

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
March 3, 2014
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: Feb. 17, 2013
3. Request Board approval to add – X2504-Brighton City Usage of \$790.67 to Parcel #4711-25-400-049 on the 2013 Winter tax roll as submitted by the Township Treasurer.

Approval of Regular Agenda:

4. Request for approval of Resolution 140303 regarding assistance from the Michigan Department of Natural Resources in the removal of nuisance geese.
5. Discussion regarding draft ordinance amendment regarding temporary sales and events.
6. Discussion and possible determination of Township participation in a proposed Grand Oaks Road Improvement Special Assessment District.
7. Request for approval of the Lake Edgewood Sewer, Oak Pointe Sewer, and Oak Pointe Water Rate Analysis.
8. Review of the January 21, 2014 minutes of the Board with regard to an increase in refuse collection related to the Federal Consumer Price Index and the relationship to the contract rate and adjustments with Duncan that expires July 31, 2016.
9. Discussion regarding an analysis of the Township's cemetery needs.

Correspondence
Member Discussion
Adjournment

*Citizen's Comments- In addition to providing the public with an opportunity to address the Township Board at the beginning of the meeting, opportunity to comment on individual agenda items may be offered by the Chairman as they are presented.

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: March 3, 2014

TOWNSHIP GENERAL EXPENSES: Thru March 3, 2014	\$75,136.57
February 28, 2014 Bi Weekly Payroll	\$76,066.13
March 3, 2014 Monthly Payroll	\$10,815.71
OPERATING EXPENSES: Thru March 3, 2014	\$214,373.19
TOTAL:	<u>\$376,391.60</u>

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
30443	BullsEye	BullsEye Telecom	02/11/2014	199.10
30444	COMC	Comcast	02/11/2014	325.73
30445	CONSUMER	Consumers Energy	02/11/2014	975.54
30446	MASTER M	Master Media Supply	02/11/2014	62.90
30447	AMER PLA	American Planning Association	02/17/2014	465.00
30448	BLUE CRO	Blue Cross & Blue Shield Of Mi	02/17/2014	23,922.52
30449	BullsEye	BullsEye Telecom	02/17/2014	376.12
30450	Clearwat	Clearwater Systems	02/17/2014	39.00
30451	ETNA SUP	Etna Supply Company	02/17/2014	26,680.66
30452	GANNETT	Livingston Press & Argus	02/17/2014	330.00
30453	GENOADPW	Genoa Township DPW Fund	02/17/2014	375.01
30454	LivCTrea	Livingston County Treasurer	02/17/2014	10.00
30455	ARCHINAL	Michael Archinal	02/19/2014	500.00
30456	ATT& IL	AT&T	02/19/2014	126.79
30457	GENOA TW	Genoa Township	02/19/2014	377.28
30458	JOHNSONR	Johnson, Rosati, Schultz & Jop	02/19/2014	5,991.30
30459	LSL	LSL Planning, Inc.	02/19/2014	1,645.50
30460	OEX	Office Express Inc.	02/19/2014	115.18
30461	RELIANCE	Reliance Standard Life Insuran	02/19/2014	1,982.49
30462	VERIZONW	Verizon Wireless	02/19/2014	328.68
30463	EFT-Equi	Equivest Unit Annuity Lock Box	02/28/2014	375.00
30464	StateOfM	State of Michigan	02/28/2014	5,616.60
30465	CARDM	Chase Card Services	02/21/2014	357.63
30466	PFEFFER	Pfeffer, Hanniford, Palka	02/21/2014	3,450.00
30467	ROJEWSKB	Brian Rojewski	02/21/2014	108.46
30468	VERIZONW	Verizon Wireless	02/21/2014	218.84
30469	WALMART	Walmart Community	02/21/2014	181.24

Report Total: 75,136.57

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: cathy

Printed: 02/20/2014 - 11:55

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13028	AETNA LI	Aetna Life Insurance & Annuity	02/28/2014		25.00
Check 13028 Total:					25.00
30463	EFT-Equi	Equivest Unit Annuity Lock Box	02/28/2014		375.00
Check 30463 Total:					375.00
13029	EFT-FED	EFT- Federal Payroll Tax	02/28/2014		7,299.26 4,109.16 4,109.16 961.04 961.04
Check 13029 Total:					17,439.66
13030	EFT-PENS	EFT- Payroll Pens Ln Pyts	02/28/2014		2,082.63
Check 13030 Total:					2,082.63
13031	EFT-TASC	EFT-Flex Spending	02/28/2014		1,201.85
Check 13031 Total:					1,201.85
13032	FIRST NA	First National Bank	02/28/2014		2,730.00 46,520.39 75.00

Check 13032 Total: 49,325.39

30464

StateOfM

State of Michigan

02/28/2014

02282014

5,616.60

Check 30464 Total: 5,616.60

Report Total: 76,066.13

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: cathy

Printed: 02/18/2014 - 10:11

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13024	EFT-FED	EFT- Federal Payroll Tax	03/03/2014		1,886.55
					652.82
					652.82
					152.66
					152.66
					<hr/>
				Check 13024 Total:	3,497.51
					<hr/> <hr/>
13025	EFT-PENS	EFT- Payroll Pens Ln Pyts	03/03/2014		294.21
					<hr/>
				Check 13025 Total:	294.21
					<hr/> <hr/>
13026	EFT-TASC	EFT-Flex Spending	03/03/2014		83.33
					<hr/>
				Check 13026 Total:	83.33
					<hr/> <hr/>
13027	FIRST NA	First National Bank	03/03/2014		6,940.66
					<hr/>
				Check 13027 Total:	6,940.66
					<hr/> <hr/>
				Report Total:	10,815.71
					<hr/> <hr/>

#503 DPW UTILITY FUND

Payment of Bills

February 11 - 24, 2014

Type	Date	Num	Name	Memo	Amount
Check	02/11/2014	2744	K/E Electric Supply Corp	Inv. #I 636233 2/6/14	-104.86
Check	02/11/2014	2745	LOWE'S	Acct #99006416418 2/2/14	-4,522.20
Check	02/11/2014	2746	NORTHWEST PIPE & SUPPLY	Inv. #4060 1/10/14	-75.45
Check	02/11/2014	2747	Staples Credit Plan	Acct #6035617861450400 2/2/14	-74.99
Check	02/11/2014	2748	Tractor Supply Co.	Acct #6035301203240242 1/30/14	-142.92
Check	02/11/2014	2749	Victory Lane Quick Oil Change	Inv. #3101 1/30/14	-43.48
Check	02/17/2014	2750	Abe's Auto Glass, Inc.	Inv. #36948 1/16/14	-40.00
Check	02/17/2014	2751	Auto Zone	Inv. #2170552109 2/13/14	-102.97
Check	02/17/2014	2752	Port City Communications, Inc.	Inv. #444402012014 2/1/14	-315.54
Check	02/17/2014	2753	U.S. POSTMASTER	Oak Pointe Billing - Nov 2013 - January 2	-323.48
Check	02/17/2014	2754	Press & Argus	Inv. #0005785661 2/3/14	-461.06
Check	02/19/2014	2755	Chase Card Services	Acct #4798609100133186 2/7/14	-1,686.56
Check	02/19/2014	2756	Genoa Township	Annual Admin Exp for Receipting	-30,000.00
Check	02/19/2014	2757	Genoa Township	Annual Admin Exp - Office Rent & Suppli	-20,000.00
Check	02/19/2014	2758	Genoa TWSP DPW Reserve	Annual Transfer to Equipment Reserve	-30,000.00
Check	02/19/2014	2759	Genoa TWSP DPW Reserve	Annual Transfer to Personnel Reserve	-10,000.00
Check	02/19/2014	2760	Shell Fleet Plus	Acct #065332306 2/10/14	-3,357.40
Check	02/19/2014	2761	Greg Tatara	March 2014 Car Allowance	-500.00
Check	02/19/2014	2762	Verizon Wireless	Acct #481002220-00002 2/6/14	-287.32
Check	02/21/2014	2763	Pfeffer-Hanniford-Palka	Inv. #1000015555 2/15/14	-2,750.00
Total					-104,788.23

11:18 AM

#595 PINE CREEK W/S FUND

Payment of Bills

February 11 - 24, 2014

Type	Date	Num	Name	Memo	Amount
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no checks issued

11:16 AM

#593 LAKE EDGEWOOD W/S FUND

Payment of Bills

February 11 - 24, 2014

Type	Date	Num	Name	Memo	Amount
Check	02/10/2014	2486	Consumers Energy	Lake Edgewood Invoices	-741.56
Check	02/10/2014	2487	DTE Energy	LE Electricity Billings	-403.61
Check	02/11/2014	2488	KENNEDY INDUSTRIES, INC.	Bal Due - Inv. #550749 12/9/13	-6,955.00
Check	02/11/2014	2489	DTE Energy	LE Electricity Billings	-4,483.12
Check	02/17/2014	2490	Brighton Analytical L.L.C.	LE Invoices	-154.00
Check	02/17/2014	2491	GENOA TWP DPW FUND	LE Common Costs - Oct - Dec 2013	-1,216.17
Check	02/17/2014	2492	GENOA TWP DPW FUND	LE Maintenance/Billing Fees Feb 2014	-9,300.17
Check	02/17/2014	2493	GENOA TWP-OAK POINTE OPERATING	Grinder Pump Repair 9/30/13 - 12/31/13	-751.00
Check	02/19/2014	2494	GENOA TWP-LAKE EDGEWOOD RESERVE	Transfer Annual Reserve - Sewer per Budget	-5,000.00
Total					-29,004.63

11:14 AM

#592 OAK POINTE WATER/SEWER FUND

Payment of Bills

February 11 - 24, 2014

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	02/11/2014	2910	DTE ENERGY	4335 Crooked Lake #5619600103	-48.17
Check	02/17/2014	2911	Bullseye Telecom	Inv. #17967538 1/9/14 Acct #-003CA32	-263.61
Check	02/17/2014	2912	BRIGHTON ANALYTICAL, LLC	Customer ID GENOATWP	-268.00
Check	02/17/2014	2913	DUBOIS COOPER ASSOCIATES INCC	Inv. #164472 02/06/14	-7,775.87
Check	02/17/2014	2914	FASTENAL	Invoices - Customer #MIBRG0781	-81.41
Check	02/17/2014	2915	GENOA TWP DPW FUND	OP Common Costs	-2,054.55
Check	02/17/2014	2916	GRAINGER	Acct #862003803	-734.27
Check	02/17/2014	2917	GENOA TWP DPW FUND	OP Maint/Billing Fees - Feb 2014	-35,986.34
Check	02/17/2014	2918	HACH Company	Inv. #8679010 2/3/14	-1,588.85
Check	02/17/2014	2919	K & J Electric, INC	Inv. #6395 1/27/14	-195.00
Check	02/17/2014	2920	NORTHWEST PIPE AND SUPPLY, INC	January Invoices	-51.53
Check	02/17/2014	2921	PVS Nolwood Chemicals, Inc	Inv. #430013 & CR #116640	-1,032.00
Check	02/17/2014	2922	USA Bluebook	Inv. #250833 1/23/14 (part'l)	-371.90
Check	02/19/2014	2923	AT&T	Acct #810 227-4883 026 3 dated 2/7/14	-68.83
Check	02/19/2014	2924	GENOA TWP-OAK POINTE RESERVE	Transfer Annual Reserve - Sewer per Budg	-25,000.00
Check	02/19/2014	2925	GENOA TWP-OAK POINTE RESERVE	Transfer Annual Reserve - Water per Budg	-5,000.00
Check	02/21/2014	2926	AT & T	Acct #124552625 2/12/14 - 3/11/14	-60.00
Total					-80,580.33

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
February 17, 2014

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, Jim Mortensen, Linda Rowell, Todd Smith and Jean Ledford. Also present were Township Manager Michael Archinal, Township Assistant Manager Kelly VanMarter, Utility Director Dr. Greg Tatara, Attorney Doug Cameron of Mancuso and Cameron and four persons in the audience.

A call to the public was made with no response.

Approval of Consent Agenda:

Moved by Hunt and supported by Mortensen to approve all items listed under the consent agenda as requested. The motion passed.

1. Payment of Bills.

2. Request Board approval to remove the Refuse Assessment of \$110.00 levied on the 2013 winter tax roll against Parcel #4711-22-302-042 as submitted by the Township Treasurer.

Approval of Regular Agenda:

Moved by Ledford and supported by Skolarus to approve for action all items listed under the regular agenda with changes to #3 to be 2014, #5 to be funds 264 and 270, and new item #10 as requested by Hunt. Clarification was requested about going into Open Session and whether or not attorney/client privilege is permissible. Mr. Cameron states that the Supreme Court has held that Attorney Client privilege is appropriate for closed session. Supervisor McCririe states the protocol for this item can be discussed with this agenda item. The motion passed.

3. Request to approve minutes: Feb. 3, 2014

Moved by Rowell and supported by Smith to approve the February 3, 2014 minutes with the following correction – adding “Rowell was contacted by Terry and Rita Croft asking about audio recording of the township meetings. A brief discussion of current practice and potential legalities ensued and there was mixed support for recordings. No action was taken.” The motion approving the amended minutes passed.

4. Request for approval of an amendment to the General Fund budget #101 for Fiscal Year ending March 31, 2014.

Skolarus gave an overview of the proposed amendment. Moved by Mortensen and supported by Rowell to approve the amendment to the General Fund budget #101 as requested. The motion passed.

5. Request for approval of amendments to Funds #264 and 270 for the year ending March 31, 2014.

Skolarus gave an overview of the proposed amendment to Fund #270. Moved by Smith and supported by Ledford to approve the amendment to Fund # 270 as requested. The motion passed.

Skolarus gave an overview of the proposed amendments to Fund #264. Moved by Mortensen and supported by Skolarus to approve the amendment to Funds #264 as requested. The motion passed.

6. Discussion of the proposed budgets for the General Fund #101; Liquor Law Fund #212; Road Improvement Fund #261; Road, Lake, Lighting Reimbursement Fund #264; and Building Reserve Fund #271 for the Fiscal Year ending March 31, 2015.

Skolarus presented and reviewed the proposed budgets for all funds. (Note - The proposed budget for the General Fund may be viewed on the Township web site at www.genoa.org Residents may send comment to the board or attend the March 17th.) Mortensen would like to see a \$1,000 increase in the salaries for the Supervisor, Clerk and Treasurer and a 1.5% increase for the Trustees. Rowell would like to present the MTA tool on the screen at the next meeting as an agenda item. Ledford thinks the PC and ZBA fees should be increased with the other boards. The board took no formal action.

7. Request for approval of Resolution #140217 regarding assistance from the Michigan Department of Natural Resources and the removal of nuisance geese.

The Board requests more clarification on why this resolution is requested. Moved by Skolarus and supported by Smith to table the request until the next regular meeting. The motion passed.

8. Request for approval of the consolidated utility systems allocation percentage and the DPW Department Budget for the Fiscal Year ending March 31, 2015.

Dr. Greg Tatara - The allocation percentage was approved by MHOG and GO at previous meetings. Salaries are the biggest expenditures. Budget is 2.1 million. In four years it has gone up 2.2% which is less than inflation and within that time they have added two new positions and additional vehicles. The Board commends Dr. Tatara on doing a great job and running the utility systems properly and efficiently.

Moved by Smith and supported by Mortensen to approve the utility systems allocation percentage as requested. The motion passed.

Moved by Smith and supported by Mortensen to approve the utility systems budget as requested. The motion passed.

9. Discussion Regarding Michigan Township Association scholarship.

The Board supports using the website and social media to advise residents of the scholarship offered through Michigan Township's Association.

10. Request approval of an adjustment to the 2013 Winter Tax roll to remove the Brighton City Delinquent Usage special assessment for Parcel #4711-25-400-019 at the request of Hunt.

Moved by Smith and supported by Skolarus to adjust the 2013 Winter Tax roll to remove the Brighton City Delinquent Usage special assessment on parcel 4711-25-400-019 that was billed in error. The motion passed.

11. Consider request to enter into closed session to discuss written communication subject to attorney/client privilege pursuant to Section 8(e) of the 1976 Open Meetings Act.

Mr. Cameron states the motion should be to discuss written communication subject to attorney/client privilege. Moved by Ledford and supported by Skolarus to enter into closed session at 7:30 p.m. for discussion of written communication subject to attorney/client privilege as requested referenced by Attorney Cameron. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Mortensen, Skolarus and McCririe. Nay – Rowell.

The regular meeting of the board was re-opened at 7:45 p.m.

Moved by Ledford and supported by Smith to continue taking the meeting minutes for the Township Board as it has always been done. Further, the consensus of the board is that neither recordings nor transcriptions are necessary. The motion passed with Rowell voicing a no vote.

Correspondence:

- McCririe - Moody's Investment Service has upgraded the rating from Aa2 to A1 for Genoa Township due to the hard work of the Township Treasurer Hunt and Manager Archinal in providing hours of detail concerning township finances. Congratulations are in order.
- The Board would like to look into dredging out the ponds on the property to create a fishing/skating amenity.
- Trustee Rowell would like to see the Township send a letter to the State asking for more road improvement funding.
- Mr. Archinal discusses the possibility of a special assessment district for improvements to Grand Oaks Drive. Township participation will be addressed at the first meeting in March.

The regular meeting of the Genoa Charter Township Board was at 7:50 p.m.

GENOA CHARTER TOWNSHIP BOARD – Regular Meeting – Feb. 17, 2014

Minutes taken by:
Kelly K. VanMarter

A handwritten signature in cursive script that reads "Paulette A. Skolarus". The signature is written in black ink and is positioned above the printed name of the reviewer.

Minutes reviewed by:
Paulette A. Skolarus, Clerk
Genoa Charter Township

(Press/argus 02/21/2014)

Memo

To: Genoa Twp Board
From: Robin Hunt
Date: 2/26/2014
Re: 2013 Winter Tax Roll Change Request

As you may recall at the 2/17/14 Township meeting the Board approved the removal of Special Assessment X2504-Brighton City Water Usage, which was levied to an incorrect parcel. I am now asking for your consideration to add the same amount to the parcel that should have been levied originally.

I am therefore requesting Board Approval to adjust the amount levied on the 2013 Winter Tax Bill with the corresponding administration fee as follows:

Parcel #4711-25-400-049 X2504 – Brighton City Usage + \$790.67 Admin. Fee + \$ 7.91

Please let me know if you have any questions. Thank you for your consideration.

RESOLUTION 140303

RESOLUTION REGARDING ASSISTANCE FROM THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES IN THE REMOVAL OF NUISANCE GEESE

**GENOA CHARTER TOWNSHIP
LIVINGSTON COUNTY, MICHIGAN**

At a regular meeting of the Board of Trustees of Genoa Charter Township, held on February 17, 2014,

WHEREAS, the Township Board of Trustees has determined that the geese create an extremely unhealthy and unsightly condition in these areas for the residents; and

WHEREAS, the Township Board of Trustees is of the opinion that a program of entrapment, removal and relocation, and egg and nest destruction, pursuant to permits issued by the Michigan Department of Natural Resources will provide the most humane method of ridding the Township of the problem; and

WHEREAS, residents clearly understand that the birds removed may be released at other sites within or outside the State or may be disposed of by euthanization;

NOW THEREFORE BE IT RESOLVED that The Genoa Charter Township Board of Trustees hereby formally requests the assistance of the Michigan Department of Natural Resources in the implementation of a program of entrapment, removal and relocation of these geese, and nest and egg destruction, for a 5-year time period concluding in 2019.

IT IS FURTHER RESOLVED that this program shall be at no cost or liability to Genoa Charter Township. By adoption of this Resolution, Genoa Charter Township will not be filing an application for a permit on behalf of any person or entity, will not be subject to the rules, regulations, terms and conditions of any permit that may be granted an any person or entity, and assumes no responsibility or liability for compliance with any permit that may be issued.

NOW, THEREFORE, BE IT RESOLVED: The Board of Trustees of Genoa Charter Township does hereby adopt Resolution No. 140217, creating a goose roundup resolution.

Roll Call Vote: Ledford, Smith, Hunt, Rowell, Mortensen, Skolarus and McCrie.

RESOLUTION WAS DECLARED ADOTPED.

Paulette A. Skolarus, Clerk

I, Paulette Skolarus, duly elected Clerk, hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Genoa Charter Township, at a regular meeting held on February 17, 2014, and public notice of said meeting was given and minutes of said meeting were kept and will be or have been made available as required.

In witness hereof, I have hereunto affixed my official seal this 17th day of February, 2014.

Paulette A. Skolarus, Clerk

Polly

From: Donnelly, Michael (DNR) <DonnellyM1@michigan.gov>
Sent: Thursday, February 20, 2014 1:24 PM
To: Heckmann, Kimberly (DNR); Polly
Subject: RE: Goose nest destruction

Polly,

I don't how much Kim has explained about this program so I'll give an explanation.

Brighton Recreation Area like most state parks Southern Michigan has been participating in various Canada goose management programs for decades. Because of the abundance of lakes in our parks we are often overrun with geese. These animals are very prolific in that they can reproduce 5-8 goslings per year. They defecate on the beaches and lawns of the parks and create a serious health concern for those that swim or wade in the water especially small children. This activity increases levels of coliform bacteria and E-coli in the water and can force those beaches to be closed by the county health departments. The DNR Wildlife Division and the US Fish and Wildlife Service recommend some sort of management of the geese. One method has been to roundup the geese in early June when they are unable to fly. They are then re-located out of state or to another location in state. This is only marginally successful since they often return later that summer or the next year. It is also very stressful to the geese and many die in transit. After attempting this for 5 years the USF&WS suggests a nest destruction program with subsequent harassment to keep them from the area.

In early spring when the geese have nested and lay their eggs, the park rangers locate the nests, remove the eggs and disassemble the nest. Without the nest or the presence of young, the adult geese have no reason to remain on the lake. Following the egg removal and nest destruction, the rangers begin a noise harassment program. With the use of air horns and firework-like devices called bird bangers they flush the geese from the beaches and lakes. Without the young the birds relocate to less used areas. The birds are not harmed in any way.

Last year we located and destroyed 15-20 nests. We also chased most of the geese to the undeveloped sections of the lake. Unfortunately we did not remove the nests from upper Chilson Pond or Carorga Lake. Because of this many young were hatched on those lakes and the parents remained. We would like to expand our program to both areas this year. In order to do so we need a resolution from the township because all of the shoreline is not State property. We would require no assistance from the township or local property owners. We would be happy to include them in our program if they wished to participate. The training is free and offered sometime in March.

Any further questions please call my private line.

Thank you.

MIKE DONNELLY
Brighton Recreation Area
Unit Supervisor
810-229-6566
Donnellym1@Michigan.gov

Check Yes for the Outdoors! www.michigan.gov/recreationpassport

From: Heckmann, Kimberly (DNR)
Sent: Thursday, February 20, 2014 12:55 PM

To: Polly
Cc: Donnelly, Michael (DNR)
Subject: RE:

Polly-

I'm not in the office today. If you need something right away I can come up with something, otherwise I will be back in the office tomorrow and can write up a more detailed email/letter. I have Wednesday/Thursday off normally. Mike Donnelly, the park supervisor, should be in the office today if you need someone right away. Just let me know.

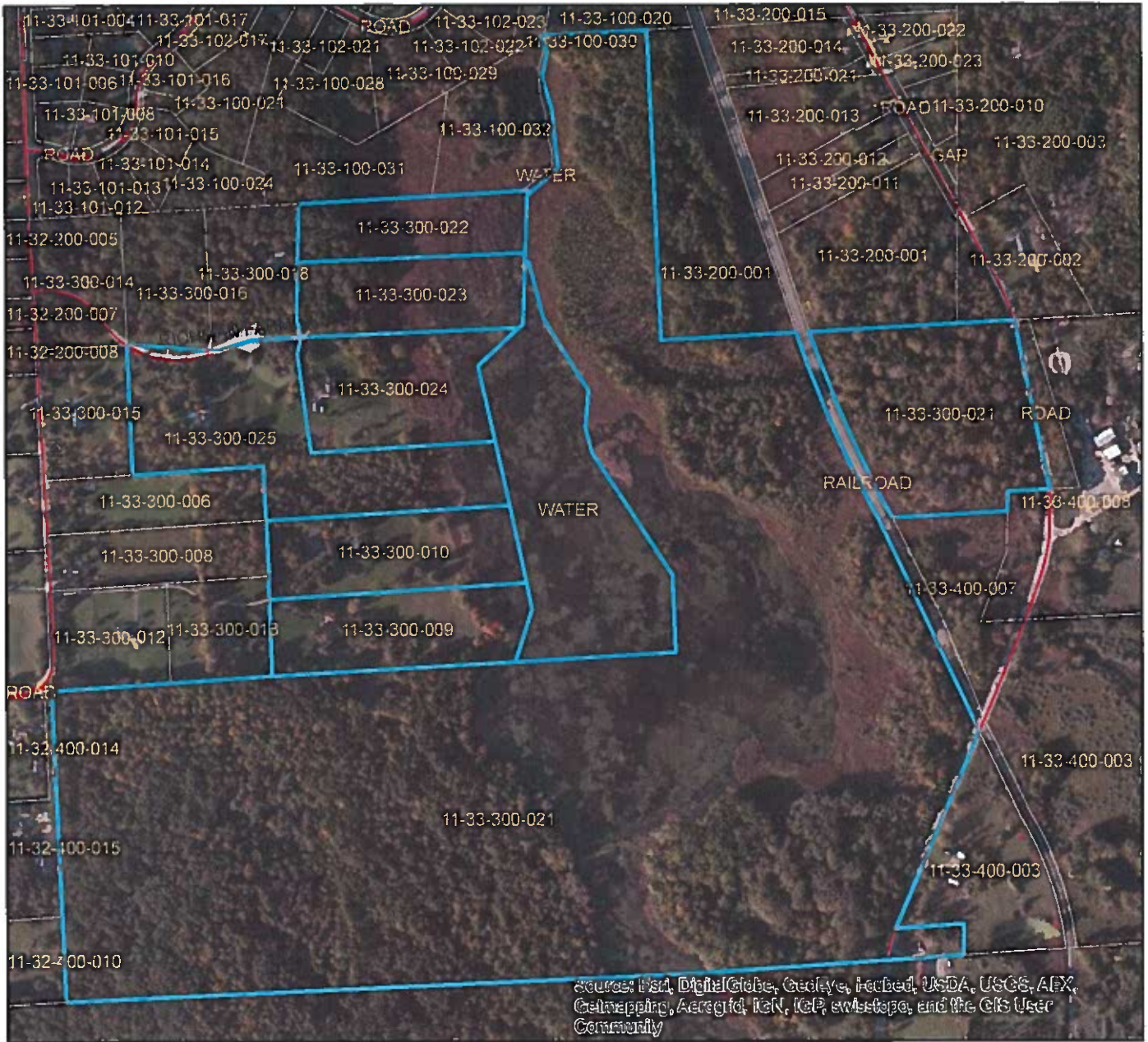
Thanks,
Kim

From: Polly <pskolarus@genoa.org>
Sent: Tuesday, February 18, 2014 4:42 PM
To: Heckmann, Kimberly (DNR)
Subject:

Kim, The board tabled your resolution last evening. The board asked for clarification concerning the resolution. Will you be so kind as to send me a letter regarding the request. I will be in the office on Thursday. Polly

p.s. you can just send an e-mail note if you choose, perhaps giving a little history as to the reason for the request.

Upper Chilson Pond



0 0.04 0.08 0.16 0.24 0.32 Miles



County: 47 LIVINGSTON Unit: GENOA CHARTER TOWNSHIP

***** Owner's Name *****	**** Parcel Number ****	2014 March BOR		Class	Zone	* Property Address	PRE %	Tran %	<i>Mailing</i>
		S.E.V.	Taxable						
PALERMO JOHN & BOWLES AUTUMN	4711-33-300-009	138,300	132,791	401	CE	5565 KING RD	100.000	0.00	
HOLMES, WILLIAM SCOTT	4711-33-300-010	149,500	143,764	401	CE	5543 KING RD	100.000	0.00	
MICHIGAN DNR	4711-33-300-021	545,200	97,799	713	PRF	CHILSON RD	100.000	0.00 -	
COTTON BENJAMIN L & YOKO	4711-33-300-022	45,900	45,900	402	CE	KING RD	100.000	0.00	← 4177 Richman Farms
SCHWANZ KEVIN & LORI	4711-33-300-023	245,900	226,907	401	CE	4189 RICHMAN FARMS DR.	100.000	0.00	
HAMMOND MICHAEL K & KATHY	4711-33-300-024	180,300	170,992	401	CE	4184 RICHMAN FARMS DR.	100.000	0.00	
SROUFE TONY & NICOLE	4711-33-300-025	232,400	221,589	401	CE	4136 RICHMAN FARMS DR.	100.000	0.00	
Totals for all Parcels: Count= 7,		S.E.V.= 1,537,500,		Taxable= 1,039,742					

CURRENT LANGUAGE:

- (v) *Accessory temporary outdoor sales and events may be permitted only in connection with, incidental to and on the same lot with a permitted use and shall comply with the following conditions:*
- (1) *Merchandise sold shall be that of the regular retail use in the principal building of the site.*
 - (2) *Proof of tenant occupancy in the principle building shall be provided to the satisfaction of the Zoning Administrator.*
 - (3) *The event or sale shall be permitted a maximum of twice during a calendar year for a maximum of fourteen (14) days total.*
 - (4) *The Zoning Administrator shall approve a land use permit including a sketch plan illustrating structures, sufficient off-street parking, utilities, lighting and signs prior to initiation of such activity. (as amended 12/31/06)*

PROPOSED LANGUAGE:

DEFINITIONS:

Temporary outdoor sales and events: Those accessory outdoor business activities which are intended to occur outside the primary structure on a developed lot and are established for a fixed period of time with the intent to discontinue such use upon the expiration of such time and which does not involve the construction or alteration of any permanent structure. Temporary outdoor sales are defined as those outdoor business activities which sell or offer for sale, barter or exchange any goods, wares, service, merchandise or food stuff of any kind on private and public property and include but is not limited to seasonal sale of merchandise related to holidays, sidewalk sales, or promotional events. Temporary outdoor events are defined as non-commercial, non-profit events that do not involve sales and include but is not limited to motor vehicle shows, animal shows and other activities open to the general public.

- (v) Temporary outdoor sales and events may be permitted on the same lot with a developed permitted use and shall comply with the following conditions:
- (1) The sale or event shall be allowed for a combined total of a maximum of twenty-eight (28) days during a calendar year.
 - (2) There shall be no outside vendors. Merchandise sold or service provided shall be that of the regular use in the principal building of the site. Proof of tenant occupancy in the principle building shall be provided to the satisfaction of the Zoning Administrator.
 - (3) The sale or event shall be contained on-site and shall not have an adverse impact on adjacent properties or the surrounding neighborhood. Parking shall be provided on-site and shall not exceed parking and/or occupancy loads.
 - (4) The sale or event shall not occupy or utilize the street right-of-way nor block traffic movement on the street, and shall allow pedestrians to utilize the sidewalks. Available sanitation facilities must be adequate to meet the requirements of the expected attendance and any temporary facilities shall be approved for use by the Livingston County Health Department. Traffic and dust control measures shall be utilized as necessary throughout the duration of the sale or event.
 - (5) In addition to Genoa Township Ordinances, temporary sales and events shall be subject to all applicable statutory requirements including but not limited to the Livingston County Sanitary Code,

the regulations of the Livingston County Health Department, Building Department, Road Commission, Sheriff's Department and the Brighton Area Fire Authority, as applicable.

- (6) The applicant shall submit and obtain approval of a Land Use Permit to be reviewed by the Zoning Administrator. The application for Land Use Permit shall include a site plan illustrating location of structures and sale/event areas (with setbacks), sufficient off-street parking, means of ingress/egress, location of utilities, fire lanes, proposed and existing lighting and signs prior to initiation of such activity.
- (7) The use of any sound system shall be controlled so as not to become a nuisance to adjacent properties and shall comply with the Township Noise Ordinance.
- (8) Failure to comply with any of the standards within this section shall constitute grounds for immediate termination of the Land Use Permit for the temporary sale or event.

MEMORANDUM

TO: Township Board

FROM: Michael Archinal 

DATE: 2/27/14

RE: Grand Oaks Road Improvement

We have held an informational meeting with the properties located on Grand Oaks to discuss road improvements. The response has been favorable. The Livingston County Road Commission will be doing design and refining numbers for construction in 2015.

A draft Special Assessment roll has been developed and is attached. One variable is the level of Township Participation. Our normal participation is 25% of the total project cost or \$1,000 per parcel whichever is less. There are 35 parcels so normally it would be \$35,000. I think you can make a case that the number should be higher for Grand Oaks:

- Economic Development. Grand Oaks is a pretty nice little industrial park with great access and a terrible road. The road improvement will have a positive impact on property values.
- Cut through traffic. Usually residential subdivisions only serve the residents of the sub. Grand Oaks will serve as a significant cut through to the Latson interchange.
- At .8146 mills it takes a \$300,000 home 8.18 years to pay Genoa Township \$1,000 in taxes. Ovidon, for example, (est. TCV of \$1,920,800) pays Genoa Township \$1,000 in taxes every 1.27 years.
- Increased participation would be helping those properties willing to tax themselves which is something I heard from the Board after the defeat of the road millage.

25% of the total project cost would be \$300,000. \$1,000 per parcel would represent \$35,000. The draft roll assumes Township participation at \$100,000 and generates numbers that appear reasonable.

Please consider the following action:

Moved by _____, supported by _____, to establish Township General Fund participation in the Grand Oaks Road Special Assessment District in the amount of \$

DRAFT

GRAND OAKS ROAD
SPECIAL ASSESSMENT
DRAFT ROLL

Parcel	Tax I.D.	Owner	Acres	Pro Rata Share	Cost per Acre	Acreage Cost	Total Cost	Annual Cost*
1	11-05-300-027	HD Development of MD, Inc.	15.1	\$ 18,000	\$ 1,109	\$ 16,746	\$ 34,746	\$ 6,949
2	11-05-300-024	Halle Enterprises, LLC	1.68	\$ 18,000	\$ 1,109	\$ 1,863	\$ 19,863	\$ 3,973
3	11-05-300-051	Dechris Limited Partnership	20.15	\$ 18,000	\$ 1,109	\$ 22,346	\$ 40,346	\$ 8,069
4	11-05-300-048	LCHA	10	\$ 18,000	\$ 1,109	\$ 11,090	\$ 29,090	\$ 5,818
5	11-05-300-012	Consumers Energy Co.	10.03	\$ 18,000	\$ 1,109	\$ 11,123	\$ 29,123	\$ 5,825
6	11-05-300-046	Consumers Energy Co.	2.73	\$ 18,000	\$ 1,109	\$ 3,028	\$ 21,028	\$ 4,206
7	11-05-300-045	Consumers Energy Co.	2.71	\$ 18,000	\$ 1,109	\$ 3,005	\$ 21,005	\$ 4,201
8	11-05-300-044	Consumers Energy Co.	3.02	\$ 18,000	\$ 1,109	\$ 3,349	\$ 21,349	\$ 4,270
9	11-05-300-043	Ovidon Real Estate, LLC	2.82	\$ 18,000	\$ 1,109	\$ 3,127	\$ 21,127	\$ 4,225
10	11-08-100-024	Precision Stamping	5.01	\$ 18,000	\$ 1,109	\$ 5,556	\$ 23,556	\$ 4,711
11	11-08-100-023	Ovidon Real Estate II, LLC	7.09	\$ 18,000	\$ 1,109	\$ 7,863	\$ 25,863	\$ 5,173
12	11-08-100-003	Precision Stamping	10.03	\$ 18,000	\$ 1,109	\$ 11,123	\$ 29,123	\$ 5,825
13	11-08-100-011	Michigan Rod Products, Inc.	20	\$ 18,000	\$ 1,109	\$ 22,180	\$ 40,180	\$ 8,036
14	11-08-100-010	DC Real Properties	10	\$ 18,000	\$ 1,109	\$ 11,090	\$ 29,090	\$ 5,818
15	11-05-301-001	A.T.T.G., LLC	2.29	\$ 18,000	\$ 1,109	\$ 2,540	\$ 20,540	\$ 4,108
16	11-05-301-002	Fleur De Lys Apartments	1.83	\$ 18,000	\$ 1,109	\$ 2,029	\$ 20,029	\$ 4,006
17	11-05-301-003	RSK Companies, LLC	0.96	\$ 18,000	\$ 1,109	\$ 1,065	\$ 19,065	\$ 3,813
18	11-05-301-004	Cleary University	2.24	\$ 18,000	\$ 1,109	\$ 2,484	\$ 20,484	\$ 4,097
19	11-05-302-005	Cleary University	1.51	\$ 18,000	\$ 1,109	\$ 1,675	\$ 19,675	\$ 3,935
20	11-05-302-011	Cleary University	2.53	\$ 18,000	\$ 1,109	\$ 2,806	\$ 20,806	\$ 4,161
21	11-05-302-012	MCM Properties, LLC	1.66	\$ 18,000	\$ 1,109	\$ 1,841	\$ 19,841	\$ 3,968
22	11-05-302-009	Kiefer Investment	1.5	\$ 18,000	\$ 1,109	\$ 1,664	\$ 19,664	\$ 3,933
23	11-05-302-010	Kiefer Investments	1.55	\$ 18,000	\$ 1,109	\$ 1,719	\$ 19,719	\$ 3,944
24	11-08-101-014	Highland Engineering, Inc.	4.52	\$ 18,000	\$ 1,109	\$ 5,013	\$ 23,013	\$ 4,603
25	11-08-101-015	Tadbad, LLC	3.03	\$ 18,000	\$ 1,109	\$ 3,360	\$ 21,360	\$ 4,272
26	11-08-101-006	Grand Oaks FAW, LLC	1.52	\$ 18,000	\$ 1,109	\$ 1,686	\$ 19,686	\$ 3,937
27	11-08-101-008	KB Outdoors, Inc.	1.52	\$ 18,000	\$ 1,109	\$ 1,686	\$ 19,686	\$ 3,937
28	11-08-101-008	James and Sheila Hall	1.52	\$ 18,000	\$ 1,109	\$ 1,686	\$ 19,686	\$ 3,937
29	11-08-101-009	Ameritech	1.52	\$ 18,000	\$ 1,109	\$ 1,686	\$ 19,686	\$ 3,937
30	11-08-101-010	Ameritech	1.53	\$ 18,000	\$ 1,109	\$ 1,697	\$ 19,697	\$ 3,939

GRAND OAKS ROAD
SPECIAL ASSESSMENT
DRAFT ROLL

31	11-08-101-011	Great Lakes Inv., LLC	2.01	\$ 18,000	\$ 1,109	\$ 2,229	\$ 20,229	\$ 4,046
32	11-08-101-012	Best Storage - Howell	1.76	\$ 18,000	\$ 1,109	\$ 1,952	\$ 19,952	\$ 3,990
33	11-08-200-004	LCRC	28.66	\$ 18,000	\$ 1,109	\$ 31,784	\$ 49,784	\$ 9,957
34	11-08-200-006	ITC Transmission	7.36	\$ 18,000	\$ 1,109	\$ 8,162	\$ 26,162	\$ 5,232
35	11-05-400-062	Cleary University	29.6	\$ 18,000	\$ 1,109	\$ 32,826	\$ 50,826	\$ 10,165
			220.99	\$ 630,000		\$ 245,078	\$ 875,078	

PRELIMINARY PROJECT BUDGET	\$ 1,200,000
LCRC CONTRIBUTION**	\$ (225,000)
GENOA TWP. CONTRIBUTION**	\$ (100,000)
TOTAL SPREAD TO SAD	\$ 875,000
PRO RATA TOTAL	\$ 630,000
TOTAL SPREAD ACREAGE	\$ 245,000
SPREAD PER ACRE	\$ 1,109


**ANNUAL COST BASED ON ASSUMED 5 YEAR PAYOFF*

***LCRC AND GENOA CONTRIBUTIONS ARE ESTIMATED*

DRAFT



MEMO

TO: Honorable Members of the Genoa Charter Township Board
FROM: Greg Tatara, Utility Director
DATE: February 26, 2014
RE: Lake Edgewood Sewer, Oak Pointe Sewer, and Oak Pointe Water Rate Analysis
MANAGER REVIEW: 

.....

For consideration at tonight's Board Meeting are budget and rate approvals for the Lake Edgewood Sanitary Sewer System, Oak Pointe Sanitary Sewer System, and the Oak Pointe Water System. We believe these smaller systems have benefited greatly from the consolidated utility operations. They have been able to receive the necessary preventative maintenance, oversight, and technical expertise that a typical large utility system would have received. Although we have not experience large budget surpluses or contributed significantly to replacement and capital improvement funds, these systems have become more financially independent and less volatile with regard to expenses and rate adjustments. This increase stability is highlighted in *Attachments #1A – 1C*, which present a summary of the historic as well current financial state of these systems. For each system, we have included a summary of the historic rate adjustment, user rates, revenue and expenses from Fiscal Years 2007 – 2015, and historic flow numbers.

In the following sections, we present the current fiscal year budget, the 9-Month Budget to Actual Report, an amended FY 2014 Budget, and the proposed FY 2015 Budget along with any recommended rate adjustments for each utility system.

Lake Edgewood Sewer System

Presented as *Attachment 2A* is the budget summary sheet for the Lake Edgewood Sewer System. One year ago, we proposed an original budget for Lake Edgewood that was predicted to finish with a small surplus of \$6. Through 9-months, we are pleased to report that our revenues exceed expenditures by \$3,738. The largest expense to Lake Edgewood has been the installation of the new Supervisory Control and Data Acquisition System for the collection system and plant. This system has greatly improved remote monitoring and operational control of the system. Utilizing our 9-month to actual data, we have developed an amended budget that results in a surplus of \$966 for the year.

For FY 2015, we are requesting a 3% rate adjustment to metered customers, which will increase the per 1,000 gallon rate from \$6.43 to \$6.62. We are also requesting that flat rates increase from \$110.87 per quarter to \$120 per quarter, which is an 8% increase. These increases are

required to reduce our budgeted lost for FY2015. We are proposing that expenses will increase by approximately \$16,000 in FY 2015 or 5.3%. This is due to planned closure of the existing sodium and chloride plume as a result of new state regulations, an increase in labor expenses of \$9,000, due to allocation percentage and DPW changes, planned painting of the building, and an increase in electrical costs. We are comfortable with the proposed loss next year of \$11,458 as we are hopeful that in FY2016 the annual cost of \$15,000 for Sodium and Chloride compliance monitoring will be removed from the budget. Finally, the increase the flat rate charge is proposed for a couple of reasons. First, the metered rate at \$6.62 equates to a quarterly charge of \$129.88 for a typical home that uses 218 gallons per day, or one REU. Secondly, the 75 flat rate customers in Lake Edgewood all have grinder pumps, which have increased maintenance and repair charges that are specific to only this category of customer. In Lake Edgewood, we budget \$6,000 annually for Grinder Pumps repairs, which equates to \$80 per customer per year.

Oak Pointe Sewer System

Presented as *Attachment 2B* is the budget summary sheet for the Oak Pointe Sewer System. One year ago, we proposed an original budget for Oak Pointe Sewer System that would finish with a surplus of \$44,516. Through 9-months, our revenues exceed expenditures by \$46,492. The largest expense to Oak Pointe Sewer has been the purchase of new grinder pumps to phase out the 200 Series grinder pumps which are obsolete and nearing their useful life of 20 years. We purchased enough pumps to change out those pumps that are failing and no longer able to be repaired over the next fiscal year. We have also spent over \$18,000 from the O&M fund to cover preliminary expenses with the capital improvement project to connect Oak Pointe to the Genoa-Oceola System.

For FY 2015, we are requesting no rate adjustment to metered or flat rate customers in the Oak Pointe Sewer System. Without a rate increase, we are projecting a surplus of \$20,073 for FY 2015. It should also be noted that we budgeted for revenue and expenses associated with the planned capital improvement bonds to connect Oak Pointe to the Genoa-Oceola System. A debt charge will have to be assessed on customers; however, we are not recommending this occur until the design, bidding and financing have been completed. Additionally, we are hopeful that some of the surplus O&M funds may be able to be used to reduce debt payments, which will lower charges to the customers. We will present debt charge rate recommendations to the Genoa Township Board this summary following receipt of bids on the project.

Oak Pointe Water System

Presented as *Attachment 2C* is the budget summary sheet for the Oak Pointe Water System. We proposed an original budget for Lake Edgewood that was predicted to finish with a small surplus of \$981. Through 9-months, our revenues exceed expenditures by \$41,336. The primary reason for this surplus after 9-months is a result of the higher summer usage revenue in the system. As a result, we have prepared a revised budget for FY 2014 that will result in a small surplus of \$1,229. The decline in surplus from 9-months to the end of the fiscal year is due to reduced fall and winter usage in the Oak Pointe System.

For FY 2015 we are requesting a 1.3% rate adjustment to metered customers, which will increase the per 1,000 gallon rate from \$3.08 to \$3.12. The primary reason for this increase is to increase capital improvement reserve transfers from \$5,000 annually to \$20,000 annually. We are also requesting that the current \$10 per quarter debt charge be increased to \$15 per quarter. This debt charge, which was initiated in 2007, has been used to pay back the December 2001 Loan for \$150,000 for painting of the water treatment plant as well as a portion of the March 2012 Loan for the Oak Pointe Water SCADA system improvements. In 2015, we plan to paint the interior and exterior of the elevated tower for Oak Pointe. This painting project, due to the need to encapsulate and blast the tower, will cost over \$300,000 to complete. Therefore, we want to complete repayment of the 2012 loan by 2015 and set up a debt charge to pay back the elevated tower project between 2016 and 2021.

Rate Adjustment Recommendations

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

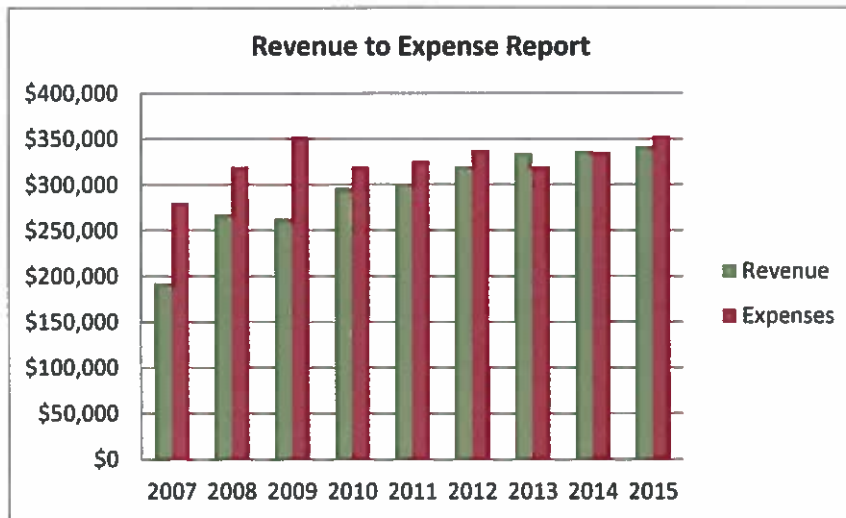
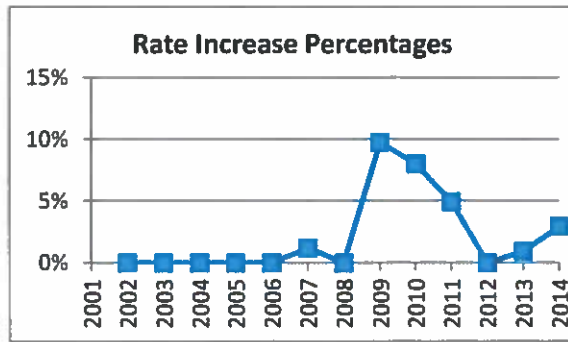
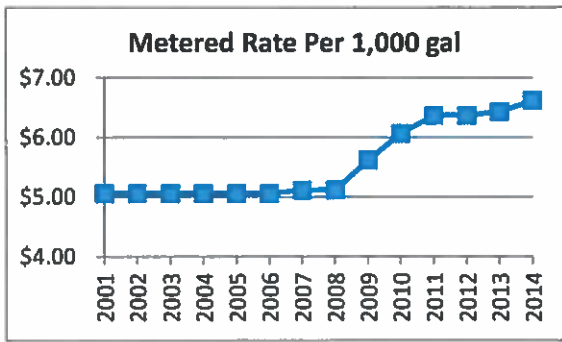
Moved by _____, supported by _____ to approve the FY 2015 Operating Budgets for the Lake Edgewood Sewer System, the Oak Pointe Sewer System and the Oak Pointe Water System.

Move by _____, supported by _____ to increase the Lake Edgewood Sewer System metered sewer rate from \$6.43 per 1,000 gallons to \$6.62 per quarter and the flat rate sewer from \$110.87 per quarter to \$120 per quarter, effective June 1st, 2014.

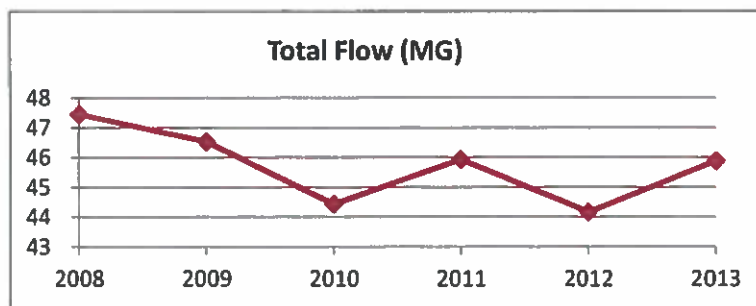
Move by _____, supported by _____ to increase the Oak Pointe Water System metered water rate from \$3.08 per 1,000 gallons to \$3.12 per 1,000 gallons and the debt rate from \$10 per quarter to \$15 per quarter, effective May 1st, 2014.

Lake Edgewood Sewer

Rate, Flow and Financial Summary



See Notes
1, 2, 3, 4 & 5

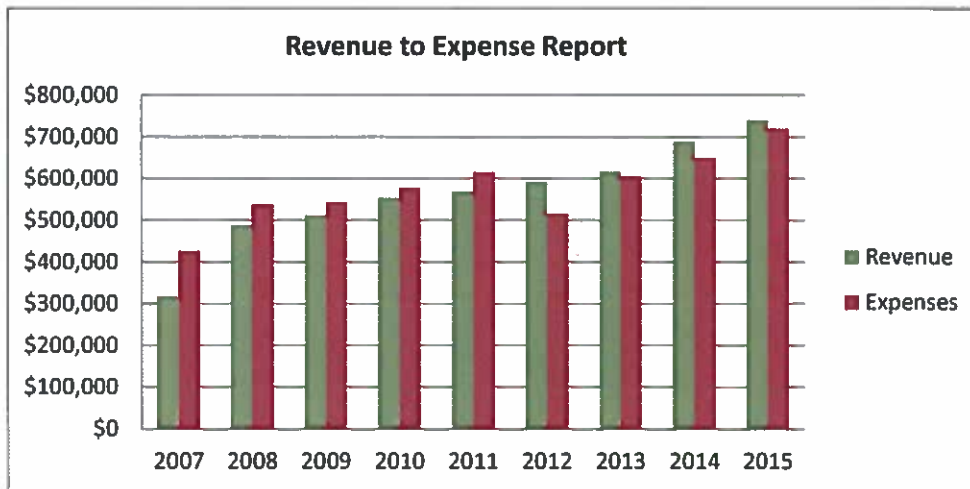
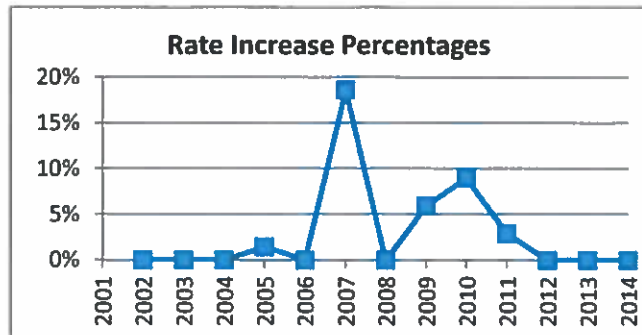
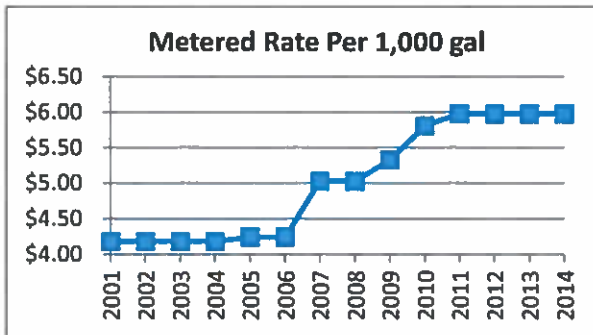


Notes:

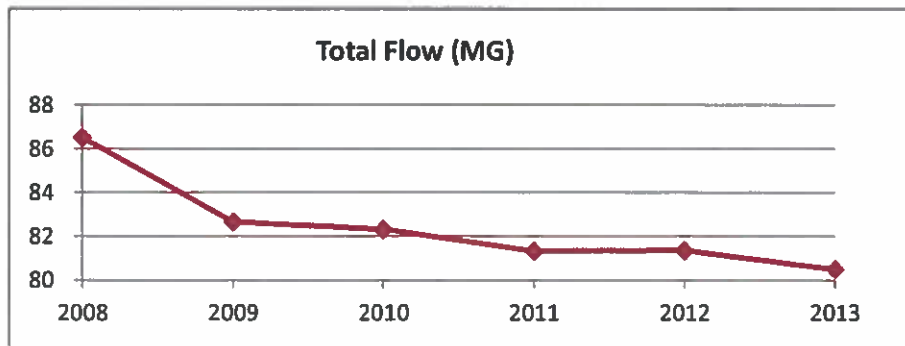
1. The Revenue to Expense Report is based on the annual audit for FY 2007 through FY 2012
2. 2007 was a 9 month year due to the change to a Charter Township.
3. The Revenue to Expense Report is based on projected numbers for FY 2013 and FY 2014
4. Overall revenue is beginning to stabilize and increase
5. FY 2013 is the first year that revenues exceeded expenses.

Oak Pointe Sewer

Rate, Flow and Financial Summary



See Notes
1, 2, 3 & 4

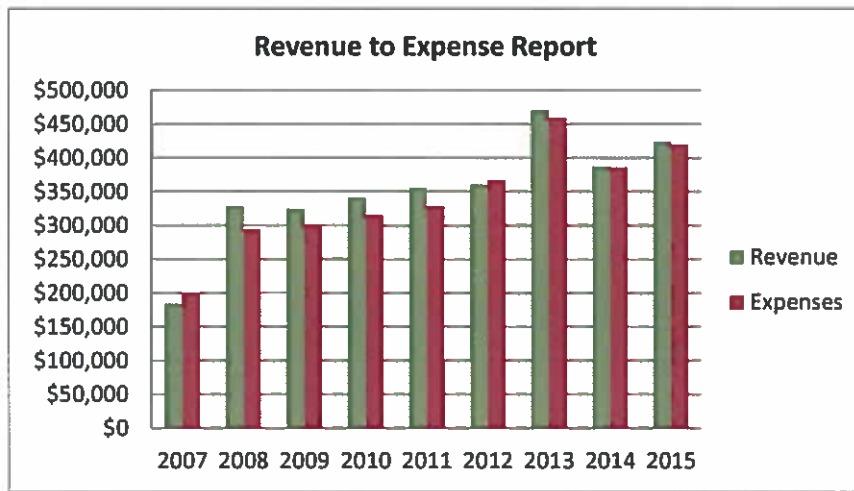
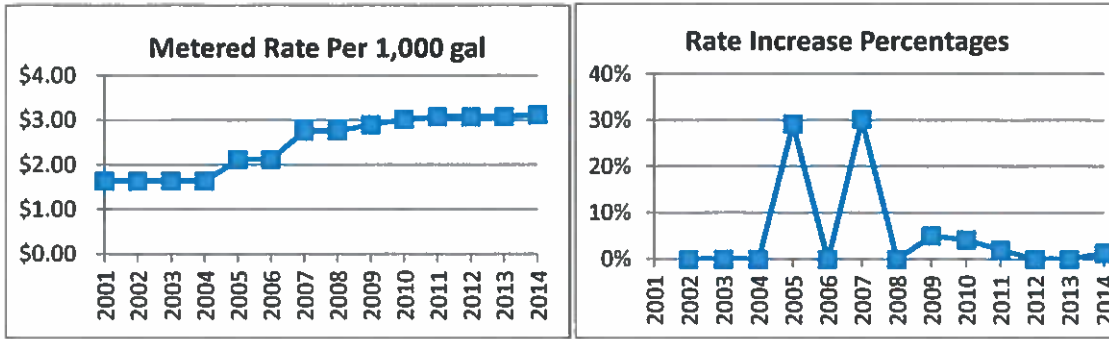


Notes:

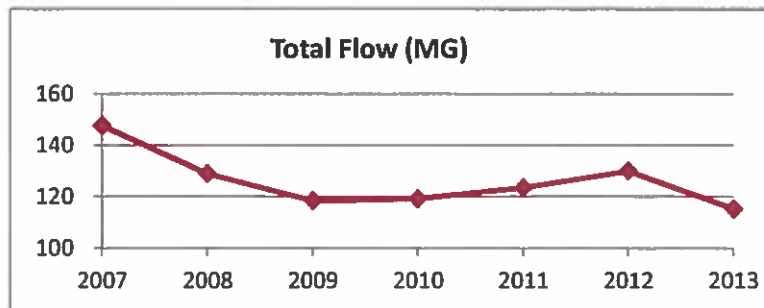
1. The Revenue to Expense Report is based on the annual audit for FY 2007 through FY 2013
2. 2007 was a 9 month year due to the change to a Charter Township.
3. The Revenue to Expense Report is based on projected numbers for FY 2014 and FY 2015
4. Large increase in expenditures in 2014 and 2015 is due to purchase of new grinder pumps in FY 2014 at \$104,000; and projected \$170,000 in expenditures and revenue for OP to G-O debt in 2015.

Oak Pointe Water

Rate, Flow and Financial Summary



See Notes
1, 2, 3, & 4



See Note 4

Notes:

1. The Revenue to Expense Report is based on the annual audit for FY 2007 through FY 2013.
2. 2007 was a 9 month year due to the change to a Charter Township.
3. The Revenue to Expense Report is based on projected numbers for FY 2014 and FY 2015.
4. Overall revenue decreased in FY ending 2014 due to low irrigation usage.
5. Oak Pointe Water is over **\$1,130,000** in debt for bulk storage improvements that is not being paid back.

CHARTER TOWNSHIP OF GENOA
LAKE EDGEWOOD SEWER SYSTEM
BUDGET WORKSHEET FOR 3/31/15

ACCT #	DESCRIPTION	BUDGET FOR THE YEAR ENDING 3/31/2014	ACTUAL 9 MONTHS 12/31/2013	VARIANCE	REVISED BUDGET AMOUNTS FOR YEAR 3/31/2014	PROPOSED BUDGET FOR YEAR ENDING 3/31/2015	Notes
REVENUES							
400	Billings - operations	330,256	249,182	(81,074)	330,914	342,443	Metered increase from \$6.43 to \$6.62 - 3% increase &
407	Contributions - other	0	0	0	0	0	Flat increase from \$110.87 to \$120 - 8% increase, due to grinder pumps.
420	Income - other	4,328	0	(4,328)	0	0	
440	Income - Interest	0	0	0	0	0	
499	Trans - in DPW # 503	0	6,217	6,217	6,217	0	
699	Trans - in LE new user	0	0	0	0	0	
	TOTAL INCOME	334,584	255,399	(79,185)	337,131	342,443	
EXPENSES							
600	Accounting/auditing	3,800	1,380	2,420	3,800	3,000	Small Reduction - Internal Budget to Actual Reporting
609	Chemicals	10,000	5,757	4,243	8,000	9,000	Reduce based on actual usage and plant performance
615	Consent order - groundh2o sodium	20,000	11,903	8,097	15,000	15,000	Will prepare closure plan summary in FY2014, sampling in 2015
627	Engineering - general	1,250	0	1,250	0	1,250	Hold
630	Engineering - separate projects	4,000	0	4,000	0	2,000	Hold
639	Insurance	4,000	3,173	827	3,200	3,400	5% Increase in Insurance Rates
642	Labor - fixed	111,602	83,702	27,900	111,000	120,000	New DPW Budget and Allocation Percentage
648	Laboratory costs	13,000	8,013	4,987	11,000	13,000	Hold for Next Fiscal Year
654	Legal fees	500	0	500	0	500	Hold for Next Fiscal Year
657	Licenses, Fees, Permits	3,900	1,158	2,742	5,000	5,000	Biosolids and Groundwater Discharge Fees from State of MI
663	Office expenses	100	0	100	0	100	Hold for Next Fiscal Year
669	Refunds & adjustments	0	0	0	0	0	Place Holder
673	R & M - Building	4,000	0	4,000	0	4,000	Painting in FY 2015
675	R & M - Grounds	1,000	9,188	(8,188)	10,000	1,500	Parking Lot Improvements in FY 2014, Touch Up and Grading in FY 2015
676	R & M - Scada website maint. & cell service	0	0	0	0	3,000	New Line Item
677	R & M - Plant equipment	25,000	31,059	(6,059)	40,000	30,000	New KISM SCADA installation in FY 2014 - Blower 2 In FY 2015
678	R & M - Grinder pumps	4,500	2,765	1,735	5,530	6,000	Reimburse OP for Parts
679	R & M - Lines	5,000	850	4,150	1,000	5,000	Repairs to lines, difficult to plan for
680	R & M - Pump stations	10,000	42	9,958	1,000	10,000	Budget for cost of one new pump or 2 rebuilds
681	R & M - Sewer line cleaning	6,500	120	6,380	2,000	5,000	Money for emergency this year, annual trouble spots next year
682	R & M - Snowplowing/mowing	2,500	1,997	503	2,500	2,500	Hold
684	R & M - Generators	5,000	6,342	(1,342)	6,300	5,000	Repair in FY 2014, Maintenance in FY 2015
687	R & M - Other	1,000	0	1,000	0	1,000	Hold for Next Fiscal Year
688	R & M - Backups	1	220	(219)	250	1	Denied Sud Claim in FY 2014
690	Sludge disposal	27,000	30,284	(3,284)	30,500	30,500	Increase for 2015 based on 2014 Actual Costs
692	Telephone	3,000	2,801	199	3,800	1,200	Only 3 Phone Lines + Internet Left, Cancelled 6 Lines in Fy 2014
694	Tools & supplies	500	245	255	350	500	Hold for Next Fiscal Year
695	Tools & supplies - all systems	3,600	3,197	403	4,275	4,500	More items purchased as part of consolidated systems
700	Trans out - Capital Impr. Repl. Reserve	5,000	0	5,000	5,000	5,000	Make Reserve Transfer this year
701	Utilities - water	125	183	(58)	250	250	MHOG Water Cost
702	Utilities - electric	50,000	43,532	6,468	58,000	58,000	Based on Actual Usage
704	Utilities - gas	5,000	1,186	3,814	5,000	5,000	Winter Gas Bills
706	Utilities - sewer BTS (Davita)	3,700	2,558	1,142	3,410	3,700	Pass Through Expense
	Total expenses	334,578	251,655	82,923	336,165	353,901	
	Net revenues/expenses	6	3,744	3,738	966	(11,458)	
	Beginning fund equity (deficit)	333,369	333,369	0	333,369	334,335	
	Ending fund equity (deficit)	333,375	337,113	3,738	334,335	322,877	

CHARTER TOWNSHIP OF GENOA
OAK POINTE SEWER SYSTEM
BUDGET WORKSHEET FOR 3/31/15

ACCT #	DESCRIPTION	BUDGET FOR THE YEAR ENDING 3/31/2014	ACTUAL FOR 9 MONTHS 12/31/2013	VARIANCE	REVISED BUDGET FOR YEAR 3/31/2014	PROPOSED BUDGET FOR YEAR ENDING 3/31/2015	Notes
REVENUES							
400	Billings - operations	591,701	439,752	(151,949)	573,541	569,780	Keep rates same; flat \$125.76 per REU and metered at \$5.98/1,000
420	Income - other	1,000	10,222	9,222	10,500	1,500	
422	Income - Grinder pump reimbursement	4,000	11,318	7,318	11,318	0	
425	Trans in - OP new user	0	0	0	0	0	
440	Income - interest	0	0	0	0	0	
499	Trans in from DPW #503	0	13,203	13,203	13,203	0	
599	Billings - Debt (OP & GO)	0	0	0	0	170,000	Estimating 2 qtrs; debt charge for conversion to G/O plant; Rate per REU yet to be decided. Offset in account 701.
699	Loan proceeds from G/O New User #489	0	80,650	80,650	80,650	0	
TOTAL INCOME		596,701	555,145	(41,556)	689,212	741,280	
EXPENSES							
600	Accounting/auditing	3,800	1,230	2,570	3,800	3,000	Reduce due to internal budget to actual reporting
609	Chemicals	12,000	8,328	3,672	11,200	9,000	Hold for FY 2015
615	Consent order - groundh2O sodium	25,000	15,340	9,660	15,500	22,000	Complete for FY 2014, Same Scope in 2015
616	Capital Proj - convert to G/O system	0	18,164	(18,164)	18,164	0	In bond and debt issue
617	Consent order - NaCl Contingency	1	0	1	0	0	
627	Engineering - general	1,500	2,148	(648)	2,200	1,500	Oak Pointe to G-O Project Costs in 2014
630	Engineering - separate projects	5,000	0	5,000	0	2,500	Cost should be in Bond Issue
639	Insurance	6,500	5,800	700	5,800	6,100	5% Increase in Insurance Cost - Due to Appraisal
642	Labor - fixed	237,203	178,132	59,071	237,500	252,706	New DPW Budget and Alloc. %
648	Laboratory costs	17,000	10,901	6,099	14,550	10,000	Decrease - anticipate onlu 9 mo. Of laboratory operation
654	Legal fees	100	0	100	0	100	Place Holder
657	Licenses, Fees, Permits	4,000	990	3,010	5,900	5,900	Actual MDEQ fees for groundwater discharge and sludge
663	Office expenses	1,200	0	1,200	0	500	Reduce for FY 2015
669	Refunds & adjustments	100	0	100	0	100	Place Holder
673	R & M - Building	2,500	0	2,500	0	1,000	Building work completed as part of bond issue
675	R & M - Grounds	1,000	5,299	(4,299)	5,300	1,000	Seal coating and crack sealing in2014
676	R & M - Scada website maint. & cell service	0	0	0	0	4,800	New line item
677	R & M - Plant equipment	20,000	10,736	9,264	12,000	10,000	Only essential repairs - plant closure anticipated
678	R & M - Grinder pump repairs	35,000	33,724	1,276	45,000	45,000	Based on actual change out and repairs
678.1	R & M - Grinder Pumps - New	0	104,580	(104,580)	104,580	0	See account 802 for payback
679	R & M - Lines	5,000	14,424	(9,424)	17,000	10,000	Grinder pump line repairs
680	R & M - Pump stations	30,000	8,226	21,774	13,000	25,000	PS 55 seal plates
682	R & M - Snowplowing/mowing	3,500	2,910	590	3,000	3,000	Plow with internal staff, only mowing cost
684	R & M - Generators	2,500	1,162	1,338	1,200	2,500	Hold for FY 2015
686	R & M - Sewer line cleaning	5,000	120	4,880	120	2,500	Only minor cleaning for FY 2015
687	R & M - Other	1,000	0	1,000	0	1,000	Hold for FY 2015
688	R & M - Sewer backups	1	4,435	(4,434)	4,435	1	Grinder back up
690	Sludge disposal	25,000	21,802	3,198	21,802	25,000	Higher cost to clean out tanks in FY 2015 due to plant change
692	Telephone	5,280	1,466	3,814	2,000	1,500	Only 1 phone line - new SCADA system
694	Tools & supplies	500	260	240	500	500	Hold for FY 2015
695	Tools & supplies - all systems	6,500	4,451	2,049	6,000	6,000	More shared cost amongst consolidated systems
700	Trans out - Capital Improv. Repl. Reserves	25,000	0	25,000	25,000	25,000	Continue in Fy 2015 for collection system
701	Trans out - OP Debt Service Fund (OP & GO)	0	0	0	0	170,000	Assume two quarters of billing debt charge
702	Utilities - electric	67,000	52,576	14,424	71,000	55,000	Only 9 -month of plant operation in FY 2015
704	Utilities - gas	4,000	1,449	2,551	4,000	4,000	Winter Heating Costs
802	Trans out - Debt - Grinder pumps 2013 (G/O New user)	0	0	0	0	15,000	Pay Back loan for Purchased Pumps 2013
Total expenses		552,185	508,653	43,532	650,551	721,207	
Net revenues/expenses		44,516	46,492	1,976	38,661	20,073	
Beginning fund equity (deficit)		219,480	219,480	0	219,480	258,141	
Ending fund equity (deficit)		263,996	265,972	1,976	258,141	278,214	

CHARTER TOWNSHIP OF GENOA
OAK POINTE WATER SYSTEM
BUDGET WORKSHEET FOR 3/31/15

ACCT #	DESCRIPTION	BUDGET FOR THE YEAR ENDING 3/31/2014	ACTUAL FOR 9 MONTHS 12/31/2013	VARIANCE	REVISED BUDGET FOR YEAR 3/31/2014	PROPOSED BUDGET FOR YEAR ENDING 3/31/2015	Notes
REVENUES							
400	Billings - operations	339,814	276,070	(63,744)	318,524	343,850	Increase rates to \$3.12 from \$3.08; 1.3% Increase
420	Income - other	10,000	7	(9,993)	0	500	
423	Income - capital charge	40,680	30,924	(9,756)	41,157	60,960	Increase to \$15 from \$10 (painting water tower)
424	Income - Cell tower rent	9,600	15,000	5,400	16,800	19,200	\$9,600 x 2 for Tower Lease from AT&T and Verizon
425	Trans in - OP new user	0	0	0	0	0	
440	Interest Income	0	0	0	0	0	
446	Meter Sales	0	0	0	0	0	
499	Trans in from DPW #503	0	11,072	11,072	11,072	0	
	TOTAL INCOME	400,094	333,073	(67,021)	387,553	424,510	
EXPENSES							
600	Accounting/auditing	3,300	1,230	2,070	3,300	2,800	Reduce due to internal budget to actual reporting
609	Chemicals	12,000	6,113	5,887	8,250	10,000	Low production in FY 2014, increase for FY 2015
627	Engineering - general	1,500	0	1,500	0	1,500	Hold for FY 2015
630	Engineering - separate projects	15,000	0	15,000	3,000	10,000	Control valve in 2014 and bidding of tower painting in FY 2015
639	Insurance	8,000	3,316	4,684	3,316	3,500	5% Increase for FY 2015 for Appraisal Report
642	Labor - fixed	194,633	145,745	48,888	194,500	201,700	New Alloc. % and DPW Budget
648	Laboratory costs	1,000	2,799	(1,799)	2,800	3,000	Additional analytical requirement for sampling
654	Legal fees	500	0	500	0	500	Place Holder
657	Licenses, Fees, Permits	2,250	1,225	1,025	1,225	1,500	Annual drinking water system fee
663	Office expenses	750	780	(30)	800	800	Hold for FY 2015
668	MXU program	17,000	0	17,000	10,000	7,000	Start again in FY 2015, order yet in FY 2014
669	Refunds & adjustments	500	0	500	0	500	Place Holder
673	R & M - Building	1,000	1,303	(303)	1,303	1,500	Installed new external lighting in 2014
674	R & M - Hydrants	5,000	21,950	(16,950)	22,000	7,500	Changed out several hydrants in 2014, additional in 2015
675	R & M - Grounds	1,000	1,000	0	1,000	1,000	Hold for FY 2015
677	R & M - Plant equipment	25,000	32,066	(7,066)	35,000	25,000	Additional control of chemical feed and filters
679	R & M - Lines	15,000	1,816	13,184	2,500	10,000	Curb stop repairs
680	R & M - Booster stations	2,000	538	1,462	3,000	2,000	Rebuild valve to be pressure sustaining valve
684	R & M - Generators	1,500	0	1,500	1,500	1,500	Hold for FY 2015
685	R & M - Towers	1,500	3,987	(2,487)	4,000	4,000	Plan for painting in FY 2016
687	R & M - Other	1,000	0	1,000	0	1,000	Hold for FY 2015
692	Telephone	2,500	1,797	703	2,400	2,500	Hold for FY 2015
694	Tools & supplies	500	158	342	250	500	Hold for FY 2015
695	Tools & supplies - all systems	3,500	2,088	1,412	3,000	3,000	More common items purchased as part of consolidated systems
700	Transfer out - Capital Impr Repl. Reserve	5,000	0	5,000	5,000	20,000	Need to increase; minimal reserves available
702	Utilities - electric	35,000	26,939	8,061	35,000	35,000	Hold for FY 2015
704	Utilities - gas	2,500	646	1,854	2,500	2,500	Winter Heating Costs
800	Transfer out - Debt	40,680	36,241	4,439	40,680	60,960	Payback water loans to G/O new user fund
	Total expenses	399,113	291,737	107,376	386,324	420,760	
	Net revenues/expenses	981	41,336	40,355	1,229	3,750	
	Beginning fund equity (deficit)	127,935	127,935	0	127,935	129,164	
	Ending fund equity (deficit)	128,916	169,271	40,355	129,164	132,914	

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
January 21, 2014

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, Linda Rowell, Todd Smith, Jim Mortensen and Jean Ledford. Also present were Township Manager Michael Archinal, Township Assistant Manager Kelly VanMarter, Township Attorney Frank Mancuso and six persons in the audience.

A call to the public was made with no response.

Approval of Consent Agenda:

Moved by Mortensen and supported by Skolarus to approve all items listed under the consent agenda as requested. The motion passed.

1. Payment of Bills: Check Registers dated January 6 and January 21.
2. Request to approve minutes: Dec. 16, 2013
3. Request Board approval to remove the MHOG Usage Assessment \$3,283.15, levied on the 2013 Winter tax roll against Parcel #4711-09-102-003 and to add the MHOG Usage, \$3,283.15 to Parcel #4711-09-102-001 as submitted by the Township Treasurer.
4. Request to adjust the legal services rate for the Township Attorney.
5. Request to approve MTA Conference budget.
6. Proposal from Tetra Tech to provide a water and sanitary sewer connection fee study for an amount not to exceed \$4,500.

Approval of Regular Agenda:

Moved by Ledford and supported by Smith to approve for action all items listed under the regular agenda as requested. The motion passed.

7. Resolution to approve a microbrewery and small wine maker application at 4060 E. Grand River; Eternity Brewing Company, LLC.

Moved by Mortensen and supported by Hunt to approve Resolution No. 140121 for a microbrewery and small wine maker application as requested. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Rowell, Mortensen, Skolarus and McCririe. Nays – None.

8. Discussion regarding the FY 2013/2014 through 2018/2019 Capital Improvements Program.

- The Board requested that the Manager work with the Road Commission to see if there are plans for a light at Hampton Ridge Boulevard and if so what is timing and who would own and maintain a signal.
- There was no support for a band shell.
- The Board would prefer to let the County take the lead on providing baseball/softball facilities.
- In regard to acquisition, the Township should include it in the plan but should look to leverage Township funds by getting grants.
- The consensus of the Board was that sidewalks and pathways should be a priority.
- Road effort of \$250,000 is supported towards maintaining the limestone roads we have to the best of our ability. Include adding limestone to Crooked Lake east of Latson Road.
- There is no support for seeking additional cemetery land but utilizing existing land would be supported.
- Keep senior center and a professional survey on the radar as possible future considerations.

9. Consideration of a request from Livingston County for financial support of a MDNR Trust Fund grant application for park development on the Filmore property.

Moved by Hunt, Support by Skolarus to contribute up to \$3,000 because the project is within our jurisdiction and it would be a pledge towards matching funds from a grant. The motion passed.

10. First review of the FY 2014/2015 Budget – consider increasing the annual refuse collection fee from \$110 to \$113.30.

Moved by Hunt and supported by Ledford to leave it at \$110. The motion failed as follows: Ayes (3) –Ledford, Hunt, Rowell. Nays (4) – McCririe, Mortensen, Skolarus, Smith.

Moved by Smith and supported by Skolarus to increase refuse collection by the amount of the federal Consumer Price Index in our disposal contract in the effective year. This will cover the incremental increase in cost to the Township. The motion passed as follows: Ayes (4) – McCririe, Mortensen, Skolarus and Smith. Nays (3) – Ledford, Hunt, Rowell.

Trustee Rowell would like to see no increase in elected official and appointed official pay in the next budget. Trustee Smith makes a point that any comparison study would need to be an apples to apples comparison including services offered, SEV, population, etc. Trustee Mortensen states that the Clerk, Treasurer, and Supervisor are livelihood positions and they should be competitive and adjusted for inflation. Additionally, they should be adjusted every year so that they don't fall behind and create a gap. No further action was taken by the board.

11. Consider approval of February 2014 Township Newsletter articles

GENOA CHARTER TOWNSHIP – Regular Meeting - Jan. 21, 2014

Trustee Smith states that Paul Rogers would like to add something about the Howell Senior Center to the Newsletter. There may not be room in the February newsletter to add it but we will try if Mr. Rogers can get something turned in in the next day or two. Remove the passport reference since it is not a service offered at the Township.

Correspondence –

- Ledford – asked for a copy of the appointments list to ZBA and PC.
- Rowell – Consider vendor list and look at what items can be bid each year. The consensus of the Board was that for some vendors such as the attorney or auditor, the history, consistency, level of service and reputation are invaluable.
- Mortensen – The Board should be provided with the top 20-25 vendors by cost.

The regular meeting of the Genoa Charter Township Board was adjourned at 8:33 p.m.

Minutes taken by:
Kelly K. VanMarter

Minutes reviewed by:
Paulette Skolarus, Clerk

(press/argus 01/31/2014)

CONTRACT FOR REFUSE REMOVAL AND RECYCLING SERVICES

THIS AGREEMENT, made this 3rd day of May, 2011, by and between Genoa Charter Township, a Michigan municipal corporation, with offices located at 2911 Dorr Road, Brighton, Michigan 48116, hereinafter referred to as the "Township", and DUNCAN DISPOSAL SYSTEMS, INC., a Michigan corporation, hereinafter referred to as the "Contractor", whose principal place of business is located at 23333 Griswold Road, South Lyon, Michigan 48178.

WHEREAS, the Township is desirous of providing to all of its residents a rubbish, garbage and recycling pick-up service pursuant to authority granted to general law townships by the Waste Management and Resource Recovery Finance Act of 1978, Act 345 of 1978, and pursuant to the Township Ordinance for Operation of the Waste Management Project, Ordinance No. 900102;

WHEREAS, Contractor is an insured garbage and refuse handler with 35 years of experience in the industry;

WHEREAS, the Township Board, by motion made at a regular meeting on May 2, 2011 resolved to enter into this Contract for Refuse Removal and Recycling Services with Contractor; and

WHEREAS, the Contractor has agreed to perform such services for all residences located with the Township and the Township has agreed to pay for same, in accordance with the terms and conditions hereinafter described and set forth.

NOW, THEREFORE, in consideration of the mutual promises made by each of the parties hereto, it is agreed as follows:

1. TERM:

(a) The term of this Contract is for the period commencing August 1, 2011 and continuing through July 31, 2016.

(b) No cause shall be necessary for termination of this Contract. This Contract may be terminated without cause by either party by giving one-hundred eighty (180) days written notice to the other party.

(c) The term of this Contract may be extended for an additional term of two years at a contract rate to be mutually agreed upon by the parties.

2. TOWNSHIP ORDINANCE 900102:

This Agreement is subject to the provisions of the Township's ordinance 900102, as amended from time to time, provided that any amendment does not significantly increase

Contractor's obligations. Contractor shall abide by the provisions of said ordinance, as amended, that are applicable to Contractor.

3. CONTRACT RATE AND ADJUSTMENTS:

(a) Contract Rate. The Township agrees to pay Contractor and the Contractor agrees to accept in full consideration of services rendered, the following rates:

08/01/2011 – 07/31/2012	\$11.04 per month per unit
08/01/2012 – 07/31/2013	\$11.21 per month per unit
08/01/2013 – 07/31/2014	\$11.37 per month per unit
08/01/2014 – 07/31/2015	\$11.55 per month per unit
08/01/2015 – 07/31/2016	\$11.72 per month per unit

A "unit" is a single family residential household.

(b) Unit Count. A complete list of unit stops shall be provided by the Township prior to the commencement of the Contract term. The Township represents that there are 6,860 units as of the date of this Contract.

(c) Adjustment of Unit Count. The unit count shall be adjusted as of the first of the month following any additional pickup(s) and the unit rate shall be prorated for the first month of service for a new unit based on the number of weeks the new unit was serviced in the first month. Thereafter the full unit rate shall be paid for such unit. Likewise, the unit count shall be adjusted as of the first of the month following any units no longer serviced because of demolition and the unit rate shall be prorated for the first month of termination of service for a demolished unit based on the number of weeks the demolished unit was not serviced in the first month. Each adjustment to the unit count shall be effective for the remainder of the contract term and the effect of such adjustments shall be cumulative.

4. PAYMENT TERMS:

Contractor shall submit an invoice to the Township on or before the first (1st) of each month for the services to be performed during the coming month. Such invoice shall be based on the number of residential units to be serviced during the coming month with an appropriate adjustment for new units serviced during the prior month in accordance with Section 1(c) above. Payment by the Township shall be due and payable on the last day of the month.

5. NOTICE TO UNITS TO BE SERVICED:

(a) At least 60 days prior to commencement of the Contract term, the Township will provide Contractor with a complete list of all units to be serviced including owner names and addresses. In addition, the Township will also provide Contractor with a list of households presently renting a cart from the current waste hauler, Waste Management, and the amount

which each such household has prepaid past August 1, 2011. The Township will notify the present waste hauler that as of August 1, 2011 their provided carts will not be serviced by Duncan. The Township will also instruct the present hauler to refund any unused portion of the cart rental fee to the homeowner who has prepaid past August 1, 2011. As an alternative, Waste Management may choose to pay Duncan directly for the total prepaid amount and Duncan will credit the prepaid customers the appropriate amounts due them for their prepayment.

(b) Prior to initiating collection under this Contract, Contractor will prepare and mail a notice to each household setting forth pertinent information including requirements for curbside collection, information regarding any change of pickup day, existing cart replacement procedure, recycling bin and rental cart delivery and other pertinent information. The notice shall also contain the hours of operation and telephone number for contacting Contractor. The Township will provide mail labels and/or an electronic Excel file to the Contractor for this initial notification.

(c) Contractor will provide the Township with flyers regarding Contractor's services. The Township shall include such flyer as an insert that will be mailed out with the Township's July 2011 tax statements.

6. CARTS AND RECYCLING BINS:

(a) Contractor shall provide one (1) 18-gallon recycling bin to each household at no charge to the resident. Contractor shall retain ownership of the bins. The Contractor may charge a resident for any replacement or additional bins requested by the homeowner.

(b) Contractor will provide each household that requests it, one (1) 95- gallon cart at an annual rental charge of \$36.00 per year. Those households currently renting a cart from Waste Management will be delivered a cart from Duncan by August 1, 2011. Contractor shall be responsible for billing each household and collecting the rental charge. Contractor shall retain ownership of the cart.

7. LARGE ITEM COLLECTION AND DISPOSAL. Contractor shall collect and dispose of large household items and furniture that are in excess of the volume and/or weight limits of the 95-gallon cart. Such items shall have a bulk item sticker attached before being removed for disposal. The Contractor's charge for bulk item stickers shall be \$10.00 per sticker. Any air conditioner, refrigerator or other item containing Freon shall be collected only if such item has a Freon sticker attached. The Contractor's charge for Freon stickers shall be \$50.00 per sticker. Contractor shall provide stickers for the Township to sell. The township shall collect the fees at the Township Offices and reimburse the Contractor said fees on a monthly basis.

8. HOUSEHOLD SUBSCRIPTION FOR COLLECTION AND REMOVAL OF COMPOSTABLE MATERIALS. Contractor shall provide a subscription program available to Township residents to have yard wastes removed once per month during the period from April 1 through November 30. The subscription shall be at a cost of \$10 per each month that a resident

subscribes to the service with an extra charge of \$1.00 for each bag over 10 that are picked up. All yard waste subscription fees shall be billed to and paid by each resident who elects to participate in the program. "Yard Wastes" shall mean organic wastes resulting from landscaping a home such as garden waste materials, soil incidental to minor planting and other waste resulting from lawn maintenance and trees. All households participating must comply with the standards which are provided by the Contractor, which includes that materials must be placed in brown yard waste bags, and no plastic nor biodegradable plastic bags will be accepted. Contractor agrees that on two Saturdays during each spring and two Saturdays during each fall of the contract term, on dates mutually agreed upon with the Township, Contractor will collect one free truckload of drop off yard waste at no additional charge to the Township. Drop off is to be scheduled for no more than four (4) hours at the Township Hall. Any additional loads beyond the one free load will be billed at the following rates:

08/01/2011 – 07/31/2012	\$550.00 per each additional load
08/01/2012 – 07/31/2013	\$560.00 per each additional load
08/01/2013 – 07/31/2014	\$570.00 per each additional load
08/01/2014 – 07/31/2015	\$580.00 per each additional load
08/01/2015 – 07/31/2016	\$590.00 per each additional load

9. **NO ASSIGNMENT.** Contractor shall faithfully perform its work and shall not assign or subcontract the work or any part thereof without previous consent of the Township Board, and shall not assign any monies payable under this agreement, or its claim thereto, unless by and with the consent of the Township Board. Any unauthorized assignment of this Agreement or of Contractor's duties hereunder shall be void.

10. **TERMINATION FOR CAUSE.** The purpose of this Contract is to provide for the removal and disposal of garbage, refuse and recycling and in the event that the Contractor shall fail to abide by the terms contained herein and fail to correct any such failures promptly upon notice, the Township Board may, at its discretion by motion, terminate its obligations herein as of the date of the making and carrying of such motion, when deemed to be in the interest of public health, safety general welfare and convenience of the township residents. Any such termination shall be effective upon the Township providing written notice of the Township Board's decision to Contractor.

11. **INDEMNIFICATION.** If another person, persons, or legal entity sustains loss, damages or injury resulting from the negligence of Contractor, or its assigns, and said loss, damage, or injury arises out of the operation of Contractor's business in connection with the performance of services for the Township, Contractor shall indemnify and save harmless the Township from any and all claims and judgment for damages and from costs and expenses, including reasonable attorney fees, to which the Township may be subject, or which it may suffer or incur by reason of such negligence.

12. **INSURANCE.** Contractor shall carry public liability insurance in an amount of at least \$1,000,000.00 for bodily injury for each accident, and \$1,000,000.00 for each incident of

property damage for injuries and/or loss sustained by reason of the carrying on of the work, \$1,000,000.00 comprehensive general liability insurance and workers' compensation insurance as required by law. The Contractor shall deliver said policy to the Township prior to the commencement of work under the terms of this Contract.

13. **COMPLIANCE WITH LAWS.** Contractor agrees to comply in all respects with the laws of the State of Michigan appertaining to:

- (a) The transport, handling and disposal of refuse;
- (b) Regulation of labor and worker's compensation; and
- (c) Fair employment practices, township ordinances and administrative rules and regulations having the force of law.

14. **DUTIES OF CONTRACTOR.** The Contractor agrees as follows:

(a) To service each residential unit within the Township of Genoa as directed by the Township with a once weekly garbage, refuse and recycling pick-up service at the curb or roadside. In addition, the Contractor agrees to service up to 30 households within the Township who, because of physical disabilities, are unable to deliver their refuse to the curb or roadside. The Township will determine which households qualify for this additional service. The regular pick-up days will be Monday through Friday and shall be by a schedule set by mutual agreement of Township and Contractor. During any work week containing a legal holiday, all scheduled pick-ups on or following that holiday will be one day behind the normal day for the remainder of that week.

(b) To pick-up and properly dispose of discarded Christmas trees on regular pick-up days for three (3) consecutive weeks, beginning no earlier than January 1st for said holiday.

(c) To provide and maintain safe, clean, watertight, enclosed packer trucks at all times in such condition as meets the approval MPSC Motor Carrier Division.

(d) To pay the cost of disposing of all garbage, rubbish, and waste materials at a state licensed disposal facility.

(e) To clean up the pick-up sites when pick-up is delayed or late for any reason and debris is scattered due to the delay.

(f) To make regular communication with the Township through the person designated by the Township Board for the purpose of receiving and responding to any questions and/or complaints regarding the Contractor's service.

(g) To maintain a business office and give telephone number for the purpose of receiving and resolving all complaints regarding the Contractor's service.

(h) To handle promptly and in a businesslike manner, citizen complaints regarding non-collection or inadequate collection of refuse or recycling.

(i) To collect refuse during the "Frost Law" period in a manner equal to collection during other periods of the years, as per paragraph 13 (a) and (b) hereinabove set forth, and in compliance with the rules and regulations of authorities governing those laws.

(j) To make collections on private roads within the Township.

(k) That in the event a private road becomes impassable by reason of the failure to maintain such road, as determined by notice sent, by first class mail, seven (7) days in advance of termination of service that Contractor shall cease collection of garbage and refuse along such road.

(l) The Contractor agrees to provide to Genoa Township residents during the primary term of the Contract, or any extension thereof, pick-up service for disposal of large items of refuse of the nature of household goods and furniture in accordance with paragraph 6 above.

(m) To comply with the applicable requirements of the Township Ordinance number 900102.

15. DUTIES OF TOWNSHIP. The Township further agrees as follows:

(a) Not to require the Contractor to pick-up garbage, rubbish or waste materials each week in more than four (4) thirty gallon plastic garbage bags or equivalent volume in plastic garbage bags, or three (3) thirty gallon garbage cans, or one (1) 95-gallon curb cart from any single unit. Further, Contractor shall not be required to pick up garbage, rubbish or waste materials in any cart which is currently, or was previously, owned by Waste Management.

(b) Not to require the Contractor to pick-up any container having a weight in excess of 60 lbs. or a curb cart which has a total weight in excess of two hundred (200) pounds.

(c) Not to require the Contractor to pick-up a container containing hot ashes.

(d) Not to require the Contractor to pick-up bulky items, building materials, stoves, sofas, etc., not normally considered household refuse except in accordance with Section 6 above.

(e) Not to require the Contractor to pick-up grass, leaves, twigs, brush, and other items, except in accordance with subscription program referenced in Section 7 above

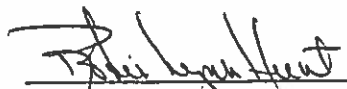
(f) To give free and clear access over roads, streets, and drives within the Township within the recognized restraints imposed by the statutes promulgated by other municipal bodies having control of such ways.

(g) To assume the responsibility of informing all residents to abide by the rules and regulations established under this Contract.

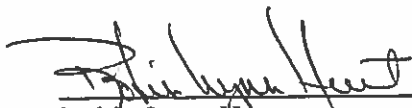
15. **CONTRACTOR'S BREACH AND LIQUIDATED DAMAGES.** The time specified for pick-up is of the essence of this Contract and in the case that Contractor shall fail to make ten (10) or more regular pick-up stops within twenty-four (24) hours of the regular pick-up schedule, with the exception of legal holidays and delays caused by causes beyond the Contractor's control, said failure shall be deemed to be a breach of contract and Contractor agrees to pay the Township the sum of One Hundred and 00/100 (\$100.00) Dollars for each and every day the time consumed in said performance and completion exceeds the time hereinbefore allowed for that purpose. Said sum, in view of the difficulty in ascertaining the loss and inconvenience which the Township suffers by reason of delay in the performance of the work hereunder is hereby agreed upon, fixed, and determined by the parties hereto as liquidated damages that Township will suffer by reason of delay, and is not a penalty; and the Township shall deduct and retain the amount of liquidated damages out of money which may be due or become due under this Contract. Two or more occasions of late pick-ups (as defined above) in any 12-month period shall be considered grounds for immediate termination of the Contract at the option of the Township. Waiver of assessment of the liquidated damages by the Township Board on any occasion arising shall not be deemed a waiver of the right of the Township to access damages pursuant to this paragraph for any breach of the time limits imposed herein.

IN WITNESS WHEREOF, Genoa Charter Township has caused the Contract to be executed by its duly elected Township Supervisor and Township Clerk, under authority contained in a Board of Trustees resolution dated May 2, 2011, and the Contractor has hereunto duly signed and executed this Contract on the date first above written.

WITNESSES:

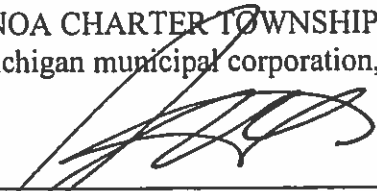



Robin Lynn Hunt



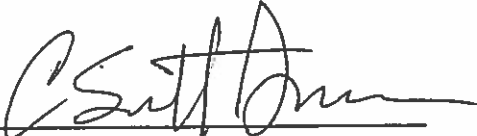
Robin Lynn Hunt

GENOA CHARTER TOWNSHIP
a Michigan municipal corporation,


By: _____
Gary T. McCririe
Its Supervisor

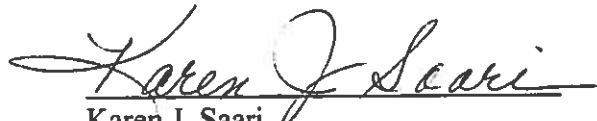

By: _____
Paulette A. Skolarus
Its Clerk

Duncan Disposal Systems, Inc.


By: 
Christopher S. Duncan
Its: Vice-President

STATE OF MICHIGAN)
) ss
COUNTY OF LIVINGSTON)

The foregoing instrument was acknowledged before me this 9th day of May, 2011, by Gary T. McCririe, the Supervisor, and Paulette A. Skolarus, the Clerk of the Township of Genoa, a Michigan general law township, with authority to do so.


Karen J. Saari
Notary Public
Livingston County, MI
My commission expires: 10/04/2011
Acting in the County of Livingston

MEMORANDUM

TO: Township Board
FROM: Michael Archinal 
DATE: 2/27/14
RE: Cemetery Analysis

We have discussed the possibility of establishing a cemetery at the end of Crooked Lake Road. Attached you will find an analysis of the Township's need for this type of facility over the next 100 years. Several trends indicate a reduction in the need of traditional cemeteries moving forward. We receive very few requests for this type of service and there are sites available in the Cities of Howell and Brighton as well as several churches.

An acre of land yields approximately 2,500 burial plots. The Administrative Committee reviewed the information provided. It is recommended that we set aside two acres of the 25 acres we own at the end of Crooked Lake Road but not move forward with survey or development at this time.

**GENOA CHARTER TOWNSHIP
CEMETERY ANALYSIS**

YEAR	POPULATION	DEATHS/YEAR	CHURCH INTER.	NET	crem.rate	TOTAL INTERMENTS	
						BODIES	CREMAINS
2010	19281	93	35	57	0.473	30	9
2020	23137	111	42	69	0.483	36	11
2030	28227	135	51	84	0.494	43	14
2040	34437	165	63	103	0.505	51	17
2050	42014	202	76	125	0.516	61	21
2060	51257	246	93	153	0.527	72	27
2070	62533	300	114	186	0.539	86	33
2080	76290	366	139	227	0.551	102	41
2090	93074	447	169	277	0.563	121	52
2100	113551	545	206	338	0.575	144	64
						745	289

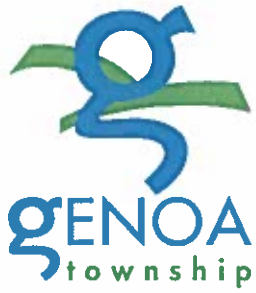
20% Population Growth per Decade

Death Rate 479.8 per 100,000

Percent Religious (Church Cemetery Interment) 37.9%

Cremation Rate 47.3% increasing 2.2% per year

33% Of Cremains are Interred.



2911 Dorr Road
Brighton, MI 48116
810.227.5225
810.227.3420 fax
genoa.org

Feb. 19, 2014

State Rep. Bill Rogers
N-891 House Office Building
P.O. Box 30014
Lansing, MI 48933

Dear Rep. Rogers:

This letter is to inform you of our concerns regarding Gov. Rick Snyder's proposed Fiscal Year 2015-16 budget, specifically the lack of increased funding for local roads given the surplus in the state budget. We are pleased to see that the Senate Appropriations Committee is taking action and trying to add \$100 million for state and local roads.

I am asking you to join us in supporting the use of state surplus tax dollars to help pay for local road maintenance. Gov. Snyder has proposed increases for state trunkline roads and bridges as long as there is a match of federal aid money. While we support these repairs, local road maintenance also must be funded. Using budget surplus money will help us to begin the process of repairing our local roads and improving infrastructure for our residents. According to the Michigan Townships Association, 32 percent of Michigan roads are currently ranked as being in poor condition. By 2018, that number is expected to grow to 65 percent.

Livingston County residents have long gotten the short end of the stick regarding road funding. It is time our residents see some of their tax dollars, in the form of the budget surplus, come back to the county. In this case, the money would greatly benefit local roads and improve the quality of life for our residents.

Your support on this matter would be greatly appreciated. If you would like to discuss this further, please do not hesitate to contact me.

Sincerely,

Michael C. Archinal
Township Manager

CC: Genoa Township Board

SUPERVISOR

Gary T. McCririe

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

MANAGER

Michael C. Archinal

TRUSTEES

H. James Mortensen

Jean W. Ledford

Todd W. Smith

Linda Rowell



2911 Dorr Road
Brighton, MI 48116
810.227.5225
810.227.3420 fax
genoa.org

February 21, 2014

Rodney Raether
2650 Fishbeck
Howell MI 48843

Mr. Raether,

This Monday the Township Board discussed the concept of excavating and cleaning out the area around the existing ponds on the Township Hall property. The purpose of the effort would be to enhance the ponds as a recreational amenity and to perhaps mitigate the flooding that occurs this time of year over Dorr Road.

I would appreciate the opportunity to meet with you and discuss this concept. Please contact me at your earliest convenience. Thank you in advance for your cooperation in this matter.

Best regards,

Michael C. Archinal, AICP
Township Manager

Cc: Township Board

SUPERVISOR

Gary T. McCririe

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

MANAGER

Michael C. Archinal

TRUSTEES

H. James Mortensen

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