



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, January 02, 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.](#) 12-12-23 Hartland Township Board Regular Meeting Minutes
 - [d.](#) 12-12-23 Hartland Township Board Closed Session Meeting Minutes
 - [e.](#) Confirm Supervisor's Appointments - Bruce Douglass and Dennis Pate to the Zoning Board of Appeals (01/01/24 - 12/31/26)
 7. Pending & New Business
 - [a.](#) Ratify The Hiring of S.Hable as Director of Public Works
 - [b.](#) Hartland Township FY24-25 CIP Discussion Review
 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: December 19, 2023

Recommended Action

Move to approve the bills as presented for payment.

Discussion

Bills presented total \$703,693.46. The bills are available in the Finance office for review.

Notable invoices include:

\$346,558.50 – Hartland Deerfield Fire Authority – (4th quarterly payment)

\$11,000.00 – Hartland Senior Activity Center – (January 2024 payment per agreement)

\$81,041.10 – Hartland Township General Fund – (January – March 2024 quarterly rent for cable studio & salary allocations)

\$205,083.04 – Livingston County Road Commission – (Cundy Rd improvements)

\$17,160.00 – Spalding Dedecker – (Various engineering invoices)

\$31,530.00 – VC3, Inc. – (2024 Service contract & Dell Optiplex)

Financial Impact

Is a Budget Amendment Required? Yes No

All expenses are covered under the amended FY24 budget.

Attachments

Bills for 01.02.2024

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

CERTASITE	CERTASITE, LLC	12/07/2023	12583222	FOA	FIRE EXTINGUISHER INSPECTION AT WTP	
50152	P.O. BOX 772443	01/02/2024		N		218.40
11/13/2023	DETROIT MI, 48277-2443	/ /	0.0000	N		0.00
		01/02/2024		N		218.40

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-801.000	CONTRACTED SERVICES	218.40

CERTASITE	CERTASITE, LLC	11/29/2023	12586826	FOA	TOWNSHIP HALL INSPECTION	
50162	P.O. BOX 772443	01/02/2024		N		135.50
11/29/2023	DETROIT MI, 48277-2443	/ /	0.0000	N		0.00
		01/02/2024		N		135.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	135.50

CERTASITE	CERTASITE, LLC	12/07/2023	12586997	FOA	FIRE EXTINGUISHER INSPECTION AT HERO	
50151	P.O. BOX 772443	01/02/2024		N		120.57
11/30/2023	DETROIT MI, 48277-2443	/ /	0.0000	N		0.00
		01/02/2024		N		120.57

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	120.57

CERTASITE	CERTASITE, LLC	12/07/2023	12588541	FOA	TWP HALL EXTINGUISHER REPAIRS	
50163	P.O. BOX 772443	01/02/2024		N		1,135.54
12/07/2023	DETROIT MI, 48277-2443	/ /	0.0000	N		0.00
		01/02/2024		N		1,135.54

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-930.000	REPAIRS & MAINTENANCE	1,135.54

CERTASITE	CERTASITE, LLC	12/11/2023	12589042	FOA	EXTINGUISHER REPAIRS AT HERO TEEN CE	
50169	P.O. BOX 772443	01/02/2024		N		1,010.70
12/11/2023	DETROIT MI, 48277-2443	/ /	0.0000	N		0.00
		01/02/2024		N		1,010.70

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-930.001	REPAIRS & MAINT - HERO TEEN CTR	1,010.70

CERTASITE	CERTASITE, LLC	12/11/2023	12589278	FOA	EXTINGUISHER REPAIRS AT WTP	
50168	P.O. BOX 772443	01/02/2024		N		825.19
12/11/2023	DETROIT MI, 48277-2443	/ /	0.0000	N		0.00
		01/02/2024		N		825.19

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
536-000-930.003	REPAIRS & MAINTENANCE BLD&GRDS	825.19

VENDOR TOTAL: 3,445.90

CINTAS	CINTAS CORPORATION	12/11/2023	4176649034	FOA	MATS	
50161	P.O. BOX 630910	01/02/2024		N		49.90
12/11/2023	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		01/02/2024		N		49.90

Open

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

CINTAS	CINTAS CORPORATION	12/06/2023	5187021574	FOA	REPLENISH FIRST AID	
50101	P.O. BOX 630910	01/02/2024		N		57.44
12/06/2023	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		01/02/2024		N		57.44

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	57.44

VENDOR TOTAL: 107.34

HART	HART INTERCIVIC, INC.	11/30/2023	94742	FOA	10/1/23 - 9/30/24 SERVICE/MAINT RENE	
50138	P.O. BOX 674836	01/02/2024		N		4,152.00
11/30/2023	DALLAS TX, 75267-4836	/ /	0.0000	N		0.00
		01/02/2024		N		4,152.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-191-930.000	REPAIRS & MAINTENANCE	4,152.00

VENDOR TOTAL: 4,152.00

H DFA	HARTLAND DEERFIELD FIRE	01/01/2024	23-24 4TH Q	FOA	4TH QTRLY PMT	
50149	3205 HARTLAND RD	01/02/2024		N		346,558.50
12/07/2023	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		01/02/2024		N		346,558.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000-999.336	CONTRIBUTION TO FIRE AUTHORITY	346,558.50

VENDOR TOTAL: 346,558.50

HARTLANDSE	HARTLAND SENIOR ACTIVITY CENTER	01/02/2024	JANUARY 2024	FOA	JANUARY 2024 PAYMENT PER AGREEMENT	
50134	9525 E HIGHLAND RD	01/02/2024		N		11,000.00

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
01/02/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		01/02/2024		N		11,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703-881.000	HARTLAND SENIOR CENTER CONTRIBUTION	11,000.00

VENDOR TOTAL: 11,000.00

0001	HARTLAND TOWNSHIP GENERAL FUND	01/02/2024	01/02/2024	FOA	JAN - MARCH 2024 QTRLY RENT FOR CABL	
49937		01/02/2024		N		3,246.00
01/02/2024	,	/ /	0.0000	N		0.00
		01/02/2024		N		3,246.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-941.000	RENT	3,246.00

0001	HARTLAND TOWNSHIP GENERAL FUND	01/02/2024	1/2/24	FOA	JAN - MAR 2024 SALARY ALLOCATIONS	
49940		01/02/2024		N		77,795.10
01/02/2024	,	/ /	0.0000	N		0.00
		01/02/2024		N		77,795.10

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-720.000	ADMINISTRATIVE FEES	41,662.22
590-000-720.000	ADMINISTRATIVE FEES	36,132.88
		<u>77,795.10</u>

VENDOR TOTAL: 81,041.10

1548	HORIZON LANDSCAPE INC.	12/05/2023	16843	FOA	SALTING/SHOVELING TWP HALL SIDEWALKS	
50158	11765 HIBNER RD	01/02/2024		N		1,024.00
12/05/2023	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		01/02/2024		N		1,024.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-802.000	LAWN/SNOW MAINTENANCE	1,024.00

VENDOR TOTAL: 1,024.00

0210	LIVINGSTON CTY ROAD COMMISSION	12/18/2023	7358	FOA	CUNDY RD (M-59 TO HARTLAND GLEN)	
50191	3535 GRAND OAKS DRIVE	01/02/2024		N		205,083.04
12/18/2023	HOWELL MI, 48843	/ /	0.0000	N		0.00
		01/02/2024		N		205,083.04

Open

GL NUMBER	DESCRIPTION	AMOUNT
204-000-969.200	PAVED ROAD IMPROVEMENTS	205,083.04

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: 205,083.04

1180	PETER'S TRUE VALUE HARDWARE	12/07/2023	K70371	FOA	SCOURING PAD & DEGREASER	
50150	3455 W. HIGHLAND ROAD	01/02/2024		N		19.85
12/07/2023	MILFORD MI, 48380	/ /	0.0000	N		0.00
		01/02/2024		N		19.85

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	19.85

VENDOR TOTAL: 19.85

7532	PRINTING SYSTEMS, INC.	12/11/2023	230362	FOA	ELECTION SUPPLIES	
50164	12005 BEECH DALY	01/02/2024		N		430.50
12/11/2023	TAYLOR MI, 48180	/ /	0.0000	N		0.00
		01/02/2024		N		430.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-191-727.000	SUPPLIES & POSTAGE	430.50

VENDOR TOTAL: 430.50

SELECTION	SELECTION.COM	12/16/2023	559248	FOA	BACKGROUND CHECK - S. HABLE	
50202	155 TRI-COUNTY PKWY, STE 150	01/02/2024		N		56.00
12/16/2023	CINCINNATI OH, 45246	/ /	0.0000	N		0.00
		01/02/2024		Y		56.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-801.000	CONTRACTED SERVICES	56.00

VENDOR TOTAL: 56.00

SERVICEPRO	SERVICEPRO	12/12/2023	NOVEMBER 2023	FOA	NOVEMBER 2023	
50171	7510 PARKWOOD DRIVE	01/02/2024		N		880.00
12/12/2023	FENTON MI, 48430	/ /	0.0000	N		0.00
		01/02/2024		Y		880.00

Open

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

SERVICEPRO	SERVICEPRO	12/12/2023	OCTOBER 2023	FOA	OCTOBER 2023	
50170	7510 PARKWOOD DRIVE	01/02/2024		N		880.00
12/12/2023	FENTON MI, 48430	/ /	0.0000	N		0.00
		01/02/2024		Y		880.00

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
101-265-801.000	CONTRACTED SERVICES	880.00

VENDOR TOTAL: 1,760.00

SPALDING	SPALDING DEDECKER	11/19/2023	96684	FOA	HARTLAND TOWNE SQUARE THRU 10/29/23	
50028	905 SOUTH BLVD EAST	01/02/2024		N		340.00
11/19/2023	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		01/02/2024		N		340.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0030	AFFINITY II INVEST DEVELP EXP	340.00

SPALDING	SPALDING DEDECKER	11/20/2023	96685	FOA	BUFFALO WILD WINGS THRU 10/29/23	
50029	905 SOUTH BLVD EAST	01/02/2024		N		22.50
11/20/2023	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		01/02/2024		N		22.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0042	PWRW LLC (BUFFALO WILD WINGS)	22.50

SPALDING	SPALDING DEDECKER	11/20/2023	96686	FOA	REDWOOD LIVING THRU 10/29/23	
50030	905 SOUTH BLVD EAST	01/02/2024		N		3,400.00
11/20/2023	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		01/02/2024		N		3,400.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0026	REDWOOD USA LLC	3,400.00

SPALDING	SPALDING DEDECKER	11/20/2023	96687	FOA	HUNTERS RIDGE THRU 10/29/23	
50031	905 SOUTH BLVD EAST	01/02/2024		N		435.00
11/20/2023	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		01/02/2024		N		435.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0022	HUNTERS RIDGE	435.00

SPALDING	SPALDING DEDECKER	11/20/2023	96689	FOA	SHOPS AT WALDENWOODS STMWTR IMP THRU	
50033	905 SOUTH BLVD EAST	01/02/2024		N		150.00
11/20/2023	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		01/02/2024		N		150.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000-628.100	PROFESSIONAL REVIEW COSTS	150.00

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

SPALDING	SPALDING DEDECKER	12/12/2023	96967	FOA	GIS THROUGH 11/26/23	
50165	905 SOUTH BLVD EAST	01/02/2024		N		2,260.00
12/12/2023	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		01/02/2024		N		2,260.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
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577-000-801.000	CONTRACTED SERVICES & RENTALS	2,260.00
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SPALDING	SPALDING DEDECKER	12/14/2023	96988	FOA	SPRANGER PARK PAVILION THRU 11/26/23	
50173	905 SOUTH BLVD EAST	01/02/2024		N		75.00
12/14/2023	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		01/02/2024		N		75.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
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401-751-970.006	SPRANGER FIELD	75.00
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SPALDING	SPALDING DEDECKER	12/15/2023	96996	FOA	M-59 SIDEWALK GAP THRU 11/26/23	
50180	905 SOUTH BLVD EAST	01/02/2024		N		337.50
12/15/2023	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		01/02/2024		N		337.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
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401-444-969.005	SIDEWALKS	337.50
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SPALDING	SPALDING DEDECKER	12/18/2023	97082	FOA	WATER PLANT FILTER MEDIA REPL THRU 1	
50200	905 SOUTH BLVD EAST	01/02/2024		N		10,140.00
12/18/2023	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		01/02/2024		N		10,140.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
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539-000-816.000	ENGINEERING FEES	10,140.00
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VENDOR TOTAL: 17,160.00

STAPLES	STAPLES	12/16/2023	8072643264	FOA	MISC SUPPLIES	
50206	PO BOX 660409	01/02/2024		N		305.23
12/16/2023	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		01/02/2024		N		305.23

Open

GL NUMBER	DESCRIPTION	AMOUNT
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101-192-727.000	SUPPLIES & POSTAGE	232.65
101-172-727.000	SUPPLIES & POSTAGE	72.58

305.23

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: 305.23

SPIRITOFLI	THE SPIRIT OF LIVINGSTON	12/05/2023	54995	FOA	DOOR PLATE FOR ASSESSOR	
50099	3280 W GRAND RIVER	01/02/2024		N		20.00
12/05/2023	HOWELL MI, 48855	/ /	0.0000	N		0.00
		01/02/2024		N		20.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-209-727.000	SUPPLIES & POSTAGE	20.00

VENDOR TOTAL: 20.00

VC3, INC.	VC3, INC.	12/11/2023	132554	FOA	ANNUAL SERVICE CONTRACT DEC 2023 - N	
50159	C/O PNC BANK	01/02/2024		N		30,410.00
	P.O. BOX 746804	/ /	0.0000	N		0.00
12/11/2023	ATLANTA GA, 30374-6804	01/02/2024		N		30,410.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-258-801.000	CONTRACTED SERVICES	30,410.00

VC3, INC.	VC3, INC.	12/07/2023	537VC3	FOA	DELL OPTIPLEX	
50102	C/O PNC BANK	01/02/2024		N		1,120.00
	P.O. BOX 746804	/ /	0.0000	N		0.00
11/30/2023	ATLANTA GA, 30374-6804	01/02/2024		N		1,120.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-970.000	CAPITAL OUTLAY	1,120.00

VENDOR TOTAL: 31,530.00

TOTAL - ALL VENDORS: 703,693.46

FUND TOTALS:

Fund 101 - GENERAL FUND	57,077.44
Fund 204 - MUNICIPAL STREET FUND	205,083.04
Fund 206 - FIRE OPERATING	346,558.50
Fund 401 - CAPITAL PROJECTS FUND	412.50
Fund 536 - WATER SYSTEM FUND	42,783.10
Fund 539 - WATER REPLACEMENT FUND	10,140.00
Fund 577 - CABLE TV FUND	5,506.00
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND	36,132.88

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Post Audit of Disbursements Between Board Meetings

Date: December 19, 2023

Recommended Action

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

Discussion

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

Accounts Payable - \$105,960.90

December 11, 2023 VAC Payout - \$5,242.49

December 14, 2023 Payroll - \$75,246.94

December 21, 2023 Payroll - \$82,052.01

Financial Impact

Is a Budget Amendment Required? Yes No

All expenses are covered under the amended FY24 budget.

Attachments

Post Audit Bills List 12.14.2023

Post Audit Bills List 12.21.2023

VAC Payout for 12.11.2023

Payroll for 12.14.2023

Payroll for 12.21.2023

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/14/2023	FOA	44257	CONSUMERS ENERGY	UTILITIES - GAS	101-265-920.001	671.24
		44257		UTILITIES - GAS	536-000-920.001	225.25
						896.49
12/14/2023	FOA	44258	DTE ENERGY	UTILITIES - ELECTRIC	101-751-920.002	99.09
12/14/2023	FOA	44259	GO TO ROOFING INC.	TWP HALL CAPITAL OUTLAY	285-101-970.000	80,904.00
12/14/2023	FOA	44260	HARTLAND TOWNSHIP GENERAL FUND	DOG LICENSES ESCROW	701-000-290.250	10.50
12/14/2023	FOA	44261	LIVINGSTON COUNTY TREASURER	DOG LICENSES ESCROW	701-000-290.250	104.50
12/14/2023	FOA	44262	LIVINGSTON DAILY PRESS & ARGUS	PRINTING & PUBLICATIONS	101-215-900.000	280.00
12/14/2023	FOA	44263	MICHIGAN.COM	MEMBERSHIP & DUES	101-101-804.000	63.00
12/14/2023	FOA	44264	POSTMASTER	SUPPLIES & POSTAGE	101-172-727.000	620.00
12/14/2023	FOA	44265	STAPLES	SUPPLIES & POSTAGE	101-172-727.000	55.11
		44265		OPERATING SUPPLIES	101-265-740.000	68.06
						123.17
TOTAL - ALL FUNDS				TOTAL OF 9 CHECKS		83,100.75

--- GL TOTALS ---

101-101-804.000	MEMBERSHIP & DUES	63.00
101-172-727.000	SUPPLIES & POSTAGE	675.11
101-215-900.000	PRINTING & PUBLICATIONS	280.00
101-265-740.000	OPERATING SUPPLIES	68.06
101-265-920.001	UTILITIES - GAS	671.24
101-751-920.002	UTILITIES - ELECTRIC	99.09
285-101-970.000	TWP HALL CAPITAL OUTLAY	80,904.00
536-000-920.001	UTILITIES - GAS	225.25
701-000-290.250	DOG LICENSES ESCROW	115.00
	TOTAL	83,100.75

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP
 CHECK DATE FROM 12/21/2023 - 12/21/2023

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/21/2023	FOA	44266	DELTA DENTAL	ACCRUED DENTAL BENEFITS	001-000-257.101	223.16
		44266		EMPLOYMENT EXPENSE	101-172-716.000	121.19
		44266		EMPLOYMENT EXPENSE	101-192-716.000	70.64
		44266		EMPLOYMENT EXPENSE	101-215-716.000	66.64
		44266		EMPLOYMENT EXPENSE	101-253-716.000	133.28
		44266		EMPLOYMENT EXPENSE	101-400-716.000	187.83
		44266		EMPLOYMENT EXPENSE	101-441-716.000	121.19
		44266		EMPLOYMENT EXPENSE	536-000-716.000	191.83
						<u>1,115.76</u>
12/21/2023	FOA	44267	DTE ENERGY	UTILITIES - ELECTRIC	101-265-920.002	1,266.60
		44267		STREET LIGHTS	101-448-921.000	50.83
		44267		UTILITIES	101-567-920.000	14.87
		44267		UTILITIES - ELECTRIC	101-751-920.002	181.72
		44267		UTILITIES - ELECTRIC	536-000-920.002	3,221.99
						<u>4,736.01</u>
12/21/2023	FOA	44268	HARTLAND TOWNSHIP GENERAL FUND	MOBILE HOME FEES ESCROW	701-000-290.300	286.50
12/21/2023	FOA	44269	LIVINGSTON COUNTY TREASURER	MOBILE HOME FEES ESCROW	701-000-290.300	1,432.50
12/21/2023	FOA	44270	MUTUAL OF OMAHA	ACCRUED STD/LTD BENEFITS	001-000-257.103	190.78
		44270		EMPLOYMENT EXPENSE	101-172-716.000	47.42
		44270		EMPLOYMENT EXPENSE	101-192-716.000	108.63
		44270		EMPLOYMENT EXPENSE	101-209-716.000	155.25
		44270		EMPLOYMENT EXPENSE	101-215-716.000	65.08
		44270		EMPLOYMENT EXPENSE	101-253-716.000	79.04
		44270		EMPLOYMENT EXPENSE	101-400-716.000	124.66
		44270		EMPLOYMENT EXPENSE	101-441-716.000	44.98
		44270		EMPLOYMENT EXPENSE	536-000-716.000	138.06
						<u>953.90</u>
12/21/2023	FOA	44271	PITNEY BOWES GLOBAL FINANCIAL	REPAIRS & MAINTENANCE	101-172-930.000	440.73
12/21/2023	FOA	44272	PRIORITY HEALTH	ACCRUED MEDICAL BENEFITS	001-000-257.100	2,725.34
		44272		EMPLOYMENT EXPENSE	101-172-716.000	1,742.94
		44272		EMPLOYMENT EXPENSE	101-192-716.000	1,267.56
		44272		EMPLOYMENT EXPENSE	101-215-716.000	1,394.34
		44272		EMPLOYMENT EXPENSE	101-253-716.000	633.78
		44272		EMPLOYMENT EXPENSE	101-441-716.000	3,485.88
		44272		EMPLOYMENT EXPENSE	536-000-716.000	2,376.72
						<u>13,626.56</u>
12/21/2023	FOA	44273	STATE OF MICHIGAN	LEGAL FEES	101-209-826.000	50.00
12/21/2023	FOA	44274	VSP INSURANCE CO. (CT)	ACCRUED VISION BENEFITS	001-000-257.102	43.64
		44274		EMPLOYMENT EXPENSE	101-172-716.000	19.67
		44274		DECEMBER 2022 PREMIUMS	101-192-716.000	14.20
		44274		DECEMBER 2022 PREMIUMS	101-215-716.000	11.95
		44274		EMPLOYMENT EXPENSE	101-253-716.000	23.90

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		44274		EMPLOYMENT EXPENSE	101-400-716.000	31.62
		44274		EMPLOYMENT EXPENSE	101-441-716.000	39.34
		44274		DECEMBER 2022 PREMIUMS	536-000-716.000	26.77
		44274		EMPLOYMENT EXPENSE	536-000-716.000	7.10
						218.19
TOTAL - ALL FUNDS				TOTAL OF 9 CHECKS		22,860.15

--- GL TOTALS ---

001-000-257.100	ACCRUED MEDICAL BENEFITS	2,725.34
001-000-257.101	ACCRUED DENTAL BENEFITS	223.16
001-000-257.102	ACCRUED VISION BENEFITS	43.64
001-000-257.103	ACCRUED STD/LTD BENEFITS	190.78
101-172-716.000	EMPLOYMENT EXPENSE	1,931.22
101-172-930.000	REPAIRS & MAINTENANCE	440.73
101-192-716.000	EMPLOYMENT EXPENSE	1,461.03
101-209-716.000	EMPLOYMENT EXPENSE	155.25
101-209-826.000	LEGAL FEES	50.00
101-215-716.000	EMPLOYMENT EXPENSE	1,538.01
101-253-716.000	EMPLOYMENT EXPENSE	870.00
101-265-920.002	UTILITIES - ELECTRIC	1,266.60
101-400-716.000	EMPLOYMENT EXPENSE	344.11
101-441-716.000	EMPLOYMENT EXPENSE	3,691.39
101-448-921.000	STREET LIGHTS	50.83
101-567-920.000	UTILITIES	14.87
101-751-920.002	UTILITIES - ELECTRIC	181.72
536-000-716.000	EMPLOYMENT EXPENSE	2,740.48
536-000-920.002	UTILITIES - ELECTRIC	3,221.99
701-000-290.300	MOBILE HOME FEES ESCROW	1,719.00
	TOTAL	22,860.15

Check Register Report For Hartland Township
 For Check Dates 12/11/2023 to 12/11/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/11/2023	FOA	17474	MISSION SQUARE	483.81	483.81	0.00	Open
12/11/2023	FOA	DD8914	LUCE, MICHAEL T	3,870.49	0.00	3,021.25	Cleared
12/11/2023	FOA	EFT706	FEDERAL TAX DEPOSIT	888.19	888.19	0.00	Cleared
Totals:			Number of Checks: 003	5,242.49	1,372.00	3,021.25	
Total Physical Checks:			1				
Total Check Stubs:			2				

Check Register Report For Hartland Township
 For Check Dates 12/01/2023 to 12/14/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/14/2023	FOA	17475	MISSION SQUARE	1,077.01	1,077.01	0.00	Open
12/14/2023	FOA	17476	MISSION SQUARE	2,865.62	2,865.62	0.00	Open
12/14/2023	FOA	17477	MISSION SQUARE	2,780.22	2,780.22	0.00	Open
12/14/2023	FOA	DD8915	BEDUHN, TIMOTHY L.A.	1,968.00	0.00	1,500.54	Cleared
12/14/2023	FOA	DD8916	BERNARDI, MELYNDA A	1,653.93	0.00	1,290.14	Cleared
12/14/2023	FOA	DD8917	BROOKS, TYLER J	2,548.00	0.00	1,806.23	Cleared
12/14/2023	FOA	DD8918	CARRIGAN, AMANDA K	3,125.00	0.00	2,483.26	Cleared
12/14/2023	FOA	DD8919	CASE, SUSAN E	2,093.17	0.00	1,291.90	Cleared
12/14/2023	FOA	DD8920	CIOFU, LARRY N	2,856.09	0.00	2,060.41	Cleared
12/14/2023	FOA	DD8921	COSGROVE, HEATHER H	1,719.94	0.00	1,416.82	Cleared
12/14/2023	FOA	DD8922	DEDES, AMBER L	570.00	0.00	511.74	Cleared
12/14/2023	FOA	DD8923	DRYDEN-HOGAN, SUSAN A	3,777.57	0.00	2,684.55	Cleared
12/14/2023	FOA	DD8924	HAASETH, GWYN M	495.00	0.00	445.65	Cleared
12/14/2023	FOA	DD8925	HORNING, KATHLEEN A	2,856.09	0.00	1,993.76	Cleared
12/14/2023	FOA	DD8926	HUBBARD, TONYA S	1,840.24	0.00	1,198.74	Cleared
12/14/2023	FOA	DD8927	JOHNSON, LISA	2,216.94	0.00	1,404.20	Cleared
12/14/2023	FOA	DD8928	LANGER, TROY D	3,767.92	0.00	2,649.34	Cleared
12/14/2023	FOA	DD8929	LOFTUS, DANIEL M	753.06	0.00	645.84	Cleared
12/14/2023	FOA	DD8930	LOUIS, CASEY	1,114.74	0.00	862.50	Cleared
12/14/2023	FOA	DD8931	LUCE, MICHAEL T	5,099.17	0.00	3,748.22	Cleared
12/14/2023	FOA	DD8932	MORGANROTH, CAROL L	2,092.20	0.00	1,618.35	Cleared
12/14/2023	FOA	DD8933	NIXON, MITCHELL A	2,261.25	0.00	1,741.02	Cleared
12/14/2023	FOA	DD8934	RADLEY, JAMES W	1,080.00	0.00	900.30	Cleared
12/14/2023	FOA	DD8935	SHOLLACK, DONNA M	2,233.55	0.00	1,682.64	Cleared
12/14/2023	FOA	DD8936	SOSNOWSKI, SHERI R	2,070.73	0.00	1,557.33	Cleared
12/14/2023	FOA	DD8937	WYATT, MARTHA K	3,248.23	0.00	2,129.05	Cleared
12/14/2023	FOA	EFT707	FEDERAL TAX DEPOSIT	11,808.48	11,808.48	0.00	Cleared
12/12/2023	FOA	17478	AMERICAN FAMILY LIFE ASSURANCE CO	32.30	32.30	0.00	Open
12/11/2023	FOA	17474	MISSION SQUARE	483.81	483.81	0.00	Open
12/11/2023	FOA	DD8914	LUCE, MICHAEL T	3,870.49	0.00	3,021.25	Cleared
12/11/2023	FOA	EFT706	FEDERAL TAX DEPOSIT	888.19	888.19	0.00	Cleared

Totals: Number of Checks: 031 75,246.94 19,935.63 40,643.78

Total Physical Checks: 5
 Total Check Stubs: 26

Check Register Report For Hartland Township
For Check Dates 12/21/2023 to 12/21/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/21/2023	FOA	17479	BURROUGHS, JEFFREY M	70.00	61.67	0.00	Open
12/21/2023	FOA	17480	MISSION SQUARE	1,127.01	1,127.01	0.00	Open
12/21/2023	FOA	17481	MISSION SQUARE	3,031.21	3,031.21	0.00	Open
12/21/2023	FOA	17482	MISSION SQUARE	2,693.19	2,693.19	0.00	Open
12/21/2023	FOA	17483	MISSION SQUARE	200.00	200.00	0.00	Open
12/21/2023	FOA	DD8938	BEDUHN, TIMOTHY L.A.	1,947.50	0.00	1,482.97	Cleared
12/21/2023	FOA	DD8939	BERNARDI, MELYNDA A	1,929.59	0.00	1,505.42	Cleared
12/21/2023	FOA	DD8940	BROOKS, TYLER J	2,353.00	0.00	1,680.94	Cleared
12/21/2023	FOA	DD8941	CARRIGAN, AMANDA K	3,425.00	0.00	2,711.58	Cleared
12/21/2023	FOA	DD8942	CASE, SUSAN E	1,867.37	0.00	1,146.85	Cleared
12/21/2023	FOA	DD8943	CIOFU, LARRY N	2,856.09	0.00	2,060.44	Cleared
12/21/2023	FOA	DD8944	COSGROVE, HEATHER H	1,618.80	0.00	1,346.44	Cleared
12/21/2023	FOA	DD8945	DEDES, AMBER L	285.00	0.00	260.65	Cleared
12/21/2023	FOA	DD8946	DRYDEN-HOGAN, SUSAN A	3,777.57	0.00	2,684.56	Cleared
12/21/2023	FOA	DD8947	ECKMAN, MATTHEW A	90.00	0.00	79.28	Cleared
12/21/2023	FOA	DD8948	FOUNTAIN, WILLIAM J	2,856.09	0.00	2,399.54	Cleared
12/21/2023	FOA	DD8949	FOX, LAWRENCE E	360.00	0.00	317.16	Cleared
12/21/2023	FOA	DD8950	GERMANE, MATTHEW J	546.00	0.00	479.23	Cleared
12/21/2023	FOA	DD8951	GREIG, DAVID F	70.00	0.00	64.64	Cleared
12/21/2023	FOA	DD8952	GRISSIM, SUSAN L	90.00	0.00	83.11	Cleared
12/21/2023	FOA	DD8953	HAASETH, GWYN M	760.00	0.00	679.12	Cleared
12/21/2023	FOA	DD8954	HORNING, KATHLEEN A	3,106.09	0.00	2,159.01	Cleared
12/21/2023	FOA	DD8955	HUBBARD, TONYA S	1,657.35	0.00	1,059.84	Cleared
12/21/2023	FOA	DD8956	JOHNSON, LISA	2,423.45	0.00	1,563.30	Cleared
12/21/2023	FOA	DD8957	KENDALL, ANTHONY S	50.07	0.00	46.23	Cleared
12/21/2023	FOA	DD8958	LANGER, TROY D	4,017.92	0.00	2,839.59	Cleared
12/21/2023	FOA	DD8959	LITTERAL, JON D	70.00	0.00	64.65	Cleared
12/21/2023	FOA	DD8960	LOFTUS, DANIEL M	564.80	0.00	497.59	Cleared
12/21/2023	FOA	DD8961	LOUIS, CASEY	962.93	0.00	745.54	Cleared
12/21/2023	FOA	DD8962	LUCE, MICHAEL T	4,791.67	0.00	3,512.85	Cleared
12/21/2023	FOA	DD8963	MAYER, JAMES L	90.00	0.00	79.29	Cleared
12/21/2023	FOA	DD8964	MCMULLEN, SUMMER L	636.00	0.00	536.37	Cleared
12/21/2023	FOA	DD8965	MITCHELL, MICHAEL E	90.00	0.00	83.11	Cleared
12/21/2023	FOA	DD8966	MORGANROTH, CAROL L	2,171.96	0.00	1,683.64	Cleared

Check Register Report For Hartland Township
 For Check Dates 12/21/2023 to 12/21/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/21/2023	FOA	DD8967	MURPHY, THOMAS A	100.00	0.00	88.10	Cleared
12/21/2023	FOA	DD8968	NIXON, MITCHELL A	2,590.00	0.00	1,980.49	Cleared
12/21/2023	FOA	DD8969	O'CONNELL, DENISE	546.00	0.00	384.16	Cleared
12/21/2023	FOA	DD8970	PETRUCCI, JOSEPH M	546.00	0.00	457.09	Cleared
12/21/2023	FOA	DD8971	RADLEY, JAMES W	1,080.00	0.00	900.30	Cleared
12/21/2023	FOA	DD8972	SHOLLACK, DONNA M	2,116.52	0.00	1,598.65	Cleared
12/21/2023	FOA	DD8973	SOSNOWSKI, SHERI R	2,188.55	0.00	1,651.83	Cleared
12/21/2023	FOA	DD8974	WYATT, MARTHA K	3,111.08	0.00	2,032.80	Cleared
12/21/2023	FOA	EFT708	FEDERAL TAX DEPOSIT	12,948.41	12,948.41	0.00	Cleared
12/21/2023	FOA	EFT709	MI DEPT OF TREASURY	4,239.79	4,239.79	0.00	Cleared
Totals:				Number of Checks: 044	82,052.01	24,301.28	42,946.36
Total Physical Checks:				5			
Total Check Stubs:				39			

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 12-12-23 Hartland Township Board Regular Meeting Minutes

Date: December 21, 2023

Recommended Action

Move to approve the Hartland Township Board Regular Meeting Minutes for December 12, 2023.

Discussion

Draft minutes are attached for review.

Financial Impact

None

Attachments

12-12-23 HTB Minutes - DRAFT

DRAFT

1. Call to Order

The meeting was called to order by Supervisor Fountain at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell, Trustee Petrucci (via teleconference)

Also present were Township Manager Mike Luce and Finance Director Susan Dryden-Hogan.

4. Approval of the Agenda

Treasurer Horning requested the addition of a Closed Session as Item 9 (b).

Move to approve the agenda for the December 12, 2023 Hartland Township Board meeting as amended.

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

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference)

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the December 12, 2023 Hartland Township Board Meeting as presented.

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

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference)

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 11-07-23 Hartland Township Board Regular Meeting Minutes
- d. 11-07-23 Hartland Township Board Closed Session Meeting Minutes
- e. Confirm Supervisors Appointments - Jim Mayer and Mike Mitchell to the Planning Commission (01/01/24 - 12/31/26)
- f. Third Fiscal Quarter 2023 Budget Amendments

7. Pending & New Business

a. Hartland Area Historical Society Museum Update

Tom Parshall of the Hartland Area Historical Society came forward to give an update report on the Hartland Historical Museum. He stated that the porch was replaced at the Museum, and that they are making progress with their digital initiative for the museum. He stated one of the digital initiatives was to digitize more documents and that they have digitized 500 class photographs that would encompass about 6000 students from the Round School for two decades. These photos are posted on the Historical Society web page and have become a very popular item. Another initiative was to build technological infrastructure to support things like podcasts and recording of oral histories of individuals that will soon be posted to the website. He stated that they have installed a card access system to the building that provides a real solid control of the access to the building. This will allow entities scheduled access to the building for tours of the Museum without the need to have a docent at the building. He also stated that security and surveillance equipment has been installed and that an internet connection has been added to the building. The Wi-Fi system will handle 300 simultaneous users and will provide some free low bandwidth access to people in the Village. He stated the next mission is to install the main servers and other servers and bring them online so that all of their databases can be available to the public online. He presented the Township Board with their Museum access key. Supervisor Fountain inquired as to the contact number for a person that would be interested in participating or contributing time or donations to the Museum and Mr. Parshall stated it would be (810) 333-6947. He closed by thanking the Township for their support and stated the Historical Society wants to be a leading part in moving forward and that they will be working on that.

b. 2023 Citizen Survey Results

Supervisor Fountain gave a brief overview of the purpose of the third Citizens Survey and turned the meeting over to Manager Luce. Manager Luce continued with a brief update on the survey process, stating we had roughly 400 returns of 2000 surveys sent out. He then brought in Will SaintAmour of Cobalt Community Research via zoom to present an overview of the results of the survey to the Board. Mr. SaintAmour gave a brief overview of Cobalt Community Research and the process for conducting this survey and the goals of the survey. He stated they did a lot of benchmarking, which provides a better context in how your community is performing compared to similar communities within the State of Michigan, the local region, and national level. He then stated they created a type of thermal map that allows each individual demographic to have its experiences shared with the Township. Mr. SaintAmour gave a brief overview of the scoring system, based on the University of Michigan process that has been around for 27 years. He stated that scores in the 60's are pretty good based on this system. He stated specifically that the satisfaction of the community with local government score was 71, which he stated was very solid, and outperformed the state, regional, and national levels. He stated we continue to outperform the benchmarks in most cases, but there were some scores that softened compared to the last survey. He stated that there are items that are not necessarily high or low scores but are the items that have the most impact moving forward. He stated there were survey questions regarding support planning such as a new fire station and roads that were supported and other items such as a single residential trash provider that had concerns with large item pick up and selection of a single provider. He stated the survey had questions regarding ordinances and the most important concerns of residents seemed to be traffic, lighting, and destruction of blighted buildings. Mr SaintAmour stated there were questions related to financing with the priorities being road maintenance, traffic

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

December 12, 2023 – 7:00 PM

congestion and EMS services. In addition, there was a desire to have more retail food establishments and affordable housing. He then gave a brief overview of the survey process and how to read and interpret the actual results charts and graphs. He gave an overview of the overall ACSI Scores for the Township, stating the library, public schools, police presence all scored very high. He stated transportation infrastructure and community events softened from the 2019 survey. He presented the Strategic Priorities slide and gave an overview of the four quadrants of the graph as to strengths and opportunities for improvement. He then went into more detail on specific results on Community Arts, Culture and Events, Hartland Township Government, Local Parks and Recreation, Economic Health, and Community Image. In the overall planning area he went into more depth on the positive responses to the questions of support for a new fire station, and support for a road millage renewal, and the prioritization of road projects for the coming year. Other planning items discussed in more detail were questions regarding changes to trash and recycling services, the level of support for public safety options, perception of ordinance and standards, concerns of residents, services the Township should prioritize for funding, and areas for development. Further discussion was held on results for specific types of housing or businesses the township needs, and additional general comments. Mr. SaintAmour then took questions from the Board. Trustee McMullen inquired as to affordable housing whether it was for rental homes or purchased homes and Mr. Saint Amour stated it was likely purchased homes. Trustee McMullen also inquired as to the ordinance results regarding grass and noxious weeds as to whether this was a business, or a residential issue, and Mr. SaintAmour stated they did not get into that depth with the question. Trustee Germane inquired as to the results of the question regarding the development of a Hartland Township Police Department being stated as a weak score when it appeared to him that the support/strongly support was around 52%. Mr. SaintAmour stated that it is basically a weak response with regards to the other options presented in the chart. Trustee Germane also inquired about the decline in the overall Economic Health of the Township from the last survey and inquired as to whether this was consistent with rest of the state and whether national government policies are affecting this. Mr. SaintAmour stated it is not easy to assess the effect that specific policies have on this, positive or negative, but did state that affordable housing tends to be one of the major drivers of economic health for the last 30 years. Supervisor Fountain stated that the demographic information was informative, in particular with police response time. Supervisor Fountain thanked Mr. SaintAmour on behalf of the Hartland community for his work on the survey. Mr. SaintAmour closed by stating that Hartland Township is outperforming benchmarks in a lot of areas and that does not happen by accident. There is good staffing, good decision making, and good leadership that make these things happen. He stated that we need to pause and realize that you are doing a good job here.

c. 2024 Hartland Township Board Meeting Schedule

Move to approve the Resolution to set the 2024 Hartland Township Board Meeting Schedule

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

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference)

Motion passes: 6 - 0 - 1

d. Resolution - Sewer and Water Rates

Manager Luce gave a brief overview of the water and sewer rates for 2024. There are no changes to the water and sewer rates.

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES
December 12, 2023 – 7:00 PM

Move to approve the Resolution setting rates for Sewer and Water Systems for 2024.

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

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference) Motion passes: 6 - 0 - 1

e. Resolution: 2024 REU Surcharge Policy Revisions

Manager Luce gave a brief overview of the REU surcharge policy that we amended coming out of COVID to allow for surcharge payments to be made interest free within the calendar year after the surcharge assessment. This resolution reinstates the original surcharge policy.

Move to approve the Resolution for the 2024 REU Surcharge Policy Restatement.

Motion made by Treasurer Horning, Seconded by Clerk Ciofu. Roll call vote taken.

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference) Motion passes: 6 – 0 – 1

f. Final ARPA Funds Obligated

Finance Director Susan Dryden-Hogen gave a brief overview of the American Rescue Plan Act (ARPA) funds. She stated we spent about \$1.3 million of ARPA funds last year and had an audit completed with some special conditions attached to show that we spent the funds properly and spent it well. The state would like us to finish the obligation of the remaining funds by the end of the calendar year. It was discussed with the Manager and the Administrative Committee to fund the repairs to the Township Hall roof. The roof project is eligible for ARPA funding. Treasurer Horning stated that spending the remaining ARPA funds on the roof repair will free up money in the Capital Improvement Funds for other community projects.

Move to approve the obligation of final CLFRF (ARPA) grant funds towards the approved Township Hall roof replacement project.

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

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference)

8. Board Reports

Trustee McMullen - No report.

Trustee Petrucci - No report

Clerk Ciofu - No report.

Treasurer Horning - Today was the Board of Review and the Treasurer's Department does all of the revisions, and she was happy to report that we only had to review two parcels today.

Trustee Germane - Inquired as of Clerk Ciofu what the effect is on Hartland Township regarding the recent State of Michigan passed legislation increasing the voter precinct size to 4999 registered voters.

Clerk Ciofu responded that the benefit to Hartland Township was not having to go from five precincts to six precincts as we had two precincts that were near the old limit of 2999 registered voters, and we

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

December 12, 2023 – 7:00 PM

budgeted for a sixth precinct this year. We held off on the sixth precinct as we felt this legislation was going to pass and since it has, we will remain with the five precincts. Trustee Germane inquired as to possibility of attending the MTA Capital Conference in January 2024. Treasurer Horning stated they will be discussing wind and solar and she would also like to attend. Supervisor Fountain stated that they will also be discussing tax exempt veterans and the possible reimbursement by the State for these taxes, and limitations on fireworks events. Supervisor Fountain stated that those Board Members that wish to attend the Capital Conference should get with Manager Luce and he will get them registered.

Trustee O'Connell - No report

Supervisor Fountain - Stated that Winterfest will be held on Saturday, February 10, 2023. Clerk Ciofu stated this was a totally free family fun day and if anyone would like to get involved or sponsor an event they can contact the Clerk's Department.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager Luce stated the roof repairs were completed last week and the DPW staff is replacing damaged ceiling tiles inside the building this week. Go to Roofing did an excellent job on the roof and the cleanup by the roofing company was very good. We did come in under budget on this project. He stated all the bills are in for the M-59 sidewalk near San Marino and we also came in under budget on this project. Manager Luce stated that we had six applicants for the DPW Director position, and we interviewed three candidates last week. It was a very tough decision, but we did extend an offer to a candidate, which they did accept, and we are working through the paperwork before releasing information. He stated we had a water issue at the Buffalo Wild Wings site last week. A curb was removed for an access drive and there was a curb stop in the curb so when the concrete was removed, they tore out the water line. He commended the excavating company for their quick response in correcting the situation and he also commended the DPW staff for their efforts in resolving this issue. Manager Luce stated there will be some development starting behind Bella Vita as there is a pre-conference meeting on a grading permit for this development tomorrow. He stated that a site plan review committee was held to discuss light industrial options for the Old US-23 and Bergin Rd. site, and we also met with their corporate council on this and the fact that there will be no water or sewer capacity at this site. They will be looking at other options for this site. He stated that on December 7th, at the Livingston County Board of Public Works (LCBPW) meeting, they approved a resolution to purchase REU capacity from Genesee County. The resolution stated that ARPA funds will be used for the purchase, but if they are not available, they will be using capital capacity reserve funding for the purchase. Per the Master Operating Agreement, Hartland Township is due compensation if this purchase comes to fruition. Manager Luce gave an overview of the Admin Committee meeting with Sue Grissim regarding the M-59 median landscaping. The consensus of the group is to start at the east end with the island in front of Clark Rd. and the west end with the four rectangle islands at the enter/exit ramps at the M-59 and US-23 intersection. Manager Luce will be discussing the west end plan with MDOT. A brief description of the landscaping was discussed, but we will meet with Sue Grissim after the first of the year on a formal plan. Trustee Germane inquired as to when Old US-23 south of M-59 is to be re-paved. Manager Luce stated that this is a joint project between Livingston County and the Township scheduled for the spring of 2024. There are also federal grant dollars going into this project and the repaving will go from M-59 south to the Brighton Township line. Trustee Germane inquired whether there has been any discussion regarding paving Old US-23 north of M-59 to Crouse Rd. Manager Luce said he has not had any conversations with the County on this, but he will make some inquiries. Manager Luce stated the Township Hall will be closed at 4:00 p.m. on

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

December 12, 2023 – 7:00 PM

December 22nd through the new year and we will be back open for business on January 2, 2024. Supervisor Fountain stated that the Hartland Culver's restaurant placed in the top five national rankings for Culver's restaurants for the second year in a row.

a. Closed Session

Move to go into closed session per MCL 15.268(e) to consult with the township attorney regarding pending litigation that would have a detrimental financial effect on the litigation or settlement portions of the township if held in an open meeting.

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

Roll call vote taken.

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference)

Motion passes: 6 - 0 - 1

Board is in closed session at 8:20 p.m.

Board came out of closed session at 8:55 p.m.

10. Adjournment

Move to adjourn the meeting at 8:55 p.m.

Motion made by Trustee Germane, Seconded by Treasurer Horning.

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

Voting Nay: None

Abstaining: Trustee Petrucci (teleconference)

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 12-12-23 Hartland Township Board Closed Session Meeting Minutes

Date: December 21, 2023

Recommended Action

Move to approve the Hartland Township Board Closed Session Meeting Minutes for December 12, 2023.

Discussion

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

Financial Impact

None

Attachments

None

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: Confirm Supervisor's Appointments – Bruce Douglass and Dennis Pate to the Zoning Board of Appeals (01/01/24 – 12/31/26)

Date: December 21, 2023

Recommended Action

Move to confirm the Supervisor's appointments – Bruce Douglass and Dennis Pate to the Zoning Board of Appeals (01/01/24 – 12/31/26).

Discussion

After speaking with the incumbent and applicant, Supervisor Fountain recommends their appointments to the Hartland Township Zoning Board of Appeals for this three-year term.

Financial Impact

None

Attachments

None

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Michael Luce, Township Manager

Subject: Ratify The Hiring of S.Hable as Director of Public Works

Date: December 22, 2023

Recommended Action

Move to ratify the hiring of Scott Hable as Director of Public Works, beginning 1/1/24, at an annual salary of \$83,000.

Discussion

Hartland Township received 6 resumes for Public Works Director position. Mr. Hable was identified as an exceptional candidate for the position after conducting numerous phone interviews and three in-person interviews.

Mr. Hable has over 17 years of progressive Public Works experience at the City of Howell, and currently serves as DPW Sewer and Storm Group Leader. He was the most qualified applicant, holding multiple licenses and certifications that will benefit Hartland Township.

Mr. Hable has preexisting working relationships with the Road Commission and Drain Commission and is fluent in working with the State of Michigan in day to day aspects of Public Works operations.

The Township Manager is recommending the proposed compensation based upon Mr. Hable's experience and education.

Financial Impact

Is a Budget Amendment Required? Yes No

Attachments

S. Hable Cover Letter

S. Hable Resume

Wilson Letter Of Recommendation

Scott Hable

To Whom It May Concern,

I'm writing this letter to inform you of my intent to apply for the position of Director of Public Works for Hartland Township. I'm currently in my 17th year of being employed with the city and reading through the duties and responsibilities that this position requires, I feel I am a solid candidate who would be a great fit for the job. I know public works well, and most, if not all the day to day duties of the public service operation.

My employment before a career in public works was in the golf business, as a superintendent of a country club golf course. There I managed peak crews of 18 people, as well as million dollar budgets. I left that life in 2006 and worked my way up the ladder at The City of Howell.

Currently, I serve in the capacity of Stormwater and Sanitary group leader. I've been very involved in many current, and past construction projects, using my knowledge of the cities infrastructure to help these projects run as smoothly as possible. Dealing with contractors, as well as residents and reporting back to my supervisors on a daily basis has been a strong point of mine. I feel my ability to communicate effectively with members of the community, as well as contractors and companies hired by the city, makes me well equipped for this position. I have also been involved in the DPW's transition to GIS based infrastructure mapping. I have a strong background in many of the technology-based programs mentioned in the job description and have also been involved in GIS mapping in the field, sidewalk inspections, escrow inspections and sewer/water inspections as well. I hope these attributes can make me an asset in this position. Thank you for your consideration.

Sincerely,

Scott R. Hable

Scott Hable

To Whom It May Concern,

I'm writing this letter to inform you of my intent to apply for the position of Director of Public Works for Hartland Township. I'm currently in my 17th year of being employed with the city and reading through the duties and responsibilities that this position requires, I feel I am a solid candidate who would be a great fit for the job. I know public works well, and most, if not all the day to day duties of the public service operation.

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Sincerely,

Scott R. Hable



Scott R. Hable

EXPERIENCE:

City of Howell Stormwater/Sanitary Group Leader Howell, MI
Maintains and repairs the cities Stormwater and 2017-present
Sanitary sewer collection systems

**City of Howell D.P.W.
Skilled Laborer** Howell, MI
2009 - 2017
Involved in all work performed including water,
sanitary, storm, streets and signs

**City of Howell Cemetery Dept.
General Laborer** Howell, MI
2006-2009
Involved in all aspects of Cemetery Maintenance

Stormwater/Sanitary Group Leader

- Identifies and repairs failing storm and sanitary structures and catch basins
- Maintains a cleaning regimen for storm and sanitary mainlines
- Fluent in use of Vactor for cleaning and hydro-excavation
- Responds to sewer backups, sinkholes and other storm and sanitary emergencies

Skilled D.P.W. Laborer

- Knowledgeable in all aspects of day to day D.P.W. operations
- Experience in all departments and their practices
- Able to perform an ever-changing schedule of jobs, including water meter reads, water meter installs, miss dig locate tickets, storm catch basin cleaning and construction, sewer cleaning, sign installation and street painting, and many more

Cemetery Laborer

- Trained in all aspects of Cemetery and Park maintenance
- Maintained cemetery and park grounds by mowing, string trimming, and clean up
- Extensive landscaping experience maintaining city parking lot flower beds and pots
- Involved in gravesite location and burial excavation

EDUCATION:

Howell High School 1992-1996
Diploma
Central Michigan University 1996-1997
General Studies
Lansing Community College 1997-1998
General Studies/Landscape Design
Michigan State University 1998-2000
Soil Science Associates Degree

SKILLS:

Certified Michigan Industrial Stormwater Operator, Nassco PACP/MACP/LACP pipe grading program certified. Fluent in many aspects of technology, including ArcGIS. Thorough use and instruction pertaining to sewer line camera inspection and trouble shooting. Involved in many City infrastructure jobs over the years working with outside contractors to successfully, and efficiently complete projects

To whom it may concern:

I'm writing in reference to Scott Hable and his application for employment as Hartland Township's Director of Public Works. I have known Scott for over 17 years as he has worked under me when I was employed by the City Of Howell as the Director of Public Services. I've also worked with Scott in the field on various construction projects in my time with Hubbell Roth and Clark engineering. Scott has proven to be an extremely valuable and knowledgeable employee, both working for me, and working with me. Scott is prompt, good with contractors and the general public, and has a firm grasp on the day to day operations of the Public Works Department. I confidently recommend Scott for this position, and feel it would highly benefit the township to hire someone like him, who has many years of experience involved in the public works field.

Please feel free to contact me at 517-915-8546 should you like to discuss Scott's qualifications and experience further. I'd be happy to expand on my recommendation.

All the best,

Terry Wilson

To whom it may concern:

I'm writing in reference to Scott Hable and his application for employment as Hartland Township's Director of Public Works. I have known Scott for over 17 years as he has worked under me when I was employed by the City Of Howell as the Director of Public Services. I've also worked with Scott in the field on various construction projects in my time with Hubbell Roth and Clark engineering. Scott has proven to be an extremely valuable and knowledgeable employee, both working for me, and working with me. Scott is prompt, good with contractors and the general public, and has a firm grasp on the day to day operations of the Public Works Department. I confidently recommend Scott for this position, and feel it would highly benefit the township to hire someone like him, who has many years of experience involved in the public works field.

Please feel free to contact me at 517-915-8546 should you like to discuss Scott's qualifications and experience further. I'd be happy to expand on my recommendation.

All the best,

Terry Wilson



Board of Trustees

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

Matthew J. Germane, Trustee
Summer McMullen, Trustee
Denise O'Connell, Trustee
Joseph M. Petrucci, Trustee

Dear Scott Hable,

It is Hartland Townships pleasure to offer you the full-time position of Public Works Director, here at Hartland Township. It is in my and the interview committee's opinion, that your abilities and experience will align with the Public Works Department as well as Hartland Township.

The annual salary offered for the position to you is \$83,000 per year, and to be paid twice per month by direct deposit. As an employee of Hartland Township, you are also eligible for our benefits program, which includes medical insurance, retirement program and paid leave time. Other benefits will be described in more detail in the orientation package.

We look forward to having you on our team! Please feel free to reach out at your earliest convenience.

Sincerely,

Michael T. Luce
Township Manager

2655 Clark Road. Hartland, MI 48353 (810) 623-7498



Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Michael Luce, Township Manager

Subject: Hartland Township FY24-25 CIP Budget Discussion

Date: December 22, 2023

Recommended Action

No formal action recommended at this time.

Discussion

Township Manager will initiate the FY2024-25 CIP Budget Discussion. The proposed CIP budget is reviewed annually in advance of the Township Board formally adopting the budget.

Financial Impact

Is a Budget Amendment Required? Yes No

Attachments

FY2024-25 CIP



GENERAL FUND CIP
2022-2026

	Funding Source	Actual FY 22-23	Projected FY 23-24	Proposed FY 24-25	Proposed FY 25-26	Proposed FY 26-27
Pathways						
Sidewalk Sweeping	401					
<i>Dunham Road Pathway</i>	285	ARPA				
Sidewalk gaps	401			\$ 100,000	\$ 50,000	
San Marino Extension	401	\$ 20,177	\$ 371,856			
Township Hall and Grounds						
Township Hall HVAC (placeholder)	401			\$ 9,500	\$ 9,500	\$ 9,500
Township Hall Landscaping	401	\$ 30,870				
Township Hall Roof Replacement/Repair	285		ARPA			
Township Hall Parking Lot Rehab	401			\$ 400,000		
Township Hall Interior Office/Lobby Reconfiguration	401			\$ 60,000		
HERO Center Improvements						
<i>HERO Center (placeholder)</i>	401		ARPA			
Parks						
Settlers Pathway Sealcoat	401					
Phragmites Educational Website/Annual Maint.	401			\$ 20,000	\$ 5,000	\$ 5,000
<i>Settlers Park Picnic Area</i>	285	ARPA				
<i>Picnic Tables and Trash Receptacles</i>	285	ARPA				
<i>Heritage Park Irrigation repair</i>	285	ARPA				
<i>Park Security Cameras</i>	285	ARPA				
<i>Utility Vehicle</i>	285	ARPA				
<i>Heritage Park Sign renovation</i>	401			\$ 15,000		
Spranger Field Facility Upgrades (New Storage)	401		\$ 13,189	\$ 325,000		
Veterans Memorial at Settlers Park	401			\$ 175,000		
Children's Picnic Tables	401			\$ 5,000	\$ 5,000	
Park parking lot maintenance	401			\$ 100,000	\$ 50,000	\$ 50,000
2nd Pavilion or Mobile Stage	401			\$ 200,000		
Miscellaneous Projects						
Contingencies	401	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
Miscellaneous Expenses	401					
<i>Ore Creek Bridge Paint</i>	285		ARPA			
<i>Board Room Audience Chairs</i>	285		ARPA			
<i>Grant Initiative for Civic Organizations</i>	285		ARPA			
M-59 Median Improvements (discussion)*	401			\$ 121,520	\$ 106,700	\$ 46,200
Election Equipment (projected in year 2027)	401					\$ 100,000
Beginning Capital Project Fund Cash Balance:	401	\$ 1,317,559	\$ 2,009,820	\$ 2,563,888	\$ 1,541,868	\$ 1,824,668
Annual Project Totals:	401	\$ 51,047	\$ 385,045	\$ 1,551,020	\$ 246,200	\$ 230,700
Other Misc. Revenues	401	\$ 29,526	\$ 29,113	\$ 29,000	\$ 29,000	\$ 29,000
Annual Capital Fund Transfer Projection:	401	\$ 713,782	\$ 910,000	\$ 500,000	\$ 500,000	\$ 500,000
EOY Capital Fund Project Balance:	401	\$ 2,009,820	\$ 2,563,888	\$ 1,541,868	\$ 1,824,668	\$ 2,122,968

For more details on ARPA funded projects see the ARPA CIP Sheet.



ROAD MILLAGE

2021-2024

Funding Source	<u>Actual</u> FY 21-22	<u>Actual</u> FY 22-23	<u>Projected</u> FY 23-24	<i>Millage Over Proposed FY 24-25</i>	<i>Possible Millage Renewal</i>
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Road Fund

Bergin Road Design Engineering	204	\$ 6,898				
Road Chloride - 1 application	204	\$ -	\$ 21,209	\$ 21,646	\$ 24,500	
2021 - 2022 construction projects	204	\$ 271,532	\$ 440,000			
Cundy Road/Maxfield Road	204			\$ 535,083		
Old US-23 Paving cost sharing	204				\$ 687,000	
Maxfield/Clyde/Cullen Limestone Cap	204				\$ 575,000	
Crouse Rd Drainage & Repaving (Hartland-East)	204				\$ 500,000	
Bergin Limestone <i>(no millage renewal)</i>	204				\$ 96,000	
Pleasant Valley Rd limestone <i>(no millage renewal)</i>	204				\$ 108,000	

Beginning Road Fund Cash Balance	204	\$ 1,988,971	\$ 2,235,864	\$ 2,343,631	\$ 2,450,012	\$ 9,000,000
Annual Project Totals:	204	\$ 278,430	\$ 461,209	\$ 556,729	\$ 1,990,500	
Annual Bond Payments (P&I) & Non capital expenses	204	\$ 592,672	\$ 606,422	\$ 600,900		
Annual Taxes & Revenues designated for Roads	204	\$ 1,117,995	\$ 1,175,398	\$ 1,264,010		
EOY Road Fund Project Balance:	204	\$ 2,235,864	\$ 2,343,631	\$ 2,450,012	\$ 459,512	\$ 9,000,000

*FY24 last year of collections

Bergin limestone and Pleasant Valley limestone applications would only occur if road millage is not renewed

Four annual chloride applications - Three funded from General Fund; One from Road Millage Fund

Road millage renewal planned for 2024 Presidential election (November)



FIRE AUTHORITY CIP

2022-2026

Funding Source	<u>Actual</u> FY 22-23	<u>Projected</u> FY 23-24	<u>Proposed</u> FY 24-25	<u>Proposed</u> FY 25-26	<u>Proposed</u> FY 26-27
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Fire Fund

<i>Station 61 Needs Assessment Study</i>	206	ARPA				
<i>Lexipol Policy & Training Program (ARPA request)</i>	206		ARPA			
Station 61 drain repair	206			\$ 6,500		
Station 62 interior light replacement project	206		\$ 5,500			
Radiant Heater replacement (3 heaters)	206		\$ 3,500	\$ 3,500	\$ 3,500	
Station 61 carpet replacement	206		\$ 18,000			
Station 61 parking lot replacement/apron repairs	206		\$ 226,789		\$ 350,000	
Tornado Sirens per new siren	206			\$ 20,000	\$ 20,000	\$ 20,000
Station 62 parking lot rehabilitation	206			\$ 100,000		
Station 62 water softener	206		\$ 6,000			
Station 62 exhaust removal system repair/update	206		\$ 10,000			
Station 62 interior remodel	206			\$ 40,000		
Station 62 HVAC replacement unit	206			\$ 10,000		
Station 62 replacement roof	206					\$ 45,000
Station 61 addition/remodel (\$3.8M)	206			Explore Financing		
Station 64 without property (\$6M)	206			Explore Financing		

Beginning Cash Balance	206	\$ 1,703,887	\$ 2,055,171	\$ 2,180,003	\$ 2,460,786	\$ 2,563,541
Annual Expenses excluding Capital Projects	206	\$ 1,321,470	\$ 1,405,917	\$ 1,467,321	\$ 1,511,341	\$ 1,556,681
Total Cash Balance before CIP	206	\$ 382,417	\$ 649,254	\$ 712,682	\$ 949,446	\$ 1,006,860
Total Project Costs	206	\$ -	\$ 269,789	\$ 180,000	\$ 373,500	\$ 65,000
Cash Balance after CIP (goal of \$100K Min.)	206	\$ 382,417	\$ 379,465	\$ 532,682	\$ 575,946	\$ 941,860
Annual Taxes & Revenues designated for Fire	206	\$ 1,672,754	\$ 1,800,538	\$ 1,928,104	\$ 1,987,595	\$ 2,047,223
EOY Cash Balance:	206	\$ 2,055,171	\$ 2,180,003	\$ 2,460,786	\$ 2,563,541	\$ 2,989,083

Cash balance Target after CIP is \$100,000 at any given time; Capital projects are suspended if balance drops below \$100,000 until balance is restored



WATER SYSTEM CIP

2022-2026

Funding Source	<u>Actual</u> FY 22-23	<u>Projected</u> FY 23-24	<u>Proposed</u> FY 24-25	<u>Proposed</u> FY 25-26	<u>Proposed</u> FY 26-27
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Water Fund

Mowers, Trailer	539			\$ 15,000		
Annual Repairs	539	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Replacement Truck	539	\$ 40,736		\$ 45,000		
Updated Water Master Plan	539					
New Supply Well Engineering	539		\$ 45,000	\$ -		
Asset Management Inventory	539					\$ 50,000
Install Water Main (12" & 16") to East M-59	539	\$ 2,870,090	\$ 97,316			
Repairs to Well #1	539		\$ 37,116			
Water Plant Filter Improvements with media	539		\$ 30,000	\$ 1,320,000		
New Supply Well Construction	539				\$ 350,000	
GIS Upgrades and integration	577		PEG Fund			
Driveway Improvements for well access	539			\$ 50,000		
New PRV (additional to existing)	539		\$ 350,000		\$ 400,000	
Generator Garage Door	539		\$ 30,000			

Beginning Capital Project Fund Cash Balance:	539	\$ 3,479,537	\$ 1,788,594	\$ 1,502,213	\$ 657,213	\$ 492,213
Annual Project Totals:	539	\$ 2,910,826	\$ 604,432	\$ 1,445,000	\$ 765,000	\$ 65,000
ARPA Grant	539	\$ 1,000,000				
Connection Fees + 536 Transfers + Other Revenue Less: Non Capital Expenses	539	\$ 219,883	\$ 318,051	\$ 600,000	\$ 600,000	\$ 600,000
EOY Capital Fund Project Balance:	539	\$ 1,788,594	\$ 1,502,213	\$ 657,213	\$ 492,213	\$ 1,027,213

\$1,000,000 ARPA contribution towards Install Water Main (12" & 16") to East M-59



ARPA FUNDING

2021-2025

Funding Source	<u>Actual</u> FY 21-22	<u>Actual</u> FY 22-23	<u>Projected</u> FY 23-24	<u>Proposed</u> FY 24-25	<u>Proposed</u> FY 25-26
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ARPA Fund

Water Main Extension	539		\$ 1,000,000		
Dunham Road Pathway	285		\$ 208,675		
Fire Station 61 Needs Assessment Study	285		\$ 21,684		
Settlers Park Picnic Area	285		\$ 34,750		
Heritage Park Irrigation repair	285		\$ 18,103		
Park Security Cameras	285		\$ 9,244	\$ 1,175	
Picnic Tables and Trash Receptacles	285		\$ 16,626		
Utility Vehicle	285		\$ 30,299		
Lexipol Fire Authority Training Software	285		\$ 20,937		
Audit Fees for Federal Funds	285			\$ 4,500	
HERO Center (placeholder)	285			\$ 19,747	
Ore Creek Bridge Paint	285			\$ 13,200	
Mower and Trailer	285			\$ 25,000	
Township Hall - New Roof	285			\$ 80,904	
AED Machines for Parks	285			\$ 6,990	
Grant Initiative for Civic Organizations	285			\$ 82,768	

Beginning ARPA Fund Cash Balance	285	\$ -	\$ 797,270	\$ 234,404	
Annual Project Totals:	285	\$ -	\$ 1,360,318	\$ 234,284	
Additional ARPA Payments + Interest Earnings	285	\$ 797,270	\$ 797,452	\$ 46	
ARPA Fund Balance:	285	\$ 797,270	\$ 234,404	\$ 166	