

GENOA CHARTER TOWNSHIP BOARD

Regular Meeting

July 15, 2024

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: July 15, 2024
2. Request to approve the June 1, 2024 regular meeting minutes.

Approval of Regular Agenda:

3. Public Hearing on the proposed Special Assessment Roll for the Lakewood Knoll Subdivision Road Rehabilitation Special Assessment Project (Winter 2024).
 - 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 proposed Lakewood Knoll Subdivision Road Rehabilitation Special Assessment Project (Winter 2024). (Roll Call)
5. Consideration of amendments to the Fiscal Year 2024-2025 budget as follows:
 - A. Fund 202 – “SAD Roads and Lakes” to create a new Department #498 for the Lakewood Knoll Road Rehabilitation project with new line items as follows:
 - i. New revenue line items: 202-498-628-005 for SAD Principle in the amount of \$57,900 and 202-498-665-001 for Interest in the amount of \$5,790.
 - ii. New appropriation line item 202-498-801-075 in the amount of \$1,014,000.
 - B. Fund 202 – “SAD Roads and Lakes” to create a new appropriation line item 202-852-999-402 for Department #852 “Transfer to Other Funds” for the Township contribution to the Pine Creek Road Improvement project in the amount of \$413,550.
6. Request to approve a project agreement with the Livingston County Road Commission for the Lakewood Knoll Road Rehabilitation project with the Township’s cost not to exceed \$1,010,000 from SAD Fund #202-498-801-075.

7. Request for approval of **Resolution #1** to Proceed with the Project and Direct Preparation of the Plans and Cost Estimates for the Milroy Lane and Mystic Lake Drive Road Rehabilitation Special Assessment Project (Winter Tax 2024). (Roll Call)
8. Request for approval of **Resolution #2** to Approve the Project, Schedule the First Hearing for August 5, 2024, and Direct Issuance of Statutory Notices for the Milroy Lane and Mystic Lake Drive Road Rehabilitation Special Assessment Project (Winter Tax 2024). (Roll Call)
9. Request for approval of **Resolution #1** to Proceed with the Project and Direct Preparation of the Plans and Cost Estimates for the Earl Lake Aquatic Weed Control Project (Winter Tax 2024). (Roll Call)
10. Request for approval of **Resolution #2** to Approve the Project, Schedule the First Hearing for August 5, 2024, and Direct Issuance of Statutory Notices for the Earl Lake Aquatic Weed Control Project (Winter Tax 2024). (Roll Call)
11. Request for approval of per diems and hourly rates for all poll workers and temporary staff scheduled for the August and November Primary and General Elections as recommended by the Election Commission.
12. Request for approval of a Modification to the Amended and Restated Utility Services Agreement with the MHOG Sewer and Water Authority, the Genoa-Oceola Sewer and Water Authority, Howell Township, and Genoa Charter Township for use of the 30x40 and 40x48 pole buildings at 6132 Crooked Lake Road for a period of 10 years with an annual rent of \$16,000 payable to Genoa Charter Township.
13. Consideration of amendments to the Fiscal Year 2024-2025 budget to create a new fund #402 for the Pine Creek Road Improvement Construction Fund.
14. Discussion regarding guidelines for content to be included on the Township Website.

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: July 15, 2024

All information below through July 10, 2024

TOWNSHIP GENERAL EXPENSES	\$	170,838.08
July 5, 2024 Bi Weekly Payroll	\$	131,339.26
OPERATING EXPENSES DPW (503 FN)	\$	424,342.69
OPERATING EXPENSES Oak Pointe (592FN)	\$	8,723.12
OPERATING EXPENSES Lake Edgewood (593FN)	\$	75,490.51
TOTAL	\$	<u>810,733.66</u>

FNBCK Check Register

Check Date	Check	Vendor Name	Amount
Bank FNBCK CHECKING ACCOUNT			
07/02/2024	38977	ALLSTAR ALARM LLC	345.00
07/02/2024	38978	BRIGHTON GARAGE DOOR	2,600.00
07/02/2024	38979	CAPITAL ONE	580.39
07/02/2024	38980	DIANA LOWE	66.33
07/02/2024	38981	DTE ENERGY	35.39
07/02/2024	38982	MARY KRENCICKI	87.10
07/02/2024	38983	MICHIGAN OFFICE SOLUTIONS	331.54
07/02/2024	38984	MMRMA	26,306.81
07/02/2024	38985	NETWORK SERVICES GROUP, L.L.C.	50.00
07/02/2024	38986	PACKERLAND RECORDS MANAGEMENT	30.00
07/03/2024	38987	ELECTION SOURCE	1,175.48
07/03/2024	38988	FEDERAL EXPRESS CORP	53.72
07/03/2024	38989	GORDON FOOD SERVICE	185.96
07/03/2024	38990	MEI TOTAL ELEVATOR SOLUTIONS	167.87
07/03/2024	38991	PERFECT MAINTENANCE CLEANING	1,100.00
07/03/2024	38992	SAFEBUILT LLC	3,157.62
07/08/2024	38993	AMERICAN AQUA	63.90
07/08/2024	38994	CONTINENTAL LINEN SERVICE	150.53
07/08/2024	38995	COOPER'S TURF MANAGEMENT LLC	2,495.00
07/08/2024	38996	DTE ENERGY	284.18
07/08/2024	38997	DTE ENERGY	1,155.90
07/08/2024	38998	MICHIGAN INTERPRETING SERVICES	271.44
07/08/2024	38999	PAULETTE SKOLARUS	77.92
07/09/2024	39000	HOWELL AREA PARKS & REC. AUTHORITY	160.00
07/09/2024	39001	WASTE MANAGEMENT CORP, SERVICES	129,906.00

FNBCK TOTALS:

Total of 25 Checks:	170,838.08
Less 0 Void Checks:	0.00
Total of 25 Disbursements:	170,838.08

July 5, 2024 Bi Weekly Payroll

Pay Period End Date: 06/28/2024 Check Post Date: 07/05/2024 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	2,516.80
WELL IQ	0.00	0.00	0.00	2,830.43
ZBA CHAIR	1.00	0.00	221.58	1,095.88
ZBA MINUTES	1.00	0.00	188.91	1,293.33
ZBA MINUTES OT	0.00	0.00	0.00	0.00
ZBA PER DIEM	5.00	0.00	1,049.77	5,395.39
ZO	80.00	0.00	2,500.00	6,750.00

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.
130,179.69	0.00	38,237.13	91,942.56	1,743,705.22	91,942.56

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
07/05/2024	FNBCK	EFT944	FLEX SPENDING (TASC)	1,013.06	1,013.06	0.00	Open
07/05/2024	FNBCK	EFT945	INTERNAL REVENUE SERVICE	30,615.71	30,615.71	0.00	Open
07/05/2024	FNBCK	EFT946	PRINCIPAL FINANCIAL	5,721.00	5,721.00	0.00	Open
07/05/2024	FNBCK	EFT947	PRINCIPAL FINANCIAL	2,046.93	2,046.93	0.00	Open

Totals:	Number of Checks: 004	39,396.70	39,396.70	0.00
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Total Physical Checks:
 Total Check Stubs: 4

Direct Deposit \$91,942.56
 Physical Check Amount \$39,396.70
TOTAL \$131,339.26

503FN Check Register

Check Date	Check	Vendor Name	Amount
07/10/2024 02:40 PM User: denise DB: Genoa Township			
		CHECK REGISTER FOR GENOA TOWNSHIP	Page: 1/1
		CHECK NUMBERS 6120 - 7000	
Bank 503FN DPW-UTILITIES #233			
07/02/2024	6120	MMRMA	24,342.69
07/08/2024	6121	GENOA TWP GENERAL FUND	400,000.00
503FN TOTALS:			
Total of 2 Checks:			424,342.69
Less 0 Void Checks:			0.00
Total of 2 Disbursements:			424,342.69

592FN Check Register

Check Date	Check	Vendor Name	Amount
07/10/2024 02:43 PM User: denise DB: Genoa Township			
		CHECK REGISTER FOR GENOA TOWNSHIP	Page: 1/1
		CHECK NUMBERS 6133 - 7000	
Bank 592FN OAK POINTE OPERATING FUND #592			
07/02/2024	6133	MMRMA	3,635.78
07/02/2024	6134	MMRMA	1,629.00
07/08/2024	6135	LIVINGSTON CO. REGISTER OF DEEDS	30.00
07/10/2024	6136	DTE ENERGY	2,055.56
07/10/2024	6137	DTE ENERGY	1,342.78
07/10/2024	6138	LIVINGSTON COUNTY REGISTER OF DEEDS	30.00
592FN TOTALS:			
Total of 6 Checks:			8,723.12
Less 0 Void Checks:			0.00
Total of 6 Disbursements:			8,723.12

593FN Check Register

Check Date	Check	Vendor Name	Amount
07/10/2024 02:44 PM User: denise DB: Genoa Township			
		CHECK REGISTER FOR GENOA TOWNSHIP	Page: 1/1
		CHECK NUMBERS 4473 - 5000	
Bank 593FN LAKE EDGEWOOD OPERATING FUND #590			
07/02/2024	4473	BRIGHTON TOWNSHIP	662.50
07/02/2024	4474	MMRMA	2,202.72
07/08/2024	4475	CITY OF BRIGHTON	45,225.86
07/08/2024	4476	UIS SCADA	24,726.99
07/09/2024	4477	DTE ENERGY	2,672.44
593FN TOTALS:			
Total of 5 Checks:			75,490.51
Less 0 Void Checks:			0.00
Total of 5 Disbursements:			75,490.51

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
July 1, 2024

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, Paulette Skolarus, Jean Ledford, Terry Croft, Robin Hunt, and Jeff Dhaenens. Absent was Diana Lowe. Also present was Township Manager Kelly VanMarter, and 54 people in the audience.

The Pledge of Allegiance was recited.

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

Ms. Janene Deaton of 699 Sunrise Park is a candidate for Township Clerk. She asked if the board approves the purchase of the land on Chilson Road to keep it for parks and rec because that is the account where the funds are coming from. Do not put any solar parks, wind farms or industrial parks there.

Ms. Rebecca Alexander of Brookstone Court spoke regarding the roads. One of the letters says 4 ½" inches of asphalt will be replaced. She has a piece of the roadway and it measures ¼". She is asking if it will be dug further to put in the additional 4 inches. She stated that if the payments change from 10 years to 15 years, the interest will go up. She said there was a neighbor who said she is having a difficult time walking on the road, but she was fine when she was walking on the roads after recovering from a brain tumor. The roads need repair. Now is not the time to ask for an open loan because the residents will be responsible for what is found when they start digging on the road.

The call to the public was closed at 6:35 pm.

Approval of Consent Agenda:

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

- 1. Payment of Bills: July 1, 2024**
- 2. Request to approve the June 17, 2024 regular meeting minutes.**

Approval of Regular Agenda:

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

- 3. Consideration of a recommendation for approval of a special land use application, environmental impact assessment and site plan for a contractor's yard with outdoor storage at an existing industrial site for Adams Well Drilling located at 5893 Sterling Drive. The site is located on a 5.39-acre parcel on the north side of Sterling Drive, west of Dorr Road. The request is petitioned by Adams Well Drilling.**
- A. Disposition of Special Use Application**
 - B. Disposition of Environmental Impact Assessment (5-21-24)**
 - C. Disposition of Site Plan (6-14-24)**

Mr. Brody Adams, the applicant, and Mr. Patrick Cleary of Boss Engineering were present. Mr. Cleary provided a review of the project, which is to expand the contractor's yard and install a gate. They have improved the stormwater control system, added landscaping, and met the required setbacks.

Ms. Hunt confirmed with the applicant that the gravel access drive will only be used for emergency vehicles. Mr. Adams confirmed it is used for the cell tower, but his employees will not use it. Mr. Cleary stated they will obtain the reconfiguration survey and apply for the land use permit within 30 days.

Moved by Dhaenens, supported by Hunt, to approve of the Special Use Application for a contractor's yard with outdoor storage at an existing industrial site for Adams Well Drilling located at 5893 Sterling Drive for Adams Well Drilling. Both Section 19.03 and Section 8.02.02 (b) have been met by the petitioner in a satisfactory manner. This approval is conditioned upon the following:

- Reconfirmation of the property lines as shown on the site plan shall be completed and approval received from the Township Assessing Dept. within 30 days of site plan approval.
- Land use permit shall be applied for within 30 days of approval.
- The gravel access drive located off of Dorr Road is to be used for emergency vehicles only and will not be used for business purposes. Livingston County Road Commission approval shall be provided.
- Existing outdoor storage on site shall be relocated in accordance with the site plan.
- All conditions of approvals related to the site plan shall be complied with.

The motion carried unanimously.

Moved by Skolarus, supported by Dhaenens, to approve the Environmental Impact Assessment dated May 21, 2024 for a contractor's yard with outdoor storage for Adams Well Drilling located 5893 Sterling Drive. **The motion carried unanimously.**

Moved by Hunt, supported by to Ledford, to approve the Site Plan dated June 14, 2024 for a contractor's yard with outdoor storage for Adams Well Drilling located at 5893 Sterling Drive with the following conditions:

- The applicant shall meet the engineer and fire authority's requirements.

- Reconfirmation of the property lines as shown on the site plan shall be completed and approval received from the Township Assessing Dept. within 30 days of site plan approval.
- All site lighting shall comply with the Township Zoning Ordinance.
- The petitioner shall review the need for a cross access easement or agreement with the adjacent parcel to determine if any updates are needed to accommodate their emergency traffic. The results shall be presented, reviewed and approved by township staff within 60 days of site plan approval.
- The gravel access drive located off of Dorr Road is to be used for emergency vehicles only and will not be used for business purposes. Livingston County Road Commission approval shall be provided.
- Due to property not being in conformance, land use permit shall be applied for within 30 days of approval.

The motion carried unanimously.

- 4. Consideration of a recommendation for approval of a special land use application, environmental impact assessment and site plan for the sale of new and used trailers. The property is located at an existing commercial site for AAA Trailer Sales located at 4675 Grand River Avenue, north side of Grand River Avenue, west of Boulevard Drive. The request is petitioned by AAA Trailer Sales.**
 - A. Disposition of Special Land Use Application**
 - B. Disposition of Environmental Impact Assessment (5-20-24)**
 - C. Disposition of Site Plan (6-11-24)**

Mr. Chris Grzenkowicz of Desine Engineering and Mr. Ryan Copp of AAA Trailers were present. Mr. Grzenkowicz provided a review of the proposed project. The applicant is requesting to repurpose the site to allow outside trailer sales. There are no modifications to the building. He provided details of the proposed changes to the site, such as decreasing the amount of asphalt for the parking lot, adding landscaping, etc. They will meet all of the conditions of the Planning Commission’s recommendation.

Ms. Hunt confirmed the applicant is aware they will apply for the land use permit within 30 days.

Moved by Dhaenens, supported by Hunt, to approve the Special Land Use permit for the sale of new and used trailers for AAA Trailer Sales located at 4675 Grand River Avenue as the conditions in Section 19.03 are generally met. It complies with section 7.02.02(c) and use is consistent with the Master Plan in the mixed use on West Grand River. This approval is conditioned upon the following:

- A trailer display pod in lieu of an automobile display pod for one trailer display only is permitted.
- The location and number of trailers (32) shall be exactly as shown on the approved site plan.
- No other outdoor storage or sales is allowed.
- Existing trailers on site shall be relocated in accordance with the site plan.

- Semi-trailers/storage containers on property shall be removed.
- Parcels shall be combined prior to land use permit application.
- Land use permit shall be applied for within 30 days of approval.
- All conditions of approval related to the site plan shall be complied with.

The motion carried unanimously.

Moved by Ledford, supported by Croft, to approve the Environmental Impact Assessment dated May 20, 2024 for sale of new and used trailers for AAA Trailer Sales located 4675 Grand River Avenue. **The motion carried unanimously.**

Moved by Hunt, supported by Skolarus, to approve the site plan dated June 11, 2024 for AAA Trailer Sales located at 4675 Grand River Avenue with the following conditions:

- The applicant shall meet the engineer and fire authority's requirements.
- A trailer display pod in lieu of an automobile display pod for one trailer only is permitted.
- Prior to issuance of land use permit and prior to dumpster removal, applicant shall work with the adjacent property owner regarding the removal/relocation of the dumpster. This shall include being cooperative in seeking mutually agreeable solutions in accordance with the Township Zoning Ordinance.
- Parcels shall be combined prior to land use permit issuance.
- Due to property not being in conformance, land use permit shall be applied for within 30 days of approval.

The motion carried unanimously.

5. Consideration of a request to revise the term for the Lakewood Knoll Subdivision Road Rehabilitation Special Assessment Project from a ten (10) year to a fifteen (15) year term to ease the financial burden of the project on the residents and to approve an amended Resolution #4A Acknowledging the filing of the Special Assessment Roll, Scheduling the Second Hearing for July 15 2024, and Directing the Re-Issuance of Statutory Notices for the Lakewood Knoll Subdivision Road Rehabilitation Special Assessment Project (Winter 2024). (Roll Call)

Ms. Skolarus stated there were so many people who objected to this project and the cost, she recommended changing the project payment from 10 years to 15 years. It will reduce the annual payment from \$895.36 to \$596.91. The interest is at two percent, which will be fixed. The total increase in interest is \$447.68 if paid over 15 years. It can be paid off in advance, it can be paid in 10 years, and can be paid in 15 years.

Ms. VanMarter stated that 56 percent of the residents signed in favor of the project. Procedurally, the Township did not have to approve a new resolution, but it was done as a courtesy because the terms are changing. There will be another mailing and another public hearing at the next meeting.

Mr. Dhaenens stated that the only change is the option to pay it for 15 years, but it can be paid off in 10 years or 1 year. After listening to the call to the public at the last meeting, he agrees with providing options to the residents.

Moved by Dhaenens, supported by Skolarus, to revise the term for the Lakewood Knoll Subdivision Road Rehabilitation Special Assessment Project from a ten (10) year to a fifteen (15) year term to ease the financial burden of the project on the residents and to approve an amended Resolution #4A Acknowledging the filing of the Special Assessment Roll, Scheduling the Second Hearing for July 15 2024, and Directing the Re- Issuance of Statutory Notices for the Lakewood Knoll Subdivision Road Rehabilitation Special Assessment Project (Winter 2024). **The motion carried with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Dhaenens - yes, Skolarus - yes, and Rogers – yes; Absent- Lowe).**

- 6. Public Hearing on the proposed Special Assessment Roll for the Lakewood Knoll Subdivision Road Rehabilitation Special Assessment Project (Winter 2024).**
 - A. Call to the Property Owners**
 - B. Call to the Public**

The call to property owners was made at 6:56 pm.

Ms. Alexander questioned what will happen after the project is started and they find more problems, how will the residents know how much above the original cost it will be. They do not know the final cost. This road is used by the condos more than the residents of Lakewood Knoll.

Ms. VanMarter stated that in the history of the township facilitating these projects with the Road Commission, there has never been a district go over the quoted price. The Livingston County Road Commission (LCRC) has researched and analyzed the road and included some additional funding to cover additional costs. There is a very small possibility that it will increase, but they can only increase it by 10 percent.

Ms. Jennifer Evans of 4110 Brookstone Court thanked that board for their patience and information. She would love sidewalks and street lamps in the neighborhood. They need a permanent fix to the roads. It is unsafe to drive on the roads.

Mr. John Sirois of 252 Conover wants to know if there will be a lien on each person's house for the assessment. Ms. Hunt stated a special assessment is considered a lien on the property. If the home is sold, it will be worked out with the sale of the property. The buyer could assume the loan or they could require the seller to pay it off.

Ms. Donna Bark of 4111 Aster Boulard is in favor of the project and hopes it can be done quickly.

Mr. Matt Hurley of 4070 Brookstone Court stated they all agree the roads are bad, and they need to be repaired. He thanked the township for increasing the time of paying off the loan. He is in favor of repaving the road and the right time to do it is now.

Ms. Peggy Sue Green of 4089 Aster Boulevard is concerned that the boulevard is going to be paved instead of allowing rocks or plants. Supervisor Rogers stated the proposal is to pave the island. Ms. VanMarter stated the LCRC is recommending that it be stamped concrete.

Ms. Jennifer Render 4021 Aster Boulevard. She thanked the board for the 15 year plan. It will help people. The concrete island is right in front of her house so she would like to leave the part by her house as landscape so her rose bushes can remain. She is frustrated with the condos using their roadway and there should be accountability for that.

Ms. Cynthia Wyatt of 4166 Aster Boulevard is in favor of the project. She does not want to wait any longer. She agrees with her neighbors regarding the condos using the roadway. She thanked Colleen Quinn and Matt Hurley who spent their time talking to the neighbors. She thanked the board also.

Mr. David Hebert of 409 Conover Court thanked the board and the LCRC for the time and effort put into the project. He is for the project and would like to see it move forward.

Mr. Stan Belding of 264 Conover Court agrees that some of the roads need repair, but he is confused about the need for 4 ½ inches of asphalt. He hasn't seen any part of the road that has come up that is 4 ½" deep. Conover Court does not need 4 ½" inches of new asphalt.

Mr. and Mrs. Maryann and Tom Sherwood of 4148 Aster Boulevard are in support of the project going forward.

Mr. John Ort of 4027 Brookstone is in favor of the project and thanked the board for their work. If the Road Commission says 4 ½" of asphalt is what is needed, then that is what is needed.

Ms. Beale lives on the southeast corner of Cloverview and Cagney and she is in favor of fixing the roads. She asked if their section of the roadway will be paved?

Ms. Colleen Quinn of 4042 Brookstone Court thanked the board for the consideration of the project and for all of Ms. VanMarter's work. There is strong support for this project. The majority of the residents are in favor of it. The roads in Lakewood Knoll have exceeded their lifespan. She is not in favor of having a landscape island.

Mr. Jerry Isenogle of 4058 Aster Boulevard stated the lien will be on the home so if it is sold, it must be disclosed and make sure it is not required to be paid at closing.

Ms. VanMarter stated letters were received today and placed at each trustee's seat. They were from Sara and Jon Doty of 4022 Aster, Rod and Cindy Bushey of 4155 Brookstone Court, and Arlene Kramer of Aster Boulevard.

The call to the property owners was closed at 7:22 pm.

The call to the public was opened at 7:22 pm with no response.

Mr. Dhaenens stated he and Supervisor Rogers spoke to the Livingston County Sheriff and he agreed to place a speed notification sign on Aster Boulevard to record how fast people drive. One resident will need to approve to have it placed in their yard.

Mr. Dhaenens has benefited from this type of project in his neighborhood so he is in favor of it for Lakewood Knoll.

Ms. Skolarus stated that this project will likely be approved at the next meeting, so it was not necessary for people to come back.

Ms. Hunt responded that it was inappropriate to indicate what would happen at the next meeting. There will be seven members voting on the project at the next meeting.

7. Request for approval of Resolution #5 Confirming the Special Assessment Roll for the proposed Lakewood Knoll Subdivision Road Rehabilitation Special Assessment Project (Winter 2024). (Roll Call)

Supervisor Rogers noted this item should be tabled this evening because the terms of the repayment have been changed. It will be addressed at the July 15 Board of Trustees meeting.

Moved by Hunt, supported by Skolarus, to table the approval of Resolution #5 Confirming the Special Assessment Roll for the proposed Lakewood Knoll Subdivision Road Rehabilitation Special Assessment Project (Winter 2024). **The motion carried with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Dhaenens - yes, Skolarus - yes, and Rogers – yes, Absent - Lowe).**

8. Request to approve the Memorandum of Understanding (MOU) between Genoa Charter Township and Great Start Livingston for the installation and maintenance of a permanent children's StoryWalk along the pathway at the Genoa Township Park.

Ms. VanMarter stated an amendment to the zoning ordinance is needed to facilitate the installation of the StoryWalk. These changes will be going to the Planning Commission at their next meeting. It is estimated the StoryWalk will be installed this fall.

Moved by Dhaenens, supported by Hunt, to approve the Memorandum of Understanding Agreement between Genoa Charter Township and the Livingston Educational Service Agency, Great Start Collaborative subject to the following:

1. Necessary zoning authority and permits to install the signs
2. Review and approval of the document by the Township Attorney.

The motion carried unanimously.

9. Request to approve a project agreement with the Livingston County Road Commission for the Grand Ravines/Debora Drive Road Rehabilitation project with the Township's cost not to exceed \$390,000 from SAD Fund #202-497-801-075.

Moved by Ledford, supported by Croft, to approve the Project Agreement with the Livingston County Road Commission to reconstruct 0.52 miles of Debora Drive within the Grand Ravines Subdivision with the Township's cost not to exceed \$390,000. **The motion carried unanimously.**

10. Request for approval of per diems and hourly rates for all poll workers and temporary staff scheduled for the August and November Primary and General Elections as recommended by the Election Commission.

Ms. Skolarus stated the Election Commission is recommending increasing the rates for the poll workers and chairpersons for the August and November elections. After their meeting, Ms. Skolarus spoke to Livingston County and they believe the rates are high for the Election Commission meetings. The average in the county is around \$45.

Ms. Hunt would like to see the current rates vs. what is being requested. Supervisor Rogers reviewed the previous years' rates vs. what is being proposed. The early voting rates have been decreased.

Ms. Hunt would like to table this item to review the election commission meeting per diems to determine if they are consistent with others in the county.

Moved by Hunt, supported by Skolarus, to table per diems and hourly rates for all poll workers and temporary staff scheduled for the August and November Primary and General Elections as recommended by the Election Commission. **The motion carried unanimously.**

11. Request for approval of the Land Transaction Agreement with the Michigan Department of Natural Resources for the purchase of 77.3 acres of land consisting of parcel 4711-34-100-008 and part of parcel 4711-33-200-003 in an amount not to exceed \$355,000 and to authorize the Township Manager to sign all documents necessary to complete the acquisition. (Roll Call)

Ms. Skolarus stated that the Township Clerk should sign these documents.

Ms. VanMarter stated she was able to work with the DNR to offer the property to the township to purchase. There are environmental concerns related to this parcel. The document does not speak to who has to sign it, but if the Board approves the purchase it can be signed by her or the Township Clerk.

Supervisor Rogers stated that Ms. VanMarter and Mr. Seward have worked well with the DNR on this purchase. The township was supposed to have first right of refusal and that was not done. This property had an old sand and gravel pit, an old dump towards Brighton Road, and there are test wells on the site for sodium chloride and PFAS. The township felt they needed to acquire it in order to ensure that all of these items can be rectified before it is sold for development.

Ms. VanMarter stated the property is currently zoned and master planned for low density residential and the township does not have any intention of developing it, but will continue to monitor the groundwater plume from the old Oak Pointe Wastewater Treatment Plant.

Moved by Dhaenens, supported by Hunt, to approve of the Land Transaction Agreement with the Michigan Department of Natural Resources for the purchase of 77.3 acres of land consisting of parcel 4711-34-100-008 and part of parcel 4711-33-200-003 in an amount not to exceed \$355,000 and to authorize the Township Manager to sign all documents necessary to complete the acquisition. **The motion carried with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Dhaenens - yes, Skolarus - yes, and Rogers – yes, Absent - Lowe).**

12. Consideration of amendments to the Fiscal Year 2024 - 2025 Budget for Fund 208, Parks and Recreation as follows:

- A. Increase Parks and Recreation Fund 208, Department 536 – “Land for Recreation” Line Item 208-536-972-100 from \$0 to \$355,000.**
- B. Increase Department 751 – Parks and Recreation, Line Item 208-751-934-006 for “Park Planning/Engineering” from \$30,000 to \$100,000.**
- C. Decrease to zero (0) line items 208-751-934-016 (pavilion expansion) and 208-751-934-018 (parking expansion/pickleball).**

Moved by Skolarus, supported by Hunt, to amend the Fiscal Year 2024-2025 budget for Fund 208, Parks and Recreation appropriations as follows:

- A. Increase Department 536 – “Land for Recreation” Line Item 208-536-972-100 from \$0 to \$355,000.
- B. Increase Department 751 – Parks and Recreation, Line Item 208-751-934-006 for “Park Planning/Engineering” from \$30,000 to \$100,000.
- C. Decrease to zero (0) Department 751 – Parks and Recreation line items 208-751- 934-016 (pavilion expansion) and 208-751 934-018 (parking expansion/pickleball).\

The motion carried unanimously.

Member Discussion

Ms. Skolarus provided an article that she would like placed on the website. It was decided to discuss this item at the next Board meeting. She stated there will be a lot of poll challengers at the August 6th election. She did a testing on the election equipment and the county has asked that the testing be done again. The company will come back and do it at no charge.

Ms. VanMarter stated that staff has accepted the proposal from K&J for the electrical repairs needed. They were the low bidder. It is anticipated to be completed after the August primary election.

Ms. VanMarter stated that she and Ms. Hunt have been working on the Pine Creek project and learned that Genoa Township has been rated AA+, which is an excellent rating. She congratulated the board for being such a well rated, stable township. Ms. Hunt stated the Pine Creek project is going to bond sale on July 9.

Ms. Hunt stated the summer tax bills were mailed today.

Ms. Van Marter has received two more special assessment project requests by residents. She anticipates the process for both of those to begin next month.

There was a discussion regarding the upgrading of the audio equipment in this meeting room. Ms. VanMarter stated they have reviewed the project along with a project to rebuild the elevated platform to accommodate the wiring; however, it is very costly.

Adjournment

Moved by Croft, supported by Hunt, to adjourn the meeting at 8:01 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved: Paulette Skolarus, Clerk
Genoa Charter Township

Bill Rogers, Supervisor
Genoa Charter Township

From: [Sbagger](#)
To: [Kelly VanMarter](#)
Subject: Road Resurface
Date: Friday, June 28, 2024 2:42:51 PM

Kelly

Since the road resurface started, I was never personally canvassed (except by mail) regarding my vote. I strongly feel that improvements would only increase speed of drivers. This would increase the chances for increased accidents as well as personnel to use road as a highway. I am wondering who did the canvassing and what was said to the homeowners to gain a yes vote and who approved individuals to canvass. At the current time I am opposed due to safety, underestimated cost, current cost projection, and asphalt reliability.

Thank You

Tony Risha
4057 Aster Blvd
734 716 6061

Kelly VanMarter

From: Rebecca Alexander <argentinesweetie@sbcglobal.net>
Sent: Saturday, July 6, 2024 12:16 AM
To: Kelly VanMarter; Bill Rogers
Subject: Lakewood Knolls Road project

Follow Up Flag: Follow up
Flag Status: Flagged

Good evening,

I am writing this letter as you know that I am against the road petition AND the passing of the Lakewood knoll sub road project.

I do agree that some of the roads do need replaced BUT now is not the time to ask OR expect the neighbors to take on this huge dept!

At the call to the public at two meetings I stated the reasons why and they are as follows:

Now is NOT the time to ask anyone for money for projects of any kind! Unemployment IS up and people don't know IF they will have a job tomorrow!

The Lakewood knoll condos should be paying their share for Aster road. They use Aster for their main entrance, their mail delivery, their emergency vehicles and any construction that is going on in their community!

They will be very happy to get their main road redone at OUR expense and NO cost to them!

Foreclosures and bank repos are up, the economy is in poor shape and people ARE struggling!

I am also questioning the letter that states there will be 4.5" of road replaced when there is ONLY 1 1/4" asphalt now and that road has lasted almost 25 year's!

I am not an engineer, but as the board seen I brought a piece of the road to the meeting to show you the depth which is 1 1/4". So how will there be 4.5" asphalt needed to fill in the 1 1/4" that is there now? Will there be digging of the roads to get to the 4.5" before the asphalt is laid?

It also was stated that they will be using the existing base which is 1/4" - 1 1/2". If this is the case then there seems to be a huge market up in the cost to do this project at 4.5". Why is this?

It's been said that those that oppose this project do not need to attend meetings and I find that statement demeaning! You are, as is the petitioner that went door to door to collect names elected officials of Genoa township!

YOU should be encouraging ALL the neighbors to attend ALL meetings when it is pertaining to their livelihood, their money, and a lien on their home!

I hope there IS satisfaction by those that want this project and those that voted to have this project to go forward!

Not that the reasons above matter, I'm still a NO!! Although I will be watching for the digging to get that 4.5" of asphalt poured into a 1 1/4" current road

Rebecca Alexander
4041 Brookstone Ct

Howell

Sent from my iPhone

**Resolution No. 5
Lakewood Knoll Subdivision Road Rehabilitation
Special Assessment Project (Winter Tax 2024)**

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 July 15, 2024 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 Lakewood Knoll Subdivision Road Rehabilitation Project (Winter Tax 2024) 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 Lakewood Knoll Subdivision Road Rehabilitation Project (Winter Tax 2024) (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 July 1 and July 15, 2024.

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 Lakewood Knoll Subdivision Road Rehabilitation Project (Winter Tax 2024) (the “Roll”) (Exhibit B). The estimated cost of the Project is subject to quarterly periodic redetermination of costs, without further notice, pursuant to MCL 41.724(4).

2. Future Installments - Principal. The Township Board determines that each special assessment may be paid in fifteen (15) equal installments. The first installment shall be due December 1, 2024. Each subsequent installment shall be due at intervals 12 months from the due date of the first installment.

3. Future Installments - Interest. All unpaid installments shall bear interest, payable annually on each installment due date, at a rate of two percent (2%).

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:

RESOLUTION DECLARED _____,

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 July 15, 2024 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 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 Lakewood Knoll Subdivision Road Rehabilitation Project (Winter Tax 2024) (the "Roll") confirmed by the Township Board on July 15, 2024 (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

EXHIBIT A – THE PROJECT

LAKWOOD KNOLL SUBDIVISION ROAD REHABILITATION PROJECT

**DESCRIPTION OF PROJECT
A FIFTEEN-YEAR SPECIAL ASSESSMENT DISTRICT
WITH PROJECTED COSTS AS FOLLOWS:**

This public road improvement project (the “Project”) involves rehabilitating approximately 1.22 miles of roads in the Lakewood Knoll Subdivision in Genoa Charter Township. The project includes milling the existing asphalt, proof rolling and repairing soft and yielding areas, and performing necessary subgrade undercutting and drainage improvements prior to placing two lifts of hot mix asphalt totaling 4.5” to meet the grade of the existing curb and gutter. The project also includes rehabilitation of the existing boulevard island on Aster Boulevard to include curb and gutter repair and replacing the center with a stamped decorative concrete. This project benefits the property owners in the Lakewood Knoll Subdivision and the undeveloped former Phase 4 of Lakewood Knoll (parcel 11-04-100-026) in Genoa Charter Township.

The total construction cost of the project is \$1,010,000. There are 97 parcels which front on the roads proposed for improvement. A majority of homeowners representing over 56% of property have signed petitions. The Township is contributing \$145,500 to the project which is \$1,500 per parcel 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 \$4,000. The total principle cost per parcel is \$8,953.60. The annual principle payment per parcel for fifteen years is \$596.91 with 2% interest applied to the outstanding balance.

EXHIBIT B - THE ROLL: LAKEWOOD KNOLL SUBDIVISION ROAD REHABILITATION SPECIAL ASSESSMENT PROJECT

06/12/2024

Tentative Special Assessment Listing for GENOA TOWNSHIP

Page: 1/4

01:28 PM

Population: Special Assessment District (X030724)

DB: Genoa

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-04-100-026	X030724, Lakewood Kno	8,953.60	FAULKWOOD SHORES SINGH LLC 7125 ORCHARD LAKE RD STE 200
4711-04-301-001	X030724, Lakewood Kno	8,953.60	DEROY RICHARD & KATHLEEN LTS 9.3 4180 ASTER BLVD
4711-04-301-002	X030724, Lakewood Kno	8,953.60	WYATT, ROGER & CYNTHIA 4166 ASTER BLVD
4711-04-301-003	X030724, Lakewood Kno	8,953.60	SHURTLEFF THOMAS & MARY ANN 4148 ASTER BLVD
4711-04-301-004	X030724, Lakewood Kno	8,953.60	VIGNEUX JOHN & MARY 4130 ASTER BLVD
4711-04-301-005	X030724, Lakewood Kno	8,953.60	MORAN MARVIN & KAREN 4112 ASTER BLVD
4711-04-301-006	X030724, Lakewood Kno	8,953.60	DOERING JASON & STARR 4090 ASTER BLVD
4711-04-301-007	X030724, Lakewood Kno	8,953.60	HAGLUND, ERIC & BETHANY 4076 ASTER BLVD
4711-04-301-008	X030724, Lakewood Kno	8,953.60	ISENOGLE, GERALD M. & BRENDA M. 4058 ASTER BLVD
4711-04-301-009	X030724, Lakewood Kno	8,953.60	FENRICH, ALLAN D. & MICHAELINE 4040 ASTER BLVD
4711-04-301-010	X030724, Lakewood Kno	8,953.60	DOTY JONATHAN & SARA 4022 ASTER BLVD
4711-04-301-011	X030724, Lakewood Kno	8,953.60	RENDER BENJAMIN 4021 ASTER BLVD
4711-04-301-012	X030724, Lakewood Kno	8,953.60	KRAMER KEITH & ARLENE 4039 ASTER BLVD
4711-04-301-013	X030724, Lakewood Kno	8,953.60	RISHA ANTHONY LTS 9.3 4057 ASTER BLVD
4711-04-301-014	X030724, Lakewood Kno	8,953.60	KYPKE DEAN 4075 ASTER BLVD
4711-04-301-015	X030724, Lakewood Kno	8,953.60	GREEN MICHAEL & MARGARET 4089 ASTER BLVD
4711-04-301-016	X030724, Lakewood Kno	8,953.60	BARTH DONNA LTS 9.3 4111 ASTER BLVD
4711-04-301-017	X030724, Lakewood Kno	8,953.60	SIPPLE GARY LTS 9.3 4127 ASTER BLVD
4711-04-301-018	X030724, Lakewood Kno	8,953.60	HAMPTON RICHAD & TAN SIOK REV TRUST 4145 ASTER BLVD
4711-04-301-019	X030724, Lakewood Kno	8,953.60	WHITE WAYNE & NANCY 4153 ASTER BLVD
4711-04-301-020	X030724, Lakewood Kno	8,953.60	DUNN MELONIE 4152 BROOKSTONE CT
4711-04-301-021	X030724, Lakewood Kno	8,953.60	SHAMROCK DANIEL 4144 BROOKSTONE CT
4711-04-301-022	X030724, Lakewood Kno	8,953.60	SEPTAK, JOSEPH III & KERRI 4128 BROOKSTONE CT
4711-04-301-023	X030724, Lakewood Kno	8,953.60	EVANS, ROBERT & JENNIFER 4110 BROOKSTONE CT
4711-04-301-024	X030724, Lakewood Kno	8,953.60	DAVIDSON KEVIN & LISA 4088 BROOKSTONE CT
4711-04-301-025	X030724, Lakewood Kno	8,953.60	HURLEY, MATTHEW 4070 BROOKSTONE CT
4711-04-301-026	X030724, Lakewood Kno	8,953.60	QUINN, TIMOTHY & COLEEN 4042 BROOKSTONE CT

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-04-301-027	X030724, Lakewood Kno	8,953.60	RUSSO KATHLEEN M 4028 BROOKSTONE CT
4711-04-301-028	X030724, Lakewood Kno	8,953.60	OHRT, JOHN H. & MACK, LYNNE 4027 BROOKSTONE CT
4711-04-301-029	X030724, Lakewood Kno	8,953.60	ALEXANDER REBECCA 4041 BROOKSTONE CT
4711-04-301-030	X030724, Lakewood Kno	8,953.60	URBANIAC BARBARA & KIMBERLEY 4069 BROOKSTONE CT
4711-04-301-031	X030724, Lakewood Kno	8,953.60	BISSONETTE MARK 4087 BROOKSTONE CT
4711-04-301-032	X030724, Lakewood Kno	8,953.60	GRISSOM EMMA M 4109 BROOKSTONE CT
4711-04-301-033	X030724, Lakewood Kno	8,953.60	SHAPER SCOTT H & KAREN L 4131 BROOKSTONE CT
4711-04-301-034	X030724, Lakewood Kno	8,953.60	STINEDURF STEPHEN & LINDA LTS 9.3 4147 BROOKSTONE CT
4711-04-301-035	X030724, Lakewood Kno	8,953.60	BUSHEY RODNEY P 4155 BROOKSTONE CT
4711-04-301-036	X030724, Lakewood Kno	8,953.60	SHELLDON ROBERT 579 CLOVERVIEW LN
4711-04-301-037	X030724, Lakewood Kno	8,953.60	HANDLEY JOSEPH 553 CLOVERVIEW LN
4711-04-301-038	X030724, Lakewood Kno	8,953.60	WITKOWSKI JEFFREY & KIMBERLY A 525 CLOVERVIEW LN
4711-04-301-039	X030724, Lakewood Kno	8,953.60	SEGUIN THERESA 509 CLOVERVIEW LN
4711-04-302-040	X030724, Lakewood Kno	8,953.60	OPPERMAN JEFFREY J & JENNIFER 493 CLOVERVIEW LN
4711-04-302-041	X030724, Lakewood Kno	8,953.60	HALONEN JESSE & KAITLIN 477 CLOVERVIEW LN
4711-04-302-042	X030724, Lakewood Kno	8,953.60	SACKMAN AARON 461 CLOVERVIEW LN
4711-04-302-043	X030724, Lakewood Kno	8,953.60	SLIWA THOMAS & ASHLEY 445 CLOVERVIEW LN
4711-04-302-044	X030724, Lakewood Kno	8,953.60	IAMARINO DANNIELLE LTS 9.3 429 CLOVERVIEW LN
4711-04-302-045	X030724, Lakewood Kno	8,953.60	RYDZEWSKI, MICHAEL & JEAN 413 CLOVERVIEW LN
4711-04-302-046	X030724, Lakewood Kno	8,953.60	BATTISTA, MICHAEL & JULIE 397 CLOVERVIEW LN
4711-04-302-047	X030724, Lakewood Kno	8,953.60	NESTLE, PAUL & CYNTHIA 381 CLOVERVIEW LN
4711-04-302-048	X030724, Lakewood Kno	8,953.60	BROWN AARON & JESSICA 365 CLOVERVIEW LN
4711-04-302-049	X030724, Lakewood Kno	8,953.60	HERNADEZ JR RITO & CHRISTINE 349 CLOVERVIEW LN
4711-04-302-050	X030724, Lakewood Kno	8,953.60	SPISAK AMY & ANTHONY 340 CLOVERVIEW LN
4711-04-302-051	X030724, Lakewood Kno	8,953.60	VINCENTINI VINCENT J & DEBORAH 356 CLOVERVIEW LN
4711-04-302-052	X030724, Lakewood Kno	8,953.60	HIEBER BRIAN & CHARLENE 372 CLOVERVIEW LN
4711-04-302-053	X030724, Lakewood Kno	8,953.60	RIES KAREN REVOCABLE LIVING TRUST 388 CLOVERVIEW LN

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-04-302-054	X030724, Lakewood Kno	8,953.60	REVENAUGH TRUST 404 CLOVERVIEW LN
4711-04-302-055	X030724, Lakewood Kno	8,953.60	CRUSE, TIMOTHY & SUSAN 420 CLOVERVIEW LN
4711-04-302-056	X030724, Lakewood Kno	8,953.60	DRAKOS ROBERT & ANNE 436 CLOVERVIEW LN
4711-04-302-057	X030724, Lakewood Kno	8,953.60	BUSHOR REV LIVING TRUST 452 CLOVERVIEW LN
4711-04-302-058	X030724, Lakewood Kno	8,953.60	LESOWYK JACOB & LESOWYK SUSAN 468 CLOVERVIEW LN
4711-04-302-059	X030724, Lakewood Kno	8,953.60	BUELL, JAMES & MEADIE 323 CLOVERVIEW LN
4711-04-302-060	X030724, Lakewood Kno	8,953.60	LEWIS STACEY 315 CLOVERVIEW CT
4711-04-302-061	X030724, Lakewood Kno	8,953.60	SEITER GERARD & GENE RT 303 CLOVERVIEW CT
4711-04-302-062	X030724, Lakewood Kno	8,953.60	PEZON RONALD & DEBORAH LTS 9.3 289 CLOVERVIEW CT
4711-04-302-063	X030724, Lakewood Kno	8,953.60	ONDERKO KURTIS J & RUBY FAITH M 273 CLOVERVIEW CT
4711-04-302-064	X030724, Lakewood Kno	8,953.60	WHITE LENN W 250 CLOVERVIEW CT
4711-04-302-065	X030724, Lakewood Kno	8,953.60	CALANDRA SCOTT 266 CLOVERVIEW CT
4711-04-302-066	X030724, Lakewood Kno	8,953.60	BODO, JOHN & NANCY, O'BRIEN-BO 300 CLOVERVIEW CT
4711-04-302-067	X030724, Lakewood Kno	8,953.60	DANFORTH KEITH 312 CLOVERVIEW CT
4711-04-302-068	X030724, Lakewood Kno	8,953.60	BRIGHT, GENE M. & MARY B. 4129 CAGNEY LN
4711-04-302-069	X030724, Lakewood Kno	8,953.60	QUALLS SHAWN 4111 CAGNEY LN
4711-04-302-070	X030724, Lakewood Kno	8,953.60	MALTBY, DOUGLAS H. 4093 CAGNEY LN
4711-04-302-071	X030724, Lakewood Kno	8,953.60	CECELON JOSEPH J & KATHLEEN 4075 CAGNEY LN
4711-04-302-072	X030724, Lakewood Kno	8,953.60	HAMMET, BRET & KAREN 4055 CAGNEY LN
4711-04-302-073	X030724, Lakewood Kno	8,953.60	GREEN BRENT & KELLY 324 CLOVERVIEW LN
4711-04-302-074	X030724, Lakewood Kno	8,953.60	VAUGHT BRIAN & KIMBERLY R 4118 CAGNEY LN
4711-04-302-075	X030724, Lakewood Kno	8,953.60	HARRIS JOHN LTS 9.3 4084 CAGNEY LN
4711-04-302-076	X030724, Lakewood Kno	8,953.60	WHITE BRENDA & DAVID 4072 CAGNEY LN
4711-04-302-077	X030724, Lakewood Kno	8,953.60	GRUNWALD JASON P & KAREN L 385 CONOVER CT
4711-04-302-078	X030724, Lakewood Kno	8,953.60	JAMES CHERYL L 397 CONOVER CT
4711-04-302-079	X030724, Lakewood Kno	8,953.60	HEBERT DAVID & MICHELLE LTS 9.3 409 CONOVER CT
4711-04-302-080	X030724, Lakewood Kno	8,953.60	SIMPSON ROBERT D TRUST 390 CONOVER CT

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-04-302-081	X030724, Lakewood Kno	8,953.60	ROTTINGHAUS STEVEN 5341 HIDDEN PINES DR
4711-04-302-082	X030724, Lakewood Kno	8,953.60	WATKINS DALEY JR & HARRIET FAYE 360 CONOVER CT
4711-04-302-083	X030724, Lakewood Kno	8,953.60	JOHNSON JEFFREY & STEPHANIE 348 CONOVER CT
4711-04-302-084	X030724, Lakewood Kno	8,953.60	MUNSON JAMES & DANA 336 CONOVER CT
4711-04-302-085	X030724, Lakewood Kno	8,953.60	JEFFERSON LOUIS & CALLIE 324 CONOVER CT
4711-04-302-086	X030724, Lakewood Kno	8,953.60	TRUDEAU STEVEN & MARYANN RLT 121 TRIANGLE DR
4711-04-302-087	X030724, Lakewood Kno	8,953.60	KASHINSKY, JAMES & DONNA 300 CONOVER CT
4711-04-302-088	X030724, Lakewood Kno	8,953.60	PINOZZI JEFFERY & LAURA 288 CONOVER CT
4711-04-302-089	X030724, Lakewood Kno	8,953.60	GREENE, STEVEN E. & JULIE M. 276 CONOVER CT
4711-04-302-090	X030724, Lakewood Kno	8,953.60	BELDING STANLEY LTS 9.3 264 CONOVER CT
4711-04-302-091	X030724, Lakewood Kno	8,953.60	SIROIS, JOHN E. & LORI L. 252 CONOVER CT
4711-04-302-092	X030724, Lakewood Kno	8,953.60	MOWERY MATTHEW & ROBERTS ANGELA 263 CONOVER CT
4711-04-302-093	X030724, Lakewood Kno	8,953.60	COMER CHRISTA 271 CONOVER CT
4711-04-302-094	X030724, Lakewood Kno	8,953.60	PETSCH, DARYL & MANIFOLD, PEGG 285 CONOVER CT
4711-04-302-095	X030724, Lakewood Kno	8,953.60	O'BRIEN, RICHARD J. & PAULINE A. 303 CONOVER CT
4711-04-302-096	X030724, Lakewood Kno	8,953.60	HALFMANN PAUL LTS 9.3 341 CONOVER CT
# OF PARCELS: 97	TOTALS:	868,499.20	



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: July 10, 2024
RE: Fund 202 - SAD Budget Amendments

Following approval of Resolution #5 for the Lakewood Knoll Road Rehabilitation special assessment district, a budget adjustment is necessary for Fund #202.

In addition, after a successful bond sale for the Pine Creek Ridge Road Improvement project, budget adjustments and construction funds are necessary to reflect the fiscal impact of the project. Within fund 202, this involves a transfer out to a new construction fund to reflect the Township contribution to the project in accordance with our policy. Approval of the construction fund is item #13 on the agenda.

The appropriate amendatory action and the budgetary impacts can be seen highlighted in green on the attached with a summary provided below for your reference. Please note this will draw down the balance of the fund, with repayment over the term of the district. After completion of these projects, a fund balance of over 900,000 will remain.

Fund 202 – Special Assessment Districts (Roads and Lakes)

NEW DEPARTMENT #498 – LAKEWOOD KNOLL (WINTER 2024-2038)			
Fund Type	Fund Number	Description	Proposed Amendment
Revenue	202-498-628-005	SAD Principle	\$57,900
Revenue	202-498-665-001	Interest	\$5,790
Appropriation	202-498-801-075	Project Expenses	\$1,014,000

DEPARTMENT #852 – TRANSFER TO OTHER FUNDS			
Fund Type	Fund Number	Description	Proposed Amendment
Appropriation	202-852-999-402	Transfer out to Pine Creek Rd Improvement	\$413,550

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

Sincerely,

 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

07/01/2024

BUDGET REPORT FOR GENOA TOWNSHIP

INCREASE

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2024-25 AMENDED BUDGET	2024-25 REQUESTED AMENDMENT
Fund 202 - SAD ROADS AND LAKES				
ESTIMATED REVENUES				
Dept 000 - REVENUE				
202-000-452-001	INTEREST	23,240	45,000	45,000
Totals for dept 000 - REVENUE		23,240	45,000	45,000
Dept 448 - STREETLIGHTS				
202-448-628-005	WHITE PINES LIGHTING -SAD PRINCIPAL	39	795	795
Totals for dept 448 - STREETLIGHTS		39	795	795
Dept 478				
202-478-628-005	HOMESTEAD (S22-31) -SAD PRINCIPAL	0	13,986	13,986
202-478-665-001	HOMESTEAD (S22-31) -INTEREST	290	2,238	2,238
Totals for dept 478 -		290	16,224	16,224
Dept 484				
202-484-628-005	EARL LAKE (W18-25) -SAD PRINCIPAL	710	18,803	18,803
Totals for dept 484 -		710	18,803	18,803
Dept 485				
202-485-628-005	NOVEL ESTATES (W18-25) -SAD PRINCIPAL	0	10,964	10,964
Totals for dept 485 -		0	10,964	10,964
Dept 489				
202-489-628-005	BLACK OAKS (W21-30) -SAD PRINCIPAL	0	922	922
202-489-665-001	BLACK OAKS (W21-30) -INTEREST	0	129	129
Totals for dept 489 -		0	1,051	1,051
Dept 490				
202-490-628-005	DARLENE DR (W21-30) -SAD PRINCIPAL	0	2,867	2,867
202-490-665-001	DARLENE DR (W21-30) -INTEREST	370	402	402
Totals for dept 490 -		370	3,269	3,269
Dept 491				
202-491-628-005	ELMHURST (S20-26) -SAD PRINCIPAL	0	7,612	7,612
202-491-665-001	ELMHURST (S20-26) -INTEREST	514	457	457
Totals for dept 491 -		514	8,069	8,069
Dept 492				
202-492-628-005	MCNAMARA (S23-32) -SAD PRINCIPAL	0	13,947	13,947
202-492-665-001	MCNAMARA (S23-32) -INTEREST	0	2,546	2,546
Totals for dept 492 -		0	16,493	16,493

07/01/2024

BUDGET REPORT FOR GENOA TOWNSHIP

INCREASE

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2024-25 AMENDED BUDGET	2024-25 REQUESTED AMENDMENT
Dept 494				
202-494-628-005	STILLRIVER (S23-32) -SAD PRINCIPAL	0	9,220	9,220
202-494-665-001	STILLRIVER (S23-32) -INTEREST	0	1,659	1,659
Totals for dept 494 -		0	10,879	10,879
Dept 495				
202-495-628-005	TIMBERVIEW PRIV (W23-32)-SAD PRINCIPLE	0	3,795	3,795
202-495-665-001	TIMBERVIEW PRIV (W23-32)-INTEREST	0	683	683
Totals for dept 495 -		0	4,478	4,478
Dept 496				
202-496-628-005	CRYSTAL VALLEY (S24-33) - SAD PRINCIPLE	0	36,900	36,900
202-496-665-001	CRYSTAL VALLEY (S24-33) - INTEREST	0	7,380	7,380
Totals for dept 496 -		0	44,280	44,280
Dept 497				
202-497-628-005	DEBORA DR (W24-38) -SAD PRINCIPLE	0	23,533	23,533
202-497-665-001	DEBORA DR (W24-38) -INTEREST	0	7,060	7,060
Totals for dept 497 -		0	30,593	30,593
Dept				
202-498-628-005	LAKWOOD KNOLL -SAD PRINCIPLE	0	0	57,900
202-498-665-001	LAKWOOD KNOLL -INTEREST	0	0	5,790
Totals for dept		0	0	63,690
Dept 570 - LAKE IMPROVEMENTS				
202-570-628-005	LK CHEMUNG (W23-27) -SAD PRINCIPAL	3,960	48,222	48,222
Totals for dept 570 - LAKE IMPROVEMENTS		3,960	48,222	48,222
Dept 571				
202-571-628-005	PARDEE LK (W21-25) -SAD PRINCIPAL	2,083	22,396	22,396
Totals for dept 571 -		2,083	22,396	22,396
Dept 572				
202-572-628-005	GRAND BEACH (W21-25) -SAD PRINCIPAL	208	14,125	14,125
Totals for dept 572 -		208	14,125	14,125
Dept 573				
202-573-628-005	E/W CROOKED LK (S23-27) -SAD PRINCIPAL	52	18,414	18,414
Totals for dept 573 -		52	18,414	18,414
Dept 575				

07/01/2024

BUDGET REPORT FOR GENOA TOWNSHIP

INCREASE

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2024-25 AMENDED BUDGET	2024-25 REQUESTED AMENDMENT
202-575-628-005	BAETCKE LK (S23-27) -SAD PRINCIPAL	0	7,600	7,600
Totals for dept 575 -		0	7,600	7,600
TOTAL ESTIMATED REVENUES		31,466	321,655	385,345
APPROPRIATIONS				
Dept 223 - AUDIT				
202-223-801-000	AUDIT	0	5,000	5,000
Totals for dept 223 - AUDIT		0	5,000	5,000
Dept 448 - STREETLIGHTS				
202-448-801-075	WHITE PINES LIGHTING -PROJECT EXPENSE	217	895	895
Totals for dept 448 - STREETLIGHTS		217	895	895
Dept 478				
202-478-801-075	HOMESTEAD (S22-31) -PROJECT EXPENSE			
202-478-802-000	HOMESTEAD (S22-31) -ANNUAL MAINT. EXP	0	3,100	3,100
Totals for dept 478 -		0	3,100	3,100
Dept 487				
202-487-801-075	EDWIN DR (S19-23) -PROJECT EXPENSE	1,045	3,800	3,800
Totals for dept 487 -		1,045	3,800	3,800
Dept 496				
202-496-801-075	CRYSTAL VALLEY (S24-33) - PROJECT EXP	0	134,920	134,920
Totals for dept 496 -		0	134,920	134,920
Dept 497				
202-497-801-075	DEBORA DR (W24-38) -PROJECT EXP	1,222	392,000	392,000
Totals for dept 497 -		1,222	392,000	392,000
Dept 496				
202-498-801-075	LAKWOOD KNOLL - PROJECT EXP	0	0	1,014,000
Totals for dept 496 -		0	0	1,014,000
Dept 570 - LAKE IMPROVEMENTS				
202-570-801-075	LK CHEMUNG (W23-27) -PROJECT EXPENSE	19,895	55,000	55,000
Totals for dept 570 - LAKE IMPROVEMENTS		19,895	55,000	55,000
Dept 571				
202-571-801-075	PARDEE LK (W21-25) -PROJECT EXPENSE	6,831	22,700	22,700
Totals for dept 571 -		6,831	22,700	22,700

07/01/2024

BUDGET REPORT FOR GENOA TOWNSHIP

INCREASE

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2024-25 AMENDED BUDGET	2024-25 REQUESTED AMENDMENT
Dept 572				
202-572-801-075	GRAND BEACH (W21-25) -PROJECT EXPENSE	9,159	13,508	13,508
Totals for dept 572 -		9,159	13,508	13,508
Dept 573				
202-573-801-075	E/W CROOKED LK (S23-27) -PROJECT EXPENSE	15,268	15,000	15,000
Totals for dept 573 -		15,268	15,000	15,000
Dept 575				
202-575-801-075	BAETCKE LK (S23-27) -PROJECT EXPENSE	7,000	7,000	7,000
Totals for dept 575 -		7,000	7,000	7,000
Dept 852 - TRANSFER TO OTHER FUNDS				
202-852-995-101	SAD INTEREST TRANSFER OUT TO 101	0	8,000	8,000
202-852-999-402	TRANFER OUT TO PINE CREEK RD IMPROVEM	413,550	0	413,550
Totals for dept 852 - TRANSFER TO OTHER FUNDS		413,550	8,000	421,550
Dept 906				
202-906-956-000	MISC EXPENSE	200	600	600
Totals for dept 906 -		200	600	600
TOTAL APPROPRIATIONS		474,387	661,523	2,089,073
NET OF REVENUES/APPROPRIATIONS - FUND 202		(442,921)	(339,868)	(1,703,727)
BEGINNING FUND BALANCE		(2,604,460)	(2,604,460)	(2,604,460)
ENDING FUND BALANCE		2,161,539	2,264,592	900,733



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: July 10, 2024
RE: Lakewood Knoll Road Rehabilitation Project Agreement

Please find attached the Project Agreement from the Livingston County Road Commission for the Lakewood Knoll Road Rehabilitation Project. This agreement should only be approved following adoption of Resolution 5 (agenda item #4) confirming the assessment roll.

Please consider the following motion:

Moved by _____ and supported by _____ to approve the Project Agreement with the Livingston County Road Commission for the Lakewood Knoll Road Rehabilitation project with the Township's cost not to exceed \$1,010,000.

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

PROJECT AGREEMENT
JOB NUMBER: 489.05.5169BW

This Agreement made and entered into this _____ day of _____, 2024 by and between the TOWNSHIP of GENOA, Livingston County, Michigan, hereinafter referred to as "TOWNSHIP" and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF LIVINGSTON, hereinafter referred to as "ROAD COMMISSION."

WITNESSETH

The Township has selected the following road to be improved as described below:

**LAKWOOD KNOLL SUBDIVISION
EAST OFF LATSON ROAD, NORTH OF GRAND RIVER
APPROXIMATELY 1.22 MILES
MILL EXISTING ASPHALT AND PLACE 4.5" OF NEW HOT MIX ASPHALT IN TWO LIFTS
ALTOGETHER WITH THE NECESSARY RELATED WORK**

The parties agree as follows:

1. The Engineer's opinion of cost of the project is \$1,010,000. The Township shall pay the Road Commission 100% of the project cost, not to exceed \$1,010,000.
 - A. The balance shall be paid promptly as invoiced.
 - B. The Road Commission shall furnish the Township with a final breakdown of its actual expenses upon completion of the project.
 - C. The Township will not withhold payments because of any set-off, counterclaim, or any other claim which it may have against the Road Commission arising out of this or any other matter. If there is a dispute over the balance due upon completion, the Township will pay the amount claimed by the Road Commission, and such payment shall not be a waiver by the Township of any claims it may have arising from this contract and the completion of the project.
2. All work shall be performed in a good workmanlike manner and in accordance with plans and specifications adopted by the Road Commission.
3. The work will be completed within the current contract year, unless the parties otherwise so agree.
4. In the event the project cannot be completed due to circumstances beyond the control of the Road Commission, and through no fault of the Road Commission, the contract price for later completion will be subject to renegotiation.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first above written.

TOWNSHIP OF GENOA

BY: _____
BILL ROGERS, SUPERVISOR

PAULETTE A. SKOLARUS, CLERK

**BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF LIVINGSTON**

BY: _____
STEVEN J. WASYLK, MANAGING DIRECTOR

SARAH R. NEWTON, DIRECTOR OF FINANCE



MEMORANDUM

TO: Honorable Board of Trustees

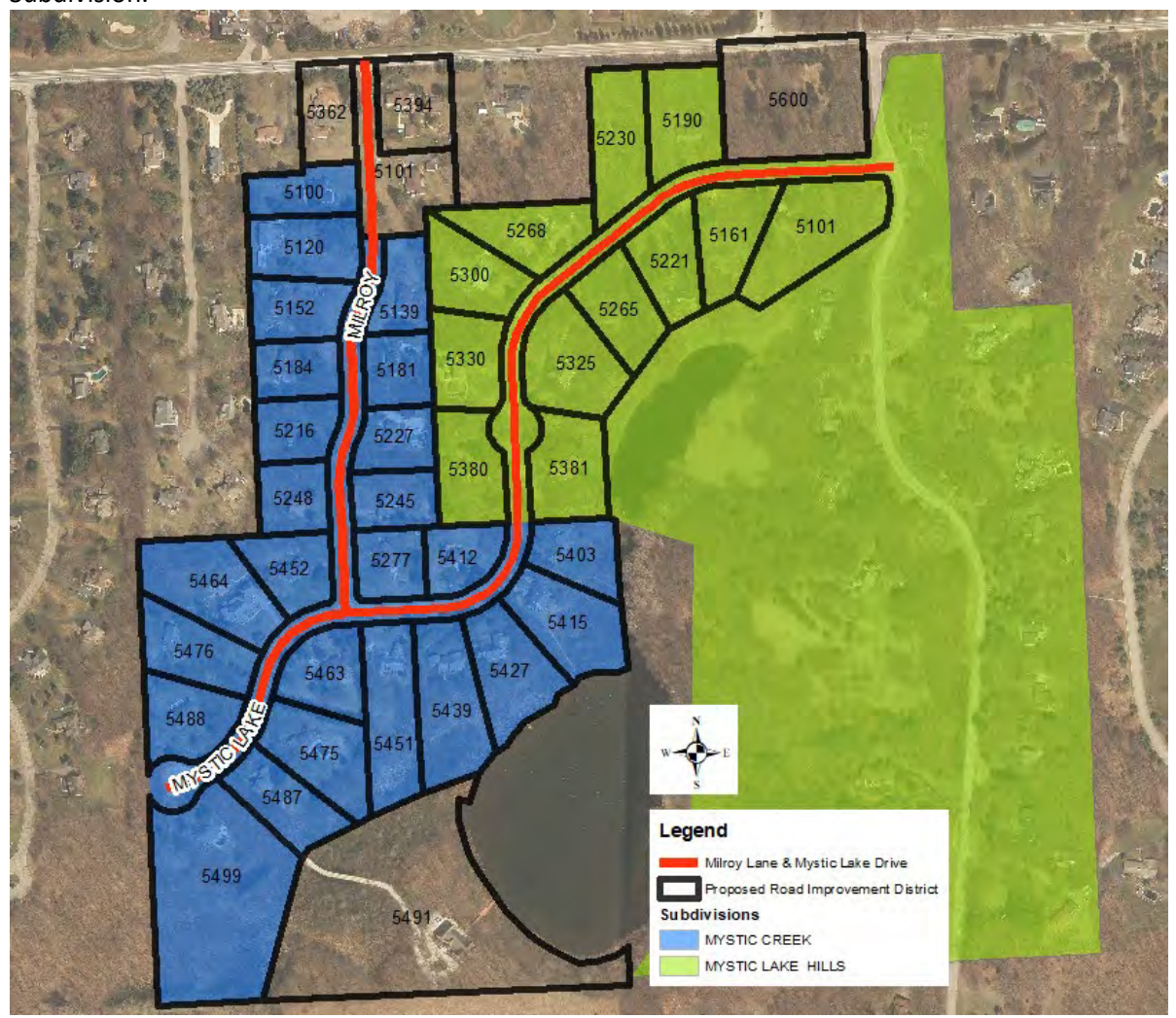
FROM: Kelly VanMarter, Township Manager

DATE: July 11, 2024

RE: Milroy Lane and Mystic Lake Drive – Road Improvement SAD

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

Agenda items #7 and #8 propose to initiate a new Special Assessment district to rehabilitate Milroy Lane and Mystic Lake Drive. These roads are located on the south side of Brighton Road west of Clifford Road. These roadways are nearly 50 years old and have been rated in poor condition (1 out of 10 using the PASER scale) by the Livingston County Road Commission. There are 42 parcels in the proposed district which front on the roads. Of those, there are 5 metes and bounds parcels, 25 parcels (lots 1-24) in Mystic Creek Subdivision and 12 parcels (lots 2-13) in the Mystic Lake Hills Subdivision.



SUPERVISOR
 Bill Rogers

CLERK
 Paulette A. Skolarus

TREASURER
 Robin L. Hunt

TRUSTEES
 Jean W. Ledford
 Terry Croft
 Diana Lowe
 Jeff Dhaenens

MANAGER
 Kelly VanMarter

At the request of Township residents, I have worked together with the Livingston County Road Commission to prepare cost estimates, informational materials and petitions for the project. For Board eligibility, the Township has received and certified petitions from 22 property owners which is over 52% of the properties in the proposed district. The Road Commission has prepared a plan and cost estimate to mill and repave the existing road including any related improvements at a cost of \$615,000. I've attached their letter dated May 7, 2024. I've also attached a copy of the handout materials and petition that were prepared and shared with residents in regard to the project.

In accordance with policy, the Township contribution to the project would be \$1,500 per parcel or \$63,000 and the administration fee for the project is estimated at \$4,000. I've included below an allocation of the project funds for your reference. I request your consideration of Resolution 1 and Resolution 2 with disposition via roll call.

PROJECT COST ALLOCATION:

Milroy Lane & Mystic Lake Drive Road Improvement Project						
PROJECT COST		\$		615,000.00		
ADMINISTRATIVE COSTS		\$		4,000.00		
TOWNSHIP CONTRIBUTION *		\$		(63,000.00) *		
TOTAL		\$		556,000.00		
INTEREST %				2		
NUMBER OF PROPERTIES				42		
TOTAL PER PARCEL		\$		13,238.10		
YEAR	PAYMENT	TO INTEREST**	TO PRINCIPAL	OUTSTANDING		
1	2024 \$ 1,412.06	\$ 88.25	\$ 1,323.81	\$ 11,914.27		
2	2025 \$ 1,562.10	\$ 238.29	\$ 1,323.81	\$ 10,590.46		
3	2026 \$ 1,535.62	\$ 211.81	\$ 1,323.81	\$ 9,266.66		
4	2027 \$ 1,509.14	\$ 185.33	\$ 1,323.81	\$ 7,942.85		
5	2028 \$ 1,482.67	\$ 158.86	\$ 1,323.81	\$ 6,619.04		
6	2029 \$ 1,456.19	\$ 132.38	\$ 1,323.81	\$ 5,295.23		
7	2030 \$ 1,429.71	\$ 105.90	\$ 1,323.81	\$ 3,971.43		
8	2031 \$ 1,403.23	\$ 79.43	\$ 1,323.81	\$ 2,647.62		
9	2032 \$ 1,376.76	\$ 52.95	\$ 1,323.81	\$ 1,323.81		
10	2033 \$ 1,350.28	\$ 26.48	\$ 1,323.81	\$ -		
\$ 14,517.76		\$ 1,279.67	\$ 13,238.08			
* \$1500 PER PARCEL						
**year 1 is 4 months interest						

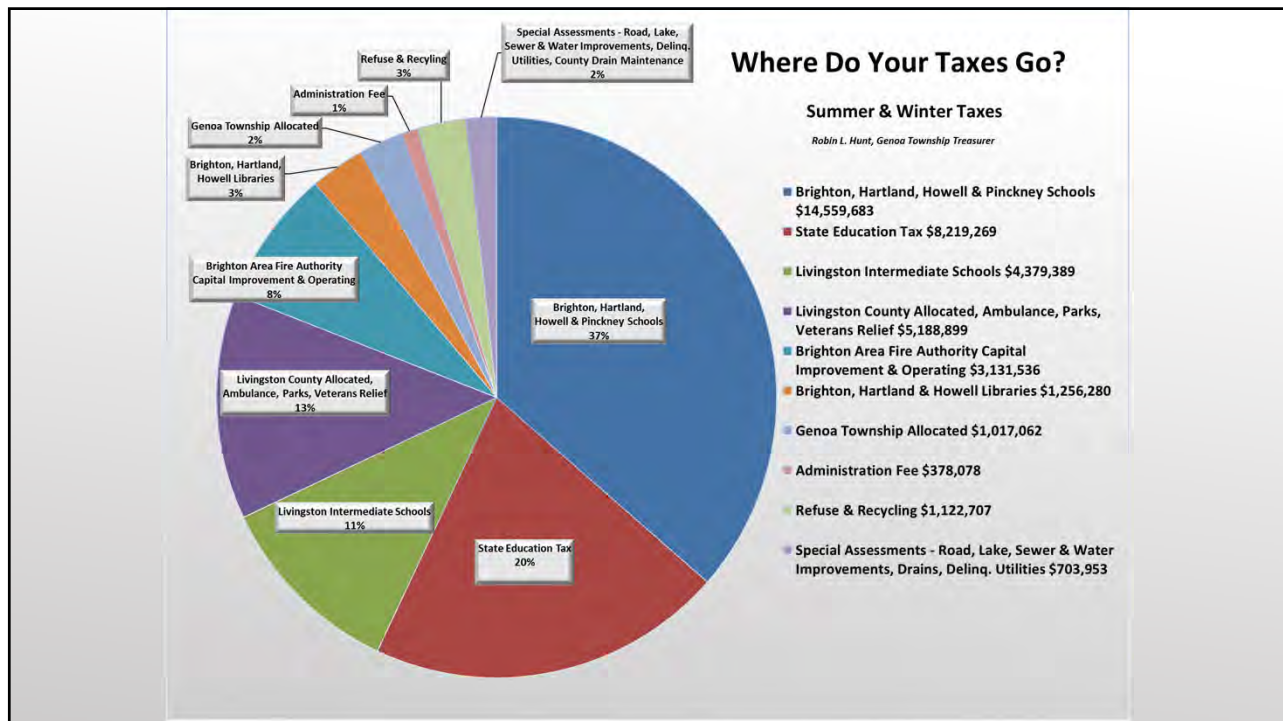


Why?

- The Township was contacted by some of your neighbors who are interested in improving your subdivision roads.
- The Township's role is to help by providing a mechanism to finance the project.

Why isn't the Township fixing the roads? Isn't that why I pay taxes?

- Property taxes are not dedicated to roads. Unlike a city, Township government has zero jurisdiction over roads and there is no road millage to help pay for roads.



Why isn't the County fixing the roads? Isn't that why I pay taxes?

- The County Road Commission doesn't have enough funding to fix subdivision roads due to a flawed road funding formula for the State of Michigan.
 - Formula involves state gas tax and vehicle registration fees.
 - Michigan gas tax is below the national average and ranks in the bottom six states in per capita road funding.
 - The Livingston County Road Commission receives no direct revenue from growth and development and is not part of the Livingston County general government.

How do we get our roads fixed?

- Public Act 188 of 1954 allows for the Township, through the special assessment process, to assist residents by providing funding and financing for the cost of the improvement, and then levying and collecting the special assessment to pay off the debt.
- The Township has used this law successfully for many years to help residents improve both public and private roads in the Township.

What is the Township's Role?



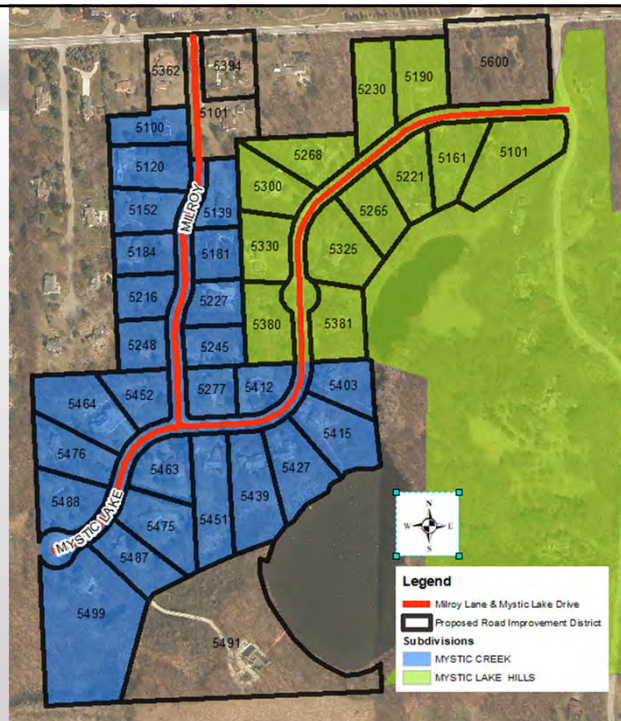
- The Township is the finance mechanism only, this is a Livingston County Road Commission project, requested by the homeowners.
- The Township's participation is VOLUNTARY.
- The project is initiated by petitions signed by residents.

Assumptions:

- Apportionment - Assessments must be apportioned on a benefit basis. For subdivision road projects, assessments are typically allocated on a pro-rata basis.
- Duration – We are suggesting a 10 year assessment duration. The Board ultimately determines the term.
- Contribution – The Township Board may choose to contribute Township funds to the project.

The Project

- The roads are nearly 50 years old and are rated in poor condition (1 out of 10 using PASER scale).
- 42 Properties
 - 5 metes and bounds (non-subdivision) parcels
 - 25 lots (lots 1-24) in Mystic Creek Subdivision.
 - 12 lots (Lots 2-13) in Mystic Lake Hills Subdivision (50 years old).



Who should pay – Township Contribution

- Your elected officials recognize that subdivision road projects improve and maintain property values and can help to improve the quality of life for residents who live on those roadways.
- For this reason, the Township Board has established a policy whereby, at their discretion, they may agree to help fund a public road improvement project at 25% of the project cost or \$1,500 per home or whichever is less.
 - For this project, it would be \$1,500 per parcel or \$63,000.
- The Township may only participate in one project per subdivision every 10 years.

What is the project?

- The Livingston County Road Commission has prepared a project cost estimate of \$615,000 for 0.93 miles of roadway.
- The estimate includes:
 - Mill existing 4" asphalt and resurface with asphalt wing curb;
 - Perform subgrade undercutting and drainage improvements as necessary;

What is the cost?

COST ESTIMATE FROM THE COUNTY ROAD COMMISSION	\$615,000
ADMINISTRATION COSTS	\$4,000
TOTAL OVERALL PROJECT COST	\$619,000
TOWNSHIP CONTRIBUTION (\$1500 PER PARCEL)	(\$63,000)
NET PROJECT COST	\$556,000

District Assumptions

NET PROJECT COST	\$556,000
INTEREST	2%
NUMBER OF PARCELS	42
NUMBER OF YEARS FOR THE DISTRICT	10

Cost per Parcel

- Total per parcel cost of \$13,238.10.
- Annual principal payment of \$1,323.80 for 10 years.
- 2% Interest is accrued on outstanding balance per year.

Cost per Parcel

	YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING
1	2024	\$ 1,588.57	\$ 264.76	\$ 1,323.81	\$ 11,914.27
2	2025	\$ 1,562.10	\$ 238.29	\$ 1,323.81	\$ 10,590.46
3	2026	\$ 1,535.62	\$ 211.81	\$ 1,323.81	\$ 9,266.66
4	2027	\$ 1,509.14	\$ 185.33	\$ 1,323.81	\$ 7,942.85
5	2028	\$ 1,482.67	\$ 158.86	\$ 1,323.81	\$ 6,619.04
6	2029	\$ 1,456.19	\$ 132.38	\$ 1,323.81	\$ 5,295.23
7	2030	\$ 1,429.71	\$ 105.90	\$ 1,323.81	\$ 3,971.43
8	2031	\$ 1,403.23	\$ 79.43	\$ 1,323.81	\$ 2,647.62
9	2032	\$ 1,376.76	\$ 52.95	\$ 1,323.81	\$ 1,323.81
10	2033	\$ 1,350.28	\$ 26.48	\$ 1,323.81	\$ -
		\$ 14,694.27	\$ 1,456.18	\$ 13,238.08	

What is next?

- Over 50% of the property owners (22 parcels) must file a petition supporting the project.

Petition Sufficiency

- All owners of a property who are listed on the deed must sign the petition for it to be valid for each parcel.
- For a trust, the Township will need documentation from the trust to verify that the person signing the petition is authorized by the trust to do so.
- Signed petitions should be returned to the Manager's Office by JULY 1, 2024.

Example Petition One Per Property

Each owner listed on the deed or each trustee listed on a Trust must fill out this section with date, signature and printed name.

The law requires the person circulating the petition to complete this section. You can circulate your own petition.

Public Act 188 of 1984 Proceedings - PETITION FOR ROAD IMPROVEMENT
For Milroy Lane and Mytic Lake Drive located in Section 34, Genoa Charter Township, Livingston County, MI

We, the undersigned, pursuant to the provisions of Public Act 188, as amended, do hereby petition the Genoa Charter Township Board to establish a special assessment district for the purpose of road rehabilitation for Milroy Lane and Mytic Lake Drive to include a four (4) inch milling and resurface with asphalt wear coat. The project will also include sidewalk undercoating and drainage structure rehabilitation, as necessary. More than fifty (50%) percent of the property owners with frontage on Milroy Lane and Mytic Lake Drive who will benefit, request this improvement by petitioning the Genoa Charter Township Board.

We, the undersigned, do consent to the allocation of cost by special assessment to each benefited property for the improvement to be assessed against each property within the special assessment district to be formed. Further, it is understood that the estimated cost for the district is \$613,000.00 plus \$4,000 for administration costs at 2% interest for a period of ten (10) years. The Township Board may agree to contribute \$63,000 which is \$1,500 per parcel due to the fact that this project benefits a public road. With the Township contribution to the project, the total cost to be divided between all properties would be \$550,000 which is a principal cost per parcel of \$13,333.33 annually for ten years per parcel with 2% interest on the outstanding balance. Further, it is understood that the benefited property owners will be first assessed on the Winter 2024 tax roll for the road rehabilitation project to be implemented in the construction season of Summer Fall 2024, depending on weather. Further, that this assessment will be in place for ten (10) years with the establishment of this special assessment district. The costs thereof, including expenses connected with publication and legal costs will be assessed against each parcel of land within said proposed district and will be divided into equal annual installments in accordance with MCL 41.721 as amended.

PROPERTY ADDRESS: _____

PROPERTY OWNERS INFORMATION (All owners listed on the deed must sign)

Owner #1:
Date Signed: _____ Signature: _____ Printed Name: _____

Owner #2:
Date Signed: _____ Signature: _____ Printed Name: _____

Owner #3:
Date Signed: _____ Signature: _____ Printed Name: _____

Owner #4:
Date Signed: _____ Signature: _____ Printed Name: _____

If property under ownership in a Trust: Yes (if yes, trust paperwork must be attached for proof of ownership) No

CONTACT INFORMATION (for office use only)
Phone #: _____ Email: _____

CIRCULATOR STATEMENT (MUST BE COMPLETED): The following section is to be completed by the person who circulated this petition. Owners can circulate their own petition and would complete the following as the circulator.

STATE OF MICHIGAN
COUNTY OF LIVINGSTON
I depose and say that I circulated the foregoing petition, and that each signature is of an owner of property fronting upon Milroy Lane or Mytic Lake Drive in Genoa Charter Township, Livingston County, Michigan.

Signature of Circulator: _____ Printed Name of Circulator: _____

OFFICE USE: Forwarded _____ Approved: Yes No

Property Address

If the property is in a trust, the Township will need a copy of the trust paperwork for verification

Please provide your contact information here

Act 188 Example of Time Frame for Process Steps



Public Hearings

- Direct mailing will be sent via USPS to each record owner in the district.
- Pursuant to the provisions of Public Act 188 of 1954, record owners of land have the right to file written objections to the Project with the Township Board.
- First hearing – objections to creating and/or need for the district.
- Second hearing – objections to the assessments and correct errors.
- Any person objecting to the proposed Special Assessment District must appear and protest at the hearing or shall file an objection in writing with the Township Manager before the close of the hearing.

Frequently Asked Questions?

- **Can I pay off early to avoid interest?**
 - Yes.
- **What if costs exceed the estimate?**
 - If a cost increase exceeds 10% of the original estimate, additional notice and public hearings are required.
- **What if I sell my property?**
 - We do not require that the assessment be paid off, however, many mortgage companies do require pay off upon sale.
- **What if one of the owners listed on the deed is deceased?**
 - A copy of the death certificate shall be verified by the Township Assessor.

Livingston County Road Commission

3535 Grand Oaks Drive • Howell, Michigan 48843-8575
Telephone: (517) 546-4250 • Facsimile: (517) 546-9628
Internet Address: www.livingstonroads.org

May 7, 2024

Ms. Kelly VanMarter
Genoa Charter Township
2911 Dorr Rd
Brighton, MI 48116

RE: Mystic Lake Dr and Milroy Ln – Asphalt Rehabilitation

Dear Ms. VanMarter,

The following is a road rehabilitation estimate for Mystic Lake Dr and Milroy Ln (parts of Mystic Creek and Mystic Lake Hills Subdivisions), per your request:

The above-mentioned 0.93 miles of roadway appears to be in poor condition, rating a 1 out of 10 on the Pavement Surface Evaluation and Rating scale (PASER). The Livingston County Road Commission Engineering staff recommends these roads be rehabilitated utilizing the following method:

- 4.0" Mill and Resurface with asphalt wing curb
- Subgrade undercutting, as necessary
- Drainage structure rehabilitation, as necessary

The proposed cost of this project is **\$615,000** altogether with the necessary related work. The above price is based on contract prices for our 2024 Pavement Preservation Program (PPP) and is subject to change.

If you have any questions or concerns, please contact me.

Sincerely,



Garrett Olson, P.E.
Construction Engineer

**Public Act 188 of 1954 Proceedings - PETITION FOR ROAD IMPROVEMENT
For Milroy Lane and Mystic Lake Drive located in Section 34, Genoa Charter Township, Livingston County, MI**

We, the undersigned, pursuant to the provisions of Public Act 188, as amended, do hereby petition the Genoa Charter Township Board to establish a special assessment district for the purpose of road rehabilitation for Milroy Lane and Mystic Lake Drive to include a four (4) inch milling and resurface with asphalt wing curb. The project will also include subgrade undercutting and drainage structure rehabilitation, as necessary. More than fifty (50%) percent of the property owners with frontage on Milroy Lane and Mystic Lake Drive who will benefit, request this improvement by petitioning the Genoa Charter Township Board.

We, the undersigned, do consent to the allocation of cost by special assessment to each benefited property for the improvement to be assessed against each property within the special assessment district to be formed. Further, it is understood that the estimated cost for the district is \$615,000.00 plus \$4,000 for administration costs at 2% interest for a period of ten (10) years. The Township Board *may* agree to contribute \$63,000 which is \$1,500 per parcel due to the fact that this project benefits a public road. With the Township contribution to the project, the total cost to be divided between all properties would be \$556,000 which is a principal cost per parcel of \$13,238.00 (\$1,323.81 annually) for ten years per parcel with 2% interest on the outstanding balance. Further, it is understood that the benefited property owners will be first assessed on the Winter 2024 tax roll for the road rehabilitation project to be implemented in the construction season of Summer/Fall 2024, depending on weather. Further, that this assessment will be in place for ten (10) years with the establishment of this special assessment district. The costs thereof, including expenses connected with publications and legal costs will be assessed against each parcel of land within said proposed district and will be divided into equal annual installments in accordance with MCL 41.721 as amended.

PROPERTY ADDRESS: _____

PROPERTY OWNERS INFORMATION (All owners listed on the deed must sign)

Owner #1:

Date Signed:	Signature:	Printed Name:
_____	_____	_____

Owner #2:

Date Signed:	Signature:	Printed Name:
_____	_____	_____

Owner #3:

Date Signed:	Signature:	Printed Name:
_____	_____	_____

Owner #4:

Date Signed:	Signature:	Printed Name:
_____	_____	_____

Is property under ownership in a Trust: **Yes** (if yes, trust paperwork must be attached for proof of ownership) **No**

CONTACT INFORMATION: (for office use only)

Phone #: _____ Email: _____

CIRCULATOR STATEMENT (MUST BE COMPLETED): *The following section is to be completed by the person who circulated this petition. Owners can circulate their own petition and would complete the following as the circulator.*

**STATE OF MICHIGAN
COUNTY OF LIVINGSTON**

I depose and say that I circulated the foregoing petition, and that each signature is of an owner of property fronting upon Milroy Lane or Mystic Lake Drive in Genoa Charter Township, Livingston County, Michigan.

Signature of Circulator

Printed Name of Circulator

**Resolution #1 – Milroy Lane and Mystic Lake Drive Road Rehabilitation
Special Assessment Project (Winter Tax 2024)**

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of Genoa Charter Township, Livingston County, Michigan, (the “Township”) held at the Township Hall on July 15, 2024, at 6:30 p.m., there were

PRESENT:

ABSENT:

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

**Resolution to Proceed with the Project and Direct
Preparation of the Plans and Cost Estimates**

WHEREAS, the Board of Trustees of the Township has received petitions which have been signed by property owners with frontage upon Milroy Lane and Mystic Lake Drive which is located south of Brighton Road in Section 34 requesting a road rehabilitation project as described in Exhibit A (the "Project") under the authority of Act No 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Assessor has checked the signatures on the petitions by record owners of land within the Township contained within the district described above and had prepared and filed a report setting forth the percentage of record owners of lands within the district who signed the petitions which amounted to more than fifty-two percent (52%); and

WHEREAS, the creation of a Special Assessment District for the Milroy Lane and Mystic Lake Drive Road Rehabilitation Project is appropriate pursuant to Section 2 of Act No. 188, Michigan Public Acts of 1954.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Supervisor is directed to have plans prepared illustrating the Project, the location of the Project, and an estimate of the cost of the Project subject to quarterly periodic redetermination of costs, pursuant to MCL 41.724(4).

2. The plans and estimates identified in paragraph 1, when prepared, shall be filed with the Township Manager.

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

YES:

NO:

ABSENT:

RESOLUTION DECLARED _____.

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 a meeting of the Township Board on July 15, 2024, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in 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, Clerk
Genoa Charter Township

EXHIBIT A – THE PROJECT

**MILROY LANE AND MYSTIC LAKE DRIVE ROAD REHABILITATION PROJECT
(WINTER TAX 2024)**

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

This public road improvement project (the “Project”) involves rehabilitating Milroy Lane and Mystic Lake Drive which is located on the south side of Brighton Road in Section 34 in Genoa Charter Township. The project includes milling the existing asphalt and performing any necessary subgrade undercutting and drainage structure rehabilitation before resurfacing with hot mix asphalt totaling 4” with an asphalt wing curb. This project benefits the property owners of the lots in the Mystic Creek Subdivision, Lots 2-13 of the Mystic Lake Hills Subdivision and metes and bounds parcels 11-34-100-003, 11-34-100-015, 11-34-100-027, 11-34-100-028, 11-34-100-030 and 11-34-200-005.

The total construction cost of the project is \$615,000. There are 42 parcels which front on these sections of road. A majority of homeowners representing over 52% of property have signed petitions. The Township is contributing \$63,000 to the project which is \$1,500 per parcel 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 \$4,000. The total principle cost per parcel is \$13,238.10. The annual principle payment per parcel is \$1,323.81 with 2% interest applied to the outstanding balance.

**Resolution #2 – Milroy Lane and Mystic Lake Drive Road Rehabilitation
Special Assessment Project (Winter Tax 2024)**

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of Genoa Charter Township of Livingston County, Michigan (the “Township”) held at the Township Hall on July 15, 2024 at 6:30 p.m. there were

PRESENT:

ABSENT:

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

**Resolution to Approve the Project, Schedule the First Hearing for August 5, 2024
And Direct the Issuance of Statutory Notices**

WHEREAS, the Board of Trustees of Genoa Charter Township has decided to make road improvements in the Township which project shall be known as the Milroy Lane and Mystic Lake Drive Road Rehabilitation Project (Winter Tax 2024) as described in Exhibit A (the “Project”);

WHEREAS, preliminary plans describing the Project and its location in the Township and a preliminary estimate of the cost of the Project, prepared by the Livingston County Road Commission have been filed with the Township Manager;

WHEREAS, after reviewing the plans and cost estimate, the Board of Trustees desires to proceed with the Project in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Board of Trustees of Genoa Charter Township has determined to levy special assessments against the lands specially benefited by the Project, and to expend funds of the Township therefore in anticipation of the collection of such special assessments to defray all or part of the cost of the Project, all pursuant to and as authorized by Act. No. 188, Public Acts of Michigan 1954, as amended;

WHEREAS, the special assessment district for the Project has been tentatively determined by the Township Manager and is described in Exhibit B;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Trustees of the Township hereby tentatively declares its intention to proceed with the Project.
2. The Board of Trustees of the Township hereby declares its intention to make the improvement and tentatively designates the special assessment district against which the cost of the improvement and maintenance is to be assessed as described in Exhibit B.
3. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, there shall be a public hearing on the Project, the petitions requesting the Project, and the proposed Special Assessment District for the Project which is known as the “Milroy Lane and Mystic Lake Drive Road Rehabilitation Special Assessment District (Winter Tax 2024).”
4. The public hearing will be held on August 5, 2024 at 6:30 p.m., at the offices of Genoa Charter Township, 2911 Dorr Road, Brighton, Michigan 48116.
5. The Township Manager is directed to mail, by first class mail, a notice of the public hearing to each owner of or party in interest in property to be assessed, whose name appears upon the last Township tax assessment

records. The last Township tax assessment records means the last assessment roll for ad valorem tax purposes which has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed thereon. The notice to be mailed by the Township Manager shall be similar to the notice attached as Exhibit C and shall be mailed by first class mail on or before July 19, 2024. Following the mailing of the notices, the Township Manager shall complete an affidavit of mailing similar to the affidavit set forth in Exhibit D.

6. The Township Manager is directed to publish a notice of the public hearing in the Livingston County Daily Press & Argus, a newspaper of general circulation within the Township. The notice shall be published twice, once on or before July 19, 2024 and once on or before July 26, 2024. The notice shall be in a form substantially similar to the notice attached as Exhibit C.

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

YES:

NO:

ABSENT:

RESOLUTION DECLARED _____.

CLERK'S CERTIFICATE

The Undersigned, being 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 Board of Trustees at a meeting of the Township Board on July 15, 2024, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records of the 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

**MILROY LANE AND MYSTIC LAKE DRIVE ROAD REHABILITATION PROJECT
(WINTER TAX 2024)**

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

This public road improvement project (the “Project”) involves rehabilitating Milroy Lane and Mystic Lake Drive which is located on the south side of Brighton Road in Section 34 in Genoa Charter Township. The project includes milling the existing asphalt and performing any necessary subgrade undercutting and drainage structure rehabilitation before resurfacing with hot mix asphalt totaling 4” with an asphalt wing curb. This project benefits the property owners of the lots in the Mystic Creek Subdivision, Lots 2-13 of the Mystic Lake Hills Subdivision and metes and bounds parcels 11-34-100-003, 11-34-100-015, 11-34-100-027, 11-34-100-028, 11-34-100-030 and 11-34-200-005.

The total construction cost of the project is \$615,000. There are 42 parcels which front on these sections of road. A majority of homeowners representing over 52% of property have signed petitions. The Township is contributing \$63,000 to the project which is \$1,500 per parcel 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 \$4,000. The total principle cost per parcel is \$13,238.10. The annual principle payment per parcel is \$1,323.81 with 2% interest applied to the outstanding balance.

EXHIBIT B – The District

The Milroy Lane and Mystic Lake Drive Road Rehabilitation Special Assessment Project (Winter Tax 2024) is being designed to serve the properties in the Special Assessment District, which district is illustrated on the map below and includes the specific properties that are identified by the following permanent parcel numbers:

Parcel Number	Parcel Number	Parcel Number	Parcel Number
11-34-100-003	11-34-103-008	11-34-103-019	11-34-201-005
11-34-100-015	11-34-103-009	11-34-103-020	11-34-201-006
11-34-100-027	11-34-103-010	11-34-103-021	11-34-201-007
11-34-100-028	11-34-103-011	11-34-103-022	11-34-201-008
11-34-100-030	11-34-103-012	11-34-103-023	11-34-201-009
11-34-103-001	11-34-103-013	11-34-103-024	11-34-201-010
11-34-103-002	11-34-103-014	11-34-103-025	11-34-201-011
11-34-103-003	11-34-103-015	11-34-200-005	11-34-201-012
11-34-103-004	11-34-103-016	11-34-201-002	11-34-201-013
11-34-103-005	11-34-103-017	11-34-201-003	
11-34-103-006	11-34-103-018	11-34-201-004	



GENOA CHARTER TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN
NOTICE OF PUBLIC HEARING – AUGUST 5, 2024 AT 6:30PM
UPON A PROPOSED MILROY LANE AND MYSTIC LAKE DRIVE ROAD REHABILITATION PROJECT
AND SPECIAL ASSESSMENT DISTRICT (Winter Tax 2024)

NOTICE IS HEREBY GIVEN:

- (1) The Township Board of Genoa Charter Township, Livingston County, Michigan, in accordance with the laws of the State of Michigan, will hold a Public Hearing on August 5, 2024 at 6:30 p.m., at the Genoa Charter Township Offices, 2911 Dorr Road, Brighton, Michigan 48116, to review the following proposed special assessment district and to hear any objections thereto and to the proposed project as follows:

MILROY LANE AND MYSTIC LAKE DRIVE ROAD REHABILITATION PROJECT
SPECIAL ASSESSMENT DISTRICT (Winter Tax 2024)

- (2) This public road improvement project (the “Project”) involves rehabilitating Milroy Lane and Mystic Lake Drive in Section 34 of Genoa Charter Township. The project includes milling the existing asphalt and performing any necessary subgrade undercutting and drainage structure rehabilitation before resurfacing with hot mix asphalt totaling 4” with an asphalt wing curb. This project benefits the property owners of the lots in the Mystic Creek Subdivision, Lots 2-13 of the Mystic Lake Hills Subdivision and metes and bounds parcels 11-34-100-003, 11-34-100-015, 11-34-100-027, 11-34-100-028, 11-34-100-030 and 11-34-200-005.

- (3) The total construction cost of the project is \$615,000. There are 42 parcels which front on these sections of road. A majority of homeowners representing over 52% of property have signed petitions. The Township is contributing \$63,000 to the project which is \$1,500 per parcel 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 \$4,000. The total principle cost per parcel is \$13,238.10. The annual principle payment per parcel is \$1,323.81 with 2% interest applied to the outstanding balance.

- (4) The Project is being designed to serve the properties in the Special Assessment District, which district is illustrated on




the map and includes the specific properties that are identified by the following parcel numbers:

Parcel Number	Parcel Number	Parcel Number	Parcel Number
11-34-100-003	11-34-103-008	11-34-103-019	11-34-201-005
11-34-100-015	11-34-103-009	11-34-103-020	11-34-201-006
11-34-100-027	11-34-103-010	11-34-103-021	11-34-201-007
11-34-100-028	11-34-103-011	11-34-103-022	11-34-201-008
11-34-100-030	11-34-103-012	11-34-103-023	11-34-201-009
11-34-103-001	11-34-103-013	11-34-103-024	11-34-201-010
11-34-103-002	11-34-103-014	11-34-103-025	11-34-201-011
11-34-103-003	11-34-103-015	11-34-200-005	11-34-201-012
11-34-103-004	11-34-103-016	11-34-201-002	11-34-201-013
11-34-103-005	11-34-103-017	11-34-201-003	
11-34-103-006	11-34-103-018	11-34-201-004	

- (5) The Township plans to impose special assessments on the properties located in the Special Assessment District to pay for the costs of the Project.
- (6) The plan and cost estimate from the Livingston County Road Commission for the proposed project and the boundaries of the Special Assessment District are now on file in the office of the Township Manager and Township Clerk for public inspection. Periodic redeterminations of the cost of the Project may be made, and subsequent hearings shall not be required if such cost redeterminations do not increase the estimated cost of the Project by more than 10%. The Township Board has received petitions signed by 22 property owners which is more than 52% percent of property owners and consists of over 56% of the road frontage within the proposed district. Pursuant to the provisions of Public Act 188 of 1954, record owners of land have the right to object to the Project with the Township Board. Any person objecting to the proposed Project or the proposed Special Assessment District shall appear and protest at the hearing or shall file an objection in writing with the Township Manager before the close of the August 5, 2024 hearing or within such further times as the Township Board may grant.

All interested persons are invited to be present at the hearing to submit comments concerning the foregoing. The Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the hearing upon seven (7) days' notice to the Township Manager. Individuals with disabilities requiring such aids or services should contact the Manager at the address or phone number listed below.

This notice is given by order of the Genoa Charter Township Board.
 Dated: July 15, 2024



Kelly VanMarter
 Township Manager
 2911 Dorr Road, Brighton, MI 48116
 Phone: 810-227-5225
 Email: kelly@genoa.org

EXHIBIT D

AFFIDAVIT OF MAILING

STATE OF MICHIGAN)

COUNTY OF LIVINGSTON)

Kelly VanMarter, being first duly sworn, deposes and says that she personally prepared for mailing, and did on July 18, 2024, send by first-class mail, the notice of hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Genoa; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.

Kelly VanMarter
Genoa Charter Township Manager



MEMORANDUM

TO: Honorable Board of Trustees

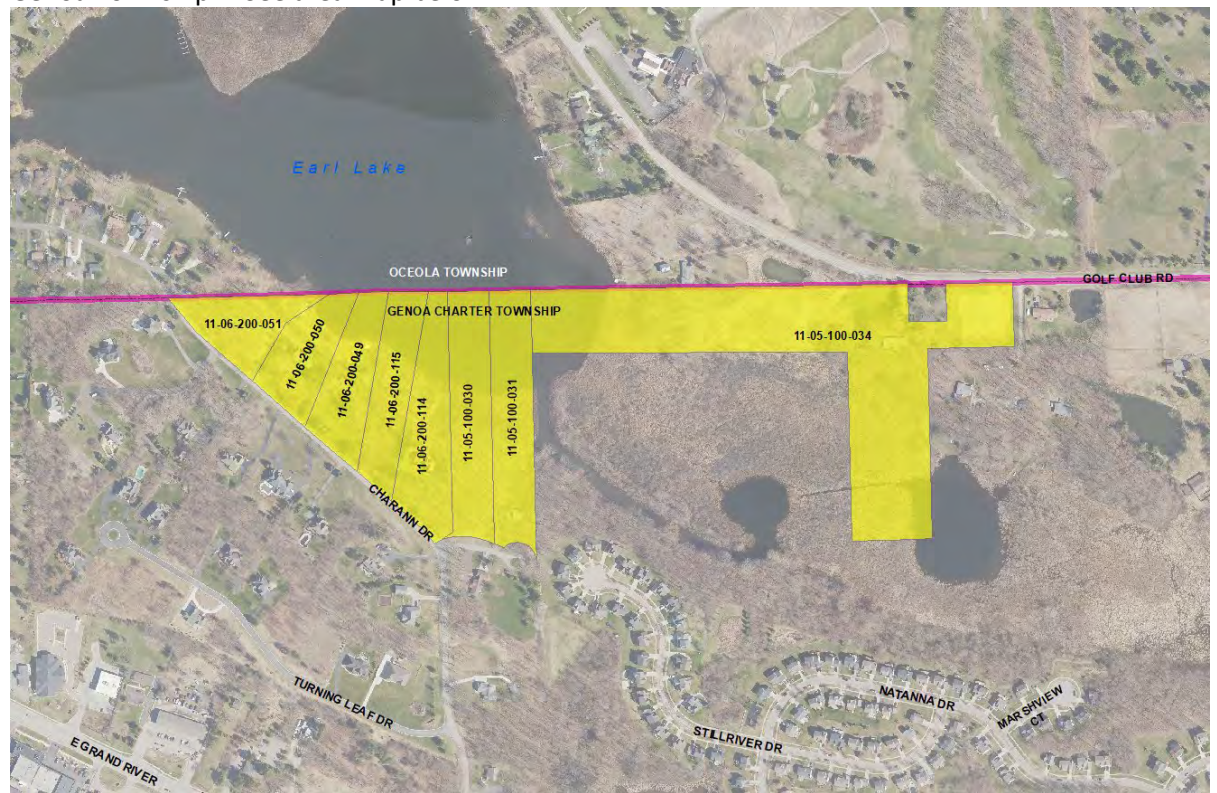
FROM: Kelly VanMarter, Township Manager

DATE: July 10, 2024

RE: Earl Lake Aquatic Weed Control SAD

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

Agenda items #9 and #10 propose to initiate a new Special Assessment district for an aquatic weed control project for Earl Lake. This is a cooperative project involving both Oceola and Genoa Township. Earl Lake is predominately located in Oceola Township but has small area in the southeast corner in Genoa Township. See area map below.



SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

This project has been initiated by residents of Oceola Township. I have been working closely with Sean Dunleavy who is the Supervisor of Oceola Township on the parameters of the district. In total, there are 53 parcels with direct riparian rights on Earl Lake. Of those, there are 8 parcels in Genoa Township. Petition circulators have been working in both communities and have indicated that they have over 70% petition support in Oceola Township and here in Genoa they have submitted 5 certified petitions which is over 62%. The above map shows the location of the 8 Genoa parcels in yellow.

The Earl Lake Association has established the parameters for the Aquatic Weed Control project and has selected PLM as the treatment company with Freshwater Physicians (Dr. Jude) as consultant. Copies of these proposals are included in the following pages for your reference. This district is proposed to be a 5 year district and if approved, would be first levied on the Winter 2024 tax bill with

treatment beginning in 2025. The proposed project cost analysis and allocation to Genoa Township are provided in the tables below:

Project Costs:

Yearly Cost	Year 1	Year 2	Year 3	Year 4	Year 5	TOTAL
PLM	\$ 13,500.00	\$ 13,500.00	\$ 14,175.00	\$ 14,875.00	\$ 15,600.00	\$71,650.00
Dr. Jude	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 7,500.00
TOTAL	\$ 15,000.00	\$ 15,000.00	\$ 15,675.00	\$ 16,375.00	\$ 17,100.00	\$79,150.00

Cost Allocation Formula:

EARL LAKE WEED CONTROL 2025-2030			
TOTAL 5 YR. PROJECT COST			\$ 79,150.00
TOTAL ANNUAL COST PER SHARE			\$ 1,493.40
OCEOLA WATER/PARK FRONT		FULL SHARES (44)	\$ 65,709.43
LAKE VIEW VILLAGE (OCEOLA)		FULL SHARE (1)	\$ 1,493.40
GENOA WATER FRONT		FULL SHARES (8)	\$ 11,947.17
	Total Shares	53	\$ 79,150.00
GENOA SAD			
COST OF SHARES IN GENOA TWP (8 SHARES)			\$ 11,947.17
ADMIN			\$ 2,000.00
TOTAL COST OF SAD IN GENOA TWP (8 SHARES)			\$ 13,947.17
COST PER SHARE (8 PARCELS)			\$ 1,743.40

Per Parcel Annual Cost:

YEAR	PAYMENT TO PRINCIPAL	OUTSTANDING BALANCE
2024	\$ 348.68	\$ 1,394.72
2025	\$ 348.68	\$ 1,046.04
2026	\$ 348.68	\$ 697.36
2027	\$ 348.68	\$ 348.68
2028	\$ 348.68	\$ -
	1743.4	

In this regard, I request your consideration of Resolution 1 and Resolution 2 with disposition via roll call.



March 27, 2024

Earl Lake

PLM Lake & Land Management Corp will provide an aquatic management program for **Earl Lake** for the **2025** season. PLM is a full-service lake management company that provides specific management requirements for your lake’s needs.

Earl Lake located in Livingston County, Michigan. The following proposal focuses management of Eurasian Watermilfoil, Curlyleaf Pondweed, Starry Stonewort, Lily Pads, and other nuisance species.

Management Program 2025:

Products to be applied: Restrictive products such as Diquat, Aquathol K, Hydrothol 191, & Renovate as well as nonrestrictive products such as copper sulfate & chelated copper product.

Methods of Control: A broad spectrum of aquatic plants and algae will be controlled during the course of the summer months using primarily contact herbicides. The choice of herbicide is determined by the types of plants growing. Multiple treatments may be needed during the growing season to control multiple species that grow at different times during the season.

Methods of Application: Products are applied out of Airboats or flat-bottom Carolina Skiffs that are designed for surface and subsurface aqueous applications. The boats are also equipped with mounted spreaders for granular applications

Unit cost per acre

Herbicides:	
ProcellaCOR:	\$115.00 /pdu
Aqua Strike:	\$425.00
Diquat (Exotics):	\$185.00
Diquat (Natives):	\$235.00
Aquathol K/Hydrothol 191 (Exotics):	\$225.00
Aquathol K/Hydrothol 191 (Natives):	\$350.00
Flumioxazin @ 200ppb:	\$350.00

Algaecides:	
Chelated Copper (Algae)	\$125.00
Chelated Copper (Chara, Starry)	\$200.00
Copper Sulfate (Chara/Starry stonewort):	\$65.00
Copper Sulfate (Algae)	\$45.00

Technical Services:	
AVAS Vegetation Survey:	\$500.00
Water Quality Monitoring:	\$650.00
Bathymetric Mapping Service:	\$1,500.00

Estimated Cost 2025 with increased permit fee (\$875.00): **\$13,500.00**

2025 – 2029 Estimated Annual Management Costs (worst case scenario):

2025:	\$13,500.00
2026:	\$13,500.00
2027:	\$14,175.00
2028:	\$14,875.00
2029:	\$15,600.00

Optional Lake Management Services:

Water Quality Program: The water quality program consists of two samplings, occurring in the spring and late summer each season. Parameters such as secchi disc, pH, D.O., conductivity, alkalinity and nutrient sampling of total nitrogen and total phosphorus give us the ability to monitor lake trends more efficiently. This information will enable us to include the trophic status of your lake. Reports are issued annually in the fall. E.Coli testing will be done during the summer months, consisting of three samples for an overall lake average. A total of three sites will be sampled for ecoli and results will be included in the annual report if levels are not out of normal range. If results are elevated, immediate contact will be made and actions can be taken at that time. Cost of WQ Program: \$650.00 per site

Surveys: Performing surveys is a vital part of any lake management program. PLM surveys a lake in the spring and fall as well as surveying for pre/post treatments. Surveying will be done prior to treatment so specific concerns can be addressed and the most specific treatment can be made based on the current condition of the lake. PLM uses the latest technology available while surveying lakes, including BioBase mapping when applicable. Lake representatives are welcome to arrange joining PLM for a survey. Depending on the type of survey performed, a cost may apply. An AVAS Survey is a more specific survey performed for specific reasons. Performing spring and fall AVAS surveys of the lake will allow for all vegetation within the lake, native and exotic, to be recorded along with density. This data is important in determining management plans and treatment areas. A full understanding of the vegetation growing within the lake can indicate problems within an aquatic environment. AVAS surveys are also a requirement from the EGLE prior to some treatments. Surveys will be supplied to the lake board upon completion/or at the end of the season with a breakdown of what the survey indicates. Cost per AVAS Survey: \$500.00

Management Plan: A formal management plan can be compiled annually that discusses specific recommendations. This report will include any previous management data, water quality data collected, survey results, etc. An up to date management plan is recommended for every waterbody in order to have a clear set of goals, action plans and a scope of work. It will also highlight trends in the lake including plant changes, water quality changes and will assist in the long-term management of the lake. A formal LMP is part of a Sonar requirement by the DEQ as well. LMP \$1,000.00

Bathymetric Mapping: PLM utilizes state of the art mapping technology in order to provide you with an accurate and detailed depth contour map of your lake. This new software, combined with the latest in GPS/Depth finder units, has the ability to quickly collect precise bathymetry (depths) and aquatic vegetation of any given waterbody. This data can then be used to create accurate bathymetric, vegetation bio-volume, bottom hardness or treatment maps. A bathymetric map can be done with or without a survey of the lake and vice versa. A new bathymetric map is recommended every 10-20 years in order to establish updated base data on the lake, track historical changes, etc. New Map \$1,500.00

Meeting Attendance/Presentation: A representative of PLM is available to attend lake association/board meetings upon request. This request has to be made prior to meeting to allow for conflict in representatives schedule. If conflict in meeting time does arise, alternative dates and times need to be determined between representative and board. Residential concerns can always be brought to the lake association/board and then to PLM, or directly to PLM by calling our office.

****Mechanical Harvesting (optional for native plants only once Milfoil is controlled):**

Harvesting Cost: \$400.00 per hour based on a minimum of \$4,000.00 per/cutting

We will cut down to a maximum depth of five (5) feet and require a minimum of 18 inches of water depth for harvester flotation. Harvested vegetation will be dumped at a predetermined location designated by the client within a ten (10) mile radius of the lake. Any cost associated with the disposing of vegetation or accessing the river is the responsibility of the client, i.e., landfill disposing costs/towing fees. There will be no set-up or breakdown fees of our equipment if a suitable access site is available. A representative of the client will be required to periodically evaluate workmanship. The representative will also be required to sign a "release form" at the conclusion of each harvest to verify that the harvest has been completed according to expectations. **Note:** This contract is pending an adequate launch site for the harvester exists. Any fees incurred due to towing will be the responsibility of Earl Lake. The launch site will be inspected prior to harvesting.

Contract Period:

Multiple Year Treatment Program: As an incentive to establish a multiple year agreement, we will treat your lake or pond at the same price structure as 2025 for 2026. The remaining three years (2027, 2028 & 2029) will have cost increases of (5%) five percent or less, unless 1) If total chemical cost increases >10% for a specific herbicide used in your lake or pond 2) If during the life of the contract EGLE or other regulatory agencies significantly change the approved treatment policies or procedures. Either party may terminate this agreement upon giving ninety (90) days advance written notice thereof.

Permit Fee: PLM Lake & Land Management Corp. is responsible for completing and submitting aquatic nuisance permit applications. PLM Lake & Land Management Corp. will send an invoice for the yearly EGLE permit application fee. It is your responsibility to send a check made out to the "State of Michigan" to our office prior to the due date. We must include this check with the EGLE permit application. Waterbodies less than 10 acres, with no outlet and single ownership, may be subject to "permit by rule" conditions, therefore not incurring an actual permit fee.

Posting of Treatment Areas: Posting of shoreline treatment areas is the responsibility of PLM Lake & Land Management Corp. and will be conducted according to EGLE regulations. Due to EGLE guideline changes and specific residential concerns, posting fees may apply. Signs will be attached to thick barked trees, posts or other suitable fixtures already on site. If homeowners wish to have signs posted in designated areas or on specific fixtures they must notify PLM Lake & Land Management Corp., providing lake address, location of property, and where the signs are to be posted. Pictures are the most informative way to relay this information. Notification of alternate posting must be made at least 14 days prior to treatment and additional fees may apply. The removal of posting signs after the restrictions have expired is the responsibility of the homeowner.

Notification of Treatments: Each resident within **100 feet** of the treatment areas must be notified **at least seven days** in advance, **but no more than forty-five days** prior to the first treatment date. The notification must include the herbicides that be applied to the lake, along with a tentative treatments schedule for the season. PLM Lake & Land Management Corp. will mail a tentative treatment schedule and the **Notice** of proposed products to be used during the spring of each year, provided a list of mailing addresses is obtained by PLM from the Association. Mailing and production costs will be invoiced during the spring of each year.

Non-Target Species: Please be aware that we only control specific weeds and algae **present** at time of treatment. Emergent vegetation (cattails, bulrush, purple loosestrife, lily pads) and beneficial native plants will not be addressed unless specifically mentioned in the management program. We have no control over future weed or algae growth based on the current chemicals registered for aquatic use in Michigan.

Electronic Treatment Notification: In addition to the above-required notification procedures, the Department of Agriculture allows for electronic notification i.e. email with the contracting entity. Therefore, if the contracting entity is a township, lake board, or municipality, you will also receive the same information that is being distributed to each resident (Posting Sign) prior to the treatment. By signing this agreement with PLM Lake & Land Management Corp and providing us the contracting entity email address, we can legally implement the electronic notification procedure.

Text Message Pre-Treatment Notification: In an attempt to enhance our communication, similar to the electronic notification procedure, PLM can provide pre-treatment communication via text message to contracting entities as well as lake residents prior to treatments. This notification will simply reference the proposed treatment date and will not accept reply text messages. This communication option will only be implemented if the client provides PLM with text message number. Text messaging fees may apply.

Invoicing and Payments: PLM Lake & Land Management Corp. will submit an invoice following treatment that will include the following information; lake and/or pond(s) treated, date of treatment and type of treatment or acres treated. Monies will be due net thirty (30) days after each treatment. The invoice may be subject to a fuel surcharge of up to 3% of the total treatment cost. Interest of 1.25% may be added to your bill for each additional sixty (60) days that payment is not received.

Liability Issues:

We are responsible for workman’s compensation and liability insurance for the duration of the contracted period. PLM Lake & Land Management Corp. is not responsible for fish loss due to low oxygen levels caused by winter turnover or during warm water conditions.

Please sign, check multiple or one-year program and return one copy of this proposal as our contract by December 15, 2024. For further clarification or modifications please contact.



James Scherer, Environmental Scientist
East MI Regional Manager
PLM Lake & Land Management Corp.
616-891-1294 ext 2102

For: Earl Lake

Multiple Year Program _____

One-Year Program _____

Optional Harvesting _____

Print Name

Date

Signature

10785 Bennett Drive. Morrice MI 48857
Phone 800-382-4434\Fax 517-913-6233
www.plmcorp.net

proposed activities and treatment of plants and algae in Earl Lake. I will also collect water quality samples during mid summer and measure the dissolved oxygen-temperature profile, collect water samples at the surface, mid-depth, and bottom at the deep basin on which will be run: chlorides, ammonia, nitrates, soluble reactive phosphorus, and total phosphorus. I will also measure water clarity using a Secchi disk. In addition, because of the existence of prior data and the concern that chloride concentrations are so high they might affect zooplankton, I will collect zooplankton during the late August sampling bout as well. At other times I will tour the lake and assess the macrophytes and if there is an algal bloom I will attempt to identify the genera to see if there are potentially toxin-producing blue-green algae present. I will charge for travel from Brighton and meals if appropriate, with my time charged at \$60/hr. This would include preparation for any talks I might be asked to give and time spent running pH and conductivity in the lab, and preparation of a final report on the water quality and zooplankton samples collected. It will also include lab costs for measuring the five water quality parameters noted above. These project costs shall not exceed \$1,500 per year.

David J. Jude, PhD, Limnologist, Fishery Biologist

=====

**Public Act 188 of 1954 Proceedings - PETITION FOR AQUATIC WEED CONTROL
For the Earl Lake Aquatic Weed Control Project, Genoa Charter Township, Livingston County, MI**

We, the undersigned, pursuant to the provisions of Public Act 188, as amended, do hereby petition the Genoa Charter Township Board to establish a special assessment district for the purpose of aquatic weed control for a 5-year treatment focusing on management of Eurasian Watermilfoil, Curlyleaf Pondweed, Starry Stonewort, Lily Pads, and other nuisance species in Earl Lake which is situated in Genoa Charter Township and Oceola Township. The management program proposes use of restrictive products such as Diquat, Aquathol K, Hydrothol 191, & Renovate as well as nonrestrictive products such as copper sulfate & chelated copper product. The aquatic weeds will be controlled during the course of the summer months using primarily contact herbicides and also algaecides applied out of airboats or flat-bottom skiffs. The management program includes EGLE permits, water quality program sampling and reporting, lake surveying, weed harvesting as needed and bathymetric mapping. The project also includes the services of a limnologist for updating residents on the status of the lake, documenting algae and macrophyte communities, sampling for water quality and zooplankton, and investigating and sampling inflow sources. More than fifty (50%) percent of the property owners who will benefit, request this improvement by petitioning the Genoa Charter Township Board.

We, the undersigned, do consent to the allocation of cost by special assessment to each benefited property for the improvement to be assessed against each property within the special assessment district to be formed. Further, it is understood that the estimated cost for the Genoa Township portion of the district is \$11,947.17 in project costs plus \$2,000 for administration costs. The total cost to be divided between all properties would be \$13,947.17 which is a principal cost per parcel of \$1,743.40 or \$348.68 annually for five years. Further, it is understood that the benefited property owners will be first assessed on the Winter 2024 tax roll for the Earl Lake Aquatic Weed Control project to be implemented in the spring/summer season of 2025. Further, that this assessment will be in place for five (5) years with the establishment of this special assessment district. The costs thereof, including expenses connected with publications and legal costs will be assessed against each parcel of land within said proposed district and will be divided into equal annual installments in accordance with MCL 41.721 as amended.

PROPERTY ADDRESS: _____

PROPERTY OWNERS INFORMATION (All owners listed on the deed must sign)

Owner #1:

Date Signed: _____ Signature: _____ Printed Name: _____

Owner #2:

Date Signed: _____ Signature: _____ Printed Name: _____

Owner #3:

Date Signed: _____ Signature: _____ Printed Name: _____

Owner #4:

Date Signed: _____ Signature: _____ Printed Name: _____

Is property under ownership in a Trust: Yes (if yes, trust paperwork must be attached for proof of ownership) No

CONTACT INFORMATION: (for office use only)

Phone #: _____ Email: _____

CIRCULATOR STATEMENT (MUST BE COMPLETED): *The following section is to be completed by the person who circulated this petition. Owners can circulate their own petition and would complete the following as the circulator.*

**STATE OF MICHIGAN
COUNTY OF LIVINGSTON**

I depose and say that I circulated the foregoing petition, and that each signature is an owner of property with frontage on Earl Lake in Genoa Charter Township, Livingston County, Michigan.

Signature of Circulator

Printed Name of Circulator

**Resolution #1 – Earl Lake Aquatic Weed Control
Special Assessment Project (Winter Tax 2024)**

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 July 15, 2024, at 6:30 p.m., there were

PRESENT:

ABSENT:

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

**Resolution to Proceed with the Project and Direct
Preparation of the Plans and Cost Estimates**

WHEREAS, the Township Manager reported that petitions have been filed for the special assessment district for an Aquatic Weed Control Project for Earl Lake within the Township as described in Exhibit A (the “Project”), under the authority of Act No 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Supervisor reported that the Assessor has checked the signatures on the petitions by record owners of land within the Township contained within the district described above and had prepared and filed a report setting forth the percentage of record owners of lands within the district who signed the petitions which amounted to more than fifty percent (62%); and

WHEREAS, the creation of a Special Assessment District for the Earl Lake Weed Control Special Assessment is appropriate pursuant to Section 2 of Act No. 188, Michigan Public Acts of 1954.

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;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Supervisor is directed to have plans prepared illustrating the Project, the location of the Project, and an estimate of the cost of the Project subject to quarterly periodic redetermination of costs, pursuant to MCL 41.724(4).

2. The plans and estimates identified in paragraph 1, when prepared, shall be filed with the Township Manager.

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

YES:

NO:

ABSENT:

RESOLUTION DECLARED _____.

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 a meeting of the Township Board on July 15, 2024, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in 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

EARL LAKE AQUATIC WEED CONTROL PROJECT (Winter Tax 2024)

DESCRIPTION OF PROJECT

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

- A special assessment district for the purpose of aquatic weed control for a 5-year treatment focusing on management of Eurasian Watermilfoil, Curlyleaf Pondweed, Starry Stonewort, Lily Pads. and other nuisance species in Earl Lake which is situated in Genoa Charter Township and Oceola Township. The management program proposes use of restrictive products such as Diquat, Aquathol K, Hydrothol 191, & Renovate as well as nonrestrictive products such as copper sulfate & chelated copper product. The aquatic weeds will be controlled during the course of the summer months using primarily contact herbicides and also algaecides applied out of airboats or flat-bottom skiffs. The management program includes EGLE permits, water quality program sampling and reporting, lake surveying, weed harvesting as needed and bathymetric mapping. The project also includes the services of a limnologist for updating residents on the status of the lake, documenting algae and macrophyte communities, sampling for water quality and zooplankton, and investigating and sampling inflow sources.
- This project involves a total of fifty-three (53) riparian properties in both Oceola Township and Genoa Charter Township. There are 45 shares in Oceola Township and 8 parcels in Genoa Charter Township.
- 5-year project with the following per year allocation:

	Year 1 (2025)	Year 2 (2026)	Year 3 (2027)	Year 4 (2028)	Year 5 (2029)	TOTAL
PLM	\$ 13,500.00	\$ 13,500.00	\$ 14,175.00	\$ 14,875.00	\$ 15,600.00	\$ 71,650.00
Freshwater Physicians	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 7,500.00
TOTAL	\$ 15,000.00	\$ 15,000.00	\$ 15,675.00	\$ 16,375.00	\$ 17,100.00	\$ 79,150.00
Cost Per Share (53 shares)	\$ 283.02	\$ 283.02	\$ 295.75	\$ 308.96	\$ 322.64	
Cost for Genoa Shares (8/53)	\$ 2,264.15	\$ 2,264.15	\$ 2,366.04	\$ 2,471.70	\$ 2,581.13	\$ 11,947.17
Oceola Portion (45/53)	\$ 12,735.85	\$ 12,735.85	\$ 13,308.96	\$ 13,903.30	\$ 14,518.87	\$ 67,202.83

- Homeowners representing over 62% of property have signed petitions.
- The assessment is being considered for the Winter 2024 tax roll.
- Total Project Cost for Genoa Parcels is:

PROJECT COST - GENOA	\$11,947.17
ADMINISTRATION FEES	\$2,000
TOTAL PROJECT COST:	\$13,947.17

- Total Cost Per Parcel: \$1,743.40 with an annual payment of \$348.68

**Resolution #2 – Earl Lake Aquatic Weed Control
Special Assessment Project (Winter tax 2024)**

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of Genoa Charter Township of Livingston County, Michigan (the “Township”) held at the Township Hall on July 15, 2024 at 6:30 p.m. there were

PRESENT:

ABSENT:

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

**Resolution to Approve the Project, Schedule the First Hearing for August 5, 2024
And Directing the Issuance of Statutory Notices**

WHEREAS, the Board of Trustees of the Township has approved the Earl Lake Aquatic Weed Control Project (Winter tax 2024) within the Township as described in Exhibit A (the “Project”);

WHEREAS, preliminary plans describing the project and its location in the Township and cost estimates for the Project have been filed with the Township Manager;

WHEREAS, after reviewing the plans and cost estimate, the Board of Trustees desires to proceed with the Project in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Board of Trustees of Genoa Charter Township has determined to levy special assessments against the lands specially benefited by the Project, and to expend funds of the Township therefore in anticipation of the collection of such special assessments to defray all or part of the cost of the Project, all pursuant to and as authorized by Act. No. 188, Public Acts of Michigan 1954, as amended

WHEREAS, the special assessment district for the Project has been tentatively determined by the Township Manager and is described in Exhibit B;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Trustees of the Township hereby tentatively declares its intention to proceed with the Project.
2. The Board of Trustees of the Township hereby declares its intention to make the improvement and tentatively designates the special assessment district against which the cost of the improvement and maintenance is to be assessed as described in Exhibit B.

3. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, there shall be a public hearing on the Project and the proposed Special Assessment District for the Project which is known as the “Earl Lake Aquatic Weed Control Project (Winter tax 2024)”.
4. The public hearing will be held on August 5, 2024 at 6:30 p.m., at the offices of Genoa Charter Township, Livingston County, Michigan.
5. The Township Manager is directed to mail, by first class mail, a notice of the public hearing to each owner of or party in interest in property to be assessed, whose name appears upon the last Township tax assessment records. The last Township tax assessment records means the last assessment roll for ad valorem tax purposes which has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed thereon. The notice to be mailed by the Township Manager shall be similar to the notice attached as Exhibit C and shall be mailed by first class mail on or before July 19, 2024. Following the mailing of the notices, the Township Manager shall complete an affidavit of mailing similar to the affidavit set forth in Exhibit D.
6. The Township Manager is directed to publish a notice of the public hearing in the Livingston County Daily Press & Argus, a newspaper of general circulation within the Township. The notice shall be published twice, once on or before July 19, 2024 and once on or before July 26, 2024. The notice shall be in a form substantially similar to the notice attached as Exhibit C.

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

YES:

NO:

ABSENT:

RESOLUTION DECLARED _____.

CLERK’S CERTIFICATE

The Undersigned, being 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 Board of Trustees at a meeting of the Township Board on July 15, 2024, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records of 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

EARL LAKE AQUATIC WEED CONTROL PROJECT (Winter Tax 2024)

DESCRIPTION OF PROJECT

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

- A special assessment district for the purpose of aquatic weed control for a 5-year treatment focusing on management of Eurasian Watermilfoil, Curlyleaf Pondweed, Starry Stonewort, Lily Pads. and other nuisance species in Earl Lake which is situated in Genoa Charter Township and Oceola Township. The management program proposes use of restrictive products such as Diquat, Aquathol K, Hydrothol 191, & Renovate as well as nonrestrictive products such as copper sulfate & chelated copper product. The aquatic weeds will be controlled during the course of the summer months using primarily contact herbicides and also algaecides applied out of airboats or flat-bottom skiffs. The management program includes EGLE permits, water quality program sampling and reporting, lake surveying, weed harvesting as needed and bathymetric mapping. The project also includes the services of a limnologist for updating residents on the status of the lake, documenting algae and macrophyte communities, sampling for water quality and zooplankton, and investigating and sampling inflow sources.
- This project involves a total of fifty-three (53) riparian properties in both Oceola Township and Genoa Charter Township. There are 45 shares in Oceola Township and 8 parcels in Genoa Charter Township.
- 5-year project with the following per year allocation:

	Year 1 (2025)	Year 2 (2026)	Year 3 (2027)	Year 4 (2028)	Year 5 (2029)	TOTAL
PLM	\$ 13,500.00	\$ 13,500.00	\$ 14,175.00	\$ 14,875.00	\$ 15,600.00	\$ 71,650.00
Freshwater Physicians	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 7,500.00
TOTAL	\$ 15,000.00	\$ 15,000.00	\$ 15,675.00	\$ 16,375.00	\$ 17,100.00	\$ 79,150.00
Cost Per Share (53 shares)	\$ 283.02	\$ 283.02	\$ 295.75	\$ 308.96	\$ 322.64	
Cost for Genoa Shares (8/53)	\$ 2,264.15	\$ 2,264.15	\$ 2,366.04	\$ 2,471.70	\$ 2,581.13	\$ 11,947.17
Oceola Portion (45/53)	\$ 12,735.85	\$ 12,735.85	\$ 13,308.96	\$ 13,903.30	\$ 14,518.87	\$ 67,202.83

- Homeowners representing over 62% of property have signed petitions.
- The assessment is being considered for the Winter 2024 tax roll.
- Total Project Cost for Genoa Parcels is:

PROJECT COST - GENOA	\$11,947.17
ADMINISTRATION FEES	\$2,000
TOTAL PROJECT COST:	\$13,947.17

- Total Cost Per Parcel: \$1,743.40 with an annual payment of \$348.68

EXHIBIT B – THE DISTRICT

The Project (**EARL LAKE AQUATIC WEED CONTROL PROJECT (Winter Tax 2024)**) is being designed to serve the properties in the Special Assessment District, which district is illustrated on the map (included) and includes the specific properties that are identified by the following permanent parcel numbers:

Parcel Number	Owner's Name	Property Address
4711-05-100-030	MARY NO. 1 LLC	(vacant) CHAR-ANN DR
4711-05-100-031	REEVE MICHAEL & CAROL ANN	3127 CHARANN DR
4711-05-100-034	KELLEY, THOMAS & TONI	3438 GOLF CLUB RD
4711-06-200-049	AMARO DARCY & JUDITH	3033 CHARANN DR
4711-06-200-050	GONCALVES PAULO & ZUPELARI MARIAN	2999 CHARANN DR
4711-06-200-051	COLOMA RICARDO & NANCY	(vacant) CHAR-ANN DR
4711-06-200-114	KIM, DONG-SOO M.D.	3101 CHARANN DR
4711-06-200-115	KIM, DONG-SOO M.D.	(vacant) CHARANN DR

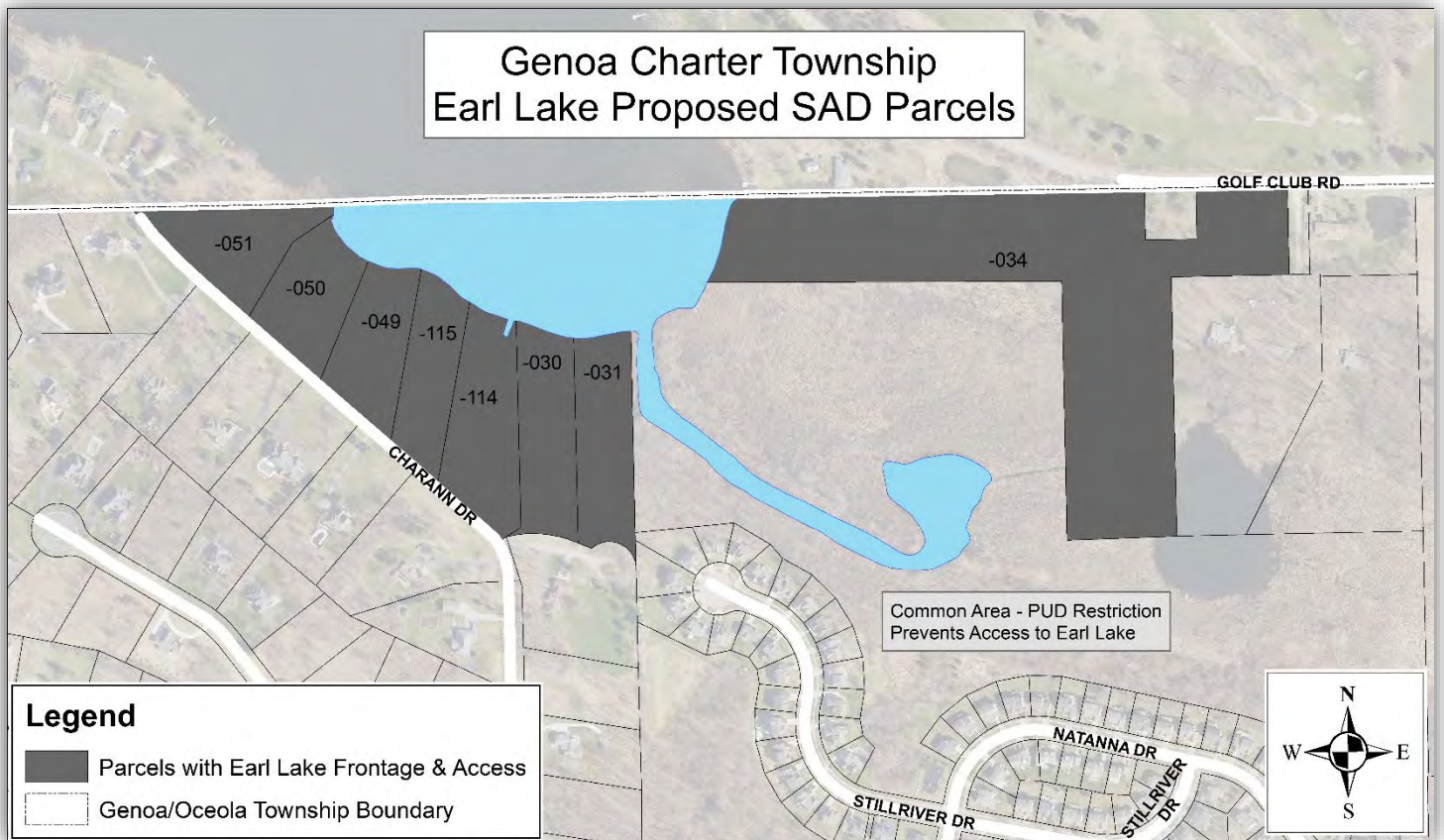


EXHIBIT C – NOTICE

NOTICE OF PUBLIC HEARING

AUGUST 5, 2024 AT 6:30PM

**UPON A PROPOSED EARL LAKE AQUATIC WEED CONTROL PROJECT
AND SPECIAL ASSESSMENT DISTRICT (Winter Tax 2024)
GENOA CHARTER TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN**

PLEASE TAKE NOTICE that as a result of Petitions signed by owners of land which constitutes more than 62 percent of the record owners within the proposed Earl Lake Aquatic Weed Control Project Special Assessment District, the Township Board of Genoa Charter Township, Livingston County, Michigan proposes to create a special assessment district for the recovery of costs by special assessment against the properties specially benefitted.

PLEASE TAKE FURTHER NOTICE that the Genoa Township Board, in accordance with the laws of the State of Michigan, will hold a Public Hearing on August 5, 2024 at 6:30 p.m., at the Genoa Charter Township Offices, 2911 Dorr Road, Brighton, Michigan 48116, to review the plans, district and estimate of costs.

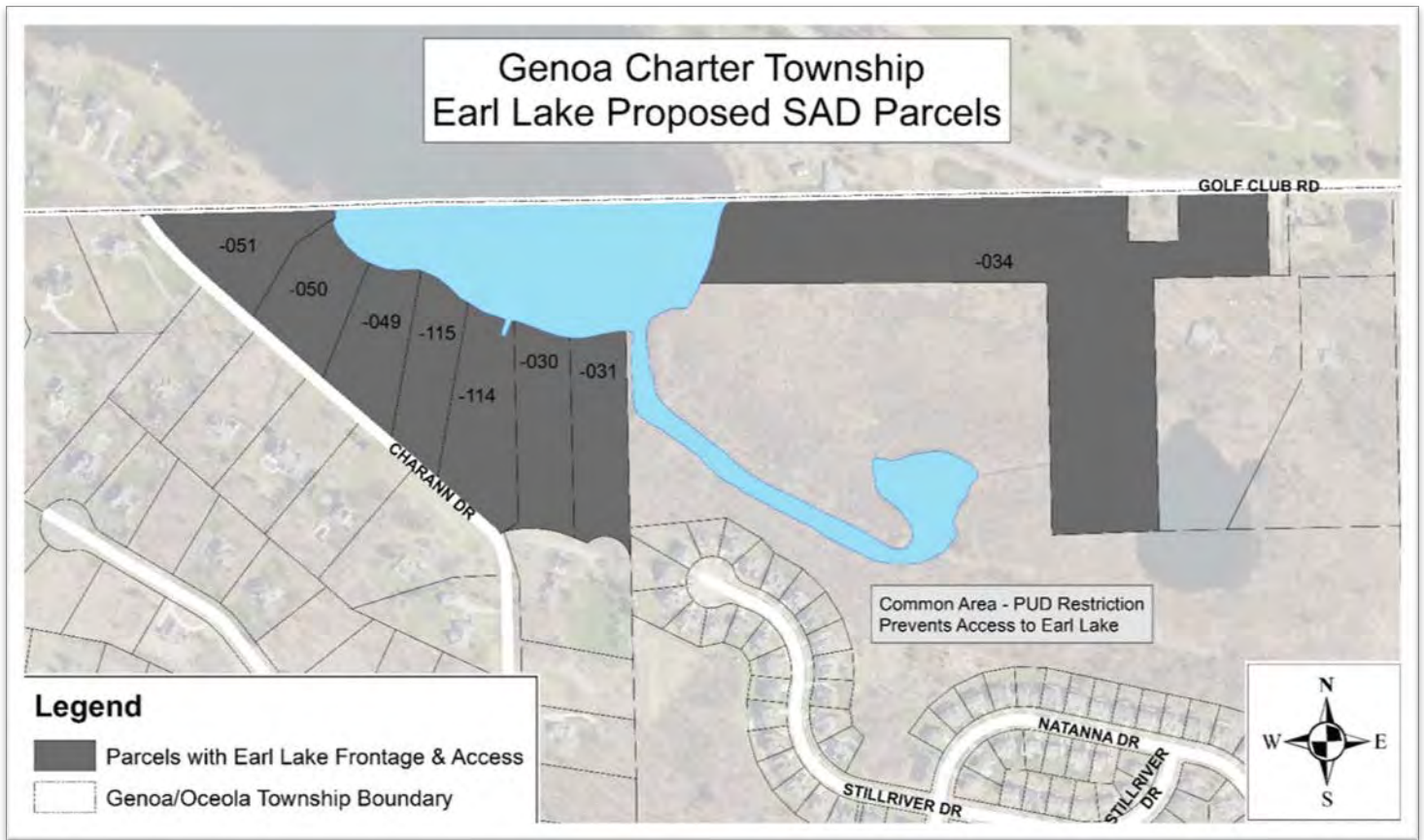
PLEASE TAKE FURTHER NOTICE that the Township Board has received cost estimates for the aquatic weed control project and has placed them on file with the Township Manager and Township Clerk. The Board has passed a resolution tentatively declaring its intention to create the special assessment district. The project and the estimated costs are more particularly described as follows:

- A special assessment district for the purpose of aquatic weed control for a 5-year treatment focusing on management of Eurasian Watermilfoil, Curlyleaf Pondweed, Starry Stonewort, Lily Pads. and other nuisance species in Earl Lake which is situated in Genoa Charter Township and Oceola Township. The management program proposes use of restrictive products such as Diquat, Aquathol K, Hydrothol 191, & Renovate as well as nonrestrictive products such as copper sulfate & chelated copper product. The aquatic weeds will be controlled during the course of the summer months using primarily contact herbicides and also algaecides applied out of airboats or flat-bottom skiffs. The management program includes EGLE permits, water quality program sampling and reporting, lake surveying, weed harvesting as needed and bathymetric mapping. The project also includes the services of a limnologist for updating residents on the status of the lake, documenting algae and macrophyte communities, sampling for water quality and zooplankton, and investigating and sampling inflow sources.
- This project involves a total of fifty-three (53) riparian properties in both Oceola Township and Genoa Charter Township. There are 45 shares in Oceola Township and 8 parcels in Genoa Charter Township.
- Homeowners representing over 62% of property have signed petitions.
- The assessment is being considered for the Winter 2024 tax roll.
- 5-year project with the following per year allocation:

EARL LAKE WEED CONTROL	Year 1 (2025)	Year 2 (2026)	Year 3 (2027)	Year 4 (2028)	Year 5 (2029)	TOTAL
PLM & Freshwater Physicians	\$ 15,000.00	\$ 15,000.00	\$ 15,675.00	\$ 16,375.00	\$ 17,100.00	\$ 79,150.00
Cost Per Share (53 shares)	\$ 283.02	\$ 283.02	\$ 295.75	\$ 308.96	\$ 322.64	
Cost for Genoa Shares (8/53)	\$ 2,264.15	\$ 2,264.15	\$ 2,366.04	\$ 2,471.70	\$ 2,581.13	\$ 11,947.17
Oceola Portion (45/53)	\$ 12,735.85	\$ 12,735.85	\$ 13,308.96	\$ 13,903.30	\$ 14,518.87	\$ 67,202.83

- **Total Project Cost for Genoa Parcels is: \$13,947.17 (\$11,947.17 + \$2,000 administration fee)**
- **Total Cost Per Parcel: \$1,743.40 with an annual payment of \$348.68**

PLEASE TAKE FURTHER NOTICE that the special assessment district within which the aquatic weed control is proposed and within which the costs thereof are proposed to be special assessed is illustrated on the following map and includes parcel numbers 4711-05-100-030, 4711-05-100-031, 4711-05-100-034, 4711-06-200-049, 4711-06-200-050, 4711-06-200-051, 4711-06-200-114 & 4711-06-200-115.



PLEASE TAKE FURTHER NOTICE that the preliminary plans, estimates of cost, proposed special assessment district and petitions may be examined at the office of the Township Manager and the Township Clerk from the date of this notice through the date of the public hearing and may be examined at such public hearing. At the hearing, the Board will consider any written objections to any of the foregoing matters filed with the Board at or before the hearing as well as any revisions, corrections, amendments or changes to the plans, estimates and costs or special assessment district.

All interested persons are invited to be present at the hearing to submit comments concerning the foregoing. The Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the hearing upon seven (7) days' notice to the Township Manager. Individuals with disabilities requiring such aids or services should contact the Manager at the address or phone number listed below.

This notice is given by order of the Genoa Charter Township Board.
Dated: July 15, 2024

Kelly VanMarter
Genoa Charter Township Manager
2911 Dorr Road, Brighton, MI 48116
Phone: 810-227-5225
Email: kelly@genoa.org

EXHIBIT D

AFFIDAVIT OF MAILING

STATE OF MICHIGAN)

COUNTY OF LIVINGSTON)

Kelly VanMarter, being first duly sworn, deposes and says that she personally prepared for mailing, and did on July ____, 2024, send by first-class mail, the notice of hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Genoa; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.

Kelly VanMarter
Genoa Charter Township Manager



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: July 10, 2024
RE: Election Commission Pay

This item was tabled at the last meeting to allow for a review of election commission meeting per diem rates in Livingston County. The Clerk's office provided nothing new on this item, therefore the materials in the packet are the same that were included in the July 1, 2024 packet.

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

From: [Polly](#)
To: [Bill Rogers](#); [Kelly VanMarter](#); [Mary Krencicki](#)
Subject: per diems for the election
Date: Tuesday, June 25, 2024 11:56:09 AM
Attachments: [240620.docx](#)
[image001.png](#)

Attached are the minutes of the June 20, 2024 election commission meeting with the per diems for officials. Please place this item on the meeting scheduled for Monday July 1, 2024 under the consent agenda as follows:

Request for approval of per diems and hourly rates for all poll workers and temporary staff scheduled for the August and November Primary and General Elections as recommended by the Election Commission.

[Paulette Skolarus, Clerk](#)



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

polly@genoa.org
www.genoa.org

ELECTION COMMISSION MEETING

June 20, 2024 1:00

p.m.

MINUTES

Clerk Paulette Skolarus Called the Election Commission meeting to order on June 20, 2024 at 1:00 p.m. The following members were present constituting a quorum for the transaction of business: Paulette Skolarus, Diana Lowe and Jean Ledford. In addition there were Tabitha Dolan, Mary Krencicki Janene Deaton and Janine Iyre.

Call to the Public was made with no response.

1. Request for Approval of the Agenda

Moved by Lowe and supported by Ledford to approve the Agenda as presented. The motion carried unanimously.

2. Request for approval of the Minutes dated Jan. 9, 2024

Moved by Ledford and supported by Lowe to approve the Minutes from Jan. 9, 2024 as presented. The motion carried unanimously.

3. Request for approval of Resolution 240620 establishing a Receiving Board for elections held in Genoa Charter Township.

Moved by Ledford and supported by Lowe to approve Resolution 240620 as requested. The motion carried unanimously.

4. Request for approval of persons scheduled to work the Primary Election of August 6, 2024.

Moved by Lowe and supported by Ledford to approve the poll workers scheduled to work early voting, election day and absent voter board as well as receiving board as requested. (Note) *The county democratic and republican parties will be notified accordingly.* The motion carried unanimously.

5. Request for approval of per diems and hourly rates for all poll workers and temporary staff scheduled for the August and November elections with a recommendation to the Township Board.

Moved by Lowe and supported by Ledford to approve the hourly rates as requested for the August and November 2024 election as requested with a change to the per diem Election Commission Meetings from \$150.00 to \$200.00. The motion carried unanimously.

- **Poll workers for early voting \$175.00 per diem**
- **Chair-persons for early voting \$225.00 per diem**
- **Regular Poll workers \$300.00 per diem**
- **Chair-persons working the polls \$350.00 per diem**
- **Scanners working the A.V. \$375.00**
- **Receiving Board \$200.00 per diem**
- **Setup of Precincts @ \$20.00 per hour**
- **Election Commission meetings \$150.00 per diem *changed to \$200.00 per diem***
- **Office Assistants \$20.00 per hour**
- **First time Assistants \$18.00 per hour**
- **Election Coordinator \$25.00 per hour**

6. Request for approval of the early voting hours for the Primary Election scheduled for August 6, 2024, to be held at the Genoa Township Hall as follows: July 27, 2024 through August 6, 2024 from 8:30 a.m. until 4:30 p.m.

Moved by Ledford and supported by Lowe to approve the early voting hours as requested. The motion carried unanimously.

7. Observance of the Public Accuracy test for the Primary Election scheduled for August 6, 2024.

The accuracy test was observed and approved by members of the Clerk's office. No further action was taken.

Moved by Lowe and supported by Ledford to adjourn the Election Commission meeting at 2:24 p.m.

Paulette A. Skolarus, Clerk
Genoa Charter Township



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: July 10, 2024
RE: Utility Agreement - Herbst Farm Pole Barns

I have been working with the Utility Director and the Township Attorney on an agreement to allow use of the 2 pole barn structures at the recently acquired Herbst farm property. The use of these structures would be for storage of equipment, emergency parts, repair pipe, and other items for the benefit of the Operation and Maintenance of the Utility Systems operated by the Utility Department. Repairs to these structures to facilitate their use for this purpose is underway. Attached please find a proposed Modification agreement which proposes to amend Article III, Section 3.5 of the existing Amended and Restated Utility Services Agreement (also attached). This modification, if approved, will allow for the rental of the structures for an initial term of 10 years at a cost to the Utility Systems of \$16,000 per year. In addition to the system benefits, this will allow the Township to recover the costs of our investment in the renovations to the buildings. Once approved by the Township, the Modification Agreement will also need approval from MHOG, G-O, and Howell Township.

In this regard, I offer the following motion for your consideration:

Moved by _____, **supported by** _____ to approve the Modification to the Amended and Restated Utility Services Agreement with the MHOG Sewer and Water Authority, the Genoa-Oceola Sewer and Water Authority, Howell Township, and Genoa Charter Township for use of the 30x40 and 40x48 pole buildings at 6132 Crooked Lake Road for a period of 10 years with an annual rent of \$16,000 payable to Genoa Charter Township.

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

THIS MODIFICATION (Modification) TO ARTICLE III, Section 3.5 – Vehicle, Supply, and Material Levels is made as of 17th day of July, 2024 by the Marion, Howell, Oceola and Genoa Sewer and Water Authority (“MHOG”), whose principal office is located at 1577 N. Latson Road, Howell, Michigan 48843, the Genoa-Oceola Sewer and Water Authority whose principal office is located at 2911 Dorr Road, Brighton, MI 48116 (“G-O”), Howell Township (“Howell”), whose principal office is located at 3525 Byron Road, Howell, MI 48855, and Genoa Charter Township (“Genoa”), whose principal office is located at 2911 Dorr Road, Brighton, Michigan 48116. This Modification shall be effective as of July 17, 2024.

WHEREAS, Genoa, MHOG, G-O, and Howell have concluded based on 13 successful years of joint operation, that operational services which share administrative, billing, operational staff and equipment over the Systems has and will continue to result in improved operation, efficiency, and cost savings for the residents served by the Systems; and

WHEREAS, the Township has purchased property adjacent to Genoa Township Hall (6132 Crooked Lake Road, Brighton, MI) that contains a 30 x 40 foot pole building and a 40 X48 foot Pole Building in need of rehabilitation; and

WHEREAS, the Utility Systems have watermain, fire hydrants, repair sleeves and other appurtenances stored outside and at various locations throughout the 4 Township Area; and

WHEREAS the parties to this Modification recognize that having a central location for the storage of equipment, supplies, and materials utilized in the systems is beneficial and will result in a savings of time to make necessary repairs and maintenance of the systems; and

WHEREAS, the Township has a desire to rehabilitate the barns to make them usable and to have them occupied to improve security, reduce potential liability and vandalism, and reduce deterioration to protect their property value; and

WHEREAS, the Utility Department has a desire to have interior storage for watermain, hydrants, and other parts to improve repair response, protect the value of purchased repair parts, improve inventory and security over said parts, centralize storage, and reduce the potential for animal environmental contamination of water supply parts; and,

WHEREAS, based on the mutual benefits to the Township, Utility Department, and Utility Systems, the parties wish to enter into this Modification to the Utility Services Agreement to include rental of the pole buildings from the Township; and

WHEREAS, the Township has developed a cost estimate to rehabilitate the pole buildings for a cost of \$160,000; and

WHEREAS, to encourage stable long term costs and to provide a long term benefit to all parties, the parties intend to rent from the Township, and the Township intends to rent to the parties the pole buildings for a period of 10 years with 5 year renewals at the end of such rental period, subject to the Amended and Restated Utility Services Agreement being renewed as set forth in ARTICLE VI, Section 6.1 Term and subject to the terms below:

NOW, THEREFORE, in consideration of the promises below and other valuable consideration, the receipt of which is hereby acknowledged, the Utility Services Agreement is amended as follows:

ARTICLE III, Section 3.5 – Vehicle, Supply, and Material Levels

In addition to the staffing, Vehicle, and Material Levels stated in **Exhibit 5**, for the term of the agreement, the Township shall provide a 30 x 40 foot and 40 x 50 pole building for the purpose of the Utility Department to store materials internally for the benefit of the Operation and Maintenance of the various Utility Systems. The Township shall provide the buildings as long as a Utility Services Agreement is in effect. The Township, with 12-month notice, may request use of one or both of the buildings and modify the agreement after March 31, 2028, which is the end of the fiscal year. The Utility Department Budget will be modified to include a \$16,000 annual rental for the buildings for each year the agreement remains in effect.

IN WITNESS WHEREOF, the parties have caused this Modification of the Utility Services Agreement to be executed and delivered, by their respective duly authorized officers, all as the day and year first above written.

MARION, HOWELL, OCEOLA AND GENOA SEWER AND WATER AUTHORITY

Date: _____

By: Bob Hanvey
Chairman

GENOA-OCEOLA SEWER AND WATER AUTHORITY

Date: _____

By: Robert Henshaw
Secretary

GENOA CHARTER TOWNSHIP

Date: _____

By: Bill Rogers
Supervisor

HOWELL TOWNSHIP

Date: _____

By: Mike Coddington
Supervisor

**AMENDED AND RESTATED
UTILITY SERVICES AGREEMENT**

THIS AGREEMENT is made as of MAY 18, 2022, by the Marion, Howell, Oceola and Genoa Sewer and Water Authority (“MHOG”), whose principal office is located at 1577 N. Latson Road, Howell, Michigan 48843, the Genoa-Oceola Sewer and Water Authority whose principal office is located at 2911 Dorr Road, Brighton, MI 48116 (“G-O”), Howell Township (“Howell”), whose principal office is located at 3525 Byron Road, Howell, MI 48855, and Genoa Charter Township (“Genoa”), whose principal office is located at 2911 Dorr Road, Brighton, Michigan 48116. This Amended and Restated Agreement shall be effective as of June 1, 2022 (the “Effective Date”) with billing to begin June 1, 2022 and services to Howell to begin on July 1, 2022.

ARTICLE I - RECITALS

WHEREAS, MHOG, G-O and Genoa entered into an Amended and Restated Utility Services Agreement on March 1, 2021 (the “Agreement”) and the parties now wish to amend the Agreement to include Howell and for the sake of clarity agree to restate the Agreement; and

WHEREAS, MHOG, GO, and Genoa have passed resolutions to extend operation and include Howell in the joint operations agreement; and

WHEREAS, Genoa owns and operates (i) the Oak Pointe Sanitary Sewer System, (ii) the Oak Pointe Water Supply System, and (iii) the Lake Edgewood Sanitary Sewer System; and

WHEREAS, the Townships of Marion, Howell, Oceola, and Genoa have organized MHOG pursuant to the provisions of Act 233, Michigan Public Acts of 1955, as amended for the purpose of acquiring, owning, managing, and operating a water supply system; and

WHEREAS, the Townships of Genoa and Oceola have organized the G-O pursuant to the provisions of Act 233, Michigan Public Acts of 1955, as amended for the purpose of acquiring, owning, managing, and operating a sanitary sewer collection and treatment system; and

WHEREAS, Howell owns and operates the Howell Township Sanitary Sewer System, and

WHEREAS, (i) Genoa’s Oak Pointe Sanitary Sewer collection system, (ii) Genoa’s Oak Pointe Water System, (iii) Genoa’s Lake Edgewood Sanitary Sewer System, (iv) the water production and distribution system operated by MHOG, and (v) the sanitary sewer collection and treatment system operated by G-O, and (vi) the sanitary sewer collection and treatment system operated by Howell shall, for the purpose of this Agreement, collectively be referred to as the “Systems”; and

WHEREAS, Genoa, MHOG, G-O and Howell have concluded that the operation of the Systems is needed to promote and improve the health and welfare of the residents of the users of such Systems; and

WHEREAS, Genoa, MHOG, G-O, and Howell have concluded that combined operational services which share administrative, billing, operational staff and equipment over the six Systems will result in improved operation, efficiency, and cost savings for the residents served by the Systems; and

WHEREAS, Genoa operates a Utility Department with a separate DPW Fund (the “DPW Fund”) that provides utility services to the Systems, the staff of the Utility Department is referred to herein as the “Utilities Staff” and while the Utility Department is often referred to as the “MHOG Utility Department” in conducting its business, for the purposes of this Agreement it shall be referred to as the “Utility Department”;

NOW, THEREFORE, in consideration of the promises below and other valuable consideration the receipt of which is hereby acknowledged, the Agreement is hereby amended and restated as follows:

ARTICLE II - OPERATION OF THE SYSTEMS

Beginning on the Commencement Date (as defined below) and during the term of the Agreement, Genoa agrees to provide, through the Utility Department, the staff, vehicles, supplies and materials needed to operate the Systems. The Utility Department agrees to operate the Systems in accordance with the terms and conditions of this Agreement, applicable law, and the permits, licenses, manufacturer’s protocols, and specifications applicable to the operation and maintenance of the Systems. The Utilities Staff shall take direction from the governing board of each respective System with respect to the specific operation of each such System, and the ultimate responsibility for the operation of each such System shall remain with the governing body of each respective System. Each party hereby agrees that it will cooperate in good faith with the other and its agents, employees, representatives, officers, contractors, and subcontractors to facilitate the performance of the mutual obligations set forth in this Agreement.

ARTICLE III - SCOPE OF SERVICES

When performing services pursuant to this Agreement for the Systems, Utility Department personnel described below shall report to and be subject to direction of the appropriate governing Board of the respective System, although such personnel shall remain employees of Genoa and not of the Systems. As described above, the ultimate responsibility for the operation of each such System shall remain with the governing body of each respective System.

Section 3.1 - Administrative and Support Services

Administrative staff to be employed by the Utility Department and assigned to the Systems shall consist of a Utility Director, a Deputy Utility Director – Water, a Deputy Utility Director – Wastewater, and such other personnel as shall be necessary to perform the utility services described in this Agreement. A description of the duties to be carried out by the administrative staff is set forth in **Exhibit 1**.

Section 3.2 - Operation and Maintenance Services

Operation and maintenance staff to be employed by the Utility Department and assigned to the Systems shall consist of the necessary plant, collection and distribution system personnel. A description of the duties to be carried out by the operation and maintenance staff with regard to water systems is set forth in **Exhibit 2a** and with regard to sanitary sewer systems is set forth in **Exhibit 2b**.

Section 3.3 - Meter Service, Reading, Billing and Receipting Services

Meter reading, billing, and receipting staff to be employed by the Utility Department and assigned to the Systems shall consist of the necessary staff to bill, read, and receipt water and sanitary sewer service. A description of the duties to be carried out by the billing services staff is in set forth in **Exhibit 3**.

Section 3.4 - Staffing Levels

The proposed staffing level to conduct and maintain the various services described in this Agreement is presented in Utility Department Organization Chart shown in **Exhibit 4**. The parties to this Agreement acknowledge that during the term of this Agreement, staffing levels will vary pending the season, level of effort required, attenuation, termination, disability, availability of employable personnel, or other circumstances. The parties acknowledge that the Utility Department shall have the right to modify staffing levels to provide the appropriate level of service to the Systems subject to the following conditions: (i) any modifications that do not result in an increase of the DPW Fund Budget can be made by the Utility Department, (ii) any modifications that result in an increase of the overall DPW Fund Budget by 5% or less on an annual basis may be made by the Utility Department with prior notification to the governing boards of the Systems, and (iii) any modifications that result in an increase of the overall DPW Fund Budget by more than 5% on an annual basis may be made only with the prior written approval of the governing boards of each of the Systems except, that modifications in staffing levels made pursuant to the inclusion of additional systems pursuant to Section 5.7 shall not require additional approvals.

Section 3.5 - Vehicle, Supply, and Material Levels

During the term of this Agreement, the Utility Department agrees to provide vehicles, supplies, equipment and materials necessary to perform the essential duties outlined in this Agreement. A summary of the vehicles, supplies, and materials initially to be provided is set forth in **Exhibit 5**. The parties to this Agreement acknowledge that during the term of this Agreement vehicle, supply, and material levels will vary pending changes in scope of services, staffing levels, and regulations. The parties acknowledge that the Utility Department shall have the right to modify these levels to provide the appropriate level of service to the Systems subject to the following conditions: (i) any modifications that do not result in an increase of the DPW Fund Budget can be made by the Utility Department, (ii) any modifications that result in an increase of the overall DPW Fund Budget by 5% or less on an annual basis may be made by the Utility Department with prior notification to the governing boards of the Systems, and (iii) any modifications that result in an increase of the overall DPW Fund Budget by more than 5% on an

annual basis may be made by only with the prior written approval of the governing boards of each of the Systems except, that modifications made pursuant to the inclusion of additional systems pursuant to Section 5.7 shall not require additional approvals.

ARTICLE IV - CAPITAL PROJECTS

The Utility Staff may propose capital improvements in order to comply with changes in law, to reduce costs, to increase energy efficiency, to meet System demands, or to improve the Systems operations. The Utility Department will not be relieved of its responsibilities to perform under this Agreement, if the recommendations of the Utility Staff are not implemented by the System's governing boards, unless the failure by such governing boards to implement such recommendations prevents the Utility Department from complying with its obligations hereunder or under applicable law.

ARTICLE V - PAYMENT FOR SERVICES

The Utility Department shall receive compensation for providing staff, vehicles, supplies and material necessary to provide the administrative, operational, maintenance and billing services contemplated by this Agreement, and the Systems shall be billed monthly based on the methodology presented below.

Section 5.1 - DPW Fund Budget

During the term of this Agreement, Genoa shall maintain a separate DPW Fund Budget (the "DPW Fund Budget") to track revenues and expenses associated with the staff, vehicles, supplies and materials and other expenses required to perform the administrative, operational, maintenance and billing services outlined in this Agreement. The fiscal operating year for the Utility Department is April 1 through March 31st. The 2022-2023 DPW Fund Budget is presented in **Exhibit 6**. The DPW Fund Budget shall be established annually and shall balance.

The Utility Department Accountants shall prepare, at a minimum, quarterly budget to actual reports for presentation to System's governing boards. Failure to present reports less than semi-annually shall constitute a default of this Agreement.

Section 5.1.1 - Revenue

Revenue to the DPW Fund shall include: (i) receipted funds from the Systems for providing administrative, operational, and billing services, (ii) receipted funds collected from the billing of systems for which full operational services are not performed (iii) charges to Developers for new development costs, (iv) interest income and other miscellaneous revenue streams not otherwise described, and (v) charges for vector truck services provided to the various systems. **Exhibit 6** contains a proforma breakdown of the various revenues for the fiscal year ending March 31, 2022.

Section 5.1.2 - Expenses

Expenses to the DPW Fund shall include the payments made from the fund for labor costs for Utility Department employees (direct costs, benefits and indirect costs),

insurance, taxes, fuel, repairs, vehicle purchases, outside consultants, computers, software, equipment, tools, vector services, and other items required to properly provide the services described in this Agreement, as well as any legal services and accounting services related to employees of the Utility Department or services provided by the Utility Department to the Systems pursuant to this Agreement. Budgeted expenses for the fiscal year ending March 31, 2023 are listed in **Exhibit 6**.

Section 5.2 - Calculation of Labor and Equipment Compensation

The parties agree that for the fiscal year 2022-2023, the operational costs for the Systems shall be allocated based on the 2022 allocation percentages presented in **Exhibit 7**. Beginning on April 1, 2022, and in each subsequent year, the allocation percentage calculation shall be based on the formula presented in **Exhibit 7**. In January of each year, the Utilities Staff will re-evaluate the System allocations based on changes in the number of customers, piping, pump stations, consolidation of systems, as illustrated in the formula. The Utilities Staff will then present the revised allocation to the governing boards of the Systems in January or February of each year and such revised allocation shall be considered for approval by the governing board of each System prior to the end of February of each year. The governing boards of the System shall use their best efforts to approve any proposed revised allocation, shall promptly state the basis for any rejection of any such allocation, and shall bargain in good faith to ensure that a fair allocation is agreed upon no later than February 1st of each year. In the event that the revised allocation is not approved by the governing board of each System as set forth above, then the then current allocation shall remain in effect for the fiscal year beginning on the following April 1. Set forth in **Exhibit 8** is a calendar illustrating the timing for the determination of the DPW's annual budget and annual allocation of costs to the Systems.

Section 5.3 - Base Payment for Services

The Utility Department shall invoice the Systems monthly for services provided by the approved allocation percentage of the annual DPW Fund Budget, minus the fixed billing revenue. **Exhibit 6** documents how fiscal year 2022-2023 will be invoiced. Each subsequent year shall be invoiced in a similar manner. All such invoices for services shall be paid within 45 days after the invoice has been sent.

Section 5.4 - Surpluses and Shortfalls

As the annual monthly payments are based on the total anticipated expenses of the DPW Fund Budget, surpluses and deficits may result at the end of the budget year for things such as employee departure, insurance adjustments, fuel prices, mechanical failures, utility service interruption or acts of nature. This adjustment will occur in August of each calendar year of this Agreement following completion of the annual audit of the DPW Fund. Surpluses or deficits will be adjusted back to each System based on the allocation percentage unless one or more Systems causes a substantial or disproportionate change in the DPW Fund Budget, in which case such System shall bear the resulting change in cost. An example of an event that might cause a disproportionate change includes, but is not limited to, serious mechanical failures of a system, power outages, system failures, or acts of God (lightning, fire, flood, etc) that cause the Utility Department to incur significant additional cost to keep such system operational.

Section 5.5 - Annual Budget Adjustment

Based on the allocation percentages described above, annual budget adjustments will be presented to the System's governing boards in February for each effective year of this Agreement. The Utility Department will make reasonable attempts to maintain and reduce operational costs for the Systems. Comments will be received from the System's governing boards, and a final budget will be presented in March of each year. Subject to Section 6.3 below, the final budget for each year shall be binding on each of the parties to this Agreement. Set forth in **Exhibit 8** is a calendar illustrating the timing for the determination of the annual budget for the DPW Fund.

Section 5.6 - Additional Payments by the Governing Boards

The parties acknowledge that the governing boards of the Systems shall each pay directly for services and products not covered by this Agreement including: utilities (gas, electric, and other utilities), chemicals, repair parts, outside contractor services, licenses fees and permits, laboratory testing, MXU radio read units and SCADA systems, and specialized tools and supplies for each system. Additionally, specialized tools and materials required for the operation of a specific System will be the responsibility of that respective System.

Section 5.7 - Procedures for the DPW Providing Services to Additional Systems

During the term of this Agreement, the Utility Department may be requested to provide services to additional utility systems or governing bodies. Providing services to additional systems may result in improved operation, efficiency, and cost savings for the residents served by the Systems. As a result, the following procedures will be utilized to evaluate requests by third parties to receive utility services from the Utility Department:

Section 5.7.1 - Notification of Request

The Utility Staff shall provide notice to each party to this Agreement of a request from an outside party to have the Utility Department provide utility services to such outside party.

Section 5.7.2 - Preliminary Staffing and Financial Assessment

Following the request notification, the Utilities Staff shall perform a preliminary evaluation of the potential staffing and financial impacts to the existing DPW Fund Budget. If improved operation and cost savings for the existing DPW Fund are not projected with the preliminary evaluation, then utility services will not be provided to the outside party.

Section 5.7.3 - Approval by Governing Boards

A preliminary staffing and financial evaluation that projects improved operation and cost savings will be presented to each governing board of the Systems. Prior to providing such utility services to the requesting third party, the governing board of each System will need to approve by resolution the services that will be performed, the costs

that will be charged to such third party and the manner in which the staff and legal costs associated with providing utility services to such third party will be paid. Additionally, the governing board of each System will also be required to approve any revision to the DPW Fund Budget that exceeds by 5% the then current DPW Fund Budget and any revisions to the allocation of costs provided by Section 5.2 of this Agreement.

Section 5.7.4 - Billing Only Duties

Should the services requested by the third party consist only of performing billing duties that do not significantly impact staffing levels or costs, the Utilities Staff can perform such billing duties without the staffing and financial assessment described above.

Section 5.8 – Reserve Funds

Section 5.8.1 – Fund Balance

The target fund balance in the DPW Fund at the end of each fiscal year during the Term of this Agreement shall be \$75,000 following the annual audit of the DPW Fund, with the exception of the vehicle reserve fund, which shall be maintained as described in Section 5.8.2. To the extent that the DPW Fund has a balance of more than \$75,000 following the annual audit of the DPW Fund, then the amount exceeding \$75,000 shall be returned to the parties hereto based on the same allocations on which such funds were paid to the DPW Fund. In the event that the DPW Fund balance falls below \$50,000 at the end of any fiscal year following the annual audit of the DPW Fund, Genoa may adjust the budget for the following year to replenish the DPW Fund Budget to the target fund amount.

Section 5.8.2 – Vehicle Reserve Fund

As part of the DPW Budget, Genoa shall maintain a segregated DPW vehicle reserve fund. This fund shall be used for replacement of the vehicle fleet as the fleet ages and repair costs and safety concerns warrant replacement of the vehicles. For fiscal year 2022- 2023 and thereafter, the fund balance in the vehicle reserve fund shall not exceed \$150,000.

ARTICLE VI - TERM AND TERMINATION

Section 6.1 - Term

This Agreement began on April 1, 2011 (the “Commencement Date”) and the initial term ran through March 31, 2016, the agreement was renewed on April 1, 2016 and ran through March 31, 2021 and was again renewed on April 1, 2021 with a term ending on March 31, 2026. The term of this Agreement shall remain unchanged except for the addition of Howell and the terms and conditions of this Amended and Restated Agreement shall be effective upon the Effective Date. Thereafter, this Agreement will automatically renew for successive five (5) year terms each, unless written notice of termination is provided by a party to this Agreement to the other parties not more than 180 days and not less than 90 days prior to the end of the then current term. In such event this Agreement shall only terminate as to the terminating party(ies) provided

that the remaining parties can agree on an amended budget under Section 5.1 above and new allocation percentages under Section 5.2 above. In the event that a party elects to terminate this Agreement without cause, and that party creates employment positions (or third party contractor positions) to operate its Systems, that party shall provide first preference for any such positions to any Utilities Staff that are, or will be, displaced (or laid off) as a result of that party's election to terminate. In the event that any Utilities Staff are laid off as a result of a party terminating this Agreement without cause and said Utilities Staff are not hired by the terminating party, then the terminating party shall, on a quarterly basis, reimburse Genoa for all unemployment costs incurred by Genoa as a result of said layoff(s) for a period of one (1) year from the effective date of said termination.

Section 6.2 - Events of Default and Remedies

The failure of any party to comply with any material term of this Agreement shall constitute a default. Upon default by a party, the complaining party shall send written Notice of Default to the defaulting party with a copy to the other parties. Such notice shall clearly specify the nature of the default and provide the defaulting party sixty (60) days to cure the default. If the default is capable of being cured within sixty (60) days, but is not cured within the sixty (60) days, the Agreement shall, at the option of the non-defaulting party(ies), terminate at midnight of the sixtieth (60th) day following receipt of the Notice of Default. In the case of default that cannot be cured within sixty (60) days, the Agreement shall not terminate so long as the defaulting party has given written notice of the extension to the other parties and the defaulting party has commenced and is diligently pursuing a remedy, provided, however, that if the defaulting party has failed to give notice or failed to commence or pursue a remedy, the termination of this Agreement as to the defaulting party shall be at the option of the non-defaulting party(ies). Evidence of such remedy and its diligent pursuit shall be provided from the party determined to be in default to the satisfaction of the non-defaulting party(ies), and in any event such extension may not extend for more than one hundred eighty (180) days. Any termination under this paragraph shall only be effective as to the defaulting party and this Agreement shall remain in full force and effect as to the non-defaulting parties, provided that the non-defaulting parties can agree on an amended budget under Section 5.1 above and new allocation percentages under Section 5.2 above.

In the event of the termination of this Agreement under the terms outlined above, the defaulting party shall pay Genoa for the services provided and invoiced up to the effective date of termination. Payment shall be made within thirty (30) days of the date of termination. Additionally, the non-breaching party or parties shall retain and may pursue all other remedies that may be available under applicable law.

Section 6.3 - Additional Option to Terminate as a Result of the Annual DPW Fund Budget

In addition to the other termination options under this Agreement, the parties to this Agreement shall have the right to terminate this Agreement in the event that the annual budget presented by the Utility Department in March of each year, pursuant to Section 5.5 of this Agreement, exceeds by more than 10% the DPW Fund Budget for the then current fiscal year. Any modifications previously approved by the governing boards of the Systems (including, but not limited to, modifications approved under Sections 3.4, 3.5 and 5.7.3 of this Agreement) shall

be excluded from the calculation of whether the 10% threshold has been exceeded. In order for a party to terminate this Agreement pursuant to this Section, such party must provide written notice to the other parties to this Agreement no later than April 15 following the presentation of the annual budget and in such case, the then current DPW Fund Budget shall remain in place and this Agreement shall terminate on the following June 30.

ARTICLE VII - INSURANCE

Section 7.1 - Insurance Provided by Genoa Township

Genoa shall provide and maintain the following levels of insurance coverage at all times during the term of this Agreement:

- (1) General Liability and Vehicle Liability Insurance with a combined single limit in the amount of \$5,000,000.
- (2) Worker's Compensation Insurance in compliance with the laws of the State of Michigan, covering Township employees engaged in the performance of services, to the required statutory amount.
- (3) Sewer Backup Coverage in the amount of \$250,000.

Section 7.2 - MHOG Insurance

MHOG shall provide and maintain the following levels of insurance coverage at all times during the term of this Agreement:

- (1) General Liability Insurance with a combined single limit in the amount of \$5,000,000.
- (2) Property insurance in amounts sufficient to cover real property owned by MHOG.

Section 7.3 - G-O Insurance

G-O shall provide and maintain the following levels of insurance coverage at all times during the term of this Agreement:

- (1) General Liability Insurance with a combined single limit in the amount of \$5,000,000.
- (2) Property insurance in amounts sufficient to cover real property owned by G-O.
- (3) Sewer Backup Coverage in the amount of \$250,000.

Section 7.4 - Howell Township

Howell Township shall provide and maintain the following levels of insurance coverage at all times during the term of this Agreement:

- (1) General Liability Insurance with a combined single limit in the amount of \$5,000,000.
- (2) Property insurance in amounts sufficient to cover real property owned by G-O.
- (3) Sewer Backup Coverage in the amount of \$250,000.

ARTICLE VIII - DISPUTE RESOLUTION

Section 8.1 - Appointment of Panel

The parties agree that any and all claims, controversies or actions arising out of the terms, provisions or subject matter of this Agreement shall be referred to a panel (the "Panel") consisting of three (3) representatives (the "Representatives"). The Utility Staff shall appoint one representative to the Panel, the governing bodies of the Systems shall collectively appoint one representative to the Panel and the two representatives shall mutually agree on a third representative for the Panel. Such appointments shall be made by the parties within fifteen (15) days of written notice of a dispute or claim.

Section 8.2 - Additional Remedies and Arbitration

Notwithstanding the provisions of Section 8.1, if the claim or dispute is not resolved by the good faith negotiations of the Representatives within sixty (60) days of appointment, any of the parties to this Agreement, subject to the following, may seek any remedies available at law and/or in equity to resolve the dispute. Additionally, the parties to this Agreement may, if they mutually agree in writing, submit any claims, disputes or other matters in question arising out of or relating to this Agreement or breach thereof to arbitration in accordance with the Arbitration Rules of the American Arbitration Association currently in effect, or such other rules of arbitration to which they may mutually agree. The arbitration shall be conducted in a location selected by mutual agreement of the parties. The costs of the arbitrator shall be shared equally by the parties. Each party shall be responsible for the costs of its own legal counsel, witnesses and documents it submits to the arbitrator. The arbitrator shall have no authority to change any provision of this Agreement, and the arbitrator's sole authority shall be to interpret or apply the provisions of this Agreement in accordance with the laws of the State of Michigan. If the parties mutually agree to settle a claim, dispute or other matters in question between them by arbitration, the award rendered by the arbitrator(s) shall be final and judgment may be entered upon it in accordance with the applicable law and any court having jurisdiction thereof. Any and all awards shall be in writing and shall give the arbitrator's supporting reasons for the award. It is expressly understood and agreed that any agreement to submit a particular claim, dispute or matter to arbitration shall apply only to that claim, dispute or matter and shall not be binding upon any other claims, disputes or matters which may arise between the parties.

Section 8.3 - Covenant to Continue Work

During resolution of any dispute under this Article, Genoa and the System's governing boards shall each continue to perform their respective obligations under this Agreement without interruption or delay.

ARTICLE IX - MISCELLANEOUS

Section 9.1 - Assignment

This Agreement is binding on the parties hereto, and their permitted successors and assigns. The parties agree not to transfer or assign their respective interests in this Agreement without the written consent of the other parties hereto.

Section 9.2 - Choice of Law and Forum

This Agreement shall be subject to and governed by the laws of the State of Michigan. The parties agree that the venue for the bringing of any legal or equitable action under this Agreement shall be established in accordance with the statutes of the State of Michigan and/or Michigan Court Rules. In the event that any action is brought under this Agreement in Federal Court, the venue for such action shall be the Federal Judicial District of Michigan, Eastern District, Southern Division.

Section 9.3 - Entire Agreement

This Agreement and the attached exhibits represent the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior representations, negotiations or agreements whether written or oral.

Section 9.4 - Notices

All notices shall be in writing and shall be deemed given when mailed by first class mail or delivered in person. Notices to be given to Genoa Charter Township will be addressed to:

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

Notices to be given to MHOG will be addressed to:

MHOG Sewer and Water Authority
1577 N. Latson Road
Howell, MI 48843
Attention: Secretary

Notices to be given to Genoa-Oceola will be addressed to:

Genoa-Oceola Sewer and Water Authority
2911 Dorr Road
Brighton, MI 48116
Attention: Secretary

Notices to be given to Howell Township will be addressed to:

Howell Township
3525 Byron Road
Howell, MI 48855
Attention: Supervisor

Section 9.5 - Severability

Should any part of this Agreement for any reason be declared invalid or void, such declaration will not affect the remaining parts of this Agreement, which will remain in full force and effect as if the Agreement had been executed with the invalid portion eliminated.

Section 9.6 - Amendment or Modification of Agreement

No change in or modification, termination or discharge of this Agreement, in any form whatsoever, shall be valid or enforceable unless it is in writing and signed by the party to be charged therewith or its duly Authorized Representative.

Section 9.7 - Third Party Beneficiaries

Except as expressly provided herein, this Agreement does not create, and is not intended to create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, or any other right in favor of any person other than the parties.

Section 9.8 - Counterparts

This Agreement may be executed in several counterparts each of which shall be deemed one and the same agreement. It shall be binding upon and inure the benefit of the parties to it and their respective successors and assigns.

Section 9.9 - Required Taxes, Insurances, Fees and Documents

Genoa agrees that it will operate legally and pay all federal, state, local, social security, Medicare and unemployment taxes, liability and workers' compensation insurance premiums, and license or permit fees necessary to conduct business.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed and delivered, by their respective duly authorized officers, all as the day and year first above written.

Date: _____

Robert Hanvey

By: Bob Hanvey
Chairman

GENOA-OCEOLA SEWER AND WATER
AUTHORITY

Date: _____

William J. Bamber

By: William J. Bamber
Chairman

GENOA CHARTER TOWNSHIP

Date: May 18, 2022

Bill Rogers

By: Bill Rogers
Its: Supervisor

HOWELL TOWNSHIP

Date: April 11, 2022

Mike Coddington

By: Mike Coddington
Its: Supervisor

EXHIBITS

Exhibit 1 – Duties of Support Services Division

Exhibit 2a –Duties of Water Division

Exhibit 2b –Duties of Wastewater Division

Exhibit 3 – Utility Billing Services Statement of Duties under Support Services Division

Exhibit 4 – Utility Department Staff Organization Chart

Exhibit 5 - Vehicle, Supply, and Material Summary

Exhibit 6 – FY 2023 Genoa Charter Township DPW Fund Budget Worksheet

Exhibit 7 – FY 2023 System Labor and Equipment Allocation Percentage

Exhibit 8 – Timetable for Allocation of Budget

Exhibit 1
Duties of Administrative Services

Exhibit 1

Utility Department Support Services Division Statement of Duties

The Utility Department Support Services Division (SSD) shall perform such duties and responsibilities as directed from time to time by the System Boards. The following duties and responsibilities shall be performed by the SSD Staff, unless otherwise directed by the System Board:

Attend all System Board and Committee meetings. Currently the MHOG and GO Boards meet once per month, the Oak Pointe and Lake Edgewood systems are reviewed as necessary, and the Howell Township Sewer Committee meets once per month.

Approve chemical and supply orders from the plant and facilities operator.

Approve all invoices associated with operation of the System and allocate the expense to the appropriate line item within the System O&M Fund or the DPW Fund.

Oversee compliance of the DPW Operation and Maintenance Staff with the contract conditions (i.e. assure fire hydrants are pumped out on time, perform spot inspections, upkeep of plant maintenance, pump stations are checked in).

Oversee compliance of the Meter Service, Reading, Billing, and Receipting Staff (Except Howell Twp. shall continue to perform its own billing as it has in the past) with the contract conditions (ie. Meters maintained and read, bills sent out).

Bid subcontracted maintenance items such as lawn mowing and make recommendations to the System Board or Committee.

Make recommendations to the System Board(s) or Committee(s) considering capital improvements required to meet demand or flow conditions within the System or to provide improved monitoring, pressure modifications, or improved reliability and/or redundancy.

Make recommendations to the System Board(s) or Committee(s) regarding proposed capital improvements proposed by developers and townships.

Work with the accountant and consulting engineer on capital improvement plans.

Serve as a liaison between the System and the Michigan Department of Environment Great Lakes and Energy (EGLE). Address regulatory inquiries, inspections, violations and compliance.

Provide the System Board or Committee with staff recommendations on consulting engineering proposals.

Serve as a liaison with the public and press in the event of a system failure, water main break, sanitary sewer overflow, etc. Complete correspondence with the EGLE for system failure events as necessary.

Provide a status report at the System Board or Committee Meetings.

Provide annual estimated budget expenses for each line item in the System's Operation and Maintenance Fund.

Oversee the operation of the Systems.

Hire operations personnel as necessary to complete the services outlined in **Exhibits 2 and 3**.

Oversee the general welfare of the Systems.

Coordinate and oversee the review of construction plans prepared by consulting engineers.

Review reports and plans prepared by consulting engineers and make recommendations to the System Board or Committee.

Recommend annual maintenance activities to the System Boards and Committees.

Oversee the submittal of construction plans to EGLE for permits.

Oversee the maintenance of electronic copies of conforming to construction record drawings.

Maintain and update GIS System for the DPW showing the System's distribution and collection lines, including water hydrants and valves and sanitary sewer structures.

Oversee the maintenance of an up to date model of the MHOG water distribution system.

Provide recommendations to the System Board(s) or Committee(s) on distribution system or collection system improvements.

Oversee the development of a system wide database and management of the system data, including conforming to construction record drawings, water system production and distribution data, sanitary system treatment and collection system data, and customers connected to the Systems.

Host, Maintain, and Update the MHOG.org website with customer information for the MHOG System, Genoa-Oceola System, Howell Township and Genoa Township Systems.

Serve as a host for maintenance tracking software to document inventory, work orders, and system components.

Oversee new development so that it is constructed in conformance with the approved Design Standards and Connection Manual.

Host and maintain a GIS database of utility system components.

Serve as a liason with the public, press, and media.

Exhibit 2a
Water System Operation and Maintenance Duties

Exhibit 2a

Water Division Statement of Duties

Overview

The duties described are of a professional nature and shall be performed in accordance with the degree of skill and care ordinarily exercised by member of the Operator's Profession. Qualified, and where required, certified staff shall be provided.

Plant Operation

Operate the Water Treatment Plant in conformance with State Laws and Regulations including but not limited to:

- Staffing to meet production demand
- Maintenance of equipment including routine cleaning and lubrication
- Equipment Inspections and Adjustments
- Laboratory Analysis and Testing
- Data management and record keeping
- Preparation and prompt delivery of all applicable and required filings including monthly MRO Reports, NPDES Reports, Consumer Confidence Report, & Backflow and Cross Connection Reports to regulatory agencies and consumers as required by law
- Maintenance of wells and well houses including recommended preventative maintenance and emergency power service
- Maintenance of controls and instrumentation
- Coordination of Lime residual removal
- Maintain Buildings and Grounds including:
 - Recommending necessary painting projects to Authority Board
 - Bidding and hiring of lawn and snow removal services
 - Coordinating waste disposal services
- Performing other duties as necessary to maintain quality service

Distribution System

Operate the Water Distribution System in conformance with State Laws and Regulations including but not limited to:

Maintenance of water towers including altitude valves, emergency communication, temperature and level sensors, cathodic protection, periodic paint and coating inspections, and recommendations for painting and maintenance projects.

Utilize the computer and SCADA monitoring system and coordinate repairs as necessary.

Maintenance of pressure reducing valves including checking operation, verify operation and coordination of repairs.

Maintenance of Fire Hydrants including annual flushing, repairs as necessary, painting as necessary, and tracking in a GIS System.

Coordinate the repair of valve boxes, curb stops, and valves as necessary.

Performing and/or coordinating emergency repairs of water distribution components and lines

Conducting regulatory and public notifications, advisories, and recommended course of actions regarding interruption in service or boil water notices.

Conduct record management and maintenance of treatment and flow data.

Record management of work orders for meter service and customer repairs.

Coordinate with local and state agencies on right-of-way projects impacting the water Systems, including protection, relocation, and interruption of service.

Perform MISS DIG services

Performing other duties as necessary to maintain quality service

Staff will ensure permits remain in effect and will address regulatory inquiries, inspections, and violations.

Administrative and operations staff will serve as Authority liaisons with the public, presenting a professional image of the Authority. Administrative staff will address public concerns regarding employee presentation and service.

Staff will perform its best effort with regard security of the facilities by locking facilities, utilizing alarm systems, tracking of keys, and tracking facility access by outside personnel. Staff will also make recommendations to the Governing Board regarding the implementation of security improvements.

Staff will make every effort to reduce energy usage in the facilities through use of energy saving devices and utilization of energy best management practices.

Staff serving the system will be encouraged to obtain training and obtain certifications to improve operational knowledge which will result in improved service to customers.

A 24 hour 1-800 emergency call center will be provided to answer customer and system after hour emergencies and dispatch of on-call personnel.

Exhibit 2b
Wastewater System Operation and Maintenance
Duties

Exhibit 2b

Utilities Staff Waste Water Division Statement of Duties

Overview

The duties described are of a professional nature and shall be performed in accordance with the degree of skill and care ordinarily exercised by member of the Operator's Profession. Qualified, and where required, certified staff shall be provided.

Plant Operation

Operate the Wastewater Treatment Plant in conformance with State Laws and Regulations including but not limited to:

- Staffing to meet daily treatment NPDES Permit Requirements
- Maintenance of treatment equipment including routine cleaning and lubrication
- Equipment inspections and adjustments
- Laboratory analysis and testing
- Data management and record keeping
- Preparation and prompt delivery of all applicable and required filings including monthly MRO Reports, CMR Reports, DMR Reports to regulatory agencies as required by law
- Maintenance of controls and instrumentation
- Coordination of Biosolids residual removal
- Maintain Buildings and Grounds including:
 - Recommending necessary projects to Township Board
 - Snow Removal
- Performing other duties as necessary to maintain quality service

Collection System

Operate the Wastewater Collections System in conformance with State Laws and Regulations including but not limited to:

- Maintenance of pump stations
- Recommendations to Governing Boards on pump replacements, upgrades, and repairs
- Maintenance and repair of air release valves.

- Repair of valve boxes, and valves as necessary. Performing and/or coordinating emergency repairs of wastewater collection components and lines
- Conducting regulatory and public notifications, advisories, and SSO Events
- Conduct record management and maintenance of pump station flow and runtime data.
- Coordinate with local and state agencies on right-of-way projects impacting Utilities including protection, relocation, and interruption of service.
- MHOG will perform routine cleaning activities for all sewers, collection systems components and pump stations as part of the included services.
- MHOG will coordinate non-routine or large scale sewer and pump station cleaning activities at the expense of the associated utility.
- Perform MISS DIG services
- Performing other duties as necessary to maintain quality service

Miscellaneous Services

Staff will comply with permit renewal deadlines and will address regulatory inquiries, inspections, and violations.

Administrative and operations staff will serve as Township liaisons with the public, presenting a professional image of the Authority. Administrative staff will address public concerns regarding employee presentation and service.

Staff will perform its best effort with regard security of the facilities by locking facilities, tracking of keys, and tracking facility access by outside personnel. Staff will also make recommendations to the Township Board regarding the implementation of security improvements.

Staff will make every effort to reduce energy usage in the facilities through use of energy saving devices and utilization of energy best management practices.

Staff serving the system will be encouraged to obtain training and obtain certifications to improve operational knowledge which will result in improved service to customers.

A 24- hour 1-800 emergency call center will be provided to answer customer and system after hour emergencies and dispatch of on-call personnel.

Exhibit 3
Utility Billing Services Statement of Duties

Exhibit 3

Meter Service, Reading, Billing and Receipting Services Under Support Services Division Statement of Duties

Meter Installation - Permanent

Receive and File Meter Sales Forms

- Schedule with Customers Order and Pick-up of Specialty Meters (>1-inch)

Maintain inventory of meters

Schedule appointments with customers for meter installations

Perform Meter Installs

- Obtain Backflow Certificate

- Install Meter and Reading Device

- GPS Location for Vehicle Based Reading Unit

- Complete Work Order with Meter and Head Numbers for Input into Billing Software

Utilize Work Order to Set-Up a New Customer Account or Update for Irrigation Install

- For commercial account, select hazard classification and add to Hydrocorp Inc. list for Backflow and Cross Connection Inspection

- Input GPS Points

- Input Backflow Control Device for residential and irrigation accounts

- File Installation Paperwork

- Locating curb stops for builders and homeowners.

Meter Installation – Seasonal

Schedule Spring Installation for Water Only Seasonal Irrigation or Recreational Meters (~50 Meters Total)

- Send out notification letters to each account

- Require backflow device test during installation

Install meters at scheduled times

- Turn on water services

- Test radio read device

- Obtain Backflow Certificate

Schedule Fall Removal for Water Only Seasonal Irrigation or Recreational Meters (~50 Meters Total)

- Send out notification letters to each account of winterization responsibilities

- Remove meters

- Obtain final reads on each account

- Shut down water services

Meter Reading & Billing

R-Type MXU accounts are loaded into vehicle based reading route

M-Type MXU accounts are loaded into handheld reading unit and /or future vehicle based unit

Radio reads are obtained in the field

Audit of non-reads by MXU units are added to manual read accounts

Each non-read manual is visited to obtain a read

Non reads are added to repair list and letters are sent to customer requesting appointments.

Each read is audited by:

- Verifying of account information

- Each read is compared to previous quarter

- Contact made with each customer with read outside normal range, accounts are noted when a homeowner is gone during the winter months.

- Research reads that show no usage.

- Identify if there is a leak. If leak is found, determine if sewer or water only.

- Adjust accounts as necessary

- Identify Repairs and Perform Site Visits, including but not limited to:

 - Assisting Homeowners with identifying leaks

 - Change out of meter heads

 - Researching as to why a home or business may not have irrigation usage over summer. (Irrigation System may have bypass installed).

Following of Audit, meter reads are posted to accounts

Following posting of accounts, bills are printed

Printed bills are separated and sorted for post office

Bills are placed in batches for apartment complexes, condos, etc... to save on postage

Postage is calculated, and payment and delivery of bills is made to post office.

Copy of Howell Township's meter reads are forwarded to Howell Township along with all supporting documents.

Post Meter Reading and Billing

As referenced above, between billing cycles:

- Non-reads are scheduled for maintenance which may include:

 - Installation of an external MXU

 - Re-wiring from reading unit to meter

 - Change out of faulty or clogged meter

 - Change out of meter head

 - Frequently, the above task require preparation of mailings to customers to obtain home access

- Record any account or equipment changes in Billing Software.

- Transfer of Delinquent balances to Place on Tax Rolls

Handling of All Bankruptcy Accounts which includes:

Chapter 7 – If is debt discharged balances are written off

Chapter 13 – Balance that is owed at time of filling is transferred to an additional account with payments being applied from Trustee only.

All bankruptcy amounts must be broken down into water and sewer dollars.

Obtaining Final Reads and Preparation Final Bills from Property Sales

Final bills are printed once a month, however, the majority of final bills are faxed directly to the title company that is holding escrow, this is done daily.

Answering of customer account changes and complaints, questions on bills and scheduling of inspections for leaks.

Provide assistance to customers accessing & making Payments using MHOG's on-line bill paying web site by taking verbal Credit or Debit card payments from customers over the Phone.

Miscellaneous Services

Tracking and service shut-off of foreclosures

Cross Connection Program and Consumer Confidence Reports

Software Upgrades & Annual Maintenance & Software Support Fees

Response to Township request for usage history

Preparation of billing reports for commercial account audits

Preparing Billing Summaries & Account Receivable Reports by District & Township

Entering any adjustments on customer accounts, example: NSF Checks, removing payment.

Keeping track of all meters installed for each subdivision or complex. Any meters not installed yet are checked to make sure lot is still vacant.

Maintaining list of all paid and unpaid meter packages, always checked before meter package is installed in new home.

Bill Collection (Except Howell Twp.)

Opening mail

- Matching check to payment stub
- No stub included – look up information and write ticket
- From closing companies - looking up to make sure new owner is set up on system

Posting payments

Balancing posting

- Add checks and cash to balance to posting amount
- Write out deposit ticket
- Run posting reports
- Commit batch after balancing

- Put reports into Utility Receipts binders

Deposit to bank

Customer relations

- Taking payments over the counter
- Taking phone calls from customer
- Solving problems for customers
- Collect NSF's

Payments on line

- Retrieve via Email from Billing Software total amount submitted the day before
- Run posting reports
- Next day verify monies in bank match on line payment total
- Commit batch
- Put reports into Utility Receipts binders

Delinquents to Tax Rolls

- Work with Billing Specialist to transfer delinquents to tax rolls
- Special handling of paid delinquents from Sept – Nov
- Disburse delinquent amounts paid to individual townships so they can mark their tax roll accordingly

Balancing Account and Distributing Funds

- Make Excel Sheets from G/L Distribution Daily Reports, to give breakdown of sewer & water by district
- Using spreadsheet enter Deposit totals into Quick Books
- Enter any fees (Merchant Fees) etc
- Do Journal Entries - Non Sufficient Fund's (NSF's)
 - adjustments to statement
- Any refunds made on finals throughout the month
- Do checks for distribution
- Once Chart of Account Balances, print and distribute checks to each district
- Reconcile Account for the month

Close communication is required between the persons billing (finals), receipting (NSF's) and balancing throughout the month to insure balancing at the end of the month.

Exhibit 4
Utilities Department Staff Organization Chart

**Exhibit 4
MHOG Utility Department
Organizational Structure**

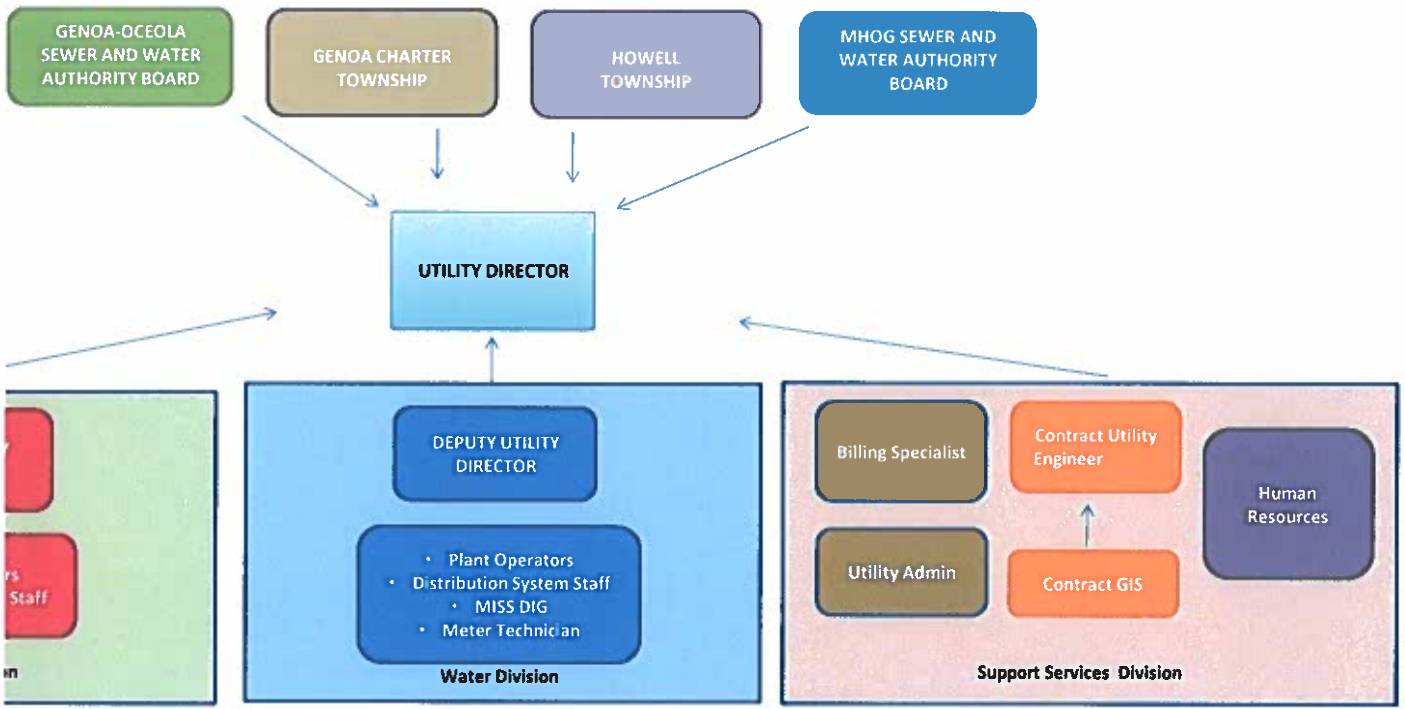


Exhibit 5
Vehicle, Supply and Material Summary

Exhibit 5

Vehicle, Supply, and Material Levels

Vehicles

A minimum of 26 vehicles will be provided to service the systems. Specialized vehicles will include:

- One Ton Crane Truck - (1)
- Plow Truck - (3)
- Truck with 80 Gallon Fuel Tank and Transfer Pump - (2)
- Vacuum Extraction Van (Grinder Van) – (1)
- Vactor Truck – (1)
- F-750 (or Equivalent) Crane Truck (1)

Supplies and Materials

Safety equipment including:

- Confined space entrance equipment including gas detectors,
- Individual PPE
- Traffic safety vests
- Eye protection
- Other job specific safety requirements

Paper and Office supplies

Computers and Software

Uniform Shirts

Meter Reading Equipment

Billing Software

GIS Software

Map Work Order Management System (Central Square® Software)

E-mail for Staff

Mobile Phone Systems

MISS DIG Accounts and Marking Equipment

MHOG Website

Exhibit 6
2023 Genoa Charter Township DPW Fund
Budget Worksheet

DRAFT GENOA TOWNSHIP - OPW FUND #233
BUDGET TO ACTUAL REPORT FOR 9-MOS ENDING 12/31/21
PROPOSED AMMENDED BUDGET FOR FY ENDING 3/31/22
PROPOSED BUDGET FOR FY ENDING 3/31/23 - HOWELL TOWNSHIP

ACCOUNT#	ACCOUNT DESCRIPTION	APPROVED BUDGET FOR YEAR ENDING 3/31/22	ACTUAL FOR 9 MOS ENDING 12/31/21	PROPOSED AMMENDED BUDGET FOR THE YEAR ENDING 3/31/22	CURRENT PROPOSED BUDGET FOR YEAR ENDING 3/31/2023	HOWELL PROPOSED BUDGET FOR YEAR ENDING 3/31/2023	NOTES
REVENUES							
233-000-400-000	FEES - EXCLUDING OPER LABOR						
233-000-616-005	MARION SEWER (BILLING ONLY)	22,500	17,769	23,692	23,000	23,000	Additional Customers with Development
233-000-616-008	LAKE EDGEWOOD WATER (BILLING ONLY)	4,150	3,019	4,078	4,150	4,150	Hold
233-000-616-009	HOWELL TOWNSHIP BILLING	-	-	-	-	-	
	SUBTOTAL - FEES EXCLUDING OPER LABOR	26,650	20,828	27,770	27,150	27,150	
233-000-616-010	FEES - INCLUDING OPER LABOR						Increase W/D Howell Twp.
233-000-616-012	OAK POINTE WATER	238,200	178,650	238,200	260,455	257,223	\$22,215
233-000-616-011	OAK POINTE SEWER	280,918	210,689	280,918	307,178	302,733	\$16,219
233-000-616-013	MHOQ WATER	1,241,561	931,171	1,241,561	1,357,745	1,359,501	\$116,184
233-000-616-014	LAKE EDGEWOOD SEWER	145,732	109,299	145,732	159,276	157,140	\$11,941
233-000-616-015	GENOA/OCEOLA SEWER	797,605	598,204	797,605	872,148	863,187	\$74,543
233-000-616-###	HOWELL TOWNSHIP	-	-	-	-	238,870	50
	SUBTOTAL - FEES INCLUDING OPER LABOR	2,704,017	2,028,013	2,704,017	2,956,803	3,177,154	\$238,870
233-000-616-016	FACTOR TRUCK						Estimated Percentages
233-000-616-017	OAK POINTE WATER	1,604	989	1,604	1,604	1,964	3%
233-000-616-018	OAK POINTE SEWER	14,546	8,971	14,546	14,546	9,165	14%
233-000-616-019	MHOQ WATER	13,178	6,727	13,178	13,178	4,582	7%
233-000-616-020	LAKE EDGEWOOD SEWER	4,209	2,598	4,209	4,209	5,237	8%
233-000-616-021	GENOA/OCEOLA SEWER	29,844	18,405	29,844	29,844	26,185	40%
233-000-616-022	HOWELL TOWNSHIP	2,082	1,284	2,082	2,082	18,129	28%
	SUBTOTAL - FACTOR TRUCK REVENUE	65,462	40,372	65,462	65,462	65,462	100%
233-000-617-001	OTHER INCOME	5,000	17,218	17,218	5,000	5,000	
233-000-618-003	CONSTRUCTION FEES	8,000	43,163	45,000	8,000	8,000	New Development and Growth MHQD Fees
233-000-665-001	INTEREST INCOME	50	-	-	50	50	
233-000-581-001	HOWELL TOWNSHIP	20,000	22,376	30,000	20,000	5,000	Income part of normal operation
	SUBTOTAL - OTHER INCOME	33,050	82,757	92,218	33,050	18,050	
	TOTAL REVENUE	2,829,179	2,171,970	2,889,467	3,082,463	3,287,836	
EXPENDITURES							
233-600-801-071	ACCOUNTING						
233-600-801-072	AUDIT SERVICES	3,000	3,000	3,000	3,500	3,500	2023 Possible Price Increase
233-600-801-073	ACCOUNTING SERVICES	6,000	5,968	7,500	7,000	8,000	2023 Possible Price Increase Plus Addn. Monitoring with Addn. System
	TOTAL ACCOUNTING EXPENSES	9,000	8,968	10,500	10,500	11,500	
233-601-860-001	AUTO/TRUCK EXPENSES						
233-601-861-001	FUEL	41,738	48,242	55,000	55,650	64,999	Two addn. vehicles plus increased fuel prices, plus emergency fuel tank
233-601-991-009	LOAN PAYBACK	40,000	30,000	40,000	60,000	60,000	Increase to complete full loan payback by 2025
233-601-931-001	ROUTINE MAINTENANCE	25,831	19,823	26,500	28,425	29,375	Additional Vehicles to maintain
233-601-936-001	DEDUCTIBLE/BODY DAMAGE REPAIR	2,000	3,028	3,028	2,000	2,000	Deductable for vehicle damage
233-601-981-002	AUTO INSURANCE	20,048	15,016	21,000	20,144	21,800	Additional Vehicles
233-601-981-001	VEHICLE PURCHASES	-	-	-	-	-	Pay for trucks from loan and reserves
	TOTAL AUTO/TRUCK EXPENSES	129,617	114,129	145,528	166,219	178,174	
233-602-803-009	ADMINISTRATIVE EXPENSES						
233-602-801-004	RECEIPTING	32,525	24,394	32,525	33,176	33,176	2% Increase for 2022
233-602-940-001	OFFICE RENT & SUPPLY	25,670	19,253	25,670	26,183	26,183	2% Increase for 2022
	TOTAL ADMINISTRATIVE EXPENSES	58,195	43,647	58,195	59,359	59,359	
233-603-948-001	COMPUTER/SW EXPENSES						
233-603-948-002	COMPUTER HARDWARE EXPENSES	1,000	2,000	2,000	2,000	2,000	New computers
233-603-948-003	COMPUTER SOFTWARE EXPENSES	10,000	7,944	7,900	10,000	10,000	Ongoing BSA, NearMap & Other Software Licenses
233-603-950-001	AIR CARDS/NETPACKS	7,000	5,672	7,000	7,000	7,000	Mobile Wireless Technology for Data Recording
	TOTAL COMPUTER/SW EXPENSES	18,000	15,616	16,900	19,000	19,000	
233-604-910-001	PROFESSIONAL DEVELOPMENT						
233-604-910-002	EMPLOYEE	12,600	2,369	4,000	12,600	11,950	Additional Staff- assume 100% utilization
233-604-910-003	INTERNAL TRAINING	4,000	3,320	3,500	4,000	4,000	Safety Training Program
	TOTAL PROFESSIONAL DEVELOPMENT	16,600	5,689	7,500	16,600	17,450	
233-606-959-001	CONTINGENCY	-	-	-	-	-	
233-608-709-001	EMPLOYER'S PAYROLL TAXES	118,075	91,075	121,433	130,000	138,000	Additional Staff
233-609-977-003	GIS						
233-609-977-005	ANNUAL LICUTY DUES	11,250	11,531	11,531	11,500	11,500	Annual software license
233-609-977-006	ARC GIS ON-LINE LICENSES	9,600	-	9,600	9,600	9,600	Annual GIS License
233-609-977-007	ROUTINE GIS MAINTENANCE	20,000	14,663	17,000	20,000	24,000	Add in Howell Township Updates
233-609-948-005	HARDWARE (TABLETS)	1,500	-	200	1,500	2,000	Additional Tablet
	TOTAL GIS	42,350	26,194	38,331	42,600	47,100	
233-612-840-005	INSURANCE						
233-612-840-006	BC/BS MICHIGAN	308,801	226,827	302,436	325,907	358,138	Additional Staff Plus Increases
233-612-840-007	EHIM	82,233	46,591	62,121	86,678	95,568	Additional Staff Plus Increases
233-612-836-001	WELLNESS PROGRAM	7,260	1,533	3,000	7,260	7,865	Additional Staff Plus Increases
233-612-844-001	LIFE/DISABILITY	11,681	11,706	15,608	11,681	12,749	Additional Staff Plus Increases
233-612-844-002	WORKERS COMPENSATION	30,772	24,686	32,914	33,617	35,827	Additional Staff Plus Increases
233-612-936-003	PROPERTY/LIABILITY INSURANCE	38,918	40,559	40,559	40,559	42,000	Additional Staff Plus Increases
233-612-844-003	DENTAL INSURANCE	27,211	19,475	26,000	29,101	32,880	Additional Staff Plus Increases
	TOTAL INSURANCE	506,876	371,377	482,638	534,802	585,026	
233-613-804-001	LEGAL FEES	1,500	209	209	1,500	1,500	Hold
233-615-742-001	CREDIT CARD FEES	23,000	12,841	17,200	20,000	20,000	Lower, more ACH Payments
233-616-742-001	EMPLOYEE RECRUITING						
233-616-742-003	ADVERTISING	1,000	-	2,500	1,000	2,500	Annual Hire Mojo Membership
233-616-742-004	BACKGROUND CHECK	500	-	-	500	500	New Staff in 2023
233-616-742-005	PRE-EMPLOYMENT PHYSICALS/DRUG SCREEN	1,000	-	-	1,000	1,500	Additional Staff
233-616-742-006	CDL PHYSICALS AND DRUG TESTING	650	440	650	650	900	Ongoing Expense
	TOTAL EMPLOYEE RECRUITING	3,150	440	3,150	3,150	5,400	
233-617-751-008	OFFICE EXPENSES						
233-617-934-001	FURNITURE/CAPITAL	-	-	-	-	-	None Planned
233-617-750-099	SUPPLIES	3,500	2,623	3,500	3,500	3,500	Printing Bills
233-617-851-001	POSTAGE & SHIPPING	10,000	5,953	8,000	10,000	10,000	Postage for Mailing Bills
	TOTAL OFFICE	13,500	8,576	11,500	13,500	13,500	
233-618-965-001	OTHER EXPENSES	-	-	-	-	-	

DRAFT GENDA TOWNSHIP - DPW FUND #233
BUDGET TO ACTUAL REPORT FOR 9-MOS ENDING 12/31/21
PROPOSED AMMEDED BUDGET FOR FY ENDING 3/31/22
PROPOSED BUDGET FOR FY ENDING 3/31/23 - HOWELL TOWNSHIP

ACCOUNT#	ACCOUNT DESCRIPTION	APPROVED BUDGET FOR YEAR ENDING 3/31/22	ACTUAL FOR 9 MOS ENDING 12/31/21	PROPOSED AMENDED BUDGET FOR THE YEAR ENDING 3/31/22	CURRENT PROPOSED BUDGET FOR YEAR ENDING 3/31/2023	HOWELL PROPOSED BUDGET FOR YEAR ENDING 3/31/2023	NOTES
233-630-702-001	SALARIES						
233-627-715-001	RETIREMENT	248,131	112,617	152,000	163,515	174,120	Additional Staff
233-630-702-002	STRAIGHT TIME	1,389,123	1,013,375	1,351,156	1,532,468	1,606,645	Additional Staff
233-630-702-007	OVERTIME	112,806	88,876	118,501	123,884	156,234	Additional Staff
233-630-702-011	CONTRACT ENGINEER	79,040	34,936	45,581	81,411	81,411	Additional Staff
	TOTAL SALARIES	1,729,099	1,249,804	1,668,248	1,901,278	2,018,410	
233-640-753-001	SUPPLIES & TOOLS	1,500	6,662	8,000	5,000	5,000	Meter reading equipment
233-651-853-001	TELEPHONE						
233-651-853-003	ANSWERING SERVICE	3,500	3,117	4,200	3,500	3,750	Based on # of calls
233-651-853-004	CELL PHONE ALLOWANCE	23,460	17,120	23,100	23,970	25,010	Additional Staff
233-651-853-005	CELL PHONES	2,000	1,251	1,668	2,000	2,000	Staff phones
233-651-853-007	CUSTOMER LINE	550	977	1,300	550	550	1-800 number for customers
	TOTAL TELEPHONE	29,510	22,665	30,268	30,020	32,310	
233-699-995-861	TRANSFERS TO EQUIPMENT RESERVES	40,000	30,000	40,000	40,000	45,000	Additional Vehicles
233-699-995-862	TRANSFERS TO PERSONNEL RESERVES	1,000	750	1,000	1,000	1,000	Hole
233-705-767-001	UNIFORMS & PROTECTIVE CLOTHING						
233-705-767-002	UNIFORMS	8,625	6,780	8,500	8,625	9,275	Increase costs for logos, clothing
233-705-767-003	PANT/BOOT ALLOWANCE/SAFETY CLOTH	13,850	6,138	8,184	13,850	15,150	Additional Staff
	TOTAL UNIFORMS & PROTECTIVE CLOTH.	22,475	12,918	16,684	22,475	24,425	
233-706-767-006	TRACTOR TRUCK						
233-706-932-050	VT - FUEL	3,500	1,890	2,900	3,500	3,500	Fuel for Truck
233-706-932-051	VT - EQUIPMENT/TOOLS	1,000	259	259	1,000	1,000	Nozzles, Clamps, Etc.
233-706-932-052	VT - ANNUAL LOAN PAYMENT	50,962	38,222	50,962	50,962	50,962	Payback to GO New User
233-706-934-040	VT - REPAIRS	10,000	-	8,000	10,000	10,000	Repairs to Truck, 6 Yrs Old
	TOTAL TRACTOR TRUCK	65,462	40,371	62,121	65,462	65,462	
	TOTAL EXPENDITURES	2,828,909	2,063,023	2,739,405	3,082,465	3,287,816	
	CHANGE IN FUND BALANCE	270	110,947	190,062	-	-	
	BEGINNING FUND BALANCE	202,691	202,691	202,691	228,083	228,083	
	REFUNDS TO W/S DISTRICTS	(127,690)	(127,690)	(127,690)	(150,061)	(150,061)	
	ENDING FUND BALANCE	75,271	185,948	225,063	75,000	75,000	

Exhibit 7
2023 System Labor and Equipment Allocation
Percentage

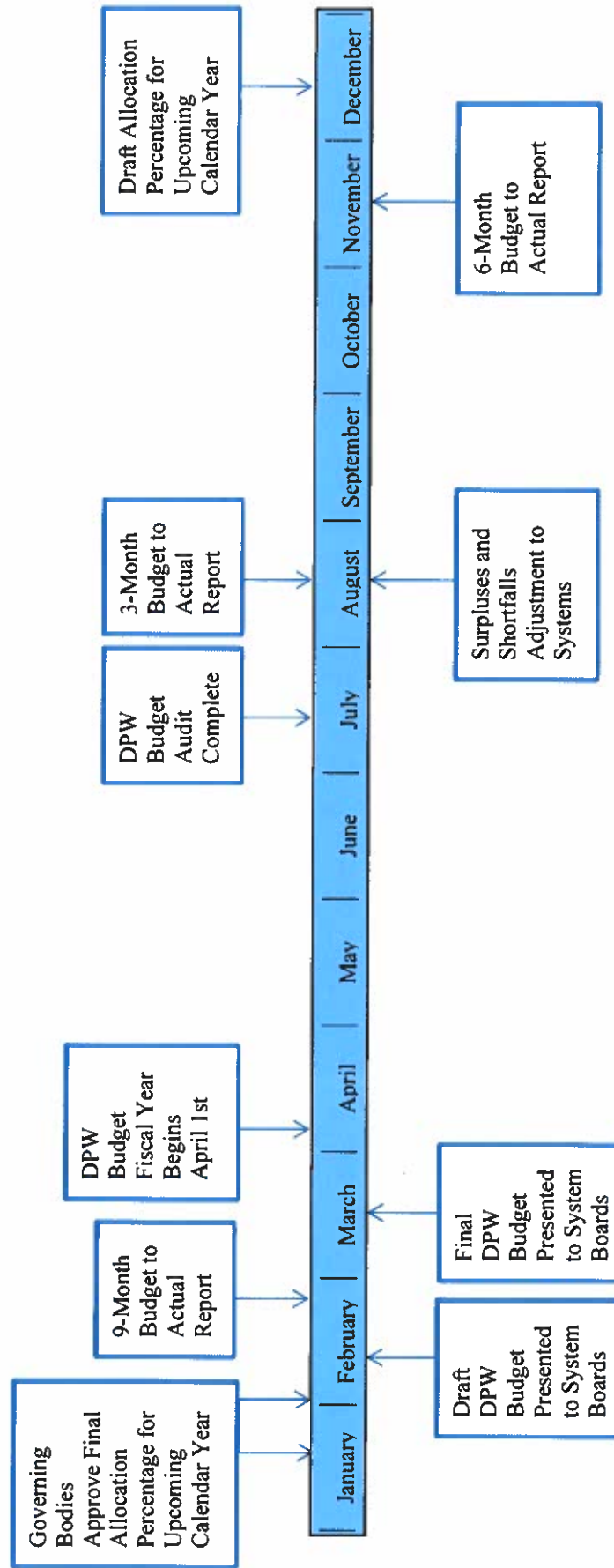
**FY 2022 System Labor Equipment Percentage Calculation
Including Howell Twp.**

System	Billed Connections	%	Mile of Pipe	%	Avg. Daily Flow (2020)	%	Storage / Pump Station with Daily Checks	%	Full Time Staff Equivalents to Operate	%	Annual Budget	%	Grinder Pumps or Hydrants	%	Total Avg.
MHOG	5,829	40.66%	143.42	44.88%	1,784,000	46.42%	8	33.47%	8	29.09%	\$2,932,824	32.49%	1,638	68.14%	42.16%
Genoa-Oceola	4,841	33.77%	92.35	28.90%	1,333,000	34.69%	6.9	28.87%	8	29.09%	\$2,433,861	26.96%	99	4.12%	26.63%
Oak Pointe Sewer	1,365	9.52%	27.8	8.70%	0	0.00%	2	8.37%	2.5	9.09%	\$1,054,280	11.68%	436	18.14%	9.36%
Oak Pointe Water	937	6.54%	15.43	4.83%	326,000	8.48%	3	12.55%	3.3	12.00%	\$489,010	5.42%	144	5.99%	7.97%
Lake Edgewood	515	3.59%	11.18	3.50%	125,000	3.25%	1	4.18%	3.2	11.64%	\$381,100	4.22%	87	3.62%	4.86%
Howell Township	848	5.92%	29.40	9.20%	275,000	7.16%	3	12.55%	2.5	9.09%	\$1,737,000	19.24%	0	0.00%	9.02%
Total	14,335	100.00%	320	100.00%	3,843,000	100.00%	24	100.00%	27.5	100.00%	9,028,075	100.00%	2,404	100.00%	100.00%

System	Existing Allocation %	Proposed Percentage	Difference
MHOG	45.57%	42.16%	-3.41%
Genoa-Oceola	29.24%	26.63%	-2.61%
Oak Pointe Sewer	10.77%	9.36%	-1.41%
Oak Pointe Water	9.04%	7.97%	-1.07%
Lake Edgewood	5.38%	4.86%	-0.52%
Howell Township	0.00%	9.02%	9.02%

Exhibit 8
Timetable for Allocation of Budget

Exhibit 8 Annual Budget Timeline Requirements





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: July 10, 2024
RE: Pine Creek Ridge Road Improvement Construction Fund

I am pleased to share with you that the Township’s excellent bond rating of AA+ translated into a successful bond sale for the Pine Creek Ridge Road Improvement project. On Tuesday, July 9th the Township received 4 bids on the bonds and we are moving ahead with the project at a district interest rate of 5% which is a half-percent lower than estimated. Due to the involvement of bonding to finance this project, the Township must establish a construction fund to track all construction related income and costs. Attached, please find new fund #402 for the Pine Creek Ridge Road Improvement Construction. This fund reflects the source of income to pay for the construction and includes the bond proceeds, the Township contribution, the Lake Villa’s condo contribution and the pre-payments made by residents. The expenditures include the construction costs for the Road Commission and also a portion of the administrative costs related to the bonding. Additional administrative costs will be included in a debt service fund which will be established later.

For your consideration in this regard, I offer the following motion:

Moved by _____, Supported by _____ to approve an amendment to the Fiscal Year 2024/2025 budget to create a new fund #402 for the Pine Creek Road Improvement Construction Fund as submitted.

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

Sincerely,

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

07/10/2024

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY	2024-25 ACTIVITY	2024-25 RECOMMENDED BUDGET
Fund 402 - PINE CREEK CONSTRUCTION FUND				
ESTIMATED REVENUES				
Dept 000 - REVENUE				
402-000-665-001	INTEREST	1,602	3,816	23,816
402-000-200-000	BOND PROCEEDS	0	0	2,748,596
402-000-671-000	PREPAID ASSESSMENTS	43,949	1,073,207	1,073,207
402-000-671-001	LAKE VILLAS/TWP CONTRIBUTION	0	457,198	457,198
Totals for dept 000 - REVENUE		45,551	1,534,221	4,302,817
TOTAL ESTIMATED REVENUES		45,551	1,534,221	4,302,817
APPROPRIATIONS				
Dept 441 - PUBLIC WORKS				
402-441-801-075	CONSTRUCTION EXPENSE	0	0	4,210,000
402-441-801-076	BONDING EXPENSE	0	0	91,000
Totals for dept 441 - PUBLIC WORKS		0	0	4,301,000
Dept 906				
402-906-956-000	MISC EXPENSE	0	200	600
Totals for dept 906 -		0	200	600
TOTAL APPROPRIATIONS		0	200	4,301,600
NET OF REVENUES/APPROPRIATIONS - FUND 402		45,551	1,534,021	1,217

Kelly VanMarter

From: Polly
Sent: Tuesday, July 2, 2024 12:20 PM
To: Bill Rogers; Kelly VanMarter
Subject: FW: MMRMA National News Roundup - May 1, 2024

Please place this on the Agenda for the 15th. Perhaps we could add a hyperlink to our web page with "Other Michigan News" for our residents. Thanks, Polly

Paulette Skolarus, Clerk



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

polly@genoa.org
www.genoa.org

From: MMRMA <communications@mrrma.org>
Sent: Wednesday, May 1, 2024 3:53 PM
To: Polly <pskolarus@genoa.org>
Subject: MMRMA National News Roundup - May 1, 2024





Areas of Land Sinking Across the Nation, Globe

Experts point to water demand, draining of underground aquifers.

The global population's need for water is draining our underground aquifers and that is causing some cities to literally sink. For some, it could be catastrophic.

Aquifer depletion and fresh-water consumption is a worldwide problem as well as a local one. Nearly half of China's major cities are suffering moderate to severe levels of "subsidence," putting millions of people at risk of flooding especially as sea levels rise, according to a study of satellite data. Subsidence is the settling or sinking of Earth's surface.

A U.S. Geological Survey (USGS) study conducted in 1999 showed land settling or sinking impacts over 17-thousand square miles in 45 states. The problem has become worse in the ensuing 25 years.

Several U.S. coastal cities are measurably sinking each year and face a double-whammy of rising sea levels and subsidence. For example, most of the Gulf Coast, from Galveston, Texas, to Tallahassee, Florida, is sinking. New York City, Atlantic City, New Jersey, Charleston, South Carolina, and Savannah, Georgia, all face increased flooding potential in the coming years.

Michigan and the Great Lakes are not immune to water depletion despite the seeming abundance of water in the Great Lakes.

A report by the Great Lakes Commission found that 37.5 billion gallons of water per day were withdrawn from the Great Lakes basin in 2021. Most of Michigan's groundwater extraction is free of charge. Volume users have not had to pay for draining the aquifers.

Groundwater levels have been dropping in some parts of Michigan in recent decades due to overuse. In fast-growing Ottawa County, for example, groundwater demands exceed sustainable groundwater supply, according to two studies by experts at Michigan State University. Ottawa County has responded by preparing a groundwater sustainability plan.

[Please go here to see](#) the Great Lakes Commission report, which includes annual updates.

(Sources: Reuters, CNN, *New York Times*, *Detroit Free Press*, FLOW, Great Lakes Commission)

Survey: Wages More Valued than Retirement Funds Health insurance, other factors also important to younger workforce.

As local and county governments across the nation scramble to compete with the private sector for new employees, some hiring professionals point to a shift in what matters most to those in the workforce. For example, one of the big selling points for government jobs had long been pension benefits. But the lure of a retirement package is losing its luster.

Generational changes and the aftermath of the COVID-19 pandemic have reduced how long many workers stay with a single employer, a trend that applies to both the public and private sectors. Staffing turnover is a reality of the current workforce landscape.

A study that analyzed the careers of Missouri public school teachers found that pension enhancements led to earlier retirement, reducing retention.

Workers can do the math and see that adding more years to their late career, beyond retirement eligibility, has a diminishing impact on their ultimate benefit, which is a common feature of pensions. The practical effect is this provides an incentive for retirement, thus leading to a higher departure rate for the most experienced professionals.

A survey last September by the MissionSquare Research Institute of young public-sector workers (those aged 35 and under) reveals that only 23 percent ranked retirement benefits among the top three factors attracting them to public-sector jobs, placing these benefits seventh overall. Job security and satisfaction, salary levels, work-life balance, meaningfulness of work, and health insurance all held greater appeal.

Other recent research points to the same conclusion: younger workers' decisions about remaining in a job are motivated by their paychecks and other quality-of-life considerations. For government managers grappling with tight budgets, this may mean "right-sizing" teams to afford the higher pay levels necessary to retain their skilled employees.

(Source: *Governing*)

Contact Us for More Information

The above news items are provided for informational purposes and are not intended to reflect MMRMA opinions, coverage, or risk management recommendations.

Please contact Membership Services if you have specific risk control questions or concerns.



People make all the difference when it comes to avoiding cybersecurity incidents, and it requires us all to be aware, alert, and on the lookout for suspicious emails and other digital correspondence.

Logged in users of mmrma.org can find information on [our cybersecurity resource page](#) with useful links relating to this ever-evolving area of exposure.

Microsoft's Default Settings May Expose Your Agency

Logged in users can also access a new resource prepared by MMRMA, in partnership with Rehmann, that explains a joint advisory issued by the Cybersecurity & Infrastructure Security Agency (CISA) and the National Security Agency (NSA). Our document expands on the information in the advisory with additional context, helping members evaluate whether these common critical misconfigurations apply to their environments and how to resolve them. [Go here to access the resource.](#)

Contact MMRMA at cyber@mmrma.org to learn more about applying for our RECTify Cybersecurity Vulnerabilities Grant to address immediate and high-threat cyber risks. RECTify grant applications are reviewed upon submission and funded immediately upon application approval.

We encourage member IT personnel to regularly visit the [Cybersecurity Alerts and Advisories](#) page of the CISA website to stay current on critical cybersecurity matters and guidance on how to address them. [CISA also offers free services and tools and a resource on measures to protect against critical threats](#) – including software updates, backup protocols, and more.

MMRMA also has several cybersecurity-related standard RAP/CAP grants available for members, including funding assistance for employee cybersecurity training and 2-factor authentication (2FA). The next RAP/CAP application deadline for all grants other than RECTify is July 10, 2024.

For more, read articles on the [TechRepublic](#) and [Government Technology](#) websites.



VACANCIES ON MMRMA COMMITTEES

There are currently vacancies on MMRMA's Investment Committee, Events Planning Committee, State Pool Committee, and various Risk Control Advisory Committees.

Registered users of our member portal can log in to read about these vacancies, eligibility requirements, and how to be considered for appointment:

[Investment Committee Vacancy](#)

[State Pool Committee Vacancies](#)

[Events Planning Committee Vacancies](#)

[Risk Control Advisory Committee Vacancies](#)

Michigan Municipal Risk Management Authority, 14001 Merriman Road, Livonia, Michigan 48154,
USA, 734.513.0300

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