

**GENOA CHARTER TOWNSHIP BOARD**  
**Regular Meeting**  
**July 16, 2018**

**MINUTES**

Supervisor Rogers called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m., with the Pledge of Allegiance. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Paulette Skolarus, Robin Hunt, Jim Mortensen, Terry Croft, Diana Lowe and Jean Ledford. Also present were Township Manager, Michael Archinal; Township Attorney, Joe Seward; and three persons in the audience.

A Call to the Public was made with no response.

**Approval of Consent Agenda:**

Moved by Hunt and supported by Lowe to approve items 1, 3, and 4 under the Consent Agenda and move the minutes to the regular agenda for discussion. The motion carried unanimously.

**1. Payment of Bills.**

**2. Request for approval of a charitable gaming license for the Humane Society of Livingston County as requested by Silvia McFarland.**

**3. Request for approval of a proposal from Qualite Sports Lighting LLC for the repair of the sled hill lighting at a cost not to exceed \$6,210.00.**

**Approval of Regular Agenda:**

Moved by Ledford and supported by Croft to approve for action all items listed under the Regular Agenda. The motion carried unanimously.

**4. Request to Approve Minutes: June 18, 2018**

Moved by Lowe and supported Croft to approve the Minutes of the June 18<sup>th</sup> meeting correcting “consent” to “regular” meeting of the board. The motion carried unanimously.

**5. Consider a request for a Class C Liquor license for Mexicali Allies, LLC, a Michigan limited liability company to be located at the Newtowne Center 2608 E. Grand River, Howell, MI 48843 by Sandra Blake.**

Skolarus – May the board place conditions on this approval asking that permit be issued prior to approval? Attorney Seward – The license must stay within the township but may be placed in an escrow account for five years. Other conditions are not included in our Township Ordinance. Mortensen – We should revisit our Ordinance. Manager Archinal informed the applicant that connection fees are still being reviewed.

Moved by Mortensen and supported by Lowe to approve the Class C Liquor license for Mexicali Allies with reference to the development site as noted. The motion carried by roll call vote as follows: Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – None.

**6. Consider a request to expand sanitary service to Tax Parcels 4711-06-300-017, 4711-06-300-018 and 4711-06-300-019.**

Moved by Skolarus and supported by Lowe to table at the petitioner’s request. The motion carried unanimously.

**7. Request for approval of Resolution No. 1 (to proceed with the project and direct preparation of the plans and cost estimates) for the Novel Estates Road Improvement Project Special Assessment District (Winter 2018).**

Moved by Mortensen and supported by Ledford to approve Resolution No. 1 for Novel Estates Road Improvement Project changing the first Whereas to state “Clerk” and removing “Board of Trustees”, further to create this resolution to agree with the wording of the Earl Lake first resolution. The motion carried by roll call vote as follows: Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – None.

**8. Request for approval of Resolution No. 2 (to approve the project, scheduling the first hearing and directing the issuance of statutory notices) for the Novel Estates Road Improvement Project Special Assessment District (Winter 2018).**

Moved by Ledford and supported by Hunt to approve Resolution No. 2, correcting the project to read “Winter 2018”. The motion carried by roll call vote as follows: Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – None.

**9. Request for approval of Resolution No. 1 (to proceed with the project and direct preparation of the plans and cost estimates) for the Earl Lake Road Improvement Project Special Assessment District (Winter 2018).**

Moved by Lowe and supported by Mortensen to approve Resolution No. 1 correcting the date to be “Winter 2018” and adding Exhibit A. The motion carried by roll call vote as follows: Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – None.

**10. Request for approval of Resolution No. 2 (to approve the project, scheduling the first hearing and directing the issuance of statutory notices) for the Earl Lake Road Improvement Project Special Assessment District (Winter 2018)**

Moved by Skolarus and supported by Mortensen to approve Resolution No. 2 correcting the date to be “Winter 2018” and adding additional language to Exhibit A. The motion carried by roll call vote as follows: Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – None.

**11. Request for approval of Resolution No. 1 (to proceed with the project and direct preparation of the plans and cost estimates) for the Fendt Drive Improvement Project Special Assessment District (Winter 2018).**

Moved by Lowe and supported by Mortensen to approve Resolution No. 1, attaching Exhibit A with data as requested by Archinal, further to Amend the budget for Fund 264 to agree with the Fendt Drive Improvement Project Special Assessment District (Winter 2018). The motion carried by roll call vote as follows: Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – None.

**12. Request for approval of Resolution No. 2 (to approve the project, scheduling the first hearing and directing the issuance of statutory notices) for the Fendt Drive Improvement Project Special Assessment District (Winter 2018).**

Moved by Skolarus and supported by Lowe to approve Resolution No. 2 correcting the date to be (Winter 2018) and adding a description of concrete work to Exhibit B. The motion carried by roll call vote as follows: Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – None.

**13. Request for approval of a recommendation from the Election Commission for the following:**

**A. Approval of the list of poll workers working the Primary Election scheduled for August 7, 2018.**

Moved by Lowe and supported by Mortensen to approve the list of poll workers as recommended by the Election Commission. The motion carried unanimously.

**B. Approval of salaries for poll workers, staff, and set-up assistants for the August Primary.**

Moved by Ledford and supported by Lowe to approve the salaries as requested by the Election Commission. The motion carried unanimously.

**C. Approval for closing of the Township Hall on August 7, 2018 due to the Community Bible polling place moving to the Township Hall on that date.**

Moved by Lowe and supported by Mortensen to approve the closing of the Township Hall and provide a paid holiday for all employees due to the necessity of moving the Community Bible Church polling location to the Township Hall on Election Day. The motion carried unanimously.

**14. Introduction of a proposed rezoning and authorization of statutory notice for a public hearing on August 6, 2018 concerning approximately 74 acres of land located on the east side of Chilson Road, south of Brighton Road along the southern Township boundary with Hamburg Township involving parcels 11-33-400-003 and 11-34-300-005. The request is petitioned by Chestnut Development LLC and the requested rezoning is from Agricultural (AG) to Low Density Residential (LDR).**

Comment was asked of Attorney Seward. Seward – A couple issues with the court order have not yet been fulfilled. Orders should be resolved completely before proceeding. Counsel will meet with staff, the petitioner, and their attorney prior to the next meeting since the Court still maintains jurisdiction to enforce its orders. Rogers – the Court Order should be rectified first. Mortensen - This board should review the preliminary site plan as there is concern about water contamination and other potential water problems. The board was advised to proceed with the public hearing by Seward provided that all outstanding issues could be addressed.

Moved by Hunt and supported by Ledford to introduce and set the first reading of the proposed ordinance number A-18-03 and to set a public hearing before the Township Board on Monday, August 6, 2018 for the purpose of considering the proposed zoning map amendment. The motion carried unanimously.

**15. Discussion of basic life and AD & D coverage for township staff and elected officials.**

Mortensen asked for a copy of the spread related to other local municipalities regarding wages and benefits. No further action was taken by the board. Rogers – This request should only be

discussed during budget considerations. *“Note: Insurance and other benefits related to this discussion usually are brought to the board by our Human Resource Director in October each year for consideration.”*

**16. Request for approval of a construction phase services proposal from Tetra Tech for 2018 Grand River sidewalk installation (Hughes to Kellogg) in the amount of \$39,800.**

Archinal – All easements are complete. Moved by Lowe and supported by Mortensen to approve the contract with Tetra Tech for the Grand River sidewalk installation. The motion carried unanimously.

The regular Meeting of the Genoa Charter Township Board was adjourned at 7:50 p.m.

Paulette Skolarus, Clerk  
Genoa Charter Township