

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
May 15, 2023
6:30 p.m.

AGENDA

Call to Order:

Pledge of Allegiance:

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

Approval of Consent Agenda:

1. Payment of Bills: May 15, 2023
2. Request to approve May 1, 2023 regular meeting minutes.

Approval of Regular Agenda:

3. Public Hearing on the proposed Special Assessment Roll for the Stillriver Drive Road Rehabilitation Special Assessment Project (Summer Tax 2023).
 - A. Call to the Property Owners
 - B. Call to the Public
4. Request for approval of **Resolution #5** Confirming the Special Assessment Roll for the Stillriver Drive Road Rehabilitation Special Assessment Project (Summer Tax 2023). (Roll Call)
5. Consideration of amendments to the Fiscal Year 2023-2024 budget for Fund 202 – “SAD Roads and Lakes” to create a new Department #494 with associated revenue and appropriation line items for the Stillriver Drive Special Assessment project as submitted by the Township Manager.
6. Request for approval of an Addendum to the Alcohol and Drug Free Workplace Policy for CDL Licensing.
7. Consideration of a recommendation for approval of the environmental impact assessment corresponding to an amended Final PUD grading plan for proposed site grading located at 7575 Grand River, Brighton. The request is petitioned by Tom Tocco, Trinity Health.
8. Request for amendment to **Resolution #5** to extend the interest free pre-payment period from May 17, 2023 to September 14, 2023 for the Pine Creek Ridge Road Improvement Special Assessment District. (Roll Call)

9. Request for approval of Resolution 230515 to approve the Assessor's Affidavit of the 2023 Millage Levies for Genoa Charter Township establishing the millage rate at 0.7774. (Roll Call)
10. Request for approval to re-appoint Chris Grajek and Tim Chouinard to the Planning Commission and Michele Kreutzberg to the Zoning Board of Appeals with terms ending on 06/30/26 as recommended by the Township Supervisor.

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.

BOARD PACKET

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

MEETING DATE: May 15, 2023

All information below through May 10, 2023

TOWNSHIP GENERAL EXPENSES	\$	139,765.11
May 3, 2023 Election Payroll	\$	2,671.30
May 12, 2023 Bi Weekly Payroll	\$	118,801.99
OPERATING EXPENSES DPW (503 FN)	\$	7,854.83
OPERATING EXPENSES Oak Pointe (592FN)	\$	3,599.46
OPERATING EXPENSES Lake Edgewood (593FN)	\$	3,482.67
TOTAL	\$	276,175.36

FNBCK Check Register

Check Date	Check	Vendor Name	Amount
Bank FNBCK CHECKING ACCOUNT			
04/26/2023	38177	LIVINGSTON PRESS & ARGUS	1,010.00
04/26/2023	38178	GENOA TOWNSHIP D.P.W. FUND	129.29
04/28/2023	38179	AMERICAN VIDEO TRANSFER INC	176.99
04/28/2023	38180	DTE ENERGY	29.74
04/28/2023	38181	LIVINGSTON COUNTY TREASURER	120.22
04/28/2023	38182	PERFECT MAINTENANCE CLEANING	565.00
04/28/2023	38183	TERRY CROFT	832.11
04/28/2023	38184	UNITED STATES POSTAL SERVICE	290.00
05/02/2023	38185	COOPER'S TURF MANAGEMENT LLC	390.00
05/02/2023	38186	NETWORK SERVICES GROUP, L.L.C.	50.00
05/02/2023	38187	SECURITY LOCK SERVICE, INC	831.10
05/02/2023	38188	GORDON FOOD SERVICE	223.20
05/02/2023	38189	SEWARD HENDERSON PLLC	4,332.00
05/03/2023	38190	DIANA LOWE	826.63
05/03/2023	38191	MARY KRENCICKI	70.74
05/03/2023	38192	PAULETTE SKOLARUS	167.22
05/03/2023	38193	SECURITY LOCK SERVICE, INC	571.50
05/03/2023	38194	TERRY CROFT	66.81
05/09/2023	38195	AMERICAN AQUA	132.90
05/09/2023	38196	CONTINENTAL LINEN SERVICE	140.45
05/09/2023	38197	DTE ENERGY	847.28
05/09/2023	38198	DTE ENERGY	260.05
05/09/2023	38199	FEDERAL EXPRESS CORP	50.33
05/09/2023	38200	LAKESIDE SERVICE COMPANY, INC.	2,343.60
05/09/2023	38201	PACKERLAND RECORDS MANAGEMENT	30.00
05/09/2023	38202	SAFEBUILT LLC	5,616.02
05/09/2023	38203	SMART BUSINESS SOURCE	322.22
05/09/2023	38204	WASTE MANAGEMENT CORP, SERVICES	118,440.00
05/09/2023	38205	WASTE MANAGEMENT CORP, SERVICES	72.87
05/09/2023	38206	WELLNESS IQ	826.84
FNBCK TOTALS:			
Total of 30 Checks:			139,765.11
Less 0 Void Checks:			0.00
Total of 30 Disbursements:			139,765.11

May 3, 2023 Election Payroll

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
EL_TAXED	1.00	0.00	270.00	270.00	FITW	21.54	155.62
ELEC_RECV_BOARD	0.00	0.00	200.00	200.00	MEDICARE_EE	6.82	43.32
ELEC_TAX_OT	0.00	0.00	0.00	0.00	SITW	33.58	142.47
ELECT_SET-CLEAN	0.00	0.00	0.00	120.00	SOCSEC_EE	29.14	185.19
ELECTION_MEETIN	0.00	0.00	0.00	0.00			
ELECTION_NO_TAX	3.00	0.00	910.00	910.00			
OVERTIME	0.00	0.00	0.00	0.00			
REGULAR_PAY	0.00	0.00	0.00	2,442.00			
TRAIN- PER DIEM	0.00	0.00	0.00	0.00			
Gross Pay This Period	1,380.00	Deduction Refund 0.00	Ded. This Period 91.08	Net Pay This Period 1,288.92	Gross Pay YTD 3,942.00	Dir. Dep. 0.00	

05/10/2023 11:23 AM		Check Register Report For Genoa Charter Township				Page 1 of 1		
		For Check Dates 05/02/2023 to 05/03/2023						
Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status	
05/03/2023	FNBCK	13841	EPP, SUSAN B	200.00	158.20	0.00	Open	
05/03/2023	FNBCK	13842	MULLALLY-HENNE, MARGARET A	320.00	302.86	0.00	Open	
05/03/2023	FNBCK	13843	HURLEY, MATTHEW A	320.00	320.00	0.00	Open	
05/03/2023	FNBCK	13844	KOSTER, DAVID F	270.00	270.00	0.00	Open	
05/03/2023	FNBCK	13845	SEBASTIAN, PAUL J	270.00	237.86	0.00	Open	
05/03/2023	FNBCK	EFT801	INTERNAL REVENUE SERVICE	93.46	93.46	0.00	Open	
Totals:		Number of Checks: 006		1,473.46	1,382.38	0.00		
Total Physical Checks:		5						
Total Check Stubs:		1						

Net Pay This Period \$1,288.92
 Physical Check Amount \$1,382.38
 TOTAL \$2,671.30

May 12, 2023 Bi-Weekly Payroll

05/10/2023 11:22 AM		PAYROLL REGISTER REPORT FOR GENOA CHARTER TOWNSHIP				Page 32 of 32	
		Payroll ID: 246					
		Pay Period End Date: 05/05/2023 Check Post Date: 05/12/2023 Bank ID: FNBCK					
* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks							
VACATION PAY	233.50	0.00	6,576.20	59,923.26			
VACATION PTIME	0.00	0.00	0.00	2,701.81			
WELL IQ	0.00	0.00	109.37	4,664.08			
ZBA CHAIR	0.00	0.00	0.00	410.60			
ZBA MINUTES	0.00	0.00	0.00	700.65			
ZBA MINUTES OT	0.00	0.00	0.00	0.00			
ZBA PER DIEM	0.00	0.00	0.00	1,966.67			
Gross Pay This Period	117,668.82	Deduction Refund	0.00	Ded. This Period	35,824.22	Net Pay This Period	81,844.60
						Gross Pay YTD	1,092,254.94
						Dir. Dep.	81,844.60

05/10/2023 11:24 AM		Check Register Report For Genoa Charter Township				Page 1 of 1		
		For Check Dates 05/12/2023 to 05/12/2023						
Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status	
05/12/2023	FNBCK	EFT802	FLEX SPENDING (TASC)	840.38	840.38	0.00	Open	
05/12/2023	FNBCK	EFT803	INTERNAL REVENUE SERVICE	28,690.98	28,690.98	0.00	Open	
05/12/2023	FNBCK	EFT804	PRINCIPAL FINANCIAL	4,826.00	4,826.00	0.00	Open	
05/12/2023	FNBCK	EFT805	PRINCIPAL FINANCIAL	2,600.03	2,600.03	0.00	Open	
Totals:		Number of Checks: 004		36,957.39	36,957.39	0.00		
Total Physical Checks:		4						
Total Check Stubs:								

Net Pay This Period \$81,488.60
 Physical Check Amount \$36,957.39
 TOTAL \$118,801.99

503FN Check Register

Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #233			
05/02/2023	5804	OCCUPATIONAL HEALTH CENTERS OF MI	324.00
05/08/2023	5805	WEX BANK	4,498.95
05/09/2023	5806	MASTERY TRAINING SERVICES	1,631.40
05/09/2023	5807	OCCUPATIONAL HEALTH CENTERS OF MI	225.00
05/09/2023	5808	WELLNESS IQ	1,111.84
05/09/2023	5809	WINDSTREAM	63.64
503FN TOTALS:			
Total of 6 Checks:			7,854.83
Less 0 Void Checks:			0.00
Total of 6 Disbursements:			7,854.83

592FN Check Register

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
05/08/2023	5803	AT&T LONG DISTANCE	82.21
05/08/2023	5804	DTE ENERGY	1,849.88
05/08/2023	5805	DTE ENERGY	1,667.37
592FN TOTALS:			
Total of 3 Checks:			3,599.46
Less 0 Void Checks:			0.00
Total of 3 Disbursements:			3,599.46

593FN Check Register

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #590			
05/09/2023	4277	DTE ENERGY	3,482.67
593FN TOTALS:			
Total of 1 Checks:			3,482.67
Less 0 Void Checks:			0.00
Total of 1 Disbursements:			3,482.67

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
May 1, 2023

MINUTES

Supervisor Rogers called the regular meeting of the Genoa Charter Township Board to order at 6:30 pm at the Township Hall. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Jean Ledford, Terry Croft, Diana Lowe, Robin Hunt, Paulette Skolarus, and Jim Mortensen. Also present were Township Manager Kelly VanMarter, and 12 people in the audience.

The Pledge of Allegiance was recited.

The call to the public was opened at 6:31 pm.

Ms. Stacy Kroeyr of 4688 Brighton Road, near Glenway, stated her neighbor who lives at 4700 Brighton Road has cancer, her husband has stage 4 cancer, and they have had four dogs on the two properties die of cancer. She questioned why their wells are not being tested. She is concerned with the forever chemicals from the dump and the wastewater treatment plant. She is requesting that the wells at their homes be tested.

Mr. Tom Horgan at 5090 Glenway Drive stated the letter he received from Greg Tatara was very informative. He asked the Township to convince EGLE to do a complete Environmental Impact Study of this area. He noted there were other contamination issues with properties in the area in the early 2000's.

Mr. Mike Wilczynski of Pangea Environmental LLC has 45 years of experience as a geologist dealing with contaminated sites. He previously worked for Tetra Tech and worked on the Township's infiltration basins at the wastewater treatment plant. He agrees with Mr. Horgan that EGLE should do a complete environmental study and he is willing to assist.

The call to the public was closed at 6:42 pm.

Approval of Consent Agenda:

Ms. Hunt asked to have the minutes moved to the Regular Agenda.

Moved by Ledford, supported by Hunt, to approve the Consent Agenda as amended. **The motion carried unanimously.**

1. Payment of Bills: May 1, 2023
2. ~~Request to approve April 17, 2023 regular meeting minutes.~~ (moved to Regular Agenda)

Regular Agenda

Moved by Lowe, supported by Croft, to approve the Regular Agenda as amended. **The motion carried unanimously.**

2. Request to approve April 17, 2023 regular meeting minutes. (moved from Consent Agenda)

Ms. Skolarus stated she received an email from a resident who spoke at the call to the public at the April 17 meeting and does not feel her comments were recorded correctly. She asked to have her comments note that she challenged the special assessment district and that it was not defined properly by the township and that the Villas should have been included in the special assessment district. She also challenged that if the special assessment district included the Villas, there were not enough petitions signed to move forward with the project.

Moved by Lowe, supported by Skolarus, to approve the April 17, 2023 regular meeting minutes as corrected. **The motion carried unanimously.**

3. Public Hearing on the proposed Stillriver Drive Road Rehabilitation Special Assessment Project (Summer Tax 2023).
 - A. Call to the Property Owners
 - B. Call to the Public

The call to the Property Owners was opened at 6:45 pm.

Mr. Ben Luethy of 3019 Stillriver Drive is excited and hopeful for the project to move forward.

The call to the Property Owners was closed at 6:46 pm.

The call to the public was opened at 6:46 pm with no response.

4. Request for approval of Resolution #3 Approving the Project Cost Estimates, Special Assessment District and causing the Special Assessment Roll to be prepared for the Stillriver Drive Road Rehabilitation Special Assessment Project (Summer Tax 2023). (Roll Call)

Moved by Hunt, supported by Ledford, to approve Resolution #3 Approving the Project Cost Estimates, Special Assessment District and causing the Special Assessment Roll to be prepared for the Stillriver Drive Road Rehabilitation Special Assessment Project (Summer Tax 2023). **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Skolarus - yes, and Rogers - yes).**

5. Request for approval of Resolution #4 Acknowledging the filing of the Special Assessment Roll, Scheduling the Second Hearing for May 15, 2023, and Directing the Issuance of Statutory Notices for the Stillriver Drive Road Rehabilitation Special Assessment Project (Summer Tax 2023). (Roll Call)

Moved by Skolarus, supported by Ledford, to approve Resolution #4 Acknowledging the filing of the Special Assessment Roll, Scheduling the Second Hearing for May 15, 2023, and Directing the Issuance of Statutory Notices for the Stillriver Drive Road Rehabilitation Special Assessment Project (Summer Tax 2023). **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Skolarus - yes, and Rogers - yes).**

Ms. Skolarus stated that an appeal of the Pine Creek Road Improvement Special Assessment District has been filed so township counsel has asked for a temporary postponement of agenda items #6, 7 and 8 to allow the attorneys to review the appeals and advise staff on the next steps.

Moved by Skolarus, supported by Lowe, to postpone Agenda Items #6, 7, and 8 as requested by the Township Attorney. **The motion carried unanimously,**

6. Request for approval of Resolution #6 Bond Authorizing Resolution for the Pine Creek Ridge Road Improvement Special Assessment District. (Roll Call)
7. Request to approve the Memorandum of Understanding with the Lake Villas of Pine Creek for their contribution to the 2023 Pine Creek Ridge Road Improvement Project.
8. Request to approve a project agreement with the Livingston County Road Commission to reconstruct the roads within the Pine Creek Ridge Subdivision consisting of approximately 5.45 miles with the Township's cost not to exceed \$4,210,000.
9. Consideration of a recommendation for approval of an environmental impact assessment corresponding to the site plan for proposed site grading on a 4.32-acre vacant parcel (4711-06-200-101) on the north side of Grand River Avenue, just west of Char-Ann Drive. The request is petitioned by Chestnut Development.

Mr. Allan Pruss of Monument Engineering, representing Chestnut Development, provided a review of the project. They will be grading the property and removing the guard rail to prepare it for future development. They will be preserving the trees as requested by the Planning Commission.

Mr. Mortensen arrived at 6:51 pm.

Moved by Hunt, supported by Lowe, to approve the Environmental Impact Assessment dated April 24, 2023 for Chestnut Development site grading project located on a 4.32-acre vacant parcel (4711-06-200-101) with the following conditions:

1. The silt fence line shall be adjusted to ensure protection of trees that are to be preserved per Planner's review letter dated April 4, 2023
2. MDOT approval for the removal of the guard rail shall be submitted to Township staff prior to issuance of land use permit.

The motion carried unanimously.

10. Consideration of a recommendation for approval of an environmental impact assessment corresponding to the site plan for a proposed 7,865 sq. ft. medical office building on a vacant parcel of land (4711-13-100-046) located on the north side of Grand River Avenue, east of Euler Road. The request is petitioned by Stephen Tait.

Dr. Stephen Tait and the engineer for the project were present to answer any questions from the Board.

Moved by Ledford, supported by Croft, to approve the Environmental Impact Assessment dated February 22, 2023 for a proposed 7,865 sq. ft. medical office building on a vacant parcel of land (4711-13-100-046) located on the north side of Grand River Avenue, east of Euler Road with the condition that the requirement of the site plan approval by the Planning Commission be satisfied. **The motion carried unanimously.**

11. Request for review and approval of a Certificate of License to conduct an outdoor assembly not to exceed 5,000 attendees on July 22, 2023 from 2:00pm to 10:00pm for the "Yellowstone Country Music Festival" to be located at Mt. Brighton Ski Resort, 4141 Bauer Road, Brighton, MI 48116. The request is petitioned by the Greater Brighton Area Chamber of Commerce.

Ms. Linda Carey, Ms. Pam McConeghy and Mr. Bill Anderson of the Brighton Area Chamber of Commerce were present. Ms. Cary stated they are unable to have this event downtown Brighton due to the construction on Main Street. She has worked closely with the Livingston County Sheriff and they are in agreement with their recommendations for the number of officers to be present.

She has secured additional parking locations with a shuttle service if needed.

Ms. Hunt noted that while members of the public call this property "Mount Brighton," it is actually owned by Vail Properties.

Ms. Hunt asked if this festival will continue to be held at this site in future years. Ms. Carey stated this is the first year they are holding this event and they do not know what to expect. They are unsure if the event will remain in the township or move to downtown Brighton next year.

Ms. VanMarter thanked the Chamber for their work putting together the application as the assembly ordinance that was being used was last written in 1974. She noted that Ms. Ruthig's letter outlines conditions of approval, including approvals from outside agencies, and requested that these be included in the motion if the Board were to vote to approve this event.

Moved by Lowe, supported by Ledford, to approve the Certificate of License to conduct an outdoor assembly not to exceed 5,000 attendees on July 22, 2023 from 2:00pm to 10:00pm for the "Yellowstone Country Music Festival" to be located at Mt. Brighton Ski Resort, 4141 Bauer Road, Brighton, MI 48116, conditioned upon all requirements outlined in Amy Ruthig's memo dated April 25, 2023 and the Brighton Area Fire Authority Fire Marshal's letter dated April 21, 2023 be met. **The motion carried unanimously.**

12. Request for review and approval of a Certificate of License to conduct an outdoor assembly not to exceed 3,000 attendees per day on September 8th and September 9th, 2023 from 5:00pm to 10:00pm for the "Brighton Smokin' Jazz and Barbeque Blues Festival" to be located at Mt. Brighton Ski Resort, 4141 Bauer Road, Brighton, MI 48116. The request is petitioned by the Greater Brighton Area Chamber of Commerce.

Ms. Carey reiterated her statements from the previous item. This event cannot be held in downtown Brighton this year. The average attendance at this event is 1,500 on Friday night and between 2,200 and 2,800 on Saturday night.

Ms. Hunt again stated this property is owned by Vail Properties.

Ms. VanMarter stated there is an additional requirement in Ms. Ruthig's review letter regarding this event. The ability for this event to be held is contingent on the success of the Yellowstone event. Any issues that arise shall be addressed before final approval is given for the Brighton Smokin' Jazz and Barbeque Blues Festival.

Moved by Mortensen, supported by Skolarus, to approve the Certificate of License to conduct an outdoor assembly not to exceed 3,000 attendees per day on September 8th and September 9th, 2023 from 5:00pm to 10:00pm for the "Brighton Smokin' Jazz and Barbeque Blues Festival" to be located at Mt. Brighton Ski Resort, 4141 Bauer Road, Brighton, MI 48116, conditioned upon all requirements outlined in Amy Ruthig's memo dated April 25, 2023 and the Brighton Area Fire Authority Fire Marshal's letter dated April 21, 2023 be met. **The motion carried unanimously.**

Ms. McConeghy thanked the township staff for helping them during the planning and application process for both of these events.

Member Discussion

Ms. Skolarus stated the election for the Hartland Area Schools is tomorrow. They sent out 900 absentee ballot applications, received 144 returned applications, and have received less than 100 ballots returned.

Adjournment

Moved by Ledford, supported by Croft, to adjourn the meeting at 7:15 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved:

Paulette Skolarus, Clerk
Genoa Charter Township

Bill Rogers, Supervisor
Genoa Charter Township

Kelly VanMarter

From: Joan Darnell <joan.darnell@boaa.com>
Sent: Tuesday, May 2, 2023 12:19 PM
To: Kelly VanMarter
Subject: Proposed Stillriver Drive Road Rehabilitation Project

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Ms. VanMarter- Township Manager,

As we discussed, I am opposed to the proposed Stillriver Drive Rehabilitation Project. Here are the reasons why:

1. This is a public county road, **not** a private road, and should be maintained by the County not the homeowners who abut the road.
2. I understand that county road funds come from gasoline taxes. I buy gasoline and therefore have already paid into the budget to fix roads in our county. Instead of digging again into our pockets, the County and State should first be petitioned to have those funds allocated to our road.
3. The Township is very generous in paying for a portion of the project (25%) by using funds allocated for parks, etc. But perhaps if the Township would stop this practice, the County would have to step up and take care of their responsibility, i.e. the roads. It seems to me that this lets the County off the hook and puts the burden on the Township and homeowners. Perhaps the County relies on this generosity and therefore does nothing.
4. Currently, due to my financial situation, I am not able to pay for this assessment and if attached to my home as a lien, this will deter prospective buyers should I sell in the future, unless I pay for the assesment from the proceeds of the sale. This will prohibit me from selling and buying another property.

I unfortunately know that this goes against the wishes of many of the homeowners on Stillriver Dr, however, I must state my concerns. I appreciate your consideration.

Sincerely,

Joan Darnell

Joan Darnell
3052 Stillriver Drive
Howell, MI 48843
11-05-102-044

**Resolution No. 5 – Stillriver Drive Road Rehabilitation Special Assessment Project
(Summer Tax 2023)**

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of the Genoa Charter Township, Livingston County, Michigan, (the “Township”) held at the Township Hall on May 15, 2023 at 6:30 p.m., there were

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and seconded by _____:

Resolution Confirming Special Assessment Roll

WHEREAS, the Board of Trustees of the Township has determined to proceed with the Stillriver Drive Road Rehabilitation Special Assessment Project (Summer Tax 2023) within the Township as described in Exhibit A (the “Project”) and in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Board of Trustees of the Township has determined to advance the costs of the Project from Township funds and to use special assessments to raise the money necessary to reimburse the Township for the advance of such funds;

WHEREAS, the Township Supervisor has prepared the Special Assessment Roll entitled Special Assessment Roll for the Stillriver Drive Road Rehabilitation Special Assessment Project (the “Proposed Roll”) and has filed the Proposed Roll with the Township Manager and Township Clerk;

WHEREAS, the Township Board has scheduled a public hearing on the Proposed Roll and notice of the hearing has been properly provided;

WHEREAS, the Township Board conducted the public hearing on the Proposed Roll on May 15, 2023.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Roll Confirmed. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Board hereby confirms the Special Assessment Roll for the Stillriver Drive Road Rehabilitation Special Assessment Project (Summer Tax 2023 (the “Roll”) (Exhibit B).
2. Future Installments - Principal. The Township Board determines that each special assessment may be paid in ten installments. The first installment shall be due July 1, 2023.
3. Future Installments - Interest. All unpaid installments shall bear 2% interest.

4. Warrant. The Township Clerk is hereby directed to attach a warrant (in the form of Exhibit C to this resolution) to the Roll and to deliver such warrant and the Roll to the Township Treasurer, who shall thereupon collect the special assessments in accordance with the terms of this resolution, the Clerk's warrant and the statutes of the State of Michigan.

5. Inconsistent Prior Resolutions. All previously adopted resolutions that are in conflict with this resolution are repealed to the extent of such conflict.

A vote on the foregoing resolution was taken and was as follows:

YES:

NO:

ABSENT:

CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at the May 15, 2023 meeting of the Township Board, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in the Township Manager's office and my office; (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.

Paulette A. Skolarus, Genoa Charter Township Clerk

EXHIBIT A – THE PROJECT

STILLRIVER DRIVE ROAD REHABILITATION PROJECT (SUMMER TAX 2023)

DESCRIPTION OF PROJECT

**A TEN-YEAR SPECIAL ASSESSMENT DISTRICT
WITH PROJECTED COSTS AS FOLLOWS:**

This public road improvement project (the “Project”) involves rehabilitating a portion of Stillriver Drive including a cul-de-sac which is west of Natanna Drive in the Ravines of Rolling Ridge subdivision. The project includes the removal of the existing asphalt pavement and placing new hot mix asphalt in two lifts. The project also includes clean out of the drainage system and video-tape prior to road rehabilitation to determine repair needs prior to placing the hot mix asphalt pavement. All drainage structures in the curb lines shall be resealed from the inside and any loose or missing brick replaced and repaired as necessary. This project benefits the property owners of Lots 25-51 of the Ravines of Rolling Ridge Subdivision in Genoa Charter Township.

The total construction cost as prepared by the Livingston County Road Commission for the project is \$125,000. There are 27 parcels which front on this section of road. A supermajority of homeowners representing over 77% of property have signed petitions. The Township is contributing \$31,250 to the project which is 25% of the project cost since this project will improve a public roadway in accordance with established policy. The estimated interest for the district is 2% and the administrative cost is \$2,000. The total principle cost per parcel is \$3,546.30. The annual principle payment per parcel is \$354.63 with 2% interest applied to the outstanding balance.

EXHIBIT B - STILLRIVER DRIVE ROAD REHABILITATION SPECIAL ASSESSMENT PROJECT

04/12/2023
10:57 AM

Tentative Special Assessment Listing for GENOA TOWNSHIP

Page: 1/1

DB: Genoa

Population: Special Assessment District (X041723)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-05-102-025	X041723, Stillriver D	3,546.30	WRIGHT BRANDON & MICHELE 3079 STILLRIVER DR
4711-05-102-026	X041723, Stillriver D	3,546.30	MASTERMAN DENNIS & MARINA 3061 STILLRIVER DR
4711-05-102-027	X041723, Stillriver D	3,546.30	HLADY, ROBERT J. & SANDRA R. N. 3055 STILLRIVER DR
4711-05-102-028	X041723, Stillriver D	3,546.30	FENECH BRIAN & MACK CALLIE 3051 STILLRIVER DR
4711-05-102-029	X041723, Stillriver D	3,546.30	HOCHSTETTLER ASHLEIGH 3047 STILLRIVER DR
4711-05-102-030	X041723, Stillriver D	3,546.30	DUQUETTE, ROBERT L. & HARRIET C. 3043 STILLRIVER DR
4711-05-102-031	X041723, Stillriver D	3,546.30	LUCE HEATHER & MICHAEL 3039 STILLRIVER DR
4711-05-102-032	X041723, Stillriver D	3,546.30	STEVANOVIC CHRISTOPHER & 3033 STILLRIVER DR
4711-05-102-033	X041723, Stillriver D	3,546.30	ADKINS KRISTIN 3027 STILLRIVER DR
4711-05-102-034	X041723, Stillriver D	3,546.30	BARB SCOTT 3023 STILLRIVER DR
4711-05-102-035	X041723, Stillriver D	3,546.30	LUETHY BENJAMIN & AMANDA 3019 STILLRIVER DR
4711-05-102-036	X041723, Stillriver D	3,546.30	BONSELL ROBERT & LORI 3013 STILLRIVER DR
4711-05-102-037	X041723, Stillriver D	3,546.30	KING SCOTT & ERIN 3010 STILLRIVER DR
4711-05-102-038	X041723, Stillriver D	3,546.30	CRAWFORD BRIAN & LAUREL 3016 STILLRIVER DR
4711-05-102-039	X041723, Stillriver D	3,546.30	RIDLEY ALEXANDRIA 3022 STILLRIVER DR
4711-05-102-040	X041723, Stillriver D	3,546.30	RUNCO ANTONIO & REBECCA 3028 STILLRIVER DR
4711-05-102-041	X041723, Stillriver D	3,546.30	HUNTER JASON & JACQUELINE 3034 STILLRIVER DR
4711-05-102-042	X041723, Stillriver D	3,546.30	BEGIN KLINT 3040 STILLRIVER DR
4711-05-102-043	X041723, Stillriver D	3,546.30	SIMPSON CONSTANCE TRUST 3046 STILLRIVER DR
4711-05-102-044	X041723, Stillriver D	3,546.30	DARNELL JOAN 3052 STILLRIVER DR
4711-05-102-045	X041723, Stillriver D	3,546.30	O'MARA JOSEPH & GINA 3058 STILLRIVER DR
4711-05-102-046	X041723, Stillriver D	3,546.30	REX BRIAN A & AMY 3064 STILLRIVER DR
4711-05-102-047	X041723, Stillriver D	3,546.30	VETTER ROYAL J & ERICA L 3070 STILLRIVER DR
4711-05-102-048	X041723, Stillriver D	3,546.30	BRUCE MATT & MICHELLE 3076 STILLRIVER DR
4711-05-102-049	X041723, Stillriver D	3,546.30	FREWALD ROBERT 3082 STILLRIVER DR
4711-05-102-050	X041723, Stillriver D	3,546.30	HOPE EMILY LTS 9.3 3088 STILLRIVER DR
4711-05-102-051	X041723, Stillriver D	3,546.30	CHOJNOWSKI MARK & ASHLEIGH 3094 STILLRIVER DR

OF PARCELS: 27

TOTALS:

95,750.10

EXHIBIT C

WARRANT

TO: Esteemed Treasurer
Genoa Township
Livingston County, Michigan

I certify that attached to this Warrant is a true copy of the special assessment roll for the Genoa Township Stillriver Drive Road Rehabilitation Special Assessment Project (Summer Tax 2023 (the "Roll") confirmed by the Township Board on May 15, 2023 (the "Confirming Resolution"). You are hereby directed to proceed to collect the amounts due on such Roll in accordance with this Warrant, the Confirming Resolution and the statutes of the State of Michigan.

Paulette A. Skolarus
Genoa Charter Township Clerk



MEMORANDUM

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

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Assistant Township Manager
DATE: May 10, 2023
RE: Fund 202 Budget Amendments - Stillriver Drive Special Assessment District

In conjunction with Board approval of the Stillriver Drive Road Rehabilitation Special Assessment Project, budget adjustments are necessary for Fund #202. The amendments can be seen highlighted in yellow on the attached with a summary provided below for your reference.

Fund 202 – Special Assessment Districts (Roads and Lakes)

Add NEW budget line items for recently approved new project as follows:

STILLRIVER DRIVE ROAD REHABILITATION PROJECT – DEPT. 494			
Fund Type	New Fund Number	Description	Budget Amount
Revenue	202-494-628-005	SAD Principal	\$9,575
Revenue	202-494-665-001	Interest	\$1,915
Appropriation	202-494-801-075	Project Expense	\$127,000

Please let me know if you have any questions or comments.

Sincerely,

Assistant Township Manager/Community Development Director

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

05/10/2023

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2023-24	APPROVED BUDGET	REQUESTED BUDGET
Fund 202 - SAD ROADS AND LAKES				
ESTIMATED REVENUES				
Dept 000 - REVENUE				
202-000-452-001	INTEREST		15,000	15,000
Totals for dept 000 - REVENUE			15,000	15,000
Dept 448 - STREETLIGHTS				
202-448-628-005	WHITE PINES LIGHTING -SAD PRINCIPAL		735	735
Totals for dept 448 - STREETLIGHTS			735	735
Dept 470				
202-470-628-005	FENDT DR (W18-22) -SAD PRINCIPAL		87,485	87,485
Totals for dept 470 -			87,485	87,485
Dept 472				
202-472-628-005	RED OAKS (W13-22) -SAD PRINCIPAL		52,155	52,155
Totals for dept 472 -			52,155	52,155
Dept 476				
202-476-628-005	TIMBERVIEW (W18-22) -SAD PRINCIPAL		32,534	32,534
Totals for dept 476 -			32,534	32,534
Dept 478				
202-478-628-005	HOMESTEAD (S22-31) -SAD PRINCIPAL		14,967	14,967
202-478-665-001	HOMESTEAD (S22-31) -INTEREST		2,993	2,993
Totals for dept 478 -			17,960	17,960
Dept 484				
202-484-628-005	EARL LAKE (W18-25) -SAD PRINCIPAL		18,803	18,803
Totals for dept 484 -			18,803	18,803
Dept 485				
202-485-628-005	NOVEL ESTATES (W18-25) -SAD PRINCIPAL		10,964	10,964
Totals for dept 485 -			10,964	10,964
Dept 487				
202-487-628-005	EDWIN DR (S19-23) -SAD PRINCIPAL		3,554	3,554
Totals for dept 487 -			3,554	3,554
Dept 489				
202-489-628-005	BLACK OAKS (W21-30) -SAD PRINCIPAL		916	916
202-489-665-001	BLACK OAKS (W21-30) -INTEREST		165	165
Totals for dept 489 -			1,081	1,081

05/10/2023

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2023-24	APPROVED BUDGET	REQUESTED BUDGET
Dept 490				
202-490-628-005	DARLENE DR (W21-30) -SAD PRINCIPAL		2,867	2,867
202-490-665-001	DARLENE DR (W21-30) -INTEREST		516	516
Totals for dept 490 -			3,383	3,383
Dept 491				
202-491-628-005	ELMHURST (S20-26) -SAD PRINCIPAL		7,612	7,612
202-491-665-001	ELMHURST (S20-26) -INTEREST		761	761
Totals for dept 491 -			8,373	8,373
Dept 492				
202-492-628-005	MCNAMARA (S23-32) -SAD PRINCIPAL		14,139	14,139
202-492-665-001	MCNAMARA (S23-32) -INTEREST		2,828	2,828
Totals for dept 492 -			16,967	16,967
Dept 494				
202-494-628-005	STILLRIVER (S23-32) -SAD PRINCIPAL		0	9,575
202-494-665-001	STILLRIVER (S23-32) -INTEREST		0	1,915
Totals for dept 494 -			0	11,490
Dept 570 - LAKE IMPROVEMENTS				
202-570-628-005	LK CHEMUNG (W23-27) -SAD PRINCIPAL		46,300	46,300
Totals for dept 570 - LAKE IMPROVEMENTS			46,300	46,300
Dept 571				
202-571-628-005	PARDEE LK (W21-25) -SAD PRINCIPAL		22,396	22,396
Totals for dept 571 -			22,396	22,396
Dept 572				
202-572-628-005	GRAND BEACH (W21-25) -SAD PRINCIPAL		14,125	14,125
Totals for dept 572 -			14,125	14,125
Dept 573				
202-573-628-005	E/W CROOKED LK (S23-27) -SAD PRINCIPAL		18,050	18,050
Totals for dept 573 -			18,050	18,050
Dept 575				
202-575-628-005	BAETCKE LK (S23-27) -SAD PRINCIPAL		7,600	7,600
Totals for dept 575 -			7,600	7,600
TOTAL ESTIMATED REVENUES			377,465	388,955

APPROPRIATIONS

05/10/2023

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2023-24 APPROVED BUDGET	REQUESTED BUDGET
Dept 223 - AUDIT			
202-223-801-000	AUDIT	5,000	5,000
Totals for dept 223 - AUDIT		5,000	5,000
Dept 448 - STREETLIGHTS			
202-448-801-075	WHITE PINES LIGHTING -PROJECT EXPENSE	800	800
Totals for dept 448 - STREETLIGHTS		800	800
Dept 478			
202-478-801-075	HOMESTEAD (S22-31) -PROJECT EXPENSE		
202-478-802-000	HOMESTEAD (S22-31) -ANNUAL MAINT. EXP	6,100	6,100
Totals for dept 478 -		6,100	6,100
Dept 487			
202-487-801-075	EDWIN DR (S19-23) -PROJECT EXPENSE	1,500	1,500
Totals for dept 487 -		1,500	1,500
202-492-801-075 MCNAMARA (S23-32) -PROJECT EXPENSE			
Totals for dept 492 -		185,850	185,850
Dept 493			
202-493-801-075	PINE CREEK -ADMINISTRATIVE FEES	2,000	2,000
Totals for dept 493 -		2,000	2,000
Dept 494			
202-494-801-075	STILLRIVER (S23-32) -PROJECT EXPENSE	0	127,000
Totals for dept 494 -		0	127,000
Dept 570 - LAKE IMPROVEMENTS			
202-570-801-075	LK CHEMUNG (W23-27) -PROJECT EXPENSE	55,000	55,000
Totals for dept 570 - LAKE IMPROVEMENTS		55,000	55,000
Dept 571			
202-571-801-075	PARDEE LK (W21-25) -PROJECT EXPENSE	30,000	30,000
Totals for dept 571 -		30,000	30,000
Dept 572			
202-572-801-075	GRAND BEACH (W21-25) -PROJECT EXPENSE	11,000	11,000
Totals for dept 572 -		11,000	11,000
Dept 573			
202-573-801-075	E/W CROOKED LK (S23-27) -PROJECT EXPENSE	15,000	15,000
Totals for dept 573 -		15,000	15,000

05/10/2023

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2023-24	APPROVED BUDGET	REQUESTED BUDGET

Dept 575				
202-575-801-075	BAETCKE LK (S23-27) -PROJECT EXPENSE		7,000	7,000
Totals for dept 575 -			7,000	7,000
Dept 852 - TRANSFER TO OTHER FUNDS				
202-852-995-101	SAD INTEREST TRANSFER OUT TO 101		7,263	7,263
Totals for dept 852 - TRANSFER TO OTHER FUNDS			7,263	7,263
Dept 906				
202-906-956-000	MISC EXPENSE		600	600
Totals for dept 906 -			600	600
TOTAL APPROPRIATIONS			327,113	454,113
NET OF REVENUES/APPROPRIATIONS - FUND 202			50,352	(65,158)
FUND BALANCE			2,964,856	2,964,856
REMAINING FUND BALANCE			3,015,208	2,899,698



MEMO

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

FROM: Kelly VanMarter, Manager
Greg Tataro, Utility Director
Kim Lane, Human Resources Generalist

DATE: May 10, 2023

SUBJECT: CDL Licensing Addendum to Alcohol and Drug Free Workplace Policy

.....

The Utility Department has a large crane truck and a vactor truck, that require operation by a CDL Licensed driver. As such, it has become a requirement of all field positions to be CDL licensed. This requirement enables any field employee to operate these vehicles whenever necessary during the normal business day or when they are on call after hours.

CDL Requirements are stringent and federally regulated by the Federal Motor Carrier Safety Administration (FMCSA). While the trucks owned by the Township do not require federal regulation, any CDL Licensed driver becomes personally responsible for following FMCSA rules. This means we are requiring a lot of added responsibility of our CDL employees.

The purchase of these heavy-weight vehicles has enabled MHOG employees to handle many field projects and emergencies ourselves resulting in great cost savings. The vactor truck has the ability to clean pump stations, clean sanitary sewers, hydro-excavate for utilities, and aid in the control of water during sewer and water breaks. The crane truck has the ability pull our heavy, up to 100 hp submersible pumps from wet wells, remove pre-fabricated building roofs on water booster stations for pump removal and repair, unload equipment and supplies from deliveries, and carry support equipment such as air compressor, welder, and torches for field work. These two vehicles are essential to our operation and are used virtually daily providing priceless savings for safe utility excavation, alleviation of potential basement flooding, pump removal and repair, and other essential duties. As an example, it costs approximately \$4,000 to have a crew pull a pump and over \$2,000 a day for routine sewer cleaning. We easily save over \$100,000 a year in routine maintenance alone, not including emergency service savings.

Due to the added responsibility for our employees, and the cost savings we realize from having CDL licensed drivers, we are asking you to approve the CDL Licensing Policy. The highlights of this policy are as follows:

- We remind CDL drivers that they must be able to pass all state and federal requirements for licensing.
- We outline the employee's responsibilities for maintaining their license, including keeping their medical certifications current.

-
- We provide for a \$2,000 annual bonus as compensation for the added personal responsibility.
 - We outline consequences for violation of this policy include a probation period of up to 45 days to recertify a lapsed license and discipline up to and including termination for failure to maintain a license.

I have also attached the Township Alcohol and Drug Free Workplace Policy for your reference. The CDL Licensing Policy is designed to be an addendum with additional requirements specific to CDL license holders.

We ask that you move to support and approve this policy as presented.

Action: Approval of CDL Licensing Policy

Moved by _____, supported by _____ to approve CDL Licensing Policy as presented.

Alcohol and Drug Free Workplace Policy Addendum

CDL Licensing Policy

A. Purpose and Scope

To maintain employment, certain Genoa Charter Township (the “Township”) Utility Department Positions require a Commercial Driver’s License (CDL). It is the policy of the Township to act in compliance with the rules and regulations of the Department of Transportation (DOT) and the Federal Motor Carrier Safety Administration (FMCSA). As such, regular DOT physical and drug screens required to maintain a CDL will be strictly enforced. This policy is an addendum to the Alcohol and Drug Free Workplace Policy.

B. Non-Discrimination

In accordance with the requirements of the Americans with Disabilities Act, the Township does not discriminate against employees or applicants who are qualified individuals with a disability, including disabilities related to alcohol or drug abuse, who are not currently engaged in the abuse of legal drugs and alcohol, or the use of illegal drugs and who do not otherwise violate the provisions of this Policy, including but not limited to individuals who: 1) have developed a medical condition that inhibits their ability to obtain a CDL; 2) have successfully completed or who are currently participating in a supervised rehabilitation program in order to reinstate their CDL; or 3) have otherwise been rehabilitated successfully and have obtained their CDL. Each of the circumstances listed above will need to be substantiated by a medical professional.

C. Policy

1. CDL Requirements.

CDL required drivers must be able to pass all state and federal requirements for a CDL Class B license with both Air Brake and Tank endorsements. This includes but not limited to written exams provided by the secretary of state, DOT physicals and DOT drug tests.

2. Township Responsibilities

Provided the employee remains in good standing with the provisions of this policy, the Township will pay for expenses related to obtaining and maintaining CDL licensing. This includes study guides, licensing fees, and medical certification and recertification. The Township will also provide training opportunities as necessary.

3. Employee Responsibilities

CDL licensed employees are solely responsible for maintaining their license. The employee must be familiar with all requirements of the DOT and FMCSA and ensure their license renewals and medical certifications are kept current. Based on the requirements of a position, failure to maintain a license may result in disciplinary measures up to and including termination.

D. Confidentiality

All DOT physical, drug, and alcohol test results reported to the Township will remain and be considered confidential. Results will only be disclosed within the Township and on a need-to-know basis and as allowed by law and retained in a secure location with controlled access. Information about an employee's medical condition or history obtained in connection with any DOT test will be kept in a file separate and apart from the employee's personnel file. The release of an individual's substance test results and other information gained in the testing process will only be disclosed in accordance with an individual's written authorization or as otherwise required by applicable law.

E. CDL Incentive

The Township recognizes the added burden CDL Licensing places on its employees. As such, the Township will pay a \$2,000 bonus annually to drivers who obtain and maintain their ability to drive municipal owned commercial vehicles. This annual bonus will be prorated based on hire date and/or the portion of the prior year the CDL was valid. Possession of a CDL does not automatically result in a bonus, rather it will dependent on position requirements for utilization of the Township's CDL weight vehicles.

F. Consequences of a violation of this CDL Licensing Policy.

Any CDL licensed employee who does not pass a DOT regulated physical and/or drug/alcohol test is required to alert the Township and immediately cease driving any municipal owned commercial vehicle. Failed physicals and/or drug tests are automatically reported to the FMCSA by the testing facility. It is the responsibility of CDL drivers to work with the FMCSA to reinstate their license. Any fees incurred for reinstatement are the responsibility of the employee. Genoa Township will grant a 45-day probationary grace period for the employee to either a) re-instate their medical certification and/or license; b) substantiate enrollment in a drug or alcohol substance abuse program with an FMCSA approved plan for reinstatement; or c) provide a medical exemption from a licensed medical professional.

Failure to meet the above grace period conditions or operating ar CDL vehicle under the known influence of drugs or alcohol will result in immediate termination. Violations of this policy will be subject to corrective action up to and including termination of employment. The Township reserves the right to change or suspend this policy or any part thereof at any time and at its sole discretion.

G. Acknowledgment of Receipt of Genoa Charter Township CDL Licensing Policy

I have received and reviewed a copy of the Genoa Charter Township CDL Licensing Policy

Employee Signature

Today's Date

Employee name printed

Alcohol and Drug Free Workplace Policy

A. Purpose and Scope

Genoa Charter Township (the “Township”) believes that a healthy work force, free from the effects of alcohol and/or drugs/controlled substances, helps to ensure the provision of quality service to the Township’s customers. Conversely, the abuse of alcohol and/or drugs/controlled substances may create a variety of work force and workplace problems, including increased absenteeism, increased on-the-job injuries, increased cost for health care and other benefits programs, and decreased employee morale, resulting in a loss of productivity and a decline in the quality of services provided to the Township’s customers.

The Township reserves the right to inspect Township vehicles (including Utility Department vehicles), all Township property, including, without limitation, Township real estate, facilities and property (including offices, desks, lockers, computers, mobile phones and other property) with or without notice.

B. Non-Discrimination

In accordance with the requirements of the Americans with Disabilities Act, the Township does not discriminate against employees or applicants who are qualified individuals with a disability, including disabilities related to alcohol or drug abuse, who are not currently engaged in the use of illegal drugs and who do not otherwise violate the provisions of this Policy, including but not limited to individuals who: 1) have successfully completed or who are currently participating in a supervised rehabilitation program and are no longer engaging in such use; or 2) have otherwise been rehabilitated successfully and are no longer engaging in such use.

C. Policy

1. Policy Prohibitions.

Township employees are strictly prohibited from engaging in the following conduct on Township property (including Utility Department property) or customer property before, during or after work hours:

- (a) Using, consuming, being under the influence of, testing positive for, or otherwise having in one’s system alcohol or illegal drugs;
- (b) Bringing and/or storing illegal drugs or drug paraphernalia;

- (c) Transporting, distributing or attempting to distribute, manufacture, sell or dispense illegal drugs;
- (d) Abusing prescription drugs which includes exceeding the recommended prescribed dosage or using others' prescribed medications;
- (e) Switching, tampering with or adulterating any specimen or sample collected under this policy;
- (f) Working while impaired due to the use of prescription medications; or
- (g) Refusing to cooperate with the terms of this policy, including, without limitation, refusing to submit to questioning, drug or alcohol testing, medical or physical tests or examinations;

2. Testing.

The Township will test employees or any person who has been offered employment with the Township for the presence of alcohol or illegally used drugs/controlled substances in accordance with the provisions of this policy.

For purposes of this policy:

- "*Alcohol*" means ethyl alcohol or ethanol, the types of alcohol found in alcoholic beverages.
- "*Drugs*" means any substance recognized as a drug in the official United States Pharmacopoeia, the National Formulary, the official Homeopathic Pharmacopoeia of the United States, or other drug compendia, or supplement to any of those compendia; and as otherwise defined by Article 7, Part 71 of the Michigan Public Health Code, being MCL 333.7101 et seq, and as amended.
- "*Controlled substance*" means a drug, substance, or immediate precursor included in schedules 1 to 5 of Article 7, part 72 of the Michigan Public Health Code, being MCL 333.7201 et seq, and as amended and includes a controlled substance analogue as that term is defined by Article 7, Part 71 of the Michigan Public Health Code, being MCL 333.7101, et seq, and as amended.

(a) Pre-employment

Any individual offered employment with the Township, as part of his or her general post-offer, pre-hire physical, will undergo testing for the presence of alcohol or illegally used drugs/controlled substances. A negative result (as well as demonstrated ability to perform the essential functions of the job offered) is required as a condition of hire. Conversely, candidates who test positive (or do not demonstrate the ability to perform the essential functions of the job) will not be hired. This contingency will be written in the employee's offer letter.

The prospective employee will not be compensated for time nor reimbursed for transportation or other expenses related to the testing for alcohol or illegally used drugs/controlled substances.

(b) Active Employment

(i) Random

The Township reserves the right to randomly test employees at any time for any reason.

(ii) Post-Accident

Involvement in or responsibility for any accident while operating any vehicle during the course of Township business is cause for alcohol/drug/controlled substance testing. Alcohol/drug/controlled substance testing shall occur during or immediately after the regular work period of current employees.

3. Cost of Testing.

All alcohol/drug/controlled substance testing under this policy will be performed by a recognized health service provider selected by the Township. The Township shall pay for the cost of all testing performed under this policy.

D. Confidentiality

All alcohol/drug/controlled substance test results reported to the Township will remain and be considered confidential. Results will only be disclosed within the Township and on a need-to-know basis and as allowed by law and retained in a secure location with controlled access. Information about an employee's medical condition or history obtained in connection with an

alcohol/drug/controlled substance test will be kept in a file separate and apart from the employee's personnel file. The release of an individual's alcohol/drug/controlled substance test results and other information gained in the testing process will only be disclosed in accordance with an individual's written authorization or as otherwise required by applicable law.

E. Consequences of a violation of this Alcohol and Drug Free Workplace Policy.

Employees who violate this policy will be subject to corrective action up to and including termination of employment. The Township reserves the right to change or suspend this policy or any part thereof at any time and at its sole discretion.

E. Acknowledgment of Receipt of Genoa Charter Township Alcohol and Drug Free Workplace Policy

I have received and reviewed a copy of the Genoa Charter Township Alcohol and Drug Free Workplace Policy.

Employee Signature

Today's Date

Employee name printed



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Amy Ruthig, Planning Director
DATE: May 10, 2023
RE: Amend Final PUD Grading Plan – Trinity Health Hospital Addition
Environment Impact Assessment

Please find attached the project case file for an amendment to a final PUD grading plan for proposed site grading and tree clearing for the Trinity Health Hospital Addition located at 7575 Grand River Avenue on the north side of Grand River Avenue, just west of Bendix Road. The property is zoned NRPUD (Non-Residential Planned Unit Development).



Procedurally, the Planning Commission has review and approval authority over the amended site plan, and the Township Board has the final approval authority over the Environmental Impact Assessment. The environmental impact assessment was recommended for approval and the site plan was approved by the Planning Commission on April 10, 2023. A revised submittal was received on May 8, 2023 which addressed the Planning Commission’s condition in regards to additional landscaping. Based on the review of the revised submittal, I offer the following for your consideration:

ENVIRONMENTAL IMPACT ASSESSMENT

Moved by _____, Supported by _____ to **APPROVE** the Environmental Impact Assessment dated February 24, 2023 corresponding to the revised amended final PUD grading plan (5-8-23) for the previously approved Trinity Health Hospital Addition located at 7575 Grand River Avenue.

If you should have any questions, please feel free to contact me.

Best Regards,

Amy Ruthig, Planning Director

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER

Kelly VanMarter



GENOA CHARTER TOWNSHIP
Application for Site Plan Review

February 24, 2023: Further amendment requested to incorporate Farm Area grading and additional fill.

TO THE GENOA TOWNSHIP PLANNING COMMISSION AND TOWNSHIP BOARD:

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

OWNER'S NAME & ADDRESS: Trinity Health - Michigan d/b/a St. Joseph Mercy Livingston

SITE ADDRESS: 7575 Grand River Rd., Brighton Mi 48114 PARCEL #(s): 4711-13-200-009

APPLICANT PHONE: (734) 712-2192 OWNER PHONE: (734) 712-2192

OWNER EMAIL: tom.tocco@trinity-health.org

LOCATION AND BRIEF DESCRIPTION OF SITE: The site is in the Section 13 of Livingston
County north on Grand River Road, west of South Hacker Road and east of the Genoa Business Park.

It is a 77.59-acre site that currently has a medical facility and a senior living facility residing on it.

BRIEF STATEMENT OF PROPOSED USE: Futher amendment request to incorporate Farm Area
grading and additional fill.

THE FOLLOWING BUILDINGS ARE PROPOSED: No new buildings are proposed.

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

BY: Tom Tocco

ADDRESS: 1600 South Canton Center Road, Canton, MI 48155

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

1.) Tiffany Spano of Trinity Health at Tiffany.spano@trinity health.org
Name Business Affiliation E-mail Address

FEE EXCEEDANCE AGREEMENT

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

SIGNATURE: _____ DATE: 2/27/23
PRINT NAME: Tiffany Spano PHONE (734)274-3702
ADDRESS: 7575 Grand River, Brighton, MI 48114

Moved by Commissioner McCreary, seconded by Commissioner Dhaenens, to approve the sketch plan for a proposed 3-sided covered accessory structure to allow for year-round use of the existing Tap-Ins driving range at 4444 E. Grand River Avenue, south side of Grand River Avenue, east of Latson Road as this Commission finds the accessory structure is allowable and adheres to Section 11.04.01 of the Zoning Ordinance and the maximum height meets Section 11.04.02 of the Zoning Ordinance. This approval is conditioned upon the following:

- The applicant will comply with the Township Planner’s remarks regarding and #4 of his letter dated April 4, 2023
- The applicant will comply with the Township Engineer’s report dated April 3, 2023.
- The applicant shall submit a site plan from Boss and it shall be maintained by the Township.

The motion carried unanimously.

OPEN PUBLIC HEARING #4...Consideration of an environmental impact assessment and amended Final PUD grading plan for proposed site grading. The request is petitioned by Tom Tocco, Trinity Health.

- A. Recommendation of Environmental Impact Assessment (2-24-23)
- B. Disposition of Amendment to the approved Final PUD Site Plan (2-24-23)

Mr. Dino Lekas of Smith Group, the landscape architect, and Ms. Tiffany Spano of Trinity Health provided a review of the future community farm. The original site plan showed a different location for the farm; however, it was determined that this area would be a better location, so they developed a new grading plan that was not shown on the original plan. This will also allow for the dirt that is moved during construction of the building to remain on site.

Mr. Lekas provided the following regarding the Planner’s comments:

- Buffer zone and the tree removals - an additional 3.5 acres of small trees and shrubs will be removed. This will bring them close to the 25 percent allowable clearance. They are at 24 percent.
- The potential farm building is a “placeholder” on the plans in case in the future they would like to have one installed. It is not being proposed at this time and can be removed.
- They have obtained the permit for the construction road.
- They will seal the documents as requested.

Mr. Borden reviewed his letter dated April 6, 2023.

1. The applicant must address any technical comments provided by the Township Engineer.
2. The proposal entails a significant expansion of the “community farm” area depicted on the approved PUD plans.
3. Due to the new location, it will greatly reduce the buffer area between the site and existing development to the east.

4. The proposal will result in the removal of several trees, though the submittal does not identify the exact (or estimated) quantity.
5. The submittal notes a potential location for structures that are not described/depicted in the PUD Agreement or the approved PUD plans. As suggested by Mr. Lekas , he recommends removing it from the plans.
6. The proposed construction road likely requires approval from the Road Commission.
7. Given the nature of the project, the plans need to be signed/sealed by a professional engineer.

Ms. Byrne has no engineering-related concerns with the project.

The Brighton Area Fire Authority Fire Marshal has no concerns regarding this project.

Ms. Spano stated Trinity has community farms at their other facilities. They use it as a community garden, patients use it for rehabilitation, the vegetables are served to the patients in the hospital, and it helps with their carbon footprint.

Commissioner Chouinard complimented the applicant for keeping the material on site.

The call to the public was made at 8:15 pm with no response.

Commissioner McCreary would like the applicant to add a tree buffer between this area and the adjacent residential property. Ms. Spano agrees. She recommended determining what should be planted after the grading has been completed. Commissioners agreed and recommended it be approved by Township Staff.

Moved by Commissioner Lowe, seconded by Commissioner Dhaenens, to recommend to the Township Board approval of the Environmental Impact Assessment dated February 24, 2023 for site grading for Trinity Health. **The motion carried unanimously.**

Moved by Commissioner McCreary, seconded by Commissioner McBain, to approve the Amendment to the approved Final PUD Site Plan dated February 24, 2023 for site grading for Trinity Health conditioned upon staff approval of additional tree plantings on the eastern side to buffer the neighboring property. **The motion carried unanimously.**

OPEN PUBLIC HEARING #5...Consideration of an environmental impact assessment and site plan for proposed site grading on a 4.32-acre vacant parcel (4711-06-200-101) on the north side of Grand River Avenue, just west of Char-Ann Drive. The request is petitioned by Chestnut Development.

- A. Recommendation of Environmental Impact Assessment (3-2-23)
- B. Disposition of Site Plan (2-10-23)



April 6, 2023

Planning Commission
Genoa Township
2911 Dorr Road
Brighton, Michigan 48116

Attention:	Amy Ruthig, Planning Director
Subject:	St. Joseph Mercy Health System – Amendment to approved grading plan
Location:	7575 Grand River Avenue – north side of Grand River, west of Bendix Road
Zoning:	NRPUD Non-Residential Planned Unit Development

Dear Commissioners:

As requested, we have reviewed the submittal from St. Joseph Mercy Health System requesting an amendment to the approved grading plan (plans dated 2/24/23).

A. Summary

1. The applicant must address any technical comments provided by the Township Engineer.
2. The proposal entails a significant expansion of the “community farm” area depicted on the approved PUD plans.
3. The proposal will greatly reduce the buffer area between the site and existing development to the east.
4. The proposal will result in the removal of several trees, though the submittal does not identify the exact (or estimated) quantity.
5. The submittal notes a potential location for structures that are not described/depicted in the PUD Agreement or the approved PUD plans.
6. The proposed construction road likely requires approval from the Road Commission.
7. Given the nature of the project, the plans need to be signed/sealed by a professional engineer.

B. Proposal/Process

The applicant proposes to amend the grading plan for the most recently approved PUD plan, which includes a 4-story hospital building (PUD amendment approved October 2022).

The proposal entails additional fill (upwards of 14’) in the southeast portion of the property. The submittal notes that this area is intended as a “Farm Area.”

In accordance with Section 10.11, the amendment requires review and approval by the Planning Commission, unless they feel it significantly alters the intent of the approved PUD concept plan, in which case an amendment PUD concept plan must be submitted for review/approval by both the Planning Commission and Township Board.



Aerial view of site and surroundings (looking west)

C. Amended PUD Plan

The request entails additional fill in the southeast portion of the property. Given the nature of the request, this is primarily an engineering review. As such, we defer technical review and comment to the Township Engineer.

However, we do present the following comments for the Commission's consideration:

- The proposed fill area extends well beyond the “community farm” area depicted on the approved plan.
- The expanded area will greatly reduce the buffer area between the subject site and adjacent residential uses to the east.
- The expanded area will result in the need to remove numerous trees, though the submittal does not identify the quantity.
- Sheet CG-106 identifies an area for the “potential location for farm support structures;” however, there is no indication/description of such structures in the PUD Agreement or previously approved PUD plans.
- The plans include a construction road that appears to access Grand River Avenue, which likely requires review/approval by the Road Commission.
- Given the extensive grade alterations proposed, the plans need to be signed/sealed by a professional engineer.

Should you have any questions concerning this matter, please do not hesitate to contact our office.

Respectfully,
SAFE BUILT

A handwritten signature in black ink that reads 'Brian V. Borden'.

Brian V. Borden, AICP
Michigan Planning Manager



March 20, 2023

Ms. Amy Ruthig
Genoa Township
2911 Dorr Road
Brighton, MI 48116

**Re: St Joseph Mercy Hospital
Additional Grading
Site Plan Review No. 1**

Dear Ms. Ruthig:

Tetra Tech conducted a review of the proposed farm area grading plan for St Joseph Mercy Hospital last dated February 24, 2023. The plan was prepared by SmithGroup on behalf of Trinity Health. The Petitioner previously obtained site plan approved for the St Joseph Mercy Brighton Expansion and Renovation and is submitting this modification to the grading plan for the southeast corner of the site. The affected area will act as an area for construction spoils and is labeled on the plan as a future farm area for the site.

The proposed grading does not greatly change the current drainage pattern of the site, nor does it impact any existing utilities on the site. The grading plan shows a maximum proposed grade of 1:4 so no special soil stabilization is required. Therefore, we have no engineering related concerns with the proposed farm area grading plan.

The provided site plan is not signed and sealed by a professional engineer. A signed and sealed site plan should be provided prior to approval.

Please call or email if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads 'Shelby Byrne'.

Shelby Byrne, P.E.
Project Engineer

From: [Rick Boisvert](#)
To: [Amy Ruthig](#)
Subject: Re: St. Joes Grading Project
Date: Tuesday, March 14, 2023 5:52:04 PM
Attachments: [image001.png](#)

I have no fire-related comments on the grading proposed. It was previously discussed and will not affect fire and access for the project.

Let me know if you want a letter.

Cordially,

Rick Boisvert, FM, CFPS
Fire Marshal
Brighton Area Fire Authority
615 W. Grand River
Brighton, MI 48116
O: (810)229-6640 D: (810)299-0033
F: (810)229-1619 C: (248)762-7929
rboisvert@brightonareafire.com



On Thu, Mar 9, 2023 at 1:18 PM Amy Ruthig <amy@genoa.org> wrote:

Good Afternoon,

Attached is the site plan submittal for St. Joseph Hospital Grading project.

The review is due April 5, 2023.

Please contact me if you have any questions.

IMPACT ASSESSMENT
St. Joseph Mercy Brighton Health Center
February 24, 2023

INTRODUCTION

The proposed development is a 77.59-acre medical use site residing north of Grand River Ave. Potential areas of concern are noted along with the proposed methods of addressing each item. The format conforms to the impact assessment requirements as outlined in section 18.07 of the published zoning ordinance for Genoa Township.

- a. **Name(s) and address(es) of person(s) responsible for preparation** of the impact assessment and a brief statement of their qualifications.

St. Joseph Mercy Brighton Health Center
7575 Grand River Ave Rd,
Brighton, MI 48114
(810) 844-7575

SmithGroup
Architecture architectural, engineering and planning firm
201 Depot St, Ann Arbor, MI 48104
(734) 662-4457

Michael Johnson |
michael.johnson@smithgroup.com | 734-712-2047

Dino Lekas | PLA
dino.lekas@smithgroup.com | 734-669-2678

Jerry Vogt | Civil, PE
jerry.vogt@smithgroup.com | 734-669-2674

Katherine DeKrey | Landscape Design
katherine.dekrey@smithgroup.com | 734-669-2712

Charles Langolf | Professional Surveyor
charlie.langolf@smithgroup.com | 734-669-2690

Bergmann
Transportation engineering firm
29777 Telegraph, Suite 1640 Southfield, MI 48034

Steven J. Russo, PE | Transportation Engineer
srusso@bergmannpc.com | 248-663-1379

Barr Engineering Co.
Wetland Consultant
3005 Boardwalk Dr Suite 100, Ann Arbor, Mi 48108

Woody L. Held | Senior Environmental Consultant
WHeld@barr.com | 734.922.4422

b. Map(s) and written description/analysis of the project site

The St. Joseph Mercy Brighton Health Center site (Parcel ID: 4711-13-200-009) is in Section 13 of Livingston County, north on Grand River Road, west of South Hacker Road and east of the Genoa Business Park. It is a 77.59-acre site that currently has a medical facility and a senior living facility residing on it. These establishments are supported by surface parking as well as an access road that has shared connections shared with the Business Park. Please see attached documentation Smith Group Site Submittal Package page CV-100 for easement information and surrounding zoning.

c. Impact on natural features:

1. Slopes and Grade: The site presents steeper slopes around the parking perimeter and road resulting from the excavation process from prior development. It is intended that this plan will minimize the amount of grading that will need to be done on-site. However, due to the nature of the medical building programming, a grade change over 3% will need to be performed in order to make it accessible. This grading will be performed on 11 acres of the site. The zoning administration will be notified of the grade change required for the building footprint, revised detention basin, parking, and utility yards. Smith Group Site Submittal Package page CG-100 to CG-104.
2. Wetland and Soils: The site contains two creeks and two wetland/detention ponds north of the existing medical building. Based on a Preliminary Wetland Analysis completed by SmithGroup, and a Wetland Inventory Study, currently being conducted by Barr engineering, wetland soils are present within the project area, and development and grading may fall within 25' of the wetland boundary north of the loop fire road. Mitigations will follow any state of Michigan EGLE regulated wetlands requirements and shall only be installed or constructed upon receiving all necessary approvals of EGLE and in accordance with all applicable EGLE rules and regulations. See attachment Smith Group Site Submittal Package page CV-200 and supporting wetland documentation.
3. Vegetation: There is significant existing vegetation on the site, as shown on the Site Plan. Most of this vegetation tends to be undergrowth and brush. Some of this vegetation will need to be removed in order to accommodate the required parking for the expanded medical building use. It is the intent of this design to minimize vegetation removal and the improvements will not be removing more than 25% of existing vegetation on site. See attachment Smith Group Site Submittal Package page CV-300.

d. Impact on stormwater management:

The existing stormwater drainage is contained within the site and drain to a regional pond/detention system. An existing wet pond with forebay is currently functioning as the stormwater mitigation system for the entirety of the site's drainage area. Existing on-site underground storm sewer will be utilized to continue to convey stormwater to the existing wet pond. Proposed underground storm sewer will be added to support the additional parking areas and impervious cover.

Based on revised Livingston County Drain Commission requirements, improvements will be made to the existing forebay by dredging the bottom of the pond and increasing its storage volume. Proposed improvements to the existing system also include reconstructing the outlet pipe of the larger wet pond prior to discharging into the adjacent lake. Infiltration rates have been determined by the Geotechnical Engineer and additions of bioretention infiltration ponds throughout the site will be installed.

The improvements to the existing detention system as well as the bioretention infiltration ponds are to enhance the overall quality of the stormwater system.

Surface runoff during construction will be controlled by silt fences, inlet filters, and seed and mulch.

e. Impact on surrounding land used:

The new medical facilities are planned to benefit the community by providing state-of-the-art healthcare facilities in the area. This development enhances the existing medical development on-site, which can be accessed from the south via I-96 expressway and Grand River Avenue. Site improvements include a complete loop road, drop-off areas, parking lots, relocation of the helistop, loading area, generators, oxygen tanks,

mobile PET scanner for trucks and ambulance access. Although exterior lighting will be required for the roadways and walks to provide safe access for staff and visitors, full cut-off fixtures are planned to decrease unnecessary light pollution. Lighting will also be required for the safe use of the helipad, currently planned to only pick up patients and take them to another facility if needed. Additional building and site accent lighting will be automatically shut off via timeclock curfew control. Although the generators, helicopters, vehicles and ambulances planned for the site may increase the noise and air pollution, this is not expected to be a significant issue, due to the current noise level and air pollution from the existing site usage, its proximity to I-96 and Grand River, and significant setbacks from other adjacent development.

f. Impact on public facilities and services:

St. Joseph Mercy Health of Michigan intends to build an 175,000 square foot, 4-story, 72 bed hospital with basement, (with shell space for an additional 16 beds) within Livingston County, thus replacing the existing facility on Byron Road in Howell. The project will be located on and attached to the St. Joseph Mercy Brighton Health Center. The two buildings will be connected to the first and second levels, but no inpatients will move into the existing facility for services. There will be additions to the existing Brighton Health Center to expand Emergency Department and Outpatient Surgery Services as well as renovations of the Emergency Department, Outpatient Surgery, Imaging, and Lab.

The facility is anticipated to employ the same number of people as the two existing facilities. This development is not expected to impact the public schools. Police and fire protection will be needed for both the hospital and MOB.

g. Impact on public utilities:

Sanitary sewer and water utilities are reviewed by Marion, Howell, Oceola, and Genoa (MHOG) Sewer and Water Utilities.

The existing hospital is serviced by a sanitary sewer located south of the building that connects to Grand River Avenue. The sanitary sewer for the proposed building is to exit the north of the building and connect to the existing 8-inch sewer main running along the eastern property line. In discussion with MHOG, there is sufficient capacity in the sewer located just north of the site.

The site is currently serviced by one 12" water main connection along Grand River Avenue. With the planned hospital expansion there will be an 8" watermain that will provide a looped system by connecting the watermain system from the existing stub north of the current staff entrance to the stub located at The Village development. An existing water main runs along the north of the existing St. Joseph Mercy building to the edge of the staff parking lot. Based on the proposed building outline, a portion of the existing watermain will be removed and capped at the west edge of the driveway to the emergency department. Separate domestic and fire protection water main services will connect into the building off an extension from the capped watermain. Existing hydrants will be maintained to ensure adequate building coverage as required by all applicable fire codes.

Sanitary sewer and water main design will meet the MHOG Sanitary Sewer and Water Design Standards. All utility connections will follow guidelines set forth by the MHOG Utility Connection Manual.

h. Storage and handling of any hazardous materials:

Fuel tanks and other utilities will be installed north of the building adjacent to the loading dock, will not comply with 13.07.01 Above Ground (Fuel) Storage Tanks based on the nature of medical facility. Instead, the facility will comply with the State and Federal codes for fuel oil storage which are more rigorous than the intent of the local ordinance. It is the policy of Saint Joseph Mercy Health System (SJMHS) to ensure the safe handling and disposal of medical waste throughout the organization, including the proposed development. SJMHS enforces a strict medical waste policy and plan, including obtaining certificates from regulatory agencies, oversight from SJMHS Safety Program personnel to ensure safe practices for the transportation, packaging, and storage of medical waste.

i. Impact on Traffic and Pedestrians:

A traffic study was completed by Bergmann on March 24, 2022. The report covers all of the items listed below with the exception of the crash analysis as it was not requested by LCRC or MDOT. Please see attached Appendix I for the Traffic study's executive summary and full report.

Description of existing daily and peak hour traffic on adjacent street(s) and a description of any sight distance limitations along the right-of-way frontage of the site.

Forecasted trip generation of the proposed use for the a.m. and p.m. peak hour and average daily traffic generated.

For any project with a completion date beyond one year at the time of site plan approval, the analysis shall also include a scenario analyzing forecasted traffic at date of completion along the adjacent street network using a forecast based either on historic annual percentage increases and/or on expected development in the area.

Projected traffic generated shall be distributed (inbound v. outbound, left turn v. right turn) onto the existing street network to project turning movements at site driveways and nearby intersections. Rationale for the distribution shall be provided.

Capacity analysis at the proposed driveway(s) using the procedures outlined in the most recent edition of the *Highway Capacity Manual* published by the Transportation Research Board. Capacity analyses shall be provided for all street intersections where the expected traffic will comprise at least five-percent (5%) of the existing intersection capacity.

Accident data for the previous three (3) years for roadway sections and intersections experiencing congestion or a relatively high accident rate, as determined by the township or staff from the Livingston County Road Commission or Michigan Department of Transportation.

Analysis of any mitigation measures warranted by the anticipated traffic impacts. Where appropriate, documentation shall be provided from the appropriate road agency regarding time schedule for improvements and method of funding.

A map illustrating the location and design of proposed access, including any sight distance limitations, dimensions from adjacent driveways and intersections within 250 feet of the edge of the property frontage, and other data to demonstrate that the driveway(s) will provide safe and efficient traffic operation and be in accordance with Article 15.

j. Special Provisions: General description of any deed restrictions, protective covenants, master deed or association bylaws.

All easements are shown on Smith Group Site Submittal Package page CV-100.

k. A list of all sources shall be provided.

SmithGroup Survey and Plans
Traffic Study Appendix I
Preliminary Wetland Analysis Appendix II
Title Search Appendix III

St. Joseph Mercy Brighton Expansion and Renovation



7575 Grand River Ave., Brighton, Michigan 48114
7555 Grand River Ave., Brighton, Michigan 48114

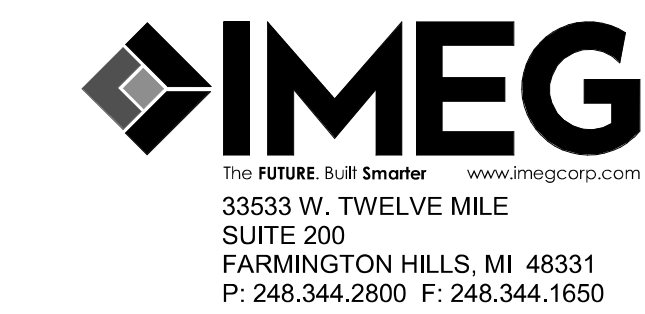
Trinity Health-Michigan/ Saint Joseph Mercy Health System

1600 South Canton Center Road
Canton, MI 48155
<https://www.stjoeshealth.org/>

Client Contact:
Stephen VanBrussel
Saint Joseph Mercy Health System
Regional Director of Construction
36475 Five Mile Road
Livonia, MI 48154
stephen.vanbrussel@stjoeshealth.org

SMITHGROUP

500 GRISWOLD
SUITE 1700
DETROIT, MI 48226
313.983.3600
smithgroup.com

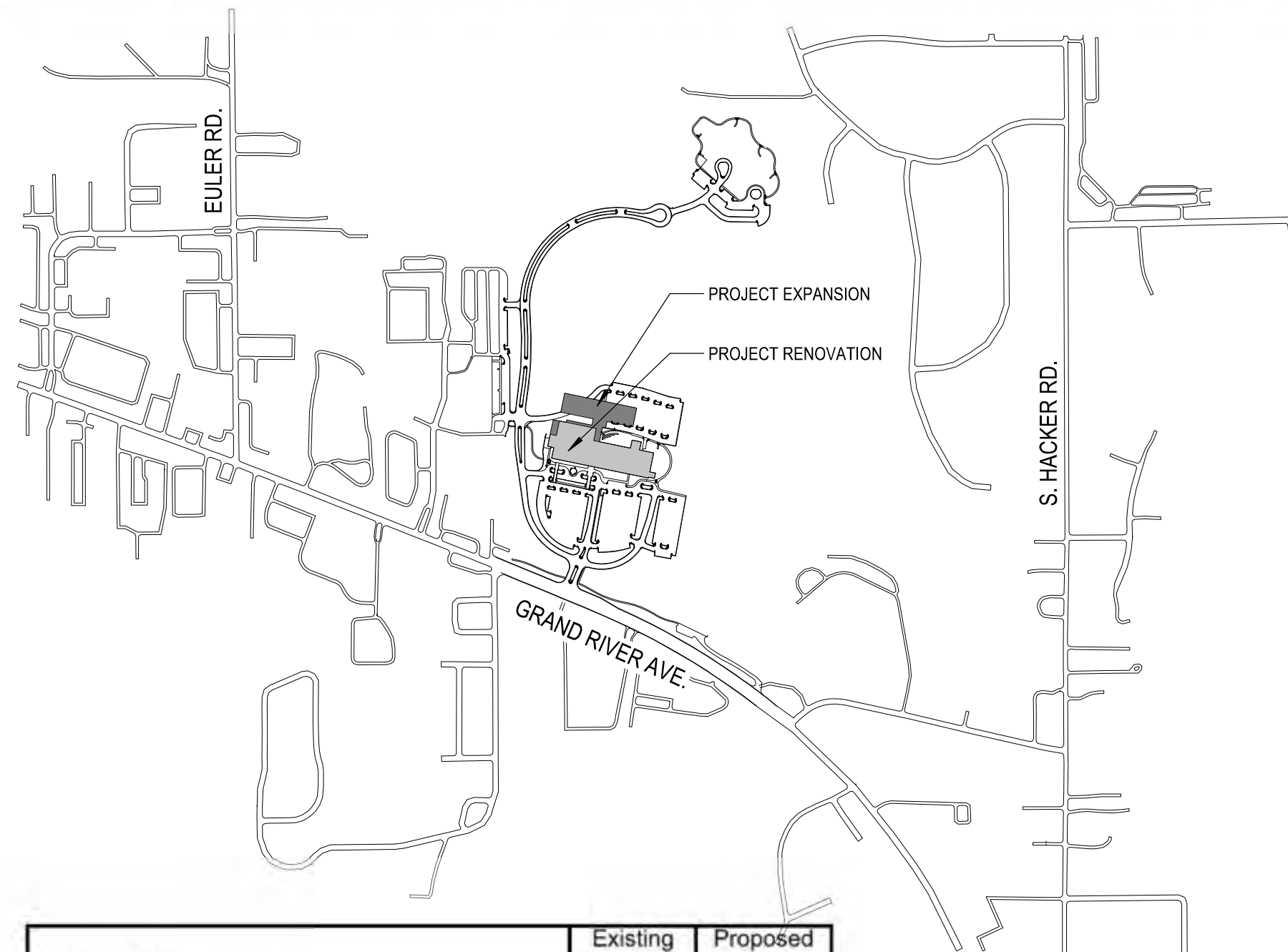


VOLUME I OF I

ISSUED FOR:
COMMUNITY GARDEN GRADING AND
SCREENING TOWNSHIP BOARD

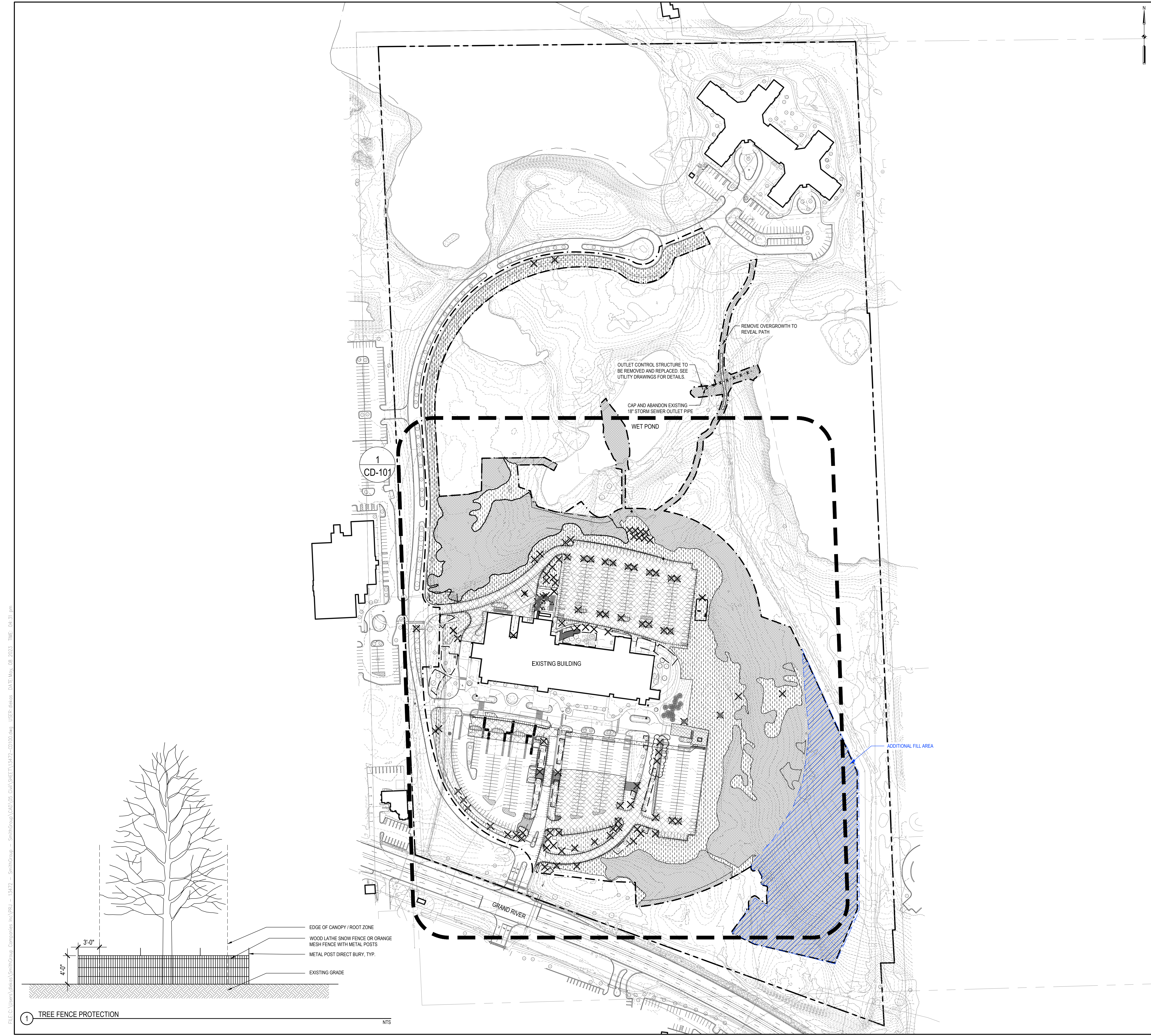
ISSUE DATE:
MAY 8, 2023

SG PROJECT #: 13472.000
IMEG PROJECT #: 21006742.00



Characteristic	Existing Condition	Proposed Condition
Total Development Area (ac)	39.98	39.98
Impervious Area (ac)	15.66	20.16
Pervious Area (ac)	24.12	19.82
Pervious Area Breakdown by Cover Type		
Meadow/fallow/natural areas (non-cultivated)	7.92	7.12
Predominant NRCS Soil Type (A, B, C, or D)	C	C
Improved Areas (turf grass, landscape, row crops)	8.81	9.75
Predominant NRCS Soil Type (A, B, C, or D)	C	C
Wooded Areas	7.39	2.94
Predominant NRCS Soil Type (A, B, C, or D)	C	C
CPVC Volume Calculated (cubic feet)		21,495
CPVC Volume Provided (cubic feet)		23,638
CPVC Volume Provided (cubic feet)		160,197
The Professional Engineer who signs and seals this site plan certifies that the values in this table reflect the WRC stormwater calculations required for this development and that geotechnical investigations were performed that provide conclusive documentation that demonstrates whether infiltration (i.e., CPVC Volume Control) is practicable.		





SHEET NOTES

- NOTIFY THE ENGINEER IN WRITING OF ANY IDENTIFIED DISCREPANCIES WITHIN THE CONSTRUCTION DOCUMENTS PRIOR TO THE START OF WORK. DURING PERFORMANCE OF THE WORK, VERIFY ALL DIMENSIONS AND CONDITIONS AT THE JOB SITE AND CROSS-CHECK DETAILS AND DIMENSION SHOWN ON THE DRAWINGS WITH RELATED REQUIREMENTS ON THE ENGINEERURAL, MECHANICAL, ELECTRICAL AND PLUMBING DRAWINGS. CONTRACTOR SHALL VERIFY ALL SITE CONDITIONS PRIOR TO STARTING WORK. IN ALL CASES WHERE A CONFLICT MAY OCCUR, THE ENGINEER SHALL BE NOTIFIED AND WILL INTERPRET THE INTENT OF THE CONTRACT DOCUMENTS.
- PRIOR TO THE COMMENCEMENT OF WORK, VERIFY LOCATIONS AND DEPTHS OF ALL UNDERGROUND UTILITIES THAT MAY BE AFFECTED BY CONSTRUCTION AND TAKE RESPONSIBILITY FOR DAMAGES TO SUCH UTILITIES CAUSED AS A RESULT OF CONSTRUCTION.
- TAKE ALL NECESSARY PRECAUTIONARY MEASURES TO PROTECT THE PUBLIC AND ADJACENT PROPERTIES FROM DAMAGE THROUGHOUT CONSTRUCTION, INCLUDING DAMAGES TO UTILITIES, WALKS, WALLS, DRIVES, CURBS, ETC.
- ALL MATERIAL TO BE REMOVED WHETHER SPECIFICALLY NOTED IN THE PLANS OR NOT, SHALL BE REMOVED BY THE CONTRACTOR AND TRANSPORTED OFF SITE. MATERIAL TO BE DISPOSED OF OFFSITE AND IN A LEGAL MANNER. NO BURY OR BURN PITS SHALL BE ALLOWED. PROVIDE RECEIPTS AND LETTERS FROM DISPOSAL SITES TO OWNER AS REQUIRED BY THE OWNER.
- SECURE ALL NECESSARY PERMITS AND NOTIFY ALL UTILITY COMPANIES WITH UTILITIES ON THE SITE PRIOR TO THE CONSTRUCTION OF THE PROJECT. ADHERE TO ALL APPLICABLE LOCAL, STATE AND FEDERAL LAWS OR REGULATIONS PERTAINING TO THE PROJECT.
- SPECIFIC DEMOLITION ITEMS HAVE BEEN INDICATED ON THE PLANS AS A GUIDE TO THE GENERAL SCOPE OF THE WORK. IT IS THE INTENT THAT THESE ITEMS SHALL BE COMPLETELY REMOVED BY THE CONTRACTOR ABOVE AND BELOW GROUND, UNLESS SPECIFICALLY NOTED OTHERWISE, AND THAT DEMOLITION WILL INCLUDE BUT WILL NOT NECESSARILY BE LIMITED TO THESE ITEMS. CONTRACTOR SHALL VISIT SITE TO VERIFY EXISTING CONDITIONS AND EXTENTS OF THE DEMOLITION THAT WILL BE REQUIRED PRIOR TO SUBMITTING A BID.
- THE CONTRACTOR SHALL, AT A MINIMUM, PROVIDE TREE PROTECTION FENCING AROUND EXISTING TREES TO BE SAVED THAT ARE WITHIN 15' OF CONSTRUCTION ACTIVITIES AND AS INDICATED IN THE PLANS OR PER LOCAL AGENCY REQUIREMENTS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR CLEAN UP, NOISE, DUST CONTROL, STREET SWEEPING AND HOURS OF OPERATION IN ACCORDANCE WITH THE LOCAL CODES.
- THE CONTRACTOR SHALL PROVIDE NECESSARY BARRICADES, SIGNAGE, MARKINGS, LIGHTS AND OTHER TRAFFIC CONTROL DEVICES TO PROTECT THE WORK ZONE AND SAFELY MAINTAIN TRAFFIC PER MUTCD REQUIREMENTS.
- COORDINATE REMOVALS WITH SITE LAYOUT AND MATERIALS PLANS. NOTIFY ENGINEER OF ANY DISCREPANCIES.
- PREPARE ALL SUBGRADES IN ACCORDANCE WITH RECOMMENDATIONS OF GEOTECHNICAL ENGINEER. PROVIDE PROOF OF ALL REQUIRED SOIL COMPACTION TO THE OWNER.
- CALL MISS DIG 811 A MINIMUM OF 48 HOURS TO BEGINNING ANY EXCAVATION ACTIVITIES.
- IF CONTRACTOR DISTURBS AREA OUTSIDE LIMITS OF DISTURBANCE, CONTRACTOR TO REPLACE MATERIAL AT NO COST OF OWNER.
- ALL TREES WITHIN HELICOPTER FINAL APPROACH AND TAKEOFF (FATO) ZONES ARE TO BE MAINTAINED SO THEY DO NOT EXCEED HEIGHTS ABOVE THE HELISTOP PAD CALCULATED BY A RATIO OF 8:1 (HORIZONTAL:VERTICAL). FOR EXAMPLE, A TREE WITHIN THE FATO ZONE AND 100 AWAY FROM THE HELIPAD CANNOT BE TALLER THAN 12.5 FEET ABOVE THE ELEVATION OF THE HELISTOP PAD.

KEYED NOTES

- (A) PROTECT EXISTING PAVEMENT TO REMAIN
- (B) REMOVE CONCRETE CURB AND GUTTER TO THE EXTENTS SHOWN
- (C) SAWCUT FULL DEPTH AND REMOVE PAVEMENT. REMOVE TO THE NEAREST JOINT IF PAVEMENT IS CONCRETE.
- (D) REMOVE EXISTING STORM STRUCTURE. REFER TO UTILITY PLANS FOR PROPOSED STORM STRUCTURE LOCATIONS.
- (E) PROTECT EXISTING LIGHT POLE
- (F) REMOVE LAWN AND STRIP TOP SOIL
- (G) PROTECT EXISTING LAWN, TREES, SHRUBS AND PERENNIALS
- (H) REMOVE EXISTING ROAD AND CROSSWALK STRIPING
- (I) REFER TO IMEG PLANS FOR GENERATOR RELOCATION
- (J) SMALL GARDEN SHED REMOVAL
- (K) PARKING PAINT REMOVAL

LEGEND

- PROPERTY LINE
- - - EASEMENT
- - - - - LIMITS OF CONSTRUCTION
- ||||| CURB REMOVAL
- XXXXX PAVEMENT REMOVAL
- XXXXX CONCRETE REMOVAL
- XXXXX VEGETATION REMOVAL AND PREP EARTHWORK
- X TREE REMOVAL
- TREE PROTECTION FENCE
- PROTECT
- △ RELOCATE
- X REMOVE
- XXXXX SHRUB MASSING REMOVAL AND PREP EARTHWORK

Trinity Health

**ST. JOSEPH MERCY
BRIGHTON
EXPANSION AND RENOVATION**

7575 GRAND RIVER AVE., BRIGHTON, MI 48114
7555 GRAND RIVER AVE., BRIGHTON, MI 48114

SMITHGROUP

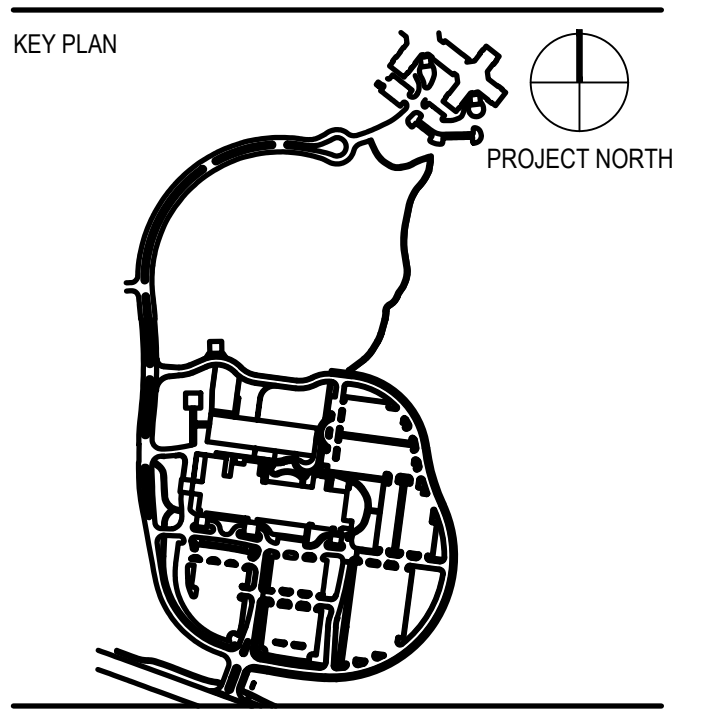
201 DEPOT STREET
SECOND FLOOR
ANN ARBOR, MI 48104
734.662.4457
www.smithgroup.com

IMEG

35533 W. TWELVE MILE
SUITE 200
FARMINGTON HILLS, MI 48331
P: 248.344.2800 F: 248.344.1650

ISSUED FOR	REV	DATE
COMMUNITY GARDEN GRADING AND SCREENING TOWNSHIP BOARD	4	08MAY2023
ADDENDUM 3	3	05MAR2023
ADDENDUM 1	2	07MAR2023
CONSTRUCTION ISSUE	1	19JAN2023

SEALS AND SIGNATURES



DRAWING TITLE
SITE DEMOLITION PLAN

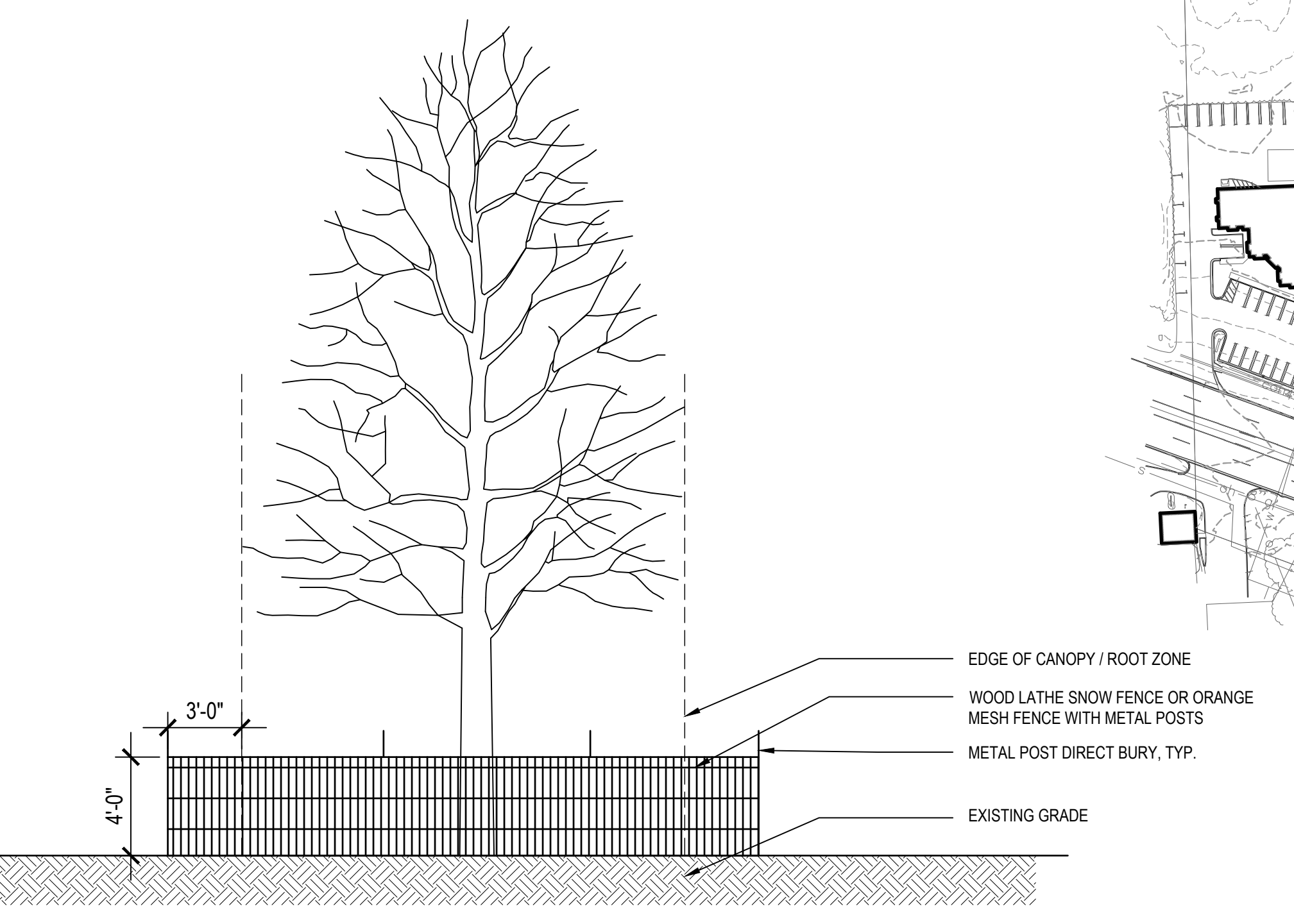
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SCALE 13472.00

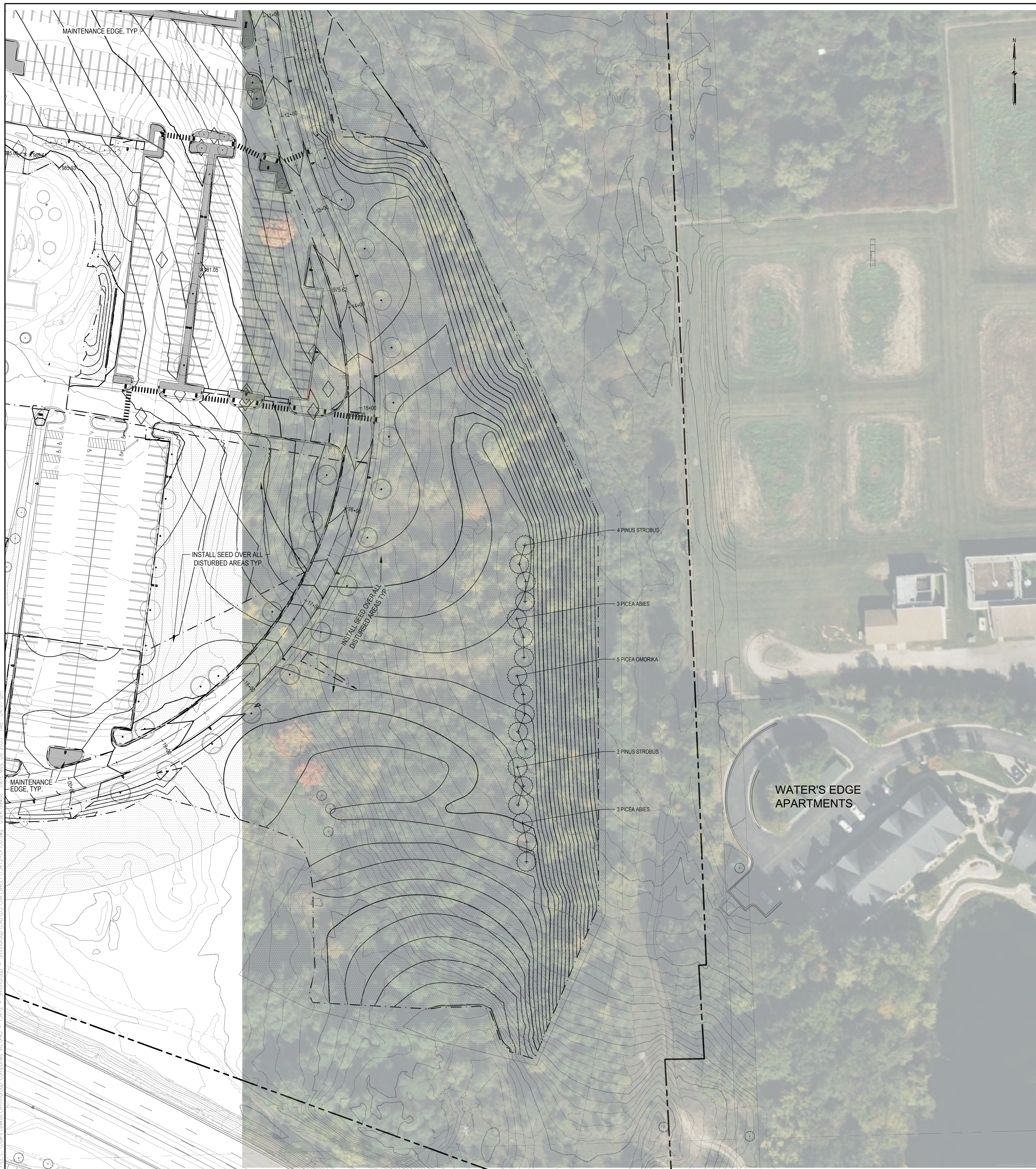
PROJECT NUMBER
CD-100

DRAWING NUMBER

FILE: C:\Users\jvancan\OneDrive\Documents\13472 - 13472 - SmithGroup - Community\13472 - CD100.dwg USER: jvancan DATE: 08/20/23 TIME: 04:31 PM
 1 TREE FENCE PROTECTION NTS



1 TREE FENCE PROTECTION NTS



PINUS STROBUS - EASTERN WHITE PINE
7 TOTAL



PICEA OMORIKA - SERBIAN SPRUCE
5 TOTAL



PICEA ABIES - NORWAY SPRUCE
6 TOTAL

SHEET NOTES

- SEE SHEET LP-500 FOR PLANT LIST WITH PLANT CODES AND DETAILS.
- REFER TO GENERAL NOTES ON SHEET LP-500.
- INDEPENDENT OF NUMERIC QUANTITIES ON DRAWINGS OR IN THE PLANT SCHEDULE, DETERMINE THE PLANT MATERIAL QUANTITIES REQUIRED BY THE PLANS. SPACE PLANT MATERIALS AS SHOWN ON PLANS AND INDICATED IN PLANT SCHEDULE. PLANT MATERIALS SHALL CONFORM TO PLANT SCHEDULES AND SIZES SHALL BE THE MINIMUM INDICATED ON THE PLANT SCHEDULE OR LARGER. INSTALLATION OF LARGER PLANTS AT NO ADDITIONAL COST TO OWNER. ALL MEASUREMENTS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF ANLA "STANDARDS FOR NURSERY STOCK" (ANSI Z66.1).
- PRIOR TO INSTALLATION, DEMARCATO LAYOUT OF ALL PLANTING BEDS, SEED AREAS AND INDIVIDUAL TREES FOR REVIEW AND APPROVAL BY FIELD APPROVER. INCLUDE PERENNIAL GROUPINGS BY SPECIES FOR INTERNAL BED LAYOUTS. FLAGGING, STAKES OR PAINT MAY BE USED TO DELINEATE LOCATIONS AS SCALD FROM THE PLANS. THE FIELD APPROVER WILL REVIEW THESE LOCATIONS WITH THE CONTRACTOR AND MAY MAKE MINOR ADJUSTMENTS AS NECESSARY. SUCH ADJUSTMENTS WILL BE AT NO ADDITIONAL COST TO THE OWNER.
- SEEDING APPLIES TO ALL AREAS DISTURBED BY CONSTRUCTION ACTIVITIES EVENT IF ACTIVITIES EXTEND BEYOND THE APPROXIMATED SEEDING LIMITS INDICATED ON THE DRAWINGS. REPAIR ANY DISTURBED AREAS TO THE SAME CONDITION AS ORIGINALLY FOUND AND TO THE OWNER'S SATISFACTION. IN AREAS WHERE LAWN IS DISTURBED BEYOND THE LIMITS OF CONSTRUCTION, REPLACE LAWN WITH NEW LAWN SEED (INCLUDING TOPSOIL AND SEED) AT NO ADDITIONAL COST TO THE OWNER.
- UTILIZE HORTICULTURAL TREE WATERING BAGS FOR ALL TREES PLANTED OUTSIDE OF IRRIGATED LANDSCAPE ZONES THROUGHOUT THE WARRANTY PERIOD. REPLENISH TREE WATERING BAGS REGULARLY SO THAT TREES REGULARLY RECEIVE 1" OF WATER PER WEEK.
- MINIMIZE CULTIVATION WITHIN THE DRIFTLINES OF EXISTING TREES. A MORE DETAILED SURVEY WILL NEED TO BE PROVIDED TO IDENTIFY THE APPROXIMATE LOCATION OF EXISTING TREES AND PLANTINGS. PREPARE SOIL FOR SEEDING UNLESS OTHERWISE NOTED BY MINIMIZING DISTURBANCE TO 2-INCH DEPTH UNDER EXISTING TREES. HAND CULTIVATE WHEN ENCOUNTERING ROOTS. NO HEAVY EQUIPMENT ALLOWED WITHIN DRIFTLINE OF EXISTING TREES.
- PRE-APPROVED OFF-SITE TOPSOIL DEPTHS SHALL BE AS FOLLOWS: 12" DEPTH IN ALL SHRUB AND PERENNIAL BEDS; 6" DEPTH IN ALL LAWN AREAS. TREE PLANTING PITS SHALL BE ONE PART PRE-APPROVED OFF-SITE TOPSOIL AND ONE PART EXISTING SOIL FROM PLANT PIT, THOROUGHLY HOMOGENIZED.
- SHOVEL-CUT TRENCH EDGES ALONG ALL PLANT BEDS ADJACENT TO LAWN UNLESS LABELED OTHERWISE.
- MULCH PLANTING BEDS AS SPECIFIED TO 2" DEPTH - KEEP 4 INCHES FROM TREE TRUNKS AND SHRUB CROWNS.
- CALL "MISS DIG" (800-482-7171) AND STAKE OUT EXISTING UTILITIES AT LEAST 72 HOURS BEFORE STARTING THE WORK AND BEFORE EXCAVATING AND INSTALLATION OF PLANT MATERIAL AND IRRIGATION SYSTEM. PROTECT EXISTING UTILITY TO REMAINS. A MORE DETAILED SURVEY WILL NEED TO BE PROVIDED TO IDENTIFY THE APPROXIMATE LOCATION OF EXISTING UTILITIES - BOTH OVERHEAD AND SUBSURFACE.
- LEGALLY DISPOSE OF DEBRIS ASSOCIATED WITH PLANTING OFF-SITE.
- ALL AREAS SHALL BE IRRIGATED WITH AN AUTOMATIC IRRIGATION SYSTEM EXCEPT THE BOTTOM OF THE LARGE BIOSWALE AREA SHOWN ON PLAN TO RECEIVE NATURAL INFILTRATION. IT IS TO BE DESIGNED BY OTHERS. THE CONTRACTOR SHALL ENGAGE AN IRRIGATION DESIGNER TO COMPLETE IRRIGATION CONSTRUCTION DRAWINGS AND DETAILS TO THOROUGHLY DEFINE AND DETAIL THE IRRIGATION SYSTEM AND ALL RELATED COMPONENTS. THE IRRIGATION DESIGNER SHALL HAVE FULL KNOWLEDGE OF THE DESIGN OF IRRIGATION SYSTEMS, INCLUDING DRIP IRRIGATION, AND SHALL HAVE A MINIMUM OF (10) TEN YEARS EXPERIENCE IN THE SUCCESSFUL DESIGN, CONSTRUCTION AND OPERATION OF IRRIGATION SYSTEMS IN THE STATE OF MICHIGAN. THE INSTALLER SHALL PROVIDE DOCUMENTS CONFIRMING CERTIFICATION WITH THE IRRIGATION ASSOCIATION. THE DESIGNER SHALL COORDINATE WITH THE DESIGN TEAM FOR LOCATIONS OF THE CONTROLLER, ELECTRICAL SOURCE, AND WATER SOURCE. THE ENTIRE SYSTEM SHALL CONFORM TO LOCAL STANDARDS AND REQUIREMENTS FOR LANDSCAPE IRRIGATION SYSTEMS.

LEGEND

	OST	Ostrya virginiana / American Hopbloom
	QUE	Quercus bicolor / Swamp White Oak
	QUR	Quercus rubra / Red Oak
	TIL	Tilia americana / American Linden
	ULM	Ulmus wilsoniana 'Prospector' / Prospector Elm
CONIFEROUS TREES		CODE BOTANICAL / COMMON NAME
	PIA	Picea abies / Norway Spruce
FLOWERING TREES		CODE BOTANICAL / COMMON NAME
	AME	Amelanchier x grandiflora 'Autumn Brilliance' / Autumn Brilliance Apple Serviceberry
	MAL	Malus x Harpoon TM / Harvest Gold Crab Apple
	MSS	Malus x Spring Snow / Spring Snow Crab Apple
SHRUBS		CODE BOTANICAL / COMMON NAME
	ARO	Aronia melanocarpa 'Autumn Magic' / Autumn Magic Black Chokeberry
	COR	Cornus sericea 'Alleman's Compact' / Dwarf Red Twig Dogwood
	COK	Cornus sericea 'Kelsey' / Kelsey's Dwarf Red Twig Dogwood
	JUN	Juniperus chinensis 'Sea Green' / Sea Green Juniper
	RHU	Rhus copallina latifolium 'Prairie Flame' TM / Dwarf Sumac
GRASSES		CODE BOTANICAL / COMMON NAME
	CAL	calamagrostis x acutiflora / Feather Reed Grass
	CHA	Chasmanthium latifolium / Northern Sea Oats
SHRUB AREAS		CODE BOTANICAL / COMMON NAME
	ECH	Echinacea purpurea 'White Swan' / White Swan Coneflower
	SPT	Sporobolus heterolepis Tara / Tara Prairie Dropseed
GROUND COVERS		CODE BOTANICAL / COMMON NAME
	NAV	Michigan Wildflower Farm - Clay Mix
	TUR	Drought Tolerant Fescue Blend



ST. JOSEPH MERCY
BRIGHTON
EXPANSION AND RENOVATION
7575 GRAND RIVER AVE., BRIGHTON, MI 48114
7555 GRAND RIVER AVE., BRIGHTON, MI 48114

SMITHGROUP

201 DEPOT STREET
SECOND FLOOR
ANN ARBOR, MI 48104
734.662.4457
www.smithgroup.com

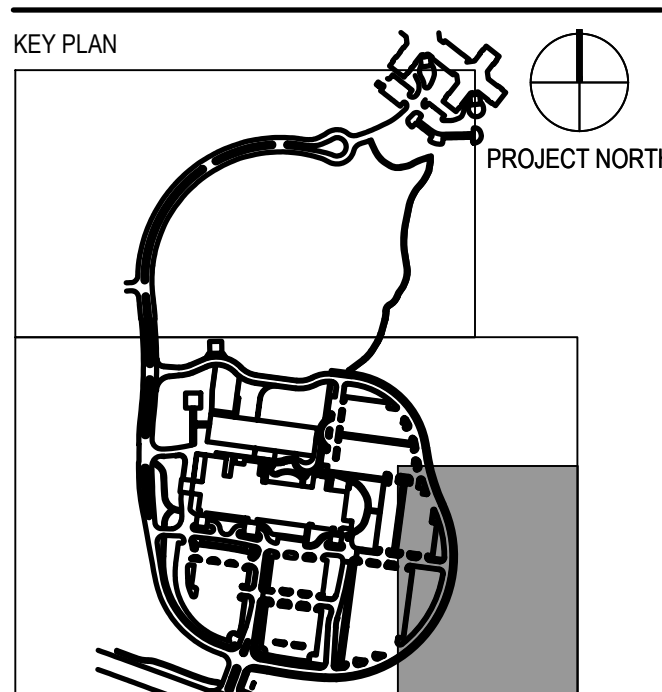


The Future. Built Smarter.
www.imegcorp.com
35533 W. TWELVE MILE
SUITE 200
FARMINGTON HILLS, MI 48331
P: 248.344.2800 F: 248.344.1650

ISSUED FOR	REV	DATE

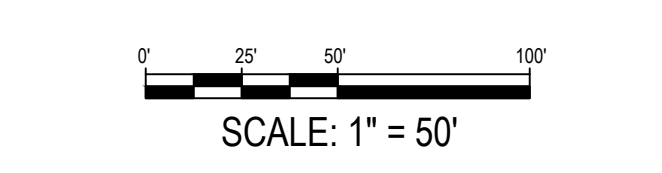
COMMUNITY GARDEN GRADING AND SCREENING TOWNSHIP BOARD 1 08MAY2023

SEALS AND SIGNATURES



DRAWING TITLE

COMMUNITY GARDEN SCREENING PLANTING



SCALE 1" = 50'

PROJECT NUMBER 13472.00

DRAWING NUMBER LP-404

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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: May 15, 2023
RE: Pine Creek Ridge Road Project – Resolution #5 Amendment

Due to filings with the Michigan Tax Tribunal appealing the Pine Creek Road Improvement Special Assessment district, counsel has recommended a temporary pause of the project. While we await information from the Michigan Tax Tribunal staff is requesting an extension of the no-interest pre-payment period from May 17, 2023 to September 14, 2023. This change requires an amendment to Resolution #5 which is included in the following pages for your review. If approved, staff will mail notice to each owner in the district to inform them that the no interest pre-payment period has been extended.

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER

Kelly VanMarter

Amendment to Resolution No. 5 – Pine Creek Ridge Road Improvement Project (Winter Tax 2023)

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of the Genoa Charter Township, Livingston County, Michigan, (the “Township”) held at the Township Hall on May 15, 2023 at 6:30 p.m., there were:

PRESENT:

ABSENT:

The following preamble and resolutions were offered by _____ and seconded by _____:

Amendment to Resolution Confirming Special Assessment Roll

WHEREAS, the Board of Trustees of the Township (“Township Board”) has determined to proceed with the Pine Creek Ridge Road Improvement Project (Winter Tax 2023) within the Township as described in Exhibit A (the “Project”) and in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Township Board adopted its Resolution confirming Special Assessment Roll on April 17, 2023, approving the Special Assessment Roll for the Pine Creek Ridge Road Improvement Project (Winter 2023) (the “Roll”); and

WHEREAS, that it is necessary to modify certain deadlines related to the Roll for the Project.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Amendment to Future Installments – Interest. Special assessments pursuant to the Roll may be paid in full up to September 14, 2023 without interest. Thereafter, unless further amended, all unpaid installments shall bear interest, payable annually on each installment due date, at a rate of one percent (1%) above the highest rate of interest borne by the bonds that are being issued to finance the Project. Prepaid installments shall not bear interest while held by the Township.

2. Inconsistent Prior Resolutions. All previously adopted resolutions that are in conflict with this resolution are repealed to the extent of such conflict.

A vote on the foregoing resolution was taken and was as follows:

YES:

NO:

ABSENT:

CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at the May 15, 2023 meeting of the Township Board, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in the Township Manager's office; (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.

Paulette A. Skolarus, Genoa Charter Township Clerk

EXHIBIT A – THE PROJECT

**PINE CREEK RIDGE ROAD IMPROVEMENT PROJECT (WINTER TAX 2023)
DESCRIPTION OF PROJECT
A FIFTEEN-YEAR SPECIAL ASSESSMENT DISTRICT
WITH PROJECTED COSTS AS FOLLOWS:**

- Total construction cost of the project: \$4,210,000.00
- Total number of parcels: 266
- Homeowners representing over 50% of property and frontage have signed petitions.
- The Lake Villas of Pine Creek are contributing \$58,197.67 which includes a contribution from the Township of \$14,549.52 which is 25% of the project cost to the Lake Villas in accordance with Township policy.
- The Township is contributing \$399,000 to the project which is \$1,500 per parcel in Pine Creek Ridge since this project will improve a public roadway in accordance with established policy.
- The Township will need to sell bonds to finance the project. The estimated interest for the district is 5.5% and the administrative cost is \$144,000.

- Project Cost:

<i>Construction Cost</i>	\$ 4,210,000.00
<i>Administration and Bonding Costs</i>	\$ 144,000.00
<i>TOTAL PROJECT COST</i>	\$ 4,354,000.00
<i>Township Contribution to Pine Creek Ridge (\$1,500 per parcel)</i>	\$ (399,000.00)
<i>Villas contribution including Township portion</i>	\$ (58,197.67)
<i>NET PROJECT COST</i>	\$ 3,896,802.33

- Total Principle Cost per Parcel is \$14,649.63.
- The annual principle payment is \$976.64 with 5.5% interest applied to the outstanding balance.
- The project will consist of:
 - Minor curb repair in areas that impede drainage as needed;
 - Drainage system cleaning and repair as necessary;
 - Reseal drainage structures in curblines from the inside and replace any loose or missing brick;
 - Removal of existing asphalt;
 - Proof roll the base to identify any soft and yielding areas to be addressed prior to placement of the asphalt pavement; and
 - Paving of 4.5 inches of 13A hot mix asphalt installed in 2 lifts with one lift of 2.5” and one of 2”.

TO: Honorable Board of Trustees

FROM: Debra L. Rojewski, Assessor

DATE: MAY 15, 2023

RE: 2023 Millage Rate

Manager's Signature:  _____

I have enclosed the 2023 Genoa Township Millage Rate that will be used to calculate the amount of taxes to be collected for each parcel in Genoa Township for the Winter Taxes of 2023. There has not been a change in the millage from .7774 to .7774

Michigan State Law requires the Township to approve the millage rate for each tax year.

I would recommend the following motion:

Moved by _____, supported by

To approve the Assessor's affidavit of the 2023 Millage levies for Genoa Township, establishing the Millage Rate at 0.7774.

RESOLUTION #230515

**ASSESSORS AFFIDAVIT OF
THE 2023 MILLAGE LEVIES
FOR THE
TOWNSHIP OF GENOA**

This report is to certify the 2023 Genoa Township **Operating Millage Levy at 0.7774** mills., the Maximum Allowable Millage Levy without a vote of the people.

The maximum allowable operating Millage Levy is arrived by calculations of the forms L-4034, (2020 Millage Reductions Fractions Worksheet) to show the 2023 “Headlee Reduction Fraction”, Sec. 211.34d, M.C.L. (1.0000), the “Truth in Assessing” calculation, sec 211.34 M.C.L. (1.0000), the “Truth in County Equalization”, sec 211.34 M.C.L. (1.0000), and the “Truth in Taxation” 2023 Base Tax Rate Fraction (.9468)*.

The asterisk (*) is to show that the 2023 Base Tax Rate Fraction of .9468 is due to Genoa Township being exempt from this calculation and the “Truth in Taxation Public Hearing” because the 2022 Millage Levy was less than One Mill (0.7855).

STATE TAX COMMISSION BULLETIN NO. 5

Dated August 2, 1999. The above STC BULLETIN addressed public act 38 of 1999, which requires that all calculations now “Round Down” the tax rate to 4 decimal places to comply with the change in law under public act 38 of 1999. This request to certify the 2023 Millage levy for the Township of Genoa at 0.7774 mills for operating, is in compliance with all of the calculation requirements of form L-4029 Millage Request Report under Sections 211.34, 211.34d and 211.24e.

Therefore, it is requested that the Genoa Township Board pass a resolution to authorize the 2023 Millage Rate at **0.7774 mills.**

Respectfully Submitted,



Debra L. Rojewski
Genoa Township Assessor

2023 Tax Rate Request (This form must be completed and submitted on or before September 30, 2023)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes LIVINGSTON	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 1,474,997,099
Local Government Unit Requesting Millage Levy GENOA CHARTER TOWNSHIP	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2023 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5)** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
ALLOC	OPER	N/A		.7774	1.0000	.7774	1.0000	.7774		.7774	

Prepared by DEBRA L. ROJEWSKI	Telephone Number (810) 227-5225	Title of Preparer ASSESSOR	Date 5/4/2023
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name PAULETTE SKOULARUS	Date
<input type="checkbox"/> Secretary			
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name BILL ROGERS	Date
<input type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

2023 MILLAGE REDUCTION FRACTION CALCULATIONS WORKSHEET

L-4034

INCLUDING MILLAGE REDUCTION FRACTION CALCULATIONS NOT

NOT SPECIFICALLY ASSIGNED TO THE COUNTY EQUALIZATION DIRECTOR BY LAW

County Livingston	Taxing Jurisdiction Genoa Twp. (City, Twp., Village, County, Authority, School District)
2022 Total Taxable Value	<u>1,375,488,132</u>
Losses	<u>8,668,299</u>
Addition	<u>31,353,841</u>
2023 Total Taxable Value Based on SEV	<u>1,474,997,099</u>
2023 Total Taxable Value Based on Assessed Value (A.V.)	<u>1,474,997,099</u>
2023 Total Taxable Value Based on CEV	<u>1,474,997,099</u>
2023 Rate of Inflation (C.P.I.)	<u>1.079</u>

Note:The last two items above are only needed when it is necessary to calculate a Truth in Assessing or Truth in County Equalization Rollback Fraction.

1. Section 211.34d, MCL, "Headlee" (for each unit of local government)

(2022 Total Taxable Value-Losses) x Inflation Rate (C.P.I.)

$$\frac{1,375,488,132 \text{ Minus } 8,668,299}{1,474,997,099 \text{ Minus } 31,353,841} \times 1.079 = \frac{1.0000}{1.0216}$$

2023 Millage Reduction Fraction (Headlee). Round to 4 decimal places in the conventional manner. If number exceeds 1.0000, line through and enter 1.0000

See State Tax Commission Bulletin No. 3 of 1995 regarding the calculation of losses and additions. See also the Supplements to STC Bulletin No. 3 of 1995 contained in STC Bulletin No. 3 of 1997.

2a. Section 211.34, MCL, "Truth in Assessing" (for cities and townships if S.E.V. exceeds A.V. for 2009 only)

$$\frac{(2023 \text{ Total Taxable Value Based on Assessed Value for all Classes})}{(2023 \text{ Total Taxable Value Based on SEV for all Classes})} = 1.0000$$

2023 Rollback Fraction (Truth in Assessing) Round to 4 decimal places in the conventional manner. (Cannot exceed 1.000)

See State Tax Commission Bulletin No. 7 of 2004 for more information regarding this calculation.

2b. Section 211.34, MCL, "Truth in County Equalization" (for villages, counties and authorities if S.E.V. exceeds C.E.V. for 2009 only)

$$\frac{(2023 \text{ Total Taxable Value based on CEV for all Classes})}{(2023 \text{ Total Taxable Value Based on SEV for all Classes})} = 1.0000$$

2023 Rollback Fraction (Truth in County Equalization) Round to 4 decimal places in the Conventional manner. (Cannot exceed 1.000)

See State Tax Commission Bulletin No. 7 of 2004 for more information regarding this calculation.

3. Section 211.24e, MCL, "Truth in Taxation" (for each taxing jurisdiction that levied more than 1 mill for operating purposes in prior year only).

$$\frac{(2022 \text{ Total Taxable Value-Losses})}{(2023 \text{ Total Taxable Value Based on SEV - Additions})} = \frac{1,375,488,132 \text{ minus } 8,668,299}{1,474,997,099 \text{ minus } 31,353,841} = 0.9468$$

2023 Base Tax Rate Fraction (Truth in Taxation) Round to 4 decimal places in the conventional manner

Use the same amounts for additions and losses as were used for the 211.34d ("Headlee") rollback.

Note: The truth in taxation BTRF is independent from the cumulative millage reductions provided by sections 211.34d and 211.34. The Base Tax Rate equals the BTRF X 2022 Operating Rate levied.

Genoa Township Officials
Amended: ~~January 23, 2023~~ May 15, 2023

PLANNING COMMISSION (3-year term)

Chris Grajek	06/30/ 23 26
Marianne McCreary	06/30/24
Tim Chouinard	06/30/ 23 26
Jeff Dhaenens	06/30/25
Diana Lowe (1-year term)	11/20/23
Glynis McBain	06/30/24
Eric Rauch	06/30/25

ZONING BOARD OF APPEALS (3-year term)

Bill Rockwell	06/30/24
Marianne McCreary	06/30/24
Greg Rassel	06/30/25
Jean Ledford (1-year term)	11/20/23
Michele Kreutzberg	06/30/ 23 26
Craig Fons (alternate)	06/30/25

BOARD OF REVIEW (2-year term)

Chris Grajek	12/31/24
Ron Matkin	12/31/24
Marianne McCreary	12/31/24
Joann Fellwock (alternate)	12/31/24

SEMCOG (4-year term)

Terry Croft	11/20/24
Diana Lowe (alternate)	11/20/24

GENOA/OCEOLA SEWER AND WATER AUTHORITY (4-year term)

Robin Hunt	11/20/24
Bill Rogers	11/20/24

HOWELL PARKS AND RECREATION (4-year term)

Diana Lowe	11/20/24
Terry Croft (alternate)	11/20/24

MHOG (Marion, Howell, Oceola and Genoa) (4-year term)

Robin Hunt	11/20/24
Bill Rogers	11/20/24

FOIA COORDINATOR (4-year term)

Kelly VanMarter	11/20/24
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BRIGHTON FIRE AUTHORITY (4-year term)

Bill Rogers	11/20/24
Terry Croft	11/20/24

ELECTION COMMISSION (4-year term)

Diana Lowe	11/20/24
Jean Ledford	11/20/24