

GENOA CHARTER TOWNSHIP BOARD

February 6, 2017

Regular Meeting

6:30 p.m.

AGENDA

Call to Order:

Pledge of Allegiance:

Call to the Public (Public comment will be limited to two minutes per person)*:

Approval of Consent Agenda:

1. Payment of Bills.

2. Request to Approve Minutes: January 3, 2017 and January 30, 2017

3. Request to amend the personnel policy:

A. To allow for a longevity bonus of \$1,250 with 25 years of service.

B. A new lunch break policy as recommended by Kim Lane (Human Resources).

4. Request for approval to enter into agreements to collect 2017 summer property taxes with Brighton Area Schools, Hartland Consolidated Schools, Howell Public Schools and the Livingston Educational Service Agency as submitted by the Township Treasurer.

5. Request to amend the Grand Beach Weed Control Special Assessment District, District Code X1101, to remove parcel #4711-14-401-005 levied in error as submitted by the Township Treasurer.

Approval of Regular Agenda:

6. Discussion of a zoning change request from Dewey Thomas regarding property he owns at Chilson and Brighton roads.

7. Request for approval of an updated water and sanitary sewer utility study for the Genoa South Latson Area from Tetra Tech in an amount not to exceed \$6,500.

8. First review of all budgets for the Fiscal Year beginning April 1, 2017 and ending March 31, 2018.

9. Request for an amendment to Budgets 101, 261, 264, and 271 for Fiscal Year ending March 31, 2017.

10. Request to increase the refuse collection fee for the Winter 2017 tax bill.

11. Discussion regarding Livingston County Road Commission Primary Pavement Preservation Program related to budgets.

12. Request for a resolution supporting the Fowlerville Area Rural Broadband Initiative.

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: February 6, 2017

TOWNSHIP GENERAL EXPENSES: Thru February 6, 2017	\$172,104.46
January 13, 2017 Bi Weekly Payroll	\$88,273.66
January 27, 2017 Bi Weekly Payroll	\$88,187.19
February 1, 2017 Monthly Payroll	\$7,024.08
OPERATING EXPENSES: Thru February 6, 2017	\$373,875.98
TOTAL:	<u>\$729,465.37</u>

Check Date	Check	Vendor Name	Amount	
Bank FNBCK CHECKING ACCOUNT				
01/04/2017	33379	AT&T	65.13	
01/04/2017	33380	COOPER'S TURF MANAGEMENT	3,864.00	
01/04/2017	33381	CRAMPTON ELECTRIC CO., INC.	4,836.06	
01/04/2017	33382	DTE ENERGY	155.38	
01/04/2017	33383	EVOLVING TECHNOLOGIES INC	499.00	
01/04/2017	33384	NEOPOST USA INC	5,135.24	
01/04/2017	33385	NETWORK SERVICES GROUP, L.L.C.	180.00	
01/04/2017	33386	OFFICE EXPRESS	77.00	
01/04/2017	33387	TRACTOR SUPPLY CO.	272.43	V
Void Reason: MADE OUT TO THE WRONG VENDOR				
01/04/2017	33388	WALMART COMMUNITY	232.90	
01/10/2017	33389	AMERICAN AQUA	24.00	
01/10/2017	33390	AMERICAN GENERAL LIFE INSURANC	290.00	
01/10/2017	33391	COMCAST	322.59	
01/10/2017	33392	CONTINENTAL LINEN SERVICE	226.86	
01/10/2017	33393	DTE ENERGY	59.43	
01/10/2017	33394	DTE ENERGY	1,218.76	
01/10/2017	33395	GORDON FOOD SERVICE	145.85	
01/10/2017	33396	LAURA MROCZKA	200.00	
01/10/2017	33397	LIVINGSTON COUNTY REGISTER OF DEEDS	30.00	
01/10/2017	33398	LIVONIA-GARDEN CITY FIRE EXT	82.50	
01/10/2017	33399	MINNESOTA ELEVATOR, INC	115.00	
01/10/2017	33400	OFFICE EXPRESS INC.	54.66	
01/10/2017	33401	PERFECT MAINTENANCE CLEANING	1,130.00	
01/10/2017	33402	SEWARD PECK & HENDERSON PLLC	8,294.00	
01/10/2017	33403	TRI COUNTY SUPPLY, INC.	272.43	
01/12/2017	33404	ETNA SUPPLY COMPANY	1,010.00	
01/12/2017	33405	MICHAEL ARCHINAL	500.00	
01/13/2017	33406	AT&T	177.31	
01/13/2017	33407	BLUE CROSS & BLUE SHIELD OF MI	28,214.55	
01/13/2017	33408	CONSUMERS ENERGY	609.87	
01/13/2017	33409	GUARDIAN	2,140.52	
01/13/2017	33410	GUARDIAN	2,155.22	
01/13/2017	33411	HUBBELL, ROTH & CLARK, INC	145.00	
01/13/2017	33412	LIVINGSTON COUNTY TREASURER	6.71	
01/13/2017	33413	WELLNESS IQ	1,402.00	
01/13/2017	33414	WEX BANK	39.18	
01/18/2017	33415	ALLSTAR ALARM LLC	155.00	
01/18/2017	33416	BULLSEYE TELECOM	382.03	
01/18/2017	33417	MASTER MEDIA SUPPLY	931.76	
01/18/2017	33418	NETWORK SERVICES GROUP, L.L.C.	45.00	
01/18/2017	33419	TRI COUNTY SUPPLY, INC.	120.73	
01/18/2017	33420	US BANK EQUIPMENT FINANCE	3,530.44	
01/18/2017	33421	VERIZON WIRELESS	372.77	
01/20/2017	33422	ALLSTAR ALARM LLC	270.00	
01/20/2017	33423	FEDERAL EXPRESS	79.68	
01/20/2017	33424	LIVINGSTON CTY ASSESSORS ASC	10.00	V
Void Reason: WRONG VENDOR				
01/20/2017	33425	LSL PLANNING, INC.	479.50	
01/20/2017	33426	PRESS & ARGUS	295.00	
01/23/2017	33427		0.00	V
Void Reason: PRINTED ON CHECK WITH A REPORT				
01/23/2017	33428	CHASE CARD SERVICES	1,185.08	
01/23/2017	33429	COMCAST	156.61	
01/23/2017	33430	EHIM, INC	3,321.59	
01/23/2017	33431	LIVINGSTON CTY ASSESSORS ASC	10.00	V
Void Reason: MADE OUT TO WRONG VENDOR				
01/23/2017	33432	PFEFFER-HANNIFORD-PALKA	6,050.00	
01/23/2017	33433	DYKEMA GOSSETT, PLLC	3,430.00	
01/24/2017	33434	AT&T	27.59	
01/24/2017	33435	HUBBELL, ROTH & CLARK, INC	145.00	
01/24/2017	33436	WAL-MART COMMUNITY	211.42	
01/25/2017	33437	GFL ENVIRONMENTAL USA INC.	79,302.30	
01/25/2017	33438	LIVINGSTON CTY ASSESSOR'S ASSN	10.00	V
Void Reason: MADE OUT TO THE WRONG VENDOR				
01/25/2017	33439	NEOPOST USA INC	787.63	
01/25/2017	33440	UNUM PROVIDENT	2,659.14	
01/26/2017	33441	MICHAEL ARCHINAL	500.00	
01/26/2017	33442	MICHIGAN ASSESSOR'S ASSOC	75.00	
01/27/2017	33443	DTE ENERGY	156.77	
01/27/2017	33444	DYKEMA GOSSETT, PLLC	735.00	
01/27/2017	33445	MASTER MEDIA SUPPLY	364.23	
01/31/2017	33446	ETNA SUPPLY COMPANY	1,200.00	
01/31/2017	33447	GENOA TOWNSHIP D.P.W. FUND	10.42	
01/31/2017	33448	HOWELL AREA CHAMBER OF COMMERE	495.00	3

Check Date	Check	Vendor Name	Amount
01/31/2017	33449	MASTER MEDIA SUPPLY	5.56
01/31/2017	33450	MICHIGAN ELECTION RESOURCES	148.06
01/31/2017	33451	PERFECT MAINTENANCE CLEANING	565.00
FNBCK TOTALS:			
Total of 73 Checks:			172,406.89
Less 5 Void Checks:			302.43
Total of 68 Disbursements:			172,104.46

Check Register Report For Genoa Charter Township
For Check Dates 02/01/2017 to 02/01/2017

Monthly

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
02/01/2017	FNBCK	12524	MATKIN, RONALD	75.00	69.26	0.00	Open
02/01/2017	FNBCK	12525	PETRAT, PATRICIA A	75.00	69.26	0.00	Open
02/01/2017	FNBCK	EFT72	FLEX SPENDING (TASC)	133.34	133.34	0.00	Open
02/01/2017	FNBCK	EFT73	INTERNAL REVENUE SERVICE	1,763.80	1,763.80	0.00	Open
02/01/2017	FNBCK	EFT74	PRINCIPAL FINANCIAL	500.00	500.00	0.00	Open

Totals:		Number of Checks: 005	2,547.14	2,535.66	0.00
Total Physical Checks:		2		Dir. Dep.	
Total Check Stubs:		3		4,489.08	

\$ 7,024.74

For Check Dates 01/13/2017 to 01/13/2017

Bi Weekly

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
01/13/2017	FNBCK	EFT64	FLEX SPENDING (TASC)	1,201.94	1,201.94	0.00	Open
01/13/2017	FNBCK	EFT65	INTERNAL REVENUE SERVICE	19,822.92	19,822.92	0.00	Open
01/13/2017	FNBCK	EFT66	PRINCIPAL FINANCIAL	1,475.00	1,475.00	0.00	Open
01/13/2017	FNBCK	EFT67	PRINCIPAL FINANCIAL	1,785.51	1,785.51	0.00	Open
Totals:							
		Number of Checks:	004	24,285.37	24,285.37	0.00	
		Total Physical Checks:			Dir. Dep.		
		Total Check Stubs:	4		63,988.29		

\$ 88,273.66

Check Register Report For Genoa Charter Township
 For Check Dates 01/27/2017 to 01/27/2017

Bi Weekly

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
01/27/2017	FNBCK	EFT68	FLEX SPENDING (TASC)	1,016.32	1,016.32	0.00	Open
01/27/2017	FNBCK	EFT69	INTERNAL REVENUE SERVICE	21,419.83	21,419.83	0.00	Open
01/27/2017	FNBCK	EFT70	PRINCIPAL FINANCIAL	1,475.00	1,475.00	0.00	Open
01/27/2017	FNBCK	EFT71	PRINCIPAL FINANCIAL	2,179.72	2,179.72	0.00	Open
Totals:							
			Number of Checks: 004	26,090.87	26,090.87	0.00	
			Total Physical Checks:		Dir. Dep.		
			Total Check Stubs: 4		62,096.32		

\$ 88,187.19

Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #503			
01/09/2017	3838	PAETEC	61.70
01/09/2017	3839	PORT CITY COMMUNICATIONS, INC.	187.19
01/09/2017	3840	TALENTWISE INC	154.00
01/10/2017	3842	GENOA TOWNSHIP	100,000.00
01/11/2017	3843	AUTO ZONE	49.98
01/11/2017	3844	GRUNDY ACE OF HOWELL	22.99
01/11/2017	3845	K & J ELECTRIC, INC.	383.00
01/11/2017	3846	LOWE'S	1,912.20
01/11/2017	3847	ROYS AUTOWORKS CORP	1,557.36
01/11/2017	3848	TRACTOR SUPPLY CO.	405.74
01/12/2017	3849	GREG TATARA	500.00
01/12/2017	3850	TESHA HUMPHRISS	250.00
01/13/2017	3851	CHASE CARD SERVICES	885.41
01/13/2017	3852	WEX BANK	2,387.42
01/17/2017	3853	POSTMASTER	1,514.34
01/18/2017	3854	VERIZON	287.72
01/26/2017	3855	GREG TATARA	500.00
01/26/2017	3856	TESHA HUMPHRISS	250.00
01/27/2017	3857	SPIRIT OF LIVINGSTON	538.35
02/01/2017	3858	ADVANCED AUTO PARTS	37.98
02/01/2017	3859	BRIGHTON URGENT CARE	60.00
02/01/2017	3860	GRAINGER	697.65
02/01/2017	3861	HOWELL TRUE VALUE HARDWARE	11.99
02/01/2017	3862	MONROE TRUCK EQUIPMENT, INC.	1,085.15
02/01/2017	3863	OHM ENGINEERING ADVISORS	11,218.50
02/01/2017	3864	RED WING SHOE STORE	175.49
02/01/2017	3865	ROYS AUTOWORKS CORP	513.50

503FN TOTALS:

Total of 27 Checks:	125,647.66
Less 0 Void Checks:	0.00
Total of 27 Disbursements:	<u>125,647.66</u>

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
01/09/2017	3797	CONSUMERS ENERGY	641.04
01/09/2017	3798	DTE ENERGY	388.74
01/09/2017	3799	DTE ENERGY	2,987.79
01/09/2017	3800	DTE ENERGY	1,238.08
01/09/2017	3801	DTE ENERGY	56.94
01/09/2017	3802	DTE ENERGY	93.77
01/09/2017	3803	DTE ENERGY	80.73
01/11/2017	3804	AMERICAN AQUA	2,097.00
01/11/2017	3805	COOPER'S TURF MANAGEMENT	504.00
01/11/2017	3806	DTE ENERGY	97.03
01/11/2017	3807	ETNA SUPPLY COMPANY	1,145.00
01/11/2017	3808	GENOA OCEOLA SWR & WTR AUTHORI	304.93
01/11/2017	3809	GENOA TOWNSHIP DPW FUND	36,951.03
01/11/2017	3810	HUBBELL, ROTH & CLARK, INC	162.11
01/11/2017	3811	K & J ELECTRIC, INC.	951.00
01/11/2017	3812	MCNAUGHTON-MCKAY	2,768.00
01/11/2017	3813	PRECISON CLIMATE SERVICES INC.	2,278.00
01/11/2017	3814	TLS CONSTRUCTION LLC	303.24
01/11/2017	3815	USA BLUEBOOK	1,486.72
01/11/2017	3816	UTILITIES INSTRUMENTATION SERVICE	1,839.70
01/11/2017	3817	VIC BOND SALES	467.41
01/13/2017	3818	AT&T	108.04
01/13/2017	3819	GENOA TOWNSHIP G/O NEW USER FUND	15,300.00
01/18/2017	3820	BULLSEYE TELECOM	463.29
01/18/2017	3821	MHOG UTILITIES	38,850.44
01/25/2017	3822	AT&T LONG DISTANCE	70.00
02/01/2017	3823	GENOA TOWNSHIP D.P.W. FUND	233.91
02/01/2017	3824	GENOA TOWNSHIP DPW FUND	226.31
02/01/2017	3825	HENRY PRATT COMPANY, LLC	415.52
02/01/2017	3826	KISM, LLC	5,347.50
02/01/2017	3827	NORTHWEST PIPE & SUPPLY CO.	240.75
02/01/2017	3828	TLS CONSTRUCTION LLC	1,067.00
02/01/2017	3829	USA BLUEBOOK	4,232.09
02/01/2017	3830	UTILITIES INSTRUMENTATION SERVICE	2,760.90
02/01/2017	3831	VIC BOND SALES	109.80
02/01/2017	3832	WIN-911 SOFTWARE	495.00
02/01/2017	3833	DTE ENERGY	265.55

592FN TOTALS:

Total of 37 Checks:	127,028.36
Less 0 Void Checks:	0.00
Total of 37 Disbursements:	<u>127,028.36</u>

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #593			
01/05/2017	3079	BRIGHTON ANALYTICAL , L.L.C.	67.00
01/05/2017	3080	CHARTER TOWNSHIP OF BRIGHTON	880.00
01/05/2017	3081	DTE ENERGY	4,410.99
01/05/2017	3082	GENOA TOWNSHIP DPW FUND	1,022.95
01/09/2017	3083	CITY OF BRIGHTON	24,974.22
01/12/2017	3084	BRIGHTON ANALYTICAL , L.L.C.	211.00
01/12/2017	3085	COOPER'S TURF MANAGEMENT	275.00
01/12/2017	3086	GENOA TOWNSHIP DPW FUND	10,468.90
01/12/2017	3087	NORTHWEST PIPE & SUPPLY	14.26
01/12/2017	3088	PVS NOLWOOD CHEMICALS, INC.	932.00
01/12/2017	3089	USA BLUEBOOK	545.63
01/12/2017	3090	UTILITIES INSTRUMENTATION SERVICE	260.00
01/13/2017	3094	CONSUMERS ENERGY	733.61
01/13/2017	3095	DTE ENERGY	332.25
01/18/2017	3096	BRIGHTON ANALYTICAL , L.L.C.	67.00
01/18/2017	3097	BULLSEYE TELECOM	358.21
01/23/2017	3098	BRIGHTON ANALYTICAL , L.L.C.	67.00
01/23/2017	3099	MHOG UTILITIES	20.00
02/01/2017	3100	BRIGHTON ANALYTICAL , L.L.C.	67.00
02/01/2017	3101	DETROIT PUMP & MFG. CO.	1,873.82
02/01/2017	3102	GENOA TOWNSHIP D.P.W. FUND	436.02
02/01/2017	3103	GENOA TOWNSHIP DPW FUND	24.47
02/01/2017	3104	KENNEDY INDUSTRIES	2,832.00
02/01/2017	3105	KISM, LLC	2,722.50
02/01/2017	3106	MICHIGAN CAT	475.00

593FN TOTALS:

Total of 25 Checks:	54,070.83
Less 0 Void Checks:	0.00
Total of 25 Disbursements:	54,070.83

Check Date	Check	Vendor Name	Amount
Bank 595FN PINE CREEK OPERATING FUND #595			
01/10/2017	2177	CITY OF BRIGHTON	53,626.15
01/10/2017	2178	GENOA TOWNSHIP DPW FUND	3,502.98
01/13/2017	2179	CITY OF BRIGHTON	10,000.00

595FN TOTALS:

Total of 3 Checks:	67,129.13
Less 0 Void Checks:	0.00
Total of 3 Disbursements:	67,129.13

GENOA CHARTER TOWNSHIP BOARD

January 3, 2017
Regular Meeting

MINUTES

Supervisor Rogers called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m., with the Pledge of Allegiance. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Paulette Skolarus, Robin Hunt, Jim Mortensen, Terry Croft, Diana Lowe and Jean Ledford. Also present were Township Manager, Michael Archinal; Township Attorney, Joe Seward; and two persons in the audience.

A Call to the Public was made with no response.

Approval of Consent Agenda:

Moved by Mortensen and supported by Ledford to approve all items listed under the regular agenda as requested. The motion carried unanimously.

1. Payment of Bills.

2. Request to Approve Minutes: December 5, 2016

Approval of Regular Agenda:

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

3. Request for approval of a Performance Resolution for Government Agencies required for work permits in MDOT right-of-way.

Moved by Skolarus and supported my Mortensen to approve the Resolution No. 160103 as requested. The motion carried by roll call vote as follows: Ledford, Croft, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – Hunt.

4. Request for approval of a demolition contract for 692 Red Oaks in the amount of \$5,000.

Moved by Mortensen and supported by Skolarus to approve the demolition as requested. The motion carried unanimously.

5. Request to enter into closed session to discuss pending litigation pursuant to MCL 15.268 § 8 (e).

Moved by and supported by Lowe to move into closed session at 6:35 p.m. The motion carried by roll call vote as follows: Ledford, Croft, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – Hunt.

The regular meeting of the board was reopened at 7:05 p.m. and adjourned.

Paulette A. Skolarus, Clerk
Genoa Charter Township Board

GENOA CHARTER TOWNSHIP BOARD

Special Meeting

January 30, 2017

MINUTES

Supervisor Rogers called the regular meeting of the Genoa Charter Township Board to order at 6:00 p.m., with the Pledge of Allegiance. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Paulette Skolarus, Robin Hunt, Jim Mortensen, Terry Croft, Diana Lowe and Jean Ledford. Also present were Township Manager, Michael Archinal; and approximately ten persons in the audience.

Call to the Public was made with no response.

1. Request to approve a 50% cost sharing allocation with MHOG/GO for the proposal from Network Services Group for the Single Server Solution or a Redundant Server Solution for the purchase of a new Township Server as recommended by Adam VanTassell.

Adam VanTassell and Don Prior presented the proposal to the board with two options. Moved by Skolarus and supported by Ledford to approve the Redundant Server System provided that MHOG/GO support the 50% split in cost not to exceed \$50,000.00. Further, to revert to the Single Server Solution should MHOG/GO fail to support the cost sharing of the Redundant System. The motion carried unanimously.

2. Request to approve a 50% cost sharing allocation with MHOG/GO for the proposal from ESRI for the purchase of the ArcGIS for Server Enterprise where the Township's contribution shall not exceed \$7,000.00.

Moved by Mortensen and supported by Croft to approve the proposal from ESRI for the purchase of the ArcGIS for server Enterprise where the Township contribution shall not exceed \$7,000.00. The motion carried unanimously.

Member Discussion:

Skolarus provided an update on the new election equipment that will be implemented with the assistance of the State of Michigan. While the State will share in the cost, the Township is expected to incur additional expense of \$68,700.00. This expense will be budgeted in the General Fund under Capital Outlay for the fiscal year beginning April 1, 2017 through March 31, 2018. No action was taken by the board.

Kelly VanMarter advised the board that she was continuing to work with the Meijer Store for the installation of a signal accessing their facility.

The special meeting of the Genoa Charter Township Board was adjourned at 6:20 p.m.

Adjournment

GENOA CHARTER TOWNSHIP BOARD
Joint Meeting with Planning Commission and Zoning Board of Appeals
January 30, 2017

MINUTES

Supervisor Rogers called the joint meeting of the Genoa Charter Township Board to order at 6:30 p.m., with the Pledge of Allegiance. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Paulette Skolarus, Robin Hunt, Jim Mortensen, Terry Croft, Diana Lowe and Jean Ledford. Also present were Township Manager, Michael Archinal; Zoning Board of Appeals members Jeff Dhaenens, Marianne McCreary, and Barbara Figurski; Township Planning Commission members Doug Brown, Jill Rickard, John McManus, and Chris Grajek; Assistant Township Manager Kelly VanMarter; Township Zoning Official Amy Ruthig; Planners Kathleen Duffy of LSL and Dave Jirousek of Williams&Works; and three additional persons in the audience.

A Call to the Public was made with the following response: D. Wholihan – Zoning is too restrictive in the business and commercial districts along Grand River and I’m glad to see the Township is making some changes. In addition, the Medical Marihuana laws conflict with the State and Federal governments.

Zoning Ordinance Amendments – Special Topics Work session

- **Reduction in front yard setbacks in the Lakeshore Resort Residential zoning district. This amendment is precipitated on variances granted by the Zoning Board of Appeals.**
Rickard mentioned concern with utility conflicts if too close to the road. Skolarus inquired about a conflict with impervious surfaces and the setbacks. Mortenson requested that with regard to current ordinance, we approach each inquiry on a case-by-case basis. Dhaenens stated thirty feet would help, but he also supports review on a case-by-case basis. McCreary and Figurski both stated that they are concerned about the safety and narrow road ways. It was the consensus of all present that no change is made.
- **Provision to allow six-foot-tall privacy fences where appropriate. This is the single most requested revision to the Ordinance from our residents.**
Jirousek brought to the attention of the boards that language in section 11.04.04 needs clarification. VanMarter relayed that the Township experiences a lot of pushback for fences in the community. Rickard mentioned that property maintenance and upkeep be mentioned in current language to maintain a certain look. Jirousek added that standards

for materials, general language to keep the look intended, and possible language to list material type (whether it is solid versus recycled) be added. It was the consensus of all present that language within the current Ordinance be clarified to define size and location of fencing as well as general material standards. It also was discussed that six foot fences not be allowed in the waterfront.

- **Amendment to the Sign Regulations to comply with recent case law and to allow temporary signage. The ability to have temporary signs such as sandwich board signs is the most requested amendment from the commercial business owners.** Brown would like to see more clarification on quantity of signs during election and sales times, especially those businesses that have multiple signs of varying sizes. VanMarter remarked that while signs are a problem, the code enforcement officer works aggressively to clean up temporary signage. Grajek would like to see limits to signs especially along Grand River. VanMarter provided that draft standards, size, number, and building material can be addressed, but it is important to remember that the current Ordinance allows for LED or changeable text sections on monument signs as an alternative option. Mortenson would like to see standards high, but not too high to be unaffordable. Rogers would like to look for a compromise that would support our businesses. Skolarus would like to see a study based on our current Ordinance versus Howell City and Brighton regulations for comparison. Pursuant to new laws (Reed v. Gilbert [AZ]) the sign ordinance is affected and will be changed to comply. The Township will use this opportunity to be more specific with signage language.
- **Provision for regulations to allow for accessory dwellings such as mother-in-law suites in single family residential. This is frequently requested by property owners and trends suggest they should be used to accommodate the elderly, in-laws, au-pairs, empty nesters or young people who are moving back home after college so they can get their arms around college debt.** Brown asked to ensure that small homes are also allowed a reasonable size accessory dwelling. It was the consensus of all present to allow Ordinance language to allow accessory dwellings for the purpose listed above with no separate entrance or utility meter.
- **Add regulations for solar Energy Collectors. These systems are becoming more popular and the existing Ordinance does not address them.** Rickard mentioned concern over aesthetics but Jirousek assured the Boards that new wording can be added so that energy collectors are in the least intrusive locations so that they are concealed without affecting their intended purpose. Hunt believes they should be allowed to heat pools. Archinal stated the commercial systems should also be considered on publicly

owned land. McManus would like to limit the look of the collectors to be flush mounted to the roof. Jirousek asked if a minimum acreage would sound appropriate. Skolarus would like to see wording added that obsolete technology be removed. Many concerns over the look, construction, and placement were reassured by Jirousek who said that this is an opportunity for the Planning Commission to review the framework of the collectors.

- **Consider revisions to the Town Center Overlay district. Staff struggles with applicability of the overlay for existing development and there have been detractors from the east end of the district. Staff would like consideration for some amendments to the size and applicability of the district.** Mortenson made note that as of January 30, 2017, there has been no shovel on the Town Center, no movement at all. The overall concern was that the Town Center zoning is too prohibitive for business. A consensus of all present that the Town Center Overlay only applies to vacant land and that the regulations are made more flexible.
- **Create new zoning districts for the South Latson interchange area. The 2013 Master Plan provided a framework for two new zoning districts to address development in the area south of the new Latson Road interchange. This includes Interchange Campus and Interchange Commercial. It is suggested to use Planned Unit Development zoning as a tool to accomplish our goals.** Hunt is very concerned about the proposed traffic light and increased traffic on Beck Road, but Jirousek remarked that the developer will do a traffic study. VanMarter suggested that the Township list uses for development to limit traffic so that the Latson facing developments have higher volume traffic while the Beck Road developments would be restricted to lower volume. Rickard would like to see Light Industrial, inserted lightly. VanMarter suggested that chemical use is excluded and Archinal added that categorical discharge developments, like plating, are excluded as well. Rickard also inquired about LCRC role with regards to bringing the road up to volume after the road impact assessment.
- **Make a determination regarding the allowance or prohibition of Medical Marihuana facilities in accordance with new legislation.** There was a general discussion about the legalities of this type of business and that it is still illegal on the Federal level. Rickard pointed out that Northville, who has a dedicated local police force, wants nothing to do with these types of facilities. Furthermore, a community without local police should not allow these types of facilities. A consensus of all present agreed to a watch-and-see approach. A review after a six month period was recommended to get more information and clarification while keeping in mind the December 15, 2017 date for

GENOA CHARTER TOWNSHIP BOARD – Special Meeting and Joint Meeting of the Planning Commission and Zoning Board of Appeals – Jan. 30, 2017

which potential businesses can apply. Kathleen Duffy suggested a resolution in opposition could be considered rather than a zoning ordinance amendment.

The Genoa Township Board Joint Meeting with Planning Commission and Zoning Board of Appeals on January 30, 2017, was adjourned at 8:43 pm.

Paulette A. Skolarus, Clerk
Genoa Charter Township Board

Tara Brown, Deputy Clerk
Genoa Charter Township

January 23, 2017

To: Genoa Charter Township Board

We now have some employees who have exceeded 20 years of service. The Administrative Committee would ask your consideration of a fourth item related to 25 years of service and add 25+ years to be eligible for a bonus of \$1,250.00.

will not be eligible for merit step increases unless otherwise authorized in writing by the Township Board.

3. Temporary employees will not be eligible for merit step increases unless otherwise authorized in writing by the Township Board.

H. LONGEVITY

Longevity compensation will be paid to eligible employees every December 1st, beginning December 1, 2001. To be eligible an employee must attain the specified tenure during the calendar year.

10 - 14 years	\$ 500.00
15 - 19 years	\$ 750.00
20 + years	\$1,000.00

Part-time employees will be given the longevity bonus based upon the actual hours worked in a calendar year. Their 12-month salary, as of November 30th of a given year, will be divided by the potential salary should they have worked full time. E.g. If their annual salary is calculated to be \$20,000.00 and they earned \$10,000.00, they will receive a bonus equal to 50% of what is allowed. This bonus is applicable to all permanent part-time and full-time employees.

I. OVERTIME

Overtime is generally discouraged and employees will not be allowed to work overtime without prior authorization from the Department Head or Township Manager. However, on rare occasions when overtime is required, Township will compensate employees at one and one-half times their regular rate of pay to the extent required by applicable state and federal law. For purposes of this policy, overtime for regular full time employees is defined as any hours worked in excess of the normal 40 hour work-week. In certain instances, where prior approval is obtained for certain events, overtime for regular part-time employees and temporary part-time employees may be defined as any hours worked in excess of an 8-hour work day.

J. PAY PERIODS

Township employees are normally paid every other Friday; there are typically twenty-six (26) pay periods each year. Each pay period covers the previous two weeks of work.

K. MEDICAL/HOSPITAL INSURANCE

Effective 03/06/07 all regular full-time employees and Township officers (Supervisor, Treasurer and Clerk) are eligible for individual, two person, or family medical and hospital coverage after 45 days of

Polly

From: Kim Lane
Sent: Wednesday, January 25, 2017 2:58 PM
To: Polly
Subject: Change to Lunch Policy

Polly –

The change that was made to the lunch policy (found on page 9 of the handbook) should be revised as follows:

Current Policy:

C. Lunch Break

Each employee will normally be allowed one (1) hour paid break for lunch. The Township Manager may schedule the specific lunch break.

New Policy:

C. Lunch Break

Each employee will normally be allowed a one (1) hour paid break for lunch within the following restrictions:

- **An employee must work a total of 5 hours in a work day to qualify for a 1 hour paid lunch. (Six hours total)**
- **An employee must work both before and after their paid lunch break.**
- **Deviations shall be approved by employee's Department Head under special circumstances.**

Kim Lane
Human Resources
Genoa Township
2911 Dorr Rd.
Brighton, MI 48116
Phone: 810.224.5839
Fax: 810.588.6894
kim@genoa.org



Memo

To: Genoa Township Board
From: Robin Hunt, Treasurer
Date: 2/1/2017
Re: 2017 Summer Tax Collection

I have placed on the Consent Agenda the following item for your consideration:

Request for approval to enter into agreements to collect 2017 summer property taxes with Brighton Area Schools, Hartland Consolidated Schools, Howell Public Schools and the Livingston Educational Service Agency as submitted by the Township Treasurer.

As in the past several years, the agreements with the Hartland and Brighton School Districts will be to collect the Operating (Non-Homestead) Levy of their School Tax on the Summer Tax Bill. The agreement with Howell Schools will be to collect the Operating (Non-Homestead) Levy as well as half of their Debt Levy to all parcels on the Summer tax roll. Pinckney Schools does not levy any school tax on the Summer tax roll. Livingston Educational Services Agency (LESA) will collect their full levy for Brighton, Hartland & Howell on the Summer bill and their full levy on the Winter bill for Pinckney Schools.

The agreements, as in the past, will be at a fee of \$3.00 per parcel for this collection.

Please let me know if you have any questions. Thank you!

Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116
810-227-5225

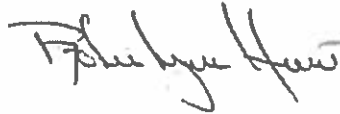
Memo

To: Genoa Township Board
From: Robin L. Hunt, Township Treasurer
Date: 11/29/16
Re: Correction to 2016 Winter Tax Roll

I am requesting Board Approval to adjust the 2016 Winter tax bill to remove the Grand Beach Weed Control, Special Assessment in the amount of \$133.40 from Parcel ID #4711-14-401-005 and to also remove the amount Levied on the Special Assessment Roll, X1101, which was approved by the Board on August 15, 2016.

It was determined during the Public Hearing process that the amount to be levied to the above parcel, which is a park lot, would be split equally to 10 parcels that did not have frontage on Grand Beach Lake but did have access. The 10 parcels were levied correctly however, the park lot was not removed from the roll. Attached is the Special Assessment roll for your information.

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



Parcel Balances for GENOA TOWNSHIP
Population: Special Assessment District (X1101)
Spec. Population: All Active Parcels
All Payments Included
Current Installment Year: 2016

Parcel No. Owner	Assessment Code/Name	Assessment Amount	Assessment Cur Install	Tot Prin Pd Cur Prin Pd	Tot Intrst Pd Cur Intrst Pd	Tot Adm Pd Cur Adm Pd	Tot Pen Pd Cur Pen Pd	Tot Addtl Cur Addtl	Penlty Pd Penlty Pd	Tot Cert Pd Cur Cert Pd	Tot Balance Cur Balance
4711-14-200-004 BRIGHTON SYLVAN GLEN EST	X1101 Grand Beach Weed Impr	24,000.00	4,800.00	4,800.00 4,800.00	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	19,200.00 0.00
4711-14-201-017 GROSS, BERNARD	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-018 GROSS, BERNARD	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-028 EPLEY RANDALL & LORNA	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-029 BUSH, JERRY	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-030 BUNTING JAMES & LORI HAAG	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-031 PATTERSON, BLYTHE	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-032 KIERPAUL, LILLIAN	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-034 VOLLLICK DALE O & LINDA J	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-035 SMITH, ERIK & SHARON L.	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-036 ANDERSON, DOUGLAS & LILL	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-037 LEWIS, BARBARA C.	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-038 LEWIS, BARBARA C.	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-039 LASAGNA MARK	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-040 GIS LLC	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-041 TALAMONTI, JOSEPH & DORI	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-042 ALDER JOHN C	X1101 Grand Beach Weed Impr	667.00	133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00

Parcel Balances for GENOA TOWNSHIP
Population: Special Assessment District (X1101)
Spec. Population: All Active Parcels
All Payments Included
Current Installment Year: 2016

Parcel No. Owner	Assessment Code/Name	Assessment Amount	Assessment Cur	Installment Install	Tot Prin Pd Cur Prin Pd	Tot Intrst Pd Cur Intrst Pd	Tot Adm Pd Cur Adm Pd	Tot Pen Pd Cur Pen Pd	Tot Addtl Cur Addtl	Penity Pd Penity Pd	Tot Cert Pd Cur Cert Pd	Tot Balance Cur Balance
4711-14-201-043 SUMMERS, VIVIAN	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-044 CSIZMADIA FRANK & MARGAR	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-045 RHYNE MICHELLE	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-048 HAAG, GORDON & JEANNINE	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-049 FADER, JOSEPH A & EILEE	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-201-050 MARSHALL LUCY & JOHN	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-400-007 BRIGHTON SYLVAN GLEN EST	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-401-001 CHALLIS SCOTT M & MELISS	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-401-002 FORD ROBERT & MAUREEN	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-401-003 NORTON CYNTHIA L.	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-401-004 KUMOR PHILLIP & LESLEY	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-401-005 GRAND BEACH NO.2 ASSOCIAG	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-401-008 CONLIN, CLARA	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-401-009 STE. MARIE VINCENT H. LTG	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-401-010 MAHRLEY, NORMAN A. & NAN	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-401-011 BERRY, KENNETH & MARGARE	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	533.60 0.00
4711-14-401-012 FLYNN, THOMAS M. & CHRIS	X1101 Grand Beach Weed Impr	67.00		13.40	13.40 13.40	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	53.60 0.00

Parcel Balances for GENOA TOWNSHIP
Population: Special Assessment District (X1101)
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Current Installment Year: 2016

Parcel No. Owner	Assessment Code/Name	Assessment Amount	Assessment Cur	Assessment Install	Tot Prin Pd Cur Prin Pd	Tot Intrst Pd Cur Intrst Pd	Tot Adm Pd Cur Adm Pd	Tot Pen Pd Cur Pen Pd	Tot Addtl Penlty Pd Cur Addtl Penlty Pd	Tot Cert Pd Cur Cert Pd	Tot Balance Cur Balance
4711-14-401-013 ELLSWORTH LANETTE	X1101 Grand Beach Weed Impr	67.00		13.40	13.40 13.40	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	53.60 0.00
4711-14-401-014 YACK, GEORGE E. - LIVING	X1101 Grand Beach Weed Impr	67.00		13.40	13.40 13.40	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	53.60 0.00
4711-14-401-015 DROOK MEGHAN & ZOLL LUCAG	X1101 Grand Beach Weed Impr	67.00		13.40	13.40 13.40	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	53.60 0.00
4711-14-401-016 GALL, RICHARD & MARY	X1101 Grand Beach Weed Impr	67.00		13.40	13.40 13.40	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	53.60 0.00
4711-14-401-017 LASAGNA MARGARET	X1101 Grand Beach Weed Impr	67.00		13.40	13.40 13.40	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	53.60 0.00
4711-14-401-018 NORRIS, BRYAN & LAURIE	X1101 Grand Beach Weed Impr	67.00		13.40	13.40 13.40	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	53.60 0.00
4711-14-401-019 GENOA PROPERTIES, LLC	X1101 Grand Beach Weed Impr	67.00		13.40	13.40 13.40	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	53.60 0.00
4711-14-401-020 DIAKOW FRANK	X1101 Grand Beach Weed Impr	67.00		13.40	13.40 13.40	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	53.60 0.00
4711-14-401-021 SHOEBRIDGE, CLIFFORD	X1101 Grand Beach Weed Impr	67.00		13.40	13.40 13.40	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	53.60 0.00
4711-14-401-022 CHEMIN, PIARINA TRUST	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	533.60 0.00
4711-14-401-023 BICKES ROBERT & CHERYL	X1101 Grand Beach Weed Impr	667.00		133.40	133.40 133.40	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	533.60 0.00
Totals For X1101 Grand Beach Weed Improv. Unit 4711	Parcels: 45	47,348.00		9,469.60	9,469.60 9,469.60	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	37,878.40 0.00
Gr. Totals....	45	47,348.00		9,469.60	9,469.60 9,469.60	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	37,878.40 0.00

Dewey E. Thomas
5819 Marchar Lane
Howell, Michigan 48843

January 16, 2017

Mr. Michael Archinal
Genoa Twp.
2911 Dorr Road
Brighton, Michigan 48116

Dear Mike,

I would like to address the Township Board regarding my property located at Chilson and Brighton Roads and the issues presented by the conflict between its zoning and its classification. This is a long-standing issue which a zoning change would rectify.

Please place me on the agenda for a township board meeting and notify me of the date. Thank you.

Sincerely,

A handwritten signature in black ink that reads "Dewey Thomas". The signature is written in a cursive style with a large initial "D".

Dewey E. Thomas

MEMORANDUM

TO: Township Board

FROM: Michael Archinal 

DATE: 2/2/2017

RE: Dewey Thomas

Dewey Thomas has requested that the Township Board consider a zoning change to his property located at Brighton Road and Chilson. This property is under an amended consent judgement between Mr. Thomas and Genoa Township. The original consent judgement speaks to the use of the property as a coffee shop with a drive thru window. An amendment to the consent decree allowed for a small expansion to the building and was approved in 2002. Copies of both consent judgements are attached.

Recently Mr. Thomas asked the Township Board about a florist as a potential tenant. The Board was generally in favor of this use. Mr. Thomas indicates that because of the time it took to get on a Board agenda he lost the tenant. He is asking for the Board to consider a zoning change so that he may more effectively market the property.

I have attached a copy of the zoning ordinance that speaks to permitted uses. The Neighborhood Services district includes lower commercial traffic generators and is appropriate to consider. Because the building and site are so small, and because of the challenging traffic configuration, higher traffic generators would not be appropriate. This evening I am looking for some direction from the Board in two regards. First, is the Board amenable to a change that would expand and define permitted uses? Second if the Board is amenable to a change should Mr. Thomas submit an application for rezoning and go through the public planning process or would the Board like to simply have the consent judgement amended? It is important to note that while carry out service is permitted in NSD, drive through windows are not.

I look forward to discussing this matter with you on Monday night and seek your direction.

Re.: 5033 Chilson Road
Parcel #: 4711-33-200-019

To:
Genoa Township Board
Dorr Road
Brighton, Michigan 48114

Owners Dewey E. and Pamela H. Thomas are requesting an appearance before the Township Board at the November 7th meeting of same to request an amendment to the Consent Agreement which governs the aforementioned property to allow use of the property as a floral design and art studio.

Thank you.


Dewey E. Thomas


Pamela H. Thomas

GENOA TOWNSHIP
JUL 03 2002
RECEIVED

COPY

STATE OF MICHIGAN

IN THE 44TH CIRCUIT COURT FOR THE COUNTY OF LIVINGSTON

JAMES H. OSBORNE and LETHA M.
OSBORNE, his wife and DEWEY
THOMAS,

Hon. Stanley J. Latreille

Plaintiffs,

Case No. 94-13779-CZ

vs.

TOWNSHIP OF GENOA,
a Michigan municipal Corporation

Defendant.

Richard A. Heikkinen (P-14835)
Attorney for Defendant
110 North Michigan Avenue
Howell MI 48843
(517) 546-1434

TRUE COPY
MARGARET M. DUNN
LIVINGSTON COUNTY CLERK

AMENDMENT TO CONSENT JUDGMENT

At a session of said Court held
in the Courthouse in the City of Howell,
County of Livingston, State of Michigan,
this 20th day of May, 2002

PRESENT: HON. STANLEY J. LATREILLE, CIRCUIT COURT JUDGE

Upon agreement of the parties to entry of this
modification to the Consent Judgment entered July 5, 1995;

IT IS HEREBY ORDERED that the Consent Judgment entered
July 5, 1995 is modified to allow site and building
improvements as follows:

1. The current building is 16 feet x 24 feet with two 10 feet x 24 feet overhangs. The Plaintiffs may enclose the overhangs and the exterior siding shall match the now existing siding.
2. The asphalt drive-thru lane on the west side of the building shall be expanded by approximately 12 feet of asphalt pavement.

RE HEIKKINEN LAW FIRM
PROFESSIONAL CORPORATION
110 NORTH MICHIGAN AVE.
HOWELL, MI 48843-2298

(517) 546-1434
FAX (517) 546-6775

3. The Plaintiffs may use the property and have a carry-out counter for walk-in customers in the building as well as window service for customers in motor vehicles.
4. Three deciduous canopy trees with a minimum two inch caliper shall be planted along the Chilson Road frontage.
5. The one existing parking space closest to the building shall be designated as handicap parking space.
6. The improvements above described shall be made in accordance with the amended site plan prepared by Dewey Thomas dated May 6, 2002 and approved by the Township on April 6, 2002.
7. There shall be no outdoor sales on the property.


IT IS FURTHER ORDERED that in the event of a conflict between the terms of the Consent Judgment dated July 5, 1995 and the terms of this Amendment the Amendment shall supersede the terms of the Consent Judgment.

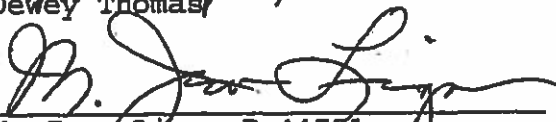
IT IS FURTHER ORDERED that all terms of the Consent Judgment not in conflict herewith are reaffirmed.

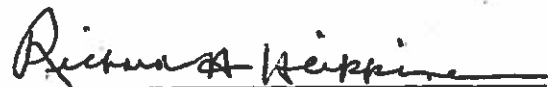
STANLEY J. LATREILLE

STANLEY J. LATREILLE
CIRCUIT COURT JUDGE

APPROVED FOR ENTRY:


Dewey Thomas


M. Jean Ligon P-44721
Attorney for Plaintiff


Richard A. Heikkinen P-14835
Attorney for Defendant

THE HEIKKINEN LAW FIRM
A PROFESSIONAL CORPORATION
110 NORTH MICHIGAN AVE.
HOWELL, MI 48843-2298

(517) 546-1434
FAX (517) 546-6775

STATE OF MICHIGAN
IN THE CIRCUIT COURT FOR THE COUNTY OF LIVINGSTON

JAMES H. OSBORNE and LETHA M.
OSBORNE, his wife, and DEWEY
THOMAS,

Plaintiffs,

Case No. 94-13779-C2

v.

HON. STANLEY J. LATREILLE

TOWNSHIP OF GENOA, a Michigan
municipal Corporation,

Defendants.

Paul L. Decocq (P-25657)
Attorney for Plaintiff
408 W. Grand River Ave.
Howell, MI 48843
(517) 546-6620

Richard A. Heikkinen (P-14835)
Attorney for Defendant
110 N. Michigan Ave.
Howell, MI 48843
(517) 546-1434

Kevin T. McGraw (P-41206)
Attorney For Defendant
313 S. Washington Square
Lansing, MI 48933
(517) 371-8174

TRUE COPY
STANLEY J. LATREILLE
44th Circuit Court

CONSENT JUDGMENT

At a session of said Court, held in the
Courthouse in and for the City of Howell,
County of Livingston, State of Michigan,
on this 14 day of July, 1995.

PRESENT: HON. STANLEY J. LATREILLE, Circuit Court Judge

Upon the agreement of the parties to entry of this
Consent Judgment and the Court agreeing that the proposed
resolution of the issues in difference between the parties is
appropriate and fair considering the unique nature and
location of the premises the use of which is in dispute, the
Court does enter the following orders affecting the real
estate described as follows:

Land situated and being in the Township of Genoa, County
of Livingston, and State of Michigan, and described as
follows: A triangular piece of land in the Northwest 1/4
of the Northeast 1/4 of Section 33, bounded on the North
by Brighton Road, on the Southwest by Chilson Road and on
the East by the Chilson Road cutoff.

HEIKKINEN LAW FIRM
PERSONAL CORPORATION
NORTH MICHIGAN AVE.
HOWELL, MI 48843-2398

(517) 546-1434
FAX (517) 544-4773

IT IS HEREBY ORDERED AND ADJUDGED that the buildings now located on the property shall not be increased in size and area.

IT IS FURTHER ORDERED AND ADJUDGED that no changes shall be made to the property other than as depicted on the site plan dated January 26, 1994, now on file at the Genoa Township Hall and the buildings shall not be enlarged or have their area increased in any manner. However, Plaintiff may apply to the Township for a permit for an accessory structure in accordance with the procedures set forth in the Zoning Ordinance and pertaining to the Neighborhood Service District Zoning Classification.

IT IS FURTHER ORDERED AND ADJUDGED that the premises shall be used for a motor vehicle drive thru establishment with open window service as presently exists only and the Plaintiffs and their successors in interest are prohibited from allowing the general public to enter the buildings located on the premises for retail shopping purposes.

IT IS FURTHER ORDERED AND ADJUDGED that the Plaintiffs and their successors in interest and the proprietor of any business operated on the premises may sell through the existing open window items such as bakery, coffee, groceries, seafood, dairy products, over the counter drugs, hardware, cigarettes, newspapers and similar items which are customarily sold through drive up windows.

IT IS FURTHER ORDERED AND ADJUDGED that the Plaintiffs and their successors in interest and the proprietor of any business operated on the premises may sell through the existing open window food and beverages prepared on the premises, providing the necessary Livingston County Health Department permits approvals are obtained by the proprietor of the business operated on the premises.

IT IS FURTHER ORDERED AND ADJUDGED that the Plaintiffs and their successors in interest and the proprietor of any business operated on the premises shall keep and maintain the land and the buildings in a state of good repair and the grass areas mowed and well maintained.

IT IS FURTHER ORDERED AND ADJUDGED that the owners shall comply with all other requirements of the Genoa Township Zoning Ordinance.

IT IS FURTHER ORDERED AND ADJUDGED that this Judgment shall be recorded with the Livingston County Register of Deeds and it binds the Plaintiffs, the proprietors of any business operated on the premises, lessees and all persons or entities now owning or subsequently obtaining a property interest in the described property.

E HEIKKINEN LAW FIRM
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8 NORTH MICHIGAN AVE.
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(517) 546-1424
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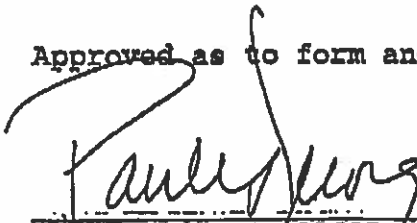
IT IS FURTHER ORDERED AND ADJUDGED that should the Board of Road Commissioners for the County of Livingston subsequently either abandon the use of the road (the cut-off) bordering the subject property on its Southeast boundary or change its present location, then the owners of the described parcel may petition the Township for other residential uses or expansion of the uses described herein to other uses authorized in the Neighborhood Service District (or equivalent zoning district) of the Genoa Township Zoning Ordinance then in force and effect. If such request is granted by the Township then this Judgment shall be deemed set aside and vacated.

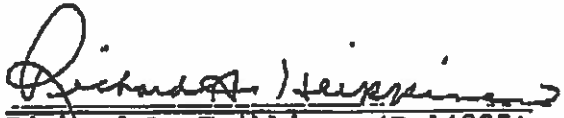
IT IS FURTHER ORDERED AND ADJUDGED that this Court shall retain jurisdiction of this case to effectuate the intent of this Consent Judgment, to enforce compliance with the terms and conditions hereof, and to reconcile any differences of the parties that may arise in connection with the performance of the obligations hereunder.


STANLEY J. LATREILLE

STANLEY J. LATREILLE
Circuit Court Judge

Approved as to form and content:


Paul Decocq (P-25657)
Attorney for Plaintiff


Richard A. Heikkinen (P-14835)
Attorney for Defendant


Kevin T. McGraw (P-41206)
Attorney for Defendant
per TX approval


Deway Thomas, Plaintiff

HEIKKINEN LAW FIRM
PROFESSIONAL CORPORATION
NORTH MICHIGAN AVE.
DOWELL, MI 49840-3398
TEL (517) 344-1434
FAX (517) 344-6773

GENOA TOWNSHIP ZONING ORDINANCE

Sec. 7.02 PERMITTED AND SPECIAL LAND USES

7.02.01 List of Uses: In the commercial districts, land, buildings and structures shall be used only for one or more of the following uses. Land and/or buildings in the districts indicated at the top of Table 7.02 may be used for the purposes denoted by a “P” in the column below by right. Land and/or buildings in the districts indicated at the top of Table 7.02 may be used for the purposes denoted by “S” after special land use approval in accordance with the general and specific standards of Article 19 Special Land Uses. A notation of “- -” indicates that the use is not permitted within the district. The “Req.” column indicates additional requirements or conditions applicable to the use.

Table 7.02 Schedule of Commercial Uses						
		OSD	NSD	GCD	RCD	Req.
Retail Uses						
Retail establishments and shopping centers which provide goods such as bakery goods, including bakery items produced on the premises, groceries, produce, meats, provided no slaughtering shall take place on the premises, seafood; dairy products, beverages appliances, electronics, furniture, and home furnishings, apparel, jewelry, art, pharmaceuticals, home improvement supplies, hardware, and garden supplies, sporting goods, bicycles, toys, hobby crafts, videos (rental, and sales), music, musical instruments, books, computer hardware and software, antiques, flower shops, greeting card shops, auto parts and similar establishments not specifically addressed elsewhere	Uses up to 15,000 square feet gross floor area	--	P	P	P	
	Uses 15,001 - 30,000 square feet of gross floor area	--	S	P	P	7.02.02(a)
	Uses 30,000 - 60,000 square feet of gross floor area	--	--	S	P	7.02.02(a)
	Uses over 60,000 square feet of gross floor area	--	--	--	S	7.02.02(a)
	Pharmacies with drive-up window	--	S	S	S	7.02.02(b)
Automobile, motorcycle, boat and recreational vehicle sales, new and used		--	--	S	S	7.02.02(c)
Outdoor commercial display, sales or storage		--	S	S	S	7.02.02(d)
Service Uses						
Banquet halls, assembly halls, dance halls, private clubs, fraternal order halls, lodge halls or other similar places of assembly		--	--	P	P	
Business services such as mailing, copying, data processing and retail office supplies		P	P	P	P	
Child care centers, preschool and commercial day care		P	P	P	--	7.02.02(e)
Conference Centers		S	--	S	P	7.02.02(f)
Funeral home or mortuary		S	--	P	--	7.02.02(g)
Bed and breakfast inns, hotels and motels with no more than 25 rooms not including accessory convention/meeting facilities or restaurants These uses may include the residence for the owner/manger's family		--	P	P	P	
Hotels and motels with more than 25 rooms including accessory convention/meeting facilities and restaurants		--	--	P	P	

GENOA TOWNSHIP ZONING ORDINANCE

Table 7.02 Schedule of Commercial Uses						
		OSD	NSD	GCD	RCD	Req.
Kennels, commercial		--	--	S	--	7.02.02(h)
Laundromats		--	S	P	--	
Personal and business service establishments, performing services on the premises, including: dry cleaning drop-off stations (without on site processing), photographic studios, copy centers, mailing centers, data processing centers, dressmakers and tailors, shoe repair shops, tanning salons, beauty parlors, barber shops, and similar establishments		P	P	P	P	
Dry cleaning drop-off stations with drive-through service		S	S	S	S	7.02.02(b)
Restaurants, taverns, bars, delicatessen, food carryout, coffee shops, and similar establishments serving food or beverages	Standard restaurants and coffee shops, except as provided below	S	P	P	P	
	Restaurants and bars serving alcoholic beverages	S	S	P	P	
	Bars providing dancing and live music	--	--	P	P	
	Restaurants with open front windows	--	S	S	S	7.02.02(i)
	Restaurants with outdoor seating	--	P	P	P	7.02.02(i)
	Drive-through restaurants	--	--	--	S	7.02.02(j)
	Drive- in restaurants	--	--	S	S	7.02.02(j)
	Carry-out restaurants	--	P	P	P	
	Coffee Shop with drive-through	--	--	S	S	7.02.02(j)
Studios of photographers and artists		P	P	P	P	
Tattoo parlors		--	--	P	P	
Tool and equipment rental, excluding vehicles		--	--	P	P	
Auto Service Uses						
Minor auto repair establishment		--	--	S	S	7.02.02(k)
Auto/gasoline service station		--	--	--	S	7.02.02(k)
Automobile wash, automatic or self serve		--	--	S	S	7.02.02(l)
Leasing and rental of automobiles, trucks and trailers		--	--	S	--	
Office Service and Medical Uses						
Adult day care facilities		S	--	S	--	
Banks, credit unions, savings and loan establishments and similar financial institutions	With up to 3 drive-through teller windows	P	S	P	P	7.02.02(m)
	With more than 3 drive-through teller windows	S	--	S	S	7.02.02(m)
	Stand alone automatic drive-up teller machines	--	S	S	S	
Hospitals		S	--	--	--	7.02.02(n)
Offices of non-profit professional, civic, social, political and religious organizations		P	P	P	--	
Medical urgent care facilities, medical centers and clinics		S	--	P	--	

GENOA TOWNSHIP ZONING ORDINANCE

Table 7.02 Schedule of Commercial Uses						
		OSD	NSD	GCD	RCD	Req.
Medical offices of doctors, dentists, optometrists, chiropractors, psychiatrists, psychologists and similar or allied professions, excluding clinics, and urgent care centers	Buildings up to 15,000 square feet of gross floor area	P	P	P	P	
	Buildings over 15,000 square feet of gross floor area	S	S	P	P	
Offices of lawyers, engineers, architects, insurance, and real estate agents, financial consultants, and brokers, advertising offices, accounting, and bookkeeping services, clerical, and stenographic services, sales offices, other types of executive, or administrative offices and similar or allied professions	Buildings up to 15,000 square feet of gross floor area	P	P	P	P	
	Buildings between 15,000 and 55,000 square feet of gross floor area	P	S	P	P	
	Buildings over 55,000 square feet of gross floor area	S	--	P	P	
Veterinary clinics, veterinary hospitals and related offices		S	--	S	--	7.02.02(o)
Recreation						
Carnivals, fairs, commercial cider mills and amusement parks		--	--	S	--	7.02.02(p)
Leasing and rental of recreational equipment, including but not limited to boats, canoes, motor homes and jet skis, when accessory to a permitted use		--	S	--	--	
Marinas without boat storage or repair		--	S	--	--	
Motion picture theaters		--	--	P	P	
Public parks and open space		P	P	P	P	
Recreation (outdoor) commercial or private, recreation centers, including children's amusement parks, batting cages, and go-cart tracks		--	--	S	S	7.02.02(q)
Miniature golf courses and driving ranges		--	--	S	S	7.02.02(r)
Recreation (indoor) such as bowling alleys, skating rinks, arcades, indoor golf or softball, indoor shooting/archery ranges		--	--	S	S	7.02.02(s)
Health clubs, fitness centers, gyms and aerobic clubs		S	S	P	P	
Education						
Commercial schools and studios for teaching photography, art, music, theater, dance, martial arts, ballet, etc		S	S	P	P	
Elementary schools, junior and senior high schools and colleges		P	--	--	--	
Dormitories or student apartments accessory to a college		S	--	--	--	
Vocational and technical training facilities		P	--	P	P	
Public/Institutional						
Animal Shelters		--	--	S		7.02.02(t)
Bus passenger stations		--	--	S	S	
Churches, temples and similar places of worship and related facilities		S	P	P		

GENOA TOWNSHIP ZONING ORDINANCE

Table 7.02 Schedule of Commercial Uses					
	OSD	NSD	GCD	RCD	Req.
Shelters and rehabilitation centers for philanthropic or non-profit institutions			S	S	7.02.02(u)
Essential public services and structures, not including buildings and storage yards	P	P	P	P	
Essential public buildings	--	--	P	--	
Public/government buildings such as; township/state/county offices, public museums, libraries and community centers	P	P	P	--	
Accessory Uses					
Temporary outdoor sales and Temporary outdoor events	--	P	P	P	7.02.02(v)
Accessory drive-through service not listed above	--	--	S	S	7.02.02(b)
Accessory uses, buildings and structures customarily incidental to any of the above	P	P	P	P	
Accessory fuel storage and use or storage of hazardous materials	--	--	S	S	13.07

(as amended 12/31/06, 3/5/10, and 6/2/14)

7.02.02 Use Conditions: Uses noted above shall only be allowed where the following requirements are complied with:

- (a) Shopping centers and home improvement centers over 15,000 square feet shall comply with the following requirements:
 - (1) The center shall have access to at least one County Primary Road or roadway with a right-of-way of at least eight six (86) feet.
 - (2) The design of the center shall ensure that vehicular circulation patterns will minimize conflicts between vehicles and pedestrians on-site,
 - (3) The impacts of traffic generated by the center on adjacent streets will be mitigated to ensure a level of service D, or maintenance of the current level of service if lower than D, along the site's frontage and nearest signalized intersections.
 - (4) Internal circulation shall be designed such that no intersection includes more than four aisles or drives.
 - (5) Site entrances shall be restricted to three-way movements, with unrestricted inbound movements.
 - (6) Internal drives defined by the ends of aisles shall have raised curbed islands at appropriate locations to define circulation paths and control movements through the parking lot.
 - (7) Loading facilities which serve the commercial establishment in the principal building shall be screened from public view.
 - (8) Any building side facing a public street or residential district shall be constructed with brick, split face block or similar decorative material, unless a landscaped berm is approved by the Township.



January 18, 2017

Mr. Bill Rogers, Supervisor
Genoa Township
2911 Dorr Road
Brighton, MI 48116

Re: Genoa South Latson Area – Water and Sanitary Sewer Utility Study Update

Dear Mr. Rogers:

There is a renewed interest in development of the South Latson Road area immediately south of the new I-96 interchange. This area is mostly undeveloped with single-family homes on large lots stretched out from the freeway to Crooked Lake Road. Recently the Township has been discussing the development plans with a firm that has either purchased or has purchase options on a large portion of the area. With this focused development potential it is necessary to review and update the utility master plan prepared in 2013 to determine how the municipal improvements can be phased and what cost implications will result from the utility extensions.

The October 2013 utility study provided a series of water and sanitary sewer improvements necessary to develop the corridor from north to south. Without a specific plan for development the study was very general and presented a worst-case type of scenario. Now, with the recent discussions regarding developing a portion of the area and the study of the wastewater treatment capacity, we have specific data to focus on the utility expansions and provide more accurate cost opinions for the phased improvements.

PROJECT APPROACH

The goal of the study review and update will be to determine what water and sanitary sewer improvements are necessary for the initial development area. Through discussions with the developer we will come to understand the type of development, the density of development, and the area proposed for service. Our project manager and engineering team will utilize this information to develop the study parameters required to provide the infrastructure roadmap for the service area. An outlined summary of our proposed approach follows:

Study Tasks

1. **Past Study Review.** On behalf of the Township, Tetra Tech prepared the I-96/South Latson Road Service Area Utility Master Plan in March 2010 along with the previously mentioned October 2013 South Latson Road Service Area Water Distribution and Sanitary Sewer Collection System Report that will be used as the basis for the updated study. In addition, we prepared a Water and Sanitary Sewer Connection Fee Analysis in July 2014 that was used by the Township for establishing connection fees for future development in the service areas. Data from all of these documents will be reviewed and incorporated in the proposed study.

Tetra Tech

401 South Washington Square, Suite 100, Lansing, MI 48933
Tel 517.316.3930 Fax 517.484.8140 www.tetrattech.com

Mr. Bill Rogers, Supervisor

Genoa Township

Re: Genoa South Latson Area – Water and Sanitary Sewer Utility Study Update

January 18, 2017

Page 2

2. **Estimate future system flows.** Once the service area is defined, demands for water and sanitary sewer service will be determined in consultation with Township staff. Average daily, maximum daily, and peak instantaneous flows will be estimated and utilized as the basis for the utility sizing and capacity required at the water treatment plant and wastewater treatment facility.
3. **Proposed Water Infrastructure Modeling.** The October 2013 report included an analysis using the computer model for the water distribution and transmission systems. Also in May 2016 the MHOG Authority commissioned a study of water connection fees collectable by the Authority for system-wide infrastructure improvements. This information, along with the modeling, will be reviewed and updated to provide a phasing plan for the proposed development area. It is anticipated that the development will be predominantly on the southwest quadrant initially, which changes the phasing plan from the 2013 results. The computer modeling will provide the backbone infrastructure sizing to serve the proposed development without impacting the overall service area. The connection fee study will provide guidance as to the cost distribution for the core infrastructure.
4. **Proposed Sanitary Sewer Analysis.** The October 2013 report included a plan and phasing alternative for the sanitary sewer collection systems. The plan included provisions for capacity improvements to the existing collection system north of I-96 which are critical to the overall plan for accommodating the South Latson service area. The capacity study for the existing WWTP will also be incorporated into the proposed work plan, as the ability to phase the WWTP expansion provides a positive cost impact to the entire service area. This information will be reviewed and updated to reflect the known development proposal and how the phasing of the improvements impact the overall plan for sanitary sewer service.
5. **Determination of Expansion Phasing.** The water system modeling and sanitary sewer analysis results will provide the sizing and general location for the base utilities. This information will be presented to the Township and, if deemed appropriate, the proposed developer, to determine the phasing approach to coincide with the proposed development process. Cost opinions and sketches of the proposed improvements will be developed for the underground utilities and any necessary plant improvements.
6. **Cost Distribution Analysis.** Since the initial development area is a subset of the entire service area it may be necessary to oversize some of the underground infrastructure for future development. This oversizing cost is typically considered a benefit to the entire system, and as such, the municipality has developed a formula for offsetting these costs to the initial developer. The MHOG Connection Fee Study follows this formula for the critical water transmission and distribution improvements. Our study will identify the system-wide benefits and determine a cost associated with this component of the project. Typically, new user funds and or connection fee revenues have been used to fund system-wide upgrades to the base infrastructure.

The findings and recommendations of our evaluation will be presented in a report format with associated back-up data to support the analysis and recommendations. A draft document will be presented to the Township for review and comment. Comments provided will be addressed in the final document.

Mr. Bill Rogers, Supervisor
Genoa Township
Re: Genoa South Latson Area – Water and Sanitary Sewer Utility Study Update
January 18, 2017
Page 3

SCHEDULE

Our team is available and ready to start immediately upon authorization. We anticipate a project start date of January 12, 2017. Based on this authorization, we propose the following schedule:

Draft Study Submittal	February 13, 2017
Township Review	February 17, 2017
Final Submittal	February 24, 2017

Tetra Tech will work with the Township, as needed, to revise the proposed schedule to meet the requirements for this project.

COMPENSATION

Compensation for our personnel directly engaged in the work of this proposal will be based on our hourly billable rates plus subcontracted services and outside invoices multiplied by 1.15, plus in-house reimbursable expenses. We propose a budget of \$6,500 for this work. Attach is our Standard Terms and Conditions which are part of this proposal. If this proposal is acceptable, please sign in the space provided and return a copy for our authorization to proceed.

We appreciate the opportunity to be of continued service to Genoa Township. If you have any questions or would like to discuss any details of this proposal further please call.

Sincerely,



Gary J. Markstrom, P.E.
Vice-President

cc: Tesha Humphriss

Proposal Accepted By Genoa Township:

By: _____

Title: _____

Date: _____



Tetra Tech of Michigan, PC

Engineering Services Standard Terms & Conditions

Services Consultant will perform services for the Project as set forth in the provisions for Scope of Work/Fee/Schedule in the proposal and in accordance with these Terms & Conditions. Consultant has developed the Project scope of service, schedule, and compensation based on available information and various assumptions. The Client acknowledges that adjustments to the schedule and compensation may be necessary based on the actual circumstances encountered by Consultant in performing their services. Consultant is authorized to proceed with services upon receipt of an executed Agreement.

Compensation In consideration of the services performed by Consultant, the Client shall pay Consultant in the manner set forth above. The parties acknowledge that terms of compensation are based on an orderly and continuous progress of the Project. Compensation shall be equitably adjusted for delays or extensions of time beyond the control of Consultant. Where total project compensation has been separately identified for various tasks, Consultant may adjust the amounts allocated between tasks as the work progresses so long as the total compensation amount for the project is not exceeded.

Fee Definitions The following fee types shall apply to methods of payment:

- **Salary Cost** is defined as the individual's base salary plus customary and statutory benefits. Statutory benefits shall be as prescribed by law and customary benefits shall be as established by Consultant employment policy.
- **Cost Plus** is defined as the individual's base salary plus actual overhead plus professional fee. Overhead shall include customary and statutory benefits, administrative expense, and non-project operating costs.
- **Lump Sum** is defined as a fixed price amount for the scope of services described.
- **Standard Rates** is defined as individual time multiplied by standard billing rates for that individual.
- **Subcontracted Services** are defined as Project-related services provided by other parties to Consultant.
- **Reimbursable Expenses** are defined as actual expenses incurred in connection with the Project.

Payment Terms Consultant shall submit invoices at least once per month for services performed and Client shall pay the full invoice amount within 30 days of the invoice date. Invoices will be considered correct if not questioned in writing within 10 days of the invoice date. Client payment to Consultant is not contingent on arrangement of project financing or receipt of funds from a third party. In the event the Client disputes the invoice or any portion thereof, the undisputed portion shall be paid to Consultant based on terms of this Agreement. Invoices not in dispute and unpaid after 30 days shall accrue interest at the rate of one and one-half percent per month (or the maximum percentage allowed by law, whichever is the lesser). Invoice payment delayed beyond 60 days shall give Consultant the right to stop work until payments are current. Non-payment beyond 70 days shall be just cause for termination by Consultant.

Additional Services The Client and Consultant acknowledge that additional services may be necessary for the Project to address issues that may not be known at Project initiation or that may be required to address circumstances that were not foreseen. In that event, Consultant notify the Client of the need for additional services and the Client shall pay for such additional services in an amount and manner as the parties may subsequently agree.

Site Access The Client shall obtain all necessary approvals for Consultant to access the Project site(s).

Underground Facilities Consultant and/or its authorized subcontractor will conduct research and perform site reconnaissance in an effort to discover the location of existing underground facilities prior to developing boring plans, conducting borings, or undertaking invasive subsurface investigations. Client recognizes that accurate drawings or knowledge of the location of such facilities may not exist, or that research may reveal as-built drawings or other documents that may inaccurately show, or not show, the location of existing underground facilities. In such events, except for the sole negligence, willful misconduct, or practice not conforming to the Standard of Care cited in this Agreement, Client agrees to indemnify and hold Consultant and/or its Subcontractor harmless from any and all property damage, injury, or economic loss arising or allegedly arising from borings or other subsurface penetrations.

Regulated Wastes Client is responsible for the disposal of all regulated wastes generated as a result of services provided under this Agreement. Consultant and Client

mutually agree that Consultant assumes no responsibility for the waste or disposal thereof.

Contractor Selection Consultant may make recommendations concerning award of construction contracts and products. The Client acknowledges that the final selection of construction contractors and products is the Client's sole responsibility.

Ownership of Documents Drawings, specifications, reports, programs, manuals, or other documents, including all documents on electronic media, prepared under this Agreement are instruments of service and are, and shall remain, the property of Consultant. Record documents of service shall be based on the printed copy. Consultant will retain all common law, statutory, and other reserved rights, including the copyright thereto. Consultant will furnish documents electronically; however, the Client releases Consultant from any liability that may result from documents used in this form. Consultant shall not be held liable for reuse of documents or modifications thereof by the Client or its representatives for any purpose other than the original intent of this Agreement, without written authorization of and appropriate compensation to Consultant.

Standard of Care Services provided by Consultant under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Consultant makes no warranty or guaranty, either express or implied. Consultant will not be liable for the cost of any omission that adds value to the Project.

Period of Service Consultant shall perform the services for the Project in a timely manner consistent with sound professional practice. Consultant will strive to perform its services according to the Project schedule set forth in the provisions for Scope of Work/Fee/Schedule above. The services of each task shall be considered complete when deliverables for the task have been presented to the Client. Consultant shall be entitled to an extension of time and compensation adjustment for any delay beyond Consultant control.

Insurance and Liability Consultant shall maintain the following insurance and coverage limits during the period of service. The Client will be named as an additional insured on the Commercial General Liability and Automobile Liability insurance policies.

Worker's Compensation – as required by applicable state statute

Commercial General Liability - \$1,000,000 per occurrence for bodily injury, including death and property damage, and \$2,000,000 in the aggregate

Automobile Liability –\$1,000,000 combined single limit for bodily injury and property damage

Professional Liability (E&O) - \$1,000,000 each claim and in the aggregate

The Client shall make arrangements for Builder's Risk, Protective Liability, Pollution Prevention, and other specific insurance coverage warranted for the Project in amounts appropriate to the Project value and risks. Consultant shall be a named insured on those policies where Consultant may be at risk. The Client shall obtain the counsel of others in setting insurance limits for construction contracts.

Indemnification Consultant shall indemnify and hold harmless the Client and its employees from any liability, settlements, loss, or costs (including reasonable attorneys' fees and costs of defense) to the extent caused solely by the negligent act, error, or omission of Consultant in the performance of services under this Agreement. If such damage results in part by the negligence of another party, Consultant shall be liable only to the extent of Consultant's proportional negligence.

Dispute Resolution The Client and Consultant agree that they shall diligently pursue resolution of all disagreements within 45 days of either party's written notice using a mutually acceptable form of mediated dispute resolution prior to exercising their rights under law. Consultant shall continue to perform services for the Project and the Client shall pay for such services during the dispute resolution process unless the Client issues a written notice to suspend work.

Suspension of Work The Client may suspend services performed by Consultant with cause upon fourteen (14) days written notice. Consultant shall submit an invoice for services performed up to the effective date of the work suspension and the Client shall pay Consultant all outstanding invoices within fourteen (14) days. If the work suspension exceeds thirty (30) days from the effective work suspension date, Consultant shall be entitled to renegotiate the Project schedule and the compensation terms for the Project.

Termination The Client or Consultant may terminate services on the Project upon seven (7) days written notice without cause or in the event of substantial failure by the other party to fulfill its obligations of the terms hereunder. Consultant shall submit an invoice for services performed up to the effective date of termination and the Client shall pay Consultant all outstanding invoices within fourteen (14) days. The Client may withhold an amount for services that may be in dispute provided that the Client furnishes a written notice of the basis for their dispute and that the amount withheld represents a reasonable value.

Authorized Representative The Project Manager assigned to the Project by Consultant is authorized to make decisions or commitments related to the project on behalf of Consultant. Only authorized representatives of Consultant are authorized to execute contracts and/or work orders on behalf of Consultant. The Client shall designate a representative with similar authority.

Project Requirements The Client shall confirm the objectives, requirements, constraints, and criteria for the Project at its inception. If the Client has established design standards, they shall be furnished to Consultant at Project inception. Consultant will review the Client design standards and may recommend alternate standards considering the standard of care provision.

Independent Consultant Consultant is and shall be at all times during the term of this Agreement an independent consultant and not an employee or agent of the Client. Consultant shall retain control over the means and methods used in performing Consultant's services and may retain subconsultants to perform certain services as determined by Consultant.

Compliance with Laws Consultant shall perform its services consistent with sound professional practice and endeavor to incorporate laws, regulations, codes, and standards applicable at the time the work is performed. In the event that standards of practice change during the Project, Consultant shall be entitled to additional compensation where additional services are needed to conform to the standard of practice.

Permits and Approvals Consultant will assist the Client in preparing applications and supporting documents for the Client to secure permits and approvals from agencies having jurisdiction over the Project. The Client agrees to pay all application and review fees.

Limitation of Liability In recognition of the relative risks and benefits of the project to both the Client and Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of Consultant and its subconsultants to the Client and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of Consultant and its subconsultants to all those named shall not exceed \$50,000 or the amount of Consultant's total fee paid by the Client for services under this Agreement, whichever is the greater. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

Consequential Damages Neither the Client nor Consultant shall be liable to the other for any consequential damages regardless of the nature or fault.

Waiver of Subrogation Consultant shall endeavor to obtain a waiver of subrogation against the Client, if requested in writing by the Client, provided that Consultant will not increase its exposure to risk and Client will pay the cost associated with any premium increase or special fees.

Environmental Matters The Client warrants that they have disclosed all potential hazardous materials that may be encountered on the Project. In the event unknown hazardous materials are encountered, Consultant shall be entitled to additional compensation for appropriate actions to protect the health and safety of its personnel, and for additional services required to comply with applicable laws. The Client shall indemnify Consultant from any claim related to hazardous materials encountered on the Project except for those events caused by negligent acts of Consultant.

Cost Opinions Consultant shall prepare cost opinions for the Project based on historical information that represents the judgment of a qualified professional. The Client and Consultant acknowledge that actual costs may vary from the cost opinions prepared and that Consultant offers no guarantee related to the Project cost.

Contingency Fund The Client acknowledges the potential for changes in the work during construction and the Client agrees to include a contingency fund in the Project budget appropriate to the potential risks and uncertainties associated with the Project. Consultant may offer advice concerning the value of the contingency fund; however, Consultant shall not be liable for additional costs that the Client may incur beyond the contingency fund they select unless such additional cost results from a negligent act, error, or omission related to services performed by Consultant.

Safety Consultant shall be responsible solely for the safety precautions or programs of its employees and no other party.

Information from Other Parties The Client and Consultant acknowledge that Consultant will rely on information furnished by other parties in performing its services under the Project. Consultant shall not be liable for any damages that may be incurred by the Client in the use of third party information.

Force Majeure Consultant shall not be liable for any damages caused by any delay that is beyond Consultant's reasonable control.

Waiver of Rights The failure of either party to enforce any provision of these terms and conditions shall not constitute a waiver of such provision nor diminish the right of either party to the remedies of such provision.

Warranty Consultant warrants that it will deliver services under the Agreement within the standard of care. No other expressed or implied warranty is provided by Consultant.

Severability Any provision of these terms later held to violate any law shall be deemed void and all remaining provisions shall continue in force. In such event, the Client and Consultant will work in good faith to replace an invalid provision with one that is valid with as close to the original meaning as possible.

Survival All provisions of these terms that allocate responsibility or liability between the Client and Consultant shall survive the completion or termination of services for the Project.

Assignments Neither party shall assign its rights, interests, or obligations under the Agreement without the express written consent of the other party.

Governing Law The terms of agreement shall be governed by the laws of the state where the services are performed provided that nothing contained herein shall be interpreted in such a manner as to render it unenforceable under the laws of the state in which the Project resides.

Collection Costs In the event that legal action is necessary to enforce the payment provisions of this Agreement if Client fails to make payment within sixty (60) days of the invoice date, Consultant shall be entitled to collect from the Client any judgment or settlement sums due, reasonable attorneys' fees, court costs, and expenses incurred by Consultant in connection therewith and, in addition, the reasonable value of Consultant's time and expenses spent in connection with such collection action, computed at Consultant's prevailing fee schedule and expense policies.

Equal Employment Opportunity Consultant will comply with federal regulations pertaining to Equal Employment Opportunity. Consultant is in compliance with applicable local, state, and federal regulations concerning minority hiring. It is Consultant's policy to ensure that applicants and employees are treated equally without regard to race, creed, sex, color, religion, veteran status, ancestry, citizenship status, national origin, marital status, sexual orientation, or disability. Consultant expressly assures all employees, applicants for employment, and the community of its continuous commitment to equal opportunity and fair employment practices.

Attorney Fees Should there be any suit or action instituted to enforce any right granted in this contract, the substantially prevailing party shall be entitled to recover its costs, disbursements, and reasonable attorney fees from the other party. The party that is awarded a net recovery against the other party shall be deemed the substantially prevailing party unless such other party has previously made a bona fide offer of payment in settlement and the amount of recovery is the same or less than the amount offered in settlement. Reasonable attorney fees may be recovered regardless of the forum in which the dispute is heard, including an appeal.

Third Party Beneficiaries Nothing in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder. The Client agrees to include a provision in all contracts with contractors and other entities involved in this project to carry out the intent of this paragraph.

Captions The captions herein are for convenience only and are not to be construed as part of this Agreement, nor shall the same be construed as defining or limiting in any way the scope or intent of the provisions hereof.

GENOA TOWNSHIP
 FUNDS 101, 212, 261, 264, 270, 271,
 SUMMARY OF REVENUES/EXPENDITURES - BUDGETED FOR FYE 3/31/2017

	#101 GENERAL FUND	#212 LIQUOR LAW FUND	#261 FUTURE RD IMPROVEMENT	#264 RD/LK IMPR ADV. FUND	#270 PARKS/REC. FUND	#271 BLDG/GROUND RES. FUND	TOTAL ALL FUNDS
REVENUES	4,370,950	13,500	1,150,800	2,137,735	314,250	20,300	8,007,535
EXPENDITURES	4,410,500	13,404	1,357,000	3,039,210	914,500	41,250	9,775,864
NET REVENUES/EXPENDITURES	(39,550)	96	(206,200)	(901,475)	(600,250)	(20,950)	(1,768,329)
BEGINNING FUND BALANCE 04/01/2016	1,777,793	414	1,356,488	1,494,510	793,045	172,536	5,594,786
ENDING FUND BALANCE 3/31/2017	1,738,243	510	1,150,288	593,035	192,795	151,586	3,826,457

FUNDS 101, 212, 261, 264, 270, 271,
 SUMMARY OF REVENUES/EXPENDITURES - BUDGETED FOR FYE 3/31/2018

	#101 GENERAL FUND	#212 LIQUOR LAW FUND	#261 FUTURE RD IMPROVEMENT	#264 RD/LK IMPR ADV. FUND	#270 PARKS/REC. FUND	#271 BLDG/GROUND RES. FUND	TOTAL ALL FUNDS
REVENUES	4,418,550	13,900	250,800	814,300	314,250	50,300	5,862,100
EXPENDITURES	4,295,000	13,404	300,000	408,800	402,500	3,000	5,422,704
NET REVENUES/EXPENDITURES	123,550	496	(49,200)	405,500	(88,250)	47,300	439,396
BEGINNING FUND BALANCE 04/01/2016	1,738,243	510	1,150,288	593,035	192,795	151,586	3,826,457
ENDING FUND BALANCE 3/31/2018	1,861,793	1,006	1,101,088	998,535	104,545	198,886	4,265,853

GENOA TOWNSHIP- GENERAL FUND BUDGET #101

First amendment for 2016/2017

First Draft for budget for fiscal 2017/2018

GL NUMBER	DESCRIPTION	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	DECEMBER	2016-17	BUDGET FOR
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ORIGINAL BUDGET	ACTIVITY	AMENDED BUDGET	THE YEAR ENDING 03/31/2018
ESTIMATED REVENUES										
000-403-000	CURRENT REAL PROP TAX/INTEREST	810,177	797,463	805,572	820,731	845,920	860,000	291,691	852,000	860,000
000-407-000	DELINQ TAX - PERSONAL & REAL	9,851	6,264	8,906	7,414	6,088			8,000	8,000
000-423-000	COLLECT FEES/EXCESS OF ROLL	318,946	290,896	295,138	296,125	299,329	350,000	68,863	300,000	315,000
000-423-100	COLLECTION FEE - SCHOOLS		24,555	28,410	24,771	24,897			25,000	25,000
000-423-200	SET FEES COLLECTED			218	188	195			200	200
000-445-000	PENALTIES & INTEREST ON TAXES	1,163	559	138	128				200	200
000-475-000	ORDINANCE FINES	152								
000-476-000	LICENSES & PERMITS	12,122	12,380	15,488				200		
000-476-100	LICENSE/PERMIT/CABLE FRANCHISE	305,838	325,763	336,385	371,686	399,976	400,000	311,469	410,000	420,000
000-477-000	METRO ACT REVENUE	13,500	12,268	11,212	9,579	9,579	13,000		13,000	13,000
000-480-000	TRAILER FEES	3,301	3,307	3,310	2,707	3,003	3,500	2,806	3,500	3,500
000-574-000	STATE SHARED REVENUE	1,630,181	1,441,910	1,477,501	1,571,139	1,575,600	1,700,000	1,319,672	1,625,000	1,650,000
000-608-000	CHARGES FOR SERV-APPL FEES	28,575	34,666	28,732	60,727	68,666	60,000	27,174	60,000	60,000
000-631-000	REFUSE COLLECTION FEES	731,289	761,543	762,623	767,616	782,652	816,000	110,868	816,000	846,600
000-664-000	INTEREST	17,353	10,984	7,083	6,671	9,444	6,000	2,800	6,000	10,000
000-676-000	ADMIN FEE/UTILITY-OPERATING	50,000	50,000	50,000	51,500	53,000	53,550		53,550	54,550
000-676-100	ADM FEE LIQUOR LAW	3,500	3,500	3,500	3,500	3,500	3,500	28	3,500	3,500

Jan. 19, 2017

	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ORIGINAL	DECEMBER 2016-17 ACTIVITY	2016-17 AMENDED 03/31/2017	THE YEAR ENDING 03/31/2018
ESTIMATED REVENUE									
000-678-300 LAND TRANSFER AGREEMENT	138,732	140,755	122,869	127,905	142,699	140,000	3,466	130,000	134,000
000-678-700 WHITE PINES/STREET LIGHTING	729	752	18						
000-695-000 OTHER/CEMETERY/ SCHOOLS	7,539	3,469	10,888						
000-699-001 MISC/SCHOOL/CEMETERY/ELECTI	6,983	29,769	14,098	14,073	37,540	25,000	63,215	65,000	15,000
000-699-002 TRANS IN BUILDING RESERVE FUND	79,000								
000-699-505 TRANSFER IN FROM SELCRA			1,862						
TOTAL ESTIMATED REVENUES	4,168,931	3,950,803	3,983,951	4,136,460	4,262,088	4,430,550	2,202,252	4,370,950	4,418,550

		2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2016-17	2016-17	THE YEAR
		ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ORIGINAL	ACTIVITY	AMENDED	ENDING
APPROPRIATIONS									3/31/2017	3/31/2018
101-703-000	SALARIES/TRUSTEES	20,655	23,593	27,705	24,730	26,766	35,000	17,580	30,000	30,000
171-703-000	SALARIES/TWP SUPERVISOR	49,980	49,980	51,479	52,500	53,400	53,400	44,157	53,400	54,500
191-703-000	SALARIES/ELECTION	20,526	67,216	25,046	50,923	69,749	80,000	70,440	70,500	15,000
209-703-000	CONTRACTUAL SALARIES	300,696	323,365	337,860	338,842	357,790	360,000	288,622	360,000	368,000
210-801-000	PROF.CONTR./LEGAL	88,883	128,713	107,757	73,424	99,355	150,000	65,674	125,000	100,000
215-703-000	SALARIES/TWP CLERK	48,980	48,980	50,500	51,500	52,400	52,400	49,761	52,400	53,500
223-801-000	PROF. CONTR. AUDITOR	16,850	16,800	17,600	21,100	22,375	23,200	17,400	23,200	25,000
241-801-000	PROF.CONSULTING/ENG/PLANNING	29,686	36,636	42,272	11,454	21,998	50,000	7,897	35,000	35,000
241-802-000	ENGINEERING/IN HOUSE	18,960	7,318							
247-703-000	BD OF REVIEW SALARIES	4,877	2,875	2,675	2,250	2,000	10,000	150	5,000	5,000
247-964-000	REFUNDS & CHARGEBACKS	20,848	19,023	15,682	6,336	4,090	20,000	2,021	10,000	10,000
253-703-000	SALARIES/TWP TREASURER	48,961	48,980	50,500	51,500	52,400	52,400	42,319	52,400	53,500
265-775-000	REPAIRS & MAINTENANCE	83,665	93,676	146,599	86,257	100,754	125,000	84,448	125,000	125,000
265-910-000	INSURANCE BC/BS & MCM	236,566	219,201	259,377	262,144	248,964	320,000	209,143	320,000	328,000
265-920-000	UTIL:ELECTRICITY & NAT.GAS	19,356	20,425	22,719	20,126	20,314	20,000	11,891	20,000	22,000
284-703-000	SALARIES	250,880	271,045	308,655	313,275	260,546	370,000	215,949	370,000	370,000
284-704-000	RETIREMENT	90,161	85,069	95,298	92,938	87,850	110,000	61,800	110,000	110,000
284-715-000	EMPLOYER'S SHARE FICA	62,557	56,806	67,543	70,839	68,190	80,000	50,709	80,000	80,000
284-720-000	M.E.S.C.			61			20,000	92	20,000	20,000
284-727-000	PRINTG, POSTAGE, OFC SUPPLIES	72,499	74,889	86,219	92,671	83,863	90,000	57,291	90,000	95,000
284-728-000	ECONOMIC DEVELOPMENT		20,000	20,000	20,000	21,500	22,600	22,000	22,600	23,500
284-850-000	TELEPHONE	20,791	23,105	21,775	18,056	19,452	25,000	14,774	25,000	25,000
284-861-000	MILEAGE & TRAVEL EXPENSE	12,202	12,312	17,996	14,497	12,269	20,000	8,164	15,000	15,000
1284-957-000	DUES	17,726	18,855	17,622	19,702	17,124	25,000	16,660	20,000	20,000

	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ORIGINAL	2016-17 ACTIVITY	2016-17 AMENDED	THE YEAR ENDING	
284-958-000	MEETING FEES & MISC. EXPENSES	12,010	19,311	13,194	17,941	20,944	25,000	13,588	25,000	25,000
284-959-000	APPL FEES EXPENSES	12,275	21,227	28,800	42,233	59,987	60,000	43,652	60,000	60,000
284-959-001	PLANNING /ZBA SALARIES	27,344	27,491	29,754	30,016	31,437	32,000	21,960	32,000	32,000
284-970-000	BUILDING DEPT EXPENSE	28,799								
301-703-000	SALARY/ORDINANCE/ ZONING ADMIN	44,710	46,035	44,105	50,165	68,572	80,000	65,605	85,000	88,000
336-999-001	FIRE SUB STATION EXPENSES-DORR	6,861	991	359		1,435	2,000		2,000	2,000
441-801-010	ROAD IMPROVEMENT	226,181	116,695	194,572	224,361					
441-803-000	DUMP MAINTENANCE	893,611	914,732	931,751	970,891	967,656	962,000	810,318	962,000	1,015,000
441-803-100	LG/BULKY ITEM DISPOSAL	9,088	8,600							
441-804-000	DUST CONTROL/CHLORIDE	48,806	66,307	55,621	55,861					
441-971-000	WHITE PINES/ST LIGHTING	746	751							
751-881-000	RECREATION	68,698	64,453	128,324	131,426					
916-962-000	DRAIN AT LARGE	27,515	23,201	24,908	25,912	30,055	30,000		30,000	30,000
929-977-000	CAPITAL OUTLAY	90,031	58,056	88,266	28,079	94,020	110,000	52,355	110,000	110,000
966-999-010	TRANS OUT FUTURE RD IMPR #261	200,000	200,000	250,000	250,000	426,000	150,000		150,000	250,000
966-999-011	SELCRA REIMBURSEMENT	10,000	10,000							
966-999-013	ADV FOR ROAD PROJECTS #264		350,000	500,000	250,000	450,000	600,000		600,000	300,000
966-999-027	FUT DEV PARKS & REC.#270	725,000	379,000	250,000	350,000	592,500	300,000		300,000	300,000
966-999-028	TRANS TO RESERVE BLDG/GRD #271	60,000		200,000		75,000	20,000		20,000	50,000
966-999-110	CONTINGENCIES		6,154				50,000			50,000
TOTAL APPROPRIATIONS		4,027,980	3,981,866	4,532,594	4,121,949	4,520,755	4,535,000	2,366,420	4,410,500	4,295,000

Jan. 19, 2017

	2011-12 ACTIVITY	2012-13 ACTIVITY	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ORIGINAL (104,450.00)	2016-17 ACTIVITY	2016-17 AMENDED (39,550.00)	THE YEAR ENDING 123,550.00
BEGINNING FUND BALANCE	2,452,516	2,593,463	2,562,403	2,013,761	2,028,270	1,777,793	1,777,793	1,777,793	1,738,243
FUND BALANCE ADJUSTMENTS					8,190				
ENDING FUND BALANCE	2,593,467	2,562,400	2,013,760	2,028,272	1,777,793	1,673,343	1,777,793	1,738,243	1,861,793

GENOA TOWNSHIP - LIQUOR LAW FUND #212
BUDGET TO ACTUAL REPORT

BUDGET FOR FISCAL 2017/2018

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR YEAR ENDING 3/31/2012	ACTUAL FOR YEAR ENDING 3/31/2013	ACTUAL FOR YEAR ENDING 03/31/2014.	ACTUAL FOR YEAR ENDING 3/31/2015	BUDGET FOR THE YEAR ENDING 3/31/2016	DECEMBER ACTUAL FOR YEAR ENDING 3/31/2017	DRAFT BUDGET FOR THE FISCAL YEAR 3/31/2018
REVENUES								
000-570-000	STATE SHARED REVENUE	13,018	12,871	12,328	13,034	13,500	13,833	13,900
000-695-000	OTHER INCOME							
	TOTAL REVENUES	13,018	12,871	12,328	13,034	13,500	13,833	13,900
EXPENDITURES								
000-956-000	MISC. EXPENSE/AUDIT	500	350	300	300	200	200	200
330-702-000	LIQUOR LAW ENFORCEMENT WAGES	8,000	8,000	8,240	8,240	8,240	5493	8,240
330-704-000	RETIREMENT	800	800	824	824	824	549	824
330-715-000	PAYROLL TAXES	640	640	700	700	640	461	640
330-716-000	LIQ. LAW ADMIN FEES - GENOA	3,500	3,500	3,500	3,500	3,500		3,500
	TOTAL EXPENDITURES	13,440	13,290	13,564	13,564	13,404	6,703	13,404
	NET REVENUES/EXPENDITURES	(422)	(419)	(1,236)	(530)	96	7,130	496
	BEGINNING FUND BALANCE	3,021	2,599	2,180	944	414	414	510
	ENDING FUND BALANCE	2,599	2,180	944	414	510	7,544	1,006

GENOA TOWNSHIP - ROAD IMPROVEMENT FUND #261
BUDGET TO ACTUAL REPORT

AMENDMENT FOR FISCAL YEAR ENDING 03/31/2017
BUDGET FOR FISCAL YEAR 2017/2018

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR YEAR ENDING 12/31/2012	ACTUAL FOR YEAR ENDING 3/31/2013	ACTUAL FOR YEAR ENDING 3/31/2014	ACTUAL FOR YEAR ENDING 3/31/2015	ACTUAL FOR YEAR ENDING 3/31/2016	BUDGET FOR THE YEAR ENDING 3/31/2017	DECEMBER ACTUAL FOR YEAR ENDING 3/31/2017	AMENDED 3/31/2017	BUDGET FOR THE YEAR ENDING 3/31/2018
REVENUES										
000-664-000	INTEREST INCOME	0	900	520	801	612	800	109	800	800
000-699-000	OPERATING TRANSFER IN (G/F)	200,000	200,000	389,416	250,000	426,000	150,000		150,000	250,000
	Transfer from 264 - February 2017						1,000,000		1,000,000	
	TOTAL REVENUES	200,000	200,900	389,936	250,801	426,612	1,150,800	109	1,150,800	250,800
EXPENDITURES										
441-968-000	I/96 LATSON INTERCHANGE	277,239	537,703							
906-968-001	COON LAKE OVELAY			283,763						
467-801-000	TIMBERVIEW Future 2017 - 48,000.00									48,000
470-802-000	NORTH SHORE ROAD IMPROVEMENT					14,000				
471-803-000	GRAND OAKS ROAD IMPROVEMENT						200,000	200,000	200,000	
472-804-000	GOLF CLUB					33,116				
473-805-000	MCCLEMENTS					14,268				
441-804-000	DUST CONTROL					59,209	75,000	56,790	60,000	
476-808-000	MT. BRIGHTON									
476-808-000	RED OAKS									
477-809-000	TRI-LAKES SAD/Received 03/28/2013					136,999		11,714	12,000	
477-810-810	SUNDANCE TRAIL						30,000	30,000	30,000	
471-811-000	HUGHES ROAD						85,000	44,434	45,000	
477-813-000	WILDWOOD DRIVE							7,798	8,000	
	LATSON ROAD SIGNAL									150,000
	HACKER or LAWSON MATCHING FUNDS									100,000
	Loan to Fund 264 - May 2016						1,000,000		1,000,000	
906-956-000	MISC/AUDIT	535	657	718	1,985	624	2,000	180	2,000	2,000
	TOTAL EXPENDITURES	277,774	538,360	284,481	1,985	258,216	1,392,000	350,916	1,357,000	300,000
	NET REVENUES/EXPENDITURES	(77,774)	(337,460)	105,455	248,816	168,396	(241,200)	(350,807)	(206,200)	(49,200)
	BEGINNING FUND BALANCE	1,249,055	1,171,281	833,821	939,276	1,188,092	1,356,488		1,356,488	1,150,288
	ENDING FUND BALANCE	1,171,281	833,821	939,276	1,188,092	1,356,488	1,115,288	(350,807)	1,150,288	1,101,088

GENOA TOWNSHIP - ROAD/LAKE/LIGHTING REIMBURSEMENT FUND #264
 BUDGET FOR THE YEARS ENDING 3/31/2017
 BUDGET FOR 2017/2018

ACCOUNT NO.	ACCOUNT DESCRIPTION:	Expiration	ACTUAL FOR THE YEAR THRU 3/31/2012	ACTUAL FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR THE YEAR ENDING 3/31/2014	ACTUAL FOR THE YEAR ENDING 3/31/2015	ACTUAL FOR THE YEAR ENDING 3/31/2016	BUDGET FOR THE YEAR ENDING 3/31/2017	DECEMBER ACTUAL FOR THE YEAR ENDING 3/31/2017	AMENDED BUDGET FOR THE YEAR ENDING 3/31/2017	BUDGET FOR THE YEAR ENDING 3/31/2018
000-664-000	INTEREST INCOME		913	558	918	811	1,121	1,000	601	1,000	
453-672-000	ASSESSMENTS - CHEMUNG WEED	Jul-17	32,614	31,813	58,649	54,395	54,196	51,000	3,916	51,000	54,000
460-672-100	ASSESSMENTS - PARDEE LAKE 2	Dec-20	25,200	28,636	24,055	24,055	24,054	30,000	1,676	25,000	25,000
465-672-000	ASSESSMENTS - CROOKED LAKE WEE	Jul-17		0	21,272	21,136	20,419	19,000	905	19,000	18,500
464-672-000	ASSESSMENTS - FENDT DRIVE	Dec-12	37,962	35,463					(915)	(915)	
468-676-000	GLENWAY	Dec-16		16,186	17,861	15,628	15,628	15,500	1,674	15,500	
465-673-000	RED OAKS	Dec-23		2,469	69,149	69,143	59,762	58,500	13,618	58,500	56,000
469-677-000	WHITE PINES	N/A			758	892	848	800	21	800	800
470-678-000	NORTH SHORE ROADS	Dec-15					11,897				
470-682-000	NORTH SHORE ROADS ASSOCIATION:	Jul-15					11,898				
471-679-000	GRAND OAKS DRIVE	Dec-20						140,000		140,000	138,000
474-682-000	SUNRISE PARK	Dec-20						130,000	3,399	130,000	128,000
475-683-000	HOMESTEAD DRIVE	Dec-20						40,000	2,904	40,000	39,000
475-684-000	SUNDANCE TRAIL	Dec-21						37,000		37,000	36,000
475-686-000	E. COON LAKE TRAIL	Jul-21						20,850	6,127	20,850	19,000
000-699-000	OPERATING TRANS IN FROM GF			350,000	500,000	250,000	450,000	600,000		600,000	300,000
000-695-000	Other/Misc.			3,500							
	Transfer from 261 - May 2016							1,000,000	500,000	1,000,000	
	TOTAL REVENUE		96,689	468,625	692,662	436,060	649,823	2,143,650	533,926	2,137,735	814,300

ACCOUNT NO.	ACCOUNT DESCRIPTION:	ACTUAL FOR THE YEAR THRU 3/31/2012	ACTUAL FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR THE YEAR ENDING 3/31/2014	ACTUAL FOR THE YEAR ENDING 3/31/2015	ACTUAL FOR THE YEAR ENDING 3/31/2016	BUDGET FOR THE YEAR ENDING 3/31/2017	ACTUAL FOR THE YEAR ENDING 3/31/2017	BUDGET FOR THE YEAR ENDING 3/31/2017	BUDGET FOR THE YEAR ENDING 3/31/2018
EXPENDITURES										
453-801-000	LAKE CHEMUNG WEEDS	52,818	46,616	48,222	43,728	60,000	55,000	52,872	55,000	55,000
460-801-000	PARDEE LAKE WEEDS	19,260	26,360	25,095	30,071	30,000	30,000	23,678	30,000	30,000
465-801-000	EAST AND WEST CROOKED LAKE WEEDS		4,673	47,226	8,906	50,000	50,000	7,920	50,000	50,000
465-802-000	RED OAKS		25,194	740,703						
467-801-000	TIMBERVIEW - Future 2017 - 270,000.00				6,170					270,000
468-801-000	GLENWAY		107,904							
466-801-000	MOUNTAIN/MYSTIC/MILROY		3,362					508	600	
469-801-000	WHITE PINES			700	825	800	800	638	800	800
470-802-000	NORTH SHORE ROADS									
471-803-000	GRAND OAKS DRIVE						700,000	619,730	700,000	
474-806-000	SUNRISE PARK/private 2016 project						650,000	535,114	650,000	
475-807-000	HOMESTEAD DRIVE/private						200,000	177,880	200,000	
477-810-000	SUNDANCE TRAIL (2016)						222,000	155,742	222,000	
477-811-000	E. COON LAKE TRAIL						125,000	124,405	125,000	
477-814-000	GRAND BEACH WEED							1,080	1,100	
477-815-000	OAK POINTE HONORS SAD							660	700	
477-816-000	PINE RIDGE PAVING							1,007	1,010	
906-956-000	MISC./AUDIT	1,700	2,559	2,638	2,599	3,000	3,000	2,679	3,000	3,000
	Loan Return to 261 - Feb. 2017						1,000,000		1,000,000	
	TOTAL EXPENDITURES	73,778	216,668	864,584	92,299	143,800	3,035,800	1,703,913	3,039,210	408,800
	NET REVENUES/EXPENDITURES	22,911	251,957	(171,922)	343,761	506,023	(892,150)	(1,169,987)	(901,475)	405,500
	BEGINNING FUND BALANCE	541,780	564,691	816,648	644,726	988,487	1,494,510	1,494,510	1,494,510	593,035
	ENDING FUND BALANCE	564,691	816,648	644,726	988,487	1,494,510	602,360	324,523	593,035	998,535

NOTE: \$188.00 RECEIVED IN THIS YEAR CHANGED BY AUDITOR TO 2016 FISCAL YEAR

GENOA TOWNSHIP-FUTURE DEV. PARKS & REC. FUND #270
BUDGET TO ACTUAL REPORT

BUDGET FOR FISCAL YEAR 2017/18

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR THE YEAR ENDING 3/31/2011	ACTUAL FOR THE YEAR ENDING 3/31/2012	ACTUAL FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR THE YEAR ENDING 3/31/2014	ACTUAL FOR THE YEAR ENDING 3/31/2015	ACTUAL FOR THE YEAR ENDING 3/31/2016	BUDGET FOR THE YEAR ENDING 3/31/2017	DECEMBER ACTUAL FOR THE YEAR ENDING 3/31/2017	BUDGET FOR THE YEAR ENDING 3/31/2018
REVENUE										
000-664-000	INTEREST INCOME	1,409	2,152	2,561	1,219	1,862	1,276	2,000	1,081	2,000
000-699-000	OPERATING TRANS IN FROM GF	350,000	725,000	379,000	250,000	350,000	592,500	300,000		300,000
000-680-000	RENT			9,200	12,750	10,450	11,400	11,750	8,550	11,750
000-699-001	MISC REVENUE			30,851				500		500
	TOTAL REVENUES	351,409	727,152	421,612	263,969	362,312	605,176	314,250	9,631	314,250
EXPENDITURES										
330-696-000	ATHLETIC FIELD - LIGHTING, PLAY GR EQ	200,470		62,570	91,569	17,000		100,000		
330-697-000	BIKE PATH ADDITIONS	146,426		49,392	1,573	168,258	134,224	420,000	4,101	
536-972-200	I-96 INTERCHANGE WALK/CROSSWALK SIGNAL			80,392	391,232					
536-972-100	LAND PURCHASE			206,223				200,000		200,000
330-694-000	HOUSE EXPENSES/TAXES			6,173		1,892		2,000		
265-775-000	MAINTENANCE/SNOW REMOVAL/GRASS/RESTROOMS					50,683	51,883	50,000	50,280	60,000
241-801-000	ATTORNEY/ENGINEERING					44,289	24,921	25,000	20,451	25,000
330-701-000	SELGRA/HOWELL PARKS AND REC						177,283	115,000	103,225	115,000
265-920-000	UTILITIES						479	1,000		1,000
330-695-000	MISC/AUDIT	790	1,090	2,047	800		368	1,500	1,291	1,500
	TOTAL EXPENDITURES	347,686	1,090	406,797	485,174	282,122	389,158	914,500	179,348	402,500
	NET REVENUES/EXPENDITURES	3,723	726,062	14,815	(221,205)	80,190	216,018	(600,250)	(169,717)	(88,250)
	BEGINNING FUND BALANCE	385,687	389,410	703,227	718,042	496,837	577,027	793,045	793,045	192,795
	ENDING FUND BALANCE	389,410	703,227	718,042	496,837	577,027	793,045	192,795	623,328	104,545

parks and rec 270/excel

GENOA TOWNSHIP - BLDG RESERVE FUND/CEMETERY #271
 BUDGET TO ACTUAL REPORT
 BUDGET FOR THE YEARS ENDING 3/31/2017

BUDGET FOR 2016/2018

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR THE YEAR ENDING 3/31/2014	ACTUAL FOR THE YEAR ENDING 3/31/2015	ACTUAL FOR THE YEAR ENDING 3/31/2016	BUDGET FOR THE YEAR ENDING 3/31/2017	ACTUAL FOR THE YEAR ENDING 3/31/2017	AMENDED BUDGET FOR THE YEAR ENDING 3/31/2017	BUDGET FOR THE YEAR ENDING 3/31/2018
REVENUE									
000-664-000	INTEREST INCOME	400	275	84	77	300	89	300	300
000-699-000	OPERATING TRANS IN FROM GF - RESERVES		200,000		75,000	20,000		20,000	50,000
	TOTAL REVENUE	400	200,275	84	75,077	20,300	89	20,300	50,300
EXPENDITURES									
929-977-000	CAPITAL OUTLAY/PAVEMENT/PARKING		118,622	10,882	174,286		1,000	1,000	2,000
906-957-000	CEMETERY PURCHASE					45,000	40,000	40,000	
906-956-000	MISC./AUDIT		31			250		250	1,000
	TOTAL EXPENDITURES		118,653	10,882	174,286	45,250	41,000	41,250	3,000
	NET REVENUES/EXPENDITURES	400	81,622	(10,798)	(99,209)	(24,950)	(40,911)	(20,950)	47,300
	BEGINNING FUND BALANCE	200,521	200,921	282,543	271,745	172,536	172,536	172,536	151,586
	ENDING FUND BALANCE	200,921	282,543	271,745	172,536	147,586	131,625	151,586	198,886

To: Genoa Township Board

From: Polly Skolarus

Subject: Refuse collection and Expense

The Administrative Committee recently met with regard to the increasing cost to the Township for subsidized refuse collection and disposal. The following charts provide an overview of the escalating cost to the Township General Fund.

The first page is our most recent contract rate adjustment with increases scheduled through July 31, 2020. The following analysis allows for

- no increase to residents
- a \$3.00 increase
- a \$4.00 increase
- a \$5.00 increase

The determination of 50 additional users each year is based upon data received from the Township Assessing Department for this past year which saw 49 new users.

With Current Real Property tax revenue of \$860,000.00 from all districts within the Township, nearly 20% of our Property Tax Revenue is being used for refuse collection and disposal.

Please consider a request for approval of an increase of _____ for the cost of refuse collection, removal, and recycling for the Winter tax bill 2017.

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:

08/01/2016 – 07/31/2017	\$11.72 per month per unit
08/01/2017 – 07/31/2018	\$12.00 per month per unit
Optional 8/1/2018 – 7/31/2019	\$12.30 per month per unit
Optional 8/1/2019 – 7/31/2020	\$12.60 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. CARTS AND RECYCLING BINS:

(a) Contractor shall provide one (1) 18-gallon recycling bin to each new build 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.

refuse collection expense
with no increase to taxpayers

		Number of Households	Total Expense	Tax Revenue \$117.00 Year	Township Contributuion
Current rate	\$ 11.72	6986	982,511.04	817,356.00	165,155.04
Renewal Rate 08/01/2017	\$ 12.00	7036	1,013,184.00	825,435.00	187,749.00
Renewal Rate 08/01/2018	\$ 12.30	7086	1,045,893.60	833,742.00	212,151.60
Renewal Rate 08/01/2019	\$ 12.60	7136	1,078,963.20	841,932.00	237,031.20
Additional cost to G.F. increasing every year					
Assuming 50 additioan users each year					

MEMORANDUM

TO: Township Board
FROM: Michael Archinal 
DATE: 2/2/2017
RE: LCRC Primary Pavement Preservation Program

The Livingston County Road Commission is again asking us to partner with them on a pavement improvement program. Last year we contributed towards the rehabilitation of a portion of Hughes Road. This year we are recommending that we focus on Hacker Road. Hacker was recently paved from M-59 to the Township limit. The traffic has increased significantly. A portion of Hacker south of Hyne is in very poor condition. Hacker is on the border of Genoa and Brighton Township.

The Road Commission has indicated that they would match our contributions through this program to fix Hacker. The draft budget calls for \$100,000 to be dedicated to this effort. Mike Craine has indicated that the project limits will be determined by budget meaning that \$100,00 from each of the Townships would be matched by LCRC and would carry the improvements as far north as possible.

Although not a County primary Lawson Drive is in deplorable condition. LCRC indicates that they would split the cost of an overlay estimated at approximately \$60,000 (our portion \$30,000). This section of Lawson is the terminus for White Horse Drive which serves to divert traffic between Latson and Grand River. If you have not had the pleasure of driving this section of road I suggest you do so before Monday night's meeting. Please consider adding \$30,000 to the FY 2017/2018 budget for this purpose.

Livingston County Road Commission

3535 Grand Oaks Drive • Howell, Michigan 48843-8575
Telephone: (517) 546-4250 • Facsimile: (517) 546-9628
Internet Address: www.livingstonroads.org

January 20, 2017

Dear Livingston County Township Managers and Supervisors,

The Livingston County Road Commission has budgeted approximately \$1,000,000 for Primary Road Pavement Preservation. We hope to maximize our program again by asking Townships to submit primary road projects that they would consider partnering on.

Attached is a costing guide for budgeting purposes only. Please forward proposed projects that are of importance to your area. Once we have all the projects identified we will evaluate projects and available dollars to maximize our 2017 pavement program.

Please submit your road candidates by February 28th.

Road Name	Termini	Length	Base Cost (Max)	Total Cost	Twp Match \$

Thank You,



Jodie Tedesco, P.E.
County Highway Engineer

Enclosures

2017 PPP Average Cost / Mile

Treatment	Average Cost / Mile	Recommended Road Candidate Condition
2.0" Hot Mix Asphalt(HMA) Overlay	\$150,000	Paser Rating high 4, Surface raveling or first signs of wheel path cracking. Block cracking over 50%, patches in good condition.
HMA Wedge Course and 2.0" HMA Overlay	\$225,000	Paser Rating 3 or low 4, Moderate Rutting, extensive block cracking, patches in poor condition.
Base Repair/HMA Wedge Course/ 2.0" HMA Overlay	\$275,000	Paser Rating high 2 or 3. Significant road deterioration. Patches 1,000 syds or less per mile. Unbuilt road with poor underlying soils.
2.5" Mill existing pavement/ 3.0" HMA Pavement 2-Lifts	\$300,000	Paser Rating 2 – 4. Roadway with curb and gutter or grade control. Surface raveling, cracking, poor patches.
Crush and grade existing pavement. HMA Pave, 400#/Syd 2-Lifts	\$350,000	Paser Rating 2 or 3. Significant road deterioration. Patches in poor condition greater than 1000 syd per mile. Decent underlying road base.
Chip Seal with a Fog Seal	\$35,000	Low volume rural paved road. Minor surface defects and cracking.
HMA Wedge with a Chip Seal and Fog Seal	\$110,000	Low volume rural paved road. Minor rutting and deformation of pavement.
Reclamite HMA pavement surface rejuvenator	\$15,000	3-5 year old newly paved roadway. Rejuvenates bitumen in the pavement to extend pavement life.

RESOLUTION IN SUPPORT OF THE FOWLerville AREA RURAL BROADBAND INITIATIVE

Minutes of a (regular/special) meeting of the (governing body) of (governmental unit), held on (date), at (place), in (location), at (time).

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____

And supported by _____.

WHEREAS, broadband is a critical infrastructure service to education, businesses and residents in rural Fowlerville, located in west Livingston County; and

WHEREAS, our Preschool through twelfth grade students need broadband Internet access to complete their schoolwork, take online classes, and communicate with their teachers, school personnel and families; and

WHEREAS, post-secondary and adult students need broadband Internet access due to the remote distance from colleges. Online broadband college options are needed to complete their required coursework, access academic support and effectively communicate with academic leadership; and

WHEREAS, local, county, state and federal government agencies are transitioning exclusively to online services, information and communication both internally and with local residents; and

WHEREAS, local, county and state emergency, health/medical services and public safety officials are transitioning to online services, communication and information; and

WHEREAS, local, county, education and state agencies are making economically responsible decisions towards moving into shared service agreements that require broadband internet access, such as police protection, fire and ambulance services, educational resources and 911 and homeland security; and

WHEREAS, residents require broadband internet for services, banking, entertainment, communication, education, shopping, health services, and other daily activities; and

WHEREAS, large businesses, small businesses, home businesses, and farm businesses require Internet access for day-to-day operation; and

WHEREAS, broadband Internet access is imperative to enhance the overall quality of life and increase property values, further to attract new businesses and new residents. Lack of broadband is negatively impacting real estate development; and

WHEREAS, using less paper, less traffic, less fuel and reducing the community's carbon footprint is good for the environment; and

WHEREAS, _____ (community name) believes that this initiative will provide vital infrastructure to the businesses and residents of our community; and

NOW, THEREFORE, BE IT RESOLVED, _____ (community name) supports the rural Fowlerville broadband initiative.

Ayes:

Nays:

Name, Clerk
(Community)

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the (governing body) of (governmental unit), County of (county), Michigan, at a regular meeting held on (date).

Clerk's Signature

Board Correspondence

To Board 2/6/17



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



C. HEIDI GREYER
DIRECTOR

December 6, 2016

Mr. Henry Boutros and Ms. Stacey Starling
111 South Fourth Avenue, Suite 3
Ann Arbor, Michigan 48104

Dear Mr. Boutros and Ms. Starling:

SUBJECT: Application Denial,
Submission Number: 2HW-ZJBH-EE4Y, Livingston County

This letter is to notify you that your application for a permit submitted under the authority of Part 301, Inland Lakes and Streams, and Part 303, Wetlands Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); and Part 13, Permits, of the NREPA, is hereby denied. The application was received by the Department of Environmental Quality (DEQ), Water Resources Division (WRD), on August 17, 2016.

The purpose of the project, as shown in your application, is to dredge approximately 25 cubic yards of material from a 166-foot by 4-foot area of lake bottom located immediately waterward of the Ordinary High Water Mark (OHWM) of Crooked Lake, to remove cattails and other aquatic vegetation. The application also proposed construction of a limestone ledgerock seawall along the same 166-feet of shoreline/OHWM.

After due consideration of the permit application, site conditions, and other pertinent materials, your application is denied for the following reason(s):

Specifically, this shoreline and shallow water area are a natural and integral part of the complex aquatic ecosystem. These natural vegetated shoreline areas provide a sloping and/or natural interface between upland and the lake that provides access and a habitat for amphibians, reptiles, and macroinvertebrates, as well as enhancing the nearshore habitat for a variety of game and forage fish species, and other aquatic organisms. These heavily vegetated areas also provide water quality benefits and treatment of pollutants, by among other things, stabilizing the natural shoreline, acting as a wave break, and capturing sediment and assimilation of nutrients prior to discharge into the lake. These naturally vegetated shorelines are critical to the health of the aquatic lake ecosystem. The proposed dredging, seawall and fill will destroy and/or significantly impact/alter the wetland and nearshore shallow water aquatic habitat, of Crooked Lake.

Part 301 finding:

Section 30106 of Part 301 states, in pertinent part, "...The department shall issue a permit if it finds that the structure or project will not adversely affect the public trust or riparian rights."

"Section 30106 of Part 301 also states, in pertinent part, "...The department shall not grant a permit if the proposed project or structure will unlawfully impair or destroy any of the waters or other natural resources of the state."

In addition, Rule 4 (R 281.814) of the Administrative Rules for Part 301, supra, states, in pertinent part, "...a permit shall not be issued unless..."

- a) *The adverse impacts to the public trust, riparian rights, and the environment will be minimal.*
- b) *That a feasible and prudent alternative is not available."*

The WRD finds the following:

The project will adversely affect the public trust.

The adverse impacts to the public trust, riparian rights, and the environment are not minimal.

A feasible and prudent alternative is available.

Therefore, the application fails to satisfy the statutory criteria under Section 30106 and Rule 4 of Part 301.

Part 303 finding:

Section 30311(1) of Part 303, supra, states, in pertinent part, "A permit...shall not be approved unless the Department determines that the issuance of a permit is in the public interest..."

Section 30311(4) states, in pertinent part, "A permit shall not be issued unless it is shown that an unacceptable disruption will not result to the aquatic resources. A permit shall not be issued unless the applicant also shows either of the following:

- a) *The proposed activity is primarily dependent upon being located in the wetland.*
- b) *A feasible and prudent alternative does not exist."*

The WRD finds the following:

The proposed activity would destroy existing wetland and negatively impact habitat for breeding, nesting, feeding, and cover for a wide variety of wildlife species, including: reptile, amphibians, macroinvertebrates, fish, and other aquatic species. It is further determined that this project, if authorized, would adversely affect the ability of the wetland to trap sediment, and assimilate nutrients; resulting in degradation of the associated resources of Crooked Lake.

The proposed project is not in the public interest in that the benefits which reasonably may be expected to accrue from the proposal do not balance the reasonable foreseeable detriments of the activity.

The proposed project will cause an unacceptable disruption to the aquatic resources.

The activity is not dependent upon being located in the wetland and a feasible and prudent alternative exists.

Therefore, the application fails to satisfy the statutory criteria under Section 30311 and Rule 2a of Part 303.

The WRD believes that feasible and prudent alternatives exist that would lessen or eliminate the negative effects of the project as proposed. As an alternative, we suggest that you consider placement of appropriately sized rock riprap along and to follow the existing shoreline/OHWM contour consistent with the rock riprap shoreline that exists on either side of this property.

If you choose to pursue this project in the future by incorporating any alternatives, it will be necessary to reapply for a permit by submitting a new application with all of the necessary information and application fees. Application fees are not transferable or refundable.

You have the right to appeal this denial by filing a petition for a formal administrative hearing. To preserve your right to an administrative hearing, a petition or written request must be filed with the Michigan Administrative Hearing System (MAHS) within 60 days from the date of this denial letter. To request a hearing, submit the necessary document to: Michigan Administrative Hearing System, P.O. Box 30695, Lansing, Michigan 48909.

During the administrative hearing process, the MAHS provides the parties an opportunity to meet informally to attempt to resolve the matter. If a resolution is not reached during informal discussions and the case is not dismissed for other reasons, an administrative hearing will be scheduled. The MAHS will conduct the hearing and submit a Proposal for Decision to the director of the DEQ. The director then makes the final DEQ decision regarding the application.

If you would like to discuss project alternatives and plan modifications prior to filing a Petition for Contested Case, please contact me. Our discussions may continue during the informal review process after a Petition for Contested Case is filed, but your formal appeal must be filed within the 60-day deadline.

If you have any questions regarding this matter, please contact me at kolhofft@michigan.gov; or DEQ, WRD, Lansing District Office, P.O. Box 30242, Lansing, Michigan 48909. Please include Submission Number 2HW-ZJBH-EE4Y, in your response.

Sincerely,



Thomas Kolhoff
Lansing District Office
Water Resources Division

cc: Livingston County CEA
Genoa Township Clerk
Bruce Donovan Construction, Inc.

New election equipment coming



Some townships could have new election equipment as early as this August. Secretary of State Ruth Johnson announced that contracts were approved for next-generation voting equipment to be used for at least the next decade. Township clerks will work with their county clerk to choose one of three vendors for optical-scan voting systems that read and tabulate paper ballots marked by voters. The equipment could be used as early as the August primary, depending on how ready clerks are to implement them. All townships and cities are expected to have the new equipment by August 2018. Funding for the new equipment comes from \$30 million in federal Help America Vote Act money and \$10 million approved by the state

Legislature, with the support of Gov. Rick Snyder. While this will cover most of the up-front costs, the state has indicated townships and cities will pay for the remaining cost and for extended service and maintenance starting in the sixth year of the contract period. MTA is continuing to work for additional appropriations to offset local costs.

To: Genoa Township Board
From: Polly Skolarus, Clerk

The previous note was received from Michigan Townships Association. The Livingston County Clerks Association met on January 26th to discuss this equipment purchase. Even though a portion of this cost will be borne by the State there is still a considerable expense that will be incurred by the Township General Fund (Capital Outlay).

17 tabulators @ \$3,000.00 each for a total cost of \$51,000.00
34 tabulator cards @ \$150.00 each for a total cost of \$5,100.00
14 laptop computers @ \$900.00 each for a total cost of \$12,600.00 ***
Total cost to the Township = \$68,700.00

***This expense may be budget for the fiscal year 2018/2019

There is not a choice in this matter as all counties within the state will be obligated to change our voting equipment. This purchase is also contingent upon the return of all our existing equipment to the seller. Since we have six auto-marks and will need seven, there may be an additional cost when there is not an even exchange.

The first draft of our new budget includes \$15,000.00 for the May 2017 school election with a reimbursement of the same from our local school district. It is my intention to hold this election at the Township Hall and provide absent voter application to the 600 + registered voters in Hartland School. This is a procedure that my office has employed in the past and works well in limiting expenses for this special election.

Cromaine District Library
Regular Board Meeting
Thursday, December 8, 2016

APPROVED

Members Present: Black, Cafmeyer, DeRosier, Lewis, Oemke, Sargent, Thompson

Members Absent: None

Staff Present: Director Marlow, Janice Yaklin

I. President Lewis called the meeting to order at 7:00 p.m. in the Community Room of the Cromaine District Library in the Village.

II. **Approval of agenda**

Agenda Approval

Member Cafmeyer moved to approve the agenda, amended with the removal of the word "distributed" on Item VI. B.: "Board self-evaluation forms," Member Black seconded. Passed unanimously.

III. **Approval of Consent Agenda**

Consent Agenda Approval

Member Thompson moved to approve the consent agenda, with the addition of the figures for III.B. of "November invoices totaling \$129,282.91 and payroll obligations totaling \$82,443.55", seconded by Member Sargent. Passed unanimously.

- A. Approval of 11/17/16 regular meeting minutes.
- B. Acknowledge receipt of the November Financial Reports and payment of November invoices totaling \$129,282.91 and payroll obligations totaling \$82,443.55.
- C. Director's Report
- D. Committee Reports

Community Relations	Dec 2 (minutes distributed at meeting)
Personnel Committee	Dec 6 (minutes distributed at meeting)
Planning Committee	November 30
Finance Committee	Dec 7 (minutes distributed at meeting)

IV. **Call to the Public:**

Call to the Public

Janice Yaklin said, "Hello."

V. **Director's Report – Update, Comments from the Community**

Director's Update

The Director shared the following verbally:

President Lewis asked that the Finance Committee, in their review of Policy 6005 – Investment of Library Funds, remove the item about the safety deposit box and correct the periodicity of the reporting described in item 11.

J C Holly worked Saturday December 3 to make up time. The forms on the north wall were removed during that day. The ones on the east went Monday. The saw cutting of the concrete plank ceiling of the Mechanical Room was tough on the ears Monday morning, as the plank being cut was just the other side of the wall of the Youth desk on the second floor. Thankfully, it did not take long (think King Kong size dentist drill on a deep molar). Structural steel started Wednesday, December 7, as planned. Concrete planks will be moved by

the crane into place the morning of Friday, December 9, as planned. This will require closing the east 1/3 of the Youth Room for public safety.

The Director shared the Harwood ask form at the Hartland Area Chamber of Commerce Directors' meeting on Tuesday, December 6. Usually a time to alert the Directors to upcoming events and changes at Cromaine, this brief (15 minutes) part of the 7:30 am meeting provided a chance to get responses from people who mostly fall in one of the two target age groups (45-60). Eight responded with the completed form at the meeting.

The Santa visit was scheduled for two nights this year in a continuing attempt to meet the demand AND to make the experience as stress-free as possible. Children and families alike were very happy to see the big guy, and along the way crafts and activities kept them busy during their wait. This is a much smaller event than the Fire Department's (which sees over 5,000 in a four-hour period), but patrons like the connection with the Library and their "Library Teachers." The event was at full capacity (76) Monday night, but children and parents were spread over two floors with activities, in addition to Santa. Tuesday night, 70 attended. Photos on Facebook are getting wonderful reviews. Santa enjoyed our crowd AND prompted us to get on his calendar for next year—which we did. Even with two sessions, there was still a waiting list for each.

It is exciting to report that on Wednesday, December 21, three classes of 4th graders (75 young people) from Round Elementary will be here. They'll get a tour and an experience with our Youth Services Librarian plus we believe they'll enjoy lunch on the third floor (literally on the floor as we cannot seat 75 at tables in the Community Room!). If eligible and if the parent completes the library card application form, the students will receive a library card and be able to check out books—the teachers' great desire. This is a terrific initiative on the part of the school, given the removal of Media Specialists in each of the school libraries this fall.

In response to the Celebration of Giving invite letter which included the Furnishings and Equipment Wish List, another donor has stepped up to contribute a sizable portion of the Teen area list. A regular donor for music events also sent a new gift. Another donation from a volunteer and her spouse came in for the Youth/Tween area. Dr. Susan Abed has adopted a very sizable wish from the list for the Teen area. One of the staff reported that a patron (possibly in response to the letter) came in and got seven Member donation envelopes, saying "why give presents that are not needed? I'll give to Cromaine in their names!"

We are happy to hear that Winnie Tripp has completed a long siege of treatments. She is expected to return to work Monday, December 12.

Call Me Ishmael "calling cards" are being randomly placed in books. The cards say "Bibliophile, you are holding this card for a reason" and point readers to callmeishmael.com/card/library. As Emma reminded staff, you are welcome to call in and give a review of a book you've loved and want to share. Just be sure to say Cromaine Library at the beginning of the review, so that it can be picked

up for our phone.

Bekah Hudzik-Gordon visited Wednesday December 7 with newest daughter Gabriella and her big sister Maddie. It was a brief visit, but terrific to see them.

The Hartland Area Chamber of Commerce was able to secure a carnival for Summer Blast if the carnival company was assured that many other activities would be taking place during the carnival time. It takes many community organizations and groups to work together to ensure the Summer Blast's success. More communication and organization among community groups needs to take place (create a Summer Blast Committee) before HACC can secure the carnival. At this time, HACC has voted not to bring in the carnival until such committee is formed and committed.

Dr. Dora Stockman's papers were just donated to the Michigan Women's History Museum and Hall of Fame. The papers included a "Weaving Song" which Dr. Stockman dedicated to Cromaine Crafts. The Museum curator, a Hartland resident, called, and has offered Cromaine Library two of the ten copies which they received. We will share one of the copies with the Hartland Area Historical Society for their collection and keep one for our local history collection.

VI. Discussion

A. Strategic Plan VISION 2020:

Construction Project Update was updated in the verbal Director's Report.

Strategic Plan
VISION 2020

B. Board Self-evaluation forms

These will be the same ones as used for 2016. They will be distributed in the board packet for the January 2017 meeting and will need to be completed and returned no later than the January 19, 2017 board meeting. President Lewis will compile them, share results with the Personnel Committee, and include in the February board packet.

Board Self-
Evaluation Forms

C. Finance Committee Reviews Policies: 6005, Investment of Library Funds; 6007, Investment Charter; 6015, budget

The Finance Committee recommended changes to items 9 and 11 of Policy 6005. No other revisions were recommended by the committee or by the board at this meeting.

Finance Policy
Review

VII. Decision

A. Resolution 2016-14, Exemption from Michigan Public Act 152 of 2011 "The Publicly Funded Health Insurance Contribution Act"

Member Black moved to approve Resolution 2016-14, Exemption from Michigan Public Act 152 of 2011 "The Publicly Funded Health Insurance Contribution Act", Member Sargent seconded. A roll call vote was taken for approval of the resolution. Ayes: Black, Cafmeyer, DeRosier, Lewis, Oemke, Sargent, Thompson Nays: None

Resolution
2016-14

B. Resolution 2016-15, Revise Policy 6005, Investment of Library Funds

Resolution
2016-15

Member Sargent moved to approve Resolution 2016-15, Revise Policy 6005, Investment of Library Funds, Member Black seconded. A roll call vote was taken for approval of the resolution. Ayes: Black, Cafmeyer, DeRosier, Lewis, Oemke, Sargent, Thompson Nays: None

VIII. Information

Upcoming meeting dates include:

Upcoming
Meeting Dates

Jan 4	Planning Committee Meeting, 6:30 pm, Director's Office
Jan 5	Personnel Committee Meeting Canceled
Jan 6	Community Relations Committee Meeting, 10 am, Crossroads
Jan 11	Finance Committee, 2:00 pm, Director's Office
Jan 19	Board of Trustees organizational meeting, 7:00 pm, Village Community Room

IX. Agenda Items for Next Meeting

Items for Next
Meeting

- Organizational meeting:
 - Board Orientation
 - Election of officers
 - Bank Resolution
- Meeting calendar set (resolution)
- Change signers on bank accounts if warranted (resolution)
- Committee meeting dates
- Updated policy table of contents included in board packet
- Updated resolution table of contents included in board packet
- Review of second-quarter statistics
- Strategic Plan VISION 2020
- Board Evaluation-completed prior to the meeting
- Finance Committee Review policies:
 - 6020 - Purchasing
 - 6025 – Library Credit Card
 - 6026 – Electronic Financial Transactions

X. Call to the Public:

Public Call

Janice Yaklin wished everyone a Merry Christmas. Member DeRosier invited all of the trustees to attend the upcoming School Board meetings on December 19 and January 23, both at 6:30 at the Educational Service Center as well as the upcoming Hartland Township meeting December 13, 7:00 pm when a public hearing will be held on the concept of a single trash hauler for the entire township. Member Oemke noted her appreciation of the staff proceeding with a Cromaine SOUP--she, too, attended the lunch at MLA. She also appreciated the letter from Mike Yurick, the Crossroads' landlord, acknowledging our move and the contribution Crossroads has made to that development since 2005. Member DeRosier shared the notes she had taken from MLA and several handouts on the leadership roles of library trustees. She said that one of the memorable statements for her was that blurred lines among the Director, Board,

and Friends can "lead to trouble." Another one she appreciated was that the Friends should be part of the strategic planning process.

XI. Adjournment:

Adjournment

Motion by Member Thompson, seconded by Member Sargent to adjourn at 7:31 pm.

MEMBER OEMKE, SECRETARY
Cromaine District Library Board

Documents distributed to the Board for/at this meeting:

- 11/17/16 Proposed Regular Meeting Minutes
- November 2016 Financial Reports & Checks Issued Totals
- November 2016 CDL Investment Performance Report
- Director's Report 12/8/16
- Comments from the Community November 2016
- CDL Statistics for November 2016 & updated CDL 4-year Circulation Graph
- Nancy Lewis' MLA Report
- Community Relations Committee Minutes, 12/2/2016
- Finance Committee Action/Decision List, 12/7/16
- Personnel Committee Meeting Minutes, 12/6/16
- Planning Committee Meeting Minutes, 11/30/16
- 11/2/16 Owner/Architect/GC #2 meeting minutes
- Look Ahead Construction Schedule as of 11/28/16
- Resolution 2016-14
- Resolution 2016-15
- Notes & handout from 10/26/16 MLA *Knowledge is Power* session
- Certificates of Election for Black, Cafmeyer, DeRosier, Oemke, Sargent
- E-mail response from Mike Yurick to Ceci's October letter about vacating Crossroads
- *Board & Administrator*, December 2016