

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
November 17, 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 November 3, 2025 meeting minutes.
- 3) Request to approve the November 5, 2025 special meeting minutes.

Approval of Regular Agenda:

- 4) Public Hearing on the proposed **Forest View Estates Road Rehabilitation** Special Assessment Project.
 - A) Call to the Property Owners
 - B) Call to the Public
- 5) Request for approval of **Resolution #3** - Approving the Project Cost Estimates, Special Assessment District and causing the Special Assessment Roll to be prepared for the **Forest View Estates Road Rehabilitation** Special Assessment Project (summer tax 2026). (Roll Call)
- 6) Request for approval of **Resolution #4** - Acknowledging the filing of the Special Assessment Roll, Scheduling the Second Hearing for December 1, 2025, and Directing the Issuance of Statutory Notices for the **Forest View Estates Road Rehabilitation** Special Assessment Project (summer tax 2026). (Roll Call)
- 7) Consideration of a request for a change to the employee contribution rate for the Blue Cross Blue Shield PPO Plan for the 2026 benefit plan year as presented by Human Resources Manager, Kim Lane.

- 8) Request for approval of the closed session minutes from November 3, 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)

Items for Discussion

- 9) Review and discuss draft questionnaire for the Trustee vacancy.

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 17, 2025

All information below through November 13, 2025

November 7, 2025 Bi Weekly Payroll	\$	127,817.94
INVOICES ON HOLD	\$	99,933.75
TOWNSHIP GENERAL EXPENSES	\$	10,518.74
OPERATING EXPENSES SAD (264CK)	\$	251,677.54
OPERATING EXPENSES PARKS AND REC (270CK)	\$	4,746.00
OPERATING EXPENSES DPW (503 FN)	\$	7,017.34
OPERATING EXPENSES ROAD IMPROVEMENT (261C2)	\$	79,678.57
OPERATING EXPENSES LAKE EDGEWOOD (593FN)	\$	3,169.12
OPERATING EXPENSES OAK POINTE (592FN)	\$	11,075.76
OPERATING EXPENSES ESCROW (792CK)	\$	140.16
TOTAL	\$	595,774.92

November 7, 2025

11/13/2025 11:21 AM		PAYROLL REGISTER REPORT FOR GENOA CHARTER TOWNSHIP				
		Payroll ID: 330				
		Pay Period End Date: 10/31/2025		Check Post Date: 11/07/2025		Bank ID: FNBCK
* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks						

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	76.00	0.00	2,539.43	52,694.55		
Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	
127,050.96	0.00	36,213.58	90,837.38	2,871,441.03	90,837.38	

11/13/2025		Check Register Report For Genoa Charter Township					
		For Check Dates 11/07/2025 to 11/07/2025					
				Check	Physical	Direct	
Check Date	Bank	Check Number	Name	Gross	Check Amount	Deposit	Status
11/07/2025	FNBCK	EFT1107	FLEX SPENDING (TASC)	1,122.48	1,122.48	0.00	Open
11/07/2025	FNBCK	EFT1108	INTERNAL REVENUE SERVICE	29,599.91	29,599.91	0.00	Open
11/07/2025	FNBCK	EFT1109	PRINCIPAL FINANCIAL	4,181.00	4,181.00	0.00	Open
11/07/2025	FNBCK	EFT1110	PRINCIPAL FINANCIAL	2,077.17	2,077.17	0.00	Open
Totals:				36,980.56	36,980.56	0.00	
Total Physical Checks:							
Total Check Stubs:		4					

Direct Deposit	\$90,837.38
Physical Check	\$36,980.56
TOTAL	\$127,817.94

INVOICES ON HOLD - NEED BOARD APPROVAL

Bank Code	Post Date	Invoice #	Vendor Sort Name	Amount	Description
503FN	11/1/2025 12:00:00 AM	00003/8-180-631	PORT CITY COMMUNICATIONS, INC.	330.44	ANSWERING SERVICE
503FN	10/31/2025 12:00:00 AM	52503593	TETRA TECH, INC.	6,262.50	IN HOUSE ENGINEERING SERVICES
503FN	10/8/2025 12:00:00 AM	8082528152484	ADVANCE AUTO PARTS	65.95	WIPER BLADES AND FUSES FOR TRUCKS 17 & 29
503FN	10/31/2025 12:00:00 AM	8082528145795	ADVANCE AUTO PARTS	38.71	OIL AND FUNNEL FOR TRUCK #20
503FN	10/29/2025 12:00:00 AM	8082530234560	ADVANCE AUTO PARTS	69.81	BATTERIES & RELAY FOR PLOW TRUCK #14
503FN	10/31/2025 12:00:00 AM	8082530453811	ADVANCE AUTO PARTS	163.98	TRUCK WIPERS AND WASHER FLUID TRUCK #1
503FN	10/1/2025 12:00:00 AM	669891685	ADVANCE AUTO PARTS	(216.00)	ADVANCE AUTO PARTS CREDIT DATED 8-28-2025
503FN	10/31/2025 12:00:00 AM	669891687	ADVANCE AUTO PARTS	(98.00)	CREDIT FOR ADVANCE AUTO DATED 8-28-2025
503FN	10/1/2025 12:00:00 AM	8082524633169	ADVANCE AUTO PARTS	(22.00)	CREDIT FOR ADVANCE AUTO PARTS DATED 9-3-2025
503FN	10/29/2025 12:00:00 AM	2170107449	AUTO ZONE	66.82	DURALAST 8 AMP BATTERY CHARGER & MAINTAINER
503FN	10/29/2025 12:00:00 AM	246264	BYRUM ACE HARDWARE	17.18	TIRE FOAM CLEANER
503FN	10/30/2025 12:00:00 AM	11-0232459	MARSHALL'S EXPRESS	71.40	OIL CHANGER FOR TRUCK # 9
					ACC PEDAL, R&R GAS PEDAL, ACAN VEHICLE CONTROL
503FN	10/31/2025 12:00:00 AM	35330	MYERS AUTOMOTIVE	543.03	MODULE TRUCK #7
					OIL CHANGE AND SCAN VEHICLE ONTROL MODULE,
					DIAGNOSE & RESET COMPUTER,, R&R WASHER PUMP FOR
503FN	10/30/2025 12:00:00 AM	35838	MYERS AUTOMOTIVE	646.83	TRUCK # 23
503FN	10/28/2025 12:00:00 AM	32308	PREMIER AERIAL & FLEET INSPECTION	605.31	ANNUAL TRUCK MOUNTED CRANE INSPECTION (G/O)
			RED WING BUSINESS ADVANTAGE		
503FN	11/10/2025 12:00:00 AM	517ST1-2095229	ACCOUNT	197.99	WORK BOOTS FOR CRAIG BUNKOSKE
					MHOG, G/O SEWER, HOWELL TWP,DPW REC, DPW PROF
503FN	11/12/2025 12:00:00 AM	11-02-2025	VISA	2,637.66	DEV, DPW TRUCK/TRAILER
			TOTAL FOR DPW FUND	11,381.61	
592FN	11/4/2025 12:00:00 AM	9009207911	DELUXE	636.52	1000 CHECK FOR OAK POINTE
592FN	11/3/2025 12:00:00 AM	11-3-2025	GENOA TOWNSHIP DPW FUND	28,994.17	MAINTENANCE/BILLING FEES
592FN	10/31/2025 12:00:00 AM	22074	COOPER'S TURF MANAGEMENT LLC	775.00	LAWN CUTTING & SPRAY VEGETATION
592FN	10/31/2025 12:00:00 AM	40264086	WSP MICHIGAN INC	1,785.00	QAPP & HASP & SAMPLING
592FN	10/30/2025 12:00:00 AM	111743	GENOA TOWNSHIP DPW FUND	23,245.08	MAINTENANCE/BILLING NOVEMBER 2025
592FN	10/31/2025 12:00:00 AM	CI-19084	HYDROCORP	740.23	MONTHLY CONTRACT
592FN	11/12/2025 12:00:00 AM	761-11360644	STATE OF MICHIGAN	1,710.30	COMMUNITY PUBLIC WATER SUPPLY ANNUAL FEE
593FN	10/3/2025 12:00:00 AM	111747	GENOA TOWNSHIP DPW FUND	10,907.75	MAINTENANCE /BILLING FEES
593FN	10/31/2025 12:00:00 AM	22073	COOPER'S TURF MANAGEMENT LLC	445.00	LAWN CUTTING & SPRAY VEGETATION
593FN	11/5/2025 12:00:00 AM	11-5-25	GENOA OCEOLA SEWER	134.48	PS# 39 & # 62- VACTOR PAD
			TOTAL FOR FUND 592	69,373.53	

INVOICES ON HOLD - NEED BOARD APPROVAL

Bank Code	Post Date	Invoice #	Vendor Sort Name	Amount	Description
792CK	10/31/2025 12:00:00 AM	52503518	TETRA TECH, INC.	1,500.00	CONSTRUCTION PLAN REVEIW FOR LEGACY APT
			TOTAL FOR FUND 705	1,500.00	
FNBACK	11/7/2025 12:00:00 AM	INV02979	SEMCOG	3,454.00	2025 ANNUAL MEMBERSHIP DUES
FNBACK	10/31/2025 12:00:00 AM	2692532	SAFEBUILT LLC	478.95	PLANNING AND ZONING TRUCK AND TRAILER SITE PLAN
FNBACK	10/30/2025 12:00:00 AM	6046475574	STAPLES	246.29	SUPPLIES
FNBACK	10/29/2025 12:00:00 AM	45003	MICHIGAN ASSOC. OF PLANNING	75.00	PLANNING COORDINATOR ADV ON WEBSITE
					SITE PLAN FOR PROPOSED TRUCK & TRAILER STORAGE LOT
FNBACK	10/31/2025 12:00:00 AM	52503531	TETRA TECH, INC.	690.00	ADDITION
FNBACK	10/29/2025 12:00:00 AM	136138	GIFFELS WEBSTER	971.25	MASTER PLAN- FOR PROFESSIONAL SERVICES
FNBACK	10/30/2025 12:00:00 AM	761-11368554	STATE OF MICHIGAN	181.71	DRINKING WATER 2026 ANNUAL INVOICE
FNBACK	10/31/2025 12:00:00 AM	171044564	AMERICAN AQUA	75.00	SUPPLIES
FNBACK	10/25/2025 12:00:00 AM	441941	MICHIGAN TOWNSHIP ASSOC	43.00	BOOK- GUIDE TO TWP GOVERNMENT
FNBACK	11/6/2025 12:00:00 AM	465170	MICHIGAN TOWNSHIP ASSOC	181.90	BOOKS FOR TWP RESPONSIBILITIES
FNBACK	10/31/2025 12:00:00 AM	11-1-2025	GORDON FOOD SERVICE	141.05	DPW, AND MHOG
FNBACK	11/7/2025 12:00:00 AM	293322	BUSINESS IMAGING GROUP	1,156.25	ENVELOPES -TAX BILLS
FNBACK	10/22/2025 12:00:00 AM	4334673-00	CONTINENTAL LINEN SERVICE	158.43	LINEN SERVICE- RUGS
FNBACK	10/28/2025 12:00:00 AM	S106563311.001	ETNA SUPPLY COMPANY	5,670.00	MXU READING DEVICES FOR STOCK REPLACEMENT
FNBACK	10/28/2025 12:00:00 AM	S106519375.0031	ETNA SUPPLY COMPANY	3,221.21	1" IPERL METERS FOR STOCK REPLACEMENT
FNBACK	10/1/2025 12:00:00 AM	S106414724.001	ETNA SUPPLY COMPANY	(51.30)	CREDIT FOR TARIFF CHARGE INVOICE DATED 9-30-25
FNBACK	11/7/2025 12:00:00 AM	6047490161	STAPLES	176.20	SUPPLIES
FNBACK	11/10/2025 12:00:00 AM	11-10-25	DYKEMA GOSSETT PLLC	590.40	LATSON SOUTH MTT ATTY FEE
FNBACK	11/6/2025 12:00:00 AM	293406	BUSINESS IMAGING GROUP	219.27	BUSINESS CARD -SOUCY ENVELOPES
			TOTAL FOR GENERAL FUND	17,678.61	
			TOTAL FOR ALL FUNDS	99,933.75	

CHECK DISBURSEMENT REPORT FOR CHECKS DATED 10-30-25 TO 11-13-25

Check Date	Bank	Check #	Invoice	Payee	Description	Amount
10/30/2025	FNBCK	198(E)	53619956	PRINCIPAL FINANCIAL RETIREMENT	RETIREMENT	542.50
11/04/2025	FNBCK	39882	10-29-2025	LIVINGSTON COUNTY TREASURER ASSOC	TREASURERS DEPT MISCELLANEOUS	29.00
11/04/2025	FNBCK	39889	239594	PRINTING SYSTEMS	ELECTION OFFICE SUPPLIES/EQUIPMENT	189.89
11/04/2025	FNBCK	39895	10-29-2025	TODD WALKER	TRUSTEES MILEAGE & TRAVEL EXPENSE	92.40
11/05/2025	FNBCK	39896#	22034	COOPER'S TURF MANAGEMENT LLC	REPAIRS & MAINTENANCE	1,165.00
11/05/2025	FNBCK	39896	22034	COOPER'S TURF MANAGEMENT LLC	CEMETERY MAINTENANCE	320.00
11/05/2025	FNBCK	39897	IN7104369561	GOTO GROUP, INC	PHONE/INTERNT/CABLE/ALARM	710.20
11/05/2025	FNBCK	39897	IN60001489525	GOTO GROUP, INC	REPAIRS & MAINTENANCE	6.00
11/05/2025	FNBCK	39897	IN60001489524	GOTO GROUP, INC	REPAIRS & MAINTENANCE	170.29
11/05/2025	FNBCK	39897	IN60001488181	GOTO GROUP, INC	REPAIRS & MAINTENANCE	174.29
11/05/2025	FNBCK	39898#	33270	NETWORK SERVICES GROUP, L.L.C.	DUE FROM #233 UTILITY FUND	696.10
11/05/2025	FNBCK	39898	33270	NETWORK SERVICES GROUP, L.L.C.	EQUIP / SOFTWARE / SOFTWARE MAINTENANCE	156.25
11/05/2025	FNBCK	39898	33260	NETWORK SERVICES GROUP, L.L.C.	EQUIP / SOFTWARE / SOFTWARE MAINTENANCE	2,241.25
11/05/2025	FNBCK	39898	33211	NETWORK SERVICES GROUP, L.L.C.	EQUIP / SOFTWARE / SOFTWARE MAINTENANCE	55.00
11/05/2025	FNBCK	39899	10-31-25	PAIGE BURGESS	BUILDING & GROUNDS CONTRACTUAL SERVICES	2,125.00
11/05/2025	FNBCK	39900	22034	COOPER'S TURF MANAGEMENT LLC	HERBST HOME UTILITIES	280.00
11/07/2025	FNBCK	39901	93-0-25 10-28-25	DTE ENERGY	UTIL:ELECTRICITY & NAT.GAS	972.08
11/07/2025	FNBCK	39902	101-25 10-29-25	DTE ENERGY	UTIL:ELECTRICITY & NAT.GAS	33.03
11/07/2025	FNBCK	39902	10-1-25 10-29-25	DTE ENERGY	UTIL:ELECTRICITY & NAT.GAS	204.05
11/07/2025	FNBCK	39902	9-30-25 10-28-25	DTE ENERGY	UTIL:ELECTRICITY & NAT.GAS	46.37
11/07/2025	FNBCK	39903	10-1-25 10-31-25	DTE ENERGY	UTIL:ELECTRICITY & NAT.GAS	310.04
Total for fund 101 GENERAL FUND						10,518.74
11/03/2025	264CK	4575	7430	LIVINGSTON COUNTY ROAD COMMISSION	GENOA ESTATES 1 (W25-34) -PROJECT EXP	246,362.54
11/03/2025	264CK	4576	20251998	A & R SEALCOATING, INC.	HOMESTEAD (\$22-31) -ANNUAL MAINT. EXP	2,500.00
11/05/2025	264CK	4579	52503553	TETRA TECH INC	TIMBER GREEN (W25-39) - PROJECT EXPENSE	2,815.00
Total for fund 202 SAD ROADS AND LAKES						251,677.54
11/03/2025	270CK	5808	11/3/2025	BRIGHTON SENIOR CENTER	MISC EXPENSE	1,000.00
11/05/2025	270CK	5809	22034	COOPER'S TURF MANAGEMENT LLC	PATH / PARK MAINTENANCE	3,746.00
Total for fund 208 PARK/RECREATION FUND						4,746.00
11/03/2025	503FN	6466	10-31-2025	UNITED STATES POSTAL SERVICE	POSTAGE AND SHIPPING	1,934.14
11/05/2025	503FN	6471	108311339	WEX BANK	FUEL/WASHING	4,553.23
11/07/2025	503FN	6473	25498	MWEA	EMPLOYEE	100.00
11/07/2025	503FN	6473	25600	MWEA	EMPLOYEE	100.00
11/07/2025	503FN	6474	100436792	TRACTOR SUPPLY CO.	DUE FROM MHOG	329.97
Total for fund 233 DPW UTILITIES						7,017.34

CHECK DISPURSEMENT REPORT FOR CHECKS DATED 10-30-25 TO 11-13-25

Check Date	Bank	Check #	Invoice	Payee	Description	Amount
11/03/2025	261C2	1087	7426	LIVINGSTON COUNTY ROAD COMMISSION	EULER ROAD - REPAVE	79,678.57
Total for fund 401 ROAD IMPROVEMENT FUND						79,678.57
11/05/2025	593FN	4682	1012-5 10-29-25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	1,023.79
11/05/2025	593FN	4682	10125 10-29-25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	61.18
11/05/2025	593FN	4682	100-1-25 10-29-25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	34.30
11/05/2025	593FN	4682	10012-5 10-29-25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	50.62
11/05/2025	593FN	4682	100125 10-29-25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	191.24
11/05/2025	593FN	4682	10-1-25 10/29/25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	223.43
CHECK 593FN 4682 TOTAL FOR FUND 590:						1,584.56
Total for fund 590 LAKE EDGEWOOD OPERATING						3,169.12
11/03/2025	592FN	6481	10-29-2025	OAK POINTE NEW USER FUND	GRINDER ESCROW -4324 HIGHCREST	7,793.00
11/05/2025	592FN	6491	10/1/25 10/29/25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	229.93
11/05/2025	592FN	6491	10125 102925	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	65.29
11/05/2025	592FN	6491	1012/5 10292-5	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	64.73
11/05/2025	592FN	6491	101/25 1029-25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	88.89
11/05/2025	592FN	6491	10/1/25 102925	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	41.86
11/05/2025	592FN	6491	93025 102825	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	232.32
11/05/2025	592FN	6491	93025 10282-5	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	68.14
11/05/2025	592FN	6492	10/1/25 10-29-25	DTE ENERGY	UTILITIES - ELECTRIC - WATER	719.93
11/05/2025	592FN	6492	100125 10292-5	DTE ENERGY	UTILITIES - ELECTRIC - WATER	41.09
11/05/2025	592FN	6492	100125 1029-25	DTE ENERGY	UTILITIES - ELECTRIC - WATER	215.19
11/05/2025	592FN	6492	100125 102-9-25	DTE ENERGY	UTILITIES - ELECTRIC - WATER	28.67
11/05/2025	592FN	6492	93025 1028-25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	35.77
11/05/2025	592FN	6492	9-30-25 102-8-25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	112.88
11/05/2025	592FN	6492	93025 10-28-25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	473.60
11/05/2025	592FN	6492	10/1/25 10-29-25	DTE ENERGY	UTILITIES - ELECTRIC - SEWER	719.93
11/12/2025	592FN	6493	10-27-2025	AT&T LONG DISTANCE	INTERNET - WATER	144.54
Total for fund 592 OAKPOINTE OPERATING						11,075.76
11/12/2025	792CK	2923	10/1/25 10/31/25	DTE ENERGY	LAKE EDGEWOOD STREET LIGHTING	33.49
11/12/2025	792CK	2923	10/1/25 10/31/25	DTE ENERGY	HIDDEN PONDS HOME OWNRS ASS'N	45.65
11/12/2025	792CK	2923	10/1/25 10/31/25	DTE ENERGY	NORTHSHORE	61.02
Total for fund 705 ESCROW FUND						140.16
TOTAL - ALL FUNDS						368,023.23

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
November 3, 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, Township Attorney Joe Seward, and 21 people in the audience.

Call to the Public

The call to the public was opened at 6:31 pm.

Ms. Deb Beattie of 3109 Pineview Trail spoke regarding the loss of a valuable clerk. She wished this would have been handled in a different way. Her suggestion is a closed door session with the board, deputy clerk, clerk and township manager and anyone who should have been involved in this grievance and come to a better outcome. She thanked Bill and the board for the CPR class.

Ms. Colleen Quinn of 4042 Brookstone Court spoke regarding Ms. Deaton's resignation. She is upset that the person who was voted in was not given the tools and support to perform her duties. She would like to know what actions were taken by HR and the board regarding this issue.

Ms. Gina Gangnier of 4354 Highcrest Drive asked the board how it is possible for a new clerk to be successful with no files, no computer and needed records. She reviewed and questioned the items that were listed in Ms. Deaton's resignation letter. The people of Genoa Township voted for Janene Deaton because they did not like the previous administration. She asked to have this investigated.

Genoa Charter Township Board Meeting
November 3, 2025
Unapproved Minutes

Ms. Kara Sawaya of 3597 Lakewood Shore Drive spoke regarding Janene Deaton's resignation. She questioned the items that were listed in Ms. Deaton's letter. She asked for an investigation to ensure the integrity of elections.

Ms. Debbie McCormick of 2656 Springhill Drive spoke about Ms. Deaton's resignation. She is concerned with the integrity of voting.

Mr. Bill Reiber of 3154 Stillriver Drive stated that Janene is his friend and he campaigned with her. She has done a lot of good for this township in the time that she has been here. He listed items that she accomplished. She did not have experience, but she attended all training available to her.

Ms. Candie Hovarter of 3128 Brighton Road spoke on behalf of Susan Nichols who was not able to be present. She thanked Janene Deaton for all she did as a clerk. She is disappointed her grievances were not addressed. She spoke to the two employees who resigned and asked if anyone else spoke to them. She asked how it will be handled going forward so it does not occur again.

Mr. Mike Wilbanks of 2914 Russel Drive stated that Janene is a wonderful person and great friend. He knew that Janene would represent all residents. He would like to have this resolved and move forward.

Ms. Karen Wilbanks of 2914 Russel Drive stated that the employees of Genoa Township should be held to as high a level of accountability as elected officials. It is time for a thorough review of all township staff. She stated that Janene has high integrity and moral values. It is shameful that these acts were allowed to happen.

Mr. Jeff Dhaenens of 5494 Sharp Drive thanked Janene. He appreciates the changes that she made. He wished her the best and hopes she is going to stay involved. He's sorry there were challenges with the office staff. He has found the staff to be phenomenal to work with.

Ms. Stephanie Booth of 516 Maple Street attended the Polly Skolarus trial to see the corruption that was going on. She sides with Janene and understands working in a toxic environment. She thinks there is a lot of local corruption, and the township board should be aware of it. She has seen it firsthand.

Mr. David Pickett 1017 Sunrise Park met Janene Deaton, and he didn't like things that she was saying, but she told the truth, so he voted for her. She is his friend. The board owes it to the residents to meet and see what can be done.

The call to the public was closed at 6:56 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: November 3, 2025

2. Request to approve the October 20, 2025 regular meeting minutes

3. Request to approve the October 22, 2025 special meeting minutes

Approval of Regular Agenda:

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

4. Consideration of Board action on the resignation letter submitted by the Township Clerk as required by MCL 41.56.

Ms. Deaton thanked everyone who spoke on her behalf. It is clear that this board doesn't care. She spoke about the toxic environment at the township.

Ms. Hunt is disappointed in the way the resignation was handled. The accusations that were made in her letter are inaccurate. She addressed the items in Ms. Deaton's letter. She has served the township for almost 40 years, and she is proud of the township's dedicated staff.

Moved by Hunt, supported by Walker, to accept the resignation letter submitted by the Township Clerk effective immediately. **The motion carried with a roll call vote. (Walker - yes; Reiber - no; Hunt - yes; Spicher - yes; Deaton - yes; Soucy - yes; Hovarter - no).**

The board took a five minute break. Ms. Deaton left the meeting at 7:04 pm.

Supervisor Spicher called the meeting back to order at 7:09 pm. He stated that the clerk quit. She was not asked to leave. He disputes the accuracy of her facts.

Ms. Hunt stated that State laws require that all payments receive two signatures, one of which is the clerk. The township cannot function without a clerk. She is requesting a special meeting on Wednesday to fill the vacancy.

Moved by Hunt, supported by Walker, to schedule a special board meeting for Wednesday, November 5, 2025 to appoint a new clerk. **The motion carried unanimously with a roll call vote (Hunt - yes; Reiber - yes; Soucy - yes; Hovarter - yes; Walker - yes; Spicher - yes)**

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)

Ms. VanMarter provided a review of the proposed project, including the total cost, the amount that the township is contributing, and the cost for each resident. They have over 60 percent of support from the residents.

Mr. Soucy wants the residents of Forest View Estates to know how much the township will contribute to this project.

Moved by Soucy, supported by Hovarter, 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). **The motion carried unanimously with a roll call vote (Spicher - yes; Soucy - yes; Reiber - yes; Walker - yes; Hunt - yes; Hovarter - yes)**

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)

Moved by Hunt, supported by Walker, 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). **The motion carried unanimously with a roll call vote (Hovarter - yes; Walker - yes; Hunt - yes; Reiber - yes; Spicher - yes; Soucy - yes)**

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)**

The board members reviewed the minutes presented this evening in sealed envelopes.

Moved by Reiber, supported by Walker, 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 to address questions regarding the minutes of the closed session. **The motion carried unanimously with a roll call vote (Soucy - yes; Hovarter - yes; Spicher - yes; Reiber - yes; Hunt - yes; Walker - yes)**

The board entered the closed session at 7:24 pm.

Moved by Reiber, supported by Hunt, to enter back into regular session. **The motion carried unanimously with a roll call vote (Reiber - yes; Walker - yes; Spicher - yes; Soucy - yes; Hovarter - yes; Hunt - yes).**

The board returned to regular session at 7:32 pm.

Moved by Soucy, supported by Walker, to approve the closed session minutes from October 22, 2025 as amended. **The motion carried unanimously with a roll call vote (Walker - yes; Hunt - yes; Hovarter - yes; Spicher - yes; Soucy - yes; Reiber - yes)**

Member Updates

Mr. Soucy stated he and Mr. Walker attended classes held by SEMCOG at their annual general assembly meeting. He saw a demonstration from a poll company who provides a live feed of survey results. This would be helpful for the Master Plan survey.

Ms. Hovarter stated the fire and ice project in Howell is continuing. Howell Township is going to be getting a new building.

Mr. Reiber provided a review of the CPR/AED training held at the township hall. Supervisor Spicher stated he received positive feedback regarding this class. There will be more trainings in January and March.

Supervisor Spicher stated there were two attendees at the Coffee with a Cop event. It was a productive session. The next one is Monday, November 24, 2025.

Mr. Walker stated that November is Veterans Appreciation Event. The Fill the Trailer event will be held in the Wal-Mart parking lot on November 15. They will be collecting food donations.

Board Comments

Mr. Seward stated that during the call to the public, there were a number of people in the call to the public who made factual statements and asked for disciplinary actions by the board. He cautioned the board to be careful of what they say and write, it is subject to a defamation claim. Do not say anything if it is not true.

Supervisor Spicher was disappointed by the call to the public. Comments such as that should be directed toward the board and not staff. They do their jobs, and they do them well. The manager was treated very poorly. She does a phenomenal job. Her knowledge and abilities are second to none.

Ms. Hunt thanked Kelly for everything she does and did not deserve what was said.

Ms. VanMarter stated that if anyone has questions about how her office operates or the treatment of Ms. Deaton, to contact her. There is another side to this story. Supervisor Spicher stated he is available as well. Ms. Hunt stated she is available also.

Adjournment

Moved by Soucy, supported by Walker, to adjourn the meeting at 7:55 pm. **The motion carried unanimously.**

Genoa Charter Township Board Meeting
November 3, 2025
Unapproved Minutes

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved: Rick Soucy, Clerk
Genoa Charter Township

Kevin Spicher, Supervisor
Genoa Charter Township

DRAFT

GENOA CHARTER TOWNSHIP BOARD
Special Meeting
November 5, 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 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, Candie Hovarter, Robin Hunt, Bill Reiber, Rick Soucy, and Todd Walker.

Also present was Township Manager Kelly VanMarter, Township Attorney Joe Seward, and 14 people in the audience.

Call to the Public

The call to the public was opened at 6:31 pm.

Mr. Jim Carpenter of 4715 Stillmeadow stated when you are watching the meeting online, you cannot see the screen. He cannot delete the messages on the MyGenoa App. He is concerned that the township hall is an environment conducive to get work done. He would like to see an internal investigation to determine what is true and what actions are being taken and then let the public know. He asked to have the board explain the process of hiring a new clerk.

Ms. Debbie McCormick of 2650 Springhill Drive stated she was on the board for four years and recommends that choosing a new clerk should be done in closed session. She is applying for the clerk's job. She recommended the board take the time and interview each person and then make the decision.

Ms. Karen Wilbanks of 2914 Russell Drive asked how many people applied for the clerk's position and who is the final authority on when to bring it to vote.

Mr. Tim Quinn of 4042 Brookstone Court stated that if what he said at Monday's meeting is not accurate, he apologizes. Many people are bothered by the situation and do not know the truth.

Ms. Colleen Quinn of 4042 Brookstone Court supported what Jim, Debbie and Tim said. The township needs a good clerk and deputy clerk.

The call to the public was closed at 6:41 pm.

Approval of Regular Agenda:

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

1. Consideration of an appointment to fill the vacancy caused by the resignation of the Township Clerk

Mr. Seward provided the steps that have been taken after the clerk submitted her resignation. He also provided the laws that must be followed and qualifications that are needed to appoint a new clerk. The clerk that is appointed will serve until the next election in August. That clerk will fill the remaining term of the previous clerk. The discussion and vote must be in a public meeting.

Supervisor Spicher stated that five resumes have been received and none of the applicants have previously been a clerk and two have worked elections but have not run one. There are many opportunities for training. The board received the resumes yesterday. He added that the deputy clerk position was posted when she resigned. The new clerk will choose the deputy clerk.

Ms. Hunt stated there are a lot of responsibilities of the clerk and not just running an election. When the clerk is appointed by motion, the record has to be that whoever is appointed clerk will be added to all bank accounts. Mr. Seward stated the first thing the new clerk must do is take an oath and post a bond.

Mr. Reiber stated resumes do not list all experiences a candidate has. He spoke to four of the applicants and they were happy to have the opportunity and answered his questions and provided their qualifications.

Ms. Hunt reviewed all of the resumes and believes that Mr. Soucy is the most qualified.

Moved by Hunt, supported by Walker, to appoint Rick Soucy as Township Clerk and upon his appointment, he shall be added to all township bank accounts. **The motion carried with a roll call vote (Hunt - yes; Walker - yes; Soucy - yes; Spicher - yes; Reiber - no; Hovarter - no).**

Mr. Seward stated that Mr. Soucy can no longer serve on the township board. The township has 45 days to appoint a new trustee.

The board discussed the process of advertising and appointing a new trustee and when that person would need to run for the position.

Board Comments

Ms. Hovarter stated she does not understand what happened with Janene. It is troubling what was going on. She will run against Mr. Soucy for clerk in the primary election.

Adjournment

Moved by Hunt, supported by Walker, to adjourn the meeting at 7:11 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved: Rick Soucy, Clerk Kevin Spicher, Supervisor
 Genoa Charter Township 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: November 12, 2025

RE: Forest View Estates Road Rehabilitation Special Assessment District

Agenda items 4, 5 and 6 are provided in advancement of the Forest View Estates Road Rehabilitation special assessment district which was initiated by Resolutions 1 and 2 at the November 3, 2025 meeting. In accordance with Public Act 188 of 1954, notice was mailed to property owners in the proposed district on Friday, November 7, 2025 and published in the Livingston Daily on both November 7, 2025 and November 14, 2025. As of the date of this memo, I have not received any objections to the proposed district.

For your consideration at Monday's meeting, there is first the requirement for a public hearing for both the property owners and the general public to hear objections to the proposed project and/or the district. This is agenda item #4.

After the conclusion of the public hearing, the Township Board of Trustees will consider adoption of **Resolution #3** which:

- Describes the improvement and resolves to complete the improvement according to the plans.
- Approves the plans and cost estimates as provided.
- Designates the boundaries of the district.
- Designates the term of the special assessment district's existence.
- Directs the Supervisor and assessing staff to prepare the special assessment roll.

Following Resolution #3, the Township Board of Trustees will consider adoption of **Resolution #4** which:

- Acknowledges that the Supervisor has certified and filed the Special Assessment Roll.
- Sets the time and day for the public hearing to review and hear objections on the Roll.
- Outlines the notification requirements for the second public hearing.

I look forward to discussing this with you at Monday's meeting. If, following the public hearing, you choose to continue with the establishing the district, I request your consideration of Resolution 3 and Resolution 4 with disposition via roll call as follows:

SUPERVISOR

Kevin Spicher

CLERK

Rick Soucy

TREASURER

Robin L. Hunt

TRUSTEES

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

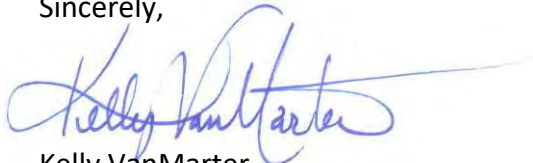
Agenda Item #5 - Resolution #3 (Requires Roll Call)

Moved by _____ and supported by _____ to approve **Resolution #3**
- Approving the Project Cost Estimates, Special Assessment District and causing the Special Assessment Roll to be prepared for the **Forest View Estates Road Rehabilitation** Special Assessment Project (summer tax 2026). (Roll Call)

Agenda Item #6 - Resolution #3 (Requires Roll Call)

Moved by _____ and supported by _____ to approve **Resolution #4** - Acknowledging the filing of the Special Assessment Roll, Scheduling the Second Hearing for December 1, 2025, and Directing the Issuance of Statutory Notices for the **Forest View Estates Road Rehabilitation** Special Assessment Project (summer tax 2026).

Sincerely,



Kelly VanMarter
Township Manager

Resolution #3
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 17, 2025. at 6:30 p.m., there were

PRESENT:

ABSENT:

The following preamble and resolution were offered by Rick Soucy and seconded by Todd Walker:

Resolution Approving Project, Cost Estimates, Special Assessment District
and Causing the Special Assessment Roll to be Prepared

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, the Township Board has determined to proceed with the Project as described in Exhibit A and in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, The Board of Trustees of the Township has declared its intention to make the improvement and tentatively designated the special assessment district against which the cost of the **Forest View Estates Road Rehabilitation Special Assessment Project** (summer tax 2026) is to be assessed is described in Exhibit B;

WHEREAS, the Township Manager reported that proper notice of the hearing pursuant to the requirements of Act No 188, Michigan Public Acts of 1954, as amended, on these matters had been published in the Livingston County Daily Press & Argus on November 7, 2025 and November 14, 2025 and had been mailed by first-class mail to each property owner within the proposed assessment district as shown on the current tax rolls of the Township on November 7, 2025. Affidavits of the publications and mailing of these notices were then filed as part of the record in the office of the Manager;

WHEREAS, on November 17, 2025 a public hearing was held to hear any objections or comments to the proposed project, the petitions for the project, the estimate of costs and to the special assessment district within which costs were to be assessed as described in the notice of the hearing and notice of the hearing was provided pursuant to the requirements of Act No 188, Michigan Public Acts of 1954, as amended;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Board approves the plans and cost estimates as prepared by the Livingston County Road Commission for the Project, which are on file with the Township Manager.

2. The Township Board agrees to complete the improvement in accordance with the plans as prepared by the Livingston County Road Commission for the Project.

3. The Township Board approves the sufficiency of the Petition for the project.

4. The Township Board determines that the Special Assessment District for the Project shall consist of the parcels identified in Exhibit B. The term of the Special Assessment District shall be for ten (10) years.

5. The Township Board has determined to advance the costs of the Project from Township funds and to use special assessments to raise the money necessary to reimburse the Township for the advance of such funds.

6. The Township Supervisor is directed to prepare the Special Assessment Roll for the Special Assessment District identified in Exhibit B. The Special Assessment Roll shall describe all the parcels of land to be assessed with the names of the respective record owners of each parcel, if known, and the total amount to be assessed against each parcel of land. When the Township Supervisor completes the Special Assessment Roll, he shall affix his certificate to the roll stating that the roll was made pursuant to a resolution of the Township Board adopted on a specified date, and that in making the assessment roll the supervisor, according to his or her best judgment, has conformed in all respects to the directions contained in the resolution and the statutes of the State of Michigan.

7. The estimated cost of the Project is subject to quarterly periodic redetermination of costs, without further notice, pursuant to MCL 41.724(4).

8. All resolutions or parts of resolutions in conflict with this resolution are hereby rescinded.

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 the November 17, 2025 meeting of the Township Board, 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.

Rick Soucy, 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
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.						

Population: Special Assessment District (X110325)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-34-200-008	X110325, Forest View	5,931.37	BERGEN FAMILY TRUST 5900 TALL OAK WAY
4711-34-200-009	X110325, Forest View	5,931.37	DENKHAUS DONALD & GUOIN PAMELA 5928 TALL OAK WAY
4711-34-200-021	X110325, Forest View	5,931.37	TANNIRU ROBERT & SHANNON 5937 TALL OAK WAY
4711-35-201-003	X110325, Forest View	5,931.37	LARKIN NOAH 5188 WALNUT HILLS DR
4711-35-101-004	X110325, Forest View	5,931.37	LARZELERE KATIE LTS 9.3 5065 FOREST VIEW CT
4711-35-101-005	X110325, Forest View	5,931.37	REED FAMILY TRUST 5087 FOREST VIEW CT
4711-35-101-006	X110325, Forest View	5,931.37	SUTHERLAND PHILIP & HEATHER 5111 FOREST VIEW CT
4711-35-101-007	X110325, Forest View	5,931.37	ROLLEY, JOEL S. 5117 FOREST VIEW CT
4711-35-101-008	X110325, Forest View	5,931.37	GILMORE ROBERT & LORETTA 5121 FOREST VIEW CT
4711-35-101-009	X110325, Forest View	5,931.37	COMISKEY HOLLEY M 5129 FOREST VIEW CT
4711-35-101-010	X110325, Forest View	5,931.37	GEISE MARCIA LTS 9.3 5135 FOREST VIEW CT
4711-35-101-011	X110325, Forest View	5,931.37	BUSBY WILLIAM & CAROLYN RJT 5153 FOREST VIEW CT
4711-35-101-012	X110325, Forest View	5,931.37	DAHLIN EUGENE & JUDITH 5197 FOREST VIEW CT
4711-35-101-013	X110325, Forest View	5,931.37	HUSEMANN CODY 5198 FOREST VIEW CT
4711-35-101-014	X110325, Forest View	5,931.37	MALICKE JOHN LTS 9.3 5188 FOREST VIEW CT
4711-35-101-015	X110325, Forest View	5,931.37	HOPMAN CARSON & CHANDLER OLIVIA 5178 FOREST VIEW CT
4711-35-101-016	X110325, Forest View	5,931.37	PIQUET, JEAN-MARC & JACQUELINE 5154 FOREST VIEW CT
4711-35-101-017	X110325, Forest View	5,931.37	AIELLO ANTHONY & ALYCIA 5136 FOREST VIEW CT
4711-35-101-018	X110325, Forest View	5,931.37	CUTTER KEITH & CATHERINE LIFE EST. 5112 FOREST VIEW CT
4711-35-101-019	X110325, Forest View	5,931.37	KAFKAKIS CHRISTINA & NICHOLAS 5076 FOREST VIEW CT
4711-35-101-020	X110325, Forest View	5,931.37	FLOOD TRUST 5067 OLD HICKORY DR
4711-35-101-021	X110325, Forest View	5,931.37	LEAR ALFRED J & CYNTHIA A 5095 OLD HICKORY DR
4711-35-101-022	X110325, Forest View	5,931.37	CADIEUX ROBERT & GAIL LTS 9.3 5117 OLD HICKORY DR
4711-35-101-023	X110325, Forest View	5,931.37	YUN JORDAN & MCKEE KELLER 5151 OLD HICKORY DR
4711-35-101-024	X110325, Forest View	5,931.37	VALENTI, JOHN & SUSAN PO BOX 1395
4711-35-101-025	X110325, Forest View	5,931.37	AYOTTE JR WILLIAM & JUDITH LTS 9.3 5211 OLD HICKORY DR
4711-35-101-026	X110325, Forest View	5,931.37	AWENDER KURT & SUSAN 5223 OLD HICKORY DR

Population: Special Assessment District (X110325)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-35-101-027	X110325, Forest View	5,931.37	PATTERSON LISA 5239 OLD HICKORY DR
4711-35-101-028	X110325, Forest View	5,931.37	JEWELL REVOCABLE JOINT TRUST 5238 OLD HICKORY DR
4711-35-101-029	X110325, Forest View	5,931.37	GODIN MATTHEW & BROOKE LTS 9.3 6040 TALL OAK WAY
4711-35-101-030	X110325, Forest View	5,931.37	LAMBERSON ROBERTA JO LIFE ESTATE 5188 OLD HICKORY DR
4711-35-101-031	X110325, Forest View	5,931.37	ROSE CLARICE 6115 DEACON HILL
4711-35-101-034	X110325, Forest View	5,931.37	PIENKOSZ CELIA E & EDMUND H JR 5032 OLD HICKORY DR
4711-35-101-036	X110325, Forest View	5,931.37	STAGGS, CRAIG & POLLY 5130 OLD HICKORY DR
4711-35-101-037	X110325, Forest View	5,931.37	DUTCHER, THOMAS A. & DIANA L 5015 TIMBERLINE LN
4711-35-101-038	X110325, Forest View	5,931.37	BURCHFIELD KEVEN REV TRUST 5045 TIMBERLINE LN
4711-35-101-039	X110325, Forest View	5,931.37	FELIX JESSE A & JENNIFER L 5075 TIMBERLINE LN
4711-35-101-040	X110325, Forest View	5,931.37	KATZ JEANNE 5103 TIMBERLINE LN
4711-34-101-041	X110325, Forest View	5,931.37	
4711-35-101-042	X110325, Forest View	5,931.37	ORAM ROGER L & CAROL A 5155 TIMBERLINE LN
4711-35-101-043	X110325, Forest View	5,931.37	RUBAN SEAN 5183 TIMBERLINE LN
4711-35-101-044	X110325, Forest View	5,931.37	GIBSON SCOTT & SUSAN 6014 TALL OAK WAY
4711-35-101-045	X110325, Forest View	5,931.37	RODGERS KENNETH 5982 TALL OAK WAY
4711-35-101-046	X110325, Forest View	5,931.37	ORTWINE ERIC & LEAH & FRENCH JILL 5954 TALL OAK WAY
4711-35-101-047	X110325, Forest View	5,931.37	CUNNINGHAM GARY & DIANA LTS 9.3 5188 TIMBERLINE LN
4711-35-101-048	X110325, Forest View	5,931.37	FLAMMERSFELD, PAUL & ERIKA 5156 TIMBERLINE LN
4711-35-101-049	X110325, Forest View	5,931.37	SCOTT, PAUL & LUCILLE 5128 TIMBERLINE LN
4711-35-101-050	X110325, Forest View	5,931.37	GRANEY JOHN P & CECILIA D 5100 TIMBERLINE LN
4711-35-101-051	X110325, Forest View	5,931.37	ORTON, DOUGLAS L. & KATHLEEN 5072 TIMBERLINE LN
4711-35-101-052	X110325, Forest View	5,931.37	DELONG, JEFFRY B. & C. 5044 TIMBERLINE LN
4711-35-101-054	X110325, Forest View	5,931.37	QUIGLEY STEVEN & PATRICIA 5016 TIMBERLINE LN
# OF PARCELS: 51	TOTALS:	302,499.87	

Resolution #4
Forest View Estates Road Rehabilitation Special Assessment Project
(summer tax 2026)

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of the Township of Genoa, Livingston County, Michigan, (the “Township”) held at the Township Hall on November 17, 2025, at 6:30 p.m., there were

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and supported by _____:

Resolution Acknowledging the Filing of the Special Assessment Roll, Scheduling the Second Hearing for December 1, 2025 and Directing the Issuance of Statutory Notices

WHEREAS, the Board of Trustees of the Township has determined to proceed with the **Forest View Estates Road Rehabilitation Special Assessment Project (summer tax 2026)** within the Township as described in Exhibit A (the “Project”); in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Board of Trustees of the Township has determined to advance the costs of the Project from Township funds and to use special assessments to raise the money necessary to reimburse the Township for the advance of such funds;

WHEREAS, the Township Supervisor has prepared the Special Assessment Roll entitled “ (Exhibit B) and has filed the Proposed Roll with the Township Manager and Township Clerk;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Board acknowledges that the Township Supervisor has filed the Proposed Roll with the Township Manager and Township Clerk.
2. The Township Board acknowledges that the Township Supervisor has certified that (a) the Proposed Roll was prepared in accordance with the direction of the Township Board and (b) the Proposed Roll was prepared in accordance with the laws of the State of Michigan. (Exhibit C)
3. The estimated cost of the Project is subject to quarterly periodic redetermination of costs, without further notice, pursuant to MCL 41.724(4).
4. 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 to review and hear objections on the Proposed Roll.
5. The second public hearing will be held on December 1, 2025 at 6:30 p.m. at the offices of Genoa Charter Township, Livingston County, Michigan.
6. 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 D and shall be mailed by first class mail on or before November 21, 2025. Following the mailing of the notices, the Township Manager shall complete the affidavit of mailing similar to the affidavit set forth in Exhibit E.

7. 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 21, 2025 and November 28, 2025. The notice shall be in a form substantially similar to the notice attached as Exhibit D.

8. All resolutions or parts of resolutions in conflict with this resolution are hereby rescinded.

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 the November 17, 2025 meeting of the Township Board, 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.

Rick Soucy
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.						

Population: Special Assessment District (X110325)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-34-200-008	X110325, Forest View	5,931.37	BERGEN FAMILY TRUST 5900 TALL OAK WAY
4711-34-200-009	X110325, Forest View	5,931.37	DENKHAUS DONALD & GUOIN PAMELA 5928 TALL OAK WAY
4711-34-200-021	X110325, Forest View	5,931.37	TANNIRU ROBERT & SHANNON 5937 TALL OAK WAY
4711-35-201-003	X110325, Forest View	5,931.37	LARKIN NOAH 5188 WALNUT HILLS DR
4711-35-101-004	X110325, Forest View	5,931.37	LARZELERE KATIE LTS 9.3 5065 FOREST VIEW CT
4711-35-101-005	X110325, Forest View	5,931.37	REED FAMILY TRUST 5087 FOREST VIEW CT
4711-35-101-006	X110325, Forest View	5,931.37	SUTHERLAND PHILIP & HEATHER 5111 FOREST VIEW CT
4711-35-101-007	X110325, Forest View	5,931.37	ROLLEY, JOEL S. 5117 FOREST VIEW CT
4711-35-101-008	X110325, Forest View	5,931.37	GILMORE ROBERT & LORETTA 5121 FOREST VIEW CT
4711-35-101-009	X110325, Forest View	5,931.37	COMISKEY HOLLEY M 5129 FOREST VIEW CT
4711-35-101-010	X110325, Forest View	5,931.37	GEISE MARCIA LTS 9.3 5135 FOREST VIEW CT
4711-35-101-011	X110325, Forest View	5,931.37	BUSBY WILLIAM & CAROLYN RJT 5153 FOREST VIEW CT
4711-35-101-012	X110325, Forest View	5,931.37	DAHLIN EUGENE & JUDITH 5197 FOREST VIEW CT
4711-35-101-013	X110325, Forest View	5,931.37	HUSEMANN CODY 5198 FOREST VIEW CT
4711-35-101-014	X110325, Forest View	5,931.37	MALICKE JOHN LTS 9.3 5188 FOREST VIEW CT
4711-35-101-015	X110325, Forest View	5,931.37	HOPMAN CARSON & CHANDLER OLIVIA 5178 FOREST VIEW CT
4711-35-101-016	X110325, Forest View	5,931.37	PIQUET, JEAN-MARC & JACQUELINE 5154 FOREST VIEW CT
4711-35-101-017	X110325, Forest View	5,931.37	AIELLO ANTHONY & ALYCIA 5136 FOREST VIEW CT
4711-35-101-018	X110325, Forest View	5,931.37	CUTTER KEITH & CATHERINE LIFE EST. 5112 FOREST VIEW CT
4711-35-101-019	X110325, Forest View	5,931.37	KAFKAKIS CHRISTINA & NICHOLAS 5076 FOREST VIEW CT
4711-35-101-020	X110325, Forest View	5,931.37	FLOOD TRUST 5067 OLD HICKORY DR
4711-35-101-021	X110325, Forest View	5,931.37	LEAR ALFRED J & CYNTHIA A 5095 OLD HICKORY DR
4711-35-101-022	X110325, Forest View	5,931.37	CADIEUX ROBERT & GAIL LTS 9.3 5117 OLD HICKORY DR
4711-35-101-023	X110325, Forest View	5,931.37	YUN JORDAN & MCKEE KELLER 5151 OLD HICKORY DR
4711-35-101-024	X110325, Forest View	5,931.37	VALENTI, JOHN & SUSAN PO BOX 1395
4711-35-101-025	X110325, Forest View	5,931.37	AYOTTE JR WILLIAM & JUDITH LTS 9.3 5211 OLD HICKORY DR
4711-35-101-026	X110325, Forest View	5,931.37	AWENDER KURT & SUSAN 5223 OLD HICKORY DR

Population: Special Assessment District (X110325)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-35-101-027	X110325, Forest View	5,931.37	PATTERSON LISA 5239 OLD HICKORY DR
4711-35-101-028	X110325, Forest View	5,931.37	JEWELL REVOCABLE JOINT TRUST 5238 OLD HICKORY DR
4711-35-101-029	X110325, Forest View	5,931.37	GODIN MATTHEW & BROOKE LTS 9.3 6040 TALL OAK WAY
4711-35-101-030	X110325, Forest View	5,931.37	LAMBERSON ROBERTA JO LIFE ESTATE 5188 OLD HICKORY DR
4711-35-101-031	X110325, Forest View	5,931.37	ROSE CLARICE 6115 DEACON HILL
4711-35-101-034	X110325, Forest View	5,931.37	PIENKOSZ CELIA E & EDMUND H JR 5032 OLD HICKORY DR
4711-35-101-036	X110325, Forest View	5,931.37	STAGGS, CRAIG & POLLY 5130 OLD HICKORY DR
4711-35-101-037	X110325, Forest View	5,931.37	DUTCHER, THOMAS A. & DIANA L 5015 TIMBERLINE LN
4711-35-101-038	X110325, Forest View	5,931.37	BURCHFIELD KEVEN REV TRUST 5045 TIMBERLINE LN
4711-35-101-039	X110325, Forest View	5,931.37	FELIX JESSE A & JENNIFER L 5075 TIMBERLINE LN
4711-35-101-040	X110325, Forest View	5,931.37	KATZ JEANNE 5103 TIMBERLINE LN
4711-34-101-041	X110325, Forest View	5,931.37	
4711-35-101-042	X110325, Forest View	5,931.37	ORAM ROGER L & CAROL A 5155 TIMBERLINE LN
4711-35-101-043	X110325, Forest View	5,931.37	RUBAN SEAN 5183 TIMBERLINE LN
4711-35-101-044	X110325, Forest View	5,931.37	GIBSON SCOTT & SUSAN 6014 TALL OAK WAY
4711-35-101-045	X110325, Forest View	5,931.37	RODGERS KENNETH 5982 TALL OAK WAY
4711-35-101-046	X110325, Forest View	5,931.37	ORTWINE ERIC & LEAH & FRENCH JILL 5954 TALL OAK WAY
4711-35-101-047	X110325, Forest View	5,931.37	CUNNINGHAM GARY & DIANA LTS 9.3 5188 TIMBERLINE LN
4711-35-101-048	X110325, Forest View	5,931.37	FLAMMERSFELD, PAUL & ERIKA 5156 TIMBERLINE LN
4711-35-101-049	X110325, Forest View	5,931.37	SCOTT, PAUL & LUCILLE 5128 TIMBERLINE LN
4711-35-101-050	X110325, Forest View	5,931.37	GRANEY JOHN P & CECILIA D 5100 TIMBERLINE LN
4711-35-101-051	X110325, Forest View	5,931.37	ORTON, DOUGLAS L. & KATHLEEN 5072 TIMBERLINE LN
4711-35-101-052	X110325, Forest View	5,931.37	DELONG, JEFFRY B. & C. 5044 TIMBERLINE LN
4711-35-101-054	X110325, Forest View	5,931.37	QUIGLEY STEVEN & PATRICIA 5016 TIMBERLINE LN
# OF PARCELS: 51	TOTALS:	302,499.87	

EXHIBIT C

CERTIFICATE

I, the undersigned, Supervisor of Genoa Charter Township, Livingston County, Michigan (the "Township"), acting pursuant to a resolution duly adopted by the Township Board of the Township on November 17, 2025 (the "Resolution") certify that (1) the attached special assessment roll for the Forest View Estates Road Rehabilitation Special Assessment Project (summer tax 2026) to which this Certificate is affixed, was made pursuant to the Resolution and (2) in making such a roll, I have, according to my best judgment, conformed in all respects to the directions contained in the Resolution and the statutes of the State of Michigan, including Act No. 188, Public Acts of Michigan, 1954, as amended.

Dated: November 17, 2025

Kevin Spicher
Genoa Charter Township Supervisor

**EXHIBIT D – NOTICE OF SECOND PUBLIC HEARING
DECEMBER 1, 2025**

**NOTICE OF DECEMBER 1, 2025 PUBLIC HEARING ON THE SPECIAL ASSESSMENT ROLL FOR THE
PROPOSED FOREST VIEW ESTATES ROAD REHABILITATION SPECIAL ASSESSMENT PROJECT
(Summer Tax 2026)**

PLEASE TAKE NOTICE that the Supervisor has reported to the Township Board and filed in the office of the Manager and Township Clerk for public examination a special assessment roll covering all properties within the Forest View Estates Road Rehabilitation Special Assessment Project (summer tax 2026). Said assessment roll has been prepared for the purpose of assessing a portion of the costs of the thereto within the aforesaid Forest View Estates Road Rehabilitation Special Assessment District. The costs are more particularly shown in the estimate of costs which is on file and available for public inspection in the office of the Manager and Township Clerk. The roll is the total amount of \$302,500 spread over ten (10) years with a proposed special assessment principal payment of \$5,931.37 (\$593.14 annually) per residential parcel for 51 parcels with 2% interest applied to the outstanding balance. The estimated cost of the Project is subject to quarterly periodic redetermination of costs, without further notice, pursuant to MCL 41.724(4).

PLEASE TAKE FURTHER NOTICE that the Township Board will hold a Public Hearing on **December 1, 2025 at 6:30 p.m., at the Genoa Charter Township Offices, 2911 Dorr Road, Brighton, Michigan 48116**, to review the special assessment roll, to consider any objections thereto, and to confirm the roll as submitted or revised or amended. The roll may be examined at the office of the Manager or Township Clerk at the Township hall during regular business hours of regular business days until the time of the hearing and may be examined at the hearing. Appearance and protest at the hearing or protest in writing before the close of the public hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal.

Any owner or party in interest, or agent, may appear in person at the hearing to protest the special assessment, or may file an appearance or protest by letter at or before the hearing, and in that event personal appearance shall not be required. The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the special assessment roll is confirmed.

After the public hearing, the Township Board may confirm the roll as submitted or as revised or amended; may provide for payment of special assessments in installments with interest on the unpaid balance; and may provide by resolution for other matters permitted by law with regard to special assessments.

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 21, 2025
Publication: Press/Argus on 11/21/25 and 11/28/25

Kelly VanMarter
Genoa Charter Township Manager
2911 Dorr Road, Brighton, MI 48116
Phone: 810-227-5225
Email: kelly@genoa.org

EXHIBIT E

AFFIDAVIT OF MAILING

STATE OF MICHIGAN

COUNTY OF LIVINGSTON

KELLY VANMARTER, being first duly sworn, deposes and says that the required second notice of public hearing, a true copy of which is attached hereto was prepared for mailing, and was mailed on November 21, 2025, via first-class mail, 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 Genoa Charter Township; 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.

Kelly VanMarter, Manager
Genoa Charter Township
November 21, 2025



MEMO

TO: Members of the Genoa Charter Township Board
FROM: Kim Lane, Human Resources
DATE: November 17, 2026
RE: Amendment to Benefit Plan Renewal for 2026

Dear Members of the Board:

Per the attached presentation, I am recommending that we lower the Employee Contribution for employees to remain on the Blue Cross PPO plan that we approved on October 6, 2025. This proposal retains the ability for employees to still choose the Blue Care Network option at a lower rate, or buy-up to the PPO plan.

I am recommending the Employee Contribution rate be 10% of the premium for each plan.

Action: 2026 Benefit Renewal

Approve the request for change in the Employee Contribution rate for the BCBS-PPO Plan to be 10% of premiums for 2026.

Moved by _____, supported by _____ to approve the change in Employee Contribution as presented by the Human Resources Manager.

2026 BENEFIT SOLUTIONS

ADDITIONAL REVIEW

ADDITIONAL REVIEW

Healthcare Change

After the last meeting before the Board to approve benefits for 2026, we uncovered a number of significant negative impacts for Employees moving to the Blue Care Network – Point of Service Plan (BCN-POS)

Impact of BCN-POS on Employees:

- The BCN Network is smaller than anticipated and is volatile. This is a challenge for employees with certain health issues. The physician list changes regularly and some doctors who might be in now are saying they are not renewing their BCN contract in January.
- The drug formulary is different for BCN – some employees will not be able to get their current medications, or their current medications will come at a higher cost.
- Utilizing the BCN-POS plan, though less expensive, will require employees to submit receipts and EOBs for some of their reimbursements through the Health Reimbursement account.

EMPLOYEE CONTRIBUTIONS FOR 2026

In early October, the board approved a buy-up for the PPO plan where the employees would pay the difference between the BCN-POS plan and the PPO plan. That would raise the Employee Cost by about 133%.

Proposed Change:

After reviewing the obstacles of the new BCN-POS plan, I am proposing that we reduce the Employee Contribution for those wishing to remain on the PPO plan. The proposed cost is 10% of the premium. It results in a 25% increase to the employees.

Employee Expenses						
Based on Composite Rates	Current EE Contribution (Monthly)	Current EE Contribution (Per Pay)	PPO Employee Contribution (currently approved)	PPO Contribution per pay (currently approved)	PROPOSED PPO Contribution for (10% Monthly)	PROPOSED PPO Contribution (10% per pay)
Single	\$86	\$40	\$202	\$93 (+53)	\$108	\$50 (+10)
2-Person	\$208	\$96	\$481	\$222 (+126)	\$260	\$120 (+24)
Family	\$260	\$120	\$603	\$278 (+158)	\$325	\$150 (+30)
Monthly Total	\$2,738		\$6,347		\$3,423	
Annual Total	\$32,856		\$76,164		\$41,076	

The proposal results in an additional cost of \$35,088 to the Township
(If every employee chose to remain on the PPO Plan.)



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: November 12, 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

Rick Soucy

TREASURER

Robin L. Hunt

TRUSTEES

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter



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: November 7, 2025
RE: Open Trustee Position – Questionnaire

Please see attached guidance from the Michigan Township Association in regard to the requirements for filling a vacancy on the Township Board. The recent appointment of Trustee Rick Soucy to the Clerk position following Janene's resignation has left a new vacancy for a Trustee. Fortunately, the Township does not need to rush to fill this vacancy because it is not constrained by an immediate harm to Township functions in the same way that the Clerk's resignation impacted our ability to make payments. Although not an extensive amount of time, the law provides that the Township Board has 45 calendar days to fill the vacancy (MCL 168.370), which is Thursday, December 18, 2025. The Township Board meets on Monday, December 15th, 2025 and I recommend that you target this meeting date for appointment of a new Trustee.

As you move forward with the process of filling the Trustee vacancy, I suggest the Board consider the use of a structured questionnaire for all interested applicants. A questionnaire not only assists the Board in evaluating candidates consistently, but also helps applicants gain a clearer understanding of the expectations, responsibilities, and time commitments involved in the Trustee role.

I have prepared a comprehensive draft questionnaire that covers areas such as community knowledge, understanding of local government operations, availability and commitment to the role, personal attributes, integrity, and independence. The list of questions is intentionally thorough in order to capture a full picture of each applicant's readiness; however, I recognize that it may be more extensive than necessary.

At this time, I am seeking the Board's feedback on the draft. Specifically, I would appreciate your input on:

- Whether you support using a questionnaire as part of the selection process;
- Any questions you feel should be added based on your experience as Trustees;
- Any questions you believe should be removed or simplified to make the document more concise and user-friendly; and
- Your thoughts on the best process for narrowing the list of candidates once applications/questionnaires have been received.

SUPERVISOR

Kevin Spicher

CLERK

Rick Soucy

TREASURER

Robin L. Hunt

TRUSTEES

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

Your experience on the Board provides valuable insight into the skills and judgment needed in a successful Trustee, and your guidance will help ensure the most effective and fair process possible.

Please review the draft questionnaire and share any comments or suggestions at Monday's meeting. I welcome any recommendations that improve clarity, shorten the format, or strengthen the evaluation process.

Procedurally, I suggest that you look to finalize and post the questionnaire no later than Wednesday, November 19th. This will allow 3 weeks to receive, review and refine the applications.

Thank you for your time and collaboration as we undertake this important responsibility.

Most respectfully,



Kelly VanMarter

Authorities & Responsibilities of Michigan Townships

2025 Edition

Catherine A. Mullhaupt



Michigan Townships Association

Copyright© 2025 by Michigan Townships Association

All rights reserved

Library of Congress Catalog Card Number 95-79823

Printed in Michigan, U.S.A.

at an election which is scheduled for the purpose of filling the office.”
(MCL 168.368)

MCL 41.57 states that every township office shall become vacant upon the happening of any of the events specified in MCL 201.3 as creating a vacancy:

“Every office shall become vacant, on the happening of any of the following events, before the expiration of the term of such office:

- 1) The death of the incumbent;
- 2) His resignation;
- 3) His removal from office;
- 4) His ceasing to be an inhabitant of this state; or, if the office be local, of the district, county, township, city, or village, for which he shall have been appointed, or within which the duties of his office are required to be discharged;
- 5) His conviction of any infamous crime, or of any offense involving a violation of his oath of office;
- 6) The decision of a competent tribunal, declaring void his appointment, or,
- 7) His refusal or neglect to take his oath of office, or to give, or renew any official bond, or to deposit such oath, or bond, in the manner and within the time prescribed by law.”

Filling a vacancy

The township board must appoint someone to fill a township board vacancy within 45 calendar days after the vacancy occurred (start counting “1” on the day after the vacancy and count right through holidays and weekends). (MCL 168.370)

If a township official submits a written resignation from an elective township office (not related to a recall election), the township board may appoint an individual within 30 days before the effective date to fill the vacancy once it occurs. (MCL 168.370)

If a vacancy has not been filled within 45 days after it took effect, the county clerk must call a special election within five calendar days to fill the vacancy. Not later than 4 p.m. on the 15th calendar day after the

CHAPTER 5: Holding Township Board Office

county clerk calls a special election, the township party committee for each political party in the township shall submit a nominee to fill the vacancy. The special election shall be held on the next regular election date that is not less than 60 days after the deadline for submitting the nominees, or 70 days after the deadline for submitting nominees if the next regular election is the even-year August primary or the general November election. The person elected to fill the vacancy shall serve for the remainder of the unexpired term. (MCL 168.370)

When any vacancy occurs in township office more than seven days before the 15th Tuesday before the August midterm primary, then the vacancy will be filled in two ways. The board must appoint to fill the vacancy, but then the person appointed to fill that vacancy holds office only until a successor is elected at the midterm general November election. The person elected then holds the office for the remainder of the term. (MCL 168.370a)

Where vacancies cause the loss of a quorum, the county election commission is authorized to make temporary appointments of enough members to constitute a quorum, which quorum can then fill the vacancy by appointment. The temporary appointee cannot vote for him- or herself to fill the vacancy. The temporary appointee only remains in the office until the vacancy is filled by appointment or election. (MCL 168.370)

The township board may appoint anyone who is eligible to hold elective township office. The board is not required to advertise the vacancy or solicit resumés but doing so may attract a larger or more capable pool of candidates. The board is not required to consider the runner-up from the last election or any other previous candidate or applicant.

If the township board wishes to conduct interviews, they must be done in open session at a township board meeting.

The township board does not consider a slate of candidates—instead, the first person nominated who receives a second and a majority vote of the board members present and voting is the appointee. The vote to appoint must be a voice vote, not a paper or secret ballot.

Appointing a board member to board vacancy

A current township board member may be considered to fill a vacancy for another board office. He or she may vote on their own appointment.

With two exceptions, it is the duty of each board member to vote on appointments to the township board (MCL 168.370):

- MCL 168.370(2) specifically states that an official who is temporarily appointed by the board of county election commissioners to restore a quorum when enough vacancies occur to prevent a quorum “shall not vote on the appointment of himself or herself to an elective or appointive township office” (township board offices are “elective” offices).
- MCL 168.370(3) also states that the resigning official shall not vote on the appointment when a township board member submits a written resignation and the board is voting to appoint a person to fill the vacancy during the 30 days prior to it taking effect.

So, the “resigning official shall not vote on the appointment” of his or her **successor**. According to MTA Legal Counsel, this prohibition is limited to voting, and does not require the person to recuse themselves from discussions on the appointment, just abstaining from voting.

And because the Election Law states specific exceptions to the rule, and does not specifically prohibit a township board member from voting to appoint him- or herself to an elective or appointive township office where the vacancy is created by death or resignation and does not involve a temporary appointment to restore quorum, a township official may vote to appoint him- or herself to fill a board vacancy.

Once a board member is appointed to and takes the oath to assume another board office, then he or she no longer holds the prior office. They do not have to resign their prior office. Because the Election Law does not prohibit an official who did not resign from voting on their successor, MTA Legal Counsel interpret that to mean that the board member whose appointment created a vacancy may vote on filling that previously held office.

Genoa Charter Township Trustee Candidate Application & Questionnaire

Applicant Information:

Name:

Address:

Phone:

Email:

Occupation/Employer:

Length of Residency in Genoa Charter Township:

1. Community Knowledge and Involvement

1. What do you believe are the most important issues currently facing Genoa Charter Township?
2. How would you describe the character of the Genoa Charter Township community?
3. Please describe your involvement in any local community organizations, volunteer activities, or civic groups.
4. How do you currently engage with Township residents on local issues (e.g., attending meetings, community events, social media, neighborhood associations)?
5. What do you think makes Genoa Charter Township a great place to live and work, and how could the Township Board help preserve or enhance that?
6. Have you participated in the currently active Master Plan Survey?
7. Did you attend or watch the Planning and Zoning for Everyone educational workshop hosted at the Township Hall?
8. Do you know where the jurisdictional boundaries of Genoa Township are?

2. Knowledge of Local Government

6. What do you understand to be the primary responsibilities of a Township Trustee?

7. Have you previously served in an elected or appointed government position? If yes, please describe your role and accomplishments.
8. What experience do you have reviewing budgets, contracts, or policy documents?
9. How familiar are you with Michigan's Open Meetings Act (OMA) and Freedom of Information Act (FOIA)?
10. How do you view the role of a Trustee in relation to Township staff and the Township Supervisor, Clerk, and Treasurer?
11. How would you handle a situation where your personal opinion differs from the majority of the Board or from public sentiment?

3. Availability and Commitment

12. The Township Board meets regularly in the evenings and occasionally holds workshops, special meetings, or committee meetings during business hours. Will you be available to attend these meetings consistently?
13. Trustees are expected to participate in training and educational opportunities, including conferences and seminars that may occur during the workweek. Are you able and willing to attend these events?
14. How much time per week do you anticipate being able to dedicate to your responsibilities as a Trustee?
15. Do you have any professional or personal commitments that might limit your ability to fully participate in Township duties?
16. Are you willing to invest time in reviewing meeting packets, policies, and background materials prior to meetings?
17. Do you understand that you are filling a vacated position and this seat will be subject to re-election in the 2026 primary election for a 2-year term?

4. Personal Attributes and Motivation

17. Why are you interested in serving as a Genoa Charter Township Trustee?

18. What qualities, skills, or perspectives would you bring to the Township Board?
19. Describe a time when you worked collaboratively as part of a team to solve a complex issue.
20. How do you approach conflict resolution and consensus-building in a group setting?
21. What would you hope to accomplish during your term as a Trustee?

5. Integrity and Independence

22. How would you ensure that your decisions as a Trustee are based on the best interests of Genoa Charter Township residents, rather than outside influences from political or personal relationships?
23. How do you define “conflict of interest,” and how would you handle a situation where one arises?
24. Have you ever been in a position where you had to make a difficult or unpopular decision based on facts and principles rather than pressure from others? Please describe how you handled it.
25. How will you ensure that your decisions as a Trustee are guided by law, policy, and factual information rather than by public pressure or popular opinion?
26. How will you maintain transparency and public trust while serving on the Board?

6. References (Optional)

Please provide up to two references who can speak to your character, community involvement, or leadership experience.

Name / Relationship / Contact Information