

**GENOA CHARTER TOWNSHIP BOARD**  
**Regular Meeting**  
**October 15, 2018**  
**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: Oct. 1, 2018
3. Consideration of a request from the Election Commission with regard to poll workers and others working the Nov. 6 General Election.

**Approval of Regular Agenda:**

4. Consideration of a bid from Ethical Exteriors for a full roof replacement of Brighton Fire Station 34 in an amount not to exceed \$36,400.00.
5. Request for approval of an amendment to the General Fund Budget 101.
6. Consideration of a recommendation for approval of an amendment to the St. Joseph Mercy Health Planned Unit Development agreement in regards to the entrance sign located at 7575 W. Grand River. The request is petitioned by St. Joseph Mercy Brighton.
7. Discussion regarding the refuse and recycling contract transition.

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: October 15 , 2018

|   |                     |
|---|---------------------|
| TOWNSHIP GENERAL EXPENSES: Thru October 15 , 2018 | \$25,463.91         |
| October 4, 2018-Wellness IQ                       | \$2,174.92          |
| October 5 , 2018 2018 Bi Weekly Payroll           | \$96,775.40         |
| OPERATING EXPENSES: Thru October 15 , 2018        | \$421,516.62        |
| TOTAL:  | <u>\$545,930.85</u> |

| Check Date                  | Check | Vendor Name                     | Amount    |
|-----------------------------|-------|---------------------------------|-----------|
| Bank FNBCK CHECKING ACCOUNT |       |                                 |           |
| 09/24/2018                  | 34739 | POSTMASTER                      | 1,505.11  |
| 09/25/2018                  | 34740 | MICHAEL ARCHINAL                | 165.54    |
| 09/25/2018                  | 34741 | AT&T                            | 51.36     |
| 09/25/2018                  | 34742 | DETROIT ASA                     | 200.00    |
| 09/25/2018                  | 34743 | DYKEMA GOSSETT, PLLC            | 1,475.00  |
| 09/25/2018                  | 34744 | MASTER MEDIA SUPPLY             | 546.84    |
| 09/25/2018                  | 34745 | H.J. MORTENSEN                  | 252.23    |
| 09/25/2018                  | 34746 | WILLIAM ROGERS                  | 148.51    |
| 09/25/2018                  | 34747 | AMY RUTHIG                      | 167.98    |
| 09/25/2018                  | 34748 | TERRY CROFT                     | 23.75     |
| 09/25/2018                  | 34749 | TERRY CROFT                     | 365.72    |
| 09/25/2018                  | 34750 | TERRY CROFT                     | 119.90    |
| 09/25/2018                  | 34751 | TRI COUNTY SUPPLY, INC.         | 235.82    |
| 09/25/2018                  | 34752 | KELLY VANMARTER                 | 184.63    |
| 09/27/2018                  | 34753 | MICHAEL ARCHINAL                | 500.00    |
| 09/27/2018                  | 34754 | DOUGLAS BROWN                   | 579.14    |
| 09/27/2018                  | 34755 | DIANA LOWE                      | 154.92    |
| 09/27/2018                  | 34756 | H.J. MORTENSEN                  | 24.00 V   |
|                             |       | Void Reason: ALREADY REIMBURSED |           |
| 09/27/2018                  | 34757 | UNITED STATES TREASURY          | 7.86      |
| 10/02/2018                  | 34758 | JESSICA BUTTERMORE              | 39.79     |
| 10/02/2018                  | 34759 | CHURCH OF THE NAZARENE          | 200.00    |
| 10/02/2018                  | 34760 | DTE ENERGY                      | 52.41     |
| 10/02/2018                  | 34761 | EVOLVING TECHNOLOGIES INC       | 132.50    |
| 10/02/2018                  | 34762 | PERFECT MAINTENANCE CLEANING    | 565.00    |
| 10/02/2018                  | 34763 | TERRY CROFT                     | 47.96     |
| 10/03/2018                  | 34764 | POSTMASTER                      | 1,369.42  |
| 10/05/2018                  | 34765 | BORDINE NURSERY                 | 58.35     |
| 10/05/2018                  | 34766 | CONTINENTAL LINEN SERVICE       | 120.87    |
| 10/05/2018                  | 34767 | GORDON FOOD SERVICE             | 477.84    |
| 10/05/2018                  | 34768 | K & J ELECTRIC, INC.            | 6,898.00  |
| 10/05/2018                  | 34769 | MEI TOTAL ELEVATOR SOLUTIONS    | 119.60    |
| 10/05/2018                  | 34770 | NETWORK SERVICES GROUP, L.L.C.  | 50.00     |
| 10/05/2018                  | 34771 | TETRA TECH INC                  | 1,105.00  |
| 10/09/2018                  | 34772 | POSTMASTER                      | 2,633.08  |
| 10/10/2018                  | 34773 | ADVANCE AUTO PARTS              | 129.99    |
| 10/10/2018                  | 34774 | COMCAST                         | 328.22    |
| 10/10/2018                  | 34775 | COMCAST                         | 637.20    |
| 10/10/2018                  | 34776 | COOPER'S TURF MANAGEMENT LLC    | 930.00    |
| 10/10/2018                  | 34777 | DTE ENERGY                      | 150.13    |
| 10/10/2018                  | 34778 | MICHIGAN.COM                    | 224.02    |
| 10/10/2018                  | 34779 | OFFICE EXPRESS                  | 192.14    |
| 10/10/2018                  | 34780 | WELLNESS IQ                     | 164.00    |
| 10/10/2018                  | 34781 | CONSUMERS ENERGY                | 97.08     |
| 10/10/2018                  | 34782 | MASTER MEDIA SUPPLY             | 62.00     |
| 10/10/2018                  | 34783 | SEWARD HENDERSON PLLC           | 1,995.00  |
| FNBCK TOTALS:               |       |                                 |           |
| Total of 45 Checks:         |       |                                 | 25,487.91 |
| Less 1 Void Checks:         |       |                                 | 24.00     |
| Total of 44 Disbursements:  |       |                                 | 25,463.91 |

Check Register Report For Genoa Charter Township  
 For Check Dates 10/04/2018 to 10/04/2018

| Check Date             | Bank  | Check Number | Name                     | Wellness IQ Reimbursement | Check Gross | Physical Check Amount | Direct Deposit | Status |
|------------------------|-------|--------------|--------------------------|---------------------------|-------------|-----------------------|----------------|--------|
| 10/04/2018             | FNBCK | 12749        |                          |                           | 46.56       | 43.00                 | 0.00           | Open   |
| 10/04/2018             | FNBCK | 12750        |                          |                           | 166.38      | 153.65                | 0.00           | Open   |
| 10/04/2018             | FNBCK | 12751        |                          |                           | 183.64      | 169.59                | 0.00           | Open   |
| 10/04/2018             | FNBCK | 12752        |                          |                           | 232.82      | 215.00                | 0.00           | Open   |
| 10/04/2018             | FNBCK | 12753        |                          |                           | 86.63       | 80.00                 | 0.00           | Open   |
| 10/04/2018             | FNBCK | 12754        |                          |                           | 214.37      | 197.97                | 0.00           | Open   |
| 10/04/2018             | FNBCK | 12755        |                          |                           | 297.77      | 275.00                | 0.00           | Open   |
| 10/04/2018             | FNBCK | 12756        |                          |                           | 68.86       | 63.59                 | 0.00           | Open   |
| 10/04/2018             | FNBCK | 12757        |                          |                           | 51.98       | 48.00                 | 0.00           | Open   |
| 10/04/2018             | FNBCK | 12758        |                          |                           | 406.05      | 375.00                | 0.00           | Open   |
| 10/04/2018             | FNBCK | 12759        |                          |                           | 265.30      | 245.00                | 0.00           | Open   |
| 10/04/2018             | FNBCK | EFT271       | INTERNAL REVENUE SERVICE |                           | 309.12      | 309.12                | 0.00           | Open   |
| <b>Totals:</b>         |       |              |                          | Number of Checks: 012     | 2,329.48    | 2,174.92              | 0.00           |        |
| Total Physical Checks: |       |              |                          | 11                        |             |                       |                |        |
| Total Check Stubs:     |       |              |                          | 1                         |             |                       |                |        |

Check Register Report For Genoa Charter Township  
 For Check Dates 10/05/2018 to 10/05/2018

| Check Date             | Bank  | Check Number | Name                     | Check Gross           | Physical Check Amount | Direct Deposit | Status  |
|------------------------|-------|--------------|--------------------------|-----------------------|-----------------------|----------------|---------|
| 10/05/2018             | FNBCK | EFT267       | FLEX SPENDING (TASC)     | 1,495.77              | 1,495.77              | 0.00           | Cleared |
| 10/05/2018             | FNBCK | EFT268       | INTERNAL REVENUE SERVICE | 21,802.14             | 21,802.14             | 0.00           | Open    |
| 10/05/2018             | FNBCK | EFT269       | PRINCIPAL FINANCIAL      | 4,661.00              | 4,661.00              | 0.00           | Cleared |
| 10/05/2018             | FNBCK | EFT270       | PRINCIPAL FINANCIAL      | 1,288.66              | 1,288.66              | 0.00           | Cleared |
| <b>Totals:</b>         |       |              |                          | 29,247.57             | 29,247.57             | 0.00           |         |
|                        |       |              |                          | Number of Checks: 004 | Dir. Dep.             |                |         |
| Total Physical Checks: |       |              |                          |                       | 67,527.83             |                |         |
| Total Check Stubs:     |       |              |                          | 4                     | <u>67,527.83</u>      |                |         |
|                        |       |              |                          |                       | <u>\$96,775.40</u>    |                |         |

| Check Date                           | Check | Vendor Name                    | Amount     |
|--------------------------------------|-------|--------------------------------|------------|
| <b>Bank 503FN DPW-UTILITIES #503</b> |       |                                |            |
| 09/27/2018                           | 4442  | GREG TATARA                    | 700.00     |
| 09/27/2018                           | 4443  | TESHA HUMPHRISS                | 250.00     |
| 10/01/2018                           | 4444  | GENOA TOWNSHIP                 | 250,000.00 |
| 10/05/2018                           | 4445  | MWEA                           | 135.00     |
| 10/05/2018                           | 4446  | BRITON OTT                     | 33.58      |
| 10/10/2018                           | 4447  | PORT CITY COMMUNICATIONS, INC. | 619.75     |
| 10/10/2018                           | 4448  | WEX BANK                       | 3,296.09   |
| 10/10/2018                           | 4449  | WINDSTREAM                     | 44.55      |
| <b>503FN TOTALS:</b>                 |       |                                |            |
| Total of 8 Checks:                   |       |                                | 255,078.97 |
| Less 0 Void Checks:                  |       |                                | 0.00       |
| Total of 8 Disbursements:            |       |                                | 255,078.97 |

| Check Date                                       | Check | Vendor Name  | Amount     |
|--|-------|--|------------|
| <b>Bank 595FN PINE CREEK OPERATING FUND #595</b> |       |  |            |
| 09/25/2018                                       | 2203  | GENOA TOWNSHIP D.P.W. FUND<br>Void Reason: MADE OUT FOR WRONG AMOUNT | 3,532.92 V |
| 09/25/2018                                       | 2204  | GENOA TOWNSHIP D.P.W. FUND   | 3,592.80   |
| 10/10/2018                                       | 2205  | CITY OF BRIGHTON   | 122,173.19 |
| <b>595FN TOTALS:</b>                             |       |  |            |
| Total of 3 Checks:                               |       |  | 129,298.91 |
| Less 1 Void Checks:                              |       |  | 3,532.92   |
| Total of 2 Disbursements:                        |       |  | 125,765.99 |

| Check Date                                | Check | Vendor Name                  | Amount   |
|---|-------|------------------------------|----------|
| Bank 592FN OAK POINTE OPERATING FUND #592 |       |                              |          |
| 09/25/2018                                | 4390  | AT&T LONG DISTANCE           | 40.46    |
| 09/25/2018                                | 4391  | BRIGHTON ANALYTICAL , L.L.C. | 410.00   |
| 10/02/2018                                | 4392  | DTE ENERGY                   | 1,707.04 |
| 10/02/2018                                | 4393  | BRIGHTON ANALYTICAL , L.L.C. | 370.00   |
| 10/02/2018                                | 4394  | DTE ENERGY                   | 2,880.02 |
| 10/05/2018                                | 4395  | CONSUMERS ENERGY             | 93.52    |
| 10/10/2018                                | 4396  | AT&T LONG DISTANCE           | 55.63    |
| 592FN TOTALS:                             |       |                              |          |
| Total of 7 Checks:                        |       |                              | 5,556.67 |
| Less 0 Void Checks:                       |       |                              | 0.00     |
| Total of 7 Disbursements:                 |       |                              | 5,556.67 |

| Check Date                                   | Check | Vendor Name                  | Amount    |
|--|-------|------------------------------|-----------|
| Bank 593FN LAKE EDGEWOOD OPERATING FUND #593 |       |                              |           |
| 09/25/2018                                   | 3466  | BRIGHTON ANALYTICAL , L.L.C. | 254.50    |
| 09/25/2018                                   | 3467  | CONSUMERS ENERGY             | 61.05     |
| 09/25/2018                                   | 3468  | GENOA TOWNSHIP D.P.W. FUND   | 1,017.96  |
| 10/02/2018                                   | 3469  | BRIGHTON ANALYTICAL , L.L.C. | 67.00     |
| 10/02/2018                                   | 3470  | CONSUMERS ENERGY             | 19.04     |
| 10/02/2018                                   | 3471  | DTE ENERGY                   | 3,185.96  |
| 10/05/2018                                   | 3472  | BRIGHTON ANALYTICAL , L.L.C. | 67.00     |
| 10/05/2018                                   | 3473  | CHARTER TOWNSHIP OF BRIGHTON | 932.50    |
| 10/10/2018                                   | 3474  | CITY OF BRIGHTON             | 20,081.10 |
| 10/10/2018                                   | 3475  | CITY OF BRIGHTON             | 9,428.88  |
| 593FN TOTALS:                                |       |                              |           |
| Total of 10 Checks:                          |       |                              | 35,114.99 |
| Less 0 Void Checks:                          |       |                              | 0.00      |
| Total of 10 Disbursements:                   |       |                              | 35,114.99 |

**GENOA CHARTER TOWNSHIP BOARD**  
**Regular Meeting**  
**October 1, 2018**

**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 and five persons in the audience.

A Call to the Public was made with the following response: Jason Forcier – A public hearing for the D.E.Q. request for a permit to build an additional dock and add a 60' x 60' of beach area to Perri Island (aka Toomi Island) was held on Sept. 26<sup>th</sup>. This request is excessive. The zoning is LRR and this permit will impact Oak Pointe and the lakes. The county controls the lake level and provides water to the Oak Pointe Golf course. In 1987 a 33' easement was granted to allow access to Perri Island. The same property controls a weir that is controlled by the county. Today access to that property is marketed to people as a vacation resort with anywhere from 8 to 40 vehicles being parked in that easement. The problem now is trespassing onto my property because they believe my dock is the access point to the island. People renting the facility have no boating experience. Pontoons are being packed with perhaps 20 persons including children. We appreciate the Township's letter requesting denial of the permit.

Brian Ahmedani – I live right across from the easement dock. I have seen as many as 20 people on the pontoon transporting people to and from the island. There is a real danger here with inexperienced boaters and it is not safe for my children. I am asking for the board's support because of a significant danger to people on the lake. Archinal - We have turned this matter over to the Township Attorney for review of the Township Ordinance and Mr. Perri's use of the island. Forcier- This is a commercial enterprise. I have two docks on my property and will be happy to get rid of my second dock under the guidance of the township ordinance.

Todd Walker (president of the Oak Pointe Marina Association) – Short term rentals constitute a commercial use and not a residential use. Reference was made to HB 4503 and SB 329. Reference is made to an unpublished opinion of the Michigan Court of Appeals, issued September 19, 2017 (Docket No. 332643). Most rentals on the lake are long term. Archinal – We have referred that information to our attorney.

Forcier – We are not here to say that no one can rent this house. It needs to be done respectfully of neighboring property owners.

**Approval of the Consent Agenda:**

Moved by Hunt and supported by Lowe to approve the Payment of Bills under the Consent Agenda. The motion carried unanimously

1. Payment of Bills.



**Approval of Regular Agenda:**

Moved by Lowe and supported by Ledford to approve for action all items listed under the Regular Agenda with the addition of the Minutes. The motion carried unanimously.

**2. Request to Approve Minutes: September 17, 2018**

Moved by Mortensen and supported by Croft to approve the minutes of the Sept. 17<sup>th</sup> meeting deleting the 2<sup>nd</sup> sentence regarding the receipt of the audit. The corrected minutes were voted and approved unanimously.

**3. Discussion regarding Genoa Township park property.**

Archinal – A 90 acre parcel adjacent to the township hall will no longer be considered for development as the land does not perk. The modular home on the property the township owns has been discussed by the Administrative Committee. We will make a recommendation as to disposition of the home along with additional walk paths within the township park area and possible exercise equipment and basketball courts. The board expressed no opposition and encouraged the Administrative Committee to move forward. No formal action was taken by the board.

**Member Discussion:**

Archinal – I am working with property management concerning the small garages and the size of the refuse and recycle bins. Advance has been cooperative solving the issues with condominiums as well as areas that don't allow turn around access for the carrier. The cost for an additional recycle bin is \$5.00 a month.

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



Paulette A. Skolarus, Clerk  
Genoa Charter Township Board

**Genoa Township Election Officials  
November 6, 2018 General Election  
Polly Skolarus (810) 224-5675  
Mary Krencicki (810) 588-6895**

**Pct. 1 Cleary University – 1921**

Ann Brennan, Co-Chair – R  
Kathleen Wisser, Co-Chair – D  
Margaret Withorn – R  
Margery James – R  
Cheryl Frasheski – D  
Gerald Matevia – D

**Pct. 9 Cleary University – 1514**

Joyce Matevia, Co-Chair – D  
John Vettraino, Co-Chair – R  
Mary Jo Lorr – D  
Kenneth Frasheski – D  
Mary Dubay – R  
Deborah Brennan – R

**Pct. 2 Three Fires School – 916**

Bill Rockwell, Co-Chair – R  
Tom Janego, Co-Chair – R  
Mary Scheloske – D  
Rita Woods – D  
Karen Wright – D

**Pct. 10 Three Fires School – 1460**

Mary Burgener, Co-Chair – D  
Barb Lewis, Co-Chair - D  
Robert Scheloske – D  
Thomas O'Brien - R  
Lynda Lawrence - R  
\*Beverly Hamilton - R

**Pct. 3 Community Bible Church – 1839**

\*Jack Hamilton, Co-Chair – R  
Joseph Nagy, Co-Chair – R  
Karen Brender – R  
Nicholas Murphy – R  
Elizabeth Hoover – R  
Vicki Slicker – D

**Pct. 5 Chilson Hill – 1030**

Becky Bayley, Co-Chair – D  
Zena Howard, Co-Chair – D  
Frederick Kulka – R  
Jaclyn Dunaski – D  
Vicki Strzalkowski – R

**Pct. 12 Chilson Hills – 154**

Paul Sebastian, Chair – R  
Barb Terry – D  
David Kent – L

**Pct. 7 Chilson Hills – 897**

Diane Assenmacher, Co-Chair – R  
Cynthia Grochowski, Co-Chair – R  
Carol Godwin – D  
Martin Lerner – R  
Jennifer McCauley – R

9/28/2018

**Pct. 6 Hornung Elementary – 2315**

**Bob Assenmacher, Co-Chair – R**

**Kristen Sapienza, Co-Chair – D**

**Gary Janareli – R**

**Marie Guerriero – R**

**Constance Jones – D**

**\*Makayla Rose Sapienza - R**

**Pct. 4 Church of the Nazarene – 1394**

**P.J. Sapienza, Co-Chair – D**

**Frank Woody, Co-Chair – R**

**Cindy Overby – R**

**Mary Monge – R**

**Clementine Billel – R**

**Vonda Belanger – R**

**Pct. 8 Church of the Nazarene – 1339**

**Richard Borowiec, Co-Chair – R**

**Tammy Dunaski, Co-Chair – D**

**Lee Fogle – D**

**Joseph Donatti – R**

**Elaine Pupilis - R**

**Penny Woody – R**

**Pct. 11 2/42 Church – 695**

**Tammy Lindberg, Co-Chair – R**

**John Wallbank, Co-chair – D**

**Jean Lizak – R**

**Lou Doucette – R**

**Richard Larson – R**

**Pct. 13 2/42 Church – 747**

**Bradford Lindberg, Co-Chair – D**

**Caroline Tyler, Co-Chair – D**

**Steve Lizak –R**

**Sally Larson – R**

**\*Patricia Rose – D**

**Absent Voter Counting Board # 1 – 1465**

**Precincts: 1, 2, 3, 5, 6**

**Carolyn Morrison, Co-Chair – R**

**Marilyn Smyth, Co-Chair – D**

**Janice Bhavsar – D**

**Hilda Kirsch – R**

**Sandra Ramiller – D**

**Cecelia McClure - R**

**\* Norma Pless – R**

**Absent Voter Counting Board #2 – 1667**

**Precincts: 4, 7, 8, 9, 10, 11, 12, 13**

**Virginia Wennerberg, Co-Chair – R**

**Sue Epp, Co-Chair – D**

**Vic Watson – R**

**Joseph Orczyk – R**

**John Kirsch – R**

**Bill Despot – D**

**\* Kathy Davis – R**

**\* Bruce Stancombe - D**

**Alternates**

**\* Diane Esper – D**

**\* Linda Kite – R**

**Receiving Board**

**Jennifer Kern - R**

**Kathleen Murphy - D**

**Lindsay Bugeja - D**

**Sharon Stone - R**

**Sue Sitner – R**

**\* New Election Worker**



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

## MEMORANDUM

**TO:** Honorable Board of Trustees  
**FROM:** Adam VanTassell  
**DATE:** October 15, 2018  
**RE:** Proposed BAFA Station 34 roof repair

Manager's Review: \_\_\_\_\_

The Brighton Area Fire Department recently reported water leaks in the roof of Station #34 on Dorr Road. Ethical Exteriors conducted an inspection and discovered that the roof has sustained significant damage (see attached report). Ethical Exteriors has prepared the following proposal to make repairs to the station's roof. A copy of the Dorr Road Station lease has also been attached.

### Recommended Motion

Moved by \_\_\_\_\_, Supported by \_\_\_\_\_ to approve the proposal from Ethical Exteriors for the repairs for \$36 400.00

**SUPERVISOR**

Bill Rogers

**CLERK**

Paulette A. Skolarus

**TREASURER**

Robin L. Hunt

**TRUSTEES**

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

**MANAGER**

Michael C. Archinal

# Precise Aerial Measurement Report

Prepared for you by Ethical Exteriors, Inc.



2755 Dorr Rd, Brighton, MI 48116

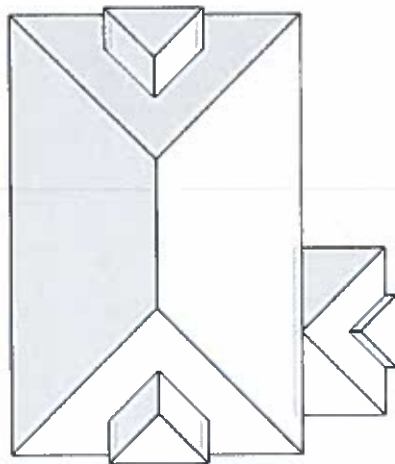


**Ethical Exteriors**

Building Relationships...One Roof at a Time!

Ethical Exteriors, Inc.  
10071 Colonial Industrial Dr.  
South Lyon, MI 48178

Todd Wilson  
tel. 517-404-7606  
email: [toddwilson@ethicalexteriors.com](mailto:toddwilson@ethicalexteriors.com)  
[www.ethicalexteriors.com](http://www.ethicalexteriors.com)



In this 3D model, facets appear as semi-transparent to reveal overhangs.

## PREPARED FOR

|                 |   |
|-----------------|---|
| <b>Contact:</b> | <b>Todd Wilson</b>  |
| <b>Company:</b> | <b>Ethical Exteriors, Inc.</b>                                    |
| <b>Address:</b> | <b>10071 Colonial Industrial<br/>Dr.<br/>South Lyon, MI 48178</b> |
| <b>Phone:</b>   | <b>517-404-7606</b>   |

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## MEASUREMENTS

Total Roof Area =7,592 sq ft  
 Total Roof Facets =16  
 Predominant Pitch =4/12  
 Number of Stories <=1  
 Total Ridges/Hips =385 ft  
 Total Valleys =88 ft  
 Total Rakes =0 ft  
 Total Eaves =450 ft  
 Total Penetrations =5  
 Total Penetrations Perimeter = 34 ft  
 Total Penetrations Area = 16 sq ft

Measurements provided by [www.eagleview.com](http://www.eagleview.com)



**Certified Accurate**

[www.eagleview.com/Guarantee.aspx](http://www.eagleview.com/Guarantee.aspx)

2755 Dorr Rd, Brighton, MI 48116

Report: 24990598

## IMAGES

The following aerial images show different angles of this structure for your reference.

Top View



2755 Dorr Rd, Brighton, MI 48116

Report: 24990598

## IMAGES

North Side



South Side





2755 Dorr Rd, Brighton, MI 48116

Report: 24990598

## IMAGES

East Side



West Side

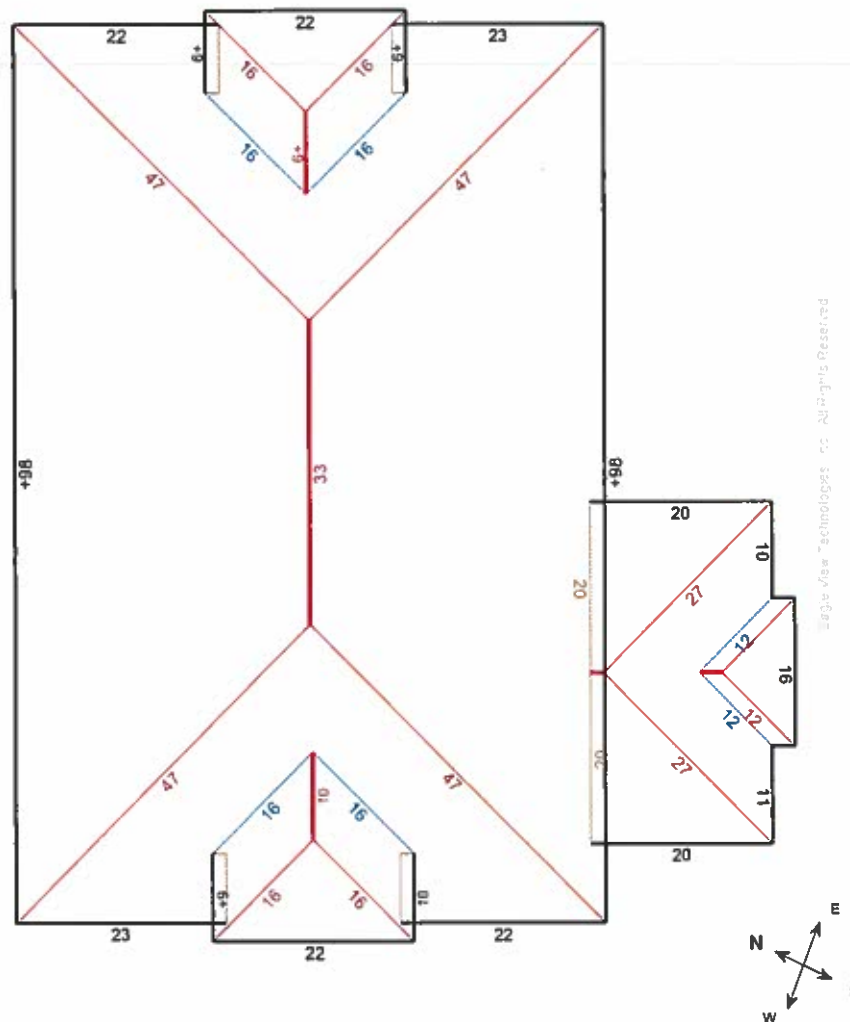


# LENGTH DIAGRAM

Total Line Lengths:  
**Ridges = 56 ft**  
 Hips = 329 ft

Valleys = 88 ft  
 Rakes = 0 ft  
 Eaves = 450 ft

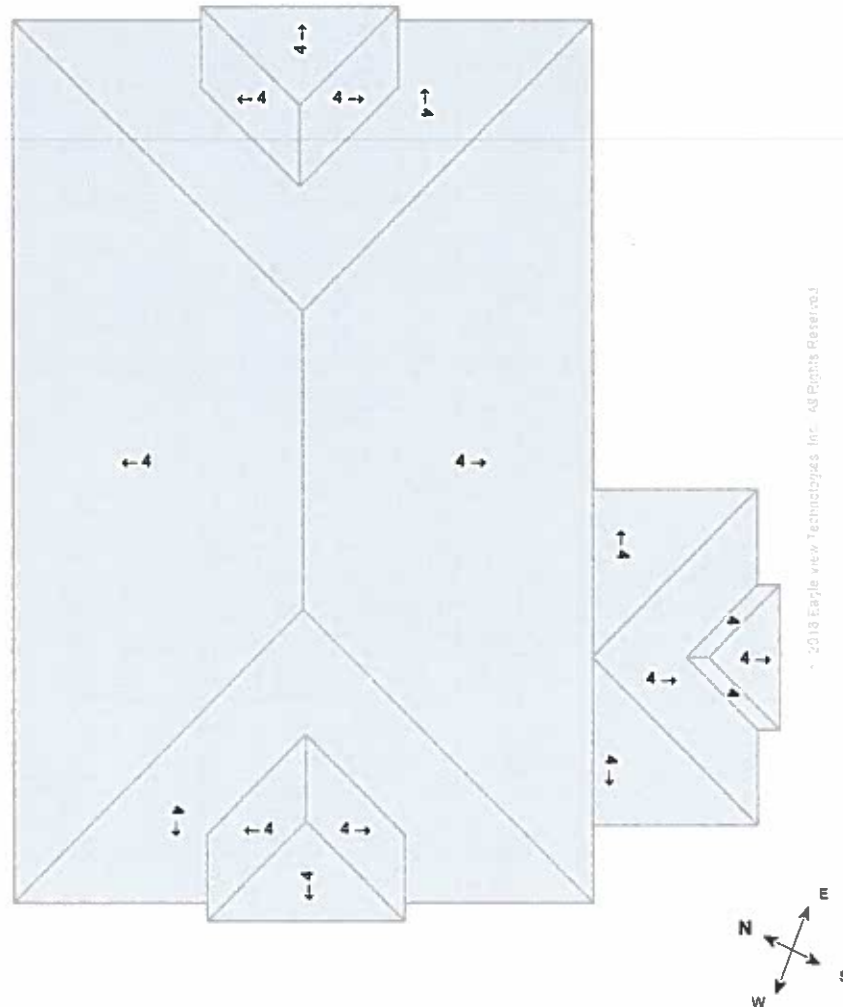
Flashing = 6 ft  
 Step flashing = 71 ft  
 Parapets = 0 ft



**Note: This diagram contains segment lengths (rounded to the nearest whole number) over 5.0 Feet. In some cases, segment labels have been removed for readability. Plus signs preface some numbers to avoid confusion when rotated (e.g. +6 and +9).**

## PITCH DIAGRAM

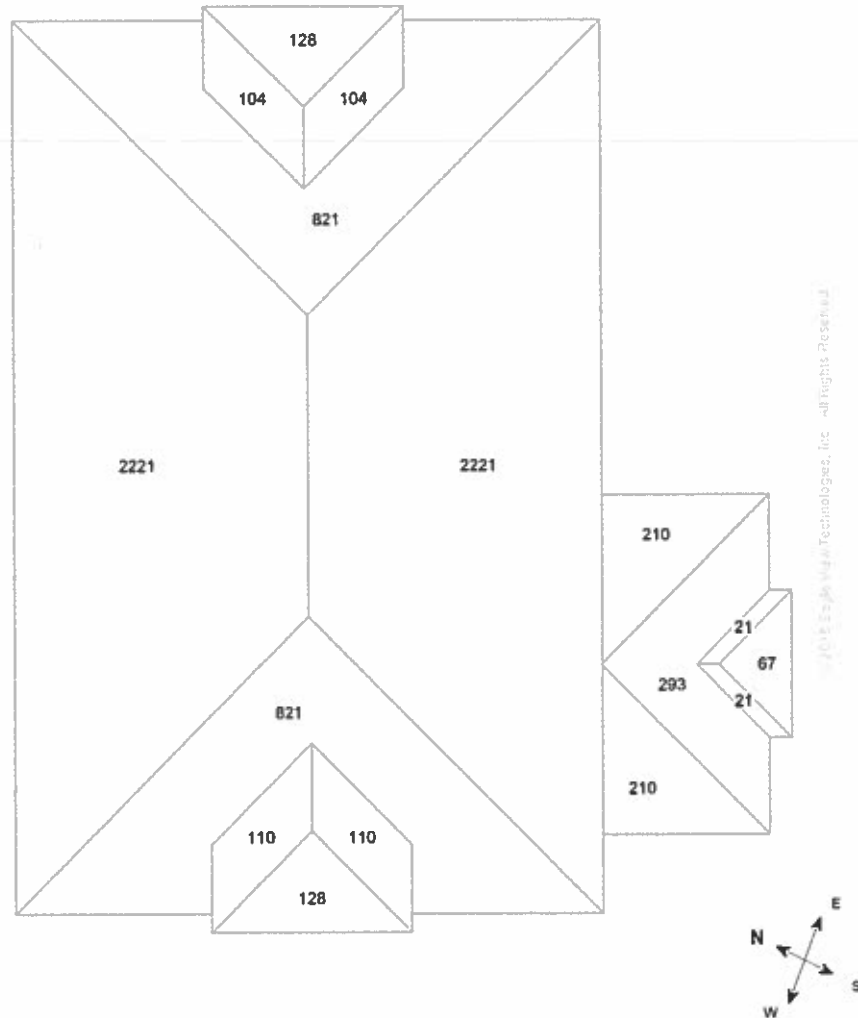
Pitch values are shown in inches per foot, and arrows indicate slope direction. The predominant pitch on this roof is 4/12



Note: This diagram contains labeled pitches for facet areas larger than 20.0 square feet. In some cases, pitch labels have been removed for readability. Blue shading indicates a pitch of 3/12 and greater.

# AREA DIAGRAM

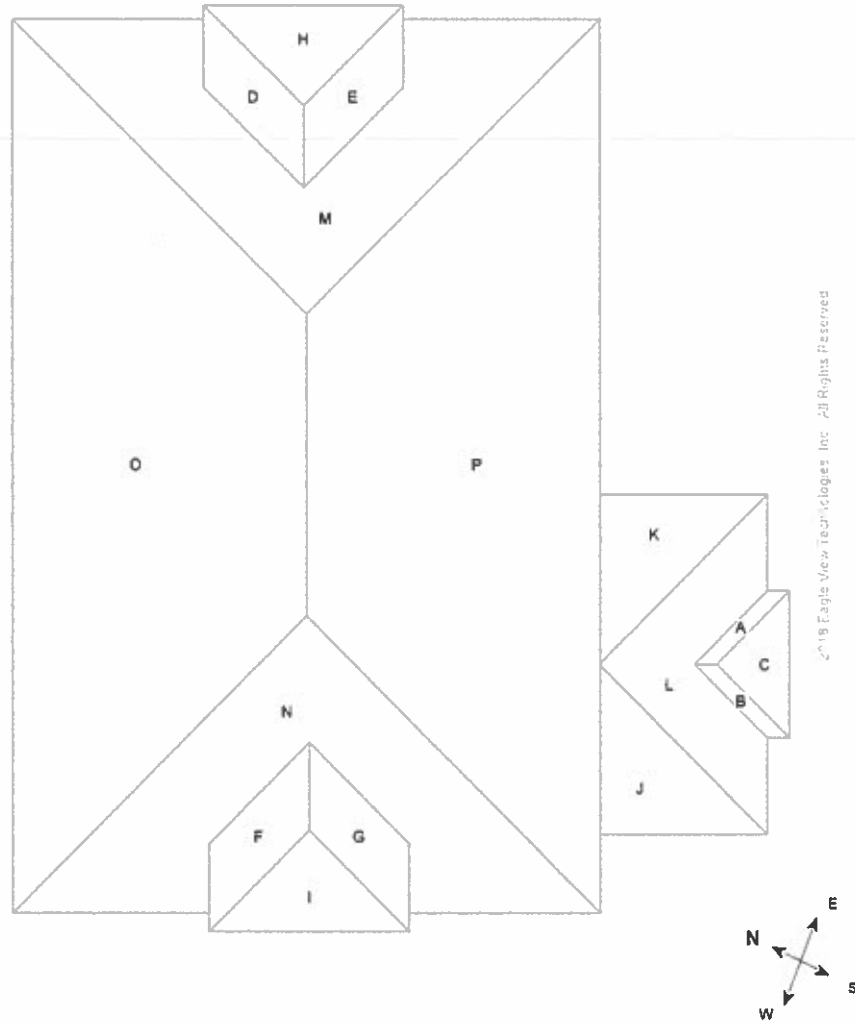
Total Area = 7,592 sq ft, with 16 facets.



**Note: This diagram shows the square feet of each roof facet (rounded to the nearest Foot). The total area in square feet, at the top of this page, is based on the non-rounded values of each roof facet (rounded to the nearest square foot after being totaled).**

# NOTES DIAGRAM

Roof facets are labeled from smallest to largest (A to Z) for easy reference.



**Note:** This diagram also appears in the Property Owner Report.

2755 Dorr Rd, Brighton, MI 48116

Report: 24990598

**PENETRATIONS NOTES DIAGRAM**

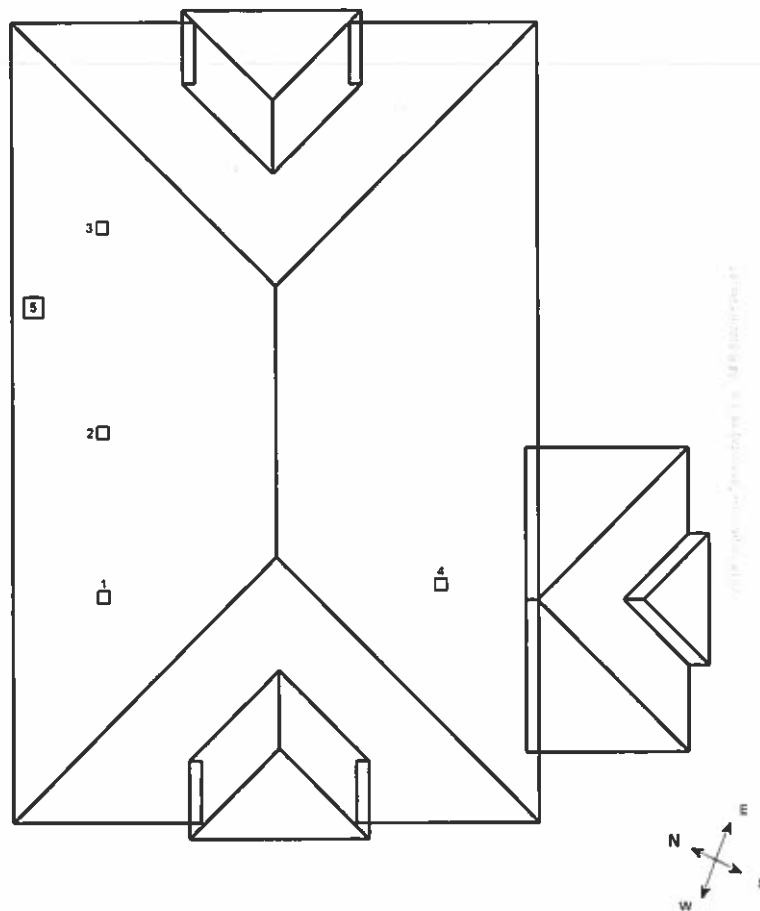
Penetrations are labeled from smallest to largest for easy reference.

Total Penetrations = 5

Total Penetrations Area = 16 sq ft

Total Penetrations Perimeter = 34 ft

Total Roof Area Less Penetrations = 7,576 sq ft



## REPORT SUMMARY

### Areas per Pitch

|                     |        |
|---------------------|--------|
| <b>Roof Pitches</b> | 4/12   |
| <b>Area (sq ft)</b> | 7591.8 |
| <b>% of Roof</b>    | 100%   |

The table above lists each pitch on this roof and the total area and percent (both rounded) of the roof with that pitch.

### Waste Calculation Table

| Waste %             | 0%    | 10%   | 12%   | 15%   | 17%   | 20%   | 22%   |
|---------------------|-------|-------|-------|-------|-------|-------|-------|
| <b>Area (sq ft)</b> | 7,592 | 8,351 | 8,503 | 8,731 | 8,883 | 9,110 | 9,262 |
| <b>Squares</b>      | 75.9  | 83.5  | 85.0  | 87.3  | 88.8  | 91.1  | 92.6  |

This table shows the total roof area and squares (rounded up to the nearest decimal) based upon different waste percentages. The waste factor is subject to the complexity of the roof, individual roofing techniques and your experience. Please consider this when calculating appropriate waste percentages. Note that only roof area is included in these waste calculations. Additional materials needed for ridge, hip, valley, and starter lengths are not included.

| Penetrations          | 1   | 2-4 | 5   |  |  |  |  |  |  |
|-----------------------|-----|-----|-----|--|--|--|--|--|--|
| <b>Area (sq ft)</b>   | 2.2 | 2.3 | 6.3 |  |  |  |  |  |  |
| <b>Perimeter (ft)</b> | 6   | 6   | 10  |  |  |  |  |  |  |

Any measured penetration smaller than 3.0x3.0 Feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.



Total Roof Facets = 16  
 Total Penetrations = 5

### Lengths, Areas and Pitches

Ridges = 56 ft (5 Ridges)  
 Hips = 329 ft (12 Hips)  
 Valleys = 88 ft (6 Valleys)  
 Rakes\* = 0 ft (0 Rakes)  
 Eaves/Starter\*\* = 450 ft (19 Eaves)  
 Drip Edge (Eaves + Rakes) = 450 ft (19 Lengths)  
 Parapet Walls = 0 (0 Lengths)  
 Flashing = 6 ft (4 Lengths)  
 Step flashing = 71 ft (6 Lengths)  
 Total Area = 7,592 sq ft  
 Total Penetrations Area = 16 sq ft  
 Total Roof Area Less Penetrations = 7,576 sq ft  
 Total Penetrations Perimeter = 34 ft  
 Predominant Pitch = 4/12

### Property Location

Longitude = -83.8329212  
 Latitude = 42.5620087

### Notes

This was ordered as a commercial property. There were no changes to the structure in the past four years.

\* Rakes are defined as roof edges that are sloped (not level).  
 \*\* Eaves are defined as roof edges that are not sloped and level.

2755 Dorr Rd, Brighton, MI 48116

Report: 24990598

**Online Maps**

Online map of property

[http://maps.google.com/maps?f=q&source=s\\_q&hl=en&geocode=&q=2755+Dorr+Rd,Brighton,MI,48116](http://maps.google.com/maps?f=q&source=s_q&hl=en&geocode=&q=2755+Dorr+Rd,Brighton,MI,48116)

Directions from Ethical Exteriors, Inc. to this property

[http://maps.google.com/maps?f=d&source=s\\_d&saddr=10071+Colonial+Industrial+Dr.,South+Lyon,MI,48178&daddr=2755+Dorr+Rd,Brighton,MI,48116](http://maps.google.com/maps?f=d&source=s_d&saddr=10071+Colonial+Industrial+Dr.,South+Lyon,MI,48178&daddr=2755+Dorr+Rd,Brighton,MI,48116)

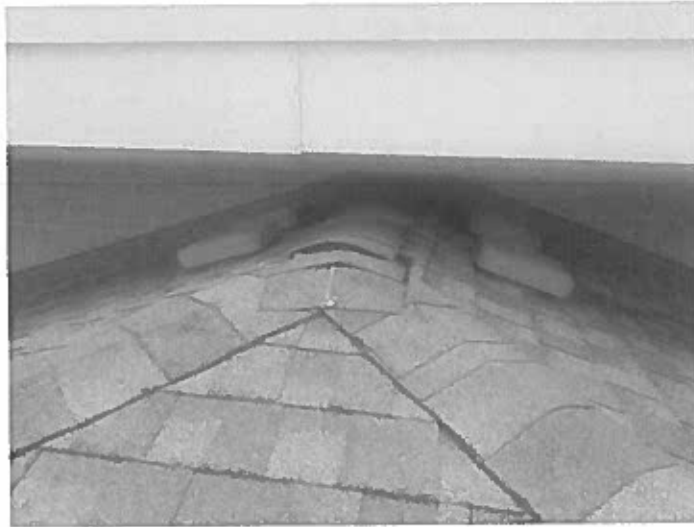




# Ethical Exteriors

Building Relationships...One Roof at a Time!

**Roof Inspection**  
**Genoa Township Fire Department**  
**2755 Dorr Rd., Brighton, MI 48116**  
**October 1, 2018**



**Improper ventilation method. Ridge vent and box vents together cause cross ventilation.**



**10071 Colonial Industrial Dr., South Lyon, MI 48178**  
**Office: (517) 404-7606 \* Fax: (248) 573-0398**



**Rotted plywood where racked/stacked seams are extremely close.**



**Additional rotted plywood on north side of roof.**



**Seams stacked on each other.**



**Severe buckling on north side of roof.**

**10071 Colonial Industrial Dr., South Lyon, MI 48178  
Office: (517) 404-7606 \* Fax: (248) 573-0398**



**Backed out nail where leak is directly present in fire bay.**



**Numerous backed-out nails—a result of poor ventilation issues.**



**Additional backed-out nail example.**

**10071 Colonial Industrial Dr., South Lyon, MI 48178  
Office: (517) 404-7606 \* Fax: (248) 573-0398**

Nail pops, dipping and popped seams are present in multiple locations. On October 1, 2018, as a temporary repair, Ethical Exteriors nailed down or replaced all exposed/backed-out nails and caulked the nail heads and necessary seams on the entire roof.

Due to multiple repair areas, along with the presence of improper ventilation, an estimate for a full roof replacement with an aerial measurement report will be submitted for your consideration.

Sincerely,

*Todd Wilson*

Owner/Operator

Mobile: (517) 672-2912

License I.D. 2103195740



# Ethical Exteriors

Building Relationships...One Roof at a Time!

10071 Colonial Industrial Dr.  
South Lyon, MI 48178

Phone: (517) 404-7606 Fax: (248) 573-0398

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 10/2/2018 | 3662       |

### Billing Address

Genoa Township  
2911 Dorr Rd.  
Brighton, MI 48116

### Worksite Address

Brighton Area Fire Station 34  
2755 Dorr Rd.  
Brighton, MI 48116  
Contact: Adam VanTassell  
(810) 227-5225; adam@genoa.org

All material is guaranteed to be as specified. All work will be performed in accordance with the drawings and specifications provided. Services will be completed in an ethical, substantial, workmanlike manner to the stated price. In the event that unforeseen conditions are realized during the project, Ethical Exteriors will notify the owner and provide an estimate for any additional material and/or labor cost requirements.

|   |
|---|
| <b>Project</b>                          |
| 181002 Fire Station 34/Roof Replacement |

| Description   | Total        |
|---|--------------|
| <p><b>FULL ROOF REPLACEMENT - 91 SQ.</b></p> <p>*Total measurement includes all starter, field and cap shingles with a 12% waste factor.</p> <ol style="list-style-type: none"> <li>1. Obtain permit</li> <li>2. Stage grounds to maintain integrity of Township property; construct a wall around roof perimeter, with 2x10s, to prevent falling debris</li> <li>3. Designate work area with caution tape; provide a grounds/safety monitor during entire project to monitor bay doors and entrances; continuously run magnet over grounds to collect any loose nails; ground crew to wear hard hats</li> <li>4. Stage roof for fall protection</li> <li>5. Complete tear off and removal of debris: (1) layer, 91 sq.</li> <li>6. Inspect decking and replace plywood as necessary--first (10) sheets included in estimate (additional sheets at \$40 each)</li> <li>7. Re-nail plywood seams as necessary</li> <li>8. Remove all existing box vents and close holes with new plywood--clipped and nailed properly</li> <li>9. Install wide-lip drip edge on entire perimeter--color coded to match fascia</li> <li>10. Install 9 feet of CertainTeed WinterGuard™ Sand ice and water shield on all eave edges and valleys; install on vertical walls and projections (4 soil pipes, 1 vent)</li> <li>11. Install GAF Tiger Paw™ Synthetic Roof Deck Protection on remaining decking</li> <li>12. Install GAF Pro-Start® Eave/Rake Starter Strip Shingles on all eave and rake edges</li> <li>13. Install lifetime-limited, algae-resistant, GAF Timberline® high-definition, dimensional shingles (Color: Weathered Wood)</li> <li>14. Step flash vertical walls</li> <li>15. Install (4) new soil pipe flashings</li> </ol> | 36,400.00    |
| All of us at Ethical Exteriors thank you for the opportunity to quote these services!   | <b>Total</b> |

#### IMPORTANT:

\* All vehicles must be cleared from driveway and immediate area for dumpster delivery and to avoid damage by equipment or falling material. All pets must be indoors or secured by rope or fence and clear from the immediate working area to avoid harm to pets or harm to crew members. Unfortunately, due to recurrences of the above, Ethical Exteriors may impose a \$50 additional charge for noncompliance. We appreciate your understanding.

\*\* This estimate is valid 60 days after origination date--additional material and/or labor costs may apply after 60 days.

\*\*\*Work performed does not ensure ice dam prevention. Warranty does not cover ice dam removal should they occur. Ice dams develop as a result of heat loss and/or improper ventilation. Best practices will be performed to deter water infiltration.

Customer Signature Approving Project: \_\_\_\_\_

Date: \_\_\_\_\_



# Ethical Exteriors

Building Relationships...One Roof at a Time!

10071 Colonial Industrial Dr.  
South Lyon, MI 48178  
Phone: (517) 404-7606 Fax: (248) 573-0398

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 10/2/2018 | 3662       |

### Billing Address

Genoa Township  
2911 Dorr Rd.  
Brighton, MI 48116

### Worksite Address

Brighton Area Fire Station 34  
2755 Dorr Rd.  
Brighton, MI 48116  
Contact: Adam VanTassell  
(810) 227-5225; adam@genoa.org

All material is guaranteed to be as specified. All work will be performed in accordance with the drawings and specifications provided. Services will be completed in an ethical, substantial, workmanlike manner to the stated price. In the event that unforeseen conditions are realized during the project, Ethical Exteriors will notify the owner and provide an estimate for any additional material and/or labor cost requirements.

|   |
|---|
| <b>Project</b>                          |
| 181002 Fire Station 34/Roof Replacement |

| Description  | Total                    |
|--|--------------------------|
| <p>16. Inspect attic to determine proper ventilation; install new bathroom damper vents to exhaust through the roof, with insulated flex tubes, as necessary</p> <p>17. Install hip vent on lower roof line--eave edge to ridge on (2) hips</p> <p>18. Cut in and install high-grade ridge ventilation system (end to end) on entire peak</p> <p>19. Install GAF Seal-A-Ridge® Hip-and-Ridge Shingles on all hips and ridges</p> <p>10-Year Workmanship Warranty<br/>WARRANTY UPGRADE: An upgrade to GAF's System Plus Warranty, for material defects, is included. This upgrade provides 40-year labor coverage to tear off existing shingles and 40-year labor and material coverage to install new shingles. Does not include cost for disposal. Prorating begins after the first 20 years.</p> <p>No Money Down<br/>Full Payment Due Upon Job Completion<br/>3-Day Job Completion (Weather Permitting)</p> |                          |
| All of us at Ethical Exteriors thank you for the opportunity to quote these services!  | <b>Total</b> \$36,400.00 |

### IMPORTANT:

\* All vehicles must be cleared from driveway and immediate area for dumpster delivery and to avoid damage by equipment or falling material. All pets must be indoors or secured by rope or fence and clear from the immediate working area to avoid harm to pets or harm to crew members. Unfortunately, due to recurrences of the above, Ethical Exteriors may impose a \$50 additional charge for noncompliance. We appreciate your understanding.

\*\* This estimate is valid 60 days after origination date--additional material and/or labor costs may apply after 60 days.

\*\*\*Work performed does not ensure ice dam prevention. Warranty does not cover ice dam removal should they occur. Ice dams develop as a result of heat loss and/or improper ventilation. Best practices will be performed to deter water infiltration.

Customer Signature Approving Project: \_\_\_\_\_

Date: \_\_\_\_\_

www.ethicalexteriors.com

toddwilson@ethicalexteriors.com

Moved by Ledford, supported by Mortensen to approve construction of 2015 sidewalk improvements in the amount of \$119,211.57 with the following provisions:

1. The residents agree to the switch over to concrete aprons.

The motion carried unanimously.

**7. Request for approval of a lease renewal for Stations #34/35 with the Brighton Area Fire Authority.**

McCririe stated this is a five-year renewal and the existing contract is going well.

Moved by Smith, supported by Hunt to approve the lease renewal for Stations #34/35 with the Brighton Area Fire Authority. The motion carried unanimously.

**8. Consider approval of budgets for the Michigan Association of Planning Annual Conference.**

McCririe stated that Mr. Brown's name is listed twice. One of these two entries will be changed to include Mr. Mortensen's attendance.

Moved by Rowell, supported by Ledford to approve budgets for the Michigan Association of Planning Annual Conference. The motion carried unanimously.

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

Moved by Ledford, supported by Rowell to enter closed session. The motion carried unanimously. Closed session began at 6:53 p.m.

Moved by Smith, supported by Rowell to end closed session. Motion carried unanimously. The regular meeting resumed at 7:40 p.m.

Correspondence was reviewed.

Member Discussion - none

Moved by Rowell, supported by Mortensen to adjourn. Motion carried unanimously. The regular meeting of the Genoa Charter Township was adjourned at 7:45 p.m.

(Press Argus 09/25/15)

Kathryn Poppy, Recording Secretary  
Genoa Charter Township

Gary McCririe, Supervisor  
Genoa Charter Township



# BRIGHTON AREA FIRE AUTHORITY

615 W. Grand River Ave.

Brighton, MI 48116

o: 810-229-6640 f: 810-229-1619

July 9, 2015

Michael Archinal  
Township Manager  
2911 Dorr Road  
Brighton, MI 48116

RE: Renewal Term of Lease Agreement, Stations 34/35

Manager Archinal,

Based on the lease agreement between Genoa Charter Township and the Brighton Area Fire Authority dated the 9<sup>th</sup> December, 2010, the Fire Authority is requesting to extend the lease agreement (Station 34 and Station 35) for an additional five year period beginning October 1, 2015 (Section 3B).

The Authority will continue to agree to all terms and conditions as outlined in the lease agreement.

If you have questions or concerns please feel free to contact me at 810-229-6640 or by email at [mobrian@brightonareafire.com](mailto:mobrian@brightonareafire.com).

Cordially,

A handwritten signature in black ink, appearing to read "MOB", is written over the typed name of Michael O'Brien.

Michael O'Brien, CFO, MiFirE  
Fire Chief



**LEASE FOR 2755 DORR ROAD**

**1. PARTIES**

This lease, dated this 9<sup>th</sup> day of ~~September~~ <sup>December</sup> 2010, is made by and between GENOA CHARTER TOWNSHIP, a municipal corporation, whose address is 2911 Dorr Road, Brighton, MI 48116, (hereinafter called "Lessor"), and the BRIGHTON AREA FIRE AUTHORITY, whose address is 615 West Grand River, Brighton, MI 48114, (hereinafter called "Lessee").

WITNESSETH:

**2. PREMISES**

In consideration of the mutual covenants and agreements set forth herein, Lessor hereby leases to Lessee Lessee hereby leases from Lessor, certain real property situated in the Township of Genoa, County of Livingston, State of Michigan, with the address 2755 Dorr Road, Brighton, Michigan, known as Station 34 more particularly described on Exhibit A, subject to easements, restrictions of record and Genoa township ordinances, to be used as a fire station and related uses. Said real property, including the land and all easements, tenements, improvements and appurtenances therein, is herein called "the Premises."

**3. TERM**

A. The term of this lease shall be for five (5) years, commencing on ~~October~~ <sup>January</sup> 1, 2010 ("commencement date"), and ending on September 30, 2015, ("termination date") unless terminated sooner by either party under the terms of this lease.

B. Provided Lessee is not in default hereof, Lessee and Lessor may by agreement, extend the lease for an additional term as the parties shall so agree (the "Renewal Term"). All terms and conditions contained in this Lease shall apply during such Renewal Term. All references to "term" throughout this Agreement shall include the Initial Term and Renewal Term.

**4. USE**

Lessee shall not occupy or use, or permit any portion of the premises to be occupied or used, for any business or purpose other than the use as set out in Section 2. Lessee shall not create any nuisance, or commit waste.

**5. RENT**

Lessee's rent for the Premises shall be one dollar (\$1.00) and Lessee's portion of the maintenance of the Premises as set forth in Section 3 for the Lease Term (and the Renewal Term, if applicable). Lessee shall pay the \$1.00 rent at the beginning of the

Term and again at the beginning of the Renewal Term, if applicable, at Lessor's address as set forth above and shall pay the maintenance expenses as they become due as provided herein.

#### **6. QUIET ENJOYMENT**

Lessor hereby warrants that Lessor has the right to lease the premises to Lessee and that the individuals executing this lease are fully authorized to and legally capable of executing this lease on behalf of Lessor. Lessor covenants that Lessee shall, while Lessee is not in default of the terms of this lease, peaceably and quietly hold and enjoy the premises for the lease term, subject to easements, restrictions of record and Genoa Township ordinances, without interference or hindrance from Lessor or persons claiming by or through Lessor.

#### **7. LESSOR'S ACCESS TO THE PREMISES**

Provided that the exercise of such rights does not unreasonably interfere with Lessee's use or occupancy of the premises, Lessor shall have the right to enter the premises at reasonable times during normal business hours and upon reasonable advance notice to Lessee (except in the case of an emergency) for the purpose of making alterations, repairs or improvements to the premises, or to show the premises to prospective lessees, and for other reasonably related and lawful purposes.

#### **8. COMPLIANCE WITH LAWS**

Lessee shall, at Lessee's expense, perform, or cause to be performed, any alterations, repairs, improvements or replacements related to the use, condition or occupancy of the premises, including, but not limited to, laws relating to design, construction, energy conservation, environmental, fire, health, and safety laws.

Should Lessee fail to comply with any such laws, rules or regulations, Lessor may, at its option, make any such repairs, alterations or replacements and charge the costs incurred to Lessee as additional rent which shall become due and payable upon receipt of written notice by Lessee.

#### **9. ALTERATIONS AND FIXTURES**

Lessee and Lessor acknowledge that the Leased Premises is currently configured to accommodate the use intended by Lessee.

A. Installation by Lessee. Lessee may improve the Leased Premises as is reasonably necessary to conduct its operations in the Leased Premises, provided, however, that no such alterations or improvements shall be made unless and until Lessee submits plans and specifications for such improvements/alterations to Lessor and Lessor approves such improvements/alterations in writing at least twenty (20) days prior to the commencement of any such construction. Lessee shall be responsible for

obtaining all necessary governmental permits and approvals (including building permits and certificates of occupancy) required for such construction. For purposes of this Section, alterations and/or improvements shall include, but not be limited to, carpentry work, installation of cabinetry, counter tops, exterior signs, floor covering, interior or exterior lighting, plumbing fixtures, shades, canopies or awnings, changes to the building exterior, mechanical, electrical or sprinkler systems or any other change in the structure or appearance of the Leased Premises. At least twenty (20) days prior to the commencement of any such Alterations, additions or improvements pursuant to this Section, Lessee shall notify Lessor so that Lessor may record and post notices of non-responsibility. Notwithstanding the foregoing, Lessee may, without Lessor's consent, make interior non-structural Alterations in and to the Leased Premises which are consistent in quality, color and decor to any plans and specifications previously approved by Lessor; provided that (a) the cost thereof does not exceed Five Thousand Dollars (\$5,000) during any lease year, and (b) electrical, plumbing and HVAC systems and the building exterior shall be deemed structural for purposes of the foregoing.

**B. Removal by Lessee.** All Alterations decorations, additions and improvements made by Lessee shall be deemed to have attached to the leasehold and to have become the property of Lessor upon such attachment, and upon expiration of this Lease or any renewal term thereof, Lessee shall not remove any of such alterations, decorations, additions and improvements (hereinafter collectively referred to for purposes of this Section as "Alterations"), except trade fixtures and signs installed by Lessee and personal property of Lessee installed and/or purchased by Lessee after the effective date of this Lease (hereinafter collectively referred to as "Lessee's Property"). All trade fixtures and/or personal property existing on the Premises prior to the effective date of this lease shall be deemed property of Lessor. Lessor, at the expiration of the term, may elect to require Lessee to remove all or any part of Lessee's Property and/or the Alterations made by Lessee, and, in such event, or in the event Lessee elects to remove Lessee's Property, such removal shall be done at Lessee's cost and expense, and Lessee shall, at its cost and expense, repair any damage to the Leased Premises caused by such removal, provided that Lessor may remove such Lessee's Property and/or Alterations, and Lessee shall pay to Lessor Lessor's cost of removal within ten (10) days after the receipt of a bill therefore. In the event Lessor does not so elect or Lessee vacates the Leased Premises without so removing Lessee's Property, such Lessee's Property and/or Alterations, as the case may be, shall become Lessor's property.

## 10. END OF TERM HOLDOVER

If Lessee remains in possession of the premises at the expiration of the term, or any renewal thereof, Lessee shall be deemed to be occupying the premises as a Lessee from month to month, at the same monthly rental that applied during the last month of the term or any renewal term. In the event of a holdover, Lessee's occupancy of the premises shall be subject to all other provisions of this lease, but only as they are applicable to a month-to-month tenancy.

## 11. SERVICES

During the term of this Lease, Lessee shall, at its sole cost and expense, supply or arrange for the supply of electricity, heat, water, refuse disposal, telephone, sewer service and other utilities to the Leased Premises and shall pay for the same when due. Lessor shall not be liable to Lessee in damages or otherwise (i) if any utility shall become unavailable from any public utility company, public authority or any other person or entity, (ii) if either the quantity or character of such utility is changed or is no longer suitable for Lessee's requirements, or (iii) for any interruption or failure in a utility service (including, without limitation, any heating, ventilation or air conditioning) caused by the making of any necessary repairs or improvements or by any cause beyond Lessor's reasonable control, and the same shall not constitute a termination of this Lease or an eviction of Lessee, nor shall the Rent abate to any extent whatsoever as a result thereof.

## 12. MAINTENANCE AND REPAIRS

A. **Lessor's Obligations.** Lessor shall, at its cost, maintain, repair or replace structural elements and equipment, including exterior and interior walls, roof and roofing, foundation, glass doors, heating, plumbing, (including the computerized components of mechanical, electrical and engineering systems) sidewalks, parking lots, driveways, and like structural elements and equipment.

B. **Lessee's Obligations.** Lessee shall maintain the premises in a clean, orderly and sanitary condition. Lessee shall, throughout the term, take good care of the premises and fixtures and appurtenances therein, and make all minor and nonstructural repairs thereto as and when needed to preserve the premises in good order and condition. Lessee shall also perform snow removal and maintain the landscaping of the Premises including but not limited to lawn mowing, weeding, mulching of landscape beds, planting of annuals and replacement of dead trees, shrubs and perennials so that the landscaping of the Premises is maintained in its condition at the time of the effective date of this lease. At the expiration or other termination of this lease, Lessee will surrender peaceable possession of the Premises in as good condition as they were at the commencement date, excepting reasonable wear and tear, and damage by fire or other casualty. Lessee shall give Lessor prompt notice of any accident or needed repairs or replacements.

Notwithstanding the above, Lessee shall contract for, in its own name, and shall pay for a qualified service contractor to inspect, adjust, clean and repair heating, ventilating and air conditioning equipment (the "HVAC system"), including changing filters on a quarterly basis (the "quarterly maintenance"). Lessee shall deliver to Lessor a copy of Lessee's current service contract from time to time during the term of this Lease. The service contract must include all services suggested by the equipment manufacturer within the operation/maintenance manual. Lessee shall from time to time upon Lessor's request furnish proof reasonably satisfactory to Lessor that all such

systems and equipment are being serviced in accordance with the maintenance/service contract. So long as Lessee performs its quarterly maintenance obligations of the HVAC system, Lessor shall be responsible for all maintenance and repairs to the HVAC system (other than the quarterly maintenance). If, however, Lessee does not perform its quarterly maintenance obligation as specified above, then upon such failure, all repair and maintenance for the HVAC system shall become Lessee's obligation.

### **13. ASSIGNMENTS AND SUBLEASES**

Lessee agrees not to assign or sublet all or any part of the premises without Lessor's prior written consent, which shall not be unreasonably withheld or delayed. Any unauthorized assignment or subletting of this Lease shall be null and void.

### **14. INDEMNIFICATION AND HOLD HARMLESS**

Lessor and Lessee shall indemnify and save each other harmless from and against any and all liabilities, claims and costs (including reasonable attorney fees, penalties and fines) for death, injury or damages to persons, or property during the term of this lease, arising from (a) any default by each in the performance of its obligations under this lease, or (b) any acts, omissions, or negligence of each party or its agents and employees. If any action or proceeding is brought against the other based upon any such claim, the party at fault shall cause such action to be defended, at its expense, by counsel reasonably satisfactory to the other party. This hold harmless and indemnity shall survive termination of this lease.

### **15. FORCE MAJEURE**

In the event Lessor or Lessee is delayed, hindered or prevented from performing any act or thing required hereunder by reason of strikes, lockouts, labor troubles, casualties, failure or lack of utilities, governmental laws or regulations, riots, insurrection, war, acts of God, or other causes beyond the reasonable control of Lessor or Lessee, neither party shall be liable for the delay, and the period for the performance by either party shall be extended for a period equivalent to the period of such delay. The foregoing shall be inapplicable to the payment of rent by Lessee and to the delivery of the premises by Lessor.

### **16. HAZARDOUS MATERIALS**

Lessee warrants that neither Lessee, nor to Lessee's knowledge, has any third party used, generated, managed, treated or disposed of any regulated or environmentally hazardous substance on, under or about the premises or transported any regulated or environmentally hazardous substance to or from the premises in violation of any state or federal environmental statutes or regulations.

Lessee shall not introduce or cause to be introduced into the Leased Premises or the building located thereon any material or substance that is now or in the future

defined, listed or classified by the Environmental Protection Agency, the Occupational Safety and Health Administration or the National Institute of Safety and Health or any federal, state or local agency having jurisdiction over work place safety or environmental protection or any of their successor agencies or authorities, as a hazardous substance, hazardous waste, toxic substance, toxic waste, pollutant or contaminant (collectively "Hazardous Material"); except, such Hazardous Material as is reasonably necessary for the conduct of Lessee's operations, and in such amounts and in such manner as is in compliance with all applicable federal, state and local statutes and regulations. If, however, Lessee shall introduce or cause to be introduced any Hazardous Material into the Leased Premises or the building, Lessee shall, upon notice of such condition, immediately disclose in person or by telephone and confirm in writing the presence of the Hazardous Material to Lessor and Lessee shall have the duty to remove the Hazardous Material promptly and, any failure of Lessee to immediately remove such hazardous materials shall be a material breach of this Agreement. Lessee shall indemnify and defend Lessor for and hold Lessor harmless from any and all claims, liability, damage or injury in any way relating to or arising out of the Hazardous Material or exposure thereto. The words "claims", "liability", "damage" or "injury" shall include, but not be limited to, any and all liabilities, judgments or costs to comply with injunctive relief or any order of any court or governmental agency or authority, investigation costs, response costs, clean-up costs, remediation costs, costs to defend (including costs of appeal) any claim or proceeding in any way relating to or arising out of the Hazardous Material or exposure thereto and all costs incurred to establish Lessor's right in indemnification and to recover any sums due from Lessee. Lessee's obligation to indemnify, defend and hold Lessor harmless pursuant to this Section 16 shall survive the expiration or earlier termination of this Lease.

#### **17. DESTRUCTION OF THE PREMISES**

If during the term of this lease, the premises are destroyed or damaged in whole or in part by fire or other casualty (even if only part of the building other than the premises is damaged), Lessor shall promptly and diligently repair the premises unless the lease is terminated as hereinafter provided.

Within thirty (30) days of the date of such damage, Lessor shall notify Lessee whether or not Lessor will restore the premises, and provide Lessee with Lessor's anticipated time frame for the restoration or that the restoration cannot be completed within a four (4) month period. If the damage renders the premises untenable for Lessee's intended purposes in whole or in part, and is so extensive that Lessor cannot restore or repair the premises to pre-casualty condition within a period of four (4) months from the date of such fire or other casualty, either party shall have the right to terminate this lease by notice to the other party. In the event the damage, in Lessor's reasonable opinion, can be restored to pre-casualty condition within a period of four (4) months from the date of such fire or other casualty, Lessor shall undertake to restore the premises and the building in a prompt and diligent manner.

#### **18. EMINENT DOMAIN**

If any part of the premises shall be taken or condemned by eminent domain or sale in anticipation thereof and renders the premises unsuitable for the business of Lessee, the term of this lease shall cease and terminate as of the date title to the premises vests in the condemning authority. All compensation awarded for any taking under the power of eminent domain, whether for the whole or a part of the premises, shall be the property of the Lessor, whether awarded compensation for diminution in the value of the leasehold or to the fee of the premises or otherwise, and Lessee hereby assigns to Lessor all of the Lessee's right, title and interest in and to any and all such compensation; provided, however, that Lessor shall not be entitled to any award properly belonging to Lessee, including, but not limited to, the taking of Lessee's trade fixtures, furniture or for an award for moving expenses.

## 19. DEFAULT

Lessor:

If Lessor defaults in the performance of any term, covenant, or condition required to be performed under this lease, Lessee may elect either one of the following:

(a) After not less than thirty (30) days written notice (or such lesser notice as is reasonable in the event of emergency repairs) to Lessor, Lessee may remedy such default by any necessary action, and in connection with such remedy may pay expenses and employ counsel and all sums expended or obligations incurred by Lessee in connection therewith shall be paid by Lessor to Lessee on demand; or

(b) Elect to terminate this lease on giving at least forty-five (45) days notice to Lessor, thereby terminating this lease on the date designated in such notice, unless Lessor shall have cured such default prior to expiration of the forty-five (45) day period.

Lessee:

Upon the nonpayment of the whole or any portion of rent at the time same becomes due and payable, Lessor may declare this lease at an end and recover possession of the premises as if the same were held by forcible detainer, and Lessee does hereby waive notice of such election, or of any demand for the possession of the premises.

If suit is brought to recover possession of the Premises, to recover any rent or any other amount due under the provisions of this Lease, or because of the breach of any other covenant to be performed by Lessee, and a breach is established, then Lessee shall pay to Lessor all expenses incurred in the action, including reasonable attorney fees, which shall be deemed to have been incurred on the commencement of the action and shall be enforceable whether or not the action is prosecuted to judgment.

## 20. SIGNS

Lessee will be allowed to maintain the sign or letters on the outside of the building that are present at the time of the effective date of this lease. Lessee may add additional or different signs with Lessor approval.

## 21. RULES AND REGULATIONS

Lessor shall have the right from time to time to prescribe reasonable rules and regulations for Lessee's use of the premises and common areas upon written advance notice to Lessee, and Lessee shall observe and comply with such rules, if any, provided, however, that any such rules and regulations are consistent with the terms and provisions of this lease.

## 22. NO JOINT VENTURE

Nothing contained herein nor the acts of the parties shall be deemed or construed to create the relationship of principal and agent, partnership, joint venture, or similar relationship or arrangement, it being understood that the relationship between the parties is solely that of Lessor and Lessee.

## 23. INSURANCE AND WAIVER OF SUBROGATION

A. Lessee's Insurance. Lessee shall, at its sole cost and expense, during the entire term hereof, keep in full force and effect: (i) a policy of commercial general liability and property damage insurance with respect to the Leased Premises, and the operations of Lessee, in which the limits of commercial general liability shall be not less than One Million Dollars (\$1,000,000.00) per occurrence, and in which the limit of property damage liability shall be not less than One Million Dollars (\$1,000,000.00); and (ii) workers' compensation coverage as required by law. From time to time during the term of this Lease, if the limits of such insurance became inadequate due to changes in the cost of living or the size or number of claims being experienced, Lessor and Lessee shall negotiate in good faith for new limits based on industry practice for comparable properties. The policy shall name Lessor, Lessor's lender and Lessee as additional insureds.

### B. Property Insurance.

(i) Lessor agrees, during the term hereof, to carry insurance against fire, vandalism, malicious mischief and such other perils as are from time to time included in a standard extended coverage endorsement and, at Lessor's option, special extended coverage endorsements insuring the improvements to the Leased Premises in an amount reasonably determined by Lessor.

(ii) Lessee agrees to carry, at its expense, insurance against fire, vandalism, windstorm, explosion, smoke damage, malicious mischief, and such other perils as are from time to time included in a standard extended coverage endorsement, insuring Lessee's trade fixtures, furnishings, equipment and all



other items of personal property of Tenant located on or within the Leased Premises, in an amount equal to not less than the actual replacement cost thereof and to furnish Landlord with a certificate evidencing such coverage.

C. **Policy Requirements.** The company or companies writing any insurance which Lessee is required to take out and maintain or cause to be taken out or maintained pursuant to this Lease, as well as the form of such insurance shall at all times be subject to Lessor's approval and any such company or companies shall be licensed to do business in the State of Michigan. Each policy evidencing such insurance shall name Lessor as an additional insured and shall also contain a provision by which the insurer agrees that this policy shall not be cancelled except after thirty (30) days' written notice to Lessor. A copy of each paid up policy evidencing such insurance or a certificate of insurance certifying to the issuance of such policy shall be delivered to Lessor prior to commencement of this Lease and upon renewals not less than thirty (30) days prior to the expiration of such coverage.

#### 24. SUCCESSORS AND ASSIGNS

Each of the provisions of this lease shall extend to and shall, as the case may require, bind or inure to the benefit of Lessor and Lessee, and their respective affiliates, legal representatives, successors and assigns.

#### 25. HEADINGS

The titles and headings of this lease are for convenience of reference only and shall not in any way be deemed a part of this lease for the purpose of construing or interpreting the meaning thereof, or for any other purpose.

#### 26. GOVERNING LAW

This lease shall be governed by and construed in accordance with the laws of the State of Michigan.

#### 27. ENTIRE AGREEMENT

This lease contains the entire agreement and understanding between Lessor and Lessee relating to the leasing of the premises and obligations of Lessors and Lessee. This lease supersedes any and all prior or contemporaneous agreements and understandings between Lessor and Lessee, and shall not be modified or amended unless both Lessor and Lessee agree in writing.

#### 28. NOTICES

All notices which are required to be given pursuant to this Agreement shall be in writing and shall be delivered by certified mail, return receipt requested, sent by overnight express or similarly recognized overnight delivery with receipt acknowledged or by

facsimile, with a copy thereof sent by first class mail, postage prepaid, or one of the other means. Notices shall be deemed to have been given at the time delivered and shall be addressed as follows or to such other address as a party may designate by proper notice hereunder:

Lessor:

Genoa Charter Township  
2911 Dorr Road  
Brighton, MI 48116  
Attn: Supervisor

With a copy to:

Frank J. Mancuso, Jr., Esq.  
Mancuso & Cameron, P.C.  
317 W. Main Street  
Brighton, MI 48116

Lessee:

Brighton Area Fire Authority  
615 West Grand River  
Brighton, MI 48114  
Attn: Chief

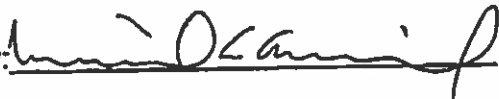
With a copy to:

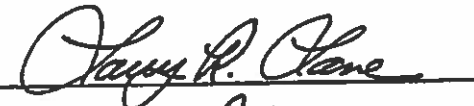
Neal Nielson, Esq.  
Neal Nielson & Associates  
2000 Grand River Annex  
Suite 200  
Brighton, MI 48114-3800

IN WITNESS WHEREOF, the parties have executed this lease as of the day and year first above written pursuant to authority granted by their respective Board of Trustees.

LESSOR: Genoa Charter Township

LESSEE: Brighton Area Fire Authority

By: 

By: 

Title: Manager

Title: FIRE CHIEF

Date: 12/7/10

Date: 12-9-10

**EXHIBIT A**  
**Legal Description**

Section 14 T2N R5E beginning SW corner, then North 02 degrees West 1,327.31 feet then North 87 degrees East 50 feet then North 02 degrees West 400 feet then North 87 degrees East 15 feet then North 02 degrees West 315.66 feet then SE'LY along the South row I-96 to the West 1/8<sup>th</sup> line then South 02 degrees East 1,031 feet then South 87 degrees West 582.39 feet then North 02 degrees West 208.71 feet then South 87 degrees West 208.71 feet then South 02 degrees East 208.71 feet then South 87 degrees West 538.28 feet to point of beginning. Cont. 45.73 AC M/L split 5/94 from 006 & 010.

Tax ID #4711-14-300-022

Commonly known as 2755 Dorr Road, Brighton, MI 48116

10/11/2018  
 1st Amendment  
 General Fund 101

BUDGET REPORT FOR GENOA TOWNSHIP

| GL NUMBER                |                                | 2014-15<br>ACTIVITY | 2015-16<br>ACTIVITY | 2016-17<br>ACTIVITY | 2017-18<br>ACTIVITY | 2018-19<br>APPROVED<br>BUDGET | 2018-19<br>ACTIVITY<br>10/11/2018 | 2018-19<br>AMENDED<br>BUDGET |
|--------------------------|--------------------------------|---------------------|---------------------|---------------------|---------------------|-------------------------------|-----------------------------------|------------------------------|
| ESTIMATED REVENUES       | DESCRIPTION                    |                     |                     |                     |                     |                               |                                   |                              |
| 101-000-403-000          | CURRENT REAL PROP TAX/INTEREST | 820,731             | 845,920             | 858,935             | 884,853             | 870,000                       | 258                               | 870,000                      |
| 101-000-407-000          | DELINQ TAX - PERSONAL & REAL   | 7,414               | 6,088               | 10,489              | 2,030               |                               |                                   |                              |
| 101-000-423-000          | COLLECT FEES/EXCESS OF ROLL    | 296,125             | 299,329             | 322,582             | 331,536             | 345,000                       | 211,438                           | 345,000                      |
| 101-000-423-100          | COLLECTION FEE - SCHOOLS       | 24,771              | 24,897              | 25,282              | 24,945              |                               | 25,167                            | 26,000                       |
| 101-000-423-200          | SET FEES COLLECTED             | 188                 | 195                 | 195                 | 163                 |                               |                                   |                              |
| 101-000-445-000          | PENALTIES & INTEREST ON TAXES  | 128                 |                     |                     |                     |                               |                                   |                              |
| 101-000-476-100          | LICENSE/PERMIT/CABLE FRANCHISE | 371,686             | 399,976             | 412,994             | 409,282             | 425,000                       | 201,840                           | 425,000                      |
| 101-000-477-000          | METRO ACT REVENUE              | 9,579               | 9,579               | 17,697              |                     | 13,000                        | 13,459                            | 13,460                       |
| 101-000-477-001          | LCSA-PPT REIMBURSEMENT         |                     |                     | 17,418              | 18,565              |                               |                                   |                              |
| 101-000-480-000          | TRAILER FEES                   | 2,707               | 3,003               | 5,354               | 3,577               | 3,500                         | 2,125                             | 3,500                        |
| 101-000-574-000          | STATE SHARED REVENUE           | 1,571,139           | 1,575,600           | 1,590,988           | 1,687,235           | 1,700,000                     | 830,921                           | 1,700,000                    |
| 101-000-608-000          | CHARGES FOR SERV-APPL FEES     | 60,727              | 68,666              | 37,739              | 42,564              | 60,000                        | 34,797                            | 60,000                       |
| 101-000-631-000          | REFUSE COLLECTION FEES         | 767,616             | 782,652             | 802,947             | 827,146             | 850,000                       | 3,100                             | 925,700                      |
| 101-000-664-000          | INTEREST                       | 6,671               | 9,444               | 3,928               | 8,253               | 10,000                        | 13,547                            | 20,000                       |
| 101-000-676-000          | ADMIN FEE/UTILITY-OPERATING    | 51,500              | 53,000              | 54,100              | 55,185              | 54,550                        | 5,150                             | 54,550                       |
| 101-000-676-100          | ADM FEE LIQUOR LAW             | 3,500               | 3,500               | 3,500               | 3,500               | 3,500                         | 151                               | 3,500                        |
| 101-000-678-300          | TAXES ON LAND TRANSFER         | 127,905             | 142,699             | 148,885             | 119,945             | 118,000                       |                                   | 118,000                      |
| 101-000-695-000          | OTHER/CEMETERY/ SCHOOLS        |                     |                     | 1,762               |                     |                               |                                   |                              |
| 101-000-699-001          | MISC/SCHOOL/CEMETERY/ELECTI    | 14,073              | 37,540              | 69,049              | 15,784              | 15,000                        | 4,560                             | 15,000                       |
| 101-000-699-002          | MMRMA REIMBURSEMENT            |                     |                     | 24,658              | 17,305              | 10,000                        | 14,770                            | 15,000                       |
| TOTAL ESTIMATED REVENUES |                                | 4,136,460           | 4,262,088           | 4,408,502           | 4,451,868           | 4,477,550                     | 1,361,283                         | 4,594,910                    |

|                 |                                | 2014-15<br>ACTIVITY | 2015-16<br>ACTIVITY | 2016-17<br>ACTIVITY | 2017-18<br>ACTIVITY | 2018-19<br>APPROVED<br>BUDGET | 2018-19<br>ACTIVITY<br>10/11/2018 | 2018-19<br>AMENDED<br>BUDGET |
|-----------------|--------------------------------|---------------------|---------------------|---------------------|---------------------|-------------------------------|-----------------------------------|------------------------------|
| APPROPRIATIONS  |                                |                     |                     |                     |                     |                               |                                   |                              |
| GL Number       | DESCRIPTION                    |                     |                     |                     |                     |                               |                                   |                              |
| 101-101-703-000 | SALARIES/TRUSTEES              | 24,730              | 26,766              | 23,436              | 29,180              | 30,000                        | 19,507                            | 30,000                       |
| 101-171-703-000 | SALARIES/TWP SUPERVISOR        | 52,500              | 53,400              | 53,400              | 54,400              | 55,862                        | 29,972                            | 55,862                       |
| 101-191-703-000 | SALARIES/ELECTION              | 50,923              | 69,749              | 69,353              | 500                 | 70,000                        | 29,903                            | 70,000                       |
| 101-209-703-000 | CONTRACTUAL SALARIES           | 338,842             | 357,790             | 348,382             | 357,451             | 387,450                       | 198,154                           | 387,450                      |
| 101-210-801-000 | PROF.CONTR./LEGAL              | 73,424              | 99,355              | 65,412              | 59,007              | 65,000                        | 28,814                            | 65,000                       |
| 101-215-703-000 | SALARIES/TWP CLERK             | 51,500              | 52,400              | 52,400              | 53,400              | 54,838                        | 29,421                            | 54,838                       |
| 101-223-801-000 | PROF. CONTR. AUDITOR           | 21,100              | 22,375              | 20,600              | 22,985              | 25,000                        | 6,000                             | 25,000                       |
| 101-241-801-000 | PROF.CONSULTING/ENG/PLANNING   | 11,454              | 21,998              | 22,246              | 17,971              | 50,000                        | 5,341                             | 50,000                       |
| 101-247-703-000 | BD OF REVIEW SALARIES          | 2,250               | 2,000               | 2,150               | 1,975               | 3,000                         | 150                               | 3,000                        |
| 101-247-964-000 | REFUNDS & CHARGEBACKS          | 6,336               | 4,090               | 2,028               | 697                 | 10,000                        | 298                               | 10,000                       |
| 101-253-703-000 | SALARIES/TWP TREASURER         | 51,500              | 52,400              | 52,400              | 53,400              | 54,838                        | 29,421                            | 54,838                       |
| 101-265-775-000 | REPAIRS & MAINTENANCE          | 86,257              | 100,754             | 115,969             | 147,150             | 125,000                       | 94,642                            | 125,000                      |
| 101-265-910-000 | INSURANCE BC/BS & MCM          | 262,144             | 248,964             | 281,904             | 298,212             | 340,000                       | 157,422                           | 340,000                      |
| 101-265-911-000 | WELLNESS IQ REIMBURSE          |                     |                     | 519                 | 5,254               | 10,000                        | 1,911                             | 10,000                       |
| 101-265-920-000 | UTIL:ELECTRICITY & NAT.GAS     | 20,126              | 20,314              | 18,624              | 21,773              | 22,000                        | 3,211                             | 22,000                       |
| 101-284-703-000 | SALARIES                       | 313,275             | 260,546             | 281,503             | 288,783             | 323,000                       | 180,812                           | 323,000                      |
| 101-284-704-000 | RETIREMENT                     | 92,938              | 87,850              | 83,953              | 99,933              | 115,000                       | 62,781                            | 115,000                      |
| 101-284-715-000 | EMPLOYER'S SHARE FICA          | 70,839              | 68,190              | 64,111              | 72,775              | 80,000                        | 37,434                            | 80,000                       |
| 101-284-720-000 | M.E.S.C.                       |                     |                     |                     | 300                 | 20,000                        | 300                               | 20,000                       |
| 101-284-727-000 | PRINTG, POSTAGE, OFC SUPPLIES  | 92,671              | 83,863              | 79,333              | 61,893              | 95,000                        | 43,770                            | 95,000                       |
| 101-284-728-000 | ECONOMIC DEVELOPMENT           | 20,000              | 21,500              | 22,000              | 22,000              | 24,500                        | 22,939                            | 24,500                       |
| 101-284-850-000 | TELEPHONE                      | 18,056              | 19,452              | 19,756              | 24,246              | 25,000                        | 16,251                            | 25,000                       |
| 101-284-861-000 | MILEAGE & TRAVEL EXPENSE       | 14,497              | 12,269              | 11,589              | 10,902              | 15,000                        | 6,363                             | 15,000                       |
| 101-284-957-000 | DUES                           | 19,702              | 17,124              | 21,236              | 16,495              | 20,000                        | 14,163                            | 20,000                       |
| 101-284-958-000 | MEETING FEES & MISC. EXPENSES  | 17,941              | 20,944              | 31,428              | 13,016              | 25,000                        | 16,927                            | 25,000                       |
| 101-284-958-001 | 692 RED OAKS DR                |                     |                     | 5,335               | (565)               |                               |                                   |                              |
| 101-284-959-000 | APPL FEES EXPENSES             | 42,233              | 59,987              | 44,613              | 45,521              | 60,000                        | 20,826                            | 60,000                       |
| 101-284-959-001 | PLANNING /ZBA SALARIES         | 30,016              | 31,437              | 28,545              | 26,387              | 32,000                        | 16,607                            | 32,000                       |
| 101-301-703-000 | SALARY/ORDINANCE/ ZONING ADMIN | 50,165              | 68,572              | 81,725              | 75,576              | 90,200                        | 48,055                            | 90,200                       |

| General Fund 101                                 |                                | 2014-15          | 2015-16          | 2016-17          | 2017-18          | 2018-19          | 2018-19          | 2018-19          |
|--|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| APPROPRIATIONS                                   |                                | ACTIVITY         | ACTIVITY         | ACTIVITY         | ACTIVITY         | APPROVED         | ACTIVITY         | AMENDED          |
| GL NUMBER  | DESCRIPTION                    |                  |                  |                  |                  | BUDGET           | 10/11/2018       | BUDGET           |
| 101-336-999-001                                  | FIRE SUB STATION EXPENSES-DORR |                  | 1,435            |                  |                  |                  |                  |                  |
| 101-441-801-010                                  | ROAD IMPROVEMENT               | 224,361          |                  |                  |                  |                  |                  |                  |
| 101-441-803-000                                  | REFUSE MAINTENANCE             | 970,891          | 967,656          | 956,602          | 964,542          | 1,100,000        | 547,506          | 1,100,000        |
| 101-441-804-000                                  | DUST CONTROL/CHLORIDE          | 55,861           |                  |                  |                  |                  |                  |                  |
| 101-751-881-000                                  | RECREATION                     | 131,426          |                  |                  |                  |                  |                  |                  |
| 101-916-962-000                                  | DRAIN AT LARGE                 | 25,912           | 30,055           | 28,421           | 32,459           | 30,000           |                  | 30,000           |
| 101-929-977-000                                  | CAPITAL OUTLAY                 | 28,079           | 94,020           | 88,953           | 117,632          | 125,000          | 62,020           | 125,000          |
| 101-966-999-010                                  | TRANS OUT FUTURE RD IMPR #261  | 250,000          | 426,000          | 150,000          | 500,000          | 500,000          |                  | 500,000          |
| 101-966-999-013                                  | ADV FOR ROAD PROJECTS #264     | 250,000          | 450,000          | 600,000          | 150,000          | 150,000          |                  | 150,000          |
| 101-966-999-027                                  | FUT DEV PARKS & REC.#270       | 350,000          | 592,500          | 300,000          | 500,000          | 500,000          |                  | 500,000          |
| 101-966-999-028                                  | TRANS TO RESERVE BLDG/GRD #271 |                  | 75,000           | 20,000           | 50,000           | 50,000           |                  | 50,000           |
| 101-966-999-110                                  | CONTINGENCIES                  |                  |                  |                  |                  | 50,000           |                  | 50,000           |
| <b>TOTAL APPROPRIATIONS</b>                      |                                | <b>4,121,949</b> | <b>4,520,755</b> | <b>4,047,926</b> | <b>4,195,250</b> | <b>4,732,688</b> | <b>1,730,921</b> | <b>4,732,688</b> |
|  |                                |                  |                  |                  |                  |                  |                  |                  |
| <b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b> |                                | <b>14,511</b>    | <b>(258,667)</b> | <b>360,576</b>   | <b>256,618</b>   | <b>(255,138)</b> | <b>(369,638)</b> | <b>(137,778)</b> |
| <b>BEGINNING FUND BALANCE</b>                    |                                | <b>2,013,761</b> | <b>2,028,270</b> | <b>1,777,795</b> | <b>2,138,369</b> | <b>2,394,987</b> | <b>2,394,985</b> | <b>2,394,985</b> |
| <b>FUND BALANCE ADJUSTMENTS</b>                  |                                |                  | <b>8,190</b>     |                  |                  |                  |                  |                  |
| <b>ENDING FUND BALANCE</b>                       |                                | <b>2,028,272</b> | <b>1,777,793</b> | <b>2,138,371</b> | <b>2,394,987</b> | <b>2,139,849</b> | <b>2,025,347</b> | <b>2,257,207</b> |



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

## MEMORANDUM

**TO:** Honorable Board of Trustees  
**FROM:** Kelly VanMarter, Assistant Manager/Community Development Director  
**DATE:** October 11, 2018  
**RE:** St. Joseph Mercy Brighton – Amendment to PUD Agreement (Signs)

**MANAGER'S REVIEW:**   
\_\_\_\_\_

Attached please find the project case file requesting approval of an amendment to the Saint Joseph Mercy Brighton Planned Unit Development (PUD) agreement for a larger entry sign along Grand River Avenue. The property is located at 7575 E. Grand River Avenue on the north side of Grand River, west of Bendix Road and is petitioned by the St. Joseph Mercy Health System.

Procedurally, the Planning Commission is to make a recommendation to the Township Board on the amended PUD. The Township Board has the final review/approval authority over the proposal.

At the October 9<sup>th</sup>, 2018 meeting the Planning Commission recommended conditional approval of the amendment. A revised PUD amendment was received from the applicant on Thursday, October 11<sup>th</sup>, 2018 which addressed the Planning Commission conditions. Based on the action of the Planning Commission and in response to the revised materials I suggest Board consideration of the following action:

Moved by \_\_\_\_\_, Supported by \_\_\_\_\_ to APPROVE the amendment to the Planned Unit Development Agreement with the following conditions:

1. The document shall be formatted to comply with Livingston County Register of Deeds requirements.
2. The agreement shall be reviewed and approved by the Township attorney.

### SUPERVISOR

Bill Rogers

### CLERK

Paulette A. Skolarus

### TREASURER

Robin L. Hunt

### TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

### MANAGER

Michael C. Archinal



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

## MEMORANDUM

**TO:** Honorable Board of Trustees  
**FROM:** Kelly VanMarter, Assistant Manager/Community Development Director  
**DATE:** October 11, 2018  
**RE:** St. Joseph Mercy Brighton – Amendment to PUD Agreement (Signs)

**MANAGER’S REVIEW:** \_\_\_\_\_

---

Attached please find the project case file requesting approval of an amendment to the Saint Joseph Mercy Brighton Planned Unit Development (PUD) agreement for a larger entry sign along Grand River Avenue. The property is located at 7575 E. Grand River Avenue on the north side of Grand River, west of Bendix Road and is petitioned by the St. Joseph Mercy Health System.

Procedurally, the Planning Commission is to make a recommendation to the Township Board on the amended PUD. The Township Board has the final review/approval authority over the proposal.

At the October 9<sup>th</sup>, 2018 meeting the Planning Commission recommended conditional approval of the amendment. A revised PUD amendment was received from the applicant on Thursday, October 11<sup>th</sup>, 2018 which addressed the Planning Commission conditions. Based on the action of the Planning Commission and in response to the revised materials I suggest Board consideration of the following action:

**Moved by \_\_\_\_\_, Supported by \_\_\_\_\_ to APPROVE the amendment to the Planned Unit Development Agreement with the following conditions:**

1. The document shall be formatted to comply with Livingston County Register of Deeds requirements.
2. The agreement shall be reviewed and approved by the Township attorney.

**SUPERVISOR**

Bill Rogers

**CLERK**

Paulette A. Skolarus

**TREASURER**

Robin L. Hunt

**TRUSTEES**

Jean W. Ledford  
H. James Mortensen  
Terry Croft  
Diana Lowe

**MANAGER**

Michael C. Archinal





**GENOA CHARTER TOWNSHIP**  
**Application for Site Plan Review**

**TO THE GENOA TOWNSHIP PLANNING COMMISSION AND TOWNSHIP BOARD:**

APPLICANT NAME & ADDRESS: \_\_\_\_\_  
*If applicant is not the owner, a letter of Authorization from Property Owner is needed.*

OWNER'S NAME & ADDRESS: \_\_\_\_\_

SITE ADDRESS: \_\_\_\_\_ PARCEL #(s): \_\_\_\_\_

APPLICANT PHONE: (734 ) 712-2047 OWNER PHONE: (734 ) 712-2047

OWNER EMAIL: \_\_\_\_\_

LOCATION AND BRIEF DESCRIPTION OF SITE: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BRIEF STATEMENT OF PROPOSED USE: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THE FOLLOWING BUILDINGS ARE PROPOSED: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I HEREBY CERTIFY THAT ALL INFORMATION AND DATA ATTACHED TO AND MADE PART OF THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.**

BY: Richard Little Agent of St. Joseph Mercy Health System


ADDRESS: \_\_\_\_\_

**Contact Information** - Review Letters and Correspondence shall be forwarded to the following:

1.) \_\_\_\_\_ of \_\_\_\_\_ at \_\_\_\_\_  
Name Business Affiliation E-mail Address

**FEE EXCEEDANCE AGREEMENT**

As stated on the site plan review fee schedule, all site plans are allocated two (2) consultant reviews and one (1) Planning Commission meeting. If additional reviews or meetings are necessary, the applicant will be required to pay the actual incurred costs for the additional reviews. If applicable, additional review fee payment will be required concurrent with submittal to the Township Board. By signing below, applicant indicates agreement and full understanding of this policy.

SIGNATURE:  Agent of St. Joseph Mercy Health System DATE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

commercial building for a proposed pet day care for Dog Town - Kitty City until the November 13, 2018 Planning Commission meeting per the petitioner's request. **The motion carried unanimously.**

**OPEN PUBLIC HEARING #2...** Review of sketch plan for the re-use of an existing commercial building for a proposed retail thrift store located at 2700 E. Grand River Avenue, Howell. The request is petitioned by Volunteers of America.

A. Disposition of Sketch Plan

Brent LaVanway of Boss Engineering, Brian Wilbur of Volunteers of America, and Jeff Peltier, the architect, were present.

Mr. LaVanway stated they have provided revised plans in response to the concerns raised at last month's Planning Commission meeting. He believes they have met the concerns of the consultants and the Planning Commission.

Mr. Borden stated that the applicant has met most of his concerns. He reviewed his letter of October 1, 2018.

- The Planning Commission may reduce the rear parking setback given the presence of shared access drives.
- He suggested pavement markings be provided noting the circulation pattern through the parking lot. The applicant agreed to provide the suggested pavement markings.
- The landscape plan is deficient in terms of total plantings; however, there are existing site limitations precluding full compliance. The Planning Commission has discretion to waive or modify landscaping requirements; however, the larger parking islands could accommodate some of the required trees. Mr. LaVanway noted that the overhead electrical lines are right above the islands.
- There is a minor inconsistency on the landscape plan for the number of Little Business Daylilies. The applicant will make the correction.

Mr. Markstrom reviewed his letter of September 26, 2018. They have met most of his concerns.

- The petitioner should show the existing sanitary sewer lead connection and existing service connection from the well on the plans.
- The practice of the Township has been to require developments that come before the Planning Commission to have curbed parking lots. He added that having it curbed delineates where cars will park, and keeps them off of the grass, as well as controls the storm water. Mr. LaVanway would prefer to have the Township defer to the Livingston County Drain Commissioner on this issue. The discussion continued which included the natural water flow of this site and the neighboring site to the east. Ms. VanMarter noted that the LCDC is currently addressing the storm water issue in this area. She suggested having them best determine how it should be handled.

Chairman Brown reviewed the Brighton Area Fire Authority's letter dated October 3, 2018. The applicant has met all of their concerns except for the building exceeding the allowable square footage as it relates to fire suppression. Mr. Peltier has made a proposal that is being reviewed by the Township Building Department.

The call to the public was made at 7:18 pm with no response.

**Moved** by Commissioner Mortensen, seconded by Commissioner Grajek, to approve the sketch plan for Volunteers of America dated September 21, 2018 conditioned upon the following:

- The petitioner shall reconcile the landscape plan with regard to the quantity of Little Business Daylilies.

- Arrows will be added to the pavement indicating the one-way patterns and shall be reviewed and approved by Township staff.
- The requirements of the Township Engineer as stated in his letter dated September 26, 2018 shall be complied with, with particular reference to concrete curbing on all sides of the parking lot subject to further review, possible modification, and approval of the Livingston County Drain Commission.
- The requirements of the Brighton Area Fire Authority's letter dated October 3, 2018 shall be met.

**The motion carried unanimously.**

**OPEN PUBLIC HEARING #3...** Review of an amendment to a previously approved St. Joseph Mercy Health Planned Unit Development agreement in regards to signage located at 7575 W. Grand River. The request is petitioned by St. Joseph Mercy Brighton.

Mr. Dave Raymond, Director of Planning for St. Joseph Mercy Hospital, and Will Johnson of Johnson Sign Company were present.

Mr. Raymond stated that when the PUD was originally proposed, they had wanted two entrance drives and they were approved for a total of 144 square foot of signage, 77 feet per entrance. They have now developed more of a central access point to the site. The current sign is only four feet high. Since Grand River is a five-lane highway, it is not able to be seen from the far lane.

They showed the existing sign and how it is difficult to see. They showed colored renderings of the proposed sign. They will not be increasing the footprint of the existing sign.

Mr. Borden reviewed his letter dated October 2, 2018.

- The applicant proposes to amend the text of the PUD Agreement to allow a ground sign of up to 120 square feet. The sign detail submitted proposes a 12.25-foot tall sign with 82.3 square feet of area. He asked the applicant to explain the inconsistencies between the difference in what is being proposed and what is being requested. Mr. Raymond stated they are asking for 120 feet instead of the current size of the text that is being proposed at this time in case they experience growth and the rest of the campus is developed.

Commissioner Rauch agrees with allowing this because 144 square feet was originally approved. He stated the ordinance only allows for a six-foot high sign and this is much taller than that. He does not want to set a precedent; however, he knows this type of use needs to be highly visible. He agrees that because of the width of the ROW in this area, the sign must be placed further back, which also makes it difficult to see. The speed limit in this area is 55 miles per hour.

Commissioner Rauch noted that the existing trees along Grand River block the view of the sign. Mr. Raymond would like to remove those trees and replace them on the site.

- If the height is granted, it should also be added to the Agreement language.
- The applicant needs to identify the material used for the base of the sign and whether new landscaping is proposed around the sign.

Commissioner Dhaenens agrees that the use of this site needs to be visible.

The call to the public was made at 7:43 pm with no response.



October 2, 2018

Planning Commission  
Genoa Township  
2911 Dorr Road  
Brighton, Michigan 48116

|                   |   |
|-------------------|---|
| <b>Attention:</b> | Kelly Van Marter, AICP<br>Planning Director and Assistant Township Manager    |
| <b>Subject:</b>   | Saint Joseph Mercy Health System – Amendment to approved PUD                  |
| <b>Location:</b>  | 7575 East Grand River Avenue – north side of Grand River, west of Bendix Road |
| <b>Zoning:</b>    | NRPUD Non-Residential Planned Unit Development                                |

Dear Commissioners:

At the Township’s request, we have reviewed the proposed amendment to the Saint Joseph Mercy Health System PUD.

The submittal includes a draft amendment to Section 5.2 Signage of the PUD Agreement, as well as details and a color rendering of proposed entry signage.

We have reviewed the proposal in accordance with the applicable provisions of the Genoa Township Zoning Ordinance and provide the following comments for your consideration.

**A. Summary**

1. The applicant proposes to amend the text of the PUD Agreement to allow a ground sign of up to 120 square feet in area within the central entry drive to the site.
2. The sign detail submitted proposes a 12.25-foot tall sign with 82.3 square feet of area on the east side of the entry drive.
3. The applicant needs to explain the inconsistencies between the draft language and details with respect to sign area and location.
4. We request the applicant explain why such a substantial height increase is needed. (If the height is granted, it should also be added to the Agreement language.)
5. The applicant needs to identify the material used for the base of the sign and whether new landscaping is proposed around the sign.

**B. Proposal/Process**

The applicant requests review and approval of an amendment to the PUD Agreement for the Saint Joseph Mercy Health System PUD. The draft amendment includes a single component – a larger entry sign along Grand River Avenue.

Section 10.11.04 requires Planning Commission review of amendments to an approved Final PUD Plan that are considered “major.” If the Commission determines that the proposed amendment significantly alters the intent of the approved Conceptual PUD Plan, then they may require submittal of a new concept plan.

Following review of the proposed amendment, the Planning Commission may make a recommendation to the Township Board, who has final approval authority.



*Aerial view of site and surroundings (looking north)*

### **C. PUD Agreement**

As noted above, the proposed amendment is related only to the allowance of a larger ground sign at the Grand River Avenue entrance.

The Township's sign regulations currently do not permit ground signs larger than 72 square feet and 6 feet in height; however, a 10% increase in sign area is allowed when extensive landscaping and decorative brick base is provided. Furthermore, a footnote to the sign regulations allows PUDs to provide for specific sign standards.

The current PUD Agreement allows a 72 square foot ground sign at the east entry from Grand River Avenue. The proposed amendment would allow for a ground sign of up to 120 square feet at the central entry from Grand River Avenue.

The sign details included in the submittal depict a 12.25-foot tall sign with 82.3 square feet of sign area. These details also note that the existing sign is 85 square feet in area. As such, the proposed sign is slightly smaller in area, but considerably taller (12.25' proposed versus 5.5' existing).

The applicant should reconcile the draft language with the detail provided. More specifically, the draft language notes up to 120 square feet in the central entry, while the details show 82.3 square feet on the east side of the entry drive. Any signage in the central landscaped island must be located so as to not obstruct views of motorists and pedestrians.

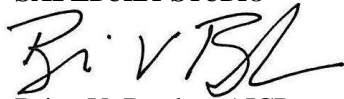
Additionally, we request the applicant explain to the Commission why the substantial height increase is needed. If the additional height is granted, it should also be added to the draft language.

Lastly, the applicant needs to confirm the material of the sign base (should be brick matching the building) and whether any landscaping is proposed around the new sign.

While we are not overly concerned about the request for a larger sign on such a large site, the above questions need to be answered to the Township's satisfaction.

Should you have any questions concerning this matter, please do not hesitate to contact our office. I can be reached by phone at (248) 586-0505, or via e-mail at [bborden@safebuilt.com](mailto:bborden@safebuilt.com).

Respectfully,  
**SAFE BUILT STUDIO**

A handwritten signature in black ink, appearing to read "B. V. Borden". The signature is stylized and fluid, with the first letters of each name being prominent.

Brian V. Borden, AICP  
Planning Manager

## AMENDMENT TO PLANNED UNIT DEVELOPMENT AGREEMENT

THIS AMENDMENT is made this \_\_\_\_ day of \_\_\_\_\_, 2018, between TRINITY HEALTH – MICHIGAN, dba SAINT JOSEPH MERCY HEALTH SYSTEM (formerly known as MERCY HEALTH SERVICES), a Michigan nonprofit corporation, whose address is 5301 E. Huron River Drive, P.O. Box 992, Ann Arbor, Michigan 48106 (the "Owner") and GENOA CHARTER TOWNSHIP, a Michigan charter township, whose address is 2911 Dorr Road, Brighton, Michigan 48116 (the "Township").

### RECITALS

WHEREAS, the Township and the Owner previously entered into a Planned Unit Development (PUD) Agreement, dated August 2, 1999 (the "PUD Agreement");

WHEREAS, the Owner has requested approval from the Township to enhance the existing entry signage and install new signage along Grand River Avenue; and

WHEREAS, the Township Board has approved the proposed change to the signage.

NOW THEREFORE, the parties mutually desire to enter into this Amendment and agree to modify the PUD Agreement as follows:

**1. SIGNAGE.** The following language in Section 5.2 Signage:

*5.2.1 one (1) ground sign at the east entry from Grand River Avenue of up to seventy-two square feet (72 SF) area;*

*5.2.2 one (1) ground sign at the east entry from Grand River Avenue of up to seventy-two square feet (72 SF) area;*

is hereby amended and restated as follows:

*5.2.1 one (1) ground sign at the central entry from Grand River Avenue of up to one hundred twenty square feet (120 SF) area with maximum height no more than twelve feet six inches (12' – 6");*



5.2.2 Reserved.

2. **CONTROLLING TERMS.** All other provisions of the PUD Agreement shall remain in full force and effect. In the event that the terms of this Amendment conflict with, vary from or modify the terms and provisions of the PUD Agreement, then in such event, the terms and provisions of this Amendment shall control and govern the rights and obligations of the parties.

This PUD Agreement has been executed by a duly authorized representative of the Owner as of the date first set forth above.

WITNESSES:

SAINT JOSEPH MERCY HEALTH SYSTEM

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

John O'Malley, President, St. Joseph Mercy Livingston  
Hospital & Brighton Health Center

STATE OF MICHIGAN            ]  
  ] ss  
COUNTY OF LIVINGSTON    ]

The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2018, by John O'Malley, President, St. Joseph Mercy Livingston and Brighton Health Center, on behalf of Saint Joseph Mercy Health System.

\_\_\_\_\_  
Notary Public:  
Livingston County, Michigan  
My commission expires: \_\_\_\_\_

APPROVED by the Township Board for Genoa Charter Township on the \_\_\_\_ day of \_\_\_\_\_, 2018, at a meeting duly called and held.

WITNESSES:

GENOA CHARTER TOWNSHIP

\_\_\_\_\_ By: \_\_\_\_\_  
Its Supervisor: Bill Rogers

\_\_\_\_\_ By: \_\_\_\_\_  
Its Clerk: Paulette Skolarus

STATE OF MICHIGAN            ]  
  ] ss  
COUNTY OF LIVINGSTON    ]

The foregoing instrument was acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2018, by Bill Rogers, Supervisor and Paulette Skolarus, Clerk of Genoa Charter Township, a Michigan charter township, on behalf of said township.

\_\_\_\_\_  
Notary Public:  
Livingston County, Michigan  
My commission expires: \_\_\_\_\_



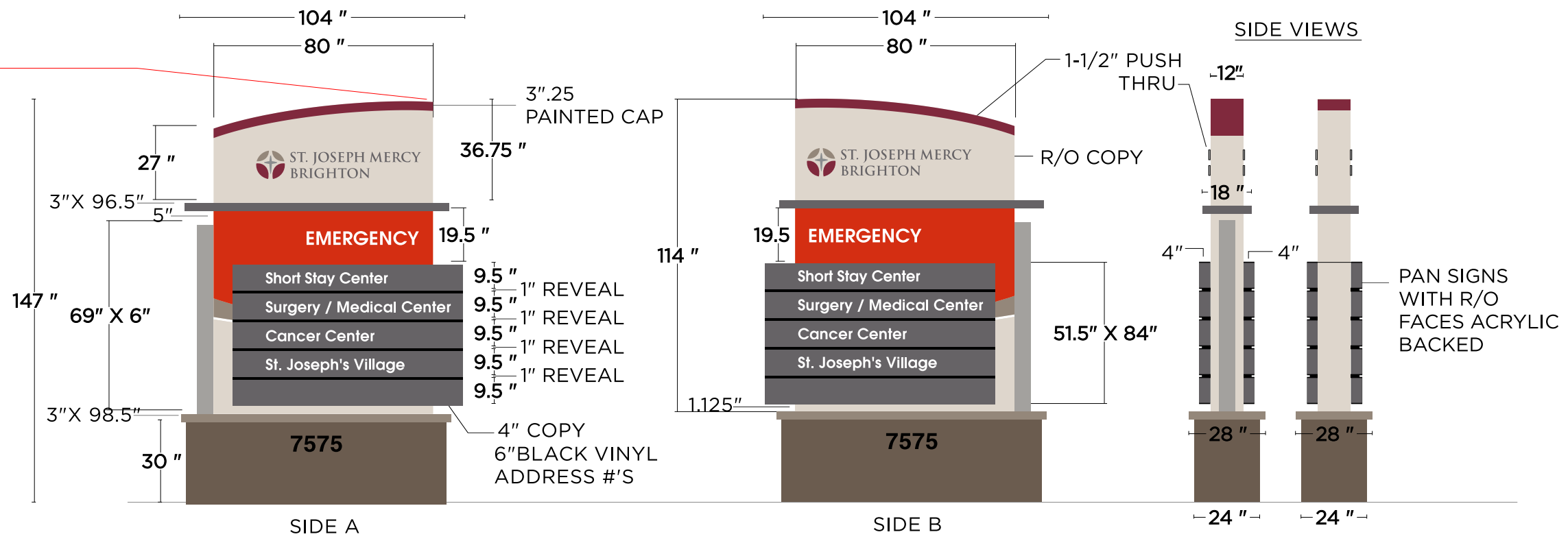
LOCATION 79

COLOR CHART

|                  |                  |                                  |
|------------------|------------------|----------------------------------|
| PMS 506 C        | PMS WARM GRAY 11 | PMS COOL GRAY 7                  |
| PMS WARM GRAY 2  | PMS WARM GRAY 8  | Pantone 485 (for EMERGENCY only) |
| PMS COOL GRAY 11 | BLACK            |                                  |



\*NOTE: HIGH SIDE OF SIGN GOES TOWARDS ROAD



JOB NAME: SJMH

LOCATION: BRIGHTON MI

ACCOUNT REP: JR

DESIGNER: LE

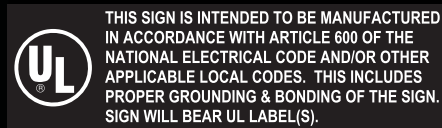
REVISION: \_\_\_\_\_

NOTES:  
 (1) D/F INTERNALLY  
 ILLUMINATED  
 DIRECTIONAL SIGN

FILE NAME: SJM-1-A 101917-LE

SCALE: 1/4"=1'

This design and all material appearing hereon constitute the original unpublished work of Johnson Sign Co. may not be duplicated, used or disclosed without written consent.



JOHNSON SIGN CO DOES NOT PROVIDE PRIMARY ELECTRIC TO SIGN LOCATION RESPONSIBILITY OF OTHERS

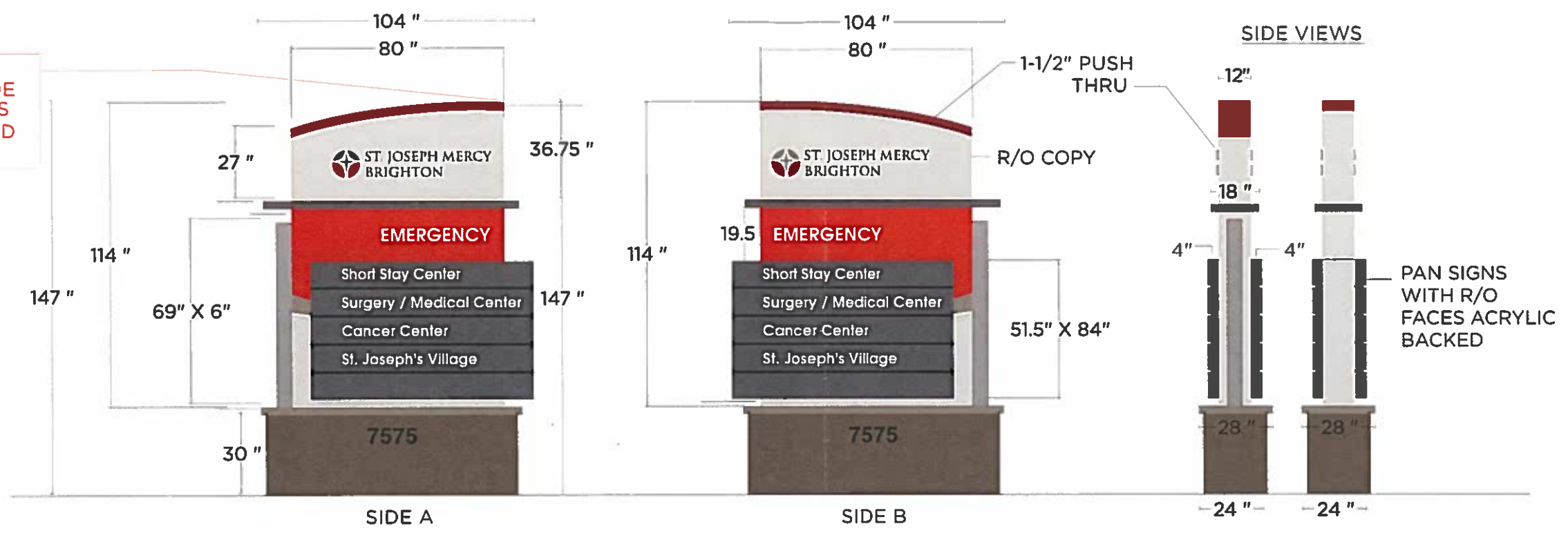
CUSTOMER APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_\_



**PROPOSED SIGN  
 114" X 104" (82.3 SQUARE FEET)**

**PROPOSED SIGN TO GO IN PLACE OF EXISTING SIGN  
 AND WILL KEEP THE SAME SETBACK AS EXISTING SIGN**

**\* NOTE: HIGH SIDE OF SIGN GOES TOWARDS ROAD**



**EXISTING SIGN  
 67" X 184" (85 SQUARE FEET)**

**JOB NAME:**  
 SJMH

**LOCATION:**  
 BRIGHTON MI

**ACCOUNT REP:** JR

**DESIGNER:** LE

**REVISION:**

**NOTES:**  
 (1) D/F INTERNALLY  
 ILLUMINATED  
 DIRECTIONAL SIGN

**FILE NAME:**  
 SJM-1-A 101917-LE-P

**SCALE:**  
 1/4"=1'

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THIS SIGN IS INTENDED TO BE MANUFACTURED IN ACCORDANCE WITH ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING & BONDING OF THE SIGN. SIGN WILL BEAR UL LABEL(S).

JOHNSON SIGN CO DOES NOT PROVIDE PRIMARY ELECTRIC TO SIGN LOCATION RESPONSIBILITY OF OTHERS

**CUSTOMER APPROVAL:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



**NEW SIGN TO REMAIN SAME SETBACK AS EXISTING SIGN SHOWN IN THESE PHOTOS**

**EXISTING SIGN  
67" X 184" (85 SQUARE FEET)**



**JOB NAME:**  
SJMh

---

**LOCATION:**  
7575 GRAND RIVER AVE  
BRIGHTON MI

**ACCOUNT REP:** JR

**DESIGNER:** LE

**REVISION:**

**NOTES:**  
(1) D/F INTERNALLY  
ILLUMINATED  
DIRECTIONAL SIGN

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**FILE NAME:**  
EXISTING SIGNS

---

**SCALE:**  
1/4"=1'

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JOHNSON SIGN CO DOES NOT PROVIDE PRIMARY ELECTRIC TO SIGN LOCATION RESPONSIBILITY OF OTHERS

**CUSTOMER APPROVAL:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



INTERNATIONAL SIGN ASSOCIATION

# SIGNAGE SITE PLAN - ST. JOSEPH MERCY HEALTH-BRIGHTON

## 7575 GRAND RIVER AVE, BRIGHTON, MI 48114



2240 Lansing Ave, Jackson, MI 49202  
517 784 3720 | www.johnsonsign.com



EXISTING  
MONUMENT SIGN  
LOCATION

NEW MONUMENT SIGN  
TO GO IN SAME PLACE  
AS EXISTING SIGN  
AND WILL REMAIN THE  
SAME SETBACKS

S/B FROM EDGE OF RD= 56'  
S/B FROM EDGE OF CURB= 45'  
S/B FROM SIDEWALK= 17 1/2'

JOB NAME:  
SJMh

LOCATION:  
7575 GRAND RIVER AVE  
BRIGHTON, MI

ACCOUNT REP: \_\_\_\_\_

DESIGNER: \_\_\_\_\_

REVISION: \_\_\_\_\_

NOTES:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FILE NAME:  
SITE PLAN

SCALE:  
1/2"=1'

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JOHNSON SIGN CO DOES NOT PROVIDE PRIMARY ELECTRIC TO SIGN LOCATION RESPONSIBILITY OF OTHERS

CUSTOMER APPROVAL: \_\_\_\_\_

DATE: \_\_\_\_\_



INTERNATIONAL SIGN ASSOCIATION

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# **Board Correspondence**

**Adam VanTassell**

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**From:** Julie Harris <jaharris@comcast.net>  
**Sent:** Monday, October 08, 2018 6:50 AM  
**To:** info  
**Subject:** Recycling Pick-Ups

I am concerned about the changes to our trash disposal that are resulting in recycling only being picked up every other week! I purchased an extra bin (actually have 3 bins!) and fill all three many/most weeks! So . . . does this mean I will have to start throwing some of my recycling into the regular trash? Very disappointed in this change!

Julie Harris  
5389 Urbana Drive  
Brighton, MI 48116  
[jaharris@comcast.net](mailto:jaharris@comcast.net)



**Adam VanTassell**

---

**From:** Amanda Harris <aharrislp@gmail.com>  
**Sent:** Monday, October 08, 2018 11:07 AM  
**To:** info  
**Subject:** Concern about change to recycling

To Whom It may Concern,

I am a resident of Genoa Township. I have recently read of the upcoming changes to the scheduling for recycling pick up. One pick up every two weeks will not work for my family. Each week we easily fill an entire large container with recycled materials. I hope that you will reconsider and continue with weekly pick up.

Thank you,

Amanda Harris

## Mike Archinal

---

**To:** jaharris@comcast.net  
**Subject:** Recycling

Ms. Harris,

Thank you for your inquiry. Our current contract with GFL provides for refuse and recycling collection with no refuse cart included. The 18 gallon bins for every residence were provided by the Township. Refuse carts and additional bins are either supplied by the homeowner or provided by GFL through a monthly subscription paid by the customer.

The new contract with Advanced Disposal becomes effective 10/29. The new contract includes a 96 gallon refuse cart and a 64 gallon recycling cart included in the Township contract (no separate subscription fees). Even though recycling will be picked up every other week the volume provided for customers to use is over 3.5 times the 18 gallon bin. Additionally the new cart have lids so recyclables will not blow around on windy days. Under the new contract those customers who wish to recycle more than 64 gallons every two weeks are able to subscribe with Advanced directly for additional or larger recycle carts.

I appreciate that you are a dedicated recycler. Many of our residents are not. Running recycling trucks every week to pick up partially filled 18 gallon bins (if they are used at all) is not only inefficient but creates environmental concerns such as diesel carbon emissions, leaking oil and leaking transmission fluid. Another factor is that garbage trucks always exceed axle weight which destroys our roads.

Our intent in drafting the new contract was to further encourage recycling by significantly increasing the net volume available to the customer. I would be happy to discuss the new program with you to hopefully address your concerns.

Michael C. Archinal, AICP MPA  
Manager  
Genoa Charter Township  
810.227.5225  
[mike@genoa.org](mailto:mike@genoa.org)



## Adam VanTassell

---

**From:** Adam VanTassell  
**Sent:** Sunday, September 30, 2018 9:42 AM  
**To:** Jerry Poissant; info  
**Cc:** Susan Cope (susancope@mac.com)  
**Subject:** RE: Change In Refuse Collection

Good morning,

Thank you for your comments regarding the change to the Township refuse and recycling. The comments will be included with the packet for the Monday October 1, 2018 Township Board meeting for the Township trustees to review.

Sincerely,

Adam VanTassell  
Genoa Charter Township

---

**From:** Jerry Poissant [<mailto:jerry@quebeclane.com>]  
**Sent:** Sunday, September 30, 2018 9:06 AM  
**To:** info  
**Cc:** Susan Cope (susancope@mac.com)  
**Subject:** Change In Refuse Collection

To: Mike Archinal, Bill Rogers, & The Board of Trustees

We were disappointed to learn recently of the change in the Township's refuse and recycling services.

We have purchased our own garbage and recycling containers because the \$3/month fee charge by previous service providers was unreasonably high. Now those containers are useless. How can we dispose of our old containers?

Even more disappointing is the change to collecting recycling only every other week. We typically have 2-3 times as much recycling as we do garbage.

In the past we have owned a vacation home in Ontario. The refuse collection policy in that community required that recyclable materials had to be separated and placed in clear recyclable plastic bags or open containers. There was no limit on how much recyclable material could be placed at the curb. Garbage was limited to 1 bag per week. A tag could be purchased if additional garbage bags were required.

This was an environmentally responsible policy. Genoa Township's new policy will discourage recycling.

We would appreciate a reply.

Gerald Poissant  
Susan Cope

**Adam VanTassell**

---

**From:** Stephanie McIntyre <stephmcin@gmail.com>  
**Sent:** Sunday, October 07, 2018 12:46 PM  
**To:** info  
**Subject:** New Recycling Policy

Hi -

My name is Stephanie McIntyre and my family lives on Snowshoe Lane in Genoa Township.

I am very disappointed to here that, with the new company, recycling will only be picked up every other week. We currently have way more recycling than garbage each week with a 96 gallon cart already. Every other week will not come close to meeting our needs. Is there an option for residents who have large amounts of weekly recycling to get an additional cart at no charge?

Additionally, an every other week pick up is confusing to remember. I hope this decision will be re-evaluated.

Really disappointed in this development, thanks for any info you can provide.

Sincerely,

Stephanie McIntyre  
810.772.6603



**Adam VanTassell**

---

**From:** Emily Affeldt <emily.affeldt@gmail.com>  
**Sent:** Sunday, October 07, 2018 1:20 PM  
**To:** info  
**Subject:** Recycling

Hello,

I am a resident of Genoa Township. I recently received a newsletter regarding the new recycling and refuse system. I am very disappointed in the every other week recycling pick up. My family uses the big green container and small blue container every week for recycling. There is no way every other week pick up is sufficient. I am sure my family is not the only family who will have this issue.

I am urging you to reconsider.

Best,  
Emily Affeldt  
Sent from my iPhone

## Mike Archinal

---

**From:** Stephanie McIntyre <stephmcin@gmail.com>  
**Sent:** Thursday, October 11, 2018 8:33 AM  
**To:** Mike Archinal  
**Subject:** Re: Recycling  
**Attachments:** image001.png

Thank you for getting back to me Mike. I appreciate the information, which all makes a lot of sense. It is unfortunate that so many of my fellow residents do not utilize recycling more as I know this will be a challenge for my family to manage along with many of my neighbors who are also dedicated recyclers.

Thanks again,

Stephanie McIntyre

On Wed, Oct 10, 2018 at 4:10 PM Mike Archinal <[Mike@genoa.org](mailto:Mike@genoa.org)> wrote:

Ms. McIntyre,

Thank you for your inquiry. Our current contract with GFL provides for refuse and recycling collection with no refuse cart included. The 18 gallon bins for every residence were provided by the Township. Refuse carts and additional bins are either supplied by the homeowner or provided by GFL through a monthly subscription paid by the customer.

The new contract with Advanced Disposal becomes effective 10/29. The new contract includes a 96 gallon refuse cart and a 64 gallon recycling cart included in the Township contract (no separate subscription fees). Even though recycling will be picked up every other week the volume provided for customers to use is over 3.5 times the 18 gallon bin. Change is always difficult. A smart phone app is available from Advanced that can send reminders about the every other week recycling. Additionally the new carts have lids so recyclables will not blow around on windy days. Under the new contract those customers who wish to recycle more than 64 gallons every two weeks are able to subscribe with Advanced directly for additional or larger recycle carts.

I appreciate that you are a dedicated recycler. Many of our residents are not. Running recycling trucks every week to pick up partially filled 18 gallon bins (if they are used at all) is not only inefficient but creates environmental concerns such as diesel carbon emissions, leaking oil and leaking transmission fluid. Another factor is that garbage trucks always exceed axle weight which destroys our roads. Additionally the new contract allows for one free large item pick-up per customer per week. This will hopefully reduce illegal dumping.

Thank you again for your questions. Our intent in drafting the new contract was to further encourage recycling by significantly increasing the net volume available to the customer. I would be happy to discuss the new program with you to hopefully address your concerns.

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Michael C. Archinal, AICP MPA

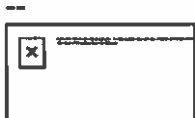
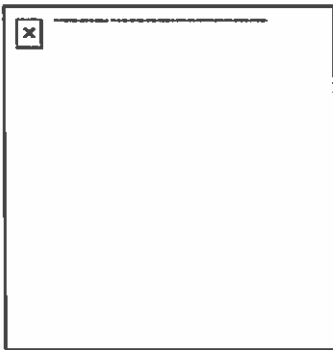
Manager

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Genoa Charter Township

810.227.5225

[mike@genoa.org](mailto:mike@genoa.org)



## Mike Archinal

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**From:** Jerry Poissant <jerry@quebeclane.com>  
**Sent:** Wednesday, October 10, 2018 4:34 PM  
**To:** Mike Archinal  
**Cc:** Bill Rogers; Kelly VanMarter; Jim Mortensen; Polly; Robin Hunt; Jean Ledford; Terry Croft; Diana Lowe; Adam VanTassell; Kathleen Murphy  
**Subject:** RE: Refuse/Recycling

Thank you for the reply, Mike.

Given all the factors that you have identified, it sounds like the Board made a thoughtful decision. I guess we are the exception. We purchased a 64-gallon recycling container and it is frequently full and then some. We will continue to use that container until it is not workable.

It is especially good to see the small uncovered containers being retired. As a past president of a homeowner's association, I know they are problematic. We had to replace fountain pumps more than once because plastic garbage bags were blown out of uncovered recycling bins into ponds and sucked into the pumps.

It is probably not politically acceptable to have a more aggressive recycling policy. At our Ontario vacation home, the policy allowed one garbage bag per week. A permit could be purchased for a second garbage bag. There was no permit for a third garbage bag. Unlimited recycling was allowed but items had to be separated and placed in see-through bags.

Maybe something along these lines could be considered in the future.

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**From:** Mike Archinal <Mike@genoa.org>  
**Sent:** Wednesday, October 10, 2018 4:03 PM  
**To:** Jerry Poissant <jerry@quebeclane.com>  
**Cc:** Bill Rogers <Bill@genoa.org>; Kelly VanMarter <Kelly@genoa.org>; Jim Mortensen <jim2@sbcglobal.net>; Polly <pskolarus@genoa.org>; Robin Hunt <Robin@genoa.org>; Jean Ledford <Jean@genoa.org>; Terry Croft <Terry@genoa.org>; Diana Lowe <rdlowe2863@sbcglobal.net>; Adam VanTassell <Adam@genoa.org>; Kathleen Murphy <kathleen@genoa.org>  
**Subject:** Refuse/Recycling

Jerry,

The contract will allow customers to use their own cart if they are able to service it with automated pick-up. This is done at the customers own risk as the contractor cannot verify that cart can handle the pressures created by the mechanical arms. Please contact Kathleen in our office for more information.

Our current contract with GFL provides for refuse and recycling collection with no refuse cart included. The 18 gallon bins for every residence were provided by the Township. Refuse carts and additional bins are either supplied by the homeowner or provided by GFL through a monthly subscription paid by the customer.



The new contract with Advanced Disposal becomes effective 10/29. The new contract includes a 96 gallon refuse cart and a 64 gallon recycling cart included in the Township contract (no separate subscription fees). Even though recycling will be picked up every other week the volume provided for customers to use is over 3.5 times the 18 gallon bin. Additionally the new carts have lids so recyclables will not blow around on windy days. Under the new contract those customers who wish to recycle more than 64 gallons every two weeks are able to subscribe with Advanced directly for additional or larger recycle carts.

I appreciate that you are a dedicated recycler. Many of our residents are not. Running recycling trucks every week to pick up partially filled 18 gallon bins (if they are used at all) is not only inefficient but creates environmental concerns such as diesel carbon emissions, leaking oil and leaking transmission fluid. Another factor is that garbage trucks always exceed axle weight which destroys our roads. Additionally the new contract allows for one free large item pick-up per customer per week. This will hopefully reduce illegal dumping.

Thank you for your questions. Our intent in drafting the new contract was to further encourage recycling by significantly increasing the net volume available to the customer. I would be happy to discuss the new program with you to hopefully address your concerns.

Michael C. Archinal, AICP MPA  
Manager  
Genoa Charter Township  
810.227.5225  
[mike@genoa.org](mailto:mike@genoa.org)





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

East Coon Lake Trail Resident

Dear Sir or Madam,

Last week a letter was sent to you regarding changes to your refuse and recycling program. Based on input from the neighborhood East Coon Lake Trail residents will continue placing refuse as you have been in the current location. Curb carts will not be delivered on your road. Because the new contractor will be utilizing an automated collection system an accommodation will have to be made for your road since uniform curb carts will not be used. A rear loaded truck will be specifically routed.

Such an accommodation does not exist for recycling collection however. Because of the wall height of the trucks the 18 gallon blue recycle bins cannot be used. The consensus of those who attended last night's meeting was that those that wish to recycle can pursue other options such as Recycle Livingston.

The new contract includes free pick-up of one bulk item per week. Stickers are no longer required. Bulk items can be placed at your usual location on your regular refuse pick-up day.

This change requires the delivery of approximately 14,000 carts township wide. Thank you in advance for your cooperation and your patience.

Best regards,

A handwritten signature in black ink, appearing to read 'Michael Archinal', written over a white background.

Michael Archinal  
Township Manager

Cc: Advanced Disposal  
Cascade Cart Solutions

**SUPERVISOR**

Bill Rogers

**CLERK**

Paulette A. Skolarus

**TREASURER**

Robin L. Hunt

**TRUSTEES**

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

**MANAGER**

Michael C. Archinal



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

**Morrow Lane Resident**

Dear Sir or Madam,

Last week a letter was sent to you regarding changes to your refuse and recycling program. Based on input from the neighborhood Morrow Lane residents will receive a 64 gallon recycle curb cart and a 96 gallon refuse cart as part of the township contract. On your scheduled pick up day beginning the week of October 29, 2018 please bring your refuse cart up to the area adjacent to Crooked Lake Road where collection is currently occurring.

If you rent a cart from GFL please leave the cart out after collection the week of October 22, 2018. Recycling will shift to every other week service with the 64 gallon carts starting the week of 11/5/2018.

The new contract includes free pick-up of one bulk item per week. Stickers are no longer required. Bulk items can be placed at your usual location on your regular refuse pick-up day.

This change requires the delivery of approximately 14,000 carts township wide. Thank you in advance for your cooperation and your patience.

Best regards,

Michael Archinal  
Township Manager

Cc: Advanced Disposal  
Cascade Cart Solutions

**SUPERVISOR**

Bill Rogers

**CLERK**

Paulette A. Skolarus

**TREASURER**

Robin L. Hunt

**TRUSTEES**

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

**MANAGER**

Michael C. Archinal

## HOLIDAY COLLECTION SCHEDULE

If one of the following holidays occurs on a weekday and your collection day falls on or after that holiday, collection will be delayed by one day for that week.

### OBSERVED HOLIDAYS:

- New Year's Day
- Memorial Day
- July 4th
- Labor Day
- Thanksgiving
- Christmas Day

### CART SERVICES

Advanced Disposal utilizes an outside contractor to provide cart delivery, removal and repair services. Please contact us to schedule needed service.

### CONTACT US

Comments, questions or praise, please contact Advanced Disposal Customer Care at:

1-888-443-1717

[MichiganCustomerCare@AdvancedDisposal.com](mailto:MichiganCustomerCare@AdvancedDisposal.com)

[www.AdvancedDisposal.com](http://www.AdvancedDisposal.com)

Genoa Township Hall

810-227-5225

[www.genoa.org](http://www.genoa.org)



Genoa Charter Township  
2511 Dorr Road  
Brighton, MI 48116



# GENOA TOWNSHIP

## COLLECTION GUIDELINES

### DEAR GENOA TOWNSHIP RESIDENT:

Beginning the week of October 29, you will see a change in your refuse collection. The township has now contracted with Advanced Disposal to collect solid waste for township residents. These services will include weekly trash removal, curbside recycle service (bi-weekly), bulk item pickup and optional seasonal yard waste service (bi-weekly).

Residents will receive 96 gallon wheeled trash and 64 gallon wheeled recycle carts with lids for their use (1 per household).

Township residents will have access to Advanced Disposal's Customer Care Department at 1-888-443-1717. Anyone needing general information, cart repair requests, service requests, or answers to questions regarding any of the services provided may contact this number MONDAY – FRIDAY 8:00AM – 5:00PM, AND SATURDAY 8:00 AM – 12:00PM.

E-mail requests may be sent to: [MichiganCustomerCare@AdvancedDisposal.com](mailto:MichiganCustomerCare@AdvancedDisposal.com)

Further information may be found on our website at [www.AdvancedDisposal.com](http://www.AdvancedDisposal.com).

Advanced Disposal appreciates the opportunity to provide your township with clean, sanitary and efficient waste removal services, and to sustain a clean, environmentally friendly community.

[AdvancedDisposal.com](http://AdvancedDisposal.com)

Starting Monday, October 29, Advanced Disposal will provide refuse collection services for Genoa Township Residents. All items should be curbside by 6:00am on your scheduled collection day.

## REFUSE COLLECTION (ONCE A WEEK)

Residents will receive a 96 gallon, wheeled cart with a lid. Carts must be placed within 3 feet of the curb, and 3 feet away from all obstacles such as cars, mailboxes, light posts, fences and other carts.

ADDITIONAL CARTS & INCREASES IN SERVICE MAY BE PROVIDED FOR A NOMINAL DELIVERY AND MONTHLY SERVICING FEE. PLEASE CONTACT CUSTOMER CARE AT 1-888-443-1717 FOR MORE INFORMATION.

All trash MUST be placed inside the cart, and residents are asked to bag all trash to ensure clean, sanitary service. Over-sized items that do not fit within the cart will be considered a bulk item, and one item per week is permitted free of charge.

### DO NOT place any of the following in your cart:

- Yard waste
- Construction debris, including drywall, wood, flooring, carpet, concrete, etc.
- Car parts, engines, any items that contain or have previously contained flammable liquid or substance
- Liquids and chemicals such as paint, stain, caulk, solvents, cleaners and polishes
- Large glass panes & windows
- Tree stumps, concrete, bricks, paver stones, rocks
- Batteries (any) florescent light bulbs, ammunition
- Tires (any)

## BULK COLLECTION (ONE ITEM PER WEEK/PER HOUSEHOLD)

Bulk items will be collected on your regular service day. Any bulk items must be placed within 3 feet of the curb and at least 3 feet away from any objects, such as carts, fences, mailboxes, light posts, cars, etc. Examples of bulk items include: furniture, appliances, carpet (must be in rolls no more than 4 feet in length, no more than 50 pounds in weight per roll), mattresses, large toys, paint (must be completely solid & dry)

### DO NOT place any of the following out for bulk pick up:

- Hazardous waste (flammables, batteries, medical waste, fuels, oils, chemicals, needles, etc.)
- Refrigerators/freezers/humidifiers/beverage coolers/dehumidifiers MUST be tagged by a licensed heating/cooling contractor as "Freon-free". EPA regulations prohibit disposal of any items containing coolant without proper removal of refrigerant. Residents may contact their utility company for alternative resources regarding refrigerant-type appliance disposal.
- Engines of any type

## BULK COLLECTION CONTINUED.

To assist bulk pickups, please observe the following:

- Paint (must be solid and dry, lids removed)
- Tape glass/ large televisions/furniture glass
- Carpet must be rolled, taped or tied, and no more than 4' in length, no more than 50 pounds in weight per roll. 3 rolls = 1 bulk item.
- Wood/lumber must be cut and bundled like carpet, all nails removed or bent down.
- Remove doors for large furniture and appliances.
- Drain water heaters, tanks and washers.
- Dismantle large items when possible.

## CURBSIDE RECYCLE PROGRAM (EVERY OTHER WEEK)

Residents will receive a 64 gallon, wheeled cart with a lid for their recycle material. Carts must be placed within 3 feet of the curb, and away from all obstacles such as cars, mailboxes, light posts, fences and other carts.

ADDITIONAL CARTS & INCREASES IN SERVICE MAY BE PROVIDED FOR A NOMINAL DELIVERY AND MONTHLY SERVICING FEE. PLEASE CONTACT CUSTOMER CARE AT 1-888-443-1717 FOR MORE INFORMATION.

All recycle must fit within the cart, and be loose and able to move freely. Advanced disposal utilizes automated trucks that are unable to service any material that is not contained within the cart. DO NOT place boxes outside of your cart, they cannot be processed. Large boxes must be cut down to a 2' x 2' size.

DO NOT bag any material. The use of bags is prohibited, as commercial recycling facilities are unable to open and sort bagged material. Residents should rinse and flatten/crush all items & remove lids and caps to conserve space within their cart.

### DO NOT place any of the following in your recycle cart:

- Trash/food (including pizza boxes with any grease &/or food debris)
- Any plastic bags, trash bags, grocery bags, shipping plastic, tarps, packing material
- Any wood or wood products
- No Styrofoam (ANY) or petroleum based products
- Any metal other than foil and household steel and aluminum cans
- Any plastics other than those labeled #1, #2, #3, #4, #5, #7
- Any paper that has food, grease, wax or oil or hazardous/medical waste.
- Clothing/textiles, stuffing
- Cans containing paint (liquid or hardened)



## YARD WASTE

(SUBSCRIPTION ONLY, RUNS SEASONALLY APRIL – NOVEMBER, EVERY OTHER WEEK)

Yard Waste service will be offered to residents on a subscription basis only. Residents need to contact Advanced Disposal Customer Care Department at 1-888-443-1717 to enroll. The cost is \$10/month, April thru November, with bi-weekly pickups, a maximum of 15 bags/bundles per pickup. Yard waste – leaves, grass clippings, small shrubs and twigs will be collected every other week on your scheduled collection day. Yard waste collection begins on April 1.

Residents are asked to place all yard waste curbside by 6:00am on the scheduled collection day. Residents are encouraged to use paper compostable bags, or a container that is clearly marked "YARD WASTE". All bags and containers MUST adhere to a 50 pound weight limit. Small twigs & branches no more than 2" in diameter may be bundled and tied but must be no longer than 4 feet in length. ANY type of plastic is strictly prohibited.

### DO NOT place any of the following in your yard waste:

- Dirt/sod
- Rocks, stones, gravel, concrete, bricks, sand, gravel or pavers
- Animal waste or carcasses
- Large branches or stumps.
- Trash (any)
- Landscape tarp/cloth/stakes
- Planting pots/containers
- Any plastic/rubber (including mulch)

