

GENOA CHARTER TOWNSHIP BOARD

Regular Meeting

January 4, 2021

6:30 p.m.

Due to Michigan Department of Health and Human Services requirements, this meeting will be virtual. The public may participate in the meeting/public hearing through Zoom access by computer and smart phone. A link will be posted at genoa.org.

AGENDA

Call to Order:

Pledge of Allegiance:

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

Consent Agenda:

Request for approval of the consent agenda:

1. Payment of Bills.
2. Request to Approve Minutes: December 7, 2020

Regular Agenda:

Request for approval of the regular agenda:

3. First review of the 2021/2022 Fiscal Year Budget for the General Fund 101.
4. Request for approval of a Defined Contribution Addendum as mandated by the Municipal Employees Retirement System (MERS).
5. Consider approval of a contract extension between Economic Development Council of Livingston County and Genoa Charter Township.

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: January 4, 2021

TOWNSHIP GENERAL EXPENSES: Thru January 4, 2021	\$188,360.48
December 11, 2020 Bi Weekly Payroll	\$94,925.97
December 14, 2020 Essential Services	\$11,195.82
December 25, 2020 Bi Weekly Payroll	\$99,822.40
OPERATING EXPENSES: Thru January 4, 2021	\$525,904.08
TOTAL:	<u>\$920,208.75</u>

Check Date	Check	Vendor Name	Amount
Bank FNBACK CHECKING ACCOUNT			
11/30/2020	36512	ADAMS WELL REPAIR INC.	300.00
11/30/2020	36513	MICHAEL ARCHINAL	500.00
11/30/2020	36514	BUSINESS IMAGING GROUP	859.89
11/30/2020	36515	CHASE CARD SERVICES	752.36
11/30/2020	36516	CONSUMERS ENERGY	260.38
11/30/2020	36517	MARY KRENCICKI	16.67
11/30/2020	36518	LIVINGSTON COUNTY CLERK, ELECTIONS	4,621.43
11/30/2020	36519	MICHIGAN OFFICE SOLUTIONS	160.94
11/30/2020	36520	NETWORK SERVICES GROUP, L.L.C.	50.00
11/30/2020	36521	OFFICE EXPRESS INC.	99.74
11/30/2020	36522	PRINTING SYSTEMS	1,224.69
11/30/2020	36523	QUADIANT FINANCE USA, INC	2,500.00
11/30/2020	36524	SEMCOG	2,836.00
11/30/2020	36525	SEWARD HENDERSON PLLC	11,533.14
11/30/2020	36526	WALMART COMMUNITY	133.00
12/09/2020	36527	APEX SOFTWARE	930.00
12/09/2020	36528	CONTINENTAL LINEN SERVICE	79.15
12/09/2020	36529	COOPER'S TURF MANAGEMENT LLC	643.00
12/09/2020	36530	DTE ENERGY	306.37 V
		Void Reason: MISTAKE ON ONE BILL	
12/09/2020	36531	ELECTION SOURCE	5,595.00
12/09/2020	36532	GORDON FOOD SERVICE	112.95
12/09/2020	36533	MHOG UTILITIES	387.00
12/09/2020	36534	MICHIGAN ASSESSOR'S ASSOC	270.00
12/09/2020	36535	MRRMA	11,988.06
12/09/2020	36536	NETWORK SERVICES GROUP, L.L.C.	100.00
12/09/2020	36537	PACKERLAND RECORDS MANAGEMENT	55.00
12/09/2020	36538	PERFECT MAINTENANCE CLEANING	565.00
12/09/2020	36539	PFEFER, HANNIFORD, PALKA	7,850.00
12/09/2020	36540	DTE ENERGY	74.15
12/11/2020	36541	ADVANCED DISPOSAL	93,925.18
12/11/2020	36542	AMERICAN AQUA	40.00
12/11/2020	36543	DTE ENERGY	232.22
12/11/2020	36544	MASTER MEDIA SUPPLY	320.58
12/11/2020	36545	TOTAL ADMINISTRATIVE SERVICES	1,907.20
12/11/2020	36546	WELLNESS IQ	147.60
12/17/2020	36547	COMCAST	637.20
12/17/2020	36548	EHIM, INC	7,560.70
12/17/2020	36549	ETHAN MURPHY	56.00
12/17/2020	36550	ETNA SUPPLY COMPANY	4,994.00
12/17/2020	36551	OFFICE EXPRESS INC.	196.59
12/17/2020	36552	SAFEBUILT STUDIO	1,057.88
12/17/2020	36553	TETRA TECH INC	350.00
12/17/2020	36554	US BANK EQUIPMENT FINANCE	2,132.34
12/17/2020	36555	VERIZON WIRELESS	433.17
12/22/2020	36556	COMCAST	252.84
12/22/2020	36557	COMCAST	717.70
12/22/2020	36558	DELTA DENTAL	3,812.39
12/22/2020	36559	ELECTION SOURCE	624.21
12/22/2020	36560	GIFFELS WEBSTER	6,880.00
12/22/2020	36561	MASTER MEDIA SUPPLY	209.95
12/22/2020	36562	MATTHEW D. MCCLANAHAN	100.00
12/22/2020	36563	MUTUAL OF OMAHA	2,112.72
12/22/2020	36564	SEWARD HENDERSON PLLC	4,848.39
12/22/2020	36565	WAL-MART COMMUNITY	314.07
FNBACK TOTALS:			
Total of 54 Checks:			188,666.85
Less 1 Void Checks:			306.37
Total of 53 Disbursements:			188,360.48

Check Register Report For Genoa Charter Township
 For Check Dates 12/11/2020 to 12/11/2020

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/11/2020	FNBCK	EFT518	FLEX SPENDING (TASC)	826.79	826.79	0.00	Open
12/11/2020	FNBCK	EFT519	INTERNAL REVENUE SERVICE	22,730.03	22,730.03	0.00	Open
12/11/2020	FNBCK	EFT520	PRINCIPAL FINANCIAL	3,056.00	3,056.00	0.00	Open
12/11/2020	FNBCK	EFT521	PRINCIPAL FINANCIAL	2,036.56	2,036.56	0.00	Open
Totals:				Number of Checks: 004	28,649.38	28,649.38	0.00
Total Physical Checks:						Dir. Dep.	
Total Check Stubs:				4		<u>66,276.59</u>	

94,92597

Check Register Report For Genoa Charter Township
 For Check Dates 12/14/2020 to 12/14/2020

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/14/2020	FNBCK	13417		500.00	436.27	0.00	Cleared
12/14/2020	FNBCK	13418		500.00	456.03	0.00	Open
12/14/2020	FNBCK	13419		500.00	405.12	0.00	Cleared
12/14/2020	FNBCK	13420		500.00	440.50	0.00	Open
12/14/2020	FNBCK	13421		500.00	429.41	0.00	Cleared
12/14/2020	FNBCK	13422		500.00	429.41	0.00	Cleared
12/14/2020	FNBCK	13423		500.00	440.50	0.00	Cleared
12/14/2020	FNBCK	13424		500.00	429.41	0.00	Cleared
12/14/2020	FNBCK	13425		500.00	456.03	0.00	Cleared
12/14/2020	FNBCK	13426		500.00	429.41	0.00	Cleared
12/14/2020	FNBCK	13427		500.00	456.03	0.00	Cleared
12/14/2020	FNBCK	13428		500.00	429.41	0.00	Cleared
12/14/2020	FNBCK	13429		500.00	456.03	0.00	Open
12/14/2020	FNBCK	13430		500.00	421.65	0.00	Open
12/14/2020	FNBCK	13431		500.00	405.12	0.00	Cleared
12/14/2020	FNBCK	13432		500.00	405.12	0.00	Cleared
12/14/2020	FNBCK	13433		500.00	456.03	0.00	Cleared
12/14/2020	FNBCK	13434		500.00	456.03	0.00	Cleared
12/14/2020	FNBCK	13435		500.00	429.41	0.00	Cleared
12/14/2020	FNBCK	EFT522	INTERNAL REVENUE SERVICE	1,695.82	1,695.82	0.00	Cleared
Totals:							
			Number of Checks: 020	11,195.82	9,962.74	0.00	
			Total Physical Checks: 19				
			Total Check Stubs: 1				

Check Register Report For Genoa Charter Township
 For Check Dates 12/25/2020 to 12/25/2020

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/25/2020	FNBCK	13436	OVERBY, CYNTHIA R	357.33	330.00	0.00	Open
12/25/2020	FNBCK	EFT523	FLEX SPENDING (TASC)	826.79	826.79	0.00	Open
12/25/2020	FNBCK	EFT524	INTERNAL REVENUE SERVICE	23,498.65	23,498.65	0.00	Open
12/25/2020	FNBCK	EFT525	PRINCIPAL FINANCIAL	3,056.00	3,056.00	0.00	Open
12/25/2020	FNBCK	EFT526	PRINCIPAL FINANCIAL	2,036.56	2,036.56	0.00	Open

Totals: Number of Checks: 005 29,775.33 29,748.00 0.00

Total Physical Checks: 1
 Total Check Stubs: 4

Dir. Dep.
 70,074.40

\$ 99,822.40

Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #503			
11/30/2020	5124	HOME DEPOT CREDIT SERVICES	1,364.71
12/04/2020	5125	JAY DUHON	75.00
12/04/2020	5126	GENOA TOWNSHIP	400,000.00
12/04/2020	5127	GIFFELS WEBSTER	1,440.00
12/04/2020	5128	STATE OF MICHIGAN	95.00
12/04/2020	5129	TRACTOR SUPPLY CO.	123.88
12/09/2020	5130	DAVE ESTRADA	174.89
12/10/2020	5131	MMRMA	9,715.69
12/10/2020	5132	WINDSTREAM	43.17
12/17/2020	5133	ADVANCE AUTO PARTS	167.68
12/17/2020	5134	ADVANTAGE MARKETING	239.34
12/17/2020	5135	CHASE CARD SERVICES	1,949.33
12/17/2020	5136	COMPLETE BATTERY SOURCE	72.21
12/17/2020	5137	GIFFELS WEBSTER	1,260.00
12/17/2020	5138	JACK DOHENY COMPANIES, INC	3,589.41
12/17/2020	5139	NORTHWEST PIPE & SUPPLY	48.30
12/17/2020	5140	PFEFFER, HANNIFORD, PALKA	1,750.00
12/17/2020	5141	PORT CITY COMMUNICATIONS, INC.	229.09
12/17/2020	5142	R & A TOOL REPAIR	150.00
12/17/2020	5143	RBS METALS	28.00 V
		Void Reason: WRONG VENDOR	
12/17/2020	5144	TETRA TECH INC	3,480.00
12/17/2020	5145	THE SIGN WORKS	85.00
12/17/2020	5146	USA BLUEBOOK	505.50
12/17/2020	5147	VERIZON WIRELESS	999.21
12/17/2020	5148	VICTORY LANE QUICK OIL CHANGE	98.22
12/17/2020	5149	WEX BANK	2,368.81
12/17/2020	5150	RANDY'S SERVICE STATION	28.00
12/22/2020	5151	HOME DEPOT CREDIT SERVICES	2,349.61

503FN TGTALS:

Total of 28 Checks:	432,430.05
Less 1 Void Checks:	28.00
Total of 27 Disbursements:	<u>432,402.05</u>

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
12/09/2020	5095	AT&T LONG DISTANCE	77.06
12/09/2020	5096	BRIGHTON ANALYTICAL LLC	185.00
12/09/2020	5097	DTE ENERGY	3,282.74
12/09/2020	5098	DTE ENERGY	1,993.53
12/09/2020	5099	MMRMA	805.25
12/09/2020	5100	MMRMA	1,512.89
12/17/2020	5101	BRIGHTON ANALYTICAL LLC	185.00
12/17/2020	5102	CONSUMERS ENERGY	239.87
12/17/2020	5103	COOPER'S TURF MANAGEMENT LLC	1,894.00
12/17/2020	5104	DUBOIS-COOPER	7,202.00
12/17/2020	5105	ETNA SUPPLY COMPANY	1,380.00
12/17/2020	5106	GENOA TOWNSHIP D.P.W. FUND	19,795.22
12/17/2020	5107	GENOA TWP DPW FUND	23,224.65
12/17/2020	5108	HYDROCORP	225.00
12/17/2020	5109	NORTHERN PUMP & WELL	10,530.14
12/17/2020	5110	NORTHWEST PIPE & SUPPLY	384.50
12/17/2020	5111	TETRA TECH, INC.	1,272.00
12/17/2020	5112	TETRA TECH INC	450.00
12/17/2020	5113	UIS SCADA	206.00
12/22/2020	5114	AT&T LONG DISTANCE	51.38
12/22/2020	5115	AT&T	208.72
12/22/2020	5116	BRIGHTON ANALYTICAL LLC	370.00

592FN TOTALS:
 Total of 22 Checks: 75,474.95
 Less 0 Void Checks: 0.00
 Total of 22 Disbursements: 75,474.95

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #593			
12/09/2020	3877	BRIGHTON ANALYTICAL LLC	134.00
12/09/2020	3878	DTE ENERGY	3,096.59
12/09/2020	3879	MMRMA	711.61
12/14/2020	3880	US POSTAL SERVICE	67.54
12/17/2020	3881	BRIGHTON ANALYTICAL LLC	254.50
12/17/2020	3882	CONSUMERS ENERGY	200.33
12/17/2020	3883	LIVINGSTON PRESS & ARGUS	80.00
12/17/2020	3884	GENOA TOWNSHIP D.P.W. FUND	11,937.91
12/17/2020	3885	GENOA OCEOLA SWR & WTR AUTHORI	176.60
12/17/2020	3886	PVS NOLWOOD CHEMICALS, INC.	1,286.00
12/22/2020	3887	BRIGHTON ANALYTICAL LLC	67.00
12/22/2020	3888	CONSUMERS ENERGY	15.00

593FN TOTALS:
 Total of 12 Checks: 18,027.08
 Less 0 Void Checks: 0.00
 Total of 12 Disbursements: 18,027.08

432,402.05+
 75,474.95+
 18,027.08+

003

525,904.08**

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
December 7, 2020

MINUTES

Rogers commemorated the 79th anniversary of Pearl Harbor Day with a moment of silence to honor those who fought and lost their lives on this day. The Virtual Meeting of the Genoa Charter Township Board was then called to order at 6:35 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, Terry Croft, Jim Mortensen and Diana Lowe. Also present were Township Manager Michael Archinal and Jill Bahm of Giffels Webster.

A Call to the Public was made with no response.

Consent Agenda

Moved by Lowe and supported by Mortensen to approve all items listed under the Consent Agenda as requested. The motion carried unanimously.

1. Payment of Bills.

2. Request to Approve Minutes: November 16, 2020

Regular Agenda:

Moved by Lowe and supported by Hunt to approve for action all items listed under the Regular Agenda as requested. The motion carried unanimously.

3. Consideration of a recommendation for approval of a final PUD site plan and environmental impact assessment for the “Premier Genoa Planned Unit Development” phase 1 involving a 37,275 sq. ft. climate controlled indoor storage building and related site improvements. The site is located at 4525 and 4433 E. Grand River at the northwest corner of Grand River Ave. and Lawson Drive. The request is petitioned by BMH Realty, LLC.

A. Disposition of Impact Assessment (dated 8-5-20 received 9-28-20)

Moved by Lowe and supported by Croft to approve the Environmental Impact as requested. The motion carried unanimously.

B. Disposition of Final PUD Site Plan (11-19-20)

Moved by Hunt and Supported by Lowe, to approve the Final PUD Site Plan printed on November 19, 2020, as represented in Kelly VanMarter's memorandum of Dec. 1, 2020 and subject to the following:

1. The lot combination of the parcels as depicted on the site plan shall be completed prior to issuance of a land use permit for the project.
2. Construction plan review and EGLE Permits will be required by the MHOG and GO Water and Sewer Authorities for the water and sanitary sewer.
3. Utility Easements for the water and sanitary sewer shall be provided prior to issuance of the land use permit for the building.
4. A performance guarantee as provided by section 21.03 of the Zoning Ordinance shall be provided for the required sidewalk on the north side of Whitehorse Drive prior to issuance of a land use permit for the building.

The motion carried unanimously.

4. Consideration of a request to change authorization for Genoa 2019-2020 Grand River Sidewalk, Construction Phase Engineering as submitted by TetraTech in the amount of \$46,660.

Moved by Lowe and supported by Mortensen to authorize an additional \$46,660.00 for the Grand River Sidewalk construction plan and to amend the Parks and Recreation Budget accordingly. The motion carried unanimously.

5. Discussion of 2021-2025 Working Draft of the Recreation Plan for Genoa Charter Township.

Jill Bahm of Giffels Webster addressed the board concerning the draft Recreation Plan that needs to be submitted to the DNR by February 1, 2021. A public hearing has tentatively been set for Wednesday, Jan. 13, 2021 at 6:30 in the evening. Public Comment will be accepted from Dec. 13, 2020 until Jan. 13, 2021. The full plan will be available on the township website on Dec. 13th. No formal action was taken by the board.

Correspondence:

- Waste Management acquired Advanced Disposal on Oct. 30th. Waste Management has assured us that service will remain the same with no effect on our residents.
- Bonds related to Oak Pointe Sewer System Project have been refinanced with a savings of approximately \$601,718.00 in interest.
- A grant in the amount of \$6,276 was received and distributed to election officials.

- Comcast and Charter rates are increasing.
- Cromaine Library minutes were received.
- Resident Summer Cleveland asked for better internet for her area of the township.
- The Township set a meeting and holiday schedule for 2021.
- Genoa Township is compliant on all levels of the AMAR audit and scored 100% according to Township Assessor Debra Rojewski.
- E-mails from Rita Croft and Dan Wholihan were received after business hours and not included in the packet but were forwarded to board members regarding the processing of absent voter ballots during the recent election.

Member Discussion:

- Hunt – Tax bills were mailed on Nov. 30th. We have received comments that some residents were receiving them late.
- Archinal – Construction of the bike path along Grand River should be complete this week. Our recycling of cardboard has become a concern with garbage blowing everywhere. The administrative Committee will review this problem after the holiday season.
- Rogers – Covid-19 restriction have been extended for 12 more days. The township is making every effort to comply with the States mandate.

Moved by Lowe and supported by Hunt to adjourn the virtual meeting of the Genoa Charter Township Board at 7:20 p.m.

Paulette A. Skolarus, Clerk
Genoa Charter Township Board

Refuse collection history

	2017/2018	2018/2019	2019/2020	Projected 2020/2021	2021/2022
Number of parcels	6,963	6,984	7,037	7,053	7,076
Annual cost per parcel \$8.00 increase recommended	121.00	131.00	141.00	145.00	153.00
Annual projected revenue	842,523	914,904	992,217	1,022,685	1,082,628

				Projected	
Audited revenue for refuse	827,142	929,975	937,699	1,024,280	
Revenue based on actual parcels	842,523	914,904	992,217	1,022,685	1,061,400
Difference	(15,381)	15,071	(54,518)	1,595	(1,061,400)

				Projected	
Audited revenue for refuse	827,142	929,975	937,699	1,024,280	
Audited expenditure for refuse	1,009,541	1,036,657	1,065,892	1,106,408	
General fund subsidy	(182,399)	(106,682)	(128,193)	(82,128)	-

Monthly Service fees	12.32	12.68	13.07	13.46	13.87
Cost per year	147.84	152.16	156.84	161.52	166.44
Number of parcels	6,963	6,984	7,037	7,053	7,076
Total Expenses	1,029,409.92	1,062,685.44	1,103,683.08	1,139,200.56	1,177,729.44

116329.44

Advance Contract Includes

- Weekly refuse collection and disposal
- Bi-weekly recycling collection
- New cart for refuse provided at no charge
- New cart for recycling provided at no charge
- Bulk pickup at no charge
- \$80.00 seasonal pickup for yard waste (individual contract)

refuse analysis 2021/2022/PS

12/21/2020

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	2020-21 ACTIVITY THRU 03/31/21	2020-21 AMENDED BUDGET	2021-22 RECOMMENDED BUDGET
ESTIMATED REVENUES								
101-000-403-000	CURRENT REAL PROP TAX/INTEREST	884,853	918,863	960,519	900,000	33,431	900,000	925,000
101-000-407-000	DELINQ TAX - PERSONAL & REAL	2,030	904	524				
101-000-423-000	COLLECT FEES/EXCESS OF ROLL	331,536	343,808	343,644	350,000	245,025	350,000	350,000
101-000-423-100	COLLECTION FEE - SCHOOLS	24,945	25,167	24,900	25,000	24,561	25,000	25,000
101-000-423-200	SET FEES COLLECTED	163		165				
101-000-445-000	PENALTIES & INTEREST ON TAXES			10				
101-000-476-100	LICENSE/PERMIT/CABLE FRANCHISE	409,282	404,317	400,326	425,000	294,604	425,000	410,000
101-000-477-000	METRO ACT REVENUE		13,459	13,918	15,000	15,166	15,000	16,000
101-000-477-001	LCSA-PPT REIMBURSEMENT	18,565	7,067	14,622	8,000	7,891	8,000	8,000
101-000-480-000	TRAILER FEES	3,577	2,734	3,049	3,700	2,438	3,700	3,700
101-000-490-000	GAIN/LOSS ON DISPOSAL OF ASSET			8,250				
101-000-574-000	STATE SHARED REVENUE	1,687,235	1,764,024	1,836,843	1,850,000	1,187,288	1,850,000	1,860,000
101-000-608-000	CHARGES FOR SERV-APPL FEES	42,564	69,184	97,578	75,000	23,036	75,000	90,000
101-000-631-000	REFUSE COLLECTION FEES	827,146	929,975	937,699	1,100,000	40,741	1,100,000	1,100,000
101-000-664-000	INTEREST	8,253	5,326	11,507	15,000	20,267	15,000	17,000
101-000-676-000	ADMIN FEE/UTILITY-OPERATING	55,185	56,587	57,720	58,800	29,098	58,800	59,000
101-000-676-100	ADM FEE LIQUOR LAW	3,500	3,500	3,500	3,500	1,750	3,500	3,500
101-000-678-300	TAXES ON LAND TRANSFER	119,945	128,538	139,362	140,000	3,835	140,000	145,000
101-000-690-000	GRANT FOR ELECTIONS					6,276	6,276	
101-000-695-000	OTHER/CEMETERY/ SCHOOLS			474				
101-000-699-001	MISC/SCHOOL/CEMETERY/ELECTI	15,784	7,657	64,568	10,000	52,226	53,000	25,000
101-000-699-002	MMRMA REIMBURSEMENT	17,305	14,770	26,695	27,000	30,819	31,000	32,000
TOTAL ESTIMATED REVENUES		4,451,868	4,695,880	4,945,873	5,006,000	2,018,452	5,059,276	5,129,200

GL NUMBER	DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	2020-21 ACTIVITY THRU 03/31/21	2020-21 AMENDED BUDGET	2021-22 RECOMMENDED BUDGET
101-000-000-106								
101-101-703-000	SALARIES/TRUSTEES	29,180	31,187	31,122	35,000	18,211	35,000	35,000
101-171-703-000	SALARIES/TWP SUPERVISOR	54,400	55,760	56,875	58,581	44,984	58,581	58,581
101-191-703-000	SALARIES/ELECTION	500	57,076	58,490	80,000	52,066	52,066	25,000
101-209-703-000	CONTRACTUAL SALARIES	357,451	368,738	370,817	408,000	292,227	408,000	408,000
101-210-801-000	PROF.CONTR./LEGAL	59,007	99,099	127,592	135,000	63,213	135,000	135,000
101-215-703-000	SALARIES/TWP CLERK	53,400	54,735	55,830	57,581	44,194	57,581	57,581
101-215-800-000	ELECTION EXP REIMBURSE BY GRANT					6,239	6,239	
101-223-801-000	PROF. CONTR. AUDITOR	22,985	20,100	18,925	25,000	14,850	25,000	25,000
101-241-801-000	PROF.CONSULTING/ENG/PLANNING	17,971	14,914	13,203	90,000	49,394	90,000	90,000
101-247-703-000	BD OF REVIEW SALARIES	1,975	2,375	2,725	3,000	234	3,000	3,000
101-247-964-000	REFUNDS & CHARGEBACKS	697	716	1,766	5,000		5,000	5,000
101-253-703-000	SALARIES/TWP TREASURER	53,400	54,735	55,830	57,581	44,157	57,581	57,581
101-265-775-000	REPAIRS & MAINTENANCE	147,150	151,803	154,003	160,000	120,743	160,000	160,000
101-265-910-000	INSURANCE BC/BS & MCM	298,212	301,950	342,192	405,000	273,399	405,000	415,000
101-265-911-000	WELLNESS IQ REIMBURSE	5,254	5,250	5,087	5,000	2,782	5,000	5,000
101-265-920-000	UTIL:ELECTRICITY & NAT.GAS	21,773	15,352	19,230	22,000	9,658	22,000	22,000
101-284-703-000	SALARIES	288,783	358,155	346,741	381,100	307,150	381,100	381,100
101-284-704-000	RETIREMENT	99,933	116,563	112,314	125,000	60,492	125,000	125,000
101-284-715-000	EMPLOYER'S SHARE FICA	72,775	71,519	72,076	85,000	63,422	85,000	85,000
101-284-720-000	UNEMPLOYMENT TAXES	300			20,000	6,092	20,000	20,000
101-284-727-000	PRINTG, POSTAGE, OFC SUPPLIES	61,893	94,953	53,943	95,000	60,920	95,000	95,000
101-284-728-000	ECONOMIC DEVELOPMENT	22,000	23,305	22,918	25,000	23,632	25,000	25,000
101-284-850-000	TELEPHONE	24,246	29,007	30,446	32,000	18,746	32,000	32,000
101-284-861-000	MILEAGE & TRAVEL EXPENSE	10,902	10,392	10,884	15,000	4,308	15,000	15,000
101-284-957-000	DUES	16,495	23,733	17,696	20,000	26,329	30,000	20,000
101-284-958-000	MEETING FEES & MISC. EXPENSES	13,016	30,106	32,385	30,000	11,452	20,000	30,000
101-284-958-001	692 RED OAKS DR	(565)						

GL NUMBER	DESCRIPTION	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	2020-21 ACTIVITY THRU 03/31/21	2020-21 AMENDED BUDGET	2021-22 RECOMMENDED BUDGET
101-284-959-000	APPL FEES EXPENSES	45,521	41,759	61,990	50,000	21,298	50,000	70,000
101-284-959-001	PLANNING /ZBA SALARIES	26,387	29,282	27,877	32,000	18,062	32,000	32,000
101-301-703-000	SALARY/ORDINANCE/ ZONING ADMIN	75,576	81,112	81,998	94,500	67,604	94,500	94,500
101-441-803-000	REFUSE MAINTENANCE	964,542	1,081,606	1,065,892	1,125,000	730,409	1,125,000	1,180,000
101-916-962-000	DRAIN AT LARGE	32,459	27,584	29,868	50,000		50,000	50,000
101-929-977-000	CAPITAL OUTLAY	117,632	70,134	42,631	125,000	8,914	125,000	
101-966-999-010	TRANS OUT FUTURE RD IMPR #261	500,000	500,000	500,000	900,000		900,000	900,000
101-966-999-013	ADV FOR ROAD PROJECTS #264	150,000	150,000	150,000				
101-966-999-027	FUT DEV PARKS & REC.#270	500,000	500,000	500,000	550,000		550,000	750,000
101-966-999-028	TRANS TO RESERVE BLDG/GRD #271	50,000	50,000	50,000		3,495		50,000
101-966-999-110	CONTINGENCIES				50,000		50,000	50,000
TOTAL APPROPRIATIONS		4,195,250	4,523,000	4,523,346	5,351,343	2,468,676	5,329,648	5,451,343
NET OF REVENUES/APPROPRIATIONS - FUND 101		256,618	172,880	422,527	(345,343)	(450,224)	(270,372)	(322,143)
BEGINNING FUND BALANCE		2,138,369	2,394,985	2,567,865	2,922,347	2,922,347	2,922,347	2,472,123
FUND BALANCE ADJUSTMENTS				(68,047)				
ENDING FUND BALANCE		2,394,987	2,567,865	2,922,345	2,577,004	2,472,123	2,651,975	2,149,980



MEMO

TO: Members of the Genoa Charter Township Board

FROM: Kim Lane, Human Resources

DATE: January 4, 2021

RE: Approval of Defined Benefit Plan Adoption Agreement Addendum from MERS

Agenda Topic:

Request for approval of Defined Contribution Agreement Addendum for Division 47130110 – Utilities Director and Division 47130101 – Township Manager as mandated by Municipal Employees’ Retirement System (MERS)

MERS has mandated that all organizations must complete a Plan Adoption Agreement Addendum for all divisions. The amendment serves to ensure the compensation details of our plan are accurately documented and on file with MERS. No details of our plan are changing, only documenting what is already being done.

Documents are attached.

Please consider the following action:

Moved by _____, supported by _____ to approve the MERS Plan Adoption Agreement Addendum for all divisions.

Defined Benefit Plan Adoption Agreement Addendum



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The employer, a participating municipality or court within the state of Michigan, hereby agrees to adopt and administer the MERS Defined Benefit (DB) Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Effective Date

The effective date shall be the first day of **January, 2021**.

II. Employer name Genoa Twp

Municipality number 471301

This is an amendment of the existing Adoption Agreement for the MERS Defined Benefit.

Any changes to plan provisions apply to employees in the division on the effective date, as well as to new hires ongoing. Definitions will apply for all service accrued after the effective date.

Division number 47130110

Division name on file with MERS Utilities Dir.

III. Plan Eligibility

Only those employees eligible for MERS membership may participate in the MERS Defined Benefit. If an employee classification is **included** in the plan, then employees that meet this definition will receive service credit if they work the required number of hours to meet the service credit qualification defined below. All eligible employees must be reported to MERS.

Using your Division Name above, expand on the employee classifications that are eligible to participate in MERS. For example, if Division is "General," please insert specific classifications that are eligible for MERS such as "Clerical Staff," "Elected Officials," "Library Director," etc.:

Employee classification contains **public safety employees**: Yes No

Public safety employees include: law enforcement, parole and probation officers, employees responsible for emergency response (911 dispatch, fire service, paramedics, etc.), public works, and other skilled support personnel (equipment operators, etc.).

Defined Benefit Plan Adoption Agreement Addendum

EMPLOYER NAME: Genoa Twp

DN: 47130110

If you elect to include a special classification (chart below), then the employee will be required to meet the Service Credit Qualification as defined under section IV (Provisions) in order to earn a month of service. Excluded classification will require additional information below.

To further define eligibility (select all that apply):

Employee Classification	Included	Excluded	Not Employed
Temporary Employees: Those who will work for the municipality fewer than _____ months in total.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Part-Time Employees: Those who regularly work fewer than _____ per _____.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Seasonal Employees: Those who will work for the municipality from _____ to _____ only.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Voter-Elected Officials	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Appointed Officials: An official appointed to a voter-elected office.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contract Employees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Probationary Periods (select one):

- Service will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, the employer will not report or provide service.

The probationary period will be 1 month(s).

Comments:

- Service will begin with the employee's date of hire (no Probationary Period). Effective with the date of hire, wages paid and any associated contributions must be submitted to MERS.

Defined Benefit Plan Adoption Agreement Addendum

EMPLOYER NAME: Genoa Twp

DN: 47130110

IV. Provisions

1. Service Credit Qualification

To clarify how eligible employees earn service credit, please indicate how many hours per month an eligible employee needs to work. For example, if you require 10 eight-hour days, this would be 80 hours per month. If an 'hour per day' has been defined (like ten 7-hour days), electing 70 hours will be required. Employees must meet the definition of Plan Eligibility in order to earn service credit under the plan.

To receive one month of service credit, an employee shall work (or be paid for as if working) 160 hours in a month.

2. Leaves of Absence

Indicate by checking the boxes below, whether the potential for service credit will be allowed if an eligible employee is on one of the following types of leave, regardless of meeting the service credit qualification criteria.

Regardless whether an eligible employee is awarded service credit while on the selected type(s) of leave:

- MERS will skip over these months when determining the FAC amount for benefit calculations.
- Third-party wages are not reported for leaves of absence.
- Employers are not required to remit employer contributions based on leaves of absence when no wages are paid by the employer. However, an employer may submit additional voluntary contributions for the period of the leave in an amount determined by the employer.
- For contributory divisions, employee contributions are required for service credit to be retained. Employee contributions will be collected based on the Service Credit Qualification. Employers will calculate employee contributions due using the employee's current hourly rate (prior to leave). For example if 120 hours is required for service credit, then employee contributions shall be equal to 120 hours times the employee's hourly rate. Employees have three times the length of leave, to a maximum of five years, to pay required employee contributions. Leaves of absence are required to be reported to MERS, including the employee's start and end date per month, along with the employee's hourly rate.

Type of Leave	Service Credit Granted	Service Credit Excluded
Short- and Long-Term Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Workers' Compensation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Unpaid Family Medical Leave Act (FMLA)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other: _____ For example, sick and accident, administrative, educational, sabbatical, etc.	<input type="checkbox"/>	<input type="checkbox"/>
Other 2: _____ Additional leave types as above	<input type="checkbox"/>	<input type="checkbox"/>

Leaves of absence due to military service are governed by the Federal Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), IRC 414(u), effective January 1, 2007, IRC 401(a)(37).

Defined Benefit Plan Adoption Agreement Addendum

EMPLOYER NAME: Genoa Twp

DIV: 47130110

3. Definition of Compensation

The Definition of Compensation is used to calculate a participant's final average compensation and is used in determining both employer and employee contributions. Wages paid to employees, calculated using the elected definition, must be reported to MERS.

Select your Definition of Compensation here. If you choose to customize your definition, skip this table and proceed to page 5.

	<input type="radio"/> Base Wages	<input checked="" type="radio"/> Box 1 Wages	<input type="radio"/> Gross Wages
Types of Compensation			
Regular Wages Salary or hourly wage X hours PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified) On-call pay	All Regular Wages included	All Regular Wages included	All Regular Wages included
Other Wages Shift differentials Overtime Severance issued over time (weekly/bi-weekly)	Excluded	All Other Wages included	All Other Wages included
Lump Sum Payments PTO cash-out Longevity Bonuses Merit pay Job certifications Educational degrees Moving expenses Sick payouts Severance (if issued as lump sum)	Excluded	All Lump Sum Payments included	All Lump Sum Payments included
Taxable Payments Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement) Prizes, gift cards Personal use of a company car Car allowance	Excluded	All Taxable Payments included	All Taxable Payments included
Reimbursement of Nontaxable Expenses (as defined by the IRS) Gun, tools, equipment, uniform Phone Fitness Mileage reimbursement Travel through an accountable plan (i.e. tracking mileage for reimbursement)	Excluded	Excluded	Excluded
Types of Deferrals			
Elective Deferrals of Employee Premiums/Contributions 457 employee and employer contributions 125 cafeteria plan, FSAs and HSAs IRA contributions	All Elective Deferrals included	Excluded	All Elective Deferrals included
Types of Benefits			
Nontaxable Fringe Benefits of Employees Health plan, dental, vision benefits Workers compensation premiums Short- or Long-term disability premiums Group term or whole life insurance < \$50,000	All Nontaxable Fringe Benefits included	Excluded	All Nontaxable Fringe Benefits included
Mandatory Contributions Defined Benefit employee contributions MERS Health Care Savings Program employee contributions	All Mandatory Contributions included	Excluded	All Mandatory Contributions included
Taxable Fringe Benefits Clothing reimbursement Stipends for health insurance opt out payments Group term life insurance > \$50,000	Excluded	Excluded	All Taxable Fringe Benefits included
Other Benefits / Lump Sum Payments Workers compensation settlement payments	Excluded	Excluded	All Other Lump Sum Benefits included

Defined Benefit Plan Adoption Agreement Addendum

EMPLOYER NAME: Genoa Twp

DN: 47130110

SKIP THIS TABLE if you selected one of the standard definitions of compensation on page 4.

CUSTOM: If you choose this option, you must select boxes in each section you would like to include in your Definition of Compensation. You will be responsible for additional reporting details to track custom definitions.

Types of Compensation

Regular Wages	
<input type="checkbox"/> Salary or hourly wage X hours	<input type="checkbox"/> On-call pay
<input type="checkbox"/> PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified)	<input type="checkbox"/> Other: _____
Other Wages apply: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
<input type="checkbox"/> Shift differentials	<input type="checkbox"/> Severance issued over time (weekly/bi-weekly)
<input type="checkbox"/> Overtime	<input type="checkbox"/> Other: _____
Lump Sum Payments apply: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
<input type="checkbox"/> PTO cash-out	<input type="checkbox"/> Educational degrees
<input type="checkbox"/> Longevity	<input type="checkbox"/> Moving expenses
<input type="checkbox"/> Bonuses	<input type="checkbox"/> Sick payouts
<input type="checkbox"/> Merit pay	<input type="checkbox"/> Severance (if issued as lump sum)
<input type="checkbox"/> Job certifications	<input type="checkbox"/> Other: _____
Taxable Payments apply: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
<input type="checkbox"/> Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement)	<input type="checkbox"/> Car allowance
<input type="checkbox"/> Prizes, gift cards	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Personal use of a company car	
Reimbursement of Nontaxable Expenses (as defined by the IRS) apply: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
<input type="checkbox"/> Gun, tools, equipment, uniform	<input type="checkbox"/> Mileage reimbursement
<input type="checkbox"/> Phone	<input type="checkbox"/> Travel through an accountable plan (i.e. tracking mileage for reimbursement)
<input type="checkbox"/> Fitness	<input type="checkbox"/> Other: _____

Types of Deferrals

Elective Deferrals of Employee Premiums/Contributions apply: YES NO

<input type="checkbox"/> 457 employee and employer contributions	<input type="checkbox"/> IRA contributions
<input type="checkbox"/> 125 cafeteria plan, FSAs and HSAs	<input type="checkbox"/> Other: _____

Types of Benefits

Nontaxable Fringe Benefits of Employees apply: YES NO

<input type="checkbox"/> Health plan, dental, vision benefits	<input type="checkbox"/> Group term or whole life insurance < \$50,000
<input type="checkbox"/> Workers compensation premiums	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Short- or Long-term disability premiums	

Mandatory Contributions apply: YES NO

<input type="checkbox"/> Defined Benefit employee contributions	<input type="checkbox"/> Other: _____
<input type="checkbox"/> MERS Health Care Savings Program employee contributions	

Taxable Fringe Benefits apply: YES NO

<input type="checkbox"/> Clothing reimbursement	<input type="checkbox"/> Group term life insurance > \$50,000
<input type="checkbox"/> Stipends for health insurance opt out payments	<input type="checkbox"/> Other: _____

Other Benefits / Lump Sum Payments apply: YES NO

<input type="checkbox"/> Workers compensation settlement payments	<input type="checkbox"/> Other: _____
---	---------------------------------------

Defined Benefit Plan Adoption Agreement Addendum

EMPLOYER NAME Genoa Twp

DN: 47130110

V. Execution:

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

This foregoing Addendum is hereby approved by Genoa Township

at a Board Meeting which took place on: 01-04-2021
(mm/dd/yyyy)

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

I understand that approved board minutes are required to complete this request.

Board minutes should be sent to: DataCollectionProject@nersofmich.com

Defined Benefit Plan Adoption Agreement Addendum



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The employer, a participating municipality or court within the state of Michigan, hereby agrees to adopt and administer the MERS Defined Benefit (DB) Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Effective Date

The effective date shall be the first day of **January, 2021**.

II. Employer name Genoa Twp

Municipality number 471301

This is an amendment of the existing Adoption Agreement for the MERS Defined Benefit.

Any changes to plan provisions apply to employees in the division on the effective date, as well as to new hires ongoing. Definitions will apply for all service accrued after the effective date.

Division number 47130101

Division name on file with MERS Twp Manager

III. Plan Eligibility

Only those employees eligible for MERS membership may participate in the MERS Defined Benefit. If an employee classification is **included** in the plan, then employees that meet this definition will receive service credit if they work the required number of hours to meet the service credit qualification defined below. All eligible employees must be reported to MERS.

Using your Division Name above, expand on the employee classifications that are eligible to participate in MERS. For example, if Division is "General," please insert specific classifications that are eligible for MERS such as "Clerical Staff," "Elected Officials," "Library Director," etc.:

Employee classification contains **public safety employees**: Yes No

Public safety employees include: law enforcement, parole and probation officers, employees responsible for emergency response (911 dispatch, fire service, paramedics, etc.), public works, and other skilled support personnel (equipment operators, etc.).

Defined Benefit Plan Adoption Agreement Addendum

EMPLOYER NAME: Genoa Twp

DM: 47130101

If you elect to include a special classification (chart below), then the employee will be required to meet the Service Credit Qualification as defined under section IV (Provisions) in order to earn a month of service. Excluded classification will require additional information below.

To further define eligibility (select all that apply):

Employee Classification	Included	Excluded	Not Employed
Temporary Employees: Those who will work for the municipality fewer than _____ months in total.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Part-Time Employees: Those who regularly work fewer than _____ per _____.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Seasonal Employees: Those who will work for the municipality from _____ to _____ only.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Voter-Elected Officials	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Appointed Officials: An official appointed to a voter-elected office.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contract Employees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Probationary Periods (select one):

- Service will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, the employer will not report or provide service.

The probationary period will be 1 month(s).

Comments:

- Service will begin with the employee's date of hire (no Probationary Period). Effective with the date of hire, wages paid and any associated contributions must be submitted to MERS.

Defined Benefit Plan Adoption Agreement Addendum

EMPLOYER NAME: Genoa Twp

DN: 47130101

IV. Provisions

1. Service Credit Qualification

To clarify how eligible employees earn service credit, please indicate how many hours per month an eligible employee needs to work. For example, if you require 10 eight-hour days, this would be 80 hours per month. If an 'hour per day' has been defined (like ten 7-hour days), electing 70 hours will be required. Employees must meet the definition of Plan Eligibility in order to earn service credit under the plan.

To receive one month of service credit, an employee shall work (or be paid for as if working) 160 hours in a month.

2. Leaves of Absence

Indicate by checking the boxes below, whether the potential for service credit will be allowed if an eligible employee is on one of the following types of leave, regardless of meeting the service credit qualification criteria.

Regardless whether an eligible employee is awarded service credit while on the selected type(s) of leave:

- MERS will skip over these months when determining the FAC amount for benefit calculations.
- Third-party wages are not reported for leaves of absence.
- Employers are not required to remit employer contributions based on leaves of absence when no wages are paid by the employer. However, an employer may submit additional voluntary contributions for the period of the leave in an amount determined by the employer.
- For contributory divisions, employee contributions are required for service credit to be retained. Employee contributions will be collected based on the Service Credit Qualification. Employers will calculate employee contributions due using the employee's current hourly rate (prior to leave). For example if 120 hours is required for service credit, then employee contributions shall be equal to 120 hours times the employee's hourly rate. Employees have three times the length of leave, to a maximum of five years, to pay required employee contributions. Leaves of absence are required to be reported to MERS, including the employee's start and end date per month, along with the employee's hourly rate.

Type of Leave	Service Credit Granted	Service Credit Excluded
Short- and Long-Term Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Workers' Compensation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Unpaid Family Medical Leave Act (FMLA)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other: _____ For example, sick and accident, administrative, educational, sabbatical, etc.	<input type="checkbox"/>	<input type="checkbox"/>
Other 2: _____ Additional leave types as above	<input type="checkbox"/>	<input type="checkbox"/>

Leaves of absence due to military service are governed by the Federal Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), IRC 414(u), effective January 1, 2007, IRC 401(a)(37).

Defined Benefit Plan Adoption Agreement Addendum

EMPLOYER NAME: Genoa Twp

DN: 47130101

3. Definition of Compensation

The Definition of Compensation is used to calculate a participant's final average compensation and is used in determining both employer and employee contributions. Wages paid to employees, calculated using the elected definition, must be reported to MERS.

Select your Definition of Compensation here. If you choose to customize your definition, skip this table and proceed to page 5.

	<input checked="" type="radio"/> Base Wages	<input type="radio"/> Box 1 Wages	<input type="radio"/> Gross Wages
Types of Compensation			
Regular Wages Salary or hourly wage X hours PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified) On-call pay	All Regular Wages included	All Regular Wages included	All Regular Wages included
Other Wages Shift differentials Overtime Severance issued over time (weekly/bi-weekly)	Excluded	All Other Wages included	All Other Wages included
Lump Sum Payments PTO cash-out Longevity Bonuses Merit pay Job certifications Educational degrees Moving expenses Sick payouts Severance (if issued as lump sum)	Excluded	All Lump Sum Payments included	All Lump Sum Payments included
Taxable Payments Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement) Prizes, gift cards Personal use of a company car Car allowance	Excluded	All Taxable Payments included	All Taxable Payments included
Reimbursement of Nontaxable Expenses (as defined by the IRS) Gun, tools, equipment, uniform Phone Fitness Mileage reimbursement Travel through an accountable plan (i.e. tracking mileage for reimbursement)	Excluded	Excluded	Excluded
Types of Deferrals			
Elective Deferrals of Employee Premiums/Contributions 457 employee and employer contributions 125 cafeteria plan, FSAs and HSAs IRA contributions	All Elective Deferrals included	Excluded	All Elective Deferrals included
Types of Benefits			
Nontaxable Fringe Benefits of Employees Health plan, dental, vision benefits Workers compensation premiums Short- or Long-term disability premiums Group term or whole life insurance < \$50,000	All Nontaxable Fringe Benefits included	Excluded	All Nontaxable Fringe Benefits included
Mandatory Contributions Defined Benefit employee contributions MERS Health Care Savings Program employee contributions	All Mandatory Contributions included	Excluded	All Mandatory Contributions included
Taxable Fringe Benefits Clothing reimbursement Stipends for health insurance opt out payments Group term life insurance > \$50,000	Excluded	Excluded	All Taxable Fringe Benefits included
Other Benefits / Lump Sum Payments Workers compensation settlement payments	Excluded	Excluded	All Other Lump Sum Benefits included

Defined Benefit Plan Adoption Agreement Addendum

EMPLOYER NAME: Genoa Twp

DN: 47130101

SKIP THIS TABLE if you selected one of the standard definitions of compensation on page 4.

CUSTOM: If you choose this option, you must select boxes in each section you would like to include in your Definition of Compensation. You will be responsible for additional reporting details to track custom definitions.

Types of Compensation

Regular Wages

<input type="checkbox"/> Salary or hourly wage X hours	<input type="checkbox"/> On-call pay
<input type="checkbox"/> PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified)	<input type="checkbox"/> Other: _____

Other Wages apply: YES NO

<input type="checkbox"/> Shift differentials	<input type="checkbox"/> Severance issued over time (weekly/bi-weekly)
<input type="checkbox"/> Overtime	<input type="checkbox"/> Other: _____

Lump Sum Payments apply: YES NO

<input type="checkbox"/> PTO cash-out	<input type="checkbox"/> Educational degrees
<input type="checkbox"/> Longevity	<input type="checkbox"/> Moving expenses
<input type="checkbox"/> Bonuses	<input type="checkbox"/> Sick payouts
<input type="checkbox"/> Merit pay	<input type="checkbox"/> Severance (if issued as lump sum)
<input type="checkbox"/> Job certifications	<input type="checkbox"/> Other: _____

Taxable Payments apply: YES NO

<input type="checkbox"/> Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement)	<input type="checkbox"/> Car allowance
<input type="checkbox"/> Prizes, gift cards	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Personal use of a company car	

Reimbursement of Nontaxable Expenses (as defined by the IRS) apply: YES NO

<input type="checkbox"/> Gun, tools, equipment, uniform	<input type="checkbox"/> Mileage reimbursement
<input type="checkbox"/> Phone	<input type="checkbox"/> Travel through an accountable plan (i.e. tracking mileage for reimbursement)
<input type="checkbox"/> Fitness	<input type="checkbox"/> Other: _____

Types of Deferrals

Elective Deferrals of Employee Premiums/Contributions apply: YES NO

<input type="checkbox"/> 457 employee and employer contributions	<input type="checkbox"/> IRA contributions
<input type="checkbox"/> 125 cafeteria plan, FSAs and HSAs	<input type="checkbox"/> Other: _____

Types of Benefits

Nontaxable Fringe Benefits of Employees apply: YES NO

<input type="checkbox"/> Health plan, dental, vision benefits	<input type="checkbox"/> Group term or whole life insurance < \$50,000
<input type="checkbox"/> Workers compensation premiums	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Short- or Long-term disability premiums	

Mandatory Contributions apply: YES NO

<input type="checkbox"/> Defined Benefit employee contributions	<input type="checkbox"/> Other: _____
<input type="checkbox"/> MERS Health Care Savings Program employee contributions	

Taxable Fringe Benefits apply: YES NO

<input type="checkbox"/> Clothing reimbursement	<input type="checkbox"/> Group term life insurance > \$50,000
<input type="checkbox"/> Stipends for health insurance opt out payments	<input type="checkbox"/> Other: _____

Other Benefits / Lump Sum Payments apply: YES NO

<input type="checkbox"/> Workers compensation settlement payments	<input type="checkbox"/> Other: _____
---	---------------------------------------



ECONOMIC DEVELOPMENT COUNCIL OF LIVINGSTON COUNTY

**Mike Archinal
Township Manager
Genoa Township
2911 Dorr Rd
Brighton, MI 48116**

RE: Contract Extension between the Economic Development Council of Livingston County (EDCLC) & Genoa Township

Dear Mr. Archinal,

Thank you for your ongoing support of the Economic Development Council of Livingston County (EDCLC). We are grateful for Genoa Township's financial support of the EDCLC, and benefit from your active participation on the board. As the EDCLC prepares to renew our agreement with Ann Arbor SPARK, I am reaching out to ask that the township consider its continued participation and financial commitment to the EDCLC. Through our partnership with Ann Arbor SPARK, staff collaborates with business, academic, government and community investor partners to promote healthy business retention and growth in the county and region.

We are looking forward to another renewed relationship between the EDCLC and Genoa Township. We have attached a draft agreement for 2021-2023 for your review. Ann Arbor SPARK has graciously proposed a rollback of dues for municipal partners back to the 2018-2020 structure. The proposed 2021 dues will be rolled back to 2018 structure with a 1.5% annual inflator. Investments requested for the township are as follows:

- 2021 Investment: \$22,939.00
- 2022 Investment: \$23,283.09
- 2023 Investment: \$23,632.33

It has been an unprecedented year for our local businesses. Despite everyone's remote working status, SPARK staff expanded their work on behalf of the EDCLC to support all businesses in Livingston County impacted by COVID-19. For example, SPARK's work locally and leadership regionally helped to expedite the disbursement of more than \$1.6 million of relief funds to small businesses in the county impacted by the pandemic. The COVID-19 dashboard attached shares more on our efforts in Livingston County during the pandemic.

Defined Benefit Plan Adoption Agreement Addendum

EMPLOYER NAME: Genoa Twp

DN: 47130101

V. Execution:

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

This foregoing Addendum is hereby approved by Genoa Township

at a Board Meeting which took place on: 01-04-2021
(mm/dd/yyyy)

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

I understand that approved board minutes are required to complete this request.

Board minutes should be sent to: DataCollectionProject@ersofmich.com



ECONOMIC DEVELOPMENT COUNCIL OF LIVINGSTON COUNTY

The EDCLC firmly believes the importance in keeping leveraging our partnership with SPARK and their work to support our local economy as we move through this pandemic and businesses continue to see uncertain times. We do not want to lose our ability to see resources and referrals be distributed quickly, while remaining a strong point of contact to the county's industrial sector to work strategically and collaboratively for existing businesses as well as future opportunities.

We would appreciate the opportunity to speak with you further about our work and looking ahead to 2021-2023. Please let us know if we can arrange a time to share more information with your elected board or other stakeholders.

Thank you for your time and consideration, and your continued support.

Sincerely,

Michael Archinal, Economic Development Council of Livingston County Board Chair

CC:
EDCLC Board of Director's Executive Committee

Enclosures

**SERVICE AGREEMENT WITH ECONOMIC DEVELOPMENT
COUNCIL OF LIVINGSTON COUNTY**

THIS AGREEMENT, made and entered into this _____ day of _____, 2020 between Genoa Township, a Michigan Municipal Corporation, having its offices at 2911 Dorr Rd, Brighton, Michigan hereinafter referred to as the "Township", and the ECONOMIC DEVELOPMENT COUNCIL OF LIVINGSTON COUNTY, a Michigan non-profit corporation, having its registered office at 218 East Grand River Avenue, Brighton, Michigan, hereinafter referred to as the "EDC."

WHEREAS, in the current economic climate skilled worker shortages and static tax bases are problems which are faced by many counties in Michigan; and

WHEREAS, a coordinated effort on the part of citizens and institutions in Livingston County is desirable in order to solve the above problems and create employment, industrial expansion and to promote the economic well-being and development of Livingston County and of Genoa Township; and

WHEREAS, the EDC has been formed for the purpose of developing jobs and promoting the economic development of Livingston County through the cooperation and participation of interested private and public organizations in the Township and the County; and

WHEREAS, a coordinated approach to the development of employment and the promotion of economic development for Livingston County will aid Genoa Township in its own economic development;

NOW, THEREFORE, for considerations recited herein, the parties agree as follows:

1. The EDC shall act as Township's non-exclusive agent with respect to economic development projects in and for the for purposes of promoting both the retention and economic expansion of local business and employment currently located within the Township as well as establishing new businesses and employment within Genoa Township. The EDC will renew its contract services agreement with Ann Arbor SPARK to provide business retention, expansion and attraction services for three years beginning January 1, 2021.

2. The EDC will review Township development policies, procedures and zoning ordinances and offer recommendations to the Township to enhance R & D or industrial development of the type and nature sought by the Township Board and conveyed to the EDC by the Township representative, Mike Archinal.
3. The EDC will prepare focused marketing material to highlight the key demographics and attributes of the Township that will be used to introduce the Township to EDC's targets and contacts.
4. The EDC will apply their extensive experience and knowledge of incentives and their practical applications and work with Township staff to craft development of programs and recommendations that will benefit both private and public sectors for the encouragement of new investment. EDC will also assist the Township with any agreements relating to the private and public sector investment.
5. The EDC will visit existing companies to identify their needs and ensure their retention. In addition, the EDC will consult with Township staff and/or designated officials to identify attraction targets that will meet the long term needs of the Township as identified.
6. The EDC will actively recruit targets supported by all available resources. Recruitment efforts will be through personal contact, mail, email, economic development events, and industry contacts continually throughout the term of this contract.
7. When it becomes apparent a relocation in the Township is imminent, EDC agrees that it will coordinate, facilitate and mediate meetings with the Township and the potential target in order to expedite the closing of the transaction.
8. The EDC will provide quarterly updates to the Township detailing the economic development services provided each quarter. Quarterly reports will identify all companies visited and report on the EDC's progress toward set goals and potential targets. In addition, these reports will provide partners with updated data and demographics.
9. Amendments to the Scope of Services may be made as necessary, provided that such amendments are agreed to in writing by both parties.
10. Genoa Township agrees to pay to the EDC an amount not to exceed \$22,939.00 in 2021, \$23,283.09 in 2022, and \$23,632.33 in 2023; on or before April 15th of each year, for services furnished under this Agreement to be rendered for the calendar year to the Township by the EDC which shall specifically report, with documentation, whatever services have been performed and whatever expenses have been incurred on behalf of the Township by the EDC for economic development in and for the Township in accord with the terms of this agreement.
11. The EDC agrees to keep books, records and accounts which will accurately reflect and document the disposition of all funds coming into and disbursed by the EDC as a result of this

Agreement, to make the same available for inspection by Genoa Township during normal business hours.

12. The EDC agrees to hold Genoa Township harmless from any and all liability which might result from its activities, and the EDC further agrees to carry such liability insurance naming Genoa Township as additional insured, as Genoa Township shall deem necessary to insure protection of Genoa Township from any and all liability.

13. Within ninety (90) days after the end of the EDC's fiscal year the EDC shall submit to Genoa Township a final written statement for all work and services performed under this Agreement. All data and work product related to the activities of the EDC and utilized or developed in performance of work in and for Genoa Township shall become the property of Genoa Township upon termination of this Agreement.

14. Both parties agree that this Agreement is subject to all applicable ordinances, resolutions and rules of Genoa Township, Livingston County, and the State of Michigan.

15. Genoa Township shall have the right to review any and all documents or reports as outlined above that are required to be submitted by EDC or its agents. If, at the end of the second year of this Agreement, the Township in its sole discretion determines the said documents and records have not been submitted to their satisfaction, or if EDC otherwise fails to produce the said documents and records, the Township may, at its option, terminate this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

WITNESSES:

Genoa Township

Mike Archinal, Township Manager

Paulette Skolarus, Genoa Township Clerk

**ECONOMIC DEVELOPMENT COUNCIL
OF LIVINGSTON COUNTY**

Mike Archinal, EDC Chair

Rebecca Foster, EDC Vice-President

Board Correspondence



December 4, 2020

Genoa Township
2911 Dorr Road
Brighton, MI 48116-9436



Re: Charter Communications - Upcoming Changes

Dear Franchise Official:

At Spectrum Mid-America, LLC ("Spectrum"), we continue to enhance our services in order to offer more entertainment and communication choices, and to deliver the best value to our customers. We are committed to offering our customers products and services we are sure they will enjoy.

- On or after December 31, 2020, the **NFL Network** on channels 18, 226 & 711 (HD) will be added to the Spectrum TV Lifestyle tier.
- On or after January 5, 2021, **AccuWeather** will launch on channels 75 & 691 (HD) in the Spectrum Select tier. From weather updates, in-depth forecast news, forecast updates to today's temperature, get the weather forecasts to rely on with **AccuWeather**.
- On or after January 19, 2021, the **DIY Network** channels 77 & 763 (HD) will be viewed in Select and Spectrum TV Essentials tiers only.

To view a current Spectrum channel lineup visit www.spectrum.com/channels. If you should have any questions about this change, please feel free to contact me at (810) 652-1422.

Sincerely,

Karen Coronado

Karen Coronado
Manager, State Government Affairs, Michigan
Charter Communications

Cromaine District Library
Regular Board Meeting
Thursday, November 19, 2020

APPROVED

Trustees Present Virtually: Mary Cafmeyer, Kate DeRosier, Rebecca Fedewa, Nancy Lewis, Holly Naylor, Doug Sargent, Don Thompson

Members Absent: None

Staff Present Virtually: Mallorie DeVilbiss, Barbara Berlin, Glenn Fisher, Stefanie Furge, Liesl Schick, Winnie Tripp

Public Present Virtually: Valerie Impola, Ceci Marlow, Aaron Stevens, Angela Yarber

- I. President Lewis called the meeting to order at 7:00 p.m. in the Community Room of the Cromaine Village Library.
- II. **Approval of agenda** Agenda Approval
Secretary Cafmeyer requested that "Closing the Library" be added as Discussion Item VI.H. Trustee Thompson moved to approve the agenda as amended, seconded by Trustee Fedewa. Passed unanimously.
- III. **Approval of Consent Agenda** Consent Calendar Approval
President Lewis noted that the October invoices total is incorrect on the Agenda, needs to be changed to \$49,051.15. Trustee Thompson moved to approve the change to the consent agenda as amended, seconded by Vice President DeRosier. Passed unanimously.
 - A. Approval of regular meeting minutes, 10/15/2020.
 - B. Acknowledge receipt of the October Financial Reports and payment of October invoices totaling \$49,051.15 and payroll obligations totaling \$125,347.26.
 - C. Director's Report
 - D. Committee Reports

Community Relations	November 10
Personnel	No meeting
Planning	No meeting
Finance	November 12
- IV. **Call to the Public:** No public comment. Call to the Public
Angela Yarber, a 15-year patron and lover of the library, is unhappy with the library closing to curbside only. Her son who is a senior has used the library study spaces since he was in 7th grade and misses them greatly. Why has this happened? Please reconsider. *Vice President DeRosier replied that this is due to the MDHHS order tightening restrictions due to the rise in COVID.*
- V. **Director's Report – Update and Comments from the Community** Director's Update
The Director's printed report was updated verbally with the following:
We have transitioned the Livingston Women's Club Dove Tree online. Patrons can view the requested items on our Facebook page, and "claim" what they would like to give.

We will also be continuing our ornament sale for the Foster Closet of Michigan to an online format, where patrons can view ornaments available. We are going to try to display them in the windows for curbside patrons as well.

This year we are adding a toy drive for Toys for Tots. In exchange for a donation, patrons can request a letter from Santa which will be mailed to their home. Thanks to Community Relations for this great idea!

We have another SportPort giveaway coming up on 12/4. The item this time is snowball launchers. We will be doing this as a drive through event in the parking lot.

The Sunday afternoon concert series continues this month with an a cappella group and a family friendly concert in January.

The Director introduced the Library's auditor, Aaron Stevens, who gave a power point presentation of the Library's 2019-2020 audit. The Library is in good financial health and received an 'unmodified opinion' which is the best result we could have. He thanked the Director and staff for their collaborative effort in these unconventional times. There were no questions from the Board.

Questions/Comments from the Board:

Secretary Cafmeyer asked if the 'Binge Watch Bags' were still available curbside. *Yes*

Treasurer Sargent commented that it appears that the HVAC control pad is not under warranty. *That is correct.*

VI. Discussion

A. Strategic Plan 2018-2022 – Questions & comments from the Board

There is no update as the Planning Committee did not meet this month.

Strategic Plan
2018-2022

B. Board Officers for 2021

Mary Cafmeyer will stay on as Secretary. Kate DeRosier will stay on as Vice President. Doug Sargent will stay on as Treasurer if he is still on the Board. Due to the outcome of the election, in January Rebecca Fedewa will have to resign from her 2-year appointed position to accept the elected 4-year position. At that time, the Board will either appoint Doug Sargent to the open position or post for the public and have interviews of interested candidates. All trustees agree that Doug is a valuable member of the Board. President Lewis agreed so Doug Sargent will be appointed in January 2021 for the open 2-year term vacated by Rebecca. He accepts and will stay on as Treasurer. There is still a need for a Presidential candidate beginning in January. Trustee Fedewa is willing to serve as an officer but not as President. The issue is tabled until the December meeting.

Board Officers
for 2021

C. Millage Renewal

The current millage expires June 30, 2022. To go out anytime in 2021 would require paying for a special election. Vice President DeRosier thinks the effects

Millage Renewal

of COVID lasting into 2021 behooves us to wait until 2022. President Lewis adds that we need time for planning and preparation and to consider that we may need to go out another time if the first go round does not pass. Vice President DeRosier will contact Shirley Buursma, millage consultant, for advice and possible retention to help with the millage preparations. She will report on her findings at the December meeting.

D. Audit

Audit

Everything was covered by Aaron Stevens in his presentation,

E. Mission Statement Review

Vice President DeRosier and Trustee Fedewa collaborated on the revised Mission Statement:

Mission
Statement Review

The Cromaine District Library is a cultural resource and community partner, delivering robust services for learning, enrichment, and connection.

They used language from the current Strategic Plan and wanted it to be simple and concise, one clear statement. Treasurer Sargent suggested changing the word “resource” to “center” and all agreed to the change.

F. Moving Upcoming Board meetings to virtual

Public bodies *may* meet virtually through the end of this year, per the legislature. The current MDHHS order prohibits in person meeting through December 9th. There are pros and cons to virtual meetings. Everyone had a chance to weigh in. Most would rather meet in person but will do virtually for now and address again next month.

Moving
Upcoming Board
Meetings to
Virtual

G. 10/13/2020 Finance Committee Minutes

Treasurer Sargent will change the font size to make the minutes more readable on the green paper. Barb will also check the toner density to darken the printout. President Lewis noted the increase in UBS credit card limit to \$60,000. That is not in line with our Credit Card policy. The Director believes it happened when Ceci Marlow’s account was closed, and the Director’s new account opened. It has been changed back to \$15,000 total by UBS.

10/13/2020
Finance
Committee
Minutes

Vice President DeRosier reported that the Friends approved our 2021 Wish List in its entirety at their last meeting.

~~H. Director’s Six Month Evaluation~~-Closing the Library

Closing the
Library

The Director’s Evaluation will be discussed at the December 3 Personnel Committee meeting and be on the December Board agenda as a discussion item.

The Board received 2 letters from the public that have given some Trustees pause in their opinion to close the library and return to curbside pickup. It has caused a hardship for some of our patrons and members of the public. There was much discussion with every Trustee having a chance to weigh in. Various ideas were put on the table:

- Opening a few days a week

- Scheduling appointments for in person visits & student study time
- Scheduling special hours for vulnerable patrons
- Having an awning/tent over the front door to protect staff & patrons from the weather
- A table outside the door or in the foyer for patron pick up of holds

Trustee Naylor has checked the risk assessment for Livingston County and the numbers are bad. Chances are high that staff and patrons may be compromised.

Trustee Thompson asks what does the staff think? *The Director said the staff is getting screamed at over mask wearing. The Library of Michigan says we can not discriminate and have special hours set aside for any segment of the population. We are still doing copying, printing, and faxing through curbside.*

President Lewis remarked that we should be open to serve the public. We cannot serve the community well this way. Trustee Naylor said that the latest statistics show we are serving the public and they are responding.

Overall, the Board appreciates all the staff has done during the last 9 months serving the public. We have a great staff and they have done an exceptional job accommodating the public and going above and beyond providing them with virtual programming and take-home kits.

The Board is split on the closing, wanting to take care of the employees and the community, ultimately leaving the decision making with the Director.

VII. Decision

A. Motion to Approve the 10/13/2020 Finance Committee Minutes

Secretary Cafmeyer moved to approve the 10/13/2020 Finance Committee Minutes as presented, seconded by Trustee Naylor. Passed Unanimously.

Approving
10/13/2020
Finance
Committee
Minutes

B. Motion to Accept the 2019-2020 Audit

Trustee Thompson moved to accept the fiscal year 2019-2020 audit as presented for approval by the Finance Committee, seconded by Treasurer Sargent. Passed Unanimously.

Motion to
Accept the
2019-2020
Audit

VIII. Information

Upcoming meeting dates include: **ALL ZOOM MEETINGS**

Dec 2	Community Relations Committee, 1:00 pm
Dec 3	Planning Committee, 11:30 am
Dec 3	Personnel Committee, 6:30 pm
Dec 10	Finance Committee, 2:00 pm
Dec 10	Board of Trustees meeting, 7:00 pm, Community Room.

Upcoming
Meeting Dates

December 12 Polar Express in the Village

IX. Agenda Items for Next Meeting

Items for next meeting

- Strategic Plan 2018-2022
- Resolution Regarding Health Care
- Board Officers for 2021
- Director’s Evaluation
- Board Self-Evaluation
- Millage Renewal
- Finance Committee Policy Review
 - 6005 – Investment of Library Funds
 - 6007 – Investment Charter
 - 6015 – Budget

X. Call to the Public:

Public Call

Stefanie Furge messaged that most likely Hartland Schools would go for a Non-Homestead tax renewal in May of 2022 (every 4 years).

Valerie Impola a regular library user with 5 children said be careful where your COVID numbers are coming from. She and her children are library lovers and need to be there to choose books, curbside is not working well for them. She and her family have been banned from using the library for a mask violation. Keep in mind there are two sides to every story. The Library is not following the medical reason for not tolerating a mask. Masks can be contaminated. She would be excited to see the Library reopen.

Liesl Schick, Library employee, messaged that she has severe asthma and can wear a mask all day with no problem.

President Lewis said thank you to everyone for their condolences.

XI. Adjournment:

Adjournment

Motion by Trustee Thompson, seconded by Secretary Cafmeyer to adjourn at 8:52 pm.

MARY CAFMEYER, SECRETARY
Cromaine District Library Board

Barbara Berlin, Recording Secretary
Cromaine District Library Board

Documents distributed to the Board for/at this meeting:

- 10/15/2020 Proposed Regular Meeting Minutes
- October 2020 Financial Reports & Checks Issued Totals
- October 2020 CDL Investment Performance Report
- Director’s Report 10/15/2020 w/October 2020 Patron Comments
- CDL Statistics for October 2020 & updated CDL 4-year Circulation Graph
- October Director’s Report to the Friends w/October 2021 Wish List Attached
- Community Relations Committee Meeting Minutes, 11/10/2020

- Finance Committee Meeting Minutes, 12/12/2020
- Finance Committee Meeting Minutes, 10/13/2020
- Mission Statement DRAFT
- Motion to approve 10/15/2020 Finance Committee Minutes
- Motion to accept 2019-2020 Audit
- Revised copies of Policies 1010 & 6003
- Reviewed stickers for Policies 6001, 6002 & 6004
- November 2020 Newsletter
- *Board & Administrator*, November 2020

Hello, This is Abigail Keiser on [REDACTED] and I am 12 years old. I would like you to pave the road and here are 3 reasons why. Reason 1 is because the other kids can learn how to ride bikes, skateboards, penny boards, longboards, hoverboards, ect. Reason 2 is because you wouldn't have to keep up with the road grating all the time and you would be able to work on other roads and other things. Reason 3 is because after our parents get a car wash their cars the car would get dirty again from the dirt road and there would be no pot holes in the road and that's why I think the road should be paved plus it is a busy road with alot of cars on it along it would be less expensive on car repairs for the parents.

Thank you,
Abigail Keiser



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

December 30, 2020

Abigail Keiser
[REDACTED]
[REDACTED]

Dear Abigail,

Thank you for your letter asking about paving Crooked Lake Road. Roads in Michigan Townships are the responsibility of County Road Commissions. The money to grade or pave roads comes from a tax on the gasoline people put in their cars and the fees they pay for license plates.

It costs about \$1,500,000 per mile to pave a road. When the Road Commission or the Township decides to pave a road one of the first things we look at is traffic counts. You may have seen one of the counters. They are boxes with a wire laying across the road that count each time a car passes over. In 2019, Crooked Lake Road near your house averaged 640 cars per day. A road like Brighton Road has 14,500 cars per day and Grand River has over 25,000. We try to pave the roads that have the most cars.

The people who make these decisions are the Road Commission and the Township Board. The Township Board is elected by the people in Genoa Township. You make many good points in your letter. I will give a copy of it to the Board.

We are looking into paving a portion of Crooked Lake Road between Dorr Road and Latson Road. Many people are using this section to get to the Latson interchange and Three Fires School. Because not many people live on your road, there are not a lot of cars and it costs so much money I do not expect your section of the road to be paved soon.

I am happy that you are interested in asking this question. If you want to find out more about roads and local government in Michigan you can check out the following:

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER



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

Genoa Charter Township www.genoa.org
Livingston County Road Commission www.livingstonroads.org
Southeastern Michigan Council of Governments www.semco.org
Michigan Townships Association www.michigantownships.org

Best regards,

Michael Archinal
Township Manager

Cc: Township Board

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