

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
September 16, 2019

MINUTES

Supervisor Rogers called the Regular Meeting of the Genoa Charter Township Board to order at 6:30 p.m. at the Township Hall with the Pledge of Allegiance. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Paulette Skolarus, Robin Hunt, Jean Ledford, Terry Croft, Jim Mortensen and Diana Lowe. Also present were Township Manager Michael Archinal and nine 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 the payment of bills and move the minutes to the regular agenda for discussion. The motion carried unanimously.

1. Payment of Bills.

Approval of Regular Agenda:

Moved by Ledford and supported by Croft to approve for action all item listed under the regular agenda with the addition of item two. The motion carried unanimously.

2. Request to Approve Minutes: August 19, 2019

Moved by Hunt and supported by Lowe to approve the Minutes of August 19, 2019 correcting pg. 2, item 7 deleting “to solicit an amendment” and adding “to move forward” The amended minutes were voted and approved unanimously.

3. Presentation by Ken Palka of Pfeffer, Hanniford and Palka with regard to results of the audit for the Fiscal Year ending March 31, 2019.

Palka – Our firm thanks this board for its continued support. The Township is in good shape financially. We have provided our unqualified opinion. The Township should formally receive the report. Palka was thanked for his work on behalf of the Genoa Township. Moved by Skolarus and supported by Hunt to receive the final audit for the fiscal year ending March 31, 2019. The motion carried unanimously.

4. Consideration of a recommendation for approval of a preliminary site condominium site plan and impact assessment for a proposed 106 attached residential units within 29 buildings for Westbury Phase II. The property in question is located north of the intersection of Whitehorse Drive and Arundell Drive. This property is located within the Lorentzen Planned Unit Development and was previously approved for 137 apartment units. The request is petitioned by Singh Development Company.

A. Disposition of Environmental Impact Assessment (6-28-19)

Moved by Ledford and supported by Lowe to approve the Impact Assessment dated June 28, 2019 related to preliminary site condominium approval for Westbury Phase 2. The motion carried unanimously.

B. Disposition of Preliminary Site Condominium Plan (8-28-19)

Moved by Lowe and supported by Hunt to approve the preliminary site condominium plan for Westbury Phase 2 as revised on August 28, 2019, subject to the following:

1. The following documents being required with a final submittal:
 - A. Condominium documents (Master Deed, By-Laws and Exhibit B Drawings);
 - B. The condo documents must fulfill the criteria for private road maintenance as determined by the Township Engineer;
 - C. A detailed lighting plan;
 - D. A detail of the residential entrance signage.
2. The Township attorney shall review the condominium documents.
3. The applicant must obtain authorization for a road connection with the development to the north.
4. The petitioner will follow recommendations made by the Township Engineer in the letter dated August 2, 2019 and the Brighton Area Fire Authority letter dated August 2, 2019.
5. The section of Arundell Drive between Whitehorse Drive and Grand River Avenue will be repaved as part of this project.

The motion carried unanimously.

5. Consideration of a recommendation for approval of an environmental impact assessment for a proposed 11,000 sq. ft. addition to an existing Brighton Area Fire Department building located at 2755 Dorr Road, Brighton. The request is petitioned by Partners in Architecture, PLC.

A. Disposition of Environmental Impact Assessment (8-21-19)

Moved by Lowe and supported by Croft to approve the Environmental Impact Assessment dated August 21, 2019 as submitted. The motion carried unanimously.

6, Consideration of recommendation for approval of a site plan and impact assessment requesting final site condominium approval for a proposed 19 unit site condominium known as "The Ridge". The property in question is located on approximately 30.8 acres at 4242 Bauer Road (parcel # 4711-26-200-002) on the west side of Bauer Road, between White Pines Drive and Challis Road. The request is petitioned by John Moretti.

A. Disposition of Environmental Impact Assessment (6-13-19)

Moved by Hunt and supported by Ledford to approve the Impact Assessment dated June 13, 2019 related to the final site condominium approval for the Ridge with the condition that the revisions requested by the Planning Commission be incorporated, submitted and approved by

the Township staff prior to issuance of a land use permit for construction. The motion carried unanimously.

B. Disposition of Final Site Condominium Plan (8-20-19)

Moved by Hunt and supported by Lowe to approve the final site condominium plan for the Ridge dated August 20, 2019 subject to the following:

1. Revised landscape plans shall be provided and approved by Township staff. This shall include the addition of the cluster mailboxes and relocation of the landscaping shown off-site or in road right-of-way.
2. If trees are to remain in the Bauer Road right-of-way, road commission approval must be provided.
3. The entrance sign will require staff review and approval of a land use permit. Walls are not permitted.
4. Applicant shall provide for approval by the Township Attorney a construction and maintenance easement for the entrance in regard to the landscaping, cluster mailbox and roadway. This easement shall be recorded prior to issuance of any land use permits for home construction.
5. The applicant will make an effort to obtain a formal letter of approval from the postmaster for the mailbox cluster.
6. The shared driveway easement related to the metes and bounds parcels not included in the subdivision shall be revised to eliminate the Township requirement to settle disputes and shall instead indicate an arbitration agency. The final easement agreement shall be approved by the Township Attorney prior to being recorded. The easement shall be recorded prior to the land division for the subdivision.
7. The Exhibit B drawings shall be updated to match the final site condominium plans.
8. The Master Deed, Bylaws, Exhibit B Drawings and any other private restrictions shall be reviewed and approved by the Township Attorney prior to land division.
9. All requirements of the Township Engineer in their letter dated August 26, 2019 shall be met. This includes submittal of all final approval letters from the Livingston County Health Department, Drain Commissioner and Road Commission.
10. Construction plan review will be required for the private road.
11. All requirements of the Brighton Area Fire Department shall be complied with.
12. Site plan review fee overages associated with exceeding the allocated number of reviews and meetings must be paid prior to issuance of a land use permit for road construction.
13. Review a potential location of the cluster mailboxes for easy access of future residents with a final review by staff prior to the land use permit being issued.

The motion carried unanimously.

7. Request for approval of Resolution #1 (to proceed with the project and direct preparation of the plans and cost estimates) for Elmhurst Drive Road Improvement Project Summer 2020. (Roll Call)

Moved by Ledford and supported by Lowe to approve Resolution #1 spreading the cost to existing homeowners within the district. Should the three vacant parcels within the district be developed within the next seven years the assessment will be re-evaluated to distribute the cost to the new construction. The motion carried by roll call vote as follows: Ayes – Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers Nays – None.

8. Request for approval of Resolution #2 (to approve the project, schedule the first hearing, and direct issuance of statutory notices) for the Elmhurst Drive Road Improvement Project Summer 2020. (Roll Call)

Moved by Skolarus and supported by Croft to approve Resolution #2 for The Elmhurst Drive Road Improvement Project as requested. The motion carried by roll call vote as follows: Ayes – Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers Nays – None.

9. Request to approve a contract with the Livingston County Road Commission for overband crack sealing approximately .98 miles of Timberbend and Old Hickory Road at a cost not to exceed \$7,000.00.

Moved by Hunt and supported by Croft to approve the contract with the expenditure from Fund 261 as previously budgeted for crack sealing of Timberbend and Old Hickory Road. The motion carried unanimously.

10. Consider a request from Advanced Communications and Data for a permit extension to the Metro Act Right of Way to expire August 11, 2024.

Moved by Lowe and supported by Mortensen to approve the request for a permit from Advanced Communications and Data subject to advice from Neil Lehto asking for the advantage or disadvantage of the permit extension. The motion carried unanimously.

11. Request to approve the proposal from Renovations Roofing for the Township Hall roof replacement at a cost not to exceed \$56,205.00.

Moved by Mortensen and supported by Croft to approve the proposal for a replacement of the township hall roof as requested with the understanding that the Township Manager may address unforeseen additional expenditures. The motion carried unanimously.

Moved by Lowe and supported by Ledford to amend the Buildings and Grounds Budget No. 271 increasing capital outlay from \$10,000.00 to 60,000.00. The motion carried unanimously.

12. Consider approval of a contract with Pfeffer, Hanniford and Palka to provide auditor services.

Moved by Skolarus and supported by Croft to approve the contract with Pfeffer, Hanniford and Palka for auditing services for a five-year contract from 2020 through 2024. The motion carried unanimously.

Mortensen – I would like to see information related to the credit card statements included with the payment of bills. Rogers – I will get that information.

Moved by Hunt and supported by Mortensen to adjourn the meeting at 7:23 p.m. The motion carried unanimously. Member Discussion

Paulette A. Skolarus, Clerk
Genoa Charter Township Board