

**GENOA CHARTER TOWNSHIP  
BOARD OF TRUSTEES  
DECEMBER 15<sup>th</sup>, 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: 12-1-08
3. Request for approval of appointments to the Board of Review as submitted by the Township Supervisor.
4. Request for appointment of Gary McCririe as alternate on the Howell Area Parks and Recreation Authority.

**Approval of Regular Agenda:**

5. Presentation by Deborah Mikula, Director of Howell Area Parks and Recreation Authority concerning a request to approve proposed language for the Howell Area Parks and Recreation master plan.
6. Request for approval of rate changes to the Oak Pointe and Lake Edgewood water and sewer districts.
7. Request for approval of a resolution of Public Necessity for property located in Sec. 9. (Tax Parcel 4711-09-300-008)

Correspondence  
Member Discussion  
Adjournment

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: December 15, 2008

TOWNSHIP GENERAL EXPENSES: Thru December 15, 2008	\$82,754.73
December 12, 2008 Bi-Weekly Payroll (11/24/08 - 12/05/08)	\$34,349.78
December 05, 2008 Quarterly Payroll (10/1/08 - 12/31/08)	\$4,299.64
OPERATING EXPENSES: Thru December 15, 2008	\$109,873.21
TOTAL:	<u>\$ 231,277.36</u>

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
24910	Equitabl	Equivest Unit Annuity Lock Box	12/05/2008	20.00
24911	Administ	Total Administrative Services	12/12/2008	357.67
24912	Equitabl	Equivest Unit Annuity Lock Box	12/12/2008	220.00
24913	AMER IMA	American Imaging, Inc.	12/15/2008	247.05
24914	BRIGCOMM	Brighton Community Education	12/15/2008	15.46
24915	COOPERST	Cooper's Turf Management LLC	12/15/2008	3,964.00
24916	Country	Country Lane Florist	12/15/2008	84.95
24917	DEL BUS	Deluxe Business Forms	12/15/2008	119.95
24918	EHIM	EHIM, INC	12/15/2008	413.73
24919	GREATLA	Greatland Corporation	12/15/2008	73.22
24920	HEIKKINE	Heikkinen Law Firm	12/15/2008	2,015.00
24921	HUANG	JENNY HUANG	12/15/2008	10.00
24922	LANGWORT	Langworthy Strader Leblanc	12/15/2008	1,039.76
24923	LIVCP&A	LIVINGSTON CTY PRESS & ARGUS	12/15/2008	246.40
24924	MAGUIRE	Maguire Mailing Systems	12/15/2008	292.58
24925	MASTER M	Master Media Supply	12/15/2008	407.32
24926	MI TW AS	Michigan Township Assoc	12/15/2008	235.00
24927	mlgma	Michigan Local Gov't Mgmt Ass	12/15/2008	110.00
24928	MMTA	Michigan Municipal Treas. Assn	12/15/2008	35.00
24929	Perfect	Perfect Maintenance Cleaning	12/15/2008	923.00
24930	PRINTING	Printing Systems	12/15/2008	32.09
24931	SIX S CO	SIX S CONTRACTING	12/15/2008	2,088.57
24932	Waste M	Waste Management of Michigan	12/15/2008	330.00
24933	WASTE MA	Waste Management	12/15/2008	69,412.00
24934	WIRELESS	Wireless Zone	12/15/2008	61.98

**Report Total: 82,754.73**

**First National  
Direct Deposit  
DECEMBER 12, 2008  
Bi-Weekly Payroll**

<u>Employee Name</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
Adam Van Tassell		\$1,003.67
Amy Ruthig		\$940.06
Angela Williams		\$689.05
Barb Kries		\$961.57
Carol Hanus		\$1,176.68
Dave Estrada		\$964.33
Deborah Rojewski		\$2,170.87
<b>Genoa Township</b>	<b>\$24,105.22</b>	
Greg Tatara		\$2,199.48
Judith Smith		\$1,121.24
Karen J. Saari		\$902.85
Kelly VanMarter		\$1,899.34
Laura Mroczka		\$1,501.69
Mary Krencicki		\$478.57
Michael Archinal		\$2,386.41
Renee Gray		\$900.85
Robin Hunt		\$1,223.69
Susan Sitner		\$530.78
Tammy Lindberg		\$919.57
Tesha Humphriss		\$2,134.52
<b>Total Deposit</b>		<b>\$24,105.22</b>

EFT #: \_\_\_\_\_  
INTERNET: \_\_\_\_\_  
CHECK BOOK: \_\_\_\_\_

Accounts Payable  
Computer Check Register



User: sue  
Printed: 12/05/2008 - 16:03  
Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
24911	Administ	Total Administrative Services	12/12/2008		357.67
			Check 24911 Total:		357.67
9637	AETNA LI	Aetna Life Insurance & Annuity	12/12/2008		25.00
			Check 9637 Total:		25.00
9638	EFT-FED	EFT- Federal Payroll Tax	12/12/2008		3,939.49 2,035.67 2,035.67 476.08 476.08
			Check 9638 Total:		8,962.99
9639	EFT-PENS	EFT- Payroll Pens Ln Pyts	12/12/2008		678.90
			Check 9639 Total:		678.90
24912	Equitabl	Equivest Unit Annuity Lock Box	12/12/2008		220.00
			Check 24912 Total:		220.00
9640	FIRST NA	First National Bank	12/12/2008		300.00 2,395.00 21,410.22

Check 9640 Total:

24,105.22

Report Total:

34,349.78

**First National  
Direct Deposit  
Quarterly Payroll  
DECEMBER 5, 2008**

<u>Employee Name</u>	<u>Credit Amount</u>	<u>Debit Amount</u>
Adam Van Tassell	\$256.12	
Barb Figurski	\$140.80	
Dean Tengel	\$591.04	
Diana Lowe	\$0.00	
Doug Brown	\$1,066.64	
<b>Genoa Township</b>		<b>\$3,628.47</b>
H.J. Mortensen	\$0.00	
Joseph Perri	\$295.52	
Kevin Brady	\$295.52	
Michael Howell	\$304.75	
Steve Wildman	\$281.60	
Lauren Brookins	\$396.48	
<b>Total Deposit</b>	<u><u><b>\$3,628.47</b></u></u>	

EFT #: \_\_\_\_\_  
Internet: \_\_\_\_\_  
Date: \_\_\_\_\_

Accounts Payable  
Computer Check Register



User: sue

Printed: 12/01/2008 - 11:17

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
9635	EFT-FED	EFT- Federal Payroll Tax	12/05/2008		32.27 250.79 250.79 58.66 58.66
Check 9635 Total:					651.17
24910	Equitabl	Equivest Unit Annuity Lock Box	12/05/2008		20.00
Check 24910 Total:					20.00
9636	FIRST NA	First National Bank	12/05/2008		3,628.47
Check 9636 Total:					3,628.47
Report Total:					4,299.64



**#592 OAK POINTE WATER/SEWER FUND  
PAYMENT OF BILLS**

November 22, 2008 through December 8, 2008

Type	Date	Num	Name	Memo	Amount
Check	12/01/2008	1233	AT & T	11/22 thru 12/21/08	-237.67
Check	12/01/2008	1234	BRIGHTON ANALYTICAL LLC	Customer ID GENOATWPHOWELL	-67.00
Check	12/01/2008	1235	CLEARWATER SYSTEMS	Acct#9965	-1,220.83
Check	12/01/2008	1236	GENOA TWP -ADMINISTRATIVE FEES	8/1/08 thru 10/31/08	-10,045.64
Check	12/03/2008	1237	BRIGHTON ANALYTICAL LLC	Customer ID GENOATWPHOWELL	-201.00
Check	12/03/2008	1238	DTE ENERGY	10/30/08 - 11/26/08	-5,164.02
Check	12/03/2008	1239	GRUNDY ACE OF HOWELL	Inv#63600	-2.99
Check	12/03/2008	1240	HARTLAND SEPTIC SERVICE	Inv#11200801	-1,080.00
Check	12/03/2008	1241	HOWELLTRUE VALUE HARDWARE	Inv#035869/035764/035930	-67.16
Check	12/03/2008	1242	NORTHWEST PIPE AND SUPPLY, INC.	Inv#98947,98917,98876	-450.12
Check	12/03/2008	1243	SEVERN TRENT ENVIRONMENTAL	STES 2039049	-23.99
Check	12/03/2008	1244	STANDARD ELECTRIC	Inv#1748850-00	-111.08
Check	12/03/2008	1245	USA Bluebook	Inv#714360	-955.43
Check	12/03/2008	1246	WASTE MANAGEMENT	Inv#3617529-1389-3	-94.32
Check	12/03/2008	1247	CONSUMERS ENERGY	Acct#100017767318 & 7650 98	-1,036.44
Check	12/04/2008	1248	DTE ENERGY	10/30/08 - 11/26/08	-476.61
<b>TOTAL</b>					<b>-21,234.30</b>

**#593 LAKE EDGEWOOD W/S FUND  
PAYMENT OF BILLS**

November 22, 2008 through December 8, 2008

Type	Date	Num	Name	Memo	Amount
Check	12/04/2008	1425	AT&T	11/13 - 12/12/08	-37.70
Check	12/04/2008	1426	Brighton Analytical L.L.C.	Analysis	-201.00
Check	12/04/2008	1427	CORRIGAN OIL CO.	Lake Edgewood WWTP Generator	-392.70
Check	12/04/2008	1428	Clearwater Systems	Acct#9965	-601.31
Check	12/04/2008	1429	DTE Energy	Electric Service 10/29 - 11/28/08	-562.62
Check	12/04/2008	1430	STATE OF MICHIGAN	Groundwater permit fee Lake Edgewood	-150.00
Check	12/04/2008	1431	NORTHWEST PIPE AND SUPPLY, INC	Miscellaneous supplies	-117.14
Check	12/04/2008	1432	PVS NOLWOOD CHEMICALS, INC	Chemical Drums	-904.60
Check	12/04/2008	1433	POWERVAC OF MICHIGAN	Inv#458537	-735.00
Check	12/04/2008	1434	SYNAGRO CENTRAL	Inv#28117	-3,927.27
Check	12/04/2008	1435	UIS PROGRAMMABLE SERVICES	Job# SEV06.8.25	-663.00
Check	12/08/2008	1436	SEVERN TRENT ENVIRONMENTAL	Inv#STES2039049	-7,993.21
Check	12/08/2008	1437	Brighton Analytical L.L.C.	Analysis	-67.00
Check	12/08/2008	1438	COOPER'S TURF MANAGEMENT	INV# 7293	-40.00
<b>TOTAL</b>					<b>-16,392.55</b>

**#503 DPW UTILITY FUND  
PAYMENT OF BILLS  
November 22 through December 8, 2008**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	12/04/2008	1151	FIRST IMPRESSION		-942.02
Check	12/04/2008	1152	Master Media	Inv#57033 & 56967	-29.14
Check	12/04/2008	1153	McDonaid Modular Solutions	RI121861	-375.00
Check	12/04/2008	1154	NORTHWEST PIPE & SUPPLY	Inv#98983	-63.20
Check	12/04/2008	1155	SEVERN TRENT ENVIRONMENTAL SERVICES	Inv# STES 2039049	-200.00
Check	12/04/2008	1156	STANDARD ELECTRIC COMPANY	Inv#1748506-00	-95.57
Check	12/08/2008	1157	FIRST IMPRESSION		-267.34
Check	12/08/2008	1158	GORDON FOOD SERVICE	Cust#980150001	-109.96
Check	12/08/2008	1159	NORTHWEST ENERGY	Acct#55097250	-237.13
Check	12/08/2008	1160	USABlueBook	Customer# 916363	-247.42
Check	12/08/2008	1161	CAVALIER	Acct#2119355	-19.58
<b>TOTAL</b>					<b>-2,586.36</b>

**#595 PINE CREEK W/S FUND  
PAYMENT OF BILLS  
November 22 through December 8, 2008**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	12/04/2008	2032	City of Brighton	Inv#0001956 Acct#0000247	-69,660.00
<b>TOTAL</b>					<b>-69,660.00</b>

**#592 OAK POINTE -Capital Improvement WATER/SEWER FUND  
PAYMENT OF BILLS  
November 22, 2008 through December 8, 2008**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Split</u>	<u>Amount</u>
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NO CHECKS ISSUED

**#504 DPW RESERVE FUND  
PAYMENT OF BILLS  
November 22 through December 8, 2008**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
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NO CHECKS ISSUED

**GENOA CHARTER TOWNSHIP  
BOARD OF TRUSTEES  
DECEMBER 1, 2008**

**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, Steve Wildman and Jim Mortensen. Also present were Township Manager Michael Archinal and two persons in the audience.

A Call to the Public was made with no response.

**Approval of Consent Agenda:**

Moved by Mortensen, supported by Wildman, to approve all items listed under the consent agenda as submitted. The motion carried unanimously.

**1. Payment of Bills**

**2. Request to approve minutes: 11-17-08**

**3. Request for approval of MTA budget.**

Conference Fees \$260.00, Hotel \$137.00 per night, mileage parking and food \$178.00 per day.

**Approval of Regular Agenda:**

Moved by Hunt, supported by Skolarus, to approve for action all petitions listed under the regular agenda. The motion carried unanimously.

**4. Request for approval of a Charitable Gaming License for Mt. Brighton Ski Patrol petitioned by Dick Thalacker.**

The ski patrol will hold three or four benefit events a year. Each event will run for three or four days. New state law requires a resolution of the Township Board stating that Mt. Brighton Ski Patrol is in fact a charitable organization. Members of the ski patrol will donate their time to work at the BelMark Bowling Alley in Ann Arbor for each event.

Moved by Smith, supported by Wildman, to approve the resolution as petitioned. The motion carried by roll call vote as follows: Ayes – Smith, Hunt, Wildman, Mortensen, Skolarus and McCririe. Nays – None. Absent – Ledford.

**5. Request for review of Genoa Charter Township Investment Policy.**

**A. Review of current Township investments.**

Hunt provided a memo related to bank information and the investment of township funds. The memo listed eight banks with a total investment of approximately \$12,600,000.00.

**B. Clarification of 11-17-08 minutes directing the Administrative Committee to review investment policy.**

It was the consensus of the board that the Administrative Committee and Township Auditor Ken Palka would review the investments of the township, with options of paying additional principal against some of the special assessment districts as well as a review of other optional investment vehicles.

The regular meeting of the Genoa Charter Township Board was adjourned at 6:55 p.m.



Paulette A. Skolarus  
Genoa Township Clerk

(Press/argus 12/05/2008)

MEMORANDUM

TO: Township Board  
FROM: Michael Archinal, Manager  
DATE: 12/12/08  
RE: Board of Review Appointments

Due to increased anticipated workload it is necessary to seat a second Board of Review. The following persons are recommended for appointment:

Carol Tangel  
Barbara Figurski  
Patricia Petrat

**Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to appoint a second Board of Review as recommended.**

## MEMORANDUM

TO: Township Board

FROM: Michael Archinal, Manager *MA*

DATE: 12/12/08

RE: Howell Area Parks and Recreation Master Plan

Deborah Mikula, Director of the Howell Area Parks and Recreation Authority, will be present to make a presentation regarding their newly adopted Master Plan. It is appropriate and advisable to adopt this plan by reference in the Genoa Charter Township Master Plan. The Planning Commission approves Master Plan updates by resolution. The Board may then adopt the Master Plan update approved by the Planning Commission.

**Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to endorse the Howell Area Parks and Recreation Authority Master Plan and ask the Planning Commission to consider inclusion of this plan in the next Genoa Charter Township Master Plan update.**

## Polly

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**From:** Debbie Mikula [dmikula@howellrecreation.org]  
**Sent:** Wednesday, December 10, 2008 11:12 AM  
**To:** marionclerk@ameritech.net; Paula Wyckoff; Sean Dunleavy; Jane Cartwright; Shea Charles; Steve Manor; Polly; Todd Smith; clerkmclean@oceolatwp.org  
**Subject:** Recreation Authority's Masterplan and Articles of Incorporation  
**Attachments:** DNR Letter.pdf; DNR Letter page 2.pdf; Article.Dissolution Changes.pdf



DNR Letter.pdf  
(116 KB)



DNR Letter page  
2.pdf (60 KB)



Article.Dissolution  
Changes.pdf...

Dear Board of Trustees and Clerks

The Board of Trustees for the Howell Area Parks & Recreation Authority would like to put two items on your agenda's for your next township or city council meeting that we would like approved.

1. As most of you know the 5 year master plan for the Howell Area Parks & Recreation Authority was approved by the board in September and we would like each of the participating members to approve this plan and incorporate it into their own master plans for the township or city that they represent. The file is fairly large so I have created a link below so that you can access the document from our website and send a copy to each of your board members in their packets.

<http://www.howellrecreation.org/documents/HAPRAMasterPlanReportreducedsize10-9-08.pdf>

2. We also have a need to make an additional amendment to our Articles of Incorporation prior to the DNR approving our masterplan. The Board of Trustees approved the change to our Articles in the attached file and we need to have approval from each of the participating members prior to it being published and sent to the State for filing.

I have attached the current language/proposed language changes that you can share with your board and also attached the letter and suggested revisions from the DNR for your perusal in pdf format.

Please let me know when your next meeting is scheduled and the above items are on your agenda so that I can be present to answer any questions that may arise.

Debbie

Deborah E. Mikula  
Director  
Howell Area Parks & Recreation Authority  
925 W. Grand River Ave.  
Howell, MI 48843  
517/546-0693 ext. 7702  
Cell: 517/404-3533  
Fax: 517/546-6018  
dmikula@howellrecreation.org  
www.howellrecreation.org

"Holiday in the Park" is coming up throughout the month of December. Sponsor a Tree today!

# Proposed Language

## 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 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"), or the Land and Water Conservation Fund (hereinafter the "LWCF"), the following procedure shall control the disposition of said lands. All lands purchased or developed with MNRTF or LWCF 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 the purpose of developing public outdoor recreation facilities for a period of at least twenty (20) years when assistance is from MNRTF funds or at least twenty-five (25) years when assistance is from LWCF funds. Accordingly, to comply with MNRTF and LWCF mandates in the event of dissolution, the participating municipality in which the lands acquired or developed with MNRTF or LWCF 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. All long-term obligations for the maintenance or public recreation land established by any other recreation grant program that may be offered by the Michigan Department of Natural Resources in the future shall similarly be followed should the Authority receive grant assistance from said future grant program. 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.



# **CURRENT LANGUAGE**

## 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 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.



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN

DEPARTMENT OF NATURAL RESOURCES

LANSING

November 26, 2008



REBECCA A. HUMPHRIES  
DIRECTOR

Ms. Deborah Mikula, Director  
Howell Area Parks and Recreation  
925 W. Grand River  
Howell, MI 48843

Dear Ms. Mikula:

**SUBJECT: Howell Area Recreation Plan—Articles of Incorporation**

Thank you for submitting your recreation plan for the Howell Area Recreation Authority. Before we can approve a recreation plan from a recreation authority, we must ensure that the authority will be able to carry out the long-term obligations required by our recreation grant programs. Accordingly, I have reviewed the Articles of Incorporation that you included in the appendix of your recreation plan. In the second paragraph of Article XV, Dissolution of Authority, provisions are included for the disposition of property that received grant assistance from the Michigan Natural Resources Trust Fund, but not the Land and Water Conservation Fund (LWCF). I have enclosed a revised version of this paragraph, with my underlined suggestions for revising the paragraph to include references to the LWCF and future grant programs that may be offered by the Department of Natural Resources.

Please feel free to contact me with any questions you may have regarding this issue. I can be reached at the telephone number or email address below, or you may write to me at: **Grants Management, Department of Natural Resources, P.O. Box 30425, Lansing, MI 48909-7925.**

Sincerely,

Linda J. Hegstrom, Grant Coordinator

Grants Management

517-241-4128

[hegstroml@michigan.gov](mailto:hegstroml@michigan.gov)

LJH:lh

Attachment

NATURAL RESOURCES COMMISSION

Keith J. Charters, Chair • Mary Brown • Hurley J. Coleman, Jr. • Darnell Earley • John Madigan • J. R. Richardson • Frank Wheatlake

STEVENS T. MASON BUILDING • P.O. BOX 30028 • LANSING, MICHIGAN 48909-7528

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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") or the Land and Water Conservation Fund (hereinafter the "LWCF"), the following procedure shall control the disposition of said lands. All lands purchased or developed with MNRTF or LWCF 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 such lands, instead of being purchased, are leased for the purpose of developing public outdoor recreation facilities for a period of at least twenty (20) years when assistance is from MNRTF funds or at least twenty-five (25) years when assistance is from LWCF funds. Accordingly, to comply with MNRTF and LWCF mandates in the event of dissolution, the participating municipality in which the lands acquired or developed with MNRTF or LWCF 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. All long-term obligations for the maintenance of public recreation land established by any other recreation grant program that may be offered by the Michigan Department of Natural Resources in the future shall similarly be followed should the Authority receive grant assistance from said future grant program. Said lands shall be transferred to the participating.....

## Memorandum

**TO:** Honorable Members of the Genoa Charter Township Board

**FROM:** Greg Tatara, Utility Director  
Tesha Humphriss, Township Engineer

**DATE:** December 11<sup>th</sup>, 2008

**RE:** Rate Increases for the Lake Edgewood Sewer System

.....

For consideration at the December 15, 2008, Board meeting is a proposed rate increase for the Lake Edgewood Sewer System. Attached to this Memorandum is a November 25, 2008, letter from Pfeffer, Hanniford, and Palka, C.P.A (PHP), recommending:

10% rate increase + \$60 minimum sewer bill

This Memo provides additional information regarding why the rate increases are needed to protect the long term financial viability of the system. We also evaluated some of the questions you may have, and have attached a question and answer summary.

### Why a 10% Rate Increase?

The Lake Edgewood System was initiated in 1987 to serve the Lake Edgewood Townhome Development. In 2000 the plant was expanded to 500,000 gallons per day to accommodate developments in this area of the Township. Additionally, the collection system was expanded to serve Grand River between Kellog and Bendix Roads. Although growth has occurred in this area (Woodland Medical Center, Genoa Business Park Drive), the plant currently operates at only 30% and 40% of its capacity. Unfortunately, the costs to operate the plant are likely 90% of what they would be if the plant was at full capacity. Labor, phone, repairs, and electricity are significant costs that would not change greatly if flows were increased. Therefore, as stated in the PHP memo, for the past several years new user funds have been used to bridge the gap between revenues and expenses. With limited growth anticipated in the near future, it is necessary to establish a funding mechanism for Lake Edgewood that will protect the long term viability of this utility system.

### Why a Minimum Bill?

Currently, for metered customers, there is no minimum bill in place. Every quarter the meters are read, and report flow to the closet 1,000 gallons. If a meter currently reads 1 (which equals 1,000 gallons) the customer will receive a bill, per the current rates, of \$5.12. Because there are many fixed costs with operating the system (labor, electricity, phones, repairs) and we must have the sewer available to the customers at all times it is appropriate to charge a minimum sewer bill each quarter. The minimum bill would be sent to all metered customers using less than \$60 worth of sewer, per the proposed rate this equates to all metered customers using less than 11,000 gallons. The bullets below summarize why a minimal bill is the most equitable way to bill sanitary sewer usage:

- Costs to operate the plant are the same even if flows are reduced,
- Flat rate customers pay the current flat fee of \$105.68, even if the home is un-occupied,

- Repairs are made even if a minimum of water is used,
- Numerous communities have minimum sewer bills, and
- A minimum bill allows us to cover fixed costs such as phone, electric, and labor.

Based on the above explanation and the attached documents, please consider the following motion:

Moved by \_\_\_\_\_, supported by \_\_\_\_\_ to increase the Lake Edgewood metered sewer charges to \$5.63/1000 gallons, to increase the flat rate sewer charges to \$96.80/quarter, and to incorporate a minimum fee for metered customers of \$60/quarter.

John M. Pfeffer, C.P.A.  
Patrick M. Hanniford, C.P.A.  
Kenneth J. Palka, C.P.A.

Members:  
AICPA Private Practice Companies Section  
MACPA

225 E. Grand River - Suite 104  
Brighton, Michigan 48116-1575  
(810) 229-5550  
FAX (810) 229-5578

November 25, 2008

Mr. Gary McCririe, Supervisor  
Charter Township of Genoa  
2911 Dorr Road  
Brighton, MI 48116

Dear Mr. McCririe:

As you have requested, we have reviewed the rates for the Lake Edgewood Sewer District (referred to as LE).

Our review included the following:

- Analysis of financial results for operations over the past few years;
- Discussions with the Utility Director and In - House Engineer (employees in DPW Dept.) related to the capital improvements and projected operating expenses for the next year as well as issues related to the consent order with the DEQ (sodium plume);
- Discussions with yourself and other officials of the Township regarding future growth and development.

#### Rate Calculation

In order to calculate the rates we have attached schedule 1 showing the projected expenses for the next fiscal year. These are the costs which need to be paid by the users of the system on an annual basis.

For the past several years the LE Sewer Capital Fund (New User Fund) has transferred into the LE Sewer O & M Fund monies to pay operating costs. Due to the depressed economy, the LE Sewer Capital Fund (New User Fund) has had a decreasing cash balance (no growth). Therefore, we are highly recommending a significant increase in rates in order for the LE O & M Fund not be so dependent on the Capital Fund.

It should also be noted, the negative equity in the LE Sewer O & M Fund will be approximately (\$277,000) by March 31, 2009 based on the latest projections.

Schedule 2 shows four scenarios with various rate options depending on the Township's decision as far as the amount rates should be increased.

If the Township did not raise rates, a transfer of \$75,000 would be required for the O & M Fund to remain at a break-even. If the Township increased rates 10% a transfer of \$29,000 would be required. If the Township raised rates 20% a transfer of \$2,700 would be required. If the Township raised rates 30% no transfer would be required.

Conclusion

Based on our calculations as shown on Schedule 2, there would need to be a rate increase of 30% for the O & M Fund to be self-sufficient for one year. We understand this type of increase in one year could create a hardship for many residents in the LE District. At a minimum, however, an increase of 10% needs to be considered so that the O & M Fund is not so dependent on using New User Monies. There will come a point in time when there will not be Capital Funds to supplement the O & M Fund.

We are also suggesting the Township charge a minimum fee for metered customers at \$60 per qtr. Thus, if a metered customer's quarterly charge for usage is under \$60 due to usage under 11,000 gallons (\$60/\$5.63) the customer's bill would be at a minimum \$60.

Since the flat rate customers pay a minimum fee of \$96.80 (under the 10% scenario) per quarter, it seems it is only fair to institute a minimum fee to metered customers.

I look forward to discussing the rate analysis with the Township Board.

Sincerely,

PFEFFER, HANNIFORD, & PALKA, CPA's P.C.

Ken Palka, CPA

KJP:bo

Schedule 1  
Lake Edgewood Sewer O & M Fund  
Projected Annual Expenses

Accounting/auditing	\$5,000
Administration - billings/meters	10,000
Chemicals	16,000
Consent order - groundh20 sodium	20,000
Capital projects	5,000
Director fees	8,000
Engineering - in house	2,500
Engineering - general	5,500
Engineering - separate projects	4,500
Insurance	9,000
Labor - fixed	93,000
Laboratory costs	12,000
Legal fees	500
Licenses, Fees, Permits	3,800
Office expenses	500
Refunds & adjustments	100
R & M - Building	700
R & M - Grounds	15,000
R & M - Plant equipment	15,000
R & M - Grinder pumps	1,000
R & M - Lines	2,000
R & M - Pump stations	12,000
R & M - Snowplowing/mowing	2,000
R & M - Generators	9,400
R & M - Sewer line cleaning	1,200
R & M - Other	2,000
R & M - Backups	5,000
Sludge disposal	30,000
Telephone	3,000
Tools & supplies	2,500
Utilities - water	200
Utilities - electric	40,000
Utilities - gas	8,000
Total operating expenses	<u><u>\$344,400</u></u>



Schedule 2  
 Lake Edgewood Sewer O & M Fund  
 Various Rate Scenarios  
 Forecasted For One Year Ending March 31, 2010

	Current Rates Scenario 1	Increase rates 10% Scenario 2	Increase rates 20% Scenario 3	Increase rates 30% Scenario 4
Revenue From Customers	<u>\$270,000</u>	<u>\$316,000</u>	<u>\$342,000</u>	<u>\$368,000</u>
Trans in From Capital Fund	<u>75,000</u>	<u>29,000</u>	<u>2,700</u>	<u>0</u>
Total Revenues	345,000	345,000	344,700	368,000
Operating Expenses	<u>(344,400)</u>	<u>(344,400)</u>	<u>(344,400)</u>	<u>(344,400)</u>
Net Revenues & Expenses	600	600	300	23,600
Beginning (Deficit) Equity	<u>(277,000)</u>	<u>(277,000)</u>	<u>(277,000)</u>	<u>(277,000)</u>
Ending (Deficit) Equity	<u><u>(\$276,400)</u></u>	<u><u>(\$276,400)</u></u>	<u><u>(\$276,700)</u></u>	<u><u>(\$253,400)</u></u>
Rates				
Metered Rate - per 1,000 gal.	\$5.12	\$5.63	\$6.14	\$6.67
Flat Rate - per reu/qtr.	\$88.00	\$96.80	\$105.60	\$114.40
Readiness To Serve (per invoice) (Metered customers only)	\$9.97	\$9.97	\$9.97	\$9.97
Minimum Metered Bill - per qtr.	\$0.00	\$60.00	\$60.00	\$60.00

## Memorandum

**TO:** Honorable Members of the Genoa Charter Township Board

**FROM:** Greg Tatara, Utility Director  
Tasha Humphriss, Township Engineer

**DATE:** December 11, 2008

**RE:** Rate Increases for the Oak Pointe Water and Sewer Systems

.....

For consideration at the December 15, 2008, Board meeting are proposed rate increases for the Oak Pointe Water and Sewer Customers. Attached to this Memorandum is a November 25, 2008, letter from Pfeffer, Hanniford, and Palka, C.P.A (PHP), recommending the following rate increases:

Oak Pointe Water: 5% rate increase + \$10/quarter capital charge  
Oak Pointe Sewer: 6% rate increase + \$60 minimum sewer bill

This Memo provides additional information regarding why the rate increases are needed to protect the long term financial viability of the system. We have also evaluated some of the questions you may have, and have attached a question and answer summary.

### **Oak Pointe Water System**

#### History

The original Oak Pointe Water Treatment Plant and Wells were installed in 1985 as part of the Burroughs Farms Development. The water system was upgraded and expanded in 1994 with the addition of an iron removal system (sand filters) and a 150,000 gallon elevated storage tank. However, the rapid development of the Oak Pointe and Northshore Community in the late 1990s and early 2000s taxed the ability of the system to meet demand, resulting in low water pressure for Oak Pointe customers. In addition, the infrastructure system could not keep up with the fire flow demand. Lastly, further development was proposed south of Brighton Road, known as the Zeeb Property Development, which was planned to connect to the Oak Pointe System. To resolve the pressure issues, to increase the fire flow demand, and to accommodate some future growth the Township constructed a 500,000 ground storage tank in 2005.

#### Current Debt

As stated in the PHP memo, Oak Pointe borrowed \$1.2 million dollars from other Township funds to construct the 500,000 gallon ground storage tank. At the time the Township was planning to payback the some of this debt from assessments against the Zeeb Property Development. Unfortunately, the housing market collapse also began in 2005 and the Zeeb Property was never developed.

#### Needed Capital Improvements

In addition to paying down debt, we are proposing borrowing \$150,000 in additional funds to perform required repairs to the Oak Pointe Water Plant. Specifically, the media in the iron filters

needs to be replaced and the iron removal vessels and water piping at the plant need to be painted.

- The media in the iron removal system is beyond its useful life and requires replacement. The typical life of greensand is 10-15 years, and the iron filters were built in 1994. In addition, high backwash pressure is being observed by the operators, resulting in increased time and O&M expenses.
- Currently, the iron removal vessels and water piping is rusting. Painting is necessary to avoid additional deterioration of these system components.

We are proposing the borrowing of these capital improvement funds with a payment schedule as outlined in the PHP memorandum.

## **Oak Pointe Sewer System**

### History

As with the Water System, the wastewater plant and collection system was originally part of Burroughs Farms and has been expanded several times with the most recent expansion of the plant in 1991 when the Tri-lakes were added onto the Oak Pointe System. The Northshore Development was the last significant addition onto the Wastewater Collection System.

In 2000 the Oak Pointe system entered into a consent order with the MDEQ to delineate a sodium and chloride plume in the groundwater near the plant. Numerous expenditures from the new user funds were used to comply with the consent order. This included the installation of 15 monitoring wells, a remedial investigation report, and a remedial action plan. Currently the system pays approximately \$25,000 per year for ongoing monitoring associated with the plume.

Due to an aging infrastructure system and ongoing expenses with the sodium and chloride plume, the Township planned to abandon the Oak Pointe Wastewater Treatment Plant (WWTP) and divert the flow to the Genoa Oceaola WWTP. The funding mechanism for taking the Oak Pointe WWTP off line was the proposed Zeeb development. Therefore, for several years, only essential repairs and maintenance were performed on this system.

In 2006, during re-application for our groundwater discharge permit, the State of Michigan initiated new requirements for the WWTP. At this time it was determined that development would not fund abandonment of the plant, and significant improvements were required to both the plant and collection system. The following improvements were completed since 2006; installation of a new PLC to control the WWTP, stormwater improvements, installation of a chemical addition system to meet permitted phosphorus limits, improvements to the rapid infiltration basins, lining of a deteriorating pump station wetwell, and installation of a influent flow meter. We are happy to report that since the improvements were made, the plant and collection system are operating well.

### Current Debt

The sewer system has borrowed \$325,000 from new user funds to complete the required improvements mentioned above. In addition, the O&M fund is projected to have a negative balance. As stated in the PHP memo, for the past several years new user funds have been used to

bridge the gap between revenues and expenses. With limited growth anticipated, and with little cash available in the new user fund, it is necessary to establish a funding mechanism for Oak Pointe that will cover the operating expenses of this system. To accomplish this, we are proposing a \$60 minimum sewer bill and a 6% rate increase for sewer customers.

#### Minimum Bill

Currently, for metered customers, there is no minimum bill in place. Every quarter the meters are read, and report flow to the closet 1,000 gallons. If a meter currently reads 1 (which equals 1,000 gallons) the customer will receive a bill, per the current rates, of \$5.03. Because there are many fixed costs with operating the system (labor, electricity, phones, repairs) and we must have the sewer available to the customers at all times it is appropriate to charge a minimum sewer bill each quarter. The minimum bill would be sent to all metered customers using less than \$60 worth of sewer, per the proposed rate this equates to all metered customers using less than 11,000 gallons. The bullets below summarize why a minimal bill is the most equitable way to bill sanitary sewer usage:

- Costs to operate the plant are the same even if flows are reduced,
- Flat rate customers pay the current flat fee of \$105.68, even if the home is un-occupied,
- Repairs are made even if a minimum of water is used,
- Numerous communities have minimum sewer bills, and
- A minimum bill allows us to cover fixed costs such as phone, electric, and labor.

In summary, the historic growth in and around the Oak Pointe Sewer System has allowed for historic improvements and expansions to the water and sewer system. Additionally, the new user fees from this growth have provided reserve funds to cover significant capital improvements or repairs. However, the current economic climate has resulted in the inability to utilize this funding mechanism. In addition, many of the system components are nearing the 15 – 20 useful life. As a result, it is necessary to increase rates in the most fair and equitable manner as possible to provide for the long term financial stability of the system as well as continued protection of the health and welfare of the residents its serves and those affected by the waste water discharge.

Based on the above explanation and the attached documents, please consider the following motion:

Moved by \_\_\_\_\_, supported by \_\_\_\_\_ to increase the Oak Pointe water meter charges to \$2.90/1000 Gallons with a \$10/Qtr. Capital Charge, the sewer metered charges to \$5.33/1000 gallons, flat rate sewer charges to \$112.02/quarter, and incorporate a minimum fee of \$60/quarter for sanitary sewer users.

John M. Pfeffer, C.P.A.  
Patrick M. Hanniford, C.P.A.  
Kenneth J. Palka, C.P.A.

Members:  
AICPA Private Practice Companies Section  
MACPA

225 E. Grand River - Suite 104  
Brighton, Michigan 48116-1575  
(810) 229-5550  
FAX (810) 229-5578

November 25, 2008

Mr. Gary McCririe, Supervisor  
Charter Township of Genoa  
2911 Dorr Road  
Brighton, MI 48116

Dear Mr. McCririe:

As you have requested, we have reviewed the rates for the Oak Pointe Water & Sewer Districts (referred to as OP).

Our review included the following:

- Analysis of financial results for operations over the past few years;
- Discussions with the Utility Director and In-House Engineer (employees in DPW Dept.) related to the capital improvements and projected operating expenses for the next year as well as issues related to the consent order with the DEQ (sodium plume);
- Discussions with yourself and other officials of the Township regarding future growth and development.

#### Rate Calculation - Water

In order to calculate the water rates we have attached Schedule 1 showing the projected expenses for the next fiscal year. These are the costs which need to be paid by the users of the system on an annual basis. Included in the schedule as part of the annual costs to support the water system are two line items related to debt. The OP water system constructed a water storage tank a few years ago to help with water pressure. The monies used to construct the tank were borrowed (considered long term loan) from other funds of the Township to save on financing costs. OP is indebted to these other funds for approximately \$1.2m. The interest rate being charged is 2%. OP will also need to borrow approximately \$150,000 in the short term from other Township funds in order to do some major capital improvements for the water system. Therefore, debt repayment is estimated at \$66,000 which includes principle of \$39,000 (\$30,000 short term loan & \$9,000 long term loan) and interest of \$27,000 (2% x \$1,350,000).

Currently the water rates are \$2.76 per 1,000 gal. We are recommending a rate increase of 5% plus an additional capital/debt charge of \$10 per customer, per quarter, to pay back the debt. The current readiness to serve charge is \$9.97 of which \$4.98 goes to the water fund and \$4.99 goes to the sewer fund. We recommend the readiness to serve charge remains the same. The rate changes would generate approximately \$384,000 in revenues to cover the annual costs. The following summarizes our recommendation for water rate changes for the fiscal year ending March 31, 2010:

	Current Rate	Revised Rate
Metered Rate -	\$2.76 per 1,000 gal	\$ 2.90 per 1,000 gal
Capital/Debt rate	\$0.00 per customer/per qtr	\$10.00 per customer/per qtr
Readiness to Serve	\$4.98 per customer/per qtr	\$ 4.98 per customer/per qtr

Schedule 2 gives a comparison of the revenues, expenses and equity for the above rates. Please note the overall equity in this fund is minimal. Quarterly usage charges is the only source to repay the outstanding debt since the Township did not specially assess the residents of Oak Pointe for the capital improvements. This places a significant financial burden on the O & M Fund.

Rate Calculation - Sewer

In order to calculate the sewer rates we have attached Schedule 3 showing the projected expenses for the next fiscal year. These are the costs which need to be paid by the users of the system on an annual basis.

Based on current projections, it should be noted the Sewer O & M fund will have a negative equity of approximately (\$148,000) as of March 31, 2009. This fund has been receiving transfers from the OP New User Fund over the past years to help pay its annual operating expenses (similar to LE Sewer as discussed in separate letter). The OP Capital/New User Fund is also running low on cash because of the lack of growth. The cash balance could go as low as \$100,000 by the end of this fiscal year. Therefore, we are recommending a rate increase which will cover the expenses listed in Schedule 3 (without transferring monies into the Sewer O & M Fund from the Capital/New User Fund). We recommend the metered and flat rates be increased 6%. We also suggest the Township charge a minimum fee for metered customers at \$60 per quarter. Thus, if a metered customer's quarterly charge for usage is under \$60 due to usage under 11,000 gallons (\$60/\$5.33) the customer's bill would be at a minimum \$60.

Since the flat rate customers pay a minimum fee to of \$112.02 (under the 6% rate increase scenario) per quarter, it seems fair to institute a minimum fee to metered customers.

The following summarizes the current rates and the revised rates we are recommending for the fiscal year ending March 31, 2010:

	Current Rate	Revised Rate	% Increase
Metered Rate	\$5.03 per 1,000 gal	\$5.33 per 1,000 gal	6%
Flat Rate	\$105.68 per REU/qtr	\$112.02 per REU/qtr	6%
Readiness to Serve-Metered	\$4.99 per Invoice/qtr	\$4.99 per Invoice/qtr	0%
Minimum Metered per qtr.	\$0.00	\$60.00	

Schedule 4 gives a comparison of revenues, expenses and equity (deficit) under the above rates.

I look forward to discussing the rate analysis with the Township Board.

Sincerely,

PFEFFER, HANNIFORD, & PALKA, CPA's P.C.

Ken Palka, CPA

KJP:bo

Schedule 1  
Oak Pointe Water O & M Fund  
Projected Annual Expenses & Debt Repayment

Accounting/auditing	\$3,600
Administration - billings/meters	17,000
Chemicals	12,000
Director fees	7,000
Engineering - in house	5,000
Engineering - general	2,500
Engineering - separate projects	5,000
Insurance	6,000
Labor - fixed	158,000
Laboratory costs	2,000
Licenses, Fees, Permits	1,200
Office expenses	200
Refunds & adjustments	100
R & M - Building	5,000
R & M - Grounds	3,500
R & M - Plant equipment	30,000
R & M - Lines	9,000
R & M - Pump stations	550
R & M - Snowplowing/mowing	1,200
R & M - Generators	3,800
R & M - Towers	2,500
R & M - Other	1,000
Telephone	900
Tools & supplies	1,500
Utilities - electric	34,000
Utilities - gas	4,000
	<hr/>
Total operating expenses	316,550
	<hr/>
Debt repayment - principle	39,000
Debt repayment - interest	27,000
	<hr/>
Total debt repayment	66,000
	<hr/>
Total operating expenses & debt repayment	<u><u>\$382,550</u></u>



Schedule 2  
 Oak Pointe Water O & M Fund  
 Rate Scenarios  
 Forecasted For One Year Ending March 31, 2010

	<u>CURRENT RATES</u>	<u>REVISED RATES</u>
Revenue From Customers - Qtrly. Usage/RTS	\$335,000	\$351,000
Revenue From Customers - Capital Charge	<u>0</u>	<u>33,000</u>
Total Revenues	335,000	384,000
Operating expenses & debt retirement	<u>(382,550)</u>	<u>(382,550)</u>
Net Revenues, Expenses & Debt	(47,550)	1,450
Beginning Equity	<u>54,000</u>	<u>54,000</u>
Ending Equity	<u><u>\$6,450</u></u>	<u><u>\$55,450</u></u>
 Rates		
Metered Rate - per 1,000 gallons	\$2.76	\$2.90
Readiness To Serve (per invoice) (Metered customers only)	\$4.98	\$4.98
Capital/Debt Rate (per invoice)	\$0.00	\$10.00

Schedule 3  
Oak Pointe Sewer O & M Fund  
Projected Annual Expenses

Accounting/auditing	\$4,500
Administration - billings/meters	24,000
Chemicals	10,000
Consent order - groundh20 sodium	25,000
Director fees	25,000
Engineering - in house	10,000
Engineering - general	10,000
Engineering - separate projects	5,000
Insurance	12,000
Labor - fixed	198,000
Laboratory costs	20,000
Licenses, Fees, Permits	3,800
Office expenses	200
Refunds & adjustments	100
R & M - Building	5,000
R & M - Grounds	5,000
R & M - Plant equipment	30,000
R & M - Grinder pumps	40,000
R & M - Lines	10,000
R & M - Pump stations	20,000
R & M - Snowplowing/mowing	9,000
R & M - Generators	15,000
R & M - Sewer line cleaning	2,500
R & M - Other	2,000
R & M - Sewer backups	5,000
Sludge disposal	25,000
Telephone	6,000
Tools & supplies	3,500
Utilities - electric	60,000
Utilities - gas	6,000
Total expenses	<u><u>\$591,600</u></u>

Schedule 4  
 Oak Pointe Sewer O & M Fund  
 Rate Scenarios  
 Forecasted For One Year Ending March 31, 2010

	<u>CURRENT RATES</u>	<u>REVISED RATES</u>
Revenue From Customers - Qtrly. Usage	\$525,000	\$586,000
Operating expenses & debt retirement	<u>(591,600)</u>	<u>(591,600)</u>
Net Revenues & Expenses	(66,600)	(5,600)
Beginning Equity (deficit)	<u>(148,000)</u>	<u>(148,000)</u>
Ending Equity (deficit)	<u><u>(\$214,600)</u></u>	<u><u>(\$153,600)</u></u>

Rates

Metered Rate - per 1,000 gallons	\$5.03	\$5.33
Flat Rate - per reu/qtr.	\$105.68	\$112.02
Readiness To Serve (per invoice) (Metered customers only)	\$4.99	\$4.99
Minimum Metered Bill - per qtr.	\$0.00	\$60.00

THE GENOA CHARTER TOWNSHIP  
RESOLUTION OF PUBLIC NECESSITY

The following Resolution was

OFFERED BY \_\_\_\_\_

and

SECOND BY \_\_\_\_\_

at a regular meeting duly called and held at the Genoa Township Hall located at 2911 Dorr Road, Brighton, Michigan 48116.

WHEREAS, it has been proposed by the Michigan Department of Transportation and the Board of Road Commissioners for the County of Livingston and Genoa Charter Township to construct a traffic interchange to be located at the terminus of Latson Road and I-96 in Genoa Charter Township, and

WHEREAS, the plans for construction of the interchange were presented by Mike Craine, Director of the Livingston Road Commission and reviewed by the Township Board and they show that the 26 acres (+/-) owned by Lawrence Ammon and described in the attached Rider "A", is a part of the lands on which the interchange will be constructed, accordingly,

IT IS HEREBY RESOLVED that it is the opinion of the Township Board that it is necessary to use the property owned by Lawrence Ammon for construction of the interchange and therefore it is necessary to take the property by eminent domain proceedings. Further, the Township Attorney is directed to commence an eminent domain action against Lawrence Ammon in the Livingston County Circuit Court for said purpose.

CERTIFICATION

Paulette A. Skolarus being the duly elected Clerk of Genoa Township does hereby certify that this Resolution was duly passed at a regular meeting of the Genoa Township Board held on December 15, 2008.

\_\_\_\_\_  
Paulette A. Skolarus  
Dated: December \_\_\_\_, 2008

RIDER "A"

Section 9, T2N, R5E, the west 26 acres North of railroad of West 1/2 of Southwest 1/4, Genoa Township, Livingston County, Michigan, commonly known as 1641 Nixon Road, Howell, Michigan.

Tax Parcel No. 4711-09-300-008

December 10, 2008

GENOA TOWNSHIP

DEC 11 REC'D

Genoa Township Board of Trustees

RECEIVED

2911 Dorr Rd.

Brighton, MI 48116

To Whom It May Concern:

Enclosed please find a letter addressed to the Supervisor of the Livingston County Road Commission.

The letter is because of the mess they made and left on Crooked Lake Rd. We would appreciate any input you could have on getting them to clean up what they have destroyed!

This affects our township and I'm sure you have had numerous calls. Any help in getting the Road Commission to clean up their mess will be greatly appreciated.

Thanking you in advance,



Ted and Linda Ackley

Enclosure

Hand Delivered to the township

December 10, 2008

Supervisor, Livingston County Road Commission

3535 Grand Oaks

Howell, Michigan 48843

To Whom It May Concern:

We moved into a new subdivision off of Crooked Lake Road about five years ago. One of the reasons we did so was the beautiful tree lined street and natural setting leading to the subdivision.

Thanks to the road commission that has now disappeared! Maybe you thought you had a reason for cutting the trees but you could have spread a lot of salt for the amount I'm sure you paid to destroy our street.

Even worse you made the mess and didn't clean it up! You hacked the trees, left the stumps and wood you thought people would take and haven't, left limbs all over. You have made our beautiful street look like a "war zone"! Every time I go down the street even with the snow I can't believe what you did and left it. Whoever ordered this to be done should be fired.

As bad as it still looks I am sure you had numerous calls. Please look into this matter and see what now can be done.

Thanking you in advance,

Ted and Linda Ackley

TolBoard 12/15/08

**JOHNSON ROSATI**

LABARGE, ASELTINE & FIELD, P.C.

34405 W. Twelve Mile Road, Suite 200 - Farmington Hills, Michigan 48331-5627  
Phone: 248.489.4100 / Fax: 248.489.1726  
www.johnsonrosati.com

Timothy S. Wilhelm  
twilhelm@jrlaf.com

December 1, 2008

**PERSONAL AND CONFIDENTIAL**  
**ATTORNEY/CLIENT PRIVILEGE**

Paulette Skolarus, Township Clerk  
Township of Genoa  
2911 Dorr Road  
Brighton, MI 48116

RE: Dewey Thomas vs. Township of Genoa  
MMRMA Occurrence No. 2007-38305-001 GPDZ  
MMRMA Claim No. 131283  
Date of Loss: 7/01/2006

Dear Ms. Skolarus:

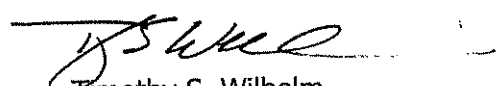
Enclosed please find an Opinion and Order entered by Judge Latreille on November 26, 2008, denying Plaintiff Dewey Thomas' Motion for Rehearing or Reconsideration. Although the Opinion is short, Judge Latreille concluded that Mr. Thomas failed to demonstrate that the Court committed a palpable error by dismissing all of Thomas' claims on the merits on August 25, 2008.

This Opinion begins the twenty-one (21) day appeal period in which Mr. Thomas can file a notice of appeal. We will keep you advised.

Should you have any questions or concerns, please do not hesitate to contact me.

Very truly yours,

JOHNSON, ROSATI, LABARGE,  
ASELTINE & FIELD, P.C.

  
Timothy S. Wilhelm

TSW/jb