

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
March 18, 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, Paulette Skolarus, Jean Ledford, Terry Croft, Diana Lowe and Jeff Dhaenens. Absent was Robin Hunt. Also present was Township Manager Kelly VanMarter, and six people in the audience.

The Pledge of Allegiance was recited.

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

Ms. Melanie Johnson stated the Master Plan has maps regarding the proposed Latson Road PUD development, noting she was told that was not the exact plan being proposed. There are natural quality areas in this development, and with all of the roads and parking lots proposed, she wants to ensure there is a stormwater management plan in place and buffers between the residential areas surrounding it.

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

Approval of Consent Agenda:

Ms. Skolarus requested to have Item #2 moved to the Regular Agenda.

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

1. Payment of Bills: March 18, 2024

Approval of Regular Agenda:

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

2. Request to approve March 4, 2024 regular meeting minutes.

Ms. Skolarus noted one change needed.

Moved by Skolarus, supported by Lowe, to approve the March 4, 2024 regular meeting minutes as amended. **The motion carried unanimously.**

3. Request for approval of year-end budget amendments for Fiscal Year 2023/2024 involving budget fund numbers: 101, 202, 208, 212, 249, 401, and 464. (Roll Call)

Ms. Skolarus stated she would like to make the following changes to the 2024 budget. Account #101-262-703-001 should be changed from \$40,000 to \$53,000 and Account #101-262-802-003

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should be reduced from \$9,000 to \$1,200. She stated that the revenue for the Clerk's budget may need to be amended because the State has said they are not paying for all expenses.

She gave each of the Board Members a spreadsheet showing a comparison of township employee salaries. She indicated that the Board had already reviewed this spreadsheet. Ms. VanMarter stated this information was not presented to the Board. Ms. Skolarus noted that Ms. VanMarter's total compensation is \$250,000 with benefits. She questioned if this was obtained from Compease. She did research and this is much higher than other managers in Livingston County. She stated the deputy clerk is underpaid.

Ms. VanMater stated that health insurance is based on family size, so this should not be considered when comparing compensation. The goal of the township was to have all employees' salaries at 95% of midpoint. And this year the goal is to have many employees moving towards 100% of midpoint. Ms. Skolarus stated that the township should be aiming to have employees at the high point.

Mr. Rogers stated the township uses Compease to ensure that employees' salaries are in line with other townships and municipalities in the County. Ms. Skolarus does not think Compease looked at just township governments. They looked at private companies. Ms. VanMarter stated they look across the state and nation for municipal salaries, including cities.

Ms. Skolarus stated automobile allowances are not in the budget. Ms. VanMarter stated it would be under "Mileage and Travel Expenses" and with contracted employees, it is included in their salaries. She added that tonight's agenda item is to approve the 2023/2024 amended budget. The 2024/2025 budget was adopted at the March 4, 2024 Board Meeting. Ms. Skolarus stated she did not have time to look at this previously because she was overwhelmed with the election. She would like to look at this in the future. Ms. VanMarter stated she has met with employees and they are very satisfied with their salaries. The Board has worked very hard to increase salaries to meet the 95% of midpoint.

Mr. Rogers noted that during COVID in 2020, the township remained open, with precautions in place, and did not have to lay off anyone. He applauded the Board and the employees for that.

Ms. VanMarter provided a review of the proposed changes.

Moved by Lowe, supported by Skolarus, to approve the year-end budget amendments for Fiscal Year 2023/2024 involving budget fund numbers: 101, 202, 208, 212, 249, 401, and 464 including the changes noted by the Clerk this evening. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Lowe - yes, Dhaenens - yes, Skolarus - yes, and Rogers - yes).**

- 4. Request to approve a \$1,200,000 project agreement with the Livingston County Road Commission to reconstruct approximately 1.6 miles of Chilson Road from Beck Road to Grand River Avenue through the Pavement Preservation Program (PPP) with the Township's cost not to exceed \$600,000 from Road Improvement Fund #401-446-812-007.**

Ms. VanMarter stated this is the final phase of the repaving of Chilson Road.

Moved by Lowe, supported by Croft, to approve a \$1,200,000 project agreement with the Livingston County Road Commission to reconstruct approximately 1.6 miles of Chilson Road from Beck Road to Grand River Avenue through the Pavement Preservation Program (PPP) with the Township's cost not to exceed \$600,000 from Road Improvement Fund #401-446-812-007. **The motion carried unanimously.**

5. Request for approval of the Uniform Video Service Local Franchise Agreement with WideOpenWest Mid Michigan, LLC (WOW! Internet, TV & Phone) including the revisions recommended by Township staff and counsel.

Ms. VanMarter stated that WOW had started working in the township prior to contacting her. The township must allow a telecommunications company to install their service but can negotiate the franchise fee percentage given to the township. Section VI shows this fee at five percent, which is the highest amount that can be given. She also included that PEG fees, which is that two percent of the total revenue for all video services, including provider-generated streaming video services, be provided to the township. Additionally, WOW must repair any damages and restore the ground after they are done with their work.

Ms. Skolarus stated that MiSignal does not give the township any money. Ms. VanMarter stated that they are under a Metro Act Permit which is a different type of agreement and they pay a different fee based on linear feet.

Mr. Dhaenens asked if Internet services can be included, because then the streaming services would be included. He requested this be asked of the attorney. He also asked if they are putting in all of their own infrastructure or are they going to use other companies' existing infrastructure. He is in support of this; however he would like to have these questions answered before voting to approve this.

Moved by Dhaenens, supported by Ledford, to table the approval of the Uniform Video Service Local Franchise Agreement with WideOpenWest Mid Michigan, LLC (WOW! Internet, TV & Phone) including the revisions recommended by Township staff and counsel. **The motion carried unanimously.**

Member Discussion

Ms. Skolarus stated a group called Stand Up Livingston wanted the township's Qualified Voter File lessened for residents who have moved out of state, and addresses where the apartment numbers are not included. Her office removed these voters based on a 1954 law, but the ACLU advised her that this was not to be done. Now she has 500 challenged voters and she must send notices Return Receipt Requested to them at a cost of \$9.00 each. She prefers to wait 12 years before she removes voters.

Ms. VanMarter asked for the Board's feedback on a diagram and photos that she presented this evening. She is proposing to reconfigure the Board table. Additionally, the large screen on the back wall would be swapped with the smaller screen behind the Board table and individual monitors would be installed for each of the Board Members. Mr. Dhaenens is in favor of this. He requested a mechanism be put in place to allow the board members to take control of what is being displayed. It would be helpful for the Planning Commission and ZBA when interacting with

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the applicant and their proposals.

Ms. Lowe agrees with the proposed changes.

Supervisor Rogers stated the audio equipment will also be updated.

Mr. Dhaenens stated he will not be at the April 1, 2024 Board Meeting.

Adjournment

Moved by Dhaenens, supported by Lowe, to adjourn the meeting at 7:29 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved: Paulette Skolarus, Clerk
Genoa Charter Township

Bill Rogers, Supervisor
Genoa Charter Township