

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
April 21, 2025

Call to Order

Supervisor Spicher called the regular meeting of the Genoa Charter Township Board to order at 6:30 pm at the Township Hall.

Invocation

Supervisor Spicher led the invocation for the Board and the members of the public.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

The following members were present constituting a quorum for the transaction of business: Candie Hovarter, Rick Soucy, Janene Deaton, Kevin Spicher, Robin Hunt, Bill Reiber, and Todd Walker.

Also present was Township Manager Kelly VanMarter and eight people in the audience.

Call to the Public

The call to the public was opened at 6:31 pm with no response.

Approval of Consent Agenda:

Moved by Rick Soucy, supported by Todd Walker to approve the Consent Agenda. **The motion carried unanimously.**

- 1) Payment of Bills: April 21, 2025
- 2) Request to approve the April 7, 2025 meeting minutes

Approval of Regular Agenda:

Moved by Robin Hunt, supported by Rick Soucy to approve the Regular Agenda as amended. **The motion carried unanimously.**

- 3) **Public Hearing on the proposed Edwin Drive Road Maintenance Special Assessment Project.**

A) Call to the Property Owners

The call to the property owners was opened at 6:33 p.m. with the following response:

Mr. Philip Brown of 1681 Edwin Drive has lived in the Township for 25 years. There are many neighbors that do not want this. He questioned what happens to the money if they don't plow the snow 5 times in a year. The proposal includes crushed asphalt being added each year, but the road is still dirt. He is concerned that they haven't received what they have paid for over the last 5 years and would like to know what the schedule of services has been, how many times the road has been done and what the material has been that they have been placing on the roadway. If they have been putting material down each year the road should be in better shape than it is.

Ms. VanMarter indicated that any unused funds are maintained in the account so that if one year there is less snow plowing there would be additional funds. She requested that Mr. Brown contact her during business hours so that staff could review all the invoices that have been submitted and paid so that he could see what was done and when.

Ms. Hunt indicated that if Resolution #4 is approved this evening there will be a second public hearing scheduled for May 5th so any neighbors that are opposed should come to the meeting.

Ms. Deaton indicated that there were 3 people who attended the last meeting in support of this project at the last meeting.

Ms. Diane Brown of 1681 Edwin Drive wanted to know who determines when the road is plowed for snow. It was not plowed this past year.

Mr. Spicher indicated that there is a 3" trigger for snow removal and since this is a private road it is the neighborhood representative that manages it.

Ms. VanMarter responded that the neighborhood representative, Ms. Rochelle Huntsman manages the snow removal schedule.

The call to the property owners was closed at 6:45 p.m.

B) Call to the Public

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

4) Request for approval of Resolution #3 - Approving the Project Cost Estimates, Special Assessment District and causing the Special Assessment Roll to be prepared for the Edwin Drive Road Maintenance Special Assessment Project (Summer tax 2025). (Roll Call)

Moved by Rick Soucy, supported by Robin Hunt to approve Resolution #3 - Approving the Project Cost Estimates, Special Assessment District and causing the Special Assessment Roll to be prepared for the Edwin Drive Road Maintenance Special Assessment Project (Summer tax 2025). **The motion carried unanimously with a roll call vote (Walker – yes; Reiber – yes; Hunt – yes; Spicher – yes; Deaton – yes; Soucy – yes; Hovarter – yes).**

5) Request for approval of Resolution #4 - Acknowledging the filing of the Special Assessment Roll, Scheduling the Second Hearing for May 5, 2025, and Directing the Issuance of Statutory Notices for the Edwin Drive Road Maintenance Special Assessment Project (Summer tax 2025). (Roll Call)

Moved by Bill Reiber, supported by Rick Soucy to approve Resolution #4 - Acknowledging the filing of the Special Assessment Roll, Scheduling the Second Hearing for May 5, 2025, and Directing the Issuance of Statutory Notices for the Edwin Drive Road Maintenance Special Assessment Project (Summer tax 2025). **The motion carried unanimously with a roll call vote (Hunt – yes; Reiber – yes; Walker – yes; Hovarter – yes; Soucy – yes; Deaton – yes; Spicher – yes).**

6) Request for approval of a Resolution as required by MCL.432.102 for to recognize Limited Edition Baton Team USA Fundraising Club as a nonprofit organization operating in the Township for the purpose of obtaining a Charitable Gaming License. (Roll Call)

Ms. VanMarter indicated that this is a step in the process for them to get approval from the State. The Township is asked to recognize them as a non-profit.

Moved by Robin Hunt, supported by Todd Walker to approve a Resolution as required by MCL.432.102 for to recognize Limited Edition Baton Team USA Fundraising Club as a nonprofit organization operating in the Township for the purpose of obtaining a Charitable Gaming License. **The motion carried unanimously with a roll call vote (Soucy – yes; Hovarter – yes; Walker – yes; Reiber – yes; Hunt – yes; Spicher – yes; Deaton – yes).**

7) Request for the introduction of proposed Ordinance Number Z-25-05 and to set the meeting date for considering the proposed ordinance for adoption before the Township Board on Monday, May 5, 2025 for the purpose of considering proposed Zoning Ordinance text amendments to Article 7 entitled “Commercial and Service Districts”, Article 14 entitled “Parking and Loading-Unloading Standards” and Article 18 entitled “Site Plan Review” as related to Drive-Through Restaurants.

Ms. VanMarter stated that these changes are to expand the option for drive through restaurants subject to special land use authorization in the General Commercial District. The amendments also include conditions and restrictions to ensure that nuisance impacts and traffic are considered when siting such uses. Approval this evening would schedule consideration of this item for the May 5th meeting.

Mr. Spicher indicated that this change might give additional flexibility to help generate new businesses in the Grand River corridor which is something residents would like to see.

Moved by Rick Soucy, supported by Candie Hovarter to introduce Ordinance Number Z-25-05 and to set the meeting date for considering the proposed ordinance for adoption before the Township Board on Monday, May 5, 2025 for the purpose of considering proposed Zoning

Ordinance text amendments to Article 7 entitled "Commercial and Service Districts", Article 14 entitled "Parking and Loading-Unloading Standards" and Article 18 entitled "Site Plan Review" as related to Drive-Through Restaurants. **The motion carried unanimously.**

- 8) Consideration of a request to approve a proposal from KP Elite Cleaning for cleaning services at the Township Hall building, park pavilion restrooms and park grounds with an initial one time only deep cleaning cost not to exceed \$2,400 and a monthly cost not to exceed \$4,250 from General Fund, Building and Grounds, Repairs and Maintenance fund #101-265-934-060 effective for one year starting on May 1, 2025.**

Mr. Spicher indicated that he and Ms. Deaton have been working on getting these proposals for the Board to review. They invited 6 bidders and received bids from 4. All of the bidders were excellent. The preferred contractor is recommended because they were able to clean in the morning which will be great convenience since it will not conflict with evening meetings and also, they are a veteran owned company. Ms. Deaton stated this would save the Township \$1000 each month.

Mr. Reiber asked what happens at the end of the one-year contract. Ms. Deaton responds that they will either renew the contract or go out to bid. Mr. Reiber asked if they would agree to a 2-year rate lock. Mr. Spicher will inquire with them.

Moved by Rick Soucy, supported by Janene Deaton to approve the proposal from KP Elite Cleaning for cleaning services at the Township Hall building, park pavilion restrooms and park grounds with an initial one time only deep cleaning cost not to exceed \$2,400 and a monthly cost not to exceed \$4,250 from General Fund, Building and Grounds, Repairs and Maintenance fund #101-265-934-060 effective for one year starting on May 1, 2025. **The motion carried unanimously.**

- 9) Request for approval to renew the Memorandum of Understanding with Howell Parks and Recreation (HAPRA) for park maintenance services and support for \$1,000 per month plus hourly rates for additional work orders and reimbursement of supplies.**

Ms. VanMarter described that this a renewal of a program that has been very successful. The ability to put in work orders for special projects has worked very well. The changes to the renewal are to include the cost of reimbursement for supplies which will not exceed \$700 for the year and a 30-day notice for termination.

Ms. Hunt felt that the program was a huge success and having them on site and inspecting the playground was a huge benefit. Of particular note was the identification and treatment of bee and wasp nests on the property.

Moved by Robin Hunt, supported by Todd Walker to approve the Memorandum of Understanding with Howell Parks and Recreation (HAPRA) for park maintenance services and support for \$1,000

per month plus hourly rates for additional work orders and reimbursement of supplies up to \$700 per year. **The motion carried unanimously.**

10) Consideration of a request for adjustments to the Land Division Application fees.

Ms. VanMarter provided a review of the information provided by the Assessing Department. The fees for Land Division application fees have not been updated in a very long time, if ever. The fees are very low and they no longer reflect the amount of time and effort that is spent on the applications. There are four departments that review the land divisions and much of the easy parcels have been divided and those that are coming before staff are more complex requiring hours of effort.

Mr. Reiber reviewed that there were 13 total applications last year and given the amount of effort that is going into these it makes sense.

Moved by Robin Hunt, supported by Rick Soucy to approve the adjustments to the Land Division application fees. **The motion carried unanimously.**

Board Comments

Mr. Reiber thanked Mr. Spicher and Ms. Deaton for their work on the cleaning proposals. Ms. Hovarter asked if the epoxy flooring has been installed in the pavilion restrooms. Ms. Deaton responded that it is completed and it turned out great.

Mr. Walker provided information regarding Public Act 233 which took away the rights of local municipalities to regulate solar and wind energy. He informed the Board of an Energy Committee hearing tomorrow morning at 9am regarding House Bills 4027 and 4028 in the Anderson House Office Building in Lansing. He encouraged attendance.

Mr. Ben Tasich asked for clarification on whether Public Act 233 really eliminated local control and he encouraged that the Federal, State and Local governments work together.

Adjournment

Moved by Walker, supported by Deaton to adjourn the meeting at 7:24 p.m.

Respectfully Submitted,

Kelly VanMarter
Recording Secretary

Approved: Janene Deaton, Clerk
Genoa Charter Township

Kevin Spicher, Supervisor
Genoa Charter Township