

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.

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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.

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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