



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, April 02, 2024 7:00 PM

1. Call to Order
 2. Pledge of Allegiance
 3. Roll Call
 4. Approval of the Agenda
 5. Call to the Public
 6. Approval of the Consent Agenda
 - a. Approve Payment of Bills
 - b. Approve Post Audit of Disbursements Between Board Meetings
 - c. 03-19-24 Hartland Township Board Regular Meeting Minutes
 7. Pending & New Business
 - a. 2024 Chloride Purchase
 - b. 2024 Gravel Road Improvements
 - c. 2024 Old 23 reconstruction and widening project
 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: March 26, 2024

Recommended Action

Move to approve the bills as presented for payment.

Discussion

Bills presented total \$883,651.60. The bills are available in the Finance office for review.

Notable invoices include:

\$362,142.24 – Hartland Deerfield Fire Authority – (1st Quarterly payment)

\$96,933.76 – Hartland Township General Fund – (Mobile home tax disbursements, DPPT disbursements, 1st Fiscal Quarterly cable rent & salary allocations)

\$62,363.98 – Spalding Dedecker – (various engineering invoices)

\$336,925.00 – The Huntington National Bank – (Special assessment refunding bonds, series 2019 & Sewer refunding bonds, series 2021)

Financial Impact

Is a Budget Amendment Required? Yes No

All expenses are covered under the amended FY24 budget or the approved FY25 budget.

Attachments

Bills for 04.02.2024

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
APPLIED	APPLIED INNOVATION	03/18/2024	2461624	FOA	2/23/24 - 3/22/24 - RICOH MP6055SP	
50566	7718 SOLUTION CENTER	04/02/2024		N		39.46
03/18/2024	CHICAGO IL, 60677-7007	/ /	0.0000	N		0.00
		04/02/2024		N		39.46

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000	REPAIRS & MAINTENANCE	39.46

VENDOR TOTAL: 39.46

CINTAS	CINTAS CORPORATION	03/18/2024	4186708964	FOA	MATS	
50562	P.O. BOX 630910	04/02/2024		N		51.51
03/18/2024	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		04/02/2024		N		51.51

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	51.51

CINTAS	CINTAS CORPORATION	03/26/2024	5203667972	FOA	FIRST AID AT WTP	
50593	P.O. BOX 630910	04/02/2024		N		50.12
03/26/2024	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		04/02/2024		N		50.12

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	50.12

VENDOR TOTAL: 101.63

9885	CROMAINE DISTRICT LIBRARY	03/25/2024	032524	FOA	DPPT DISBURSEMENT	
50582	P.O. BOX 308	04/02/2024		N		161.59
03/25/2024	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		04/02/2024		N		161.59

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.200	DPPT ESCROW	161.59

VENDOR TOTAL: 161.59

ELECTROCYC	ELECTROCYCLE, INC.	03/19/2024	49348	FOA	ONSITE DOCUMENT DESTRUCTION	
50565	23953 RESEARCH DR	04/02/2024		N		42.00
03/19/2024	FARMINGTON HILLS MI, 48335	/ /	0.0000	N		0.00
		04/02/2024		N		42.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-801.000	CONTRACTED SERVICES	42.00

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

VENDOR TOTAL: 42.00

5888	FOSTER, SWIFT, COLLINS & SMITH	03/20/2024	881145	FOA	FEBRUARY 2024	
50569	313 S. WASHINGTON SQUARE	04/02/2024		N		5,978.00
03/20/2024	LANSING MI, 48933-2193	/ /	0.0000	N		0.00
		04/02/2024		Y		5,978.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-209-826.000	LEGAL FEES	294.00
101-400-826.000	LEGAL FEES	171.50
101-400-826.000	LEGAL FEES	710.50
590-000-826.000	LEGAL FEES	3,797.50
536-000-826.000	LEGAL FEES	1,004.50
		<u>5,978.00</u>

VENDOR TOTAL: 5,978.00

HAYAA-F	HARTLAND AREA YOUTH ATHLETIC ASSOC	04/02/2024	APRIL 2024	FOA	APRIL 2024 PAYMENT PER AGREEMENT	
50114	HAYAA - FOOTBALL	04/02/2024		N		497.16
	P.O. BOX 359					
04/02/2024	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		04/02/2024		N		497.16

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703-883.200	HERITAGE PARK: HARTLAND PARTNERS	497.16

VENDOR TOTAL: 497.16

HAYAA-B	HARTLAND AREA YOUTH ATHLETIC ASSOC.	04/02/2024	APRIL 2024	FOA	APRIL 2024 PAYMENT PER AGREEMENT	
50128	HAYAA - BASEBALL	04/02/2024		N		1,285.72
	P.O. BOX 110					
04/02/2024	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		04/02/2024		N		1,285.72

Open

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

VENDOR TOTAL: 1,285.72

HCSA	HARTLAND COMMUNITY SOCCER ASSN	04/02/2024	APRIL 2024	FOA	APRIL 2024 PAYMENT PER AGREEMENT	
50121	HARTLAND COMMUNITY EDUCATION	04/02/2024		N		951.22
	9525 HIGHLAND RD					
04/02/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		04/02/2024		N		951.22

Open

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

GL NUMBER	DESCRIPTION	AMOUNT
101-703-883.200	HERITAGE PARK: HARTLAND PARTNERS	951.22

VENDOR TOTAL: 951.22

0150	HARTLAND CONSOLIDATED SCHOOLS	03/25/2024	032524	FOA	DPPT DISBURSEMENT - SCHOOL DEBT	
50586	9525 E HIGHLAND ROAD	04/02/2024		N		1,063.41
03/25/2024	HOWELL MI, 48843	/ /	0.0000	Y		0.00
		04/02/2024		N		1,063.41

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.200	DPPT ESCROW	1,063.41

0150	HARTLAND CONSOLIDATED SCHOOLS	03/25/2024	3/25/24	FOA	DPPT DISBURSEMENT - SCHOOL OPERATING	
50588	9525 E HIGHLAND ROAD	04/02/2024		N		292.48
03/25/2024	HOWELL MI, 48843	/ /	0.0000	Y		0.00
		04/02/2024		N		292.48

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.200	DPPT ESCROW	292.48

0150	HARTLAND CONSOLIDATED SCHOOLS	03/25/2024	32524	FOA	DPPT DISBURSEMENT - SINKING FUND	
50587	9525 E HIGHLAND ROAD	04/02/2024		N		52.78
03/25/2024	HOWELL MI, 48843	/ /	0.0000	Y		0.00
		04/02/2024		N		52.78

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.200	DPPT ESCROW	52.78

VENDOR TOTAL: 1,408.67

H DFA	HARTLAND DEERFIELD FIRE	04/02/2024	24-25 1ST Q	FOA	1ST QTRLY PMT	
50523	3205 HARTLAND RD	04/02/2024		N		362,142.24
03/11/2024	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		04/02/2024		N		362,142.24

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000-999.336	CONTRIBUTION TO FIRE AUTHORITY	362,142.24

VENDOR TOTAL: 362,142.24

ROADFUND	HARTLAND ROAD FUND	03/25/2024	032524	FOA	DPPT DISBURSEMENT	
50584		04/02/2024		N		160.04
03/25/2024	,	/ /	0.0000	N		0.00
		04/02/2024		N		160.04

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

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.200	DPPT ESCROW	160.04
VENDOR TOTAL:		160.04

HARTFIRE	HARTLAND TOWNSHIP FIRE OPER	03/25/2024	032524	FOA	DPPT DISBURSEMENT	
50585		04/02/2024		N		226.24
03/25/2024	,	/ /	0.0000	N		0.00
		04/02/2024		N		226.24

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.200	DPPT ESCROW	226.24
VENDOR TOTAL:		226.24

0001	HARTLAND TOWNSHIP GENERAL FUND	03/21/2024	032124	FOA	FEBRUARY 2024 MOBILE HOME TAX DISBUR	
50576		04/02/2024		N		286.00
03/21/2024	,	/ /	0.0000	N		0.00
		04/02/2024		N		286.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.300	MOBILE HOME FEES ESCROW	286.00

0001	HARTLAND TOWNSHIP GENERAL FUND	03/25/2024	032524	FOA	DPPT DISBURSEMENT	
50583		04/02/2024		N		196.24
03/25/2024	,	/ /	0.0000	N		0.00
		04/02/2024		N		196.24

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.200	DPPT ESCROW	196.24

0001	HARTLAND TOWNSHIP GENERAL FUND	04/02/2024	04/02/2024	FOA	APRIL - JUNE 2024 QTRLY RENT FOR CAB	
49938		04/02/2024		N		3,246.00
04/02/2024	,	/ /	0.0000	N		0.00
		04/02/2024		N		3,246.00

Open

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

0001	HARTLAND TOWNSHIP GENERAL FUND	04/02/2024	1ST QTR 2024	FOA	APR - JUNE 2024 SALARY ALLOCATIONS	
50279		04/02/2024		N		93,205.52
04/02/2024	,	/ /	0.0000	N		0.00
		04/02/2024		N		93,205.52

Open

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

GL NUMBER	DESCRIPTION	AMOUNT
536-000-720.000	ADMINISTRATIVE FEES	46,587.38
590-000-720.000	ADMINISTRATIVE FEES	46,618.14
		<u>93,205.52</u>

VENDOR TOTAL: 96,933.76

HYL	HARTLAND YOUTH LACROSSE	04/02/2024	APRIL 2024	FOA	APRIL 2024 PAYMENT PER AGREEMENT	
50107	P.O. BOX 56	04/02/2024		N		497.16
04/02/2024	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		04/02/2024		N		497.16

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703-883.200	HERITAGE PARK: HARTLAND PARTNERS	497.16

VENDOR TOTAL: 497.16

HASTINGS	HASTINGS AIR-ENGERY CONTROL	03/26/2024	PS-I0006470	FOA	PLYMOVENT UPGRADES TO EXISTING SYSTE	
50594	5555 S. WESTRIDGE DRIVE	04/02/2024		N		7,551.00
03/26/2024	NEW BERLIN WI, 53151-7900	/ /	0.0000	N		0.00
		04/02/2024		Y		7,551.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000-930.003	REPAIRS & MAINTENANCE BLD&GRDS	7,551.00

VENDOR TOTAL: 7,551.00

1548	HORIZON LANDSCAPE INC.	03/10/2024	16926	FOA	SALTING 3/10/24	
50549	11765 HIBNER RD	04/02/2024		N		169.00
03/10/2024	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		04/02/2024		N		169.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-802.000	LAWN/SNOW MAINTENANCE	169.00

VENDOR TOTAL: 169.00

0205	LIV. EDUCATIONAL SERVICE AGENC	03/25/2024	032524	FOA	DPPT DISBURSEMENT	
50590	1425 W. GRAND RIVER AVENUE	04/02/2024		N		184.42
03/25/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		04/02/2024		N		184.42

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.200	DPPT ESCROW	184.42

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

VENDOR TOTAL: 184.42

0220	LIVINGSTON COUNTY TREASURER	03/21/2024	032124	FOA	FEBRUARY 2024 MOBILE HOME TAX DISBUR	
50575	200 E. GRAND RIVER	04/02/2024		N		1,430.00
03/21/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		04/02/2024		N		1,430.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.300	MOBILE HOME FEES ESCROW	1,430.00

0220	LIVINGSTON COUNTY TREASURER	03/25/2024	032524	FOA	DPPT DISBURSEMENT	
50589	200 E. GRAND RIVER	04/02/2024		N		592.37
03/25/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		04/02/2024		N		592.37

Open

GL NUMBER	DESCRIPTION	AMOUNT
701-000-290.200	DPPT ESCROW	592.37

VENDOR TOTAL: 2,022.37

LOWES	LOWES BUSINESS ACCT/SYNCB	03/04/2024	25946	FOA	GROUND SPOUT, PAINT FOR BRIDGE GRAFF	
50574	P.O. BOX 530970	04/02/2024		N		176.91
03/04/2024	ATLANTA GA, 30353-0970	/ /	0.0000	N		0.00
		04/02/2024		N		176.91

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-930.000	REPAIRS & MAINTENANCE	108.67
101-265-930.000	REPAIRS & MAINTENANCE	68.24
		176.91

VENDOR TOTAL: 176.91

JOHNSON	ROSATI, SCHULTZ, JOPPICH&AMTSBUECHLER	03/13/2024	1081066	FOA	ORDINANCE ENFORCEMENT THRU 2/29/24	
50550	27555 EXECUTIVE DRIVE, SUITE 250	04/02/2024		N		94.50
03/13/2024	FARMINGTON HILLS MI, 48331	/ /	0.0000	N		0.00
		04/02/2024		Y		94.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-722-826.000	LEGAL FEES	94.50

VENDOR TOTAL: 94.50

SPALDING	SPALDING DEDECKER	02/22/2024	97640	FOA	HARTLAND PLAZA THRU 1/28/24	
50452	905 SOUTH BLVD EAST	04/02/2024		N		448.00
02/22/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00

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

		04/02/2024		N		448.00
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0028	HARTLAND PLAZA - DAIRY QUEEN	448.00

SPALDING	SPALDING DEDECKER	02/22/2024	97643	FOA	HARTLAND TOWNE SQUARE THRU 1/28/24	
50453	905 SOUTH BLVD EAST	04/02/2024		N		623.00
02/22/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		04/02/2024		N		623.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0030	AFFINITY II INVEST DEVELP EXP	623.00

SPALDING	SPALDING DEDECKER	02/22/2024	97644	FOA	BUFFALO WILD WINGS THRU 1/28/24	
50454	905 SOUTH BLVD EAST	04/02/2024		N		375.00
02/22/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		04/02/2024		N		375.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0042	PWRW LLC (BUFFALO WILD WINGS)	375.00

SPALDING	SPALDING DEDECKER	02/22/2024	97645	FOA	REDWOOD LIVING THRU 1/28/24	
50455	905 SOUTH BLVD EAST	04/02/2024		N		97.50
02/22/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		04/02/2024		N		97.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0026	REDWOOD USA LLC	97.50

SPALDING	SPALDING DEDECKER	02/22/2024	97646	FOA	YATOOMA OIL THRU 1/28/24	
50456	905 SOUTH BLVD EAST	04/02/2024		N		97.50
02/22/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		04/02/2024		N		97.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0033	YATOOMA OIL	97.50

SPALDING	SPALDING DEDECKER	02/22/2024	97647	FOA	COURTYARDS OF HARTLAND THRU 1/28/24	
50457	905 SOUTH BLVD EAST	04/02/2024		N		7,896.75
02/22/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		04/02/2024		N		7,896.75

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0055	COURTYARDS OF HARTLAND	7,896.75

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

SPALDING	SPALDING DEDECKER	02/22/2024	97648	FOA	HUNTERS RIDGE PH 2&3 THRU 1/28/24	
50458	905 SOUTH BLVD EAST	04/02/2024		N		6,132.50
02/22/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		04/02/2024		N		6,132.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
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101-400-801.100-0022	HUNTERS RIDGE	6,132.50
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SPALDING	SPALDING DEDECKER	02/22/2024	97649	FOA	HARTLAND SENIOR LIVING THRU 1/28/24	
50459	905 SOUTH BLVD EAST	04/02/2024		N		97.50
02/22/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		04/02/2024		N		97.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
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101-400-801.100-0027	PIRHL	97.50
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SPALDING	SPALDING DEDECKER	03/11/2024	97848	FOA	BUFFALO WILD WINGS THRU 2/25/24	
50532	905 SOUTH BLVD EAST	04/02/2024		N		97.50
03/11/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		04/02/2024		N		97.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
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101-400-801.100-0042	PWRW LLC (BUFFALO WILD WINGS)	97.50
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SPALDING	SPALDING DEDECKER	03/11/2024	97849	FOA	REDWOOD THRU 2/25/24	
50535	905 SOUTH BLVD EAST	04/02/2024		N		6,213.00
03/11/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		04/02/2024		N		6,213.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
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101-400-801.100-0026	REDWOOD USA LLC	6,213.00
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SPALDING	SPALDING DEDECKER	03/11/2024	97850	FOA	YATOOMA OIL THRU 2/25/24	
50534	905 SOUTH BLVD EAST	04/02/2024		N		111.00
03/11/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		04/02/2024		N		111.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
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101-400-801.100-0033	YATOOMA OIL	111.00
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SPALDING	SPALDING DEDECKER	03/11/2024	97851	FOA	COURTYARDS OF HARTLAND THRU 2/25/24	
50536	905 SOUTH BLVD EAST	04/02/2024		N		1,161.00
03/11/2024	ROCHESTER HILLS MI, 48307	/ /	0.0000	N		0.00
		04/02/2024		N		1,161.00

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

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0055	COURTYARDS OF HARTLAND	1,161.00
SPALDING 50533 03/11/2024	SPALDING DEDECKER 905 SOUTH BLVD EAST ROCHESTER HILLS MI, 48307	03/11/2024 97852 04/02/2024 / / 0.0000 04/02/2024
	FOA HUNTERS RIDGE THRU 2/25/24	N 4,471.00 N 0.00 N 4,471.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0022	HUNTERS RIDGE	4,471.00
SPALDING 50537 03/11/2024	SPALDING DEDECKER 905 SOUTH BLVD EAST ROCHESTER HILLS MI, 48307	03/11/2024 97853 04/02/2024 / / 0.0000 04/02/2024
	FOA HARTLAND SENIOR LIVING THRU 2/25/24	N 97.50 N 0.00 N 97.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-801.100-0027	PIRHL	97.50
SPALDING 50572 03/21/2024	SPALDING DEDECKER 905 SOUTH BLVD EAST ROCHESTER HILLS MI, 48307	03/21/2024 98007 04/02/2024 / / 0.0000 04/02/2024
	FOA GIS THRU 2/25/24	N 1,153.00 N 0.00 N 1,153.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-801.000	CONTRACTED SERVICES & RENTALS	1,153.00
SPALDING 50573 03/21/2024	SPALDING DEDECKER 905 SOUTH BLVD EAST ROCHESTER HILLS MI, 48307	03/21/2024 98008 04/02/2024 / / 0.0000 04/02/2024
	FOA WTR PLT FILTR MEDIA THRU 2/25/24	N 33,292.23 N 0.00 N 33,292.23

Open

GL NUMBER	DESCRIPTION	AMOUNT
539-000-816.000	ENGINEERING FEES	33,292.23

VENDOR TOTAL: 62,363.98

STAPLES 50561 03/16/2024	STAPLES PO BOX 660409 DALLAS TX, 75266-0409	03/16/2024 8073631128 04/02/2024 / / 0.0000 04/02/2024	FOA MISC SUPPLIES	N 137.14 N 0.00 N 137.14
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Open

GL NUMBER	DESCRIPTION	AMOUNT
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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

101-265-740.000	OPERATING SUPPLIES					137.14
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VENDOR TOTAL: 137.14

HUNTINGBAN	THE HUNTINGTON NATIONAL BANK	04/01/2024	3584226605-03/20	FOA	SPECIAL ASSMT REFUNDING BONDS, SERIE	
50570	PO BOX 1558-GW4E64	04/02/2024		N		247,125.00
03/13/2024	COLUMBUS OH, 43216	/ /	0.0000	N		0.00
		04/02/2024		N		247,125.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
354-000-997.010	2019 REFUNDING BOND INTEREST	27,125.00
354-000-991.001	2019 M59/HTLND BOND PRINCIPAL	220,000.00
		247,125.00

HUNTINGBAN	THE HUNTINGTON NATIONAL BANK	04/01/2024	3584284702-03/20	FOA	SANITARY SEWER REFUNDING BONDS SERIE	
50571	PO BOX 1558-GW4E64	04/02/2024		N		89,800.00
03/13/2024	COLUMBUS OH, 43216	/ /	0.0000	N		0.00
		04/02/2024		N		89,800.00

Open

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

VENDOR TOTAL: 336,925.00

TOSHIBA	TOSHIBA AMERICA BUSINESS SOLUTIONS	03/12/2024	6243196	FOA	12/11/23 - 3/10/24 - ESTUDIO556	
50564	PO BOX 927	04/02/2024		N		12.87
03/12/2024	BUFFALO NY, 14240-0927	/ /	0.0000	N		0.00
		04/02/2024		N		12.87

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000	REPAIRS & MAINTENANCE	12.87

TOSHIBA	TOSHIBA AMERICA BUSINESS SOLUTIONS	03/18/2024	6245640	FOA	2/25/24 - 3/24/24 - ESTUDIO2830C	
50577	PO BOX 927	04/02/2024		N		79.81
03/18/2024	BUFFALO NY, 14240-0927	/ /	0.0000	N		0.00
		04/02/2024		N		79.81

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000	REPAIRS & MAINTENANCE	79.81

TOSHIBA	TOSHIBA AMERICA BUSINESS SOLUTIONS	03/18/2024	6245660	FOA	2/25/24 - 3/24/24 - ESTUDIO2830C	
50578	PO BOX 927	04/02/2024		N		9.02
03/18/2024	BUFFALO NY, 14240-0927	/ /	0.0000	N		0.00
		04/02/2024		N		9.02

Open

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

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000	REPAIRS & MAINTENANCE	9.02
VENDOR TOTAL:		101.70

USA	USA BLUE BOOK	03/21/2024	313181	FOA	HYDR METER, GATE & CHECK VALVE	
50579	P.O. BOX 9004	04/02/2024		N		2,169.69
03/21/2024	GURNEE IL, 60031-9004	/ /	0.0000	N		0.00
		04/02/2024		N		2,169.69

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-741.000	METER COSTS	2,169.69
VENDOR TOTAL:		2,169.69

VC3, INC.	VC3, INC.	03/25/2024	7025VC3	FOA	DESKTOP COMPUTER - CLERK	
50581	C/O PNC BANK	04/02/2024		N		1,163.00
03/25/2024	P.O. BOX 746804	/ /	0.0000	N		0.00
	ATLANTA GA, 30374-6804	04/02/2024		N		1,163.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215-970.000	CAPITAL OUTLAY	1,163.00
VENDOR TOTAL:		1,163.00

WATERTECH	WATER TECH	02/29/2024	59863	FOA	FEBRUARY 2024	
50563	718 S MICHIGAN	04/02/2024		N		168.00
02/29/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		04/02/2024		N		168.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	168.00
VENDOR TOTAL:		168.00

TOTAL - ALL VENDORS: 883,651.60

FUND TOTALS:

Fund 101 - GENERAL FUND	34,301.23
Fund 206 - FIRE OPERATING	369,693.24
Fund 354 - 2009 M-59 ROAD IMPROVEMENTS BOND	247,125.00
Fund 536 - WATER SYSTEM FUND	49,979.69
Fund 539 - WATER REPLACEMENT FUND	33,292.23
Fund 577 - CABLE TV FUND	4,399.00
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND	50,415.64
Fund 595 - 2005 SEWER EXP BONDS	89,800.00

03/26/2024 04:11 PM
User: SUSANC
DB: Hartland

INVOICE APPROVAL BY INVOICE REPORT FOR HARTLAND TOWNSHIP
EXP CHECK RUN DATES 04/02/2024 - 04/02/2024
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN - CHECK TYPE: PAPER CHECK

Page: 12/12

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
<hr/>						
Fund 701 - TRUST AND AGENCY						4,645.57

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Post Audit of Disbursements Between Board Meetings

Date: March 26, 2024

Recommended Action

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

Discussion

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

Accounts Payable – \$6,240.73

March 28, 2024 Payroll - \$86,271.94

Financial Impact

Is a Budget Amendment Required? Yes No

All expenses are covered under the amended FY24 budget or the approved FY25 budget.

Attachments

Post Audit Bills List 03.14.2024

Post Audit Bills List 03.21.2024

Payroll for 03.28.2024

Check Date	Bank	Check #	Payee	Description	GL #	Amount
03/14/2024	FOA	44438	CONSUMERS ENERGY	UTILITIES - GAS	101-265-920.001	705.60
		44438		UTILITIES - GAS	536-000-920.001	99.12
						804.72
03/14/2024	FOA	44439	DTE ENERGY	UTILITIES - ELECTRIC	101-751-920.002	143.10
03/14/2024	FOA	44440	LIVINGSTON DAILY PRESS & ARGUS	PRINTING & PUBLICATIONS	101-215-900.000	140.00
		44440		PRINTING & PUBLICATIONS	101-247-900.000	210.00
						350.00
TOTAL - ALL FUNDS				TOTAL OF 3 CHECKS		1,297.82
--- GL TOTALS ---						
101-215-900.000			PRINTING & PUBLICATIONS			140.00
101-247-900.000			PRINTING & PUBLICATIONS			210.00
101-265-920.001			UTILITIES - GAS			705.60
101-751-920.002			UTILITIES - ELECTRIC			143.10
536-000-920.001			UTILITIES - GAS			99.12
			TOTAL			1,297.82

Check Date	Bank	Check #	Payee	Description	GL #	Amount
03/21/2024	FOA	44470	DTE ENERGY	UTILITIES - ELECTRIC	101-265-920.002	1,387.79
		44470		STREET LIGHTS	101-448-921.000	53.14
		44470		UTILITIES	101-567-920.000	17.63
		44470		UTILITIES - ELECTRIC	101-751-920.002	59.45
		44470		UTILITIES - ELECTRIC	206-000-920.002	29.12
		44470		UTILITIES - ELECTRIC	536-000-920.002	3,395.78
						4,942.91
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		4,942.91

--- GL TOTALS ---

101-265-920.002	UTILITIES - ELECTRIC	1,387.79
101-448-921.000	STREET LIGHTS	53.14
101-567-920.000	UTILITIES	17.63
101-751-920.002	UTILITIES - ELECTRIC	59.45
206-000-920.002	UTILITIES - ELECTRIC	29.12
536-000-920.002	UTILITIES - ELECTRIC	3,395.78
	TOTAL	4,942.91

Check Register Report For Hartland Township
For Check Dates 03/28/2024 to 03/28/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
03/28/2024	FOA	17545	BURROUGHS, JEFFREY M	420.00	370.02	0.00	Open
03/28/2024	FOA	17546	MARA, CHERYL L	70.00	61.66	0.00	Open
03/28/2024	FOA	17547	AMERICAN FAMILY LIFE ASSURANCE CO	32.30	32.30	0.00	Open
03/28/2024	FOA	17548	MISSION SQUARE	1,177.01	1,177.01	0.00	Open
03/28/2024	FOA	17549	MISSION SQUARE	3,050.35	3,050.35	0.00	Open
03/28/2024	FOA	17550	MISSION SQUARE	3,064.99	3,064.99	0.00	Open
03/28/2024	FOA	17551	MISSION SQUARE	200.00	200.00	0.00	Open
03/28/2024	FOA	DD9117	BEDUHN, TIMOTHY L.A.	1,849.00	0.00	1,398.85	Cleared
03/28/2024	FOA	DD9118	BERNARDI, MELYNDA A	1,435.03	0.00	1,125.42	Cleared
03/28/2024	FOA	DD9119	BROOKS, TYLER J	2,418.00	0.00	1,740.19	Cleared
03/28/2024	FOA	DD9120	CARRIGAN, AMANDA K	3,425.00	0.00	2,720.07	Cleared
03/28/2024	FOA	DD9121	CASE, SUSAN E	1,861.27	0.00	1,104.50	Cleared
03/28/2024	FOA	DD9122	CIOFU, LARRY N	2,856.09	0.00	2,068.93	Cleared
03/28/2024	FOA	DD9123	COSGROVE, HEATHER H	1,651.77	0.00	1,377.74	Cleared
03/28/2024	FOA	DD9124	DRYDEN-HOGAN, SUSAN A	3,777.57	0.00	2,702.04	Cleared
03/28/2024	FOA	DD9125	ECKMAN, MATTHEW A	180.00	0.00	158.58	Cleared
03/28/2024	FOA	DD9126	FOUNTAIN, WILLIAM J	2,856.09	0.00	2,413.47	Cleared
03/28/2024	FOA	DD9127	FOX, LAWRENCE E	360.00	0.00	317.16	Cleared
03/28/2024	FOA	DD9128	GERMANE, MATTHEW J	546.00	0.00	479.22	Cleared
03/28/2024	FOA	DD9129	GREIG, DAVID F	420.00	0.00	387.87	Cleared
03/28/2024	FOA	DD9130	GRISSIM, SUSAN L	180.00	0.00	166.23	Cleared
03/28/2024	FOA	DD9131	HAASETH, GWYN M	855.00	0.00	763.17	Cleared
03/28/2024	FOA	DD9132	HABLE, SCOTT R	3,458.33	0.00	2,403.10	Cleared
03/28/2024	FOA	DD9133	HORNING, KATHLEEN A	3,106.09	0.00	2,176.49	Cleared
03/28/2024	FOA	DD9134	HUBBARD, TONYA S	1,600.20	0.00	1,019.74	Cleared
03/28/2024	FOA	DD9135	JOHNSON, LISA	2,383.38	0.00	1,542.15	Cleared
03/28/2024	FOA	DD9136	KENDALL, ANTHONY S	50.07	0.00	46.25	Cleared
03/28/2024	FOA	DD9137	LANGER, TROY D	4,017.92	0.00	2,849.51	Cleared
03/28/2024	FOA	DD9138	LITTERAL, JON D	420.00	0.00	387.87	Cleared
03/28/2024	FOA	DD9139	LOFTUS, DANIEL M	827.23	0.00	706.90	Cleared
03/28/2024	FOA	DD9140	LOUIS, CASEY	993.29	0.00	772.37	Cleared
03/28/2024	FOA	DD9141	LUCE, MICHAEL T	4,791.67	0.00	3,522.13	Cleared
03/28/2024	FOA	DD9142	MAYER, JAMES L	180.00	0.00	158.58	Cleared
03/28/2024	FOA	DD9143	MCMULLEN, SUMMER L	726.00	0.00	615.66	Cleared

Check Register Report For Hartland Township
For Check Dates 03/28/2024 to 03/28/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
03/28/2024	FOA	DD9144	MITCHELL, MICHAEL E	180.00	0.00	166.23	Cleared
03/28/2024	FOA	DD9145	MORGANROTH, CAROL L	2,165.84	0.00	1,687.96	Cleared
03/28/2024	FOA	DD9146	MURPHY, THOMAS A	200.00	0.00	176.20	Cleared
03/28/2024	FOA	DD9147	NIXON, MITCHELL A	2,252.50	0.00	1,744.05	Cleared
03/28/2024	FOA	DD9148	O'CONNELL, DENISE	546.00	0.00	384.14	Cleared
03/28/2024	FOA	DD9149	PETRUCCI, JOSEPH M	546.00	0.00	457.08	Cleared
03/28/2024	FOA	DD9150	SHOLLACK, DONNA M	2,310.15	0.00	1,750.45	Cleared
03/28/2024	FOA	DD9151	SOSNOWSKI, SHERI R	2,139.97	0.00	1,622.60	Cleared
03/28/2024	FOA	DD9152	WYATT, MARTHA K	3,082.75	0.00	2,020.32	Cleared
03/28/2024	FOA	EFT718	FEDERAL TAX DEPOSIT	13,483.81	13,483.81	0.00	Cleared
03/28/2024	FOA	EFT719	MI DEPT OF TREASURY	4,125.27	4,125.27	0.00	Cleared
Totals:				Number of Checks: 045	86,271.94	25,565.41	45,133.22
Total Physical Checks:				7			
Total Check Stubs:				38			

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 03-19-24 Hartland Township Board Regular Meeting Minutes

Date: March 27, 2024

Recommended Action

Move to approve the Hartland Township Board Regular Meeting Minutes for March 19, 2024.

Discussion

Draft minutes are attached for review.

Financial Impact

None

Attachments

3-19-24 HTB Minutes - DRAFT

DRAFT

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

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

ABSENT: None

Also present were Township Manager Mike Luce, Finance Director Susan Dryden, and Public Works Director Scott Hable.

4. Approval of the Agenda

Move to approve the agenda for the March 19, 2024 Hartland Township Board meeting as presented.

Motion made by Trustee O'Connell, 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

5. Call to the Public

Larry Shaheen came forward and inquired as to who signs the Assessing Report that is sent to the State. Supervisor Fountain stated that the Board of Review reports are signed by the three members of the Board of Review and himself as Secretary of the Board of Review.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the March 19, 2024 Hartland Township Board meeting as presented.

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

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

Voting Nay: None

Absent: None

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 03-05-24 Hartland Township Board Regular Meeting Minutes

7. Pending & New Business

- a. Fiscal Year End 2024 Budget Amendments

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

March 19, 2024 – 7:00 PM

Manager Luce gave a brief overview of the final budget amendments for the Fiscal Year 2023-2024 and turned the discussion over to Finance Director Dryden. Finance Director Dryden proceeded to review the budget amendments for the General Fund, highlighting items that were over budget for Professional Review Fees, due to the additional development occurring in the Township, computer replacements, and some staffing changes. She stated that all of the contingency fund was utilized and that surpluses from various departments were used to cover the overages, so there was a net zero effect on the budget and that no money was needed from the General Fund surplus balance. She then reviewed the budget amendments for the Water Fund, stating there were emergency repairs to the water system this year and the Sewer Fund budget amendments. Manager Luce gave a brief overview of the Professional Review Fees overage and Trustee Petrucci inquired as to whether these fees were paid by the developers. Director Dryden stated that these fees are paid by the developer but that Accounting Rules require that the fees paid by the developer are recorded as revenues, not as offsets to expenses.

Move to approve the final fiscal year end 2024 Budget Amendments as presented.

Motion made by Treasurer Horning, Seconded by Trustee Germane.

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

Voting Nay: None

Absent: None

b. Resolution – Hartland Gymnastics Boosters

Move to approve the Resolution recognizing Hartland Gymnastics Boosters as a charitable nonprofit in the community for the purpose of obtaining a charitable gaming license.

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

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

Voting Nay: None

Absent: None

Motion passes: 7 - 0 - 0.

c. 2024 Hartland Township Settlers Park Rental and Reservation Fees

Supervisor Fountain stated that the Admin Committee reviewed this with Manager Luce and turned the discussion over to Manager Luce. Manager Luce gave a brief overview of the extensive use of Settler's Park and stated that each year we review the parks rental rates for the pavilion. Public Works Director Scott Hable gave a brief overview of the process that they went through in reviewing rates with his staff and the Clerk's Department stating they added a resident/non-resident fee structure this year and then presented the rate structure to the Board. He stated they also added a split day rental feature this year and a small field rental area. Supervisor Fountain inquired as to how these rates are determined and how these funds are used. Director Hable stated that they looked at the cost of the staff time and supplies it takes to maintain these areas. This is why the field rental is cheaper because there is minimal maintenance for this area. Weekend rates are higher due to additional staffing costs. Manager Luce stated all fees collected go toward the maintenance of the parks and grounds. Manager Luce gave a brief overview of the additional township review regarding extra costs that may be charged for special events, such as for groups larger than 100 attendees. Trustee Germane noticed it stated that non-profit organizations may qualify for a reduced rate and inquired as to who would make that decision. Manager Luce responded that it has been a discussion between the Public Works Department and the Clerk's Department to this point. The premise is that if the event is free and open to the public, it is an event that may qualify for no charge or a reduced rate. If the event is for a specific entity and is not open to the public the

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

March 19, 2024 – 7:00 PM

stated rates would apply. Trustee Germane inquired as to the increase in these rates from previous year's rates. Manager Luce stated the resident rates have remained the same but the new non-resident rates have been set at an amount 50% higher than the resident rates. Manager Luce stated they are looking into the previous park rentals to determine resident and non-resident usage. Treasurer Horning stated that we have not rented out the field in previous years. Manager Luce stated we did for the Art in the Park as this was the first event that inquired about using the field. He stated the majority of the field area will remain open to the public as they have just designated a small portion of the field just west of the parking lot as the rental area. Trustee Petrucci inquired as to whether there is a need for a second pavilion as he is concerned that residents that just want to come down to the park for lunch with their children will not be able to do so if the pavilion is rented out. Manager Luce stated that there are picnic tables that are in the field area now and that they have budgeted for some children's picnic tables to be installed this year.

Move to approve the Hartland Township Settlers Park Rental and Reservation Fees.

Motion made by Trustee O'Connell, 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

8. Board Reports

Trustee Petrucci - No report.

Clerk Ciofu - No report.

Treasurer Horning – Stated they settled the Tax roll with the County, and they are now busy collecting on mobile homes and personal property.

Trustee Germane - No report.

Trustee O'Connell - No report

Trustee McMullen - No rpeort.

Supervisor Fountain - Stated the Large Item Clean-up Day will be held on Saturday, May 18, 2024 from 9:00 a.m. to 1:00 p.m.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager Luce stated that at the recent Partners in Progress meeting there was an opportunity presented to add "story board" kiosks to Settler's Park funded through the Livingston Educational Society. Our only cost would be in installing the kiosk posts. These are childrens books where portions of the story are placed in a kiosk along the pathway and would extend from Settler's Park to the new Auxiliary Field at Hartland High School. The Partners in Progress thought this would be a good way to connect Settler's Park to the Village now that we have the connecting pathway completed. The Admin Committee discussed this and thought it was a good idea and their only concern was the content of the books as they would be changed out two to three times per year by the Livingston Educational Society. Manager Luce stated we are at the preliminary stage, but he did talk with Cromaine Library and that we would all agree on the books that would be used. Manager Luce stated that we had previously discussed the Landscape Ordinance and the need for an additional part-time or intern Code Enforcement staff member for enforcing this Ordinance. A

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

March 19, 2024 – 7:00 PM

brief discussion was held, if we go forward with this, in defining the parameters for this position. Discussion was held on setting up a Committee to set the parameters, the effect on businesses regarding landscape maintenance, long term ramifications of landscape requirements regarding natural growth, and potentially easing of certain landscape requirements or adding options for landscaping. Manager Luce provided an update on the LPR cameras stating within the first two weeks of installing the first camera there were nine instances where the camera caught a situation that helped law enforcement with a crime. We are still looking for a second location and a discussion was held with the Hartland Deerfield Fire Authority (HDFFA) regarding moving their tornado siren from Tipsico Lake Road to the Heritage Park property which would be an ideal location for the second camera. We do budget for a new tornado siren each year and this would be a cheaper option than purchasing a new siren and it would have the added benefit of the pole being owned by the Township for placement of the second LPR camera. Manager Luce then led a brief discussion on the proposed Veteran's Memorial in Settler's Park. Discussion was held on potential locations in the Park, the general shape and size of the Memorial, electrical requirements, parking concerns, and general purpose for the Memorial.

- b. Closed Session: To consult with the Township Attorney regarding trial or settlement strategy regarding pending litigation in accordance with the Open Meetings Act, MCL 15.268(e).

Move to go into closed session to consult with the Township Attorney regarding trial or settlement strategy regarding pending litigation in accordance with Open Meetings Act, MCL15.268(e).

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 Motion passes: 7 - 0 - 0.

Board is in closed session at 7:55 p.m.

Board came out of closed session at 9:00 p.m.

Move to proceed with the March 8, 2024, recommendation of the Dispute Resolution Panel in concept, with the addition of revisions as discussed in closed session, and provided the Township Board must approve any final settlement.

Motion made by Clerk Ciofu, Seconded by Trustee O'Connell.
Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell, Trustee Petrucci
Voting Nay: None
Absent: None

10. Adjournment

Move to adjourn the meeting at 9:02 p.m.

Motion made by Clerk Ciofu, 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: Scott Hable, Director of Public Works

Subject: 2024 Chloride Purchase

Date: April 2, 2024

Recommended Action

Authorize the Public Works Director to act on behalf of the Township to facilitate the purchase and application of roadway chloride with the forthcoming contract from Chloride Solutions in an amount not to exceed \$111,100.

Discussion

Public Works is recommending the purchase of roadway chloride through Chloride Solutions, LLC in a cooperative purchase with the Livingston County Road Commission.

Chloride Solutions has provided their rate for 2024 and has provided satisfactory results for the past seven years. LCRC has used Chloride Solutions for the past seven years with success as well.

The approved budget allocation for road chloride for the 2024 season includes \$86,600 from the General Fund for the first three applications, and \$24,500 for the fourth application from the Road Millage Fund. The budget is based upon 4,000 gallons per mile, however lesser rates are applied if road moisture content is higher than expected. A cost savings has been recognized in the prior seven years based on a climate adjusted application rate.

Financial Impact

Is a Budget Amendment Required? Yes No

This project was included in the budget and will not require a budget amendment.

Attachments

Chloride Solutions 2024 Quote

Chloride Solutions

Ice & Dust Control

RATE QUOTE

Date: March 14, 2024

Customer: Hartland Township

Product: Dust Control - Mineral Well Brine

Applied Rate: \$.229 per gallon / 9,500 gallons per load
Discount Offered: 1% net 10 days of receipt; net 30 days

Customer Signature: 

Date: 3-14-24

Quoted By: *Brian Hitchcock, President*

If awarded this bid, please sign and return to our office.

~ Telephone: 517-803-4726 ~ Fax: 517-338-5005 ~

~ Email: brian@mbhtrucking.net~

Chloride Solutions, LLC

672 N. M-52

Webberville, MI. 48892

Due to the changes occurring in our industry, the price quoted may be amended as necessary.
Chloride Solutions will notify you 15 days prior to any additional price surcharge that will take effect.

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Scott Hable, Director of Public Works

Subject: 2024 Gravel Road Improvements

Date: April 2, 2024

Recommended Action

Move to approve the contracts for the 2024 Gravel Road Improvements and allow the Public Works Director to act on behalf of the Township for decisions relating to the projects.

Discussion

The gravel road work will consist of three roads, Clyde, Maxfield, and Cullen Road. Work performed will be a four-inch limestone cap, including grading and replacement of material that may have washed away or compacted over time and the seasons. This is a much-needed step to the proposed areas making needed improvements to maintain the integrity of the roads. The total cost of the three projects is not to exceed \$513,000. The total amount budgeted for these projects was \$575,000.

Financial Impact

Is a Budget Amendment Required? Yes No

These projects were included in the fiscal year Road Millage budget and will not require a budget amendment.

Attachments

LCRC Contracts

PROJECT AGREEMENT

JOB NUMBER: 459.0087AV

This Agreement made and entered into this _____ day of _____, 2024 by and between the TOWNSHIP of HARTLAND, Livingston County, Michigan, hereinafter referred to as "TOWNSHIP" and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF LIVINGSTON, hereinafter referred to as "ROAD COMMISSION."

WITNESSETH

The Township has selected the following road to be improved as described below:

**CLYDE ROAD
(FROM FENTON ROAD TO END OF PAVEMENT)
APPROXIMATELY 4,800 FEET
LIMESTONE RESURFACING, LIMITED DRAINAGE
ALTOGETHER WITH THE NECESSARY RELATED WORK**

The parties agree as follows:

1. The Township shall pay the Road Commission 100% of the cost of the project, as follows: \$161,000.
 - A. The balance shall be paid promptly as invoiced.
 - B. The Road Commission shall furnish the Township with a final breakdown of its actual expenses upon completion of the project.
 - C. The Township will not withhold payments because of any set-off, counterclaim, or any other claim which it may have against the Road Commission arising out of this or any other matter. If there is a dispute over the balance due upon completion, the Township will pay the amount claimed by the Road Commission, and such payment shall not be a waiver by the Township of any claims it may have arising from this contract and the completion of the project.
2. All work shall be performed in a good workmanlike manner and in accordance with plans and specifications adopted by the Road Commission.
3. The work will be completed within the current contract year, unless the parties otherwise so agree.
4. In the event the project cannot be completed due to circumstances beyond the control of the Road Commission, and through no fault of the Road Commission, the contract price for later completion will be subject to renegotiation.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first above written.

TOWNSHIP OF HARTLAND

BY: _____
WILLIAM FOUNTAIN, SUPERVISOR

LARRY CIOFU, CLERK

**BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF LIVINGSTON**

BY: _____
STEVEN J. WASYLK, MANAGING DIRECTOR

SARAH R. NEWTON, DIRECTOR OF FINANCE

PROJECT AGREEMENT
JOB NUMBER: 489.09.5156BV

This Agreement made and entered into this _____ day of _____, 2024 by and between the TOWNSHIP of HARTLAND, Livingston County, Michigan, hereinafter referred to as "TOWNSHIP" and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF LIVINGSTON, hereinafter referred to as "ROAD COMMISSION."

WITNESSETH

The Township has selected the following road to be improved as described below:

**CULLEN ROAD
(FROM CLYDE ROAD TO PARSHALLVILLE ROAD)
APPROXIMATELY 6,550 FEET
LIMESTONE RESURFACING, LIMITED DRAINAGE
ALTOGETHER WITH THE NECESSARY RELATED WORK**

The parties agree as follows:

1. The Township shall pay the Road Commission 100% of the cost of the project, as follows: \$236,000.
 - A. The balance shall be paid promptly as invoiced.
 - B. The Road Commission shall furnish the Township with a final breakdown of its actual expenses upon completion of the project.
 - C. The Township will not withhold payments because of any set-off, counterclaim, or any other claim which it may have against the Road Commission arising out of this or any other matter. If there is a dispute over the balance due upon completion, the Township will pay the amount claimed by the Road Commission, and such payment shall not be a waiver by the Township of any claims it may have arising from this contract and the completion of the project.
2. All work shall be performed in a good workmanlike manner and in accordance with plans and specifications adopted by the Road Commission.
3. The work will be completed within the current contract year, unless the parties otherwise so agree.
4. In the event the project cannot be completed due to circumstances beyond the control of the Road Commission, and through no fault of the Road Commission, the contract price for later completion will be subject to renegotiation.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first above written.

TOWNSHIP OF HARTLAND

BY: _____
WILLIAM FOUNTAIN, SUPERVISOR

LARRY CIOFU, CLERK

**BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF LIVINGSTON**

BY: _____
STEVEN J. WASYLK, MANAGING DIRECTOR

SARAH R. NEWTON, DIRECTOR OF FINANCE

PROJECT AGREEMENT
JOB NUMBER: 489.09.5157BV

This Agreement made and entered into this _____ day of _____, 2024 by and between the TOWNSHIP of HARTLAND, Livingston County, Michigan, hereinafter referred to as "TOWNSHIP" and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF LIVINGSTON, hereinafter referred to as "ROAD COMMISSION."

WITNESSETH

The Township has selected the following road to be improved as described below:

**MAXFIELD ROAD
(FROM COMMERCE ROAD TO END OF PAVEMENT)
APPROXIMATELY 6,700 FEET
LIMESTONE RESURFACING, LIMITED DRAINAGE
ALTOGETHER WITH THE NECESSARY RELATED WORK**

The parties agree as follows:

1. The Township shall pay the Road Commission 100% of the cost of the project, as follows: \$116,000.
 - A. The balance shall be paid promptly as invoiced.
 - B. The Road Commission shall furnish the Township with a final breakdown of its actual expenses upon completion of the project.
 - C. The Township will not withhold payments because of any set-off, counterclaim, or any other claim which it may have against the Road Commission arising out of this or any other matter. If there is a dispute over the balance due upon completion, the Township will pay the amount claimed by the Road Commission, and such payment shall not be a waiver by the Township of any claims it may have arising from this contract and the completion of the project.
2. All work shall be performed in a good workmanlike manner and in accordance with plans and specifications adopted by the Road Commission.
3. The work will be completed within the current contract year, unless the parties otherwise so agree.
4. In the event the project cannot be completed due to circumstances beyond the control of the Road Commission, and through no fault of the Road Commission, the contract price for later completion will be subject to renegotiation.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first above written.

TOWNSHIP OF HARTLAND

BY: _____
WILLIAM FOUNTAIN, SUPERVISOR

LARRY CIOFU, CLERK

**BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF LIVINGSTON**

BY: _____
STEVEN J. WASYLK, MANAGING DIRECTOR

SARAH R. NEWTON, DIRECTOR OF FINANCE

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Scott Hable, Director of Public Works
Subject: 2024 Old 23 reconstruction and widening project
Date: April 2, 2024

Recommended Action

Move to approve the Project Agreement with the Livingston County Road Commission as presented in an amount not to exceed \$686,402.

Discussion

Livingston County has slated the section of Old US23 for rehabilitation and widening in some areas. Originally this project was to take place during the 2023/2024 construction season however, realizing the impact to the M59/Old US23 intersection the M59 resurfacing project would have, this project was moved to the 2024/2025 construction season. Beginning in mid-March and lasting through November, both lanes on Old US23 will experience intermittent closures and traffic shifts throughout the summer.

This project is a shared cost to the Township, LCRC and MDOT through federal aid funding. In the inception of the design and cost estimation, the Townships portion of the cost was estimated to be roughly \$1,300,000. However, after all federal aid dollars were applied and the LCRC match was calculated, Hartland Townships contribution was reduced to \$686,402. This continues to demonstrate the Township's ongoing favorable relationship with the LCRC, involving paving projects for our Township.

Financial Impact

Is a Budget Amendment Required? Yes No

These projects were included in the fiscal year Road Millage budget and will not require a budget amendment.

Attachments

Old US23 Contract LCRC

PROJECT AGREEMENT

JOB NUMBER: 459.0019AW

This Agreement made and entered into this _____ day of _____, 2024, by and between the TOWNSHIP of HARTLAND, Livingston County, Michigan, hereinafter referred to as the "TOWNSHIP," and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF LIVINGSTON, hereinafter referred to as the "ROAD COMMISSION."

WITNESSETH

The Road Commission and the Township have selected the following road to be improved as described below:

**OLD US-23
M-59 TO THE SOUTHERN HARTLAND TOWNSHIP LINE
APPROXIMATELY 2.05 MILES
ROAD RECONSTRUCTION AND WIDENING
ALTOGETHER WITH THE NECESSARY RELATED WORK**

The parties agree as follows:

1. The awarded construction bid for the project is \$6,746,563. After Federal Aid is applied (\$5,373,758), the remaining cost of the project is \$1,372,805. The Township shall pay the Road Commission 50% of this remaining cost, not to exceed \$686,402. The remaining balance will be paid by the Road Commission.
 - A. The balance shall be paid promptly as invoiced.
 - B. The Road Commission shall furnish the Township with a final breakdown of its actual expenses upon completion of the project.
 - C. The Township will not withhold payments because of any set-off, counterclaim, or any other claim which it may have against the Road Commission arising out of this or any other matter. If there is a dispute over the balance due upon completion, the Township will pay the amount claimed by the Road Commission, and such payment shall not be a waiver by the Township of any claims it may have arising from this contract and the completion of the project.
2. All work shall be performed in a good workmanlike manner and in accordance with plans and specifications adopted by the Road Commission.
3. The work will be completed within the current contract year, unless the parties otherwise so agree.
4. In the event the project cannot be completed due to circumstances beyond the control of the Road Commission, and through no fault of the Road Commission, the contract price for later completion will be subject to renegotiation.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first above written.

TOWNSHIP OF HARTLAND

BY: _____
BILL FOUNTAIN, SUPERVISOR

LARRY CIOFU, CLERK

**BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF LIVINGSTON**

BY: _____
STEVEN J. WASYLK, MANAGING DIRECTOR

SARAH NEWTON, DIRECTOR OF FINANCE