

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
July 21, 2025

MINUTES

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: Kevin Spicher, Janene Deaton, Candie Hovarter, Robin Hunt, Bill Reiber, Rick Soucy, and Todd Walker.

Also present was Township Manager Kelly VanMarter and three 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 Hunt, supported by Walker, to approve the Consent Agenda as presented. **The motion carried unanimously.**

- 1. Payment of Bills: July 21, 2025**
- 2. Request to approve the July 7, 2025 regular meeting minutes.**

Approval of Regular Agenda:

Ms. Hunt stated she would like to add Action Item #7 - Request to Approve the Corporate Resolution as Submitted by the Township Treasurer.

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

3. Consideration of a request to approve the proposal from Michigan Solar Solutions to repair the lighting system on the “Genoa Park” sign at a cost not to exceed \$2,310.30 from Parks and Recreation fund line item 208-751-934-060 for park maintenance.

Ms. Hovarter questioned if this is necessary. The sign can be seen all day. This is not a good use of taxpayer dollars. Ms. Deaton knows the sign must be maintained, but \$2,300 for a battery is a lot and could be spent somewhere else.

Mr. Reiber questioned the cost of the battery and stated there were errors on the quote.

Supervisor Spicher stated the cost is for two batteries and also for their knowledge of how to install the solar battery charging system.

Moved by Walker, supported by Hunt, to approve the proposal from Michigan Solar Solutions to repair the lighting system on the “Genoa Park” sign at a cost not to exceed \$2,310.30 from Parks and Recreation fund line item 208-751-934-060 for park maintenance. **The motion carried with a roll call vote. (Hovarter - no; Walker - yes; Reiber - no; Hunt - yes; Spicher - yes; Deaton - no; Soucy - yes).**

4. Consideration of a request for review and approval of a Purchasing and Bid Policy.

Ms. VanMarter reviewed the proposed changes to the policy.

Supervisor Spicher stated he would recommend removing “Section 5.03(e) Bid Requirements - Project manager/primary project contact information including names and titles of those who will be managing the project including years of experience, certifications/licenses, specialized training and each individual’s specific role/responsibility for the project.”

After a discussion, the Board decided to remove Section 5.03(e) and the request for “certifications/licenses” be added to Section 5.03(b).

Mr. Reiber suggested removing “Article III(a)(ii) Change orders, additions or extensions to existing contracts where such action is reasonably necessary to meet the principle objective of the original contract to be performed in accordance with Article 4” so that these changes can be approved by the Board. Ms. Hunt stated this item is to allow staff to make decisions on small changes without the need to have the work stopped and staff to come before the Board for approval. Ms. VanMarter agreed with Ms. Hunt. After a brief discussion, the Board decided to keep Article III(a)(ii).

Moved by Hunt, supported by Soucy, to approve the Purchasing and Bid Policy removal of Section 5.03(e) and adding “Certifications and Licenses” to Section 5.03(b). **The motion carried unanimously.**

5. **Consideration of a request for approval of a 3-year HVAC maintenance agreement for the Township Hall with Precision Comfort Heating and Air Conditioning, LLC starting August 1, 2025 through July 31, 2028 with an annual cost of \$1,614.00 in year 1, \$1,695.00 in year 2 and \$1,780.00 in year 3.**

Supervisor Spicher provided information on Precision Comfort Heating and Air Conditioning.

Moved by Soucy, supported by Walker, to approve a three-year HVAC maintenance agreement for the Township Hall with Precision Comfort Heating and Air Conditioning, LLC starting August 1, 2025 through July 31, 2028 with an annual cost of \$1,614.00 in year one, \$1,695.00 in year two and \$1,780.00 in year three. **The motion carried unanimously.**

6. **Consideration of a request to approve the proposal from the Michigan Association of Planning to host a “Planning and Zoning for Everyone” event at the Township Hall at a cost not to exceed \$1,800.00 from Community Outreach fund line item 101-728-880-001.**

Ms. VanMarter stated this event could help educate residents of the rules and laws regarding planning and zoning. The cost of the event is \$1,100; however, she is asking for more in case there are additional handout materials needed or if the township wants to add a virtual component to the event. She identified August 27 and September 10 as potential dates.

The Board decided to limit the in-person participation to Genoa Township residents. There will be a chat function available so viewers at home can ask questions and answers can be provided.

Ms. Deaton recommended that there be a minimum number of participants to hold the event.

Moved by Deaton, supported by Walker, to approve the proposal from the Michigan Association of Planning to host a “Planning and Zoning for Everyone” event at the Township Hall at a cost not to exceed \$1,800 from Community Outreach Fund line item 101-728-880-001, conditioned upon there be a minimum of 15 in-person attendees for the event to take place and pre-registration will be for Genoa Township residents only. **The motion carried unanimously.**

7. **Request to approve the Corporate Resolution as submitted by the Township Treasurer.**

Ms. Hunt stated the current credit card account is being used by both township employees and DPW and MHOG employees. She is recommending opening a separate account for DPW and MHOG employees.

Moved by Reiber, supported by Walker, to approve the Corporate Resolution as submitted by the Township Treasurer on July 21, 2025. **The motion carried unanimously with a roll call**

vote (Soucy - yes; Deaton- yes; Hunt- yes; Reiber- yes; Walker- yes, Hovarter- yes; Spicher- yes)

Items for Discussion:

8. Discussion regarding road safety items as requested by Supervisor Spicher.

Supervisor Spicher reviewed his memo. Ms. Hunt asked for the cost of these units. Ms. Deaton stated it is \$5,800 per camera to purchase or \$2,500 each per year to lease. Supervisor Spicher stated this is an effective crime fighting tool as well as assists with locating missing persons. He stated that these will be installed eventually, but if the township wishes to have them sooner, they can be purchased and installed. Mr. Reiber does not agree with paying for additional cameras to record drivers.

There was also a discussion about purchasing “speed signs” that alert drivers to their speed. They are approximately \$3,500 each. They can also collect data and provide it to the township.

Member Updates

Mr. Walker stated that the MyGenoa App has 711 people signed up. The article regarding the app has been published in the Michigan Township Association magazine.

The Brighton Area Fire Authority discussed the renovations to the station on Grand River in Brighton. They have received their new utility vehicle.

Ms. Hovarter stated HAPRA is still looking for volunteers for the Melon Festival. They will be installing pickleball courts behind the Oceola township hall.

Ms. Deaton stated that residents who had a voting precinct change should have received their new voter registration card in the mail.

Mr. Soucy stated that all four items on the ZBA agenda last week were approved.

Board Comments

Ms. VanMarter showed photographs of the work that is being done on the soccer fields at the township hall. It should be completed this week and will start to be used this fall.

Adjournment

Moved by Walker, supported by Soucy, to adjourn the meeting at 7:58 pm. **The motion carried unanimously.**

Genoa Charter Township Board Meeting
July 21, 2025
Unapproved Minutes

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved: Janene Deaton, Clerk
Genoa Charter Township

Kevin Spicher, Supervisor
Genoa Charter Township

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