

**CHARTER TOWNSHIP OF GARFIELD  
TOWN BOARD MEETING  
March 12, 2024**

Supervisor Chuck Korn called the Town Board Meeting to order at the Garfield Township Hall on March 12, 2024 at 6:00p.m.

**Pledge of Allegiance**

**Roll Call of Board Members**

Present: Molly Agostinelli, Chris Barsheff, Steve Duell, Chuck Korn, Chloe Macomber, Lanie McManus and Denise Schmuckal

Staff Present: Planning Director John Sych

**1. Public Comment (6:01)**

None

**2. Review and Approval of the Amended Agenda - Conflict of Interest (6:01)**

*Agostinelli moved and Schmuckal seconded to approve the amended agenda as presented.*

*Yeas: Agostinelli, Schmuckal, Barsheff, Duell, Macomber, McManus, Korn*

*Nays: None*

**3. Consent Calendar (6:01)**

**a. Minutes**

February 20, 2024 Regular Meeting  
(Recommend Approval)

**b. Bills**

General Fund \$434,967.22  
(Recommend Approval)

**c. State of Michigan Revenue Sharing Report (Receive and File)**

**d. Consideration of Resolution 2024-05-T supporting extension of the Township water infrastructure serving the US 31/37 corridor south of McRae Hill Road. (Recommend Approval)**

*Duell moved and Barsheff seconded to approve the consent calendar as presented.*

*Yeas: Duell, Barsheff, Agostinelli, Schmuckal, McManus, Macomber, Korn*

*Nays: None*

**4. Items Removed from the Consent Calendar**

None

**5. Correspondence (6:03)**

- a. Letter to BATA/TCHC dated March 6, 2024

**6. Reports****a. County Commissioner's Report (6:12)**

County Commissioners Brad Jewett and Lauren Flynn reported that a study session on the facility master plan was held and they continue to prioritize projects. PACE came to county regarding their lease and all current ARPA projects are on track.

**b. Sheriff's Report (6:09)**

Lt. Roy Raska from the Sheriff's office shared statistics for Garfield Township for February 2024. He gave a personnel update and stated that a Sara Lee event on March 23rd may draw 5,000-6,000 people to the township.

**c. GT Metro Fire Report (6:12)**

Pat Parker introduced the new Metro Fire Chief Paul Mackin and reviewed calls for February in Garfield Township. He stated that they are working on grants to purchase a ladder truck and reported on two recent fires in the area. He thanked the board for time spent here at Metro serving the community.

**d. Planning Department Report for March 2024 (6:21)**

Planner John Sych stated that his report was submitted in writing and added that the Planning Commission will review a new special use permit this week and they continue to work on the Master Plan.

**e. Parks and Rec Report (6:23)**

Derek Morton, Parks Steward, submitted his report in writing and added that they are beginning some trail work since the weather has been nicer. A clean-up will be held at Kids Creek and trees will be replaced at Buffalo Ridge.

**f. Clerk's Report (6:25)**

McManus stated that she submitted in her report in writing and added that the voting went well.

**g. Supervisor's Report (6:30)**

Korn reported that he spoke with Charter Township managers about their positions. He attended a legal update for Charter Townships and met with

officials regarding pedestrian traffic near the new Montessori school and Meijers.

7. **Unfinished Business**

a. **Discussion on changes to the township's administrative structure (6:35)**

Korn reviewed the statutory duties of a supervisor. Other responsibilities could be taken over by a manager. Board members discussed the information that Korn brought forth regarding duties and salaries.

*Schmuckal moved and Agostinelli seconded to prepare resolutions to establish a manager position and change the supervisor position to part time.*

*Yeas: Schmuckal, Agostinelli, Barsheff, Duell, Macomber, McManus, Korn*

*Nays: None*

8. **New Business**

a. **Presentation for recruiting service for Chet Janik of Michigan Leadership Institute (6:58)**

Chet Janik gave a presentation regarding his proposal for a building department official search. He reviewed the draft position description and the timeline for hiring with board members. Board members discussed the position description draft, the Township information draft sheet and the proposed salary.

*Barsheff moved and Schmuckal seconded to approve the job description for Building Official.*

*Yeas: Barsheff, Schmuckal, McManus, Macomber, Agostinelli, Duell, Korn*

*Nays: None*

McManus and Sych will review the information sheet.

b. **Consideration of Awarding bid for River East Recreation Area Improvements – Phase III (7:31)**

*Schmuckal moved and Barsheff seconded to approve the bid for Phase III River East Recreation area improvements in the amount of \$192,895.00 using ARPA funds not to exceed \$250,000.00.*

*Yeas: Schmuckal, Barsheff, Agostinelli, McManus, Macomber, Duell, Korn*  
*Nays: None*

**c. Consideration River East Recreation Area – Phase III bathroom facility purchase (7:33)**

*Schmuckal moved and Macomber seconded to purchase a bathroom facility from Dalton Vaughan Norwalk Concrete Industries using ARPA funds not to exceed \$250,000.00.*

*Yeas: Schmuckal, Macomber, Duell, Agostinelli, Barsheff, McManus, Korn*

*Nays: None*

**d. Consideration of awarding bids for new boiler installation at the Township office. (7:38)**

Parks Steward Derek Morton reviewed the bids for a new boiler at the township hall. He recommends approval of the Temperature Control bid for \$28,500.00.

*Schmuckal moved and Barsheff seconded to award the bid for a new boiler for the township hall to Temperature Control in the amount of \$28,500.00.*

*Yeas: Schmuckal, Barsheff, Macomber, Duell, Agostinelli, McManus, Korn*

*Nays: None*

*Schmuckal moved and Macomber seconded to purchase the boiler with ARPA funds.*

*Yeas: Schmuckal, Macomber, Duell, Agostinelli, Barsheff, McManus, Korn*

*Nays: None*

**e. Consideration of bids to build two offices in the Planning area (7:44)**

Bids were received for the construction of a wall and a door in the Planning Office.

*Schmuckal moved and Barsheff seconded to award the bid to Absolute Building Solutions in the amount of \$5,125.00 to construct a wall and door in the Planning offices.*

*Yeas: Schmuckal, Barsheff, Duell, Agostinelli, Macomber, McManus, Korn*

*Nays: None*

**9. Public Comment: (7:48)**

None

10. **Other Business (7:49)**

Garbage preferred contracts were discussed.

McManus confirmed attendees for the MTA conference.

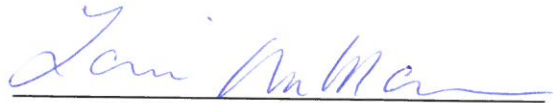
11. **Adjournment**

*Korn adjourned the meeting 7:54 pm.*



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Chuck Korn, Supervisor  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49686



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Lanie McManus, Clerk  
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