



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 Wednesday, August 07, 2024 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.](#) 07-19-24 Hartland Township Board Regular Meeting Minutes
 7. Pending & New Business
 - [a.](#) Remove 2022 Delinquent UB charges from 4708-22-400-018
 - [b.](#) Amendment to Fire Authority 2021 Truck Loan
 - [c.](#) Resolution Approving Consent Judgment
 - [d.](#) Fire Station Master Planning and Millage / Budget Discussion
 - [e.](#) 2024 Road Millage Renewal
 8. Board Reports
- [BRIEF RECESS]
9. Information / Discussion
 - a. Manager's Report
 10. Adjournment

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Payment of Bills

Date: July 30, 2024

Recommended Action

Move to approve the bills as presented for payment.

Discussion

Bills presented total \$80,449.03. The bills are available in the Finance office for review.

Notable invoices include:

\$46,893.00 – Michigan Municipal Risk Management Authority – (7/1/24 – 7/1/25 General Fund & Retention fund contributions)

Financial Impact

Is a Budget Amendment Required? Yes No

All expenses are covered under the approved FY25 budget.

Attachments

Bills for 08.07.2024

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

APPLIED	APPLIED INNOVATION	07/16/2024	2559920	FOA	4/21 - 7/20/24 - RICOH MPC5503	
51116	7718 SOLUTION CENTER	08/07/2024		N		641.73
07/16/2024	CHICAGO IL, 60677-7007	/ /	0.0000	N		0.00
		08/07/2024		N		641.73

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000	REPAIRS & MAINTENANCE	641.73

APPLIED	APPLIED INNOVATION	07/16/2024	2559977	FOA	6/23 - 7/22/24 - RICOH MP6055SP	
51115	7718 SOLUTION CENTER	08/07/2024		N		33.11
07/16/2024	CHICAGO IL, 60677-7007	/ /	0.0000	N		0.00
		08/07/2024		N		33.11

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000	REPAIRS & MAINTENANCE	33.11

VENDOR TOTAL: 674.84

1400	BS&A SOFTWARE	08/01/2024	155288	FOA	8/1/24 - 8/1/25 ANNUAL SERVICE/SUPPO	
51152	14965 ABBEY LANE	08/07/2024		N		7,876.00
08/01/2024	BATH MI, 48808	/ /	0.0000	N		0.00
		08/07/2024		N		7,876.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-930.000	SOFTWARE MAINTENANCE	962.60
590-000-930.000	SOFTWARE MAINTENANCE	1,253.90
206-000-930.000	SOFTWARE MAINTENANCE	122.40
101-209-930.000	REPAIRS & MAINTENANCE	1,982.00
101-192-930.000	REPAIRS & MAINTENANCE	3,273.60
101-253-930.000	REPAIRS & MAINTENANCE	281.50
		7,876.00

VENDOR TOTAL: 7,876.00

CINTAS	CINTAS CORPORATION	07/22/2024	4199559023	FOA	MATS	
51157	P.O. BOX 630910	08/07/2024		N		51.47
07/22/2024	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		08/07/2024		N		51.47

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	51.47

CINTAS	CINTAS CORPORATION	07/16/2024	5220748560	FOA	FIRST AID SUPPLIES	
51117	P.O. BOX 630910	08/07/2024		N		46.05
07/16/2024	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		08/07/2024		N		46.05

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

Open

GL NUMBER	DESCRIPTION	AMOUNT				
536-000-740.000	OPERATING SUPPLIES	46.05				
CINTAS	CINTAS CORPORATION	07/18/2024	9280460416	FOA	CREDIT FOR INV 4198148945 DATED 7/8/	
51168	P.O. BOX 630910	08/07/2024		N		(12.00)
07/18/2024	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		08/07/2024		N		(12.00)

Open

GL NUMBER	DESCRIPTION	AMOUNT				
101-265-801.000	CONTRACTED SERVICES	(12.00)				
VENDOR TOTAL:						85.52

CSF	COMMERCIAL SITE FURNISHINGS	07/17/2024	CF050924XRT	FOA	8 - SIX FOOT EXPANDED METAL KIDS' PI	
51125	3521 WETUMPKA HWY	08/07/2024		N		6,790.65
06/05/2024	MONTGOMERY AL, 36110-2717	/ /	0.0000	N		0.00
		08/07/2024		Y		6,790.65

Open

GL NUMBER	DESCRIPTION	AMOUNT				
401-751-970.009	SETTLERS PARK	6,790.65				
VENDOR TOTAL:						6,790.65

ETNA	ETNA SUPPLY COMPANY	07/17/2024	S105773120.001	FOA	METER WIRE	
51135	P.O. BOX 772107	08/07/2024		N		350.00
07/17/2024	DETROIT MI, 48277-2107	/ /	0.0000	N		0.00
		08/07/2024		N		350.00

Open

GL NUMBER	DESCRIPTION	AMOUNT				
536-000-741.000	METER COSTS	350.00				
VENDOR TOTAL:						350.00

5888	FOSTER, SWIFT, COLLINS & SMITH	07/18/2024	889814	FOA	JUNE 2024	
51137	313 S. WASHINGTON SQUARE	08/07/2024		N		3,773.00
07/18/2024	LANSING MI, 48933-2193	/ /	0.0000	N		0.00
		08/07/2024		Y		3,773.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-826.000	LEGAL FEES	294.00
101-400-801.100-0056	HIGHLAND RESERVES/GREEN VENTURES EXP	465.50
590-000-826.000	LEGAL FEES	1,298.50
536-000-826.000	LEGAL FEES	1,715.00
		3,773.00

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: 3,773.00

HAYAA-F 50118	HARTLAND AREA YOUTH ATHLETIC ASSOC HAYAA - FOOTBALL P.O. BOX 359	08/07/2024 08/07/2024	AUGUST 2024	FOA N	AUGUST 2024 PAYMENT PER AGREEMENT	394.39
08/07/2024	HARTLAND MI, 48353	/ / 08/07/2024	0.0000	N N		0.00 394.39

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703-883.200	HERITAGE PARK: HARTLAND PARTNERS	394.39

VENDOR TOTAL: 394.39

HAYAA-B 50132	HARTLAND AREA YOUTH ATHLETIC ASSOC. HAYAA - BASEBALL P.O. BOX 110	08/07/2024 08/07/2024	AUGUST 2024	FOA N	AUGUST 2024 PAYMENT PER AGREEMENT	1,285.72
08/07/2024	HARTLAND MI, 48353	/ / 08/07/2024	0.0000	N N		0.00 1,285.72

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703-883.100	HAYAA: SPRANGER FIELD CONTRACT	1,285.72

VENDOR TOTAL: 1,285.72

HCSA 50125	HARTLAND COMMUNITY SOCCER ASSN HARTLAND COMMUNITY EDUCATION 9525 HIGHLAND RD	08/07/2024 08/07/2024	AUGUST 2024	FOA N	AUGUST 2024 PAYMENT PER AGREEMENT	814.19
08/07/2024	HOWELL MI, 48843	/ / 08/07/2024	0.0000	N N		0.00 814.19

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703-883.200	HERITAGE PARK: HARTLAND PARTNERS	814.19

VENDOR TOTAL: 814.19

HYL 50111	HARTLAND YOUTH LACROSSE P.O. BOX 56	08/07/2024 08/07/2024	AUGUST 2024	FOA N	AUGUST 2024 PAYMENT PER AGREEMENT	394.39
08/07/2024	HARTLAND MI, 48353	/ / 08/07/2024	0.0000	N N		0.00 394.39

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703-883.200	HERITAGE PARK: HARTLAND PARTNERS	394.39

VENDOR TOTAL: 394.39

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
MTC	MATERIALS TESTING CONSULTANTS, INC.	07/15/2024	71265	FOA	TESTING FOR STATION 62 CONCRETE PRJ	
51124	693 PLYMOUTH AVE NE	08/07/2024		N		2,724.50
07/15/2024	GRAND RAPIDS MI, 49505	/ /	0.0000	N		0.00
		08/07/2024		N		2,724.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000-930.003	REPAIRS & MAINTENANCE BLD&GRDS	2,724.50

VENDOR TOTAL: 2,724.50

MRRMA	MI MUNICIPAL RISK MANAGEMENT AUTHOR	07/22/2024	M0000638-2024/25	FOA	7/1/24 - 7/1/25 GENERAL FUND CONTRIB	
51153	DRAWER #64458	08/07/2024		N		32,893.00
07/17/2024	DETROIT MI, 48264--045	/ /	0.0000	N		0.00
		08/07/2024		N		32,893.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-910.000	INSURANCE	17,104.36
536-000-910.000	INSURANCE	6,578.60
590-000-910.000	INSURANCE	9,210.04
		32,893.00

MRRMA	MI MUNICIPAL RISK MANAGEMENT AUTHOR	07/22/2024	R0000638-2024/25	FOA	7/1/24 - 7/1/25 RETENTION FUND CONTR	
51154	DRAWER #64458	08/07/2024		N		14,000.00
07/17/2024	DETROIT MI, 48264--045	/ /	0.0000	N		0.00
		08/07/2024		N		14,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-910.000	INSURANCE	7,280.00
536-000-910.000	INSURANCE	2,800.00
590-000-910.000	INSURANCE	3,920.00
		14,000.00

VENDOR TOTAL: 46,893.00

1180	PETER'S TRUE VALUE HARDWARE	07/17/2024	K73317	FOA	CEMENT FOR TWP HALL CLEAN OUT CAPS	
51118	3455 W. HIGHLAND ROAD	08/07/2024		N		45.45
07/17/2024	MILFORD MI, 48380	/ /	0.0000	N		0.00
		08/07/2024		N		45.45

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-930.000	REPAIRS & MAINTENANCE	45.45

1180	PETER'S TRUE VALUE HARDWARE	07/17/2024	K73320	FOA	MULCH	
51122	3455 W. HIGHLAND ROAD	08/07/2024		N		50.97
07/17/2024	MILFORD MI, 48380	/ /	0.0000	N		0.00

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

		08/07/2024		N		50.97
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Open

GL NUMBER	DESCRIPTION	AMOUNT
401-265-970.000	CAPITAL OUTLAY	50.97
1180	PETER'S TRUE VALUE HARDWARE	07/24/2024
51164	3455 W. HIGHLAND ROAD	08/07/2024
07/24/2024	MILFORD MI, 48380	/ / 0.0000
		08/07/2024

Open

GL NUMBER	DESCRIPTION	AMOUNT
401-265-970.000	CAPITAL OUTLAY	800.00

VENDOR TOTAL: 896.42

PMTECH	PM TECHNOLOGIES	07/18/2024	93264760	FOA	TWP HALL GENERATOR MAINTENANCE	
51158	28294 BECK ROAD	08/07/2024		N		877.00
07/18/2024	WIXOM MI, 48393	/ /	0.0000	N		0.00
		08/07/2024		N		877.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-930.000	REPAIRS & MAINTENANCE	877.00

VENDOR TOTAL: 877.00

SERVICEPRO	SERVICEPRO	07/19/2024	JUNE 2024	FOA	JUNE 2024	
51150	7510 PARKWOOD DRIVE	08/07/2024		N		880.00
07/19/2024	FENTON MI, 48430	/ /	0.0000	N		0.00
		08/07/2024		Y		880.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	880.00

VENDOR TOTAL: 880.00

SPALDING	SPALDING DEDECKER	07/23/2024	99464	FOA	GIS THRU 6/30/24	
51160	905 SOUTH BLVD EAST	08/07/2024		N		2,200.00
07/23/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		08/07/2024		N		2,200.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-801.000	CONTRACTED SERVICES & RENTALS	2,200.00

SPALDING	SPALDING DEDECKER	07/23/2024	99465	FOA	WTR PLT FILTR MEDIA REPL THRU 6/30/2	
51161	905 SOUTH BLVD EAST	08/07/2024		N		1,865.00

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

07/23/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		08/07/2024		N		1,865.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
539-000-816.000	ENGINEERING FEES	1,865.00

VENDOR TOTAL: 4,065.00

STAPLES	STAPLES	07/20/2024	6007134922	FOA	MISC SUPPLIES	
51136	PO BOX 660409	08/07/2024		N		60.85
07/20/2024	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		08/07/2024		N		60.85

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215-727.000	SUPPLIES & POSTAGE	24.44
101-265-740.000	OPERATING SUPPLIES	36.41
		60.85

STAPLES	STAPLES	07/27/2024	6007787245	FOA	BLUE PAPER FOR UTILITY BILLS	
51165	PO BOX 660409	08/07/2024		N		19.98
07/27/2024	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		08/07/2024		N		19.98

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-192-727.000	SUPPLIES & POSTAGE	19.98

STAPLES	STAPLES	07/27/2024	6007787246	FOA	CLIPBOARDS & PRINTER INK	
51167	PO BOX 660409	08/07/2024		N		152.55
07/27/2024	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		08/07/2024		N		152.55

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	152.55

STAPLES	STAPLES	07/27/2024	6007787247	FOA	MISC SUPPLIES	
51166	PO BOX 660409	08/07/2024		N		318.77
07/27/2024	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		08/07/2024		N		318.77

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-727.000	SUPPLIES & POSTAGE	281.55
101-265-740.000	OPERATING SUPPLIES	37.22
		318.77

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: 552.15

TOSHIBA	TOSHIBA AMERICA BUSINESS SOLUTIONS	07/22/2024	6338151	FOA	6/25/24 - 7/24/24 - ESTUDIO2830C	
51169	PO BOX 927	08/07/2024		N		2.26
07/22/2024	BUFFALO NY, 14240-0927	/ /	0.0000	N		0.00
		08/07/2024		N		2.26

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000	REPAIRS & MAINTENANCE	2.26

VENDOR TOTAL: 2.26

WSP	WSP USA ENVIRONMENT	07/15/2024	40058523	FOA	WWTP/LTM REPORTING THRU 6/28/24	
51156	P.O. BOX 74008618	08/07/2024		N		1,120.00
07/15/2024	CHICAGO IL, 60674-8618	/ /	0.0000	N		0.00
		08/07/2024		N		1,120.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-801.007	TREATMENT PLANT SAMPLING	1,120.00

VENDOR TOTAL: 1,120.00

TOTAL - ALL VENDORS: 80,449.03

FUND TOTALS:

Fund 101 - GENERAL FUND	37,608.27
Fund 206 - FIRE OPERATING	2,846.90
Fund 401 - CAPITAL PROJECTS FUND	7,641.62
Fund 536 - WATER SYSTEM FUND	12,604.80
Fund 539 - WATER REPLACEMENT FUND	1,865.00
Fund 577 - CABLE TV FUND	2,200.00
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND	15,682.44

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 30, 2024

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 – \$33,272.76

July 31, 2024 Payroll - \$99,879.65

August 1, 2024 Payroll - \$465.90 (correction on S. Hable)

Financial Impact

Is a Budget Amendment Required? Yes No

All expenses are covered under the approved FY25 budget.

Attachments

Post Audit Bills List 07.18.2024

Post Audit Bills List 07.24.2024

Payroll for 07.31.2024

Payroll for 08.01.2024

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/18/2024	FOA	44757	CONSUMERS ENERGY	UTILITIES - GAS	101-265-920.001	86.46
		44757		UTILITIES - GAS	536-000-920.001	75.06
						161.52
07/18/2024	FOA	44758	DTE ENERGY	UTILITIES - ELECTRIC	206-000-920.002	29.12
		44758		UTILITIES - ELECTRIC	536-000-920.002	116.34
						145.46
TOTAL - ALL FUNDS				TOTAL OF 2 CHECKS		306.98

--- GL TOTALS ---

101-265-920.001	UTILITIES - GAS	86.46
206-000-920.002	UTILITIES - ELECTRIC	29.12
536-000-920.001	UTILITIES - GAS	75.06
536-000-920.002	UTILITIES - ELECTRIC	116.34
	TOTAL	306.98

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/24/2024	FOA	44794	DELTA DENTAL	ACCRUED DENTAL BENEFITS	001-000-257.101	263.40
		44794		EMPLOYMENT EXPENSE	101-172-716.000	127.86
		44794		EMPLOYMENT EXPENSE	101-192-716.000	74.52
		44794		EMPLOYMENT EXPENSE	101-215-716.000	70.30
		44794		EMPLOYMENT EXPENSE	101-253-716.000	140.60
		44794		EMPLOYMENT EXPENSE	101-400-716.000	272.68
		44794		EMPLOYMENT EXPENSE	101-441-716.000	255.72
		44794		EMPLOYMENT EXPENSE	536-000-716.000	111.78
						<u>1,316.86</u>
07/24/2024	FOA	44795	DTE ENERGY	UTILITIES - ELECTRIC	101-265-920.002	1,760.28
		44795		STREET LIGHTS	101-448-921.000	48.68
		44795		UTILITIES	101-567-920.000	18.24
		44795		UTILITIES - ELECTRIC	101-751-920.002	633.37
		44795		UTILITIES - ELECTRIC	536-000-920.002	5,595.09
						<u>8,055.66</u>
07/24/2024	FOA	44796	GANNETT MICHIGAN LOCALIQ	PRINTING & PUBLICATIONS	101-215-900.000	203.66
07/24/2024	FOA	44797	HARTLAND AREA CHAMBER OF	PERF BOND POLO EVENT	101-000-283.000-0059	5,000.00
07/24/2024	FOA	44798	MUTUAL OF OMAHA	ACCRUED STD/LTD BENEFITS	001-000-257.103	215.68
		44798		EMPLOYMENT EXPENSE	101-172-716.000	47.42
		44798		EMPLOYMENT EXPENSE	101-192-716.000	114.86
		44798		EMPLOYMENT EXPENSE	101-209-716.000	162.50
		44798		EMPLOYMENT EXPENSE	101-215-716.000	71.60
		44798		EMPLOYMENT EXPENSE	101-253-716.000	80.29
		44798		EMPLOYMENT EXPENSE	101-400-716.000	127.34
		44798		EMPLOYMENT EXPENSE	101-441-716.000	109.33
		44798		EMPLOYMENT EXPENSE	536-000-716.000	149.36
						<u>1,078.38</u>
07/24/2024	FOA	44799	PRIORITY HEALTH	ACCRUED MEDICAL BENEFITS	001-000-257.100	3,142.63
		44799		EMPLOYMENT EXPENSE	101-172-716.000	1,873.66
		44799		EMPLOYMENT EXPENSE	101-192-716.000	1,362.62
		44799		EMPLOYMENT EXPENSE	101-215-716.000	1,498.90
		44799		EMPLOYMENT EXPENSE	101-253-716.000	681.31
		44799		EMPLOYMENT EXPENSE	101-400-716.000	1,362.62
		44799		EMPLOYMENT EXPENSE	101-441-716.000	3,747.32
		44799		EMPLOYMENT EXPENSE	536-000-716.000	2,043.93
						<u>15,712.99</u>
07/24/2024	FOA	44800	VERIZON WIRELESS	CONTRACTED SERVICES	101-191-801.000	75.00
		44800		REPAIRS & MAINTENANCE	101-209-930.000	80.02
		44800		TELEPHONE	101-265-851.000	769.80
		44800		TELEPHONE	536-000-851.000	422.06
		44800		CONTRACTED SERVICES & RENTALS	577-000-801.000	40.01
						<u>1,386.89</u>
07/24/2024	FOA	44801	VSP INSURANCE CO. (CT)	ACCRUED VISION BENEFITS	001-000-257.102	42.26

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		44801		EMPLOYMENT EXPENSE	101-172-716.000	19.67
		44801		EMPLOYMENT EXPENSE	101-192-716.000	14.20
		44801		EMPLOYMENT EXPENSE	101-215-716.000	11.95
		44801		EMPLOYMENT EXPENSE	101-253-716.000	23.90
		44801		EMPLOYMENT EXPENSE	101-400-716.000	38.72
		44801		EMPLOYMENT EXPENSE	101-441-716.000	39.34
		44801		EMPLOYMENT EXPENSE	536-000-716.000	21.30
						211.34
TOTAL - ALL FUNDS				TOTAL OF 8 CHECKS		32,965.78

--- GL TOTALS ---

001-000-257.100	ACCRUED MEDICAL BENEFITS	3,142.63
001-000-257.101	ACCRUED DENTAL BENEFITS	263.40
001-000-257.102	ACCRUED VISION BENEFITS	42.26
001-000-257.103	ACCRUED STD/LTD BENEFITS	215.68
101-000-283.000-0059	PERF BOND POLO EVENT	5,000.00
101-172-716.000	EMPLOYMENT EXPENSE	2,068.61
101-191-801.000	CONTRACTED SERVICES	75.00
101-192-716.000	EMPLOYMENT EXPENSE	1,566.20
101-209-716.000	EMPLOYMENT EXPENSE	162.50
101-209-930.000	REPAIRS & MAINTENANCE	80.02
101-215-716.000	EMPLOYMENT EXPENSE	1,652.75
101-215-900.000	PRINTING & PUBLICATIONS	203.66
101-253-716.000	EMPLOYMENT EXPENSE	926.10
101-265-851.000	TELEPHONE	769.80
101-265-920.002	UTILITIES - ELECTRIC	1,760.28
101-400-716.000	EMPLOYMENT EXPENSE	1,801.36
101-441-716.000	EMPLOYMENT EXPENSE	4,151.71
101-448-921.000	STREET LIGHTS	48.68
101-567-920.000	UTILITIES	18.24
101-751-920.002	UTILITIES - ELECTRIC	633.37
536-000-716.000	EMPLOYMENT EXPENSE	2,326.37
536-000-851.000	TELEPHONE	422.06
536-000-920.002	UTILITIES - ELECTRIC	5,595.09
577-000-801.000	CONTRACTED SERVICES & RENTALS	40.01
	TOTAL	32,965.78

Check Register Report For Hartland Township
For Check Dates 07/31/2024 to 07/31/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
07/31/2024	FOA	17581	BURROUGHS, JEFFREY M	70.00	61.66	0.00	Open
07/31/2024	FOA	17582	MISSION SQUARE	1,243.17	1,243.17	0.00	Open
07/31/2024	FOA	17583	MISSION SQUARE	3,343.15	3,343.15	0.00	Open
07/31/2024	FOA	17584	MISSION SQUARE	3,647.69	3,647.69	0.00	Open
07/31/2024	FOA	17585	MISSION SQUARE	200.00	200.00	0.00	Open
07/31/2024	FOA	DD9353	BERNARDI, MELYNDA A	1,724.78	0.00	1,351.72	Cleared
07/31/2024	FOA	DD9354	BROOKS, TYLER J	3,130.20	0.00	2,193.49	Cleared
07/31/2024	FOA	DD9355	CARRIGAN, ABIGAIL K	513.00	0.00	451.95	Cleared
07/31/2024	FOA	DD9356	CARRIGAN, AMANDA K	3,856.34	0.00	3,038.97	Cleared
07/31/2024	FOA	DD9357	CASE, SUSAN E	2,580.00	0.00	1,524.68	Cleared
07/31/2024	FOA	DD9358	CIOFU, LARRY N	2,856.09	0.00	1,959.07	Cleared
07/31/2024	FOA	DD9359	COSGROVE, HEATHER H	2,527.38	0.00	2,036.25	Cleared
07/31/2024	FOA	DD9360	DRYDEN-HOGAN, SUSAN A	4,025.69	0.00	2,857.10	Cleared
07/31/2024	FOA	DD9361	ECKMAN, MATTHEW A	180.00	0.00	158.58	Cleared
07/31/2024	FOA	DD9362	FOUNTAIN, WILLIAM J	2,856.09	0.00	2,413.47	Cleared
07/31/2024	FOA	DD9363	FOX, LAWRENCE E	428.25	0.00	377.29	Cleared
07/31/2024	FOA	DD9364	GERMANE, MATTHEW J	546.00	0.00	479.23	Cleared
07/31/2024	FOA	DD9365	GREIG, DAVID F	70.00	0.00	64.64	Cleared
07/31/2024	FOA	DD9366	GRISSIM, SUSAN L	90.00	0.00	83.12	Cleared
07/31/2024	FOA	DD9367	HAASETH, GWYN M	743.75	0.00	665.17	Cleared
07/31/2024	FOA	DD9368	HABLE, SCOTT R	3,458.33	0.00	2,391.49	Cleared
07/31/2024	FOA	DD9369	HORNING, KATHLEEN A	3,106.09	0.00	2,186.71	Cleared
07/31/2024	FOA	DD9370	HUBBARD, TONYA S	2,170.46	0.00	1,441.54	Cleared
07/31/2024	FOA	DD9371	JOHNSON, LISA	2,791.47	0.00	1,843.99	Cleared
07/31/2024	FOA	DD9372	KENDALL, ANTHONY S	104.58	0.00	96.58	Cleared
07/31/2024	FOA	DD9373	LACHAJEWSKI, DEBRA A	255.00	0.00	159.57	Cleared
07/31/2024	FOA	DD9374	LANGER, TROY D	4,226.36	0.00	2,989.26	Cleared
07/31/2024	FOA	DD9375	LIPKE, BRADY W	1,080.00	0.00	904.31	Cleared
07/31/2024	FOA	DD9376	LITTERAL, JON D	70.00	0.00	64.64	Cleared
07/31/2024	FOA	DD9377	LOFTUS, DANIEL M	1,014.68	0.00	853.31	Cleared
07/31/2024	FOA	DD9378	LOUIS, CASEY	1,073.99	0.00	835.39	Cleared
07/31/2024	FOA	DD9379	LUCE, MICHAEL T	5,208.33	0.00	3,817.23	Cleared
07/31/2024	FOA	DD9380	MAYER, JAMES L	232.50	0.00	204.84	Cleared
07/31/2024	FOA	DD9381	MCMULLEN, SUMMER L	726.00	0.00	615.67	Cleared

Check Register Report For Hartland Township
 For Check Dates 07/31/2024 to 07/31/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
07/31/2024	FOA	DD9382	MITCHELL, MICHAEL E	232.50	0.00	214.72	Cleared
07/31/2024	FOA	DD9383	MORGANROTH, CAROL L	2,282.00	0.00	1,697.27	Cleared
07/31/2024	FOA	DD9384	MURPHY, THOMAS A	200.00	0.00	176.20	Cleared
07/31/2024	FOA	DD9385	NIXON, MITCHELL A	2,429.16	0.00	1,803.60	Cleared
07/31/2024	FOA	DD9386	O'CONNELL, DENISE	546.00	0.00	384.15	Cleared
07/31/2024	FOA	DD9387	PETRUCCI, JOSEPH M	546.00	0.00	457.09	Cleared
07/31/2024	FOA	DD9388	RADLEY, JAMES W	2,244.00	0.00	1,667.33	Cleared
07/31/2024	FOA	DD9389	SEXTON, TAMMY J	327.25	0.00	298.22	Cleared
07/31/2024	FOA	DD9390	SHOLLACK, DONNA M	2,478.27	0.00	1,877.34	Cleared
07/31/2024	FOA	DD9391	SOSNOWSKI, SHERI R	2,565.75	0.00	1,939.06	Cleared
07/31/2024	FOA	DD9392	VETTRAINO, ALEXANDER D	1,120.00	0.00	934.99	Cleared
07/31/2024	FOA	DD9393	WYATT, MARTHA K	3,665.74	0.00	2,451.19	Cleared
07/31/2024	FOA	EFT733	FEDERAL TAX DEPOSIT	16,179.18	16,179.18	0.00	Cleared
07/31/2024	FOA	EFT734	MI DEPT OF TREASURY	4,914.43	4,914.43	0.00	Cleared

Totals: Number of Checks: 048 99,879.65 29,589.28 51,960.42

Total Physical Checks: 5
 Total Check Stubs: 43

Check Register Report For Hartland Township
 For Check Dates 08/01/2024 to 08/01/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
08/01/2024	FOA	17586	MISSION SQUARE	45.56	45.56	0.00	Open
08/01/2024	FOA	DD9394	HABLE, SCOTT R	364.54	0.00	322.34	Cleared
08/01/2024	FOA	EFT735	FEDERAL TAX DEPOSIT	55.80	55.80	0.00	Cleared
Totals:							
			Number of Checks: 003	465.90	101.36	322.34	
			Total Physical Checks:	1			
			Total Check Stubs:	2			

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 07-23-24 Hartland Township Board Regular Meeting Minutes

Date: August 1, 2024

Recommended Action

Move to approve the Hartland Township Board Regular Meeting Minutes for July 23, 2024.

Discussion

Draft minutes are attached for review

Financial Impact

None

Attachments

7-23-24 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 Mike Luce and Planning Director Troy Langer.

4. Approval of the Agenda

Move to approve the agenda for the July 23, 2024 Hartland Township Board meeting as presented.

Motion made by Trustee Petrucci, 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

Absent: None

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the agenda for the July 23, 2024 Hartland Township Board meeting as presented.

Motion made by Treasurer Horning, Seconded by Trustee Germane.

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

Voting Nay: None

Absent: None

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 07-09-24 Hartland Township Board Regular Meeting Minutes

7. Pending & New Business

- a. Site Plan PD Application #24-003 Redwood Living Planned Development (PD) Phase II – Preliminary PD Site Plan (**Revised Plans dated June 6, 2024**)

Supervisor Fountain gave a brief overview of the Redwood Phase II project. Ian Graham of Colliers Engineering & Design introduced himself as the Civil Engineer on behalf of Redwood Homes.

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

July 23, 2024 – 7:00 PM

Supervisor Fountain turned the meeting over to Planning Director Troy Langer. Director Langer gave a brief overview of the Planned Development (PD) process stating there are three steps to the PD process. The first being the Concept Plan that goes to both the Planning Commission (PC) and the Board where no formal decisions are made on the project, but comments are provided to the Applicant regarding the Concept Plan. The second phase is the Preliminary Plan where the PC holds a public hearing on the request, and the the plan is significantly more detailed. The PC held a public hearing in April 2024 where public comments were heard. The PC requested several changes to the plan and the Applicant went back and did some revisions to the plan. The revised plan was brought back to the PC on June 27th and the PC discussed the revised plans and recommended approval of the plan. This brings us to the Township Board tonight for a determination on the Preliminary Plan. The last phase of the PD process is the Final PD where we will be looking at the legal instruments of the plan and the rezoning of the parcel. Director Langer then gave a brief overview of the Redwood Phase II project stating it will consist of 130 units, where Phase I was 148 units. The property is located to the west of Phase I within the northern portion of the Hartland Glen Property. The building layout will be designed to match Phase I, which is under construction. Trustee Petrucci inquired as to whether the questions that residents had at the public hearing have been met, particularly the drainage issues. Director Langer stated some of the issues that were brought up at the public hearing were not practicable, but we did fill some gaps in landscaping to better screen existing structures, moved some units around, and resolved some fence and sign issues in the revised plan. The Applicant stated a concern of the residents at the public hearing was a connection road to the west subdivisions and he stated they are not proposing any road connections to the west. As to the drainage, everything will be approved by the County and EGLE, as they will require an EGLE Permit for this project, so all drainage will be under their review and approval. Trustee O'Connell stated that residents are very concerned with the potential further development of 1361 units on the remaining Hartland Glen property and the effects this would have on the community. Director Langer stated that the 1361 units was a mathematical calculation in the staff outline for the public hearing based on the remaining acreage of Hartland Glen times four units per acre. In actuality, with working with the configuration of the property regarding the layout of the roads and areas of wetlands, and the remaining REU's on this property it would be unlikely to get to those number of units.

Move to recommend approval of Site Plan/PD #24-003, the Preliminary Planned Development Site Plan for Redwood Living Planned Development Phase II, as outlined in the staff memorandum dated June 20, 2024.

Motion made by Treasurer Horning, Seconded by Clerk Ciofu.

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

Voting Nay: None

Absent: None

b. Site Plan/PD Application SP/PD #24-006 – Highland Reserve Planned Development Final Plan

Mike West of Green Development Ventures came forward. Director Langer gave a brief overview of the three step PD process stating this project is at the Final Phase dealing with the legal documents of the Master Deed, the PD Agreement, and several Easement Agreements. He stated the PC has recommended the approval of the Final PD with the caveat of minor attorney comments that need to be completed. The PC approval was subject to the attorneys approving the documents. This is now before the Board for approval, along with the approval of the Resolution to rezone the property from CA to PD. Director Langer stated this property is located east of Redwood Phase I at Cundy Rd. and M-59, on the south side of M-59, and is approximately 40 acres in area. The applicant is proposing 101 single family homes, 35 of which will be rental occupied and the

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

July 23, 2024 – 7:00 PM

remaining 66 will be owner occupied. In the northwest corner is about two acres that will be for future commercial use. He stated the commercial would follow our general commercial standards and would be limited in use as spelled out in the PD Agreement. Mr. West wanted to thank Director Langer for all of his assistance in the comprehensive, but necessary, three step process as he has always been available, very responsive, and helpful. He stated it was nice to have the assistance of a Township Official during this process. Clerk Ciofu inquired as to the Homeowner's Agreement (HOA) citing 101 units, which would include the renters, and the provision in the HOA regarding the allowing of sheds, in light of previous statements that the rental units that have rear yards facing M-59 would not be allowed to have any accessory structures. Mr. West stated the 35 rental units would not be part of the HOA but would be in a Joint Maintenance Agreement with the HOA. Clerk Ciofu stated the HOA specifically mentioned 101 units in the HOA and he wanted to make sure the rental units do not have accessory structures on M-59. Mr. West confirmed that the rental units will not be allowed to have accessory structures. Director Langer stated the rental units have a building pad and with setbacks from the building there is not likely to be enough room to build an accessory structure. Director Langer and Mr. West will work with the attorneys to ensure no rental units will be allowed accessory structures. Supervisor Fountain stated that he understood the rental homes could be sold in the future. Mr. West stated it could be a condominium, or part of a site condominium. Supervisor Fountain wanted to ensure that if this were to occur, there would be language in the agreements that would prohibit accessory structures. Mr. West stated he would have no objections to this provision. Trustee Germane inquired of the applicant as to whether he was agreeable to the Resolution language and Mr. West said he agreed with the Resolution language as written.

Move to approve Site Plan/PD Application #24-006, the Final Planned Development Site Plan for the Highland Reserve Planned Development, as outlined in the attached resolution.

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

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

Voting Nay: None

Absent: None

Motion passes 7 - 0 - 0

8. Board Reports

Treasurer Horning - Stated the Farmer's Market this Saturday is Christmas in July in the Rural King parking lot from 9:00 am to 1:00 pm. The Market is full, with 40 vendors, and there will be free ice cream for all.

Trustee Germane – Inquired of the Board that in our budget review for next year, whether we could re-evaluate the contract with the HERO Center. He stated that the income for the HERO center is not keeping pace with necessary expenditures. He stated the Township provides much of the HERO funding and since the HERO Center started about eleven or twelve years ago there has only been a \$2000 increase during this period. He believes we are in the second year of a three-year contract but he felt it would be very helpful for the HERO organization for the Board to look at this next year. Treasurer Horning stated this would be a good time to also look at the Senior Center contract. Supervisor Fountain stated the Senior Center gets contributions from other Townships and we should also discuss this with them.

Trustee O'Connell - No report

Trustee McMullen - No report

Trustee Petrucci - Stated the Veteran's Memorial Committee visited Fenton Memorial last week and there were discussions on various items regarding the monument, such as should it be in color or shaded black and white, and the number of Service Organizations emblems, now being at seven. It was proposed to have an eighth emblem, for the purpose of symmetry, being a Hartland Township emblem

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

July 23, 2024 – 7:00 PM

dedicated to residents that volunteer time for the betterment of our community. He also stated the concrete came in at a very good price.

Clerk Ciofu - Stated today is the fourteenth day before the Election and if you want to register to vote you must come into the Township Hall with proof of residency to register to vote in the August 6th Election. He stated that this is an open primary and you can only vote one party, Democrat or Republican. If you cross over parties your vote will not count. Early Voting starts this Saturday, July 27th through Sunday, August 4th and the process is the same as it is at the precincts on Election Day, August 6, 2024.

Supervisor Fountain - No report.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager Luce gave a brief update on the Veteran's Memorial stating the Veteran's Committee visited Fenton Memorial regarding the monument for the proposed Veteran's Memorial. He passed out a rendering of the Monument and then led a brief discussion on the proposed size of the monument, the type and color of the monument stone, etching characteristics on various types of stone, potential verbiage of the etching on the stone, and the number of emblems on the monument and potential expansion aspects. Further discussion was held on the current and long-term maintenance of the monument, and foundation requirements, The consensus of the Board was that the proposed design was acceptable and we would order the three large stones and the two small expansion stones and that each Board member research slogans to honor Veterans to be etched on the Monument and provide comments to Manager Luce to compile for discussion at another Board meeting. Manager Luce stated we need to finalize the etching verbiage within a month. Manager Luce thanked the Board for their participation in the Joint Board/Planning Commission meeting last week and stated that he and Planning Director Langer received great feedback from this meeting. Manager Luce distributed a copy of the Citizen's Survey to the Board that will be used for discussion at a future Board work session. He also stated that the Road Millage renewal Resolution and Ballot Language will be on the August 7, 2024 Board meeting. Manager Luce stated we are installing split rail fence around the parking lot to inhibit vehicle vandalism on the park lawns. Manager Luce then gave a brief update on the Septage Receiving Station consent judgement documents. He gave a brief overview of how the surcharge program will work, and it will be documented in the Consent Judgement. He hopes to have the Township Attorney's final document this week and we may hold a Special Meeting next week to finalize the document. Trustee Petrucci gave a brief overview of the Hartland Deerfield Fire Authority's (HDFA) potential increase in the fire millage rate that is needed due to the effect of inflation is having on overall costs. A brief discussion was held on the increasing costs, the amount of the millage increase, current developments in the community and the related taxable values, and the timing of the ballot proposal for the fire millage. Manager Luce will schedule Fire Chief Adam Carrol to come to the next Board meeting to present his proposal.

10. Adjournment

Move to adjourn the meeting at 8:35 p.m.

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

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES
July 23, 2024 – 7:00 PM

Voting Nay: None
Absent: None

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Kathie Horning, Treasurer

Subject: Remove 2022 Delinquent UB charges from 4708-22-400-018

Date: July 29, 2024

Recommended Action

Move to approve the removal of Delinquent Utility charges in the amount of \$17,809.60 from parcel 4708-22-400-018 from the 2022 tax roll.

Discussion

Each year per our ordinance unpaid utility charges are put onto the December 1, tax bill of that year. This Parcel 4708-22-400-018 had the charges put on in 2022. Delinquent Water was \$8,755.67 and delinquent Sewer was \$9,053.93. The utility Department was given notice of an address and parcel ID number different from the one used up to that point in mid-October and set up a new utility account. The parcel split into four new parcels. The old parcel and tax ID number was still “active” so the Delinquent Utilities went on not knowing about the split. This was brought to our attention by the County recently. They have asked us to remove this through Board action. In the future all split information will be shared to all Township departments.

Attachments

2022 Tax bill

<p align="center">MESSAGE TO TAXPAYER</p> <p>THE TOP PORTION OF THIS BILL IS YOUR RECEIPT. IF YOUR MORTGAGE LENDER PAYS YOUR TAXES, THIS IS BEING SENT FOR INFORMATION PURPOSES. PAYMENT HOURS ARE 9 AM TO 5 PM, MON - THURS. PAYMENTS MAY BE LEFT IN THE DROP BOX OUT FRONT OF THE HALL, PAID ONLINE, SIGN UP FOR AUTO ACH DEBIT OR PAYABLE AT BANK OF ANN ARBOR LOCATED ON M-59. WE ARE CLOSED DEC 21ST- 27TH. WE DO NOT ACCEPT POSTMARKS.</p>	<p align="center">PAYMENT INFORMATION</p> <p align="center">This tax is due by: 02/28/2023</p> <p>Pay by mail to: HARTLAND TOWNSHIP KATHIE HORNING TREASURER 2655 CLARK ROAD HARTLAND, MI 48353 810-632-7498</p>																											
<p align="center">PROPERTY INFORMATION</p> <p>Property Assessed To: HSLG LLC 2430 E HILL ST STE A GRAND BLANC, MI 48439</p> <p align="right">HARTLAND CONSOLIDATED</p> <p>Prop #: 4708-22-400-018 School: 47060</p> <p>Prop Addr: 11579 HIGHLAND RD</p> <p>Legal Description: SEC 22 T3N R6E COMM W1/4 COR SEC 22; TH ALG E-W 1/4 LN SEC 22 S88*17'15" E 2521.92 FT TO POB; TH CONT ALG SD LN S88*17'15" E 91.08 FT TO CEN OF SEC 22; TH ALG E-W 1/4 LN OF SEC 22 S88*44'10" E 458.04 FT; TH S01*00'12" W 1585.42 FT TO FT ON N LN OF M-59; TH 566.70 FT ALG CRV L CHD BEARS S86*15'39" W 566.60 FT RAD 7799.50 FT; TH N01*32'53" E 1635.55 FT TO POB CONT 20.54 AC M/L SUB TO ESMTS & ROW OF REC. SPLIT 01/11/21 FROM 4708-22-400-018 INTO 4708-22-400-025, 026, 027, 028</p> <p align="center">*BALANCE OF DESCRIPTION ON FILE*</p> <p>As of March 1st, all or part of your prior year taxes were returned delinquent to the County. For more information please call the County Treasurer (517) 546-7010.</p>	<p align="center">TAX DETAIL</p> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:60%;">Taxable Value:</td> <td style="width:10%; text-align: right;">0</td> <td style="width:30%;">RETIRED SPLIT/COMB</td> </tr> <tr> <td>State Equalized Value:</td> <td style="text-align: right;">0</td> <td>Class: 001</td> </tr> <tr> <td>PRE/MBT %:</td> <td style="text-align: right;">0.0000</td> <td></td> </tr> </table> <p align="right">Mort Code:</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p align="center">Taxes are based upon Taxable Value. 1 mil equals \$1.00 per \$1000 of Taxable Value. Amounts with no millage are either Special Assessments or other charges added to this bill.</p> </div> <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">DESCRIPTION</th> <th style="text-align: right;">MILLAGE</th> <th style="text-align: right;">AMOUNT</th> </tr> </thead> <tbody> <tr> <td>DEL WATER O&M</td> <td style="text-align: right;">0.00000</td> <td style="text-align: right;">8,755.67</td> </tr> <tr> <td>DEL SEWER O&M</td> <td style="text-align: right;">0.00000</td> <td style="text-align: right;">9,053.93</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total Tax</td> <td style="text-align: right;">0.00000</td> </tr> <tr> <td colspan="2" style="text-align: right;">Administration Fee</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td colspan="2" style="text-align: right;">TOTAL AMOUNT DUE</td> <td style="text-align: right;">17,809.60</td> </tr> </tbody> </table>	Taxable Value:	0	RETIRED SPLIT/COMB	State Equalized Value:	0	Class: 001	PRE/MBT %:	0.0000		DESCRIPTION	MILLAGE	AMOUNT	DEL WATER O&M	0.00000	8,755.67	DEL SEWER O&M	0.00000	9,053.93	Total Tax		0.00000	Administration Fee		0.00	TOTAL AMOUNT DUE		17,809.60
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Administration Fee		0.00																										
TOTAL AMOUNT DUE		17,809.60																										
<p align="center">OPERATING FISCAL YEARS</p> <p>The taxes on bill will be used for governmental operations for the following fiscal year(s):</p> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">County:</td> <td style="width:15%;">01-01 - 12-31</td> <td style="width:15%;">04-01 - 03-31</td> <td style="width:15%;">07-01 - 06-30</td> <td style="width:15%;">10-01 - 09-30</td> </tr> <tr> <td>Twn/Cty:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>School:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>State:</td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>Does NOT affect when the tax is due or its amount</p>	County:	01-01 - 12-31	04-01 - 03-31	07-01 - 06-30	10-01 - 09-30	Twn/Cty:					School:					State:												
County:	01-01 - 12-31	04-01 - 03-31	07-01 - 06-30	10-01 - 09-30																								
Twn/Cty:																												
School:																												
State:																												

Please detach along perforation. Keep the top portion.

Mort Code

Bill #

Pay this tax to:
HARTLAND TOWNSHIP
KATHIE HORNING TREASURER
2655 CLARK ROAD
HARTLAND, MI 48353
810-632-7498

PLEASE RETURN THIS PORTION WITH PAYMENT. THANK YOU.	
This tax is due by: 02/28/2023	
After 02/28/2023 additional interest and fees apply	
2022 Winter	Tax for Prop #: 4708-22-400-018

TAXPAYER NOTE: Is your name & mailing address correct? If not, please make corrections below. Thank You.

Make Check Payable To: HARTLAND TOWNSHIP

Property Addr: 11579 HIGHLAND RD

TOTAL AMOUNT DUE: 17,809.60

To: **HSLG LLC**
2430 E HILL ST STE A
GRAND BLANC MI 48439

Amount Remitted: _____



Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Dryden-Hogan, Finance Director
Subject: Amend 2021 Fire Authority Loan for New Truck
Date: August 1, 2024

Recommended Action

Move to approve the amended installment loan with the Fire Authority as presented.

Discussion

Due to cash flow issues at the beginning of the fiscal year for the Fire Authority, they have requested the 2021 Truck Loan agreement be amended to allow for quarterly payments starting this fiscal year.

The original loan agreement called for annual payments due on May 1 in the amount of \$130,000.00. As the Fire Authority only receives 25% of their annual contributions quarterly, the loan payment impacts their early cash flow. Payment due dates will now be May 1, August 1, November 1 and February 1, which better align with their quarterly contributions from Hartland and Deerfield.

A revised loan repayment schedule is attached showing the first two years of annual payments plus the new quarterly payments. An interest catch-up payment is now due of \$1,950 for the accrued interest based on the balance as of May 1, 2024. Overall interest to be paid back to the General Fund under the amended terms is increased by \$1,462.50.

Financial Impact

Is a Budget Amendment Required? Yes No

Attachments

Amended Loan Agreement and Promissory Note
Revised Loan Repayment Schedule

AMENDMENT TO LOAN AGREEMENT AND PROMISSORY NOTE BETWEEN HARTLAND
TOWNSHIP AND HARTLAND DEERFIELD FIRE AUTHORITY

Recitals

WHEREAS the Hartland Deerfield Fire Authority (Authority) and Hartland Township (Township) entered into a loan agreement and promissory note in the amount of \$650,000.00 for the purchase of a new fire engine to replace Engine 63, on October 5, 2021;

WHEREAS the Authority has requested a revised repayment schedule from annual repayments to quarterly repayments;

NOW THEREFORE, the parties agree to the following amendments:

Section 2. Authority agrees to pay Township principal and interest on the remaining amount owed per the attached revised payment agreement, quarterly rather than annually, starting May 1, 2024. Payment dates will be May 1, August 1, November 1 and February 1 through February 1, 2027.

Section 3. Each quarterly installment shall be equal to an amount including a principal payment of Thirty-Two Thousand, Five Hundred Dollars (\$32,500.00) plus the amount of unpaid accrued interest to the date of the payment of the installment in accordance with the Revised Amortization Schedule attached hereto as Exhibit 1.

All other provisions remain unchanged. These changes are effective as of the 7th day of August, 2024.

Borrower:

Hartland Deerfield Fire Authority

Adam Carroll, Fire Chief

Acceptance by Lender:

Hartland Township

Bill Fountain, Township Supervisor

Larry Ciofu, Township Clerk

HARTLAND TOWNSHIP
 REVISED REPAYMENT SCHEDULE 8/7/24
 HARTLAND DEERFIELD FIRE AUTHORITY
 FIRE TRUCK LOAN AGREEMENT

sdh

7/29/2024

Loan Amount \$ 650,000.00
 Annual Interest 1%
 Annual Principal Payment \$ 130,000.00

Period	Principal Payment	Period Interest	Total Payment	Outstanding Principal
5/1/2022	\$ 130,000.00	\$ 3,250.00	\$ 133,250.00	\$ 520,000.00
5/1/2023	\$ 130,000.00	\$ 5,200.00	\$ 135,200.00	\$ 390,000.00
5/1/2024	\$ 32,500.00	\$ 3,900.00	\$ 36,400.00	\$ 357,500.00
8/1/2024	\$ 32,500.00	\$ 893.75	\$ 33,393.75	\$ 325,000.00
11/1/2024	\$ 32,500.00	\$ 812.50	\$ 33,312.50	\$ 292,500.00
2/1/2025	\$ 32,500.00	\$ 731.25	\$ 33,231.25	\$ 260,000.00
5/1/2025	\$ 32,500.00	\$ 650.00	\$ 33,150.00	\$ 227,500.00
8/1/2025	\$ 32,500.00	\$ 568.75	\$ 33,068.75	\$ 195,000.00
11/1/2025	\$ 32,500.00	\$ 487.50	\$ 32,987.50	\$ 162,500.00
2/1/2026	\$ 32,500.00	\$ 406.25	\$ 32,906.25	\$ 130,000.00
5/1/2026	\$ 32,500.00	\$ 325.00	\$ 32,825.00	\$ 97,500.00
8/1/2026	\$ 32,500.00	\$ 243.75	\$ 32,743.75	\$ 65,000.00
11/1/2026	\$ 32,500.00	\$ 162.50	\$ 32,662.50	\$ 32,500.00
2/1/2027	\$ 32,500.00	\$ 81.25	\$ 32,581.25	\$ -
		\$ 17,712.50		
Original Interest Earnings to GF	\$	16,250.00		
Change in Interest Earnings	\$	1,462.50		

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Michael Luce, Township Manager
Subject: Resolution Approving Consent Judgment
Date: August 1, 2024

Recommended Action

Move to approve the resolution for consent judgement as presented.

Discussion

Hartland Township entered litigation regarding the flow from the Septage Receiving Station in May of 2023. Meaning the SRS was flowing septage in excess of what they own in REU's and capacity on a daily basis. In turn this is causing a subsidy from the rest of the system to cover the excess flow. Staff were first able to show this when daily flows were presented, and the data pointed to the excess usage. As this has progressed staff and Township legal counsel have been working to come to a resolution with the Livingston County Board of Public Works and Livingston County Board of Commissioners.

Staff feels the consent judgment addresses the issues and solves most of the concerns in this matter. Attached is the resolution for approval of the Consent Judgment as well as the Consent Judgement itself. Exhibit A is a flow model from the Livingston County Engineer.

Attachments

Resolution Approving Consent Judgment
Consent Judgment



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

RESOLUTION NO. 24-_____

RESOLUTION APPROVING CONSENT JUDGMENT

At a meeting of the Township Board for the Township of Hartland, Livingston County, Michigan, held on the ___ day of August, 2024, at 7:00 p.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by _____ and seconded by _____.

WHEREAS, on or about May 15, 2023, Hartland Township (“Township”) filed suit against Livingston County and the Livingston County Department of Public Works (“County”); and

WHEREAS, on or about November 3, 2023, the Township filed an amended complaint against the County; and

WHEREAS, in the complaint and amended complaint, the Township alleged, among other things, that the County breached the July 11, 2005 Master Operating Agreement (“MOA”) it entered into with the Township for the connection to and use thereof the Hartland Sewer System; and

WHEREAS, the County denied that it breached the MOA as set forth in its pleadings filed in the case of *Hartland Township v Livingston County and the Livingston County Department of Public Works*, Livingston County Circuit Court Case No. 23-31864-CK; and

WHEREAS, pursuant to the MOA, the Township and the County convened a Resolution Dispute Panel as described in the MOA in an attempt to resolve their dispute; and

WHEREAS, the Dispute Resolution Panel issued a recommendation to settle the claims between the Township and the County; and

WHEREAS, following further discussions between the Township and the County with regard to the Dispute Resolution Panel's recommendations, the Township and the County desire to resolve their dispute in accordance with the terms and conditions of the Consent Judgment attached to this Resolution to avoid further costs and expenses.

NOW THEREFORE, the Township Board of Hartland Township, Livingston County, Michigan, resolves as follows:

1. The Township Board approves the Consent Judgment, attached to this Resolution as Exhibit A.
2. The Township Board authorizes and directs its legal counsel to execute the Consent Judgment on behalf of the Township and file the Consent Judgment in the case *Hartland Township v Livingston County and the Livingston County Department of Public Works*, Livingston County Circuit Court Case No. 23-31864-CK.
3. Any resolution inconsistent with this Resolution is hereby rescinded but only to the extent to give this Resolution and the Consent Judgment full force and effect.

ADOPTED:

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF LIVINGSTON)

I, the undersigned, the duly qualified and acting Township Clerk of the Hartland Township, 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 meeting held on August __, 2024.

Larry Ciofu, Hartland Township Clerk

18461:00206:200717057-1

STATE OF MICHIGAN

IN THE 44th CIRCUIT COURT FOR THE COUNTY OF LIVINGSTON

HARTLAND TOWNSHIP,
a Michigan municipal corporation,

Plaintiff,

Case No. 23-31864-CK

HON. _____

v.

LIVINGSTON COUNTY and LIVINGSTON
COUNTY DEPARTMENT OF PUBLIC
WORKS AND SOLID WASTE
MANAGEMENT,

Defendants.

Michael D. Homier (P60318)
Laura J. Genovich (P72278)
FOSTER, SWIFT, COLLINS & SMITH, P.C.
Attorneys for Plaintiff
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John S. Brennan (P55431)
Stacy L. Hissong (P55922)
Eric P. Conn (P64500)
FAHEY SCHULTZ BURZYCH RHODES PLC
Attorneys for Defendants
4151 Okemos Road
Okemos, MI 48864
(517) 381-0100
jbrennan@fsbrlaw.com
shissong@fsbrlaw.com
econn@fsbrlaw.com

CONSENT JUDGMENT

At a session of said Court, held in the
Courthouse of said County and State, on this
_____ day of _____, 2024

PRESENT: HONORABLE _____

Upon stipulation and consent of the parties, by and through their respective counsel, this
Court adopts as findings the following Recitals and enters the Consent Judgment set forth below:

RECITALS

1. The Township of Hartland (“Hartland Township”) and Livingston County and the Livingston County Department Of Public Works And Solid Waste Management (“County”) have convened and concluded a dispute resolution panel pursuant to the underlying contract in this case.

2. The dispute resolution panel has made its recommendation (“Recommendation”) for the complete settlement of all issues between the parties as it relates to the operation of Livingston County’s Sanitary Receiving Station (“SRS”).

3. Neither party admits fault in connection with any of the allegations made in this action, this consent judgment being entered as a settlement between the parties to avoid the cost and burden of further litigation.

4. Pursuant to the framework of the Recommendation, the parties seek to end this litigation and resolve the underlying dispute in this case in accordance with this Consent Judgment.

5. For those reasons, the parties consent to entry of the following Consent Judgment.

CONSENT JUDGMENT

This matter having come before the Court and pursuant to the stipulation of the parties, and this Court having determined that this Consent Judgment is reasonable and just and in the best interest of the public health, safety, and welfare, the Court orders as follows:

A. The County shall execute a construction contract within 48 months of the date this Consent Judgment for construction of an equalization basin at the septage receiving station (“SRS”) and construction shall be completed and the equalization basin shall be placed in service not later than 24 months after execution of such contract. The equalization basin shall be of comparable size and dimensions as that described in the attached Exhibit A, provided that the actual flows experienced by the SRS pursuant to this Consent Judgment are comparable with the flows assumed in Exhibit A.

B. Within ninety (90) days of entry of this Consent Judgment, the County shall purchase 433 residential equivalent units (“REUs”) from Tyrone Township, Genessee County, or a combination thereof, and upon receipt of same shall pay Hartland Township \$3,616,006.00; however, if there are conditions beyond the County’s control that require an extension, then a reasonable extension of time shall be granted to accommodate those conditions.

C. Upon the purchase of the 433 REUs for use within the Hartland portion of the Livingston Regional Sewer System (“Hartland Sewer System”) and the payment of \$3,616,006.00 by the County to Hartland Township, the hosting fee payable by the County contained in the MOA will be immediately discontinued. The County forever waives and relinquishes any claim to any hosting fees paid to Hartland Township prior to the discontinuation stated in this section.

D. Upon the purchase of the 433 REUs, the County will immediately begin to be charged and shall pay the Readiness-to-Serve (“RTS”) fee on the total number of REUs owned by the County in the Hartland Sewer System (650 REUs in total after purchase) to Hartland Township in accordance with Hartland Township’s standard sanitary sewer billing policy.

E. If the Hartland Sewer System reaches 80% capacity at the Clyde Road lift station, defined as 1,311,932 average daily metered gallons per month, (“ADF”), then the SRS must restrict flows in excess of its purchased REUs until such time as the ADF is less than 80% capacity. At no time will the SRS be required to discharge less than its purchased REU capacity.

F. The County shall pay to Hartland Township a surcharge for any flow in excess of the REUs owned by the County, which surcharge shall be calculated using the method currently stated in the MOA for a period of 72 months from the date of this Consent Decree at which time Hartland Township’s standard method of calculating surcharge fees for commercial sewer customers in effect

at that time shall be used. No additional REUs will accrue to the County's use or ownership by virtue of paying the surcharge.

G. Hartland will support the purchase of REUs as described herein and the construction of an equalization basin or other necessary improvements at the SRS and will not withhold approvals unnecessarily.

H. If the County determines that more than a total of 650 REUs are required for its operations at the SRS, the MOA shall govern the terms of purchasing additional REUs, provided that, as confirmed by the Livingston Regional Sewer System, the Hartland Sewer System can accommodate the capacity desired to be purchased. The County shall also pay the RTS fee on the total number of REUs owned by Livingston County following the purchase of any additional REUs.

I. The hours of operation for the SRS will be as follows, effective immediately upon the date of this Consent Judgment:

- (1) Haulers may discharge at the SRS Monday through Saturday, from sunrise to sunset.
- (2) The SRS internal operations may function 24 hours a day, 7 days a week.
- (3) The emergency policy as stated in the MOA shall remain in full force and effect.

J. The County shall develop a sewer fund balance policy with 120 days of the date of this Consent Judgment and shall distribute the policy to Hartland and Tyrone Townships after its adoption.

K. The County shall duly consider nominations for membership to the Livingston County Board of Public Works identified by Hartland Township.

L. Should any conflicts arise between the MOA and this Consent Judgment, the terms and conditions of this Consent Judgment shall control.

M. The Court retains jurisdiction to enforce the terms of this Consent Judgment.

THIS IS A FINAL ORDER WHICH RESOLVES ALL CLAIMS AND CLOSES THIS CASE.

Hon. _____

Stipulated and agreed as to form and substance:

FOSTER SWIFT COLLINS & SMITH PC

FAHEY SCHULTZ BURZYCH RHODES PLC

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Laura J. Genovich (P72278)
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18461:00206:200587200-9



MEMORANDUM

TO: Livingston County Drain Commission (LCDC)
FROM: Adam DeYoung, P.E.
DATE: May 10, 2023
SUBJECT: SRS REU Equalization Analysis

LCDC is evaluating how many REUs are needed for their Septage Receiving Station for their negotiations with Hartland Township. LCDC asked M+B to conduct an evaluation on the topic, along with an analysis on the impact of equalization on the REU calculations.

The following tables outline the historic flow to the station.

Table 1 – Monthly Data

	2019	2020	2021	2022	Max
<i>Yearly Total</i>	31,264,516	35,346,677	33,822,070	31,971,848	35,346,677
<i>Average Month</i>	2,605,376	2,945,556	2,818,506	2,664,321	2,945,556
<i>Peak Month</i>	3,669,174	4,002,428	3,804,493	3,594,024	4,002,428
<i>Peak Month Ratio</i>	1.41	1.36	1.35	1.35	1.55

Table 2 – Week Data

	2019	2020	2021	2022	Max
<i>Average Week</i>	589,897	666,918	655,963	603,242	666,918
<i>Peak Week</i>	875,965	957,664	942,505	928,859	957,664
<i>Peak Week Ratio</i>	1.48	1.44	1.44	1.54	1.54

The method with which to calculate the number of REUs needed for a user can vary by municipality. However, it is typical that within a billing period (monthly or quarterly), the entire flow would be used and divided by the actual days and the gallons per REU. This can be seen in the equation below:

$$\frac{\text{Total Flow in Billing Period}}{\text{Days in Billing Period}} \div 210 \frac{\text{Gallons}}{\text{REU}} = \text{REUs Required}$$

Table 3 illustrates potential REU calculations for both yearly and peak monthly flow. For the peak monthly flow, 210 gallons per REU and 30.4 days per month were used in the calculation.



Table 3 – Typical REU Calculation

Yearly	2019	2020	2021	2022	Max
<i>Yearly Total</i>	31,264,516	35,346,677	33,822,070	31,971,848	35,346,677
<i>Yearly Day Eq.</i>	85,656	96,840	92,663	87,594	96,840
<i>REUs</i>	408	462	442	418	462
Monthly					
<i>Peak Month</i>	3,669,174	4,002,428	3,804,493	3,594,024	4,002,428
<i>Peak Month Day Eq.</i>	120,630	131,587	125,079	118,160	131,587
<i>REUs</i>	575	627	596	563	627
Daily					
<i>Peak Day</i>	189,804	207,881	207,882	214,926	189,804
<i>REUs</i>	904	990	990	1,023	1,023

As seen in Table 3, there is a large difference in REUs depending on how it is calculated. If the peak day is required, effluent equalization should be considered. When considering equalizing the effluent flow, assumptions need to be made concerning the operation of the facility including:

- 5 days of processing; and
- Throughput of the press at 176 gpm (design flow rate at 1.5 percent solids; actual results will likely be significantly higher).

With these assumptions, a storage analysis can be conducted. This was conducted for two separate flow rates: the peak week—as this is the smallest time period in which equalization would yield results due to the fact the SRS currently does not press on weekends; and 66 percent of the peak week—as requested by LCDC as that may be the flow remaining after diverting some haulers to a different location. The results of the storage analysis are outlined in Table 4.

Table 4 – Peak Week Storage Analysis Summary

		Option 1 – Peak Week	Option 2 – 66% Peak Week
<i>Peak Week</i>	Gallons	928,859	613,800
<i>Days</i>		7	7
<i>Peak Week Day</i>	Gallons	132,694	87,686
<i>Influent Storage needed</i>	Gallons	86,000	47,500
<i>Number of Dumpsters</i>		11	7
<i>Hours of processing</i>		87.2	58
<i>Maximum Storage Needed</i>	Gallons	283,000	218,000



If LCDC wanted to equalize the flow for a longer period of time, this would be a harder value to quantify due to how operations affect the effluent. A simplistic way is to analyze what the greatest 2-, 3-, 4-, and 6-week periods were for the past years in comparison to the peak week. For instance, the greatest flow rate for a sixth week period in 2022 was 5,000,477 gallons. This is then divided by 6 weeks and 7 days to equate the day equivalent of 119,460 gallons. This is shown in Table 5.

Table 5 – Option 3 – Long-Term Storage Evaluation

	2019	2020	2021	2022
<i>Day Equivalent for the Peak Week</i>	125,138	136,809	134,644	132,694
<i>Day Equivalent for the Peak 2 Week Period</i>	123,389	134,836	130,990	128,624
<i>Day Equivalent for the Peak 3 Week Period</i>	120,809	133,529	132,088	123,879
<i>Day Equivalent for the Peak 4 Week Period</i>	119,473	131,154	129,180	119,460
<i>Day Equivalent for the Peak 6 Week Period</i>	117,278	129,442	125,602	119,059
<i>Greatest Difference</i>	7,860	7,367	9,042	13,635
<i>Worse Case Additional Storage Needed over Peak Week*</i>	220,070	206,284	253,171	381,788

*Based on the difference needing to be stored over 4 of the 6 weeks.

The purpose of effluent storage is its impact to the number of REUs needed for the flow rate. More effluent storage would provide a “wide spot” in the line that ultimately reduces the need to purchase additional REUs. Table 6 outlines scenarios of REU savings.

Table 6 – REU Cost Evaluation

Option 1	GPD	GPD/ REU	REU	Currently Held REUs	Needed REUs	\$/REU	Total \$
<i>Peak Day</i>	220,000	210	1,048	217	831	\$9,500	\$7,894,500
<i>Peak Week/7</i>	132,694	210	632	217	415	\$9,500	\$3,942,500
<i>Difference</i>	87,306		416				\$3,952,000
Option 2a							
<i>Peak Day</i>	220,000	210	1,048	217	831	\$9,500	\$7,894,500
<i>66% Peak Day</i>	146,000	210	695	217	478	\$9,500	\$4,541,000
<i>Difference</i>	74,000		353				\$3,353,500
Option 2b							
<i>66% Peak Day</i>	146,000	210	695	217	478	\$9,500	\$4,541,000
<i>66% Peak Week/7</i>	87,686	210	418	217	201	\$9,500	\$1,909,500
<i>Difference</i>	58,314		277				\$2,631,500
Option 3							
<i>Peak Day</i>	220,000	210	1,048	217	831	\$9,500	\$7,894,500
<i>Peak 6 week/42</i>	119,059	210	567	217	350	\$9,500	\$3,325,000
<i>Difference</i>	100,941		481				\$4,569,500

The overall economic evaluation shown in Table 7 outlines that with the current analysis, it is more cost effective to provide storage for the peak week.



Table 7 – Economic Evaluation

	Option 1 – Peak Week	Option 2a – 66% Peak Day	Option 2b – 66% Peak Week	Option 3 – Peak 6-Week Storage
<i>Savings from Peak Day Storage REU Costs</i>	\$3,952,000	\$3,353,500	\$2,631,500*	\$4,541,000
<i>Cost for Storage Tank**</i>	\$849,000		\$654,000	\$1,994,364
<i>Site and Other Costs</i>	\$600,000		\$600,000	\$900,000
<i>Net Savings</i>	\$2,503,000	\$3,353,500	\$1,377,500	\$1,675,136

*Savings from 66% Peak Day flow

** \$3/gallon used to calculate the Cost of Storage

In summary, constructing effluent equalization would significantly reduce the peak day flow rate. Building a 280,000-gallon effluent equalization tank would allow LCDC to equalize the peak weekly flow over the entire week. This would be the most effective way of reducing the peak day flow rate besides diverting the flow away from the facility. Trying to equalize flow over a period greater than a week becomes less cost-effective and can add other complications to the operations. It should be noted that pricing for tanks and infrastructure is rapidly changing and a preliminary cost estimate and layout is needed to know the true costs.

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Michael Luce, Township Manager

Subject: Fire Station Master Planning and Millage / Budget Discussion

Date: August 1, 2024

Recommended Action

No action required at this time.

Discussion

As requested by the Township Board, Fire Chief Adam Carroll will be discussing financials and master planning. In addition, Chief Carroll will be discussing the possibility of a Capitol Fund millage in the future.

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Michael Luce, Township Manager

Subject: 2024 Road Millage Renewal

Date: July 18, 2024

Recommended Action

Move to approve the Road Millage Renewal Resolution and Ballot Language as presented.

Discussion

Hartland Township residents passed a road millage beginning in 2014 to support and assist in the paving of Township roads. This millage has aided the Township in paving various roads and improving gravel roads throughout the Township over the past 10 years. Working with the Livingston County Road Commission, who has supplemented the costs of these roads through the Pavement Preservation Project has allowed the Township to stretch its funds farther and improve more roads. In addition to paving, this millage funds 25% of the chloride applications in Township.

Staff has been working with the LCRC to identify roads in need of rehabilitation and forecasting these projects for next millage dollars should it be approved. Two of the main projects identified in this study are Bergin Rd and Pleasant Valley Rd. Both of which are projected to be paved should the funding be available. Attached is a summary of the projects completed from the original millage as well as a new projected projects list should the renewal succeed.

Financial Impact

Should the Millage be passed by voters', funds will be budgeted in the next fiscal year.

Attachments

Hartland Township Road Millage Renewal Resolution

Hartland Township Road Millage Ballot Language

2023 Road Millage Summary

2024 Road Millage Projections

HARTLAND TOWNSHIP
ROAD MILLAGE RENEWAL RESOLUTION

At a meeting of the Board of the Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on the _____ day of _____ 2024, at _____ p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by _____ and seconded by _____.

WHEREAS, Hartland Township (“Township”) has a previously authorized millage for road maintenance and improvement that expired in 2023; and

WHEREAS, the Township desires to ask voters to approve a millage of 1.4222 mills, which is a renewal of the millage rate that expired in 2023, for ten (10) years, 2024 to 2033 inclusive, for the purpose of constructing, preserving, improving, repairing, and maintaining roads and bridges in the Township, including grading, storm water drainage and chloride treatment; and

WHEREAS, the Township has determined that the request for the millage in the best interests of the public health, safety, and welfare of the Township residents; and

WHEREAS, the Township has determined that it is in the best interest of Township residents to request that such millage request be placed on the ballot at the November 5, 2024, election.

THEREFORE, be it resolved by the Board of Hartland Township, Livingston County, Michigan, as follows:

1. The Township Board certifies and resolves to present to the electors of Hartland Township at the November 5, 2024 election a millage as described in the ballot language attached as Exhibit A; and
2. The Township Clerk is authorized and directed to promptly submit this resolution along with the ballot language attached as Exhibit A to the Livingston County Clerk for inclusion in the ballot at the November 5, 2024 election.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are hereby rescinded

ADOPTED:

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
 COUNTY OF LIVINGSTON)

I, the undersigned, the duly qualified and acting Township Clerk of Hartland Township, 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 _____ day of _____ 2024.

 Hartland Township Clerk

Exhibit A

HARTLAND TOWNSHIP

ROAD MILLAGE RENEWAL PROPOSAL

Shall the tax limitation on all taxable property within Hartland Township, Livingston County, Michigan, be increased and the Township be authorized to levy annually a millage in an amount not to exceed 1.4222 mills (\$1.4222 on each \$1,000 of taxable value), which is a renewal of the millage rate that expired in 2023, for ten (10) years, 2024 to 2033 inclusive, for the purpose of constructing, preserving, improving, repairing, and maintaining roads and bridges in the Township, including grading, storm water drainage and chloride treatment? The estimate of the revenue the Township will collect in the first year of levy (2024) if the millage is approved and levied by the Township is approximately \$1,372,400.

Yes

No

82944:00001:6895725-1



Hartland Township Safer Roads Plan Road Millage Summary - 2023

PAVED ROADS	<i>Original Estimate</i>	<i>Actual Expense</i>
Hartland Road, Crouse to Cook Road	\$ 437,500.00	\$ 103,491.08
Fenton Road, M-59 to Hibner Road	\$ 650,000.00	\$ 451,565.50
Bullard Road, 1790' N. of M-59 to Dunham Road	\$ 437,500.00	\$ 220,827.67
Bergin Road, Rolling Hills to Old 23	\$ 481,250.00	\$ 283,404.67
Fenton Road, Hibner to Holtforth Road	\$ 962,500.00	\$ 451,565.50
Clyde Road, Cullen to Hartland Road	\$ 125,000.00	\$ 99,225.86
Hibner Road, Hartland to Bullard Road	\$ 337,500.00	\$ 265,345.48
Read Road, Bullard to Fenton Road	\$ 512,500.00	\$ 244,775.56
<i>Parshallville Road,</i>		<i>\$ 30,499.33</i>
<i>Cundy Road, M-59 to Hartland Glen Drive</i>		<i>\$ 275,000.00</i>
<i>Maxfield Road, Cundy Road south to gravel</i>		<i>\$ 330,000.00</i>
<i>Old US-23, Brighton TWP to M-59</i>		<i>\$ 1,304,000.00</i>
TOTAL PAVED ROAD EXPENSES	\$	\$ 4,059,700.65
GRAVEL ROADS	<i>Original Estimate</i>	<i>Actual Expense</i>
Pleasant Valley, Lone Tree to Commerce Road	\$ 456,480.00	\$ 238,884.86
Dunham Road, Clark to Fenton Road	\$ 657,920.00	\$ 323,543.36
Clyde Road, Hartland to Fenton Road	\$ 805,600.00	\$ 592,595.24
Dunham Road bridge improvements	\$ 85,000.00	<i>LCRC Funded</i>
Blaine Road, Maxfield Road to end of pavement	\$ 146,250.00	\$ 158,708.39
<i>Hacker Road, M-59 north to church entrance</i>		<i>\$ 27,000.00</i>
<i>Maxfield Road, end of pavement south to Commerce Road</i>		<i>\$ 108,000.00</i>
<i>Parshallville Road,</i>		<i>\$ 35,499.33</i>
<i>Commerce Road, Pleasant Valley Road to Maxfield Road</i>		<i>\$ 40,000.00</i>
<i>Brophy Road, Hacker Road east to Cullen Road</i>		<i>\$ 98,000.00</i>
<i>Crouse Road, Cullen Road east to end of Pavement</i>		<i>\$ 168,411.71</i>
<i>Cullen Road, North of M-59 to Clyde Road</i>		<i>\$ 232,000.00</i>
TOTAL GRAVEL ROAD EXPENSES	\$	\$ 2,022,642.89
NEW PAVED ROAD	<i>Original Estimate</i>	<i>Actual Expense</i>
Hacker Road, M-59 to Golf Club	\$ 1,500,000.00	\$ 2,084,932.05
PREVENTATIVE MAINTENANCE AS NEEDED	<i>Original Estimate</i>	<i>Actual Expense</i>
Filling potholes, crack sealing, etc.	\$ 495,000.00	\$ 23,714.50
Fourth chloride application to roads for ten years	\$ 210,000.00	\$ 62,903.09
Road grading and drainage improvements (Village Drain Project)	\$ 200,000.00	\$ 467,481.63
ESTIMATED TOTAL PREVENTATIVE MAINTENANCE COSTS:	\$	\$ 754,100.22
PROJECT DESIGN AND ENGINEERING (Bergin Paving and Pleasant Valley Paving)	\$ 500,000.00	\$ 33,341.33
TOTAL COST:	\$	\$ 8,892,721.88



Hartland Township Road Projects

Disclaimer: The following list is a planning document and projects/ budgets identified are subject to change due to funding, budget, and other unforeseen infrastructure issues. Project estimates are for planning purposes only and are approximate

Road Name	From	To	Project Type	Miles	Treatment	Estimated Project Cost	Fed/ State Funding	TWP Funding	LCRC Funding	
2022										
Maxfield Rd	End of Pavt	Cundy Rd	PPP	1.15	Heavy rehab	\$ 460,000		\$ 460,000	\$ -	
Cundy Rd	Norway Dr	Hartland Glen Dr	Twp	0.86	Heavy rehab	\$ 200,000		\$ 200,000	\$ -	
Bullard Rd	M-59	Country Side Dr	PPP	0.33	Light PM	\$ 2,000		\$ -	\$ 2,000	
						2.34	\$ 662,000	\$ -	\$ 660,000	\$ 2,000
2023										
Old US 23	Twp Line	M-59	MDOT L.A.P.	2.10	Reconstruction and Widening	\$ 5,000,000	\$ 1,989,539	\$ 1,100,000	\$ 1,910,461	
Clyde Rd	Twp Line	Cullen Rd	PPP	0.99	Heavy rehab	\$ 408,000		\$ 204,000	\$ 204,000	
Hartland Rd	Crouse Rd	Cook Rd	PPP	0.77	Light PM	\$ 6,000		\$ -	\$ 6,000	
						3.86	\$ 5,414,000	\$ 1,989,539	\$ 1,304,000	\$ 2,120,461
2024										
Pleasant Valley Rd	Commerce Rd	M-59	LCRC Bid	2.13	Paving existing Gravel Road	\$ 4,675,111		\$ 2,337,555	\$ 2,337,555	
Old US 23	M-59	Crouse Rd	PPP	1.54	Heavy Rehab w/ 3' HMA Shldr	\$ 923,000		\$ 461,500	\$ 461,500	
Blaine Rd	End of Pavt	M-59	PPP	2.01	Heavy rehab	\$ 853,000		\$ 853,000	\$ -	
Read Rd	Bullard Rd	Fenton Rd	PPP	1.16	Light PM	\$ 9,000		\$ -	\$ 9,000	
Hacker Rd	Golf Club Rd	M-59	PPP	2.21	Light PM	\$ 16,000		\$ 9,000	\$ 7,000	
Bergin Rd	Rolling Hills	Old US 23	PPP	1.13	Light PM	\$ 8,000		\$ -	\$ 8,000	
						10.18	\$ 6,484,111	\$ -	\$ 3,661,055	\$ 2,823,055
2025										
Bergin Rd	Hacker Rd	Rolling Hills Dr	LCRC Bid	1.25	Paving existing Gravel Road	\$ 5,615,411		\$ 4,115,411	\$ 1,500,000	
Hibner Rd	Hartland Rd	Bullard Rd	PPP	2.01	Light Rehab	\$ 471,000		\$ 235,500	\$ 235,500	
**Various Roads as needed			PPP	2.00	Light PM	\$ 15,000		\$ -	\$ 15,000	
						5.26	\$ 6,101,411	\$ -	\$ 4,350,911	\$ 1,750,500
2026										
Hartland Rd	M-59	Crouse Rd	PPP	1.52	Heavy rehab	\$ 853,000		\$ 426,500	\$ 426,500	
Bullard Rd	M-59	Dunham Rd	PPP	1.16	Heavy PM	\$ 65,000		\$ 32,500	\$ 32,500	
**Various Roads as needed			PPP	2.00	Light PM	\$ 16,000		\$ -	\$ 16,000	
						4.69	\$ 934,000	\$ -	\$ 459,000	\$ 475,000
2027										
Clyde Rd	Cullen Rd	US 23	PPP	0.92	Heavy rehab	\$ 425,000		\$ 212,500	\$ 212,500	
Clyde Rd	US 23	End of Pavt	PPP	0.73	Light Rehab	\$ 180,000		\$ 90,000	\$ 90,000	
**Various Roads as needed			PPP	2.00	Light PM	\$ 16,000		\$ -	\$ 16,000	
						3.65	\$ 621,000	\$ -	\$ 302,500	\$ 318,500
2028										
Fenton Rd	Highland Rd	Twp Line	PPP	4.13	Light Rehab	\$ 1,048,000		\$ 628,800	\$ 419,200	
Read Rd	Bullard Rd	Fenton Rd	PPP	1.16	Heavy PM	\$ 69,000		\$ 34,500	\$ 34,500	
**Various Roads as needed			PPP	2.00	Light PM	\$ 17,000		\$ -	\$ 17,000	
						7.29	\$ 1,134,000	\$ -	\$ 663,300	\$ 470,700
2029										
Clark Rd	M-59	Dunham Rd	PPP	0.89	Heavy rehab	\$ 431,000		\$ 215,500	\$ 215,500	
Dunham Rd	Hartland Rd	End of Pavt	PPP	0.96	Heavy rehab	\$ 465,000		\$ 232,500	\$ 232,500	
**Various Roads as needed			PPP	2.00	Light PM	\$ 17,000		\$ -	\$ 17,000	
						3.85	\$ 913,000	\$ -	\$ 448,000	\$ 465,000
2030										
Hacker Rd	Golf Club Rd	M-59	PPP	2.21	Light Rehab	\$ 589,000		\$ 294,500	\$ 294,500	
Hartland Rd	Crouse Rd	Cook Rd	PPP	0.77	Light Rehab	\$ 205,000		\$ 102,500	\$ 102,500	
**Various Roads as needed			PPP	2.00	Light PM	\$ 17,000		\$ -	\$ 17,000	
						4.98	\$ 811,000	\$ -	\$ 397,000	\$ 414,000
2031										
Bergin Rd	Rolling Hills	Old US 23	PPP	1.13	Light Rehab	\$ 309,000		\$ 154,500	\$ 154,500	
**Various Roads as needed			PPP	2.00	Light PM	\$ 18,000		\$ -	\$ 18,000	
						3.13	\$ 327,000	\$ -	\$ 154,500	\$ 172,500
2032										
Tipsico Lake Rd	M-59	End of Pavt	PPP	1.79	Heavy rehab	\$ 931,000		\$ 558,600	\$ 372,400	
Dunham Rd	End of Pavt	Parkway Pl	PPP	0.18	Heavy rehab	\$ 95,000		\$ 47,500	\$ 47,500	
**Various Roads as needed			PPP	2.00	Light PM	\$ 18,000		\$ -	\$ 18,000	
						3.97	\$ 1,044,000	\$ -	\$ 606,100	\$ 437,900
2033										
Commerce Rd	Pleasant Valley	Twp Line	PPP	1.28	Heavy rehab	\$ 681,000		\$ 340,500	\$ 340,500	
**Various Roads as needed			PPP	2.00	Light PM	\$ 19,000		\$ -	\$ 19,000	
						3.28	\$ 700,000	\$ -	\$ 340,500	\$ 359,500

LCRC PPP Funds Paved:		Township Millage Funds Paved:	
2022	\$ 2,000	2022	\$ 660,000
2023	\$ 210,000	2023	\$ 1,304,000
<i>Funded from existing Road Millage</i>			
2024	\$ 2,823,055	2024	\$ 3,661,055
2025	\$ 1,750,500	2025	\$ 4,350,911
2026	\$ 475,000	2026	\$ 459,000
2027	\$ 318,500	2027	\$ 302,500
2028	\$ 470,700	2028	\$ 663,300
2029	\$ 465,000	2029	\$ 448,000
2030	\$ 414,000	2030	\$ 397,000
2031	\$ 172,500	2031	\$ 154,500
2032	\$ 437,900	2032	\$ 606,100
2033	\$ 359,500	2033	\$ 340,500
\$ 7,686,655		\$ 11,382,866	
45%		55%	
		<i>2024-34 Paved Roads Total \$ 19,069,522</i>	

Gravel Roads						
Road Name	From	To	Project Type	TWP Cost(covers cost of material)*LCRC covers all costs for placement, tree removal, and drainage improvements	Prefered Treatment Year	
Maxfield Rd	Commerce	End of Pavt	4" Limestone Cap	\$ 56,000.00	2023	
Dunham Rd	Bridge	Fenton Rd	4" Limestone Cap	\$ 93,000.00	2024	
Crouse Rd	Cullen	End of Pavt	4" Gravel Cap	\$ 39,000.00	2025	
Blaine Rd	Maxfield	End of Pavt	4" Limestone Cap	\$ 21,000.00	2025	
Clyde Rd	End of Pavt	Fenton Rd	4" Gravel Cap	\$ 38,000.00	2026	
				\$ 247,000.00		
Total TWP Mil				\$11,629,866		