

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
February 20, 2023

MINUTES

Supervisor Rogers called the regular meeting of the Genoa Charter Township Board to order at 6:30 pm at the Township Hall. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Jean Ledford, Terry Croft, Diana Lowe, Robin Hunt, Paulette Skolarus, and Jim Mortensen. Also present were Planning Director Amy Ruthig, Township Attorney Joe Seward and 21 persons in the audience.

The Pledge of Allegiance was recited.

The call to the public was opened at 6:31 pm.

Ms. Katy Michalski of 7827 Spring Trace Road introduced herself as the new field representative for US Representative Elisa Slotkin. She has taken the place of Mona Shand and is available to help all constituents of the district.

The call to the public was closed at 6:33 pm.

Approval of Consent Agenda:

Moved by Ledford, supported by Lowe, to approve the Consent Agenda as presented. **The motion carried unanimously.**

1. Payment of Bills: February 20, 2023
2. Request to approve February 6, 2023 regular meeting minutes
3. Request Board approval to adjust the Refuse Special Assessment Roll, #X0012, and to adjust the 2022 Winter tax roll accordingly to remove parcel number 4711-03-402-131.
4. Request to approve a project agreement (job number 459.0060AW) with the Livingston County Road Commission to mill and repave approximately 1.01 miles of Chilson Road from the Township line to Brighton Road. The total project cost is \$640,000 with the Township's cost not to exceed \$320,000 and the Livingston County Road Commission paying the balance. The project is included in the proposed FY 23/24 Budget line item 401-446-812-001.

Regular Agenda

Moved by Lowe, supported by Hunt, to approve the Regular Agenda as presented. **The motion carried unanimously.**

5. Brighton Area Fire Authority update presented by Fire Chief, Mike O'Brien.

Fire Chief Mike O'Brien provided the Board with their 2022 Annual Report. He reviewed the statistics, which includes the number of calls, types of calls, response time, etc. He noted that BAFA's response for medical assistance has increased this year. They are continually training their staff. Additionally, they are part of the Mutual Aid Box Alarm System-Michigan, which is when fire departments assist others with fires and emergencies. They have opened their newest fire station on Weber Street in Brighton.

Chief O'Brien presented Board Member Jim Mortensen with a plaque recognizing his 23 years of service on the Brighton Area Fire Authority Board.

6. Sanitary Sewer and Water Utilities updated presented by Utility Director, Greg Tatara.

Dr. Greg Tatara presented the 2023 Department Update. They provide services to Genoa, Marion, Howell and Oceola Townships. He provided the history of the department; their organization chart; vehicles, equipment, and the infrastructure of the water and wastewater systems; budgets; projects that have been completed; proposed future projects and upgrades; new regulatory challenges, and awards received by the department as well as individual employees.

Supervisor Rogers stated ARPA funds will be used by this department to make necessary improvements and upgrades.

7. Public Hearing on the proposed Special Assessment Roll for the McNamara Subdivision Road Improvement Special Assessment Project (Summer 2023).
 - a. Call to the Property Owners
 - b. Call to the Public

The call to the property owners was made at 7:15 pm with no response.

The call to the public was made at 7:15 with no response.

8. Request for approval of Resolution #5 Confirming the Special Assessment Roll for the McNamara Subdivision Road Improvement Special Assessment Project (Summer 2023). (Roll Call)

Board Member Hunt stated this special assessment will begin on the July 1, 2023 summer tax bill. There will be two percent interest; however, it can be paid off early at any time. If a resident wants to avoid paying any interest, the payment is due June 1, 2023. Additionally, this special assessment is often required by lenders to be paid before a home is sold. It typically cannot transfer to a new mortgage.

Moved by Hunt, supported by Skolarus, to approve Resolution #5 Confirming the Special Assessment Roll for the McNamara Subdivision Road Improvement Special Assessment Project (Summer 2023). **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - yes, and Rogers - yes)**

9. Public Hearing on the proposed Baetcke Lake Aquatic Weed Control Project and Special Assessment District (Summer 2023).
 - a. Call to the Property Owners
 - b. Call to the Public

The call to the property owners was made at 7:18 pm.

Ms. Fran Rocheleau, the president of the Baetcke Lake Association, provided information as to why this weed control program is being done.

The call to the property owners was closed at 7:19 pm.

The call to the public was made at 7:19 pm with no response.

10. Request for approval of Resolution #3 Approving the Project Cost Estimates, Special Assessment District and causing the Special Assessment Roll to be prepared for the Baetcke Lake Aquatic Weed Control Special Assessment Project (Summer 2023). (Roll Call)

Moved by Mortensen, supported by Ledford, to approve Resolution #3 Approving the Project Cost Estimates, Special Assessment District and causing the Special Assessment Roll to be prepared for the Baetcke Lake Aquatic Weed Control Special Assessment Project (Summer 2023). **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - yes, and Rogers - yes)**

11. Request for approval of Resolution #4 Acknowledging the filing of the Special Assessment Roll, Scheduling the Second Hearing, and Directing the Issuance of Statutory Notices for the Baetcke Lake Aquatic Weed Control Special Assessment Project (Summer 2023). (Roll Call)

Moved by Lowe, supported by Croft, to approve Resolution #4 acknowledging the filing of the Special Assessment Roll, Scheduling the Second Hearing, and Directing the Issuance of

Statutory Notices for the Baetcke Lake Aquatic Weed Control Special Assessment Project (Summer 2023). **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - yes, and Rogers - yes)**

12. Public hearing and review of Fiscal Year 2023/2024 Budgets for funds 101, 202, 208, 212, 249, 401, and 464.
 - a. Call to the Public
 - b. Board Discussion

The call to the public was made at 7:22 pm with no response.

Ms. Hunt stated that Ms. VanMarter put a lot of effort into the budget; however, she was unable to attend tonight's meeting.

Mr. Mortensen stated the assumptions in the beginning were very helpful. He questioned the salaries of the Supervisor and the Treasurer. Also, the Township Manager is being shown as a salary of \$150,000 and that is more than the agreed salary. Ms. Hunt stated those are estimates and will be discussed further by the Board.

Supervisor Rogers advised the budget will be discussed further by the Board before it is adopted. He thanked Ms. Ruthig for attending tonight's meeting in Ms. VanMarter's absence.

13. Consideration of DPW Department request for approval of the Fiscal Year 2024 System Labor and Equipment Percentage Allocation, the Amended Utility Department Budget for Fiscal Year ending March 31, 2023, and the proposed Utility Department Budget for the Fiscal Year Ending March 31, 2024

Mr. Tatara provided a summary of the FY 2024 allocation, the amended FY 2023 budget and the proposed FY 2024 budget.

Moved by Hunt, supported by Skolarus, to approve the Fiscal Year 2024 System Labor and Equipment Percentage Allocation. **The motion carried unanimously.**

Moved by Hunt, supported by Skolarus, to approve the Amended Utility Department Budget for the Fiscal Year ending March 31, 2023. **The motion carried unanimously.**

Moved by Lowe, supported by Skolarus, to approve the proposed Utility Department Budget for the Fiscal Year Ending March 31, 2024. **The motion carried unanimously.**

14. Consider approval to amend the Fiscal Year 2023 and approve the Fiscal Year 2024 Operating Budgets for the Lake Edgewood Sewer System, the Oak Pointe Sewer System and the Oak Pointe Water System.

Dr. Tatara provided summaries of the FY 2023 and FY 2024 operating budgets for the three systems, including the reasons for the rate increases.

Moved by Ledford, supported by Croft, to amend the FY 2023 and approve the FY 2024 Operating Budgets for the Lake Edgewood Sewer System, the Oak Pointe Sewer System, and the Oak Pointe Water System. **The motion carried unanimously.**

- A. Consider approval of an increase to the Lake Edgewood Sewer metered charges from \$7.30 / 1,000 gallons to \$7.45 / 1,000 gallons and the flat rate sewer charge from \$142.80 / quarter to \$145.66 / quarter with all other rates and charges remaining the same.

Moved by Mortensen, supported by Lowe, to increase the Lake Edgewood Sewer metered charges from \$7.30 / 1,000 gallons to \$7.45 / 1,000 gallons and the flat rate sewer charge from \$142.80 / quarter to \$145.66 / quarter, with all other rates and charges remaining the same.

The motion carried unanimously.

- B. Consider approval of an increase to the Oak Pointe metered water charges from \$4.07 / 1,000 gallons to \$4.19 / 1,000 gallons with all other rates and charges remaining the same.

Moved by Mortensen, supported by Croft, to increase the Oak Pointe metered water charges from \$4.07 / 1,000 gallons to \$4.19 / 1,000 gallons, with all other rates and charges remaining the same. **The motion carried unanimously.**

- C. Consider approval to increase the Oak Pointe Sewer metered charges from \$6.75 / 1,000 gallons to \$6.89 / 1,000 gallons and the flat rate sewer charge from \$105.00 / quarter to \$107.00 / quarter, with all other rates and charges remaining the same.

Moved by Ledford, supported by Mortensen, to increase the Oak Pointe Sewer metered charges from \$6.75/1,000 gallons to \$6.89 / 1,000 gallons and the flat rate sewer charge from \$105.00 / quarter to \$107.00 / quarter, with all other rates and charges remaining the same. **The motion carried unanimously.**

15. Request for approval of Resolution #1 to Proceed with the Project and Direct Preparation of the Plans and Cost Estimates for the East and West Crooked Lakes Aquatic Weed Control Special Assessment Project (Summer 2023). (Roll Call)

Moved by Ledford, supported by Lowe, to approve Resolution #1 to Proceed with the Project and Direct Preparation of the Plans and Cost Estimates for the East and West Crooked Lakes

Aquatic Weed Control Special Assessment Project (Summer 2023). **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - yes, and Rogers - yes)**

16. Request for approval of Resolution #2 to Approve the Project, Schedule the First Hearing, and Direct Issuance of Statutory Notices for the East and West Crooked Lakes Aquatic Weed Control Special Assessment Project (Summer 2023) (Roll Call)

Moved by Ledford, supported by Skolarus, to approve Resolution #2 to Approve the Project, Schedule the First Hearing, and Direct Issuance of Statutory Notices for the East and West Crooked Lakes Aquatic Weed Control Special Assessment Project (Summer 2023). **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - yes, and Rogers - yes)**

17. Consideration of a recommendation for approval and adoption of rezoning Ordinance No. Z-23-01, rezoning application and environmental impact assessment to rezone property at 7777 Bendix Road (parcel 11-13-200-012) from Office Service District (OSD) to Medium Density Residential (MDR). The property consists of approx. one acre of land and is located on the northwest corner of Bendix and Grand River Avenue. The request is petitioned by Justin Tobey.

- A. Disposition of Rezoning Ordinance Z-23-01 (Roll Call)
- B. Disposition of Environmental Impact Assessment. (11-21-22)

Ms. Jennifer Austin of Boss Engineering and Mr. Justin Tobey, the owner of the property, were present. Ms. Austin stated Mr. Tobey would like to build a five-unit apartment building. The property was previously zoned Medium Density Residential and the adjacent properties are consistent with this zoning district.

Ms. Hunt noted that Ms. Ruthig's review letter states that this zoning is compatible with the surrounding area.

Moved by Mortensen, supported by Lowe, to approve and adopt Ordinance No. Z-23-01. The proposed amendment to the zoning map is consistent with Section 22.04 of the Township Zoning Ordinance and the request is anticipated to be compatible with the existing and planned uses in the surrounding area. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - yes, and Rogers - yes).**

Moved by Hunt, supported by Croft, to approve the Environmental Impact Assessment dated November 21, 2022 for 7777 Bendix Road (Parcel 4711-13-200-012) as submitted. **The motion carried unanimously**

18. Consideration of a recommendation for approval and adoption of rezoning ordinance number Z-23-02, rezoning application and impact assessment to remove the Town Center Overlay District from the following 42 parcels:

11-10-400-003	11-10-400-02	11-10-400-034	11-10-401-046
11-11-300-008	11-11-300-019	11-11-305-015	11-14-100-004
11-10-400-004	11-10-400-025	11-10-401-013	11-10-401-047
11-11-300-009	11-11-300-020	11-11-305-017	11-14-100-007
11-10-400-007	11-10-400-028	11-10-401-043	11-11-300-002
11-11-300-011	11-11-304-012	11-11-305-020	11-14-100-008
11-10-400-018	11-10-400-030	11-10-401-044	11-11-300-003
11-11-300-012	11-11-304-013	11-11-305-023	11-14-100-011
11-10-400-019	11-10-400-033	11-10-401-045	11-11-300-004
11-11-300-013	11-11-305-010	11-14-100-001	11-14-100-012
11-15-200-005	11-15-200-018		

The request encompasses approximately 101.61 acres surrounding the intersection of Grand River Avenue and Dorr Road. The request is petitioned by Genoa Charter Township.

- A. Disposition of Rezoning Ordinance Z-23-02 (Roll Call)
- B. Disposition of Environmental Impact Assessment. (1-5-23)

Ms. Ruthig advised that her review memo stated the Livingston County Planning Commission had recommended approval of this; however, they tabled the item as they were requesting more information. Mr. Rogers has spoken to the Chairperson and provided the information.

Ms. Ledford would like to table the item this evening until the County has approved it.

Moved by Croft, supported by Skolarus, to approve and adopt Ordinance No. Z-23- 02 for the removal of the Town Center Overlay District from 42 parcels as listed in the Ordinance. **The motion carried with a roll call vote (Ledford - no, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - no, and Rogers - yes)**

Moved by Hunt, supported by Lowe, to approve the Environmental Impact Assessment dated January 5, 2023 for the removal of the Town Center Overlay District from 42 parcels. **The motion carried unanimously.**

19. Request for approval of Resolution #1 to Proceed with the Project and Direct Preparation of the Plans and Cost Estimates for the Lake Chemung Aquatic Weed Control Special Assessment Project. (Roll Call)

Supervisor Rogers made a call to the public at 7:58 pm.

Ms. Ginny Himich of 1125 Sunrise Park Drive Howell, stated she is in support of the renewal of the SAD because the lake needs treatment; however, she is concerned with the contractor that

was selected by the association. She knows that it is the purview of the association of which contractor is used and not the Township; however, she would like the Township to request that the association hire an independent contractor to ensure that the treatment is working properly and the overall health of the waterway is improving. She is concerned because PLM handles both the lake management and lake treatment and they have never been to the lake.

Supervisor Rogers advised Ms. Himich that the Township is only paying the contractor at the request of the association and cannot require an independent contractor. The Township is familiar with PLM as they have treated other lakes in the Township.

Mr. Ty Cole of 1115 Norfolk Drive, the president of the lake association, stated they interviewed various contractors. The weeds were getting worse over the years. They believe PLM is a reputable company.

The call to the public was closed at 8:08 pm.

Moved by Hunt, supported by Skolarus, to approve Resolution #1 to Proceed with the Project and Direct Preparation of the Plans and Cost Estimates for the Lake Chemung Aquatic Weed Control Special Assessment Project. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - yes, and Rogers - yes)**

20. Request for approval of Resolution #2 to Approve the Project, Schedule the First Hearing, and Direct Issuance of Statutory Notices for the Lake Chemung Aquatic Weed Control Special Assessment Project. (Roll Call)

Ms. Hunt stated this assessment will be on the Winter 2024 tax roll.

Moved by Lowe, supported by Mortensen, to approve Resolution #2 to Approve the Project, Schedule the First Hearing, and Direct Issuance of Statutory Notices for the Lake Chemung Aquatic Weed Control Special Assessment Project. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - yes, and Rogers - yes)**

Member Discussion

Supervisor Rogers noted that the ARPA funds will be used for broadband as well as improvements and upgrades to the utilities.

Ms. Skolarus would like the Board to pay for a new device to help her hear better during the meetings. Supervisor Rogers advised her to work with IT to purchase a new one.

Genoa Charter Township Board Meeting
February 20, 2023
Approved Minutes

Supervisor Rogers provided the Board with a list of the Brighton Area Chamber of Commerce's events this year, most of which will be moved to the Mt. Brighton property because of the construction occurring on Main Street this summer.

Adjournment

Moved by Lowe, supported by Ledford, to adjourn the meeting at 8:17 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved:

Paulette Skolarus, Clerk
Genoa Charter Township

Bill Rogers, Supervisor
Genoa Charter Township