cost center, and may make transfers among the various line items contained in the cost center appropriation. However, no transfers of appropriations for pay rate increases or capital outlay items equal to or greater than \$6,000 may be made without prior Board approval by budget amendment.

## **Section 8: Appropriation Not a Mandate to Spend**

Appropriations will be deemed maximum authorizations to incur expenditures. The Finance Director shall exercise supervision and control to ensure that expenditures are within appropriations and shall not issue any order for expenditures that exceed appropriations.

## **Section 9: Transfer Authority**

The Township Manager shall have the authority to make transfers among the various cost centers (or line items) without prior Board approval, if the amount to be transferred does not exceed \$6,000 of the appropriation item from which the transfer is to be made. Under no circumstances may the total general fund budget be changed without prior Board approval.

## **Section 10: Periodic Fiscal Reports**

Following the first quarter of the fiscal year, the Finance Director shall transmit to the Board at the end of each quarter a report of financial operations, including, but not limited to:

- a. a summary statement report for all funds showing actual revenues and expenditures compared to the adopted and amended budgets, with comparison to the prior year, same quarter;
- b. a summary statement of the financial condition of the general fund and all other funds, as requested.

Following the first quarter of the fiscal year, and every month thereafter, the Finance Director shall transmit to Directors and Budget Administrators, a detailed budget report showing actual revenues and expenditures for the current fiscal year compared to the current year budget and the prior year, same period.

## **Section 11: Limit on Obligations and Payments**

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

## **Section 12: New Pay Rates & Pay Grades for Certain Township Employees**

Effective April 1, 202, the new pay rates for township employees have been approved by the Township Manager and incorporated into department budgets. Further, the Township Manager has approved the amended pay grade schedule, which incorporates the net inflationary adjustment of 3.1167%. This amended schedule shall repeal and replace the table in Section 4.08 (Pay Grade Schedule) of the Board Policy Manual.



HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000				
101	GENERAL FUND	2,773,450	3,041,884	3,052,589
Totals for dept 000 -		2,773,450	3,041,884	3,052,589
<b>TOTAL ESTIMATED REVENUES</b>				
		2,773,450	3,041,884	3,052,589
<b>APPROPRIATIONS</b>				
101	TOWNSHIP BOARD	65,940	68,940	65,810
171	SUPERVISOR	34,292	34,372	36,517
172	ADMINISTRATION	210,554	147,736	152,308
191	ELECTIONS	42,613	7,692	89,114
192	FINANCE DEPARTMENT	164,032	170,869	180,238
209	ASSESSOR	224,695	224,486	237,297
215	CLERK	148,552	155,910	167,872
239	VEHICLE USE	366	2,861	2,845
247	BOARD OF REVIEW	3,007	3,697	3,537
253	TREASURER	182,965	181,274	192,356
258	DATA PROCESSING	19,700	26,650	28,500
265	TOWNSHIP HALL & GROUNDS	91,033	122,691	115,529
299	UNALLOCATED	44,314	62,903	97,615
302	POLICE PROTECTION			164,000
400	PLANNING & ZONING	288,933	336,591	346,314
410	BOARD OF APPEALS	94	2,172	2,172
441	DEPARTMENT OF PUBLIC WORKS	165,188	214,598	223,395
444	SIDEWALKS	4,000	6,000	6,000
448	STREET LIGHTS	16,183	18,750	18,750
463	ROADS & M59 MEDIAN	84,049	112,833	121,111
465	DRAINS, PUBLIC BENEFIT	9,164	10,800	10,800
567	CEMETERIES		21,675	29,186
577	COMMUNICATIONS	39,062	58,370	68,057
722	ZONING CODE ENFORCEMENT	6,318	22,954	21,074
751	PARKS & RECREATION	44,376	172,725	155,576
901	APPROPRIATIONS-TRANSFER OUT	555,148	930,229	516,616
<b>TOTAL APPROPRIATIONS</b>		2,444,578	3,117,778	3,052,589
<b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b>				
		328,872	(75,894)	
BEGINNING FUND BALANCE		2,862,598	3,191,477	3,115,583
ENDING FUND BALANCE		3,191,470	3,115,583	3,115,583

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
204	MUNICIPAL STREET FUND	1,079,219	1,118,124	1,167,898
	Totals for dept 000 -	<u>1,079,219</u>	<u>1,118,124</u>	<u>1,167,898</u>
TOTAL ESTIMATED REVENUES				
		1,079,219	1,118,124	1,167,898
APPROPRIATIONS				
000		677,833	1,301,950	2,592,000
TOTAL APPROPRIATIONS				
		<u>677,833</u>	<u>1,301,950</u>	<u>2,592,000</u>
NET OF REVENUES/APPROPRIATIONS - FUND 204				
		401,386	(183,826)	(1,424,102)
	BEGINNING FUND BALANCE	1,588,023	1,989,408	1,805,582
	ENDING FUND BALANCE	1,989,409	1,805,582	381,480

BUDGET REPORT  
 Fund: 206 FIRE OPERATING  
 HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
206	FIRE OPERATING	1,352,889	1,594,732	1,666,337
Totals for dept 000 -		<u>1,352,889</u>	<u>1,594,732</u>	<u>1,666,337</u>
TOTAL ESTIMATED REVENUES		1,352,889	1,594,732	1,666,337
APPROPRIATIONS				
000		1,270,568	1,323,909	1,593,745
TOTAL APPROPRIATIONS		<u>1,270,568</u>	<u>1,323,909</u>	<u>1,593,745</u>
NET OF REVENUES/APPROPRIATIONS - FUND 206		82,321	270,823	72,592
BEGINNING FUND BALANCE		1,290,072	1,372,393	1,643,216
ENDING FUND BALANCE		1,372,393	1,643,216	1,715,808

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
212	LIQUOR LAW ENFORCEMENT	12,173	13,528	14,217
Totals for dept 000 -		<u>12,173</u>	<u>13,528</u>	<u>14,217</u>
TOTAL ESTIMATED REVENUES		12,173	13,528	14,217
APPROPRIATIONS				
000				
TOTAL APPROPRIATIONS			<u>4,134</u>	<u>14,217</u>
NET OF REVENUES/APPROPRIATIONS - FUND 212		12,173	9,394	
BEGINNING FUND BALANCE		61,535	73,708	83,102
ENDING FUND BALANCE		73,708	83,102	83,102



HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
354	2009 M-59 ROAD IMPROVEMENTS BOND	335,582	327,420	319,385
	Totals for dept 000 -	<u>335,582</u>	<u>327,420</u>	<u>319,385</u>
TOTAL ESTIMATED REVENUES		<u>335,582</u>	<u>327,420</u>	<u>319,385</u>
APPROPRIATIONS				
000		315,733	305,610	292,963
TOTAL APPROPRIATIONS		<u>315,733</u>	<u>305,610</u>	<u>292,963</u>
NET OF REVENUES/APPROPRIATIONS - FUND 354		<u>19,849</u>	<u>21,810</u>	<u>26,422</u>
	BEGINNING FUND BALANCE	417,880	437,730	459,540
	ENDING FUND BALANCE	437,729	459,540	485,962

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
358	MILLPOINTE ROAD DEBT SERVICE FUND	125,771	106,254	93,507
	Totals for dept 000 -	<u>125,771</u>	<u>106,254</u>	<u>93,507</u>
TOTAL ESTIMATED REVENUES				
		<u>125,771</u>	<u>106,254</u>	<u>93,507</u>
APPROPRIATIONS				
000		107,613	109,988	107,288
TOTAL APPROPRIATIONS				
		<u>107,613</u>	<u>109,988</u>	<u>107,288</u>
NET OF REVENUES/APPROPRIATIONS - FUND 358				
		<u>18,158</u>	<u>(3,734)</u>	<u>(13,781)</u>
	BEGINNING FUND BALANCE	251,385	269,543	265,809
	ENDING FUND BALANCE	269,543	265,809	252,028

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
359	BULLARD LAKE ROAD SAD	21,848	20,406	20,052
	Totals for dept 000 -	<u>21,848</u>	<u>20,406</u>	<u>20,052</u>
TOTAL ESTIMATED REVENUES				
		21,848	20,406	20,052
APPROPRIATIONS				
000			20,912	20,613
TOTAL APPROPRIATIONS				
			<u>20,912</u>	<u>20,613</u>
NET OF REVENUES/APPROPRIATIONS - FUND 359				
		21,848	(506)	(561)
	BEGINNING FUND BALANCE	26,212	48,059	47,553
	ENDING FUND BALANCE	48,060	47,553	46,992

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
401	CAPITAL PROJECTS FUND	554,702	907,709	496,116
Totals for dept 000 -		<u>554,702</u>	<u>907,709</u>	<u>496,116</u>
TOTAL ESTIMATED REVENUES		<u>554,702</u>	<u>907,709</u>	<u>496,116</u>
APPROPRIATIONS				
000		22,712		20,000
265	TOWNSHIP HALL & GROUNDS			299,600
444	SIDEWALKS	82,581	354,240	175,000
463	ROADS & M59 MEDIAN			71,200
751	PARKS & RECREATION	217,516	181,335	305,000
TOTAL APPROPRIATIONS		<u>322,809</u>	<u>535,575</u>	<u>870,800</u>
NET OF REVENUES/APPROPRIATIONS - FUND 401		231,893	372,134	(374,684)
BEGINNING FUND BALANCE		672,548	904,442	1,276,576
ENDING FUND BALANCE		904,441	1,276,576	901,892

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
536	WATER SYSTEM FUND	681,825	760,045	1,003,665
Totals for dept 000 -		681,825	760,045	1,003,665
TOTAL ESTIMATED REVENUES		681,825	760,045	1,003,665
APPROPRIATIONS				
000		551,294	723,758	950,083
TOTAL APPROPRIATIONS		551,294	723,758	950,083
NET OF REVENUES/APPROPRIATIONS - FUND 536		130,531	36,287	53,582
BEGINNING FUND BALANCE		1,573,182	1,703,710	1,739,997
ENDING FUND BALANCE		1,703,713	1,739,997	1,793,579

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
539	WATER REPLACEMENT FUND	1,699	3,208,538	442,800
	Totals for dept 000 -	<u>1,699</u>	<u>3,208,538</u>	<u>442,800</u>
TOTAL ESTIMATED REVENUES				
		<u>1,699</u>	<u>3,208,538</u>	<u>442,800</u>
APPROPRIATIONS				
000		262,417	296,250	322,000
TOTAL APPROPRIATIONS				
		<u>262,417</u>	<u>296,250</u>	<u>322,000</u>
NET OF REVENUES/APPROPRIATIONS - FUND 539				
		<u>(260,718)</u>	<u>2,912,288</u>	<u>120,800</u>
	BEGINNING FUND BALANCE	5,973,841	5,713,124	8,625,412
	ENDING FUND BALANCE	5,713,123	8,625,412	8,746,212

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
577	CABLE TV FUND	90,015	91,288	90,000
	Totals for dept 000 -	90,015	91,288	90,000
TOTAL ESTIMATED REVENUES				
		90,015	91,288	90,000
APPROPRIATIONS				
000		136,103	96,542	90,000
TOTAL APPROPRIATIONS				
		136,103	96,542	90,000
NET OF REVENUES/APPROPRIATIONS - FUND 577				
		(46,088)	(5,254)	
	BEGINNING FUND BALANCE	183,872	137,785	132,531
	ENDING FUND BALANCE	137,784	132,531	132,531

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
590	SEWER OPERATIONS & MAINTENANCE FUND	2,884,417	3,271,336	3,173,883
	Totals for dept 000 -	<u>2,884,417</u>	<u>3,271,336</u>	<u>3,173,883</u>
TOTAL ESTIMATED REVENUES				
		2,884,417	3,271,336	3,173,883
APPROPRIATIONS				
000		4,149,021	4,595,302	2,597,921
595	2005 SEWER BONDS	11,024	402,038	10,000
TOTAL APPROPRIATIONS				
		<u>4,160,045</u>	<u>4,997,340</u>	<u>2,607,921</u>
NET OF REVENUES/APPROPRIATIONS - FUND 590				
		(1,275,628)	(1,726,004)	565,962
BEGINNING FUND BALANCE				
		25,827,085	24,551,457	22,825,453
ENDING FUND BALANCE				
		24,551,457	22,825,453	23,391,415



HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
591	LAKE TYRONE 2015 SEWER SAD	44,963	40,447	36,324
Totals for dept 000 -		<u>44,963</u>	<u>40,447</u>	<u>36,324</u>
TOTAL ESTIMATED REVENUES		<u>44,963</u>	<u>40,447</u>	<u>36,324</u>
APPROPRIATIONS				
000				
TOTAL APPROPRIATIONS		<u>25,359</u>	<u>23,967</u>	<u>22,502</u>
NET OF REVENUES/APPROPRIATIONS - FUND 591		<u>19,604</u>	<u>16,480</u>	<u>13,822</u>
BEGINNING FUND BALANCE		191,582	211,186	227,666
ENDING FUND BALANCE		211,186	227,666	241,488

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
595	2005 SEWER EXP BONDS	1,679,903	1,877,511	112,637
	Totals for dept 000 -	<u>1,679,903</u>	<u>1,877,511</u>	<u>112,637</u>
TOTAL ESTIMATED REVENUES				
		<u>1,679,903</u>	<u>1,877,511</u>	<u>112,637</u>
APPROPRIATIONS				
000		433,024	498,437	345,551
TOTAL APPROPRIATIONS				
		<u>433,024</u>	<u>498,437</u>	<u>345,551</u>
NET OF REVENUES/APPROPRIATIONS - FUND 595				
		<u>1,246,879</u>	<u>1,379,074</u>	<u>(232,914)</u>
	BEGINNING FUND BALANCE	(11,051,984)	(9,805,105)	(8,426,031)
	ENDING FUND BALANCE	(9,805,105)	(8,426,031)	(8,658,945)

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
596	FORESTBROOK HILLS SEWER SAD#1	4,078	3,783	3,428
	Totals for dept 000 -	<u>4,078</u>	<u>3,783</u>	<u>3,428</u>
TOTAL ESTIMATED REVENUES				
		<u>4,078</u>	<u>3,783</u>	<u>3,428</u>
NET OF REVENUES/APPROPRIATIONS - FUND 596				
		4,078	3,783	3,428
	BEGINNING FUND BALANCE	31,216	35,293	39,076
	ENDING FUND BALANCE	35,294	39,076	42,504

HARTLAND TOWNSHIP  
 FISCAL YEAR 2022-2023 BUDGET  
 PUBLIC HEARING MARCH 1, 2022 7:00PM

FUND AND DEPARTMENT	DESCRIPTION	2020-21 ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 BOARD APPROVAL BUDGET
ESTIMATED REVENUES				
Dept 000				
597	HARTLAND TWP SEWER SAD 200	4,546	3,920	3,607
Totals for dept 000 -		4,546	3,920	3,607
TOTAL ESTIMATED REVENUES		4,546	3,920	3,607
NET OF REVENUES/APPROPRIATIONS - FUND 597		4,546	3,920	3,607
BEGINNING FUND BALANCE		22,243	26,789	30,709
ENDING FUND BALANCE		26,789	30,709	34,316
ESTIMATED REVENUES - ALL FUNDS		11,647,080	16,386,925	11,696,445
APPROPRIATIONS - ALL FUNDS		10,707,376	13,356,150	12,882,272
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		939,704	3,030,775	(1,185,827)
BEGINNING FUND BALANCE - ALL FUNDS		29,921,290	30,860,999	33,891,774
ENDING FUND BALANCE - ALL FUNDS		30,860,994	33,891,774	32,705,947

## Hartland Township Board of Trustees Meeting Agenda Memorandum

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

**Subject:** Fire Authority FY 2022-2023 Budget

**Date:** February 23, 2022

### Recommended Action

Move to approve the 2023 Fiscal Year Budget for the Hartland Deerfield Fire Authority, as presented.

### Discussion

Attached is the FY23 Hartland Deerfield Fire Authority (HDFA) budget, reviewed by the HTB on January 18, 2022

### Financial Impact

Is a Budget Amendment Required?  Yes  No

### Attachments

HDFA FY23 Operating Fund Budget

**HARTLAND DEERFIELD FIRE AUTHORITY  
2022-23 OPERATING FUND BUDGET**

**November 18, 2021**

**Pg. 1 of 2**

ACCT#	DESCRIPTION	2022-23		2021-22	2020-21	2019-20	2018-19	2017-18	2016-17	2015-16
		DRAFT	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
<b>REVENUE</b>		4.9%	2.6%	0.9%	1.9%	3.2%	7.1%	4.7%	3.9%	
601	HARTLAND TOWNSHIP	4.8%	1,296,190	1,237,344	1,200,038	1,200,303	1,178,188	1,140,652	1,053,560	1,025,144
602	DEERFIELD TOWNSHIP	5.3%	402,617	382,244	378,209	364,629	357,911	348,450	336,361	302,763
610	FIRE PROTECTION CONTRACTS		225,000	150,000	170,527	158,928	134,805	154,452	97,370	118,235
626	COST RECOVERY		8,500	8,500	3,043	5,426	7,303	6,778	6,017	15,683
665	INTEREST INCOME		50	50	194	487	190	334	144	58
687	REBATES & REFUNDS		0	0	0	0	0	0	0	0
690	GRANT PROCEEDS (Covid Hazard Pay)		0	0	27,000	0	0	0	0	0
694	OTHER REVENUE (Instructor Hours Reimburse, Dive Rev., etc)		10,000	10,000	37,887	16,782	10,843	6,004	1,725	21,555
699	TRANSFER IN - CAP. REP. & IMP. (+ Prior Yr Tx)		7,000	7,000	124,483	11,875	0	0	0	0
	<b>TOTAL REVENUE</b>		<u>1,949,357</u>	<u>1,795,138</u>	<u>1,941,381</u>	<u>1,746,555</u>	<u>1,689,240</u>	<u>1,656,670</u>	<u>1,495,177</u>	<u>1,483,438</u>
<b>EXPENDITURES</b>										
<b>PERSONNEL</b>										
702	WAGES - FIRE CHIEF		99,569	93,056	93,056	93,056	89,909	89,909	89,691	87,134
703	WAGES - CHIEF OFFICERS		106,465	99,500	93,902	0	0	0	0	0
703.01	OT WAGES - CHIEF OFFICERS		3,500	3,500	4,400	0	0	0	0	0
704.1	WAGES - FIRE MARSHAL		0	0	0	0	0	1,038	52,624	52,624
704.11	OT WAGES - FIRE MARSHAL		0	0	0	0	0	0	947	844
704.3	WAGES - SHIFT SUPERVISORS		192,386	179,800	169,292	110,393	101,520	95,566	94,785	94,785
704.31	OT WAGES - SHIFT SUPERVISORS		10,500	10,500	11,800	7,500	6,469	8,500	6,805	7,565
704.4	WAGES - ADMIN. ASST.		51,333	47,975	47,200	47,523	46,240	44,492	44,283	44,283
704.41	OT WAGES - ADMIN. ASST.		1,500	1,500	1,412	3,450	3,001	2,000	1,488	2,136
704.5	WAGES - FIRE INSPECTOR		65,002	60,750	55,200	46,195	44,700	21,810	0	0
704.51	OT WAGES - FIRE INSPECTOR		3,500	3,500	2,840	6,200	6,797	0	0	0
705.1	WAGES - CHAPLAIN		6,955	6,500	11,333	8,090	0	0	0	0
705.2	WAGES - sUAS UNIT		650	650	1,868	1,717	0	0	0	0
708.1	WAGES - DEPUTY CHIEFS		0	0	0	29,932	27,564	32,647	33,912	34,782
708.3	WAGES - CAPTAIN		5,831	5,350	5,427	4,217	3,122	5,282	4,535	4,188
708.4	WAGES - LIEUTENANTS		69,269	63,550	69,672	137,211	83,249	82,343	45,010	49,692
708.41	OT WAGES - LIEUTENANTS		4,000	4,000	7,900	0	0	0	0	0
708.5	WAGES - SERGEANTS		86,055	78,950	75,856	103,480	92,275	105,478	108,848	116,045
708.6	WAGES - FIREFIGHTERS		259,747	238,300	228,224	227,035	258,288	236,997	227,615	210,246
708.7	WAGES - CADET FIREFIGHTERS		4,000	3,000	4,153	9,732	11,907	6,463	6,067	3,944
708.8	WAGES - ACCOUNTANT/HR		28,885	26,500	21,962	26,500	24,546	22,832	17,497	17,282
709	WAGES - CELL PHONE STIPEND		8,000	8,000	7,400	7,000	5,050	4,250	5,080	4,900
710	WAGES - BOARD MEMBERS		6,300	6,300	5,475	6,000	5,700	6,275	5,475	5,775
711&714	WAGES - INSTRUCTORS (ACADEMY & DIVE)		4,500	4,500	6,236	4,550	0	0	0	0
712	WAGES - ACCRUED PTO (+ 2020-21 Covid Hazard Pay)		6,000	6,000	31,822	4,361	2,128	4,055	4,491	3,196
715	PAYROLL TAXES		78,332	72,804	72,244	67,118	58,982	58,417	56,519	56,225
	<b>TOTAL PERSONNEL</b>	7.6%	<u>1,102,279</u>	<u>1,024,485</u>	<u>1,028,674</u>	<u>951,260</u>	<u>871,447</u>	<u>828,354</u>	<u>805,672</u>	<u>795,646</u>
<b>PROFESSIONAL FEES</b>										
801	ACCOUNTING/AUDITING & PAYROLL SERVICE		12,900	12,600	12,778	12,931	12,034	11,689	11,465	11,322
801.1	I.T./COMPUTER SERVICES		13,500	13,500	13,043	15,239	6,552	5,651	8,530	6,930
810	EMP. ASST. PGM.		2,100	2,000	1,732	1,710	1,613	1,496	1,529	1,525
826	LEGAL FEES		2,500	2,500	3,311	1,750	2,070	1,750	2,650	1,750
827	HIRING/RETENTION/PROMOTION		1,500	1,500	1,823	1,215	2,634	2,267	994	1,741
956	BANK FEES		100	100	0	0	0	0	0	0
	<b>TOTAL PROFESSIONAL FEES</b>	1.2%	<u>32,600</u>	<u>32,200</u>	<u>32,687</u>	<u>32,845</u>	<u>24,903</u>	<u>22,853</u>	<u>25,168</u>	<u>23,268</u>
<b>INSURANCE &amp; BENEFITS</b>										
716	HEALTH CARE/LIFE & DISABILITY INS		131,250	121,500	117,600	114,941	73,920	61,203	66,434	58,186
716.3	INSURANCE (W/C & LIABILITY)		142,000	109,500	123,298	108,983	114,974	112,168	105,881	89,385
718	RETIREMENT (DB, DC, 457 MATCH)		40,500	37,200	37,200	65,472	36,853	47,760	41,973	37,965
718.1	MERS DC		28,000	28,000	26,000	0	11,100			
718.2	457 MATCH		15,000	15,000	9,921	0	8,000			
	<b>TOTAL INSURANCE</b>	14.6%	<u>356,750</u>	<u>311,200</u>	<u>314,019</u>	<u>289,396</u>	<u>244,847</u>	<u>221,131</u>	<u>214,288</u>	<u>185,536</u>
<b>EQUIPMENT &amp; SUPPLIES</b>										
719.1	UNIFORMS		8,925	8,500	7,060	8,467	9,165	8,791	7,142	9,012
719.2	TURN OUT GEAR		6,825	6,500	5,029	12,603	6,360	8,935	3,981	3,532
727	OFFICE SUPPLIES		6,300	6,000	5,478	5,635	7,965	9,330	5,568	5,764
729	COMPUTERS & RECORDS MGMT.		9,700	9,700	12,456	10,728	11,229	16,289	12,370	6,920
740	OPERATING SUPPLIES		19,000	19,000	18,699	15,306	23,465	25,762	16,075	22,366
744	MEDICAL SUPPLIES		9,000	6,000	10,875	5,161	5,167	4,534	3,525	23,780
860	FUEL		31,350	28,500	17,642	28,499	28,508	23,864	20,462	23,067
928	sUAS		1,500	1,500	0					
930	R & M - ANNUAL APPARATUS & EQUIP		20,500	19,500	17,228	22,263	13,649	13,284	15,170	16,378
930.1	R & M - SMALL EQUIP		3,500	3,000	7,419	3,807	6,126	3,224	2,694	4,403
930.2	R & M - VEHICLES		55,000	50,000	43,177	56,992	56,065	53,533	44,066	34,876
930.8	R & M - RADIOS/BATTERIES		4,500	3,000	2,069	112	348	2,736	1,588	1,144
	<b>TOTAL EQUIPMENT &amp; SUPPLIES</b>	9.2%	<u>176,100</u>	<u>161,200</u>	<u>147,132</u>	<u>169,573</u>	<u>168,047</u>	<u>170,282</u>	<u>132,641</u>	<u>151,242</u>

ACCT#	DESCRIPTION	2022-23 DRAFT	2021-22 BUDGET	2020-21 ACTUAL	2019-20 ACTUAL	2018-19 ACTUAL	2017-18 ACTUAL	2016-17 ACTUAL	2015-16 ACTUAL
UTILITIES									
802	GARBAGE & SNOW	18,900	18,000	18,351	18,872	23,163	26,553	17,727	18,444
920	GAS	18,200	8,500	7,484	11,128	12,879	7,455	5,195	4,776
920.1	ELECTRIC	23,650	21,500	19,812	20,611	20,480	22,291	20,079	23,248
920.2	WATER & SEWER	3,900	3,900	3,845	3,696	3,329	2,723	2,742	2,875
	TOTAL UTILITIES	24.6% <u>64,650</u>	<u>51,900</u>	<u>49,492</u>	<u>54,307</u>	<u>59,851</u>	<u>59,022</u>	<u>45,743</u>	<u>49,343</u>
DUES & SUBSCRIPTIONS									
804	MEMBERSHIPS & PUBLICATIONS	5,250	5,000	5,295	4,257	4,903	6,486	5,684	6,066
805	Liv.Co. Specialized Response Teams	4,000	4,000	4,000	4,000	4,000	3,500	3,500	3,500
	TOTAL DUES & SUBSCRIPTIONS	2.8% <u>9,250</u>	<u>9,000</u>	<u>9,295</u>	<u>8,257</u>	<u>8,903</u>	<u>9,986</u>	<u>9,184</u>	<u>9,566</u>
720	PHYSICALS & VACCINES	8,600	8,000	11,065	4,484	9,892	983	9,353	4,456
	TOTAL PHYSICALS & VACCINES	7.5% <u>8,600</u>	<u>8,000</u>	<u>11,065</u>	<u>4,484</u>	<u>9,892</u>	<u>983</u>	<u>9,353</u>	<u>4,456</u>
TRAINING									
739	PUBLIC EDUCATION	10,000	9,500	9,113	12,274	6,856	6,198	3,423	2933
957	TRAINING	8,250	7,500	11,543	9,313	7,098	499	9,250	10396
957.1	TRAINING - SUPPLIES/OTHER	2,200	2,000	1,596	1,869	3,540	7,859	4,036	1519
957.15	TRAINING & RECERT - BLUE CARD	500	500	1,600					
957.2	TRAINING & RECERT - FIRE INSPECTORS	300	300	4,593	875	0	1,684	350	383
957.3	SEMINARS & CERTIFICATIONS	6,000	6,000	0	9,284	6,743	9,239	9,468	4892
957.4	TRAINING & RECERT - EMS	350	350	50	1,550	2,147	2,550	4,226	0
957.6	HIGH SCHOOL FIRE ACADEMY	500	500	235	25	0	0	0	0
957.7	COUNTY FIRE ACADEMY	12,000	12,000	0	11,028	0	0	0	0
957.8	TRAINING - DIVE/ICE/WATER RESCUE	3,000	3,000	29,563					
	TOTAL TRAINING	3.5% <u>43,100</u>	<u>41,650</u>	<u>58,293</u>	<u>46,218</u>	<u>26,384</u>	<u>28,029</u>	<u>30,753</u>	<u>20,123</u>
COMMUNICATIONS									
851	TELEPHONE	5,775	5,500	5,448	5,500	5,352	7,256	7,968	7,938
	TOTAL COMMUNICATIONS	5.0% <u>5,775</u>	<u>5,500</u>	<u>5,448</u>	<u>5,500</u>	<u>5,352</u>	<u>7,256</u>	<u>7,968</u>	<u>7,938</u>
BUILDINGS									
746	CLEANING SUPPLIES	5,250	5,000	5,352	6,067	4,032	3,209	3,208	3,137
930.4	R&M/IMPROVEMENTS	10,000	10,000	11,247	13,929	9,286	12,676	4,568	8,484
941	RENT - all 3 Fire Stations (\$1 each)	3	3	0	3	3	3	3	3
	TOTAL BUILDINGS	1.7% <u>15,253</u>	<u>15,003</u>	<u>16,599</u>	<u>20,371</u>	<u>17,721</u>	<u>21,388</u>	<u>12,179</u>	<u>16,024</u>
890.1	CONTINGENCY/UNINSURED LOSS	0	0	0	0	3,129	2,434	10,111	6,500
	TOTAL CONTINGENCY/UNINSURED LOSS	N/A <u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,129</u>	<u>2,434</u>	<u>10,111</u>	<u>6,500</u>
TRANSFERS									
999	TRANSFERS TO CAPITAL REPLACEMENT	135,000	135,000	0	78,625	210,000	240,000	209,710	170,000
999	TRANSFERS TO CAPITAL REPLACEMENT - PRIOR	0	0	124,483	11,875	26,889	0	43,796	0
	TOTAL TRANSFERS	N/A <u>135,000</u>	<u>135,000</u>	<u>124,483</u>	<u>90,500</u>	<u>236,889</u>	<u>240,000</u>	<u>253,506</u>	<u>170,000</u>
	TOTAL EXPENDITURES	<u>1,949,357</u>	<u>1,795,138</u>	<u>1,797,187</u>	<u>1,660,836</u>	<u>1,650,476</u>	<u>1,611,718</u>	<u>1,512,770</u>	<u>1,439,642</u>
	NET REVENUES OVER (UNDER) EXPEDITURES	0	0	144,194	85,719	11,875	39,607	-17,593	43,796
	BEGINNING FUND BALANCE	<u>244,194</u>	<u>244,194</u>	<u>224,483</u>	<u>138,764</u>	<u>126,889</u>	<u>87,282</u>	<u>148,671</u>	<u>104,875</u>
	ENDING FUND BALANCE	<u>244,194</u>	<u>244,194</u>	<u>244,194</u>	<u>224,483</u>	<u>138,764</u>	<u>126,889</u>	<u>87,282</u>	<u>148,671</u>

	2021	
<b><i>Formula Data</i></b>	Hartland	Deerfield
Usage for Oct.1 thru Sep.30	3,080.0	987.0
Usage Percentage	75.7%	24.3%

<b>22-23 Budget % @ 3yr Avg</b>	
Hartland	76.3%
Deerfield	23.7%

2020	
Hartland	Deerfield
2,568.8	730.7
77.9%	22.1%

2021-22
76.4%
23.6%

2019	
Hartland	Deerfield
3,088.9	1,016.5
75.2%	24.8%

2020-21
76.0%
24.0%

2018	
Hartland	Deerfield
4,137.2	1,299.1
76.1%	23.9%

2019-20
76.7%
23.3%

2017	
Hartland	Deerfield
3,889.9	1,177.4
76.8%	23.2%

2018-19
76.7%
23.3%

2017-18
76.6%
23.4%