

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, Joe Colaianne, Matt Germane (7:30 PM), Glenn Harper, Joe Petrucci
ABSENT:

Also present was Township Manager James Wickman.

4. Meeting Agenda

a. Approval of Meeting Agenda

Move to approve the agenda for the March 6, 2018 Hartland Township Board meeting as presented.

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

5. Call to the Public

No one came forward.

6. Approval of Consent Agenda

Move to approve the consent agenda for the March 6, 2018 Hartland Township Board meeting as presented.

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

- a. Approve Payment of Bills
- b. Approve Post Audit of Disbursements Between Board Meetings
- c. Board of Trustees - Regular Meeting - Feb 20, 2018 7:00 PM
- d. Confirm Appointment - M. LaRose, Zoning Board of Appeals Alternate (to 12/31/2019)
- e. Approve 2018 Spranger Field Agreement with HAYAA
- f. Approve Budget Amendment & Transfer - General Fund to Capital Projects Fund (\$110,000)
- g. Approve New ICMA-RC 401a Plan Adoption Agreements (10%:2.5%) - 04/01/2018

7. Budget Hearing

Move to open the Public Hearing for the FY2019 Budget at 7:02 p.m.

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

Manager Wickman gave a brief overview of the budget process, stating that the Notice for the Public Hearing was posted in the local paper and through our other media channels, and that the budget details have been included in the public agenda packet on the website. Copies are also available here tonight if anyone would like one. Manager Wickman presented the Truth in Taxation information for the General Fund millage, the Fire Fund millage and the Road millage. Manager Wickman stated that there have been Headlee rollbacks in the last few years that have brought these millages down, but we still have one of the lowest General Fund millages in Livingston County. The millage rates presented are our best estimates given the timing of our fiscal year and the timing of when these rates will be finalized later this year. Manager Wickman gave a brief overview of the revenues and the breakdown of state shared revenue, property tax revenue and administration, planning and other fees. Expenditures were presented by department. Manager Wickman highlighted the amount of transfers, of which the majority is used for capital project reserves. Manager Wickman gave a brief overview of the Headlee Amendment and the rollback history. Supervisor Fountain stated that the goal of the Board is to provide excellent staff and service for our residents and to use any other funds for capital projects that benefit our community. Manager Wickman stated that this year's budget has a capital reserve of just under 20% of revenue that will be used for projects that includes park improvements and sidewalk improvements. Trustee Colaianne inquired as to whether the Township could override the Headlee rollbacks and Manager Wickman responded that this could only be done by a vote of the residents. Supervisor Fountain opened the floor to the public and no one came forward.

Move to close the Public Hearing for the FY2019 Budget at 7:09 p.m.

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

1. Resolution - FY2019 General Appropriations Act

Move to approve the Resolution to establish a General Appropriations Act for the 2019 fiscal year. Roll call vote taken. Motion passed 6-0-1

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

2. FY19 Fire Authority Budget

Trustee Colaianne inquired as to whether the issues of the new retirement plan and future contract revenues had been resolved. Trustee Petrucci stated that the retirement plan changes were modified and implemented and Manager Wickman stated that the Township and the Fire Authority have been meeting on the future revenue issues.

Move to approve the Hartland Deerfield Fire Authority budget as presented.

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

8. Applicant

1. Special Use Permit #18-001, Hartland Town Center Brew Pub

Trustee Colaianne gave a brief overview of the Special Use Permit being requested by the Applicant for a Brew Pub in an existing location within the Hartland Town Center. A Public Hearing was required, and on February 22 the Public Hearing was held and the applicant met the requirements for the Special Use Permit and it was unanimously approved by the Planning Commission. The applicant, Ryan McDonald, gave a brief overview of the Brew Pub operation. Trustee Harper inquired if this location was large enough for this type of business and the applicant responded that it was very workable. The Applicant hoped to be open by mid to late October. Manager Wickman wanted to inform the Board that the applicant will be a Microbrewery for licensing purposes, but it is classified as a Brew Pub in the zoning ordinance.

Move to approve Special Land Use Application #18-001 for a microbrewery in the Hartland Town Center, based on the findings and conditions outlined in the Planning Director's recommended action:

1. The Township Board has determined the proposed special use, a microbrewery, meets the intent and purposes of the Ordinance as well as the specific Special Use standard outlined in Section 6.6., as a brew pub is permitted as a special land use in the GC -General Commercial zoning district.
2. The Township Board has determined the proposed use is compatible with the existing and future land uses in the area and adds variety to the business community.
3. The Township Board has determined the proposed use is compatible with the Hartland Township Comprehensive Plan, which designates this area as Commercial and a brew pub is permitted as a special land use in commercial zoning districts.
4. The Township Board has determined the proposed use is adequately served by essential facilities and public services as the site is located within the commercial core of the Township.
5. The Township Board has determined the proposed use is consistent with restaurant uses and will not be detrimental, hazardous, or disturbing to the existing or future neighboring uses, persons, or the public welfare.
6. The Township Board has determined the proposed use will not create additional requirements at public cost for public facilities as site is currently served by public utilities.

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

1. The applicant shall secure all applicable approvals and permits from State and County agencies.
2. All activities associated with the brew pub shall wholly occur inside the building.
3. Comply with the requirements of all other governmental agencies.
4. (Any other conditions the Township Board deems necessary).

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

9. Pending & New Business

a. Hartland Road Pathway Project

HARTLAND TOWNSHIP BOARD REGULAR MEETING FINAL MINUTES

March 6, 2018-7:00 PM

Public Works Director Bob West gave a brief overview of the bid process for the Hartland Road sidewalk project. Director West stated that the original engineered construction cost for this project was \$364,000 of which \$22,381 was paid in the prior year on the design process. By developing the bid specifications in house he was able to save some money from the original engineering estimates. Bids were sent out to nine contractors and a mandatory pre-bid meeting was held which resulted in four separate bids. This is a unique project and Public Works will oversee the construction observation and Director West believes there are additional cost saving opportunities by doing this. He is working with the Livingston County Road Commission (LCRC) to amend the plan to implement the cost savings measures. This project is more of an excavating project than a concrete project as the bids for the concrete work were fairly comparable on all bids while the bids for the excavating varied substantially from bid to bid. Two of the contractors from the pre-bid meeting submitted a joint bid which resulted in the lowest unit cost for this project. Public Works is looking for approval to award a contract on the unit pricing only and DPW staff will oversee the load tickets to verify the unit costs and manage the project. There will be some additional costs that are not recognized in the actual construction contract, such as the agreement with the LCRC for the work on the crosswalks at the Dunham Road intersection, some realignment with the north side of the school property and more extensive restoration required in front of the Woodcliff Condominiums complex due to elevation changes and their current landscaping facade. With this in mind Public Works is requesting a retainer in the amount of \$68,330 to be used as needed for these types of items. Including this retainer, the total cost of the project is estimated at \$320,745.00. This is around a \$40,000 savings to the original engineered cost estimate. Director West is recommending that the Board award a contract to Preiss Companies based on the unit pricing which is basically a not to exceed price. Director West stated that this pathway is a critical part of the overall walkability of Hartland Township in that it is the last piece to connect M-59 pathway all the way to the Hartland Village area. This also includes the agreement with LCRC to share the cost of updating the LED crosswalk lights at Dunham and Hartland roads. Director West stated that we need to finalize some easement issues in the next few weeks and work will start once the frost laws are lifted in mid to late April. The pathway should be open to the public within 30-40 days upon the lifting of the frost laws with some restoration work to follow.

Move to approve the contract with Preiss Companies and the allowance for other requirements for a total project cost not to exceed \$298,364, which includes the authorization of a retainer to be used for additional expenses as deemed necessary by the Public Works Director in an amount not to exceed \$68,330.

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

10. Board Reports

Trustee Harper - No report.

Trustee Petrucci - No report.

Clerk Ciofu - No report.

Trustee Colainne - No report.

Treasurer Horning - last Wednesday was the last day of tax collection and she wanted to thank Donna Shollack and Cori Kline of her office for all of their hard work which made it very easy to close this year and allowed us to be the first to submit to the County. We were accurate to the penny. She also thanked all of our residents that paid on time.

Supervisor Fountain - next week is the Board of Review and if anyone needs any information they can contact our Assessing Department. The Board of Review will be meeting next Monday and Wednesday, with Wednesday's session starting at 2:00 p.m. and going until 9:00 p.m. for those that work during the day.

[Brief Recess]

11. Information / Discussion

a. Manager's Report

Manager Wickman stated that the Partner's in Progress group has been making good progress on several issues, including making more use of the Friendly by Nature branding, expanding the logo, and working on the Hartland Living website. Through these discussions there was some consensus to maybe changing the logo to give it a fresh look that would be acceptable to all of the partners, while keeping the Friendly by Nature tag line. There is pending Special Event Permit for a carnival by Rural King. There is currently no community group sponsoring this event, though the Applicant is giving indications this is loosely related to the Rangers 4H group, which we have not confirmed as of this time. This may come before the Board on the April 3 meeting for an event in late April. Trustee Petrucci inquired as to the guidelines for this type of event and Manager Wickman responded that there is usually a sponsoring organization that would take ownership of this type of event, manage the carnival company and ensure they are providing security on busiest days of the event. There was discussion at the Admin Committee regarding Spicer's application for a Special Use Permit which the Planning Commission asked for more information on the overall plan before considering the permit. It was discussed that what we are doing here would be a model of how we would treat future applications of this type. Trustee Colaianne gave an overview of the Planning Commission actions regarding this issue at their meeting. The Joint Board-Planning Commission meeting is scheduled for March 13 at 7:00 p.m. Bob Gibbs will present on retail and commercial real estate trends and how that might affect zoning polices. We would have time for questions and then discussion of implications and potential next steps we may want to take. We would also be bringing the Board's discussion on Green Infrastructure to the Planning Commission with the idea of maybe doing some sort of incentive program for Green Infrastructure. With this in mind we would not have an agenda for the March 20 meeting and would consider cancelling this meeting. That being said we would have minor administrative items at the March 13 meeting. Ramco Gershenson and Redwood Builders are coming in on March 12 with an informal site plan for the Site Plan Committee of the Planning Commission to work out some of the concerns with regards to the quality of that development. Manager Wickman is working on joint meeting with County Board of Public Works. He has been meeting with Brian Jonckheere on potential dates and he asked the Board to submit any agenda items they may have for this meeting. Manager Wickman provided a parks improvements update stating that Heritage Park playground equipment and fall protection has been installed and that at Settler's Park we are waiting on the frost laws and weather to cooperate and this should happen relatively soon. We will schedule a ribbon cutting ceremony at Settler's Park when complete. The pressure reducing valve installation is scheduled for Wednesday April 4, and Thursday April 5, if needed. We will put something out on social media to explain the valve and the large hole that will be dug to keep residents informed. Millpointe Road bids came in today and the low bids were under budget, but we still need to go through them in detail. Township Clean Up Day is Saturday, May 19th. Trustee Harper inquired as to adding hazardous waste and Director West explained this would be somewhat expensive. Trustee Germane explained that the County has funds to use for this type of event at locations outside of the Howell area. We will look into this for a possible second event in the Township for hazardous waste. Manager Wickman and Supervisor Fountain met with Commissioner Domas and Commission Green on the revised Commercial Rehabilitation District plan. They seemed to be more conciliatory to the idea and suggested we bring this as a formal agenda item to the Finance Committee, which is a committee of the whole, to get feedback on support for this plan. Supervisor Fountain has reached out to Commissioner Griffith, who is the Chair of the Finance Committee to sit down and discuss this issue. It would be her privilege to add us to an agenda in late April or early May to discuss the Commercial Rehabilitation District. If we get support at this level, we would bring it back to the Township for the formal approval process.

12. Adjournment

Move to adjourn the meeting at 7:55 a.m.

HARTLAND TOWNSHIP BOARD REGULAR MEETING FINAL MINUTES
March 6, 2018-7:00 PM

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

Submitted by,



Larry N. Ciofu
Clerk