

GENOA CHARTER TOWNSHIP BOARD

Regular Meeting

October 21, 2013

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 to approve minutes: Oct. 7, 2013

3. Request for approval of amendments to township funds:

A. Fund 271 (Building and Grounds) for the fiscal year ending 03/31/2014.

B. Fund 101 (General Fund) for the fiscal year ending 03/31/2014

Approval of Regular Agenda:

4. Request for approval to replace and upgrade the Township Boardroom video system, at a cost of \$6,050.

Correspondence

Member Discussion

Adjournment

*Citizen's Comments- In addition to providing the public with an opportunity to address the Township Board at the beginning of the meeting, opportunity to comment on individual agenda items may be offered by the Chairman as they are presented.

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: October 21, 2013

TOWNSHIP GENERAL EXPENSES: Thru October 21, 2013	\$153,761.55
October 11, 2013 Bi Weekly Payroll	\$72,684.95
OPERATING EXPENSES: Thru October 21, 2013	<u>\$527,604.16</u>
TOTAL:	\$754,050.66

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
30091	MASTER M	Master Media Supply	09/24/2013	122.60
30092	SHELL	Shell	09/24/2013	91.58
30093	TheSign	The Sign Works	09/24/2013	150.00
30094	WALMART	Walmart Community	09/24/2013	48.94
30095	EHIM	EHIM, INC	09/25/2013	7,724.85
30096	ETNA SUP	Etna Supply Company	09/27/2013	10,675.00
30097	MASTER M	Master Media Supply	09/27/2013	616.47
30098	MCCRIRIE	Gary McCririe	09/27/2013	49.72
30099	OEX	Office Express Inc.	09/27/2013	137.51
30100	PRINTING	Printing Systems	09/27/2013	831.60
30101	USBANK	U. S. Bank Equipment Finance	09/27/2013	544.06
30102	Equitabl	Equivest Unit Annuity Lock Box	10/11/2013	525.00
30103	ARCHINAL	Michael Archinal	10/04/2013	25.67
30104	BUS IMAG	Business Imaging Group	10/04/2013	36.17
30105	Clearwat	Clearwater Systems	10/04/2013	32.50
30106	CONTINEN	Continental Linen Service	10/04/2013	96.43
30107	DTE LAKE	DTE Energy	10/04/2013	1,299.65
30108	Duncan	Duncan Disposal Systems	10/04/2013	76,900.60
30109	Evolving	Evolving Technologies	10/04/2013	142.50
30110	FIRST IM	First Impression Print & Marketing	10/04/2013	2,127.46
30111	LivCTrea	Livingston County Treasurer	10/04/2013	3,134.90
30112	LSL	LSL Planning, Inc.	10/04/2013	1,428.06
30113	Net serv	Network Services Group, L.L.C.	10/04/2013	300.00
30114	Perfect	Perfect Maintenance Cleaning	10/04/2013	2,354.25
30115	RELIANCE	Reliance Standard Life Insuran	10/04/2013	1,652.20
30116	USBANK	U. S. Bank Equipment Finance	10/04/2013	315.99
30118	ACCIDENT	Accident Fund Company	10/09/2013	12,082.15
30119	COMC	Comcast	10/09/2013	336.28
30120	CONTINEN	Continental Linen Service	10/09/2013	96.43
30121	DHULS	Catherine Dhulster	10/09/2013	66.23
30122	GORDONFO	Gordon's Food Services	10/09/2013	339.44
30123	Mancuso	Mancuso & Cameron, P.C.	10/09/2013	3,740.63
30124	MASTER M	Master Media Supply	10/09/2013	98.39
30125	MBH	MBH Marketing, LLC	10/09/2013	15,566.08
30126	Net serv	Network Services Group, L.L.C.	10/09/2013	45.00
30127	Telcom W	Telcom Wiring Services	10/09/2013	405.00
30128	ATT& IL	AT&T	10/15/2013	127.81
30129	Clearwat	Clearwater Systems	10/15/2013	45.50
30130	ETNA SUP	Etna Supply Company	10/15/2013	6,985.00
30131	MASTER M	Master Media Supply	10/15/2013	13.90
30132	PFEFFER	Pfeffer, Hanniford, Palka	10/15/2013	2,450.00

Report Total: 153,761.55

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: cathy

Printed: 10/04/2013 - 11:33

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
11186	AETNA LI	Aetna Life Insurance & Annuity	10/11/2013		25.00
			Check 11186 Total:		25.00
11187	EFT-FED	EFT- Federal Payroll Tax	10/11/2013		7,750.32 4,258.20 4,258.20 995.87 995.87
			Check 11187 Total:		18,258.46
11188	EFT-PENS	EFT- Payroll Pens Ln Pyts	10/11/2013		2,058.20
			Check 11188 Total:		2,058.20
11189	EFT-TASC	EFT-Flex Spending	10/11/2013		871.10
			Check 11189 Total:		871.10
30102	Equitabl	Equivest Unit Annuity Lock Box	10/11/2013		525.00
			Check 30102 Total:		525.00
11190	FIRST NA	First National Bank	10/11/2013		2,630.00 48,242.19 75.00

Check 11190 Total:

50,947.19

Report Total:

72,684.95

#503 DPW UTILITY FUND
Payment of Bills
September 30 - October 15, 2013

Type	Date	Num	Name	Memo	Amount
Check	09/30/2013	2621	Genoa Township	Reimburse General Fund for payroll expense	-400,000.00
Bill Pmt -Check	10/01/2013	2622	Ashley Repke	Uniforms Reimbursement	-45.96
Bill Pmt -Check	10/01/2013	2623	Kimberly MacLeod	Reimb SHRM Membership	-180.00
Bill Pmt -Check	10/09/2013	2624	LOWE'S	Sept 2013 Purchases	-1,111.85
Bill Pmt -Check	10/09/2013	2625	PAETEC	DPW Phone - September 2013	-31.88
Bill Pmt -Check	10/09/2013	2626	Red Wing Shoe Store	VOID	0.00
Bill Pmt -Check	10/09/2013	2627	Tractor Supply Co.	Tractor Supply - September 2013	-239.98
Bill Pmt -Check	10/09/2013	2628	Red Wing Shoe Store	Juhl Boots purchased 9/30/13	-200.00
Bill Pmt -Check	10/09/2013	2629	SWANN'S CLOTHING STORE	Korpela Boots purchased 10/1/13	-180.98
Check	10/09/2013	2630	Accident Fund	WCV80071200203 09/29/13	-16,480.85
Bill Pmt -Check	09/30/2013	2631	Belle Tire	Acct #W20557 - Sept 2013	-815.88
Bill Pmt -Check	09/30/2013	2632	Chase Card Services	Acct #5582508638932167 9/15/13 - 10/5/13	-1,886.10
Bill Pmt -Check	09/30/2013	2633	MHOG - Water	CC Services Charges Feb - Aug 2013	-7,783.13
Bill Pmt -Check	09/30/2013	2634	Pfeffer-Hanniford-Palka	Inv. #1000014571 10/10/13	-1,350.00
Bill Pmt -Check	09/30/2013	2635	Staples Credit Plan		-148.92
Bill Pmt -Check	09/30/2013	2636	Victory Lane Quick Oil Change	Inv. #27098 8/9/13	-39.48
Check	10/15/2013	2637	Auto Zone	Inv. #2170391666 09/30/13	-37.98
Check	10/15/2013	2638	Blackburn Mfg. Co.	Inv. #0449282-IN 10/2/13	-848.47
Check	10/15/2013	2639	Occupational Health Centers	Inv. #709132781 10/8/13	-251.00
Check	10/15/2013	2640	Port City Communications, Inc.	Inv. #444410012013 10/1/13	-229.14
Check	10/15/2013	2641	U.S. POSTMASTER		-1,388.70
				Total	-433,250.30

2:25 PM

#595 PINE CREEK W/S FUND

Payment of Bills

October 1 - 15, 2013

Type	Date	Num	Name	Memo	Amount
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no checks issued

2:23 PM

#593 LAKE EDGEWOOD W/S FUND

Payment of Bills

October 1 - 15, 2013

Num	Name	Memo	Amount
2423	City Of Brighton	Acct #003052-000/ 003052-00 Jul 2013 - Sept 2013	-23,517.91
2424	DTE Energy	LE Electricity Billings - Aug/Sep 2013	-5,197.87
2425	Charter Township of Brighton	LE Utility Bill - July - Sept 2013	-852.50
2426	Consumers Energy	LE Sept Utility Bills	-63.02
2427	DTE Energy	LE Electricity Billing - #349056400089	-30.91
2428	Brighton Analytical L.L.C.	Inv. #0913-82613	-77.00
2429	Oak Pointe	LE - Reimb Oak Pointe Operating - 8/5/13 - 9/25/13	-877.00
2430	PVS NOLWOOD CHEMICALS, INC	Inv#416689 Cr#113930	-877.00
2431	Quinlan Tree Service	Tree removal services - LE on 9/30/13	-400.00
2432	Tetra Tech Inc.		-1,364.56
2433	GENOA TWP DPW FUND	LE Maintenance Billings - Oct 2013	-9,300.17
2434	USA BLUE BOOK	Inv. #165459 (part'l) 10/01/13	-244.89
2435	Brighton Analytical L.L.C.	Inv. #1013-82684 10/3/13	-77.00
Total			-42,879.83

#592 OAK POINTE WATER/SEWER FUND

Payment of Bills

October 1 - 15, 2013

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	10/04/2013	2805	CONSUMERS ENERGY	5341 Oak Pointe #100017765098	-57.15
Bill Pmt -Check	10/04/2013	2806	DTE ENERGY	Oak Pointe Electric Billings - Aug/Sept 2013	-8,640.68
Bill Pmt -Check	10/15/2013	2807	BRIGHTON ANALYTICAL, LLC		-268.00
Bill Pmt -Check	10/15/2013	2808	Quinlan Tree Service	Tree removal services - OP on 9/30/13	-1,000.00
Bill Pmt -Check	10/15/2013	2809	State of Michigan	Inv. #836021 9/30/13	-766.00
Bill Pmt -Check	10/15/2013	2810	Tetra Tech, Inc.	Inv #50723165 10/7/13	-1,743.58
Check	10/15/2013	2811	AT&T	Acct #810 227-4883 026 3 dated 10/7/13	-56.61
Check	10/15/2013	2812	USA Bluebook	Inv #165459 (part'l) & 168036	-347.94
Check	10/15/2013	2813	PVS Nolwood Chemicals, Inc	Inv. #418519 10/10/13 & CR #114140 9/12/13	-877.00
Check	10/15/2013	2814	M & K Jetting and Televising	Inv #13645 10/10/13	-1,315.00
Check	10/15/2013	2815	GENOA TWP DPW FUND	OP Maintenance Billing - October 2013	-35,986.34
Bill Pmt -Check	10/15/2013	2816	USA Bluebook	Inv. #153402 9/17/13	-415.73
Total					-51,474.03

GENOA CHARTER TOWNSHIP BOARD

Regular Meeting

October 7, 2013

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, Linda Rowell, Jim Mortensen, Todd Smith and Jean Ledford. Also present were Township Manager Michael Archinal and four persons in the audience.

A Call to the Public with no response.

Approval of Consent Agenda:

Moved by Ledford with a second by Rowell to approve the payment of bills and the Minutes under the consent agenda as requested. The motion passed.

1. Payment of Bills.

2. Request to approve minutes: Sept. 16, 2013

Approval of Regular Agenda:

Moved by Ledford with a second by Hunt to approve for action all items listed under the regular agenda. The motion passed.

3. Request Board approval to remove the East/West Crooked Lake Weed Assessment, \$44.78, levied on the 2013 summer tax roll against Parcel #4711-22-203-001 and to add the East/West Crooked Lake Weed Assessment to Parcel #4711-22-303-001 as submitted by the Township Treasurer.

Moved by Mortensen with a second by Smith to approve the request from Hunt as requested. The motion passed.

4. Consideration of a request to receive the audit for the fiscal year ending 03/31/2013 as presented by Mr. Palka of Pfeffer, Haniford and Palka.

Mr. Ken Palka presented the audit to the board. The fund balance is at \$5.2 million. Debt has been paid down by 25%. The DPW department is saving \$200,000.00 a year thanks to Greg Tataara and Tesha Humphriss. The township was congratulated on their accounting procedures.

Moved by Skolarus with a second by Ledford to receive the audit for the fiscal year ending 03/31/2013. The motion passed.

5. Discussion regarding Capital Improvement Plan 2013-2019.

GENOA CHARTER TOWNSHIP BOARD – Regular Meeting – Oct. 7, 2013

Direction concerning the C.I.P. was to target the aging population. A theater and the arts were suggested. The township should continue to look at recreational properties when they become available. The campus area designated south of the new interchange would attract young professionals. No formal action was taken by the board.

A call to the public was made with the following response: Doug Brown – Thank you to Polly for the letter to Governor Snyder concerning the D.E.Q. The Planning Commission would like a resolution to the crossing of the expressway at Dorr Road – perhaps signage. The senior center could work but should be done in partnership with the cities. The campus area would work well to attract young professionals into the community.

Leo Nicholis – The Township needs to engage our seniors and young people to get involved with the community. They could knock on doors and work on a survey.

The regular meeting of the Genoa Charter Township Board was adjourned at 7:50 p.m.



Paulette A. Skolarus, Clerk
Genoa Charter Township

(Press/argus10/11/2013)

GENOA TOWNSHIP - BLDG RESERVE FUND #271
 BUDGET TO ACTUAL REPORT
 BUDGETS FOR THE YEARS ENDING 3/31/2013 & 3/31/2014

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET FOR THE YEAR ENDING 3/31/2014	ACTUAL FOR THE YEAR ENDING 3/31/2014	1ST AMEDMENT 10/21/2013	PROPOSED BUDGET FOR THE YEAR ENDING 3/31/2015
REVENUES						
000-664-000	INTEREST INCOME	400	400	169	400	400
000-699-000	OPERATING TRANS IN FROM GF - RESERVES		0		200,000	0
	MISC INCOME	0	0			0
	TOTAL REVENUE	400	400	169	200,400	400
EXPENDITURES						
	CAPITAL OUTLAY/PAVEMENT/PARKING	0	0		122,000	0
	OTHER	0	250		250	250
	TOTAL EXPENDITURES	0	250	0	122,250	250
	NET REVENUES/EXPENDITURES	400	150	169	78,150	150
	BEGINNING FUND BALANCE	200,521	200,921	200,921	200,921	279,071
	ENDING FUND BALANCE	200,921	201,071	201,090	279,071	279,221



Tetra Tech, Inc.
 800 Corporate Dr.
 Ste. 200
 Lexington, KY 40503
 (859) 223-8000

BILL TO: GENOA TOWNSHIP
ATTN: ATTN: ACCOUNTS PAYABLE
 2911 DORR RD
 BRIGHTON, MI 48116

INVOICE NUMBER: 50725574
INVOICE DATE: 10/07/2013
SERVICES THROUGH: 09/27/2013
FEDERAL TAX ID#: 95-4148514
TERMS: NET 30

PROFESSIONAL SERVICES:

Project Number 200-12736-13014 **Township Hall Parking Lot Design - Engineer's letter dated 6/12/13 and 9/12/13**
Top Task 001 **Design & Construction Phase**

EMPLOYEE	TITLE	CURRENT LABOR HOURS	LABOR RATE	CURRENT LABOR AMOUNT
Bushaw, Richard A	Sr CAD Designer 1	1.00	\$115.00	\$115.00
Christian, Patricia	Project Administrator	4.50	\$75.00	\$337.50
Hollenbeck, Todd A.	Sr CAD Designer 1	12.00	\$115.00	\$1,380.00
Marksstrom, Gary James	Sr Project Manager	7.00	\$210.00	\$1,470.00
Mcpherson, Nicole M	Project Engineer 2	0.50	\$130.00	\$65.00
Stenzel, Cory A	Construction Manager 1	1.50	\$110.00	\$165.00
Voss, Amanda Suzanne	Project Assistant 2	2.00	\$70.00	\$140.00
TOTAL LABOR		28.50		\$3,672.50
		SUBTOTAL		\$3,672.50

OTHER DIRECT CHARGES	TYPE	CURRENT QUANTITY	UNIT RATE	CURRENT AMOUNT
MICHIGAN INFRASTRUCTURE & TRANSPORTATION ASSOCIATION	Advertising			\$50.00
TETRA TECH INC IER	Credit Plan Deposits			(\$20.00)
UNITED PARCEL SERVICE INC	Postage/Shipping			\$7.44
TOTAL OTHER DIRECT CHARGES				\$37.44
		SUBTOTAL		\$37.44

Total Top Task# 001 \$3,709.94

Total Project# 200-12736-13014 \$3,709.94

TOTAL AMOUNT DUE THIS INVOICE: \$3,709.94

BILL TO: GENOA TOWNSHIP
ATTN: ATTN ACCOUNTS PAYABLE
2911 DORR RD
BRIGHTON, MI 48116

INVOICE NUMBER: 50725574
INVOICE DATE: 10/07/2013
SERVICES THROUGH: 09/27/2013
FEDERAL TAX ID#: 95-4148514
TERMS: NET 30

Gross Contract Summary	
Contract Amount	\$17,600 00
Previously Billed	\$5,725 00
Current Billing	\$3,709 94
Total Billed to Date	\$9,434 94
Contract Balance Remaining	\$8,165 06

REMIT PAYMENT TO:

TETRA TECH, INC.
PO BOX 911967
DENVER, CO 80291-1967

To ensure accurate posting, please note the invoice number on your check. Interest will be charged on all past-due amounts per contract terms and conditions

NAGLE PAVING COMPANY
39525 W. 13 MILE, SUITE 300
NOVI, MI 48377

3. TOTAL BID FOR ALL DIVISIONS

ONE HUNDRED THREE THOUSAND (\$103,865.⁰⁰)
EIGHT HUNDRED SIXTY FIVE DOLLARS ZERO CENTS (use words) figures

- 6.01 Bidder agrees that the Work will be substantially completed and completed and ready for final payment in accordance with Paragraph 14.07.B of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 7.01 Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work within the times specified above, which shall be stated in the Agreement.
- 8.01 The following documents are attached to and made a condition of this Bid:
- A. Evidence of Bidder's qualification to do business in the state where the Project is located or covenant to obtain such qualification prior to award of the Contract; and
 - B. Required Bid Security in the form of a certified check, bank check, or a Bid Bond; and
- 9.01 The terms used in this Bid with initial capital letters have the meanings indicated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

SUBMITTED on 9-5-2013, 2013.

State Contractor License No. 38 157 2719 (If applicable)

NAGLE PAVING COMPANY
39525 W. 13 MILE, SUITE 300
NOVI, MI 48377

GENOA TOWNSHIP - GENERAL FUND #101
BUDGET TO ACTUAL REPORT

Mtg/ Date 03/18/2013

ACCT #	ACCOUNT DESCRIPTION	Actual FOR THE YEAR ENDING 3/31/2013	Approved BUDGET FOR THE YEAR ENDING 3/31/2014	Actual 8/26/2013	1ST Amendment 10/21/2013	2ND Amendment	Proposed BUDGET FOR THE YEAR ENDING 3/31/2015
REVENUES							
000-403-000	CURRENT REAL PROP TAXES	834,055	830,000	7,321	840,000		840,000
000-423-000	COLLECT FEES/EXCESS OF ROLL/SCHOOLS	315,451	335,000	28,627	320,000		325,000
000-476-100	LINCESSES AND PERMITS/CABLE FRANCHISE FEES	338,143	330,000	178,374	345,000		360,000
000-477-000	METRO ACT FEES	12,268	13,500	0	13,500		13,500
000-480-000	TRAILER FEES	3,307	4,000	1,661	4,000		4,000
000-574-000	STATE SHARED REVENUES	1,441,910	1,325,000	701,905	1,500,000		1,475,000
000-608-000	CHARGES FOR SERVICES - APPLICA. FEES	34,667	33,500	23,545	35,000		35,000
000-631-000	REFUSE COLLECTION FEES	761,543	780,000	192,161	780,000		785,000
000-664-000	INTEREST INCOME	10,984	10,000	1,682			10,000
000-676-000	ADMIN FEE/DPW FUND	50,000	50,000		50,000		50,000
000-676-100	ADMIN FEE/LIQUOR LAW FUND	3,500	3,500	875	3,500		3,500
000-678-300	TAXES ON LAND TRANSFER - BRIGHTON/HOWELL	140,755	145,000		145,000		150,000
000-699-001	ELECTIONS - SCHOOLS, PRIMARY, MISC.	4,221	35,000	1,945	5,000		15,000
	TRANSFER IN FROM OTHER FUNDS						
	TOTAL REVENUES	3,950,804	3,894,500	1,138,096	4,041,000		4,066,000
EXPENDITURES & TRANSFERS OUT TO OTHER FUNDS							
101-703-000	TRUSTEES - SALARIES	23,593	35,000	15,980	35,000		35,000
171-703-000	SUPERVISOR - SALARY	49,980	51,480	30,030	51,480		65,000
191-703-000	ELECTION - SUPPLIES/SALARIES	67,216	30,000	8,879	30,000		345,000
209-703-000	CONTRACTUAL - SALARIES	323,366	335,000	178,621	335,000		125,000
210-801-000	PROFESSIONAL - LEGAL	128,713	125,000	67,634	125,000		20,000
215-703-000	CLERK - SALARY	48,980	50,500	29,430	50,500		50,000
223-801-000	PROFESSIONAL - AUDITOR	16,800	22,000	8,450	22,000		12,000
241-801-000	PROFESSIONAL - ENGR./PLANNING	43,954	50,000	32,839	50,000		20,000
247-703-000	BOARD OF REVIEW - SALARIES	2,875	12,000	225	12,000		20,000
247-964-000	TAX CHARGEBACKS	19,023	20,000	8,972	20,000		95,000
253-703-000	TREASURER - SALARY	48,980	50,500	27,137	50,500		250,000
265-775-000	REPAIRS AND MAINTENANCE	93,676	90,000	81,679	90,000		20,000
265-910-000	INSURANCE	219,201	275,000	118,305	275,000		
265-920-000	UTILITIES - ELECTRIC/GAS	20,425	20,000	10,477	20,000		

GENOA TOWNSHIP - GENERAL FUND #101
 BUDGET TO ACTUAL REPORT

Mtg/ Date 03/18/2013

ACCT #	ACCOUNT DESCRIPTION	Actual FOR THE YEAR ENDING 3/31/2013	Approved BUDGET FOR THE YEAR ENDING 3/31/2014	Actual 8/26/2013	1ST Amendment 10/21/2013	2ND Amendment	Proposed BUDGET FOR THE YEAR ENDING 3/31/2015
284-703-000	SALARIES - OTHER	271,043	270,000	142,922	275,000		285,000
284-704-000	RETIREMENT	85,069	98,000	47,340	98,000		100,000
284-715-000	PAYROLL TAXES - FICA/MEDICARE	56,806	75,000	33,760	75,000		75,000
284-720-000	MESC - UNEMPLOYMENT TAXES		20,000	122	20,000		20,000
284-727-000	PRTG., POSTAGE, OFFICE SUPPLIES	74,889	75,000	47,659	75,000		80,000
284-728-000	ECONOMIC DEVELOPMENT	20,000	20,000	20,000	20,000		20,000
284-850-000	TELEPHONE	23,105	21,000	13,219	25,000		25,000
284-861-000	MILEAGE & TRAVEL EXPENSES	12,312	20,000	12,510	20,000		20,000
284-957-000	DUES	18,855	25,000	8,691	25,000		25,000
284-958-000	MTG. FEES & MISC EXPENSES	19,311	25,000	8,142	25,000		25,000
284-959-000	APPLICATION FEES EXPENSES	21,227	25,000	19,539	25,000		25,000
284-959-001	SALARIES - PLANNING COMMISSION/ZBA	27,491	32,000	19,248	32,000		32,000
301-703-000	ORDINANCE OFFICER - SALARY	46,035	48,000	43,428	48,000		50,000
336-999-001	FIRE SUB STATION EXPENSES	991	2,000	466	2,000		2,000
441-801-010	ROAD IMPROVEMENT	116,695	200,000	174,673	200,000		250,000
441-803-000	REFUSE COLLECTION	923,332	900,000	539,196	930,000		940,000
441-803-100	REFUSE BULKY ITEM DISPOSAL	-	10,000	-	10,000		10,000
441-804-000	DUST CONTROL/CHLORIDE	66,307	70,000	40,055	70,000		73,000
441-971-000	WHITE PINES ST. LIGHTING	751	800	-	0		0
751-881-000	RECREATION	64,453	100,000	128,325	130,000		130,000
916-962-000	DRAINS AT LARGE	23,201	35,000	-	35,000		30,000
929-977-000	CAPITAL OUTLAY	64,210	75,000	61,167	75,000		75,000
966-999-010	TRANS - OUT FUTURE RD IMPROVEMENT #261	200,000	250,000		250,000		250,000
966-999-011	TRANS - OUT SELCRA REIMB. FUND	10,000	13,000		13,000		
966-999-013	TRANS - OUT ROAD PROJECTS FUND #264	350,000	500,000	350,000	500,000		250,000
966-999-027	TRANS - OUT PARKS & RECREATION #270	379,000	250,000	250,000	250,000		250,000
966-999-028	TRANS - OUT BLDG. & GR. CEMETERY #271	-	0		200,000		50,000
966-999-110	CONTINGENCIES		40,000		10,000		40,000
	TOTAL EXPENDITURES/TRANSFERS OUT	3,981,865	4,366,280	2,579,120	4,604,480		4,169,000
	REVENUES OVER (UNDER) EXPENDITURES						

GENOA TOWNSHIP - GENERAL FUND #101
 BUDGET TO ACTUAL REPORT

Mtg/ Date 03/18/2013

ACCT #	ACCOUNT DESCRIPTION	Actual FOR THE YEAR ENDING 3/31/2013	Approved BUDGET FOR THE YEAR ENDING 3/31/2014	Actual 8/26/2013	1ST Amendment 10/21/2013	2ND Amendment	Proposed BUDGET FOR THE YEAR ENDING 3/31/2015
	& TRANSFERS OUT		(471,780)	(1,441,024)	(563,480)		(103,000)
	BEGINNING FUND BALANCE		2,562,402	2,562,402	2,562,402		1,998,922
	ENDING FUND BALANCE	<u>2,562,402.00</u>	<u>2,090,622</u>	<u>1,121,378</u>	<u>1,998,922</u>		<u>1,895,922</u>

Memorandum

TO: Genoa Township Board

FROM: Adam VanTassell

DATE: October 21, 2013

RE: Proposed Township Board Video Replacement and Upgrade

Manager Review:



**CONSIDER APPROVAL OF THE PROPOSALS TO REPLACE AND
UPGRADE THE TOWNSHIP BOARD VIDEO SYSTEM.**

The board room projector malfunctioned and the cost of the repair and replacement parts exceeds the cost of the original projector. Township staff is proposing a replacement camera to replace the current projector. In addition, Staff is recommending a new video camera and screen be upgraded which match the capabilities of the new projector and would vastly improve the video system. There is an additional proposal to install a second camera and screen for the Board Room but Staff feels that this technology is not needed at this time.

Staff has consulted with American Video which recently performed the audio updates for the Board Room. Staff recommends approval of the proposal by American Video and request consideration of the following motion:

**MOVE TO APPROVE THE PROPOSAL BY AMERICAN VIDEO
TRANSFER AT A COST NOT TO EXCEED \$ 6,050.00**



Project Description for Genoa Township LCD projectors Quote

- 1.) System price includes the installation of a new high definition projector to replace the existing failed projector. The new projector would be rated at 4500 lumens. (The existing failed unit is rated at 2000 lumens). This new projector is a native 16:9 wide screen projector, however, the existing screen is a 4:3 aspect ratio screen. This means that the existing screen is squarer than the newer high definition formats. This is not a problem, as the new projector will scale to a 4:3 ratio. Optionally, you can upgrade the screen to 16:9 to take advantage of the full resolution of the new projector.
- 2.) UPGRADE A: This option replaces the existing 4:3 screen with a 16:9 widescreen to take advantage of the full resolution of the new projector. The screen is motorized, and operated by a hand held wireless controller.
- 3.) UPGRADE B: This option adds a video scaler to replace your existing Creston system. The scaler has multiple inputs for multiple devices, such as computers and DVD players. It automatically converts them to an HD signal to be sent to the HD projector. This upgrade also includes a mini PTZ high definition camera to replace your standard definition camera in use now. The PTZ (pan/tilt/zoom) function allows more flexibility than the existing zoom only control you have on your camera now. This camera can be viewed on your network by simply typing in its IP address in Internet Explorer. The PTZ can be operated by any laptop with network access. The network can be wired or wireless. It can also be a part of the township's network, or isolated to the council chambers room only. This option also adds a DVD player, as well as additional wiring and electronic "black box" devices necessary to make it work.
- 4.) UPGRADE C: This option provides for a second projector that would be mounted on the ceiling, facing the front of the room. It includes a new 16:9 screen that would face the audience, so that they would not need to look to the left in order to see the presentation. The existing projector to the left of the audience would now only be used by persons sitting at the front council chambers desk.

Council Chambers A/V Improvement Quote

Vendor: American Video Transfer Inc.
 7540 Whitmore Lake Road
 Brighton, MI 48116
 810-231-5555
 Attn: Matthew Eckman

Client:
 Genoa Township
 ATTN: Adam Van Tassell

Date: 10-15-2013
Expires: 5-15-2014
Terms: Net 20 Day

New Replacment DLP Video Projector

Description	QTY	Model	Brand	Product Warranty	Price
DLP Projector	1	TH1060P	Optoma	2-year	
LCD Mount System	1		Market Brand	2-year	
Training					
Support		6-month onsite			

System Price **\$ 2,750.00**

LCD Projector / Screen and IP Document Camera

Description	QTY	Model	Brand	Product Warranty	Price
Video Scaler/Switcher	1	AT-LINE Pro2	Attona	10-Year	
Hi-Def Zoom Camera	1	SD3282D-GN	Dahua	2- Years	
Co-Ax/Analog Audio Adaptor	1		Market Brand	1-Year	
HDMI Cat 6 Extender Kit	1		Market Brand	1-Year	
DVD Player	1		Market Brand	1-Year	
Misc Wiring / Supplies		included			
Training		included			
Support		6-month onsite			

Upgrade A Price **\$ 3,300.00**

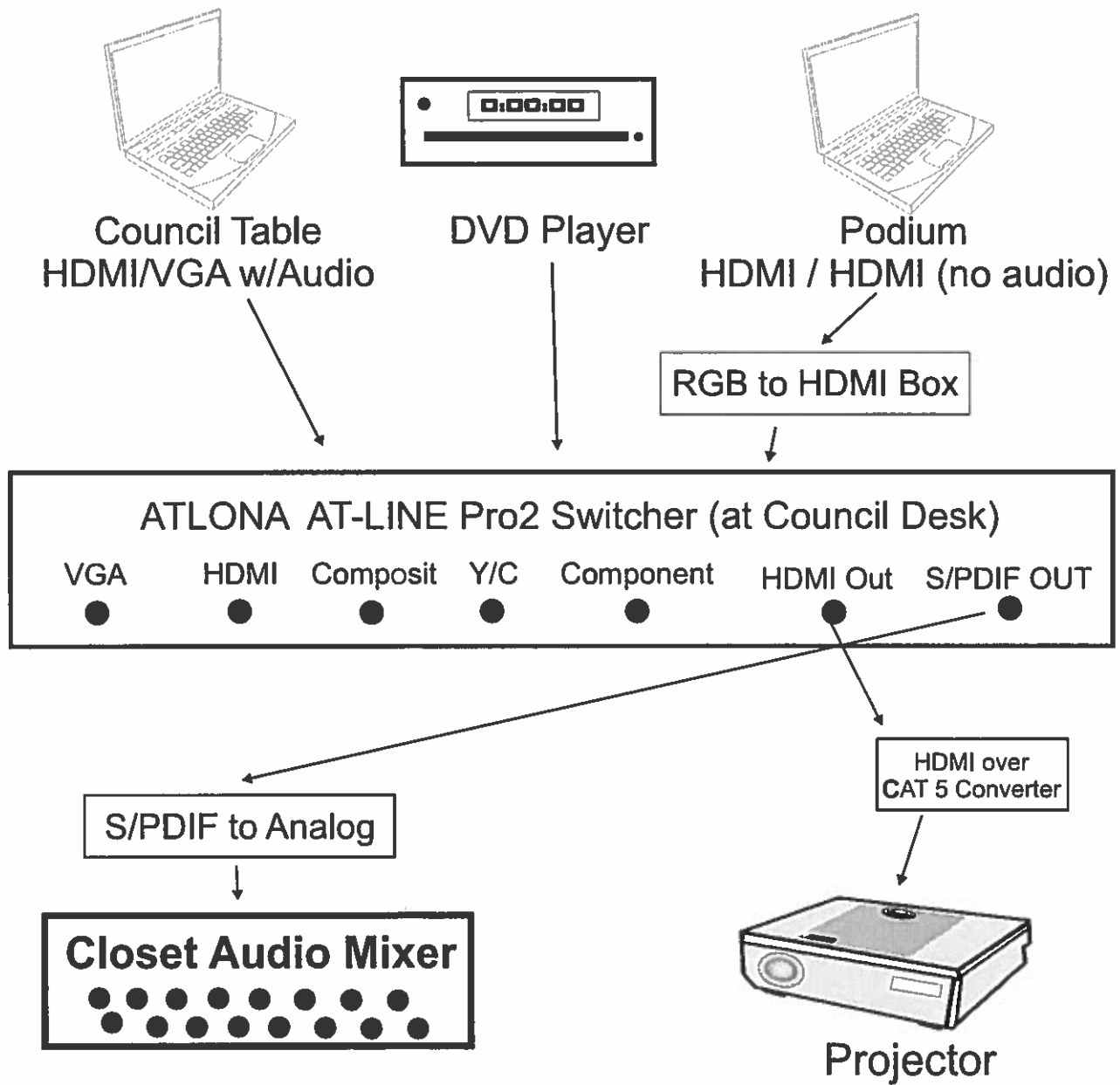
2nd Audience Facing LCD Projector

Description	QTY	Model	Brand	Product Warranty	Price
DLP Projector	1	TH1060P	Optoma	2-year	
LCD Mount System	1		Market Brand	2-year	
Motorized IR Screen	1	01-EVIR068120A	Vutec	1-year	
Support		6-month onsite			

Upgrade B Price **\$ 3,850.00**



American Video
Transfer Inc



Genoa Twp. Council Chambers A/V Upgrade

7540 Whitmore Lk. Rd. • Brighton, MI 48116 • 810-231-5555

CCTV Surveillance • Post Production • Transfers
www.myvideousa.com • matt@myvideousa.com

25 Years



DATA SERIES PROJECTOR TH1060P

Optoma
Projector Expert

BRING YOUR AUDIENCE TO THE BIG SCREEN



High-definition performance—
Clear, widescreen images draw in audiences and add impact to video and picture content



Ideal for large rooms—Bright Images
and high contrast ratio guarantee color excellence and fine detail



Built for business—Presentation-
friendly IR remote features USB mouse function and laser pointer



Ready for remote control—Supports
Crestron RoomView for management and control via RJ45 connection



Environmentally-friendly design —
Consumes <1 watt of power in standby mode

TRUE HD
1080p



DLP
TEXAS INSTRUMENTS

HDMI



RoHS
COMPLIANT

16:9
ENHANCED



The Optoma TH1060P, a native 1080p high-definition DLP projector, delivers clear widescreen images to ensure that your audience experiences the full impact of your message. Bright enough for use in large conference rooms and classrooms, the Optoma TH1060P includes a wide range of analog and digital connectivity options for your high-resolution output sources. The Crestron RoomView® user-friendly interface lets you easily monitor, manage and control the Optoma TH1060P remotely via RJ45 connectivity.

CONNECT



COMPUTERS



SMART
PHONES



TABLETS



BLU-RAY/DVD PLAYERS



SET TOP BOXES



CAMCORDERS



GAME
CONSOLES



DIGITAL
CAMERAS

DATA SERIES PROJECTOR — TH1060P

OPTICAL/TECHNICAL SPECIFICATIONS

Display Technology	Single 0.65" DC2 DMD DLP Technology by Texas Instruments
Native Resolution	HD (1920 x 1080)
Brightness	4500 ANSI lumens
Contrast Ratio	2500:1 (full on/full off)
Displayable Colors	1.07 Billion
Lamp Life and Type*	3000/2000 Hours (STD/bright) 300W P-VIP
Projection Method	Front, rear, ceiling mount, table top
Keystone Correction	±15° Vertical
Uniformity	85%
Aspect Ratio	16:9 Native, 4:3 compatible
Throw Ratio	1.59 to 1.91:1 (distance/width)
Projection Distance	3.28' to 32.8' (1.0 to 10m)
Image Size (Diagonal)	23.6" to 300" (0.6 to 7.62m)
Projection Lens	F=2.5-2.76, f=23.5-28.2mm, 1.2x manual zoom and focus
Offset	115%
Audio	3-watt speaker
Noise Level (STD/Bright)	28dB/30dB
Remote Control	IR remote mouse control
Operating Temperature	41 to 104°F (5 to 40°C), 85% max humidity
Power Supply	AC Input 100-240V, 50-60Hz, auto-switching
Power Consumption	380 watts (bright), 320 watts (STD), <1 watt (standby)

COMPATIBILITY SPECIFICATIONS

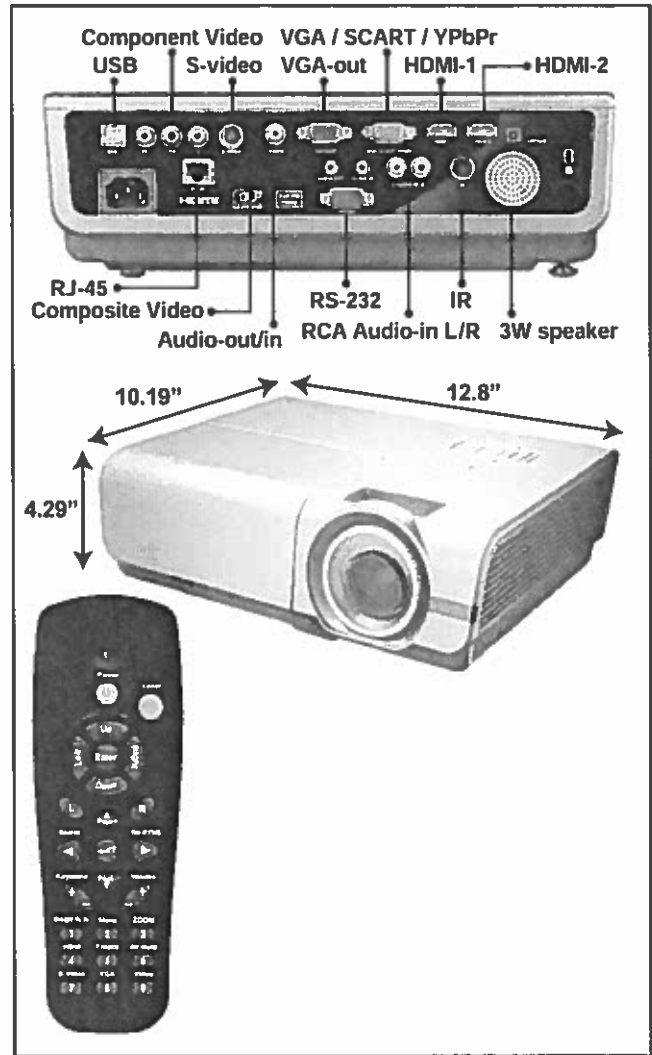
Computer Compatibility	HD, UXGA, WXGA, SXGA+, SXGA, XGA, SVGA, VGA resized, VESA, PC and Macintosh compatible
Video Input Compatibility	NTSC, PAL, SECAM, SDTV (480i), EDTV (480p), HDTV (720p, 1080i/p)
Vertical Scan Rate	50 to 85Hz
Horizontal Scan Rate	15, 31 to 90 KHz
User Controls	Complete on-screen menu, adjustments in 23 languages
I/O Connection Ports	Two HDMI, VGA-in, VGA-out, component, S-video, composite video, stereo RCA audio-in, stereo audio-out, RS-232, USB, RJ45 and 12V trigger
Loop Through (Audio, VGA)	Monitor: D-Sub 15 pin VGA output (functional in both normal and standby modes)

PHYSICAL SPECIFICATIONS

Security	Kensington® Lock Port, security bar and keypad lock
Weight	7.8 lbs (3.53kg)
Dimensions	12.8" x 4.29" x 10.19" (326 x 109 x 259 mm)

*Lamp life is dependent upon many factors, including lamp mode, display mode, usage, environmental conditions and more. Lamp brightness can decrease over time.

** 3D content can be viewed with active LCD shutter glasses or RF glasses when projector is used with compatible 3D player. Please visit www.optoma.com for more information.



Warranty

Three-year Optoma Express Replacement Service, One-year on lamp

What Comes in the Box

AC power cord, VGA to VGA cable, remote control, batteries for remote, carrying case, lens cap, multilingual CD-ROM user's manual, quick start card and warranty card

Optional Accessories

HDMI cable, ceiling mount, VGA to component cable, S-video cable, composite video cable, RS-232 cable and Panoview™ Series screens

Lamp: BL-FS300C
Mount: BM-5001U
Remote: BR-5033L
Case: BK-4013

UPC: 796435 41 719 2

www.OptomaUSA.com

Optoma
Projector Expert

Copyright © 2012 Optoma Technology, Inc. DLP® and the DLP logo are registered trademarks of Texas Instruments. All other trademarks are the property of their respective owners. All specifications subject to change at any time. The Optoma Express Program is only valid in the U.S.

Lectro IR Qm "A Series"

Plug and View Motorized Screen Wall or Ceiling Mount

Lectro IR QM is an instant Plug 'n Play motorized projection screen with a built-in IR remote and an in line wall mount control.

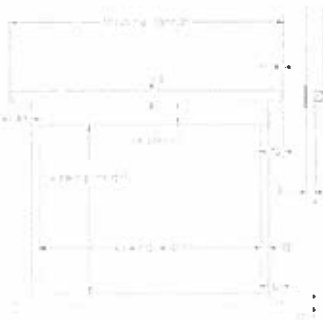
FEATURES

- Convenient in-line plug & Handheld IR Wall Mount Remote Control
- White steel octagonal housing
- 4:3 formats have 6" of black leader
- 16:9 formats have 12" of black leader
- 2" black border
- 1 year warranty

SURFACES

- MatteWhite

TECHNICAL



Diagonal	Viewing Area	Actual Viewing Area	Housing Width	Shipping
1:1 A/V Format				
N/A	60" x 60"	59" x 59"	69"	28 lbs.
N/A	70" x 70"	67" x 67"	77"	30 lbs.
N/A	84" x 84"	83" x 83"	83"	36 lbs.
N/A	96" x 96"	91" x 91"	101"	43 lbs.
N/A	120" x 120"	114" x 114"	125"	150 lbs. (s)
16:9 Video Format				
80"	48" x 64"	44" x 59"	69"	29 lbs.
90"	54" x 72"	50" x 67"	77"	30 lbs.
100"	60" x 80"	56" x 75"	85"	32 lbs.
120"	72" x 96"	68" x 91"	101"	46 lbs.
140"	84" x 112"	80" x 106"	117"	126 lbs.
150"	90" x 120"	86" x 114"	125"	132 lbs. (s)
180"	108" x 144"	103" x 138"	150"	175 lbs. (s)
200"	119" x 159"	121" x 161"	173"	195 lbs. (s)
16:10 Computer Format				
80"	39" x 70"	38" x 67"	69"	29 lbs.
92"	45" x 80"	42" x 75"	77"	32 lbs.
100"	49" x 87"	46" x 83"	93"	35 lbs.
110"	54" x 96"	51" x 91"	101"	46 lbs.
126"	62" x 110"	59" x 106"	117"	126 lbs. (s)
139"	68" x 120"	64" x 114"	125"	132 lbs. (s)
161"	79" x 140"	78" x 138"	150"	175 lbs. (s)
190"	93" x 165"	91" x 161"	173"	190 lbs. (s)
2.35:1 Widescreen Format				
85"	45" x 72"	44" x 69"	74"	29 lbs.
94"	50" x 80"	47" x 75"	77"	32 lbs.
109"	57" x 92"	57" x 92"	101"	46 lbs.
128"	68" x 109"	64" x 105"	117"	126 lbs. (s)
142"	75" x 120"	71" x 114"	125"	132 lbs. (s)
165"	88" x 140"	86" x 138"	150"	175 lbs. (s)
195"	103" x 165"	101" x 161"	173"	190 lbs. (s)

All measurements are nominal

* Actual Viewing Area is in the process of changing - updates will be posted later on (contact Vutec)

(s) item is shipped on a skid



For a quick response,
email sales@vutec.com or call 1-800-770-4700
www.vutec.com

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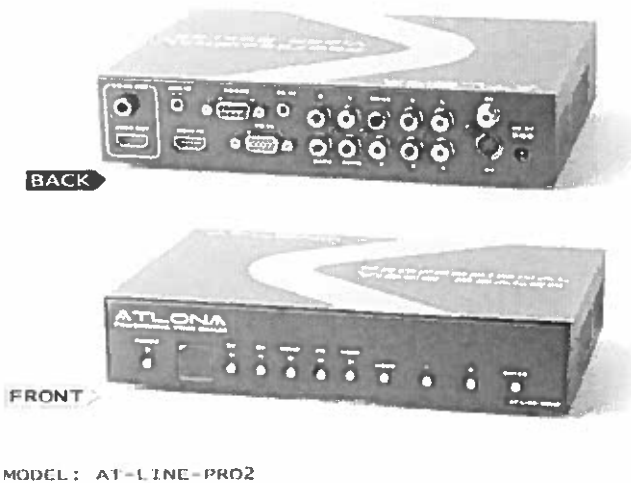
DH-SD3282D-GN

2Mp Full HD 3x Network PTZ Dome Camera



Features

- 3.0mm ~ 9.0mm(3x)optical zoom
- H.264 & MJPEG dual-stream encoding
- Max 25/30fps@1080p resolution
- WDR(DWDR), Day/Night(ICR), DNR (2D&3D),Auto iris, Auto focus, AWB, AGC,BLC
- Multiple network monitoring: Web viewer, CMS(DSS/PSS) & DMSS
- Max 80 °/s P&T speed, 0° ~350°pan rotation
- Up to 255 presets, 5 auto scan, 8 tour, 5 pattern
- Built-in 2/1 alarm in/out
- Support intelligent 3D positioning with DH-SD protocol
- Micro SD memory, IP66, IK10 optional, PoE



AT-LINE-PRO2

Atlona Video Scaler with HDMI output

AT-LINE-PRO2 behaves as a switcher, and a HDTV scaler and is able to output multiple resolutions which allows you to match native resolution on your TV or Projector. You can use one device to connect your composite, s-video, component video, VGA (PC) and HDMI sources to one HDMI out

ATLONA VIDEO SCALER W/ HDMI OUTPUT. MODEL: AT-LINE-PRO2

The Atlona AT-LINE-PRO2 is a great addition to your home-theater system. AT-LINE-PRO2 behaves as a switcher, and a HDTV scaler. This unit is able to output multiple resolutions which allow you to match native resolution on your TV or Projector. You can now use one device to connect your composite video, s-video, component video, VGA (PC) and HDMI sources to one HDMI output, and get the best possible video. Any input can be up-scaled to a specified resolution up to 1080p. Analog audio from any of the sources will be digitized and encrypted in to the HDMI output, using one cable for audio and video. You would also have the ability of splitting your source audio to a digital coaxial (S/PDIF) output, and routing it through an audio receiver.

Features:

- Both digital and analog inputs are format converted and pixel re-scaled through the AT-LINE-PRO2. It outputs a range of formats and resolutions that will easily match the native resolution of your display to ensure highest picture quality.

SKU
AT-LINE-PRO2



- Composite, S-Video, Component, VGA, HDMI inputs
- Digital Audio Output, perfect for routing audio through an independent audio system.
- Supports PC RGB input up to WUXGA.
- Supports HDTV RGB/YPbPr/YCbCr up to 1080p.
- 50Hz/60Hz conversion, if the input is 50Hz or 60Hz, you would be able to manually select either one on the output, perfect for customers who have USA TV's in Europe or other way around(PAL/NTSC).
- HDCP Compliant
- Supports digital HD output up to 1080p (30/50/60). or PC output up to 1920x1200
- Dual high quality scaling engines.
- Dual 3-D motion video adaptive de-interlaces with adaptive edge- oriented adaptive algorithm for smooth low-angle edge.
- Automatic 3:2 pull-down & 2:2 pull-down detection and recovery.
- The Proprietary Advanced Color Engine technology gives:
 1. Brilliant and fresh color.
 2. Intensified contrast and details.
 3. Vivid skin tone.
 4. Sharp edge.
- Accurate and independent color control.
- 3D noise reduction.
- Operates through on-screen OSD menu control and remote control.

Inputs/Outputs:

- 1 x AV input (3-rca)
- 1 x S-video Input + analog Audio
- 1 x Component Video Input (3-RCA) + Analog or Digital Audio
- 1 x RGB (VGA) Input + 3.5mm mini stereo audio input
- 1 x HDMI Input
- 1 x HDMI Output
- 1 x Digital Coax Output

Technical Specifications:

- Digital Video Amplifier Bandwidth: 1.65 Gbps
- Input DDC Signal: 5 volts p-p (TTL)
- Input Video Signal: 1.2 volts p-p
- Output/Input Resolutions: up to 1080p
- Inputs: Composite(w/audio), S-Video(w/audio), Component(w/audio), VGA(w/audio), HDMI(w/audio)

- Outputs: HDMI (Video/Audio) or route Digital Audio through Digital Coaxial output
- RS232 Control Port (**Download RS232 Commands**)
- Power Supply: 5V DC (universal 110/220v)
- Dimensions: 7"W x 1.3"H x 5"D
- Shipping Weight: 4lbs

Package Includes:

- Atlona AT-LINE-PRO2 Scaler Box.
- D-Sub (15-pin) Cable.
- 3 x RCA Cable (Composite Video + L/R Audio).
- Remote Controller
- 5V DC Power Supply Adaptor (universal 110/220v)
- Operation Manual

Warranty:

3 year manufacture warranty (parts and labor)

Ron Akers

From: Ron Akers
Sent: Thursday, October 17, 2013 9:28 AM
To: Elaine Thayer (homeet@comcast.net)
Cc: Polly; Mike Archinal
Subject: Letter dated 10/15/2013

Ms. Thayer,

Thank you for submitting a letter to us regarding your concerns with the Peddler, Solicitor and Transient Merchant Licensing and Control Ordinance. There are provisions in the Ordinance which outline when a permit is required for religious and charitable organizations and in what circumstances exceptions are allowed. Section 27 in Article 4, defines the term "Charitable" to mean and include the words patriotic, philanthropic, social service, welfare, benevolent, educational, civic or fraternal, either actual or purported and Section 30 indicates when permits are and are not required. The language is as follows:

"Division 2: Permit

Section 30: Required; Exceptions

It shall be unlawful for any person, or for any agent, member, or representative thereof, directly or indirectly to solicit money, donations of money, property or financial assistance of any kind, or sell or offer to sell any article, tag, service, emblem, publication, ticket, advertisement, subscription, or anything of value, on the plea or the representation that such sale or solicitation, or the proceeds or any part thereof, is for a charitable or religious purpose, on the streets, in any office or business building, by house to house canvass, or in any other public or private place or personal solicitation unless such person shall have a permit issued in accord with this division.

The provisions of this section shall not apply to any established society, association or corporation that is organized and operated exclusively for religious, philanthropic, benevolent, fraternal, charitable or reformatory purposes, and not operated for pecuniary profit, where no part of the net earnings of which benefits any person, private shareholder or individual, and where the solicitation of such organization is conducted among the members thereof by other members or officers thereof, voluntarily and without remuneration for such solicitation, or where such solicitation is in the form of collection or contributions at the regular exercises or services of any church, religious society, lodge, benevolent order of fraternity or similar organizations, or of any branch thereof."

This exception includes the school fundraisers, Boy Scouts and Girl Scouts and other organizations that meet this criteria. The ordinance is currently updated and on our website at the following link:

<http://genoa.org/government/ordinances/ordinance-peddlers>

With regards to specific organizations, the ordinance takes a broad scope and grants exemptions based on the purpose for which the activity is taking place, rather than identifying specific groups that are exempt. I understand that during this review questions regarding specific circumstances can arise due to the broad nature of this provision. Please feel free to contact me with any questions that you may have regarding the provisions of any ordinance.

Thanks,



Ron Akers
Zoning Official
Genoa Charter Township
2911 Dorr Road, Brighton, Michigan 48116
Direct: N/A, Phone: (810) 227-5225, Fax: (810) 227-3420
E-mail: ron@genoa.org. Url: www.genoa.org



Elaine E. Thayer
5345 Urbana Drive
Brighton, MI 48116
(810) 220-8074

October 15, 2013

Genoa Township
2911 Dorr Road
Brighton, MI 48116

ATTN: Ron Akers, Code Enforcement Dept

Mr. Akers:

I am currently the presiding President of Walnut Hills Subdivision Association. Our subdivision, like many others in Livingston County, has a number of various solicitors throughout the year that are not licensed and don't have any identification yet continue to enter our subdivision. We have signs at both the front and rear entrances stating "NO SOLICITORS", but the signs are ignored. I have tried on several occasions to impress upon the residents how dangerous it can be to open their doors to an unknown person who turns out to be an unlicensed solicitor in Genoa Township, but unfortunately it seems to fall on deaf ears.

Recently, the issue of solicitors came up again and I went on Genoa Township's website and read the Peddlers and Solicitors Ordinance. I included a link to that Ordinance in a memo I sent out to the residents. I told the residents that the Ordinance applies to Everyone whether they are required to purchase a license or not they have to register with the Clerk's Office and have the proper ID on their person when soliciting. I had a couple of residents tell me that shouldn't include kids soliciting for school fundraisers. I re-read the Ordinance and nowhere did it address school fundraisers, etc. So I took the Ordinance to include Everyone as I had previously stated, with no exceptions.

On September 23, 2013 I called and left a message for you asking for a clarification regarding licensing requirements for kids soliciting on behalf of school fundraisers. You called me back and said that you had contacted Polly Skolarus, Township Clerk, who had informed you that school fundraising, Girl Scouts and Boy Scouts are exempted from registering for and getting any form of a solicitors license.

I sent out a memo to the residents on 9/24/2013 informing them of the exceptions to the Peddlers and Solicitors Ordinance which revised the information I had previously sent out regarding the kids and their school fundraisers.

It would have been much easier all the way around if these exceptions had been made part of the Peddlers and Solicitors Ordinance – I would have read them when I referenced the Ordinance and given out the correct information the first time.

I would appreciate it if the Township would consider adding these exceptions to the Peddlers and Solicitors Ordinance under a heading such as "Exceptions to the Compliance of this Ordinance." If kids soliciting on behalf of school fundraisers, Girl Scouts and Boy Scouts are permitted to solicit without registering or licenses and proper ID, the Ordinance should state just that for clarity.

I am trying to inform the residents with correct information and updated and/or revised information in the Ordinances that is available on your website would greatly assist me.

Thank you for taking the time to read this letter and I hope you make the suggested addition to the Ordinance so others don't have the same misunderstanding.

Please feel free to contact me if you would like to discuss this matter further.

Yours truly,



ELAINE E. THAYER, President of Walnut Hills Subdivision Association

Cc: Polly Skolarus, Township Clerk

Mike Archinal

From: Gary McCririe <garymccririe@gmail.com>
Sent: Sunday, October 13, 2013 9:50 PM
To: Adam VanTassell
Cc: Mike Archinal
Subject: Fwd: Sincere Appreciation

Very nice work, Adam!!!

----- Forwarded message -----

From: **Burton Jamie** <jburton@hrc-engr.com>
Date: Sun, Oct 13, 2013 at 9:45 PM
Subject: Sincere Appreciation
To: "gary@genoa.org" <gary@genoa.org>

Dear Supervisor McCririe and the Township Board,

Last week, the Michigan Association of County Drain Commissioners held their SE Michigan District meeting and training at the Township. I would like to extend our most sincere appreciation for not only making the Board Room available to the Association but to all the staff who helped coordinate the meeting. Township hall staff went above and beyond to make our meeting very successful, especially Adam who helped organize and trouble shoot our AV and IT inabilities.

Please share our heartfelt thanks to the Board and let staff know how much we appreciated their help and kindness.

Jamie

James F. Burton, P.E. LEED AP, CFM
Associate – Environmental Engineering Dept.
Hubbell, Roth & Clark, Inc.
555 Hulet Drive, P.O. Box 824, Bloomfield Hills, MI 48303
2101 N. Aurelius Road, Suite 2A, Holt, MI 48842



HUBBELL, ROTH & CLARK, INC
Consulting Engineers

Phone: (248) 454-6300 -- Direct: (248) 454-6363
Cell: (248) 535-3414 -- Fax: (248) 454-6312