

**GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
July 15, 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 Diana Lowe. Absent was Jeff Dhaenens. Also present was Township Manager Kelly VanMarter and 18 people in the audience.

The Pledge of Allegiance was recited.

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

Mr. Jim Delcamp of 4481 Clifford Road is an advocate for the purchase of the property on Brighton Road. He would like it to be used for nature trails. When there is public land, all of the property values increase for the properties surrounding it.

The call to the public was closed at 6:32 pm.

Approval of Consent Agenda:

Ms. Lowe noted that Item #2 should state "July" and not "June".

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

- 1. Payment of Bills: July 15, 2024**
- 2. Request to approve the July 1, 2024 regular meeting minutes.**

Approval of Regular Agenda:

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

- 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**

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

Ms. Rebecca Alexander of Brookstone Court stated there were 50 asphalt vehicles driving up

and down Aster Boulevard last week to go to the condominiums for a project that was started last year. The Livingston County Road Commission (LCRC) said they will be using the existing base on this project. The depth of the asphalt is not 4 ½", it is 1 ¼" inches. She asked what a surplus account is and would the resident's money not be returned to them.

Ms. Peggy Green of 4089 Aster Boulevard agrees that the trucks were on Aster. She would like a no construction vehicles sign posted after the road is done so that the condos construction vehicles cannot use it.

Ms. Colleen Quinn of 4042 Brookstone Court thanked the Board and Ms. VanMarter for their support. The project is needed.

The call to the property owners was closed at 6:37 pm.

The call to the public was opened at 6:37 pm.

Ms. Barbara Tonkavich, Genoa Township, said a prayer for all of the Board Members.

The call to the public was closed at 6:38 pm.

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)

Ms. Hunt stated that the township is not allowed to keep any funds over five percent of the project cost. If that happens, they will change the special assessment amount. For anyone who has paid off the assessment, they would receive the appropriate refund. This has not happened in the past as the LCRC is very good at estimating costs.

Ms. Van Marter read a letter from Garrett Olsen, the Construction Engineer for the Livingston County Road Commission, regarding the depth of the roadway that will be removed and replaced, how they determine how much asphalt should be removed, and stated that pieces of asphalt that are broken from a roadway and able to be picked up do not represent the entire depth of the roadway.

Ms. VanMarter stated that an email from Sara Doty is printed and at each member's seat this evening. She is against the project. Ms. Hunt stated that Ms. Doty questioned if the assessment is to the property owner or the homeowner. She advised that the special assessment is on the property so if the property is sold, it can be transferred to the new owner or the mortgage company may require it to be paid.

Moved by Skolarus, supported by Lowe, to approve 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, Lowe - yes, Skolarus - yes, and Rogers - yes, Dhaenens - absent).**

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.**

Moved by Skolarus, supported by Lowe, to create a new Department #498 for the Lakewood Knoll Road Rehabilitation project with new line items as follows:

- A. **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.**
- B. **New appropriation line item 202-498-801-075 in the amount of \$1,014,000.**

The motion carried unanimously.

Moved by Lowe, supported by Ledford, 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. **The motion carried unanimously.**

Ms. VanMarter stated that the township has an excellent bond rating. There were four bidders when they sold the bonds and they received an interest rate ½ percent lower than what was anticipated. Staff is very pleased with the outcome of the bid process. The LCRC is anticipating starting the Pine Creek road project at the end of July.

Supervisor Rogers stated the LCRC will do the Pine Creek project, then another one, and then start on Lakewood Knoll.

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.**

Moved by Ledford, supported by Croft, 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. **The motion carried unanimously.**

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)

Ms. VanMarter stated this is a new special assessment district. The residents are taking advantage of the low rates from the Road Commission. It includes the rehabilitation of Milroy Lane and Mystic Lake Drive, which are shared by two subdivisions. They are over 50 years old so they are overdue for improvements. The township is contributing \$1,500 per parcel to the project, for a total of \$63,000. She did not hold a meeting for the residents; however, they chose to take the township's information and go door-to-door.

Ms. Hunt stated that the road improvement fund is low so there may need to be some time needed before another district is established. Ms. VanMarter agreed. The transfer that was approved earlier in tonight's meeting left a balance in that fund of \$900,000. The Milroy and Mystic Lake Project will cost \$614,000.

Moved by Lowe, supported by Hunt, to approve 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). **The motion carried with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Skolarus - yes, and Rogers - yes, Dhaenens - absent).**

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)

Moved by Ledford, supported by Croft, to approve 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). **The motion carried with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Skolarus - yes, and Rogers - yes, Dhaenens - absent).**

Ms. Skolarus stated the election is the day after the August 5 board meeting. She asked to have a short agenda so they will have ample time to set up the room for the polls the next day.

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)

Ms. VanMarter stated this lake is in both Oceola and Genoa Townships. There are a total of 53 properties on the lake, 8 of which are in Genoa Township. The total cost for Genoa residents is \$13,947.17, which is \$1,743.40 each, and approximately \$350 per year.

Moved by Hunt, supported by Skolarus, to approve 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). **The motion carried with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Skolarus - yes, and Rogers - yes, Dhaenens - absent).**

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)

Moved by Lowe, supported by Ledford, 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). **The motion carried with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Skolarus - yes, and Rogers - yes, Dhaenens - absent).**

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.

Ms. Skolarus stated she spoke to Ms. Lowe and they would like the per diems to remain the same. The Election Commission rates would be \$150. Ms. Hunt stated that the Election Commission rates are very high for Livingston County; however, this election cycle has already begun so she will vote to approve it.

Ms. Hunt stated the June 20, 2024 Election Commission meeting minutes are not on the website.

Ms. Skolarus stated she has had four election workers cancel due to safety concerns because of the incident regarding Donald Trump on Saturday.

Moved by Hunt, supported by Lowe, to approve the election pay as presented for all poll workers and temporary staff scheduled for the August and November Primary and General Elections as recommended by the Election Commission, but keep the election commissioners rate the same at \$150 per meeting. **The motion carried unanimously.**

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.

Ms. Lowe asked how the rate was established. Supervisor Rogers stated that the amount will reimburse the Township for their costs for the repairs to the buildings.

Moved by Lowe, supported by Hunt, 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. **The motion carried unanimously.**

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.

Ms. Hunt stated that the board allowed property owners to prepay this assessment. The township has received \$1,073,000 in payments, so the bond amount needed was less than \$3,000,000.

Moved by Skolarus, supported by Ledford, 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. **The motion carried unanimously.**

14. Discussion regarding guidelines for content to be included on the Township Website.

Ms. Skolarus stated she has an article regarding properties sinking due to water being pulled from the ground and waterways. There are these problems in Michigan. She would like items that are relevant to the state and the world placed on the township's website.

Ms. VanMarter stated when people visit the township's website, they are seeking information regarding the township. Staff has historically kept the website specific to Genoa Township items and not post state or national issues. Sometimes they post broader issues on social media, but not on the website.

Ms. Hunt agrees with Ms. VanMarter; the website should focus on township issues. Ms. Lowe stated that if this is put on the website, there will be other groups who would like to put their information on there also, and it could hinder residents from obtaining important information about the township.

The board agreed to only post information relative to Genoa Township on the website; however, there may be issues that affect all of Livingston County that could be posted.

Genoa Charter Township Board Meeting

July 15, 2024

Approved Minutes

Member Discussion

Ms. VanMarter stated staff is still gathering repair quotes for the soccer field. Staff is also seeking repairs to the audio system in this meeting room. It was originally planned to be done with an update to the room, but because of the quality of the equipment, she is recommending it be done sooner.

She stated the Deborah Drive SAD project will begin next week, then the Pine Creek project will be done, and the Lakewood Knoll project is anticipated to start mid-August to early September.

Adjournment

Moved by Lowe, supported by Hunt, to adjourn the meeting at 7:21 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved: Paulette Skolarus, Clerk
Genoa Charter Township

Bill Rogers, Supervisor
Genoa Charter Township