

GENOA CHARTER TOWNSHIP BOARD

Regular Hearing

June 2nd, 2008

6:30 P.M.

AGENDA

Call to Order

Pledge of Allegiance

Call to the Public

Approval of Consent Agenda:

1. Payment of Bills
2. Request to approve minutes: 5-19-08
3. Request for approval of a proposal from Network Services Group for the purchase of a new computer, 5 monitors and new server.

Approval of Regular Agenda:

4. Request for approval of amended Articles of Incorporation for the Howell Parks and Recreation Authority.
5. Request for approval of a Request For Proposals for Township wide refuse collection.

Correspondence

Member Discussion

Adjournment

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: June 2, 2008

TOWNSHIP GENERAL EXPENSES; Thru June 2, 2008	\$144,753.67
May 30, 2008 Bi-weekly Payroll	\$32,791.38
June 2, 2008 Monthly Payroll	\$12,320.78
OPERATING EXPENSES; Thru June 2, 2008	\$157,087.32
TOTAL:	<u>\$ 346,953.15</u>

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
24047	ADT	ADT Security Services, Inc.	05/22/2008	223.22
24048	ATT& IL	AT&T	05/22/2008	736.56
24049	BADER	BADER ACRES LLC	05/22/2008	160.00
24050	FED EXPR	Federal Express Corp	05/22/2008	194.82
24051	Grand Tr	Grand Traverse Resort	05/22/2008	685.29
24052	MI CHLOR	Michigan Chloride Sales LLC	05/22/2008	8,500.00
24053	Unum	Unum Provident	05/22/2008	1,022.65
24054	VERIZONW	Verizon Wireless	05/22/2008	424.05
24055	Administ	Total Administrative Services	05/30/2008	357.67
24056	Equitabl	Equivest Unit Annuity Lock Box	05/30/2008	620.00
24057	SOM-TRE	State Of Mich- Dept Of Treasur	05/30/2008	4,295.76
24058	Administ	Total Administrative Services	06/02/2008	100.00
24059	Equitabl	Equivest Unit Annuity Lock Box	06/02/2008	20.00
24060	USTREASU	United States Treasury	06/02/2008	309.45
24061	ARCHINAL	Michael Archinal	06/02/2008	518.85
24062	AT&TLONG	AT&T Long Distance	06/02/2008	33.25
24063	BUS IMAG	Business Imaging Group	06/02/2008	30.07
24064	COMCAST	COMCAST	06/02/2008	94.03
24065	CONTINEN	Continental Linen Service	06/02/2008	66.30
24066	Cooke	The Cooke Corporation	06/02/2008	130.00
24067	FED EXPR	Federal Express Corp	06/02/2008	194.82
24068	GENOA UT	Genoa Twp Public Utilities	06/02/2008	528.40
24069	HEIKKINE	Heikkinen Law Firm	06/02/2008	2,000.00
24070	HUMPHT	Tesha Humphriss	06/02/2008	500.00
24071	INDLIFE	Indianapolis Life Insurance Co	06/02/2008	472.50
24072	KDB	KDB CUSTOM HOMES	06/02/2008	55.00
24073	MAGUIRE	Maguire Mailing Systems	06/02/2008	60.43
24074	MASTER M	Master Media Supply	06/02/2008	606.25
24075	MI CHLOR	Michigan Chloride Sales LLC	06/02/2008	10,200.00
24076	MI TW AS	Michigan Township Assoc	06/02/2008	6,360.00
24077	Miller C	Miller,Canf,Paddock,&Stone,PLC	06/02/2008	79,504.81
24078	Net serv	Network Services Group, L.L.C.	06/02/2008	22.50
24079	PHONESOF	PHONES-OFF	06/02/2008	14.74
24080	PLANNING	Michigan State University	06/02/2008	220.00
24081	Postmast	Postmaster	06/02/2008	180.00
24082	PRINTING	Printing Systems	06/02/2008	779.52
24083	SHELL	Shell	06/02/2008	107.90
24084	Tetra Te	Tetra Tech Inc	06/02/2008	16,872.67
24085	TRI COUN	Tri County Cleaning Supply Inc	06/02/2008	96.00
24086	VERIZONW	Verizon Wireless	06/02/2008	408.28
24087	WALMART	Walmart Community	06/02/2008	102.31
24088	Waste M	Waste Management of Michigan	06/02/2008	380.00
24089	WESTSHOR	West Shore Services, Inc.	06/02/2008	5,885.57
24700	GT	Genoa Twp General Fund	06/07/2004	680.00

Report Total:

144,753.67

**First National
Direct Deposit
MAY 30, 2008
Bi-Weekly Payroll**

<u>Employee Name</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
Adam Van Tassell		\$1,003.67
Amy Ruthig		\$1,049.55
Angela Williams		\$720.58
Barb Kries		\$961.57
Carol Hanus		\$1,176.68
Cinthia Howard		\$541.74
Dave Estrada		\$1,068.22
Deborah Rojewski		\$2,170.87
Genoa Township	\$22,685.06	
Greg Tatara		\$2,199.48
Judith Smith		\$1,121.24
Karen J. Saari		\$902.85
Kelly VanMarter		\$1,899.34
Laura Mroczka		\$1,219.09
Mary Krencicki		\$786.69
Michael Archinal		\$2,386.41
Renee Gray		\$900.85
Robin Hunt		\$1,223.69
Susan Sitner		\$432.97
Tammy Lindberg		\$919.57
Total Deposit		\$22,685.06

EFT #: _____
INTERNET: _____
CHECK BOOK: _____

Accounts Payable
Computer Check Register



User: sue *Bi-weekly*
 Printed: 05/27/2008 - 10:23
 Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
24055	Administ	Total Administrative Services	05/30/2008		357.67
			Check 24055 Total:		357.67
9522	AETNA LI	Aetna Life Insurance & Annuity	05/30/2008		25.00
			Check 9522 Total:		25.00
9523	EFT-FED	EFT- Federal Payroll Tax	05/30/2008		3,635.47 1,940.75 1,940.75 453.89 453.89
			Check 9523 Total:		8,424.75
9524	EFT-PENS	EFT- Payroll Pens Ln Pyts	05/30/2008		678.90
			Check 9524 Total:		678.90
24056	Equitabl	Equivest Unit Annuity Lock Box	05/30/2008		620.00
			Check 24056 Total:		620.00
9525	FIRST NA	First National Bank	05/30/2008		275.00 2,125.00 20,285.06

Check 9525 Total:

22,685.06

Report Total:

32,791.38

**First National
Direct Deposit
June 2, 2008
Monthly Payroll**

<u>Employee Name</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
Genoa Township	\$7,713.76	
Adam Van Tassel		\$508.55
Gary McCririe		\$1,741.72
H.J. Mortensen		\$498.69
Jean Ledford		\$605.54
Paulette Skolarus		\$2,810.74
Steve Wildman		\$316.80
Todd Smith		\$1,231.72
Total Deposit		<u><u>\$7,713.76</u></u>

Accounts Payable
Computer Check Register



User: sue *monthly*
Printed: 05/27/2008 - 15:13
Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
24058	Administ	Total Administrative Services	06/02/2008		100.00
				Check 24058 Total:	100.00
9526	AETNA LI	Aetna Life Insurance & Annuity	06/02/2008		250.00
				Check 9526 Total:	250.00
9527	EFT-FED	EFT- Federal Payroll Tax	06/02/2008		2,074.73 750.82 750.82 175.60 175.60
				Check 9527 Total:	3,927.57
24059	Equitabl	Equivest Unit Annuity Lock Box	06/02/2008		20.00
				Check 24059 Total:	20.00
9528	FIRST NA	First National Bank	06/02/2008		7,663.76 50.00
				Check 9528 Total:	7,713.76
24060	USTREASU	United States Treasury	06/02/2008		309.45

Check 24060 Total:

309.45

Report Total:

12,320.78

11:35 AM
05/28/08

#592 OAK POINTE WATER/SEWER FUND
Payment Of Bills
May 15 - 28, 2008

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
05/23/2008	1028	Rainmaker Irrigation	4200 Highcrest J. Clark	-139.00
05/23/2008	1029	SYNAGRO CENTRAL	Oak Pointe	-13,865.54
05/23/2008	1030	STANDARD ELECTRIC	supplies Inv#1739618-00	-15.89
05/28/2008	1031	AT & T	05/07 to 06/12/08	-533.41
05/28/2008	1032	BRIGHTON ANALYTICAL LLC	lab costs	-648.00
05/28/2008	1033	GENOA TWP -ADMINISTRATIVE FEES	02/01/08 to 04/30/08 Utility Billing	-10,053.69
05/28/2008	1034	GRAINGER	supplies	-68.49
05/28/2008	1035	GENOA TWP UTILITY FUND	utility director 1/1/08 to 3/31/08	-7,423.00
05/28/2008	1036	K & J Electric, INC	OakPointe Northshore Pump House	-205.00
05/28/2008	1037	Pfeffer, Hanniford & Palka	02/01/08 to 04/30/08	-2,300.00
05/28/2008	1038	SECURITY LOCK SERVICE, INC	keys/service call - OakPointe	-199.00
05/28/2008	1039	TETRA TECH, INC.	#50161201	-2,800.00
05/28/2008	1040	CONSUMERS ENERGY	04/22 thru 5/20/08	-287.01
05/28/2008	1041	USA Bluebook	Inv#598738	-461.81
05/28/2008	1042	Daniel Belmont	adjustments water/sewer	-136.76
05/28/2008	1043	MICHIGAN CAT	Preventive Maintenance Inv#SD040345154	-750.00
TOTAL				-39,886.60

11:38 AM
05/28/08

#592 OAK POINTE WATER/SEWER FUND
Payment Of Bills
May 15 - 28, 2008
Capital Improvement

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
05/28/2008	1015	TETRA TECH, INC.	#50161202	-1,700.00
05/28/2008	1016	LIVINGSTON COUNTY DRAIN COMMISSSION	April 2008 LCDC Charges	-2,589.62
05/28/2008	1017	John E. Green Company	Inv#115066	-36,500.00
05/28/2008	1018	FONSON, INC.	repairs & supplies	-14,342.51
TOTAL				-55,132.13

11:33 AM
05/28/08

#593 LAKE EDGEWOOD W/S FUND
Payment Of Bills
May 15 - 28, 2008

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
05/23/2008	1305	MICHIGAN CAT	Maintenance inspections & parts	-1,618.50
05/28/2008	1306	AT&T	5/7 to 6/6/08	-258.41
05/28/2008	1307	Brighton Analytical L.L.C.	lab costs INV#050857978&57789	-134.00
05/28/2008	1308	GENOA TWP-DPW UTILITY FUND # 503	Utility Director's Exp 1/1/ to 3/31/08	-1,848.00
05/28/2008	1309	GENOA TOWNSHIP-ADMIN FEES	1/1/-3/31/08 Utility billing	-1,047.90
05/28/2008	1310	Pfeffer, Hanniford & Palka	Consultations/reports 2/1/-4/30/08	-1,550.00
05/28/2008	1311	PVS NOLWOOD CHEMICALS, INC		-1,907.60
05/28/2008	1312	Tetra Tech MPS	Inv#50161199	-3,600.00
05/28/2008	1313	SYNAGRO CENTRAL	sludge removal Inv#26520	-16,850.24
TOTAL				-28,814.65

11:55 AM
05/28/08

#503 DPW UTILITY FUND
Payment Of Bills
May 15 - 28, 2008

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
05/15/2008	1034	U.S. POSTMASTER	Oak Pte Quarterly Billing 02/01/08-04/30/2008	-276.61
05/28/2008	1035	D&G Equipment, Inc.	Inv#06 6053541	-24.00
05/28/2008	1036	Grainger	Inv#9643230775	-165.02
05/28/2008	1037	J.J.Jinkieheimer	Inv#15136	-288.00
05/28/2008	1038	LOWE'S		-1,073.13
05/28/2008	1039	Master Media	Inv#55593	-30.38
05/28/2008	1040	Shell Fleet Plus	Inv#065332306805	-508.72
05/28/2008	1041	SEVERN TRENT ENVIRONMENTAL SERVICES I	Inv#STES 2036153	-218.26
05/28/2008	1042	USABlueBook	597727/592501/591832	-779.84
05/28/2008	1043	Wal-Mart Community	INV#009667	-71.98
			TOTAL	-3,435.94

11:31 AM
05/28/08

#595 PINE CREEK W/S FUND
Payment Of Bills
May 15 - 28, 2008

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
05/19/2008	2020	City of Brighton	5980 Hartford Way 0/8/17/2006-Parcel #11-36102064	-11,159.00
05/19/2008	2021	City of Brighton	5934 Hartford Way 07/20/2006- Parcel # 11-36301267	-11,159.00
05/19/2008	2022	City of Brighton	5417 River Ridge 09/17/2007 Parcel #11-36102064	-7,500.00
			TOTAL	-29,818.00

GENOA CHARTER TOWNSHIP BOARD

Public Hearing and Regular Meeting

May 19th, 2008

**(Note: A Joint Meeting of Township Board, Planning Commission
and Zoning Board of Appeals will follow the regular meeting)**

MINUTES

Supervisor McCririe called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m. The Pledge of Allegiance was then said. The following persons were present constituting a quorum for the transaction of business: Gary McCririe, Paulette Skolarus, Robin Hunt, Todd Smith, Jean Ledford, Steve Wildman and Jim Mortensen. Also present were Township Manager Michael Archinal and approximately ten persons in the audience.

A Call to the Public was made with the following response: Wayne Clayton thanked the board for their approval of the resolution concerning Herbst Road.

Approval of Consent Agenda:

Moved by Smith, supported by Ledford, to approve all items listed under the consent agenda. The motion carried unanimously.

1. Payment of Bills

2. Request to approve minutes: 5-05-08

3. Request to approve a fireworks permit for Kurt Price at 5393 Wildwood.

Approval of Regular Agenda:

Moved by Ledford, supported by Mortensen, to approve for action all items listed under the regular agenda, amending item 4 to include a call to the public and disposition of the resolution relating the Clark Lake. The amended agenda was voted and carried unanimously.

4. Conduct Public Hearing and consider request to recommend to the Michigan Department of Natural Resources that Clark Lake be restricted to electric motors only.

A. Call to the public.

A call to the public was made with the following response from residents of both Genoa Township and Brighton Township: Brighton Township did pass a resolution that was forwarded to the DNR in favor of this proposal. Clark Lake is a shallow kettle lake of approximately 25 acres with 97 homes. We are concerned with the safety of our children and want the water to remain clean. This is a safety issue. 90% of the Clark Lake

GENOA CHARTER TOWNSHIP BOARD – Regular Meeting and Public Hearing –
May 19, 2008

residents in Brighton Township were in favor of the resolution. We, through our signed petition, request the support of the Genoa Township Board in this endeavor.

B. Disposition of a resolution.

Moved by Skolarus, supported by Smith, to approve the resolution No. 080519 with minor changes. A revised copy will be provided under correspondence at the next regular meeting of the board. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Wildman, Mortensen, Skolarus and McCririe. Nays – None.

5. Request to approve a contract extension with Waste Management for refuse collection.

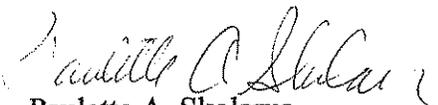
Moved by Skolarus, supported by Smith, to table the contract extension and competitively bid the collection agreement. The motion carried unanimously.

The regular meeting of the Genoa Charter Township Board was adjourned at 6:58 p.m.

A joint session of the Township Board, Planning Commission and Zoning Board of Appeals was held at 7:00 p.m. The boards discussed the following issues:

- A proposed extended care facility to be located on approximately ten acres at the intersection of Dorr and Sterling Drive, with a modification to the PUD.
- An expansion of the Cleary University facility, encouraging Cleary to seek a PUD zoning for their property within Genoa Charter Township.
- An amendment to the Zoning Ordinance or a zoning change which would allow church facilities within the industrial zoning – relative the Grand Oaks Drive lumber facility.
- Signage and landscaping to be located in a few strategic areas identifying the entrance into Genoa Township.

The work session of the board was adjourned at 8:10 p.m.


Paulette A. Skolarus
Genoa Township Clerk

(press/argus 05/23/08)

Memorandum

TO: Township Board

FROM: Michael C. Archinal, Township Manager *MA*

DATE: May 30, 2008

RE: June 2, 2008 Regular Board Meeting

-CONSIDER APPROVAL OF THE PURCHASE OF 1 NEW COMPUTER WORKSTATION AT THE COST OF \$1, 028.95

-CONSIDER APPROVAL OF THE PURCHASE OF 5 NEW WIDESCREEN MONITORS AT THE COST OF \$1, 099.75

-CONSIDER APPROVAL OF THE PURCHASE OF A NEW SERVER AT THE COST OF \$10, 531.99

Per the Township computer replacement schedule (see attached), one workstation is up for replacement this year.

Due to the low number of workstation replacements, Staff is recommending additional equipment upgrades/purchases. Staff has been phasing out the large CRT type monitors as workstations have been replaced in favor of the more ergonomic flatscreen monitors. With only 5 monitors left to be replaced, Staff is recommending that these last remaining few be replaced at this time.

Recently, the Township Mail Server, which is hosted separately from the Township Computer Server on an old Township server, has started to fail. Staff is recommending that the server purchase slated for next year be moved up to this year. This will allow the current Township Computer Server to be reused as the new Township Mail Server.

“MOVE TO APPROVE A PROPOSAL FROM NETWORK SERVICES GROUP FOR THE PURCHASE OF 1 NEW COMPUTER WORKSTATION AT A COST OF \$1 028.95

“MOVE TO APPROVE A PROPOSAL FROM NETWORK SERVICES GROUP FOR THE PURCHASE OF 5 NEW WIDESCREEN MONITORS AT THE COST OF \$1, 099.75

“MOVE TO APPROVE A PROPOSAL FROM NETWORK SERVICES GROUP FOR THE PURCHASE OF A NEW SERVER AT THE COST OF \$10, 531.99.

cc: correspondence



Network Services Group, LLC

P.O. Box 7646 • Ann Arbor, MI 48107 • Voice/Fax (877) 815-6974 • Web <http://www.nsgroupllc.com>

Estimated Hardware

Qty	Desc	Unit	Ext
1	Server (Quadcore, 4x500 RAID 10, 4GB)	\$ 2,849.00	\$ 2,849.00
1	Battery Backup System (APC SMART-UPS 1500)	\$ 399.00	\$ 399.00
5	1TB External USB Hard Disk Drive	\$ 275.00	\$ 1,375.00
1	Acronis True Image Backup Software w/ 1YR Maintenance	\$ 840.00	\$ 840.00
1	Acronis True Image Universal Restore w/ 1YR Maintenance	\$ 359.00	\$ 359.00
1	AVG Antivirus 25 User Network Edition (2YR Updates)	\$ 929.99	\$ 929.99
Total			\$ 6,751.99

Estimated Service

Qty	Desc	Unit	Ext
4	Install and configure Acronis on existing Server	\$ 90.00	\$ 360.00
8	Restore Server Image and load required drivers and configure	\$ 90.00	\$ 720.00
2	Install / Configure AVG on server	\$ 90.00	\$ 180.00
4	Configure Acronis on new server and setup backup jobs	\$ 90.00	\$ 360.00
8	Reconfigure old server to act as Linux mail filtering / VPN system. Format, install, configure, transfer existing information	\$ 90.00	\$ 720.00
16	Check workstations, install AVG, Misc	\$ 90.00	\$ 1,440.00
Total			\$ 3,780.00

Service

If you would like assistance with setting up your new server and integrating it into your network NSG would be pleased to help. Our standard hourly rate for service and support is \$90. After hours service is available on a per appointment basis at an additional rate. For your convenience we have estimated the amount of time required for the completion of this project. However this amount can vary depending on the circumstances and you will be charged for the actual time required.

Order Acknowledgement:

Name (Printed)	Title
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Signature	Date
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By signing above I authorize Network Services Group to proceed with the project described within this proposal and to order any required parts and materials that are required to do so. I also agree to provide a non-refundable deposit before work begins with the balance due upon completion. NSG will put forth a good faith effort to honor the pricing contained in this proposal for as long as possible, but cannot be held responsible for availability constraints or pricing increases by the manufacturer or distributor. If there is a discrepancy in the pricing at the time the order is placed you will be notified and may proceed or cancel the order at your option. All pricing and availability information is current as of the date on the proposal. Prices do not include sales tax.



Network Services Group, LLC

P.O. Box 7646 • Ann Arbor, MI 48107 • Voice/Fax (877) 815-6974 • Web <http://www.nsgroupllc.com>

Proposal Prepared Exclusively For

Genoa Township

Monday, May 05, 2008

Thank you for taking the time to review this proposal. Included below please find pricing for a new file server for your network.

NSG selects top quality, reliable components for all of our systems. Each system is custom designed to provide top performance, reliability, and value. Please let me know if you require any changes to the specifications listed below.

Project Overview

Genoa Township wishes to purchase a new file server to replace the existing system that has been in place for several years. The new server will offer increased speed and capacity, as well as an improved backup system. Once the new server is in place we will be able to use your existing server to replace your existing junk mail and virus filtering system, as it is old and has been having some stability issues.

Currently the township is running Windows Server 2003 Small Business Server. In addition to providing file and printer sharing services, your existing server also provides database functionality for several applications and Microsoft Exchange Email services. Because this software has been working well, and newer versions are not yet available, we plan to create a complete backup image of your server and then restore it to the new server. This will save a significant amount of time that would otherwise be required for reinstalling everything from scratch.

For backups the new server will use external USB hard drives and the Acronis True Image backup software. External drives allow for high capacity (1 Terabyte) backups that are fast and relatively inexpensive. Our proposal provides for 5 external drives to be rotated on a weekly basis, with at least one drive being kept off-site. The Acronis software creates a complete backup image of your server (operating system, programs, and data) that can be restored relatively quickly and easily in the event of an emergency.

We have also provided pricing on updated Antivirus software, and a new battery backup system for your server.

Server Specifications

Server Case with Redundant Power Supplies

1.44 Floppy

AMD 9600 QuadCore CPU

4GB SDRAM

10/100/1000 Ethernet

(4) 500GB SATA Hard Disk Drive

256MB PCI Express Video

Logitech Keyboard / Scroll Mouse

3Ware Hardware RAID Controller with Battery Backup Module

No Software, Monitor

System Price: \$2849.00



Network Services Group, LLC

P.O. Box 7646 • Ann Arbor, MI 48107 • Voice/Fax (877) 815-6974 • Web <http://www.nsgroupllc.com>

Proposal Prepared Exclusively For

Genoa Township

Tuesday, May 13, 2008

Thank you for taking the time to review this proposal. Included below please find pricing for some new computer workstations and monitors.

NSG selects top quality, reliable components for all of our systems. Each system is custom designed to provide top performance, reliability, and value. Please let me know if you require any changes to the specifications listed below.

Business Workstation

Mid-Tower Case
USB Card Reader
2GB SDRAM
AMD Athlon 64 4600X2 CPU
160GB SATA Hard Disk Drive
20X Optical Drive (CD/DVD Burner)
Microsoft Windows XP Professional
Logitech Keyboard / Scroll Mouse
10/100/1000 Ethernet
Integrated Sound and Video
No Monitor / Speakers
System Price: \$719

Sample Pricing Schedule

Qty	Desc	Unit	Ext
2	Business Workstations (AMD 4600, 2GB, 160GB) Installation and setup services for new workstations	\$ 719.00	\$ 1,438.00
5	(assumes 2.5 hours per system)	\$ 90.00	\$ 450.00
5	Acer 19" Widescreen LCD Monitor with Speakers	\$ 219.95	\$ 1,099.75
Total			\$ 2,987.75

Service

NSG charges \$90 per hour for all service and support performed during normal business hours. Typically setting up and configuring a new workstation on a network, installing programs, and transferring data required approximately 2-3 hours of service. However this can vary depending on the exact circumstances and you will be billed for the actual time required.

Order Acknowledgement:

Name (Printed)

Title

Signature

Date

By signing above I authorize Network Services Group to proceed with the project described within this proposal and to order any required parts and materials that are required to do so. I also agree to provide a non-refundable deposit before work begins with the balance due upon completion. NSG will put forth a good faith effort to honor the pricing contained in this proposal for as long as possible, but cannot be held responsible for availability constraints or pricing increases by the manufacturer or distributor. If there is a discrepancy in the pricing at the time the order is placed you will be notified and may proceed or cancel the order at your option. All pricing and availability information is current as of the date on the proposal. Prices do not include sales tax.

<u>Asset ID</u>	<u>Employee</u>	<u>Date Acquired</u>	<u>Description</u>	<u>Date of Replacement</u>	<u>Serial #</u>	<u>Notes</u>
1	Linberg, Tammy	7/1/2004	AMD Athlon XP 2600	7/1/2008		
2	Yielding, Tasha	new				
3	Saari, Karen	7/1/2005	Pentium 733 Tower/128MB	7/1/2009		
4	Sitner, Sue	7/1/2005	Pentium 733 Tower/128MB	7/1/2009		
5	Gray, Renee	7/1/2005	Pentium 733 Tower/128MB	7/1/2009		
6	Clerk vacant	7/1/2004	Pentium 733/133 Tower	7/1/2009		
7	Archinal, Michael	7/1/2006	Pentium 2.4 Tower/2 Gig	7/1/2011		
8	VanTassell, Adam	7/1/2006	Pentium 2.4 Tower/2 Gig	7/1/2011		
9	Mrocza, Laura	7/1/2006	Pentium 2.4 Tower/2 Gig	7/1/2011		
10	Rojewski, Deborah	7/1/2006	Pentium 2.4 Tower/2 Gig	7/1/2011		
11	Williams, Angie	7/1/2006	Pentium 2.4 Tower/2 Gig	7/1/2011		
12	Tatara, Greg	2/1/2006	Pentium 2.4 Tower/2 Gig	7/1/2011		
13	Kreis, Barb	7/1/2006	Pentium 2.4 Tower/2 Gig	7/1/2011		
14	Hunt, Robin	7/1/2006	Pentium 2.4 Tower/2 Gig	7/1/2012		rp1cd 10/07 lightning
15	Ruthig, Amy	7/1/2007	Pentium 733 Tower/128MB	7/1/2012		
16	Hanus, Carol	7/1/2007	AMD Athlon XP 2600	7/1/2012		
17	Assessing vacant	7/1/2007	Pentium 1.6 Tower/512MB	7/1/2012		
18	GIS Computer	7/1/2007	Unknown	7/1/2012		
19	Smith, Judi	7/1/2004	AMD Athlon XP 2600	7/1/2012		rp1cd 10/07 lightning
20	Van Marter, Kelly	7/1/2004	AMD Athlon XP 2600	7/1/2012		rp1cd 10/07 lightning
21	Krencicki, Mary		State supplied computer			
22	Tax Receipt Computer	7/1/2005	Unknown	R		
23	Utility Read Computer	7/1/2005	Unknown	R		
24	Map Room	7/1/2005	Unknown	R		
25	Utility Login Terminal	7/1/2005	Unknown	R		
26	Skolarus, Polly		SEE LAPTOP			
27	McCritie, Gary		SEE LAPTOP			

Genoa Computers

<u>Asset ID</u>	<u>Employee</u>	<u>Date Acquired</u>	<u>Description</u>	<u>Date of Replacement</u>	<u>Serial #</u>	<u>Product ID#</u>
1	Township Server	7/1/2004	Pentium 733/133 Tower	7/1/2009		
2	Switches	10/1/2007		7/1/2017		

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ARTICLE I

NAME AND OFFICE

The name of the Authority shall be and is the "Howell Area Parks and Recreation Authority", hereinafter referred to as the "Authority". The principal office of the Authority shall be located at 925 W. Grand River Avenue, Howell, Michigan or at such other location as may be designated by the Board of the Authority.

ARTICLE II

DEFINITIONS

The terms "authority," "board," "participating municipality," "park," "recreational purposes," "swimming pool," "and territory of the Authority" as used in these Articles of Incorporation shall be as now or hereafter defined in Section 1 of Michigan Public Act 321 of 2000, as amended ("Act 321"), that being MCL 123.1134, *et seq.* Other terms shall have such meaning as may be specified in the various provisions of these Articles of Incorporation.

ARTICLE III

PARTICIPATING MUNICIPALITIES AND TERRITORY

The participating and creating municipalities of the Authority are the City of Howell, portions of Genoa Township containing precinct 1, 2, 3A, 3B, 5B, 10, Township of Marion and the precincts of the Township of Oceola which are contained in the Howell Public School District, in the County of Livingston, Michigan, all of which are hereby designated and referred to in these Articles as the "participating municipalities." The "territory of the Authority" shall be all of the combined territory of the participating municipalities as stated in this paragraph.

ARTICLE IV

PURPOSE

The purpose of the Authority shall be to construct, operate, maintain and/or improve recreational facilities, including, but not limited to, parks, swimming pools, recreation centers, auditoriums and any other facilities authorized by Section 5 of Act 321, to acquire land for recreation purposes authorized by Section 5 of Act 321, and to provide recreational services as authorized by Act 321.

ARTICLE V

POWERS

The Authority shall be a body corporate with power to sue or be sued in any court in the State of Michigan. Its jurisdiction shall include all of the total territory embraced within the described boundaries of its participating municipalities, as defined in Article III of these Articles, as now constituted or hereafter changed through annexation, detachment, consolidation or change of municipal identity.

The Authority shall possess all of the powers specified in Act 321 and all other laws of the State of Michigan and all the powers necessary to carry out the purposes thereof and those powers incidental thereto. It may acquire property by purchase, lease, grant, gift, devise, land contract or installment purchase contract, either within or outside its corporate limits, and may hold, manage,

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control, sell (if the assets are owned by the authority), exchange or lease owned property for a system of parks and public recreational facilities including, but not limited to, related buildings, structures, sports fields, apparatus, equipment, pathways, waterways, athletic courts and pools used in connection with the operation of a parks and recreation program. It may acquire, by purchase, lease or otherwise, and succeed to any or all of the rights, obligations and property of the cities or townships, or any parts thereof, toward lands and structures within the territorial limits of the Authority comprising parks and recreational facilities. Upon approval of these Articles of Incorporation, no approval of the electors shall be necessary for the Authority to acquire and/or manage parks and facilities located within or outside the Authority. The Authority may sell or lease owned lands and facilities within or outside the Authority's boundaries. The Authority may exercise all powers in the management and control of Authority property, including the extent of use by persons residing outside the boundaries of the Authority, and in the administration of the Authority, whether such powers are expressly enumerated or not.

ARTICLE VI

TERM

The Authority shall continue in existence perpetually or until dissolved by the majority vote of each of the then participating municipalities. A participating municipality shall not withdraw from the Authority during the period for which the Authority has been authorized to levy a tax by the electors of the Authority.

ARTICLE VII

FISCAL YEAR

The fiscal year of the Authority shall commence on the first day of July in each year and shall end on the last day of June of the subsequent year.

ARTICLE VIII

GOVERNING BOARD

The Authority shall be directed and governed by an odd number Board of Trustees, known as the "Howell Area Parks and Recreation Authority Board" and hereinafter sometimes referred to as the "Board," which shall be made up of one member selected by the governing body of each participating municipality, each of whom shall be an elected official of said participating municipality or the township or city which shall encompass said participating municipality if that participating municipality is a district; and a member selected by the Howell Public Schools Board of Education who shall reside within the Authority's jurisdictional boundaries. The Recreation Authority Board will appoint one resident who shall reside within the Authority's jurisdictional boundaries to the Board, if needed, to meet the required odd number of members. An individual appointed by the Recreation Authority Board under this provision shall not reside in the same municipality as the individual selected by the Howell Public Schools Board of Education. This appointed member shall serve a term of not more than two (2) years and shall be eligible for reappointment. This appointed member shall not be an elected official of any participating municipality. Each member of the Board shall qualify by taking the constitutional oath of office and filing it with the clerk of his or her respective participating municipality, or in the case of the member selected by the Howell Public Schools Board of Education with the Secretary of the Howell Public Schools Board of Education, or in the case of the member selected by the Board, with the Secretary of the Board.

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The Recreation Authority Board, the governing body of each participating municipality, and the Howell Public Schools Board of Education may appoint an alternate member who shall attend meetings and vote and otherwise act at such meetings in the absence of the member appointed by such governing body. Alternate members must meet the requirements as set forth in this Article VIII.

The Authority shall not employ members of the Board, or members of their immediate families, in any position other than one which is voluntary and unpaid. Each year in July, the board shall elect officers at an organizational meeting including: Chairman, Vice Chairman, Secretary, and Treasurer. Officers shall serve until the organizational meeting of the following year or until their respective successors shall be selected and qualified. No selection to the Authority and no selection of an officer shall be deemed to be invalid because it was not made with or at the time specified in these Articles. Any Board member may be removed at any time for cause or without cause by action of the governing body that selected such member.

ARTICLE IX

COMPENSATION

Pursuant to the requirements of Act 321, members of the Authority Board shall not be compensated for their service by the Authority. Each member of the Board shall, however, be entitled to reimbursement for all expenditures made by him or her in carrying out official duties as may be approved by the Board and to the extent authorized by the budget for the Authority for each fiscal year.

ARTICLE X

VACANCY

In the event of a vacancy on the Board, the governing body selecting such representative shall fill the vacancy as expediently as possible.

ARTICLE XI

MEETINGS

Meetings of the Authority shall be held as required and at least quarterly at such time and place as shall be prescribed by resolution of the Board. Each member of the Board shall have one vote. Special meetings of the Board may be called by the Chairperson, or any two (2) members thereof, by written notice to the time, place and purposes thereof, upon each member of the Board, personally, or by leaving it at his or her place of residence at least twenty-four (24) hours prior to the time of such meeting, or by depositing the same in the U.S. Post Office or mail box within the limits of the Authority, at least seventy-two (72) hours prior to the time of such meeting, enclosed in a sealed envelope properly addressed to such member at his or her home address or office address, whichever shall have been designated by the member, with postage fully prepaid. If a member has not designated a mailing address for Board purposes, notice must be mailed to both the member's home and office addresses. Any meeting of the Board shall be held, and any notice therefore shall be given, in accordance with the provisions of Act 267, Public Acts of Michigan, 1976, as amended. (Open Meetings Act.) Any member may waive notice of any special meeting either before or after the holding thereof. At least a majority of the voting members of the Board shall be required for a quorum. The Board shall act by motion or resolution. A vote of the majority of the members of the Board who are present at any meeting, at which a quorum is

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present, shall be sufficient for passage of any motion or resolution. However, notwithstanding anything herein to the contrary, any vote regarding the annual budget, capital expenditures, projected revenues, projected expenditures, budget and budget amendments, shall only be voted upon by a vote of the majority of the members of the Board, and not the majority which would otherwise constitute a quorum.

The Board shall have the right to adopt rules governing its procedures, which are not in conflict with the terms of any statute of the State of Michigan or of these Articles of Incorporation. The Board shall keep a record of its proceedings, which record shall be signed by the Secretary and open to the public. All votes shall be "Yes," "No" or "Abstain," provided where the vote is unanimous, it shall only be necessary to so state.

ARTICLE XII

DUTIES OF BOARD AND OFFICERS

The Chairperson of the Board shall be the presiding officer thereof, and shall be permitted, with the consent of the Board, to appoint committees of the Board as necessary. Except as herein otherwise provided, the Chairperson and Board Members shall not have any executive or administrative functions other than as a member of the Board. In the absence or disability of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson. The Secretary shall be the recording officer of the Board. The Treasurer shall be the custodian of the funds of the Authority and shall give to it a bond conditioned upon the faithful performance of the duties of his or her office. All money shall be deposited in a bank or banks, to be designated by the Board, and all checks or other forms of withdrawal there from shall follow the approved financial policies as accepted by the Board of Trustees. . All authorized signatories shall give a bond conditioned upon the faithful performance of the prescribed duties. The Authority shall pay the cost of the bonds.

ARTICLE XIII

REVENUE SOURCES, BUDGETING, AND FINANCING THE AUTHORITY

Revenue Sources

The Authority shall have the power to assess and collect fees, rents, tolls, excises, and service charges; to borrow money and issue revenue bonds in accordance with the provisions of Act 94, Public Acts of Michigan, 1933, as amended; to borrow money and issue bonds on the credit of the Authority a sum not to exceed 2 mills of the taxable value of the taxable property within the territory of the Authority for the purpose of acquiring, owning, purchasing, constructing, maintaining or operating a system of parks and recreational facilities or any combination thereof; and to appropriate money annually for Authority purposes and to lay and collect taxes for Authority purposes in a sum not to exceed one (1) mill provided that it is approved in each participating municipality by a vote of the electorate, as provided in Act 321, and to raise revenue by any other levy or bond issuance authorized by Act 321. The term of any bond, note, land contract, installment purchase contract or other borrowed money shall not extend beyond the last day of the fiscal year of a property tax authorized under Article XIII.

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Financing the Authority

A. Financial Contribution From Each Participating Municipality Until Millage Election

Beginning in FY07/08, the participating municipalities may choose from two different funding levels of either \$100,000 or \$57,980 year. Starting in FY 08/09 the lower contribution rate will rise by the Consumer Price Index for the proceeding year. The \$100,000 level shall remain the same until the lower tier equals \$100,000 level then all contributions under this formula will rise by the Consumer Price Index for the proceeding year. Residents of municipalities who choose to participate at \$100,000 level will be entitled to the lowest program fee structure. Residents of municipalities who choose to fund at the \$57,980 level will generally be assessed a premium program fee equaling the percentage difference between the \$100,000 level and the lower level for service. Once the contribution rates are equalized to \$100,000 then all residents of participating municipalities will be charged the same program fees. Any resident of a nonparticipating municipality will be generally charged two times the normal program fee. Annual financial contributions shall be made quarterly to the Authority.

It is the intent of the participating municipalities and these Articles that the question of a property tax levy as authorized by Section 11 of Act 321 will be put to the electorate with the earliest date of 2010 or at such subsequent time as the board shall determine. In the event said levy shall be approved, the funding mechanism in subsection B will replace the funding mechanism in this subsection. In the event that the levy is not approved by the voters, or any future renewal of such levy is not approved by the voters, it is the intent of these Articles, without further action being required, that the Authority will dissolve, and said dissolution will be conducted in accordance with Article XV of these Articles, unless two-thirds (2/3rds) of the participating municipalities shall, by resolution of their governing bodies within 90 days of the failure of the millage question, determine that the Authority should continue. In the event that two-thirds of the participating municipalities resolve to continue the Authority, all participating members not so resolving will put the question to their governing bodies and resolve to either continue the Authority or withdraw from the Authority. Any withdrawal shall be conducted in accordance with Article XIV of these Articles. In the event two-thirds, or more, participating members shall elect to continue the Authority following the failure of a millage question, the funding pattern set forth in the first paragraph of this section shall be followed unless and until the remaining participating municipalities amend these Articles to state a new funding mechanism and/or formula.

B. Property Tax Levy

As an alternative to the financial contribution formula in subsection A of this section, the Authority may levy a tax on all taxable property within the territory of the Authority as authorized by Section 11 of Act 321. For so long as the Authority is funded by a levy as authorized by Section 11 of Act 321, the imposition of such a levy shall preclude the Board and/or Authority from requiring any further financial contributions from each participating municipality. Nothing in this paragraph shall be construed as preventing a participating municipality, by action of its governing body, from providing additional contributions to the Authority, for either general or a specific use.

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C. Rollover Funding During Initial Operations

In addition to the above sources, the Authority may, during its first year of operations and additionally until the approval of the Property Tax Levy envisioned by this Article, be funded in part or whole via allocation of funds already designated for recreational activities by the participating municipalities. Any funds allocated directly from any participating municipality under this paragraph shall be credited toward that participating municipality's share under any budgetary computations under paragraph A for the first year or part thereof of operations of the Authority. Prior to commencement of the Property Tax Levy, the Authority Board shall make arrangements for the management and accounting of the Authority's finances by contract or through internal accounting by one of the participating municipalities.

Budgeting

D. Budget Process During Periods Not Funded by Property Tax Levy

For so long as the Authority is not financed by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (B) of these articles, the mandates of this paragraph shall apply to the Authority's budgeting process. The Board shall prepare a proposed annual operating and capital budget reflecting the projected revenues and projected expenditures of the Authority for the next fiscal year beginning July 1. The Board shall adopt the proposed budget by a majority vote of the members of the Board in such a manner as to assure submission of the adopted tentative budget to the participating municipalities no later than March 1 of each year. The proposed budget shall provide for contributions from the member municipalities which are not greater than those which would be arrived at using the formula utilized in subparagraph A of this Article. After the approval of the proposed budget by the governing bodies of a two-thirds majority of the participating municipalities, the Board shall give final approval to the Authority budget for the next fiscal year. The budget may be amended from time to time upon approval by the governing bodies of a two-thirds majority of the participating municipalities. As used herein, the Howell School Board shall not be considered a participating municipality, nor shall its approval be required at any stage of the budget process.

E. Budget Process During Periods Funded by Property Tax Levy

During any period in which the Authority is financed by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (B) of these Articles, the mandates of this paragraph shall apply to the Authority's budgeting process, and shall supercede the mandates of paragraph (D) of this Article. The Board shall prepare a proposed annual operating and capital budget reflecting the projected revenues and projected expenditures of the Authority for the next fiscal year beginning July 1. The Board shall adopt the proposed budget by a majority vote of the members of the Board in such a manner as to assure that said budget is approved prior to July 1 of the year it is to commence. The Board's approval by majority vote shall be the final approval required for the budget. The budget may be amended from time to time upon approval of a majority of the Board. Nothing in this subsection shall be construed to require a participating municipality to fund the Authority with any general fund monies without the approval of said funding by that participating municipality's governing body, which shall retain the discretion to approve or deny general fund monies to the Authority during the time periods to which this subsection applies. During any period in which the Authority shall cease to be funded by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (B) of these Articles, the budget procedure

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followed shall be that found in Paragraph (D) of this Article, which shall supercede this Paragraph during all such times.

F. Accounting and Budgeting Practices

The accounting and budgeting practices of the Authority shall conform with standard accounting practices, the Uniform Budgeting and Accounting Act, Act 2, Public Acts of Michigan, 1968, as amended, and all other applicable provisions of law.

ARTICLE XIV.

PARTICIPATING MUNICIPALITY WITHDRAWAL

A participating municipality shall not withdraw from the Authority during the period that a tax is authorized to be levied by the electors of the Authority.

A participating municipality may withdraw from the Authority, subject to the limitation in the first paragraph of this Article, by resolution of the participating municipality's legislative body approving the withdrawal, a certified copy of the resolution shall be provided to the Board at least twelve (12) months prior to the beginning of a new fiscal year for the Authority. Such new fiscal year shall serve as the effective date for the withdrawal. Notwithstanding these requirements, any withdrawal occurring pursuant to subsection A of Article XIII shall be deemed to be effective on the last day of the fiscal year, with the only notice requirement being the Authority's receipt of a resolution of withdrawal enacted by the withdrawing member's governing body on or before 90 days prior to the last day of the fiscal year.

A participating municipality that withdraws from the Authority shall remain liable for a proportion of the debts and liabilities of the Authority incurred while the participating municipality was a part of the Authority. The proportion of the Authority's debts for which a participating municipality remains liable as a result of this withdrawal from the Authority shall be determined by dividing the state equalized value of the real property in the participating municipality by the state equalized value of all real property in the Authority on the effective date of the withdrawal.

Any property owned by the Authority, which is in the possession of the withdrawing municipality or in the possession of personnel who will no longer remain with the Authority as a result of the participating municipality's withdrawal from the Authority, shall be returned to the Authority before the effective date of the withdrawal. The withdrawing municipality shall not be entitled to the return of any credit for any property or money it transferred to or paid to the Authority prior to the withdrawal.

ARTICLE XV.

DISSOLUTION OF AUTHORITY

The Authority may be dissolved by the concurring resolution of the governing body of each participating municipality of the Authority at the time of such dissolution, or by operation of subsection A of Article XIII following failure of a millage and subsequent failure of the governing bodies of at least two-thirds of the participating members to resolve to continue the Authority. Prior to dissolution of the Authority any outstanding indebtedness of the Authority, including any bonds issued under Section 21 and/or Section 23 of Act 321 shall be paid. Any

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assets of the Authority remaining after the payment of any such outstanding indebtedness shall be distributed to the participating municipalities of the Authority at the time of the dissolution based upon each participating municipality's most recent financial contribution to the Authority. Any land, buildings, and/or facilities that were contributed to the Authority by a participating municipality and is maintained, owned, or operated by the Authority shall revert back to the originating municipality. Any land purchased by the authority or donated shall be sold and the proceeds distributed according to the 1) the formula in Article XIII, paragraph A, if the participating municipalities, at the time of dissolution, are directly funding the Authority's budget or 2) according to the formula arrived at by dividing the state equalized value of the real property in each participating municipality by the state equalized value of all real property in the Authority on the effective date of the dissolution. In all instances, the participating municipality in which said real estate is located shall be given the right of first refusal on the purchase of said real estate. In the event of a dissolution following a period of property tax levy by the Authority, any funds obtained via levy, and/or property purchased by such funds, which are subsequently distributed to the participating municipalities pursuant to this Article shall be assigned by the participating municipalities to public purposes consistent with the purposes approved by the electorate for the original levy.

Notwithstanding the above paragraph, in the event that, at the time of dissolution, the Authority is in possession of lands acquired with, or developed with, in whole or in part, grant funds from the Michigan Natural Resources Trust Fund (hereinafter the "MNRTF"), the following procedure shall control the disposition of said lands. All lands purchased or developed with MNRTF funds, in whole or in part, must be maintained as public outdoor recreation land in perpetuity, unless said lands are replaced with land of equivalent fair market value and recreational usefulness, unless said lands, instead of being purchased, are leased for a period of at least twenty (20) years with the assistance of MNRTF funds. Accordingly, to comply with MNRTF mandates in the event of dissolution, the participating municipality in which the lands acquired or developed with MNRTF funds are located shall assume title and control of said lands, and shall be required to maintain said lands as public outdoor recreation land in perpetuity, or until the expiration of any lease of the lands from any party to the Authority or its successors whose original period was twenty (20) years or longer, whichever is greater, unless said lands are replaced with land of equivalent fair market value and recreational usefulness. Said lands shall be transferred to the participating municipality in which the lands are located, and said transfer shall not be credited, set-off, or computed against any other allocation under this Article's dissolution procedure, nor shall any credit, computation, or set-off be made in recognition of any maintenance costs associated with said lands.

ARTICLE XVI

EMPLOYEES

The Board may employ such personnel and employees as it may consider desirable and may retain from time to time the services of attorneys, accountants, and other consultants, as the Board considers necessary to carry out the purpose of the Authority.

The Board shall appoint a Director of Parks and Recreation of the Authority who shall be the chief administrative employee of the Authority, and who shall, as determined by the Board, have sufficient qualifications and experience necessary to serve as the chief administrative officer of the Authority. The Director shall administer the activities conducted and services provided by the

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Authority on a daily basis as may be more fully determined by the Board. The Director will serve at the pleasure of the Board.

ARTICLE XVII

AUDIT

The Board shall procure an annual audit, consistent with the requirements of Section 27 of Act 321, to be made of the books, records and financial transactions of the Authority by a certified public accountant. Three copies of the audit report prepared by the certified public accountant shall be furnished to each participating municipality. The books and records of the Authority shall be open for inspection by any participating municipality at all reasonable times.

ARTICLE XVIII

STATE, FEDERAL AND PRIVATE GRANTS

The Authority shall have the power to apply for and accept grants, loans or contributions from the United States of America or any agency or instrumentality thereof, the State of Michigan or other public or private agencies; and to do any and all requirements necessary or desirable to secure such financial or other aid or cooperation in carrying out any of the purposes of Act 321. In the event that any grant, loan or contribution shall require a long term obligation as to the use, maintenance, or operation of a specific piece of property, the approval of the governing body of the participating municipality in which such property is located shall be required prior to the acceptance of the grant, loan, or contribution by the Authority.

ARTICLE XIX

INVESTMENT

The Treasurer of the Authority when authorized by a resolution of the Board may invest general funds of the Authority. The board must approve the treasurer's investment policy. Such investment by the Treasurer shall be made in compliance with the laws of the State of Michigan.

ARTICLE XX

EXEMPTION FROM TAXATION

The property of the Authority shall be exempt from all taxation and assessments and no writ of attachment or writ of execution shall be levied upon the property of the Authority.

ARTICLE XXI

PUBLICATION

These Articles of Incorporation shall be published not less than once in a newspaper generally circulated within the participating municipalities, before they are adopted. The adoption of these Articles of Incorporation by a participating municipality shall be evidenced by an endorsement on these Articles by the clerk of such participating municipality. Upon adoption of these Articles of Incorporation by each of these participating municipalities, a printed copy thereof shall be filed with the Secretary of State.

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ARTICLE XXII

EFFECTIVE DATE

The Authority shall become effective upon the filing of certified copies of these Articles with the Secretary of State, as provided in the preceding Article.

ARTICLE XXIII

AMENDMENTS

These Articles of Incorporation may be amended at any time so as to permit any county, city, village or township to become a participating municipality of the Authority, if such amendment to the Articles of Incorporation are adopted by the legislative body of such county, city, village or township proposing to become a member, and if such amendment is adopted by the legislative body of each participating municipality of which the Authority is composed. Other amendments may be made to these Articles of Incorporation at any time if adopted by the legislative body of each participating municipality of which the Authority is composed. This requirement shall apply to all amendments to the articles, including those which would otherwise be exempted by paragraph (4) of Section 5 of Act 321. Any such amendment shall be published, endorsed, and certified and printed copies thereof filed in the same manner as the original Articles of Incorporation.

ARTICLE XXIV

REVERSION OF LEASES OF EXISTING PARK LAND

In the event that any land leased to the Authority shall, during the Authority's stewardship and lease of said lands, be improved or developed, in whole or in part, with the assistance of Michigan Natural Resources Trust Fund ("MNRTF") and/or Land and Water Conservation Fund ("LWCF") monies, the Authority shall, throughout the Authority's stewardship and lease of the lands, be responsible for maintaining said lands in accordance with all grant requirements attendant to funding under the MNRTF and/or LWCF requirements. In the event of the dissolution of the Authority, or any other termination of the Authority's lease for any reason, the participating municipality which holds title to the lands shall maintain said lands in accordance with all grant requirements attendant to funding under the MNRTF and/or LWCF requirements, in perpetuity for those obligations occurring pursuant to LWCF requirements, and for the entire period of the grant or original lease of the property, whichever is longer, for those obligations occurring under the MNRTF. The requirements of this paragraph shall not be utilized in any way in determining any calculations, credits, or set-offs in regards to any dissolution arrangements under Article XV of these Articles.

ARTICLE XXV

MISCELLANEOUS

These Articles of Incorporation may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The captions in these Articles of Incorporation are for convenience only and shall not be considered as part of these Articles of Incorporation or in any way limiting or amplifying the terms and provisions hereof.

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These Articles have been adopted by the governing bodies of the: City of Howell, the Township of Genoa, the Township of Marion and the Township of Oceola, as set forth in the following endorsements, and in witness whereof the Mayor and City Clerk of the City of Howell, Supervisor and Township Clerk of the Township of Genoa, Supervisor and Township Clerk of the Township of Marion and Supervisor and Township Clerk of the Township of Oceola, have endorsed thereon the statement of such adoption.

Mayor, City of Howell

Clerk, City of Howell

The foregoing Articles of Incorporation were adopted by the City Council of the City of Howell, Livingston County, Michigan, at a meeting duly held on the ____ day of _____, 2008.

Supervisor, Township of Genoa

Clerk, Township of Genoa

The foregoing Articles of Incorporation were adopted by the Township Board of the Township of Genoa, Livingston County, Michigan, at a meeting duly held on the ____ day of _____, 2008.

Supervisor, Township of Marion

Clerk, Township of Marion

The foregoing Articles of Incorporation were adopted by the Township Board of the Township of Marion, Livingston County, Michigan, at a meeting duly held on the ____ day of _____, 2008.

Supervisor, Township of Oceola

Clerk, Township of Oceola

The foregoing Articles of Incorporation were adopted by the Township Board of the Township of Oceola, Livingston County, Michigan, at a meeting duly held on the ____ day of _____, 2008.

MEMORANDUM

To: Township Board

From: Michael Archinal 

Date: May 29, 2008

Re: Refuse Collection R.F.P.

Attached you will find a draft request for a proposal for residential refuse collection. At the May 19th, 2008 board meeting a contract extension with Waste Management was tabled and direction given that bids were to be sought. Subject to Board approval the R.F.P. will be distributed and bids sought from appropriate vendors.

Acknowledging raising fuel costs the R.F.P. provides for an "opener" should diesel costs exceed \$7.00 per gallon. The term is five years.

Previous contracts have had very confusing formulas for adding customers. Because growth is not the issue it has been in previous years the R.F.P. asks the contractor to provide a five-year cost scale that will remain fixed unless the number of residential units increases by more than 5%.

Please consider the following action:

Moved by _____, supported by _____, to direct staff to distribute the RFP and seek bids for refuse collection.

INVITATION TO QUOTE RESIDENTIAL WASTE PICK-UP SERVICES FOR THE GENOA CHARTER TOWNSHIP

OFFERED BY

- ✓ GENOA CHARTER TOWNSHIP, 2911 Dorr Road, Brighton, MI 48116.
Telephone 810-227-5225, Fax 810-227-3420 // Email mike@genoa.org

INVITED PARTIES

- ✓ Genoa Charter Township is inviting waste removal and disposal firms to quote fees for residential services. Quotes should be flat rate per month per customer with no CPI, fuel or similar adjustments. Please refer to quote sheet and further information herein.

BACKGROUND and CURRENT STATUS

- ✓ Genoa Charter Township is a rural /suburban community of approximately 34 square miles. Currently (May 2008) the Township has 9,105 residential customers (units). The Township has adopted an ordinance making residential rubbish service mandatory for these residential customers.

QUOTES

- ✓ The Township is interested in soliciting residential rubbish and recycling services for its residential properties. This includes obtaining quotes and meeting with those companies the Township deems capable of providing both service and affordable prices. The existing contract expires July 1, 2008. It is anticipated that the current provider will continue to provide service on a month to month basis until a new provider is selected or the current contract is extended.
- ✓ Quotes are to be provided to the Township Manager Mike Archinal on or before 4:00 p.m. June 30, 2008. They are to be provided in a sealed envelope. Three copies are to be provided. Bids will be opened at 4:00 p.m. and all parties may be present at the opening.
- ✓ The Township reserves the right to seek additional assurance and insurance from the party it may select to provide the requested services.
- ✓ The Township reserves the right to reject any and all quotes as well as to negotiate with any and all quoting parties if it deems such is in the best interest of the Township.
- ✓ Quotes submitted are public documents subject to the Freedom of Information Act and may be released to other invited parties and/or the public in general.
- ✓ Should the number of residential units increase by more than 5% (e.g. $9105 \times .05 = 455$ units) the Township will agree to negotiate an increase to the contract price on a pro-rata basis.

- ✓ The Township acknowledges the volatility of fuel prices. Should the weekly retail on-highway low and ultra low sulphur diesel price for the Midwest region exceed \$7.00 per gallon during the term of the agreement the Township agrees to reopen and renegotiate the agreement. Price will be the weekly average as reported by the Energy Information Administration of the Department of Energy.
- ✓ The Township is interested in seeking quotes for services for a 5-year period.
- ✓ Please use the forms provided. Attach additional sheets to the quote if necessary.
- ✓ The Township currently bills the customer for trash service and administers a large/bulk item sticker program. The vendor will be responsible for billing curb cart rental and recycling subscriptions at no additional cost to the Township.
- ✓ You may direct questions or request appointments with the Township Manager by calling 810-227-5225 weekdays between 9:00 a.m. and 5:00 p.m.

SERVICES REQUESTED

Please clearly identify what you are quoting. You may attach an extra sheet to the provided quote sheet for your explanations to points below.

- ✓ Roll-Away-Waste-Carts in 96 gallon or similar size.
- ✓ Recycling Bin provided at no charge to each residential customer requesting recycling service.
- ✓ Replacement Roll-Away-Waste-Carts and recycling bins may be provided as per your policy. *Please provide detail of that policy. Please advise if replacement roll-away-waste-carts carry any fee.*
- ✓ Weekly service, same day(s) of the week each week, for trash and rubbish pick-up. *Which day(s) of the week are you quoting?*
- ✓ *Indicate exclusion, if any, to materials you do not consider part of the normal residential pick-up.*
- ✓ Every other week pick-up for recyclable materials such as glass, tin and plastics (1-7). *The Township does not currently mandate Township wide recycling. Quotes should be on a per customer basis.*
- ✓ The Township hosts four yard waste drop-offs per year at the Township Hall. Events occur on Saturdays from 9 a.m. – 12 noon and typically require two trucks. Vendor to provide this service at no additional charge.
- ✓ The contractor agrees to provide at no extra charge, R.A.W.C.'s and weekly collection of trash at the following Township facilities:
 - Genoa Charter Township Hall
 - Genoa Fire Substation #34
 - Genoa Fire Substation #35

- ✓ Next day holiday service so that if a holiday falls on a pick-up day you will then offer a standard day that same week to pick-up waste following a holiday.
- ✓ Large Items Trash Pick-Up administered through a permit/sticker program. Customer purchases sticker from Township and affixes it to large item. Item is placed curbside on normal collection day. Vendor picks up item with normal route or special truck if necessary.
Quote per pick-up costs.

OTHER INFORMATION

Please provide information and references about your company that demonstrates 1) You have the capability, experience and expertise to handle Genoa Charter Township; 2) You can provide services throughout the length of the contract; and 3) Are able to withstand equipment failures and/or personnel issues that may affect services to Genoa Charter Township.

PRE-BID DISCUSSION MEETING

Please be advised interested parties may attend a pre-bid discussion meeting on June 12, 2008 at 10:00 a.m. at Genoa Charter Township Hall. The purpose of the meeting is to review the RFP as well as receive and respond to questions interested parties may have. Attendance is encouraged but not mandatory.

CONTRACT

Should the Township agree to engage one of the invited parties, a formal contract would be drawn up putting into place the above and other aspects usual and customary with such contracts between a municipality and a service provider.

QUOTATION FIRM FOR 120 DAYS

Quotations shall be good for 120 days from the deadline date for submissions (June 30, 2008)
Quotation Form Follows.

GENOA CHARTER TOWNSHIP WASTE REMOVAL BID TABULATION

PLEASE, use a minimum customer base of 9,105 customers per month and quote Price Per Customer Per Month Bulk item quote per pick-up.

Flat Rate Weekly Basic Service - Your Quote Per Month Per Customer

Flat Rate Quote For Basic Weekly Pick-Up Service	Year 1	Year 2	Year 3	Year 4	Year 5
--------------------------------------------------	--------	--------	--------	--------	--------

Flat Rate Every Other Week Recycling – Your Quote Per Month Per Customer

Additional Fee For Recycling	Year 1	Year 2	Year 3	Year 4	Year 5
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Flat Rate Individual Large/Bulk Item Pick-Up

Additional Fee For Large/Bulk Item	Year 1	Year 2	Year 3	Year 4	Year 5
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Flat Rate Quote Per Month Per RAWC

Fee for RAWC	Year 1	Year 2	Year 3	Year 4	Year 5
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Size RAWC: _____ Earliest Possible Start Date: _____

Replacement RAWC Policy: _____

Day of the Week Proposed: _____

Holiday/Alternate Day Pick Up: _____

Material Exclusion Policy: _____

Person Submitting Form: _____

Print/Type

Title

Signature: _____ Date