

**GENOA CHARTER TOWNSHIP BOARD**  
**Regular Meeting**  
**September 15, 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: August 18, 2014
3. Request for approval of a five-year contract with our Certified Public Accountants Pfeffer, Hanniford and Palka allowing a 1.5 percent increase annually.

**Approval of Regular Agenda:**

3. Resolution honoring Dean Tengel honoring for his years of service on the Planning Commission.
4. Request to receive the audit reports from Township Auditor Ken Palka for the Fiscal Year ending March 31, 2014.
5. Request for approval to implement a debt charge on the Oak Pointe Quarterly Operation and Maintenance and Sewer Bill as presented by Greg Tatara.
6. Request to approve Michigan Association of Planning Conference budgets.

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: September 15, 2014

TOWNSHIP GENERAL EXPENSES: Thru September 15, 2014	\$226,388.04
August 29, 2014 Bi Weekly Payroll	\$77,385.25
September 2, 2014 Monthly Payroll	\$11,127.51
September 12, 2014 Bi Weekly Payroll	\$76,945.18
OPERATING EXPENSES: September 15, 2014	\$338,586.87
TOTAL:	<u>\$730,432.85</u>

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
31000	LivCTrea	Livingston County Treasurer	08/08/2014	137.25
31001	Lollo K	Kelly Lollo	08/08/2014	65.63
31002	MASTER M	Master Media Supply	08/08/2014	2,031.00
31003	Perfect	Perfect Maintenance Cleaning	08/08/2014	3,190.00
31004	PETTYCAS	Petty Cash	08/08/2014	76.49
31005	ROCKET	Rocket Enterprise Inc	08/08/2014	1,495.00
31006	Rotary	Rotary Club of Brighton	08/08/2014	574.00
31007	SKOLAR P	Paulette Skolarus	08/08/2014	135.42
31008	USBNA	US Bank, N.A.	08/08/2014	1,527.94
31009	BLUE CRO	Blue Cross & Blue Shield Of Mi	08/12/2014	26,337.41
31010	BODALSKI	Mary Lynn Bodalski	08/12/2014	25.00
31011	Chilson	Chilson Hills Baptist Church	08/12/2014	200.00
31012	ChurchNa	Church of the Nazarene	08/12/2014	200.00
31013	CLEARYUN	Cleary University	08/12/2014	200.00
31014	COMM BIB	Community Bible Church	08/12/2014	200.00
31015	Evolving	Evolving Technologies	08/12/2014	101.50
31016	Hornung	Hornung Elementary School	08/12/2014	200.00
31017	GANNETT	Livingston Press & Argus	08/12/2014	1,717.50
31018	Mancuso	Mancuso & Cameron, P.C.	08/12/2014	4,247.00
31019	Mcclure	Cecelia McClure	08/12/2014	25.00
31020	mlgma	Michigan Local Gov't Mgmt Asso	08/12/2014	120.00
31021	MROCZKA	Laura Mroczka	08/12/2014	71.25
31022	Net serv	Network Services Group, L.L.C.	08/12/2014	45.00
31023	Sitnar	Susan Sitner	08/12/2014	153.55
31024	Three Fi	Three Fires Elementary School	08/12/2014	200.00
31025	ATT& IL	AT&T	08/15/2014	137.68
31026	BullsEye	BullsEye Telecom	08/15/2014	312.06
31027	CONTINEN	Continental Linen Service	08/15/2014	102.90
31028	CRAMPTON	Crampton Electric Co., Inc.	08/15/2014	1,112.08
31029	GENOA TW	Genoa Township	08/15/2014	377.28
31030	GreenOak	Green Oak Twp Treasurer's Ofc	08/15/2014	11.00
31031	LSL	LSL Planning, Inc.	08/15/2014	3,725.32
31032	MI AS AS	Michigan Assessor's Assoc	08/15/2014	150.00
31033	NameTag	Name Tag, Inc.	08/15/2014	102.91
31034	Net serv	Network Services Group, L.L.C.	08/15/2014	975.00
31035	SELCRA	Selcra	08/15/2014	31,077.00
31036	Tetra Te	Tetra Tech Inc	08/15/2014	2,135.00
31037	TRI COUN	Tri County Supply, Inc.	08/15/2014	174.37
31038	VERIZONW	Verizon Wireless	08/15/2014	328.86
31039	ETNA SUP	Etna Supply Company	08/18/2014	5,698.60
31040	FED EXPR	Federal Express Corp	08/18/2014	28.31
31041	MASTER M	Master Media Supply	08/18/2014	369.33
31042	TRUEVAL	Howell True Value Hardware	08/18/2014	13.78
31043	VERIZONW	Verizon Wireless	08/18/2014	273.81
31044	CARDM	Chase Card Services	08/22/2014	2,274.94
31045	EHIM	EHIM, INC	08/22/2014	12,431.40
31046	JOHNSONR	Johnson, Rosati, Schultz & Jop	08/22/2014	1,788.15
31047	RELIANCE	Reliance Standard Life Insuran	08/22/2014	1,903.53
31048	WALMART	Walmart Community	08/22/2014	483.72
31049	AMER IMA	Applied Imaging	08/27/2014	8.97
31050	AMERAWA	American Awards & Engraving	08/27/2014	45.00
31051	ARCHINAL	Michael Archinal	08/27/2014	500.00
31052	AT&T Fax	AT&T	08/27/2014	76.55
31053	COMCAST	Comcast	08/27/2014	130.69
31054	DTE EN	DTE Energy	08/27/2014	138.20
31055	FLEW	Glen Flewelling	08/27/2014	108.00
31056	LCCA	Livingston County Clerk	08/27/2014	3,978.16
31057	PRINTING	Printing Systems	08/27/2014	243.34
31058	SOM-TRE	State Of Mich- Dept Of Treasur	08/27/2014	9,426.92
31059	US POSTA	US Postal Service	08/27/2014	220.00
31060	VIC	Victory Lanes	08/27/2014	85.97
31061	CONSUMER	Consumers Energy	09/04/2014	19.43

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
31062	COOPERST	Cooper's Turf Management LLC	09/04/2014	2,150.40
31063	Duncan	Duncan Disposal Systems	09/04/2014	79,256.10
31064	MASTER M	Master Media Supply	09/04/2014	7.99
31065	Northern	Northern Plumbing, Inc.	09/04/2014	385.00
31066	OEX	Office Express Inc.	09/04/2014	160.85
31067	Tetra Te	Tetra Tech Inc	09/04/2014	2,172.50
31068	USBANK	U. S. Bank Equipment Finance	09/04/2014	1,200.62
31069	Clearwat	Clearwater Systems	09/09/2014	71.50
31070	COMC	Comcast	09/09/2014	323.61
31071	CONSUMER	Consumers Energy	09/09/2014	10.84
31072	DTE LAKE	DTE Energy	09/09/2014	983.20
31073	LC REG D	Livingston Co. Register Of Dee	09/09/2014	29.00
31074	livcty	Livingston County Treasurer	09/09/2014	1,383.46
31075	MASTER M	Master Media Supply	09/09/2014	223.85
31076	MichMuni	Michigan Municipal Risk Mgmt A	09/09/2014	13,079.92
31077	Net serv	Network Services Group, L.L.C.	09/09/2014	45.00
31078	PITNEYBO	Pitney Bowes, Inc.	09/09/2014	660.00

**Report Total: 226,388.04**

Accounts Payable  
Computer Check Register

**Genoa Township**

2911 Dorr Road  
Brighton, MI 48116

(810) 227-5225

User: CINDY

Printed: 08/21/2014 - 14:11

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13149	AETNA LI	Aetna Life Insurance & Annuity	08/29/2014		50.00
			Check 13149 Total:		50.00
13150	EFT-Equi	Equivest Unit Annuity Lock Box	08/29/2014		705.00
			Check 13150 Total:		705.00
13151	EFT-FED	EFT- Federal Payroll Tax	08/29/2014		7,825.15 4,462.77 4,462.77 1,043.71 1,043.71
			Check 13151 Total:		18,838.11
13152	EFT-PENS	EFT- Payroll Pens Ln Pyts	08/29/2014		1,226.51
			Check 13152 Total:		1,226.51
13153	EFT-TASC	EFT-Flex Spending	08/29/2014		1,171.09
			Check 13153 Total:		1,171.09
13154	FIRST NA	First National Bank	08/29/2014		4,040.00 50,478.45

Check 13154 Total:

54,518.45

Report Total:

76,509.16

+ 876.09

77,385.25

**Accounts Payable**  
**Computer Check Register**

**Genoa Township**

**2911 Dorr Road  
 Brighton, MI 48116**

**(810) 227-5225**

User: cindy

Printed: 08/25/2014 - 14:15

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13155	EFT-FED	EFT- Federal Payroll Tax	08/29/2014		2.93
					51.68
					51.68
					12.10
					12.10
					<u>130.49</u>
				Check 13155 Total:	130.49
13156	EFT-PENS	EFT- Payroll Pens Ln Pyts	08/29/2014		90.00
					<u>90.00</u>
				Check 13156 Total:	90.00
13157	FIRST NA	First National Bank	08/29/2014		655.60
					<u>655.60</u>
				Check 13157 Total:	655.60
				Report Total:	<u><u>876.09</u></u>

Accounts Payable  
Computer Check Register

**Genoa Township**

2911 Dorr Road  
Brighton, MI 48116

(810) 227-5225

User: cindy

Printed: 08/19/2014 - 10:54

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13147	EFT-FED	EFT- Federal Payroll Tax	09/02/2014		1,957.03 664.35 664.35 155.37 155.37
			Check 13147 Total:		3,596.47
13148	FIRST NA	First National Bank	09/02/2014		7,531.04
			Check 13148 Total:		7,531.04
			Report Total:		11,127.51



Accounts Payable  
Computer Check Register

**Genoa Township**

2911 Dorr Road  
Brighton, MI 48116

(810) 227-5225

DUPLICATE

User: cindy  
Printed: 09/04/2014 - 14:50  
Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13159	AETNA LI	Aetna Life Insurance & Annuity	09/12/2014		50.00
Check 13159 Total:					50.00
13160	EFT-Equi	Equivest Unit Annuity Lock Box	09/12/2014		705.00
Check 13160 Total:					705.00
13161	EFT-FED	EFT- Federal Payroll Tax	09/12/2014		7,982.65 4,478.30 4,478.30 1,047.36 1,047.36
Check 13161 Total:					19,033.97
13162	EFT-PENS	EFT- Payroll Pens Ln Pyts	09/12/2014		1,618.51
Check 13162 Total:					1,618.51
13163	EFT-TASC	EFT-Flex Spending	09/12/2014		1,382.62
Check 13163 Total:					1,382.62
13164	FIRST NA	First National Bank	09/12/2014		2,040.00 52,115.08

Check 13164 Total:

54,155.08

Report Total:

76,945.18

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## #593 LAKE EDGEWOOD W/S FUND

## Payment of Bills

August 13 through September 8, 2014

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	08/18/2014	2575	Copper's Turf Management	Invoice # 12115	-430.00
Bill Pmt -Check	08/18/2014	2576	DUBOIS-COOPER ASSOCIATES	Station #39	-110.80
Bill Pmt -Check	08/18/2014	2577	GENOA TWP DPW FUND	Maintenance/Billing Fees August 2014	-9,983.14
Bill Pmt -Check	08/18/2014	2578	GRUNDY ACE OF HOWELL	Moth Balls	-4.99
Bill Pmt -Check	08/18/2014	2579	Hubbell, Roth & Clark, Inc	Professional Servies for period ending July 26, 201	-3,937.13
Bill Pmt -Check	08/18/2014	2580	KEIDER PAINTING COMPNAY	.7871 Bendix Brighton	-3,720.00
Bill Pmt -Check	08/18/2014	2581	PVS NOLWOOD CHEMICALS, INC	Invoice #447982	-702.00
Check	08/27/2014	2582	BullsEye Telecom	Inv.#19393954	-409.53
Check	08/27/2014	2583	Consumers Energy	Lake Edgewood Invoices	-14.28
Check	08/27/2014	2584	Brighton Analytical L.L.C.	Invoice #0814-85961	-77.00
Check	09/03/2014	2585	Brighton Analytical L.L.C.	Invoice #0814-85961	-1,826.00
Check	09/03/2014	2586	DTE Energy	LE Electricity Billings	-4,962.18
<b>Total</b>					<b>-26,177.03</b>

1:13 PM  
09/09/14

## #503 DPW UTILITY FUND

## Payment of Bills

August 13 through September 8, 2014

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	08/11/2014	2928	Chase Card Services	CHASE STATEMENT DUE 9/1/2014	-3,516.27
Bill Pmt -Check	08/14/2014	2929	U.S. POSTMASTER	OAK PTE BILLS MAY -JULY 2014	-329.63
Check	08/18/2014	2930	Genoa Twp General fund	Reimburse GF for Taxes-Payroll 2014	-250,000.00
Bill Pmt -Check	08/18/2014	2931	Advanced Auto Parts		-191.05
Bill Pmt -Check	08/18/2014	2932	Belle Tire	Tire for Truck #3	-147.50
Bill Pmt -Check	08/18/2014	2933	Brighton Ford - Mercury, Inc.	Clear Repair Tape Truck #6	-178.68
Bill Pmt -Check	08/18/2014	2934	NORTHWEST PIPE & SUPPL` W/O # 6579		-19.76
Bill Pmt -Check	08/18/2014	2935	PAETEC	August 1 Statement	-43.02
Bill Pmt -Check	08/18/2014	2936	Port City Communications, Inc.	8/1/2014 to 8/31/2014	-396.75
Bill Pmt -Check	08/18/2014	2937	Tractor Supply Co.	Revolving Credit Plan 7/11-7/24 2014	-48.53
Bill Pmt -Check	08/18/2014	2938	Victory Lane Quick Oil Change	Per Phone call from Bradley	-45.00
Bill Pmt -Check	08/18/2014	2939	Auto Zone		-58.16
Bill Pmt -Check	08/18/2014	2940	Genoa Township	Reimbursement for Verizon Bill paid by Genoa T	-276.65
Check	08/28/2014	2941	Verizon Wireless	Invoice #9729860679 August 7 to Sept 6-2014	-276.56
Check	08/28/2014	2942	Greg Talara	September Car Allowance	-500.00
Check	08/28/2014	2943	HUMPHRISS	September Car Allowance	-250.00
Check	08/28/2014	2944	Craig Bunkoske	Pick up control Logix CPU	-67.20
Check	08/28/2014	2945	MWEA	Membership NWEA Invoice 9650 Tesha Humph	-62.00
Check	08/28/2014	2946	MWEA	Basic Wastewater Math- Jonny Sharp	-187.00
Check	08/28/2014	2947	Staples Credit Plan	July 6 to August 1-2014	-177.41
Check	08/28/2014	2948	MWEA	Registration- Matt Hunt	-187.00
Check	09/03/2014	2949	State of Michigan	Certification testing for Dave Estrada	-70.00
Check	09/03/2014	2950	State of Michigan	Certification Testing for Jake Mitchell	-140.00
<b>Total</b>					<b>-257,168.17</b>

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**#595 PINE CREEK W/S FUND**  
**Payment of Bills**  
 August 13 through September 8, 2014

Type	Date	Num	Name	Memo	Amount
Check	08/27/2014	2131	Deluxe Business Checks & Solutions	Invoice # 70812942	-52.81
<b>Total</b>					<b>-52.81</b>

1:18 PM

**#592 OAK POINTE WATER/SEWER FUND**  
**Payment of Bills**  
 August 13 through September 8, 2014

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	08/18/2014	3059	Complete Battery Source	INVOICE # 291291BRI	-33.11
Bill Pmt -Check	08/18/2014	3060	COOPERS TURF MANAGEMENT, LLC	#12114 Lawn Care Wastewater Plant and lift st	-1,020.00
Bill Pmt -Check	08/18/2014	3061	EJ USA, Inc.	Sewer and Water Parts	-2,264.55
Bill Pmt -Check	08/18/2014	3062	GENOA TWP DPW FUND	Maintenance Fee August 2014	-37,717.85
Bill Pmt -Check	08/18/2014	3063	HOWELL TRUE VALUE HARDWARE	1 Inch Galv Plug	-2.49
Bill Pmt -Check	08/18/2014	3064	K & J Electric, INC	Job location Oak Point Water Plant	-121.00
Bill Pmt -Check	08/18/2014	3065	M & K Jetting and Televising	Cleaned station 56 & 60	-2,750.00
Bill Pmt -Check	08/18/2014	3066	North Shore Community	Irrigation Damage Invoice # 201401 Invoice #	-500.00
Bill Pmt -Check	08/18/2014	3067	NORTHWEST PIPE AND SUPPLY, INC.	W/O # 6500	-40.12
Bill Pmt -Check	08/18/2014	3068	STANDARD ELECTRIC	1 GE47	-1.38
Bill Pmt -Check	08/18/2014	3069	USA Bluebook	INV# 399213	-18.11
Bill Pmt -Check	08/18/2014	3070	Utilities Instrumentation Service	Inv. #530342907 03/31/14 INV# 530343510	-553.50
Bill Pmt -Check	08/18/2014	3071	AT&T	Acct #810-227-4883 026 3	-70.28
Bill Pmt -Check	08/18/2014	3072	Bullseye Telecom	OO3CAS OO3CACC	-384.44
Check	08/27/2014	3073	AT & T	Acct #124552625 Aug 12 thru Sept 11-2014	-65.00
Check	08/27/2014	3074	BRIGHTON ANALYTICAL, LLC	Customer ID GENOATWP	-961.00
Check	09/03/2014	3075	CONSUMERS ENERGY	Oak Pointe Billings	-540.86
Check	09/03/2014	3076	DTE ENERGY	Oak Pointe Electricity Billings	-8,145.17
<b>Total</b>					<b>-55,188.86</b>

## **GENOA CHARTER TOWNSHIP BOARD**

Regular Meeting

August 18, 2014

### **MINUTES**

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

Call to the Public was made with no response.

#### **Approval of Consent Agenda:**

Moved by Ledford and supported by Mortensen to approve all items listed under the consent agenda moving the Zoning Board appointment to the regular agenda for discussion. The motion carried unanimously.

**1. Payment of Bills.**

**2. Request to Approve Minutes: August 4, 2014.**

**3. Request to accept the resignation of Dean Tengel from the Planning Commission.**

**4. Request to appoint Chris Grajek to the Planning Commission to fulfill the unexpired term of Dean Tengel as recommended by Supervisor McCririe, creating a vacancy on the Zoning Board of Appeals.**

**5. Request for approval to participate in the 2015 Aerial Imagery Flight in partnership with Livingston County and other local municipalities at a cost not to exceed \$3,580.03.**

#### **Approval of Regular Agenda:**

Moved by Hunt and supported by supported by Skolarus to approve for action all items listed under the regular agenda as requested. The motion carried unanimously.

**6. Request to appoint Jerry Poissant to the Zoning Board of Appeals to fill the unexpired term of Chris Grajec as recommended by Supervisor McCririe.**

For clarification it is the responsibility of the Supervisor to make appointments to all boards with the exception of the Township Board. Moved by Skolarus and supported by Mortensen to approve the appointment of Jerry Poissant to the ZBA as recommended by McCririe.

**7. Consider approval of an amendment to the Timber Green Planned Unit Development Agreement to reduce minimum building sizes from 3,000 square feet to 2,500 square feet for two-story homes and 2,000 square feet for single-story homes.**

Moved by Rowell and supported by Mortensen to approve the amendment as requested contingent on Attorney Mancuso's review of the language and his approval prior to execution by the Supervisor and Clerk. The motion carried unanimously.

**8. Discussion regarding a proposed noxious weed ordinance.**

The board expressed concern with enforcement and the limitation of properties to be included under the ordinance. It was suggested that a mapping of the area to be considered be reviewed at the next meeting. One man's wild flowers would be another man's weeds.

**9. Discussion regarding blight and the Township litter ordinance.**

The board discussed enforcement which would require a licensed building inspector. Judgments would need to be made in determining what is considered blight and what is simply in poor taste. Shovels, wheel barrows and ladders as well as children's play equipment and the deterioration of the home is a judgment call.

**Member Discussion:**

Hunt – There have been four accidents at Chilson Road and Beck. The Livingston County Road Commission has discussed this area and a 4-way stop is being considered, along with a round-about at Coon Lake and Chilson Roads.

The regular meeting of the Genoa Charter Township Board was adjourned at 7:35 p.m.



Paulette A. Skolarus, Clerk  
Genoa Charter Township

**CHARTER TOWNSHIP OF GENOA**

**FISCAL YEARS 2015, 2016, 2017, 2018, AND 2019**

**PFEFFER, HANNIFORD & PALKA**, Certified Public Accountants, registered to practice in the State of Michigan (hereinafter referred to as **CERTIFIED PUBLIC ACCOUNTANTS**) and **CHARTER TOWNSHIP OF GENOA**, A municipal corporation, of the State of Michigan (hereinafter referred to as (**TOWNSHIP**)) contract on this \_\_\_\_\_ day of \_\_\_\_\_ 2014, as follows:

1. For the fiscal years ending March 2015, 2016, 2017, 2018 and 2019 the **CERTIFIED PUBLIC ACCOUNTANTS** shall conduct an audit of the financial statements of the **TOWNSHIP** for each year. The financial statements are the responsibility of the **TOWNSHIP BOARD**. Our responsibility is to express an opinion on the financial statements based on our audits. We will conduct our audits in accordance with auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the township as well as evaluating the overall financial statement presentation.

2. The **CERTIFIED PUBLIC ACCOUNTANTS'** audit shall meet the requirements of Act No. 2, P.A. 1968, or as amended, and the related Bulletin for Audits of Local Units of Government in Michigan, dated June 1, 1968, or as amended, which is available from the State Treasurer.

3. If the **TOWNSHIP** receives federal financial assistance, grants, or other contracts, we may be required to, not only conduct the audit in accordance with auditing standards, but also in accordance with Government Auditing Standards and (or) in accordance with the Single Audit Act Amendments of 1996, OMB A-133. The testing of compliance and other fieldwork would be increased substantially because of the aforementioned. We would issue a separate engagement letter and fee proposal for the additional work to complete the audit in accordance with Government Auditing Standards and (or) the Single Audit Act Amendments of 1996, OMB A-133.

4. The reports on financial statements, as required by Act 2 of Public Acts of 1968, or as amended, shall contain an unqualified opinion by the **CERTIFIED PUBLIC ACCOUNTANTS** or such other opinion as he must render under the circumstances when he is unable to express an unqualified opinion.

5. The audit shall begin as soon after the signing of this contract as shall be convenient to the **CERTIFIED PUBLIC ACCOUNTANTS** and shall be completed with the Certified Public Accountant's report's issued not later than six (6) months after the conclusion of the fiscal year.

6. The **TOWNSHIP** shall have closed and balanced all funds and bank accounts, agencies and operations to be examined by the **CERTIFIED PUBLIC ACCOUNTANTS**.

7. The estimated audit fee for the years ended March 2015, 2016, 2017, 2018, and 2019 will be \$28,500, \$28,785, \$29,050, \$29,340, and \$29,600 respectively. Additional services outside the scope of the audit will be billed at \$95 per hour.

8. The **TOWNSHIP** authorizes the **CERTIFIED PUBLIC ACCOUNTANTS** to immediately disclose any and all findings of suspected fraud, and/or embezzlement to the Deputy State Treasurer in charge of the Local Audit Division of the State Department of Treasury.

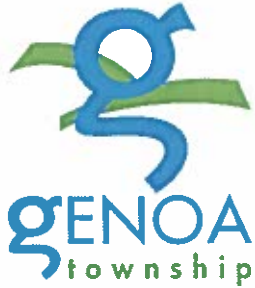
9. The **CERTIFIED PUBLIC ACCOUNTANTS** shall provide a reasonable number of reports for each of the funds to the **TOWNSHIP** officials.

10. This contract may be terminated by either party upon a ninety day (90) advance written notice.

*Pfeffer, Hanniford & Palka, P.C.*

\_\_\_\_\_  
PFEFFER, HANNIFORD & PALKA  
Certified Public Accountants

\_\_\_\_\_  
CHARTER TOWNSHIP OF GENOA



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

**THE GENOA CHARTER TOWNSHIP BOARD  
HEREBY PRESENTS RESOLUTION ??-??  
TO DEAN TENGEL**

WHEREAS: Dean Tengel during the 11 years he served Genoa Charter Township on the Planning Commission, has significantly contributed to the Planning Commission, including service as Vice Chairman; and

WHEREAS; Mr. Tengel's performance always characterized an obvious dedication to civic involvement; and

WHEREAS; Mr. Tengel always strived to improve his knowledge through continuing education, including the Michigan State University Extension Citizen Planner program;

NOW, THEREFORE, BE IT RESOLVED, that the Township Board of Genoa Charter Township, Michigan with this resolution formally expresses its sincere appreciation and thanks to Dean Tengel for his contributions to the Genoa Township community and highly commends him for the manner in which he has carried out his responsibilities and duties as a member of the Township Planning Commission from 2003 to 2014.

Adopted this 15<sup>th</sup> day of September, 2014.

---

Gary McCririe, Supervisor

---

Polly Skolarus, Clerk

September 15, 2014

**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





# MEMO

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

**FROM:** Greg Tatara, Utility Director

**DATE:** September 10, 2014

**RE:** Oak Pointe Sewer Debt Fee Implementation

**MANAGER REVIEW:** 

.....

For consideration at tonight's Board Meeting is the approval of the debt fee methodology to be placed on the Oak Pointe Operation and Maintenance System. This debt fee is necessary to pay back the Capital Improvement Bonds that were recently sold to fund the Oak Pointe Wastewater Treatment Plant Consolidation project.

Staff has worked closely with our accountant and financial advisor in the past year and half to finalize the debt repayment method. Per the request of numerous citizen's, we are proposing to assess the debt with a combined flat and metered portion, and therefore the annual amount paid by each resident will vary. In August of 2013 we presented to the Board a draft debt repayment schedule that had a range of rates for the flat portion of \$58-\$78/quarter/resident and the metered portion rates ranged from \$1.58-\$1.70/1,000 gallons (for usage over 10,000 gallons in a quarter). We are pleased that a year later, after design plans were finalized, construction bids were received, and bonds were sold the debt repayment per household is right at the projected number of \$300/year/resident

We recommended the following rates be applied to residential customers:

**Metered Customer:** A Sewer Debt Base Flat Fee (\$64/Quarter) will be applied to all customers, and an additional fee (Sewer Debt Above Base Fee, billed at \$1.70/1,000 gallons) will be applied to metered usage above 10,000 gallons per quarter. As the typical metered home uses approximately 16,000 gallons per quarter most homes will pay the Sewer Debt Above Base Fee.

**Flat Rate Customer:** A Sewer Debt Base Flat Fee (\$76/Quarter) will be applied to all customers. The Sewer Debt Base Flat Fee is higher for flat rate customers to equate a flat rate home to what a typical metered rate home will pay.

*Attachment #1* is the Post Sale Schedule of Debt Service and Coverage which shows the range of rates per resident and *Attachment #2* are informational brochures that were sent to all residents in early September explaining the debt charge, and a sample bill is included in the brochures. There are two separate brochures, one for metered customers and one for flat rate customers. In addition, staff prepared a list of Frequently Asked Questions, which were inserted in to the brochure, and are included in *Attachment #2*.

As Oak Pointe is mostly residential, we finalized the debt repayment method on a per residential unit basis. Therefore, buildings with multiple units, such as condominiums, will be charged a flat fee per

residential unit. In addition, the base for calculating the sewer debt above base fee will be based on the number of units, so a building with 3 residential units would not be charged additional usage until they reach 30,000 gallons in a quarter.

Lastly, for commercial accounts, staff recommends a separate commercial rate be applied to users greater than 6 residential units. Based on our analysis of the annual usage of all commercial accounts this method of assessing debt to the commercial users most fairly equates the percentage of debt applied to commercial users with the percentage of flow treated from commercial users. For the Oak Pointe system the 3 commercial users that meet this criteria are the Oak Pointe Country Club, Burroughs's Tavern, and Three Fires School. A copy of the informational letters mailed to these customers, which explains the commercial methodology, is presented as *Attachment #3*.

Based on the historical analysis and the attachments, we recommend the Board adopt the debt repayment rates be added to the Oak Pointe Wastewater Operation and Maintenance rates by approving the following motion.

Moved by \_\_\_\_\_, supported by \_\_\_\_\_ to implement a debt charge on the Oak Pointe Quarterly Operation and Maintenance Sewer Bill as follows:

**Metered Debt Charge – Per Residential Unit**

\$64 Sewer Debt Base Flat Fee +

\$1.70/1,000 gallons for usage over 10,000 gallons/quarter (Sewer Debt Above Base Fee)

**Flat Debt Charge – Per Residential Unit**

\$76 Sewer Debt Base Flat Fee

**Commercial Debt Charge (Applied to Buildings with usage greater than 6 residential homes)**

\$384 Flat Fee (Based on 6 Residential Flat Fees) +

\$2.70/1,000 gallons for usage over 60,000 gallons/quarter

**Attachment #1**  
*Post Sale Debt Service and Coverage*



**The PFM Group**

Public Financial Management, Inc.  
 PFM Asset Management LLC  
 PFM Advisors

305 E. Eisenhower Parkway  
 Suite 112  
 Ann Arbor, MI 48108

734-994-9700  
 734-994-9710 fax  
 www.pfm.com

**GENOA TOWNSHIP  
 COUNTY OF LIVINGSTON, STATE OF MICHIGAN  
 CAPITAL IMPROVEMENT BONDS (OAK POINTE SEWER SYSTEM PROJECT), SERIES 2014**

**SUMMARY OF FINAL FIGURES**

Table	Bond Amount	Final True Interest Rate	Estimated Interest Cost	Bond Term	Estimated Balance Required for Cash Flow	Metered Customers		Quarterly Flat Rate per Unmetered Customer	Estimated Annual Cost per Customer		
						Quarterly Flat Base Charge	Excess Flow Charge (1)		Minimum Metered (2)	Typical Metered (3)	Unmetered
Postsale	\$6,000,000	3.40%	\$2,823,010	22.23 Yrs	\$25,000	\$64.00	\$1.70	\$76.00	\$256.00	\$298.01	\$304.00

Assumptions:

- (1) Rate per 1,000 gallons in excess of 10,000 gallons per quarter.
  - (2) Assumes the use of 10,000 or less gallons per quarter.
  - (3) Assumes the use of 16,178 gallons per quarter for typical metered customer.
- Above information assumes 1 REU per customer.

NW/KB  
 7/17/2014

**FINAL POST SALE ESTIMATE**

**GENOA TOWNSHIP  
COUNTY OF LIVINGSTON, STATE OF MICHIGAN  
CAPITAL IMPROVEMENT BONDS (OAK POINTE SEWER SYSTEM PROJECT), SERIES 2014  
SCHEDULE OF ESTIMATED DEBT SERVICE AND COVERAGE**

Rate Increase: 11/1/2014

Fiscal Year Beginning 1-Apr	Revenue				Year of Bond Payment	\$6,000,000		22.23 yrs.		Dated Date: 8/7/2014		Avg: 399,036 Net P&I	Yearly Excess or (Shortfall)	Cumulative Excess or (Shortfall)
	(A) Capital Charge @ \$64.00 /qtr	(B) Excess Flow Charge \$1.70 per 1,000 gal.	(C) Flat Unm. Charge @ \$76.00 /qtr	Allow for Delinq. 30.00%		Interest Due 1-May	Principal Due 1-Nov	Interest Rate	Interest Due 1-Nov	Capitalized Interst				
2013	\$0	\$0	\$0	\$0	2013	0	0	0.000%	0	0	0	0	0	0
2014	\$63,424	\$8,075	\$30,856	(\$30,707)	2014	0	0	0.000%	44,223	(44,223)	0	0	71,649	71,649
2015	253,696	32,300	123,424	(\$92,120)	2015	94,763	0	0.000%	94,763	0	189,525	127,776	199,424	
2016	253,696	32,300	123,424		2016	94,763	190,000	2.000%	94,763	0	379,525	29,895	229,319	
2017	253,696	32,300	123,424		2017	92,863	195,000	2.000%	92,863	0	380,725	28,695	258,014	
2018	253,696	32,300	123,424		2018	90,913	205,000	2.000%	90,913	0	386,825	22,595	280,609	
2019	253,696	32,300	123,424		2019	88,863	215,000	2.000%	88,863	0	392,725	16,695	297,304	
2020	253,696	32,300	123,424		2020	86,713	220,000	2.000%	86,713	0	393,425	15,995	313,299	
2021	253,696	32,300	123,424		2021	84,513	230,000	2.000%	84,513	0	399,025	10,395	323,694	
2022	253,696	32,300	123,424		2022	82,213	240,000	3.000%	82,213	0	404,425	4,995	328,689	
2023	253,696	32,300	123,424		2023	78,613	250,000	3.000%	78,613	0	407,225	2,195	330,884	
2024	253,696	32,300	123,424		2024	74,863	260,000	3.000%	74,863	0	409,725	(305)	330,579	
2025	253,696	32,300	123,424		2025	70,963	270,000	3.000%	70,963	0	411,925	(2,505)	328,074	
2026	253,696	32,300	123,424		2026	66,913	280,000	3.000%	66,913	0	413,825	(4,405)	323,669	
2027	253,696	32,300	123,424		2027	62,713	290,000	3.000%	62,713	0	415,425	(6,005)	317,664	
2028	253,696	32,300	123,424		2028	58,363	300,000	3.000%	58,363	0	416,725	(7,305)	310,359	
2029	253,696	32,300	123,424		2029	53,863	315,000	3.250%	53,863	0	422,725	(13,305)	297,054	
2030	253,696	32,300	123,424		2030	48,744	325,000	3.250%	48,744	0	422,488	(13,068)	283,987	
2031	253,696	32,300	123,424		2031	43,463	335,000	3.500%	43,463	0	421,925	(12,505)	271,482	
2032	253,696	32,300	123,424		2032	37,600	350,000	4.000%	37,600	0	425,200	(15,780)	255,702	
2033	253,696	32,300	123,424		2033	30,600	365,000	4.000%	30,600	0	426,200	(16,780)	238,922	
2034	253,696	32,300	123,424		2034	23,300	375,000	4.000%	23,300	0	421,600	(12,180)	226,742	
2035	253,696	32,300	123,424		2035	15,800	390,000	4.000%	15,800	0	421,600	(12,180)	214,562	
2036	253,696	32,300	123,424		2036	8,000	400,000	4.000%	8,000	0	416,000	(6,580)	207,982	
2037	0	0	0		2037	0	0	0.000%	0	0	0	0	0	207,982
	<u>\$5,644,736</u>	<u>\$718,675</u>	<u>\$2,746,184</u>	<u>(\$122,826)</u>	<u>\$8,986,769</u>	<u>\$1,389,394</u>	<u>\$6,000,000</u>		<u>\$1,433,616</u>	<u>(\$44,223)</u>	<u>\$8,778,788</u>		<u>\$207,982</u>	

\* Billings due in March, June, September and December. 2014/2015 Fiscal Year assumes one quarter of the rate increases.

NOTE: ON A CASH FLOW BASIS, THE SYSTEM WILL NEED TO USE APPROXIMATELY \$24,000 OF FUNDS ON HAND TO ENSURE AMPLE CASH FLOW.

23,114

(A) Based on total number of unmetered RI:Us of 991

(B) Based on estimated flow in excess of minimum of 10,000 assuming a minimum of 10,000 (in gallons)

(C) Based on total number of non-metered customers of 406

NW/KB  
7/17/2014

**ASSUMPTIONS:**

Number of Metered RI:Us	991
Total Annual Excess Flow (in 1,000 gallons)	19,000
Minimum flow (gallons per quarter)	10,000
Non-metered customers	406
Average yearly household use	64,713
Average quarterly household use	16,178
Non-metered average quarterly household cost	\$76.00

**Attachment #2**  
*Residential Brochures & FAQs*



# **Oak Pointe Sanitary Sewer Consolidation Project**

## *Frequently Asked Questions*

### **How the public was made aware of this project?**

In October of 2012, Genoa Charter Township mailed an informational brochure to each resident connected to the Oak Pointe system informing them of the project plan and inviting them to a public informational meeting. Two public informational meetings were held at the Township Hall in November 2012. Since that time, we have published regular quarterly updates on our website, which have also been included in Oak Pointe Association newsletters. Lastly, the Township complied with the statutory requirement of publishing the notice of intent to issue bonds for this project in the local newspaper.

### **How was this project approved?**

The project was approved at public meetings of the Genoa Charter Township Board. The Township Board first approved a notice of intent to issue bonds on February 16, 2013. Following this resolution, a notice was published in the paper and the project had to pass a 45-Day Referendum Period. The Township board subsequently approved the engineering design contract on August 2, 2013, the Bond Authorizing Resolution on June 16, 2014, and the construction contracts on July 21, 2014.

### **Where can I get more information?**

Visit our website at <http://genoa.org/departments/utilities> for copies of the historic documentation for this site. You can also call the utility department at (810) 227 5225 or send us an email at [opcomment@genoa.org](mailto:opcomment@genoa.org)

### **Do I still need a water softener?**

Yes, you will still need a water softener, if you prefer softer water. This project is only affecting the wastewater system, and no changes are being made to the Oak Pointe water system. Therefore, whether you are on a well or the Oak Pointe Water System, we recommend continuing with your current in home water treatment processes.

### **When can I stop using potassium chloride?**

It is anticipated that residents can stop using Potassium Chloride in February of 2015. We will post a notice on our website, when Potassium Chloride use is no longer required. However, until that time, the Oak Pointe WWTP will still be online and discharging to the ground, which ultimately reaches the drinking water source for downstream residents. Once we are no longer discharging to groundwater, then Potassium Chloride use can stop.

### **If I change from Potassium Chloride to Sodium Chloride Salt, what do I need to do?**

Based on our research, you should not need to make any changes to your softener if you change from Potassium to Sodium Salt in your brine tank. We only caution that the brine backwash from sodium salt can be detrimental to plants and grass, and therefore should not be disposed of near plants or on the lawn.



### **Once the project is complete, can I connect my sump pump into the sewer?**

No, it is unlawful to connect your sump pump to the sewer system. In addition to typical softener backwash brine, sump pump discharge includes storm water, which can overwhelm the WWTP during periods of heavy precipitation.

### **Will I notice any change in service?**

You should not notice any change in service. The Oak Pointe System will remain independent, and operations personnel will not change. Oak Pointe will pay a wholesale treatment only charge to the Genoa Ocoola system for the actual gallons treated.

### **Why is the Sewer Base Debt Flat Fee Lower for Metered Customers?**

As Oak Pointe is mostly residential the Township finalized the debt repayment method on a per residential unit basis. A Sewer Debt Base Flat Fee (\$64/Quarter for Metered Customers and \$76/Quarter for Flat Rate Customers) will be applied to all customers, and an additional fee (Sewer Debt Above Base Fee, billed at \$1.70/1,000 gallons) will be applied to metered usage above 10,000 gallons per quarter. As the typical metered home uses approximately 16,000 gallons per quarter the typical metered home will pay the same fee as the typical flat rate customer.

### **How Are Multi-Family Buildings Being Billed?**

The sewer debt base flat fee will be applied to each residential home. Therefore, buildings with multiple units, such as condominiums, will be charged a flat fee per residential unit. A building with 3 residential units will be charged 3 Sewer Debt Base Flat Fees per quarter. In addition, the base for calculating the sewer debt above base fee will be based on the number of units, so a building with 3 residential units would not be charged additional usage until they reach 30,000 gallons in a quarter.

### **Why is the debt charge on our utility bills as opposed to our taxes?**

We assembled a financial team which included the Township's Accountant, Financial Advisor, and Bond Counsel to obtain funds for this project and to evaluate debt repayment options. For an established system with an independent operating fund, such as Oak Pointe, debt is often added to the utility bills as a debt charge. Additionally the debt charge on the utility bill provides more equity to the existing users by:

- Spreading the costs throughout the year rather than once.
- Allowing a portion of the cost to be based on usage, rather than each customer being charged the same regardless of usage. In this way, our smaller water users pay the lowest annual cost.

In order to place the debt charge on taxes, Genoa Charter Township would have had to create a separate special assessment district for all Oak Pointe users. This would have created a special tax zone for those affected properties to assess the debt charge on the taxes. The process to create this assessment district would have added unneeded administrative cost to the project, with no benefit as special assessment charges are not legally tax deductible. It is a common misnomer that assessments can be deducted from taxes; if audited they would be removed as a tax deduction



**Attachment #3**  
*Commercial Notification Letters*



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

September 10, 2014

Burrough's Tavern  
5311 Brighton Road  
Brighton, MI 48116

**RE: Oak Pointe Sanitary Sewer System  
Commercial Debt Service Charge – Burrough's Tavern**

Dear Business Owner,

Genoa Charter Township wishes to inform our commercial customers of the upcoming start of construction for the Consolidation of the Oak Pointe Wastewater Treatment Plant with the Genoa Oceola Wastewater Treatment Plant. This project is the culmination of many years of planning, public information meetings, citizen advisory groups, and engineering studies. In previous correspondence, we described the need for the project, which includes:

- The existing treatment technology at the Oak Pointe plant is antiquated
- There are continuing numerous regulatory violations, primarily associated with sodium and chloride
- This project will remove a source of groundwater contamination impacting residents downstream of the plant
- The existing Oak Pointe Plant is a potential liability for rate payers
- The existing plant discharges to groundwater, which has increasing environmental regulations

The project will consist of three phases:

1. Upgrades to the existing Genoa Oceola Wastewater Treatment (WWTP) to accept the flow from Oak Pointe
2. The installation of just under 5 miles of force main along Chilson Road
3. Conversion of the existing Oak Pointe Wastewater Treatment Plant to a pump station

The major benefit this project will provide is that residents and businesses connected to the Oak Pointe Sanitary System will no longer have to use Potassium Chloride Salt for softening. This has the potential to save customers over \$20 per bag of softener salt. Residents and businesses can stop using potassium chloride in approximately February 2015.

To fund the design, legal, financial advisor, and construction costs associated with this project, the Township sold Capital Improvement Bonds for \$6,000,000 in July 2014. We received very favorable interest rates (3.4%) for the 22 year term of the bond. The debt repayment method for this project will be via a new debt charge on the quarterly sewer bill. This will be added as a mixture of a flat rate and metered portion.

**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

For your business, the last 4 quarterly meter reads were 269,000 gallons, 227,000 gallons, 181,000 gallons, and 259,000 gallons, for an average of 234,000 gallons/quarter. Based on average residential usage of 218 gallons/day/residential home this equates to the usage of approximately 12 residential homes, or 12 REUs (Residential Equivalent Units). The rates adopted for residential customers include a charge of \$64/REU (Residential Equivalent Unit) plus \$1.70/1,000 gallons for usage over 10,000 gallons/REU per quarter. If the residential rate was applied to your account, your quarterly sewer debt fee would be:  $12 \text{ REUs} * \$64/\text{REU} + \$1.70/1,000 \text{ for usage over } 120,000/\text{quarter} = \$768 + \$1.70 (234,000 - 120,000 \text{ gallons}) = \$961.80$

For commercial customers, this method of assessing debt would unfairly penalize the commercial users with the larger portion of the debt charge. As a result, the Township is adopting a commercial base sewer debt fee that is also a combination of a flat fee and metered rate; the following methodology is proposed for Oak Pointe commercial customers:

\$384 Sewer Debt Base Flat Fee per quarter (6 REUs of Base)  
\$2.70/1,000 for usage over 60,000 gallons per quarter

Utilizing your usage numbers, under this methodology, your debt charge on the quarterly bill would be :  $\$384 + (234,000 - 60,000 \text{ gallons}) * \$2.70/1,000 \text{ gallons} = \$853.80$ . This amount is \$108 less per quarter than if the adopted residential methodology was applied to commercial customers.

We understand and regret the impact these debt fees will have upon your operation. However, the implementation of these improvements to the Oak Pointe Wastewater System is necessary to be able to continue to provide sanitary sewer service. We are hopeful that the savings in being able to switch to a sodium based water softener salt usage will offset these increased fees.

We have attached a frequently asked questions document to this correspondence to hopefully address additional questions. Furthermore, historic documentation, notifications, and updates on this project can be found at [www.genoa.org/departments/utilities](http://www.genoa.org/departments/utilities) Please feel free to contact me at 810-227-5225 with any additional questions.

Sincerely,



Greg Tatara  
Utility Director, Genoa Charter Township

Attachment - FAQs



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

September 10, 2014

Oak Pointe County Club  
4500 Club Drive  
Brighton, MI 48116

**RE: Oak Pointe Sanitary Sewer System  
Commercial Debt Service Charge – Oak Pointe Country Club**

Dear Business Owner,

Genoa Charter Township wishes to inform our commercial customers of the upcoming start of construction for the Consolidation of the Oak Pointe Wastewater Treatment Plant with the Genoa Oceola Wastewater Treatment Plant. This project is the culmination of many years of planning, public information meetings, citizen advisory groups, and engineering studies. In previous correspondence, we described the need for the project, which includes:

- The existing treatment technology at the Oak Pointe plant is antiquated
- There are continuing numerous regulatory violations, primarily associated with sodium and chloride
- This project will remove a source of groundwater contamination impacting residents downstream of the plant
- The existing Oak Pointe Plant is a potential liability for rate payers
- The existing plant discharges to groundwater, which has increasing environmental regulations

The project will consist of three phases:

1. Upgrades to the existing Genoa Oceola Wastewater Treatment (WWTP) to accept the flow from Oak Pointe
2. The installation of just under 5 miles of force main along Chilson Road
3. Conversion of the existing Oak Pointe Wastewater Treatment Plant to a pump station

The major benefit this project will provide is that residents and businesses connected to the Oak Pointe Sanitary System will no longer have to use Potassium Chloride Salt for softening. This has the potential to save customers over \$20 per bag of softener salt. Residents and businesses can stop using potassium chloride in approximately February 2015.

To fund the design, legal, financial advisor, and construction costs associated with this project, the Township sold Capital Improvement Bonds for \$6,000,000 in July 2014. We received very favorable interest rates (3.4%) for the 22 year term of the bond. The debt repayment method for this project will be via a new debt charge on the quarterly sewer bill. This will be added as a mixture of a flat rate and metered portion.

**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

For your business, the last 4 quarterly meter reads were 536,000 gallons, 423,000 gallons, 350,000 gallons, and 423,000 gallons, for an average of 433,000 gallons/quarter. Based on average residential usage of 218 gallons/day/residential home this equates to the usage of approximately 22 residential homes, or 22 REUs (Residential Equivalent Units). The quarterly rates adopted for residential customers include a charge of \$64/REU (Residential Equivalent Unit) plus \$1.70/1,000 gallons for usage over 10,000 gallons per REU. If the residential rate was applied to your account, your quarterly sewer debt fee would be:  $22 \text{ REUs} * \$64/\text{REU} + \$1.70/1,000 \text{ for usage over } 220,000/\text{quarter} = \$1,088 + \$1.70 (433,000 - 220,000 \text{ gallons}) = \$1,770.10$ .

For commercial customers, this method of assessing debt would unfairly penalize the commercial users with the larger portion of the debt charge. As a result, the Township is adopting a commercial base sewer debt fee that is also a combination of a flat fee and metered rate; the following methodology is proposed for Oak Pointe commercial customers:

\$384 Sewer Debt Base Flat Fee per quarter (6 REUs of Base)  
\$2.70/1,000 for usage over 60,000 gallons per quarter

Utilizing your usage numbers, under this methodology, your debt charge on the quarterly bill would be :  $\$384 + (433,000 - 60,000 \text{ gallons}) * \$2.70/1,000 \text{ gallons} = \$1,391.10$ . This amount is \$379 less per quarter than if the adopted residential methodology was applied to commercial customers.

We understand and regret the impact these debt fees will have upon your operation. However, the implementation of these improvements to the Oak Pointe Wastewater System is necessary to be able to continue to provide sanitary sewer service. We are hopeful that the savings in being able to switch to a sodium based water softener salt usage will offset these increased fees.

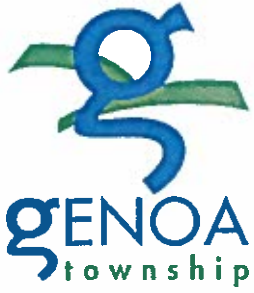
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Sincerely,



Greg Tatara  
Utility Director, Genoa Charter Township

Attachment - FAQs



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

September 10, 2014

Howell Public Schools  
411 N. Highlander Way  
Howell, MI 48843

**RE: Oak Pointe Sanitary Sewer System  
Commercial Debt Service Charge – Three Fires School**

Dear Business Owner,

Genoa Charter Township wishes to inform our commercial customers of the upcoming start of construction for the Consolidation of the Oak Pointe Wastewater Treatment Plant with the Genoa Oceola Wastewater Treatment Plant. This project is the culmination of many years of planning, public information meetings, citizen advisory groups, and engineering studies. In previous correspondence, we described the need for the project, which includes:

- The existing treatment technology at the Oak Pointe plant is antiquated
- There are continuing numerous regulatory violations, primarily associated with sodium and chloride
- This project will remove a source of groundwater contamination impacting residents downstream of the plant
- The existing Oak Pointe Plant is a potential liability for rate payers
- The existing plant discharges to groundwater, which has increasing environmental regulations

The project will consist of three phases:

1. Upgrades to the existing Genoa Oceola Wastewater Treatment (WWTP) to accept the flow from Oak Pointe
2. The installation of just under 5 miles of force main along Chilson Road
3. Conversion of the existing Oak Pointe Wastewater Treatment Plant to a pump station

The major benefit this project will provide is that residents and businesses connected to the Oak Pointe Sanitary System will no longer have to use Potassium Chloride Salt for softening. This has the potential to save customers over \$20 per bag of softener salt. Residents and businesses can stop using potassium chloride in approximately February 2015.

To fund the design, legal, financial advisor, and construction costs associated with this project, the Township sold Capital Improvement Bonds for \$6,000,000 in July 2014. We received very favorable interest rates (3.4%) for the 22 year term of the bond. The debt repayment method for this project will be via a new debt charge on the quarterly sewer bill. This will be added as a mixture of a flat rate and metered portion.

**SUPERVISOR**

Gary T. McCririe

**CLERK**

Paulette A. Skolarus

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Todd W. Smith

Linda Rowell

For your business, the last 4 quarterly meter reads were 208,000 gallons, 242,000 gallons, 197,000 gallons, and 199,000 gallons, for an average of 211,000 gallons/quarter. Based on average residential usage of 218 gallons/day/residential home this equates to the usage of approximately 11 residential homes, or 11 REUs (Residential Equivalent Units). The rates adopted for residential customers include a charge of \$64/REU (Residential Equivalent Unit) plus \$1.70/1,000 gallons for usage over 10,000 gallons/REU per quarter. If the residential rate was applied to your account, your quarterly sewer debt fee would be:  $11 \text{ REUs} * \$64/\text{REU} + \$1.70/1,000 \text{ for usage over } 110,000/\text{quarter} = \$1,088 + \$1.70 (211,000 - 110,000 \text{ gallons}) = \$875.70$

For commercial customers, this method of assessing debt would unfairly penalize the commercial users with the larger portion of the debt charge. As a result, the Township is adopting a commercial base sewer debt fee that is also a combination of a flat fee and metered rate; the following methodology is proposed for Oak Pointe commercial customers:

\$384 Sewer Debt Base Flat Fee per quarter (6 REUs of Base)  
\$2.70/1,000 for usage over 60,000 gallons per quarter

Utilizing your usage numbers, under this methodology, your debt charge on the quarterly bill would be :  $\$384 + (211,000 - 60,000 \text{ gallons}) * \$2.70/1,000 \text{ gallons} = \$791.70$ . This amount is \$84 less per quarter than if the adopted residential methodology was applied to commercial customers.

We understand and regret the impact these debt fees will have upon your operation. However, the implementation of these improvements to the Oak Pointe Wastewater System is necessary to be able to continue to provide sanitary sewer service. We are hopeful that the savings in being able to switch to a sodium based water softener salt usage will offset these increased fees.

We have attached a frequently asked questions document to this correspondence to hopefully address additional questions. Furthermore, historic documentation, notifications, and updates on this project can be found at [www.genoa.org/departments/utilities](http://www.genoa.org/departments/utilities) Please feel free to contact me at 810-227-5225 with any additional questions.

Sincerely,



Greg Tatara

Utility Director, Genoa Charter Township

Attachment - FAQs

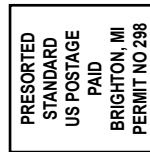
## Construction of Planned Wastewater Treatment Upgrade Starting Soon



Genoa Charter Township wishes to inform residents of the upcoming start of construction for the Consolidation of the Oak Pointe Wastewater Treatment Plant with the Genoa Oceola Wastewater Treatment Plant. This project is the culmination of many years of planning, public information meetings, citizen advisory groups, and engineering studies. The project consists of three phases:

- Phase 1:** Upgrades to the existing Genoa Oceola Wastewater Treatment (WWTP) to accept the flow from Oak Pointe
- Phase 2:** The installation of just under 5 miles of force main along Chilson Road
- Phase 3:** Conversion of the existing Oak Pointe Wastewater Treatment Plant to a pump station

See map on cover page for the location of the 3 phases described above



## Construction Schedule

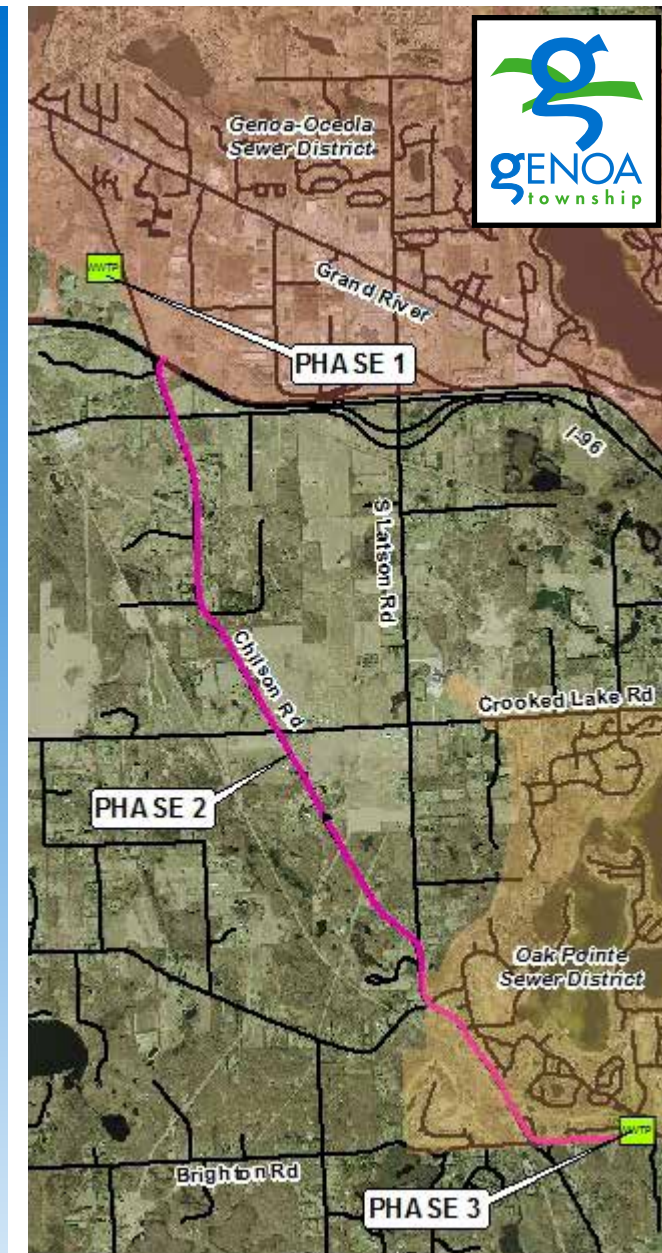
The projected construction schedule is outlined below:

- Phase 1:** August 2014 – April 2015
- Phase 2:** September 2014 – December 2014
- Phase 3:** April 2015 – August 2015

For additional information and background on this project, please see our website at <http://www.genoa.org/departments/utilities>



2911 Dorr Road  
Brighton, MI 48116



## Consolidation of Your Wastewater Treatment Plant

Construction Starting  
September 2014





Salt accumulation in rapid infiltration basins at the Oak Pointe Wastewater Treatment Plant

## Why Is This Project Needed?

- The existing treatment technology at the Oak Pointe plant is antiquated
- There are continuing numerous regulatory violations, primarily associated with sodium and chloride
- This project will remove a source of groundwater contamination impacting residents downstream of the plant
- The existing plant discharges to groundwater, which has increasing environmental regulations, and is a potential liability for existing customers

## Additional Benefits

- This project will consolidate 2 wastewater treatment plants into one, which has support from the State and will reduce energy and chemical usage.
- Residents no longer have to use potassium chloride for water softeners, **resulting in a savings of \$200-\$400/year**, depending on the amount water used and the individual water softener settings. Residents can stop using potassium chloride in approximately February 2015.

## Debt Fee Structure

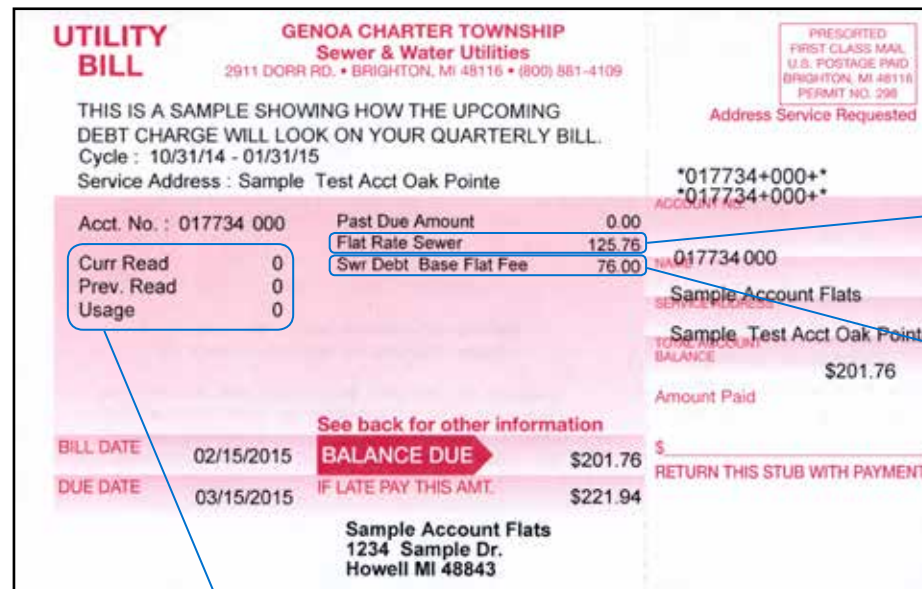
To fund the design, legal, financial advisor and construction costs associated with this project, the Township sold Capital Improvement Bonds for \$6,000,000 in July 2014. We received very favorable interest rates (3.4%) for the 22 year term of the bond.

The debt repayment method for this project will be via a new debt charge on the quarterly sewer bill. This will be added as a mixture of a flat rate and metered portion, as requested by numerous citizens. To the right is a summary of the debt charge that will be applied to your quarterly bill:

Flat Rate* Customer	\$76 Sewer Debt Base Flat Fee
------------------------	-------------------------------

\*Per Residential Customer

**You are a flat rate customer. The bill below is a sample of how the debt charge will be applied to your bill. The debt charge will be on your bill that is mailed in February 2015 and due approximately March 15, 2015.**



Existing sanitary sewer quarterly bill. The rates did not change this year (Current rates are \$125.76/quarter)

Sewer debt base flat fee, applied to all flat rate customers.

Meter reads and water usage for the last quarter, in 1,000 gallons. All flat rate bills have no meter installed, and therefore show zero usage.

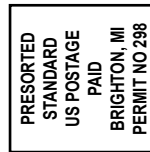
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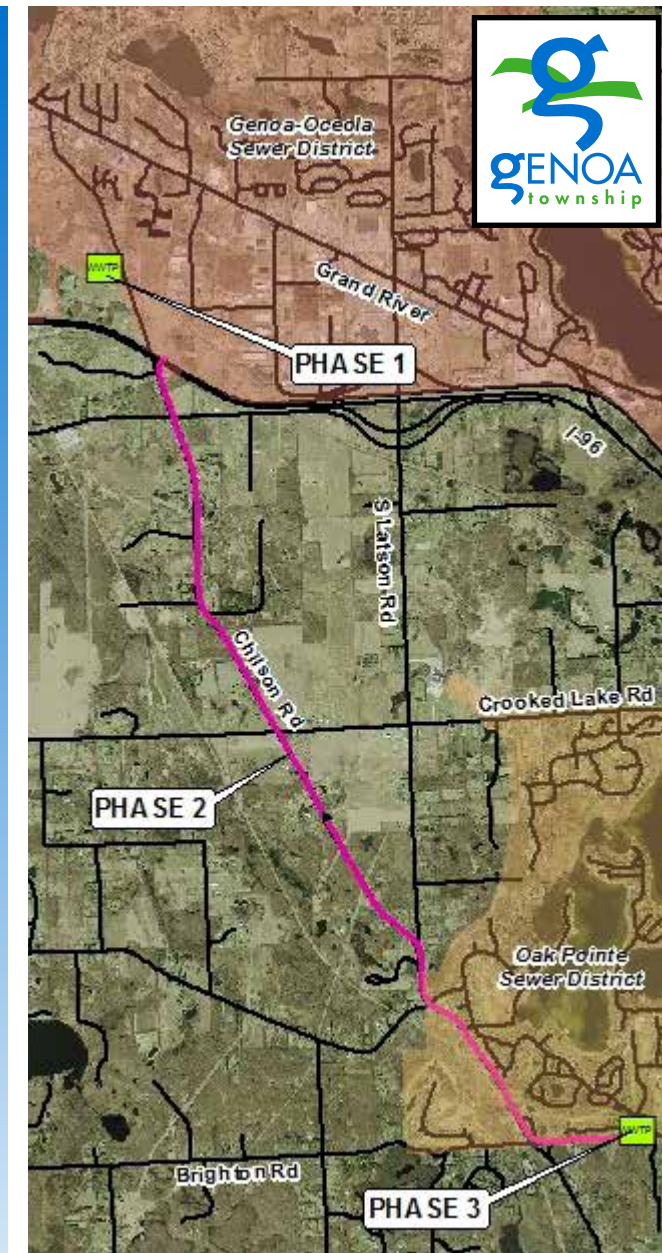
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2911 Dorr Road  
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## Debt Fee Structure

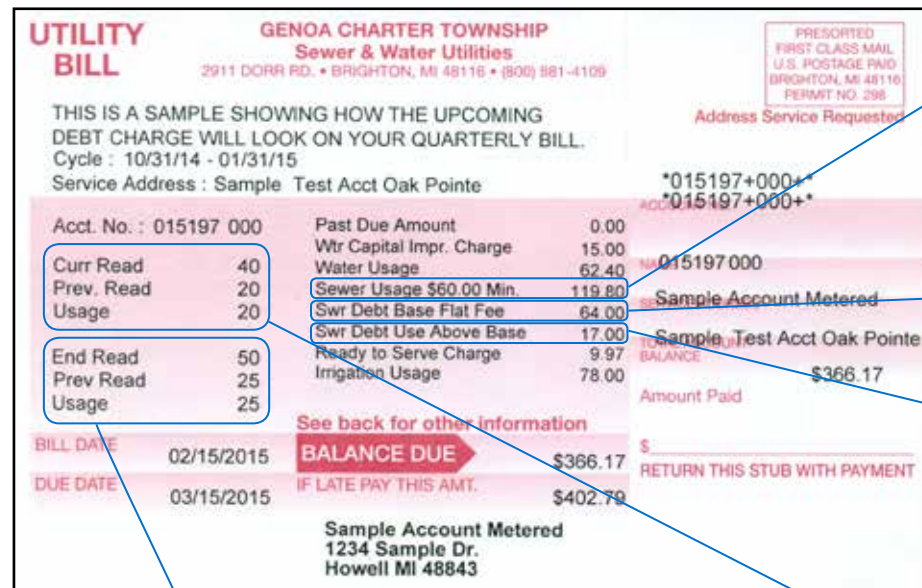
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The debt repayment method for this project will be via a new debt charge on the quarterly sewer bill. This will be added as a mixture of a flat rate and metered portion, as requested by numerous citizens. To the right is a summary of the debt charge that will be applied to your quarterly bill:

Metered* Customer	<b>\$64 Sewer Debt Base Flat Fee + Sewer Debt Above Base \$1.70/1,000 Gallons</b> (applies to usage over 10,000 gallons/quarter)
----------------------	---

\*Per Residential Customer

**You are a metered customer. The bill below is a sample of how the debt charge will be applied to your bill. The debt charge will be on your bill that is mailed in February 2015 and due approximately March 15, 2015.**



Existing sanitary sewer quarter bill – based on meter read and current rate. The rates did not change this year (Current rates are \$60 minimum for up to 10,000 gallons/quarter and \$5.98/1,000 gallons for usage above 10,000 gallons per quarter)

Sewer debt base flat fee, applied to all metered customers

Sewer debt use above base, charged at \$1.70/1,000 gallons, applied to all metered customers who use more than 10,000 gallons in a quarter.

Irrigation Meter reads and usage for the last quarter, in 1,000 gallons. Customers NOT charged sanitary sewer rates on this usage

Meter reads and water usage for the last quarter, in 1,000 gallons. Usage greater than 10,000 gallons/quarter will be charged the Sewer Debt Use Above Base Fee.

# Michigan Association of Planning (MAP)

## 2014 Annual Conference

### Mackinac Island, Michigan

The following is a proposal for consideration of expenses relating to the 2014 MAP Conference:

ATTENDEE \_\_\_\_\_

1. Conference Fees	\$350.00	_____
2. Room	\$110.00-\$328.00 per night plus 8% tax	_____
	Room at Grand Hotel (\$323.00) includes food	_____
3. Ferry	\$18.00	_____
4. Round-trip Mileage	\$289.00 (.56 per mile x 516 miles)	_____
5. Food (If not at Grand)	\$75.00 per day	_____
6. Per Diem*	Per Current Rate Schedule	_____
<b>TOTAL:</b>		_____

\*Per Diems are only payable for days on which you attend classes.

When Your Fans Are Online Post Types Top Posts from Pages You Watch

The success of different post types based on average reach and engagement.

Show All Posts

Reach Post Clicks Likes, Comments & Shares































































Type	Average Reach	Average Engagement
Status	74	4 Post Clicks, 2 Likes, Comments & Shares
Link	54	7 Post Clicks, 2 Likes, Comments & Shares
Photo	50	8 Post Clicks, 4 Likes, Comments & Shares

All Posts Published

May 30, 2014 to August 27, 2014

Reach: Organic / Paid Post Clicks Likes, Comments & Shares

Published	Post	Type	Targeting	Reach	Engagement	Promote
08/27/2014 9:26 am	HOLIDAY TRASH COLLECTION: There will be no trash collection on Labor Day. Collections will be			16	0 Post Clicks, 0 Likes, Comments & Shares	Boost Post
08/26/2014 11:22 am	Congratulations!			47	3 Post Clicks, 1 Likes, Comments & Shares	Boost Post
08/25/2014 2:04 pm	LABOR DAY REMINDERS: The Township offices will be closed Monday, September 1, 2014 for the			39	0 Post Clicks, 0 Likes, Comments & Shares	Boost Post
08/22/2014 9:24 am	Save the date!			30	0 Post Clicks, 4 Likes, Comments & Shares	Boost Post
08/21/2014 9:38 am	Volunteers from around the County, including MHOG, helped out on the Livingston County United			57	2 Post Clicks, 4 Likes, Comments & Shares	Boost Post
08/20/2014 10:33 am	MDOT shared this very timely video from the Muskegon schools about school bus safety. With			52	3 Post Clicks, 3 Likes, Comments & Shares	Boost Post
08/19/2014 1:53 pm	HOLIDAY TRASH PICKUP: Following the Labor Day holiday on Monday, Sept. 1, 2014, Duncan			50	0 Post Clicks, 1 Likes, Comments & Shares	Boost Post
08/19/2014 10:16 am	HOLIDAY SCHEDULE: Just a reminder since the Labor Day weekend is creeping up (where did			69	6 Post Clicks, 2 Likes, Comments & Shares	Boost Post
08/18/2014 10:58 am	The agenda and packet for tomorrow's (Tuesday, Aug. 19, 2014) Zoning Board of Appeals meeting is			49	0 Post Clicks, 0 Likes, Comments & Shares	Boost Post

08/15/2014 10:03 am	 The agenda and packet for Monday's (Aug. 18, 2014) Township Board meeting are available at	43		3 0		<a href="#">Boost Post</a>
08/14/2014 9:47 am	 US-23 Corridor News: Commuters traveling the US-23 corridor may want to attend a meeting later today	91		12 3		<a href="#">Boost Post</a>
08/13/2014 9:49 am	 Upcoming meetings: The Township Board meets Monday, Aug. 18, 2014 and the Zoning Board of	55		3 0		<a href="#">Boost Post</a>
08/11/2014 9:29 am	 Coming on 2015: There will be new rules for large item trash stickers. Here's an update courtesy of	55		13 0		<a href="#">Boost Post</a>
08/08/2014 3:24 pm	 The GENOA TOWNSHIP PLANNING COMMISSION will hold their regular meeting	52		2 1		<a href="#">Boost Post</a>
08/08/2014 2:36 pm	 Work on Grand River Avenue from Hughes Road to Herbst Road in the township is winding down with	30		2 0		<a href="#">Boost Post</a>
08/08/2014 8:59 am	 Timeline Photos	28		0 0		<a href="#">Boost Post</a>
08/07/2014 9:46 am	Here's an update on blight enforcement in the Township courtesy of whmi.com:	29		3 1		<a href="#">Boost Post</a>
08/06/2014 10:23 am	 This Saturday (Aug. 9, 2014) is the date for the Livingston County Solid Waste Program's	37		7 0		<a href="#">Boost Post</a>
08/06/2014 9:19 am	 Results for the Primary Election can be found at <a href="http://www.livgov.com/clerk/elections/Pages/results">http://www.livgov.com/clerk/elections/Pages/results</a> .	48		7 0		<a href="#">Boost Post</a>
08/05/2014 10:17 am	 Today (Tuesday, Aug. 5, 2014) is Primary Election Day. The polls will remain open until 8 p.m. To see	61		20 1		<a href="#">Boost Post</a>
08/04/2014 9:47 am	 Business is booming for the new Qdoba Mexican Grill, which opened up last week in front of the	212		12 8		<a href="#">Boost Post</a>
07/31/2014 4:18 pm	 The packet for the Monday, Aug. 4, 2014 Township Board meeting is now available at <a href="http://www.genoa.org">www.genoa.org</a> .	26		0 0		<a href="#">Boost Post</a>
07/31/2014 2:42 pm	 Livingston County will host a Household Hazardous Waste Collection Event on Saturday, Aug. 9, 2014	32		3 2		<a href="#">Boost Post</a>
07/31/2014 9:44 am	 Calling all runners: The Brighton Area Fire Authority's 9-11 Memorial Run is a peaceful, healthy	37		6 3		<a href="#">Boost Post</a>
07/30/2014 10:05 am	 The Primary Election will be held on Tuesday (Aug. 5, 2014) from 7 a.m. to 8 p.m. Registered voters can	29		10 1		<a href="#">Boost Post</a>
07/29/2014 9:22 am	 The new Qdoba Mexican Grill in front of the Meijer store on Grand River in the Township is opening	162		23 17		<a href="#">Boost Post</a>
07/28/2014 2:06 pm	 Wednesday (July 30, 2014) is the last day to register to volunteer for the Livingston County	23		1 0		<a href="#">Boost Post</a>
07/28/2014 1:19 pm	 New business in the Township continues to make progress toward opening	32		1 7		<a href="#">Boost Post</a>
07/25/2014 10:48 am	 The Livingston Daily Press and Argus offers this update on growth resulting from the new Latson	173		27 10		<a href="#">Boost Post</a>
07/25/2014 10:45 am	 Check out this update at <a href="http://www.whmi.com">www.whmi.com</a> on new sidewalk installation along Grand River Avenue in	52		12 0		<a href="#">Boost Post</a>

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- Likes
- Reach
- Visits
- Posts
- People**

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- People Reached
- People Engaged
- Check-Ins

The people who like your Page

**Women**



**Men**



Country	Your Fans	City	Your Fans	Language	Your Fans
United States of America	170	Howell, MI	75	English (US)	169
Lebanon	1	Brighton, MI	65	Arabic	1
		Detroit, MI	5	English (UK)	1
		Pinckney, MI	3		
		Linden, MI	2		
		Hartland, MI	2		
		Hart, MI	2		
		Fenton, MI	2		
		Fowlerville, MI	2		
		Lapeer, MI	1		

[See More](#)

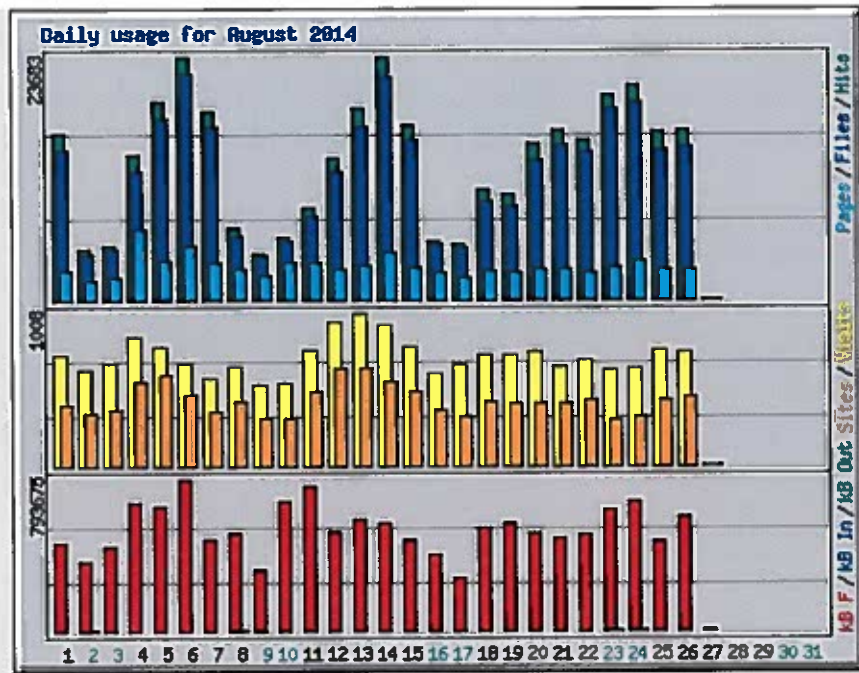
# Usage Statistics for genoa.org

Summary Period: August 2014  
Generated 27-Aug-2014 00:29 EDT

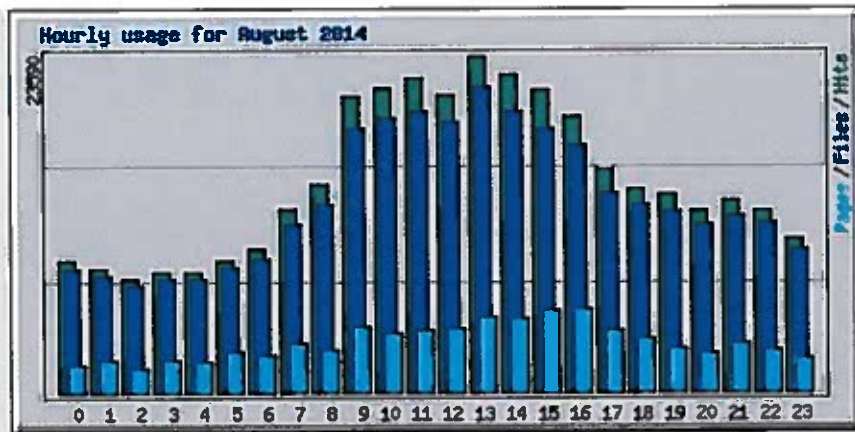
[\[Daily Statistics\]](#) [\[Hourly Statistics\]](#) [\[URLs\]](#) [\[Entry\]](#) [\[Exit\]](#) [\[Sites\]](#) [\[Referrers\]](#) [\[Search\]](#) [\[Agents\]](#) [\[Locations\]](#)

Monthly Statistics for August 2014		
Total Hits	354217	
Total Files	323209	
Total Pages	84289	
Total Visits	18562	
Total kB Files	13889424	
Total kB In	5	
Total kB Out	286	
Total Unique Sites	7162	
Total Unique URLs	4132	
Total Unique Referrers	996	
Total Unique User Agents	1519	
	Avg	Max
Hits per Hour	546	2405
Hits per Day	13119	23683
Files per Day	11970	22010
Pages per Day	3121	6883
Visits per Day	687	1008
kB Files per Day	514423	793675
kB In per Day	0	2
kB Out per Day	11	112
Hits by Response Code		
Undefined response code	56	
Code 200 - OK	323209	
Code 206 - Partial Content	1522	
Code 301 - Moved Permanently	144	
Code 302 - Found	911	
Code 304 - Not Modified	5181	
Code 403 - Forbidden	1	
Code 404 - Not Found	23193	





Daily Statistics for August 2014														
Day	Hits		Files		Pages		Visits		Sites		kB F		kB In / kB Out	
1	16139	4.56%	14653	4.53%	2806	3.33%	727	3.92%	395	5.52%	460063	3.31%	0	0.00%
2	4891	1.38%	4463	1.38%	1780	2.11%	629	3.39%	350	4.89%	364891	2.63%	1	20.00%
3	5280	1.49%	4893	1.51%	2189	2.60%	672	3.62%	362	5.05%	439639	3.17%	0	0.00%
4	14094	3.98%	12428	3.85%	6883	8.17%	844	4.55%	558	7.79%	670189	4.83%	0	0.00%
5	19295	5.45%	17576	5.44%	3779	4.48%	778	4.19%	596	8.32%	653254	4.70%	0	0.00%
6	23683	6.69%	22010	6.81%	5274	6.26%	673	3.63%	463	6.46%	793675	5.71%	0	0.00%
7	18346	5.18%	16822	5.20%	3594	4.26%	571	3.08%	361	5.04%	473144	3.41%	0	0.00%
8	7049	1.99%	6214	1.92%	2935	3.48%	649	3.50%	427	5.96%	514102	3.70%	1	20.00%
9	4474	1.26%	4210	1.30%	2299	2.73%	531	2.86%	310	4.33%	321441	2.31%	0	0.00%
10	6020	1.70%	5702	1.76%	3702	4.39%	542	2.92%	310	4.33%	674286	4.85%	0	0.00%
11	8909	2.52%	8134	2.52%	3553	4.22%	762	4.11%	493	6.88%	751599	5.41%	0	0.00%
12	13837	3.91%	12460	3.86%	2990	3.55%	943	5.08%	639	8.92%	522837	3.76%	0	0.00%
13	18572	5.24%	16896	5.23%	3255	3.86%	1008	5.43%	639	8.92%	577096	4.15%	0	0.00%
14	23530	6.64%	21626	6.69%	4519	5.36%	923	4.97%	553	7.72%	561906	4.05%	0	0.00%
15	16922	4.78%	15487	4.79%	3101	3.68%	778	4.19%	493	6.88%	476946	3.43%	0	0.00%
16	5770	1.63%	5387	1.67%	2583	3.06%	608	3.28%	369	5.15%	396443	2.85%	0	0.00%
17	5414	1.53%	4999	1.55%	2193	2.60%	661	3.56%	326	4.55%	278795	2.01%	0	0.00%
18	10719	3.03%	9556	2.96%	2856	3.39%	731	3.94%	425	5.93%	534071	3.85%	0	0.00%
19	10274	2.90%	9127	2.82%	2586	3.07%	726	3.91%	406	5.67%	559581	4.03%	0	0.00%
20	15273	4.31%	13658	4.23%	2953	3.50%	749	4.04%	409	5.71%	507591	3.65%	0	0.00%
21	16537	4.67%	15041	4.65%	3007	3.57%	649	3.50%	412	5.75%	484636	3.49%	0	0.00%
22	15553	4.39%	14446	4.47%	2636	3.13%	701	3.78%	438	6.12%	505280	3.64%	0	0.00%
23	19832	5.60%	18590	5.75%	3146	3.73%	626	3.37%	302	4.22%	632497	4.55%	2	40.00%
24	20881	5.89%	19305	5.97%	3778	4.48%	645	3.47%	325	4.54%	674081	4.85%	1	20.00%
25	16308	4.60%	14519	4.49%	2925	3.47%	762	4.11%	433	6.05%	462738	3.33%	0	0.00%
26	16489	4.66%	14888	4.61%	2955	3.51%	754	4.06%	454	6.34%	597101	4.30%	0	0.00%
27	126	0.04%	119	0.04%	12	0.01%	7	0.04%	10	0.14%	1544	0.01%	0	0.00%



Hourly Statistics for August 2014																		
Hour	Hits			Files			Pages			kB F			kB In		kB Out			
	Avg	Total	%	Avg	Total	%	Avg	Total	%	Avg	Total	%	Avg	Total	Avg	Total		
0	344	9296	2.62%	322	8714	2.70%	72	1947	2.31%	12113	327061	2.35%	0	1	20.00%	2	62	21.73%
1	322	8704	2.46%	304	8224	2.54%	82	2234	2.65%	13071	352924	2.54%	0	0	0.00%	0	0	0.00%
2	294	7951	2.24%	276	7478	2.31%	63	1719	2.04%	10049	271335	1.95%	0	1	20.00%	2	50	17.41%
3	313	8472	2.39%	296	8018	2.48%	84	2284	2.71%	13816	373029	2.69%	0	0	0.00%	0	0	0.00%
4	314	8481	2.39%	296	8011	2.48%	80	2175	2.58%	14083	380242	2.74%	0	0	0.00%	0	0	0.00%
5	343	9275	2.62%	325	8791	2.72%	104	2816	3.34%	17771	479827	3.45%	0	0	0.00%	0	0	0.00%
6	370	9998	2.82%	346	9362	2.90%	95	2573	3.05%	11474	309797	2.23%	0	0	0.00%	0	0	0.00%
7	473	12792	3.61%	436	11788	3.65%	127	3439	4.08%	28504	769601	5.54%	0	0	0.00%	0	0	0.00%
8	538	14543	4.11%	490	13238	4.10%	111	3019	3.58%	18877	509688	3.67%	0	1	20.00%	2	62	21.73%
9	768	20754	5.86%	686	18541	5.74%	168	4547	5.39%	27438	740827	5.33%	0	0	0.00%	0	0	0.00%
10	790	21336	6.02%	710	19175	5.93%	152	4115	4.88%	22591	609947	4.39%	0	0	0.00%	0	0	0.00%
11	814	21993	6.21%	728	19658	6.08%	161	4357	5.17%	30397	820721	5.91%	0	0	0.00%	0	0	0.00%
12	774	20904	5.90%	703	18981	5.87%	163	4421	5.25%	22941	619398	4.46%	0	0	0.00%	0	0	0.00%
13	873	23590	6.66%	792	21407	6.62%	197	5344	6.34%	31063	838693	6.04%	0	1	20.00%	2	50	17.41%
14	822	22208	6.27%	731	19744	6.11%	189	5122	6.08%	31181	841883	6.06%	0	0	0.00%	0	0	0.00%
15	787	21257	6.00%	688	18588	5.75%	212	5740	6.81%	31989	863710	6.22%	0	1	20.00%	2	62	21.73%
16	717	19382	5.47%	644	17395	5.38%	216	5845	6.93%	29290	790841	5.69%	0	0	0.00%	0	0	0.00%
17	579	15643	4.42%	520	14044	4.35%	160	4320	5.13%	27224	735057	5.29%	0	0	0.00%	0	0	0.00%
18	525	14189	4.01%	486	13139	4.07%	140	3786	4.49%	20450	552138	3.98%	0	0	0.00%	0	0	0.00%
19	512	13844	3.91%	472	12757	3.95%	113	3068	3.64%	23722	640498	4.61%	0	0	0.00%	0	0	0.00%
20	470	12698	3.58%	438	11833	3.66%	100	2717	3.22%	18878	509695	3.67%	0	0	0.00%	0	0	0.00%
21	496	13403	3.78%	459	12400	3.84%	126	3404	4.04%	20906	564470	4.06%	0	0	0.00%	0	0	0.00%
22	471	12726	3.59%	439	11863	3.67%	110	2972	3.53%	17912	483615	3.48%	0	0	0.00%	0	0	0.00%
23	399	10778	3.04%	372	10060	3.11%	86	2325	2.76%	18683	504429	3.63%	0	0	0.00%	0	0	0.00%

Top 30 of 4132 Total URLs									
#	Hits		kB F		kB In		kB Out		URL
1	16161	4.56%	34751	0.25%	0	0.00%	0	0.00%	/css/style.css
2	16116	4.55%	324067	2.33%	0	0.00%	0	0.00%	/js/wymeditor/jquery.wymeditor.pack.js
3	16033	4.53%	247160	1.78%	0	0.00%	0	0.00%	/js/jquery/jquery.js
4	15999	4.52%	13979	0.10%	0	0.00%	0	0.00%	/js/dropdowns.js
5	15991	4.51%	9644	0.07%	0	0.00%	0	0.00%	/js/roundtabs.js
6	15990	4.51%	8462	0.06%	0	0.00%	0	0.00%	/js/headersearch.js
7	15941	4.50%	9371	0.07%	0	0.00%	0	0.00%	/css/print.css
8	11984	3.38%	68008	0.49%	0	0.00%	0	0.00%	/
9	7842	2.21%	44347	0.32%	0	0.00%	0	0.00%	/admin/searchreview

10	7287	2.06%	65543	0.47%	0	0.00%	0	0.00%	/robots.txt
11	2322	0.66%	7102	0.05%	0	0.00%	0	0.00%	/login
12	1847	0.52%	7062	0.05%	0	0.00%	0	0.00%	/departments/assessing/data
13	1275	0.36%	6805	0.05%	0	0.00%	0	0.00%	/articles/article/sewerbackupcleanup
14	1130	0.32%	33028	0.24%	0	0.00%	0	0.00%	/pdf/latson/00-combined.pdf
15	726	0.20%	3261	0.02%	0	0.00%	0	0.00%	/articles/article/billpay
16	713	0.20%	2421	0.02%	0	0.00%	0	0.00%	/favicon.ico
17	658	0.19%	5046	0.04%	0	0.00%	0	0.00%	/meetings/minutes
18	649	0.18%	3731	0.03%	0	0.00%	0	0.00%	/departments/utilities/watersewer
19	626	0.18%	8422	0.06%	0	0.00%	0	0.00%	/meetings/boardminutes/1
20	583	0.16%	2807	0.02%	0	0.00%	0	0.00%	/articles/article/park
21	557	0.16%	2709	0.02%	0	0.00%	0	0.00%	/articles/article/sewerbackupdiseaseprevention
22	538	0.15%	6106	0.04%	0	0.00%	0	0.00%	/meetings/boardminutes/2
23	518	0.15%	6040	0.04%	0	0.00%	0	0.00%	/meetings/boardminutes/3
24	515	0.15%	4937	0.04%	0	0.00%	0	0.00%	/government/boards/board
25	482	0.14%	657	0.00%	0	0.00%	0	0.00%	/img/favicon.ico
26	445	0.13%	4247	0.03%	0	0.00%	0	0.00%	/government/ordinances/ordinance-zoning
27	440	0.12%	5544	0.04%	0	0.00%	0	0.00%	/government/boards/zoningboard
28	435	0.12%	3417	0.02%	0	0.00%	0	0.00%	/contentimagedata/portraitforweb/8
29	428	0.12%	2230	0.02%	0	0.00%	0	0.00%	/contentimagedata/portraitforweb/35
30	425	0.12%	5100	0.04%	0	0.00%	0	0.00%	/contentimagedata/portraitforweb/38
<a href="#">View All URLs</a>									

Top 10 of 4132 Total URLs By kB F									
#	Hits		kB F		kB In	kB Out	URL		
1	50	0.01%	808354	5.82%	0	0.00%	0	0.00%	/contentfiledata/download/201
2	73	0.02%	464307	3.34%	0	0.00%	0	0.00%	/contentfiledata/download/1787
3	71	0.02%	424181	3.05%	0	0.00%	0	0.00%	/contentfiledata/download/1795
4	16116	4.55%	324067	2.33%	0	0.00%	0	0.00%	/js/wyeditor/jquery.wyeditor.pack.js
5	89	0.03%	322429	2.32%	0	0.00%	0	0.00%	/contentfiledata/download/61
6	174	0.05%	299012	2.15%	0	0.00%	0	0.00%	/newsbulletinfiledata/download/41
7	16033	4.53%	247160	1.78%	0	0.00%	0	0.00%	/js/jquery/jquery.js
8	76	0.02%	237185	1.71%	0	0.00%	0	0.00%	/contentfiledata/download/1635
9	64	0.02%	182066	1.31%	0	0.00%	0	0.00%	/newsbulletinfiledata/download/57
10	21	0.01%	169052	1.22%	0	0.00%	0	0.00%	/contentfiledata/download/1771

Top 10 of 2835 Total Entry Pages					
#	Hits		Visits		URL
1	11984	3.38%	3313	18.01%	/
2	1275	0.36%	1148	6.24%	/articles/article/sewerbackupcleanup
3	557	0.16%	478	2.60%	/articles/article/sewerbackupdiseaseprevention
4	1847	0.52%	449	2.44%	/departments/assessing/data
5	583	0.16%	381	2.07%	/articles/article/park
6	649	0.18%	355	1.93%	/departments/utilities/watersewer
7	357	0.10%	148	0.80%	/government/elections
8	174	0.05%	143	0.78%	/newsbulletinfiledata/download/41
9	389	0.11%	142	0.77%	/departments/Assessing/
10	344	0.10%	142	0.77%	/departments/utilities

Top 10 of 2652 Total Exit Pages					
#	Hits		Visits		URL
		3.38%		5.00%	

1	11984		433		/
2	1847	0.52%	185	2.14%	/departments/assessing/data
3	1275	0.36%	95	1.10%	/articles/article/sewerbackupcleanup
4	658	0.19%	77	0.89%	/meetings/minutes
5	649	0.18%	62	0.72%	/departments/utilities/watersewer
6	726	0.20%	60	0.69%	/articles/article/billpay
7	557	0.16%	53	0.61%	/articles/article/sewerbackupdiseaseprevention
8	389	0.11%	48	0.55%	/departments/Assessing/
9	363	0.10%	46	0.53%	/government/contact
10	310	0.09%	44	0.51%	/departments/utilities/refuse

Top 30 of 7162 Total Sites													
#	Hits	Files	kB F	kB In	kB Out	Visits	Hostname						
1	2619	0.74%	2609	0.81%	704673	5.07%	0	0.00%	0	0.00%	242	1.30%	208.115.113.92
2	2549	0.72%	2539	0.79%	747377	5.38%	0	0.00%	0	0.00%	259	1.40%	208.115.113.82
3	1846	0.52%	1814	0.56%	123766	0.89%	0	0.00%	0	0.00%	303	1.63%	msnbot-207-46-13-32.search.msn.com
4	1784	0.50%	1733	0.54%	179429	1.29%	0	0.00%	0	0.00%	289	1.56%	msnbot-157-55-39-216.search.msn.com
5	1694	0.48%	1678	0.52%	638915	4.60%	0	0.00%	0	0.00%	182	0.98%	b100108.yse.yahoo.net
6	1581	0.45%	1560	0.48%	98613	0.71%	0	0.00%	0	0.00%	88	0.47%	msnbot-207-46-13-112.search.msn.com
7	1334	0.38%	1210	0.37%	328539	2.37%	0	0.00%	0	0.00%	233	1.26%	spider-100-43-91-5.yandex.com
8	1305	0.37%	1274	0.39%	86893	0.63%	0	0.00%	0	0.00%	201	1.08%	msnbot-157-55-39-82.search.msn.com
9	1001	0.28%	991	0.31%	159019	1.14%	0	0.00%	0	0.00%	1	0.01%	107.170.115.132
10	1001	0.28%	991	0.31%	183307	1.32%	0	0.00%	0	0.00%	1	0.01%	sethop.com
11	947	0.27%	946	0.29%	16855	0.12%	0	0.00%	0	0.00%	8	0.04%	static.171.34.9.176.clients.your-server.de
12	830	0.23%	830	0.26%	16967	0.12%	0	0.00%	0	0.00%	3	0.02%	www4.serverregal.de
13	818	0.23%	808	0.25%	65550	0.47%	0	0.00%	0	0.00%	148	0.80%	msnbot-157-55-39-83.search.msn.com
14	785	0.22%	785	0.24%	5041	0.04%	0	0.00%	0	0.00%	6	0.03%	static.20.12.4.46.clients.your-server.de
15	741	0.21%	697	0.22%	17922	0.13%	0	0.00%	0	0.00%	14	0.08%	ns500848.ip-192-99-19.net
16	732	0.21%	724	0.22%	148252	1.07%	0	0.00%	0	0.00%	408	2.20%	183.60.215.49
17	732	0.21%	732	0.23%	12015	0.09%	0	0.00%	0	0.00%	5	0.03%	static.114.23.251.148.clients.your-server.de
18	723	0.20%	717	0.22%	75736	0.55%	0	0.00%	0	0.00%	419	2.26%	183.60.213.104
19	671	0.19%	668	0.21%	11229	0.08%	0	0.00%	0	0.00%	1	0.01%	204.sub-70-194-0.myvzw.com
20	660	0.19%	650	0.20%	56010	0.40%	0	0.00%	0	0.00%	366	1.97%	183.60.214.18
21	635	0.18%	635	0.20%	20500	0.15%	0	0.00%	0	0.00%	4	0.02%	static.216.123.251.148.clients.your-server.de
22	603	0.17%	603	0.19%	6252	0.05%	0	0.00%	0	0.00%	3	0.02%	mjl.naefmarco.ch
23	573	0.16%	557	0.17%	122896	0.88%	0	0.00%	0	0.00%	207	1.12%	crawl-66-249-65-100.googlebot.com
24	572	0.16%	554	0.17%	111381	0.80%	0	0.00%	0	0.00%	211	1.14%	crawl-66-249-65-116.googlebot.com
25	548	0.15%	533	0.16%	121970	0.88%	0	0.00%	0	0.00%	209	1.13%	crawl-66-249-65-108.googlebot.com
26	525	0.15%	521	0.16%	21992	0.16%	0	0.00%	0	0.00%	4	0.02%	static.23.94.46.78.clients.your-server.de
27	512	0.14%	506	0.16%	9371	0.07%	0	0.00%	0	0.00%	5	0.03%	static.174.124.251.148.clients.your-server.de
28	500	0.14%	484	0.15%	19391	0.14%	0	0.00%	0	0.00%	82	0.44%	msnbot-157-55-39-160.search.msn.com
29	500	0.14%	497	0.15%	7848	0.06%	0	0.00%	0	0.00%	33	0.18%	ns4001436.ip-198-245-51.net
30	473	0.13%	470	0.15%	11236	0.08%	0	0.00%	0	0.00%	5	0.03%	static.147.18.9.5.clients.your-server.de

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Top 10 of 7162 Total Sites By kB F													
#	Hits	Files	kB F	kB In	kB Out	Visits	Hostname						
1	2549	0.72%	2539	0.79%	747377	5.38%	0	0.00%	0	0.00%	259	1.40%	208.115.113.82
2	2619	0.74%	2609	0.81%	704673	5.07%	0	0.00%	0	0.00%	242	1.30%	208.115.113.92
3	1694	0.48%	1678	0.52%	638915	4.60%	0	0.00%	0	0.00%	182	0.98%	b100108.yse.yahoo.net
4	1334	0.38%	1210	0.37%	328539	2.37%	0	0.00%	0	0.00%	233	1.26%	spider-100-43-91-5.yandex.com
5	1001	0.28%	991	0.31%	183307	1.32%	0	0.00%	0	0.00%	1	0.01%	sethop.com

6	1784	0.50%	1733	0.54%	179429	1.29%	0	0.00%	0	0.00%	289	1.56%	msnbot-157-55-39-216.search.msn.com
7	311	0.09%	211	0.07%	173879	1.25%	0	0.00%	0	0.00%	20	0.11%	c-71-238-171-164.hsd1.mi.comcast.net
8	1001	0.28%	991	0.31%	159019	1.14%	0	0.00%	0	0.00%	1	0.01%	107.170.115.132
9	732	0.21%	724	0.22%	148252	1.07%	0	0.00%	0	0.00%	408	2.20%	183.60.215.49
10	362	0.10%	351	0.11%	136117	0.98%	0	0.00%	0	0.00%	136	0.73%	crawl-66-249-65-20.googlebot.com

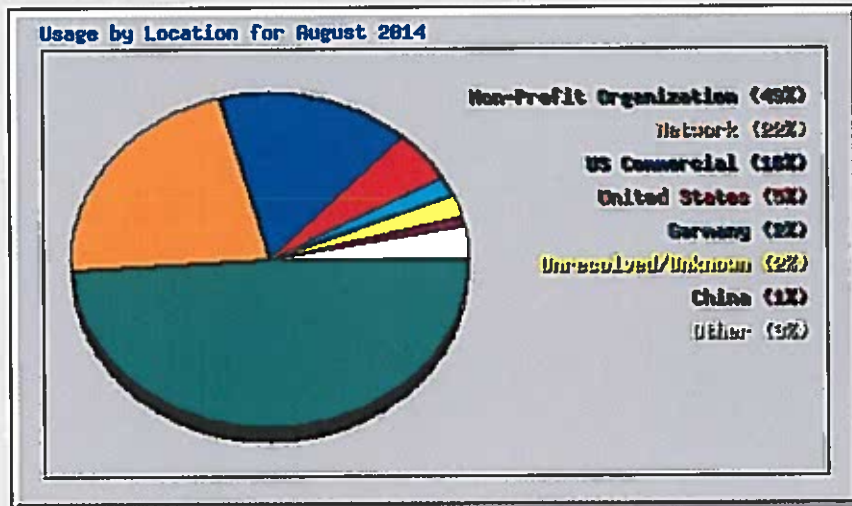
Top 30 of 996 Total Referrers			
#	Hits		Referrer
1	64639	18.25%	- (Direct Request)
2	2388	0.67%	<a href="https://www.google.com/">https://www.google.com/</a>
3	1923	0.54%	<a href="http://www.google.com/">http://www.google.com/</a>
4	1856	0.52%	<a href="http://www.google.com/url">http://www.google.com/url</a>
5	468	0.13%	<a href="http://www.bing.com/search">http://www.bing.com/search</a>
6	256	0.07%	<a href="http://www.baidu.com">http://www.baidu.com</a>
7	244	0.07%	<a href="http://r.search.yahoo.com/_vit">http://r.search.yahoo.com/_vit</a>
8	126	0.04%	<a href="http://search.yahoo.com/search">http://search.yahoo.com/search</a>
9	77	0.02%	<a href="http://www.genoa.org">http://www.genoa.org</a>
10	68	0.02%	<a href="http://genoa.org">http://genoa.org</a>
11	68	0.02%	<a href="http://www.google.com/search">http://www.google.com/search</a>
12	60	0.02%	<a href="http://search.comcast.net/">http://search.comcast.net/</a>
13	56	0.02%	±
14	51	0.01%	<a href="http://search.aol.com/aol/search">http://search.aol.com/aol/search</a>
15	37	0.01%	<a href="http://webcache.googleusercontent.com/search">http://webcache.googleusercontent.com/search</a>
16	30	0.01%	<a href="http://rusex.biz/">http://rusex.biz/</a>
17	29	0.01%	<a href="https://m.facebook.com">https://m.facebook.com</a>
18	28	0.01%	<a href="http://yandex.ru/yandsearch">http://yandex.ru/yandsearch</a>
19	28	0.01%	<a href="https://www.google.ca/">https://www.google.ca/</a>
20	27	0.01%	<a href="http://oneislam.ru/">http://oneislam.ru/</a>
21	27	0.01%	<a href="http://www.ilmen.net/">http://www.ilmen.net/</a>
22	27	0.01%	<a href="http://www.michigan.gov/som/0,1607,7-192-29701_31713_31714-97070--00.html">http://www.michigan.gov/som/0,1607,7-192-29701_31713_31714-97070--00.html</a>
23	24	0.01%	<a href="http://www.artparquet.ru/">http://www.artparquet.ru/</a>
24	23	0.01%	<a href="http://vk-mus.ru/">http://vk-mus.ru/</a>
25	23	0.01%	<a href="http://www.baidu.com/s">http://www.baidu.com/s</a>
26	21	0.01%	<a href="http://twu.com.ua/">http://twu.com.ua/</a>
27	21	0.01%	<a href="http://vzlom-pochty-na-zakaz.biz/">http://vzlom-pochty-na-zakaz.biz/</a>
28	20	0.01%	<a href="http://winx-play.ru/">http://winx-play.ru/</a>
29	20	0.01%	<a href="http://www.google.ca/">http://www.google.ca/</a>
30	20	0.01%	<a href="http://www.google.ca/url">http://www.google.ca/url</a>

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Top 20 of 262 Total Search Strings			
#	Hits		Search String
1	29	6.42%	genoa township mi
2	28	6.19%	genoa township
3	20	4.42%	genoa township michigan
4	20	4.42%	genoa twp mi
5	10	2.21%	how to clean sewage from basement
6	7	1.55%	genoa park brighton mi
7	7	1.55%	mhog
8	6	1.33%	genoa township mi lot lines
9	5	1.11%	genoa park
10	4	0.88%	genoa township mi property search
11	4	0.88%	livingston county hazardous waste

12	3	0.66%	ballot for livingston county mi
13	3	0.66%	content
14	3	0.66%	crooked lake rd at nixon rd project
15	3	0.66%	genoa michigan
16	3	0.66%	genoa township delaware county ohio fire department
17	3	0.66%	genoa township mi flood plain
18	3	0.66%	genoa township mi noise ordinance
19	3	0.66%	genoa township michigan livingston county
20	3	0.66%	genoa twp
<a href="#">View All Search Strings</a>			

Top 15 of 1519 Total User Agents			
#	Hits		User Agent
1	161391	45.56%	Mozilla/5.0 (Windows NT 6.1; rv:31.0) Gecko/20100101 Firefox/31.0
2	12254	3.46%	Mozilla/5.0 (Windows NT 6.1; WOW64; Trident/7.0; rv:11.0) like Gecko
3	11700	3.30%	Mozilla/5.0 (compatible; MJ12bot/v1.4.5; http://www.majestic12.co.uk/bot.php?+)
4	11183	3.16%	Mozilla/5.0 (compatible; bingbot/2.0; +http://www.bing.com/bingbot.htm)
5	7888	2.23%	Mozilla/5.0 (Windows NT 6.1; WOW64; rv:31.0) Gecko/20100101 Firefox/31.0
6	7035	1.99%	Mozilla/5.0 (iPhone; CPU iPhone OS 7_1_2 like Mac OS X) AppleWebKit/537.51.2 (KHTML, like Gecko) Version/7.0 Mobile/11D257 Sa
7	6452	1.82%	Mozilla/5.0 (Windows NT 6.1; WOW64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/36.0.1985.125 Safari/537.36
8	6360	1.80%	Spiceworks/7.1.00027
9	5168	1.46%	Mozilla/5.0 (compatible; DotBot/1.1; http://www.opensiteexplorer.org/dotbot, help@moz.com)
10	5009	1.41%	Mozilla/5.0 (iPad; CPU OS 7_1_2 like Mac OS X) AppleWebKit/537.51.2 (KHTML, like Gecko) Version/7.0 Mobile/11D257 Safari/9537
11	4773	1.35%	Mozilla/5.0 (Windows NT 6.1; WOW64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/36.0.1985.143 Safari/537.36
12	3208	0.91%	Mozilla/5.0 (compatible; AhrefsBot/5.0; +http://ahrefs.com/robot/)
13	3033	0.86%	Mozilla/5.0 (compatible; MSIE 9.0; Windows NT 6.1; WOW64; Trident/5.0)
14	2844	0.80%	Mozilla/5.0 (compatible; Googlebot/2.1; +http://www.google.com/bot.html)
15	2635	0.74%	Mozilla/4.0 (compatible; MSIE 8.0; Windows NT 6.1; Trident/4.0; SLCC2; .NET CLR 2.0.50727; .NET CLR 3.5.30729; .NET CLR 3.0.3
<a href="#">View All User Agents</a>			



Top 30 of 80 Total Locations						
#	Hits	Files	KB F	KB In	KB Out	Location
1	175138	161623	2167301	0	0	Non-Profit Organization
2	79661	71052	3824479	0	0	Network
3	56833	52184	4116663	0	0	US Commercial
4	17616	16027	2050500	0	0	United States
5	7674	7626	230519	0	0	Germany

6	6001	1.69%	5535	1.71%	459003	3.30%	0	0.00%	0	0.00%	Unresolved/Unknown
7	3320	0.94%	3208	0.99%	428048	3.08%	0	0.00%	0	0.00%	China
8	1265	0.36%	1228	0.38%	316854	2.28%	0	0.00%	0	0.00%	Russian Federation
9	809	0.23%	800	0.25%	22714	0.16%	0	0.00%	0	0.00%	Italy
10	685	0.19%	490	0.15%	10132	0.07%	0	0.00%	0	0.00%	US Educational
11	608	0.17%	608	0.19%	10654	0.08%	0	0.00%	0	0.00%	Switzerland
12	535	0.15%	533	0.16%	25579	0.18%	0	0.00%	0	0.00%	Ukraine
13	488	0.14%	460	0.14%	10570	0.08%	0	0.00%	0	0.00%	Canada
14	416	0.12%	396	0.12%	6154	0.04%	0	0.00%	0	0.00%	Brazil
15	359	0.10%	330	0.10%	22200	0.16%	0	0.00%	0	0.00%	Turkey
16	317	0.09%	295	0.09%	8020	0.06%	0	0.00%	0	0.00%	India
17	308	0.09%	308	0.10%	20369	0.15%	0	0.00%	0	0.00%	Norway
18	193	0.05%	192	0.06%	16209	0.12%	0	0.00%	0	0.00%	Netherlands
19	167	0.05%	106	0.03%	4373	0.03%	0	0.00%	0	0.00%	Romania
20	156	0.04%	151	0.05%	18147	0.13%	0	0.00%	0	0.00%	Czech Republic
21	149	0.04%	139	0.04%	2940	0.02%	0	0.00%	0	0.00%	Philippines
22	143	0.04%	135	0.04%	5642	0.04%	0	0.00%	0	0.00%	United Kingdom
23	138	0.04%	130	0.04%	1768	0.01%	0	0.00%	0	0.00%	US Government
24	137	0.04%	131	0.04%	935	0.01%	0	0.00%	0	0.00%	Great Britain (UK)
25	123	0.03%	115	0.04%	1289	0.01%	0	0.00%	0	0.00%	US Military
26	76	0.02%	72	0.02%	985	0.01%	0	0.00%	0	0.00%	Australia
27	69	0.02%	67	0.02%	24054	0.17%	0	0.00%	0	0.00%	France
28	60	0.02%	60	0.02%	894	0.01%	0	0.00%	0	0.00%	Poland
29	59	0.02%	56	0.02%	554	0.00%	0	0.00%	0	0.00%	Spain
30	56	0.02%	50	0.02%	1316	0.01%	0	0.00%	0	0.00%	Colombia

**Total Land Use Permits Issued by August 18**

Year	Number of Land Use Permits Issued	Percent Difference	Number of Land Use Waivers Issued	Percent Difference
2009	76		81	
2010	110	44.74%	76	-6.17%
2011	103	-6.36%	83	9.21%
2012	98	-4.85%	129	55.42%
2013	110	12.24%	185	43.41%
2014	143	30.00%	185	0.00%