



Board of Trustees

William J. Fountain, Supervisor Matthew J. Germane, Trustee
Larry N. Ciofu, Clerk Summer L. McMullen, Trustee
Kathleen A. Horning, Treasurer Denise M. O'Connell, Trustee
Joseph M. Petrucci, Trustee

Board of Trustees Regular Meeting Agenda Hartland Township Hall Tuesday, October 01, 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.](#) 09-17-2024 Hartland Township Board Special Meeting Minutes
 - [d.](#) 09-17-2024 Hartland Township Board Regular Meeting Minutes
 7. Pending & New Business
 - [a.](#) Proclamation Recognizing October as Michigan Library Appreciation Month.
 - [b.](#) Resolution of Determination of wages and benefits of the Township Clerk
 - [c.](#) Resolution of Determination of wages and benefits of the Township Treasurer
 8. Board Reports
- [BRIEF RECESS]
9. Information / Discussion
 - [a.](#) Manager's Report
 - [b.](#) Water System Informational Work Session
 10. Adjournment

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Payment of Bills

Date: September 24, 2024

Recommended Action

Move to approve the bills as presented for payment.

Discussion

Bills presented total \$1,979,313.06. The bills are available in the Finance office for review.

Notable invoices include:

\$362,142.25 – Hartland Deerfield Fire Authority – (3rd quarterly payment)

\$96,451.52 – Hartland Township General Fund – (Oct – Dec 2024 Salary allocations & cable studio rent)

\$1,151,150.00 – Jennifer M. Nash – (LCRSS Refunding Bonds Series 2016)

\$230,794.77 – Livingston County Road Commission – (Cullen Rd improvement)

\$114,175.00 – The Huntington National Bank – (Refunding Bonds Series 2019 & 2021)

Financial Impact

Is a Budget Amendment Required? Yes No

All expenses are covered under the approved FY25 budget.

Attachments

Bills for 10.01.2024

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 51405 09/19/2024	APPLIED INNOVATION 7718 SOLUTION CENTER CHICAGO IL, 60677-7007	09/19/2024 10/01/2024 / / 10/01/2024	2615082 0.0000	FOA N N N	8/23/24 - 9/22/24 RICOH MP6055SP	60.86 0.00 60.86

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-930.000	REPAIRS & MAINTENANCE	60.86

VENDOR TOTAL: 60.86

CHLORIDESO 51374 09/06/2024	CHLORIDE SOLUTIONS, LLC 672 NORTH M-52 WEBBERVILLE MI, 48892	09/06/2024 10/01/2024 / / 10/01/2024	100834 0.0000	FOA N N Y	DUST CONTROL	2,344.27 0.00 2,344.27
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-463-969.002	ROAD CHLORIDE	1,758.20
204-000-969.002	ROAD CHLORIDE	586.07
		<u>2,344.27</u>

VENDOR TOTAL: 2,344.27

CINTAS 51383 09/03/2024	CINTAS CORPORATION P.O. BOX 630910 CINCINNATI OH, 45263	09/03/2024 10/01/2024 / / 10/01/2024	4203733827 0.0000	FOA N N N	MATS	51.47 0.00 51.47
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Open

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

CINTAS 51382 09/16/2024	CINTAS CORPORATION P.O. BOX 630910 CINCINNATI OH, 45263	09/16/2024 10/01/2024 / / 10/01/2024	4205329311 0.0000	FOA N N N	MATS	51.47 0.00 51.47
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Open

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

CINTAS 51376 09/11/2024	CINTAS CORPORATION P.O. BOX 630910 CINCINNATI OH, 45263	09/11/2024 10/01/2024 / / 10/01/2024	5229272237 0.0000	FOA N N N	FIRST AID SUPPLIES	16.38 0.00 16.38
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Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	16.38

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: 119.32

DOUGIES	DOUGIE'S DISPOSAL & RECYCLING	09/04/2024	169790	FOA	ART WALK/COLOR RUN EVENTS	
51363	PO BOX 241	10/01/2024		N		250.00
09/04/2024	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/01/2024		Y		250.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-955.000	PARKS - SPECIAL EVENTS	250.00

VENDOR TOTAL: 250.00

FISH	FISH WINDOW CLEANING	09/11/2024	2475-47082	FOA	TWP HALL WINDOW CLEANING	
51375	37460 HILLS TECH DR	10/01/2024		N		360.00
09/11/2024	FARMINGTON MI, 48331	/ /	0.0000	N		0.00
		10/01/2024		N		360.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-930.000	REPAIRS & MAINTENANCE	360.00

VENDOR TOTAL: 360.00

FIVESTAR	FIVE STAR SIGNS, INC.	09/10/2024	19255	FOA	LOGOS FOR 2024 SIERRA 2500 TRUCK	
51378	10099 BERGIN RD, BLDG D	10/01/2024		N		585.62
09/10/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/01/2024		N		585.62

Open

GL NUMBER	DESCRIPTION	AMOUNT
539-000-142.000	EQUIPMENT	585.62

VENDOR TOTAL: 585.62

5888	FOSTER, SWIFT, COLLINS & SMITH	09/18/2024	895100	FOA	AUGUST 2024	
51400	313 S. WASHINGTON SQUARE	10/01/2024		N		8,354.50
09/18/2024	LANSING MI, 48933-2193	/ /	0.0000	N		0.00
		10/01/2024		Y		8,354.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-826.000	LEGAL FEES	392.00
101-400-826.000	LEGAL FEES	122.50
101-400-801.100-0026	REDWOOD USA LLC	294.00
101-400-801.100-0026	REDWOOD USA LLC	318.50
101-400-801.100-0056	HIGHLAND RESERVES/GREEN VENTURES EXP	367.50
590-000-826.000	LEGAL FEES	416.50
209-000-826.000	LEGAL FEES	269.50

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
536-000-826.000	LEGAL FEES					6,174.00
						8,354.50

VENDOR TOTAL: 8,354.50

HAYAA-F	HARTLAND AREA YOUTH ATHLETIC ASSOC	10/01/2024	OCT 2024	FOA	OCT 2024 PAYMENT PER AGREEMENT	
51075	HAYAA - FOOTBALL	10/01/2024		N		284.72
	P.O. BOX 359					
10/01/2024	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/01/2024		N		284.72

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703-883.200	HERITAGE PARK: HARTLAND PARTNERS	284.72
		VENDOR TOTAL: 284.72

HCSA	HARTLAND COMMUNITY SOCCER ASSN	10/01/2024	OCT 2024	FOA	OCT 2024 PAYMENT PER AGREEMENT	
51073	HARTLAND COMMUNITY EDUCATION	10/01/2024		N		667.96
	9525 HIGHLAND RD					
10/01/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/01/2024		N		667.96

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703-883.200	HERITAGE PARK: HARTLAND PARTNERS	667.96
		VENDOR TOTAL: 667.96

0150	HARTLAND CONSOLIDATED SCHOOLS	09/11/2024	174696	FOA	AUGUST 2024 FUEL	
51379	9525 E HIGHLAND ROAD	10/01/2024		N		640.19
09/11/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/01/2024		N		640.19

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-239-860.000	GASOLINE	129.50
536-000-860.000	GASOLINE	510.69
		640.19
		VENDOR TOTAL: 640.19

HDFA	HARTLAND DEERFIELD FIRE	10/01/2024	24-25 3RDQ	FOA	3RD QTRLY PMT	
51373	3205 HARTLAND RD	10/01/2024		N		362,142.25
09/11/2024	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/01/2024		N		362,142.25

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

206-000-999.336	CONTRIBUTION TO FIRE AUTHORITY					362,142.25
					VENDOR TOTAL:	362,142.25

0001	HARTLAND TOWNSHIP GENERAL FUND	10/01/2024	10/1/24	FOA	OCT - DEC 2024 SALARY ALLOCATIONS	
51365		10/01/2024		N		93,205.52
10/01/2024	,	/ /	0.0000	N		0.00
		10/01/2024		N		93,205.52

Open

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

0001	HARTLAND TOWNSHIP GENERAL FUND	10/01/2024	100124	FOA	OCT - DEC 2024 CABLE STUDIO RENT	
51364		10/01/2024		N		3,246.00
10/01/2024	,	/ /	0.0000	N		0.00
		10/01/2024		N		3,246.00

Open

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

VENDOR TOTAL: 96,451.52

HYL	HARTLAND YOUTH LACROSSE	10/01/2024	OCT 2024	FOA	OCT 2024 PAYMENT PER AGREEMENT	
51074	P.O. BOX 56	10/01/2024		N		284.72
10/01/2024	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		10/01/2024		N		284.72

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703-883.200	HERITAGE PARK: HARTLAND PARTNERS	284.72

VENDOR TOTAL: 284.72

LIVINGCO	JENNIFER M. NASH	09/05/2024	090524	FOA	LCRSS REFUNDING BONDS SERIES 2016	
51335	C/O BRIAN JONCKHEERE, LCDC	10/01/2024		N		1,151,150.00
09/05/2024	2300 E. GRAND RIVER, STE 105	/ /	0.0000	N		0.00
	HOWELL MI, 48843-7581	10/01/2024		N		1,151,150.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
595-000-997.007	SERIES 2016 REFUNDING BOND INTEREST	56,150.00
595-000-205.008	BONDS PAYABLE 2016 REFUNDING	1,095,000.00
		1,151,150.00

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

VENDOR TOTAL: 1,151,150.00

K&J	K & J ELECTRIC, INC	09/16/2024	224	FOA	ADD'L OUTLET IN BREAKROOM	
51401	7219 EAST HIGHLAND RD	10/01/2024		N		1,125.00
09/16/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/01/2024		N		1,125.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
401-265-970.000	CAPITAL OUTLAY	1,125.00

VENDOR TOTAL: 1,125.00

LCC	LIVINGSTON COUNTY CLERK, ELECTIONS	09/05/2024	13510	FOA	ELECTION PROGRAMMING, PUBLICATIONS &	
51396	200 E GRAND RIVER	10/01/2024		N		2,748.06
09/05/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/01/2024		N		2,748.06

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-191-801.000	CONTRACTED SERVICES	2,748.06

VENDOR TOTAL: 2,748.06

0220	LIVINGSTON COUNTY TREASURER	09/11/2024	091124	FOA	BOR/PRE ADJ	
51381	200 E. GRAND RIVER	10/01/2024		N		54.22
09/11/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/01/2024		N		54.22

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-209-850.000	TAX CHARGEBACKS	38.57
204-000-850.000	TAX CHARGEBACKS	6.45
206-000-850.000	TAX CHARGEBACKS	9.20
		54.22

VENDOR TOTAL: 54.22

0210	LIVINGSTON CTY ROAD COMMISSION	09/16/2024	7378	FOA	CULLEN RD	
51397	3535 GRAND OAKS DRIVE	10/01/2024		N		230,794.77
09/16/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		10/01/2024		N		230,794.77

Open

GL NUMBER	DESCRIPTION	AMOUNT
204-000-969.100	GRAVEL ROAD IMPROVEMENTS	230,794.77

VENDOR TOTAL: 230,794.77

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
LOWES	LOWES BUSINESS ACCT/SYNCB	09/04/2024	75084	FOA	MISC SUPPLIES	
51411	P.O. BOX 669824	10/01/2024		N		417.60
09/04/2024	DALLAS TX, 75266-0781	/ /	0.0000	N		0.00
		10/01/2024		N		417.60

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	180.09
101-751-740.000	OPERATING SUPPLIES	237.51
		<u>417.60</u>

LOWES	LOWES BUSINESS ACCT/SYNCB	06/18/2024	84338	FOA	RATCHET STRAPS	
51163	P.O. BOX 669824	10/01/2024		N		94.92
06/18/2024	DALLAS TX, 75266-0781	/ /	0.0000	N		0.00
		10/01/2024		N		94.92

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	94.92

LOWES	LOWES BUSINESS ACCT/SYNCB	06/17/2024	91653	FOA	RETURN OSMOSIS FILTER	
51162	P.O. BOX 669824	10/01/2024		N		(99.73)
06/17/2024	DALLAS TX, 75266-0781	/ /	0.0000	N		0.00
		10/01/2024		N		(99.73)

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-930.000	REPAIRS & MAINTENANCE	(99.73)

VENDOR TOTAL: 412.79

1180	PETER'S TRUE VALUE HARDWARE	09/11/2024	K74146	FOA	TRASH BAGS	
51372	3455 W. HIGHLAND ROAD	10/01/2024		N		19.99
09/11/2024	MILFORD MI, 48380	/ /	0.0000	N		0.00
		10/01/2024		N		19.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-740.000	OPERATING SUPPLIES	19.99

1180	PETER'S TRUE VALUE HARDWARE	09/16/2024	K74217	FOA	SALT FOR TWP HALL/BEE KILLER FOR PAR	
51380	3455 W. HIGHLAND ROAD	10/01/2024		N		85.87
09/16/2024	MILFORD MI, 48380	/ /	0.0000	N		0.00
		10/01/2024		N		85.87

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	41.94
101-751-740.000	OPERATING SUPPLIES	43.93
		<u>43.93</u>

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

85.87

VENDOR TOTAL: 105.86

JOHNSON	ROSATI, SCHULTZ, JOPPICH&AMTSBUECHLER	09/10/2024	1082081	FOA	ORDINANCE ENFORCEMENT THRU 8/31/24	
51395	27555 EXECUTIVE DRIVE, SUITE 250	10/01/2024		N		32.00
09/10/2024	FARMINGTON HILLS MI, 48331	/ /	0.0000	N		0.00
		10/01/2024		Y		32.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-722-826.000	LEGAL FEES	32.00

VENDOR TOTAL: 32.00

STAPLES	STAPLES	09/21/2024	6012326383	FOA	TOILET PAPER & SHEET PROTECTORS	
51409	PO BOX 660409	10/01/2024		N		207.48
09/21/2024	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		10/01/2024		N		207.48

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-727.000	SUPPLIES & POSTAGE	173.04
101-215-727.000	SUPPLIES & POSTAGE	34.44

207.48

STAPLES	STAPLES	09/21/2024	6012326385	FOA	MISC SUPPLIES	
51408	PO BOX 660409	10/01/2024		N		64.45
09/21/2024	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		10/01/2024		N		64.45

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	5.26
101-215-727.000	SUPPLIES & POSTAGE	50.80
101-172-727.000	SUPPLIES & POSTAGE	8.39

64.45

VENDOR TOTAL: 271.93

HUNTINGBAN	THE HUNTINGTON NATIONAL BANK	09/16/2024	091624	FOA	SPEC ASSMT REFUNDING BONDS SERIES 20	
51406	PO BOX 1558-GW4E64	10/01/2024		N		24,375.00
09/16/2024	COLUMBUS OH, 43216	/ /	0.0000	N		0.00
		10/01/2024		N		24,375.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
354-000-997.010	2019 REFUNDING BOND INTEREST	24,375.00

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
		Due Date		1099		
HUNTINGBAN	THE HUNTINGTON NATIONAL BANK	09/16/2024	9/16/24	FOA	SANITARY SEWER REFUNDING BONDS SERIE	
51407	PO BOX 1558-GW4E64	10/01/2024		N		89,800.00
09/16/2024	COLUMBUS OH, 43216	/ /	0.0000	N		0.00
		10/01/2024		N		89,800.00

Open

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

VENDOR TOTAL: 114,175.00

VC3, INC.	VC3, INC.	09/11/2024	167619	FOA	SEPT 2024 MS OFFICE 365	
51371	C/O PNC BANK	10/01/2024		N		512.50
	P.O. BOX 746804	/ /	0.0000	N		0.00
09/11/2024	ATLANTA GA, 30374-6804	10/01/2024		N		512.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-946.000	PEG SERVER & SOFTWARE RENTAL	512.50

VENDOR TOTAL: 512.50

WSP	WSP USA ENVIRONMENT	09/18/2024	40085147	FOA	WWTP LTM/REPORTING THRU 8/30/24	
51399	P.O. BOX 74008618	10/01/2024		N		5,385.00
09/13/2024	CHICAGO IL, 60674-8618	/ /	0.0000	N		0.00
		10/01/2024		N		5,385.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-801.007	TREATMENT PLANT SAMPLING	5,385.00

VENDOR TOTAL: 5,385.00

TOTAL - ALL VENDORS: 1,979,313.06

FUND TOTALS:

Fund 101 - GENERAL FUND	13,700.61
Fund 204 - MUNICIPAL STREET FUND	231,387.29
Fund 206 - FIRE OPERATING	362,151.45
Fund 209 - CEMETERY	269.50
Fund 354 - 2009 M-59 ROAD IMPROVEMENTS BOND	24,375.00
Fund 401 - CAPITAL PROJECTS FUND	1,125.00
Fund 536 - WATER SYSTEM FUND	53,975.45
Fund 539 - WATER REPLACEMENT FUND	585.62
Fund 577 - CABLE TV FUND	3,758.50
Fund 590 - SEWER OPERATIONS & MAINTENANCE FUND	47,034.64
Fund 595 - 2005 SEWER EXP BONDS	1,240,950.00

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Post Audit of Disbursements Between Board Meetings

Date: September 24, 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 – \$9,034.38

September 30, 2024 Payroll - \$86,438.46

Financial Impact

Is a Budget Amendment Required? Yes No

All expenses are covered under the approved FY25 budget.

Attachments

Post Audit Bills List 09.19.2024

Payroll for 09.30.2024

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/19/2024	FOA	44928	DELTA DENTAL	ACCRUED DENTAL BENEFITS	001-000-257.101	254.08
		44928		EMPLOYMENT EXPENSE	101-172-716.000	127.86
		44928		EMPLOYMENT EXPENSE	101-192-716.000	74.52
		44928		EMPLOYMENT EXPENSE	101-215-716.000	70.30
		44928		EMPLOYMENT EXPENSE	101-253-716.000	140.60
		44928		EMPLOYMENT EXPENSE	101-400-716.000	235.42
		44928		EMPLOYMENT EXPENSE	101-441-716.000	255.72
		44928		EMPLOYMENT EXPENSE	536-000-716.000	111.78
						1,270.28
09/19/2024	FOA	44929	DTE ENERGY	UTILITIES - ELECTRIC	101-265-920.002	1,682.05
		44929		STREET LIGHTS	101-448-921.000	50.93
		44929		UTILITIES	101-567-920.000	17.78
		44929		UTILITIES - ELECTRIC	101-751-920.002	767.59
		44929		UTILITIES - ELECTRIC	206-000-920.002	29.12
		44929		UTILITIES - ELECTRIC	536-000-920.002	4,917.13
						7,464.60
09/19/2024	FOA	44930	GANNETT MICHIGAN LOCALIQ	PRINTING & PUBLICATIONS	101-215-900.000	203.66
		44930		PRINTING & PUBLICATIONS	101-400-900.000	95.84
						299.50
TOTAL - ALL FUNDS				TOTAL OF 3 CHECKS		9,034.38

--- GL TOTALS ---

001-000-257.101	ACCRUED DENTAL BENEFITS	254.08
101-172-716.000	EMPLOYMENT EXPENSE	127.86
101-192-716.000	EMPLOYMENT EXPENSE	74.52
101-215-716.000	EMPLOYMENT EXPENSE	70.30
101-215-900.000	PRINTING & PUBLICATIONS	203.66
101-253-716.000	EMPLOYMENT EXPENSE	140.60
101-265-920.002	UTILITIES - ELECTRIC	1,682.05
101-400-716.000	EMPLOYMENT EXPENSE	235.42
101-400-900.000	PRINTING & PUBLICATIONS	95.84
101-441-716.000	EMPLOYMENT EXPENSE	255.72
101-448-921.000	STREET LIGHTS	50.93
101-567-920.000	UTILITIES	17.78
101-751-920.002	UTILITIES - ELECTRIC	767.59
206-000-920.002	UTILITIES - ELECTRIC	29.12
536-000-716.000	EMPLOYMENT EXPENSE	111.78
536-000-920.002	UTILITIES - ELECTRIC	4,917.13
	TOTAL	9,034.38

Check Register Report For Hartland Township
For Check Dates 09/30/2024 to 09/30/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
09/30/2024	FOA	17676	MISSION SQUARE	1,243.17	1,243.17	0.00	Open
09/30/2024	FOA	17677	MISSION SQUARE	3,224.95	3,224.95	0.00	Open
09/30/2024	FOA	17678	MISSION SQUARE	3,462.29	3,462.29	0.00	Open
09/30/2024	FOA	17679	MISSION SQUARE	200.00	200.00	0.00	Open
09/30/2024	FOA	DD9485	BERNARDI, MELYNDA A	1,910.52	0.00	1,496.78	Cleared
09/30/2024	FOA	DD9486	BROOKS, TYLER J	2,580.30	0.00	1,840.15	Cleared
09/30/2024	FOA	DD9487	CARRIGAN, AMANDA K	3,856.34	0.00	3,038.96	Cleared
09/30/2024	FOA	DD9488	CASE, SUSAN E	2,280.00	0.00	1,331.90	Cleared
09/30/2024	FOA	DD9489	CIOFU, LARRY N	2,856.09	0.00	1,959.08	Cleared
09/30/2024	FOA	DD9490	COSGROVE, HEATHER H	2,160.45	0.00	1,763.31	Cleared
09/30/2024	FOA	DD9491	DRYDEN-HOGAN, SUSAN A	4,025.69	0.00	2,857.10	Cleared
09/30/2024	FOA	DD9492	ECKMAN, MATTHEW A	142.50	0.00	125.54	Cleared
09/30/2024	FOA	DD9493	FOUNTAIN, WILLIAM J	2,856.09	0.00	2,413.46	Cleared
09/30/2024	FOA	DD9494	FOX, LAWRENCE E	564.75	0.00	497.55	Cleared
09/30/2024	FOA	DD9495	GERMANE, MATTHEW J	546.00	0.00	479.24	Cleared
09/30/2024	FOA	DD9496	GRISSIM, SUSAN L	52.50	0.00	48.49	Cleared
09/30/2024	FOA	DD9497	HAASETH, GWYN M	961.56	0.00	857.05	Cleared
09/30/2024	FOA	DD9498	HABLE, SCOTT R	3,640.60	0.00	2,508.59	Cleared
09/30/2024	FOA	DD9499	HORNING, KATHLEEN A	3,106.09	0.00	2,186.72	Cleared
09/30/2024	FOA	DD9500	HUBBARD, TONYA S	1,863.20	0.00	1,208.17	Cleared
09/30/2024	FOA	DD9501	JOHNSON, LISA	2,514.64	0.00	1,639.13	Cleared
09/30/2024	FOA	DD9502	KENDALL, ANTHONY S	52.29	0.00	48.29	Cleared
09/30/2024	FOA	DD9503	LANGER, TROY D	4,226.36	0.00	2,989.24	Cleared
09/30/2024	FOA	DD9504	LOFTUS, DANIEL M	205.43	0.00	180.98	Cleared
09/30/2024	FOA	DD9505	LOUIS, CASEY	900.93	0.00	700.22	Cleared
09/30/2024	FOA	DD9506	LUCE, MICHAEL T	5,208.33	0.00	3,817.21	Cleared
09/30/2024	FOA	DD9507	MAYER, JAMES L	195.00	0.00	171.80	Cleared
09/30/2024	FOA	DD9508	MCMULLEN, SUMMER L	636.00	0.00	536.38	Cleared
09/30/2024	FOA	DD9509	MITCHELL, MICHAEL E	247.50	0.00	228.56	Cleared
09/30/2024	FOA	DD9510	MORGANROTH, CAROL L	2,048.47	0.00	1,524.44	Cleared
09/30/2024	FOA	DD9511	MURPHY, THOMAS A	163.00	0.00	143.60	Cleared
09/30/2024	FOA	DD9512	NIXON, MITCHELL A	2,759.46	0.00	2,044.81	Cleared
09/30/2024	FOA	DD9513	O'CONNELL, DENISE	546.00	0.00	384.16	Cleared
09/30/2024	FOA	DD9514	PETRUCCI, JOSEPH M	546.00	0.00	457.10	Cleared

Check Register Report For Hartland Township
 For Check Dates 09/30/2024 to 09/30/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
09/30/2024	FOA	DD9515	RADLEY, JAMES W	2,007.50	0.00	1,492.31	Cleared
09/30/2024	FOA	DD9516	SHOLLACK, DONNA M	2,455.64	0.00	1,860.58	Cleared
09/30/2024	FOA	DD9517	SOSNOWSKI, SHERI R	2,307.38	0.00	1,747.86	Cleared
09/30/2024	FOA	DD9518	WYATT, MARTHA K	3,276.22	0.00	2,162.92	Cleared
09/30/2024	FOA	EFT740	FEDERAL TAX DEPOSIT	14,609.22	14,609.22	0.00	Cleared
Totals:							
			Number of Checks: 039	86,438.46	22,739.63	46,741.68	
			Total Physical Checks: 4				
			Total Check Stubs: 35				

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 09-17-24 Hartland Township Board Special Meeting Minutes

Date: September 26, 2024

Recommended Action

Move to approve the Hartland Township Board Special Meeting Minutes for September 17, 2024

Discussion

Draft minutes are Attached for review.

Financial Impact

None

Attachments

9-17-24 HTB SP Minutes - DRAFT

HARTLAND TOWNSHIP BOARD OF TRUSTEES SPECIAL MEETING MINUTES
September 17, 2024 – 6:30 PM

DRAFT

1. Call to Order

The meeting was called to order by Supervisor Fountain at 6:30 p.m.

2. Pledge of Allegiance

3. Roll Call

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

ABSENT: Trustee Germane

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

4. Approval of the Agenda

Move to approve the agenda for the September 17, 2020 Hartland Township Board Special Meeting as presented.

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

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

Voting Nay: None

Absent: Trustee Germane

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

There was no consent agenda for this meeting.

7. Pending and New Business

a. Fiscal Year 2023 - 2024 Audit Review

John Pfeffer of Pfeffer, Hanniford & Palka came forward and summarized the Financial Statement Audit for the Fiscal Year 2023-2024. Mr Pfeffer thanked the Hartland Township staff for all of their work and commended Manager Luce and Finance Director Hogan for all of their work on the audit. He stated that there were very few adjustments, and the Board should take that as an indication that the information they were getting throughout the year was very accurate. He stated that they were issuing an unmodified opinion, which is the highest level of opinion that an independent auditor can issue. He stated this is important for the continuation of the state shared revenue and any bonding the Township may undertake. He highlighted the General Fund which was increased by 6% while making many Capital Improvements in the Township and the reduction in over \$2 million dollars in debt. He also stated that only 25% of revenues come from township taxes, with 45% coming from State Shared Revenue. He also commended Treasurer Horning in investing over \$24 million dollars in insured, well collateralized, strong institutions earning almost \$300,000 in the various fund accounts. Mr. Pfeffer and Finance Director Susan Hogan then responded to questions from the Board. A question arose as to the high expenses relating to the

HARTLAND TOWNSHIP BOARD OF TRUSTEES SPECIAL MEETING MINUTES

September 17, 2024 – 6:30 PM

Planning Department and Mr. Pfeffer explained this as an accounting issue where developer bonds are now recorded as income when paid to the Township and as a expense when used or refunded to the developer, which inflates the Planning Department expense numbers. Further questions related to investments, remaining sewer bond balances and interest payments, the General Fund balance, and the Fire Fund balance.

8. Adjournment

Move to adjourn the meeting at 6:53 p.m.

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

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

Voting Nay: None

Absent: Trustee Germane

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 09-17-24 Hartland Township Board Regular Meeting Minutes

Date: September 26, 2024

Recommended Action

Move to approve the Hartland Township Board Regular Meeting Minutes for September 17, 2024

Discussion

Draft minutes are attached for review.

Financial Impact

None

Attachments

09-17-24 HTB Minutes - DRAFT

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES
September 17, 2024 – 7:00 PM

DRAFT

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

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

ABSENT: None

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

4. Approval of the Agenda

Move to approve the agenda for the September 17, 2024 Hartland Township Board meeting as presented.

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

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

Voting Nay: None

Absent: None

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the September 17, 2024 Hartland Township Board meeting as presented.

Motion made by Clerk Ciofu, 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

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. 08-21-24 Hartland Township Board Regular Meeting Minutes
- d. 09-03-24 Hartland Township Board Regular Meeting Minutes

7. Pending & New Business

- a. Fiscal Year 2023 - 2024 Audit Review

John Pfeffer of Pfeffer, Hanniford & Palka came forward and summarized the Financial Statement Audit for the Fiscal Year 2023-2024. Mr. Pfeffer thanked the Hartland Township staff for all of

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

September 17, 2024 – 7:00 PM

their work and commended Manager Luce and Finance Director Susan Dryden for all of their work on the audit. Mr. Pfeffer stated that they were issuing an unmodified opinion, which is the highest level of opinion that an independent auditor can issue. He stated this is important for the continuation of the State Shared Revenue and for bond ratings should the Township go out for any additional bonding. He stated that with tight budgeting and cost controls the Township managed to increase the General Fund by 6% while completing several Capital Improvements, including the M-59 Sidewalk project and the Spranger Field pavilion. Mr. Pfeffer also stated that between the Governmental Activity Bonds and the General Obligation Bonds the Township was able to retire over two million dollars of that debt. He then reviewed the General Fund graphs for Revenues, Expenses, and the Fund Balance. He stated that General Fund revenues were about \$3.9 million and that the portion of the taxes paid that is kept by the Township, and not passed on to the schools or other entities, is only about 25% of the total revenues. He stated the largest part of revenues comes from the State Share Revenues and accounts for 45% of total revenues. He also commended the work of Treasurer Horning in investing various fund balances in insured, well collateralized, and strong institutions earning almost \$300,000 of interest for the Township. He and Finance Director Dryden then responded to questions from the Board.

Move to accept the Audit Report for Fiscal Year 2023-2024 from Pfeffer, Hanniford and Palka, CPAs 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

b. 2024 EGLE Water Service Identification Project

Manager Luce stated that this project is being managed by Director Hable who unfortunately was not able to make tonight's meeting. Manager Luce stated this project, or mandate, was originally stated as any municipality that has a water system must verify 20% of their system by a certain time to determine if there are lead lines in their system. He stated in general that the Township is responsible for the lines from the main to the curb stop and the homeowner is responsible for the line from the curb stop to the home. What started out as an identification of lead line project has been updated so that if lead lines are found the Township has to bear the cost of replacing the line from the curb stop up to 14 inches within the home. He stated that this is not much of an issue for Hartland Township as lead lines were discontinued in 1988 and the inception of our water system was in 2000-2001. He stated Hartland Township has no lead lines in our system, however EGLE has now amended this mandate from lead line identification to water line identification. We have been in discussions with EGLE on providing documentation proving we do not have lead lines, but EGLE is insisting we verify the water line material, so we will have to verify 20% of our system households, about 140 homes. He stated we will have to hire a contractor to do this and we have budgeted \$60,000 this year for this project and the quotes we have received have been \$60,000 and up. He is recommending we stay within the budgeted amount for this project and work with EGLE and Livingston County to minimize the number of lines that EGLE is requiring for verification. The process would be to dig down to the curb stop to be able to see both sides of the curb stop, document the line material, fill the hole with pea stone as a base, then sand and topsoil and then reseed the area all at one time. EGLE will be randomly selecting homes for verification, and they are requiring that we take a picture of the water meter inside these homes. We will reach out to homeowners to take a picture of the water meter and the line coming into the home by offering a slight discount on their water bill for providing us this documentation. A brief discussion was held on the communication with residents that will be affected by this project.

Move to approve the Public Works Director and Township Manager to act on behalf of the Township to facilitate the coordination of the EGLE Water Service Identification Project, for a cost not to exceed \$60,000.

Motion made by Trustee Petrucci, 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

8. Board Reports

Trustee Petrucci - Stated we had a tragedy in the Township in the last couple of days and on behalf of the Township and the Hartland Deerfield Fire Department he would like to extend our sympathy and to let the family know that if there is something we can do we will be there for them.

Clerk Ciofu - Stated that the State is working through legal issues with the ballots and we should have the Absentee Ballots some time next week. He stated that it will take about a week to complete the testing of the ballots and equipment, and the Absentee Ballots should go out in the first week of October. He also stated Early Voting will be held at the Township Hall from 8:00 a.m. to 4:00 p.m. for nine days starting on the second Saturday before the Election through the Sunday prior to the Election on November 5, 2024.

Treasurer Horning - Stated tax collection officially ended on Monday and on that day we took in over \$1.5 million and 700 payments primarily from homeowners paying in person. She also stated that the Farmer's Market has only four more weeks and that pumpkins are in and it was very busy last Saturday with the nice fall weather.

Trustee Germane - At the HERO Board meeting last night they reviewed their finances again and as he mentioned at the last meeting they are running short of funds. The Township contributions to the HERO Center budget amounts to just over 34% of the revenues for the Teen Center. He stated they are securing the majority of their funds from other means, but with the increase in attendance and expenses the HERO Board will be putting forward a request for additional funding from the Township that they will submit to the Township Manager within the next month. He inquired of Manager Luce to provide an update on the HERO Center camera issue in his Manager's report.

Trustee O'Connell - No report

Trustee McMullen - No report

Supervisor Fountain - No report

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager Luce stated there are five open seats on the Livingston County Board of Public Works (LCBPW), four expiring terms, and Bob West's seat that was never filled upon his resignation. He stated applications for a seat on the LCBPW are due by Friday evening. A brief discussion was held on the short time frame for applications, the application, and whether any of the Board, Manager, or Directors would, or should, apply to be a potential representative on the LCBPW for Hartland Township. Manager Luce stated that the Hartland Art Walk kickoff is this weekend at Settler's Park. Artwork is now being presented in various locations throughout the Township. Supervisor Fountain stated at the Chamber meeting they indicated the mural unveiling

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

September 17, 2024 – 7:00 PM

will be this Friday in the Village. Manager Luce gave a brief overview of the recent vandalism at the Settler's Park parking lot stating that automobile burnouts in the lot actually melted the asphalt in some areas. He stated we have identified several of the vehicles and will be pursuing the matter with the Livingston County Sheriff's Department.

Manager Luce stated the Veterans Memorial Committee finalized the verbiage for the monument and he reviewed the updated monument rendering with the Board. He stated that we developed a form for brick purchases and are working on setting up a process to collect funds. A brief discussion was held on donor contributions regarding the donor levels to be included on a bronze plaque, cut-off date for sponsorships to be on the plaque, donor plaque location, and timing of purchasing a plaque. Trustee Petrucci stated we have the brick purchase form and are developing a donor plaque form that we would take to businesses in the community. He stated we have some general information on our website, and we are working on a more detailed video presentation, which may include a scrolling sponsorship ribbon.

Manager Luce stated he and Supervisor Fountain had an informational meeting with the Michigan Transportation Association (MTA) from Flint regarding the process of how a potential bus stop location in Hartland would work. There were no commitments made as the meeting was just informational only. A brief discussion was held on the uses, benefits, and drawbacks to a potential bus stop and it was felt that the initiative for this type of project should come from the Chamber as to potential job applicants. Manager Luce will contact the Chamber Director to discuss this matter. The Board then discussed the proposed salary increases from the Clerk and Treasurer. Clerk Ciofu was excused from the meeting for the discussions of the requests and Treasurer Horning was excused for the discussion on the Treasurer's request. Clerk Ciofu and Treasurer Horning returned to the meeting and were informed of the Board's recommendation and that resolutions would be proposed at the next Board meeting.

10. Adjournment

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

Motion made by Trustee Petrucci, 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: Michael Luce, Township Manager

Subject: Proclamation Recognizing October as Michigan Library Appreciation Month.

Date: September 26, 2024

Recommended Action

Approve the Proclamation as presented recognizing the month of October as Michigan Library Appreciation Month.

Discussion

A copy of the proclamation is attached.

Financial Impact

Is a Budget Amendment Required? Yes No

Attachments

Library Proclamation

PROCLAMATION



WHEREAS, the Michigan Library Association (MLA) annually designates the month of October as a statewide observance to celebrate the contributions of Michigan's public, school, academic, tribal, cooperative, and special libraries;

WHEREAS, Michigan's libraries are essential institutions that serve as cornerstones of knowledge, learning, and community engagement, inspiring us to go further in our educational and personal journeys; and

WHEREAS, libraries play a vital role in fostering education, lifelong learning, and literacy for people of all ages, backgrounds, and abilities, encouraging everyone to go explore new ideas and opportunities; and

WHEREAS, libraries provide a welcoming and inclusive environment that encourages exploration, discovery, and personal growth, inviting us all to go discover the wealth of resources available; and

WHEREAS, libraries serve as cultural hubs, offering access to a diverse array of resources including books, digital media, educational programs, and technology, motivating us to go engage with our communities and cultures; and

WHEREAS, libraries play a significant role in promoting intellectual freedom and the right to access information, enabling individuals to make informed decisions and engage in open discourse, empowering us to go make a difference; and

WHEREAS, libraries provide essential services to underserved communities, bridging the digital divide and offering critical support for job seekers, students, and individuals seeking to improve their lives, helping us all to go achieve our goals; and

WHEREAS, library professionals are dedicated advocates for literacy, education, and civic engagement, working tirelessly to connect patrons with the resources they need to succeed, encouraging us to go reach our full potential; and

WHEREAS, hundreds of libraries and millions of library supporters across Michigan are celebrating Michigan Library Appreciation Month this October; now, therefore be it

Resolved that I, Larry Ciofu, Township Clerk do hereby proclaim October 2024 as Michigan Library Appreciation Month. During this time, I encourage all residents, community organizations, and public officials to join in celebrating the libraries in our state. Let's go to the library, explore new worlds, and discover the countless ways in which libraries enrich our lives and contribute to the betterment of society. Let's Go!

William Fountain, Supervisor

Kathie Horning, Treasurer

Summer McMullen, Trustee

Larry N. Ciofu, Clerk

Matthew Germane, Trustee

Joseph Petrucci, Trustee

Denise O'Connell, Trustee

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Michael Luce, Township Manager

Subject: Resolution of Determination of wages and benefits of the Township Clerk

Date: September 25, 2024

Recommended Action

Adopt the Resolution of Determination of wages and benefits of the Township Clerk for the remainder of the 2024-2025 fiscal year.

Discussion

Township Manager is recommending the proposed wages and benefits as presented based upon a regional analysis of neighboring communities of similar size and population

Financial Impact

Is a Budget Amendment Required? Yes No

Attachments

2024 Resolution Clerk Compensation

BOARD OF TRUSTEES

2655 Clark Road
Hartland, Michigan 48353
(810) 632-7498 Office
(810) 632-6950 Fax



Supervisor
William J. Fountain

Clerk
Larry N. Ciofu

Treasurer
Kathleen A. Horning

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

RESOLUTION NO. 24-R010

RESOLUTION OF DETERMINATION OF WAGES & BENEFITS OF THE TOWNSHIP CLERK

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on October 1, 2024, at 7:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and seconded by _____

WHEREAS, the compensation of the Clerk is \$76,046 annually, as directed by the Township Board of Trustees on this date October 1, 2024.

WHEREAS, the Clerk is eligible for retirement benefits as described in the Township Defined Contribution Retirement Plan described for elected officials.

WHEREAS, the health insurance benefits made available to the employees of the Township shall be made available to the Clerk in compliance with the requirements of the Benefit Plan.

WHEREAS, the Clerk will receive employment benefits in accordance with the plan approved by the Board of Trustees.

THEREFORE, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows: does hereby adopt Resolution No. 24-R010, setting the wages and benefits for the Township Clerk for Fiscal Year 2024-2025.

A vote on the foregoing resolution was taken and was as follows:

STATE OF MICHIGAN)
)
COUNTY OF LIVINGSTON)

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the ___ day of October, 2024.

Larry N. Ciofu Hartland Township Clerk

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Michael Luce, Township Manager

Subject: Resolution of Determination of wages and benefits of the Township Treasurer

Date: September 25, 2024

Recommended Action

Adopt the Resolution of Determination of wages and benefits of the Township Treasurer for the remainder of the 2024-2025 fiscal year.

Discussion

Township Manager is recommending the proposed wages and benefits as presented based upon a regional analysis of neighboring communities of similar size and population.

Financial Impact

Is a Budget Amendment Required? Yes No

Attachments

2024 Resolution Treasurer Compensation

BOARD OF TRUSTEES

2655 Clark Road
Hartland, Michigan 48353
(810) 632-7498 Office
(810) 632-6950 Fax



Supervisor
William J. Fountain

Clerk
Larry N. Ciofu

Treasurer
Kathleen A. Horning

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

RESOLUTION NO. 24-R011

RESOLUTION TO DETERMINATION OF WAGES & BENEFITS OF THE TOWNSHIP TREASURER

At a regular meeting of the Township Board of Hartland Township, Livingston County, Michigan, held at the Township Hall in said Township on October 1, 2024, at 7:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and seconded by _____

WHEREAS, the compensation of the Treasurer is \$76,046 annually, as directed by the Township Board of Trustees on this date October 1, 2024.

WHEREAS, the Treasurer is eligible for retirement benefits as described in the Township Defined Contribution Retirement Plan described for elected officials.

WHEREAS, the health insurance benefits made available to the employees of the Township shall be made available to the Treasurer in compliance with he requirements of the Benefit Plan.

WHEREAS, the Treasurer will receive employment benefits in accordance with the plan approved by the Board of Trustees.

THEREFORE, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows: does hereby adopt Resolution No. 24-R011, setting the wages and benefits for the Township Treasurer for Fiscal Year 2024-2025.

A vote on the foregoing resolution was taken and was as follows:

STATE OF MICHIGAN)
)
COUNTY OF LIVINGSTON)

I, the undersigned, the duly qualified and acting Township Clerk of the Township of Hartland, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular meeting held on the ___ day of October, 2024.

Larry N. Ciofu Hartland Township Clerk

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Michael Luce, Township Manager

Subject: Water System Informational Work Session

Date: September 25, 2024

Recommended Action

No action required at this time

Discussion

Manager Luce will lead a discussion covering the improvements needed in the Townships water system and timelines that will be achievable for these improvements. In addition, what the water system currently reaches and supplies and what challenges we may face in the future.

Financial Impact

None