

**GENOA CHARTER TOWNSHIP BOARD**

**Regular Meeting**

**October 2, 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: October 2, 2023
2. Request to approve September 18, 2023 regular meeting minutes.

**Approval of Regular Agenda:**

3. Request for approval and adoption of Resolution No. 231002 to commend, honor and appreciate Jim Mortensen for his over 27 years of astute public service to the citizens of Genoa Charter Township. (roll call)
4. Consideration of amendments to the Fiscal Year 2023-2024 budget for Fund 202 – “SAD Roads and Lakes” to create a new Department #496 with associated appropriation line item 202-496-801-075 in the amount of \$369,000 for the Crystal Valley Special Assessment project.
5. Consideration of amendments to the Fiscal Year 2023-2024 budget to adjust Fund 208 – “Parks and Recreation” for the Michigan Natural Resources Trust Fund Acquisition Grant to reduce the revenue in fund 208-000-699-249 from \$300,000 to \$138,000 and to increase appropriation line item 208-536-972-100 from \$600,000 to \$681,000.
6. Request for approval of the closed session minutes from September 18, 2023.
  - a. If necessary, consider motion to enter into closed session under the Open Meetings Act, MCL 15.268(h) to consider material exempt from discussion or disclosure by state or federal statute. (roll call)
  - b. Consider motion to adjourn the closed session and reconvene in open session. (roll call)

Correspondence

Member Discussion

Adjournment

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

BOARD PACKET

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

MEETING DATE: October 2, 2023

All information below through September 27, 2023

TOWNSHIP GENERAL EXPENSES	\$	105,382.44
September 29, 2023 Bi Weekly Payroll	\$	116,930.13
OPERATING EXPENSES DPW (503 FN)	\$	322,377.85
OPERATING EXPENSES Oak Pointe (592FN)	\$	132,460.50
OPERATING EXPENSES Lake Edgewood (593FN)	\$	28,780.02
TOTAL	\$	<u>705,930.94</u>

FNBCK Check Register

09/27/2023 09:32 AM  
 User: denise  
 DB: Genoa Township

CHECK REGISTER FOR GENOA TOWNSHIP  
 CHECK NUMBERS 38407 - 40000

Page: 1/1

Check Date	Check	Vendor Name	Amount
Bank FNBCK CHECKING ACCOUNT			
09/14/2023	38407	BLUE CROSS & BLUE SHIELD OF MI	52,880.83
09/14/2023	38408	COMCAST	727.23
09/14/2023	38409	UNITED STATES POSTAL SERVICE	1,670.71
09/14/2023	38410	US BANK EQUIPMENT FINANCE	2,110.70
09/14/2023	38411	VERIZON WIRELESS	383.79
09/19/2023	38412	2/42 COMMUNITY CHURCH	300.00 V
		Void Reason: PRINTED ON CHECK BY ACCIDENT	
09/19/2023	38413	AMERICAN AQUA	287.36
09/19/2023	38414	CHILSON HILLS BAPTIST CHURCH	300.00
09/19/2023	38415	CLEARY UNIVERSITY	300.00
09/19/2023	38416	COMCAST	637.20
09/19/2023	38417	COMMUNITY BIBLE CHURCH	300.00
09/19/2023	38418	CONSUMERS ENERGY	99.13
09/19/2023	38419	DYKEMA GOSSETT PLLC	5,000.80
09/19/2023	38420	ETNA SUPPLY COMPANY	28,150.00
09/19/2023	38421	GENOA TOWNSHIP DPW FUND	120.95
09/19/2023	38422	HOWELL PUBLIC SCHOOLS	300.00
09/19/2023	38423	LIVINGSTON PRESS & ARGUS	285.00
09/19/2023	38424	MANER COSTERISAN	500.00
09/19/2023	38425	2/42 COMMUNITY CHURCH	300.00
09/20/2023	38426	BUSINESS IMAGING GROUP	188.05
09/20/2023	38427	TRI COUNTY SUPPLY, INC.	802.88
09/21/2023	38428	BRIGHTON ANALYTICAL LLC	62.00
09/21/2023	38429	DELTA DENTAL	3,763.73
09/21/2023	38430	MUTUAL OF OMAHA	2,618.04
09/21/2023	38431	QUADIENT FINANCE USA, INC	2,500.00
09/21/2023	38432	SMART BUSINESS SOURCE	753.91
09/22/2023	38433	COMCAST	264.13
09/22/2023	38434	OFFICE EXPRESS INC.	76.00
FNBCK TOTALS:			
Total of 28 Checks:			105,682.44
Less 1 Void Checks:			300.00
Total of 27 Disbursements:			105,382.44

September 29, 2023 Bi Weekly Payroll

09/25/2023 12:44 PM		PAYROLL REGISTER REPORT FOR GENOA CHARTER TOWNSHIP				Page 32 of 32	
		Payroll ID: 256					
		Pay Period End Date: 09/22/2023	Check Post Date: 09/29/2023	Bank ID: FNBCK			
* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks							
VACATION PTIME	0.00	0.00	0.00	2,701.81			
WELL IQ	0.00	0.00	324.85	5,620.79			
ZBA CHAIR	0.00	0.00	0.00	410.60			
ZBA MINUTES	1.00	0.00	181.65	1,608.90			
ZBA MINUTES OT	3.00	0.00	75.00	75.00			
ZBA PER DIEM	5.00	0.00	1,017.25	6,791.33			
Gross Pay This Period	114,902.25	Deduction Refund	0.00	Ded. This Period	34,592.70	Net Pay This Period	80,309.55
						Gross Pay YTD	2,193,084.44
						Dir. Dep.	79,419.10

09/25/2023 12:47 PM		Check Register Report For Genoa Charter Township				Page 1 of 1	
		For Check Dates 09/29/2023 to 09/29/2023					
Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
09/29/2023	FNBCK	13864	DOLAN, TABITHA A	1,075.00	890.45	0.00	Open
09/29/2023	FNBCK	EFT848	FLEX SPENDING (TASC)	840.38	840.38	0.00	Open
09/29/2023	FNBCK	EFT849	INTERNAL REVENUE SERVICE	27,503.39	27,503.39	0.00	Open
09/29/2023	FNBCK	EFT850	PRINCIPAL FINANCIAL	4,876.00	4,876.00	0.00	Open
09/29/2023	FNBCK	EFT851	PRINCIPAL FINANCIAL	2,510.36	2,510.36	0.00	Open
Totals:		Number of Checks: 005		36,805.13	36,620.58	0.00	
Total Physical Checks:		1					
Total Check Stubs:		4					

Net Pay This Period      \$80,309.55  
 Physical Check Amount    \$36,620.58  
 TOTAL                      \$116,930.13

503FN Check Register

09/27/2023 09:46 AM		CHECK REGISTER FOR GENOA TOWNSHIP		Page: 1/1
User: denise		CHECK NUMBERS 5911 - 6500		
DB: Genoa Township				
Check Date	Check	Vendor Name	Amount	
Bank 503FN DPW-UTILITIES #233				
09/13/2023	5911	WEX BANK	6,365.22	
09/15/2023	5912	UNITED STATES POSTAL SERVICE	78.17	
09/18/2023	5913	ADVANCE AUTO PARTS	134.42	
09/18/2023	5914	AUTO-LAB OF LIVINGSTON	149.84	
09/18/2023	5915	BYRUM ACE HARDWARE	7.38	
09/18/2023	5916	CORRIGAN TOWING	140.50	
09/18/2023	5917	CUMMINS SALES & SERVICE	3,524.06	
09/18/2023	5918	GIFFELS WEBSTER	1,650.00	
09/18/2023	5919	MYERS AUTOMOTIVE	1,747.28	
09/18/2023	5920	NETWORK SERVICES GROUP, L.L.C.	400.00	
09/18/2023	5921	PORT CITY COMMUNICATIONS, INC.	463.52	
09/18/2023	5922	RANDY'S SERVICE STATION	1,188.88	
09/18/2023	5923	SEWARD HENDERSON PLLC	380.00	
09/18/2023	5924	TETRA TECH INC	3,850.00	
09/18/2023	5925	WINDSTREAM	63.65	
09/19/2023	5926	VERIZON WIRELESS	689.60	
09/20/2023	5927	GENOA TWP GENERAL FUND	300,000.00	
09/21/2023	5928	HOME DEPOT CREDIT SERVICES	1,545.33	
503FN TOTALS:				
Total of 18 Checks:			322,377.85	
Less 0 Void Checks:			0.00	
Total of 18 Disbursements:			322,377.85	

592FN Check Register

09/27/2023 09:47 AM		CHECK REGISTER FOR GENOA TOWNSHIP		Page: 1/1
User: denise		CHECK NUMBERS 5903 - 6500		
DB: Genoa Township				
Check Date	Check	Vendor Name		Amount
Bank 592FN OAK POINTE OPERATING FUND #592				
09/14/2023	5903	AT&T LONG DISTANCE		82.21
09/18/2023	5904	BRIGHTON ANALYTICAL LLC		440.00
09/18/2023	5905	GENOA TOWNSHIP DPW FUND		21,704.92
09/18/2023	5906	GENOA TOWNSHIP DPW FUND		44.10
09/18/2023	5907	HAVILAND PRODUCTS COMPANY		4,650.00
09/18/2023	5908	HYDROCORP		299.25
09/18/2023	5909	NETWORK SERVICES GROUP, L.L.C.		250.00
		Void Reason: MADE OUT TO WRONG VENDOR		V
09/18/2023	5910	STATE OF MICHIGAN		156.00
09/18/2023	5911	STATE OF MICHIGAN		52.00
09/18/2023	5912	WATER SOLUTIONS UNLIMITED, INC		1,735.14
09/18/2023	5913	NELSON TANK ENGINEERING & CONSULTIN		250.00
09/18/2023	5914	AMERICAN AQUA		1,125.00
09/18/2023	5915	AT&T		368.31
09/18/2023	5916	CONSUMERS ENERGY		114.46
09/18/2023	5917	COOPER'S TURF MANAGEMENT LLC		4,670.00
09/18/2023	5918	DUBOIS-COOPER		5,748.00
09/18/2023	5919	EJ USA, INC.		560.11
09/18/2023	5920	FEDEWA INC.		5,000.00
09/18/2023	5921	GENOA OCEOLA SWR & WTR AUTHORI		558.52
09/18/2023	5922	GENOA TOWNSHIP DPW FUND		214.20
09/18/2023	5923	GENOA TOWNSHIP DPW FUND		25,756.83
09/18/2023	5924	GRAINGER		666.38
09/18/2023	5925	HARTLAND SEPTIC SERVICE, INC.		849.00
09/18/2023	5926	HOWELL HARDWARE		144.69
09/18/2023	5927	K & J ELECTRIC, INC.		125.00
09/18/2023	5928	LOREA TOPSOIL & AGGREGATE		160.00
09/18/2023	5929	RONALD'S TREE SERVICE LLC		1,500.00
09/18/2023	5930	SEWARD HENDERSON PLLC		57.00
09/18/2023	5931	TETRA TECH, INC.		41,168.78
09/18/2023	5932	UIS SCADA		405.00
09/18/2023	5933	USA BLUEBOOK		311.95
09/21/2023	5934	D'ANGELO BROTHERS INC.		13,482.00
09/22/2023	5935	AT&T LONG DISTANCE		61.65
592FN TOTALS:				
Total of 33 Checks:				132,710.50
Less 1 Void Checks:				250.00
Total of 32 Disbursements:				132,460.50

593FN Check Register

09/27/2023 09:54 AM		CHECK REGISTER FOR GENOA TOWNSHIP		Page: 1/1
User: denise		CHECK NUMBERS 4330 - 6500		
DB: Genoa Township				
Check Date	Check	Vendor Name		Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #590				
09/14/2023	4330	CONSUMERS ENERGY		55.44
09/15/2023	4331	BRIGHTON ANALYTICAL LLC		1,473.00
09/15/2023	4332	CONSUMERS ENERGY		1.40
09/15/2023	4333	COOPER'S TURF MANAGEMENT LLC		723.00
09/15/2023	4334	GENOA TOWNSHIP DPW FUND		12,234.95
09/15/2023	4335	MICHIGAN CAT		3,199.28
09/15/2023	4336	SEWARD HENDERSON PLLC		95.00
09/15/2023	4337	TETRA TECH INC		9,975.00
09/20/2023	4338	GENOA TOWNSHIP DPW FUND		1,022.95
593FN TOTALS:				
Total of 9 Checks:				28,780.02
Less 0 Void Checks:				0.00
Total of 9 Disbursements:				28,780.02

**GENOA CHARTER TOWNSHIP BOARD  
Regular Meeting  
September 18, 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, Robin Hunt, Jean Ledford, Terry Croft, Diana Lowe, and Paulette Skolarus. Absent was Jim Mortensen. Also present were Township Attorney Joe Seward, Township Manager Kelly VanMarter, and 15 persons in the audience.

The Pledge of Allegiance was recited.

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

Mr. and Mrs. Colleen and Tim Quinn of 4042 Brookstone are both precinct delegates. They are concerned with the proposed PUD development. It would cause the township to lose its rural and natural character. They do not want to see urban sprawl. They are concerned there will be a battery plant built here. She asked the board to reject the proposal.

Ms. Susan Nichols of 4935 Fairways is a precinct delegate. This development is large and will take away their country living. When it was originally rezoned, all of the people at the meeting asked that it not be approved and it unanimously passed. The board needs to follow what their constituents want.

Mr. Jeremy Waldorf is a second generation Genoa Township resident. He and his family enjoy the area where they live. He is against the PUD.

Ms. Jayne Locke at 3401 Pineview Trail is a precinct delegate. She represents up to 3,000 residents. She has not met anyone who is a proponent of this development. The Open Meetings Act was violated at the meeting in June of 2020. If this is not undone, it will come out in litigation.

Leslie, who lives on Chilson Road, stated she lives one house away from the CHI site. What they say on their website and what they say to the Board are different. She is concerned with this project. It will impact her, her family, and her neighbors. If it has to be approved, there needs to be conditions placed on it.

Ms. Linda Holland of 3023 Pardee Road urged the Board to continue to litigate against CHI. She would like this area to be preserved.

Mr. Andy Warner of 3453 Lakewood Shore Drive is against the Latson Road PUD. He urged the Board to listen to what their constituents are saying when they speak at the meetings. This will change the nature and character of Genoa Township.

Mr. Ben Tasich of 3492 Lakewood Shores Drive stated he believes in progress, growth and development but does not agree with this rezoning and what is being proposed to be built. Changes need to be in harmony with the environment and the residents.

The call to the public was closed at 6:48 pm.

**Approval of Consent Agenda:**

Ms. Hunt requested to have Item #2 moved to the regular agenda.

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

**1. Payment of Bills: September 18, 2023**

- 2. ~~Request to approve August 21, 2023 regular meeting minutes.~~** (Moved to regular agenda)

**Regular Agenda**

Ms. Skolarus requested to have “expiring November 20, 2024” added to Item #12 on the agenda.

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

- 2. Request to approve August 21, 2023 regular meeting minutes.**

Ms. Hunt noted a change needed under Item #9 of the minutes.

**Moved** by Hunt, supported by Lowe, to approve the August 21, 2023 regular meeting minutes as amended. **The motion carried unanimously.**

- 3. Public Hearing on the proposed Crystal Valley Subdivision Road Improvement Special Assessment Project (Summer Tax 2024).**
  - A. Call to the Property Owners**
  - B. Call to the Public**

The call to the property owners was opened at 6:52 pm.

Mr. Bob Shaw of 5277 Leelanau Court has coordinated this project for the homeowner's association. He thanked the township and encouraged them to approve the resolution.

Mr. Doug Moore of 3776 Crystal Valley Drive is here on behalf of the Board of Trustees for the homeowner's association. He thanked the Township for their support and looks forward to this project's approval and completion.

The call to the property owners was closed at 6:53 pm.

The call to the public was opened at 6:53 pm with no response.

**4. Request for approval of Resolution #5 Confirming the Special Assessment Roll for the Crystal Valley Subdivision Road Improvement Special Assessment Project (Summer Tax 2024). (roll call).**

**Moved** by Skolarus, supported by Croft, to approve Resolution #5 Confirming the Special Assessment Roll for the Crystal Valley Subdivision Road Improvement Special Assessment Project (Summer Tax 2024). **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Skolarus - yes, and Rogers - yes).**

**5. Request from the Township Clerk for approval of the July 20, 2023 recommendations of the Election Commission for the per diems and hourly rates for temporary election officials.**

Ms. Skolarus provided clarification on the receiving board for the nine days prior to the election date. There will only be a receiving Board at the end of the nine days and not each night.

**Moved** by Lowe, supported by Ledford, to approve the July 20, 2023 recommendations of the Election Commission for the per diems and hourly rates for temporary election officials as presented. **The motion carried unanimously.**

**6. Request for approval of Resolution #5A to amend Resolution #5 for the Timberview Private Drive Road Improvement Project to levy the project on the Winter 2023 tax bill. (roll call)**

Ms. Hunt stated that this amendment is being requested to allow the assessment to begin on the 2023 winter tax bill and levy over ten years.

**Moved** by Skolarus, supported by Croft, to approve Resolution #5A to amend Resolution #5 for the Timberview Private Drive Road Improvement Project to levy the project on the Winter 2023 tax bill. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Skolarus - yes, and Rogers - yes).**

**7. Consideration of amendments to the Fiscal Year 2023-2024 budget for Fund 202 – "SAD Roads and Lakes" revenue line items to zero (0) line item 202-476-628-005 for Timberview (W17-22) because the project was completed last year and to add a new Department 495 for the Timberview Private Drive Road Improvement project with associated SAD Principal (202-495-628-005) of \$3,795 and SAD Interest (202-495-665-001) of \$759.**



Ms. Skolarus noted that the Board approves budget amendments very often throughout the year. She asked if they can be done on a quarterly basis. Ms. VanMarter stated the auditors requested to have the amendments made as they arise. She can ask the auditors if it can be done differently.

Ms. Hunt and Ms. Lowe would like to continue it as it has been done as it was requested by the auditors.

**Moved** by Lowe, supported by Croft, to approve amendments to the Fiscal Year 2023-2024 budget for Fund 202 – “SAD Roads and Lakes” revenue line items to zero (0) line item 202-476-628-005 for Timberview (W17-22) because the project was completed last year and to add a new Department 495 for the Timberview Private Drive Road Improvement project with associated SAD Principal (202-495-628-005) of \$3,795 and SAD Interest (202-495-665-001) of \$759. **The motion carried unanimously.**

**8. Review of proposed parking lot and pickleball layout and consideration of a request to approve a professional services proposal from Tetra Tech dated August 15, 2023 for engineering services for an amount not to exceed \$8,300 from Fund 208-751-934-006.**

Ms. VanMarter provided a review of the proposed project, noting it was approved by the Board earlier this year. One of the existing soccer fields will be converted to a parking lot and pickleball courts. It will also include a connection to a proposed future ring road to the property adjacent to the Township's property as the Township is working to purchase it.

**Moved** by Hunt, supported by Lowe, to approve the professional services proposal from Tetra Tech dated August 15, 2023 for engineering services related to the conceptual site plan for additional parking and pickle ball courts dated August 24, 2023 for an amount not to exceed \$8,300 from Fund 208-751-934-006. **The motion carried unanimously.**

**9. Request for approval of an amendment to the Agreement for Residential Solid Waste Collection Services to extend the term of the existing agreement from September 30, 2023 to October 31, 2023 to allow the Township Attorney and staff time to review the updated services agreement associated with the Waste Management contract renewal.**

Ms. VanMarter stated that the new agreement was received from Waste Management late last week so it was not able to be presented this evening. She asked for a 30-day extension from Waste Management to allow time for her and the Township Attorney to review it and then present it to the Board.

**Moved** by Croft, supported by Ledford, to approve the Amendment to the Agreement for residential Solid Waste Collection Services dated September 18, 2023 which serves to extend the term of the existing agreement from September 30, 2023 to October 31, 2023 to give staff and counsel time to review the terms of the contract renewal agreement. **The motion carried unanimously.**

**10. Consider request to increase the residential parcel cost for solid waste collection services from \$163.00 to \$175.00 and to amend the Fiscal Year 2023-2024 budget for**

**Fund 101, Revenue Line Item 101-000-631-000 for “Refuse Collection Fees” from \$1,175,000 to \$1,270,000.**

Ms. VanMarter stated that she has negotiated and received new rates from Waste Management. The Township contributes to the solid waste service. Based on what was discussed and agreed at the last board meeting, the Township would ask the residents to pay a \$15 per year increase. She noted these costs are always reviewed during the budget approval process each year.

Ms. Skolarus thanked Ms. VanMarter for her work on the negotiations with Waste Management. She would like to see the \$15 increase each year for the next five years.

Ms. Hunt thanked Ms. VanMarter for her work on the contract with Waste Management. She knows she spent a lot of time and worked very hard on it. She is disappointed that there was a delay by Waste Management and that the fees are being approved before the agreement has been approved, but it has to be done tonight in order to have the charges put on the winter tax bill.

**Moved** by Ledford, supported by Croft, to increase the residential parcel cost for solid waste collection services from \$163.00 to \$175.00 and to amend the Fiscal Year 2023-2024 budget for Fund 101, Revenue Line Item 101-000-631-000 for Refuse Collection Fees” from \$1,175,000 to \$1,270,000. **The motion carried unanimously.**

**11. Request to regretfully accept the resignation of Trustee Jim Mortensen and request that the Township Clerk prepare and present to the Board at the next meeting a Resolution honoring Mr. Mortensen for his many years of invaluable service to the Township.**

Supervisor Rogers stated that Mr. Mortensen has served the Township for many years. He is not sure if the resolution will be presented at the next meeting as he would like Jim to be able to attend the meeting when it is being presented.

Ms. Skolarus asked each of the board members to provide her with thoughts about Mr. Mortensen and she can include them in the resolution.

**Moved** by Skolarus, supported by Lowe, to regretfully accept the resignation of Trustee Jim Mortensen and request that the Township Clerk prepare and present to the Board at the next meeting a Resolution honoring Mr. Mortensen for his many years of invaluable service to the Township. **The motion carried unanimously.**

**12. Consider request to remove Jeff Dhaenens from the Planning Commission and nominate and appoint him to serve the remainder of the term of Trustee Mortensen on the Board of Trustees expiring November 20, 2024.**

Ms. Susan Nichols of 4935 Fairways asked to speak. She was not aware she was allowed to comment on this issue during the call to the public. She stated that on three occasions Mr. Dhaenens rolled his eyes and smirks and he indirectly called her a racist, she does not feel he is appropriate to serve on the board,

Mrs. Colleen Quinn of 4042 Brookstone agrees with Ms. Nichols.

Ms. Hunt stated that Mr. Dhaenens has served on the ZBA and the Planning Commission and has done a great job. Ms. Lowe stated he has a lot of offer and will be a good fit on the board.

**Moved** by Lowe, supported by Croft, to remove Jeff Dhaenens from the Planning Commission and nominate and appoint him to serve the remainder of the term of Trustee Mortensen on the Board of Trustees expiring November 20, 2024. **The motion carried unanimously.**

**13. Consider request to remove Greg Rassel from the Zoning Board of Appeals and appoint him to the Planning Commission to replace and serve the remainder of the term of Jeff Dhaenens as recommended by the Township Supervisor.**

Ms. Hunt stated Mr. Rassel will be an asset to the Planning Commission.

**Moved** by Hunt, supported by Lowe, to remove Greg Rassel from the Zoning Board of Appeals and appoint him to the Planning Commission to replace and serve the remainder of the term of Jeff Dhaenens expiring June 30, 2025 as recommended by the Township Supervisor. **The motion carried unanimously.**

**14. Consider request to remove Craig Fons as the Zoning Board of Appeals alternate and to appoint him to replace and serve the remainder of the term of Greg Rassel on the Zoning Board of Appeals as recommended by the Township Supervisor.**

**Moved** by Croft, supported by Hunt, to remove Craig Fons as the Zoning Board of Appeals alternate and to appoint him to replace and serve the remainder of the term of Greg Rassel on the Zoning Board of Appeals expiring June 30, 2025 as recommended by the Township Supervisor. **The motion carried, with Board Member Skolarus voting “no”.**

**15. Closed session to consult with the Township attorney regarding trial or settlement strategy in connection with Catholic Healthcare International, Inc v. Genoa Charter Township; 21-cv-11303 pursuant to MCL 15.268(1)(e).**

- A. Consider motion to enter into closed session to consult with the Township attorney regarding trial or settlement strategy pursuant to MCL 15.268(1)(e). (roll call)**
- B. Consider motion to conclude the closed session and return to open session. (roll call)**

**Moved** by Lowe, supported by Skolarus, to go into closed session to consult with the Township attorney regarding trial or settlement strategy in connection with Catholic Healthcare International, Inc v. Genoa Charter Township; 21-cv-11303 pursuant to MCL 15.268(1)(e). at 7:25 pm. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Skolarus - yes, and Rogers - yes).**

**Moved** by Ledford, supported by Croft, to exit the closed session and enter the regular meeting at 8:05 pm. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Skolarus - yes, and Rogers - yes).**

**Member Discussion**

There were no items to discuss this evening.

**Adjournment**

**Moved** by Lowe, supported by Hunt, to adjourn the meeting at 8:06 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas  
Recording Secretary

Approved:

Paulette Skolarus, Clerk  
Genoa Charter Township

Bill Rogers, Supervisor  
Genoa Charter Township

DRAFT



**GENOA CHARTER TOWNSHIP  
LIVINGSTON COUNTY, MICHIGAN**

**RESOLUTION NO. 231002**

**Regretfully accepting the resignation of Mr. James (Jim) Mortensen and honoring him for his service to Genoa Charter Township as Board Trustee, Planning Commissioner, and Board member of Brighton Area Fire Authority**

At a regular meeting of the Township Board of Genoa Charter Township, Livingston County, Michigan ("Township"), held at 2911 Dorr Road, Brighton, Michigan 48116, on the 2<sup>nd</sup> of October 2023, at 6:30 P.M.

PRESENT: Rogers, Skolarus, Hunt, Croft, Ledford, Lowe and Dhaenens

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

**WHEREAS**, Fire Chief Michael O'Brian stated: Mr. Mortensen was instrumental in the success of the Fire Authority. The firefighters of the Fire Authority are grateful for your leadership over the years where he always put our firefighter safety as the highest priority; and

**WHEREAS**, Trustee Diana Lowe stated: Jim always did his homework and research to make fair and sincere decisions for the good of the Township on both the Township Board and Planning Commission; and

**WHEREAS**, Trustee Terry Croft stated: I'm honored to have had the opportunity to work with Jim for the last seven years. Your integrity and great sense of humor will be truly missed; and

**WHEREAS**, Planning Commission Chairman Chris Grajek stated: Jim is a mentor to all, and an inspiration of service for the entire Livingston County Community; and

**WHEREAS**, Treasurer Robin Hunt stated: Your hard work & dedication has changed the community for the better in so many ways. It's been a pleasure working by your side for so many years. You will be missed.; and

**WHEREAS**, Supervisor Bill Rogers stated: I could always count on you to be the numbers guy, you will be sorely missed; and

**WHEREAS**, Kelly VanMarter stated: You were one of the most dedicated and gifted public servants to serve this Township and will be remembered as a strong advocate for planning and zoning and as an outspoken leader for financial accountability, professionalism and integrity.

**WHEREAS**, Clerk Polly Skolarus stated: Jim, your work ethic is above reproach. Please know that you will be deeply missed for the hard decisions you made at the board table.

**NOW THEREFORE BE IT RESOLVED**, Genoa Charter Township is grateful for your 27 years of service and honored by a man who served his community with dignity and integrity. Thank you, Mr. Jim Mortensen.

Yeas: Ledford, Croft, Hunt, Lowe, Dhaenens, Skolarus and Rogers

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Paulette A. Skolarus, Genoa 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, Township Manager
DATE: September 27, 2023
RE: Fund 202 Budget Amendment – Crystal Valley Special Assessment

In response to comments made at last month’s meeting, the Township Supervisor has again confirmed with our accounting professionals that necessary budget amendments should occur concurrently or closely following project approvals. This is considered a best management practice and is much preferred to batch amendments occurring less frequently.

With this guidance and in consideration of last month’s Board approval of the Crystal Valley Road Improvement 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:

Table with 4 columns: Fund Type, New Fund Number, Description, Budget Amount. Row 1: Appropriation, 202-496-801-075, Project Expense, \$369,000.

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

Sincerely,

Handwritten signature of Kelly VanMarter

Township Manager

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

09/19/2023

BUDGET REPORT FOR GENOA TOWNSHIP  
 Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY THRU 03/31/24	2023-24 AMENDED BUDGET	2023-24 REQUESTED AMENDED BUDGET
Fund 202 - SAD ROADS AND LAKES				
APPROPRIATIONS				
Dept 496				
202-496-801-075	CRYSTAL VALLEY (S24-33) - PROJECT EXP	0	0	369,000
Totals for dept 496 -		0	0	369,000
TOTAL APPROPRIATIONS		409,531	460,948	829,948
NET OF REVENUES/APPROPRIATIONS - FUND 202		(348,888)	(99,973)	(468,973)
BEGINNING FUND BALANCE		2,792,450	2,792,450	2,792,450
ENDING FUND BALANCE		2,443,562	2,692,477	2,323,477



# MEMORANDUM

**TO:** Honorable Board of Trustees  
**FROM:** Kelly VanMarter, Township Manager  
**DATE:** September 27, 2023  
**RE:** DNR Grant - Land Acquisition Budget Amendment

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

As you know, the Township was awarded a grant through the Michigan Department of Natural Resources Trust Fund for the acquisition of 90 acres of land adjacent to the existing Township park property. The grant amount awarded was 300,000 or 17% of the 1.8 million dollar appraised value of the land. Since being awarded the grant, Township staff has worked diligently towards completion of the State obligations to secure funding. Of the many required steps, the Township was required to obtain two separate state qualified appraisals for final review and DNR approval of fair market value. As a result, the state has determined that the fair market value of the land is \$800,000. This is one million dollars less than the original appraised value.

As a result of the reduced value, the grant award will also be reduced to 17% of the state determined value plus the incident expenses associated with closing, title insurance, taxes, etc. My estimation of costs eligible for reimbursement is provided below for your reference.

Project Cost Item	Amount
Purchase Price of Land (including \$200,000 donation by the landowner)	\$ 800,000.00
Recording Fees	\$ 35.00
Transfer Tax	\$ 5,160.00
Title Insurance	\$ 2,562.00
Appraisals	\$ 5,880.00
Prorated Taxes	\$ 5,516.50
Sign	\$ 219.50
Closing Fees	\$ 645.00
<b>TOTAL ELIGIBLE EXPENSES</b>	<b>\$ 820,018.00</b>
<b>17% DNR - MNRTF Grant Reimbursement Amount</b>	<b>\$ 139,403.06</b>
<b>83% Cost to Township</b>	<b>\$ 680,614.94</b>

Commensurate with these changes I am requesting budget amendments which will allow staff to schedule the closing and finalize the transaction. Towards this goal, I offer the following motion for your consideration:

Consideration of amendments to the Fiscal Year 2023-2024 budget to adjust Fund 202 – “Parks and Recreation” for the Michigan Natural Resources Trust Fund Acquisition Grant to reduce the revenue in fund 208-000-699-249 from \$300,000 to \$138,000 and to increase appropriation line item 208-536-972-100 from \$600,000 to \$681,000.

If you have questions prior to Monday night’s meeting please let me know.

**SUPERVISOR**

Bill Rogers

**CLERK**

Paulette A. Skolarus

**TREASURER**

Robin L. Hunt

**TRUSTEES**

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

**MANAGER**

Kelly VanMarter



09/27/2023

BUDGET REPORT FOR GENOA TOWNSHIP  
 Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY HRU 03/31/24	2023-24 AMENDED BUDGET	REQUESTED 2023-24 AMENDED BUDGET
<b>Fund 208 - PARK/RECREATION FUND</b>				
<b>ESTIMATED REVENUES</b>				
Dept 000 - REVENUE				
208-000-665-001	INTEREST	24,800	6,000	6,000
208-000-699-101	TRANSFER IN FROM GF #101 OPERATING	0	850,000	850,000
208-000-699-249	DNR ACQUISITION /MATCH	0	300,000	138,000
Totals for dept 000 - REVENUE		24,800	1,156,000	994,000
<b>TOTAL ESTIMATED REVENUES</b>		<b>24,800</b>	<b>1,156,000</b>	<b>994,000</b>
<b>APPROPRIATIONS</b>				
Dept 223 - AUDIT				
208-223-801-000	AUDIT	200	500	500
Totals for dept 223 - AUDIT		200	500	500
Dept 536				
208-536-972-100	LAND FOR RECREATION	0	600,000	681,000
Totals for dept 536 -		0	600,000	681,000
Dept 751 - PARKS & RECREATION				
208-751-934-001	SENIOR SURVIVOR PARK PROJECT	724,245	814,000	814,000
208-751-934-006	PARK MASTER PLAN	1,208	30,000	30,000
208-751-934-007	HAPRA	60,000	120,000	120,000
208-751-934-010	B-BALL BENCHES PICNIC TABLE CHARGERS	6,790	19,200	19,200
208-751-934-011	BOARDWALK IMPROVEMENTS	0	15,000	15,000
208-751-934-012	GRAND RIVER SIDEWALK INFILL	0	31,000	31,000
208-751-934-013	SECURITY UPGRADES	0	50,000	50,000
208-751-934-015	REPAIR/REPLACE RUBBER- POUR IN PLACE	39,395	132,000	132,000
208-751-934-060	PATH / PARK MAINTENANCE	51,834	130,000	130,000
Totals for dept 751 - PARKS & RECREATION		883,472	1,341,200	1,341,200
Dept 906				
208-906-956-000	MISC EXPENSE	472	600	600
Totals for dept 906 -		472	600	600
<b>TOTAL APPROPRIATIONS</b>		<b>884,144</b>	<b>1,942,300</b>	<b>2,023,300</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 208</b>		<b>(859,344)</b>	<b>(786,300)</b>	<b>(1,029,300)</b>
BEGINNING FUND BALANCE		2,059,735	2,059,735	2,059,735
ENDING FUND BALANCE		1,200,391	1,273,435	1,030,435



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:** September 27, 2023  
**RE:** Closed Session Minutes

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In accordance with the Agenda Management and Minutes Policy, sealed envelopes containing individual copies of the draft closed session minutes will be available for each member of the Board for your review and approval at Monday's meeting.

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

Sincerely,

Township Manager

### **SUPERVISOR**

Bill Rogers

### **CLERK**

Paulette A. Skolarus

### **TREASURER**

Robin L. Hunt

### **TRUSTEES**

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

### **MANAGER**

Kelly VanMarter



## Memorandum

**To:** Genoa Charter Township Board  
**From:** Greg Tatara, Utility Director  
**Date:** September 25, 2023  
**Subject:** Additional PFAS Information following Second Round of Sampling

---

2911 Dorr Road  
Brighton, MI 48116  
(810) 227-5225  
(810) 227-3420 fax  
genoa.org

On July 24<sup>th</sup>, we wrote a memo informing the Genoa Township Board of PFAS impacts in ground water and residential wells downgradient of the former Oak Pointe Wastewater Treatment Plant. Since that time, we have hosted a public meeting with the residents, which was well attended, and included information from the Michigan Department of Environment, Great Lakes and Energy (EGLE) and the Michigan Department of Health and Human Services (DHHS). In addition to hosting the meeting to provide answers and information to residents, we also completed sampling of the remaining 22 homes on Glenway Drive.

On September 4, we received the analytical results for these homes. First, all residents have been sent their results either by email or regular mail if we did not have an email address. In summary, only one additional home had a PFAS exceedance above Michigan drinking water standards, with a PFOA detection of 10 parts per trillion (ng/L). For PFOA, the drinking water standard is 8 ng/L. This home has a township RO system, and as was the case with the previous homes that were above criteria for PFOA, the post RO results were non-detect. The remaining 21 homes on Glenway were either non-detect for PFAS or had concentrations of PFAS below drinking water criteria. The attached figure provides a summary all PFAS detections in residential wells. From this data, we can now draw the following conclusions:

- 1) The only PFAS compound that exceeded drinking water standards in residential well samples was PFOA, and it exceeded drinking water standards in 6 homes. However, all homes that have PFOA above the Michigan Drinking Water Criteria have a Reverse Osmosis system, and in all instances, the post RO samples were non-detect for PFAS. Therefore, we did not have anyone in this area consuming PFAS water above standards that did not already have a point of use RO unit.
- 2) RO is very effective at removing PFAS, as all post RO samples were non detect for any PFAS compounds.
- 3) The area of impact where PFOA is present above the Michigan Drinking water standard is limited to homes the northern half of Glenway Drive on the west side of the road. Based on these results, along with monitor well data collected in 2022, I think the area of PFAS impact is pretty well delineated.

We have also sent all results to Michigan EGLE, DHHS and Livingston County Health Department. We are working with these agencies and they intend to offer PFAS removal filters to any homes that had detections of PFAS. We will continue to maintain RO units for any homes that have them installed. Further follow up testing is planned by DHHS in approximately 6 months. We will continue to keep the Genoa Township Board informed as necessary going forward.

### SUPERVISOR

Bill Rogers

### CLERK

Paulette A. Skolarus

### TREASURER

Robin L. Hunt

### TRUSTEES

Jean W. Ledford

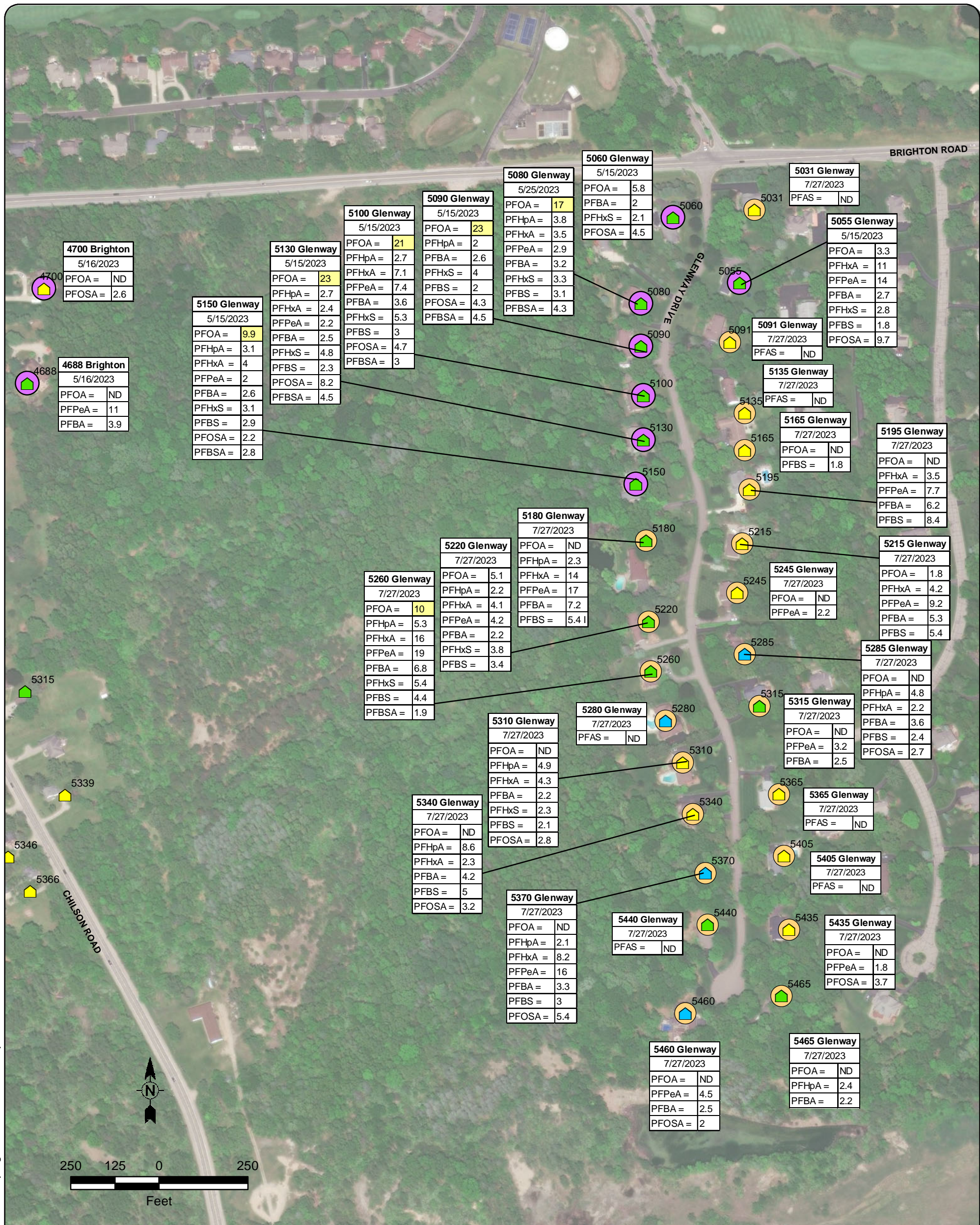
H. James Mortensen

Terry Croft

Diana Lowe

### MANAGER

Kelly VanMarter



Service Layer Credits: Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

- Residential Well
- Residential Well w/TWP RO\*
- Residential Well w/Private RO\*
- Phase I PFAS Sampling
- Phase II PFAS Sampling

**Notes:**  
 Samples were analyzed using analytical method EPA 537 IDA (Isotope Dilution) and the Michigan limited list of 31 analytes.  
 Only detection above reporting limits are presented.  
 Results in nanograms per liter.  
 \* No detections were reported for the samples collected from the township maintained Reverse Osmosis (RO) Units and the private RO Units identified in the figure.

**List of PFAS Acronyms**  
 PFOA = Perfluorooctanoic acid  
 PFHpA = Perfluoroheptanoic acid  
 PFHxA = Perfluorohexanoic acid  
 PFPeA = Perfluoropentanoic acid  
 PFBA = Perfluorobutanoic acid  
 PFOS = Perfluorooctane sulfonic acid  
 PFHxS = Perfluorohexane sulfonic acid  
 PFBS = Perfluorobutane sulfonic acid  
 PFOSA = Perfluorooctane sulfonamide  
 PFBSA = Perfluorobutyl sulfonamide

**TETRA TECH**  
 1136 OAK VALLEY DRIVE, SUITE 100  
 ANN ARBOR, MI 48108  
 PHONE: 734.665.6000

**PRELIMINARY**

2023 ANNUAL GROUNDWATER SAMPLING REPORT  
 OAK POINTE WASTEWATER TREATMENT PLANT  
 GENOA TOWNSHIP, MICHIGAN  
**2023 RESIDENTIAL SAMPLE RESULTS  
 PER-AND POLYFLUOROALKYL SUBSTANCES (PFAS)**

Project No: 117-7270012  
 Date: 9/11/2023  
 Designed by: MC  
**FIGURE  
 6**