

**GENOA TOWNSHIP
Regular Meeting
Dec. 15, 2003**

MINUTES

Supervisor McCririe called the regular meeting of the Genoa Township Board to order at 7:00 p.m. The Pledge of Allegiance was then said. The following board members were present constituting a quorum for the transaction of business: Gary McCririe, Paulette Skolarus, Robin Hunt, Todd Smith, Anthony Combs, Jim Mortensen and Jean Ledford. Also present were Township Manager Michael Archinal, Township Attorney Rick Heikkinen, and approximately 20 persons in the audience.

Moved by Mortensen, supported by Smith, to approve the Agenda with the addition of item: 9. Request for approval of a three-year contract with Township Manager Archinal as recommended by the Administrative Committee. The amended Agenda was voted and carried unanimously.

A call to the public was made with no response.

Consent Agenda:

- 1. Payment of Bills totaling \$285,275.38.**
- 2. Approval of Minutes: December 1, 2003.**
- 3. Request for approval for changes to the 2003 Winter Tax Roll as follows:
Parcel 11-03-300-020 – (\$304.56), 11-09-300-014 – (\$80.00), 11-10-102-031 – (\$80.00), 11-25-200-002 – (\$80.00), 11-25-200-003 – (\$80.00), 11-33-00-030 – (\$80.00), 11-36-200-006 – (\$80.00), 11-36-200-007 – (\$80.00) as requested by Hunt.**

Moved by Mortensen, supported by Smith, to approve the Consent Agenda as requested. The motion carried unanimously.

Action Items for Discussion:

- 1. Presentation of the final draft of the audit for fiscal year ending June 30, 2003 by Ken Palka of Pfeffer, Hanniford & Palka.**

Palka presented the final audit to the board and discussed recommendations to the board as follows:

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A. Request to transfer \$100,000.00 from the new user fund to Lake Edgewood operation and maintenance.

Moved by Ledford, supported by Mortensen, to approve the transfer. The motion carried unanimously.

B. Request to have the administrative committee review the fees for operation of the sewer and water facilities as well as the rates for service. Further, to review refuse fees and the comments and recommendations from the auditors and update the board with solutions.

Moved by Mortensen, supported by Smith, to approve the request. The motion carried unanimously.

C. Request for approval of the audit as submitted by Pfeffer, Hanniford and Palka.

Moved by Mortensen, supported by Skolarus, to approve the audit as presented. The motion carried unanimously.

2. Preliminary discussion regarding the creation of a special assessment district for Baetcke Lake.

Wendy Peterson and Mark Sweatman of Insight Environmental addressed the board on behalf of the Baetcke Lake Homeowners Association. The following information was provided: Wendy Peterson and Mark Sweatman of Insight Environmental addressed the board on behalf of the Baetcke Lake Homeowners Association. The following information was provided:

- Baetcke Lake is a spring-fed lake with an area of 35 to 40 acres and the springs are no longer working.
- The lake has a clay base (kettle lake) and is down approximately four feet as of this time.
- Homeowners around the lake would like to install an augmentation well to supplement the water in the lake.
- An agreement to purchase land from Bob Herbst is in place to locate a well on his property.
- John Wilson and Matt Bolang, both of the Livingston County Health Department, have inspected the site for possible use. The Health Department has no objection to issuing the permit for initial testing.
- A proposal for \$100,000.00 has been put together for an informational meeting (December 30, 2003) with residents whose property abuts the lake.
- A petition will be submitted to the Township under Act 188 asking that the township create a special assessment district for this project. Total costs will be split between 28 property owners over a four-year period.
- The process will be accomplished in four phases: Phase I - Determination of a type I well with confirmation of production and geology - cost \$10,000.00. Phase II - The test well will turn into the production well after extensive testing - cost \$40,000.00. Phase III - electrical hookups, etc. will be completed - cost

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\$16,000.00 to \$20,000.00. Phase IV - operation expenses with price of land - cost \$25,000.00

Board members raised concerns, however, the board took no formal action concerning this matter.

3. Request for approval of an environmental impact assessment, corresponding to a sketch site plan for a proposed expansion of an existing Greenhouse located at 7341 W. Grand River Ave., east of Euler Rd., Sec. 13, petitioned by Frank & Wendy Leppek, as discussed by the Planning Commission 11/24/03.

Moved by Skolarus, supported by Ledford, to approve the impact assessment dated 11/07/03 contingent upon the following:

1. Township Staff will review the site to ensure it is conformance with the Site Plan that was approved in 1997.
2. The four new parking spaces will be paved with curbing to meet the Township Engineer standards Clean up of the site will be completed prior to the issuance of a Land Use Permit and will meet the township ordinance.

The motion carried unanimously.

4. Request for approval of the environmental impact assessment, corresponding to site plan for a proposed 6,022 sq. ft. restaurant (Buffalo Wild Wings) located on Latson Rd., north of Grand River Ave., Sec. 5, within the Lorentzen PUD, petitioned by Intertech Design Services on behalf of Jim Womac, as discussed by the Planning Commission 11/24/03.

A. Disposition of impact assessment.

Moved by Skolarus, supported by Smith, to approve the site plan contingent upon the following:

1. Section "E" shall read "Parking will be provided for 108 cars."
2. Section "F", shall be revised to state the following hours of operation
 - a. Friday and Saturday – 11:00 a.m. to 2:00 a.m.
 - b. Sunday – 12:00 p.m. to 12:00 a.m.

The motion carried unanimously.

B. Disposition of site plan.

Moved by Ledford, supported by Combs, to approve the site plan with the following conditions:

1. No outdoor seating or patio is permitted.
2. The roof in the center portion of the front of the building will be pitched and the building will be 85% brick.
3. The sign on the front of the building will be 114 square feet as calculated according to the mathematics used in the Township Ordinance due to the unique design of the sign. This modification is being permitted for this specific sign design only. Any different sign must comply with the conditions of the PUD.
4. Township Staff and Engineers will determine the REU's that will apply for water and sewer.

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5. Any wall-pack type lighting will be shoebox type directed downward.
6. The Site will conform to all requirements of the township engineer listed in the recommendation for approval by the Planning Commission.

The motion carried unanimously.

5. Request for approval of an environmental impact assessment and special use permit, corresponding to a site plan for a proposed 2,949 sq. ft. Bank One with 4 drive-thru's on the north side of Grand River Ave., west of Grand Oaks Drive, Sec. 5, petitioned by Alan Okon, Nudell Architects, as discussed by the Planning Commission 11/24/03.

The township board voiced no objection to the construction of a Bank One facility on this site. Issues related to traffic could not be readily resolved. The board asked that the petitioner consider requesting variances for either parking spots or setbacks to allow a safer configuration of the site. Moved by Skolarus, supported by Smith, to table the request to allow the petitioner to return with a plan addressing traffic. The motion carried unanimously.

6. Request for approval of a Fire Hall Lease Agreement with the Howell Area Fire Authority.

Moved by Hunt, supported by Smith, to approve the execution of the agreement by the Supervisor and Clerk. The motion carried unanimously.

7. Consideration of an appointment to fill the unexpired Planning Commission term of Ken Burchfield as recommended by Supervisor McCririe.

Moved by Skolarus, supported by Combs, to appoint Teri Olson to the Planning Commission to fill the un-expired term of Ken Burchfield ending 06/30/04. The motion carried unanimously.

8. Request for approval to transfer an on premises liquor license with dance-entertainment permit from F. H. & L. Development, Inc. (Step III) to the Genoa Banquet Center, Inc. located at 5768 E. Grand River, Howell, MI 48843, Genoa Township, Livingston County.

Moved by Ledford, supported by Smith, to approve the transfer of the liquor license as requested. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Combs, Mortensen, Skolarus and McCririe. Nays – None. Absent - None.

9. Request for approval of a three-year contract with Archinal as recommended by the Administrative Committee.

Moved by Mortensen, supported by Smith, to approve a three-year contract with Archinal with the following changes:

- 60 days written notice will be given for any termination.

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- Attendance at the Planning Commission Meeting will no longer be required.
- 1st year salary at \$75,000.00.
- 2nd year salary at \$79,000.00.
- 3rd year salary at \$83,000.00.
- \$500.00 monthly car allowance.

The motion carried unanimously.

Moved by Mortensen, supported by Combs, to deny a request for write-off of interest on unpaid summer taxes as requested by Anne Patten. The motion carried unanimously.

Moved by Ledford, supported by Smith, to authorize the execution of a quit-claim deed, conveying a parcel of land to Waters Edge Development, Group, in exchange for a permanent easement providing ingress and egress to the township Lake Edgewood Sewage and Disposal Plan. The motion carried unanimously.

The regular meeting of the Genoa Township Board was adjourned at 9:15 p.m.

Paulette A. Skolarus
Genoa Township Clerk

(PA 12/24/03)