

**GENOA CHARTER TOWNSHIP BOARD**  
**Regular Meeting**  
**January 22, 2024**

**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, Robin Hunt, Jean Ledford, Terry Croft, Diana Lowe, Paulette Skolarus and Jeff Dhaenens. Also present were Township Manager Kelly VanMarter, Township Attorney Joseph Seward and five people in the audience.

The Pledge of Allegiance was recited.

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

Ms. Melanie Johnson of 3990 Chilson spoke regarding the Brighton Equestrian Center. She wants to ensure that the parameters for the use recommended by the Planning Commission are addressed.

Ms. Jeanine Iyer of 2396 Brighton Road stated that some of her friends have applied to be poll workers. Michigan Law requires the Board of Election Commissions shall appoint an equal number of members of each major political party at each precinct. The poll worker assignments, for early voting, and five of the nine early voting days are not compliant with the law. She has friends who are republicans who applied to be poll workers. Precinct 7 and the Absentee Voter Counter Board on election day is non-compliant and she requests that Item 5 this evening is not approved and the positions be more even between democrat and republican workers.

Ms. Peggy Hodgson at 5566 Cider Berry Drive has been friends with Polly Skolarus, the Township Clerk for 25 years. She is present to thank Ms. Skolarus for all of her work over the past 38 years. There are many positive things in this township that were done because of her, such as the purchase of the Herbst Farm, building of the Township Hall, accuracy at all elections, etc.

The call to the public was closed at 6:37 pm

**Approval of Consent Agenda:**

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

1. Payment of Bills: January 22, 2024
2. Request to approve December 18, 2023 regular meeting minutes.

3. Request approval to enter into agreements to collect 2024 summer property taxes for the Brighton Area Schools, Hartland Consolidated Schools, Howell Public Schools, and the Livingston Educational Service Agency as submitted by the Township Treasurer.

**Approval of Regular Agenda:**

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

4. **Consideration of a recommendation for approval of a special land use application, environmental impact assessment and site plan for a commercial stable located at 7318 Herbst Road, east of Hubert Road. The request is petitioned by Nancy Merlo, Brighton Equestrian Club.**

**A. Disposition of Special Use Application.**

**B. Disposition of Environmental Impact Assessment (dated 4-22-22)**

**C. Disposition of Site Plan (dated 10-31-23)**

Ms. Kathy Riesterer, representing the applicant, provided a review of the proposed project, noting that the conditions of the original approval in 2022 have now been completed. The applicant will adhere to the limits of the types of events noted in the impact assessment.

Ms. Skolarus left the meeting at 6:48 p.m.

Mr. Croft asked how many participants attend the events in the building. Ms. Riesterer stated they are limited to 99 people at events. He asked if the Brighton Area Fire Authority issues have been addressed. Ms. Riesterer stated they have a letter from the Fire Marshal stating they have no outstanding issues. He would like to have additional written approval from the Brighton Area Fire Authority provided to the township.

Mr. Dhaenens stated he was on the Planning Commission in 2022, and at that time there were issues with the applicant not being neighborly. He understands it is different now.

Ms. Hunt is concerned with the applicant complying with the restrictions. Ms. Lowe asked how it would be monitored. Ms. VanMater stated in many instances like this, the neighbors advise the Township and then Staff takes enforcement action.

Ms. Skolarus returned to the meeting at 6:55 p.m.

Ms. Riesterer stated that Ms. Merlo has submitted an affidavit listing the restrictions of the east building of the property.

**Moved** by Lowe, supported by Dhaenens, to approve the Special Use Permit because it is found that the requested use meets the standards of Section 19.03 and 3.02.02(h) and is compatible with the goals of the Master Plan. The approval is conditioned upon the following:

- The restrictions on the type of events shall be included in the permit and they are to include both indoor and outdoor events.
- There is no non-equestrian use of commercial vehicles allowed on the site.
- A letter from the Brighton Area Fire Authority shall be provided to ensure compliance prior to issuance of the Special Land Use Permit.

**The motion carried (Ledford - yes, Croft - no, Hunt - yes, Lowe - yes, Dhaenens - yes, Skolarus - yes, and Rogers - yes).**

**Moved** by Dhaenens, supported by Lowe, to approve the Environmental Impact Assessment dated April 22, 2022 for 7318 Herbst Road with the condition that the title be corrected. **The motion carried unanimously.**

**Moved** by Hunt, supported by Dhaenens, to approve the site plan dated October 31, 2023 to allow for a commercial stable at 7318 Herbst Road, with the following conditions:

- The petitioner agrees that the operations of the spreading of manure be offset from the boundaries of the property 100 feet to diminish the potential negative impacts on adjacent property owners. The site plan shall be revised to show the 100' setback for manure management locations.
- Any comments within Tetra Tech's and the Brighton Area Fire Authority's letters shall be addressed.

**The motion carried unanimously.**

**5. Request for approval of poll workers and per diems for the February 27, 2024 Presidential Primary as recommended by the Election Commission and submitted by the Township Clerk.**

Ms. Skolarus noted that she talked to the resident who spoke at the call to the public this evening. She advised her that she needs one more republican and one more democrat worker. She lost six chair people for this election. There must be workers for the nine days of early voting. She did her best to have equal numbers of both parties at each precinct. She reviewed the spreadsheet that she provided to the Board this evening, which lists the poll workers at each precinct. She has confirmed with the Livingston County Clerk's office that it is allowable to have more of one party than another as long as there is at least one worker of the opposite party at a precinct.

**Ms. Mr.** Seward stated the minutes provided in the packet do not comply with the Open Meetings Act. He did not see them on the website and they were required to be there by last Friday.

Supervisor Rogers questioned the document that was included in the packet for this item. There are many errors, including the time of the meeting, the time it started, it says "Agenda" and not "Minutes", some of the motions do not have support or how each member voted on the motions, etc. He noted that there was an increase for poll worker wages approved at a previous meeting, and now additional increases are being requested. Ms. Skolarus stated that the previous wage request was for the early voting poll workers. Many workers do not want to work at the polls on the day of the election any longer and they prefer to work the early voting polls, so she would like to increase the election day workers' wages.

Supervisor Rogers noted that Item #5 on the attached document does not have a support to the motion. This is the item that is being requested to be approved this evening. Ms. Lowe stated that she supported that motion. He also questioned what determines that a poll worker is experienced versus one who is not. Ms. Skolarus stated those are the workers who have worked in her office.

Ms. VanMarter stated she has a copy of a letter dated January 11 that went to the poll workers stating the rates that the township is paying for poll workers are the rates that are being requested to be approved this evening.

Ms. Skolarus stated that she will prepare the draft minutes correctly and return to the Board for approval of the wages. She suggested tabling this item this evening.

**Moved** by Skolarus, supported by Lowe, to table the approval of poll workers and per diems for the February 27, 2024 Presidential Primary as recommended by the Election Commission and submitted by the Township Clerk. **The motion carried unanimously.**

**6. Request for review and consideration for approval of amendments to the Travel and Mileage Expenses Policy.**

Ms. VanMarter reviewed the proposed changes to this policy.

Ms. Hunt questioned the reimbursement for the Clerk. The Planning Commissioners and ZBA members visit sites each month and they do not receive mileage reimbursement. Ms. Skolarus stated she agrees to have this removed. She will use the township's vehicle on election days.

**Moved** by Lowe, supported by Ledford, to approve amendments for the Travel and Mileage Expense Policy omitting the language regarding the exception for the Clerk on election day. **The motion carried unanimously.**

**7. Request from AT&T for the Metro Act Right of Way Permit Extension to end December 31, 2028.**

**Moved** by Hunt, supported by Lowe, to extend the AT&T Metro Act Right of Way Permit until December 31, 2028. **The motion carried unanimously.**

**8. Request for consideration of a Proclamation in Appreciation and recognition of February 4th as Rosa Parks Transit Equity Day.**

**Moved** by Hunt, supported by Dhaenens, to approve a Proclamation in Appreciation and Recognition of February 4th as Rosa Parks Transit Equity Day. **The motion carried unanimously.**

**Correspondence**

A memo was received from the Livingston County Road Commission advising that they will be funding the first brine application on dirt roads this year; however, the township should budget for three applications.

The 2023 Planning Commission Annual Report was included in the packet. Ms. Hunt suggested providing this to Staff so they can correctly answer questions from residents. Ms. VanMarter will also place it on the website.

**Member Discussion**

There were no items to discuss this evening.

**Adjournment**

**Moved** by Ledford, supported by Croft, to adjourn the meeting at 7:52 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas  
Recording Secretary

Approved: Paulette Skolarus, Clerk  
Genoa Charter Township

Bill Rogers, Supervisor  
Genoa Charter Township