

GENOA CHARTER TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
SEPTEMBER 19, 2011
6:30 P.M.

AGENDA

Call to order:

Pledge of Allegiance:

Call to the public:

Approval of Consent Agenda:

1. Payment of Bills
2. Request for approval of minutes: 9-6-11
3. Request for approval of the budget related to attendance at the Michigan Association of Planning Education Conference.
4. Consider approval of a contract with Pfeffer, Hanniford and Palka to provide professional auditing services.

Approval of Regular Agenda:

5. Discussion regarding newsletter articles.
6. Consider approval of a proposal from Fillion Construction to install heat in the Township pavilion at a cost of \$6,375.

Correspondence
Member Discussion
Adjournment

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE : September 19, 2011

TOWNSHIP GENERAL EXPENSES: Thru September 19, 2011	\$154,050.20
September 16, 2011 Bi Weekly Payroll	\$66,962.62
OPERATING EXPENSES: Thru September 19, 2011	\$113,932.56
TOTAL:	<u>\$334,945.38</u>

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
27774	AMERAWAR	American Awards & Engraving	09/07/2011	96.75
27775	BRANVAN	BRANDON VANMARTER	09/07/2011	780.00
27776	Clearwat	Clearwater Systems	09/07/2011	38.70
27777	CONTINEN	Continental Linen Service	09/07/2011	78.11
27778	Duncan	Duncan Disposal Systems	09/07/2011	1,000.00
27779	GANNETT	PRESS & ARGUS	09/07/2011	440.00
27780	Hardin	Dawn Hardin	09/07/2011	32.00
27781	Hillstro	Kevin Hillstrom	09/07/2011	54.00
27782	Hopman	Kathy Hopman	09/07/2011	37.00
27783	LANGWORT	Langworthy Strader Leblanc	09/07/2011	1,092.28
27784	MASTER M	Master Media Supply	09/07/2011	516.21
27785	Net serv	Network Services Group, L.L.C.	09/07/2011	1,820.00
27786	Perfect	Perfect Maintenance Cleaning	09/07/2011	1,093.75
27787	PETTYCAS	Petty Cash	09/07/2011	178.55
27788	Silver	Lyndsay Silver	09/07/2011	37.00
27789	TRI COUN	Tri County Cleaning Supply Inc	09/07/2011	173.51
27790	TurnerA	Angela Turner	09/07/2011	32.00
27791	VanMarte	Kelly VanMarter	09/07/2011	10.50
27792	VANTASSE	Adam Vantassell	09/07/2011	10,000.00
27793	Administ	Total Administrative Services	09/16/2011	869.19
27794	Equitabl	Equivest Unit Annuity Lock Box	09/16/2011	805.00
27795	MISDU	Michigan State Disbursement Un	09/16/2011	207.13
27796	VION	Vion Holdings LLC	09/16/2011	76.12
27797	DTE LAKE	DTE Energy	09/14/2011	37.57
27798	Geno SEL	Genoa Twp SELCRA Reimbursement	09/14/2011	10,000.00
27799	GORDONFO	Gordon's Food Services	09/14/2011	87.63
27800	LC REG D	Livingston Co. Register Of Dee	09/14/2011	29.00
27801	Lind	Tammy Lindberg	09/14/2011	107.39
27802	State	State of Michigan	09/14/2011	10.00
27803	ADAMS	Adams Well Drilling, Inc.	09/19/2011	4,148.50
27804	AMER IMA	Applied Imaging	09/19/2011	202.07
27805	AmerAqua	American Aqua	09/19/2011	101.25
27806	ATT& IL	AT&T	09/19/2011	679.53
27807	Bedoway	Jessie Bedoway	09/19/2011	74.00
27808	BLUE CRO	Blue Cross & Blue Shield Of Mi	09/19/2011	23,124.89
27809	Blumenau	Cynthia Blumenau	09/19/2011	5.00
27810	BUS IMAG	Business Imaging Group	09/19/2011	28.63
27811	Clearwat	Clearwater Systems	09/19/2011	38.70
27812	CONSUMER	Consumers Energy	09/19/2011	18.94
27813	COOPERST	Cooper's Turf Management LLC	09/19/2011	1,800.00
27814	Duncan	Duncan Disposal Systems	09/19/2011	75,734.40
27815	EHIM	EHIM, INC	09/19/2011	5,962.73
27816	ETNA SUP	Etna Supply Company	09/19/2011	9,271.70
27817	J.J.JINK	J.J. Jinkleheimer & Co.	09/19/2011	133.25
27818	LINDHOUT	Lindhout Associates Architects	09/19/2011	130.00
27819	LivCTrea	Livingston County Treasurer	09/19/2011	454.27
27820	MASTER M	Master Media Supply	09/19/2011	1,212.54
27821	PITNEYBO	Pitney Bowes, Inc.	09/19/2011	700.38
27822	Preston	Amy Preston	09/19/2011	37.00
27823	Staszal	Amy Staszal	09/19/2011	32.00
27824	TRI COUN	Tri County Cleaning Supply Inc	09/19/2011	100.88
27825	Waggoner	Coren Waggoner	09/19/2011	74.00
27826	WIRELESS	Wireless Zone Hartland	09/19/2011	246.15

Report Total: 154,050.20

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: diane

Printed: 09/09/2011 - 13:12

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
27793	Administ	Total Administrative Services	09/16/2011		869.19
				Check 27793 Total:	869.19
10148	AETNA LI	Aetna Life Insurance & Annuity	09/16/2011		25.00
				Check 10148 Total:	25.00
10149	EFT-FED	EFT- Federal Payroll Tax	09/16/2011		7,149.60 2,664.76 3,933.66 919.95 919.95
				Check 10149 Total:	15,587.92
10150	EFT-PENS	EFT- Payroll Pens Ln Pyts	09/16/2011		574.80
				Check 10150 Total:	574.80
27794	Equitabl	Equivest Unit Annuity Lock Box	09/16/2011		805.00
				Check 27794 Total:	805.00
10151	FIRST NA	First National Bank	09/16/2011		300.00 2,770.00 45,747.46

				48,817.46
				<hr/> <hr/>
27795	MISDU	Michigan State Disbursement Un	09/16/2011	
			FIPS 2616300	207.13
				<hr/>
			Check 27795 Total:	207.13
				<hr/> <hr/>
27796	VION	Vion Holdings LLC	09/16/2011	
			SS 367-92-7487	76.12
				<hr/>
			Check 27796 Total:	76.12
				<hr/> <hr/>
			Report Total:	66,962.62
				<hr/> <hr/>

**First National
Direct Deposit
SEPTEMBER 16, 2011
Bi-Weekly Payroll**

<u>Employee Name</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
Genoa Township	\$48,817.46	
Aaron Korpela		\$1,031.28
Adam Van Tassell		\$1,098.40
Alex Chimpouras		\$1,910.01
Amy Ruthig		\$945.97
Angela Williams		\$729.48
Caitlin Nims		\$1,211.59
Carol Hanus		\$1,224.57
Craig Bunkoske		\$1,572.63
Daniel Schlack		\$1,190.61
Dave Estrada		\$1,154.34
David Miller		\$1,919.20
Debbie Hagen		\$0.00
Deborah Rojewski		\$2,394.05
Dennis Smith		\$268.27
Diane Zerby		\$594.37
Duane Chatterson		\$1,322.39
Eric Hartman		\$1,053.07
Greg Tatara		\$2,480.20
James Aulette		\$1,354.20
Jeffrey Meyers		\$1,231.01
Joe Szabelski		\$769.46
Judith Smith		\$1,194.14
Karen J. Saari		\$974.00
Kelly VanMarter		\$1,995.97
Kimberly MacLeod		\$1,164.75
Kyle Mitchell		\$1,101.59
Laura Mroczka		\$1,677.85
Luke Brown		\$0.00
Martin Reich		\$1,621.92
Matthew Hunt		\$0.00
Michael Archinal		\$2,868.58
Michael Maahs		\$317.47
Renee Gray		\$1,049.26
Richard Bigham		\$1,721.59
Robin Hunt		\$1,364.41
Scott Lowe		\$1,463.87
Steven Anderson		\$1,697.08
Susan Sitner		\$595.10
Tammy Lindberg		\$955.38
Tesha Humphriss		\$1,599.40
Total Deposit		\$48,817.46

#503 DPW UTILITY FUND
Payment of Bills
August 19, 2011 - September 14, 2011

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	09/07/2011	1827	Michigan Section, AWWA	Registration - Dave Miller Oct 11 - 13, 2011 course	-350.00
Check	09/07/2011	1828	GORDON FOOD SERVICE	Supplies for Utility Dept dated 8/18/2011	-93.88
Check	09/07/2011	1829	MWEA	Membership dues - Tesha Humphriss	-58.00
Check	09/07/2011	1830	Occupational Health Centers	Inv 707872462 Marty Reich Hepatitis A & B	-46.50
Check	09/07/2011	1831	PAETEC	September 2011 statement	-27.44
Check	09/07/2011	1832	Tractor Supply Co.	Acct # 6035 3012 0324 0252 Aug 2011	-509.71
Check	09/07/2011	1833	Press & Argus	Recruitment ads for Admin Asst	-153.20
Check	09/07/2011	1834	Shell Fleet Plus	Acct 065-332-306 Statement dated 8/12/2011	-4,514.97
Check	09/12/2011	1835	Clearwater Kinetic	Ticket #'s 592772, 594518, 595478	-45.15
Check	09/12/2011	1836	FASTENAL COMPANY	Inv MIBRG61839	-77.78
Check	09/12/2011	1837	GRUNDY ACE OF HOWELL	Inv #'s 70272 & 70263	-116.49
Check	09/12/2011	1838	Jack Doheny Supplies, Inc.	Inv A48882	-127.40
Check	09/12/2011	1839	LOWE'S	Acct 9900 641641 8 August 2011	-719.30
Check	09/12/2011	1840	Port City Communications, Inc.	September 2011 Statement	-154.59
Check	09/12/2011	1841	SWANN'S CLOTHING STORE	Inv dated 9/9/2011 - shirt for DPW employee	-64.98
Check	09/12/2011	1842	USABlueBook	Inv 455892 dated 8/1/2011	-166.12
Check	09/14/2011	1843	Applied Imaging	Lanier color printer Inv 344619	-416.78
Check	09/14/2011	1844	Chase Card Services	Statement for Aug 2011	-1,848.85
Check	09/14/2011	1845	Staples Credit Plan	Account 6035 5178 6145 0400	-209.15
Grand Total					-9,700.29

#593 LAKE EDGEWOOD W/S FUND
Payment of Bills
August 19, 2011 - September 14, 2011

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	09/07/2011	1998	DTE Energy	Service from Aug 1 - Aug 30, 2011	-3,651.99
Check	09/12/2011	1999	Brighton Analytical L.L.C.	Aug 18 - Sept 1, 2011 invoices	-2,143.50
Check	09/12/2011	2000	CITY ELECTRIC SUPPLY	Inv#BRI/026775	-35.28
Check	09/12/2011	2001	COOPER'S TURF MANAGEMENT	Inv 9182 dated 8/31/2011	-300.00
Check	09/12/2011	2002	GENOA TWP-DPW FUND	Inv 57 for Maintenance billing fees LE Sept 2011	-9,897.77
Check	09/12/2011	2003	M & K Jetting and Televising	Inv 11350 dated 8/16/2011	-1,305.00
Check	09/12/2011	2004	GENOA TWP-DPW FUND	reimburse DPW for common costs 4/11 - 6/11	-2,160.59
Check	09/12/2011	2005	PVS NOLWOOD CHEMICALS	Inv 344187 & 345476	-2,344.00
Check	09/12/2011	2006	The Sign Works	Inv #30843	-70.00
Check	09/12/2011	2007	Tetra Tech GEO	Inv 50475721	-4,518.75
Check	09/12/2011	2008	Tetra Tech Inc.	Inv # 50483270	-123.49
Check	09/14/2011	2009	AT&T	Acct 810 227-9202 448 2	-113.94
Check	09/14/2011	2010	Consumers Energy	Service from 8/9/11 - 9/6/11	-40.83
Grand Total					-26,705.14

#592 OAK POINTE WATER/SEWER FUND**Payment of Bills****August 19, 2011 - September 14, 2011**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	09/07/2011	2161	Keith Craffey	Overpayment of final bill 4784 New Haven	-118.27
Check	09/07/2011	2162	GENOA TWP UTILITY FUND	Maintenance Billing fees - August 2011	-37,419.14
Check	09/07/2011	2163	Genoa Township G/O New User Fund	Capital Improvement Charges Aug -Oct 2011	-8,210.00
Check	09/07/2011	2164	CONSUMERS ENERGY	Billing from 7/30/11 - 8/29/11	-67.26
Check	09/07/2011	2165	DTE ENERGY	Aug 2 - Aug 31, 2011	-8,358.09
Check	09/12/2011	2166	BRIGHTON ANALYTICAL	Invoices from Aug 11 - Sept 8, 2011	-1,363.00
Check	09/12/2011	2167	COOPERS TURF MANAGEMENT	Inv # 9183 for August 2011 lawn care	-460.00
Check	09/12/2011	2168	GENOA TWP UTILITY FUND	common costs by water/sewer districts to DPW	-4,840.35
Check	09/12/2011	2169	AT & T	810-227-4883 Sept 2011 billing	-89.04
Check	09/12/2011	2170	DTE ENERGY	4335 Crooked Lake Rd, billing for Aug 2011	-49.63
Check	09/12/2011	2171	DUBOIS COOPER ASSOCIATES	Inv # 133664	-727.86
Check	09/12/2011	2172	FASTENAL	Inv MIBRG62030	-42.96
Check	09/12/2011	2173	FONSON, INC.	Inv # 9576 dated 8/16/2011	-2,198.32
Check	09/12/2011	2174	KENNEDY INDUSTRIES INC.	Inv 531890 dated 8/24/2011	-1,755.82
Check	09/12/2011	2175	NORTHWEST PIPE AND SUPPLY	Inv 111886 dated 8/10/2011	-17.60
Check	09/12/2011	2176	STANDARD ELECTRIC	Inv # 1717221-01	-4.96
Check	09/12/2011	2177	TETRA TECH, INC.	Inv 50483269	-4,651.97
Check	09/12/2011	2178	Tetra Tech GEO	Inv 50475722	-5,607.49
Check	09/12/2011	2179	WASTE MANAGEMENT	Inv 7157224-1389-8	-60.37
Check	09/12/2011	2180	WATER MASTERS LLC	Inv 2179	-1,485.00
Grand Total					-77,527.13

#595 PINE CREEK W/S FUND**Payment of Bills****August 19, 2011 - September 14, 2011**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
no checks issued					

#504 DPW RESERVE FUND**Payment of Bills****August 19, 2011 - September 14, 2011**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
no checks issued					

GENOA CHARTER TOWNSHIP BOARD
Public Hearing and Regular Meeting
September 6, 2011 (Tuesday)

MINUTES

Supervisor McCririe called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m. The Pledge of Allegiance was then said. The following persons were present constituting a quorum for the transaction of business: Gary McCririe, Paulette Skolarus, Robin Hunt, Steve Wildman, Jim Mortensen, Todd Smith and Jean Ledford. Also present were Township Manager Michael Archinal and eight persons in the audience.

A call to the public was made with no response.

Approval of Consent Agenda:

Moved by Ledford, supported by Smith, to approve items 1 thru 4 under the consent agenda, moving item 5 to the regular agenda for discussion. The motion carried unanimously.

1. Payment of Bills

2. Request for approval of minutes: 08/15/2011

3. Request for approval of a design engineering services contract with R.S. Engineering for the installation of a non/motorized pathway on the west side of Nixon Road between Beck and Crooked Lake for an amount not to exceed \$35,000.00.

4. Request for approval to transfer \$10,000 from the General Fund to establish a fund titled Genoa Township SELCRA Reimbursement Fund to allow for payment of SELCRA Registration Vouchers.

Approval of Regular Agenda:

Moved by Wildman, supported by Hunt, to approve for action all items listed under the regular agenda, with the addition of 5-C concerning the payment of bills. The motion carried unanimously.

5. Township Audit by Pfeffer, Hanniford and Palka.

A. Presentation and review of the audit by Ken Palka.

Palka presented the audit to the board with no formal action being taken.

B. Request for approval to receive the 2010/2011 Audit of Township Funds.

Moved by Ledford, supported by Skolarus, to receive the 2010/2011 audit and comments from

Pfeffer, Haniford and Palka. The township board extended a sincere thank you to auditor Ken Palka for his work with the township.

C. Request for approval to authorize the Supervisor, Clerk and Treasurer to pay any and all bills as they become due prior to Township Board Approval as requested by Township Auditors Pfeffer, Hanniford and Palka.

Moved by Skolarus, supported by Ledford, to table the request until the next regular meeting of the board and submit language acceptable to the auditor and board. The motion carried unanimously.

6. Public Hearing on the Pardee Lake Aquatic Weed Control Project.

A call to the Public and Property Owners was made with no response.

7. Request for approval of Resolution No. 5 (Confirming the Special Assessment Roll) for the Pardee Lake Aquatic Weed Control Project.

Moved by Skolarus, supported by Ledford, to approve resolution No. 5 as requested. The motion carried by roll call vote as follows: Ayes: Ledford, Smith, Hunt, Wildman, Mortensen, Skolarus and McCririe. Nays – None. Absent – None.

8. Request for approval to transfer stock in 2011 Resort Class C license for property located at 4141 Bauer Road, Genoa Charter Township, Livingston County by dropping stockholder, Doyle R. Tippett Trust U/A/D August 23, 1982, Judith Lee Kool and Carol Sue Bruhn, Kenneth Vessey, Co-successor Trustees through transfer of 3,469 share of stock to new stockholder, Doyle R. Tippett Trust U/A/D August 23, 1982, Judith Lee Kool, and Carol Sue Bruhn, Co -Successor Trustees, through issuance of 18 additional share of stock to each.

Moved by Wildman, supported by Mortensen, to approve the transfer as requested. The motion carried by roll call vote as follows: Ayes: Ledford, Smith, Hunt, Wildman, Mortensen, Skolarus and McCririe. Nays – None. Absent – None.

9. Request to consider suspension of an athletic field lease between SELCRA and Genoa Township for the remainder of 2011.

Moved by Ledford, supported by Wildman, to approve the suspension of the lease agreement with SELCRA as requested. Further, to allow Howell Parks and Recreation Department use of the soccer field since SELCRA had not designated the Township field for use in their fall schedule. The motion carried unanimously.

10. Consider various actions related to the application to the State Construction Code Commission for the enforcement of the Single State Construction Code.

A. Request to approve a new application with the state.

Moved by Wildman, supported by Mortensen to direct staff to make application to the State Construction Code Commission for enforcement of the single State Construction Code utilizing the services of Dennis Smith as a part-time Township employee and deleting any and all reference to SAFEbuilt or any other private firm. The motion carried as follows: Ayes – McCririe, Wildman, Smith, Mortensen and Ledford. Nays – Skolarus and Hunt.

B. Request to approve a revised building permit fee schedule.

Moved by Smith, supported by Mortensen, to approve the revised building permit fee schedule as presented. The motion carried as follows: Ayes – McCririe, Smith, Ledford, Mortensen and Wildman. Nays – Skolarus and Hunt.

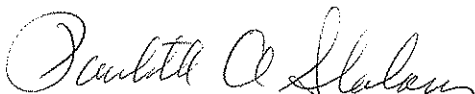
C. Request to authorize attorney to notify SAFEbuilt.

Moved by Skolarus, supported by Mortensen, to authorize the Township Attorney Mancuso to notify SAFEbuilt of the termination of our agreement. The motion carried unanimously.

D. Request to approve an employment agreement with Dennis Smith.

Moved by Ledford, supported by Smith, to approve in concept the draft employment agreement with Dennis Smith subject to State approval of the establishment of a Township Building Department. Further, that the hours, pay rate and duties of the code official will be reviewed by the Administrative Committee and the township attorney with a final recommendation of the agreement to be presented at the next regular meeting of the board. The motion carried unanimously.

The public hearing and regular meeting of the board was adjourned at 7:25 p.m.



Paulette A. Skolarus
Genoa Charter Township Clerk

(Press/argus 09/09/11)

Michigan Association of Planning (MAP)
2011 Annual Conference
Grand Rapids, Michigan

Following is a proposal for consideration of expenses relating to the 2011 MAP Conference:

ATTENDEE: _____

1.	Conference fees	\$395.00	_____
2.	Room	\$110.00 per night plus 8% tax	_____
3.	Parking	\$ 16.00 per night	_____
4.	Roundtrip Mileage	\$123.21 (0.555 per mile x 222 miles)	_____
5.	Food	\$100.00 per day	_____
6.	Per Diem	\$160.00 - \$180.00 per day (as applicable)	_____
		TOTAL:	_____

CHARTER TOWNSHIP OF GENOA

FISCAL YEARS 2012, 2013, AND 2014

PFEFFER, HANNIFORD & PALKA, Certified Public Accountants, registered to practice in the State of Michigan (hereinafter referred to as **CERTIFIED PUBLIC ACCOUNTANTS**) and **CHARTER TOWNSHIP OF GENOA**, A municipal corporation, of the State of Michigan (hereinafter referred to as **TOWNSHIP**) contract on this _____ day of _____ 2011, as follows:

1. For the fiscal years ending March 2012, 2013 and 2014, the **CERTIFIED PUBLIC ACCOUNTANTS** shall conduct an audit of the financial statements of the **TOWNSHIP** for each year. The financial statements are the responsibility of the **TOWNSHIP BOARD**. Our responsibility is to express an opinion on the financial statements based on our audits. We will conduct our audits in accordance with auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the township as well as evaluating the overall financial statement presentation.

2. The **CERTIFIED PUBLIC ACCOUNTANTS'** audit shall meet the requirements of Act No. 2, P.A. 1968, or as amended, and the related Bulletin for Audits of Local Units of Government in Michigan, dated June 1, 1968, or as amended, which is available from the State Treasurer.

3. If the **TOWNSHIP** receives federal financial assistance, grants, or other contracts, we may be required to, not only conduct the audit in accordance with auditing standards, but also in accordance with Government Auditing Standards and (or) in accordance with the Single Audit Act Amendments of 1996, OMB A-133. The testing of compliance and other fieldwork would be increased substantially because of the aforementioned. We would issue a separate engagement letter and fee proposal for the additional work to complete the audit in accordance with Government Auditing Standards and (or) the Single Audit Act Amendments of 1996, OMB A-133.

4. The reports on financial statements, as required by Act 2 of Public Acts of 1968, or as amended, shall contain an unqualified opinion by the **CERTIFIED PUBLIC ACCOUNTANTS** or such other opinion as he must render under the circumstances when he is unable to express an unqualified opinion.

5. The audit shall begin as soon after the signing of this contract as shall be convenient to the **CERTIFIED PUBLIC ACCOUNTANTS** and shall be completed with the Certified Public Accountant's report's issued not later than six (6) months after the conclusion of the fiscal year.

6. The **TOWNSHIP** shall have closed and balanced all funds and bank accounts, agencies and operations to be examined by the **CERTIFIED PUBLIC ACCOUNTANTS**.

7. The estimated audit fee for the years ended March 2012, 2013 and 2014 will be \$27,500, \$27,750 and \$28,000 respectively. Additional services outside the scope of the audit will be billed at \$95 per hour.

8. The **TOWNSHIP** authorizes the **CERTIFIED PUBLIC ACCOUNTANTS** to immediately disclose any and all findings of suspected fraud, and/or embezzlement to the Deputy State Treasurer in charge of the Local Audit Division of the State Department of Treasury.

9. The **CERTIFIED PUBLIC ACCOUNTANTS** shall provide a reasonable number of reports for each of the funds to the **TOWNSHIP** officials.

10. This contract may be terminated by either party upon a ninety day (90) advance written notice.

Pfeffer, Hanniford & Palka, P.C.

PFEFFER, HANNIFORD & PALKA
Certified Public Accountants

CHARTER TOWNSHIP OF GENOA

Recycle Livingston Would Like Your Continued Support

Although Genoa Township residents now have curbside recycling, Recycle Livingston would like for township residents to continue their memberships, and financial support. Genoa Township represented 13.78% of the total car count at Recycle Livingston in 2010. Recycle Livingston accepts electronic waste, household batteries, cell phones, ink jet cartridges, shoes, wooden corks, eyeglasses, and Styrofoam. Memberships remain very low: \$27 for a regular household for an entire year and \$22 for a senior household.

In addition to providing a drop-off recycling center that keeps approximately 500 tons per year out of the landfills, this facility provides recreational and social opportunities for volunteers, part-time jobs, a positive atmosphere for community service workers, and community recycling information.

VETERANS – Did you know?

A Veterans Transportation Service is now established in Livingston County. This service provides convenient and courteous transportation for Veterans living in Livingston County to the VA Ann Arbor Healthcare System on Fuller Road in Ann Arbor. Veterans interested in this service must call for a reservation at 1 (800) 361-8387. There is no cost to ride the shuttle with transportation departing from the VGs in Howell as well as the Meijer Stores located in Hartland, Howell and Brighton.

Fall Leaf Collection

Our annual fall leaf collection has been scheduled for the following dates and times:

- Saturday, Oct 22, 2011 from 9:00 a.m. until noon
- Saturday, Nov. 19, 2011 from 9:00 a.m. until noon

The collection site will be the Genoa Township Hall located at 2911 Dorr Road, Brighton, MI. Please bring your fall cleanup yard waste for removal at no cost to you.

Genoa Charter Township Walking Path

In 2006, Genoa Charter Township began construction on a .67 mile walking path.

The walking path circles the Genoa Charter Township Hall and flanks the athletic fields. The walking path also extends to the north towards the Dorr Road Fire Station.

The walking path is open to all to enjoy. Residents have reported seeing varied wildlife along the path including hawks, sandhill cranes, herons and deer.

Those walking dogs on the path are asked to keep pets on a leash and we encourage the use of the dog waste baggies and receptacles located on the path near the Hall. Motorized vehicles are prohibited on the path.

Genoa Township Sledding Hill

All are welcome to enjoy the winter fun for free at the Township sledding hill. A light has been added to allow evening sledding until 9:30 p.m. this winter.

Genoa Township Playgrounds

In July 2011, Genoa Charter Township finished construction on two playgrounds. The playgrounds have been placed at the Township pavilion which has picnic tables and restroom facilities. One playground is designed for ages two through five. The other playground is for the bigger children ages five through twelve. The equipment is state of the art with a safe rubberized surface underneath. The playgrounds are open for all to use and have been extremely popular.

Athletic Field Lighting

Lights have been added to the two athletic fields behind the Township Hall with the generous cooperation of D.T.E. Look for evening activities to take place this fall including youth flag football. Please contact Howell Area Parks and Recreation at 517.546.0693 with scheduling questions.

MEMORANDUM

TO: Township Board

FROM: Michael Archinal, Township Manager *M.A.*

DATE: 9/15/11

RE: Pavilion Heaters

Please find attached two estimates for the installation of electric heaters in the pavilion. I have also included my cover memo and minutes from the last time you considered this matter in October of 2010. At that time you voted to defer installation until 2011. The attached estimates are lower than previously presented because we are not proposing to heat either of the storage areas. Please consider the following action:

Moved by _____, supported by _____, to approve a proposal from Fillion Construction to install heat in the Township pavilion at a cost of \$6,375.



ESTIMATE

Electrical, Building & Remodeling Contractor
Fully Licensed & Insured

3864 Chilson Road, Howell, MI 48843
248.310.8625 Fax: 517.545.2287
fillionco@comcast.net

Name/Address
Township Hall 2911 Dorr Road Brighton MI 48116

Date	Estimate No.	Terms	Project	Job Coordinator
08/22/11	399	Due on receipt		

Description	Total
Install (2) QCH ceiling surface mounted heaters with wall mounted tamper resistant thermostat one per bath room	2,275.00
Install (1) MWUH ceiling hung heater with built in stat in mech room	
Install (2) stainless steel infrared heaters , 3 elements each and wire guard. timer located outside in weather proof box control box located in mech room All labor and material to install the above heaters included permits extra	4,100.00
I AM TRULY LOOKING FORWARD TO WORKING WITH YOU ON THIS PROJECT	Total \$6,375.00



July 12, 2011

To: Genoa Twp
Attn: Amy Ruthig
Quote#: 109979

Re: Install heaters for pavilion between soccer fields

We propose to furnish the following Material and Labor for the above name project as listed below. For the sum of Seven Thousand Nine Hundred Ninety Four Dollars (**\$7,994.00**)

Work to be completed in accordance with standard practices, for the amount(s) specified above. Any alteration or deviation from the below specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Our employees are fully covered by worker compensation insurance.

Includes

- A. All wire & misc. material.
- B. Grounding per National Electric Code
- C. Labor as straight time M-F 7am-3:30pm
- D. Two (2) QCH1101 ceiling mounted forced air fan w/ surface mount trim kit, 1 for each bathroom.
- E. Two (2) M602TPW tamper proof line voltage thermostat, 1 for each bathroom.
- F. Two (2) TC1 plastic lockable thermostat guard, 1 for each bathroom.
- G. One (1) MWUH5004 utility heater with built in thermostat, or utility room in middle of building
- H. Two (2) FRS339S stainless steel 3 element infrared heater enclosures, for patio area outside.
- I. Two (2) WG33 wire guards for infrared heaters
- J. Six (6) F3MS15208 metal sheathed 1500W 208V elements
- K. Two (2) Siemens 20A 1P bolt-on circuit breakers
- L. One (1) Siemens 25A 2P bolt-on circuit breaker
- M. Two (2) Siemens 30A 2P bolt-on circuit breakers
- N. One (1) Hoffman 12x10x5 NEMA 12 enclosure with back plate and swing out panel
- O. Two (2) Leviton 8895W high capacity GFI
- P. Two (2) Siemens 45GG20AF contactors
- Q. One (1) Intermatic FF430M spring wound timer DPST 30 minute
- R. One (1) single gang weather proof box with in-use cover for timer
- S. All circuits and control wiring in surface mounted EMT conduit and copper THHN wiring.
- T. Infrared heater circuits have GFI protection and 30 minute timer control

Excludes

- A. Any work or material not mentioned above.
- B. Electrical Permit if required
- C. Utility company fees or charges other than listed above.
- D. Any repair to existing utilities, to include but not limited to: (electric, telephone, cable TV, fiber optic cable, water pipe, drain pipe or tile, sprinkler system components, etc.) located above or below grade.


Notes

- A. Breakout cost for Infrared heaters, elements, circuiting, control, & GFI protection in Patio area = \$4,693.00

CRAMPTON C
Electric Co Inc.
10975 W. GRAND RIVER
PO BOX 380
FOWLERVILLE MI 48836
517-223-9691 / FAX 517-223-9970

CRAMPTON ELECTRIC CO. greatly appreciates this opportunity to submit this Quotation. If you have any questions regarding the enclosed information, please feel free to give me a call at 517-223-3756

Respectfully,



Daniel J. Hiscock
Estimator / Project Manager
Crampton Electric Company, Inc.

Acceptance of Proposal - The above price, specifications and conditions are satisfactory and are here by accepted. You are authorized to do the work as specified. Pricing is valid for 30 days from date quoted.

Work cannot commence on above project until a SIGNED copy of this proposal is received by Crampton Electric Co (Mailed or Faxed) & P.O. number if required by your company. Payment is due upon completion of work.

Date _____

Signature _____



Genoa Charter Township

2911 Dorr Road • Brighton, MI 48116 (810) 227-5225

Printed from <http://www.genoa.org/meetings/boardminute/1723>
on September 15, 2011 at 4:17pm.

Board of Trustees Meeting on October 18, 2010

GENOA CHARTER TOWNSHIP
ELECTION COMMISSION
OCTOBER 18, 2010
6:25 P.M.

MINUTES

Clerk Skolarus called the meeting of the Election Commission to order at 6:25 p.m. at the Genoa Township Hall. The following board members were present constituting a quorum for the transaction of business: Paulette Skolarus, Jean Ledford and Steve Wildman. Also present were: Gary McCririe, Robin Hunt, Jim Mortensen and Todd Smith.

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

1. Discussion of salaries and election officials for persons scheduled to work the November 2, 2010 General Election with a recommendation to the Township Board.

Moved by Ledford, supported by Wildman, to recommend to the Township Board the salaries and officials scheduled to work the Nov. 2, 2010 General Election. The motion carried unanimously.

The meeting was adjourned at 6:27 p.m.

GENOA CHARTER TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
OCTOBER 18, 2010
6:30 p.m.

MNUTES

Supervisor McCririe called the regular meeting of the Township Board to order at 6:30 p.m. The Pledge of Allegiance was then said. All board members listed above remained for the regular meeting of the board. There was one person in the audience.

A Call to the Public was made with no response.

Approval of Consent Agenda:

Moved by Mortensen, supported by Smith, to approve all items listed under the consent agenda. The motion carried unanimously.

1. Payment of Bills

2. Request to approve minutes: 10-4-10

3. Request for approval of salaries and election officials for persons scheduled to work the November 2, 2010 General

Election as recommended by the Election Commission.

4. Request approval to accept Mike Howell's letter of resignation from the Genoa Township Zoning Board of Appeals.
5. Request approval to appoint Chris Grajek to the Genoa Township Zoning Board of Appeals for the remainder of Mike Howell's term.

Approval of Regular Agenda:

Moved by Skolarus, supported by Smith, to approve for action all items listed under the regular agenda. The motion carried unanimously.

6. Request for approval of the installation of heaters in the park pavilion.

Moved by Smith, supported by Skolarus, to defer the purchase of a heating system until next year. The motion carried unanimously.

McCririe advised the board that he was working with Howell Parks and Recreation to provide outdoor concerts near the sledding hill.

Ledford inquired of the item listed on Brighton Township's agenda concerning Genoa Township and a future transfer agreement related to the connection of the Westgate Office Center. McCririe advised the board that this action concerns the excessive discharge of sodium into the Lake Edgewood Sewer District that is not within permit limits. A transfer of this discharge to Brighton Township Sewer District would eliminate the problem.

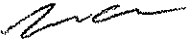
The schedule for meeting in November and December allows for a single meeting on the first Monday of each month.

The regular meeting of the Genoa Charter Township Board was adjourned at 6:50 p.m.

Paulette A. Skolarus
Genoa Township Clerk

(Press/argus 10/22/2010)

MEMORANDUM

TO: Township Board
FROM: Mike Archinal 
DATE: 10/15/10
RE: Pavilion Heating

Obviously the sled hill has been completed and is expected to be in use this winter. The park pavilion is not heated. The panel is sized to accommodate electric heaters. The original cost estimate included a biddable alternate for the installation of five heaters at a cost of \$8,926.50. Extending the use of the facility will also impact operational budgets for cleaning. We currently pay \$130 a month for cleaning.

The sled hill has created a significant amount of interest and I believe it will get quite a bit of use this winter. We also keep the trails open throughout the year and they receive fair amount of use in the winter months. Given the high quality of our facilities I would not like to see porta-johns used for the sled hill. Please consider the following:

Moved by _____, supported by _____, to direct staff to secure the installation of electric heaters as specified in the attached park pavilion project summary.

Contract Exhibit "B"

Genoa Chart Township - Park Pavilion Project

B.D. Donovan Builders
12/30/2009

Project Cost Summary

Item	Bidders		
Site Balance	Fonson Const	\$	500.00
Directional Boring Utilities	R.C. Directional Boring	\$	4,000.00
Fill Sand under slab	BD Donovan	\$	500.00
Landscape + irrigation	TBD	\$	5,000.00
Artificial Turf	DP and Hoffman Playworks	\$	9,205.00
Grinder Installation	Fonson Const	\$	5,280.00
Foundations	BD Donovan	\$	7,675.00
Concrete Slab, Rigid Insulation	Signature Concrete	\$	6,000.00
Exterior Concrete Walks & Stairs	Signature Concrete	\$ 4,600.00	\$ 4,600.00
Steel Railing	S&G Erectors	\$	5,000.00
Laminated Timber	Unit Structures	\$ 12,000.00	\$ 12,000.00
	N.A. Manns	\$ 33,252.00	
Other Framing Materials	N.A. Manns	\$ 2,000.00	\$ 2,000.00
Framing Labor	Donovan / Shipley LLC	\$	4,400.00
Roofing	Teamwork Builders	\$	2,600.00
Hollow Metal Doors / Hardware	R.K. Hoppe	\$	3,754.00
Electrical	K&J Electric	\$ 14,566.00	
	Fillion Construction	\$ 11,750.00	\$ 11,750.00
	Fillion Construction	\$ 250.00	\$ 250.00
Added Recept Toilets	D&R Heat + Cool	\$	700.00
Ventilation	Northern Plumbing	\$ 30,975.00	\$ 30,975.00
Plumbing	Needham & Son	\$ 43,590.00	
	EZ Flow Plumbing	\$ 31,595.00	
Masonry	BD Donovan	\$ 17,950.00	\$ 17,950.00
	Sterling Masonry	\$ 18,675.00	
	Bedola Masonry	\$ 17,950.00	
Insulation	BD Donovan	\$	750.00
Drywall	Don Maki	\$	1,000.00
Painting / Finishes	Prime Time Panting	\$	4,000.00
Specialties - Toilet Rms, Signs	Gee Company	\$	3,000.00
Sub Contract Sum		\$	142,889.00
General Conditions			
Design / Engineering	Lindhout Associates	\$	18,750.00
Permits		\$	1,000.00
Job Clean Up	BD Donovan	\$	1,500.00
Dumpsters	Len's Rubblsh	\$	800.00
Misc + Weather Protection	BD Donovan	\$	7,500.00
Supervision	BD Donovan	\$ 12,124.00	\$ 12,124.00
Project Manager	BD Donovan	\$ 5,455.80	\$ 5,455.80
Builders Fee		4%	\$ 7,600.75
Project Contingency		5%	\$ 9,500.94
GUARANTEED MAXIMUM PRICE			\$ 207,120.49
OPTIONAL ENHANCEMENTS			
Picnic Tables		3100	
Concrete Pad		200	
	Net per table on site	\$	3,300.00
Benches with Concrete Pad		\$	2,100.00
Playground Equipment + Mulch		\$	56,034.00
Electric Heaters (5)		\$	8,926.50
Security Cameras + Recorder		TBD	ADT
SUB TOTAL ALL OPTIONS		\$	70,360.50
BUILDING = ALL OPTIONS		\$	277,480.99

**Assumes Acceptable Soils