



## 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, October 18, 2022 7:00 PM

1. Call to Order
  2. Pledge of Allegiance
  3. Roll Call
  4. Approval of the Agenda
  5. Call to the Public
  6. Approval of the Consent Agenda
    - [a.](#) Approve Payment of Bills
    - [b.](#) Approve Post Audit of Disbursements Between Board Meetings
    - [c.](#) 10-04-22 Hartland Township Board Regular Meeting Minutes
    - [d.](#) 10-04-22 Hartland Township Board Closed Session Meeting Minutes
    - [e.](#) Approve Hiring Public Works Operator
  7. Pending & New Business
    - [a.](#) Public Works Truck Purchase
  8. Board Reports
- [BRIEF RECESS]
9. Information / Discussion
    - a. Manager's Report
    - [b.](#) 2022 Planning Department Update
    - [c.](#) Hartland Township Pathways Plan Discussion
  10. Adjournment

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

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

**Subject:** Approve Payment of Bills

**Date:** October 11, 2022

### **Recommended Action**

Move to approve the bills as presented for payment.

### **Discussion**

Bills presented total \$344,398.69. The bills are available in the Finance office for review.

Notable invoices include:

\$182,931.08 – Livingston County Drain Commission – (Sept. 2022 Sewer System O&M)

\$119,737.50 – The Huntington National Bank – (Sewer Refunding Bond, Series 2021 & Special Assessment Refunding Bond, Series 2019)

### **Financial Impact**

Is a Budget Amendment Required? ☐ Yes ☒ No

All expenses are covered under the amended FY23 budget.

### **Attachments**

Bills for 10.18.2022

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 1/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

ADOBE	ADOBE INC	09/06/2022	2256458650	FOA	SEPT 2022	
48135		10/18/2022		N		15.89
09/06/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		15.89

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	15.89

VENDOR TOTAL: 15.89

ALLSTAR	ALLSTAR ALARM LLC	10/01/2022	349076	FOA	11/1/22 - 1/31/23 MONITORING FIRE ST	
48115	8345 MAIN STREET	10/18/2022		N		246.00
10/01/2022	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		10/18/2022		Y		246.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000-801.000	CONTRACTED SERVICES	246.00

ALLSTAR	ALLSTAR ALARM LLC	10/01/2022	349125	FOA	11/1/22 - 1/31/23 MONITORING AT TOWN	
48116	8345 MAIN STREET	10/18/2022		N		823.65
10/01/2022	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		10/18/2022		Y		823.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	823.65

VENDOR TOTAL: 1,069.65

AMAZON.COM	AMAZON.COM	09/18/2022	111-3528944-6822	FOA	GLASS WHITEBOARD, MAGNETIC DRY ERASE	
48142		10/18/2022		N		299.98
09/18/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		299.98

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-740.000	OPERATING SUPPLIES	160.00
536-000-740.000	OPERATING SUPPLIES	139.98
		299.98

AMAZON.COM	AMAZON.COM	09/16/2022	111-7018955-6970	FOA	DRY ERASE MARKERS	
48141		10/18/2022		N		8.50
09/16/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		8.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	8.50

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 2/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

VENDOR TOTAL: 308.48

AMWAY	AMWAY GRAND PLAZA	09/14/2022	091422	FOA	LODGING FOR CONFERENCE	
48129	187 MONROE AVE N.W.	10/18/2022		N		518.34
09/14/2022	GRAND RAPIDS MI, 49503	/ /	0.0000	N		0.00
		10/18/2022		N		518.34

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-192-957.000	EDUCATION/TRAINING/CONVENTION	595.24
101-192-957.000	EDUCATION/TRAINING/CONVENTION	(51.34)
101-192-957.000	EDUCATION/TRAINING/CONVENTION	(25.56)
		518.34

VENDOR TOTAL: 518.34

BPGAS	BP GAS	09/21/2022	092122	FOA	FUEL	
48125		10/18/2022		N		40.16
09/21/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		40.16

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253-957.000	EDUCATION/TRAINING/CONVENTION	40.16

VENDOR TOTAL: 40.16

CHLORIDESO	CHLORIDE SOLUTIONS, LLC	10/08/2022	CS100285	FOA	DUST CONTROL	
48178	672 NORTH M-52	10/18/2022		N		2,240.45
10/08/2022	WEBBERVILLE MI, 48892	/ /	0.0000	N		0.00
		10/18/2022		Y		2,240.45

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-463-969.002	ROAD CHLORIDE	1,680.34
204-000-969.002	ROAD CHLORIDE	560.11
		2,240.45

VENDOR TOTAL: 2,240.45

CINTAS	CINTAS CORPORATION	10/03/2022	4133144273	FOA	MATS	
48114	P.O. BOX 630910	10/18/2022		N		57.47
10/03/2022	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		10/18/2022		N		57.47

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	57.47



10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 3/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

VENDOR TOTAL: 57.47

COMCAST	COMCAST	09/03/2022	090322	FOA	SEPT 2022 PHONE/INTERNET AT WTP	
48139	P.O. BOX 70219	10/18/2022		N		213.25
09/03/2022	PHILADELPHIA PA, 19176-0219	/ /	0.0000	N		0.00
		10/18/2022		N		213.25

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-851.000	TELEPHONE	76.90
536-000-805.000	INTERNET	136.35
		213.25

COMCAST	COMCAST	09/06/2022	090622	FOA	SEPT 2022 CABLE/INTERNET AT TWP HALL	
48130	P.O. BOX 70219	10/18/2022		N		338.38
09/06/2022	PHILADELPHIA PA, 19176-0219	/ /	0.0000	N		0.00
		10/18/2022		N		338.38

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-805.000	INTERNET	274.90
577-000-806.000	CABLE TV FEES	63.48
		338.38

COMCAST	COMCAST	09/22/2022	092222	FOA	AUG - SEPT 2022	
48143	P.O. BOX 70219	10/18/2022		N		1,347.60
09/22/2022	PHILADELPHIA PA, 19176-0219	/ /	0.0000	N		0.00
		10/18/2022		N		1,347.60

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-805.000	INTERNET	1,347.60

COMCAST	COMCAST	09/25/2022	092522	FOA	SEPT 2022 INTERNET AT WTP	
48144	P.O. BOX 70219	10/18/2022		N		168.45
09/25/2022	PHILADELPHIA PA, 19176-0219	/ /	0.0000	N		0.00
		10/18/2022		N		168.45

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-805.000	INTERNET	168.45

VENDOR TOTAL: 2,067.68

CMP	CONSTANT MOTION PRODUCTIONS	09/28/2022	26	FOA	STATE OF THE COMMUNITY 2022	
48097	1016 BALDWIN AVE	10/18/2022		N		4,750.00
09/28/2022	ANN ARBOR MI, 48104	/ /	0.0000	N		0.00
		10/18/2022		Y		4,750.00

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 4/17

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
577-000-801.000	CONTRACTED SERVICES & RENTALS	4,750.00
VENDOR TOTAL:		4,750.00

CONSUMER	CONSUMERS ENERGY	09/30/2022	202431466490	FOA	SEPT 2022 LED LIGHT	
48163	PO BOX 740309	10/18/2022		N		87.36
09/30/2022	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		10/18/2022		N		87.36

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-448-921.000	STREET LIGHTS	87.36
VENDOR TOTAL:		87.36

CM	CRYSTAL MOUNTAIN LODGING	09/21/2022	092122	FOA	LODGING FOR CONFERENCE	
48126		10/18/2022		N		307.83
09/21/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		307.83

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253-957.000	EDUCATION/TRAINING/CONVENTION	307.83
VENDOR TOTAL:		307.83

DOUGIES	DOUGIE'S DISPOSAL & RECYCLING	10/01/2022	119332	FOA	OCTOBER 2022 PARKS TRASH PICKUP	
48118	PO BOX 241	10/18/2022		N		300.00
10/01/2022	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/18/2022		Y		300.00

Open

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

DOUGIES	DOUGIE'S DISPOSAL & RECYCLING	10/05/2022	119766	FOA	NOV 2022 - JAN 2023 TRASH PICKUP AT	
48161	PO BOX 241	10/18/2022		N		184.00
10/05/2022	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/18/2022		Y		184.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	184.00
VENDOR TOTAL:		484.00

DROPBOX	DROPBOX	09/21/2022	092122	FOA	9/21/22 - 9/21/23	
---------	---------	------------	--------	-----	-------------------	--

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 5/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
48151		10/18/2022		N		119.88
09/21/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		119.88

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-577-801.000	CONTRACTED SERVICES	119.88

VENDOR TOTAL: 119.88

0070	DTE ENERGY	09/30/2022	200243839205	FOA	SEPT 2022 - MILLPOINTE, FIDDLERS GRO	
48164	P.O BOX 740786	10/18/2022		N		1,344.76
	CINCINNATI					
09/30/2022	OH, 45274-0786	/ /	0.0000	N		0.00
		10/18/2022		N		1,344.76

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000-282.001	MILLPOINTE STREETLIGHTS DEPOSIT	251.36
101-000-282.002	FIDDLAR GROVE STREETLIGHT DEPOSIT	22.29
101-000-282.003	WALNUT RIDGE STREETLIGHTS DEPOSIT	23.87
101-448-921.000	STREET LIGHTS	1,047.24
		1,344.76

VENDOR TOTAL: 1,344.76

EGLE DW	EGLE DW TRAIN & CERT	09/01/2022	090122	FOA	TRAINING FOR MITCHELL NIXON	
48140		10/18/2022		N		70.00
09/01/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		70.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-957.000	EDUCATION/TRAINING/CONVENTION	70.00

VENDOR TOTAL: 70.00

EMAGINE	EMAGINE HARTLAND	09/09/2022	090922	FOA	THEATRE RENTAL	
48150	ATTN: BRIGETTE GOSSETT	10/18/2022		N		153.00
	200 NORTH MAIN STREET					
09/09/2022	ROYAL OAK MI, 48067	/ /	0.0000	N		0.00
		10/18/2022		N		153.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-801.000	CONTRACTED SERVICES & RENTALS	153.00

VENDOR TOTAL: 153.00

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 6/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

ETNA	ETNA SUPPLY COMPANY	10/06/2022	S104347261.008	FOA	METER TRANSCEIVER	
48175	P.O. BOX 772107	10/18/2022		N		7,215.00
10/06/2022	DETROIT MI, 48277-2107	/ /	0.0000	N		0.00
		10/18/2022		N		7,215.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-741.000	METER COSTS	7,215.00

ETNA	ETNA SUPPLY COMPANY	09/30/2022	S104608529.001	FOA	MEASURING CHAMBER ASSEMBLY	
48119	P.O. BOX 772107	10/18/2022		N		880.00
09/30/2022	DETROIT MI, 48277-2107	/ /	0.0000	N		0.00
		10/18/2022		N		880.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-741.000	METER COSTS	880.00

ETNA	ETNA SUPPLY COMPANY	10/07/2022	S104681583.005	FOA	1 1/2" METERS	
48176	P.O. BOX 772107	10/18/2022		N		1,800.00
10/07/2022	DETROIT MI, 48277-2107	/ /	0.0000	N		0.00
		10/18/2022		N		1,800.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-741.000	METER COSTS	1,800.00

VENDOR TOTAL: 9,895.00

FIRSTIMPRE	FIRST IMPRESSION PRINT & MARKETING	10/06/2022	80643	FOA	HARTLAND LIVING WEB SERVICES	
48165	907 FOWLER ST.	10/18/2022		N		64.56
08/19/2022	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/18/2022		N		64.56

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-801.000	CONTRACTED SERVICES & RENTALS	64.56

FIRSTIMPRE	FIRST IMPRESSION PRINT & MARKETING	10/06/2022	80690	FOA	HARTLAND LIVING WEB SERVICES	
48166	907 FOWLER ST.	10/18/2022		N		83.01
08/31/2022	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/18/2022		N		83.01

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-801.000	CONTRACTED SERVICES & RENTALS	83.01

VENDOR TOTAL: 147.57

GAMERAMA	GAMERAMA & THE REPAIR	09/21/2022	19	FOA	TABLET SCREEN REPLACEMENT	
----------	-----------------------	------------	----	-----	---------------------------	--

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 7/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

48147		10/18/2022		N		281.95
09/21/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		281.95

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-727.000	SUPPLIES & POSTAGE	281.95

VENDOR TOTAL: 281.95

GODADDY	GO DADDY	09/11/2022	091122	FOA	SEPT 2022	
48136		10/18/2022		N		26.99
09/11/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		26.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-900.000	PRINTING & PUBLICATIONS	26.99

VENDOR TOTAL: 26.99

SEPTIC	HARTLAND SEPTIC SERVICE	09/30/2022	9292210	FOA	CLEAN 1500 GALLON SEPTIC TANK	
48113	7230 FAUSSETT ROAD	10/18/2022		N		405.00
09/30/2022	FENTON MI, 48430	/ /	0.0000	N		0.00
		10/18/2022		N		405.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	405.00

VENDOR TOTAL: 405.00

0001	HARTLAND TOWNSHIP GENERAL FUND	10/04/2022	100322	FOA	SEPT 2022 DOG LICENSE PMT	
48156		10/18/2022		N		30.00
10/04/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		30.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.250	DOG LICENSES ESCROW	30.00

VENDOR TOTAL: 30.00

HARTTREASU	HARTLAND TOWNSHIP TREASURER	10/07/2022	10372 3RDQTR22	FOA	3RD QTR 2022 UB - M59 MEDIANS	
48171	2655 CLARK RD	10/18/2022		N		516.54
10/07/2022	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/18/2022		N		516.54

Open

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

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 8/17

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

101-463-920.005	UTILITIES - WATER				516.54	
HARTTREASU	HARTLAND TOWNSHIP TREASURER	10/07/2022	2655-003RDQTR22	FOA	3RD QTR 2022 UB - TOWNSHIP HALL	
48167	2655 CLARK RD	10/18/2022		N		759.59
10/07/2022	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/18/2022		N		759.59
Open						

GL NUMBER	DESCRIPTION	AMOUNT				
101-265-920.005	UTILITIES - WATER	759.59				
HARTTREASU	HARTLAND TOWNSHIP TREASURER	10/07/2022	2655-01 3RDQTR22	FOA	3RD QTR 2022 UB - TOWNSHIP IRRIGATION	
48168	2655 CLARK RD	10/18/2022		N		1,510.77
10/07/2022	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/18/2022		N		1,510.77
Open						

GL NUMBER	DESCRIPTION	AMOUNT				
101-265-920.005	UTILITIES - WATER	1,510.77				
HARTTREASU	HARTLAND TOWNSHIP TREASURER	10/07/2022	3191 3RDQTR2022	FOA	3RD QTR 2022 UB- HERO TEEN CENTER	
48169	2655 CLARK RD	10/18/2022		N		404.80
10/07/2022	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/18/2022		N		404.80
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-265-920.004	UTILITIES - SEWER	220.59
101-265-920.005	UTILITIES - WATER	184.21
		<hr/> 404.80

HARTTREASU	HARTLAND TOWNSHIP TREASURER	10/07/2022	9751 3RDQTR2022	FOA	3RD QTR 2022 UB - WTP	
48172	2655 CLARK RD	10/18/2022		N		1,458.19
10/07/2022	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/18/2022		N		1,458.19
Open						

GL NUMBER	DESCRIPTION	AMOUNT				
536-000-920.004	UTILITIES - SEWER	1,458.19				
HARTTREASU	HARTLAND TOWNSHIP TREASURER	10/07/2022	SPRANGER3Q22	FOA	3RD QTR 2022 UB - SPRANGER FIELDS	
48170	2655 CLARK RD	10/18/2022		N		137.04
10/07/2022	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/18/2022		N		137.04
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-751-920.004	UTILITIES - SEWER	137.04

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 9/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

VENDOR TOTAL: 4,786.93

WATERO&M	HARTLAND TOWNSHIP WATER O & M	10/03/2022	100322	FOA	SEPT 2022 OUT OF DEPT COSTS	
48123	2655 CLARK RD	10/18/2022		N		5,016.65
10/03/2022	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/18/2022		N		5,016.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.009	CONTRACT SERVICES - WATER SYSTEM	2,596.88
101-265-801.009	CONTRACT SERVICES - WATER SYSTEM	1,509.77
101-567-801.009	CONTRACT SERVICES - WATER SYSTEM	910.00
		5,016.65

VENDOR TOTAL: 5,016.65

0220	LIVINGSTON COUNTY TREASURER	09/22/2022	09/22/2022	FOA	BOR/PRE ADJUSTMENTS	
48098	200 E. GRAND RIVER	10/18/2022		N		319.99
09/22/2022	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/18/2022		N		319.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-850.000	TAX CHARGEBACKS	306.27
204-000-850.000	TAX CHARGEBACKS	6.08
206-000-850.000	TAX CHARGEBACKS	7.64
		319.99

0220	LIVINGSTON COUNTY TREASURER	10/04/2022	100322	FOA	SEPT 2022 DOG LICENSE PMT	
48155	200 E. GRAND RIVER	10/18/2022		N		340.00
10/04/2022	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/18/2022		N		340.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.250	DOG LICENSES ESCROW	340.00

VENDOR TOTAL: 659.99

2909	LIVINGSTON CTY.DRAIN COMMISSIO	09/30/2022	3542	FOA	SEPT 2022 SEWER SYSTEM O&M	
48159	2300 E. GRAND RIVER	10/18/2022		N		182,931.08
	STE. 105					
10/04/2022	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/18/2022		N		182,931.08

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-000-801.008	LCDC CONTRACT SERVICES	182,931.08

10/10/2022 04:23 PM  
 User: SUSANC  
 DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
 EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 OPEN - CHECK TYPE: PAPER CHECK

Page: 10/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

VENDOR TOTAL: 182,931.08

LDPA	LIVINGSTON DAILY PRESS & ARGUS	09/11/2022	091122	FOA	SEPT 2022	
48137		10/18/2022		N		9.99
	3964 SOLUTIONS CENTER					
09/11/2022	CHICAGO IL, 60677-3009	/ /	0.0000	Y		0.00
		10/18/2022		N		9.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-577-801.000	CONTRACTED SERVICES	9.99

VENDOR TOTAL: 9.99

MASTERS	MASTERS TELECOM LLC	09/26/2022	9333	FOA	SEPT 2022	
48131		10/18/2022		N		19.59
09/26/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		19.59

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-851.000	TELEPHONE	19.59

VENDOR TOTAL: 19.59

MEMENTO	MEMENTO	09/24/2022	092422	FOA	PLATINUM 9/24 - 10/24/22	
48152		10/18/2022		N		49.99
09/24/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		49.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-577-956.000	SPECIAL EVENTS	49.99

VENDOR TOTAL: 49.99

MACEO	MI ASSOC. CODE ENFORCEMENT OFFICERS	10/04/2022	01190	FOA	MACEO GENERAL MTG	
48127	C/O JEANNIE NILAND - CITY OF NOVI	10/18/2022		N		20.00
	45175 TEN MILE ROAD					
08/31/2022	NOVI MI, 48375	/ /	0.0000	N		0.00
		10/18/2022		N		20.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-722-957.000	EDUCATION/TRAINING/CONVENTION	20.00

MACEO	MI ASSOC. CODE ENFORCEMENT OFFICERS	09/13/2022	01242	FOA	FALL MINI CONFERENCE	
48128	C/O JEANNIE NILAND - CITY OF NOVI	10/18/2022		N		70.00
	45175 TEN MILE ROAD					
09/13/2022	NOVI MI, 48375	/ /	0.0000	N		0.00



10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 11/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

Open		10/18/2022		N		70.00
------	--	------------	--	---	--	-------

GL NUMBER	DESCRIPTION	AMOUNT
101-722-957.000	EDUCATION/TRAINING/CONVENTION	70.00

VENDOR TOTAL: 90.00

MSUSLGP	MICHIGAN STATE UNIVERSITY	10/03/2022	497403	FOA	CITIZEN PLANNER PROGRAM	
48121	MSU ANR EVENT SERVICES / 13525	10/18/2022		N		900.00
	JUSTIN MORRILL HALL OF AGRICULTURE					
10/03/2022	EAST LANSING MI, 48824	/ /	0.0000	N		0.00
		10/18/2022		N		900.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-957.000	EDUCATION/TRAINING/CONVENTION	900.00

VENDOR TOTAL: 900.00

LCDPA	MICHIGAN.COM	11/01/2022	NOV 2022	FOA	NOV 2022 SERVICE	
48173	PO BOX 742520	10/18/2022		N		63.00
11/01/2022	CINCINNATI OH, 45274-2520	/ /	0.0000	N		0.00
		10/18/2022		N		63.00

Open

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

VENDOR TOTAL: 63.00

ORKIN	ORKIN	09/29/2022	232907851	FOA	PEST CONTROL AT TWP HALL	
48109	21068 BRIDGE ST.	10/18/2022		N		71.85
09/29/2022	SOUTHFIELD MI, 48034	/ /	0.0000	N		0.00
		10/18/2022		N		71.85

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	71.85

ORKIN	ORKIN	09/29/2022	232908548	FOA	PEST CONTROL AT HERO TEEN CENTER	
48108	21068 BRIDGE ST.	10/18/2022		N		70.88
09/29/2022	SOUTHFIELD MI, 48034	/ /	0.0000	N		0.00
		10/18/2022		N		70.88

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	70.88

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 12/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

VENDOR TOTAL: 142.73

PERSONALIT	PERSONALITY INSIGHTS	08/30/2022	083022	FOA	DISC PROFILES	
48148		10/18/2022		N		207.20
08/30/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		207.20

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-957.000	EDUCATION/TRAINING/CONVENTION	51.80
101-172-957.000	EDUCATION/TRAINING/CONVENTION	155.40
		207.20

VENDOR TOTAL: 207.20

1180	PETER'S TRUE VALUE HARDWARE	10/04/2022	K64607	FOA	STAPLE GUN/STAPLES	
48149	3455 W. HIGHLAND ROAD	10/18/2022		N		74.97
10/04/2022	MILFORD MI, 48380	/ /	0.0000	N		0.00
		10/18/2022		N		74.97

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	74.97

VENDOR TOTAL: 74.97

RURALKING	RURAL KING	09/15/2022	091522	FOA	GLOVES/WTP SUPPLIES	
48134	4216 DEWITT AVE	10/18/2022		N		56.93
09/15/2022	MATTOON IL, 61938	/ /	0.0000	N		0.00
		10/18/2022		N		56.93

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	16.99
536-000-740.000	OPERATING SUPPLIES	39.94
		56.93

RURALKING	RURAL KING	09/19/2022	091922	FOA	ANCHORS FOR WHITE BOARD	
48145	4216 DEWITT AVE	10/18/2022		N		7.47
09/19/2022	MATTOON IL, 61938	/ /	0.0000	N		0.00
		10/18/2022		N		7.47

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-740.000	OPERATING SUPPLIES	7.47

RURALKING	RURAL KING	09/22/2022	092222	FOA	PARK SUPPLIES	
48146	4216 DEWITT AVE	10/18/2022		N		49.92
09/22/2022	MATTOON IL, 61938	/ /	0.0000	N		0.00
		10/18/2022		N		49.92

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 13/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-740.000	OPERATING SUPPLIES	49.92
VENDOR TOTAL:		114.32

SHUTTERSTO	SHUTTERSTOCK.COM	09/17/2022	091722	FOA	SEPT 2022	
48138		10/18/2022		N		29.00
09/17/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		29.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-577-801.000	CONTRACTED SERVICES	29.00
VENDOR TOTAL:		29.00

SMARTSOURC	SMART SOURCE LLC	09/25/2022	1768761	FOA	CLEARING/PAYROLL CHECK STOCK	
48162	MICHIGAN DIVISION	10/18/2022		N		344.20
	P.O. BOX 106068					
09/25/2022	ATLANTA GA, 30348-6068	/ /	0.0000	N		0.00
		10/18/2022		N		344.20

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-192-727.000	SUPPLIES & POSTAGE	344.20
VENDOR TOTAL:		344.20

STAPLES	STAPLES	10/01/2022	8067787433	FOA	MISC SUPPLIES	
48120	PO BOX 660409	10/18/2022		N		265.41
10/01/2022	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		10/18/2022		N		265.41

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215-727.000	SUPPLIES & POSTAGE	78.96
101-172-727.000	SUPPLIES & POSTAGE	140.40
101-172-727.000	SUPPLIES & POSTAGE	10.59
101-192-727.000	SUPPLIES & POSTAGE	8.17
101-253-727.000	SUPPLIES & POSTAGE	27.29
		265.41

STAPLES	STAPLES	10/08/2022	8067867517	FOA	MISC SUPPLIES	
48177	PO BOX 660409	10/18/2022		N		643.66
10/08/2022	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		10/18/2022		N		643.66

Open

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 14/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

GL NUMBER	DESCRIPTION	AMOUNT
101-172-727.000	SUPPLIES & POSTAGE	512.59
101-192-727.000	SUPPLIES & POSTAGE	15.22
536-000-740.000	OPERATING SUPPLIES	115.85
		<u>643.66</u>

VENDOR TOTAL: 909.07

APPRAISAL	THE APPRAISAL FOUNDATION	09/13/2022	091322	FOA	ORDERS 541020 & 541021	
48132	P.O. BOX 381	10/18/2022		N		200.00
09/13/2022	ANNAPOLIS JUNCTION MD, 20701	/ /	0.0000	N		0.00
		10/18/2022		N		200.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-209-957.000	EDUCATION/TRAINING/CONVENTION	200.00

VENDOR TOTAL: 200.00

HUNTINGBAN	THE HUNTINGTON NATIONAL BANK	09/19/2022	09192022	FOA	SANITARY SEWER REFUNDING BOND SERIES	
48110	PO BOX 1558-GW4E64	10/18/2022		N		89,800.00
09/19/2022	COLUMBUS OH, 43216	/ /	0.0000	Y		0.00
		10/18/2022		N		89,800.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
595-000-997.011	2021 SEWER REFUNDING INTEREST	89,800.00

HUNTINGBAN	THE HUNTINGTON NATIONAL BANK	09/19/2022	091922	FOA	SPEC ASSMT REFUNDING BOND SERIES 201	
48111	PO BOX 1558-GW4E64	10/18/2022		N		29,937.50
09/19/2022	COLUMBUS OH, 43216	/ /	0.0000	Y		0.00
		10/18/2022		N		29,937.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
354-000-997.010	2019 REFUNDING BOND INTEREST	29,937.50

VENDOR TOTAL: 119,737.50

SPIRITOFLLI	THE SPIRIT OF LIVINGSTON	09/29/2022	53388	FOA	TWP LOGO ON HOODIE	
48105	3280 W GRAND RIVER	10/18/2022		N		12.50
04/04/2022	HOWELL MI, 48855	/ /	0.0000	N		0.00
		10/18/2022		N		12.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-727.000	SUPPLIES/POSTAGE	12.50

SPIRITOFLLI	THE SPIRIT OF LIVINGSTON	09/29/2022	53465	FOA	TEE SHIRTS FOR T. BROOKS	
-------------	--------------------------	------------	-------	-----	--------------------------	--

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 15/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

48104	3280 W GRAND RIVER	10/18/2022		N		120.00
05/04/2022	HOWELL MI, 48855	/ /	0.0000	N		0.00
		10/18/2022		N		120.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	120.00

SPIRITOFLLI	THE SPIRIT OF LIVINGSTON	09/29/2022	53491	FOA	LOGO ON SHIRTS FOR M. LUCE	
48107	3280 W GRAND RIVER	10/18/2022		N		37.50
05/09/2022	HOWELL MI, 48855	/ /	0.0000	N		0.00
		10/18/2022		N		37.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-727.000	SUPPLIES & POSTAGE	37.50

SPIRITOFLLI	THE SPIRIT OF LIVINGSTON	09/29/2022	53617	FOA	HATS	
48103	3280 W GRAND RIVER	10/18/2022		N		90.00
06/14/2022	HOWELL MI, 48855	/ /	0.0000	N		0.00
		10/18/2022		N		90.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	90.00

SPIRITOFLLI	THE SPIRIT OF LIVINGSTON	09/29/2022	53658	FOA	TWP LOGO ON JACKET	
48102	3280 W GRAND RIVER	10/18/2022		N		12.50
06/30/2022	HOWELL MI, 48855	/ /	0.0000	N		0.00
		10/18/2022		N		12.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-727.000	SUPPLIES/POSTAGE	12.50

SPIRITOFLLI	THE SPIRIT OF LIVINGSTON	09/29/2022	53776	FOA	TEE SHIRT FOR T. BEDUHN	
48101	3280 W GRAND RIVER	10/18/2022		N		63.52
08/17/2022	HOWELL MI, 48855	/ /	0.0000	N		0.00
		10/18/2022		N		63.52

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	63.52

SPIRITOFLLI	THE SPIRIT OF LIVINGSTON	09/09/2022	53848	FOA	TEE SHIRTS FOR SEASONAL EMPLOYEES	
48100	3280 W GRAND RIVER	10/18/2022		N		112.54
09/09/2022	HOWELL MI, 48855	/ /	0.0000	N		0.00
		10/18/2022		N		112.54

Open

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 16/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

GL NUMBER	DESCRIPTION	AMOUNT
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	112.54

SPIRITOFLLI	THE SPIRIT OF LIVINGSTON	09/24/2022	53901	FOA	NAME BADGES	
48106	3280 W GRAND RIVER	10/18/2022		N		94.00
09/24/2022	HOWELL MI, 48855	/ /	0.0000	N		0.00
		10/18/2022		N		94.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-727.000	SUPPLIES & POSTAGE	24.00
101-400-727.000	SUPPLIES & POSTAGE	70.00
		94.00

VENDOR TOTAL: 542.56

STAMP	THE STAMPMAKER.COM	09/14/2022	1057648	FOA	SELF INKING DATER & STAMP PAD	
48124		10/18/2022		N		48.50
09/14/2022	,	/ /	0.0000	N		0.00
		10/18/2022		N		48.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253-727.000	SUPPLIES & POSTAGE	48.50

VENDOR TOTAL: 48.50

UPS	THE UPS STORE 4254	09/13/2022	091322	FOA	ELECTION SHIPPING	
48133	10051 E. HIGHLAND RD	10/18/2022		N		21.36
	SUITE 29					
09/13/2022	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/18/2022		Y		21.36

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-191-727.000	SUPPLIES & POSTAGE	21.36

VENDOR TOTAL: 21.36

USA	USA BLUE BOOK	09/27/2022	123580	FOA	FIRST AID KIT	
48096	P.O. BOX 9004	10/18/2022		N		355.80
09/27/2022	GURNEE IL, 60031-9004	/ /	0.0000	N		0.00
		10/18/2022		N		355.80

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	355.80

VENDOR TOTAL: 355.80

10/10/2022 04:23 PM  
User: SUSANC  
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP  
EXP CHECK RUN DATES 10/18/2022 - 10/18/2022  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN - CHECK TYPE: PAPER CHECK

Page: 17/17

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

WATERTECH	WATER TECH	08/31/2022	54680	FOA	AUGUST 2022	
48099	718 S MICHIGAN	10/18/2022		N		262.00
08/31/2022	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/18/2022		N		262.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	262.00

VENDOR TOTAL: 262.00

WSP	WSP USA ENVIRONMENT	10/04/2022	H19220521	FOA	9/1 - 9/16/22 WATER SUPPLY ASSISTANC	
48157	P.O. BOX 74008618	10/18/2022		N		292.50
10/04/2022	CHICAGO IL, 60674-8618	/ /	0.0000	N		0.00
		10/18/2022		N		292.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
539-000-150.000	WATER CONSTRUCT IN PROGRESS	292.50

WSP	WSP USA ENVIRONMENT	10/04/2022	H19220522	FOA	WWTP REPORTING THRU 9/16/22	
48158	P.O. BOX 74008618	10/18/2022		N		2,168.30
10/04/2022	CHICAGO IL, 60674-8618	/ /	0.0000	N		0.00
		10/18/2022		N		2,168.30

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-801.007	TREATMENT PLANT SAMPLING	2,168.30

VENDOR TOTAL: 2,460.80

TOTAL - ALL VENDORS: 344,398.69

FUND TOTALS:

Fund 101 - GENERAL FUND	20,254.26
Fund 204 - MUNICIPAL STREET FUND	566.19
Fund 206 - FIRE OPERATING	253.64
Fund 354 - 2009 M-59 ROAD IMPROVEMENTS BOND	29,937.50
Fund 536 - WATER SYSTEM FUND	13,256.97
Fund 539 - WATER REPLACEMENT FUND	292.50
Fund 577 - CABLE TV FUND	6,736.55
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND	182,931.08
Fund 595 - 2005 SEWER EXP BONDS	89,800.00
Fund 701 - TRUST AND AGENCY	370.00

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

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

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

**Date:** October 11, 2022

### **Recommended Action**

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

### **Discussion**

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

Accounts Payable – \$1,218,865.54

October 13, 2022 Payroll - \$73,480.19

### **Financial Impact**

Is a Budget Amendment Required? ☐ Yes ☒ No

All expenses are covered under the amended FY23 budget.

### **Attachments**

Post Audit Bills List 09.29.2022

Post Audit Bills List 10.03.2022

Post Audit Bills List 10.04.2022

Post Audit Bills List 10.06.2022

Payroll for 10.13.2022



10/05/2022 05:11 PM  
User: SUSANC  
DB: Hartland

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP  
CHECK DATE FROM 09/29/2022 - 09/29/2022

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/29/2022	FOA	43123	PRIORITY HEALTH	ACCRUED MEDICAL BENEFITS	001-000-257.100	2,565.68
		43123		EMPLOYMENT EXPENSE	101-192-716.000	1,162.90
		43123		EMPLOYMENT EXPENSE	101-209-716.000	1,279.20
		43123		EMPLOYMENT EXPENSE	101-215-716.000	1,860.65
		43123		EMPLOYMENT EXPENSE	101-253-716.000	581.45
		43123		EMPLOYMENT EXPENSE	101-441-716.000	3,198.04
		43123		EMPLOYMENT EXPENSE	536-000-716.000	2,180.47
						<hr/>
						12,828.39
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		12,828.39

--- GL TOTALS ---

001-000-257.100	ACCRUED MEDICAL BENEFITS	2,565.68
101-192-716.000	EMPLOYMENT EXPENSE	1,162.90
101-209-716.000	EMPLOYMENT EXPENSE	1,279.20
101-215-716.000	EMPLOYMENT EXPENSE	1,860.65
101-253-716.000	EMPLOYMENT EXPENSE	581.45
101-441-716.000	EMPLOYMENT EXPENSE	3,198.04
536-000-716.000	EMPLOYMENT EXPENSE	2,180.47
	TOTAL	12,828.39

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/03/2022	FOA	43124	CONSUMERS ENERGY	UTILITIES - ELECTRIC	206-000-920.002	44.49
10/03/2022	FOA	43125	PITNEY BOWES BANK INC RESERVE	SUPPLIES & POSTAGE	101-172-727.000	27.93
		43125		SUPPLIES & POSTAGE	101-191-727.000	94.25
		43125		SUPPLIES & POSTAGE	101-209-727.000	6.51
		43125		SUPPLIES & POSTAGE	101-215-727.000	181.49
		43125		TAX COLLECTION	101-253-811.100	95.19
		43125		SUPPLIES & POSTAGE	101-400-727.000	0.57
		43125		SUPPLIES & POSTAGE	101-441-727.000	2.85
		43125		SUPPLIES/POSTAGE	536-000-727.000	0.29
		43125		SUPPLIES & POSTAGE	590-000-727.000	0.28
						<hr/> 409.36
10/03/2022	FOA	43126	POSTMASTER	SUPPLIES & POSTAGE	101-191-727.000	1,660.50
TOTAL - ALL FUNDS				TOTAL OF 3 CHECKS		2,114.35
--- GL TOTALS ---						
101-172-727.000			SUPPLIES & POSTAGE		27.93	
101-191-727.000			SUPPLIES & POSTAGE		1,754.75	
101-209-727.000			SUPPLIES & POSTAGE		6.51	
101-215-727.000			SUPPLIES & POSTAGE		181.49	
101-253-811.100			TAX COLLECTION		95.19	
101-400-727.000			SUPPLIES & POSTAGE		0.57	
101-441-727.000			SUPPLIES & POSTAGE		2.85	
206-000-920.002			UTILITIES - ELECTRIC		44.49	
536-000-727.000			SUPPLIES/POSTAGE		0.29	
590-000-727.000			SUPPLIES & POSTAGE		0.28	
			TOTAL		2,114.35	

10/05/2022 05:13 PM  
User: SUSANC  
DB: Hartland

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP  
CHECK DATE FROM 10/04/2022 - 10/04/2022

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/04/2022	FOA	43148	GEN-X PYROTECHNICS	PARKS - SPECIAL EVENTS	101-751-955.000	5,000.00
10/04/2022	FOA	43149	POSTMASTER	SUPPLIES/POSTAGE	536-000-727.000	311.40
		43149		SUPPLIES & POSTAGE	590-000-727.000	311.40
						<hr/> 622.80
			TOTAL - ALL FUNDS	TOTAL OF 2 CHECKS		5,622.80

--- GL TOTALS ---

101-751-955.000	PARKS - SPECIAL EVENTS	5,000.00
536-000-727.000	SUPPLIES/POSTAGE	311.40
590-000-727.000	SUPPLIES & POSTAGE	311.40
	TOTAL	5,622.80

10/05/2022 05:14 PM  
User: SUSANC  
DB: Hartland

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP  
CHECK DATE FROM 10/06/2022 - 10/06/2022

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/06/2022	FOA	43150	JENNIFER M. NASH	CURRENT PORTION BONDS PAYABLE	595-000-203.002	1,120,000.00
		43150		SERIES 2016 REFUNDING BOND INTEREST	595-000-997.007	78,300.00
						<hr/> 1,198,300.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		1,198,300.00
--- GL TOTALS ---						
595-000-203.002			CURRENT PORTION BONDS PAYABLE		1,120,000.00	
595-000-997.007			SERIES 2016 REFUNDING BOND INTEREST		78,300.00	
			TOTAL		1,198,300.00	

Check Register Report For Hartland Township  
For Check Dates 10/13/2022 to 10/13/2022

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
10/13/2022	FOA	17246	ICMA VANTAGEPOINT TRANSFER AGENT	2,275.89	2,275.89	0.00	Void
10/13/2022	FOA	17247	ICMA VANTAGEPOINT TRANSFER AGENT	3,468.21	3,468.21	0.00	Void
10/13/2022	FOA	17248	ICMA VANTAGEPOINT TRANSFER AGENT	1,611.50	1,611.50	0.00	Void
10/13/2022	FOA	17249	MISSION SQUARE	2,275.89	2,275.89	0.00	Open
10/13/2022	FOA	17250	MISSION SQUARE	3,468.21	3,468.21	0.00	Open
10/13/2022	FOA	17251	MISSION SQUARE	1,611.50	1,611.50	0.00	Open
10/13/2022	FOA	DD8087	BEDUHN, TIMOTHY L.A.	1,691.00	0.00	1,278.76	Cleared
10/13/2022	FOA	DD8088	BERNARDI, MELYNDA A	1,438.97	0.00	1,114.75	Cleared
10/13/2022	FOA	DD8089	BROOKS, TYLER J	2,287.12	0.00	1,622.79	Cleared
10/13/2022	FOA	DD8090	CASE, SUSAN E	1,710.52	0.00	1,113.50	Cleared
10/13/2022	FOA	DD8091	CIOFU, LARRY N	2,746.24	0.00	1,980.73	Cleared
10/13/2022	FOA	DD8092	COBB, SUSAN M	474.00	0.00	417.59	Cleared
10/13/2022	FOA	DD8093	DRYDEN-HOGAN, SUSAN A	3,601.41	0.00	2,555.78	Cleared
10/13/2022	FOA	DD8094	HAASETH, GWYN M	656.25	0.00	587.01	Cleared
10/13/2022	FOA	DD8095	HEASLIP, JAMES B	3,211.94	0.00	1,811.61	Cleared
10/13/2022	FOA	DD8096	HORNING, KATHLEEN A	2,746.24	0.00	1,990.15	Cleared
10/13/2022	FOA	DD8097	HUBBARD, TONYA S	1,703.88	0.00	1,224.68	Cleared
10/13/2022	FOA	DD8098	JOHNSON, LISA	2,003.40	0.00	1,236.76	Cleared
10/13/2022	FOA	DD8099	KENDALL, ANTHONY S	48.00	0.00	44.33	Cleared
10/13/2022	FOA	DD8100	LANGER, TROY D	3,592.16	0.00	2,519.57	Cleared
10/13/2022	FOA	DD8101	LOFTUS, DANIEL M	346.61	0.00	305.37	Cleared
10/13/2022	FOA	DD8102	LOUIS, CASEY	928.58	0.00	603.43	Cleared
10/13/2022	FOA	DD8103	LUCE, MICHAEL T	3,446.80	0.00	2,523.62	Cleared
10/13/2022	FOA	DD8104	MORGANROTH, CAROL L	1,249.56	0.00	980.85	Cleared
10/13/2022	FOA	DD8105	NIXON, MITCHELL A	988.00	0.00	825.19	Cleared
10/13/2022	FOA	DD8106	RADLEY, JAMES W	988.00	0.00	825.19	Cleared
10/13/2022	FOA	DD8107	SHOLLACK, DONNA M	1,999.28	0.00	1,512.97	Cleared
10/13/2022	FOA	DD8108	SOSNOWSKI, SHERI R	1,138.50	0.00	872.10	Cleared
10/13/2022	FOA	DD8109	VERMILLION, KAREN L	1,759.68	0.00	1,266.61	Cleared
10/13/2022	FOA	DD8110	WEST, ROBERT M	4,266.67	0.00	2,561.35	Cleared
10/13/2022	FOA	DD8111	WYATT, MARTHA K	2,721.56	0.00	1,730.16	Cleared
10/13/2022	FOA	EFT652	FEDERAL TAX DEPOSIT	11,024.62	11,024.62	0.00	Cleared
Totals:				73,480.19	25,735.82	33,504.85	

Number of Checks: 032

73,480.19

25,735.82

33,504.85

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
Total Physical Checks:			6				
Total Check Stubs:			26				

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

**Submitted By:** Larry Ciofu, Clerk

**Subject:** 10-04-22 Hartland Township Board Regular Meeting Minutes

**Date:** October 13, 2022

### **Recommended Action**

Move to approve the Hartland Township Board Regular Meeting minutes for October 4, 2022.

### **Discussion**

Draft minutes are attached for review.

### **Financial Impact**

None

### **Attachments**

10-4-22 HTB Minutes - DRAFT

# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

October 04, 2022 – 7:00 PM

## **DRAFT**

### **1. Call to Order**

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

### **2. Pledge of Allegiance**

### **3. Roll Call**

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

ABSENT: None

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

### **4. Approval of the Agenda**

#### **Move to approve the agenda for the October 4, 2022, 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**

Brooke Chapel came forward as an advocate of all things going on with the schools in Hartland and was concerned with the irregularities of signage placement regarding the Hartland School Board elections. She believes this election is important to the future of Hartland and inquired as to what the Township can do to promote this election and encouraged the Township residents to get out and vote.

Tonya Grant came forward with issues regarding the transparency of the Hartland Schools budget. Supervisor Fountain stated the Hartland Schools are a separate entity from the Township and the Township has no say in the Hartland School budget. Ms. Grant inquired as to the status of the HERO Teen Center as she was unsure if it was still operating and that a community center like this is important to the community and she would be happy to assist if needed. Trustee Petrucci stated that HERO Center staff and teens were here tonight to provide a presentation on the Teen Center. Ms. Grant also inquired as to where she could find the legalities regarding fair elections and Clerk Ciofu provided information regarding elections and stated that complaints should be filed with the State. Ms. Grant inquired as to how we could get more community members involved in local government. Supervisor Fountain stated that transparency of local government is a major focus of the Township and that you can go to the Hartland Township website to access our information.

### **6. Approval of the Consent Agenda**

#### **Move to approve the consent agenda for the October 4, 2022, Hartland Township Board meeting as presented.**



# HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

October 04, 2022 – 7:00 PM

Motion made by Trustee Germane, 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

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 09-06-22 Hartland Township Board Regular Meeting Minutes
- d. 09-06-22 Hartland Township Board Closed Session Meeting Minutes
- e. Sewer Bond 595 Uncollectible Special Assessments

## 7. Pending & New Business

- a. SP #22-014 Preliminary and Final Site Condominium Application for Hartland Towne Square – Hartland Ring Road Condominium Request

Manager West stated this is on the RPT Development, known as Ramco, or what you are familiar with as the Meijer area. RPT is out of land divisions and per the State of Michigan Land Divisions Act they are no longer permitted any further divisions. We have two businesses that would like to occupy a single parcel in this development. He stated that we historically, and as a legal response to this issue, have adopted a condominium application where the building footprints themselves will have separate parcel IDs but they share a parking lot. We have done this as a means to authorize multiple businesses to come in without doing the land division and without violating the Land Division Act of Michigan. This is for a Buffalo Wild Wings restaurant and another restaurant, to be named in the future, to share a single site within the development. Manager West introduce the applicant, John Freel should the Board have any questions.

**Move to approve Site Plan Application #22-014, as outlined in the staff memorandum, dated September 27, 2022, approval upon preliminary and final site plan condominium application for Hartland Ring Road.**

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

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

Voting Nay: None

Absent: None

- b. Hartland Enrichment and Recreation Organization (H.E.R.O.) Presentation

Supervisor Fountain gave a brief history of the HERO Teen Center which is in the 10th year of operation and stated that two Board members, Trustee Germane and Trustee Petrucci, are on the HERO Center Board. Dan Livingway, one of the Teen Center Directors, thanked the Board for their involvement with the Teen Center and gave a brief presentation on the HERO Teen Center along with several of the students in attendance. Mr. Livingway stated that on an average day there are typically 40 students that attend the HERO Teen Center and can get up to 60 students on a given day. The students talked about how much they love the HERO Teen Center and how it has helped them and thanked the Board for their support for the Teen Center. Supervisor Fountain gave a brief overview of the Township's support for the Hartland Senior Center and when the opportunity presented itself to do something for the youth of the

## HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

October 04, 2022 – 7:00 PM

Township, the Township converted the old Township Hall into the Teen Center. The Township provides the same amount of funding for the Teen Center and the Senior Center. The Teen Center also does their own fundraising and has received several grants including one for the Hoop House, which is a large greenhouse behind the Teen Center. He also stated that there is no cost to attend the Teen Center. Trustee Petrucci acknowledged Kay Fountain, who was in attendance, as the individual who brought the Teen center concept to the Board and was the driving force in starting the HERO Teen Center. He stated that this is a great place for kids to socialize and we have had other communities visit our teen center to use as a template for their own centers. The Teen Center then presented a video featuring educational, social and physical activities of the Teen Center.

### c. County Commissioner Wes Nakagiri update to Hartland Township Board

Hartland Township's County Commissioner Wes Nakagiri came forward to address the Board. He commended the Teen Center students for their poised presentation tonight and stated it was great to see their involvement. He stated that he was here to create a dialog between himself as County Commissioner and the Board should the Board have any questions regarding what is going on at the County level. He stated his primary reason for being here tonight was to publicly thank Manager West for all of his hard work and great insight on the issues going on with the Septage Receiving Station and the Livingston Regional Sewer System. He stated he firmly believes that we would not have made the progress we have made so far, even though there is more to do, without Mr. West's expertise. He thanked the Board for allowing Mr. West to be part of the Board of Public Works. He stated it has been an honor and a real learning opportunity for him to work with Manager West to become knowledgeable in the area of sewer rates. He stated when he was campaigning for office in 2018 and knocking on doors in Hartland, sewer rates came up time and time again. To see that progress is being made in getting more fair and equitable sewer rates, saving the users about \$300 a year, is a marvelous thing. He also stated he is very anxious as a representative of the County to see closure and conclusion in what we are going to do with regards to the allocation of the REU's to make sure the Septage Receiving Station is paying its fair share. He stated if there are things he can do he would be more than happy to do so as he wants to see closure to this issue in a manner that is fair to the citizens of the Livingston County and fair to the citizens of Hartland Township. He stated that this is a high priority for him. Commissioner Nakagiri then gave a brief overview of the County's American Rescue Plan Act (ARPA) fund balance of approximately \$37 million dollars and that the County is in the process of appropriating the funds and stated priorities for him are public safety related things that would have a broad base of benefit, such as enhancements to the emergency medical services, enhancements to 911 dispatch, and the sheriff's office. He stated another priority for him, was that when he came on the Board there was about a \$45 million in unfunded pension liabilities. He stated we have made some progress on this as all new employees are on a 401(k) type program, so we basically eliminated new liabilities, but we still have to pay down the debt the has accumulated. Treasurer Horning inquired as to why the Veterans millage was put on the November 2022 ballot rather than in an earlier election since if it passes, we have to wait until it is certified before we can send out the tax bills, so we are under a very tight timeframe to get them out on time. Commissioner Nakagiri stated he knows of no specific objective to doing this now. Supervisor Fountain thanked Commissioner Nakagiri for his active role in the discovery of the information regarding the sewer rates and that we would not be where we are now with his assistance, and he should be commended for this. He stated that Commissioner Nakagiri's appointment of Manager West to the Board of Public Works allowed for the identification of issue and now we have to work together toward a solution. Commissioner Nakagiri stated that he learned from Mr. West that if we keep our focus on what is best for the individual citizens and not

## HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

October 04, 2022 – 7:00 PM

Livingston County, not the Sewer System, not the Board of Public Works, or Hartland Township, then we will do our best work and get our best solutions. He stated that the process for appointments to Boards has changed at the County level and stated that there are three positions on the Livingston County Board of Public Works that will be posted and individuals that are interest can apply with the County Administrator. Trustee O'Connell thanked Commissioner Nakgiri for coming before the Board and agreed that Manager West has been a fantastic asset to the Board of Public Works and thanked Commissioner Nakagiri for trying to find a solution and working towards that end and that it is appreciated by the residents of the township.

### 8. Board Reports

Trustee McMullen – No report

Trustee Petrucci – No report

Clerk Ciofu – Stated that Absentee Ballot Applications were mailed out today stating we had mailed out about 4300 Absentee Ballot Applications and based on returns of these applications we mailed out around 2400 ballots.

Treasurer Horning – Stated the Farmer's Market has two more Saturday's noting we were almost sold out last week. We have pumpkins, apples, squash and all the fall produce. There are a lot of artisans there with great center pieces with pumpkins and flowers. She stated we will be handing out new Farmer's Market bags this Saturday or next depending on when they come in. The Farmer's Market is at Rural King parking lot from 9:00 am to 2:00 pm every Saturday.

Trustee Germane – Thanked the members of the community and the HERO Board members for the successful annual golf outing fundraiser held last month for the HERO Teen Center. He stated we raised \$13,000 at this year's event.

Trustee O'Connell – No report.

Supervisor Fountain – Stated we held the State of the Community event last night at E-Magine theater. We had about 75 people attend the event and presented the 2022 Volunteer of the Year Award to Darin Loruss. He stated that the Partner's-in-Progress group, consisting of the Hartland Consolidated Schools, Cromaine Library, the Hartland Chamber of Commerce and Hartland Township gave video presentations of all of the good things that are happening in the Township by working together. He also stated that this year we signed a contract with the Livingston County Sheriff's Department for 12 hour a day coverage for 365 days a year funded by Hartland Township, Hartland Consolidated Schools and Charyl Stockwell schools. The officers assigned to Hartland Township are here to be part of the Community and to let people know that they are here to help.

[BRIEF RECESS]

### 9. Information / Discussion

#### a. Manager's Report

Manager West gave a brief update on the Hartland Deerfield Fire Authority (HDFA) Fire Station Study stating we are still proceeding with the data gathering and zoning review stage. Manager West also stated that there is a local Governmental Planning Training opportunity to be facilitated by Michigan State University at the Livingston County EMS Building which several of the PC members have submitted registrations to attend. Unfortunately, these training sessions will be held on Thursdays for six weeks. This will entail the cancelling of several PC meetings and the scheduling of Special Meetings on a different day of the week. This will not have an effect on any of the currently scheduled projects and it is a very beneficial training for the Township. Manager

## HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

October 04, 2022 – 7:00 PM

West provided a brief update of the Mister Car Wash project regarding the details on the number of gallons used per car wash and the number of cars per day in order to properly assess REU requirements. He summarized conversations with the car wash representatives regarding these issues and the proposed recycler benefits, and there are still some issues that need to be worked out. He stated that we have conducted our standard interview process for the additional budgeted DPW staff position and we will be making an offer in the very near future to a qualified candidate.

- b. Closed Session: To review the written legal opinion of the Township Attorney, subject to attorney-client privilege, in accordance with the Open Meetings Act, MCL 15.268(e)

**Move to go into closed session to review the written legal opinion of the Township Attorney, subject to attorney-client privilege, in accordance with the Open Meeting Act, MCL 15.268(e) and to include DPW Director Mike Luce.**

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, Trustee Petrucci

Voting Nay: None

Absent: None

Motions Passes: 7 – 0 – 0.

The Board is in closed session at 8:13 p.m.

The Board came out of closed session at 9:03 p.m.

### 10. Adjournment

**Move to adjourn the meeting at 9:05 p.m.**

Motion made by Trustee Germane, Seconded by Trustee McMullen.

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

Voting Nay: None

Absent: None

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

**Submitted By:** Larry Ciofu, Clerk

**Subject:** 10-04-22 Hartland Township Board Closed Session Meeting Minutes

**Date:** October 13, 2022

### **Recommended Action**

Move to approve the Hartland Township Board Closed Session Meeting Minutes for October 4, 2022.

### **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:** Michael Luce, Director of Public Works

**Subject:** Approve Hiring Public Works Operator

**Date:** October 11, 2022

### **Recommended Action**

Move to ratify the hiring of Mitchell Nixon as a Public Works Operator, starting 10/10/2022, at an hourly wage of \$19.00

### **Discussion**

Public Works conducted internal interviews with Mitchell Nixon with selected directors. Through that process, Mitchell Nixon was clearly identified as an outstanding candidate and we are excited to have him on our team.

Mitchell has worked as a part time employee for Hartland Township for the past 5 months and has proven his work ethic and dedication to our organization. He has become well versed in public works winter and summer operations and brings quite a bit of experience to the Hartland Public Works Team.

### **Financial Impact**

Is a Budget Amendment Required? ☐ Yes ☒ No

The new position was budgeted for in the FY2022-23 Approved Township Budget, but the hiring process was delayed for the first half of the budget cycle.

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

**Submitted By:** Michael Luce, Director of Public Works

**Subject:** Public Works Truck Purchase

**Date:** October 11, 2022

### **Recommended Action**

Approve the purchase of new Township truck through the MiDeal procurement agreement in an amount not to exceed \$35,000.

### **Discussion**

Public Works is seeking approval for the ordering of a new truck at this time. As this is a bit of an anomaly because of when the order bank opens for the next production year, we need to place an order for the 2023 production year in October or November of 2022.

Regardless of the make or model of the truck all suppliers open order banks in the fall of the prior year of production. When the quota or allotted amount of fleet pricing vehicles is filled the orders close, and municipalities are not able to order a truck at the MiDeal fleet pricing for another year. This can be tricky to navigate and time sensitive as we do not have current pricing on the vehicles as it is not released until the order bank opens in the next few weeks. Which is why Public Works is requesting the approval as a not to exceed figure to allow the order to be placed this year and take delivery of the truck next year.

Public Works is recommending the purchase of the new truck as opposed to a used truck due to the substantial MiDeal discount.

### **Financial Impact**

Is a Budget Amendment Required?      ☒ Yes    ☐ No

Although staff is seeking approval of the order at this time, the actual delivery date of the truck is projected to be in the next budget year. A budget amendment will be required in the event the truck arrives before April 1, 2023, resulting in the associated budget amendment request.

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

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

**Subject:** Hartland Township Planning Department Update

**Date:** October 13, 2022

### **Recommended Action**

No formal action requested or required.

Manager West and Planning Director Troy Langer will provide a brief analysis of the Township's planning operations including historic, current, and future projections for the community and future resource opportunities.



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

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

**Subject:** Hartland Township Pathways Plan Discussion

**Date:** October 13, 2022

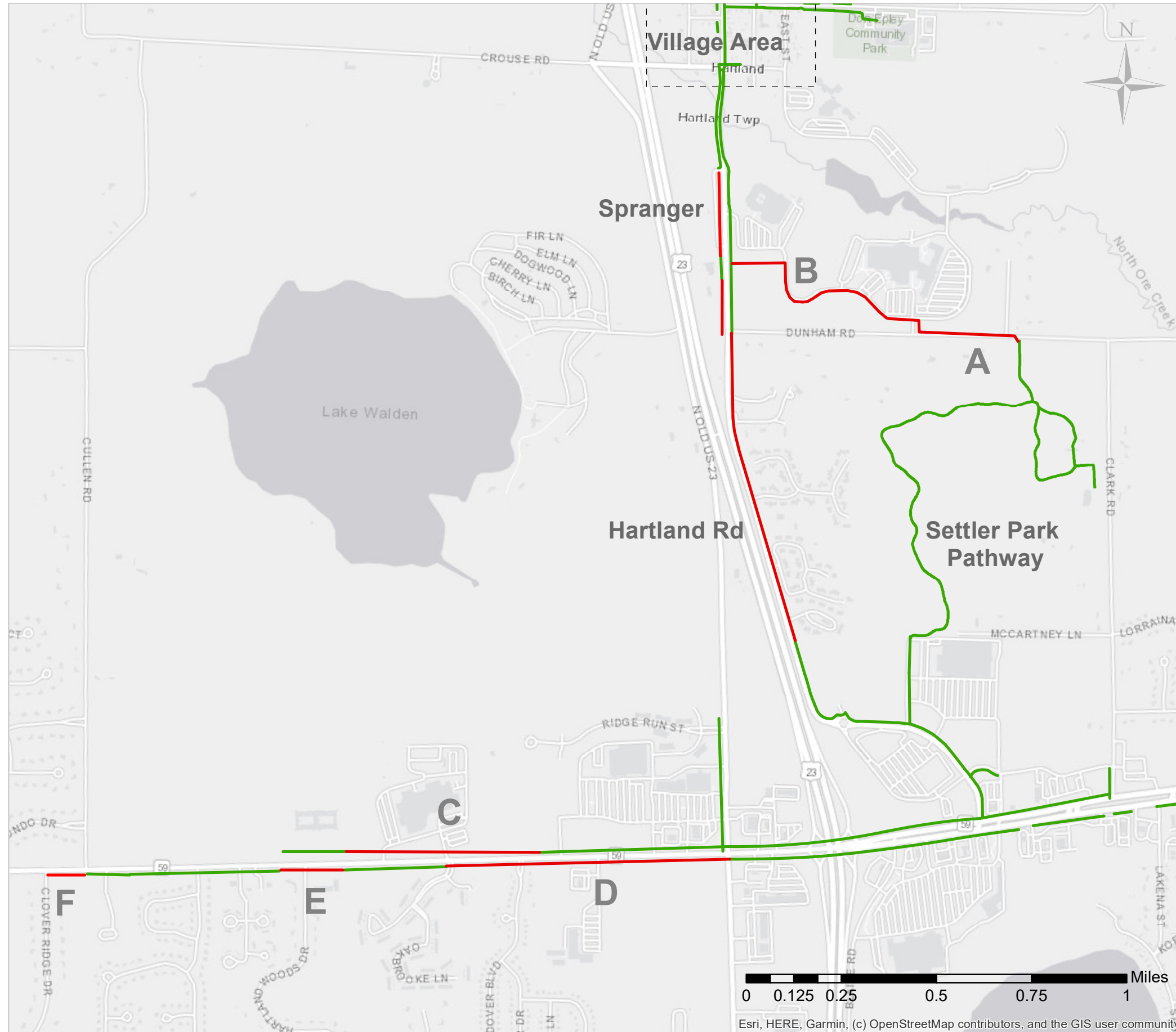
### **Recommended Action**

No formal action requested or required.

Manager West will provide a brief analysis of the Township's pathway projects, including historical initiation through the Roads Task Force, the annual selection process, and future opportunities.



# Hartland Township Pathway Projects



Settlers Park Pathway - 2013

Village Area repairs - 2014

Spranger Pathway - 2016

Hartland Rd Pathway - 2018

Section E: M-59 South West Corridor - 2020  
(completed by MDOT)

Section A: Settlers Park to High School - 2021

Section B: HS Entrance to Hartland Road - 2021  
(completed by HCS)

Section D: M-59 South West Corridor - 2021

Section C: M-59 Community Education

Section F: M-59 San Marino Connector



# SIDEWALK GAPS

CLOVER RIDGE DR AND FIDDLER CT



ADA Ramp, 6 inch

Extend existing island

Sidewalk, Conc, 4 inch

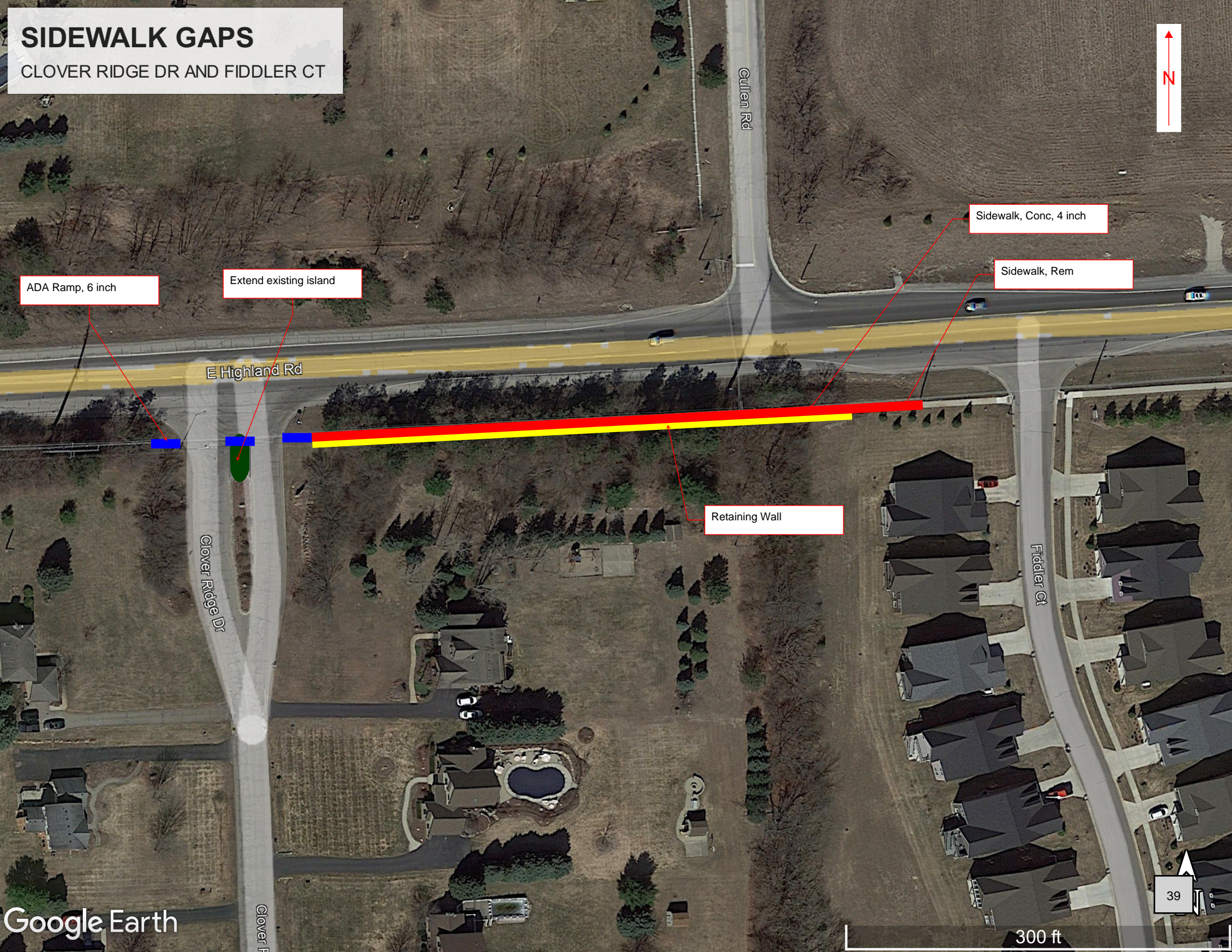
Sidewalk, Rem

E Highland Rd

Retaining Wall

Clover Ridge Dr

Fiddler Ct





## OPINION OF PROBABLE CONSTRUCTION COST

**PROJECT NAME:** SIDEWALK GAPS - CLOVER RIDGE DR AND FIDDLER CT  
**CLIENT NAME:** HARTLAND TOWNSHIP  
**PREPARED BY:** LA  
**CHECKED BY:** AC

**PROJECT NO:** --  
**DATE:** 09/13/22

Item No.	Ref. Spec.	Item Description	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT
1	2.02	Bonds, Insurance and Mobilization (10% Max)	LSUM	1	\$ 12,600.00	\$ 12,600.00
2	2.02	Pre-Construction Audio-Visual	LSUM	1	\$ 630.00	\$ 630.00
3	30.11	Permit Allowance	DLR	5000	\$ 1.00	\$ 5,000.00
4	30.12	Soil Erosion Control Measures	LSUM	1	\$ 1,300.00	\$ 1,300.00
5	30.13	Temporary Traffic Control Devices	LSUM	1	\$ 1,300.00	\$ 1,300.00
6	30.14	Construction Protection Fencing-Orange	Ft	410	\$ 4.00	\$ 1,640.00
7	M-201.04.A	Clearing	Acre	0.15	\$ 10,000.00	\$ 1,515.15
8	M-204.04.C	Curb and Gutter, Rem	Ft	22	\$ 30.00	\$ 660.00
9	M-204.04.D	Sidewalk, Rem	Syd	31	\$ 13.00	\$ 397.22
10	30.19	Sidewalk Grading	Sta	5.25	\$ 2,000.00	\$ 10,500.00
11	M-302.04.C	Aggregate Base, 4 Inch	Syd	244	\$ 14.00	\$ 3,422.22
12	M-302.04.C	Aggregate Base, 6 Inch	Syd	33	\$ 16.00	\$ 533.33
13	M-504.04.H	HMA Surface, Rem	Syd	61	\$ 18.00	\$ 1,100.00
14	30.21	Curb & Gutter, Conc, Modified	Ft	132	\$ 32.00	\$ 4,224.00
15	M-803.04.B	Sidewalk, Conc, 4 Inch	Sft	2200	\$ 6.50	\$ 14,300.00
16	30.22	ADA Ramp, Conc, 6 inch	Sft	300	\$ 7.00	\$ 2,100.00
17	30.23	ADA Detectable Warning Plate	Ft	40	\$ 33.00	\$ 1,320.00
18	30.24	Modular Block Retaining Wall	FSF	1540	\$ 80.00	\$ 123,200.00
19	30.25	Restoration	LSUM	1	\$ 2,000.00	\$ 2,000.00
<b>Total Construction Cost:</b>						<b>\$187,741.93</b>
Design Engineering:						10.00% \$ 18,774.19
Construction Contingency:						10.00% \$ 18,774.19
Geotechnical Investigation:						\$ 2,000.00
20	1.04	Inspection (Crew Days at \$800/Day):		5	\$	4,000.00
Contract Administration:						6.50% \$ 12,203.23
Material Testing:						2.0% \$ 3,754.84
[Other Non Bid Items]:						
<b>Total Construction Cost:</b>						<b>\$247,248.38</b>

*In providing opinions of probable construction cost, the Client understands that the Consultant has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the Consultant's opinions of probable construction costs are made on the basis of the Consultant's professional judgement and experience. The Consultant makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Consultant's opinion of probable construction cost.*



# SIDEWALK GAPS

W VIEW TRAIL AND CLOVER RIDGE DR



ADA Ramp, 6 inch

Sidewalk, Conc, 6 inch

Sidewalk, Conc, 4 inch

Retaining Wall

59

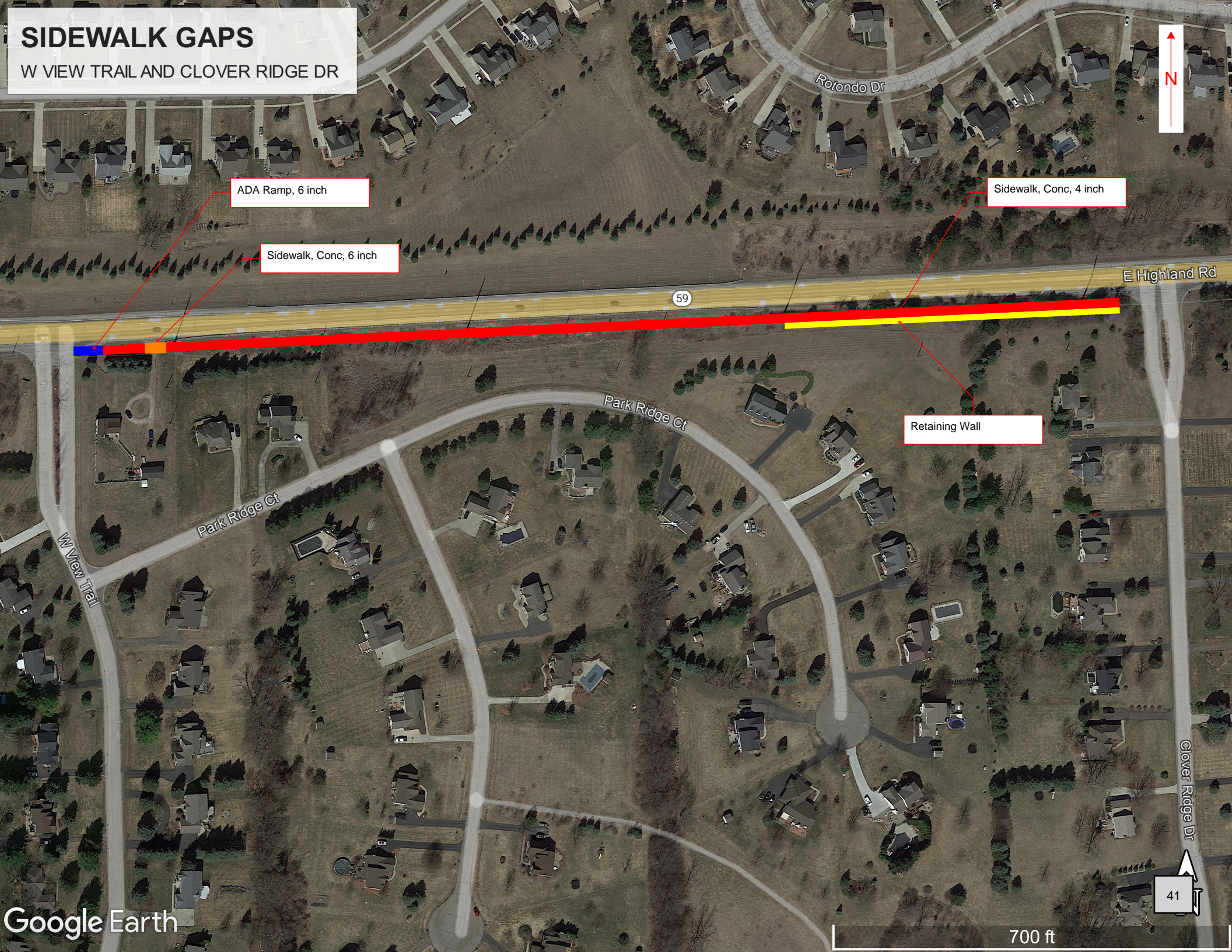
E Highland Rd

Park Ridge Ct

W View Trail

Clover Ridge Dr

41





## OPINION OF PROBABLE CONSTRUCTION COST

**PROJECT NAME:** SIDEWALK GAPS - W VIEW TRAIL AND CLOVER RIDGE DR  
**CLIENT NAME:** HARTLAND TOWNSHIP  
**PREPARED BY:** LA  
**CHECKED BY:** AC

**PROJECT NO.:** --  
**DATE:** 09/13/22

Item No.	Ref. Spec.	Item Description	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT
1	2.02	Bonds, Insurance and Mobilization (10% Max)	LSUM	1	\$ 27,300.00	\$ 27,300.00
2	2.02	Pre-Construction Audio-Visual	LSUM	1	\$ 1,400.00	\$ 1,400.00
3	30.11	Permit Allowance	DLR	5000	\$ 1.00	\$ 5,000.00
4	30.12	Soil Erosion Control Measures	LSUM	1	\$ 2,800.00	\$ 2,800.00
5	30.13	Temporary Traffic Control Devices	LSUM	1	\$ 2,800.00	\$ 2,800.00
6	30.14	Construction Protection Fencing-Orange	Ft	1900	\$ 4.00	\$ 7,600.00
7	M-201.04.A	Clearing	Acre	0.65	\$ 10,000.00	\$ 6,542.70
8	M-204.04.C	Curb and Gutter, Rem	Ft	11	\$ 30.00	\$ 330.00
9	30.19	Sidewalk Grading	Sta	19	\$ 2,000.00	\$ 38,000.00
10	M-302.04.C	Aggregate Base, 4 Inch	Syd	1039	\$ 14.00	\$ 14,544.44
11	M-302.04.C	Aggregate Base, 6 Inch	Syd	17	\$ 16.00	\$ 266.67
12	M-302.04.C	Aggregate Base, 8 Inch	Syd	13	\$ 18.00	\$ 240.00
13	30.21	Curb & Gutter, Conc, Modified	Ft	11	\$ 32.00	\$ 352.00
14	M-803.04.B	Sidewalk, Conc, 4 Inch	Sft	9350	\$ 6.50	\$ 60,775.00
15	M-803.04.B	Sidewalk, Conc, 6 Inch	Sft	75	\$ 6.50	\$ 487.50
16	30.22	HMA, 36A	Ton	1.5	\$ 550.00	\$ 825.00
17	30.23	ADA Ramp, Conc, 6 inch	Sft	75	\$ 7.00	\$ 525.00
18	30.24	ADA Detectable Warning Plate	Ft	10	\$ 33.00	\$ 330.00
19	30.25	Modular Block Retaining Wall	FSF	2440	\$ 80.00	\$ 195,200.00
20	30.26	Restoration	LSUM	1	\$ 4,100.00	\$ 4,100.00
<b>Total Construction Cost:</b>						<b>\$369,418.31</b>
Design Engineering:					10.00%	\$ 36,941.83
Construction Contingency:					10.00%	\$ 36,941.83
Geotechnical Investigation:						\$ 2,000.00
21	1.04	Inspection (Crew Days at \$800/Day):		19	\$	\$ 15,200.00
Contract Administration:					6.50%	\$ 24,012.19
Material Testing:					2.0%	\$ 7,388.37
[Other Non Bid Items]:						
<b>Total Construction Cost:</b>						<b>\$491,902.53</b>

*In providing opinions of probable construction cost, the Client understands that the Consultant has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the Consultant's opinions of probable construction costs are made on the basis of the Consultant's professional judgement and experience. The Consultant makes no warranty, express or implied, that the bids or the negotiated cost of the Work will not vary from the Consultant's opinion of probable construction cost.*