

**GENOA CHARTER TOWNSHIP
BOARD OF TRUSTEES
FEBRUARY 16, 2009
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: 2-2-09
3. Request for approval to enter into agreements to collect 2009 summer school property taxes with Brighton Area Schools, Hartland Consolidated Schools and Howell Public Schools as submitted by Township Treasurer.

Approval of Regular Agenda:

4. Consider request by Crystal Gardens for deferral of a water and sewer special assessments.
- 5a. Treasurer's report regarding Township Investments.
- 5b. Request to amend list of Township approved depositories.
6. Manager's report regarding health insurance and prescription coverage.
7. Budget presentation by Township Auditor Ken Palka.
8. Consideration of an employee buyout program as recommended by the Administrative Committee.

Correspondence
Member Discussion
Adjournment

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

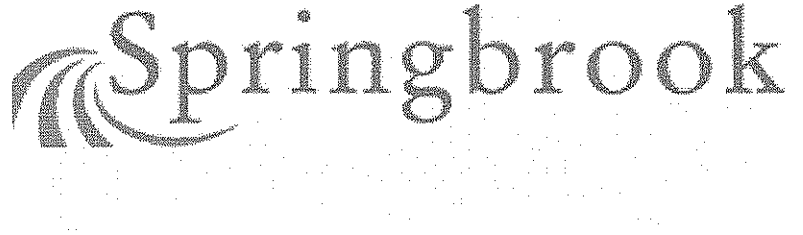
DATE: February 16, 2009

TOWNSHIP GENERAL EXPENSES: Thru February 16, 2009	\$167,374.54
February 6, 2009: Bi-Weekly Payroll	\$35,227.25
OPERATING EXPENSES: Thru February 16, 2009	\$59,538.56
TOTAL:	\$262,140.35

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
25052	Administ	Total Administrative Services	02/02/2009	446.12
25053	Equitabl	Equivest Unit Annuity Lock Box	02/02/2009	220.00
25054	G/O SWR	Genoa Oceola Sewer	02/03/2009	175.00
25055	MHOG WTR	MHOG Water Authority	02/03/2009	6,241.68
25056	OAKPOINT	Oak Point Operating	02/03/2009	331.65
25057	PINECREE	Pine Creek Operating	02/03/2009	144.81
25058	Chas	CHASE	02/03/2009	50,000.00
25059	SKOLAR P	Paulette Skolarus	02/03/2009	3,829.85
25060	AMER IMA	American Imaging, Inc.	02/16/2009	361.32
25061	Americ G	American General Life Insuranc	02/16/2009	290.00
25062	BLUE CRO	Blue Cross & Blue Shield Of Mi	02/16/2009	10,401.94
25063	Coffman	Coffman Electrical Equipment	02/16/2009	602.90
25064	CONSUMER	Consumers Energy	02/16/2009	898.24
25065	CONTINEN	Continental Linen Service	02/16/2009	66.00
25066	DTE LAKE	DTE Energy	02/16/2009	752.87
25067	ETNA SUP	Etna Supply Company	02/16/2009	3,354.53
25068	FIRST IM	First Impression Print & Marketing	02/16/2009	2,197.00
25069	GANNETT	PRESS & ARGUS	02/16/2009	265.00
25070	GENOADPW	Genoa Township DPW Fund	02/16/2009	6,060.00
25071	GORDONFO	Gordon's Food Services	02/16/2009	116.32
25072	LANGWORT	Langworthy Strader Leblanc	02/16/2009	3,352.05
25073	LivCTrea	Livingston County Treasurer	02/16/2009	300.88
25074	MASTER M	Master Media Supply	02/16/2009	547.87
25075	Net serv	Network Services Group, L.L.C.	02/16/2009	1,061.00
25076	Perfect	Perfect Maintenance Cleaning	02/16/2009	923.00
25077	Tetra Te	Tetra Tech Inc	02/16/2009	5,456.52
25078	WASTE MA	Waste Management	02/16/2009	68,968.00
25079	WIRELESS	Wireless Zone	02/16/2009	9.99

Report Total: 167,374.54

Accounts Payable
Computer Check Register



User: sue

Printed: 01/30/2009 - 12:34

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
25052	Administ	Total Administrative Services	02/02/2009		446.12
			Check 25052 Total:		446.12
9667	AETNA LI	Aetna Life Insurance & Annuity	02/02/2009		25.00
			Check 9667 Total:		25.00
9668	EFT-FED	EFT- Federal Payroll Tax	02/02/2009		4,055.42 2,082.91 2,082.91 487.12 487.12
			Check 9668 Total:		9,195.48
9669	EFT-PENS	EFT- Payroll Pens Ln Pyts	02/02/2009		778.90
			Check 9669 Total:		778.90
25053	Equitabl	Equivest Unit Annuity Lock Box	02/02/2009		220.00
			Check 25053 Total:		220.00
9670	FIRST NA	First National Bank	02/02/2009		300.00 2,395.00 21,866.75

Check 9670 Total:

24,561.75

Report Total:

35,227.25

**First National
Direct Deposit
FEBRUARY 06, 2009
Bi-Weekly Payroll**

<u>Employee Name</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
Adam Van Tassell		\$1,009.21
Amy Ruthig		\$888.62
Angela Williams		\$661.23
Barb Kries		\$962.80
Carol Hanus		\$1,256.06
Dave Estrada		\$947.82
Deborah Rojewski		\$2,238.41
Genoa Township	\$24,561.75	
Greg Tatara		\$2,301.62
Judith Smith		\$1,107.60
Karen J. Saari		\$904.07
Kelly VanMarter		\$2,075.91
Laura Mrocicka		\$1,540.96
Mary Krencicki		\$520.78
Michael Archinal		\$2,449.22
Renee Gray		\$901.62
Robin Hunt		\$1,229.42
Susan Sitner		\$494.46
Tammy Lindberg		\$931.46
Tessa Humphriss		\$2,140.48
Total Deposit		\$24,561.75

EFT #: _____
INTERNET: _____
CHECK BOOK: _____

12:10 PM
02/09/09

#592 OAK POINTE WATER/SEWER FUND

Payment of Bills

January 28 through February 9, 2009

Type	Date	Num	Name	Memo	Amount
Check	01/30/2009	1300	AT & T	1/22/09 - 2/21/09	-62.89
Check	01/30/2009	1301	BRIGHTON ANALYTICAL LLC	testing	-961.00
Check	01/30/2009	1302	FONSON, INC.	OAKSEW & OAKWAT	-561.00
Check	01/30/2009	1303	K & J Electric, INC	Repairs WWTP & Water Plant	-345.00
Check	01/30/2009	1304	PVS Nolwood Chemicals, Inc	Aluminum Sulfate	-869.60
Check	01/30/2009	1305	SEVERN TRENT ENVIRONMENTAL SERVICES,	Acct ID# 1-01774	-279.49
Check	01/30/2009	1306	HOWELLTRUE VALUE HARDWARE	supplies	-200.99
Check	02/03/2009	1307	G/O SEWER AUTHORITY	audit 03/31/2008	-1,691.40
Check	02/05/2009	1308	BRIGHTON ANALYTICAL LLC	testing	-65.00
Check	02/05/2009	1309	DTE ENERGY	Electric Service 12/29/08 - 1/27/09	-7,592.31
Check	02/05/2009	1310	CONSUMERS ENERGY	12/31/08 - 01/30/09 Gas Service	-2,139.46
Check	02/06/2009	1311	UIS PROGRAMMABLE SERVICES	Inv#530332176	-2,453.00
Check	02/06/2009	1312	GENOA TWP UTILITY FUND	Director's Inv#011 10/1/08 - 12/31/08	-8,290.00
Check	02/06/2009	1313	BRIGHTON ANALYTICAL LLC	testing	-67.00
Check	02/06/2009	1314	FASTENAL	supplies	-21.61
Check	02/06/2009	1315	NORTHWEST PIPE AND SUPPLY, INC.	Supplies	-23.00
Check	02/06/2009	1316	NELSON TANK ENGINEERING & CONSULTING	Inv# 1954	-1,100.00
Check	02/06/2009	1317	WASTE MANAGEMENT	Acct#389-0000590-1389-6	-92.79
TOTAL					-26,815.54

12:12 PM
02/09/09

#592 OAK POINTE WATER/SEWER FUND

Capital Improvement

Payment of Bills

January 28 through February 9, 2009

Type	Date	Num	Name	Memo	Amount
Check	02/02/2009	1027	SUNSHINE WATER TREATMENT	40% due on delivery of equipment-sand	-15,244.65
Check	02/06/2009	1028	DIXON ENGINEERING, INC.		-550.00
Check	02/06/2009	1029	FONSON, INC.	2009 MHOOG	-346.00
TOTAL					-16,140.65

12:15 PM
02/09/09

#595 PINE CREEK W/S FUND

Payment of Bills

January 28 through February 9, 2009

Type	Date	Num	Name	Memo	Amount
Check	02/03/2009	2035	LAKE EDGEWOOD OPERATING	03/31/2008 AUDIT	-5,441.78
TOTAL					-5,441.78

12:00 PM
02/09/09

#503 DPW UTILITY FUND
Payment of Bills
January 28 through February 9, 2009

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	02/04/2009	1191	BELLE TIRE	Order#16036905	-31.99
Check	02/04/2009	1192	ETNA SUPPLY	Invoice# 1634148	-176.00
Check	02/04/2009	1193	Carol Hanus	Internet Service/Toll Free Number	-122.03
Check	02/04/2009	1194	Master Media	Supplies	-35.07
Check	02/04/2009	1195	McDonald Modular Solutions	Inv# RI 123504	-375.00
Check	02/04/2009	1196	NETWORK SERVICES	Inv#8711	-1,498.00
Check	02/04/2009	1197	SEVERN TRENT ENVIRONMENTAL SERVICES	Inv# STES 2039798	-677.71
Check	02/06/2009	1198	CAVALIER	Acct#2119355	-17.95
Check	02/06/2009	1199	WYLIE SOFT WATER	#1171	-227.50
Check	02/06/2009	1200	FASTENAL COMPANY	Inv#MIBRG49263	-72.85
Check	02/06/2009	1201	NORTHWEST PIPE & SUPPLY	Supplies	-187.60
TOTAL					-3,421.70

12:02 PM
02/09/09

#504 DPW RESERVE FUND
Payment of Bills
January 28 through February 9, 2009

Type Date Num Name Memo Amount

no checks issued

12:08 PM
02/09/09

#593 LAKE EDGEWOOD W/S FUND
Payment of Bills
January 28 through February 9, 2009

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	02/01/2009	1465	City Of Brighton	VOID: 10/01/2008-12/31/2008	0.00
Check	02/03/2009	1467	G/O SEWER	03/31/2008 audit	-845.70
Check	02/03/2009	1468	Oak Pointe Operating	03/31/2008 audit	-104.45
Check	02/05/2009	1469	DTE Energy	Electric Service 12/31/08 - 2/2/09	-747.10
Check	02/05/2009	1470	STANDARD ELECTRIC COMPANY	Customer No: 210404/210405	-71.53
Check	02/05/2009	1471	SEVERN TRENT ENVIRONMENTAL SERVICES,	Inv#STES 2039798	-59.51
Check	02/05/2009	1472	PVS NOLWOOD CHEMICALS, INC	Chemical Drums	-939.60
Check	02/05/2009	1473	K & J ELECTRIC, INC.	Invoice# 4756	-671.00
Check	02/05/2009	1474	CRAMPTON ELECTRIC CO. INC.	INV# 107791	-630.00
Check	02/05/2009	1475	STATE OF MICHIGAN	Invoice# 543845	-3,650.00
TOTAL					-7,718.89

GENOA CHARTER TOWNSHIP BOARD

February 2, 2009

6:30 P.M.

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 and Jim Mortensen. Also present were Township Manager Michael Archinal and one person in the audience.

A Call to the Public was made with no response.

Approval of Consent Agenda:

Moved by Ledford, supported by Hunt, to approve all items listed under the consent agenda, moving the payment of bills to the regular agenda for discussion. The motion carried unanimously.

1. Request to approve minutes: 1-20-09

2. Request for approval of an impact assessment for reconstruction and relocation of Cleary Drive, which is a private road located in Sec. 5 between Grand River Avenue and Grand Oaks Drive, petitioned by Cleary University.

Approval of Regular Agenda:

Moved by Hunt, supported by Skolarus, to approve for action all items listed under the regular agenda, with the addition of a payment of bills. The motion carried unanimously.

3. Payment of Bills

The Blue Cross/Blue Shield billings were discussed. Archinal will bring a six month analysis to the board of the cost savings related to the contract that was approved in June of 2008. Moved by Mortensen, supported by Smith, to approve for payment all items listed under the payment of bills. The motion carried unanimously.

4. Discussion regarding upcoming Capital Improvements Program.

No formal action was taken by the board. The following items were considered for the future capital improvements program:

- A new entrance sign at Golf Club and Latson
- Challis/Conrad paving should still be a project
- Paving of Bauer south to Township limit
- The installation of an internet tower
- Priority of Beck crushed limestone installation should be diminished due to Parker not opening as a high school
- Crack sealing of County primary roads will be discussed with the L.C.R.C.

GENOA CHARTER TOWNSHIP BOARD – Regular Meeting – 02/02/2009

Skolarus advised the board that the cost for the printing of 11,000 township newsletters was less than \$2,200.00.

Mortensen expressed significant concern about the safety of our investments vis a' vis bank failures. Hunt advised the board that a presentation would be made concerning all deposits at the next regular meeting of the board.

The regular meeting of the Genoa Charter Township Board was adjourned at 7:20 p.m.



Paulette A. Skolarus
Genoa Township Clerk

(press/argus 02/06/2009)

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

2009

AGREEMENT made this _____ by and between Brighton Area Schools, with offices located at 125 S. Church St., Brighton, MI 48116 (hereinafter "School District") and the Charter Township of Genoa with offices located at 2911 Dorr Road, Brighton, MI 48116 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2009.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead operating property taxes as certified by the School District for levy on July 1, 2009 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$ 3.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Education Service Agency.

3. No later than May 31, 2009 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2009.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
 - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month via electronic transfer (wire transfer, ACH, etc.)

SCHOOL DISTRICT

Signature authorized by Board
of Education Resolution of
_____, 200__

President

Secretary

TOWNSHIP

Signature authorized by Board
of Trustees Resolution of
_____, 200__

Supervisor

Clerk

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this day of , 2009 by and between Howell Public Schools, with offices located at 411 N. Highlandcr Way, Howell, MI 48843 (hereinafter "School District") and Genoa Township with offices located at 2980 Dorr Road, Brighton, MI 48116 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2009.

The parties agree as follows:

- 1. The Township agrees to collect 100% of the total school non-homestead property taxes and 50% of the school debt property taxes as certified by the School District for levy on July 1, 2009 on property located within the Township. Interest earned on said taxes will be retained by the township.
- 2. The School District agrees to pay Township costs of assessment and collection as follows:

\$ 3.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Education Service Agency.

- 3. No later than June 15, 2009 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2009.
- 4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
 - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month. At your discretion, you may elect to discontinue summer tax disbursements to Howell Public Schools in November, December, January, and March.

SCHOOL DISTRICT

Signature authorized by Board
of Education Resolution of
_____, 2009.

President

Secretary

TOWNSHIP

Signature authorized by Board
of Trustees Resolution of
_____, 2009

Supervisor

Clerk

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this _____ day of _____, 2009 by and between Hartland Consolidated Schools, with offices located at 9525 E. Highland Road, Howell MI 48843 (hereinafter "School District") and Genoa Township, with offices located at 2911 Dorr Road, Brighton, MI 48115 (hereinafter "Township"), pursuant to 1976 PA 451, as amended for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2009.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes as certified by the School District for levy on July 1, 2009, on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$ 3.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the non-homestead taxes of the Livingston Education Service Agency and that the \$3.00 per parcel fee will cover the collection for Livingston Education Service Agency, also.

3. No later than June 15, 2009, the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2009.
4. Summer Tax collection shall be paid to the School District within ten (10) business days from the 1st and 15th of each month, except in October, November, December, January, and March.

School District



Kevin Kaszyca, President



Elsie McPherson-Brown, Secretary

Signature authorized by Board
of Education Resolution of
November 24, 2008.

Township

Supervisor

Signature authorized by Board
of Trustees Resolution of
_____, 2009

Clerk

December 10, 2009

Genoa Township
2911 Dorr Rd.
Brighton, MI 48116

To Whom It May Concern,

Since purchasing Lake Pointe Manor in May of 2004, I have taken great pride in what we transformed this building into – both on an aesthetic and community-involvement level. What was once a bowling alley is now one of the most prestigious buildings in both Genoa Township and Livingston County.

Crystal Gardens has done more than dress up the curb appeal of an old building. We have brought the community together, sharing in their weddings, anniversaries, and special occasions. We see guests from across the state and country, giving them a positive first experience with the Livingston County area. We have given Livingston County a place they can be proud of – to bring in such speakers as Oliver North, Senator John McCain, and Dick DeVos, among others.

But more than that, Crystal Gardens gives back to the community. We do hundreds of events at or near cost for local community organizations for the betterment of the community – from the Michigan Works! Regional Job Fair to American Red Cross to Livingston County United Way. In addition to discounting our events to give these organizations more fundraising opportunities, we consistently donate to organizations that help the community. Whether it be donating food to a Livingston County Humane Society fundraiser or event tickets to The Women's Resource Center auction, we are consistent in donating our time and energy to this community. With the final renovations of our building, we are now able to host The Brighton Chamber's Moola Ball, bringing a great local fundraising project in-county for the first time ever. One of the projects we are most proud of is the donation of our time and space as we partner with the Brighton Rotary over Thanksgiving; this year, five hundred people received Thanksgiving meals as a result of these efforts. I could go on about how important this community is to us, but I know the proof can be seen around the community.

I am proud to say we have between 70 and 90 employees on payroll depending on the time of year, making us a significant contributor to the income of many residents in the county. We understand the importance of keeping our employees working, and are doing our best to keep business running. In fact, we have reached the point where we are discounting events to the point of just "breaking even" to ensure we can keep as many of our staff receiving paychecks as

possible. I realize that everyone business owner that has responsibility to their employees and community is fighting the same fight. We are all going through these economic hardships together, and as a contributing member of the community, I am asking for your help.

The current economic crisis has almost completely obliterated our corporate clients. Our corporate business was fueled by those in the real estate, banking, automotive and pharmaceutical industry; these industries are almost non-existent in the current economy and certainly do not have a need for hosting a celebratory party, meeting, seminar or other event. In a normal economy, corporate events account for 30% of our income; this income is now gone.

In combination with the lack of corporate business, we are experiencing an all-time high in last minute cancellations. From a corporate-side, companies can no longer afford to host their events. From a wedding side, we are seeing all too often how lay-offs have affected our brides and grooms. This November, we experienced cancellations for December and January events totaling \$90,000.00 in revenue—something unheard of in the banquet industry. When we experience these last-minute cancellations, we do our best to re-book dates within a short time span, something difficult to do even in a good economy, much less with the current situation we are facing. My greatest fear is that this trend will carry over into wedding season as the economy continues on a downward spiral.

When I first opened Crystal Gardens in Genoa Township, I didn't realize how much I would come to love this community or how responsible I would feel for its success. I plan to be an integral part of the community for years to come, but to do so, I need the help of Genoa Township. I realize many businesses are struggling right now. I am pleading to you, as a business owner responsible for the livelihood of 70 people in the community.

I am being honest with you in our current situation, and am only asking that you take this into consideration. As you already know, we are struggling to pay our property taxes. I would like to request that Genoa Township to defer our sewer and water assessment payments for the next three years and add them to the end of the assessment period given the current economic situation we are facing. If there is any help or assistance you can offer I will be willing to listen. Thank you for your time and consideration.

Sincerely,

Joseph Thomas
Owner & President

09/15/2008
09:51 am

GENERAL SPECIAL ASSESSMENT INFORMATION FOR GENOA TOWNSHIP

PAGE 1
Crystal Gardens

Special Assessment.....: X2360 (GENOA/OCEOLA #2)
Special Assessment Desc .: GENOA/OCEOLA #2
APR Interest Rate.....: 2.0000000
Interest Calculation.....: Declining Balance
Number of Years.....: 20
Start Year.....: 1991
Special Assessment Status: Active
Parcel Number.....: 4711-10-400-020

*17 yrs PAID
3 REMAINING*

Owner.....: GENOA REALTY VENTURES LLC
Address.....: 1425 FORD BUILDING, DETROIT, MI 48226
Assessment Amount.....: 53580.00
Total Principal Paid.....: 45543.00
Total Interest Paid.....: 10305.22
Total Penalty Paid.....: 0.00
Total Penalty/Interest...: 10305.22
Total Unpaid Balance.....: 8037.00

** Current Installment Information **

Current Installment.....: 0.00
Principal Amount.....: 0.00
Interest Amount.....: 0.00
Penalty Amount.....: 0.00
Payment Date.....: / /
Payment Amount.....: 0.00

09/15/2008
06:07 pm

PAYMENT HISTORY FOR GENOA TOWNSHIP
X2360 (GENOA/OCEOLA #2), PARCEL: 4711-10-400-020
OWNER: GENOA REALTY VENTURES LLC, 1425 FORD BUILDING
PRINCIPAL LEFT: 8037.00

PAGE 1

Period	Post Date	Principal	Admin Fee	Interest	Penalty	Total	Recpt #	Check #	Comments
1991	11/30/1991	2,679.00	0.00	446.50	0.00	3,125.50			
1992	11/30/1992	2,679.00	0.00	1,018.02	0.00	3,697.02			
1993	11/30/1993	2,679.00	0.00	964.44	0.00	3,643.44			
1994	11/30/1994	2,679.00	0.00	910.86	0.00	3,589.86			
1995	11/30/1995	2,679.00	0.00	857.28	0.00	3,536.28			
1996	11/30/1996	2,679.00	0.00	803.70	0.00	3,482.70			
1997	11/30/1997	2,679.00	0.00	750.12	0.00	3,429.12			
1998	11/30/1998	2,679.00	0.00	696.54	0.00	3,375.54			
1999	11/30/1999	2,679.00	0.00	642.96	0.00	3,321.96			
2000	11/30/2000	2,679.00	0.00	589.38	0.00	3,268.38			
2001	11/30/2001	2,679.00	0.00	535.80	0.00	3,214.80			
2002	11/30/2002	2,679.00	0.00	482.22	0.00	3,161.22			
2003	11/30/2003	2,679.00	0.00	428.64	0.00	3,107.64			
2004	09/30/2004	2,679.00	0.00	375.06	0.00	3,054.06			AUTO ENTERED Winter '04 Tax
2005	09/30/2005	2,679.00	0.00	321.48	0.00	3,000.48			AUTO ENTERED Transfer to Tax
2006	09/30/2006	2,679.00	0.00	267.90	0.00	2,946.90			AUTO ENTERED Transfer to Tax
2007	09/30/2007	2,679.00	0.00	214.32	0.00	2,893.32			AUTO ENTERED '07 Winter Tax
TOTALS		45,543.00	0.00	10,305.22	0.00	55,848.22			

Special Assessment.....: X2525 (LK EDGWD W WTR)
Special Assessment Desc.: LE WEST WATER IMPROVEMENT
APR Interest Rate.....: 6.7500000
Interest Calculation.....: Declining Balance
Number of Years.....: 20
Start Year.....: 2000
Special Assessment Status: Active
Parcel Number.....: 4711-10-400-020

8 YRS PAID
12 REMAINING

Owner.....: GENOA REALTY VENTURES LLC
Address.....: 1425 FORD BUILDING, DETROIT, MI 48226
Assessment Amount.....: 219000.00
Total Principal Paid.....: 146730.00
Total Interest Paid.....: 49595.29
Total Penalty Paid.....: 0.00
Total Penalty/Interest...: 49595.29
Total Unpaid Balance.....: 72270.00

** Current Installment Information **

Current Installment.....: 0.00
Principal Amount.....: 0.00
Interest Amount.....: 0.00
Penalty Amount.....: 0.00
Payment Date.....: / /
Payment Amount.....: 0.00

09/15/2008
06:09 pm

PAYMENT HISTORY FOR GENOA TOWNSHIP
X2525 (LK EDGWD W WTR), PARCEL: 4711-10-400-020
OWNER: GENOA REALTY VENTURES LLC, 1425 FORD BUILDING
PRINCIPAL LEFT: 72270.00

Period	Post Date	Principal	Admin Fee	Interest	Penalty	Total	Recpt #	Check #	Comments
2000	11/30/2000	6,022.50	0.00	4,065.19	0.00	10,087.69			
2001	11/30/2001	6,022.50	0.00	7,723.86	0.00	13,746.36			
2002	11/30/2002	6,022.50	0.00	7,317.34	0.00	13,339.84			
2003	07/07/2003	98,550.00	0.00	0.00	0.00	98,550.00			
2003	11/30/2003	6,022.50	0.00	6,910.82	0.00	12,933.32			
2004	09/30/2004	6,022.50	0.00	6,504.30	0.00	12,526.80			
2005	09/30/2005	6,022.50	0.00	6,097.78	0.00	12,120.28			
2006	09/30/2006	6,022.50	0.00	5,691.26	0.00	11,713.76			
2007	09/30/2007	6,022.50	0.00	5,284.74	0.00	11,307.24			
TOTALS		146,730.00	0.00	49,595.29	0.00	196,325.29			

Ed. Reed. Reduced REU's

BSA
FORCE BALANCE
AUTO ENTERED Winter '04 Tax
AUTO ENTERED Transfer to Tax
AUTO ENTERED Transfer to Tax
AUTO ENTERED '07 Winter Tax

(2) After December 31, 1998, an ad valorem special assessment levied under this act shall be levied on the taxable value of the property assessed.

(3) If the levy of an ad valorem special assessment on the property's taxable value is found to be invalid by a court of competent jurisdiction, the levy of the ad valorem special assessment shall be levied on the property's state equalized value.

(4) As used in this section and section 15b, "taxable value" means that value determined under section 27a of the general property tax act, 1993 PA 206, MCL 211.27a.

Amended by P.A.1986, No. 180, § 1, Imd. Eff. July 8, 1986; P.A.1993, No. 544, Imd. Eff. Jan. 20, 1993.

Notes of Decisions

3. Discretion of board

During the hearing required under M.C.L.A. § 41.724, the board may change the special assessment plans, but under this section the board must finally approve the plans by resolution, with any

changes made since the time of the hearing. Highland-Howell Development Co., LLC v. Township of Mariou (2004) MTT No. 261481, 2004 WL 2251148.

41.720a. Assessments, hardship deferments

Sec. 9a. (1) An owner of property who by reason of hardship is unable to contribute to the cost of an assessment for an improvement authorized in section 2(1)(a), (b), (c), (g), * * * (h), or (n) may have the assessment deferred by application to the assessing officer. Upon receipt of evidence of hardship, the township may defer partial or total payment of the assessment.

(2) The township board * * * may enact an ordinance to define hardship and to permit deferred or partial payment of an assessment pursuant to this section. As a condition of granting the deferred or partial payment of an assessment, the township board shall require that any deferred assessment * * * constitute a recorded lien against the property.

Amended by P.A.1995, No. 139, § 1, Imd. Eff. July 10, 1995.

M.C.L.A. § 41.722(1)(a), 41.722(1)(b), 41.722(1)(c), 41.722(1)(g), 41.722(1)(h), or 41.722(1)(n).

Historical and Statutory Notes

1995 Legislation

The 1995 amendment, in subsec. (1), in the first sentence substituted "(g), (h), or (n)" for "(g), or

(h)"; and, in subsec. (2), in the first sentence deleted "of trustees" following "township board", and in the second sentence deleted "will" following "deferred assessment".

41.735. Borrowing in anticipation of special assessment collections; bonds

Sec. 15. The township board may borrow money and issue the bonds of the township * * * in anticipation of the collection of special assessments to defray all or any part of the cost of any improvement made under this act after the special assessment roll is confirmed. Bonds issued under this section shall not exceed the amount of the special assessments in anticipation of the collection of which they are issued. * * * Bonds may be issued in anticipation of the collection of special assessments levied in respect to 1 or more public improvements, but no special assessment district shall be compelled to pay the obligation of any other special assessment district. The township board may pledge the full faith and credit of the township for the prompt payment of the principal of and interest on the bonds authorized under this section. The issuance of bonds under this section is subject to the revised municipal finance act, 2001 PA 84, MCL 141.2101 to 141.2821.

Amended by P.A.2002, No. 229, Imd. Eff. April 29, 2002.

41.735b. Township improvement revolving fund; creation; transfers of funds

Sec. 15b. The township board of any township by resolution may create and designate a fund to be known as the township improvement revolving fund. Before January 1, 1999, the township board may transfer to the township improvement revolving fund from the general fund of the township in any 1 year an amount not exceeding 2 mills of the state equalized

valuation of the real and personal property in the township and in each subsequent year may * * * transfer from the general fund to the township improvement revolving fund until that fund equals 5 mills of the state equalized valuation of the real and personal property in the township. After December 31, 1998, the township board may transfer to the township improvement revolving fund from the general fund of the township in any 1 year an amount not exceeding 2 mills of the taxable value of the real and personal property in the township and in each subsequent year may transfer from the general fund to the township improvement revolving fund until that fund equals 5 mills of the taxable value of the real and personal property in the township. All interest charges collected are a part of the township improvement revolving fund. The township board may transfer funds from the township improvement revolving fund to the general fund when, in the judgment of the board, funds should be transferred.

Amended by P.A.1998, No. 544, Imd. Eff. Jan. 20, 1999.

POLICE AND FIRE PROTECTION

P.A.1951, No. 33, Imd. Eff. May 8, 1951

An act to provide police and fire protection for townships and for certain areas in townships, certain incorporated villages, and certain cities * * * ; to authorize contracting for fire and police protection; to authorize the purchase of fire and police equipment, and the maintenance and operation of the equipment; to provide for defraying the cost of the equipment; to authorize the creation of special assessment districts and the levying and collecting of special assessments; to authorize the issuance of special assessment bonds in anticipation of the collection of special assessments and the advancement of the amount necessary to pay such bonds, and to provide for reimbursement for such advances by reassessment if necessary; to authorize the collection of fees for certain emergency services in townships and other municipalities; to authorize the creation of administrative boards and to prescribe their powers and duties; to provide for the appointment of traffic officers and to prescribe their powers and duties; and to repeal acts and parts of acts. Amended by P.A.1955, No. 221, § 1, Eff. Oct. 14, 1955; P.A.1960, No. 51, § 1, Eff. Aug. 17, 1960; P.A.1966, No. 106, § 1, Imd. Eff. June 22, 1966; P.A.1982, No. 365, § 1, Eff. March 30, 1983; P.A.1989, No. 81, § 1, Imd. Eff. June 20, 1989; P.A.1990, No. 102, § 1, Imd. Eff. June 14, 1990; P.A.2004, No. 463, Imd. Eff. Dec. 28, 2004.

41.801. Police and fire protection for townships; purchase of vehicles, apparatus and equipment; special assessments; bonds

Sec. 1. (1) The township board of a township, or the township boards of adjoining townships acting jointly, whether or not the townships are located in the same county, may purchase police and fire motor vehicles, apparatus, equipment, and housing and for that purpose may provide by resolution for the appropriation of general or contingent funds. Before January 1, 1999, the appropriation for fire motor vehicles, apparatus, equipment, and housing in a 1-year period shall not exceed 10 mills of the assessed valuation of the area in their respective townships for which fire protection is to be furnished. After December 31, 1998, the appropriation for fire motor vehicles, apparatus, equipment, and housing in a 1-year period shall not exceed 10 mills of the taxable value of the area in their respective townships for which fire protection is to be furnished. Before January 1, 1999, the appropriation for police motor vehicles, apparatus, equipment, and housing in a 1-year period shall not exceed 10 mills of the assessed valuation of the area in their respective townships for which police protection is to be furnished. After December 31, 1998, the appropriation for police motor vehicles, apparatus, equipment, and housing in a 1-year period shall not exceed 10 mills of the taxable value of the area in their respective townships for which police protection is to be furnished.

(2) The township board of a township, or the township boards of adjoining townships acting jointly, whether or not the townships are located in the same county, may provide annually by resolution for the appropriation of general or contingent funds for maintenance and operation of police and fire departments.

P. 3/5
NO. 331

*

AUG. 2. 2006 1:58PM 01115175466775

Genoa Township
2911 Dorr Rd.
Brighton, MI 48116
810-227-5225

Memo

To: Genoa Township Board
From: Robin L. Hunt
Date: February 12, 2009
Re: Bank Information

Attached is an updated list of banks and balances of all Genoa Township funds as of 2/06/09.

For each bank the Township has \$250,000.00 Coverage under the Federal Deposit Insurance Corporation (FDIC) as well as 100% Coverage on all low and/or non-interest bearing checking accounts. I have verified that all banks listed under the Genoa Township Depository Resolution are FDIC insured banks.

As you may recall the Township approved the Pledge Agreement with First National Bank on 11/17/08. Per the agreement First National is pledging up to 75% coverage of Township Funds that are not covered under the FDIC. First National Bank will be supplying, monthly, a listing of the pledged securities they have held at Fifth Third Bank; attached is this months breakdown.

Included in the First National Bank balance is the Current Tax Fund, which is disbursed every 15 days; therefore the First National balances reflect approx. \$550,000.00 that will be paid out to the County, Schools, etc. this week and the total balance in the fund will be paid out by the middle of March.

At this time I am proposing to move the Certificate of Deposits that are currently being held at Brighton Commerce Bank into the CDARS Program, as they mature. Once the funds have been moved into this program they will be 100% covered by the FDIC. I will be attending a meeting on Wednesday, 2/18/09, where the CDARS program is scheduled to be discussed. While this program has been available for over a year it was just approved for Municipalities at the end of December. I have included information regarding the CDARS Program or you can visit their website at www.cdars.com

Bank Name	Balance 2/6/2009	Coverage 100%	First National Pledge Agreement 75% Coverage	Amt over FDIC Coverage	CD's - move to CDARS program as they mature
Bank of America	\$ 250,000.00	\$ 250,000.00		\$ -	
Brighton Commerce Bank	\$ 2,904,874.00	\$ 1,207,389.00			\$ 1,697,485.00
Charter One	\$ 250,000.00	\$ 250,000.00		\$ -	
Chase Bank	\$ 501,000.00	\$ 501,000.00		\$ -	
Comerica	\$ 762,853.00	\$ 250,000.00		\$ 512,853.00	
Fifth Third Bank	\$ 2,355,924.00	\$ 1,639,601.00		\$ 716,323.00	
First National Bank	\$ 3,750,765.00	\$ 1,161,429.00	\$ 2,142,800.00	\$ 446,536.00	
Flagstar	\$ 250,000.00	\$ 250,000.00		\$ -	
Key Bank	\$ 250,000.00	\$ 250,000.00		\$ -	
Livingston Community Bank	\$ 250,000.00	\$ 250,000.00		\$ -	
M.B.I.A.	\$ 569,757.00	\$ 250,000.00		\$ 319,757.00	
National City	\$ 581,993.00	\$ 250,000.00		\$ 331,993.00	
	\$ 12,427,166.00	\$ 6,259,419.00	\$ 2,142,800.00	\$ 2,327,462.00	\$ 1,697,485.00

100% Coverage \$ 8,402,219.00
 Excess over FDIC coverage \$ 2,327,462.00
 Amount to CDARS Program \$ 1,697,485.00
 Account Balances 2/06/09 \$ 12,427,166.00

**LIST OF PLEDGED SECURITIES
GENOA TOWNSHIP**

<u>CUSIP</u>	<u>PLEDGEE</u>	<u>DESCRIPTION</u>	<u>SAFEKEEPING LOCATION</u>	<u>2/11/2009 AMT PLEDGED</u>
3128P7KY8	GENOA TOWNSHIP	FHLMC-POOL # C91211	FIFTH THIRD	2,022,570.51
31414R7F6	GENOA TOWNSHIP	FNMA-POOL # 974394	FIFTH THIRD	1,172,125.17
658499AK4	GENOA TOWNSHIP	NORTH CENTRAL MICH COLLEGE	FIFTH THIRD	186,505.90
966731DK4	GENOA TOWNSHIP	WHITTEMORE PRESCOTT MI AREA SD	FIFTH THIRD	201,690.00
TOTAL SECURITIES PLEDGED-GENOA TOWNSHIP				<u><u>\$ 3,582,891.58</u></u>

CD

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Why CDARS

- ▾ [Advisors](#)
- ▾ [Associations](#)
- ▾ [Businesses](#)
- ▾ [Credit Unions](#)
- ▾ [Individuals](#)
- ▾ [Non-profits](#)
- ▾ [Public Funds](#)
- ▾ [Socially-motivated Investors](#)

CDARS for Non-profits

With CDARS, you can receive up to \$50 million in FDIC protection through a single bank. For many non-profit organizations, CDARS can be a valuable cash management or longer-term investment tool.

With CDARS, your organization gets *One Bank, One Rate, One Statement*SM

- **One Bank:** Investors can access multi-million dollar FDIC insurance coverage by working with just one bank — the bank they know and trust.
- **One Rate:** Investors earn one rate for each CD maturity and enjoy the option of reinvesting them through a simple process.
- **One Statement:** Investors receive one easy-to-read statement summarizing all of their CD holdings.



CDARS can significantly reduce your administrative burdens, especially during tax and financial reporting seasons; there's no need to manually consolidate statements or interest disbursements or to calculate blended rates. With CDARS, you can eliminate the need to monitor changing collateral values – another time-saving convenience. And, because your money can be fully FDIC insured, it can help your organization comply with investment policy mandates and avoid footnoting uninsured deposits in its financial statements. All of this means you can devote more time to fund-raising efforts and other activities in support of your organization's mission. As always, your confidential information remains protected.

[Find financial institutions offering CDARS](#)

[Download printable overview/information sheet](#)

Funds may be submitted for placement only after a depositor enters into an agreement with a network member bank. With your consent, the bank may choose to receive fee income instead of deposits from other banks. Under these circumstances, deposited funds would not be available for local lending, which may not satisfy your local investment goals/mandates. CDARS is a registered service mark of Promontory Interfinancial Network, LLC.

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Smart Investing

Enjoy \$50 Million in FDIC Insurance

Through the CDARS® service, your non-profit organization can access multi-million dollar FDIC coverage on CD investments made through a single bank.

Why CDARS?

With CDARS, your organization gets:

One Bank

Investors can access multi-million dollar FDIC insurance coverage by working with just one bank – the bank they know and trust.

One Rate

Investors earn one rate for each CD maturity and enjoy the option of reinvesting them through a simple process.

One Statement

Investors receive one easy-to-read statement summarizing all of their CD holdings.

How does CDARS work?

Banks that offer CDARS are members of a special network. When your non-profit organization places a large deposit with a network member, that bank uses the CDARS service to place your funds into CDs issued by other members of the network. This occurs in increments of less than the standard FDIC insurance maximum to ensure that both principal and interest are eligible for full FDIC protection. Other network members do the same things with their customers' funds. With help from a sophisticated matching system, banks exchange funds with other members of the network. These exchanges, which occur on a dollar-for-dollar basis, bring the full amount of your organization's original deposit back to your bank. As a result, the bank can make the full amount of the deposit available for community lending purposes (the money stays local!) and your organization can access FDIC insurance coverage from many banks while working with just one.



What else should I know?

CDARS can significantly reduce your administrative burdens, especially during tax and financial reporting seasons; there's no need to manually consolidate statements or interest disbursements or to calculate blended rates. With CDARS, you can eliminate the need to monitor changing collateral values – another time-saving convenience. And, because your money can be fully FDIC insured, it can help your organization comply with investment policy mandates and avoid footnoting uninsured deposits in its financial statements. All of this means you can devote more time to fund-raising efforts and other activities in support of your organization's mission. As always, your confidential information remains protected.

How can I learn more?

Call your bank to find out if it offers the CDARS service. If not, visit www.cdars.com to locate a member bank near you. You may also call us directly at 866-776-6426 and press 2.

CDARS

Funds may be submitted for placement only after a depositor enters into an agreement with a network member bank. With your consent, the bank may choose to receive fee income instead of deposits from other banks. Under these circumstances, deposited funds would not be available for local lending, which may not satisfy your local investment goals/mandates. CDARS is a registered service mark of Promontory Interfinancial Network, LLC. P2C.NonProfits.Nov 08

Depository Resolution

Amended: 8-04-08

Amended 2/16/09

WHEREAS, Public Act 77 of 1989, MCL 41.77 requires that the Township Board designate the depositories for money belonging to the Township,

BE IT FURTHER RESOLVED, that the Genoa Township Board approved the following financial institutions as depositories of Township Funds:

Bank of America

Bank One

Brighton Commerce Bank

Charter One

Chase Bank

Comerica Bank

Fifth Third Bank

First National Bank of Howell

Flagstar Bank

~~Great Lakes Bancorp.~~

Key Bank

~~LaSalle Bank/ABN-Amro~~

Livingston Community Bank

Michigan Class/MBIA

National City Bank

TCF Bank

BE IT FURTHER RESOLVED, that the Treasurer may continue to use these institutions and the subsequent successor if any experience name changes due to acquisition or merger.

MEMORANDUM

TO: Township Board

FROM: Mike Archinal

DATE: 2/13/09

RE: Health Insurance and Prescription Plan Status
Agenda Item #6

At the 2/2/09 Board meeting a request was made for a status report regarding our health insurance and prescription coverage. Last year we switched from Blue PPO1, a no deductible program, to Blue PPO15 a plan with a very high deductible. The Township self funds the deductible. This self funding is more than offset by significantly reduced premiums. Also, after careful analysis, we began self-funding our prescription program. Employee Health Insurance Management (EHIM) is the third party administrator that manages these programs. The changes were implemented 7/1/08.

The following tables identify the substantial savings we have realized as a result of these modifications. For the six month period of 7/08 to 12/08 for 16 eligible employees the Township saved \$29,785.10 for health insurance and \$6,733.48 for prescription coverage. This projects an estimated annual savings total of \$73,037.16.

No action is necessary on this item. I will be happy to answer any questions you may have on Monday night.

Monthly Savings Report - Savings Analysis
Medical Wrap Plan
Genoa Charter Township
July 01, 2008 - December 31, 2008

 2911 Dorr Road
 Brighton, MI 48116

EHIM Estimated Savings Analysis

Month	# of EE	# of FC	Estimated Equivalent Plan Premium	Actual Claims Paid Out	Actual Administrative Fees	Actual Purchased Plan Premium	Estimated Savings
Jul-08	16	1	\$15,692.90	\$0.00	\$540.00	\$8,664.77	\$6,488.13
Aug-08	16	1	\$15,692.90	\$63.76	\$540.00	\$8,664.77	\$6,424.37
Sep-08	16	1	\$15,692.90	\$1,425.27	\$540.00	\$8,664.77	\$5,062.86
Oct-08	16	1	\$15,692.90	\$2,644.84	\$540.00	\$8,664.77	\$3,843.29
Nov-08	16	1	\$15,692.90	\$3,015.55	\$540.00	\$8,664.77	\$3,472.58
Dec-08	16	1	\$15,692.90	\$1,994.26	\$540.00	\$8,664.77	\$4,493.87
YTD			\$94,157.40	\$9,143.68	\$3,240.00	\$51,988.62	\$29,785.10

Accumulated Estimated Average Savings PEEPM

Estimated Average Premium PEEPM	\$980.81
Estimated Average Self-Funded Premium PEEPM	\$670.54
Estimated Average Savings PEEPM	\$310.26

*PEEPM = Per Eligible Employee Per Month



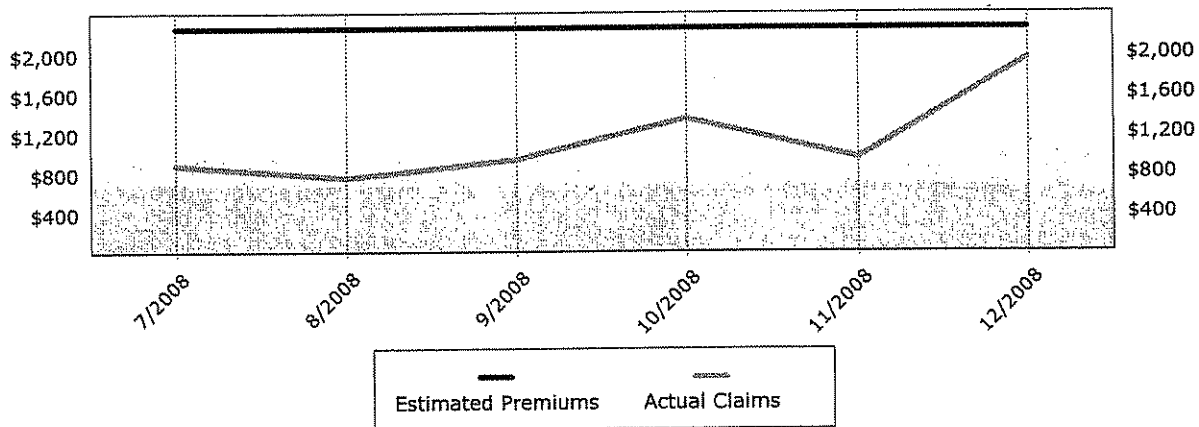
Annual Savings Report Genoa Charter Township 50001240-01

Renewal Date: July 2008

Agency: Grace and Porta Benefits, Inc. Agent: Travis Porta

Month	Eligible Contracts	Utilizing Contracts	Estimated Premium	Actual Claim Amount	Savings
July	16	10	\$2,249.46	\$870.95	\$1,378.51
August	16	10	\$2,249.46	\$744.40	\$1,505.06
September	16	8	\$2,249.46	\$928.55	\$1,320.91
October	16	11	\$2,249.46	\$1,335.03	\$914.43
November	16	8	\$2,249.46	\$943.16	\$1,306.30
December	16	11	\$2,249.46	\$1,941.19	\$308.27
Averages:	16.0	9.7	Totals: \$13,496.76	\$6,763.28	\$6,733.48

Accumulated Averages	
Est. Premium Per Contract Per Month:	\$140.56
Avg. Cost Per Contract Per Month:	\$70.44
Savings Per Contract Per Month:	\$70.13



MEMORANDUM

TO: Township Board

FROM: Mike Archinal

DATE: 2/13/09

RE: Budget Presentation
Agenda Item # 7

Ken Palka will be in attendance Monday night to recommend budget amendments to the FY 08/09 budget and to make a preliminary presentation regarding the FY 09/10 budget. Materials will be distributed at the meeting. We will have several opportunities to consider this information.

MEMORANDUM

TO: Township Board
FROM: Mike Archinal
DATE: 2/9/09
RE: Employee Buyout Plan

Due to our current lack of economic activity and increased use of technology it has become evident that our workforce is being underutilized. While our current financial situation is stable we have to be cognizant that declining property values and uncertain State shared revenue may have dramatic impacts on our ability to provide quality service to our residents.

We enjoy a very good relationship with an outstanding staff. Layoffs would have a severe detrimental impact on this relationship. Livingston County implemented an employee buyout program that offered one week's pay each year of service. The attached spreadsheet analyzes this concept if applied to Genoa Township. The Administrative Committee recommends that our employees be offered a buyout option as described. In order to react, reorganize and assign responsibilities in a logical fashion the offer must have a sunset. Upon approval this offer will be made to our employees. Employees must accept or reject the offer by March 31, 2009. Employees accepting the offer will be paid for accrued leave in accordance with the Personnel Manual and will be required to sign the attached separation and release agreement prepared by the Township Attorney.

Please consider the following action:

**Moved by _____, supported by _____, to approve the
employee buyout plan as presented.**

EMPLOYEE	D.O.H.	FT/PT	MONTHS TENURE	YEARS	F/TIME BUYOUT	P/TIME BUYOUT
Mary Krencicki	10/13/1987	PT	258	21.50	\$ 16,391.60	
Judi Smith	2/15/1988	FT	252	21.00	\$ 16,010.40	
Debra Rojewski	11/9/1988	FT	243	20.25	\$ 27,256.50	
Renee Gray	6/26/1991	FT	211	17.58	\$ 12,645.93	
Amy Ruthig	8/7/1995	FT/PT	162	13.50	\$ 8,947.80	
Michael Archinal	3/1/1998	FT	131	10.92	\$ 20,361.77	
Barb Kreis	7/6/1998	FT	127	10.58	\$ 6,946.90	
Adam VanTassell	9/21/1998	FT	125	10.42	\$ 7,841.67	
Tammy Lindberg	11/30/1998	FT/PT	122	10.17	\$ 6,364.33	
Kelly VanMarter	6/29/1999	FT/PT	115	9.58	\$ 11,331.33	
Carol Hanus	4/3/2000	FT	106	8.83	\$ 7,218.60	
Karen Saari	8/1/2000	FT	102	8.50	\$ 4,930.00	
Laura Mroczka	9/17/2003	FT	65	5.42	\$ 5,468.67	
Angela Williams	8/16/2004	PT	54	4.50	\$ 3,465.00	
David Estrada	4/3/2005	FT	46	3.83	\$ 2,484.00	
Gregory Tatara	3/13/2006	FT	35	2.92	\$ 4,403.00	
Susan Sitner	1/16/2008	PT	13	1.08	\$ 530.83	
Tesha Humphriss	6/1/2008	FT	8	0.67	\$ 942.13	
BUYOUT = (Years * Rate)*40						

This Resignation and Release ("Agreement") is made between **[name of employee]** ("Employee") and Genoa Charter Township, a Michigan municipal corporation (Township).

Employee has been employed by Township since **[date]**, currently as **[employee's job title]**. Due to a variety of economic circumstances, the parties have agreed that Employee will resign **[his / her]** employment with the Township effective **[date]**, and that in consideration of **[his / her]** doing so, Employee will do certain things as set forth below. In consideration of the mutual promises stated in this document, it is agreed as follows:

1. Employee will submit **[his / her]** resignation from **[his / her]** position as **[employee's job title]** and from any other positions that **[he / she]** holds with the Township effective **[date]**.
2. Township accepts Employee's resignation.
3. Township will pay to Employee the following monies and provide to Employee the following benefits to which Employee is not otherwise entitled:

4. In exchange for **[recite consideration]**, Employee voluntarily and knowingly releases and discharges Township from any and all claims and causes of action based on any fact, circumstance, or event occurring or existing at or before Employee's execution of this Agreement. This Release includes all claims whatsoever, whether founded on contract, tort, statute, or regulation; federal, state, or local common law; or any other theory or grounds, including, but not limited to, any claims under the federal Age Discrimination in Employment Act of 1967, as amended.
5. Employee has had at least 40 days to review the terms of this Agreement and has been advised in writing to consult with the attorney of **[his / her]** choice on the terms of the Agreement. Employee specifically acknowledges that **[he / she]** fully and completely understands the terms of this Agreement and their significance and that **[he / she]** accepts these terms and enters into this Agreement freely, voluntarily, and without reservation.
6. Employee understands that **[he / she]** may revoke this Agreement up to 7 days after signing it. To be effective, the revocation must be in writing and delivered to the Township Manager. If the Agreement is not revoked within the 7-day period, it shall be fully enforceable without any further affirmative action by either party.
7. The parties agree that nothing contained in this Agreement and no actions taken by any party with respect to this Agreement shall be construed as an admission by any party of any liability, wrongdoing, or obligation.
8. This Agreement contains and comprises the entire understanding of the parties, and there are no additional promises, representations, terms, or provisions.

Dated: _____

/s/ _____
[Typed name of employee]

Genoa Charter Township

Dated: _____

By: /s/ _____
Gary T. McCririe
Its: **Supervisor**