

HARTLAND TOWNSHIP BOARD REGULAR MEETING FINAL MINUTES
April 18, 2017-7:00 PM

1. **Call to Order** - THE MEETING WAS CALLED TO ORDER BY SUPERVISOR WILLIAM FOUNTAIN AT 7:00 PM

2. **Pledge of Allegiance**

3. **Roll Call**

PRESENT: Larry N. Ciofu, William Fountain, Kathie Horning, Glenn Harper, Joe Petrucci
ABSENT: Joe Colaianne, Matt Germane

Also present was Township Manager James Wickman.

4. **Meeting Agenda**

a. Approval of Meeting Agenda

Move to approve the agenda for the April 18, 2017 Hartland Township Board meeting as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Horning, Treasurer
SECONDER:	Joe Petrucci, Trustee
AYES:	Ciofu, Fountain, Horning, Harper, Petrucci
ABSENT:	Colaianne, Germane

5. **Call to the Public**

a. Proclamation Honoring Charlie Aberasturi & Roy Pelfrey - Board of Review

Clerk Ciofu read the Proclamations honoring Charlie Aberasturi and Roy Pelfrey for their distinguished service with the Hartland Board of Review.

RESULT:	INFORMATIONAL
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6. **Approval of Consent Agenda**

Move to approve the consent agenda for the April 18, 2017 Hartland Township Board meeting as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Glenn Harper, Trustee
SECONDER:	Joe Petrucci, Trustee
AYES:	Ciofu, Fountain, Horning, Harper, Petrucci
ABSENT:	Colaianne, Germane

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Board of Trustees - Regular Meeting - Apr 4, 2017 7:00 PM

7. **Public Hearing**

Public Works Director Bob West gave an overview of the Millpointe Road SAD resolution.

- a. Move to open the Public Hearing

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Horning, Treasurer
SECONDER:	Glenn Harper, Trustee
AYES:	Ciofu, Fountain, Horning, Harper, Petrucci
ABSENT:	Colaianne, Germane

b. Public Hearing

Kenneth Lescelius of 1757 Dartmoor came forward and wanted to know if it was a competitive bid for the construction. Public Works Director Robert West stated that it was a competitive bid put out by the Township engineering consultant to all interested parties. Mr. Lescelius also wanted to know how the 10-year assessment was determined. DPW Director West stated that Hartland Township Public Works policy states that if a road is not constructed to Livingston County Road Commission's standards, the maximum term for an assessment is 7 years. The roads within this residential development would be meeting the Livingston County Road Commission's design standards and the maximum term limit for this assessment would be 10 years. Mr. Lescelius also inquired as to the timeframe to complete the process. Director West stated that it takes about nine months to complete the SAD process and with this project, by the time it is approved and a contractor is selected, it may be late in the season to complete the project before the winter. If this were the case, it would be postponed to the spring. Mr. Lecelius also inquired as to whether the work will be the same for all of the roads. Director West stated that it would depend on the condition of each road and each road would have its own corrective measure.

Judy Igo of 1606 Andover Boulevard came forward to state that she and her husband did not vote for the new roads because they are just afraid that they are going to tear up the road again due to the construction traffic from the building that is occurring in Cobblestone.

Arthur Hunt of 1575 Andover Boulevard came forward to speak in favor of the proposal. He believes that the roads are in need of repair. They have had several homeowners association meetings over the years about how they have to patch the road every year and how they are just getting worse every year. Mr. Hunt stated that this seems to be the best hope for getting their roads fixed, and that since it is a 10-year assessment it will be relatively easy on the pocket book. He commended Director West and the Township for helping with this process.

James Kleinfelder of 1684 Chelsea Circle came forward. He stated that he is on the board for Millpointe Association and was one of the primary circulators of the petition. Their board did investigate trying to manage this project themselves and it was just way beyond their expertise. They really appreciate the opportunity the Township offered to oversee and manage this project.

c. Move to close the public hearing.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kathie Horning, Treasurer
SECONDER:	Joe Petrucci, Trustee
AYES:	Ciofu, Fountain, Horning, Harper, Petrucci
ABSENT:	Colaianne, Germane

d. Resolution of Determination - Millpointe Road Improvement SAD

Move to adopt the Resolution of Determination to Make Private Road Improvements; Approval of Revised Plans and Estimate of Costs; Final Determination of Special Assessment District; Preparation of Special Assessment Roll. Roll call vote taken: Motion passed 5-0-2.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathie Horning, Treasurer
SECONDER:	Glenn Harper, Trustee
AYES:	Ciofu, Fountain, Horning, Harper, Petrucci
ABSENT:	Colaianne, Germane

vi. Public Hearing

Director West gave an update on the next steps, being the third resolution which will entail a second public hearing. Residents will be receiving a notice of the hearing date. There will be a fourth resolution to confirm the roll for the Township to be able to assess the property. Design and engineering will then begin to develop bid specifications. Once bids are received, within two to three weeks, there will be a public bid opening. Submitted bids will be reviewed and a recommendation will be made for a specific contractor to be approved by the Board. Once approved by the Board a pre-construction meeting will be held to review the construction process and once all contract and issues have been resolved construction would start.

8. Applicant

a. Conceptual Review - Site Plan #535, Newberry Place (Mixed Use Planned Development)

An individual with Rescue, LLC represented Mayberry Homes to present an amendment to their conceptual plan. Based on public input and community concerns they are proposing to move some on the high density product from the north side of M-59 to the south side of M-59 to create more single family residential on the north side. Some of the proposed commercial area on the south side of M-59 has been re-thought and the apartment product will be grouped together on the south side to consolidate the product on one side of M-59. Mayberry Homes was looking for input from the Board. The Board discussed the favorable and unfavorable aspects of the apartment grouping on the south side, the commercial on the north side to include a senior care facility and other unidentified commercial product, addition of the clubhouse on the south side, MDOT concerns, if any, with the changes to the conceptual plan, elimination of commercial on the south side, reduction in the open space on the south side, and future connectivity to property to the west of the south side development.

RESULT:	INFORMATIONAL
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9. Pending & New Business

a. FY2017-18 Township Hall & Grounds Maintenance Contract

Public Works Director West stated that we solicited quotes for Township Hall grounds and maintenance and M-59 Median maintenance. A bid package was submitted to four companies capable of administering a project of this size. Of those four companies, only two responses were received. Brien's Services out of Milford was the lowest bidder, however Public Works is officially recommending Horizon Landscape for this service. Horizon has consistently performed extremely great work for the Township. They are very responsive and the business is based within Hartland Township. The cost difference between the base bids was approximately \$1,450. Horizon Landscape has donated a lot of time to the Public Works activities including the two Michigan Go Green grants that we received. Horizon has donated their time and equipment to plant those trees for Hartland Township. They have also been very involved in the M-59 median project over the last couple of years. Horizon also consistently donates equipment and labor for the Hartland Township Large Item Cleanup Day. Horizon is very dedicated to this community and takes pride in his work. For all of these reasons, although he is not the lowest bidder, Director West is recommending that the 2017 Township Hall & Grounds Maintenance Contract be awarded to Horizon Landscape.

Motion to approve the 1-year extension of the 2016 Township Hall & Grounds Maintenance Contract with Horizon Landscape as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Larry N. Ciofu, Clerk
SECONDER:	Glenn Harper, Trustee
AYES:	Ciofu, Fountain, Horning, Harper, Petrucci
ABSENT:	Colaianne, Germane

10. Board Reports

Treasurer Horning - No report.
Trustee Harper - No report.
Trustee Petrucci - No report.
Clerk Ciofu - No report.
Supervisor Fountain - No report.

[Brief Recess]

11. Information / Discussion

a. Manager's Report

Manager James Wickman provided a status update of the Village Drain project. The bore under US-23 has not been completed but the Village portion of the drain has been completed, however the restoration work has not been completed in the Village. After repeated attempts to get the County approved construction company to complete this work, we will be bringing in Priess to complete the restoration work and get grass planted to be presentable for Memorial Day. The County approved company has not been paid for any restoration work to date. Manager Wickman stated that Planning Director Troy Langer has been contacted by Chestnut Development regarding a potential purchase of the 40 acre lot on M-59 west of Pleasant Valley. There were also preliminary discussions regarding a Kroger gas station and a Culvers restaurant that should come to the Planning Commission in the future. The Strategic Plan draft is being worked on for presentation at the May 3rd Board Meeting. The State of the Township meeting has been scheduled for Monday, October 16th at 4:00 p.m. Manager Wickman attended the MTA conference and there were some good sessions in which he will share some information. Large Item Clean Up Day will be May 20th. The chloride contract does not have a seasonal price break any longer and this may have an effect the way we chloride the roads this year. There has also been interest in the land near Parshallville Pond. A brief discussion was held on the Kroger gas station location and retention pond changes.

b. 2017 Park Projects Site Plans

Parks plans were submitted to the Planning Commission and they had some recommendations for the Board. Director West gave an overview of the Planning Commission recommendations for Settler's Park. Items discussed were the need for the Clark Road entrance, elevation of the handicapped parking area in relation to Clark Road and the addition of landscaping to buffer the parking area, and the number of handicapped parking spaces required. The Board has no issues with the Planning Commission recommendations for Settler's Park. Director West gave an overview of the Planning Commission recommendations for Heritage Park. Items discussed were the number of handicapped parking spaces required, the location of the concession/storage building, and the location of the handicapped parking spaces. The Board felt that due to the proximity of the recommended handicapped parking relocation to the pavilion, which would limit expansion capability of the pavilion, and to the future play area, for safety concerns, the Board was not in favor of the Planning Commission recommendations for the Heritage Park handicapped parking.

RESULT:	INFORMATIONAL
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c. 401(a) Retirement Plan Rollover to ICMA-RC

Manager Wickman gave an overview of changes we are making to the retirement plan by rolling over the MERS 401(a) plan to a new ICMA-RC 401(a) plan. This is basically setting up a new plan that duplicates what we currently have and incorporates items that were discussed, such as the mandatory 2-1/2% employee

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contribution for the 9% match provision, and the vesting provisions for existing staff, new employees and new elected officials. We currently have a 401(a) plan with MERS and a 457 plan with ICMA-RC. We will be rolling the MERS 401(a) plan into ICMA to be under one servicer. The 401(a) plan has pre and post tax provisions for the employee and employer and is a more strict defined contribution plan similar to a traditional 401(k) plan. The 457 plan is less restrictive and we will be keeping this plan in place should employees wish to add pre-tax contributions into their existing 457 plan. The rollover process takes about 90-120 days to complete and there will be a short period of time that the accounts would be frozen during this process. This will come to the Board is a more formal presentation in the future.

RESULT: INFORMATIONAL

d. Commercial Rehabilitation District

Manager Wickman gave an overview of the Commercial Rehabilitation District (CRD) process for the Township, County and State. Discussion was held on whether the site is eligible for the CRD designation, the CRD process, other jurisdictions CRD implementations, full versus partial abatements, effects of abatements on various taxing authorities, county approval requirement, state approval requirement, benefits obtained from creating a CRD, and potential issues if CRD is approved. The Board held further discussions based on preliminary computations as to what level of abatement we would be willing to discuss with the CRD applicant. Manager Wickman will provide additional information from the discussion and this item will be added to a future meeting agenda.

RESULT: INFORMATIONAL

12. Adjournment

a.

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

RESULT: APPROVED [UNANIMOUS]
MOVER: Glenn Harper, Trustee
SECONDER: Joe Petrucci, Trustee
AYES: Ciofu, Fountain, Horning, Harper, Petrucci
ABSENT: Colaianne, Germane

Submitted by,



Larry N. Ciofu
Clerk