



Board of Trustees

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

Brett Lubeski, Trustee
Summer L. McMullen, Trustee
Denise M. O'Connell, Trustee
Joseph M. Petrucci, Trustee

Board of Trustees Regular Meeting Agenda Hartland Township Hall Tuesday, June 17, 2025 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.](#) 06-03-25 Hartland Township Board Regular Meeting Minutes
 - [d.](#) Waldenwoods Fireworks Display Permit – 7-5-25
 7. Pending & New Business
 - [a.](#) 2025 TAP Grant Application and Engineering
 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: June 10, 2025

Recommended Action

Move to approve the bills as presented for payment.

Discussion

Bills presented total \$435,926.23. The bills are available in the Finance office for review.

Notable invoices include:

\$40,119.23 – Fenton Memorials & Vaults, Inc. – (Pedestal bench, bricks & balance due on Veterans Memorial)

\$16,488.61 – Hartland Township Water O & M – (May 2025 out of department invoice & reimburse contract equipment)

\$65,196.25 – Livingston County Sheriff – (April – June 2025 law enforcement services)

\$219,005.58 – Livingston County Drain Commission – (May 2025 Sewer System O&M)

\$18,417.60 – Platinum Mechanical, Inc. – (Media filter project 1st pmt)

\$22,603.00 – UIS Scada – (PRV project)

\$29,211.84 – VC3, Inc. – (Workstation upgrades & server fixed fee)

Financial Impact

Is a Budget Amendment Required? ☐ Yes ☒ No

All expenses are covered under the adopted FY26 budget.

Attachments

Bills for 06.17.2025

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INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP
EXP CHECK RUN DATES 06/17/2025 - 06/17/2025
BOTH JOURNALIZED AND UNJOURNALIZED
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Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
ALLSTAR	ALLSTAR ALARM LLC	06/01/2025	424797	FOA	7/1/25 - 9/30/25 HERO TEEN CTR MONIT	
52684	8345 MAIN STREET	06/17/2025		N		150.00
06/01/2025	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		06/17/2025		Y		150.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	150.00

VENDOR TOTAL: 150.00

C&S	C & S SOLUTIONS INC.	06/03/2025	10547	FOA	NEW UTILITY LOCATOR	
52717	10055 PROGRESS WAY	06/17/2025		N		6,809.99
06/03/2025	HARRISON OH, 45030	/ /	0.0000	N		0.00
		06/17/2025		N		6,809.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	6,809.99

VENDOR TOTAL: 6,809.99

CINTAS	CINTAS CORPORATION	06/09/2025	4233120187	FOA	MATS	
52711	P.O. BOX 630910	06/17/2025		N		48.11
06/09/2025	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		06/17/2025		N		48.11

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	48.11

CINTAS	CINTAS CORPORATION	05/31/2025	9323446974	FOA	EYEWASH SERVICE	
52680	P.O. BOX 630910	06/17/2025		N		99.18
05/31/2025	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		06/17/2025		N		99.18

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-801.000	CONTRACTED SERVICES	99.18

VENDOR TOTAL: 147.29

DOUGIES	DOUGIE'S DISPOSAL & RECYCLING	06/05/2025	193070	FOA	JUNE 2025 - PARKS TRASH PICK-UP	
52699	PO BOX 241	06/17/2025		N		300.00
06/05/2025	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		06/17/2025		Y		300.00

Open

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

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		Due Date		1099		

VENDOR TOTAL: 300.00

0070	DTE ENERGY	05/31/2025	200415615800	FOA	MAY 2025 - MILLPOINTE, FIDDLERS GROV	
52703	P.O BOX 740786	06/17/2025		N		1,749.30
	CINCINNATI					
05/31/2025	OH, 45274-0786	/ /	0.0000	N		0.00
		06/17/2025		N		1,749.30

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000-282.001	MILLPOINTE STREETLIGHTS DEPOSIT	283.76
101-000-282.002	FIDDLAR GROVE STREETLIGHT DEPOSIT	23.23
101-000-282.003	WALNUT RIDGE STREETLIGHTS DEPOSIT	25.40
101-448-921.000	STREET LIGHTS	1,416.91
		1,749.30

VENDOR TOTAL: 1,749.30

FENTONMEMO	FENTON MEMORIALS & VAULTS, INC.	06/03/2025	14025	FOA	BALANCE FOR VETERAN MEMORIAL PARK EA	
52714	3236 OWEN RD	06/17/2025		N		32,450.00
06/03/2025	FENTON MI, 48430	/ /	0.0000	N		0.00
		06/17/2025		N		32,450.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
401-751-970.009	SETTLERS PARK	32,450.00

FENTONMEMO	FENTON MEMORIALS & VAULTS, INC.	06/03/2025	14067	FOA	PEDESTAL BENCH FOR MEMORIAL	
52715	3236 OWEN RD	06/17/2025		N		4,400.00
06/03/2025	FENTON MI, 48430	/ /	0.0000	N		0.00
		06/17/2025		N		4,400.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
401-751-970.009	SETTLERS PARK	4,400.00

FENTONMEMO	FENTON MEMORIALS & VAULTS, INC.	06/03/2025	14068	FOA	BRICKS	
52716	3236 OWEN RD	06/17/2025		N		3,269.23
06/03/2025	FENTON MI, 48430	/ /	0.0000	N		0.00
		06/17/2025		N		3,269.23

Open

GL NUMBER	DESCRIPTION	AMOUNT
401-751-970.009	SETTLERS PARK	3,269.23

VENDOR TOTAL: 40,119.23

0150	HARTLAND CONSOLIDATED SCHOOLS	05/31/2025	175255	FOA	MAY 2025 FUEL	
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52688	9525 E HIGHLAND ROAD	06/17/2025		N		613.05
06/02/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/17/2025		N		613.05

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-239-860.000	GASOLINE	54.07
536-000-860.000	GASOLINE	558.98
		<u>613.05</u>

VENDOR TOTAL: 613.05

0001	HARTLAND TOWNSHIP GENERAL FUND	05/31/2025	060225	FOA	MAY 2025 DOG LICENSE PMTS	
52686		06/17/2025		N		19.50
05/31/2025	,	/ /	0.0000	N		0.00
		06/17/2025		N		19.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.250	DOG LICENSES ESCROW	19.50

0001	HARTLAND TOWNSHIP GENERAL FUND	06/05/2025	060525	FOA	MAY 2025 MOBILE HOME TAX DISBURSEMEN	
52705		06/17/2025		N		296.00
06/05/2025	,	/ /	0.0000	N		0.00
		06/17/2025		N		296.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.300	MOBILE HOME FEES ESCROW	296.00

VENDOR TOTAL: 315.50

WATERO&M	HARTLAND TOWNSHIP WATER O & M	05/31/2025	MAY 2025	FOA	OUT OF DEPT INVOICE	
52691	2655 CLARK RD	06/17/2025		N		15,108.70
06/02/2025	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		06/17/2025		N		15,108.70

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.009	CONTRACT SERVICES - WATER SYSTEM	4,660.16
101-265-801.009	CONTRACT SERVICES - WATER SYSTEM	5,466.91
101-567-801.009	CONTRACT SERVICES - WATER SYSTEM	3,549.13
206-000-801.009	CONTRACT SERVICES - WATER SYSTEM	298.50
101-441-801.000	CONTRACTED SERVICES	1,134.00
		<u>15,108.70</u>

WATERO&M	HARTLAND TOWNSHIP WATER O & M	05/31/2025	MAY 2025 EQUIP	FOA	REIMBURSE CONTRACT EQUIPMENT	
52692	2655 CLARK RD	06/17/2025		N		1,379.91
06/02/2025	HARTLAND MI, 48353	/ /	0.0000	N		0.00

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		Due Date		1099		

Open		06/17/2025		N		1,379.91
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GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.010	CONTRACT EQUIPMENT - WATER SYS	298.53
101-265-801.010	CONTRACT EQUIPMENT - WATER SYS	579.81
101-567-801.010	CONTRACT EQUIPMENT - WATER SYS	394.91
101-441-801.000	CONTRACTED SERVICES	32.87
206-000-802.000	LAWN/SNOW MAINTENANCE	73.79
		<u>1,379.91</u>

VENDOR TOTAL: 16,488.61

HTVMF	HARTLAND TWP VETERANS MEMORIAL FUND	06/04/2025	060425	FOA	MAY 2025 BRICK PURCHASES VIA CREDIT	
52697		06/17/2025		N		450.00
06/04/2025	,	/ /	0.0000	N		0.00
Open		06/17/2025		N		450.00

GL NUMBER	DESCRIPTION	AMOUNT
101-000-001.000	GF CHASE 790006381	450.00

HTVMF	HARTLAND TWP VETERANS MEMORIAL FUND	06/10/2025	061025	FOA	6/1 - 6/10/25 BRICK PURCHASES VIA CR	
52720		06/17/2025		N		650.00
06/10/2025	,	/ /	0.0000	N		0.00
Open		06/17/2025		N		650.00

GL NUMBER	DESCRIPTION	AMOUNT
101-000-001.000	GF CHASE 790006381	650.00

VENDOR TOTAL: 1,100.00

HUNT2	HUNTINGTON NATIONAL BANK	05/01/2025	74085	FOA	MILLPOINTE SUB RD SPEC ASSMT BOND SE	
52712	ATTN CORPORATE TRUST DEPT	06/17/2025		N		500.00
	L-3632					
05/01/2025	COLUMBUS OH, 43260	/ /	0.0000	N		0.00
Open		06/17/2025		N		500.00

GL NUMBER	DESCRIPTION	AMOUNT
358-000-996.000	BOND FEES	500.00

VENDOR TOTAL: 500.00

LCMCA	L.C.M.C.A.	06/02/2025	052225	FOA	LIVINGSTON COUNTY MUNICIPAL CLERKS A	
52690	IOSCO TOWNSHIP	06/17/2025		N		100.00
	JULIE DAILEY CLERK					
06/02/2025	WEBBERVILLE MI, 48892	/ /	0.0000	N		0.00

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Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

		06/17/2025		N		100.00
Open						

GL NUMBER	DESCRIPTION	AMOUNT
101-215-804.000	MEMBERSHIP & DUES	100.00

VENDOR TOTAL: 100.00

0015	LIVINGSTON COUNTY SHERIFF	06/01/2025	2ND QTR 2025	FOA	LAW ENFORCEMENT SERVICES APR - JUN 2	
51892	150 S HIGHLANDER WAY	06/17/2025		N		65,196.25
06/01/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/17/2025		N		65,196.25

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-302-801.000	CONTRACTED SERVICES	65,196.25

VENDOR TOTAL: 65,196.25

0220	LIVINGSTON COUNTY TREASURER	05/31/2025	060225	FOA	MAY 2025 DOG LICENSE PMTS	
52687	200 E. GRAND RIVER	06/17/2025		N		295.50
05/31/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/17/2025		N		295.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.250	DOG LICENSES ESCROW	295.50

0220	LIVINGSTON COUNTY TREASURER	06/05/2025	060525	FOA	MAY 2025 MOBILE HOME TAX DISBURSEMEN	
52706	200 E. GRAND RIVER	06/17/2025		N		1,480.00
06/05/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/17/2025		N		1,480.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.300	MOBILE HOME FEES ESCROW	1,480.00

VENDOR TOTAL: 1,775.50

2909	LIVINGSTON CTY.DRAIN COMMISSIO	05/29/2025	3979	FOA	MAY 2025 SEWER SYSTEM O&M	
52679	2300 E. GRAND RIVER	06/17/2025		N		219,005.58
	STE. 105					
05/29/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/17/2025		N		219,005.58

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-000-801.008	LCDC CONTRACT SERVICES	219,005.58

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: 219,005.58

MRWA	MICHIGAN RURAL WATER ASSOCIATION	07/01/2025	2020-14590	FOA	ANNUAL DUES	
52722	2127 UNIVERSITY PARK DR, STE 340	06/17/2025		N		850.00
07/01/2025	OKEMOS MI, 48864	/ /	0.0000	N		0.00
		06/17/2025		N		850.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-804.000	MEMBERSHIP & DUES	850.00

VENDOR TOTAL: 850.00

1180	PETER'S TRUE VALUE HARDWARE	06/04/2025	K77669	FOA	BLACK TOP PATCH FOR PARKING LOT	
52695	3455 W. HIGHLAND ROAD	06/17/2025		N		33.98
06/04/2025	MILFORD MI, 48380	/ /	0.0000	N		0.00
		06/17/2025		N		33.98

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-930.000	REPAIRS & MAINTENANCE	33.98

1180	PETER'S TRUE VALUE HARDWARE	06/04/2025	K77670	FOA	PAPER TOWELS	
52696	3455 W. HIGHLAND ROAD	06/17/2025		N		12.99
06/04/2025	MILFORD MI, 48380	/ /	0.0000	N		0.00
		06/17/2025		N		12.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	12.99

VENDOR TOTAL: 46.97

RESERVE	PITNEY BOWES BANK INC RESERVE ACCT	05/31/2025	060525	FOA	MAY 2025 POSTAGE - ACCT #24969628	
52704	P.O. BOX 981023	06/17/2025		N		519.31
05/31/2025	BOSTON MA, 02298-1023	/ /	0.0000	N		0.00
		06/17/2025		N		519.31

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-727.000	SUPPLIES & POSTAGE	51.06
101-209-727.000	SUPPLIES & POSTAGE	39.61
101-215-727.000	SUPPLIES & POSTAGE	80.80
101-441-727.000	SUPPLIES & POSTAGE	144.60
101-191-727.000	SUPPLIES & POSTAGE	75.31
101-400-727.000	SUPPLIES & POSTAGE	92.46
101-253-727.000	SUPPLIES & POSTAGE	4.83
101-253-811.100	TAX COLLECTION	18.22
536-000-727.000	SUPPLIES/POSTAGE	5.18
590-000-727.000	SUPPLIES & POSTAGE	5.17
101-567-727.000	SUPPLIES & POSTAGE	0.69

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		Due Date		1099		

101-722-727.000	SUPPLIES & POSTAGE				1.38	
					519.31	

VENDOR TOTAL: 519.31

PLATINUM	PLATINUM MECHANICAL, INC.	06/02/2025	2506	FOA	1ST PMT - MEDIA FILTER PROJECT	
52689	5051 EXCHANGE DR	06/17/2025		N		18,417.60
06/02/2025	FLINT MI, 48507	/ /	0.0000	N		0.00
		06/17/2025		N		18,417.60

Open

GL NUMBER	DESCRIPTION	AMOUNT
539-000-150.000	WATER CONSTRUCT IN PROGRESS	18,417.60

VENDOR TOTAL: 18,417.60

SANMARINO	SAN MARINO EXCAVATING, INC.	05/31/2025	159912	FOA	DUMPSTER RENTAL	
52713	5550 MITCHEL WAY	06/17/2025		N		415.00
05/31/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		06/17/2025		N		415.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-801.000	CONTRACTED SERVICES	415.00

VENDOR TOTAL: 415.00

SERVICEPRO	SERVICEPRO	05/31/2025	MAY 2025	FOA	MAY 2025 CLEANING SERVICES	
52698	7510 PARKWOOD DRIVE	06/17/2025		N		880.00
06/04/2025	FENTON MI, 48430	/ /	0.0000	N		0.00
		06/17/2025		Y		880.00

Open

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

VENDOR TOTAL: 880.00

STAPLES	STAPLES	05/31/2025	6033397165	FOA	MISC SUPPLIES	
52681	PO BOX 660409	06/17/2025		N		173.99
05/31/2025	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		06/17/2025		N		173.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-727.000	SUPPLIES & POSTAGE	14.59
101-265-740.000	OPERATING SUPPLIES	99.65
101-400-727.000	SUPPLIES & POSTAGE	59.75

173.99

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STAPLES	STAPLES	06/07/2025	6034139098	FOA	MISC SUPPLIES	
52707	PO BOX 660409	06/17/2025		N		81.25
06/07/2025	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		06/17/2025		N		81.25

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	31.36
101-172-727.000	SUPPLIES & POSTAGE	10.54
101-215-727.000	SUPPLIES & POSTAGE	39.35
		<u>81.25</u>

VENDOR TOTAL: 255.24

SPIRITOFLLI	THE SPIRIT OF LIVINGSTON	05/20/2025	6882	FOA	SEASONALS T-SHIRTS	
52721	3280 W GRAND RIVER	06/17/2025		N		172.00
05/20/2025	HOWELL MI, 48855	/ /	0.0000	N		0.00
		06/17/2025		N		172.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	172.00

VENDOR TOTAL: 172.00

TOMLIN	TOMLIN EQUIPMENT CO.	05/25/2025	506068	FOA	WATER PLANT IMPROVEMENTS	
52710	P.O. BOX 8053	06/17/2025		N		8,184.97
	242 POPLAR ST.					
05/25/2025	TOLEDO OH, 43605	/ /	0.0000	N		0.00
		06/17/2025		N		8,184.97

Open

GL NUMBER	DESCRIPTION	AMOUNT
539-000-150.000	WATER CONSTRUCT IN PROGRESS	8,184.97

VENDOR TOTAL: 8,184.97

SCADA	UIS SCADA, INC.	05/29/2025	530379550	FOA	PRV	
52678	2290 BISHOP CIRCLE EAST	06/17/2025		N		22,603.00
05/29/2025	DEXTER MI, 48130	/ /	0.0000	N		0.00
		06/17/2025		N		22,603.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
539-000-150.000	WATER CONSTRUCT IN PROGRESS	22,603.00

VENDOR TOTAL: 22,603.00

06/10/2025 05:17 PM
User: SUSANC
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP
EXP CHECK RUN DATES 06/17/2025 - 06/17/2025
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN - CHECK TYPE: PAPER CHECK

Page: 9/9

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		

VC3, INC.	VC3, INC.	05/30/2025	3562015VC3	FOA	LABOR - WORKSTATION DEPLOYMENT/UPGRA	
52683	C/O PNC BANK	06/17/2025		N		15,900.00
	P.O. BOX 746804					
05/30/2025	ATLANTA GA, 30374-6804	/ /	0.0000	N		0.00
		06/17/2025		N		15,900.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
401-258-970.000	CAPITAL OUTLAY EQUIPMENT	15,900.00

VC3, INC.	VC3, INC.	05/30/2025	3562016VC3	FOA	LABOR - FIXED FEE WIN SERVER 2012 UP	
52682	C/O PNC BANK	06/17/2025		N		13,311.84
	P.O. BOX 746804					
05/30/2025	ATLANTA GA, 30374-6804	/ /	0.0000	N		0.00
		06/17/2025		N		13,311.84

Open

GL NUMBER	DESCRIPTION	AMOUNT
401-258-970.000	CAPITAL OUTLAY EQUIPMENT	13,311.84

VENDOR TOTAL: 29,211.84

TOTAL - ALL VENDORS: 435,926.23

FUND TOTALS:

Fund 101 - GENERAL FUND	86,492.23
Fund 206 - FIRE OPERATING	372.29
Fund 358 - MILLPOINTE ROAD DEBT SERVICE FUND	500.00
Fund 401 - CAPITAL PROJECTS FUND	69,331.07
Fund 536 - WATER SYSTEM FUND	8,923.32
Fund 539 - WATER REPLACEMENT FUND	49,205.57
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND	219,010.75
Fund 701 - TRUST AND AGENCY	2,091.00

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Post Audit of Disbursements Between Board Meetings

Date: June 10, 2025

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 - \$35,829.15

June 12, 2025 Payroll - \$89,500.35

Financial Impact

Is a Budget Amendment Required? ☐ Yes ☒ No

All expenses are covered under the adopted FY26 budget.

Attachments

Post Audit Bills List 05.22.2025

Post Audit Bills List 05.29.2025

Post Audit Bills List 06.05.2025

Payroll for 06.12.2025

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP
CHECK DATE FROM 05/22/2025 - 05/22/2025

Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/22/2025	FOA	45486	DELTA DENTAL	ACCRUED DENTAL BENEFITS	001-000-257.101	303.62
		45486		EMPLOYMENT EXPENSE	101-172-716.000	127.86
		45486		EMPLOYMENT EXPENSE	101-192-716.000	74.52
		45486		EMPLOYMENT EXPENSE	101-209-716.000	37.26
		45486		EMPLOYMENT EXPENSE	101-215-716.000	198.16
		45486		EMPLOYMENT EXPENSE	101-253-716.000	140.60
		45486		EMPLOYMENT EXPENSE	101-400-716.000	268.46
		45486		EMPLOYMENT EXPENSE	101-441-716.000	255.72
		45486		EMPLOYMENT EXPENSE	536-000-716.000	111.78
						<hr/> 1,517.98
05/22/2025	FOA	45487	DTE ENERGY	UTILITIES - ELECTRIC	101-265-920.002	1,492.89
		45487		STREET LIGHTS	101-448-921.000	51.16
		45487		UTILITIES	101-567-920.000	18.18
		45487		UTILITIES - ELECTRIC	101-751-920.002	417.99
		45487		UTILITIES - ELECTRIC	206-000-920.002	28.96
		45487		UTILITIES - ELECTRIC	536-000-920.002	4,436.05
						<hr/> 6,445.23
05/22/2025	FOA	45488	MUTUAL OF OMAHA	ACCRUED STD/LTD BENEFITS	001-000-257.103	226.48
		45488		EMPLOYMENT EXPENSE	101-172-716.000	47.42
		45488		EMPLOYMENT EXPENSE	101-192-716.000	116.49
		45488		EMPLOYMENT EXPENSE	101-209-716.000	165.62
		45488		EMPLOYMENT EXPENSE	101-215-716.000	79.33
		45488		EMPLOYMENT EXPENSE	101-253-716.000	81.89
		45488		EMPLOYMENT EXPENSE	101-400-716.000	129.21
		45488		EMPLOYMENT EXPENSE	101-441-716.000	112.02
		45488		EMPLOYMENT EXPENSE	536-000-716.000	174.00
						<hr/> 1,132.46
05/22/2025	FOA	45489	PRIORITY HEALTH	ACCRUED MEDICAL BENEFITS	001-000-257.100	3,611.05
		45489		EMPLOYMENT EXPENSE	101-172-716.000	1,873.66
		45489		EMPLOYMENT EXPENSE	101-192-716.000	1,362.62
		45489		EMPLOYMENT EXPENSE	101-209-716.000	681.31
		45489		EMPLOYMENT EXPENSE	101-215-716.000	3,372.56
		45489		EMPLOYMENT EXPENSE	101-253-716.000	681.31
		45489		EMPLOYMENT EXPENSE	101-400-716.000	681.31
		45489		EMPLOYMENT EXPENSE	101-441-716.000	3,747.32
		45489		EMPLOYMENT EXPENSE	536-000-716.000	2,043.93
						<hr/> 18,055.07
05/22/2025	FOA	45490	VSP INSURANCE CO. (CT)	ACCRUED VISION BENEFITS	001-000-257.102	50.17
		45490		EMPLOYMENT EXPENSE	101-172-716.000	19.67
		45490		EMPLOYMENT EXPENSE	101-192-716.000	14.20
		45490		EMPLOYMENT EXPENSE	101-209-716.000	7.10
		45490		EMPLOYMENT EXPENSE	101-215-716.000	31.62
		45490		EMPLOYMENT EXPENSE	101-253-716.000	23.90
		45490		EMPLOYMENT EXPENSE	101-400-716.000	43.57
		45490		EMPLOYMENT EXPENSE	101-441-716.000	39.34
		45490		EMPLOYMENT EXPENSE	536-000-716.000	21.30

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						250.87
TOTAL - ALL FUNDS				TOTAL OF 5 CHECKS		27,401.61

--- GL TOTALS ---

001-000-257.100	ACCRUED MEDICAL BENEFITS	3,611.05
001-000-257.101	ACCRUED DENTAL BENEFITS	303.62
001-000-257.102	ACCRUED VISION BENEFITS	50.17
001-000-257.103	ACCRUED STD/LTD BENEFITS	226.48
101-172-716.000	EMPLOYMENT EXPENSE	2,068.61
101-192-716.000	EMPLOYMENT EXPENSE	1,567.83
101-209-716.000	EMPLOYMENT EXPENSE	891.29
101-215-716.000	EMPLOYMENT EXPENSE	3,681.67
101-253-716.000	EMPLOYMENT EXPENSE	927.70
101-265-920.002	UTILITIES - ELECTRIC	1,492.89
101-400-716.000	EMPLOYMENT EXPENSE	1,122.55
101-441-716.000	EMPLOYMENT EXPENSE	4,154.40
101-448-921.000	STREET LIGHTS	51.16
101-567-920.000	UTILITIES	18.18
101-751-920.002	UTILITIES - ELECTRIC	417.99
206-000-920.002	UTILITIES - ELECTRIC	28.96
536-000-716.000	EMPLOYMENT EXPENSE	2,351.01
536-000-920.002	UTILITIES - ELECTRIC	4,436.05
	TOTAL	27,401.61

Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/29/2025	FOA	45493	LOWES BUSINESS ACCT/SYNCB	CONTRACTED SERVICES		** VOIDED **
		45493		OPERATING SUPPLIES		** VOIDED **
		45493		OPERATING SUPPLIES		** VOIDED **
		45493		REPAIRS & MAINTENANCE BLD&GRDS		** VOIDED **
05/29/2025	FOA	45494	VERIZON WIRELESS	CONTRACTED SERVICES		** VOIDED **
		45494		REPAIRS & MAINTENANCE		** VOIDED **
		45494		TELEPHONE		** VOIDED **
		45494		OPERATING SUPPLIES		** VOIDED **
		45494		TELEPHONE		** VOIDED **
		45494		CONTRACTED SERVICES & RENTALS		** VOIDED **
05/29/2025	FOA	45495	LOWES BUSINESS ACCT/SYNCB	CONTRACTED SERVICES	101-441-801.000	149.90
		45495		OPERATING SUPPLIES	101-751-740.000	50.08
		45495		OPERATING SUPPLIES	536-000-740.000	150.04
		45495		REPAIRS & MAINTENANCE BLD&GRDS	536-000-930.003	44.62
						<hr/> 394.64
05/29/2025	FOA	45496	VERIZON WIRELESS	CONTRACTED SERVICES	101-191-801.000	75.00
		45496		REPAIRS & MAINTENANCE	101-209-930.000	80.02
		45496		TELEPHONE	101-265-851.000	789.66
		45496		OPERATING SUPPLIES	101-751-740.000	45.02
		45496		TELEPHONE	536-000-851.000	237.98
		45496		CONTRACTED SERVICES & RENTALS	577-000-801.000	40.01
						<hr/> 1,267.69
TOTAL - ALL FUNDS				TOTAL OF 4 CHECKS (2 voided)		1,662.33
--- GL TOTALS ---						
101-191-801.000			CONTRACTED SERVICES		75.00	
101-209-930.000			REPAIRS & MAINTENANCE		80.02	
101-265-851.000			TELEPHONE		789.66	
101-441-801.000			CONTRACTED SERVICES		149.90	
101-751-740.000			OPERATING SUPPLIES		95.10	
536-000-740.000			OPERATING SUPPLIES		150.04	
536-000-851.000			TELEPHONE		237.98	
536-000-930.003			REPAIRS & MAINTENANCE BLD&GRDS		44.62	
577-000-801.000			CONTRACTED SERVICES & RENTALS		40.01	
			TOTAL		1,662.33	

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/05/2025	FOA	45533	APPLIED CAPITAL, LLC	LEASES - COPIER	101-172-960.000	432.10
06/05/2025	FOA	45534	CHASE BANK	CONTRACTED SERVICES	101-191-801.000	75.00
		45534		SUPPLIES & POSTAGE	101-209-727.000	7.99
		45534		REPAIRS & MAINTENANCE	101-209-930.000	80.02
		45534		SUPPLIES & POSTAGE	101-253-727.000	19.99
		45534		EDUCATION/TRAINING/CONVENTION	101-253-957.000	806.40
		45534		OPERATING SUPPLIES	101-265-740.000	19.99
		45534		CONTRACTED SERVICES	101-265-801.000	198.00
		45534		TELEPHONE	101-265-851.000	733.56
		45534		REPAIRS & MAINTENANCE	101-265-930.000	461.46
		45534		REPAIRS & MAINT - HERO TEEN CTR	101-265-930.001	222.50
		45534		SUPPLIES & POSTAGE	101-400-727.000	8.55
		45534		CONTRACTED SERVICES	101-441-801.000	29.62
		45534		EDUCATION/TRAINING/CONVENTION	101-441-957.000	10.00
		45534		REPAIRS & MAINTENANCE	101-567-930.000	119.99
		45534		OPERATING SUPPLIES	101-577-740.000	212.00
		45534		EDUCATION/TRAINING/CONVENTION	101-577-957.000	10.00
		45534		OPERATING SUPPLIES	101-751-740.000	98.99
		45534		REPAIRS & MAINTENANCE	101-751-930.000	119.99
		45534		UNIFORMS/CLOTHING ALLOWANCE	536-000-719.100	701.70
		45534		OPERATING SUPPLIES	536-000-740.000	204.91
		45534		INTERNET	536-000-805.000	423.74
		45534		TELEPHONE	536-000-851.000	321.63
		45534		PRINTING & PUBLICATIONS	536-000-900.000	39.99
		45534		REPAIRS & MAINT VEHICLE/EQUIP	536-000-930.002	207.87
		45534		CONTRACTED SERVICES & RENTALS	577-000-801.000	40.01
		45534		INTERNET	577-000-805.000	990.63
		45534		CABLE TV FEES	577-000-806.000	168.58
						<hr/> 6,333.11
TOTAL - ALL FUNDS				TOTAL OF 2 CHECKS		6,765.21

--- GL TOTALS ---

101-172-960.000	LEASES - COPIER	432.10
101-191-801.000	CONTRACTED SERVICES	75.00
101-209-727.000	SUPPLIES & POSTAGE	7.99
101-209-930.000	REPAIRS & MAINTENANCE	80.02
101-253-727.000	SUPPLIES & POSTAGE	19.99
101-253-957.000	EDUCATION/TRAINING/CONVENTION	806.40
101-265-740.000	OPERATING SUPPLIES	19.99
101-265-801.000	CONTRACTED SERVICES	198.00
101-265-851.000	TELEPHONE	733.56
101-265-930.000	REPAIRS & MAINTENANCE	461.46
101-265-930.001	REPAIRS & MAINT - HERO TEEN CTR	222.50
101-400-727.000	SUPPLIES & POSTAGE	8.55
101-441-801.000	CONTRACTED SERVICES	29.62
101-441-957.000	EDUCATION/TRAINING/CONVENTION	10.00
101-567-930.000	REPAIRS & MAINTENANCE	119.99
101-577-740.000	OPERATING SUPPLIES	212.00

06/09/2025 02:04 PM
User: SUSANC
DB: Hartland

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP
CHECK DATE FROM 06/05/2025 - 06/05/2025

Page 2/2

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-577-957.000				EDUCATION/TRAINING/CONVENTION		10.00
101-751-740.000				OPERATING SUPPLIES		98.99
101-751-930.000				REPAIRS & MAINTENANCE		119.99
536-000-719.100				UNIFORMS/CLOTHING ALLOWANCE		701.70
536-000-740.000				OPERATING SUPPLIES		204.91
536-000-805.000				INTERNET		423.74
536-000-851.000				TELEPHONE		321.63
536-000-900.000				PRINTING & PUBLICATIONS		39.99
536-000-930.002				REPAIRS & MAINT VEHICLE/EQUIP		207.87
577-000-801.000				CONTRACTED SERVICES & RENTALS		40.01
577-000-805.000				INTERNET		990.63
577-000-806.000				CABLE TV FEES		168.58
				TOTAL		6,765.21

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Total Physical Checks:      3
Total Check Stubs:         28
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Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 06-03-25 Hartland Township Board Regular Meeting Minutes

Date: June 14, 2025

Recommended Action

Move to approve the Hartland Township Board Regular Meeting Minutes for June 3, 2025.

Discussion

Draft minutes are attached for review.

Financial Impact

None

Attachments

6-3-25 HTB Minutes - DRAFT

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

June 03, 2025 – 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

Supervisor Fountain requested Treasurer Horning to take the roll call, and she accepted.

PRESENT: Supervisor Fountain, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

ABSENT: Clerk Ciofu

4. Approval of the Agenda

Move to approve the agenda for the June 3, 2025 Hartland Township Board meeting as presented.

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

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Clerk Ciofu

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the June 3, 2025 Hartland Township Board meeting as presented.

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Clerk Ciofu

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 05-20-25 Hartland Township Board Regular Meeting Minutes
- d. Long Lake Fireworks Display Permit – 7-5-25

7. Pending & New Business

- a. Site Plan/PD Application #24-005 Square One Planned Development (PD) – Preliminary PD Site Plan

Supervisor Fountain invited the Applicant forward and turned the meeting over to Planning Director Troy Langer. Director Langer gave a brief overview of the location of the property at the

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

June 03, 2025 – 7:00 PM

southwest corner of M-59 and Old US-23 and stated the Applicant is proposing a mixed use Planned Development (PD) on this approximately 30-acre property. He stated the property has two components with the center being the 168-unit multifamily apartment complex, and the northern and partial eastern portions of the property consisting of approximately seven commercial outlots. Director Langer stated that there are no known commercial businesses at this point. He stated the multifamily apartments would be a site plan that will potentially move forward, with the commercial outlots being a separate plan when they are ready to be developed. He then reviewed the three step PD process, with the first step being the Concept Plan, which has gone to the Planning Commission (PC) and the Board for general comments and where no formal decisions were rendered by either the PC or the Board. The second step is the Preliminary Plan, which is a more thorough site plan of the PD, and he stated the public hearing of the site plan was held at the PC meeting on May 22nd where the PC recommended approval of the plan and we are now at the review of the Preliminary Plan by the Board. If approved, the Applicant will have to come back to the PC with the Final Plan where we would be looking at the legal documents, such as the PD Agreement, Maintenance Agreements, Easement Agreements, Master Deeds, and other documentation. The PC would then make a recommendation to the Board who would then review the same documentation and if approved there would be a Resolution for a rezoning of the property from its current designation to a PD. Director Langer pointed out the road design with the entrance from M-59 into a roundabout where an east-west road would connect Charyl Stockwell Academy (CSA) to the west to Old US-23 to the east. A brief discussion was held on the location of the east-west road within the property and proposed improvements to M-59 and Old US-23 that would need approvals from MDOT and the Livingston County Road Commission (LCRC). Supervisor Fountain stated that the Applicant is working with MDOT, and he stated the PC, and the Board, will look at this PD going forward, contingent on MDOT approval as we have no control in the improvements to M-59 and Old US-23. Director Langer gave a brief overview of the MDOT approval process. Supervisor Fountain inquired as to the details of the roundabout and the Applicant responded stated the roundabout is heavily landscaped with retaining walls and will feature three flagpoles, with a US flag, a Michigan flag, and a Veteran's flag. Director Langer explained there are decorative brick walls with some landscaping around them. and in the middle would be the flags. The plan shows the center flag to be 35 feet in height, but discussion at the PC allowed for a waiver that would allow the center flag to be 45 feet. Supervisor Fountain inquired as to the walkability of the complex and Director Langer reviewed the sidewalk plan. He stated that based on discussion at the PC, a sidewalk will be added to this plan on Square One Boulevard south of the roundabout on the east side of the boulevard. He also stated there will be opportunities to connect the commercial outlots as they are developed. Trustee Petrucci inquired as to any plans for a traffic light on M-59 and Director Langer stated the Applicant's proposal they submitted to MDOT had a traffic light at the Square One Boulevard and M-59, but MDOT did not accept that and the Applicant must resubmit a new plan. A brief discussion was held on an M-59 traffic light location. Director Langer stated any changes to this plan due to MDOT approvals would have to come back to the Board for approval.

Move to approve the Site Plan/PD #24-005, the Preliminary Planned Development Site Plan for Square One Planned Development, as outlined in the staff memorandum dated May 27, 2025.

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

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Lubeski, Trustee McMullen,
Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Clerk Ciofu

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

June 03, 2025 – 7:00 PM

b. 2025 Crouse Rd. Reconstruction Project

Manager Luce stated that we approved \$69,600 for design engineering for this project and the design was completed and the LCRC bid out the project and received three bids. He stated the winning bid was for \$563,137.99 and with the engineering fee we will be around \$32,000 over budget. Manager Luce stated the lowest bid was around \$35,000 lower than the winning bid. However, that contractor did not fill out all of the paperwork correctly and they were disqualified. He stated had they correctly filed their paperwork we would have been at our budgeted amount for the project. He stated we are asking for an additional \$32,800, which will come out of the last road millage surplus. Trustee O'Connell inquired as to whether any contingency was built into this amount and Manager Luce stated there is a contingency built into the LCRC bid process. He stated this would include milling and repaving to the west on Crouse Rd to the bridge over US-23, to the south on Hartland Rd. to the bridge at Ore Creek, and a short section of Hartland Rd. to the north to avoid seams at this intersection. Trustee Lubeski inquired as to the start date of the project and Manager Luce stated it should be sometime next week. Director Hable stated the contract specifies a completion date by late August.

Move to approve the project agreement for the 2025 Crouse Rd. Reconstruction Project with the Livingston County Road Commission and allow the Public Works Director to act on behalf of the Township for decisions relating to the project for a cost not to exceed \$632,800.99.

Motion made by Trustee McMullen, Seconded by Treasurer Horning.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Clerk Ciofu

c. Agreement Between Hartland Township and the Hartland Enrichment and Recreation Organization (HERO)

Manager Luce stated this is an agreement with HERO and the Township that is a renewal that will run through the end of FY2028 which ends on April 30, 2029. This year's payment will go up \$1000 and subsequently increase by \$1000 for each year of the contract. This would allow for any changes in the Board in the 2028 Election to be able to decide on renewal terms in their first year in office.

Move to approve the contract as presented with the Hartland Enrichment and Recreation Organization (HERO) for FY2025-FY2028.

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Clerk Ciofu

d. Agreement Between Hartland Township and the Hartland Senior Activity Center

Manager Luce stated this is an agreement with Hartland Senior Center and the Township that is a renewal that will run through the end of FY2028 which ends on April 30, 2029. Manager Luce stated the Senior Center receives two equal payments each year and both will be increased by \$500 this year and in subsequent years for each year of the contract. This would allow for any changes in the Board in the 2028 Election to be able to decide on renewal terms in their first year in office.

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

June 03, 2025 – 7:00 PM

Move to approve the contract as presented with the Hartland Senior Senior for FY2025-FY2028.

Motion made by Trustee Petrucci, Seconded by Trustee Lubeski.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Clerk Ciofu

- d. Agreement Between Hartland Township and the Hartland Area Youth Athletic Association for the use of Spranger Field

Manager Luce stated this is an agreement with Hartland Area Youth Association (HAYAA) and the Township for the use of Spranger Field that is a renewal that will run through the end of FY2028 which ends on April 30, 2029. Manager Luce stated that the youth sports in Hartland Township under HAYAA utilizes the Township parks athletic fields. The Township basically pays HAYAA what it would cost the Township to maintain these parks. Under this arrangement HAYAA is then responsible for maintaining the landscaping, irrigation systems, and other maintenance services for these parks during the summer months. Supervisor Fountain stated that large items, such as the irrigation system installation, was funded by the Township but is paid back to the Township out of the funds the Township pays to HAYAA over a period of years. Manager Luce stated this agreement is for the use of Spranger Field for HAYAA baseball/softball that runs through FY2028. This would allow for any changes in the Board in the 2028 Election to be able to decide on renewal terms in their first year in office.

Move to approve the contract as presented between HAYAA and Hartland Township for the use of Spranger Field.

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

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Clerk Ciofu

8. Board Reports

Trustee McMullen - No report.

Trustee Petrucci - stated the Hartland Deerfield Fire Authority (HDFA) is putting together a three year Strategic Plan that will be voted on at the next HDFA meeting in June. It will be brought to the Board if approved.

Treasurer Horning - No report.

Trustee O'Connell - No report.

Trustee Lubeski - No report.

Supervisor Fountain - Stated the Hartland Polo Event is this Saturday and Sunday and he is not sure if tickets are available for the Saturday Event, but the Sunday Event is open to families and the weather is supposed to be much better this weekend.

[BRIEF RECESS]

9. Information / Discussion

- a. Manager's Report

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

June 03, 2025 – 7:00 PM

Supervisor Fountain stated he and Manager Luce, were asked by Hartland Consolidated School (HCS) Board member Jeff Scott to explain our opinion and thoughts on our Police Protection Agreement with the Livingston County Sheriff's Department (LCSD), and they met with him for over an hour on this subject. He has asked if Manager Luce and himself would attend one of the School Board meetings but stated we have not been formally invited by the HCS Board. He stated we provided Mr. Scott with the background of how the Sheriff's Contact works. Manager Luce stated the contract is held by Hartland Township and that the HCS has their own contract for two Sherrieff Deputies in the schools when school is in session. He stated there are significant benefits of our Sheriffs Contract, of which HCS pays a portion of the yearly contract fee. The thought of HCS is if they do not participate in our Sheriffs Contract, they can use those funds to hire a third Deputy to be in other HCS schools. Discussion was held on the number of deputies at HCS, the size of the HCS District, potential contributions for school deputies from other municipalities that have students in Hartland Schools, responsibilities and duties of Township contracted Deputies, timing of HCS budgeting process, and options for potential changes to the Sheriffs Contract. Manager Luce stated he and Director Hable met with the HAYAA recreation partners regarding parking at Heritage Park. He stated that residents are parking along the driveway to be closer to the fields even though there is ample space in the parking lot. A change will be made to the current No Parking signs that will add the verbage to state No Parking Fire Lane. This would allow the Fire Marshal to ticket cars that continue to park in the driveway. This is being done for safety purposes as there have been times we did not think Emergency vehicles could get through to the pavilion area. Manager Luce stated there is a new locker room structure being built at the Hartland High School football field, and it was discovered that the concession stand will need to purchase a couple of REU's and get a meter put in. Manager Luce stated they have had numerous meetings with the six HOAs in San Marino regarding repaving the roads and the discussion has been on which HOAs will participate and how will costs be allocated. If all do not participate, this will come to the Board for discussion and approval. He also stated the Hartland Polo Event is this weekend and he has tickets available if any Board member would like to attend. Trustee McMullen inquired about the e-mails she has received from VC3 regarding training and Manager Luce stated that everyone should take this training. Manager Luce gave a brief update on the Veteran's Memorial stating they met with Priess Companies last week and the excavation has been completed, and Mattioli Cement should be pouring the monument foundation this Thursday. Director Hable stated Mattioli should be framing the circle Friday. Manager Luce gave a brief overview of the dimensions of the sidewalk, the center circle, the back end of the circle, and the location of the foundation for the monument. Once Mattioli is finished and the monument is set, Evergreen Landscape will come in for their work some time near the end of June.

10. Adjournment

Move to adjourn the meeting at 8:30 p.m.

Motion made by Trustee Petrucci, Seconded by Trustee McMullen.

Voting Yea: Supervisor Fountain, Treasurer Horning, Trustee Lubeski, McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Absent: Clerk Ciofu

Submitted By:

Larry N. Ciofu, Clerk

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: Waldenwoods Fireworks Display Permit – 7-5-25

Date: June 14, 2025

Recommended Action

Move to approve the Permit for Fireworks Display for Waldenwoods on Saturday, July 5, 2025.

Discussion

Waldenwoods has applied to perform fireworks at 2975 Old US 23, which is Waldenwoods Resort property, for the July 4th Celebration on Saturday, July 5, 2025. Wolverine Fireworks will perform the fireworks and the applicant intends to launch the fireworks display from the shore of Lake Walden

This approval is contingent on the Hartland-Deerfield Fire Authority Fire Marshal's letter recommending approval.

Financial Impact

None

Attachments

Waldenwoods 7-5-25 Fireworks Permit

2025 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY
OF CITY, VILLAGE OR TOWNSHIP
BOARD ONLY

DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256

The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

☐ Agricultural or Wildlife Fireworks

☐ Articles Pyrotechnic

☐ Display Fireworks

☐ Public Display

☒ Private Display

☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT

Waldenwoods

ADDRESS OF APPLICANT

2975 Old US 23

AGE OF APPLICANT 18 YEARS OR OLDER

☒ YES ☐ NO

NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER

Melissa Parker

ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER

2975 Old US 23

IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)

ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)

TELEPHONE NUMBER

NAME OF PYROTECHNIC OPERATOR

Wolverine Fireworks

ADDRESS OF PYROTECHNIC OPERATOR

205 West Seidlers Rd

AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER

☒ YES ☐ NO

NO. YEARS EXPERIENCE

NO. DISPLAYS

WHERE

NAME OF ASSISTANT

ADDRESS OF ASSISTANT

AGE OF ASSISTANT 18 YEARS OR OLDER

☐ YES ☐ NO

NAME OF OTHER ASSISTANT

ADDRESS OF OTHER ASSISTANT

AGE OF OTHER ASSISTANT 18 YEARS OR OLDER

☐ YES ☐ NO

EXACT LOCATION OF PROPOSED DISPLAY

Waldenwoods

DATE OF PROPOSED DISPLAY

July 5th 2025

TIME OF PROPOSED DISPLAY

Dusk - 9:45 PM

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT)

NAME OF BONDING CORPORATION OR INSURANCE COMPANY

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY

NUMBER OF FIREWORKS

KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)

See Attached form

SIGNATURE OF APPLICANT

Melissa Parker

DATE

May 29th 2025

Application for Fireworks Other Than Consumer or Low Impact

[illegible]

Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. Type of Permit – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:
 - Agricultural or Wildlife Fireworks – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.
 - Articles Pyrotechnic – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.
 - Display Fireworks – 1.3G fireworks for professional use only
 - Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.
 - Public Display – a fireworks display that is open to all persons for viewing.
 - Private Display – a fireworks display that is not open to the general public for viewing.
2. Name of applicant – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.
3. Address of applicant – complete the address of the applicant; include the street address, city, state and zip code.
4. Name of person or resident agent representing corporation, LLC, DBA or other – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.
5. Address of person or resident agent that represents the corporation, LLC, DBA or other – list the address of the person or resident agent representing the corporation, LLC, DBA or other.
6. Non-resident applicant – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.
7. Name of pyrotechnic operator – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
8. Address of pyrotechnic operator – list the address of the pyrotechnic operator; include the street address, city, state and zip code.
9. Age of the pyrotechnic operator – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.
10. Name of assistant – list the name of the assistant to the pyrotechnic operator;
11. Address of assistant – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.
12. Age of assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
13. Name of other assistant – list the name of other assistant to the pyrotechnic operator.
14. Age of other assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
15. Exact location of proposed display – list the address of the exact location of the proposed fireworks display.
16. Date of proposed display – indicate the date of the proposed fireworks display; only one display date can be used per application.
17. Time of proposed display – indicate the time of the proposed fireworks display.
18. Manner and place of storage - indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.

19. Amount of bond or insurance - the issuing legislative body of a city, village or township board shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
20. Name of bonding corporation or insurance company – provide the name of the bonding corporation or insurance company for which the bond was issued through.
21. Address of bonding corporation or insurance company – list the address of the bonding corporation or insurance company; include the street address, city, state and zip code.
22. Number of fireworks and kind of fireworks to be displayed– indicate the total amount of fireworks proposed for the display or use and a description of the type of fireworks for display; such as 10 aerial bombs, 30 aerial rocket bursts, etc.
23. The application is valid for the calendar year in which the application was received and permit was issued.
24. Permit fees shall be established by the legislative body of a city, village or township board and shall be submitted to and retained by legislative body of a city, village or township board.
25. Permitting will be in compliance with the Michigan Fireworks Safety Act, PA 256 of 2011, MCL 28.466, Section 16.
26. **Mail the application to the legislative body of a city, village or township board within the location jurisdiction of the display.** DO NOT mail the application to the Bureau of Fire Services (BFS). If mailed to the BFS, it will be returned to the sender.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/29/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Partners Group Ltd 1111 Lake Washington Blvd N. Suite 400 Renton WA 98056	CONTACT NAME: Janet Nau PHONE (A/C, No, Ext): 425-455-5640 E-MAIL ADDRESS: jnau@tpgrp.com FAX (A/C, No): 425-455-6727												
INSURED Wolverine Fireworks Display, Inc. 205 West Seidlers Road Kawkawlin MI 48631	INSURER(S) AFFORDING COVERAGE <table><tr><td>INSURER A : Everest Indemnity Insurance Co</td><td>NAIC # 10851</td></tr><tr><td>INSURER B : Everest Denali Insurance Company</td><td>NAIC # 16044</td></tr><tr><td>INSURER C : Arch Specialty Insurance Company</td><td>NAIC # 21199</td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER A : Everest Indemnity Insurance Co	NAIC # 10851	INSURER B : Everest Denali Insurance Company	NAIC # 16044	INSURER C : Arch Specialty Insurance Company	NAIC # 21199	INSURER D :		INSURER E :		INSURER F :	
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INSURER C : Arch Specialty Insurance Company	NAIC # 21199												
INSURER D :													
INSURER E :													
INSURER F :													

COVERAGES**CERTIFICATE NUMBER:** 98988865**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y		GC10010148251	2/1/2025	2/1/2026	<table><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 500,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ Excluded</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 2,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 2,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000	MED EXP (Any one person)	\$ Excluded	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COMP/OP AGG	\$ 2,000,000		\$
EACH OCCURRENCE	\$ 1,000,000																				
DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000																				
MED EXP (Any one person)	\$ Excluded																				
PERSONAL & ADV INJURY	\$ 1,000,000																				
GENERAL AGGREGATE	\$ 2,000,000																				
PRODUCTS - COMP/OP AGG	\$ 2,000,000																				
	\$																				
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			GCD0010062251	2/1/2025	2/1/2026	<table><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 1,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td></td><td>\$</td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$				
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BODILY INJURY (Per accident)	\$																				
PROPERTY DAMAGE (Per accident)	\$																				
	\$																				
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			UXP104806303	2/1/2025	2/1/2026	<table><tr><td>EACH OCCURRENCE</td><td>\$ 4,000,000</td></tr><tr><td>AGGREGATE</td><td>\$ 4,000,000</td></tr><tr><td></td><td>\$</td></tr><tr><td>WC STATUTORY LIMITS</td><td>OTH-ER</td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 4,000,000	AGGREGATE	\$ 4,000,000		\$	WC STATUTORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
EACH OCCURRENCE	\$ 4,000,000																				
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E.L. EACH ACCIDENT	\$																				
E.L. DISEASE - EA EMPLOYEE	\$																				
E.L. DISEASE - POLICY LIMIT	\$																				
C	Excess Liability - Occurrence			GC10010148251	2/1/2025	2/1/2026	<table><tr><td>Each Occurrence</td><td>\$5,000,000</td></tr><tr><td>Aggregate</td><td>\$5,000,000</td></tr></table>	Each Occurrence	\$5,000,000	Aggregate	\$5,000,000										
Each Occurrence	\$5,000,000																				
Aggregate	\$5,000,000																				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The following are included as Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured per form ECG 20592 0509 attached:

Waldenwoods Resort and Hartland Township
Date of Event: July 5, 2025, RD: July 6, 2025

Location of Event: Waldenwoods Resort, 2975 Old US 23, Hartland, MI 48353

CERTIFICATE HOLDER**CANCELLATION**

Waldenwoods Resort
2975 Old US 23
Hartland MI 48353

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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30



PROPOSAL FOR WALDENWOODS RESORT

July 5, 2025

\$8,700.00 Includes Insurance & Labor

OPENING

10	3"	Hekou Salutes
24	4"	Lidu Assorted Color Chain 6/1

Total
34

MAIN SHOW

10	3"	Hekou Salutes
72	3"	Flower King Assorted Shells
18	3"	Gold Willow
30	3"	Lidu Assorted Color Time Chain

Total
130

36	4"	Flower King Assorted Shells
36	4"	Flower King Special Long Duration Shells

Total
72

18	5"	Flower King Assorted Shells
	5"	Lidu Assorted w/ Tails

Total



PROPOSAL FOR WALDENWOODS RESORT

July 5, 2025

\$8,700.00 Includes Insurance & Labor

GRAND FINALE

60	2.5"	Finale Titanium Salute 12/1
16	3"	Salute
72	3"	Finale 9 color/ Report
18	4"	Finale, Color & Big Crackle 6/1
24	4"	Finale, Red, Green, Iron Tree 6/1
12	5"	Finale, Gold Brocade 6/1

Total
202

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Scott Hable, Director of Public Works

Subject: 2025 TAP Grant Application and Engineering

Date: June 17, 2025

Recommended Action

Approve the proposal with Spaulding DeDecker for engineering and CE fees related to the design and application for TAP grant to fill sidewalk gaps on M59 and allow the Township Manager and Public works Director to make decisions related to the project on the township's behalf, for a cost not to exceed \$228,000.

Discussion

Hartland Township has discussed at length the walkability of our area, especially along the M59 corridor. Steps have been taken, and improvements made on the west side of US23 in past years. This project will focus on the corridor to the east of US23 along M59. When completed, walk paths will connect our business corridor at the US23/M59 intersection to communities and businesses down M59 all the way to Cundy Road. This project will fill sidewalk gaps on both the north, and south sides of M59, allowing safer pedestrian travel up and down M59, connecting existing, and future developments to restaurants, grocery stores, etc.

This process will include grant funding, if approved, through SEMCOG. The transportation alternatives program grant (TAP) could possibly stretch a \$500,000 (estimated) contribution by the township, to complete a \$1,000,000 project. Spaulding DeDecker estimates this will be a \$1,000,000 construction project, with the township covering the engineering and CE costs, as well as a 20% contribution towards the total construction costs. This means, that if approved through SEMCOG, we will see a match of roughly \$500,000 from the grant towards this project.

Spaulding DeDecker has worked with many municipalities to secure TAP grants for pathway projects such as this, and feels confident Hartland Township will be awarded this grant. Below is the breakdown for this proposal:

1. Topographical Survey	\$20,000
2. Geotechnical Soil Borings	\$5,000
3. Construction Plan/Specs/Permitting	\$80,000
4. TAP Grant Application	\$5,000
5. Construction Survey Staking	\$18,000
6. Material/Density Testing	\$20,000
7. Construction Inspection/CCA	\$80,000
Total	\$228,000

Financial Impact

Is a Budget Amendment Required? ☐ Yes ☒ No

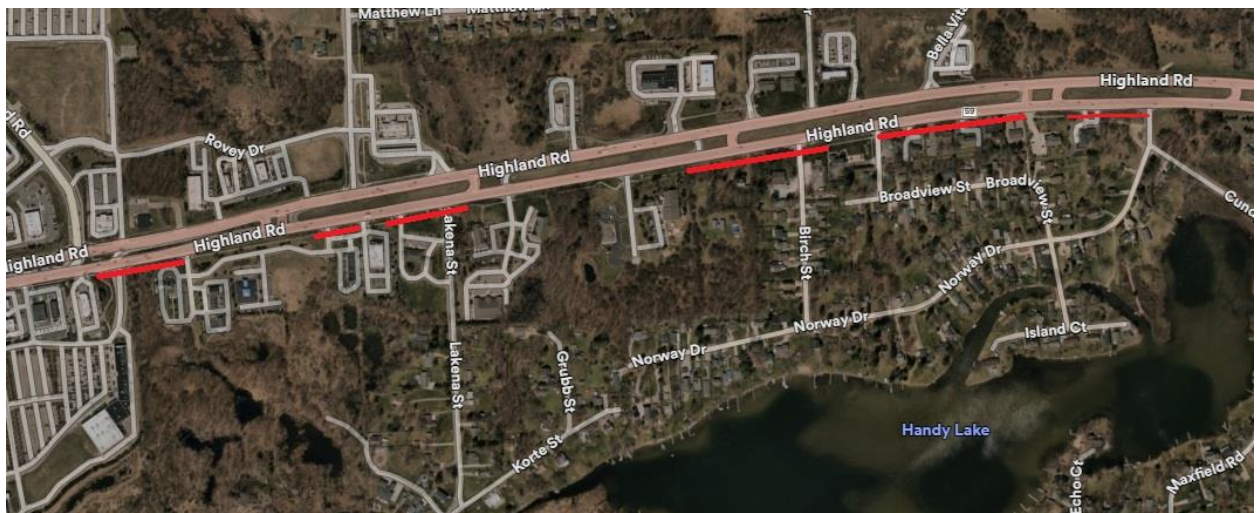
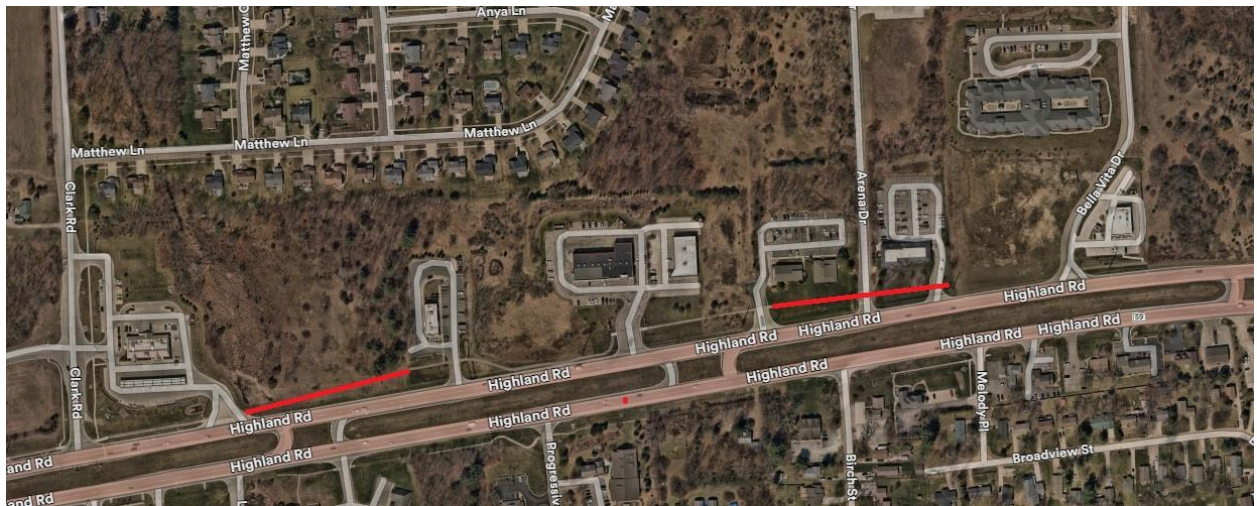
This cost has been budgeted in the current fiscal year's CIP.

Attachments

Overview Pictures

SDA Proposal

Proposed Sidewalk Plans



Plotted: Mar 5, 2025, 1:25 PM by user: 1105 - Saved: 3/5/2025 by user: 1105
J:\HL\Design\HL24004 - M-59 Sidewalk Gap Tap Grant\DWG\HL24004GSP.dwg



MATCHLINE STA. 17+00

MATCHLINE STA. 24+50



HIGHLAND RD. CONSTRUCTION PLAN - STA 10+00 (P.O.B.) TO STA 24+50
HORZ SCALE: 1"=30'



SPALDING
DeDECKER

Engineers | Planners | Surveyors

Excellence Since 1954

Headquarters

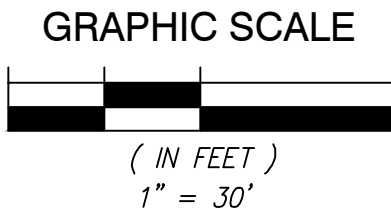
Rochester Hills


Branch Offices

Detroit | Grand Rapids | Novi | Lansing | Flint



www.sda-eng.com
(800) 598-1600





Know what's below.
Call before you dig.

PRIOR TO CONSTRUCTION, ALL LOCATIONS AND DEPTHS OF EXISTING UTILITIES (IN CONFLICT WITH PROPOSED IMPROVEMENTS) SHALL BE VERIFIED IN THE FIELD. CALL MISS DIG 3 WORKING DAYS PRIOR TO CONSTRUCTION.

UTILITY NOTE

UTILITY INFORMATION ON THIS DRAWING MAY BE FROM INFORMATION DISCLOSED TO THIS FIRM BY THE VARIOUS UTILITY COMPANIES, CITY/COUNTY AGENCIES AND OTHER VARIOUS SOURCES. UNDERGROUND UTILITIES WHICH ARE ON PRIVATE PROPERTY ARE USUALLY NOT DELINEATED UPON A UTILITY COMPANY'S PUBLISHED PLANS. THEIR LOCATION, IF SHOWN UPON THIS SURVEY, ARE APPROXIMATED FROM FOUND PAINT MARKS/STAKES, ETC. AS LOCATED BY THIS FIRM FROM SOURCES WHICH ARE UNKNOWN. NO GUARANTEE IS GIVEN AS TO THE COMPLETENESS OR ACCURACY THEREOF.

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M-59 SIDEWALK GAP TAP GRANT		
CONSTRUCTION PLANS - STA 10+00 (P.O.B.) TO STA 24+00		
SECTION 21 TOWN 3N RANGE 6E CITY/TOWNSHIP HARTLAND TOWNSHIP COUNTY LIVINGSTON		
NO.	DATE	SUBMITTAL
VERIFY SCALES BAR IS ONE INCH ON ORIGINAL DRAWING IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY		
DRAFTER M. DESANTIS	DATE 01-08-25	
DESIGNER M. DESANTIS	DATE MM-DD-YY	
CHECKED BY A. MEUX	DATE MM-DD-YY	
PROJECT MANAGER P. STRUNK	BID PLAN DATE MM-DD-YY	
DEPARTMENT MANAGER APPROVAL J. SCHROT	DATE MM-DD-YY	
JOB NO. HL24004	DRAWING NO. HL24004GSP	
SCALE: 1" = 30'	SHEET NO. 1 OF ##	

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HIGHLAND RD. CONSTRUCTION PLAN - STA 24+50 TO STA 39+50
HORZ SCALE: 1"=30'



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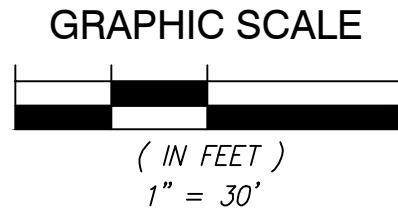
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M-59 SIDEWALK GAP TAP GRANT		
CONSTRUCTION PLANS - STA 24+00 TO STA 38+25		
SECTION 21 TOWN 3N RANGE 6E CITY/TOWNSHIP HARTLAND TOWNSHIP COUNTY LIVINGSTON		
NO.	DATE	SUBMITTAL
VERIFY SCALES BAR IS ONE INCH ON ORIGINAL DRAWING IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY		
DRAFTER M. DESANTIS	DATE 01-08-25	
DESIGNER M. DESANTIS	DATE MM-DD-YY	
CHECKED BY A. MEUX	DATE MM-DD-YY	
PROJECT MANAGER P. STRUNK	BID PLAN DATE MM-DD-YY	
DEPARTMENT MANAGER APPROVAL J. SCHROT	DATE MM-DD-YY	
JOB NO. HL24004	DRAWING NO. HL24004GSP	
SCALE: 1" = 30'	SHEET NO. 2 OF 4	

Plotted: Mar 5, 2025, 1:25 PM by user: 1105 - Saved: 3/5/2025 by user: 1105
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MATCHLINE STA. 39+50



MATCHLINE STA. 47+00

MATCHLINE STA. 47+00



MATCHLINE STA. 54+50

HIGHLAND RD. CONSTRUCTION PLAN - STA 39+50 TO STA 54+00
HORZ SCALE: 1"=30'



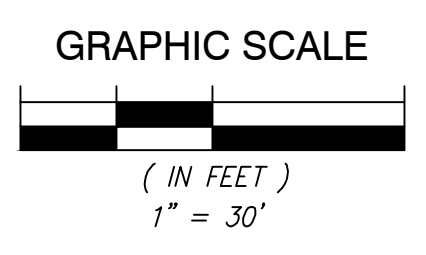
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M-59 SIDEWALK GAP TAP GRANT		
CONSTRUCTION PLANS - STA 38+25 TO STA 53+85 (P.O.E.)		
SECTION 21 TOWN 3N RANGE 6E CITY/TOWNSHIP HARTLAND TOWNSHIP COUNTY LIVINGSTON		
NO.	DATE	SUBMITTAL
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DESIGNER M. DESANTIS	DATE MM-DD-YY	
CHECKED BY A. MEUX	DATE MM-DD-YY	
PROJECT MANAGER P. STRUNK	BID PLAN DATE MM-DD-YY	
DEPARTMENT MANAGER APPROVAL J. SCHROT	DATE MM-DD-YY	
JOB NO. HL24004	DRAWING NO. HL24004GSP	
SCALE: 1" = 30'	SHEET NO. 3 OF 4	

Rochester Hills

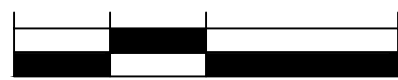
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GRAPHIC SCALE



(IN FEET)

$$1'' = 40'$$


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M-59 SIDEWALK GAP TAP GRANT

CONSTRUCTION PLANS -
STA 52+50 TO STA
63+00 (P.O.E.)

SECTION 21
TOWN 3N RANGE 6E
CITY/TOWNSHIP HARTLAND TOWNSHIP
COUNTY LIVINGSTON

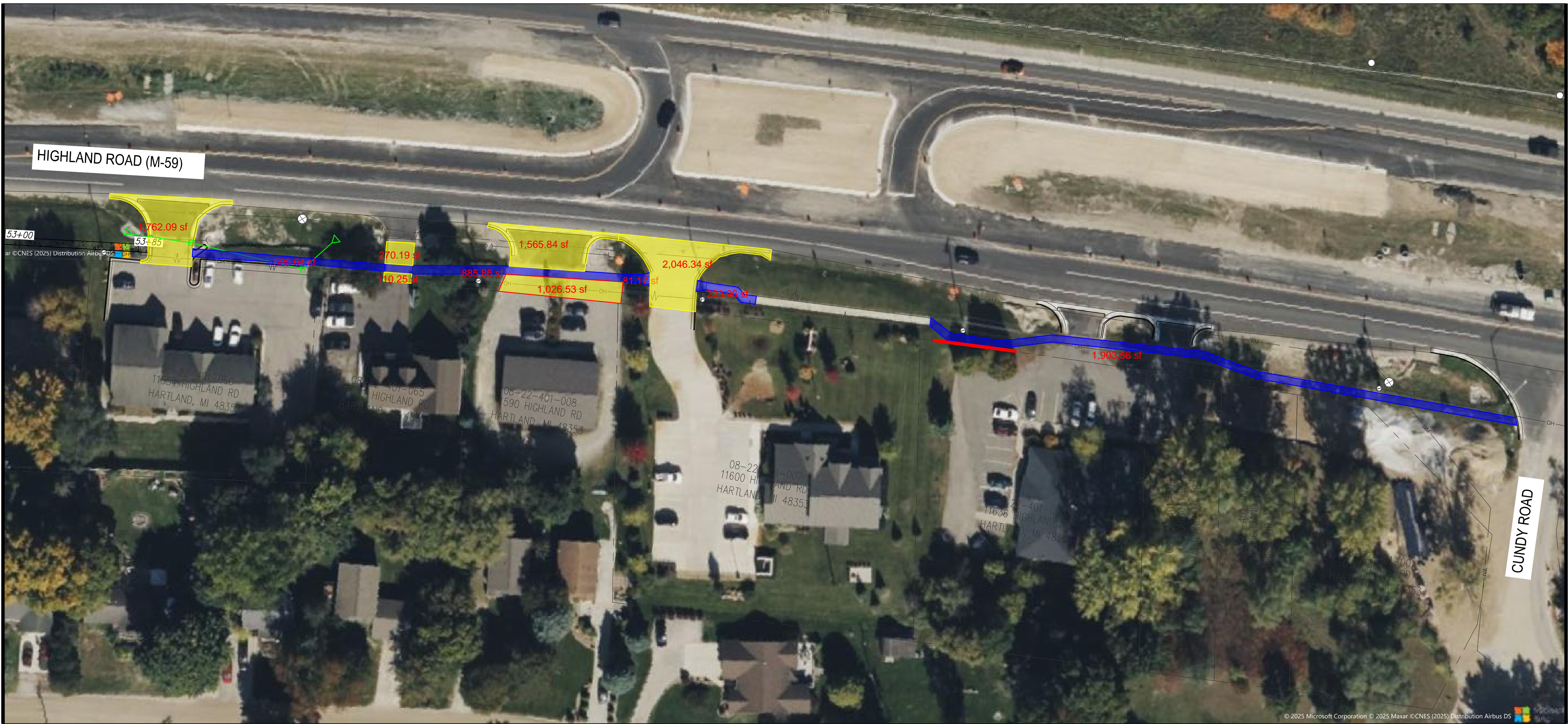
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DRAFTER	DATE
M. DESANTIS	01-08-25
DESIGNER	DATE
M. DESANTIS	MM-DD-YY
CHECKED BY	DATE
A. MEUX	MM-DD-YY
PROJECT MANAGER	BID PLAN DATE
P. STRUNK	MM-DD-YY
DEPARTMENT MANAGER APPROVAL	DATE
J. SCHROT	MM-DD-YY

JOB NO. <i>HL24004</i>	DRAWING NO. <i>HL24004GSP</i>
SCALE: <i>1" = 40'</i>	SHEET NO. <i>4 OF 4</i>

MATCHLINE STA. 53+00



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GRAPHIC SCALE

(IN FEET)

1" = 40'



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M-59 SIDEWALK GAP TAP GRANT

CONSTRUCTION PLANS -
STA 52+50 TO STA
63+00 (P.O.E.)

SECTION 21
TOWN 3N RANGE 6E
CITY/TOWNSHIP HARTLAND TOWNSHIP
COUNTY LIVINGSTON

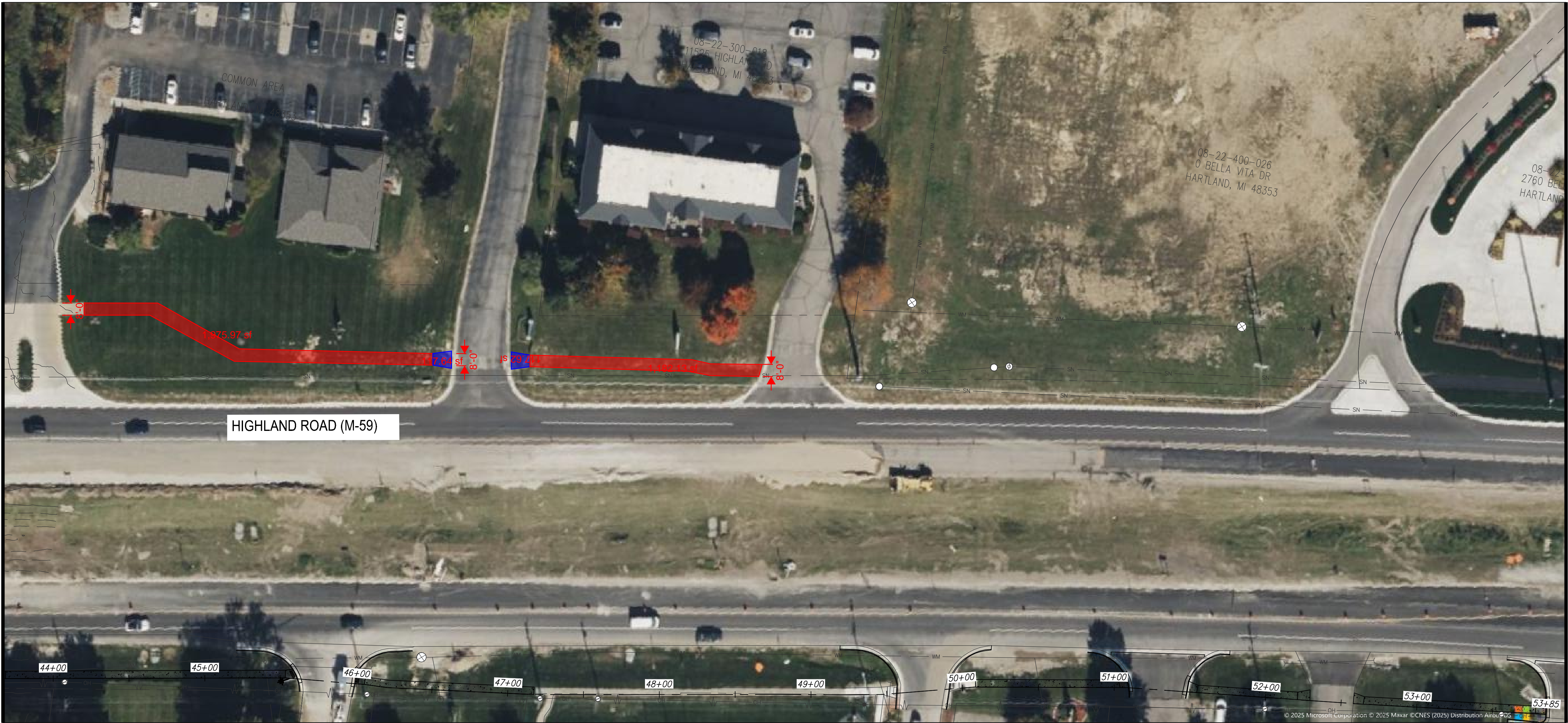
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DEPARTMENT MANAGER APPROVAL J. SCHROT	DATE MM-DD-YY

JOB NO. HL24004	DRAWING NO. HL24004GSP
SCALE: 1" = 40'	SHEET NO. 4 OF 4

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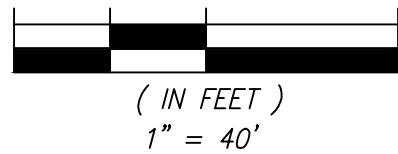


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M-59 SIDEWALK GAP TAP GRANT

CONSTRUCTION PLANS -
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JOB NO. HL24004	DRAWING NO. HL24004GSP
SCALE: 1" = 40'	SHEET NO. 4 OF 4

May 30, 2025

Mr. Michael Luce
Township Manager
Hartland Township
2655 Clark Road
Hartland, MI 48353

RE: Proposal for Professional Services for 2025 M-59 Sidewalk Gaps

Dear Mr. Luce:

Spalding DeDecker (SD) is pleased to provide the following proposal for Tap grant application work and to prepare construction drawings and bid documents for the 2025 M-59 Sidewalk Gaps program. The gap extends from the Hartland Plaza intersection to Cundy Road on the south side of M-59 and the Mobil gas station to the Oral and Facial Surgeons of Michigan on the north side of M-59 in Hartland Township, MI.

PROJECT UNDERSTANDING

Pedestrian Pathway

It is our understanding that the Township would like to construct a pedestrian path along the north and south side of M-59, extending to the Oral and Facial Surgeons of Michigan on the north side and to Cundy Road on the south side. The Township understands that the estimated cost for construction is about \$1,000,000. SD understands that the Township would like to apply for a Transportation Alternatives Program (TAP) grant to assist with funding this project. This grant provides funding for transportation projects that enhance non-motorized infrastructure and community connectivity. SD has helped many municipalities secure TAP grants for pedestrian pathways. With the hope of the Township receiving the TAP grant for the construction of the pedestrian pathway, we anticipate that the Township's construction share of the project to be around \$200,000 plus engineering fees. If the Township receives the grant, we understand that the project will be bid and constructed through the MDOT Local Agency Program (LAP).

SCOPE OF SERVICES

The proposed scope of services includes:

- SD will provide topographical field and office survey services for the sidewalk construction. This will include existing conditions and grades from the edge of the roadway shoulder to the edge of the M59 right-of-way on the south side of the roadway.
 - Kickoff meeting and Field Walk-Through
 - Review of Existing Lidar and Project Data
 - Topographic Survey of the Project Limits (approximately 1/2 mile)
 - Aerial photogrammetry with field control
 - Cross sections every 50-feet (slope verification and plan direction)
 - 30' centered on proposed pedestrian path alignment

- ROW via GIS
 - Coordination with franchise utilities for location information
- SD will work with a sub-contractor to gather six (6) soil borings along the proposed pedestrian path to ensure that no subgrade undercut will be required to properly install the path.
- SD will develop construction drawings for design of the sidewalk gap. This will include details, E&S plans, demo plans, and site plans needed for bidding and construction of the sidewalk gap. SD will develop specs/contract documents required for bidding and will help the Township through the bidding and award process. SD will also submit plans to MDOT for a right-of-way permit and to Livingston County for a Soil Erosion and Sedimentation Control (SESC) permit. The following are the major plan related items associated with this phase:
 - Title Sheet including sheet index, utility contacts and project location
 - General notes sheet including construction notes, project instruction language, hatching and line type information.
 - Alignment Plan
 - Standard Detail Sheets
 - Utilizing Township and MDOT details, as applicable
 - Typical Cross Sections
 - Existing and proposed
 - SESC and Removal Plans
 - Construction Plan
 - Paving, Curb and Gutter, Sidewalk and Storm Water Improvements
 - Road Profile (as necessary with curb and gutter)
 - Detail Grading
 - ADA Sidewalks and intersection curbs
 - Maintenance of Traffic Plan
 - Part-width construction with multi-phase to allow for continuous operation. Most likely a shoulder closure.
 - Pedestrian Detour Plan and/or temporary access measures, as necessary
- On behalf of the Township, SD will prepare a TAP grant application, including development of detailed project descriptions, cost estimates, and preparation of any other required supporting documentation.
- SD will provide survey staking services for sidewalk so the contractor can properly layout the sidewalk.
- SD will provide material testing and density testing services for the sidewalk construction to ensure quality control.
- SD will provide Construction Administration (CCA) services which will include pre-construction meeting, pay estimates, construction support, IDR review, construction communication, submittal review, etc. In addition, SD will provide full-time construction inspection oversight to ensure the project is constructed in accordance with the design and

contract documents. The Inspector will provide detailed Inspector Daily Reports (IDRs) documenting the entire construction process and progress. This fee could be established in accordance with fees from the contractor's bid crew days. We have provided an estimated fee below.

FEE

Spalding DeDecker assumes a construction budget of approximately \$1M and will provide the above scope of services for an hourly estimated Time and Materials cost utilizing our standard bill rates:

1. Topographical Survey	\$20,000
2. Geotechnical Soil Borings	\$5,000
3. Construction Plan/Specs/Permitting	\$80,000
4. TAP Grant Application	\$5,000
5. Construction Survey Staking	\$18,000
6. Material/Density Testing	\$20,000
7. <u>Construction Inspection/CCA</u>	<u>\$80,000</u>
Total	\$228,000

Thank you for the opportunity to submit this proposal, and we look forward to working with Hartland Township on this project. If you wish to discuss this proposal or require additional information, please feel free to contact me.

If this proposal is acceptable, please sign and return one copy to our office and retain one for your files.

Sincerely,

SPALDING DEDECKER ASSOCIATES, INC.



Philip R. Strunk, P.E.
Senior Project Manager

Accepted by:

Hartland Township

Michael Luce

Township Manager

Date: _____