

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting/Public Hearing
February 15, 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. Please email info@genoa.org or call (810) 227-5225 if you have questions.

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: February 1, 2021

Regular Agenda:

Request for approval of the regular agenda:

3. Request to approve Resolution 21-02-15 establishing the 2021 instructions for poverty exemption, guidelines for poverty exemption, poverty exemption application, and poverty exemption worksheet as submitted by the assessor. Roll Call Vote.
4. Review of the second draft of the 2021/2022 Fiscal Year Budget for Fund 101 related to Township expenditures and revenues as previously discussed during budget reviews.
 - A. Call to the public.

Correspondence
Member Discussion
Adjournment

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

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: February 15, 2021

TOWNSHIP GENERAL EXPENSES: Thru February 15, 2021	\$55,797.64
February 5, 2021, Bi Weekly Payroll	\$96,213.57
OPERATING EXPENSES: Thru February 15, 2021	\$50,904.86
TOTAL:	<u>\$202,916.07</u>

Check Date	Check	Vendor Name	Amount
Bank FNBCK CHECKING ACCOUNT			
01/26/2021	36614	BLUE CROSS & BLUE SHIELD OF MI	46,267.98
01/28/2021	36615	AMERICAN PLANNING ASSOCIATION	609.00
01/28/2021	36616	MICHAEL ARCHINAL	500.00
01/28/2021	36617	CONSUMERS ENERGY	477.98
01/28/2021	36618	DTE ENERGY	26.62
01/28/2021	36619	DYKEMA GOSSETT, PLLC	1,665.00
01/28/2021	36620	LCAA	100.00
01/28/2021	36621	PERFECT MAINTENANCE CLEANING	565.00
01/28/2021	36622	QUADIENT FINANCE USA, INC	115.67
02/01/2021	36623	SEMCOG	2,836.00
02/02/2021	36624	DTE ENERGY	914.48
02/02/2021	36625	FEDERAL EXPRESS	42.03
02/02/2021	36626	HARTLAND SEPTIC SERVICE, INC.	325.00
02/02/2021	36627	MICHIGAN OFFICE SOLUTIONS	160.94
02/02/2021	36628	NETWORK SERVICES GROUP, L.L.C.	100.00
02/02/2021	36629	OFFICE EXPRESS INC.	24.98
02/04/2021	36630	CONTINENTAL LINEN SERVICE	79.15
02/04/2021	36631	DTE ENERGY	24.02
02/04/2021	36632	DTE ENERGY	234.67
02/04/2021	36633	LIVINGSTON PRESS & ARGUS	270.00
02/04/2021	36634	MASTER MEDIA SUPPLY	394.25
02/04/2021	36635	OFFICE EXPRESS INC.	42.42
02/04/2021	36636	UNITED STATES POSTAL SERVICE	22.45

FNBCK TOTALS:

Total of 23 Checks:	55,797.64
Less 0 Void Checks:	0.00
Total of 23 Disbursements:	<u>55,797.64</u>

Check Register Report For Genoa Charter Township
 For Check Dates 02/05/2021 to 02/05/2021

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
02/05/2021	FNBCK	13465	MATKIN, RONALD	78.00	72.03	0.00	Open
02/05/2021	FNBCK	EFT537	FLEX SPENDING (TASC)	814.86	814.86	0.00	Open
02/05/2021	FNBCK	EFT538	INTERNAL REVENUE SERVICE	22,839.63	22,839.63	0.00	Open
02/05/2021	FNBCK	EFT539	PRINCIPAL FINANCIAL	3,156.00	3,156.00	0.00	Open
02/05/2021	FNBCK	EFT540	PRINCIPAL FINANCIAL	2,131.73	2,131.73	0.00	Open

Totals:		Number of Checks: 005	29,020.22	29,014.25	0.00
Total Physical Checks:		1		Dir. Dep.	
Total Check Stubs:		4		<u>67,199.32</u>	

\$96,213.57

Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #503			
02/04/2021	5178	UNITED STATES POSTAL SERVICE	27.55
02/05/2021	5179	TRACTOR SUPPLY CO.	315.74
503FN TOTALS:			
Total of 2 Checks:			343.29
Less 0 Void Checks:			0.00
Total of 2 Disbursements:			343.29

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #593			
01/28/2021	3901	BRIGHTON ANALYTICAL LLC	67.00
01/28/2021	3902	CONSUMERS ENERGY	15.00
02/02/2021	3903	BRIGHTON ANALYTICAL LLC	67.00
02/02/2021	3904	MHOG UTILITIES	24.62
02/05/2021	3905	DTE ENERGY	3,571.33
593FN TOTALS:			
Total of 5 Checks:			3,744.95
Less 0 Void Checks:			0.00
Total of 5 Disbursements:			3,744.95

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
01/28/2021	5141	BRIGHTON ANALYTICAL LLC	185.00
01/28/2021	5142	CONSUMERS ENERGY	419.82
02/02/2021	5143	DTE ENERGY	1,273.40
02/02/2021	5144	MHOG UTILITIES	40,584.32
02/04/2021	5145	DTE ENERGY	1,113.09
02/04/2021	5146	UIS SCADA	206.00
02/05/2021	5147	DTE ENERGY	822.53
02/05/2021	5148	DTE ENERGY	2,212.46
592FN TOTALS:			
Total of 8 Checks:			46,816.62
Less 0 Void Checks:			0.00
Total of 8 Disbursements:			46,816.62

343.29+
 3,744.95+
 46,816.62+
 003
 50,904.86**

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting/Public Hearing
February 1, 2021

MINUTES.

Due to Michigan Department of Health and Human Services requirements, this meeting will be conducted virtually. 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. Please email info@genoa.org or call (810) 227-5225 if you have questions.

Supervisor Rogers called the Regular/Virtual Meeting of the Genoa Charter Township Board to order at 6:30 p.m. at the Township Hall. The following members were present and asked to identify their location, constituting a quorum for the transaction of business: Bill Rogers – Genoa Township, Paulette Skolarus – Genoa Township, Robin Hunt – Genoa Township, Jean Ledford – Genoa Township, Terry Croft – Genoa Township, Jim Mortensen – Genoa Township, and Diana Lowe – Genoa Township. Also present were Township Manager Michael Archinal and no persons in the audience. The Pledge of Allegiance was then said.

A Call to the Public was made with the following response: Bill Gavin – I wish to thank the board for their consideration of additional recycling service. A letter was emailed to the township concerning the special site plan proposal on Chilson Road. The proponent has a vision for a high impact use for a chapel, hospital research facility, long term care home and medical school on 40 acres. I think our residents need to be better informed of the proposal which could result in far-reaching commercial uses in the future.

Consent Agenda:

Request for approval of the consent agenda – Moved by Ledford and supported by Hunt to approve items 1, 2, 3, 4, and 6. The motion carried unanimously.

1. Payment of Bills.

2. Request to Approve Minutes: January 4, 2021

3. Request to Approve Minutes: January 13, 2021 Special Board Meeting

4. Request approval to enter into agreements to collect 2021 summer property taxes for the Brighton Area Schools, Hartland Consolidated

Schools, Howell Public Schools, and the Livingston Educational Service Agency as submitted by the Township Treasurer.

6. Request for approval to award the Oak Pointe Equalization Tank Corrosion Prevention Lining work to Advanced Rehabilitation Technology in the amount of \$50,000.

Regular Agenda:

Request for approval of the regular agenda: Moved by Hunt and supported by Mortensen to approve for action all items listed under the regular agenda. The motion carried unanimously.

5. Request to allow the Township Clerk Paulette Skolarus to “opt in” to run school elections and to execute the following school agreements: Livingston Education Service Agency Intermediate School District, Brighton Area School District Agreement, Hartland Consolidated School District Agreement, Howell Public School District Agreement, and Pinckney School District Agreement.

Hunt – I want to be sure that we are “opting in” on the school elections. Moved by Lowe and supported by Ledford to allow the Clerk to execute the school agreements – “opting in”. The motion carried unanimously.

7. Review of the second draft of the 2021/2022 Fiscal Year Budget for all funds related to Township expenditures and revenues as previously discussed during budget reviews.

Moved by Lowe and supported by Ledford to allow discussion. The call to the public continued throughout the meeting with no response from the public.

Skolarus – We are reviewing budgets related to Township revenue and expenditures for the next fiscal year. The General Fund No. 101 includes transfers to Future Road Improvements for \$900,000.00, \$500,000.00 to Future Development Parks and Recreation, and a 2% increase for all staff. It also includes a budget of \$1,185,000.00 for refuse collection/recycling and disposal with revenue of \$1,050,000.00 with an \$8.00 annual increase for township residents.

Archinal – Weekly recycling is a public benefit. We provide refuse/recycling at a dramatically cheaper cost than our residents would be able to contract for individually. There is significant staff time used to answer concerns from our residents. We must answer whether we need recycling every month and

whether our residents are willing to pay an extra \$2.43 each month. Skolarus – During our meeting earlier we discussed polling our community to see how many households wanted the extra service. Mortensen – Would this be a skilled market research? Hunt – We are talking a survey. Mortensen – We got a lot of money. I don't need a market survey or research. Archinal – This draft budget would increase the cost from \$145.00 to \$157.00. Hunt – The Dec. 2020 tax bill cost for refuse/recycling covers the year 2021 and not any change we would make. Mortensen – Ask Waste Management for data. Archinal – I will get stats from Waste Management. Rogers – A resolution for \$12.00 annual increase should be on the next agenda to partially cover the cost of weekly recycling.


No correspondence was received in the board packet but the letter from Bill Galvin is acknowledged.

Member Discussion: Ledford asked about the Keller Williams mailing with the township logo. Archinal stated that it was a tasteful application. Rogers advised that the Credit Union on Dorr and Grand River was closing.

The regular/virtual meeting of the Genoa Charter Township Board was adjourned at 7:27 p.m.

Paulette A. Skolarus, Clerk
Genoa Charter Township Board

Memo

To: Genoa Township Board
From: Debra L. Rojewski 
Date: 2/15/2021

Re: Instructions for poverty exemption, guidelines for poverty exemption, Poverty Exemption application and Poverty Exemption worksheet.

Manager Review: 

I would like the Genoa Township Board to adopt these guidelines for the 2021 Board of Review. The township is required to adopt guidelines that set income levels for our poverty exemption guidelines. The State of Michigan also requires that poverty exemption guidelines are established by the townships local assessing unit and we shall include an asset level test. An asset level test means the amount of cash, fixed assets or other property that could be used or converted to cash for use in payment of property taxes.

The income levels the township is using were supplied by the State of Michigan. I have attached the income levels which are the Federal Poverty Guidelines supplied to us from the State of Michigan. If you have any further questions feel free to contact me.

Please consider the following action:

Moved by _____, supported by _____, to

Approve the 2021 Instructions for poverty exemption, guidelines for poverty exemption, Poverty exemption application and Poverty exemption worksheet as submitted.

**RESOLUTION #
GENOA CHARTER TOWNSHIP
COUNTY OF LIVINGSTON, MICHIGAN**

**ESTABLISHING GUIDELINES FOR GRANTING OF POVERTY EXEMPTIONS FROM
PROPERTY TAXES PURSUANT TO MCL 211.7U AND ESTABLISHING BEGINNING DATE FOR
THE BOARD OF REVIEW**

POVERTY EXEMPTION, as defined by the Michigan Compiled Laws, is as follows:

Section 211.7u: (1) The homestead of persons who, in the judgment of the board of review, by reason of poverty, are unable to contribute toward the public charge is eligible for exemption in whole or in part from taxation under this act. This section does not apply to the property of a corporation.

Please be aware that as an applicant for Poverty Exemption you must also comply with the following section of the Michigan Compiled Laws:

Section 211.118: Perjury: Any person, who, under any of the proceedings required or permitted by this act shall willfully swear falsely, will be found guilty of perjury and subject to its penalties .

Section 211.119: Willful Neglect: Penalty-...a person who willfully neglects or refuses to perform a duty imposed upon that person by this act, when no other provision is made in this act, is guilty of a misdemeanor, punishable by imprisonment for not more than 6 months, or a fine of not more than \$300 dollars, and is liable to a person injured to the full extent of the injury sustained.

The members of the Board of Review analyze all properly submitted applications for Hardship/Poverty Exemptions, according to amended P.A. 390 of 1994, section 211.7u of the Michigan Compiled Laws (MCL). Each taxpayer will be treated the same, and the items to be considered and the manner in which they will be analyzed are listed under the following guidelines.

STATE LAW GUIDELINES:

- 1.) The application for the exemption, in whole or in part, must be completed in its entirety on an annual basis.
- 2.) The property **must** be owned and occupied by the applicant. A principal residence exemption must be on file confirming the property is their principal residence.
- 3.) Per MCL 211.7u(2b) provide current Income Tax Returns, both Federal and State, including Homestead Property Tax Credit claims (MI-1040CR 1, 2, 3, or 4) for ALL PERSONS residing in the homestead. Documentation for all income sources including but not limited to credits, claims, Social Security income, child support, alimony income, bridge cards, and all other income sources must be provided at time of application. If applicant(s) is not required to file a Federal or State Income Tax return, they must complete and file an Income Tax Exemption Affidavit (PA 135 of 2012).
- 4.) Applicant must provide a copy of their driver's license or state issued I.D
- 5.) The applicant must meet federal poverty standards or the alternative guidelines as established by Genoa Charter Township Board of Review.
- 6.) Meet asset level test as set by Genoa Charter Township Board of Review Asset Guidelines.
- 7.) The Board of Review shall follow the guidelines.

GENOA CHARTER TOWNSHIP 2021 GUIDELINES:

Picture ID (Driver's License; State ID) for all applicants must be submitted.

1.) Under no circumstances will any poverty exemption be continued to the following year without a complete application submitted for that year.

2.) All owners and occupants, 18yrs of age and older, of the subject property shall complete, and supply to the Assessing Department, the poverty application form accompanied by the required copies of current Income Tax Returns both Federal and State including attachments and the MI 1040 CR showing the Homestead Property Tax Credit. Tax Returns must be signed and dated to be eligible (for calendar year 2021-submit 2020 tax returns). Proof of gross annual income from **all sources** must be provided. Provide a copy of current pay stubs for all persons residing in the home.

According to the U.S. Census Bureau, "income" includes:

- Money, wages, and salaries before any deductions.
- Net receipts from non-farm self-employment. (These are receipts from a person's own business, professional enterprise, or partnership, after deductions for business expenses.)
- Regular payments from social security, railroad retirement, unemployment, and worker's compensation, veteran's payments and public assistance.
- Alimony, child support, and military family allotments.
- Private pensions, governmental pensions, and regular insurance or annuity payments.
- College or university scholarships, grants, fellowships, and assistantships.
- Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.

Additional income sources:

- Gifts, loans, lump-sum inheritances, one-time insurance payments, and State and/or Federal non-cash benefit programs such as Medicare, Medicaid, food stamps, school lunches, and/or bridge card.

Asset Guidelines Used in the Determination of Hardship/Poverty Exemptions for 2021

Applicants must, in accordance with PA 390 of 1994, meet the "Asset Guidelines" as adopted by the Genoa Charter Township Board. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes.

All asset information, as requested in the Application for the Hardship/Poverty Exemption, must be provided in its entirety. The Board of Review may request additional information and verification of assets if they determine it to be necessary and may reject any application if the assets are not completely or properly identified.

Liquid assets may include, but are not limited to:

Bank accounts, stocks and bonds, IRA's, Roth's, other investment accounts, pensions, money received from the sale of property such as stocks, bonds, a house or car, or gifts and borrowed money, inheritance, etc. Savings and other liquid assets not listed above are limited to \$1,000.

Additional total assets may include, but are not limited to any of these either owned or leased:

A second home, vacant or excess land, rental property, extraordinary automobiles, recreational vehicles,

including snowmobiles, boats, campers, travel trailers, motor homes, jet ski, motorcycles, off road vehicles, additional buildings other than residence, equipment, jewelry, antiques, artwork, other personal property of value, and any food or housing received in lieu of wages. Total household non-liquid assets other than the principal residence cannot exceed a cash value of \$25,000.

3.) All applications need to be received at the Assessing Department five (5) full business days prior to the Board of Review. All applications will be processed by the Assessing staff to determine the percentage of household income consumed by property taxes. You may be contacted by a staff member to verify information or to do an interior and exterior field inspection of your property.

4.) It is the applicant's responsibility to complete all items on the application and give thorough explanations of information that are not self-explanatory. If the applicant's circumstances do not meet the guidelines, an explanation of the reasons must be submitted in writing or the application will be denied. Any additional information to be presented to the Board must be in writing and attached to the application.

5.) If your expenses (excluding property taxes) exceed your income, a written explanation will be required.

6.) A written affidavit is required for all household members over the age of 18 who are not cited as contributing to the household income. Attendance in college or any other schooling above high school is not considered a compelling reason for not contributing to necessary household expenses.

7.) Primary applicant may not own any other real estate. The Board can deny an application if they determine that monies spent in the past two years for unnecessary purchases and/or unnecessary property upgrades could have been used for property taxes.

8.) Copies of the last three (3) months of all bank statements and credit card statements for all persons residing in household must be included with application. Poverty exemptions are limited by \$1,000 in savings and other liquid assets and real estate holdings of the homestead (Principle Residence) only.

9.) If you have a mortgage and/or home equity loan on your property you must provide a copy of your most recent statement(s). If you are more than ninety (90) days in arrears on your payments you may not qualify for a poverty exemption. You will be contacted just prior to the Board of Review for a more recent copy of your statement(s).

10.) If the principal residence has been purchased within three (3) years of application, attach documents used to qualify for the mortgage, or if no mortgage, explain why funds were not set aside for taxes.

11.) As approved by the Township Board of Trustee's, Resolution **#INSERT RES HERE**, to be eligible for the exemption, persons must meet the above asset guidelines, whereas total household non-liquid assets other than the principal residence cannot exceed a cash value of \$25,000, savings and other liquid assets not listed above are limited to \$1,000.

Clerk's Certificate

The undersigned, being the duly qualified and acting Clerk of Genoa Charter Township, hereby certifies that (1) the foregoing is a true and complete copy of the resolution duly adopted by the Board of Genoa Township at a meeting at which a quorum was present and remained throughout, (2) the original thereof is on file in the records of the Genoa Charter Township, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the open meetings act (Act No. 267, Public Acts of Michigan 1976 as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

INCOME GUIDELINES

Local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels shall not be set lower than the annual federal poverty guidelines. The Genoa Charter Township Board established the following income guidelines in accordance with MCL 211.7u and shall be adhered to unless accompanied by extenuating circumstances. The Board of Review may, upon their discretion, provide temporary relief or grant an annual reduction of the tax liability for a household that exceeds the federal guidelines. In general, these guidelines shall assist the Board of Review in their decision making.

FEDERAL POVERTY STANDARDS

<u>FAMILY UNIT</u>	<u>HOUSEHOLD INCOME</u>
Family of 1:	\$12,760
Family of 2:	\$17,240
Family of 3:	\$21,720
Family of 4:	\$26,200
Family of 5:	\$30,680
Family of 6:	\$35,160
Family of 7:	\$39,640
Family of 8:	\$44,120
Additional Persons:	\$4,480

SUMMARY

In conclusion, the Board of Review has been given exclusive jurisdiction over the granting of property tax relief due to financial hardship. The Board of Review for Genoa Charter Township takes this task seriously and attempts to provide relief to all deserving residents within the township. The Board of Review may deny any appeal, regardless of income, if the financial hardship appears to be self-created by the actions of the person or persons making the application.

Annual applications and guidelines are available after the first meeting of the Township Board each year and shall be filed with the Genoa Charter Township Board of Review five (5) days prior to the last day of the March, July or December Board of Review to the address listed below. It is recommended to file applications sooner if possible to avoid incomplete applications being submitted to the Board.

Board of Review
c/o Genoa Charter Township Assessing Office
2911 Dorr Rd
Brighton MI 48116
Phone: 810.227.5225
Fax: 810.227.3420
E-mail: duffy@genoa.org, laura@genoa.org or Jessica@genoa.org

Decisions of the March Board of Review may be appealed in writing to the Michigan Tax Tribunal by July 31 of the current year. July or December Board of Review denials may be appealed to Michigan Tax Tribunal within 35 days of the denial. A copy of the Board of Review decision must be included with the filing.

Michigan Tax Tribunal
PO Box 30232
Lansing MI 48909
Phone: 517.373.4400
Fax: 517.373.4493
E-mail: taxtrib@michigan.gov

GENOA CHARTER TOWNSHIP
APPLICATION AND INSTRUCTIONS FOR 2021
HARDSHIP/POVERTY REDUCTION

The 2021 Application for One Year Poverty Reduction has been modified to be consistent with the requirements of the State of Michigan regarding poverty exemptions. To be considered for a poverty reduction, the following information MUST be provided:

1. **COMPLETE ALL SECTIONS OF THIS APPLICATION IN FULL; DO NOT LEAVE ANY BLANK LINES/AREAS. WRITE IN N/A IF THE AREA DOES NOT APPLY TO YOU.** Applications may be considered ineligible if they are not completed in full.
2. Submit completed and signed COPIES of the following (If applicable):
 - 2020 Michigan Homestead Property Tax Credit Claim (MI 1040 CR)
 - 2020 Federal Income Tax Return (1040), if you are required to file federal income tax. If you were not required to file federal or state income tax in the current or previous year, please include a completed Department of Treasury Form 4988-Poverty Exemption Affidavit. (PA 135 of 2012)
 - 2020 Federal Income Tax Return (1040) for ALL members residing within the household.

ALL INCOME TAX RETURNS MUST BE SIGNED. Applications will be returned if signatures are missing.
3. If someone is residing in your home and is not employed but has income from another source, you **MUST** include their total income in "Part 5: Income Sources" section. Additional household members' income detail must also be provided Part 9: Household Occupants.
4. If you completed the section of the application indicating you have severe and unavoidable expenses, you must provide copies of documents verifying these expenses. This does not include everyday living expenses.
5. The application must be legible. If you need or want to provide additional information, please attach separate sheet(s), do not write in the margins of the application.
6. Do not submit originals of supporting documentation. We are required to keep all documentation for our records in the event of audit by the Michigan Department of Treasury.
7. If the application is (1) incomplete, (2) you do not include copies of the required financial documents, or (3) income tax returns are not signed the application may be considered ineligible for a hardship/poverty reduction.

GENOA CHARTER TOWNSHIP AUTHORIZATION TO VERIFY POVERTY
APPLICATION DATA AND TO INSPECT PROPERTY
(2021 Application)

PLEASE READ CAREFULLY:

Parcel Number: _____

Property Address: _____

I/We, _____, am unable to pay the full property taxes on my/our property and hereby make application for property tax relief in accordance with Section 211.7(u)MCL. I/We have read this application and the Poverty Exemption Guidelines and I/We fully understand the contents thereof. I/We declare that the statements made herein are complete, true, and correct to the best of my/our knowledge. I/We further understand that if any information contained herein is found to be false or incomplete, or if the property is sold within the year, any and all relief granted by this application will be forfeited and placed back on the assessment roll with penalties and interest occurring on the additional tax liability.

All information accompanying and contained in this application shall be considered public record. By submitting this application and all supporting documentation you hereby waive all rights and expectations of confidentiality. All Board of Review proceedings and documentation are subject to the provisions of the Michigan Open Meetings Act.

I/We also authorize a representative of the Genoa Charter Township Assessing Staff to physically inspect my/our property at some point during the course of this year to ensure accuracy of the property appraisal record card.

APPLICANT SIGNATURE _____ DATE _____

SPOUSE SIGNATURE _____ DATE _____

OTHER OCCUPANT SIGNATURE _____ DATE _____

OTHER OCCUPANT SIGNATURE _____ DATE _____

OTHER OCCUPANT SIGNATURE _____ DATE _____

OTHER OCCUPANT SIGNATURE _____ DATE _____

OTHER OCCUPANT SIGNATURE _____ DATE _____

GENOA CHARTER TOWNSHIP
WAIVER OF CONFIDENTIALITY
(2021 application)

Parcel Number: _____

Property Address: _____

I/we, _____, hereby consent to the examination of copies of my tax returns and related financial documents, including but not limited to those listed below, by the Genoa Charter Township Assessor and/or her designated agent and by the members of the Genoa Charter Township:

- Federal Income Tax Returns
- Michigan Income Tax Returns
- Senior Citizens Homestead Property Tax Form
- General Homestead Property Tax Claim Form
- Statements from Social Security Administration

Furthermore, I consent to the discussion of the information contained in my tax returns and related financial documents at a duly convened public meeting of the Genoa Charter Township Board of Review. By signing this Waiver of Confidentiality, I understand and acknowledge that I am forever giving up any and all possible claims I may have relative to the disclosure of information contained in said tax returns and related financial documents, which claims may arise pursuant to Internal Revenue Code Section 6103, and/or any other Federal, State or local statute or regulation.

All information accompanying and contained in this application shall be considered public record. By submitting this application and all supporting documentation you hereby waive all rights and expectations of confidentiality. All Board of Review proceedings and documentation are subject to the provisions of the Michigan Open Meetings Act.

I have read this document in its entirety and sign this document of my own free will.

APPLICANT SIGNATURE _____ DATE _____

Poverty Exemption 2021 CHECKLIST

Below is a checklist of items needed for the local Board of Review to make an accurate decision about your Application for Poverty Exemption.

Note: Provide proofs for yourself, spouse, and all OTHERS that are living in the home.

- Completed application for Poverty Exemption.
- Completed Income for each owner/occupant in the home 18 years or older. This shall include any income generated by the owner or any household members who are operating a business from the home or the property of which an application is being submitted.
- Current 2020 State & Federal Income Tax Returns for each owner/occupant in the home 18 years or older, or Poverty Exemption affidavit, Form 4988.
- Most recent three (3) months of all bank statements and credit card statements for each owner/occupant in the home.
- Documentation for all income sources including, but not limited to credits, claims, Social Security Income, child support, alimony income, bridge cards, student loans, scholarships, grants, pension- I 099 statements, regular or periodic gifts, rental income and all other income sources.
- Copy of Driver's License or State issued I.D card (front & back) for all household members
- If applicable, a written explanation of why any person(s) in the home 18 or over are not contributing to the income and expenses of the property.
- If applicable, a written explanation of why ones expenses exceed their income, *excluding* property taxes.
- If applicable, most recent home mortgage, second mortgage, equity loan statements.
- Severe or unavoidable expenses.
- Unusual and excessive medical bills.

Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

To be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.				
Petitioner's Name			Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents	
Property Address of Principal Residence		City	State	ZIP Code
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit		
PART 2: REAL ESTATE INFORMATION				
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.				
Property Parcel Code Number		Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence	Monthly Payment	Length of Time at this Residence		
Property Description				
PART 3: ADDITIONAL PROPERTY INFORMATION				
List information related to any other property owned by you or any member residing in the household.				
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.			Amount of Income Earned from other Property	
1	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid
2	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid

PART 4: EMPLOYMENT INFORMATION — List your current employment information.					
Name of Employer					
Address of Employer		City	State	ZIP Code	
Contact Person		Employer Telephone Number			
PART 5: INCOME SOURCES					
List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.					
Source of Income			Monthly or Annual Income (indicate which)		
PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION					
List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.					
Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment	
PART 7: LIFE INSURANCE — List all policies held by all household members.					
Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured
PART 8: MOTOR VEHICLE INFORMATION					
All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.					
Make	Year	Monthly Payment	Balance Owed		

PART 9: HOUSEHOLD OCCUPANTS --- List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

PART 10: PERSONAL DEBT — List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

PART 11: MONTHLY EXPENSE INFORMATION

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

NOTICE: Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

PART 12: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date
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This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.

Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.

Michigan Tax Tribunal
 PO Box 30232
 Lansing MI 48909

Phone: 517-335-9760
 E-mail: taxtrib@michigan.gov

Genoa Charter Township Application for MCL 211.7u Poverty Exemption: Additional Information

Part 1: Personal Information	
Petitioner's E-mail Address: _____	
Are you currently Incarcerated? Yes ___ No ___	If yes, what is your anticipated release date? _____
Have you requested (or are currently) receiving other government assistance	Yes _____ No _____
If yes, please detail the monetary assistance received.	Amount _____ Type _____
If you have college aged children, are you contributing to their college costs?	Amount _____ Frequency (Monthly, Yearly ETC) _____
Are you or members of your household recently unemployed?	Yes ___ No _____
If yes, please indicate when first placed on unemployment	Month _____ Day _____ Year _____
How long is the unemployment assistance expected to last?	Weeks _____
Do you or any members of the household have any severe or unavoidable expenses?	Yes ___ No _____

Part 2: Real Estate Information	
Is any part of the property being leased or used for business purposes?	
Yes _____ No _____	
Purchase Date: _____	Purchase Price: _____
Was property purchased within the last 3 years? Yes _____ No _____	
If yes, attach documents used to qualify mortgage, or if no mortgage, explain why was money not set aside for taxes?	
Do you own the property free and clear? Yes _____ No _____	
Are property taxes included in monthly mortgage payment? Yes _____ No _____	
Are property taxes current? Yes _____ No _____	
If no, amount that is past due \$ _____	
Tax Year(s) Past Due: _____	
Season: Winter _____ Summer _____ Both _____	
Have any improvements, changes, or additions been made to the property in the last two (2) years?	
Yes _____ No _____	
Improvement(s) made: _____	
Cost: _____	

Part 3: Additional Property Information

List information related to any other property owned by you or any member residing in the household

1.)

Complete Property Address:

Name of Owner(s):

Assessed Value:

Date of Last Taxes Paid:

Amount of Last Taxes Paid:

2.)

Complete Property Address:

Name of Owner(s):

Assessed Value:

Date of Last Taxes Paid:

Amount of Last Taxes Paid:

Part 4: Additional Employment Information

Name of Employer:

Complete Address:

Contact Person:

Employer Phone Number:

Part 5 Income Sources

Source of Income	Amount of Income	Monthly or Annual (indicate which)
1.)		
2.)		
3.)		
4.)		

Part 6: Checking, Savings and Investment Information

Name of Financial Institution	Amount on Deposit	Current Interest Rate	Name(s) on Account	Value of Investment
1.)				
2.)				
3.)				
4.)				

Part 8: Motor Vehicle Information				
Make	Model	Year	Monthly Payment	Balanced Owed
1.)				
2.)				
3.)				
4.)				

Part 10: Personal Debt					
Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balanced Owed
1.)					
2.)					
3.)					
4.)					
5.)					

Part 11: Monthly Expense Information		
Other	Type	Amount
1.)		
2.)		

02/11/2021
Fund 101

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 02/11/2021	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	575,826	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	309,330	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	308,475	425,000	425,000
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	3,360	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	1,532,054	1,850,000	1,875,000
101-000-608-000	CHARGES FOR SERV-APPL FEES	42,564	69,184	97,578	75,000	26,741	75,000	90,000
101-000-631-000	REFUSE COLLECTION FEES	827,146	929,975	937,699	1,100,000	663,117	1,030,660	1,047,810
101-000-664-000	INTEREST	8,253	5,326	11,507	15,000	21,404	15,000	17,000
101-000-676-000	ADMIN FEE/UTILITY-OPERATING	55,185	56,587	57,720	58,800	29,098	58,800	58,800
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	3,611,929	4,989,936	5,046,810

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	2020-21 ACTIVITY THRU 02/11/2021	2020-21 AMENDED BUDGET	2021-22 RECOMMENDED BUDGET
APPROPRIATIONS								
101-000-000-106								
101-101-703-000	SALARIES/TRUSTEES	29,180	31,187	31,122	35,000	22,007	25,000	35,000
101-171-703-000	SALARIES/TWP SUPERVISOR	54,400	55,760	56,875	58,581	51,743	58,581	59,753
101-191-703-000	SALARIES/ELECTION	500	57,076	58,490	80,000	52,150	52,066	25,000
101-209-703-000	CONTRACTUAL SALARIES	357,451	368,738	370,817	408,000	339,019	408,000	416,160
101-210-801-000	PROF.CONTR./LEGAL	59,007	99,099	127,592	135,000	69,726	100,000	135,000
101-215-703-000	SALARIES/TWP CLERK	53,400	54,735	55,830	57,581	50,829	57,581	58,733
101-215-800-000	ELECTION EXP REIMBURSE BY GRANT					6,166	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	56,804	90,000	90,000
101-247-703-000	BD OF REVIEW SALARIES	1,975	2,375	2,725	3,000	468	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	50,792	57,581	58,733
101-265-775-000	REPAIRS & MAINTENANCE	147,150	151,803	154,003	160,000	133,633	160,000	160,000
101-265-910-000	INSURANCE BC/BS & MCM	298,212	301,950	342,192	405,000	319,858	405,000	425,000
101-265-911-000	WELLNESS IQ REIMBURSE	5,254	5,250	5,087	5,000	2,904	5,000	5,000
101-265-920-000	UTIL:ELECTRICITY & NAT.GAS	21,773	15,352	19,230	22,000	13,646	22,000	22,000
101-284-703-000	SALARIES	288,783	358,155	346,741	381,100	349,082	381,100	390,000
101-284-704-000	RETIREMENT	99,933	116,563	112,314	125,000	91,634	125,000	120,000
101-284-715-000	EMPLOYER'S SHARE FICA	72,775	71,519	72,076	85,000	68,890	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	69,855	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	22,859	32,000	32,000
101-284-861-000	MILEAGE & TRAVEL EXPENSE	10,902	10,392	10,884	15,000	5,735	10,000	15,000

<u>GL NUMBER</u>	<u>DESCRIPTION</u>	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ACTIVITY	2020-21 ORIGINAL BUDGET	2020-21 ACTIVITY THRU 02/11/2021	2020-21 AMENDED BUDGET	2021-22 RECOMMENDED BUDGET
101-284-957-000	DUES	16,495	23,733	17,696	20,000	28,359	30,000	30,000
101-284-958-000	MEETING FEES & MISC. EXPENSES	13,016	30,106	32,385	30,000	12,217	15,000	30,000
101-284-958-001	692 RED OAKS DR	(565)						
101-284-959-000	APPL FEES EXPENSES	45,521	41,759	61,990	50,000	27,934	50,000	70,000
101-284-959-001	PLANNING /ZBA SALARIES	26,387	29,282	27,877	32,000	19,130	28,000	32,000
101-301-703-000	SALARY/ORDINANCE/ ZONING ADMIN	75,576	81,112	81,998	94,500	78,426	94,500	94,500
101-441-803-000	REFUSE MAINTENANCE	964,542	1,081,606	1,065,892	1,125,000	825,080	1,125,000	1,319,811
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	9,239	25,000	100,000
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				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	2,822,759	5,170,648	5,781,690
NET OF REVENUES/APPROPRIATIONS - FUND 101		256,618	172,880	422,527	(345,343)	789,170	(180,712)	(734,880)
BEGINNING FUND BALANCE		2,138,369	2,394,985	2,567,865	2,922,347	2,922,347	2,922,347	3,711,517
FUND BALANCE ADJUSTMENTS				(68,047)				
ENDING FUND BALANCE		2,394,987	2,567,865	2,922,345	2,577,004	3,711,517	2,741,635	2,976,637

MEMORANDUM

TO: Township Board

FROM: Michael Archinal 

DATE: 2/11/2021

RE: Budget FY 2021/2022
Refuse/Recycling

At the last Board meeting we discussed the concept of changing from every other week recycling to every week recycling. The Board asked what a normal household would generate in terms of refuse and recycling. The attached disposal reports for refuse and recycling provide this information.

I asked Waste Management how much extra recycling they would expect if we went to every week recycling. They estimated a 25% increase in recycling and a corresponding decrease in refuse. This would represent 282.41 tons.

The memorandum I provided last meeting included an error. The correction is indicated in red. The net General Fund subsidy with every week recycling and a \$12 rate increase is \$205,059 not \$169,704.

Refuse increases are considered by the Board annually. If the Board is uncomfortable with the amount of subsidy I would recommend increasing the refuse charge slightly more than inflation gradually over time.

Genoa Township Disposal Reports

	Lifts	Trash Tons	Lbs/Lift
Jan-20	23426	385.53	32.91
Feb-20	21908	311.06	28.40
Mar-20	25560	395.2	30.92
Apr-20	24118	461.2	38.25
May-20	23625	489.83	41.47
Jun-20	25778	556.44	43.17
Jul-20	25130	469.55	37.37
Aug-20	24836	469.96	37.85
Sep-20	26097	501.5	38.43
Oct-20	24590	425.41	34.60
Nov-20	24991	450.92	36.09
Dec-20	25843	502.02	38.85

**Total Tons
Trash 5418.62**

Genoa Township Disposal Reports

	Lifts	RecycleTons	Lbs/Lift
Jan-20	19217	112.18	11.68
Feb-20	15461	69.06	8.93
Mar-20	16158	96	11.88
Apr-20	16445	115.41	14.04
May-20	16016	93.21	11.64
Jun-20	19874	97.15	9.78
Jul-20	20705	91.59	8.85
Aug-20	15784	82.13	10.41
Sep-20	15586	99.64	12.79
Oct-20	15200	86.59	11.39
Nov-20	17779	77.85	8.76
Dec-20	20299	108.85	10.72

**Total
Tons
Recy 1129.66**

MEMORANDUM

TO: Township Board

FROM: Michael Archinal

DATE: ~~1/28/2021~~ Revised 2/11/2021 

RE: Budget FY 2021/2022
Refuse/Recycling

As we have discussed we are no longer providing cardboard recycling at the Township Hall. I copied you on several emails and responses regarding this matter. This decision, while necessary, was not entirely popular. Waste Management has provided a proposal for every week recycling which is attached.

In my 23 years with Genoa we have gone from Mister Rubbish to Waste Management to Duncan Disposal to Rizzo to Green for Life to Advanced Disposal and now back to Waste Management. Most of these changes have been prompted by acquisitions. Only twice have we sought new contracts; once when we changed from Waste Management to Duncan and once when we changed from Green for Life to Advanced.

Managing a Township-wide refuse and recycling program is a miserable experience. The emails I copied to all of you are but an example of a single issue. Every time a customer is missed due to snow, Covid, driver error etc. we get the calls. With 7,071 customers each with weekly refuse and EOW recycle we have 551,538 customer contacts per year. Even under the best conditions with a superlative provider, we are bound to have issues. The fact that we do not have customers complaining to you or showing up to meetings is a testament to the quality of your staff. I have picked up plenty of garbage myself.

Every week recycling will provide us with another tool to keep our customers happy. Even moderately motivated recyclers will benefit because they will not have to remember which week is a recycle week. With Covid and Amazon we have seen a huge increase in cardboard usage. Providing an additional 64 gallons of recycling capacity every two weeks will help address this reality and is indicative of environmental stewardship on the part of the Township.

Residents currently pay \$145 per year for refuse and EOW recycling. The true cost ($\$13.07 \times 12$) is \$156.84 creating a gap of \$11.84. With 7,071 residential units this costs the General Fund \$83,720 per year.

The cost for every week recycle is \$15.50 per unit per month or \$186 per year. Ceteris paribus this would create a gap of \$41 per unit per year or \$289,911 (7,071 x \$41).

Our preliminary budget discussions estimated a customer increase of around \$8.00 per year. This would have reduced the General Fund subsidy to \$27,152 ($8 \times 7,071 = \$56,568$) ($\$83,720 - \$56,568 = \$27,152$).

With the change to every week recycling I am recommending that the Board consider a customer increase of \$12.00 per year or \$1.00 per month.

Cost to Township with every week recycle per unit	\$181 186
New annual charge to customers	\$157
General Fund subsidy per unit	\$ 24 29

$\$205,059 (7071 \times 29)$

This recommendation would result in a new General Fund subsidy of \$169,704 (7071 x \$24). I recommend that modifications to the amount we charge customers are considered as part of the budget cycle every year and that this gap be gradually reduced.


Township wide collection keeps overweight garbage trucks off of our roads. Subdivisions do not have to suffer through multiple pick-up days. Road side dumping (especially with our bulk item inclusion) has been dramatically reduced. Even with this proposed increase the service we provide to our customers is a significant bargain when compared to neighboring Townships with no community wide contract.

Actual Cost for Every Week Recycling for Fiscal 2021/2022

	04/01 thru 12/30 9 months 2021/2022	01/01/22 thru 03/31/22 3 months 2021/2022	Fiscal year total 2021/2022
Calculating an increase of 35 parcels over the year		35 additional parcels	
Number of Parcels as of February 2021	7,071	7,106	
Revenue for first nine months @ \$145.00/12* 9 per parcel	108.75		
Revenue for last three months @ \$157.00/12*3 per parcel		39.24	
Estimated revenue for first nine months	<u>768,971.25</u>	<u>278,839.44</u>	<u>1,047,810.69</u>
Total revenue for 2021/2022			<u>1,047,810.69</u>
Number of Parcels as of February 2021	7,071	7,106	
Expenditure for first six months \$186.00/12*6	93.00		
Expenditure for last six months \$186.39/12*6		93.19	
Total Expenditure	<u>657,603.00</u>	<u>662,208.14</u>	<u>1,319,811.14</u>
			<u>1,319,811.14</u>
Actual cost for recycling in this next fiscal year			\$ 272,000.45

MEMORANDUM

TO: Township Board

FROM: Michael Archinal 

DATE: 1/28/2021

RE: Budget FY 2021/2022
Refuse/Recycling

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With the change to every week recycling I am recommending that the Board consider a customer increase of \$12.00 per year or \$1.00 per month.

Cost to Township with every week recycle per unit	\$181
New annual charge to customers	\$157
General Fund subsidy per unit	\$ 24

This recommendation would result in a new General Fund subsidy of \$169,704 (7071 x \$24). I recommend that modifications to the amount we charge customers are considered as part of the budget cycle every year and that this gap be gradually reduced.

Township wide collection keeps overweight garbage trucks off of our roads. Subdivisions do not have to suffer through multiple pick-up days. Road side dumping (especially with our bulk item inclusion) has been dramatically reduced. Even with this proposed increase the service we provide to our customers is a significant bargain when compared to neighboring Townships with no community wide contract.



**WASTE MANAGEMENT
MICHIGAN/OHIO AREA**
48797 Alpha Drive - Suite 100
Wixom, MI 48393
(248) 596-3500
(248) 596-3595 Fax

January 27, 2021

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

RE: Pricing Response for Weekly Curbside Recycling Service

Mr. Archinal:

It is my pleasure to present to you the proposal for increasing Genoa Township's curbside recycling collection service. I am looking forward to building the relationship between your Township and Waste Management and am confident that our partnership will be a very positive thing.

Currently, the Township is paying \$13.07 per unit for Weekly Carted Solid Waste and Every Other Week Recycling service. An increase to weekly recycling service would increase the per unit rate to \$15.50. All other services, terms and conditions would remain the same.

As is the case in every community we service, the Township can rest assured that solid waste and recycling collection and disposal, a vital and core service provided by the Township to its residents, will remain a top priority of Waste Management. Our goal is to complete this work each week on time and in a manner that will meet or exceed your expectations. If we make mistakes, the level of effort we put forth to ensure corrective action in a timely and professional manner will be second to none.

Simply put, we seek to ensure the complete and total satisfaction of your residents when it comes to the proper delivery of solid waste collection and disposal services.

Thank you for your consideration of this proposal.

Sincerely,

Jill Reynolds
Public Sector Solutions Representative

Board Correspondence



February 2, 2021

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

Mr. Bill Galvin
4037 Chilson Road
Howell, MI 48843

Dear Mr. Galvin:

I am writing in response to your recent email to the Township Board dated Feb. 1, 2021. I, too, am concerned about the future ramification of the proposal that is being considered by our Planning Commission on Feb. 8th. First the small chapel in Country Estate Zoning would need a special use permit and our Master Plan does not anticipate such a development within the Country Estate Zoning.

While it may be a nice addition to our community, the petitioner should be aware that the parcel does not include sewer and water service. Sewer and water access is a major concern for any development within our community

Should there be a larger scope to this development then what is before the Planning Commission the applicant should discuss this matter with our DPW director, Dr. Greg Tatara, before any further steps are taken. A future request for rezoning, whether approved or denied, may impact any future needs requests on behalf of the petitioner/developer. A commercial development on this parcel would hinder our endeavor to retain not only open spaces but the natural environment we are working so hard to retain.

Respectfully,

Paulette A. Skolarus, Clerk
Genoa Charter Township

Cc: Genoa Township Board
Genoa Township Planning Commission
Assistant Manager, Kelly VanMarter

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

To Board 2/15/21

Polly

From: Don Root <Don@uniplasinc.com>
Sent: Tuesday, February 2, 2021 11:51 AM
To: Polly
Subject: Fwd: Big Red Barrel at Genoa
Attachments: Big Red Barrel Schedule.xlsx

Polly,
Those dates will work. Let's plan on it.
Attached is our schedule (so far) for 2021
Be safe.
Don

Begin forwarded message:

From: Polly <pskolarus@genoa.org>
Subject: RE: Big Red Barrel at Genoa
Date: February 2, 2021 at 10:28:25 AM EST
To: Don Root <Don@uniplasinc.com>

Don, I haven't heard back from you concerning the dates for collection. Feb. 27, 2020, May 29, 2021. August 28, 2021 and Nov. 27, 2021 (Thanksgiving weekend). We could pick a different date in Nov. I was just staying in line with the fourth Saturday of each month. Thanks, Polly

Paulette Skolarus, Clerk

Good morning Diane sorry I haven't gotten back to you I'm in quarantine I don't have Covid but I Kelly VanMarter does and we had a big meeting in so I'm stuck here for another week five days anyway I don't know if you want to start in January which is kind of late but I don't think it matters to my office or do you want to start and wait and start in February for like the fourth week of February and then three months later I know we were doing January and April in but it's up to you give me you can give me a call if you want 810-333-2565

On Jan 6, 2021, at 2:57 PM, Don Root <Don@uniplasinc.com> wrote:

Polly,
Can you give me some dates for the year?
Thanks

Genoa Charter Township
2911 Dorr Rd
Brighton, MI 48116
(810)227-5225

polly@genoa.org
www.genoa.org

-----Original Message-----

From: Don Root [mailto:Don@uniplasinc.com]

Sent: Wednesday, January 6, 2021 2:42 PM

To: Polly

Cc: Joe Carney; Terry Murray; John Galleher

Subject: Re: Big Red Barrel at Genoa

Polly,

Can you give me some dates for the year?

Thanks