

GENOA CHARTER TOWNSHIP BOARD

**Regular Meeting
November 3, 2025
6:30 p.m.**

AGENDA

Call to Order:

Invocation:

Pledge of Allegiance:

Roll Call:

Call to the Public (Public comment must be addressed to the Chairperson and will be limited to three minutes per person) *:

Approval of Consent Agenda:

- 1) Payment of Bills: November 3, 2025
- 2) Request to approve the October 20, 2025 meeting minutes.
- 3) Request to approve the October 22, 2025 special meeting minutes.

Approval of Regular Agenda:

- 4) Consideration of Board action on the resignation letter submitted by the Township Clerk as required by MCL 41.56.
- 5) Request for approval of **Resolution #1** to Proceed with the Project and Direct Preparation of the Plans and Cost Estimates for the **Forest View Estates Road Rehabilitation** Special Assessment Project (summer tax 2026). (Roll Call)
- 6) Request for approval of **Resolution #2** to Approve the Project, Schedule the First Hearing for November 17, 2025, and Direct Issuance of Statutory Notices for the **Forest View Estates Road Rehabilitation** Special Assessment Project (summer tax 2026). (Roll Call)
- 7.) Request for approval of the closed session minutes from October 22, 2025.
 - A) If necessary, consider motion to enter into closed session under the Open Meetings Act, MCL 15.268(1)(h) to consider material exempt from discussion or disclosure by state or federal statute. (Roll Call, requires 2/3 vote)
 - B) If necessary, consider motion to adjourn the closed session and reconvene in open session. (Roll Call)

Member Updates

Board Comments

Adjournment

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

BOARD PACKET

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

MEETING DATE: November 3, 2025

All information below through October 29, 2025

October 24, 2025 Bi Weekly Payroll	\$	126,473.49
INVOICES ON HOLD	\$	46,172.10
TOWNSHIP GENERAL EXPENSES	\$	19,611.43
OPERATING EXPENSES SAD (264CK)	\$	91.86
OPERATING EXPENSES LIQUOR LAW (212CK)	\$	300.00
OPERATING EXPENSES DPW (503 FN)	\$	8,702.53
OPERATING EXPENSES ROAD IMPROVEMENT (261C2)	\$	116,866.35
OPERATING EXPENSES LAKE EDGEWOOD (593FN)	\$	32,396.88
OPERATING EXPENSES OAK POINTE (592FN)	\$	72,222.56
OPERATING EXPENSES ESCROW (792CK)	\$	175.96
TOTAL	\$	423,013.16

October 24, 2025 Bi Weekly Payroll

10/29/2025 11:07 AM		PAYROLL REGISTER REPORT FOR GENOA CHARTER TOWNSHIP			
		Payroll ID: 329			
		Pay Period End Date: 10/17/2025 Check Post Date: 10/24/2025 Bank ID: FNBCK			
* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks					
WELL IQ	0.00	0.00	0.00	8,645.15	
ZBA MINUTES	0.00	0.00	0.00	2,078.01	
ZBA MINUTES OT	0.00	0.00	0.00	0.00	
ZBA PER DIEM	0.00	0.00	0.00	1,904.22	
ZO	64.00	0.00	2,138.46	50,155.12	
Gross Pay This Period	127,912.16	Deduction Refund	0.00	Ded. This Period	36,641.41
				Net Pay This Period	91,270.75
				Gross Pay YTD	2,768,290.78
				Dir. Dep.	89,028.79

10/29/2025 Check Register Report For Genoa Charter Township						
For Check Dates 10/24/2025 to 10/24/2025						
Check Date	Bank	Check Number	Name	Check	Physical	Direct
				Gross	Check Amount	Deposit Status
10/24/2025	FNBCK	EFT1103	FLEX SPENDING (TASC)	1,122.48	1,122.48	0.00 Open
10/24/2025	FNBCK	EFT1104	INTERNAL REVENUE SERVICE	30,064.05	30,064.05	0.00 Open
10/24/2025	FNBCK	EFT1105	PRINCIPAL FINANCIAL	4,181.00	4,181.00	0.00 Open
10/24/2025	FNBCK	EFT1106	PRINCIPAL FINANCIAL	2,077.17	2,077.17	0.00 Open
Totals:				37,444.70	37,444.70	0.00
		Total Physical				
		Total Check St 4				

Direct Deposit \$89,028.79
 Physical Check \$37,444.70
 TOTAL \$126,473.49

INVOICES ON HOLD - NEED BOARD APPROVAL

Bank Code	Post Date	Invoice #	Vendor Sort Name	Amount	Description
264CK	10/22/2025 12:00:00 AM	ADMIN 2025	GENOA TWP GENERAL FUND	9,887.54	ROAD -REMAINING ADMIN FEE PAID OUT TO GENERAL FUND
264CK	10/22/2025 12:00:00 AM	ADMIN 2025 WEEDS	GENOA TWP GENERAL FUND	6,834.28	WEEDS-REMAINING ADMIN FEE PAID OUT TO GF
TOTAL FOR FUND 202				16,721.82	
503FN	10/22/2025 12:00:00 AM	136022	GIFFELS WEBSTER	2,177.50	GIS SYSTEM ADMINISTRATION
503FN	10/28/2025 12:00:00 AM	IN0016875	BLACKBURN MFG. CO.	798.24	QUICK-MARK INVERTED PAINT FOR MISS DIG
503FN	10/28/2025 12:00:00 AM	IN0017394	BLACKBURN MFG. CO.	839.81	FLAGS FOR MISS DIG
503FN	10/28/2025 12:00:00 AM	CVCS325461	CHAMPION CHEVROLET GMC	2,875.40	FUEL SYSTEM SERVICE ON TRUCK # 28
TOTAL FOR DPW FUND				6,690.95	
592FN	10/28/2025 12:00:00 AM	163776963	AMERICAN AQUA	604.03	RO MAINTENANCE & FILTERS AT 5150 GLENWAY DR
592FN	11/4/2025 12:00:00 AM	163388236	AMERICAN AQUA	283.46	EO MAINTENANCE & FILTERS AT 5130 GLENWAY DR.
592FN	10/28/2025 12:00:00 AM	20492	HOWELL HARDWARE	139.90	BRASS FITTINGS FOR OPS
592FN	10/28/2025 12:00:00 AM	#1 FINAL	FEDEWA INC.	4,000.00	OAK POINTE TOWER PRESSURE WASHING EXTERIOR
592FN	10/28/2025 12:00:00 AM	761-11343598	STATE OF MICHIGAN	260.00	WATER SAMPLES CALIBRATIONS ON WATER TOWER, LEVEL TRANSMITTER &
592FN	10/28/2025 12:00:00 AM	530381137	UIS SCADA	358.00	PRESSURE TRANSMITTER AT OPW
592FN	10/16/2025 12:00:00 AM	7229533	WATER SOLUTIONS UNLIMITED, INC	2,138.82	CHEMICAL
592FN	10/28/2025 12:00:00 AM	10/29/2025	KEITH & TARA MCDONALD	390.00	REFUND OF ESCROW BALANCE
592FN	10/28/2025 12:00:00 AM	10-28-2025	CARTER & LISA CARPENTER	256.00	REFUND OF ESCROW BALANCE
TOTAL FOR 592				8,430.21	
FNBCK	10/21/2025 12:00:00 AM	10/21/2025	PITNEY BOWES, INC	4,000.00	POSTAGE FOR WINTER TAX BILLS
FNBCK	9/30/2025 12:00:00 AM	6888	SEWARD HENDERSON PLLC	2,420.00	LEGAL SERVICES 9/4/25 TO 9/24/25
FNBCK	9/30/2025 12:00:00 AM	6887	SEWARD HENDERSON PLLC	514.40	LEGAL SERVICES 9/2/25 TO 9/4/25
FNBCK	10/23/2025 12:00:00 AM	IN6161512	MICHIGAN OFFICE SOLUTIONS	303.13	KIP/KIP860 CONTRACT SPLIT WITH DPW MILEAGE FOR BANKING WALMART, GORDENS FOOD 6-4- TO 9-
FNBCK	10/23/2025 12:00:00 AM	6-4-25 9-24-25	TAMMY LINDBERG	280.35	23-2025
FNBCK	10/23/2025 12:00:00 AM	163796991	AMERICAN AQUA	42.60	SUPPLIES
FNBCK	10/23/2025 12:00:00 AM	163797469	AMERICAN AQUA	33.00	DURA CUBE BLUE DELIVERED FOR WATER SOFTNER
FNBCK	10/7/2025 12:00:00 AM	1028270104	PITNEY BOWES, INC	135.75	7-9-25 10-8-25 C SERIES IMI METER
FNBCK	10/27/2025 12:00:00 AM	33148	NETWORK SERVICES GROUP, L.L.C.	371.50	G/O PLANT WORK AND BSA VM AT GENOA ADDITIONAL CLOUD SPACE YEAR 7 LICENSE FEE 10/21/25 TO
FNBCK	10/27/2025 12:00:00 AM	2582	PIVOT POINT PARTNERS LLC	3,027.25	10/21/26
FNBCK	10/28/2025 12:00:00 AM	S106519375.002	ETNA SUPPLY COMPANY	2,565.00	9 IPERL METERS FOR STOCK
FNBCK	10/28/2025 12:00:00 AM	133360299	PM TECHNOLOGIES	381.50	GENERATOR REPLACED MPU MILEAGE TO SEMCOG GENEAL ASSEMBLY MEETING IN TROY
FNBCK	10/24/2025 12:00:00 AM	10-24-25	RICHARD SOUCY	66.92	95.6 MILES
FNBCK	9/23/2025 12:00:00 AM	10-23-2025	TODD WALKER	66.92	SEMCOG GEN ASSEMBLY MEETING 95.60 MILES
FNBCK	10/28/2025 12:00:00 AM	10-29-2025	LIVINGSTON COUNTY TRESURER'S ASSOC	87.00	LCTA-HOLIDAY MEETING
FNBCK	10/28/2025 12:00:00 AM	9-25-25 10-23-25	DTE ENERGY	33.80	4740 BAUER RD ACCOUNT # 9100 164 6399 4
TOTAL FOR GENERAL FUND				14,329.12	
TOTAL FOR ALL FUNDS				46,172.10	

CHECK DISPURSEMENT REPORT FOR CHECKS DATED 10/16/25 TO 10/29/25

Check Date	Bank	Check #	Invoice	Payee	Description	Amount
10/20/2025	FNBCK	39848#	10-1-2025	VISA	ASSESSING PRO DEV/CONFER/DUES/SUB	204.00
10/20/2025	FNBCK	39848	10-1-2025	VISA	SUPPLIES	143.41
10/20/2025	FNBCK	39848	10-1-2025	VISA	EQUIP / SOFTWARE / SOFTWARE MAINTENANCE	2,031.92
10/20/2025	FNBCK	39848	10-1-2025	VISA	PLANNING & ZONING PRO DEV/CONFERENCE/DUE	1,320.00
10/20/2025	FNBCK	39848	10-1-2025	VISA	PLANNING & ZONING MISCELLANEOUS	99.00
10/20/2025	FNBCK	39848	10-1-2025	VISA	COMMUNITY OUTREACH	29.94
10/22/2025	FNBCK	39871#	ADM00035010	EHIM, INC	DUE FROM #233 UTILITY FUND	349.79
10/22/2025	FNBCK	39871	FND00031406	EHIM, INC	DUE FROM #233 UTILITY FUND	3,576.27
10/22/2025	FNBCK	39871	ADM00035010	EHIM, INC	HEALTH/LIFE INSURANCE	280.21
10/22/2025	FNBCK	39871	FND00031406	EHIM, INC	HEALTH/LIFE INSURANCE	2,854.80
10/23/2025	FNBCK	39872#	11-1-2025 11-30-2025	DELTA DENTAL	DUE FROM #233 UTILITY FUND	2,641.55
10/23/2025	FNBCK	39872	11-1-2025 11-30-2025	DELTA DENTAL	HEALTH/LIFE INSURANCE	1,618.49
10/23/2025	FNBCK	39873#	0007338922	GANNETT MICHIGAN LOCALIQ	SUBSCRI/PUBLICATIONS/MEMBERS	72.92
10/23/2025	FNBCK	39873	0007338922	GANNETT MICHIGAN LOCALIQ	PLANNING & ZONING PUBLICATIONS	168.76
10/23/2025	FNBCK	39874#	001973405981	MUTUAL OF OMAHA	DUE FROM #233 UTILITY FUND	2,112.49
10/23/2025	FNBCK	39874	001973405981	MUTUAL OF OMAHA	HEALTH/LIFE INSURANCE	1,288.20
10/27/2025	FNBCK	39875	1002314344	ACCIDENT FUND COMPANY	WORKERS COMP	195.00
10/27/2025	FNBCK	39876	10/28-11/27/25	COMCAST	PHONE/INTERNT/CABLE/ALARM	348.26
10/28/2025	FNBCK	39877	9-1-25 9-30-25	DTE ENERGY	UTIL:ELECTRICITY & NAT.GAS	276.42
Total for fund 101 GENERAL FUND						19,611.43
10/28/2025	264CK	4574	9/1/25 - 9/30/25	DTE ENERGY	WHITE PINES LIGHTING -PROJECT EXPENSE	91.86
Total for fund 202 SAD ROADS AND LAKES						91.86
10/22/2025	212CK	562		PFEFFER, HANNIFORD, PALKA	AUDITING EXPENSE	300.00
Total for fund 212 LIQUOR LAW ENFORCEMENT						300.00
10/22/2025	503FN	6462#	9/17-9/30/25	VISA	DUE FROM MHOG	402.67
10/22/2025	503FN	6462	9/17-9/30/25	VISA	ROUTINE MAINTENANCE	168.56
10/22/2025	503FN	6462	9/17-9/30/25	VISA	EMPLOYEE	2,503.65
10/22/2025	503FN	6463*#	10/12/25 11/11/25	COMCAST	SECURITY CAMERAS AT BARNS & INTERNET	227.00
10/22/2025	503FN	6464*#	6125315215	VERIZON WIRELESS	DUE FROM OP #592	40.01
10/22/2025	503FN	6464	6125315215	VERIZON WIRELESS	AIR CARDS/JETPACKS	554.14
10/22/2025	503FN	6464	6125315215	VERIZON WIRELESS	CELL PHONES	44.55
10/27/2025	503FN	6465*#	107682385	WEX BANK	FUEL/WASHING	4,761.95
Total for fund 233 DPW UTILITIES						8,702.53

CHECK DISPURSEMENT REPORT FOR CHECKS DATED 10/16/25 TO 10/29/25

Check Date	Bank	Check #	Invoice	Payee	Description	Amount
10/22/2025	261C2	1086	7422	LIVINGSTON COUNTY ROAD COMMISSION	HERBST RD-REPAVE	116,866.35
Total for fund 401 ROAD IMPROVEMENT FUND						116,866.35
10/22/2025	593FN	4680	6-24-25 9-29-25	MHOG UTILITIES	UTILITIES - SEWER (WATER FOR SEWER SYS)	20.00
10/22/2025	593FN	4681	6-30-25 09-23-25	MHOG UTILITIES	UTILITIES - SEWER (WATER FOR SEWER SYS)	32,376.88
Total for fund 590 LAKE EDGEWOOD OPERATING						32,396.88
10/22/2025	592FN	6477	9/10-10/8/25	CONSUMERS ENERGY	UTILITIES - GAS - SEWER	133.32
10/22/2025	592FN	6478	06-30-25 9-30-25	MHOG UTILITIES	OP SEWER USAGE - G/O PLANT USAGE	54,566.40
10/29/2025	592FN	6479	105824-15	OAK POINTE NEW USER FUND	3900 HIGHCREST REIMBURSE D'ANGLEOS	5,580.00
10/29/2025	592FN	6480	10/29/25	OAK POINTE NEW USER FUND	4021 HOMESTEAD, 4140 CLIFFORD, 4342 HIGHCREST, CLI	11,942.84
Total for fund 592 OAKPOINTE OPERATING						72,222.56
10/28/2025	792CK	2922	09-01-25 09-30-25	DTE ENERGY	LAKE EDGEWOOD STREET LIGHTING	42.05
10/28/2025	792CK	2922	09-01-25 09-30-25	DTE ENERGY	HIDDEN PONDS HOME OWNRS ASS'N	57.31
10/28/2025	792CK	2922	09-01-25 09-30-25	DTE ENERGY	NORTHSHORE	76.60
Total for fund 705 ESCROW FUND						175.96
TOTAL - ALL FUNDS						250,367.57

all systems - ✓
UTILITY DEPT.

Account Number: #### #### #### ####

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OCT 15 2025

10/17/25

Rewards Bonus Points Available 0

Account Summary

RECEIVED

Billing Cycle		10/01/2025
Days In Billing Cycle		30
Previous Balance		\$0.00
Purchases	+	\$3,074.88
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments		\$0.00
Other Charges	+	\$0.00
Finance Charges	+	\$0.00
NEW BALANCE		\$3,074.88

Credit Summary

Total Credit Line	\$10,000.00
Available Credit Line	\$6,925.12
Available Cash	\$1,000.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

Call us at: (800) 883-0131
Lost or Stolen Card: (800) 883-0131

Go to MyCardStatement.com

Write us at PO BOX 105666, ATLANTA, GA 30348-5666

Payment Summary

NEW BALANCE	\$3,074.88
MINIMUM PAYMENT	\$3,074.88
PAYMENT DUE DATE	10/26/2025

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

	Payments & Other Credits \$0.00	Purchases & Other Charges \$402.67	Cash Advances \$0.00	Total Activity \$402.67
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/17	09/17	PBUS01	24011345260100014947492	AMAZON RETA* NS70A4WG3 WWW.AMAZON.CO WA	\$14.57 ✓
09/15	09/17	PBUS01	24164075259105441801338	STAPLES 00107730 BRIGHTON MI	\$201.22 ✓
09/23	09/24	PBUS01	24445005267400081516868	WM SUPERCENTER #1754 HOWELL MI	\$117.73 ✓
09/23	09/24	PBUS01	24445005267400081516942	WM SUPERCENTER #1754 HOWELL M	\$9.16 ✓
09/30	09/30	PBUS01	24011345273100015272317	AMAZON MARK* NJ9ES8V31 AMAZON.COM/MA WA	\$59.99 ✓

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

TCM BANK NA
PO BOX 105666
ATLANTA GA 30348-5666

Account Number

5545

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
10/01/25	\$3,074.88	\$3,074.88	10/26/25

\$

BL ACCT
MHOG WATER AUTHORITY
2911 DORR ROAD
BRIGHTON MI 48116-9436



MAKE CHECK PAYABLE TO:



VISA
PO BOX 6818
CAROL STREAM IL 60197-6818

BL ACCT
 MHOG WATER AUTHORITY
 Account Number: #### #### ####
 Page 3 of 3



Cardholder Account Summary				
	Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
	\$0.00	\$2,672.21	\$0.00	\$2,672.21

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/24	09/25	PBUS01	24036295267716433569012	HTL*HYATTREGENCYMC 203-299-8000 CT <i>DPW</i>	\$589.55 ✓
09/24	09/25	PBUS01	24036295267744433574311	HTL*HYATTREGENCYMC 203-299-8000 CT <i>DPW</i>	\$589.55 ✓
09/24	09/25	PBUS01	24055235268491351037969	PRICELINE.COM USD PRICELINE.COM CT <i>DPW</i>	\$589.55 ✓
09/24	09/25	PBUS01	24801975267491135619123	BOB MAXEY FORD OF HOWELL HOWELL MI <i>DPW</i>	\$168.56 ✓
09/25	09/26	PBUS01	24009585268300714053099	WEF REG 703-684-2400 VA <i>truck</i>	\$490.00 ✓
09/25	09/26	PBUS01	24009585268300714053172	WEF REG 703-684-2400 VA	\$245.00

cRewards Bonus Points Information as of 09/30/2025					
Rewards	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	0	0	0	0	0

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PBUS01 001	PURCHASE	G	\$0.00	2.18666%(M)	26.2400%(V)	\$0.00	\$0.00	0.0000%	\$3,074.88
Cash									
CBUS01 001	CASH	A	\$0.00	2.43666%(M)	29.2400%(V)	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 30		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
¹ FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

**GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
October 20, 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.

Mr. Jeff Dhaenens of 5494 Sharp Drive congratulated the board members for serving for a year. He loves his community and wants to welcome others into it. He stated the 12 month moratorium on zoning changes could hinder developers from coming into the township. He thanked the board for having Sheriff Murphy here. There are other ways to increase public safety in the township rather than having more speed traps on Chilson Road.

Ms. Debra Beattie of 3109 Pineview Trail stated the moratorium will slow down development, which many people want to see. She lives off of Chilson Road and rarely sees officers there.

The call to the public was closed at 6:36 pm.

Approval of Consent Agenda:

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

1. Payment of Bills: October 20, 2025

2. Request to approve the October 6, 2025 regular meeting minutes.

Approval of Regular Agenda:

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

3. Consideration of a request for approval of a Memorandum of Understanding regarding combined sewer and water utility operational contract for the Marion, Howell, Oceola, and Genoa Sewer and Water Authority (MHOG), the Genoa-Oceola Sewer and Water Authority (G-O), Howell Township, and Genoa Charter Township.

Dr. Greg Tatara, MHOG Utilities Director, thanked Genoa Township for supporting the utility operations for all four townships in MHOG. It has been beneficial having all of these systems operating together. It allows them to provide better service, lower costs, and improved control over the utility systems.

He provided a history of the formation of MHOG, noting that it has been under the control of the Genoa Township Board since it was formed in 2011. He is now recommending that MHOG operate under its own MHOG Board. Each of the townships will have two voting members on the board. This will also help Genoa Township with liability over all of the employees and equipment.

Ms. Hunt stated starting MHOG was the best decision for Genoa at that time, and she agrees with this change being done now.

Dr. Tatara stated that the other communities have agreed to this change.

Moved by Walker, supported by Hunt, to approve a Memorandum of Understanding regarding combined sewer and water utility operational contract for the Marion, Howell, Oceola, and Genoa Sewer and Water Authority (MHOG), the Genoa-Oceola Sewer and Water Authority (G-O), Howell Township, and Genoa Charter Township. **The motion carried unanimously.**

Member Updates

Ms. Hovarter stated the Legends of Sleep Hollow event was held on Saturday.

Mr. Walker stated BAFA discussed the fall open house at their previous meeting. Supervisor Spicher stated BAFA staff has moved out of Station #31 in preparation for the remodeling. They are now at the station on Old 23 and Hyne.

Board Comments

Mr. Soucy stated that each year SEMCOG holds a Safe Streets campaign. He has ordered pamphlets and other items to give away to township residents as part of the campaign.

Mr. Reiber stated that his church held a Trunk or Treat event on Saturday. He questioned if the township has ever done one here. Supervisor Spicher stated that he is not aware of any.

Supervisor Spicher stated the moratorium is only for zoning changes and special use permits. Any projects that have started will be allowed to continue. Ms. Hunt stated that the key is that it is only rezonings.

Mr. Soucy stated that the Master Plan survey is available at this time. Mr. Reiber questioned how many people have participated at this time.

Supervisor Spicher stated there will be CPR/AED training presented by the Livingston County Sheriff at the township hall on October 27 from 6 pm to 10 pm. Wednesday, October 29 from 9:30 am to 11:30 am will be Coffee with a Cop with a Livingston County Deputy. On Wednesday, October 22, there will be a Special Board Meeting at 6:30 pm.

Ms. VanMarter stated Giffels Webster manages the survey so she will contact them to gather the data for the survey responses. She will also check to see how many residents have signed up to participate in the CPR/AED class and the Coffee With a Cop Event..

Ms. Deaton stated on November 1, 2025 the yard waste cleanup will be held at the Township Hall. The Big Red Barrel will also be here that day. Sharps will also be collected. They must be in a special container.

Ms. VanMarter stated she has been working with Forest View subdivision on a special assessment district. They have over 60 percent support so it should be on the next meeting's agenda.

Adjournment

Moved by Deaton, supported by Walker, to adjourn the meeting at 7:00 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved: Janene Deaton, Clerk
Genoa Charter Township

Kevin Spicher, Supervisor
Genoa Charter Township

**GENOA CHARTER TOWNSHIP BOARD
Special Meeting
October 22, 2025**

MINUTES

Call to Order

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

Invocation

Supervisor Spicher led the invocation.

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, Candie Hovarter, Robin Hunt, Bill Reiber, Rick Soucy, and Todd Walker. Absent was Janene Deaton.

Also present was Township Manager Kelly VanMarter and Amy Ruthig, Planning Director.

Call to the Public

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

Approval of Regular Agenda:

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

- 1. Closed session to consult with the Township attorney regarding trial or settlement strategy in connection with Latson Partners et al v. Genoa Charter Township and Latson Beck et al v. Genoa Charter Township pursuant to MCL 15.268(1)(e).**
 - A. Consider motion to enter into closed session to consult with the Township attorney regarding trial or settlement strategy pursuant to MCL 15.268(1)(e). (roll call)**
 - B. Consider motion to conclude the closed session and return to open session. (roll call)**

Moved by Soucy, supported by Walker, to enter into a closed session to consult with the Township attorney regarding trial or settlement strategy in connection with Latson Partners et al

v. Genoa Charter Township and Latson Beck et al v. Genoa Charter Township pursuant to MCL 15.268(1)(e). **The motion carried unanimously with a roll call vote (Reiber - yes, Hovarter - yes; Spicher - yes; Soucy - yes; Hunt - yes; Walker - yes).**

The Board entered into closed session at 6:35 pm.

Moved by Soucy, supported by Hovarter, to conclude the closed session and return to open session. **The motion carried unanimously with a roll call vote (Walker - yes; Hunt - yes; Soucy - yes; Spicher - yes; Hovarter - yes; Reiber - yes)**

The Board returned from closed session at 8:21 pm.

Board Comments

None

Adjournment

Moved by Walker, supported by Hunt, to adjourn the meeting at 8:24 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved: Clerk
Genoa Charter Township

Kevin Spicher, Supervisor
Genoa Charter Township

When I started here at Genoa, winning my election, I had high hopes for a new and exciting career as a Clerk. I had some training in advance from Kelly (Twp Manager) and Robin (Treasurer) and I thought this was going to be a fun and exciting career but when I started just the opposite happened. I was only given the information about Genoa itself and not any information regarding the Clerks position or files. I was given a blank computer, no files, no direction on the job and I continued to ask what duties were stripped from the previous clerk. No response.

I asked Adam (IT) again to get me the information off of Polly's (Previous Clerk's) computer. It had been 6 weeks since I started and still trying to located files and work. I have been becoming very frustrated because I have no history on the Clerks Department and no files. He was hesitant because Polly had lots of personal information on her computer & in her files. I told him I would delete them. He ended up sending them over and one of the biggest files was the Cemetery folder which I was told didn't exist. I was shocked. Lied to!

Kevin (Twp Supervisor) ran on firing Kelly and the entire staff thought I was going to fire them after we removed this severance package from Genoa and this is when the gossiping, pushback and nastiness really heated up.

I then explained to Kelly on February 10 about not having any of Polly's files or Clerk files on my computer and she admitted her and Adam decided that together. It was a bad choice Kelly stated and regrets it but her and Adam made the decision together not to give me any information off of Polly's computer and start with a blank one. I feel like I was set up for failure. Having the Township records stripped from this Department was an extremely poor decision.

I needed a ballot room for storage of the ballots properly. I explained to Kelly, Robin and Kevin that Polly had then illegally stored the ballots in the basement where every contractor (furnace, plumber, alarm company, etc.) could have access to the ballots and they weren't properly locked so they couldn't be tampered with. We had nothing but push back until Tabitha (Deputy Clerk) and I demanded a space from Kelly and MHOG was generous and gave me a space. Not Genoa, but MHOG.

I have had the Assessor raise the SEV and Taxable value on my home without explanation \$59,900 on my winter taxes when I received my tax bill. When I confronted Duffy (the Assessor) about it she told me that she didn't see the upper deck addition of my home and if I didn't like it to fight it that way "I can learn the process". I told her the addition of the deck was done 4 years ago and why now. Duffy stated it was protocol to look at all new elected officials to make sure they are paying their fair share. It's policy. Well I looked in the policy and procedures book and it is not in there!

Right after that I have had a resident whom I have never met before and who does not live on my lake find out about this and has been harassing me since. How would she know this? I also now have 3 individuals FOIA requesting information on my home. Is this a conscience? My husband and I have been working with the building department on correcting the negligence of my window company but the harassment continues.

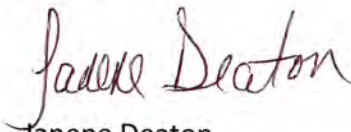
I have worked so hard to get my department up and running despite all the push back, gossiping and harassment I have received. This has been a complete struggle since the day I walked into the office. Yet I show up every day and give 100%.

Last week my Deputy resigned without notice and that was a huge blow to the Department. She too was frustrated at how the Clerk's office was treated so differently than any other department in the building. I offered my new employee the position of the Deputy and she declined and told me that she didn't feel comfortable continuing without Tabitha there for elections that she was applying for MHOG next door. MHOG has decided to hire Becky (clerk's assistant) which I don't blame them but this is a huge blow to me again and my department. I worked so hard for my department to be where it is today for it to be completely devastated overnight. In my opinion, they should not be allowed to steal an employee away. Now that I will have 2 employees gone in a week and Cindy (Accounts Payable) retiring in February I honestly don't have the strength or energy to start completely over in my Department.

I already leave here mentally exhausted every day. I try to save the Township money with cutbacks that I can find and this board continues to vote and spend the money foolishly. The board itself is making some really poor decisions. Voting for things like postponing resolutions that are not even in writing, speed radar signs that we could rent for free, thousands of dollars for batteries that aren't necessary in my opinion. I felt I could make a change and a difference and it is clear that I cannot.

For my personal and mental well-being, I have decided I cannot take any more of this mental abuse & stress. I am officially burnt out!!! I knew things were going to be different working in an office but I never expected anything close to this. So please let this letter serve as my official resignation as Clerk for Genoa Township. I will give the 2 weeks standard notice (Until November 5, 2025) unless you feel that my presence here will only make matters worse.

Thank you,



Janene Deaton
Genoa Township Clerk



2911 Dorr Road
Brighton, MI 48116
810.227.5225
810.227.3420 fax
genoa.org

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: October 29, 2025
RE: Forest View Estates Road Rehabilitation Special Assessment District

Agenda items #5 and #6 propose to initiate a new Special Assessment district to rehabilitate public roads in the Forest View Estates Subdivision. These roads include Timberline Lane, Tall Oak Way, Forest View Court and a portion of Old Hickory Road. This subdivision is located on the south side of Brighton Road between Timber Bend Drive and Washakie Trail. Please see red area in the map below.



SUPERVISOR

Kevin Spicher

CLERK

Janene Deaton

TREASURER

Robin L. Hunt

TRUSTEES

Rick Soucy

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

These public roadways consist of 0.78 miles and have been rated in poor condition (1 and 2 out of 10 using the PASER scale) by the Livingston County Road Commission. Other than an overlay to Old Hickory Road done over 25 years ago, the remainder of the roads are believed to be the original surface from the 1970's. There are 51 parcels in the proposed district which front on the roads.

Forest View Estates Road Rehabilitation SAD

At the request of subdivision residents, I have worked together with the Livingston County Road Commission to prepare cost estimates, informational materials and petitions for the project. The Road Commission has prepared a plan and cost estimate to mill and repave the existing roadways including any related improvements at a cost of \$375,000. I've attached their letter dated May 13, 2025.

On September 17th, I hosted an informational meeting at the Township Hall to inform the residents of the process and initiate the petition phase. I've attached a copy of the presentation that was shared with the residents at the informational meeting. As of the date of this letter, the Township has received and certified petitions from 31 property owners which is over 60% of the properties in the proposed district.

In accordance with policy, the Township contribution to the project would be \$1,500 per parcel or \$76,500 and the administration fee for the project is estimated at \$4,000. I've included below an allocation of the project funds for your reference. Staff is suggesting a 10-year time frame for payment of the assessment.

Forest View Estates Road Rehabilitation Project				
PROJECT COST		\$	375,000.00	
ADMINISTRATIVE COSTS		\$	4,000.00	
TOWNSHIP CONTRIBUTION *		\$	(76,500.00) *	
TOTAL		\$	302,500.00	
INTEREST %			2	
NUMBER OF PROPERTIES			51 **	
TOTAL PER PARCEL		\$	5,931.37	
YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING
1	2026 \$ 711.76	\$ 118.63	\$ 593.14	\$ 5,338.22
2	2027 \$ 699.90	\$ 106.76	\$ 593.14	\$ 4,745.08
3	2028 \$ 688.04	\$ 94.90	\$ 593.14	\$ 4,151.96
4	2029 \$ 676.18	\$ 83.04	\$ 593.14	\$ 3,558.82
5	2030 \$ 664.31	\$ 71.18	\$ 593.14	\$ 2,965.68
6	2031 \$ 652.45	\$ 59.31	\$ 593.14	\$ 2,372.54
7	2032 \$ 640.59	\$ 47.45	\$ 593.14	\$ 1,779.41
8	2033 \$ 628.72	\$ 35.59	\$ 593.14	\$ 1,186.27
9	2034 \$ 616.86	\$ 23.73	\$ 593.14	\$ 593.14
10	2035 \$ 605.00	\$ 11.86	\$ 593.14	\$ -
		\$ 6,583.81	\$ 652.45	\$ 5,931.36
* \$1500 PER PARCEL				
** Parcels 34-200-012 & 200-015 were combined.				

This project is contemplated for next year (2026), therefore if approved would be levied on the Summer 2026 tax roll. We are just beginning the budget process for the next Fiscal Year and if approved, budget allocation amounts for the special assessment fund #202 will take this project into consideration. As the budget currently stands, there would be adequate funds to support this project without support from the General Fund, but the Board may wish to consider additional support for the fund as part of the budget cycle if additional SAD projects are considered.

I look forward to discussing this with you at Monday's meeting. If you choose to initiate the district, I request your consideration of Resolution 1 and Resolution 2 with disposition via roll call as follows:

(Requires Roll Call)

Resolution #1

Moved by _____ and supported by _____ to approve **Resolution #1** to Proceed with the Project and Direct Preparation of the Plans and Cost Estimates for the **Forest View Estates Road Rehabilitation** Special Assessment Project (summer tax 2026).

Resolution #2

Moved by _____ and supported by _____ to approve **Resolution #2** to Approve the Project, Schedule the First Hearing for November 17, 2025, and Direct Issuance of Statutory Notices for the **Forest View Estates Road Rehabilitation** Special Assessment Project (summer tax 2026).

Sincerely,



Kelly VanMarter

LIVINGSTON COUNTY ROAD COMMISSION

3535 Grand Oaks Drive • Howell, MI 48843-8575

(517) 546-4250 • Fax (517) 546-9628

www.LivingstonRoads.org



May 13, 2025

Ms. Kelly VanMarter

Genoa Charter Township

2911 Dorr Rd

Brighton, MI 48116

RE: Forest View Subdivision – Asphalt Rehabilitation

Dear Ms. VanMarter,

The following is a road rehabilitation estimate for Forest View Subdivision, which includes Timberline Ln, Tall Oak Way, Forest View Ct, and a portion of Old Hickory Rd, per your request:

The above-mentioned 0.78 miles of roadway appears to be in poor condition, rating as a 1 or 2 out of 10 on the Pavement Surface Evaluation and Rating scale (PASER). The Livingston County Road Commission Engineering staff recommends these roads be rehabilitated utilizing the following method:

- 4.0" Mill and Resurface
- Subgrade undercutting and base improvements, as necessary
- Berm grading, as necessary
- Drainage improvements, as necessary

The proposed cost of this project is **\$375,000** altogether with the necessary related work. The above price is based on anticipated contract prices for our 2025 Pavement Preservation Program (PPP) and is subject to change.

If you have any questions or concerns, please contact me.

Sincerely,

Garrett Olson, P.E.

Director of Engineering



Why are we here?

- The Township was contacted by a neighbor who is interested in improving your subdivision road.
- The Township's role is to help by providing a mechanism to finance the project.



Project Area – 51 Parcels



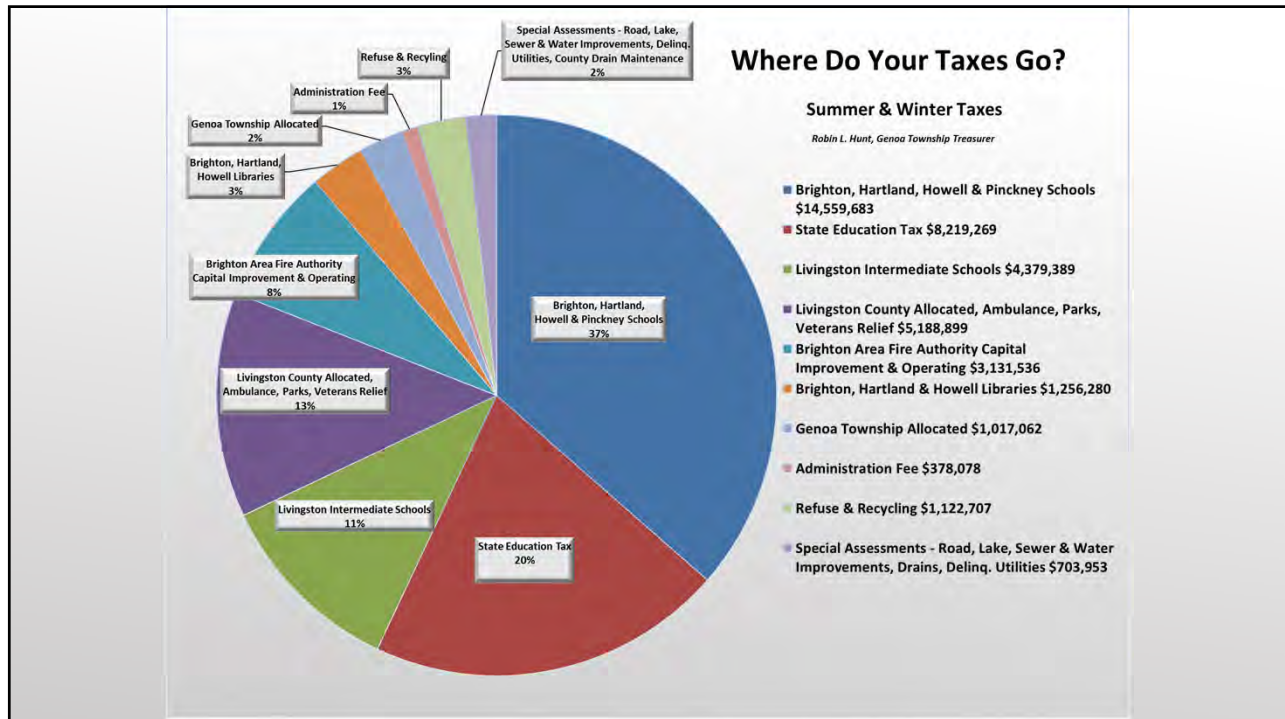
Project Area

- The roads were last paved in ?.
- Paser Rating is 1 or 2 on a 10 point scale.



Why isn't the Township fixing the roads? Isn't that why I pay taxes?

- Property taxes are not dedicated to roads. Unlike a city, Township government has no jurisdiction over roads and there is no millage to help pay for roads.



Why isn't the County fixing the roads? Isn't that why I pay taxes?

- The County is funded through Act 51, which provides revenue from state gas tax and vehicle registration fees.
 - The County's revenue from Act 51 struggles to provide enough funding even for its two main expenses:
 - Primary asphalt road rehabilitations (Grand River, Latson, Dorr, etc)
 - Day to day maintenance of all roads (pothole patching, grading, shoulders, signals, signs, etc)
 - Michigan gas tax is below the national average and ranks in the bottom six states in per capita road funding.
 - The Livingston County Road Commission receives no direct revenue from growth and development and is not part of the Livingston County general government.

How do we get our roads fixed?

- Public Act 188 of 1954 allows for the Township, through the special assessment process, to assist residents by providing funding and financing for the cost of the improvement, and then levying and collecting the special assessment to pay off the debt.
- The Township has used this law successfully for many years to help residents improve both public and private roads in the Township.

What is the Township's Role?



- The Township is the finance mechanism only, this is a Livingston County Road Commission project, requested by the homeowners.
- The Township's participation is VOLUNTARY.
- The project is initiated by petitions signed by residents.

Assumptions:

- Apportionment - Assessments must be apportioned on a benefit basis. For subdivision road projects, assessments are typically allocated on a pro-rata basis.
- Duration – We are suggesting a 10 year assessment duration. The Board ultimately determines the term.
- Contribution – The Township Board may choose to contribute Township funds to the project.

Township Contribution

- Your elected officials recognize that subdivision road projects improve and maintain property values and can help to improve the quality of life for residents who live on those roadways.
- We also recognize that as public roads, users of the roads are not restricted to only those in your neighborhood.
- For this reason, the Township Board has established a policy whereby, at their discretion, they may agree to help fund a public road improvement project at 25% of the project cost or \$1,500 per home or whichever is less.
 - For this project, it would be \$1,500 per parcel or \$76,500.
- The Township may only participate in one project per subdivision every 10 years.

What is the project?

- The project roads total around 0.78 miles of roadway
- The Livingston County Road Commission has prepared a project cost estimate of \$375,000.
- The estimate includes:
 - Four inch (4") mill and resurface;
 - Subgrade undercutting and base improvements, as needed; and
 - Berm grading & drainage improvements, as necessary.

What is the cost?

COST ESTIMATE FROM THE COUNTY ROAD COMMISSION	\$375,000
ADMINISTRATION COSTS	\$4,000
TOTAL OVERALL PROJECT COST	\$379,000
TOWNSHIP CONTRIBUTION (\$1500 PER PARCEL)	(\$76,500)
NET PROJECT COST	\$302,500

District Assumptions

NET PROJECT COST	\$302,500
INTEREST	2%
NUMBER OF PARCELS	51
NUMBER OF YEARS FOR THE DISTRICT	10

Cost per Parcel

- Total per parcel cost of \$5,931.37.
- Annual principal payment of \$593.14 for 10 years.
- 2% Interest is accrued on outstanding balance per year.

Cost per Parcel - Annually

YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING
1	2026 \$	711.76 \$	118.63 \$	593.14 \$ 5,338.22
2	2027 \$	699.90 \$	106.76 \$	593.14 \$ 4,745.08
3	2028 \$	688.04 \$	94.90 \$	593.14 \$ 4,151.96
4	2029 \$	676.18 \$	83.04 \$	593.14 \$ 3,558.82
5	2030 \$	664.31 \$	71.18 \$	593.14 \$ 2,965.68
6	2031 \$	652.45 \$	59.31 \$	593.14 \$ 2,372.54
7	2032 \$	640.59 \$	47.45 \$	593.14 \$ 1,779.41
8	2033 \$	628.72 \$	35.59 \$	593.14 \$ 1,186.27
9	2034 \$	616.86 \$	23.73 \$	593.14 \$ 593.14
10	2035 \$	605.00 \$	11.86 \$	593.14 \$ -
	\$	6,583.81 \$	652.45 \$	5,931.36

What is next?

- Over 50% of the property owners (26 parcels) must file a petition supporting the project.
- This is the MINIMUM. Broad support is recommended.
- Petitions are available this evening.



Petition Sufficiency



- All owners of a property who are listed on the deed must sign the petition for it to be valid for each parcel.
- For a trust, the Township will need documentation from the trust to verify that the person signing the petition is authorized by the trust to do so.
- Signed petitions should be returned to the Manager's Office by OCTOBER 24, 2025.

Example Petition One Per Property

Public Act 188 of 1984 Proceedings - PETITION FOR ROAD IMPROVEMENT
For Forest View Estates No. 1 (Timberline Lane, Tall Oak Way, Forest View Court and a portion of Old Hickory Road) located in Sections 34 & 35, Genoa Charter Township, Livingston County, MI

We, the undersigned, pursuant to the provisions of Public Act 188, as amended, do hereby petition the Genoa Charter Township Board to establish a special assessment district for the purpose of road rehabilitation for Timberline Lane, Tall Oak Way, Forest View Court and a portion of Old Hickory Road in the Forest View Estates No. 1 subdivision. The project includes milling 4" of the existing asphalt; performing necessary subgrade underlayment; base improvements; base grading and drainage improvements prior to placing four inches (4") of hot mix asphalt. More than fifty (50%) percent of the property owners with frontage on Timberline Lane, Tall Oak Way, Forest View Court and a portion of Old Hickory Road in the Forest View Estates No. 1 subdivision who will benefit, request this improvement by petitioning the Genoa Charter Township Board.

We, the undersigned, do consent to the allocation of cost by special assessment to each benefited property for the improvement to be assessed against each property within the special assessment district to be formed. Further, it is understood that the estimated cost for the district is \$375,000.00 plus \$4,000 for administration costs at 2% interest for a period of ten (10) years. The Township Board may agree to contribute \$76,500 which is \$1,500 per parcel due to the fact that this project benefits a public road. With the Township contribution to the project, the total cost to be divided between all properties would be \$302,500 which is a principal cost per parcel of \$5,531.37 (\$593.14 annually) for ten years per parcel with 2% interest on the outstanding balance. Further, it is understood that the benefited property owners will be first assessed on the Summer 2026 tax roll for the road rehabilitation project to be implemented in the construction season of Spring/Summer 2026, depending on weather. Further, that this assessment will be in place for ten (10) years with the establishment of this special assessment district. The costs thereof, including expenses connected with publications and legal costs will be assessed against each parcel of land within said proposed district and will be divided into equal annual installments in accordance with M.C.L. 41.721 as amended.

PROPERTY ADDRESS: _____

PROPERTY OWNERS INFORMATION (All owners listed on the deed must sign)

Owner #1:	Date Signed: _____	Signature: _____	Printed Name: _____
Owner #2:	Date Signed: _____	Signature: _____	Printed Name: _____
Owner #3:	Date Signed: _____	Signature: _____	Printed Name: _____
Owner #4:	Date Signed: _____	Signature: _____	Printed Name: _____

Is property under ownership in a Trust: Yes No #yes, trust paperwork must be attached for proof of ownership

CONTACT INFORMATION: (for office use only)
Phone # _____ Email _____

CIRCULATOR STATEMENT (MUST BE COMPLETED): The following section is to be completed by the person who circulated this petition. Owners can circulate their own petition and would complete the following as the circulator.
STATE OF MICHIGAN
COUNTY OF LIVINGSTON
I depose and say that I circulated the foregoing petition, and that each signature is of an owner of property fronting upon Timberline Lane, Tall Oak Way, Forest View Court or the portion of Old Hickory Road in the Forest View Estates No. 1 subdivision in Genoa Charter Township, Livingston County, Michigan.

Signature of Circulator _____ Printed Name of Circulator _____
Office Use Only: Parcel No.: _____ Approval: Yes _____ No by: _____

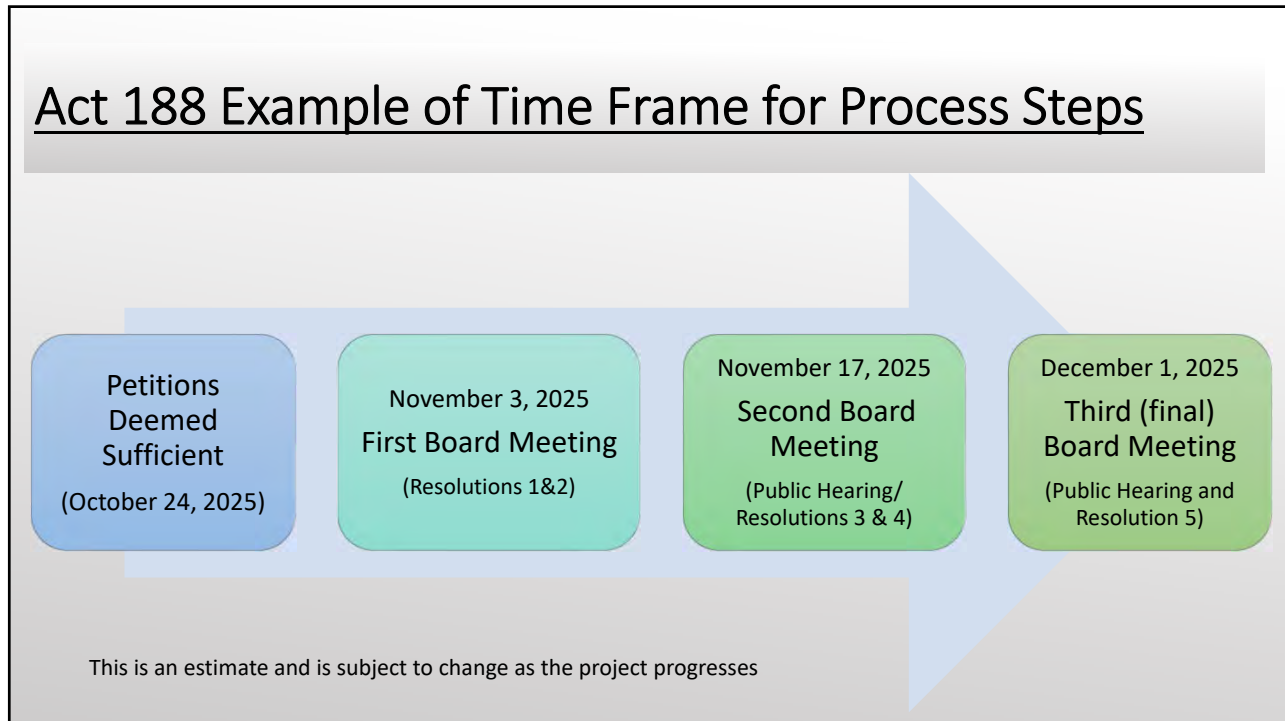
Each owner listed on the deed or each trustee listed on a Trust must fill out this section with date, signature and printed name.

Property Address

If the property is in a trust, the Township will need a copy of the trust paperwork for verification

The law requires the person circulating the petition to complete this section. You can circulate your own petition.

Please provide your contact information here



Public Hearings

- Direct mailing will be sent via USPS to each record owner in the district.
- Pursuant to the provisions of Public Act 188 of 1954, record owners of land have the right to file written objections to the Project with the Township Board.
- First hearing – objections to creating and/or need for the district.
- Second hearing – objections to the assessments and correct errors.

Protests and Appeals

- Record owners of land have the right to comment and object to the project. Appearance and protest at the hearing OR filing of a written objection is REQUIRED to appeal the amount of the assessment to the Michigan Tax Tribunal.
- Once the roll is confirmed, Public Act 64 of 1998 provides a 30 day period for challenging special assessments with the Michigan Tax Tribunal.

Frequently Asked Questions?



- **Can I pay off early to avoid interest?**
 - Yes.
- **What if costs exceed the estimate?**
 - If a cost increase exceeds 10% of the original estimate, additional notice and public hearings are required.
- **What if I sell my property?**
 - We do not require that the assessment be paid off, however, many mortgage companies do require pay off upon sale.
- **What if one of the owners listed on the deed is deceased?**
 - A copy of the death certificate shall be verified by the Township Assessor.



**Resolution #1
Forest View Estates Road Rehabilitation Special Assessment Project
(summer tax 2026)**

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of Genoa Charter Township, Livingston County, Michigan, (the "Township") held at the Township Hall on November 3, 2025, at 6:30 p.m., there were

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and seconded by _____.

**Resolution to Proceed with the Project and Direct
Preparation of the Plans and Cost Estimates**

WHEREAS, the Board of Trustees of the Township has received petitions which have been signed by property owners in **Forest View Estates** with frontage upon Timberline Lane, Tall Oak Way, Old Hickory Road and Forest View Court which is located south of Brighton Road in Sections 34 & 35 requesting a road rehabilitation project as described in Exhibit A (the "Project") under the authority of Act No 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Assessor has checked the signatures on the petitions by record owners of land within the Township contained within the district described above and had prepared and filed a report setting forth the percentage of record owners of lands within the district who signed the petitions which amounted to sixty percent (60%) of parcels and sixty-six percent (66%) of frontage; and

WHEREAS, the creation of a Special Assessment District for the **Forest View Estates Road Rehabilitation Project** (summer tax 2026) is appropriate pursuant to Section 2 of Act No. 188, Michigan Public Acts of 1954.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Supervisor is directed to have plans prepared illustrating the Project, the location of the Project, and an estimate of the cost of the Project subject to quarterly periodic redetermination of costs, pursuant to MCL 41.724(4).

2. The plans and estimates identified in paragraph 1, when prepared, shall be filed with the Township Manager.

A vote on the foregoing resolution was taken and was as follows:

YES:

NO:

ABSENT:

RESOLUTION DECLARED _____.

CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board on November 3, 2025, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Clerk
Genoa Charter Township

EXHIBIT A – THE PROJECT
FOREST VIEW ESTATES ROAD REHABILITATION SPECIAL ASSESSMENT PROJECT
 (summer tax 2026)

DESCRIPTION OF PROJECT
A TEN (10) YEAR SPECIAL ASSESSMENT DISTRICT
WITH PROJECTED COSTS AS FOLLOWS:

This public road improvement project (the “Project”) involves rehabilitating Timberline Lane, Tall Oak Way, Forest View Court and a portion of Old Hickory Road which are located in the Forest View Estates No.1 Subdivision on the south side of Brighton Road in Sections 34 and 35 of Genoa Charter Township. The project includes milling 4” of the existing asphalt, performing necessary subgrade undercutting, base improvements, berm grading and drainage improvements prior to placing four inches (4”) of hot mix asphalt. This project benefits the property owners with frontage on Timberline Lane, Tall Oak Way, Forest View Court and a portion of Old Hickory Road in the Forest View Estates No. 1 subdivision. There are 51 parcels which front on the roads to be rehabilitated as part of this project. A majority of homeowners representing over 60% of the properties and 66% of the road frontage have signed petitions.

The total construction cost for the district is \$375,000.00 plus \$4,000 for administration costs. The Township is contributing to the project since this project will improve a public roadway in accordance with established policy. The Township contribution will be \$76,500 which is \$1,500 per parcel. The interest rate for the district will be two percent (2%) which is applied to the outstanding balance.

The total principle cost per parcel is \$5,931.37. The annual principle payment per parcel is \$593.14 with 2% interest applied to the outstanding balance.

Forest View Estates Road Rehabilitation Project				
PROJECT COST		\$	375,000.00	
ADMINISTRATIVE COSTS		\$	4,000.00	
TOWNSHIP CONTRIBUTION *		\$	(76,500.00) *	
TOTAL		\$	302,500.00	
INTEREST %				2
NUMBER OF PROPERTIES				51 **
TOTAL PER PARCEL		\$	5,931.37	
YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING
1	2026 \$ 711.76	\$ 118.63	\$ 593.14	\$ 5,338.22
2	2027 \$ 699.90	\$ 106.76	\$ 593.14	\$ 4,745.08
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9	2034 \$ 616.86	\$ 23.73	\$ 593.14	\$ 593.14
10	2035 \$ 605.00	\$ 11.86	\$ 593.14	\$ -
\$ 6,583.81		\$ 652.45	\$ 5,931.36	
* \$1500 PER PARCEL				
** Parcels 34-200-012 & 200-015 were combined.				

Resolution #2
Forest View Estates Road Rehabilitation Special Assessment Project
(summer tax 2026)

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of Genoa Charter Township of Livingston County, Michigan (the “Township”) held at the Township Hall on November 3, 2025 at 6:30 p.m. there were

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and seconded by _____.

Resolution to Approve the Project, Schedule the First Hearing for November 17, 2025
And Direct the Issuance of Statutory Notices

WHEREAS, the Board of Trustees of Genoa Charter Township has decided to make road improvements in the Township which project shall be known as the **Forest View Estates Road Rehabilitation Project** (summer tax 2026) as described in Exhibit A (the “Project”);

WHEREAS, preliminary plans describing the Project and its location in the Township and a preliminary estimate of the cost of the Project, prepared by the Livingston County Road Commission have been filed with the Township Manager;

WHEREAS, after reviewing the plans and cost estimate, the Board of Trustees desires to proceed with the Project in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Board of Trustees of Genoa Charter Township has determined to levy special assessments against the lands specially benefited by the Project, and to expend funds of the Township therefore in anticipation of the collection of such special assessments to defray all or part of the cost of the Project, all pursuant to and as authorized by Act. No. 188, Public Acts of Michigan 1954, as amended;

WHEREAS, the special assessment district for the Project has been tentatively determined by the Township Manager and is described in Exhibit B;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Trustees of the Township hereby tentatively declares its intention to proceed with the Project.
2. The Board of Trustees of the Township hereby declares its intention to make the improvement and tentatively designates the special assessment district against which the cost of the improvement and maintenance is to be assessed as described in Exhibit B.
3. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, there shall be a public hearing on the Project, the petitions requesting the Project, and the proposed Special Assessment District for the Project which is known as the “**Forest View Estates Road Rehabilitation Project** (summer tax 2026).”
4. The public hearing will be held on November 17, 2025 at 6:30 p.m., at the offices of Genoa Charter Township, 2911 Dorr Road, Brighton, Michigan 48116.

5. The Township Manager is directed to mail, by first class mail, a notice of the public hearing to each owner of or party in interest in property to be assessed, whose name appears upon the last Township tax assessment records. The last Township tax assessment records means the last assessment roll for ad valorem tax purposes which has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed thereon. The notice to be mailed by the Township Manager shall be similar to the notice attached as Exhibit C and shall be mailed by first class mail on or before November 7, 2025. Following the mailing of the notices, the Township Manager shall complete an affidavit of mailing similar to the affidavit set forth in Exhibit D.
6. The Township Manager is directed to publish a notice of the public hearing in the Livingston County Daily Press & Argus, a newspaper of general circulation within the Township. The notice shall be published twice, once on or before November 7, 2025 and once on or before November 14, 2025. The notice shall be in a form substantially similar to the notice attached as Exhibit C.

A vote on the foregoing resolution was taken as was as follows:

YES:

NO:

ABSENT:

RESOLUTION DECLARED _____.

CLERK'S CERTIFICATE

The Undersigned, being duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Board of Trustees at a meeting of the Township Board on November 3, 2025, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records of the Manager's office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act. No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Genoa Charter Township Clerk

EXHIBIT A – THE PROJECT
FOREST VIEW ESTATES ROAD REHABILITATION SPECIAL ASSESSMENT PROJECT
 (summer tax 2026)

DESCRIPTION OF PROJECT
A TEN (10) YEAR SPECIAL ASSESSMENT DISTRICT
WITH PROJECTED COSTS AS FOLLOWS:

This public road improvement project (the “Project”) involves rehabilitating Timberline Lane, Tall Oak Way, Forest View Court and a portion of Old Hickory Road which are located in the Forest View Estates No.1 Subdivision on the south side of Brighton Road in Sections 34 and 35 of Genoa Charter Township. The project includes milling 4” of the existing asphalt, performing necessary subgrade undercutting, base improvements, berm grading and drainage improvements prior to placing four inches (4”) of hot mix asphalt. This project benefits the property owners with frontage on Timberline Lane, Tall Oak Way, Forest View Court and a portion of Old Hickory Road in the Forest View Estates No. 1 subdivision. There are 51 parcels which front on the roads to be rehabilitated as part of this project. A majority of homeowners representing over 60% of the properties and 66% of the road frontage have signed petitions.

The total construction cost for the district is \$375,000.00 plus \$4,000 for administration costs. The Township is contributing to the project since this project will improve a public roadway in accordance with established policy. The Township contribution will be \$76,500 which is \$1,500 per parcel. The interest rate for the district will be two percent (2%) which is applied to the outstanding balance.

The total principle cost per parcel is \$5,931.37. The annual principle payment per parcel is \$593.14 with 2% interest applied to the outstanding balance.

Forest View Estates Road Rehabilitation Project						
PROJECT COST		\$			375,000.00	
ADMINISTRATIVE COSTS		\$			4,000.00	
TOWNSHIP CONTRIBUTION *		\$			(76,500.00)	*
TOTAL		\$			302,500.00	
INTEREST %					2	
NUMBER OF PROPERTIES					51	**
TOTAL PER PARCEL		\$	5,931.37			
YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING		
1	2026	\$ 711.76	\$ 118.63	\$ 593.14	\$ 5,338.22	
2	2027	\$ 699.90	\$ 106.76	\$ 593.14	\$ 4,745.08	
3	2028	\$ 688.04	\$ 94.90	\$ 593.14	\$ 4,151.96	
4	2029	\$ 676.18	\$ 83.04	\$ 593.14	\$ 3,558.82	
5	2030	\$ 664.31	\$ 71.18	\$ 593.14	\$ 2,965.68	
6	2031	\$ 652.45	\$ 59.31	\$ 593.14	\$ 2,372.54	
7	2032	\$ 640.59	\$ 47.45	\$ 593.14	\$ 1,779.41	
8	2033	\$ 628.72	\$ 35.59	\$ 593.14	\$ 1,186.27	
9	2034	\$ 616.86	\$ 23.73	\$ 593.14	\$ 593.14	
10	2035	\$ 605.00	\$ 11.86	\$ 593.14	\$ -	
		\$ 6,583.81	\$ 652.45	\$ 5,931.36		
* \$1500 PER PARCEL						
** Parcels 34-200-012 & 200-015 were combined.						

EXHIBIT B – The District

The **Forest View Estates Road Rehabilitation Special Assessment Project** (summer tax 2026) is being designed to serve the properties in the Special Assessment District, which district is illustrated on the map below and includes the specific properties that are identified by the following permanent parcel numbers:

11-34-200-008	11-35-101-009	11-35-101-018	11-35-101-027	11-35-101-039	11-35-101-048
11-34-200-009	11-35-101-010	11-35-101-019	11-35-101-028	11-35-101-040	11-35-101-049
11-34-200-021	11-35-101-011	11-35-101-020	11-35-101-029	11-35-101-041	11-35-101-050
11-35-101-003	11-35-101-012	11-35-101-021	11-35-101-030	11-35-101-042	11-35-101-051
11-35-101-004	11-35-101-013	11-35-101-022	11-35-101-031	11-35-101-043	11-35-101-052
11-35-101-005	11-35-101-014	11-35-101-023	11-35-101-034	11-35-101-044	11-35-101-054
11-35-101-006	11-35-101-015	11-35-101-024	11-35-101-036	11-35-101-045	
11-35-101-007	11-35-101-016	11-35-101-025	11-35-101-037	11-35-101-046	
11-35-101-008	11-35-101-017	11-35-101-026	11-35-101-038	11-35-101-047	



EXHIBIT C – NOTICE OF PUBLIC HEARING

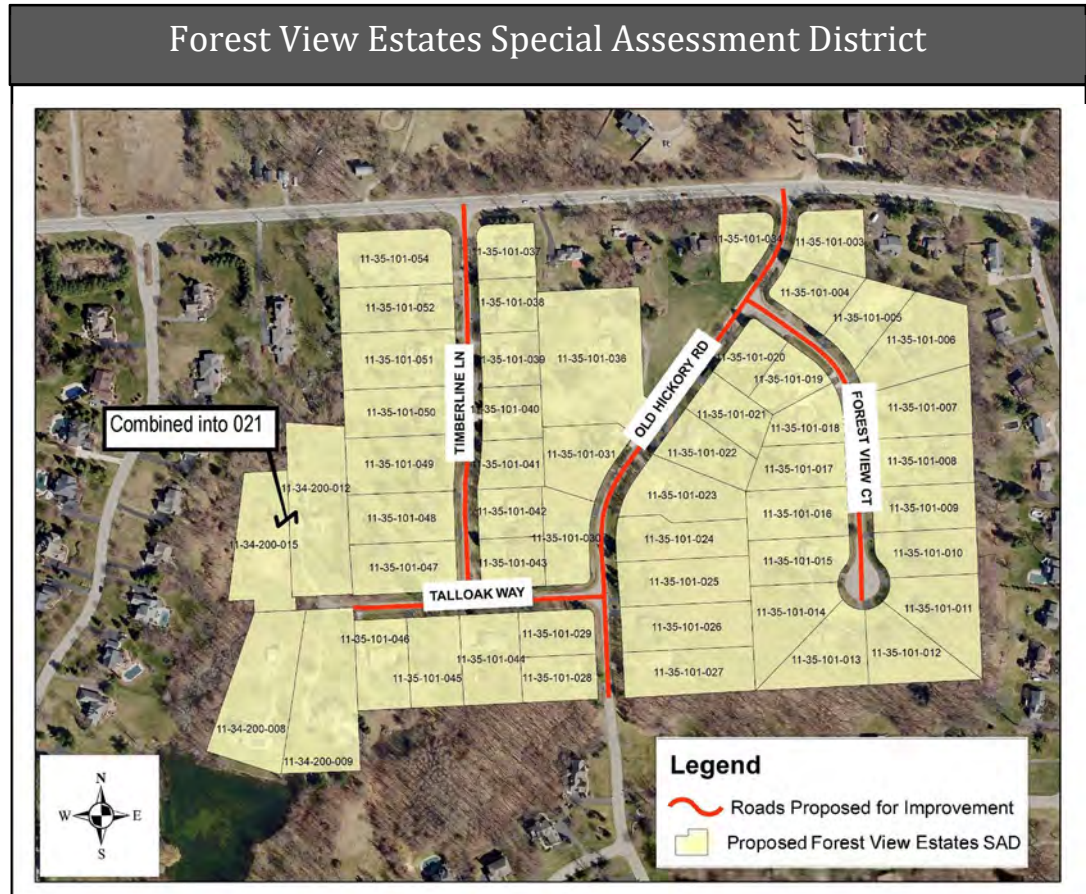
GENOA CHARTER TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN
NOTICE OF PUBLIC HEARING – NOVEMBER 17, 2025 AT 6:30PM
UPON A PROPOSED FOREST VIEW ESTATES ROAD REHABILITATION PROJECT
AND SPECIAL ASSESSMENT DISTRICT (summer tax 2026)

NOTICE IS HEREBY GIVEN:

- (1) The Township Board of Genoa Charter Township, Livingston County, Michigan, in accordance with the laws of the State of Michigan, will hold a Public Hearing on November 17, 2025 at 6:30 p.m., at the Genoa Charter Township Offices, 2911 Dorr Road, Brighton, Michigan 48116, to review the following proposed special assessment district and to hear any objections thereto and to the proposed project as follows:

FOREST VIEW ESTATES ROAD REHABILITATION SPECIAL ASSESSMENT DISTRICT

- (2) This public road improvement project (the “Project”) involves rehabilitating Timberline Lane, Tall Oak Way, Forest View Court and a portion of Old Hickory Road which are located in the Forest View Estates No.1 Subdivision on the south side of Brighton Road in Sections 34 and 35 of Genoa Charter Township. The project includes milling 4” of the existing asphalt, performing necessary subgrade undercutting, base improvements, berm grading and drainage improvements prior to placing four inches (4”) of hot mix asphalt. This project benefits the property owners with frontage on Timberline Lane, Tall Oak Way, Forest View Court and a portion of Old Hickory Road in the Forest View Estates No. 1 subdivision.



- (3) The total construction cost for the district is \$375,000.00 plus \$4,000 for administration costs. The Township is contributing to the project since this project will improve a public roadway in accordance with established policy. The Township contribution will be \$76,500 which is \$1,500 per parcel. The interest rate for the district will be two percent (2%) which is applied to the outstanding balance. The total principle cost per parcel is \$5,931.37. The annual principle payment per parcel is \$593.14 with 2% interest applied to the outstanding balance.

- (4) The Project is being designed to serve the properties in the Special Assessment District, which district is illustrated on the map on page 1 and includes the specific properties that are identified by the following parcel numbers:

11-34-200-008	11-35-101-009	11-35-101-018	11-35-101-027	11-35-101-039	11-35-101-048
11-34-200-009	11-35-101-010	11-35-101-019	11-35-101-028	11-35-101-040	11-35-101-049
11-34-200-021	11-35-101-011	11-35-101-020	11-35-101-029	11-35-101-041	11-35-101-050
11-35-101-003	11-35-101-012	11-35-101-021	11-35-101-030	11-35-101-042	11-35-101-051
11-35-101-004	11-35-101-013	11-35-101-022	11-35-101-031	11-35-101-043	11-35-101-052
11-35-101-005	11-35-101-014	11-35-101-023	11-35-101-034	11-35-101-044	11-35-101-054
11-35-101-006	11-35-101-015	11-35-101-024	11-35-101-036	11-35-101-045	
11-35-101-007	11-35-101-016	11-35-101-025	11-35-101-037	11-35-101-046	
11-35-101-008	11-35-101-017	11-35-101-026	11-35-101-038	11-35-101-047	

- (5) The Township plans to impose special assessments on the properties located in the Special Assessment District to pay for the costs of the Project.
- (6) The plan and cost estimate from the Livingston County Road Commission for the proposed project and the boundaries of the Special Assessment District are now on file in the office of the Township Manager and Township Clerk for public inspection. Periodic redeterminations of the cost of the Project may be made, and subsequent hearings shall not be required if such cost redeterminations do not increase the estimated cost of the Project by more than 10%. The Township has received and certified petitions signed by 31 property owners which is over 60% percent of property owners and consists of 66% of the road frontage within the proposed district. Pursuant to the provisions of Public Act 188 of 1954, record owners of land have the right to object to the Project with the Township Board. Any person objecting to the proposed Project or the proposed Special Assessment District shall appear and protest at the hearing or shall file an objection in writing with the Township Manager before the close of the November 17, 2025 hearing or within such further times as the Township Board may grant.

All interested persons are invited to be present at the hearing to submit comments concerning the foregoing. The Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the hearing upon seven (7) days' notice to the Township Manager. Individuals with disabilities requiring such aids or services should contact the Manager at the address or phone number listed below.

This notice is given by order of the Genoa Charter Township Board.
Dated: November 7, 2025



Kelly VanMarter
Township Manager

2911 Dorr Road, Brighton, MI 48116
Phone: 810-227-5225
Email: kelly@genoa.org

EXHIBIT D

AFFIDAVIT OF MAILING

STATE OF MICHIGAN)

COUNTY OF LIVINGSTON)

Kathleen Murphy, being first duly sworn, deposes and says that she personally prepared for mailing, and did on November 7, 2025, send by first-class mail, the notice of hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Genoa; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.

Kathleen Murphy
Genoa Charter Township



2911 Dorr Road
Brighton, MI 48116
810.227.5225
810.227.3420 fax
genoa.org

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: October 29, 2025
RE: Closed Session Minutes

Sealed envelopes containing individual copies of the draft closed session minutes will be available for Board member review and approval at Monday's meeting. Please note that if changes to the closed session minutes are requested which would disclose the contents of the minutes, a closed session will be required. The agenda includes action items for this if necessary.

Please let me know if you have any questions or comments.

Sincerely,

Township Manager

SUPERVISOR

Kevin Spicher

CLERK

Janene Deaton

TREASURER

Robin L. Hunt

TRUSTEES

Rick Soucy

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter