

1. **Call to Order** - THE MEETING WAS CALLED TO ORDER BY CLERK LARRY N. CIOFU AT 7:00 PM
2. **Pledge of Allegiance**
3. **Selection of Presiding Officer**

Move to approve Clerk Ciofu as Presiding Officer of the December 5, 2017 Hartland Township Board meeting.

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

4. **Roll Call**

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

Also present was Township Manager James Wickman.

5. **Meeting Agenda**

- a. Approval of Meeting Agenda

Move to approve the agenda for the December 5, 2017 Hartland Township Board meeting as presented.

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

6. **Call to the Public**

Tucker Jasso of 12238 Odell Rd, Linden came forward asking for the Board's support for a medical marijuana facility that the "For the Love of Charlie" group would like to pursue building in Hartland. Ms. Jasso gave an overview of the "For the Love of Charlie" company and explained why they are a different type of medical marijuana company. She indicated that their focus was to sell medicine to help those with cancer, fibromyalgia, shingles, Multiple Sclerosis, pulmonary hypertension and other medical conditions, and that they are in business to help people get well. Ms. Jasso stated that they were looking for a home and wanted to be part of the Hartland community and would give back to the Hartland community.

Lorri White of 8290 Pettysville Road, Pinckney came forward. She stated she is on the Board of the medical marijuana company "For the Love of Charlie" and that they are looking for two licenses, one for growing the plant material needed to make their product, which are medicines, and a second for processing the medicinal product. They will not be a dispensary and will not sell the product to the public. Ms. White reviewed the corporate structure of the company with regards to attorneys and accountants that are well versed in this area and their CEO, CFO, COO and Compliance Officer. This will keep them in compliance with federal and state regulations and their own standard operation procedures. As long as they maintain compliancy in these three areas they are ensured of corporate longevity which is good for the community. The Board of Directors is very diverse and they are all from Michigan bedroom communities. She stated they are a company of integrity and have had their products tested well before it was required. They also have a vision in that they want to change the face of medical marijuana one patient

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at a time. She stated that she would hope the Board would consider "For the Love of Charlie" as part of the community.

Julie Loukas of New Hudson came forward and stated that she had a degree in chemistry and explained why she became involved with "For the Love of Charlie" relating to a specific family medical issue and the success of medical marijuana products. During this medical issue she came across Ms. Jasso and their products. Ms Loukas stated she became involved with "For the Love of Charlie" because she strongly believes in the medicinal benefits of marijuana. She also believes in the regulations, the licensing process and the compliance procedures. Ms. Loukas stated she will be part of the Executive Board that runs the operations of the facility and believes the Hartland area is a good central area for their company. She also stated their target demographics are baby boomers and veterans with issues such as MS, fibromyalgia, severe pain and other conditions. They will not be selling to these people, as they are only involved with cultivating and processing products and will only provide product to licensed dispensaries, but these are the people that will be using their products. She hopes the Board will consider allowing their company to have a home in Hartland.

Bruce Leach, a cannabis attorney from 1015 Church Street in downtown Flint came forward. Mr. Leach stated his law practice is solely dedicated to protecting patients and caregivers under the Medical Marijuana Act and as well as now helping these individual to transition into the regulated legal environment. He came forward to offer his view of "For the Love of Charlie" as a unique company in this industry. He stated that if he could describe this company in three words they would be dedication, quality and heart. He stated that "For the Love of Charlie is truly founded on the principles of helping people. He commented that when you look at their mission statement, their make-up and their desire to make an impact on this industry, it is heartwarming. He stated The Medicinal Medical Marijuana Licensing Act is on the books and whether you are for it or against it you should evaluate the financial benefits of having this industry and the revenue stream that this could bring in, and the potential uses for this revenue. As a private production facility and processor "For the Love of Charlie" will not be open to the public, it will be accessed by employees only, they have world class security consultants, and have all of the right pieces to be successful with this project. He would like to see Hartland consider giving them the opportunity to locate in Hartland.

Frank Crouse of 2733 Ore Valley Drive came forward as a representative of the Hartland Business Association and had a question as to the item on the Consent Agenda relating to the approval of the 2018 Strategic Plan. He was hoping there would be some discussion on this plan and whether it addressed some of the problems with the business environment in Hartland. Treasurer Horning stated that the Strategic Plan was discussed as a Work Session item in our last Board meeting.

**7. Approval of Consent Agenda**

Clerk Ciofu stated that the check for the Michigan Municipal League for Workers Compensation Insurance in the amount of \$302.00 has been pulled from the Payment of Bills as they revised the payroll audit for Workers Compensation and we will now be receiving a refund.

Move to approve the Consent Agenda for the December 5, 2017 Hartland Township Board meeting as amended.

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

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Board of Trustees - Regular Meeting - Nov 21, 2017 7:00 PM
- d. Approve Budget Amendment (204 & 401 Funds) for Village Improvements (\$35,875)
- e. Approve Bluewater Technologies Proposal for Video Equipment (\$17,170)
- f. Approve 2018 Strategic Plan & Staff Action Plan

**8. Applicant**

a. Special Use Permit #17-016, Bella Vita Senior Living Facility

Trustee Colaianne gave an brief overview of the Special Use Permit #17-016, Bella Vita Senior Living Facility on the north side of M-59, east of Clark Road, where the current driving range is located. The Planning Commission recommended the approval of the Special Use Permit as well as the Sight Plan and the issue before the Board is to consider the Special Land Use application. There was a good summary of the conditions in the Board package and the applicant has basically met these conditions. The applicant was present to provide any additional overview or to answer any questions the Board may have regarding the application.

**"Move to approve Special Land Use application #17-016 based on the findings and conditions outlined in the Planning Director's recommended action":**

1. The Planning Commission recommended approval of the proposed Special Use Permit, a nursing home care facility, at its regular meeting on November 16, 2017.
2. The Township Board has determined the proposed special use, a nursing home care facility, meets the intent and purposes of the Ordinance as well as the specific Special Use standards outlined in Section 6.6., as the nursing home is a residentially-related use which is permitted as a special land use in the CA -Conservation Agricultural zoning district.
3. The Township Board has determined the proposed use enhances the natural environment with the incorporation of a diverse mix of landscape material as part of the project, which will also be a benefit to future land uses in the area.
4. The Township Board has determined the proposed use is compatible with the Hartland Township Comprehensive Plan, which designates this area as Multiple Family Residential. Nursing care facilities are permitted as a special land use in single-family and multiple-family zoning districts.
5. The Township Board has determined the proposed use is adequately served by essential facilities and public services. Public water and sanitary sewer will be extended to serve the proposed facility and has the potential to serve future expansions of the use. The Planning Commission has determined the proposed use is adequately served by an existing roadway, being Highland Road, and the Fire Authority has no objections.
6. The Township Board has determined the proposed use is of low impact to the community and will not be detrimental, hazardous, or disturbing to the existing or future neighboring uses, persons, or the public welfare. The low intensity use serves as a buffer between potential commercial/offices uses along Highland Road and adjacent single-family zoning to the north and east.
7. The Township Board has determined the proposed use will be an economic asset to the community and will not create additional requirements at public cost for public facilities as the proposed facility will be privately run and maintained.

**Approval of the Special Use Permit is subject to the following conditions:**

1. The proposed nursing home care facility shall obtain Site Plan approval and be maintained in compliance with the approved Site Plan, as well as all associated conditions.

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

**9. Pending & New Business**

a. Heritage Park - Memorandum of Agreement - Amendment No. 4

Public Works Director Bob West gave a brief overview of the Amendment to the Agreements with our Recreation Partners related to the construction of the new park facilities at Heritage Park. The new facility included three new storage facilities within the structure and an agreement for the fees for these storage

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structures were agreed to by our Recreation Partners. This Amendment basically recognizes the reduction to the monthly payment the Township makes to the Recreation Partners. Clerk Ciofu inquired as to the higher fee being paid by the Soccer Association related to the concession stand. Director West stated that the Director of the Soccer Association volunteered to manage the concession stand on behalf of all three groups and the other two groups agreed. The fees in the Amendment for the storage facilities were based upon the rental for the temporary storage units each Recreational Partner was currently paying.

Move to approve the Heritage Park Agreement Amendment No. 4

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Joe Colaianne, Trustee
<b>SECONDER:</b>	Matt Germane, Trustee
<b>AYES:</b>	Ciofu, Horning, Colaianne, Germane, Harper, Petrucci
<b>ABSENT:</b>	Fountain

**10. Board Reports**

Trustee Harper - No report.  
Trustee Petrucci - The Hartland Deerfield Fire Authority's Annual Santa Day is December 9th and their 90th Anniversary is December 28, 2017.  
Clerk Ciofu - No report.  
Treasurer Horning - No report.  
Trustee Colaianne - No report.  
Trustee Germane - No report.

**[Brief Recess]**

**11. Information / Discussion**

a. Post Construction Park Update

Public Works Director West provided an overview on the Post Construction Parks Update. He provided an Executive Summary of the overall costs of the project. He noted that the project was basically funded over three different budget cycles. Engineering costs were over budget related to the late 2016 design fees due to changes in the scope of the project early on in the project. Construction costs came in under budget, and the Playscape costs have recorded at the budgeted amount. We did have some additional expenses due to repairs to the Heritage Park parking lot due to the damage from the construction traffic while building the facility. Additional limestone was brought in and the lot was graded. Additional expenses were added for amenities of picnic tables, benches and trash receptacles, including four trash bins for Spranger field. Even with these two additional items, the project came in under budget by around \$100,000. Manager Wickman provided an updated Capital Project Fund cash flow analysis for the Board to use in evaluating future Capital Projects. The next Capital Project to be discussed is the Hartland Road Sidewalk project and whether we would pursue this next year or move out to the future. The Cash Flow projection indicates that if we were to due the Hartland Road Sidewalk next year we would need to use General Funds to complete the project and this would take the percentage of General Fund Balance to Expenses down to 96%. We had previously forecasted this number to be in the 75-80% range prior to the completion of the parks projects.

Trustee Germane inquired as to whether a Settler's Park sign on Clark Road is included in next year's plan. Director West stated that this is a budgeted item for next year on the cash flow analysis for Gateway Signs. Trustee Germane also requested an update on the Mountain Bike Trail. Director West state that the Mountain Bike Association has started this project as they were somewhat waiting for the leaves to fall, as it is easier to map the trail if you can see through the trees. The trail is being built to Mountain Bike Standards and we hope to have this completed by spring. Trustee Harper inquired as to the bike racks from the Eagle Scout project. Director West stated these are in and he is very pleased as to how they look at each park. All that is left for the Eagle Scout Project is the final walk through and the Township sign-off on the project. Trustee Petrucci inquired as to grilling in the Pavilion area. Director West stated that the current park policies and rules are that

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no open flame is permitted in the Parks without township approval. Trustee Colaianne brought up the issue of coal disposal and if we were to allow grilling we would need to address this.

<b>RESULT:</b> <b>INFORMATIONAL</b>
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**b. Manager's Report**

Manager Wickman received a denial to his request to the Grand Rapids District Post Office for a alternate last line designation in the Howell zip codes areas in Hartland. With this denial we are not allowed to request this again for ten years. Manager Wickman has three interviews for the Project Coordinator position next week and we are trying fill the position by January 2, 2018, We have also scheduled interviews with the finalists for the Audit Firms for next Monday afternoon and if any Board member wishes to attend they are welcome. We have been informed that the Genesee County Sewer District will not be changing their rates for 2018, but we are not sure what effect this will have on Livingston County rates for 2018.

**a. October 2017 Financial Report**

Manager Wickman reviewed the October Financial Reports and overall things are basically on budget. Specific items discussed were zoning fee revenue, revenue timing issues, overall General Fund expenditures, Water System Fund revenue and expenses, and Sewer System Fund revenue and expenses, including the one time land sale item.

<b>RESULT:</b> <b>INFORMATIONAL</b>
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**c. Manager - 2018 Goals**

Clerk Ciofu gave a brief overview of the Manager's Goal process that we have adopted this year in that each Board member would submit the Manager's Goals to the Clerk who would prepare a summary discussion document to set the overall Manager Goals. From this discussion document we would prepare the final Manager Goals list to approve at the next meeting. Items discussed were police protection, environmental issues such as phragmites and "green infrastructure", business friendly environment, the role of the Strategic Plan and Staff Action Plan in the Manager's Goal setting, Communication with the Board, Communication with the Public, SMART goals, Motor Carrier evaluation, Manager 360 Review, Right Sizing the Township, and the Manager's Own Goals. Further discussion was held on the goal setting process, templates and next steps.

**12. Adjournment**

a.

Move to adjourn the meeting at 9:10 p.m.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Kathie Horning, Treasurer
<b>SECONDER:</b>	Matt Germane, Trustee
<b>AYES:</b>	Ciofu, Horning, Colaianne, Germane, Harper, Petrucci
<b>ABSENT:</b>	Fountain

Submitted by,



Larry N. Ciofu  
Clerk