

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting and Public Hearing
February 17, 2020

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 two persons in the audience.

A Call to the Public was made with no response.

Call to the Public (Public comment will be limited to two minutes per person)*:

Approval of Consent Agenda:

Moved by Hunt and supported by Lowe to approve the Consent Agenda moving the Minutes to the Regular Agenda for discussion. The motion carried unanimously.

1. Payment of Bills.

Approval of Regular Agenda:

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

2. Request to Approve Minutes: February 3, 2020

Hunt requested that the minutes be approved including those taken by recording secretary Patti Thomas, including the comments from Chris Grajek, since Patti Thomas was paid for her service. Skolarus advised the board that she had spoken to Township Attorney Joe Seward and the Minutes of the Board were the responsibility of the Clerk even though she had a second person assisting and that all of the information was included from both Ms. Thomas and Mr. Grajek within her minutes as well as the Board packet.

Moved by Hunt and supported by Ledford to approve the minutes from pages 11 through 27 with Rogers agreeing. The motion carried as follows: Ayes – Ledford, Croft, Hunt, Lowe, Mortensen and Rogers. Nay – Skolarus.

3. Request for approval of the following budgets and rates for the Lake Edgewood Sewer, Oak Pointe Water and Oak Pointe Sanitary Sewer as recommended by the utility director Greg Tatara.

A. Request to amend the Fiscal Year 2020 and approve the Fiscal Year 2021 Operating Budgets for the Lake Edgewood Sewer System, Oak Pointe Sewer System and the Oak Pointe Water System.

Moved by Lowe and supported by Mortensen to approve an amendment to the fiscal year 2019/2020 and to approve the 2020/2021 fiscal year Operating Budgets for the Lake Edgewood sewer System, the Oak Pointe Sewer System and the Oak Pointe Water System for 2020/2021. The motion carried unanimously.

B. Request to increase the Oak Pointe metered water charges from \$3.80/1,000 gallons to \$3.90/1,000 gallons.

Moved by Mortensen and supported by Lowe to increase the Oak Pointe metered water charges from \$3.80/1000 gallons to \$3.90/100 gallons. The motion carried unanimously.

C. Request to increase the Oak Pointe Sewer metered charge from \$6.22/1,000 gallons to \$6.25/1,000 gallons, and to increase from \$40 to \$45/quarter for Grinder Pump Maintenance for a total charge of \$140/quarter.

Moved by Lowe and supported by Mortensen to increase the Oak Pointe Sewered Metered charge from \$6.22/1000 gallons to \$6.25/1000 gallons, and to increase the flat rate sewer charge to include \$95.00/quarter for Operations and Maintenance and \$45.00/quarter for Grinder Pump Maintenance for a total charge of \$140.00/quarter. The motion carried unanimously.

4. Request for approval of the Utility Department amended budget for Fiscal Year ending March 31, 2020 and the proposed budget for Fiscal Year ending March 31, 2021 at the recommendation of the utility director Dr. Greg Tatara.

Dr. Tatara - Overall, the budget for fiscal year ending March 31, 2020, represents a 3.11% increase in proposed expenditures for participating utility systems. There are several items impacting our operation that result in this increase, which are summarized below:

1. We are able to lower our planned vehicle expenses by 1.48 percent, primarily due to the removal of the car allowance.
2. We are lowering our professional training line item 5.5% due to historical utilization by staff.
3. Insurance costs increased substantially this year, resulting in increased expenditures.
4. We are increasing our credit card fees we pay due to increased utilization by our customers.

5. The largest category expenditure, as would be expected, are salaries for the 25 permanent and two seasonal staff workers that work in the Utility Department. This year we have several staff members due for promotion and we plan to provide salary increases commensurate with our approved salary table. In addition, we have added in the cost for a contract engineer position through Tetra Tech for FY 2021 in lieu of hiring an engineer directly.
6. With the exception of the above listed significant changes, the remainder of the budgeted expenses are close to the previous year's expenditures.

Moved by Skolarus and supported by Lowe to approve the 2020/201 System Labor and Equipment Percentage Allocation and the Amended Utility Department Budget for fiscal year ending March 31, 2020 and the proposed Utility Department Budget for the fiscal year ending March 31, 2021. The motion carried unanimously.

5. Request for approval of Project Agreement with the Livingston County Road Commission for the installation of approximately 8,655 feet of crushed limestone on Herbst Road from the end of the pavement to Grand River at a cost not to exceed \$150,000.

Moved by Ledford and supported by Hunt to approve the project costs not to exceed \$150,000.00 as requested. The motion carried unanimously.

6. Request for approval of a lease extension for the Genoa Township athletic fields by Howell Area Parks and Recreation.

Moved by Lowe and supported by Mortensen to approve the lease extension for the athletic fields with corrections to the date of the agreement. The motion carried unanimously.

7. Request for approval of contracts for the installation of two basketball courts at Genoa Park for the cost of \$105,767.80.

Moved by Ledford and supported by Mortensen to approve the installation of two basketball courts as requested. Archinal, Lowe and Hunt were praised for their work on the project. The motion carried unanimously.

8. Discussion regarding a new LED signs at the entrance of the Genoa Township Hall driveway off Dorr Road.

Two options for the signage were presented to the board. It was the consensus of the board to use option one and request that Archinal bring a contract to the next meeting of the board. No further action was taken by the Board.

9. Discussion of the proposed budget for the Fiscal Year 2020/2021.

The board will again review the proposed budget at the Public Hearing of the Board scheduled for March 16, 2020. The budget will be posted to the Township website and a notice will be placed in the local paper asking for public comment. No further action was taken by the Board.

Member Discussion

Skolarus advised the Board that the Hartland Consolidated Schools will hold a special election on May 5, 2020.

Moved by Ledford and supported by Croft to adjourn the Public Hearing and Regular Meeting of the Board at 7:35 p.m. The motion carried unanimously.

Paulette A. Skolarus, Clerk
Genoa Charter Township